

NOTICE OF MEETING

Twin Cities Area Transportation Authority

Board Meeting

Wednesday, April 28, 2021

12:00 PM

Pursuant to Public Act 228, Sec. 3a. (a), the Twin Cities Area Transportation Authority (TCATA) will hold the TCATA Board meeting by phone for our public conference on **Wednesday, April 28, 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.

Join Zoom Meeting:

<https://zoom.us/j/99119563224?pwd=TVR2Y1IUZlZjNTFrVjlyQlRjWVpmQT09>

Meeting ID: 991 1956 3224

Passcode: 548391

Dial by your location:

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Find your local number: <https://zoom.us/u/aes0t6yaB8>

For those unable to participate remotely, you may submit a written comment to be read during the Public Comment period to Paul Gillespie by **Tuesday, April 27, 2021 by 3:00 pm**

If you have technical difficulties joining the meeting, contact 269-927-2268 and we will make every effort to assist you.

NOTICE OF MEETING

*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 contact **Paul Gillespie** at 269-927-2268 or pgillespie@tcatabus.org. Providing at least 7 days advance notice will help to ensure availability.*

TABLE OF CONTENTS
For the month of March 2021

Memorandum..... pg 1

Agenda pg 2

Minutes pg 3-5

Operation Summary pg 6

Ridership Comparison.....pg 7-9

Ridership..... pg 10

Fares.....pg 11

Driver of the Month.....pg 12

Check Detail pg 13

Purchase by Vendor pg 14-16

Unpaid Vendor..... pg 17

Chemical Bank Debit Card Activity.....pg 18&19

Wire Transfers.....pg 20

Petty Cash.....pg 21

Trial Balance.....pg 22-25

Profit & Loss.....pg 26&27

Balance Sheet..... pg 28&29

Profit & Loss Previous Year Comparison.....pg 30&31



**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
DATE: April 23, 2021
RE: TCATA Monthly Board Meeting

A handwritten signature in dark ink, appearing to be 'PG', is located to the right of the 'FROM' line.

There is a TCATA board meeting scheduled for **Wednesday April 28, 2021 at 12:00 p.m.**

The monthly board meeting will be held **ON A ZOOM VIDEO CONFERENCE.**

Please find enclosed a **MEETING NOTICE** with additional information on how to connect to the video conference.

If any changes should occur, you will be notified by telephone on Tuesday April 27, 2021 or as soon as possible.

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



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

AGENDA

ROLL CALL – 04/28/21

APPROVAL OF AGENDA

SECRETARY'S REPORT

- 2) General Information – 04/28/21
- 3) Minutes – 3/24/21

CHAIRMAN'S REPORT

- 1) General Information – 04/28/21

DIRECTOR'S REPORT

- 1) Operation Summary,
Ridership & Farebox – 03/21
- 2) Driver of the Month – 03/21
- 3) General Information – 04/28/21
- 4) Approval of Directors Report – 04/28/21

ACCOUNTANT'S REPORT

- 1) Unpaid Bills Detail – 03/21
- 2) Check Detail – 03/21
- 3) Purchases by Vendor Detail – 03/21
- 4) Petty Cash – 03/21
- 5) Wire Transfer– 03/21
- 6) Trial Balance, Profit loss, Profit and
Loss Budget vs. Actual
& Balance Sheet – 03/21
- 7) Approval of Accountant Report – 04/28/21
- 8) Audit Report

OLD BUSINESS

- 1)

NEW BUSINESS

- 1) Revised Budget Resolution

PUBLIC COMMENTS

**TWIN CITIES AREA TRANSPORTATION AUTHORITY
REGULARLY SCHEDULED
BOARD MEETING
HELD March 24, 2021**

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

Board Members Absent:

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

Staff Absent:

Public: Patricia Crayton
Eric Lester
Anthony Andrews.
Elnora Gavin

The board meeting was called to order by Mr. Childs.

Agenda: A motion was requested by Mr. Edwards to approve the agenda of 3/24/21 as presented, supported by Ms. Williams. **MOTION CARRIED**

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

Minutes – A motion was requested by Mr. Edwards to approve the minutes of 11/25/20 & 12/23/20 & 2/24/21 as presented, supported by Ms. Williams. **MOTION CARRIED**

Chairperson's Report: **General information – NONE**

Director's Report: **General information** – Mr. Gillespie presented his report for the month of February 2021.

Operation Summary, Ridership & Fare box – Mr. Gillespie informed the board that the total Demand Response riders for the month of February was 8,855 of these 761 were senior riders and 2,657 were disabled riders, and 222 children, 4,890 regular riders, and Line Haul had 3,198 riders.

1,941.60 gallons of gasoline covering 11,768 miles an average of 6.1 miles per gallon. LP gas we used 5,683.20 gallons covering 28,361 miles an average of 5.0 miles per gallon. Total vehicle hours were 3,150 with an average of 2.8 passengers per vehicle hour.

Mr. Gillespie informed the board that the Ridership Comparison for FY2020 Year to Date was 72,624 passengers on the Demand Response and 28,025 passengers on the Fixed Route. FY2021 Year to Date was 43,044 passengers on the Demand Response and 16,649 passengers on the Fixed Route.

Driver of the month – Marvin Haywood with 647 passengers for the month of February 2021.

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

Accountant’s Report:

Check Details, Purchases by Vendor Detail & Unpaid Bills – A motion was requested by Mr. Edwards to approve the check detail in the amount of \$74,961.10 for the month of February 2021, supported by Ms. Varrie. **MOTION CARRIED**

A motion was requested by Mr. Edwards to approve the Purchases by Vendor in the amount of \$90,548.50 for the month of February 2021, supported by Ms. Varrie. **MOTION CARRIED**

A motion was requested by Mr. Edwards to approve the Unpaid Bills Detail in the amount of \$2,697.73 for the month of February 2021, supported by Ms. Varrie. **MOTION CARRIED**

Bank Card Activity, Wire Transfers, & Petty Cash – was reviewed 2/21

Trial Balance, Balance Sheet & Profit & Loss- Ms. Tyson-Bradley stated that TCATA’s net income/(loss) as of February 2021, was \$151,098.18.

A motion was requested by Mr. Edwards to approve the Profit & Loss Report for the month of February 2021, supported by Ms. Varrie. **MOTION CARRIED**

Old Business:

Comments and ideas were made about a TCATA Picnic and Uniforms for employees.

New Business:

A motion was requested by Mr. Edwards to approve TCATA’s Drug & Alcohol Testing Policy, supported by Ms. Varrie. **MOTION CARRIED**

A motion was requested by Mr. Edwards to approve TCATA's ADA Paratransit Plan, supported by Ms. Varrie. **MOTION CARRIED**

A motion was requested by Ms. Parker to approve TCATA's Agency Safety Plan, supported by Mr. Edwards. **MOTION CARRIED**

A motion was requested by Ms. Parker to approve TCATA's Vehicle Maintenance Plan, supported by Mr. Edwards. **MOTION CARRIED**

A motion was requested by Mr. Edwards to approve TCATA's Procurement Guidelines, supported by Ms. Williams. **MOTION CARRIED**

A special meeting is scheduled for April 8, 2021 at noon.

Public Comments: **NONE**

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

Secretary

Date

dk

7,081,286

OPERATION SUMMARY

PASSENGERS TO DATE

19,415,239

MAR 2021

MILES TO DATE

Date	PASSENGERS TO DATE										MILES TO DATE				VEH.		PASS/	
	Regular	Senior	Disable	Child	SR. Dis	Total	LINE HAUL	VEHICLE DATA FUEL	MILES	MILES /GAL.	VEHICLE DATA LP FUEL	MILES	MGAL	HOURS	VEH.HR.			
MON 1-Mar	225	25	113	7	13	383	133	68.2	355	5.2	385.0	1480	3.8	156	2.5			
TUE 2-Mar	227	48	154	7	8	444	186	97.7	515	5.3	320.1	1603	5.0	158	2.8			
WED 3-Mar	214	45	139	19	21	438	153	64.3	420	6.5	365.2	1642	4.5	159	2.8			
THUR 4-Mar	221	30	135	12	19	417	160	51.9	295	5.7	390.5	1659	4.2	149	2.8			
FRI 5-Mar	247	36	134	12	16	445	163	66.4	461	6.9	357.5	1321	3.7	158	2.8			
SAT 6-Mar	106	28	81	10	15	240	96	52.4	341	6.5	120.4	589	4.9	66	3.6			
SUN																		
TOTAL	1240	212	756	67	92	2367	891	400.9	2387	6.0	1938.7	8294	4.3	846	2.8			
MON 8-Mar	216	39	121	7	24	407	152	27.2	181	6.7	347.5	1714	4.9	145	2.8			
TUE 9-Mar	194	37	122	10	17	380	146	52.5	330	6.3	274.8	1585	5.8	148	2.6			
WED 10-Mar	194	24	119	12	18	367	130	80.2	477	5.9	242.5	1356	5.6	153	2.4			
THUR 11-Mar	211	40	139	17	23	430	165	56.9	421	7.4	368.5	1366	3.7	157	2.7			
FRI 12-Mar	245	37	123	13	15	433	169	93.6	689	7.4	271.0	1397	5.2	149	2.9			
SAT 13-Mar	104	30	67	7	16	224	93	62	387	6.2	104.9	578	5.5	68	3.3			
SUN																		
TOTAL	1164	207	691	66	113	2241	855	372.4	2485	6.7	1609.2	7996	5.0	820	2.7			
MON 15-Mar	213	36	117	15	19	400	146	93.5	414	4.4	322.9	1258	3.9	140	2.9			
TUE 16-Mar	217	29	116	11	15	388	153	89.1	604	6.8	283.2	1306	4.6	152	2.6			
WED 17-Mar	213	33	128	7	27	408	123	122.7	733	6.0	247.5	1281	5.2	148	2.8			
THUR 18-Mar	229	32	134	11	14	420	142	70.3	385	5.5	275.3	1525	5.5	157	2.7			
FRI 19-Mar	224	38	125	18	12	417	166	50.7	251	5.0	330.8	1727	5.2	154	2.7			
SAT 20-Mar	124	16	76	13	11	240	109	49.5	304	6.1	70.7	473	6.7	68	3.5			
SUN																		
TOTAL	1220	184	696	75	98	2273	839	475.8	2691	5.7	1530.4	7570	4.9	819	2.8			
MON 22-Mar	206	45	135	9	17	412	163	67.1	392	5.8	251.7	1406	5.6	150	2.7			
TUE 23-Mar	223	30	111	10	9	383	151	44.1	311	7.1	311.5	1605	5.2	148	2.6			
WED 24-Mar	262	31	116	11	18	438	168	68.2	451	6.6	288.5	1321	4.6	133	3.3			
THUR 25-Mar	250	35	92	22	9	408	158	54.7	331	6.1	375.3	1736	4.6	166	2.5			
FRI 26-Mar	225	43	104	16	12	400	160	61.2	316	5.2	379.0	1458	3.8	171	2.3			
SAT 27-Mar	116	27	55	15	16	229	97	47.4	326	6.9	90.7	587	6.5	63	3.6			
SUN																		
TOTAL	1282	211	613	83	81	2270	897	342.7	2127	6.2	1696.7	8113	4.8	831	2.7			
MON 29-Mar	258	25	102	4	12	401	150	46.1	272	5.9	343.9	1657	4.8	148	2.7			
TUE 30-Mar	237	37	116	14	16	420	163	56.3	344	6.1	268.1	1558	5.8	145	2.9			
WED 31-Mar	283	34	111	11	10	449	174	51.7	383	7.4	358.4	1523	4.2	141	3.2			
THUR						0				#DIV/0!								
FRI						0				#DIV/0!								
SAT						0				#DIV/0!								
SUN										#DIV/0!								
TOTAL	778	96	329	29	38	1270	487	154.1	999	6.5	970.4	4738	4.9	434	2.9			
MONTH TOTAL	5684	910	3085	320	422	10421	3969	1745.9	10689	6.1	7745.4	36711	4.7	3750	2.8			

Fiscal Year 2020

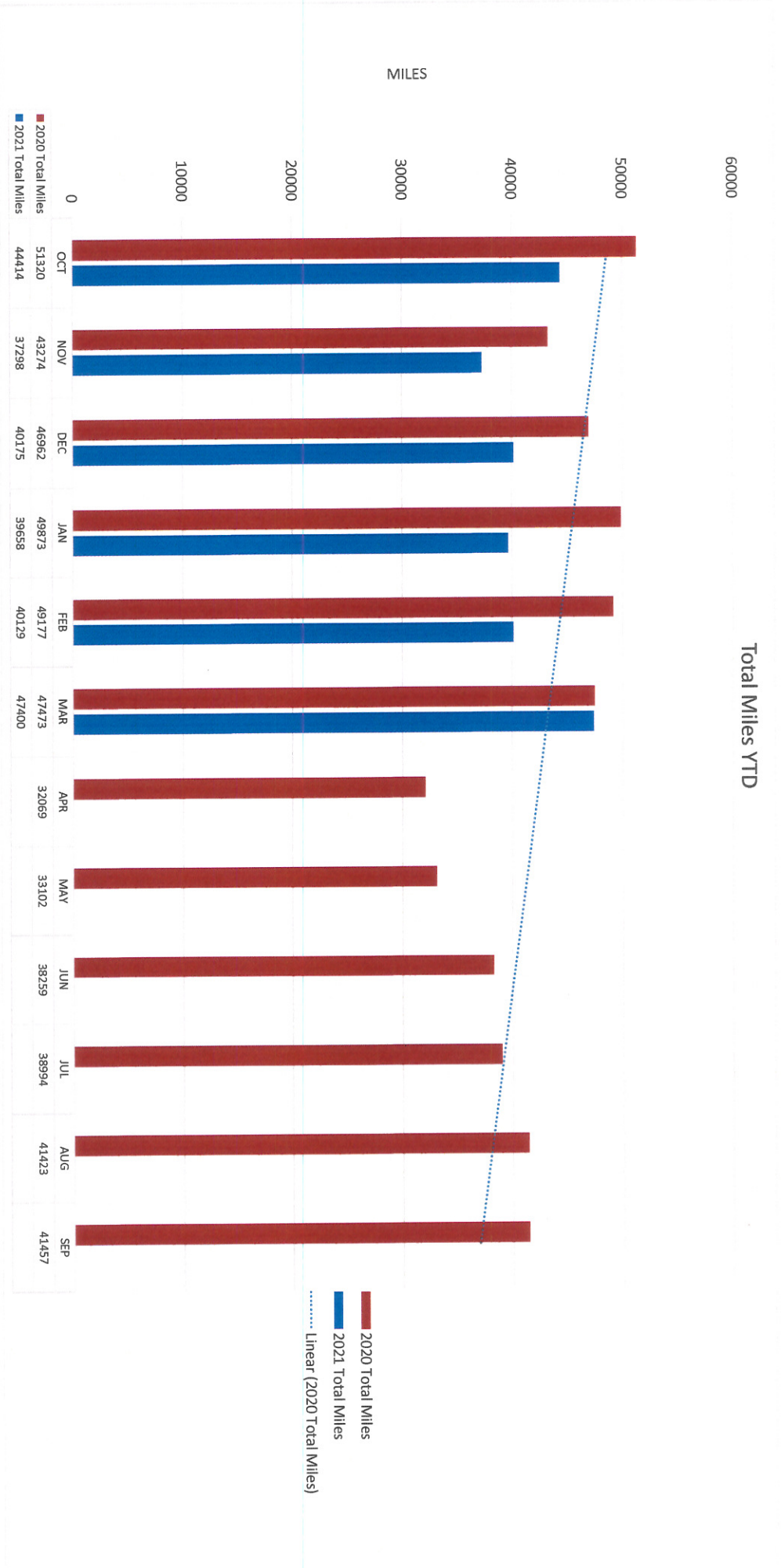
Date	Regular	Senior	Disable	Child	Sr. Dis	Total	HAUL	FUEL	MILES	/GAL.	Fuel	Miles	M/Gal	HOURS	VEH.HR.	PASS/
							HAUL	FUEL	MILES	/GAL.	Fuel	Miles	M/Gal	HOURS	VEH.HR.	PASS/
10/19	8329	1714	4919	339	502	15803	5189	2788.1	16381	5.9	8128.6	34939	4.30	4333	3.6	
11/19	8394	1085	3479	328	476	13762	7556	2264.5	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	2728.8	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	
Total	47247	8078	24141	2301	2609	84376	33103	13990.6	81288	5.8	47261.73	206791	4.38	24972	3.38	

Ridership Comparison

Fiscal Year 2021

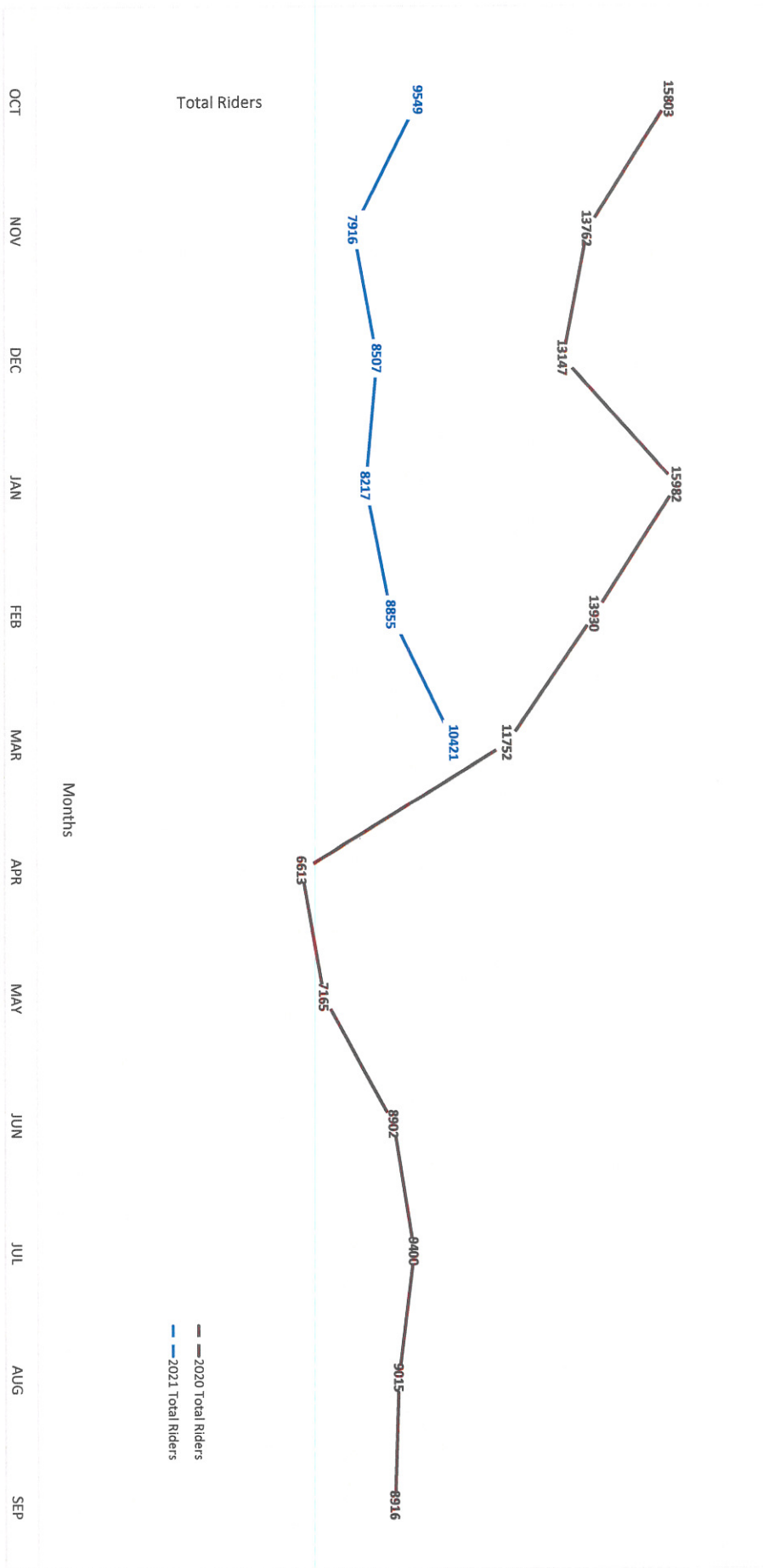
Date	Regular	Senior	Disable	Child	Sr. Dis	Total	HAUL	FUEL	MILES	/GAL.	Fuel	Miles	M/Gal	HOURS	VEH.HR.	PASS/
							HAUL	FUEL	MILES	/GAL.	Fuel	Miles	M/Gal	HOURS	VEH.HR.	PASS/
10/20	4703	994	3181	275	396	9549	3942	1185.1	8622	7.3	6772	35792	5.3	3581	2.7	
11/20	4189	826	2348	219	334	7916	3125	869.1	5701	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	
Total	28294	5225	16313	1523	2110	53465	20618	8212.1	51249	6.2	39985.6	197825	4.95	20399	2.62	
Change	-18953	-2853	-7828	-778	-499	-30911	-12485	-5778.5	-30039	0.4	-7276.1	-8966	0.57	-4573	-0.76	
% Change	59.9%	64.7%	67.6%	66.2%	80.9%	63.4%	62.3%	58.7%	63.0%	107.4%	84.6%	95.7%	113.1%	81.7%	77.6%	

Total Miles YTD



■ 2020 Total Miles
■ 2021 Total Miles
..... Linear (2020 Total Miles)

RIDERSHIP COMPARISON YTD



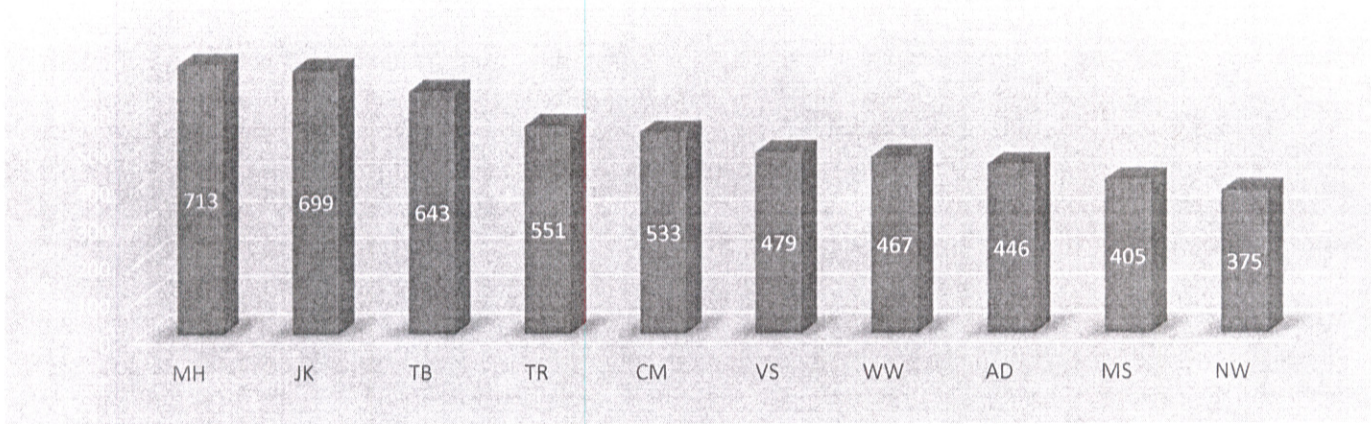
RIDERSHIP

	2020 FY Month Total	2020 FY Year to Date	2021 FY Month Total	2021 FY Year to Date	2021 FY Month Difference	YTD Difference	% Change
Oct	15,803	15,803	9,549	9,549	-6,254	-6,254	-39.57%
Nov	13,762	29,565	7,916	17,465	-5,846	-12,100	-40.93%
Dec	13,147	42,712	8,429	25,894	-4,718	-16,818	-39.38%
Jan	15,982	58,694	8,217	34,111	-7,765	-24,583	-41.88%
Feb	13,930	72,624	8,855	42,966	-5,075	-29,658	-40.84%
March	11,752	84,376	10,421	53,387	-1331	-30,989	-36.73%
April							
May							
June							
July							
Aug							
Sept							
TOTAL	84,376	84,376	53,387	53,387	-30,989	-30,989	-36.73%

FARES

	2020 FY	2020 FY	2021 FY	2021 FY	2021 FY	YTD	%
	Month	Year to	Month	Year to	Month		
	Total	Date	Total	Date	Difference	Difference	Change
Oct	\$ 26,140.87	\$ 26,140.87	\$ 15,734.72	\$ 15,734.72	\$ (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)	-34.16%
Dec	\$ 23,215.30	\$ 66,727.93	\$ 11,487.23	\$ 40,135.23	\$ (11,728.07)	\$ (26,592.70)	-39.85%
Jan	\$ 18,757.33	\$ 85,485.26	\$ 11,743.29	\$ 51,878.52	\$ (7,014.04)	\$ (33,606.74)	-39.31%
Feb	\$ 19,521.10	\$ 105,006.36	\$ 15,023.84	\$ 66,902.36	\$ (4,497.26)	\$ (38,104.00)	-36.29%
March	\$ 15,973.23	\$ 120,979.59	\$ 16,001.71	\$ 82,904.07	\$ 28.48	\$ (38,075.52)	-31.47%
April							
May							
June							
July							
Aug							
Sept							
TOTAL	\$ 120,979.59	\$ 120,979.59	\$ 82,904.07	\$ 82,904.07	\$ (38,075.52)	\$ (38,075.52)	-31.47%

Driver of the Month MARCH 2021



- | | |
|-----------------|--------|
| 1 M.Haywood | 713 MH |
| 2 J.King | 699 JK |
| 3 T. Brook | 643 TB |
| 4 T. Rolfe | 551 TR |
| 5 C. Modelewski | 533 CM |
| 6 V.Smith | 479 VS |
| 7 W. Wright | 467 WW |
| 8 A. Dwints | 446 AD |
| 9 M. Simmons | 405 MS |
| 10 N. Williams | 375 NW |

TOTAL 5311

Average passenger per month 531

	WEEKDAY	SATURDAY	TOTAL	LAST MONTH
BLUE	1816	202	2018	1594
BLUE JARC	741	87	828	686
RED JARC	944	109	1053	769
YELLOW	170	0	170	91
TOTAL LINE HAULS	3671	398	4069	3140
LAST MONTH	2782	358	3140	
Difference	889	40	929	

Check Detail

As of March 31, 2021

Date	Num	Name	Memo	Credit
10101 - TCF BANK				
03/02/2021	28957	BILL PURVIS	17323	1,600.00
03/04/2021	28958	ALL CITIES OCCUPATIONAL	17301	89.00
03/04/2021	28959	BEST WAY DISPOSAL	17295	162.00
03/04/2021	28960	CITY OF BH	17289	249.94
03/04/2021	28961	CITY PLUMBING	17309	132.00
03/04/2021	28962	ComCast	17274	386.35
03/04/2021	28963	Delta Dental	17293	1,788.51
03/04/2021	28964	KOTZ SANGSTER WYSOCKI P.C.	17279	2,687.50
03/04/2021	28965	Mich. Transit Pool - Liability Trust Fund	17298	16,959.00
03/04/2021	28966	Michigan Municipal League	17232	18,138.00
03/04/2021	28967	Petro Tank & Line Testing LLC	17290	1,612.45
03/04/2021	28968	Pri Mar Petroleum	17305	334.90
03/04/2021	28969	Priority Health	17300	24,604.46
03/04/2021	28970	Standard Insurance Company	17292	1,174.19
03/04/2021	28971	THAYER	17286	636.45
03/04/2021	28972	WSJM Tower Operations	17310	561.64
03/11/2021	28980	Barbara Tsaturova	JE 03-08	52.83
03/11/2021	28973	BILL PURVIS	17312	1,800.00
03/11/2021	28974	Colonial Life & Accidental Ins. Co	JE 03-08	118.27
03/11/2021	28975	DONNEL KYLE	JE 03-08	148.50
03/11/2021	28976	Kenneth Bragg	JE 03-08	148.50
03/11/2021	28977	MISDU	JE 03-08	1,015.18
03/11/2021	28978	TRANSAMERICA	52411	698.42
03/11/2021	28979	UNION DUES	JE 03-08	518.40
03/15/2021	28981	Auto-Wares Group	17278	108.92
03/15/2021	28982	BG of Michigan, Inc.	17297	389.92
03/15/2021	28983	BROWNS LOCKSMITH	503032	95.00
03/15/2021	28984	Cummins	17284	1,002.48
03/15/2021	28985	Mich. Municipal League Work. Comp	17271	5,941.00
03/15/2021	28986	Mike & Son, L.L.C.	17275	300.00
03/15/2021	28987	Orkin	17302	102.66
03/15/2021	28988	PARRETT BUSINESS	17311	49.46
03/15/2021	28989	STAPLES	17294	69.66
03/15/2021	28990	TCA-SynerTech, LLC	17317	1,112.41
03/15/2021	28991	THAYER	17306	930.24
03/15/2021	28992	VSP INSURANCE CO.	17307	437.03
03/17/2021	28993	ADT	17313	66.15
03/17/2021	28995	Indiana Electronics & Communications	17314	17,490.00
03/17/2021	28997	TAYLOR RENTAL	512121	658.56
03/24/2021	28998	All Automotive	17308	160.00
03/24/2021	28999	AT&T	17328	357.50
03/24/2021	29000	ComCast	17321	571.32
03/24/2021	29001	Indiana Michigan Power	17296	1,370.20
03/24/2021	29002	O'Reilly Auto Parts	17320	1,083.79
03/24/2021	29003	RAPID PRINT		128.56
03/24/2021	29007	MICH GAS	17322	2,385.17
03/25/2021	29005	BILL PURVIS	17333	2,800.00
03/25/2021	29006	Hanson Beverage Co.	17304	76.95
03/25/2021	29008	Colonial Life & Accidental Ins. Co	JE 5-13	118.27
03/25/2021	29009	MISDU	JE 5-13	1,015.18
03/25/2021	29010	TRANSAMERICA	52411	698.42
03/30/2021	29011	BEST WAY DISPOSAL	17338	162.00
03/30/2021	29012	Car Brite Distributors	17325	171.90
03/30/2021	29013	D&S Heavy Duty & Trailer Repair	17336	874.10
03/30/2021	29014	HERALD PALLADIUM	17303	435.98
03/30/2021	29015	Indiana Electronics & Communications	17335	250.00
03/30/2021	29016	Jordan Automotive Group	17337	603.76
03/30/2021	29017	MICHIANA SUPPLY	17324	96.68
03/30/2021	29018	Standard Insurance Company	17334	946.64
03/30/2021	29019	TCA-SynerTech, LLC		2,330.43
03/30/2021	29020	WSJM Tower Operations	17330	561.64
Total 10101 - TCF BANK				121,568.47
TOTAL				121,568.47
Chairperson Approval			Date	

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
March 2021

Memo	Amount
ADT	
503072 security	66.15
Total ADT	66.15
ART & IMAGE	
504031 Operations Supplies	170.00
Total ART & IMAGE	170.00
AT&T	
503031 Operation Service	357.50
Total AT&T	357.50
Auto-Wares Group	
504032 Maintenance Supplies	28.24
Total Auto-Wares Group	28.24
Belle Tire	
504021 operations tires	947.31
504021 operations tires	1,823.20
Total Belle Tire	2,770.51
BEST WAY DISPOSAL	
503992 sanitation	162.00
Total BEST WAY DISPOSAL	162.00
BILL PURVIS	
Consulting Service 503993	1,800.00
Consulting Service 503993	1,600.00
Consulting Service 503993	2,800.00
Total BILL PURVIS	6,200.00
Car Brite Distributors	
504032 Maintenance Supplies	171.90
Total Car Brite Distributors	171.90
CITY OF BH	
505043 Administration Water	40.50
505042 Maintenance Water	261.63
505041 Operations water	9.34
Total CITY OF BH	311.47
ComCast	
505053 administration telephone	127.97
505051 operations telephone	298.80
503033 Administration Service	144.55
Total ComCast	571.32
D&S Heavy Duty & Trailer Repair	
503032 Maintenance Service	874.10
503032 Maintenance Service	245.00
Total D&S Heavy Duty & Trailer Repair	1,119.10
Delta Dental	
10403 prepaid health	1,788.51
Total Delta Dental	1,788.51
DoubleMAP	
503032 Maintenance Service	6,266.37
Total DoubleMAP	6,266.37

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
March 2021

Memo	Amount
General Agency Co.	
10405 prepaid building	1,848.08
Total General Agency Co.	1,848.08
Green For Life	
504031 Operations Supplies	75.00
Total Green For Life	75.00
Hanson Beverage Co.	
512123 rental administration	76.95
Total Hanson Beverage Co.	76.95
HEI WIRELESS	
503031 Operation Service	260.00
503031 Operation Service	220.30
503031 Operation Service	2,204.80
503031 Operation Service	275.00
503031 Operation Service	63.92
Total HEI WIRELESS	3,024.02
Indiana Electronics & Communications	
503072 security	250.00
Total Indiana Electronics & Communications	250.00
Indiana Michigan Power	
505021 Electric - Operation	37.73
505022 Electric - Maintenance	1,056.33
505023 - Electric - Administration	163.48
Total Indiana Michigan Power	1,257.54
Jordan Automotive Group	
504032 Maintenance Supplies	603.76
504032 Maintenance Supplies	435.75
Total Jordan Automotive Group	1,039.51
KOTZ SANGSTER WYSOCKI P.C.	
503033 Administration Service	2,408.00
Total KOTZ SANGSTER WYSOCKI P.C.	2,408.00
LEISURE LAWN	
503032 Maintenance Service	259.00
Total LEISURE LAWN	259.00
MICH GAS	
505031 gas operations	38.49
505032 gas maintenance	1,077.80
505033 gas administration	166.80
Total MICH GAS	1,283.09
MICHIANA SUPPLY	
504032 Maintenance Supplies	96.68
Total MICHIANA SUPPLY	96.68
MICHIGAN PUBLIC TRANSIT	
509013 - dues & subscriptions	1,249.00
Total MICHIGAN PUBLIC TRANSIT	1,249.00

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
March 2021

Memo	Amount
O'Reilly Auto Parts	
504032 Maintenance Supplies	1,083.79
504032 Maintenance Supplies	961.92
Total O'Reilly Auto Parts	2,045.71
Orkin	
503032 Maintenance Service	102.66
Total Orkin	102.66
PARRETT BUSINESS	
503052 Contract maintenance for maintenance	53.42
Total PARRETT BUSINESS	53.42
Pri Mar Petroleum	
504032 Maintenance Supplies	304.92
Total Pri Mar Petroleum	304.92
Priority Health	
10403 prepaid health	23,210.94
Total Priority Health	23,210.94
RAPID PRINT	
504033 Administration Supplies	16.12
504033 Administration Supplies	26.20
504033 Administration Supplies	102.36
Total RAPID PRINT	144.68
Southwest Michigan Planning Commission	
New Freedom Program Contract Expenses	10,409.14
Total Southwest Michigan Planning Commission	10,409.14
Standard Insurance Company	
10403 prepaid health	946.64
Total Standard Insurance Company	946.64
STAPLES	
504033 Administration Supplies	69.66
504033 Administration Supplies	386.23
Total STAPLES	455.89
TCA-SynerTech, LLC	
503033 Administration Service	759.80
503033 Administration Service	1,570.63
Total TCA-SynerTech, LLC	2,330.43
UniFirst Corp. 099	
512122 maintenance rental	724.19
512122 maintenance rental	423.07
Total UniFirst Corp. 099	1,147.26
VSP INSURANCE CO.	
10403 prepaid health	437.03
Total VSP INSURANCE CO.	437.03
WSJM Tower Operations	
512121 operations rental	561.64
Total WSJM Tower Operations	561.64
TOTAL	75,000.30

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

Type	Date	Num	Due Date	Aging	Open Balance
Auto-Wares Group					
Bill Pmt -Check	12/22/2020	28839			-0.09
Bill	11/25/2020	17181	12/25/2020	96	0.09
Total Auto-Wares Group					0.00
D&S Heavy Duty & Trailer Repair					
Bill	03/29/2021	17373	03/29/2021	2	245.00
Total D&S Heavy Duty & Trailer Repair					245.00
Green For Life					
Bill	03/30/2021	17350	03/30/2021	1	75.00
Total Green For Life					75.00
HEI WIRELESS					
Bill	03/29/2021	17372	03/29/2021	2	275.00
Total HEI WIRELESS					275.00
Jordan Automotive Group					
Bill	03/29/2021	17371	03/29/2021	2	435.75
Total Jordan Automotive Group					435.75
UniFirst Corp. 099					
Bill	03/29/2021	17370	03/29/2021	2	423.07
Total UniFirst Corp. 099					423.07
TOTAL					1,453.82



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

03/01 TO 03/31

Debit Card Amounts

VENDORS

FAMILY DOLLAR

\$ 59.57

AMAZON

\$ 2,109.95

USPS

\$ 39.75

LOWES

\$ 247.59

WALMART

\$ 115.83

TOTAL DEBIT CARD ACTIVITIES

\$ 2,572.69

March 2021 Debit Card Purchases

TJ'S CARD

Total: \$43.46

Family Dollar	\$12.61	Bags for wipes
	\$30.85	Bleach, Bags for wipes

DESHA'S CARD

Total: \$2,529.23

Amazon	\$254.25	Face Masks
	\$869.99	Laptop (Conference Room)
	\$119.99	Protection Plan for Laptop
	\$366.72	Ink for Printers
	\$499.00	Annual Business Prime Membership
USPS	\$39.75	Board Packets
Lowes	\$65.83	U-Post, shovel, screws, batteries
	\$31.78	Hex Key Set
	\$149.98	Wet/Dry Vacuum
Family Dollar	\$16.11	Bags for wipes, duct tape
Walmart	\$115.83	Cleaning supplies for building



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TCF AUTOMATIC CLEARING HOUSE

DATE	FUEL	PRICE PER/GL	TOTAL AMOUNT
3/1/2021	CRYSTAL FLASH PROPANE	1.869	\$ 1,316.96
3/2/2021	CRYSTAL FLASH PROPANE	1.889	\$ 1,472.60
3/5/2021	CRYSTAL FLASH PROPANE	1.879	\$ 712.21
3/8/2021	CRYSTAL FLASH PROPANE	1.899	\$ 1,699.86
3/12/2021	CRYSTAL FLASH PROPANE	1.799	\$ 1,409.82
3/15/2021	CRYSTAL FLASH PROPANE	1.649	\$ 1,581.10
3/19/2021	CRYSTAL FLASH PROPANE	1.619	\$ 1,163.47
3/22/2021	CRYSTAL FLASH PROPANE	1.589	\$ 1,325.60
3/26/2021	CRYSTAL FLASH PROPANE	1.599	\$ 1,144.91
3/30/2021	CRYSTAL FLASH PROPANE	1.569	\$ 1,455.46

Total

\$ 13,281.99



Twin Cities Area Transportation Authority
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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
				\$ 208.39
3-Mar	Duplex Inwall ADAP	\$ 8.79		\$ 199.60
8-Mar	Wrote check over \$10		\$ 10.00	\$ 209.60
17-Mar	Stamps	\$ 55.00		\$ 154.60
18-Mar	Doorbell Batteries	\$ 16.94		\$ 137.66
				\$ 137.66
				\$ 137.66
				\$ 137.66
				\$ 137.66

Gas	
Farebox	\$ -
Ofc supplies	\$ 8.79
Admin supplies	\$ 61.94
Maint supplies	\$ -
Admin Meeting	
Total	<u>\$ 70.73</u>

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of March 31, 2021

	Mar 31, 21	
	Debit	Credit
Fifth Third Bank Checking Acct	0.00	
TCF Money Market Acct.#5	0.00	
10101 · TCF BANK	63,118.99	
10103 · OVER / SHORTAGE	0.00	
10105 · TCF BANK MONEY MARKET		180.00
10107 · FIFTH THIRD BANK-MONEY MARKET	0.00	
10109 · FIFTH THIRD BANK - Line of Cred	0.00	
1200 · ACCOUNTS RECEIVABLE	16,966.50	
10102 · PETTY CASH	230.00	
10201 · DUE FROM BH MILLAGE	17,219.51	
10202 · DUE FROM BH OPER.	0.00	
10204 · DUE FROM PAYROLL PROCESSOR	0.00	
10205 · DUE FROM FED - OPER	454,155.07	
10206 · Due From FED - CMAQ	0.00	
10211 · DUE FROM STATE - CAPITAL	170.00	
10212 · DUE FROM FED - CAPITAL	680.00	
10213 · Due from State - Capital Exp	0.00	
10214 · Due from Fed - Capital Exp	0.00	
10215 · Due from State JARC blue	124,346.00	
10216 · Due from State JARC Red	166,438.00	
10218 · Due from U of M (NSF) Grant		15,123.00
10219 · DUE FROM STATE NEW SERVICE	0.00	
10220 · DUE FROM ST. OPER	591.00	
10221 · New Freedom Receivable	0.00	
10222 · DUE FROM STATE MARKETING	0.00	
10223 · DUE FROM WORKMAN COMP	0.00	
10224 · DUE FROM BANK	0.00	
10225 · DUE FROM EMPLOYEE	0.00	
10226 · DUE FROM VENDOR	0.00	
10227 · ALLOWANCE FOR DOUBTFUL ACCOUNTS	0.00	
10302 · FUEL INVENTORY	7,420.31	
10303 · Inventory Tires	0.00	
10401 · PREPAID VEHICLE INS.	23,635.67	
10402 · PREPAID WORKER COMP		2.00
10403 · PREPAID HEALTH INS.	25,395.16	
10404 · PREPAID SECURITY INS	0.00	
10405 · PREPAID BUILDING INSURANCE	3,692.78	
10409 · PREPAID EXPENSE-OTHER	0.00	
1120 · Inventory Asset	0.00	
111011 · LAND	80,715.20	
111012 · FACILITY	1,739,794.06	
111012 · FACILITY:Original Cost	0.00	
111012 · FACILITY:111031 · Depreciation		1,640,564.75
111012 · FACILITY:111045 · Depreciation -local share	0.00	
111013 · REVENUE VEHICLES	2,087,502.71	
111013 · REVENUE VEHICLES:Original Cost	0.00	
111013 · REVENUE VEHICLES:111032 · Depreciation revenue vehicles		1,240,034.13
111013 · REVENUE VEHICLES:111041 · LOCAL CONTRIBUTION	0.00	
111014 · WRECKER/ OTHER VEHICLES	388,292.42	
111014 · WRECKER/ OTHER VEHICLES:Original Cost	0.00	
111014 · WRECKER/ OTHER VEHICLES:111033 · Depreciation		143,607.21
111015 · EQUIPMENT	545,453.19	
111015 · EQUIPMENT:Original Cost	0.00	
111015 · EQUIPMENT:111034 · Depreciation		411,669.58
111016 · OFFICE EQUIPMENT	0.00	
111016 · OFFICE EQUIPMENT:Original Cost	0.00	
111016 · OFFICE EQUIPMENT:111035 · Depreciation	0.00	
111017 · RADIOS	0.00	
111017 · RADIOS:Original Cost	0.00	
111017 · RADIOS:111036 · Depreciation	0.00	
111020 · SUPERVISORS VEHICLE	0.00	
111020 · SUPERVISORS VEHICLE:Original Cost	0.00	
111020 · SUPERVISORS VEHICLE:111038 · Depreciation	0.00	
111020 · SUPERVISORS VEHICLE:111047 · Depreciation - local share	0.00	

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of March 31, 2021

	Mar 31, 21	
	Debit	Credit
111021 · GARAGE FLOOR WASHER	0.00	
111021 · GARAGE FLOOR WASHER:Original Cost	0.00	
111021 · GARAGE FLOOR WASHER:111039 · Depreciation	0.00	
111022 · ADA EQUIPMENT	0.00	
111022 · ADA EQUIPMENT:Original Cost	0.00	
111022 · ADA EQUIPMENT:111040 · Depreciation	0.00	
111023 · VENDING MACHINES	0.00	
111023 · VENDING MACHINES:Original Cost	0.00	
111023 · VENDING MACHINES:111042 · Depreciation	0.00	
111024 · ASSOCIATED CAPITAL	0.00	
111024 · ASSOCIATED CAPITAL:Original Cost	0.00	
111024 · ASSOCIATED CAPITAL:111043 · Depreciation	0.00	
111025 · WRECKER REHAB:Original Cost	0.00	
111025 · WRECKER REHAB:111044 · Depreciation	0.00	
111026 · Automatic Vehicle Locator	0.00	
111026 · Automatic Vehicle Locator:111048 · Depreciation of AVL	0.00	
111027 · Bike Racks	0.00	
111027 · Bike Racks:111049 · Depreciation bike rack	0.00	
111028 · Mobile Surveillance Camera	0.00	
111028 · Mobile Surveillance Camera:111050 · Depreciation Mobile Surveillanc	0.00	
111029 · Bus Shelters	0.00	
111029 · Bus Shelters:111052 · Depreciation Bus Shelters	0.00	
111030 · Dispatch Computer System	0.00	
111030 · Dispatch Computer System:111053 · Depreciation Dispatch Comp Sys	0.00	
2000 · Accounts Payable		58,803.81
20201 · ACCRUED PAYROLL	0.00	
20206 · ACCRUED FRINGE PAYABLE	0.00	
20207 · Accrued Expenses	0.00	
20211 · PAYROLL WITHHOLDING		11,121.20
20215 · Employer taxes Payable		9,424.82
20218 · MISCELLANIOUS PAYABLE	40.00	
20506 · DUE TO FED	0.00	
20507 · DUE TO VENETIAN FESTIVAL -FARE	0.00	
20508 · DUE TO EMPLOYEE	0.00	
20509 · Due to State -overpaid operatin	0.00	
20510 · Due to Customer	0.00	
20511 · Due to SEP	0.00	
2100 · Payroll Liabilities	4,383.36	
21101 · ADVANCE LOCAL GOV	0.00	
21102 · ADVANCE LOCAL MILLAGE	10,936.48	
21104 · ADVANCES STATE GOVER.	0.00	
21106 · Accrued Sick Days		18,040.20
21108 · Accrued Vacation Pay		42,192.56
3000 · Opening Bal Equity	0.00	
30400 · Contributed Capital -	0.00	
30401 · Contributed Capital - Federal	0.00	
30402 · Contributed Capital State	0.00	
30404 · Contribute Capital Local	0.00	
30501 · Closing depr	0.00	
3900 · Retained Earnings		2,054,468.11
40101 · FAREBOX		64,947.33
40102 · Punch Cards White		877.50
40103 · Fare box coin over and short	30.26	
40104 · Punch Cards Blue		2,084.00
40199 · FARES-TOKENS		1,859.00
40760 · Gains on the Sale of Cap. Equip		8,600.00
40799 · Other Non Transit Revenue		2,251.20
40801 · LOCAL SUBSIDY - MILLAGE		125,802.34
409991 · Punch Card white - local match		1,035.00
409992 · Punch Card Blue - Local Match		2,107.50
409993 · Tokes - Local Match		10,024.00
41101 · STATE SUBSIDY - OPER		416,963.00
411012 · JARC Blue oper		82,524.00
411013 · JARC Red Operating		110,476.00

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of March 31, 2021

	Mar 31, 21	
	Debit	Credit
41301 · FEDERAL SUBSIDY - OPER		540,391.00
41360 · Cares ACT Fare Box Reovery		54,445.07
41401 · INTEREST INCOME		11.67
440000 · Refunds		15,987.49
501011 · OPERATORS WAGES	346,353.43	
501021 · OTHER WAGES - OPER	31,836.88	
501022 · OTHER WAGES - MAINT	54,952.66	
501023 · OTHER WAGES - ADMIN	114,464.10	
501031 · DISPATCHERS WAGES	89,834.14	
502031 · HEALTH INS - OPER	96,916.93	
502032 · HEALTH INS - MAINT	8,975.32	
502033 · HEALTH INSURANCE ADMIN	32,443.94	
502041 · SS & MED OPER	38,043.00	
502042 · SS & MED MAINT	4,425.28	
502043 · SS & MED ADMIN	8,861.86	
502071 · UNEMPLOYMENT - OPER	7,022.22	
502072 · UNEMPLOYMENT - MAINT	720.94	
502073 · UNEMPLOYMENT - ADMIN	1,409.38	
502081 · WORKERS COMP OPER	10,440.48	
502082 · WORKERS COMP MAINT	984.30	
502083 · WORKERS COMP ADMIN	461.22	
502091 · SICK LEAVE -OPER	7,203.32	
502092 · SICK LEAVE -MAINT.	445.28	
502093 · SICK LEAVE -ADMIN	462.00	
502101 · HOLIDAY - OPER	10,011.84	
502102 · HOLIDAY - MAINT	445.28	
502103 · HOLIDAY - ADMIN	545.60	
502111 · VACATION -OPER	13,202.96	
502112 · VACATION - MAINT	1,897.76	
502113 · VACATION - ADMIN	726.00	
503023 · ADVERTISING FEES	432.12	
503031 · SERVICE OPER	11,413.02	
503032 · SERVICE MAINT	85,081.61	
503033 · SERVICE ADMIN	32,309.50	
503052 · CONTRACT MAINT	102.88	
503053 · CONTRACT MAINT ADMIN	158.27	
503054 · Audit Costs	18,138.00	
503072 · SECURITY SERVICE	25,239.90	
503990 · NEW FREEDOM PROG CONTRACT	10,409.14	
503991 · DRUG TESTING OPER	933.00	
503992 · OTHER SERVICE	850.00	
503993 · OTHER SERVICE ADMIN	29,740.00	
504011 · FUEL OPER	83,819.85	
504012 · FUEL MAINT	105.60	
504013 · FUEL ADMIN	592.59	
504021 · TIRES	10,781.85	
504031 · SUPPLIES OPER	2,274.48	
504032 · SUPPLIES MAINT	32,630.67	
504033 · SUPPLIES ADMIN	15,978.62	
505021 · ELECTRIC OPER	436.80	
505022 · ELECTRIC MAINT	6,011.93	
505023 · ELECTRIC ADMIN	708.35	
505031 · GAS SERVICE OPER	310.40	
505032 · GAS SERVICE MAINT	6,425.59	
505033 · GAS SERVICE ADMIN	994.43	
505041 · WATER OPER	96.28	
505042 · WATER MAINT	2,695.89	
505043 · WATER ADMIN	417.23	
505051 · TELEPHONE OPER	2,060.36	
505053 · TELEPHONE ADMIN	882.75	
506031 · BUS INSURANCE OPER	38,556.83	
506043 · BUILDING INS	5,120.94	
509013 · DUES	1,840.98	
509021 · TRAVEL OPER	6,155.00	

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of March 31, 2021

	Mar 31, 21	
	Debit	Credit
512121 · RENTAL OPER	3,320.76	
512122 · RENTAL MAINT	3,643.01	
512123 · RENTAL ADMIN	656.05	
TOTAL	<u>7,085,617.47</u>	<u>7,085,617.47</u>

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Profit & Loss
March 2021

	Mar 21
Ordinary Income/Expense	
Income	
40101 · FAREBOX	12,264.65
40102 · Punch Cards White	67.50
40103 · Fare box coin over and short	1.56
40104 · Punch Cards Blue	432.00
40199 · FARES-TOKENS	1,166.00
40801 · LOCAL SUBSIDY - MILLAGE	75,802.34
409993 · Tokes - Local Match	2,070.00
41101 · STATE SUBSIDY - OPER	66,062.00
411012 · JARC Blue oper	2,186.00
411013 · JARC Red Operating	2,339.00
41301 · FEDERAL SUBSIDY - OPER	127,696.00
41401 · INTEREST INCOME	1.92
	290,088.97
Total Income	290,088.97
Gross Profit	290,088.97
Expense	
501011 · OPERATORS WAGES	54,411.08
501021 · OTHER WAGES - OPER	4,496.88
501022 · OTHER WAGES - MAINT	7,125.25
501023 · OTHER WAGES - ADMIN	17,785.32
501031 · DISPATCHERS WAGES	13,435.40
502031 · HEALTH INS - OPER	19,463.38
502032 · HEALTH INS - MAINT	1,459.62
502033 · HEALTH INSURANCE ADMIN	5,309.54
502041 · SS & MED OPER	5,695.25
502042 · SS & MED MAINT	571.85
502043 · SS & MED ADMIN	1,397.61
502071 · UNEMPLOYMENT - OPER	2,265.25
502072 · UNEMPLOYMENT - MAINT	128.35
502073 · UNEMPLOYMENT - ADMIN	256.44
502081 · WORKERS COMP OPER	1,740.08
502082 · WORKERS COMP MAINT	164.05
502083 · WORKERS COMP ADMIN	76.87
502091 · SICK LEAVE -OPER	874.80
502111 · VACATION -OPER	1,618.04
502112 · VACATION - MAINT	349.92
502113 · VACATION - ADMIN	484.00
503031 · SERVICE OPER	3,381.52
503032 · SERVICE MAINT	7,747.13
503033 · SERVICE ADMIN	5,284.78
503052 · CONTRACT MAINT	53.42
503053 · CONTRACT MAINT ADMIN	0.00
503072 · SECURITY SERVICE	316.15
503990 · NEW FREEDOM PROG CONTRACT	10,409.14
503992 · OTHER SERVICE	162.00
503993 · OTHER SERVICE ADMIN	6,200.00
504011 · FUEL OPER	17,359.48
504013 · FUEL ADMIN	113.54
504021 · TIRES	2,770.51
504031 · SUPPLIES OPER	245.00
504032 · SUPPLIES MAINT	4,109.95
504033 · SUPPLIES ADMIN	2,750.27
505021 · ELECTRIC OPER	37.73
505022 · ELECTRIC MAINT	1,056.33
505023 · ELECTRIC ADMIN	163.48
505031 · GAS SERVICE OPER	38.49
505032 · GAS SERVICE MAINT	1,077.80
505033 · GAS SERVICE ADMIN	166.80
505041 · WATER OPER	9.34
505042 · WATER MAINT	261.63
505043 · WATER ADMIN	40.50

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Profit & Loss
 March 2021

	Mar 21
505051 · TELEPHONE OPER	298.80
505053 · TELEPHONE ADMIN	127.97
506031 · BUS INSURANCE OPER	6,482.25
506043 · BUILDING INS	853.49
509013 · DUES	1,249.00
512121 · RENTAL OPER	561.64
512122 · RENTAL MAINT	1,147.26
512123 · RENTAL ADMIN	76.95
Total Expense	213,661.33
Net Ordinary Income	76,427.64
Net Income	76,427.64

Total Eligible Expenses	\$1,124,726.80
State Reimbursement Rate for 2020	36.79%
State of Michigan Subsidy Based on Expenses	\$413,786.99
State Revenue Recorded(41101)	\$416,963.00
Over/Under payment	\$3,176.01
Net Income from Profit & Loss Statement	\$243,641.04
State Adjustment	\$3,176.01
Income from Capital	\$0.00
Add back Ineligible Depreciation	\$0.00
Total Reduction in Income	\$3,176.01
Net Income After Adjustments	\$240,465.03
Net Income After Adjustments	\$240,465.03

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Balance Sheet

As of March 31, 2021

Accrual Basis

	Mar 31, 21
ASSETS	
Current Assets	
Checking/Savings	
10101 · TCF BANK	63,118.99
10105 · TCF BANK MONEY MARKET	-180.00
Total Checking/Savings	62,938.99
Accounts Receivable	
1200 · ACCOUNTS RECEIVABLE	16,966.50
Total Accounts Receivable	16,966.50
Other Current Assets	
10102 · PETTY CASH	230.00
10201 · DUE FROM BH MILLAGE	17,219.51
10205 · DUE FROM FED - OPER	581,851.07
10211 · DUE FROM STATE - CAPITAL	170.00
10212 · DUE FROM FED - CAPITAL	680.00
10215 · Due from State JARC blue	124,346.00
10216 · Due from State JARC Red	166,438.00
10218 · Due from U of M (NSF) Grant	-15,123.00
10220 · DUE FROM ST. OPER	591.00
10302 · FUEL INVENTORY	7,420.31
10401 · PREPAID VEHICLE INS.	23,635.67
10402 · PREPAID WORKER COMP	-2.00
10403 · PREPAID HEALTH INS.	25,395.16
10405 · PREPAID BUILDING INSURANCE	3,692.78
Total Other Current Assets	936,544.50
Total Current Assets	1,016,449.99
Fixed Assets	
111011 · LAND	80,715.20
111012 · FACILITY	
111031 · Depreciation	-1,640,564.75
111012 · FACILITY - Other	1,739,794.06
Total 111012 · FACILITY	99,229.31
111013 · REVENUE VEHICLES	
111032 · Depreciation revenue vehicles	-1,240,034.13
111013 · REVENUE VEHICLES - Other	2,087,502.71
Total 111013 · REVENUE VEHICLES	847,468.58
111014 · WRECKER/ OTHER VEHICLES	
111033 · Depreciation	-143,607.21
111014 · WRECKER/ OTHER VEHICLES - Other	388,292.42
Total 111014 · WRECKER/ OTHER VEHICLES	244,685.21
111015 · EQUIPMENT	
111034 · Depreciation	-411,669.58
111015 · EQUIPMENT - Other	545,453.19
Total 111015 · EQUIPMENT	133,783.61
Total Fixed Assets	1,405,881.91
TOTAL ASSETS	2,422,331.90
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	58,803.81
Total Accounts Payable	58,803.81

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Balance Sheet

As of March 31, 2021

Accrual Basis

	Mar 31, 21
Other Current Liabilities	
20211 · PAYROLL WITHHOLDING	11,121.20
20215 · Employer taxes Payable	9,424.82
20218 · MISCELLANIOUS PAYABLE	-40.00
2100 · Payroll Liabilities	-4,383.36
21102 · ADVANCE LOCAL MILLAGE	-10,936.48
Total Other Current Liabilities	5,186.18
Total Current Liabilities	63,989.99
Long Term Liabilities	
21106 · Accrued Sick Days	18,040.20
21108 · Accrued Vacation Pay	42,192.56
Total Long Term Liabilities	60,232.76
Total Liabilities	124,222.75
Equity	
3900 · Retained Earnings	2,054,468.11
Net Income	243,641.04
Total Equity	2,298,109.15
TOTAL LIABILITIES & EQUITY	2,422,331.90

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Profit & Loss Prev Year Comparison
October 2020 through March 2021

	Oct '20 - Mar 21	Oct '19 - Mar 20	\$ Change	% Change
Ordinary Income/Expense				
Income				
40101 · FAREBOX	64,947.33	90,410.46	-25,463.13	-28.2%
40102 · Punch Cards White	877.50	945.00	-67.50	-7.1%
40103 · Fare box coin over and short	-30.26	-67.64	37.38	55.3%
40104 · Punch Cards Blue	2,084.00	4,641.00	-2,557.00	-55.1%
40199 · FARES-TOKENS	1,859.00	665.00	1,194.00	179.6%
40760 · Gains on the Sale of Cap. Equip	8,600.00	0.00	8,600.00	100.0%
40799 · Other Non Transit Revenue	2,251.20	4,378.84	-2,127.64	-48.6%
40801 · LOCAL SUBSIDY - MILLAGE	125,802.34	73,535.09	52,267.25	71.1%
409991 · Punch Card white - local match	1,035.00	0.00	1,035.00	100.0%
409992 · Punch Card Blue - Local Match	2,107.50	9,290.00	-7,182.50	-77.3%
409993 · Tokes - Local Match	10,024.00	14,411.00	-4,387.00	-30.4%
41101 · STATE SUBSIDY - OPER	416,963.00	369,756.00	47,207.00	12.8%
411012 · JARC Blue oper	82,524.00	80,160.00	2,364.00	3.0%
411013 · JARC Red Operating	110,476.00	101,726.00	8,750.00	8.6%
41150 · State Capital Grant	0.00	70,340.71	-70,340.71	-100.0%
41201 · Prior Year Adj -St,Fed.&Local	0.00	20,264.00	-20,264.00	-100.0%
41301 · FEDERAL SUBSIDY - OPER	668,087.00	458,033.00	210,054.00	45.9%
41360 · Cares ACT Fare Box Reovery	54,445.07	0.00	54,445.07	100.0%
41401 · INTEREST INCOME	11.67	624.00	-612.33	-98.1%
440000 · Refunds	15,987.49	0.00	15,987.49	100.0%
Total Income	1,568,051.84	1,299,112.46	268,939.38	20.7%
Gross Profit	1,568,051.84	1,299,112.46	268,939.38	20.7%
Expense				
501011 · OPERATORS WAGES	346,353.43	313,048.94	33,304.49	10.6%
501021 · OTHER WAGES - OPER	31,836.88	53,804.41	-21,967.53	-40.8%
501022 · OTHER WAGES - MAINT	54,952.66	45,931.64	9,021.02	19.6%
501023 · OTHER WAGES - ADMIN	114,464.10	86,796.61	27,667.49	31.9%
501031 · DISPATCHERS WAGES	89,834.14	38,191.57	51,642.57	135.2%
502031 · HEALTH INS - OPER	96,916.93	106,609.58	-9,692.65	-9.1%
502032 · HEALTH INS - MAINT	8,975.32	6,220.73	2,754.59	44.3%
502033 · HEALTH INSURANCE ADMIN	32,443.94	31,430.38	1,013.56	3.2%
502041 · SS & MED OPER	38,043.00	35,187.96	2,855.04	8.1%
502042 · SS & MED MAINT	4,425.28	3,858.31	566.97	14.7%
502043 · SS & MED ADMIN	8,861.86	7,063.33	1,798.53	25.5%
502071 · UNEMPLOYMENT - OPER	7,022.22	6,030.59	991.63	16.4%
502072 · UNEMPLOYMENT - MAINT	720.94	643.13	77.81	12.1%
502073 · UNEMPLOYMENT - ADMIN	1,409.38	1,060.27	349.11	32.9%
502081 · WORKERS COMP OPER	10,440.48	28,699.68	-18,259.20	-63.6%
502082 · WORKERS COMP MAINT	984.30	3,281.66	-2,297.36	-70.0%
502083 · WORKERS COMP ADMIN	461.22	9,854.66	-9,393.44	-95.3%
502091 · SICK LEAVE -OPER	7,203.32	13,856.49	-6,653.17	-48.0%
502092 · SICK LEAVE -MAINT.	445.28	203.96	241.32	118.3%
502093 · SICK LEAVE -ADMIN	462.00	904.80	-442.80	-48.9%
502101 · HOLIDAY - OPER	10,011.84	10,753.12	-741.28	-6.9%
502102 · HOLIDAY - MAINT	445.28	636.00	-190.72	-30.0%
502103 · HOLIDAY - ADMIN	545.60	556.80	-11.20	-2.0%
502111 · VACATION -OPER	13,202.96	14,262.03	-1,059.07	-7.4%
502112 · VACATION - MAINT	1,897.76	1,259.36	638.40	50.7%
502113 · VACATION - ADMIN	726.00	723.84	2.16	0.3%
503023 · ADVERTISING FEES	432.12	7,133.64	-6,701.52	-93.9%
503031 · SERVICE OPER	11,413.02	18,998.82	-7,585.80	-39.9%

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Profit & Loss Prev Year Comparison
October 2020 through March 2021

	Oct '20 - Mar 21	Oct '19 - Mar 20	\$ Change	% Change
503032 · SERVICE MAINT	85,081.61	53,789.08	31,292.53	58.2%
503033 · SERVICE ADMIN	32,309.50	23,682.72	8,626.78	36.4%
503051 · CONTRACT MAINT OPER	0.00	419.00	-419.00	-100.0%
503052 · CONTRACT MAINT	102.88	0.00	102.88	100.0%
503053 · CONTRACT MAINT ADMIN	158.27	1,982.11	-1,823.84	-92.0%
503054 · Audit Costs	18,138.00	0.00	18,138.00	100.0%
503072 · SECURITY SERVICE	25,239.90	423.40	24,816.50	5,861.2%
503990 · NEW FREEDOM PROG CONTRACT	10,409.14	276.00	10,133.14	3,671.4%
503991 · DRUG TESTING OPER	933.00	1,377.00	-444.00	-32.2%
503992 · OTHER SERVICE	850.00	725.00	125.00	17.2%
503993 · OTHER SERVICE ADMIN	29,740.00	28,253.95	1,486.05	5.3%
504011 · FUEL OPER	83,819.85	89,469.85	-5,650.00	-6.3%
504012 · FUEL MAINT	105.60	3,040.65	-2,935.05	-96.5%
504013 · FUEL ADMIN	592.59	419.85	172.74	41.1%
504021 · TIRES	10,781.85	8,891.00	1,890.85	21.3%
504031 · SUPPLIES OPER	2,274.48	4,448.52	-2,174.04	-48.9%
504032 · SUPPLIES MAINT	32,630.67	19,376.77	13,253.90	68.4%
504033 · SUPPLIES ADMIN	15,978.62	10,151.57	5,827.05	57.4%
505021 · ELECTRIC OPER	436.80	161.79	275.01	170.0%
505022 · ELECTRIC MAINT	6,011.93	4,529.60	1,482.33	32.7%
505023 · ELECTRIC ADMIN	708.35	701.00	7.35	1.1%
505031 · GAS SERVICE OPER	310.40	170.83	139.57	81.7%
505032 · GAS SERVICE MAINT	6,425.59	4,783.18	1,642.41	34.3%
505033 · GAS SERVICE ADMIN	994.43	937.16	57.27	6.1%
505041 · WATER OPER	96.28	123.85	-27.57	-22.3%
505042 · WATER MAINT	2,695.89	3,468.24	-772.35	-22.3%
505043 · WATER ADMIN	417.23	468.31	-51.08	-10.9%
505051 · TELEPHONE OPER	2,060.36	1,160.30	900.06	77.6%
505053 · TELEPHONE ADMIN	882.75	235.19	647.56	275.3%
506031 · BUS INSURANCE OPER	38,556.83	56,706.00	-18,149.17	-32.0%
506033 · CAR INS	0.00	0.00	0.00	0.0%
506043 · BUILDING INS	5,120.94	4,810.62	310.32	6.5%
507003 · TAXES AND FEES	0.00	126.12	-126.12	-100.0%
509013 · DUES	1,840.98	0.00	1,840.98	100.0%
509021 · TRAVEL OPER	6,155.00	1,435.00	4,720.00	328.9%
509023 · TRAVEL ADMIN	0.00	1,581.01	-1,581.01	-100.0%
509141 · Obsolete DRUG TESTING OPER	0.00	0.00	0.00	0.0%
509993 · OTHER MISC ADMIN	0.00	41.00	-41.00	-100.0%
511023 · INTEREST EXPENSE	0.00	120.65	-120.65	-100.0%
512121 · RENTAL OPER	3,320.76	0.00	3,320.76	100.0%
512122 · RENTAL MAINT	3,643.01	665.04	2,977.97	447.8%
512123 · RENTAL ADMIN	656.05	234.00	422.05	180.4%
Total Expense	1,324,410.80	1,176,187.67	148,223.13	12.6%
Net Ordinary Income	243,641.04	122,924.79	120,716.25	98.2%
Net Income	243,641.04	122,924.79	120,716.25	98.2%



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

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

Michigan Department
Of Transportation
3078

FY 2022 RESOLUTION OF INTENT

The approved resolution of intent to apply for state formula operating assistance for fiscal year 2022 under Act 51 of the Public Acts of 1951, as amended.

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the Twin Cities Area Transportation Authority **(hereby known as THE APPLICANT)** established under Act 55 to provide a local transportation program for the state fiscal year of 2022 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the governing body, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the performance indicators have been reviewed and approved by the governing body.

WHEREAS, THE APPLICATION , has reviewed and approved the proposed balance (surplus) budget, and funding sources of estimated federal funds \$ 1,193,354 estimated state funds \$ 1,202,934 estimated local funds \$ 187,802 with total estimated expenses of \$ 2,584,090

(Note: Local funds include fare box and any other local revenue)

NOW THEREFORE, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints Paul Gillespie as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2022.

I,

(Secretary/Clerk) of THE Applicant , having custody of the records and proceedings of THE APPLICANT, does hereby certify that I have compared this resolution adopted by THE APPLICANT at the meeting of

April 28, 20 21 with the original minutes now on file and of record in the office and that this resolution is true and correct.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed seal of said Veronica Bragg, this 28 day of April A.D. 2021

SIGNATURE _____