

TABLE OF CONTENTS
For the month of May 2019

Memorandum.....	pg	1
Agenda	pg	2
Minutes	pg	3-5
Operation Summary	pg	6
Ridership Comparison.....	pg	7
Ridership.....	pg	8
Fares.....	pg	9
Check Detail	pg	10&11
Purchase by Vendor	pg	12-15
Unpaid Vendor.....	pg	16
Chemical Bank Debit Card Activity.....	pg	17-19
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: Dart's Board Members
FROM: TJ Taylor, Executive Director
DATE: June 21, 2019
RE: Dart's Monthly Board Meeting

There is a Dart board meeting scheduled for June 26, 2019 at 12:00 p.m.

The monthly board meetings will be held at **213 E. Wall St. Benton Harbor, MI 49022**
(Benton Harbor Public Library).

Please find enclosed an agenda with needed material to be reviewed at the meeting.
Please bring this material with you.

If any changes should occur, you will be notified by telephone on Tuesday June 25, 2019
as soon as possible.

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

dk



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

APPROVAL OF AGENDA

SECRETARY'S REPORT

- 1) General Information – 06/26/19
- 2) Minutes – 05/29/19

CHAIRMAN'S REPORT

- 1) General Information – 06/26/19

DIRECTOR'S REPORT

- 1) Operation Summary
Ridership & Farebox – 05/19
- 2) Driver of the Month – 05/19
- 3) General Information – 06/26/19
- 4) Approval of Directors Report – 06/26/19

ACCOUNTANT'S REPORT

- 1) Unpaid Bills Detail – 05/19
- 2) Check Detail – 05/19
- 3) Purchases by Vendor Detail – 05/19
- 4) Petty Cash – 05/19
- 5) Wire Transfer– 05/19
- 6) Trial Balance, Profit loss, Profit and
Loss Budget vs. Actual
& Balance Sheet – 05/19
- 7) Approval of Accountant Report – 06/26/19
- 8) Audit Report

OLD BUSINESS

- 1) Update on Bylaws
- 2) Update on Search for Director
- 3) Approve last month's Board Minutes

NEW BUSINESS

- 1) Resolution for Fifth Third Bank (Signers)
- 2) Duplicate Services

PUBLIC COMMENTS

**TWIN CITIES AREA TRANSPORTATION AUTHORITY
REGULARLY SCHEDULED
BOARD MEETING
HELD May 29, 2019**

Board Members Present: Mr. Anthony Andrews, Chairperson
Ms. Emma Kinnard, Secretary
Mr. James Childs, Trustee
Ms. Juanita Henry, Trustee
Ms. Lisa Varrie, Trustee

Board Members Absent:

Staff Present: Mr. TJ Taylor, Executive Director
Mr. Clifford Allen, Accountant
Mr. Ellis Mitchell, Mobility Manager
Mr. Bill Purvis, Consultant

Public: Marvin Haywood
James Ivey
Paul Gillespie

The board meeting was called to order by Juanita Henry.

Agenda: A motion was requested by Anthony Andrews to approve the agenda of 5/29/19 as presented, supported by James Childs. **MOTION CARRIED**

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

Minutes – A motion was requested by Juanita Henry to approve the minutes of 4/24/19 as presented. **MOTION DENIED**

Lisa Varrie stated that she did not see the revised minutes from a previous meeting and that she would like to see the minutes before approval of this month's minutes. Juanita Henry stated that the revised minutes will be added to the agenda for next meeting.

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

Director's Report: **Operation Summary, Ridership & Fare box** – TJ Taylor informed the board that the total Demand Response riders for the month of March was 14,932 of these 491 were senior riders and 4,068 were Disabled riders, and 267 children, 9,102 regular riders, Line haul had 5,408 riders. 10,048.80 gallons of gasoline covering 38,834 miles an average of 3.9 miles per gallon. LP gas we used 1,326.20 gallons covering 7,222 miles an average of 5.4 miles per gallon. Total vehicle hours were 4,248 with an average of 3.5 passengers per vehicle hour.

TJ Taylor informed the board that the Ridership Comparison for FY2018 Year to Date was 175,885 passengers on the Demand Response and 70,731 passengers on the Fixed Route. FY2019 Year to Date we had incorrect data and the company is working with PC Trans to fix the problem with data entry software.

A motion was requested by Juanita Henry to approve the Director's Report as presented for the month of April 2019, supported by James Childs. **MOTION CARRIED**

Driver of the month - NONE

Accountant's Report:

Check Details, Purchases by Vendor Detail & Unpaid Bills – A motion was requested by Anthony Andrews to approve the check detail in the amount of \$189,652.51 for the month of April 2019, supported by Emma Kinnard. **MOTION CARRIED**

A motion was requested by Anthony Andrews to approve the Purchases by Vendor in the amount of \$80,293.22 for the month of April 2019, supported by Emma Kinnard. **MOTION CARRIED**

A motion was requested by Anthony Andrews to approve the Unpaid Bills Detail in the amount of \$11,286.27 for the month of April 2019, supported by Emma Kinnard. **MOTION CARRIED**

Bank Card Activity – was reviewed 4/19

Wire Transfers– was reviewed 4/19

Petty Cash – was reviewed 4/19

Trial Balance, Balance Sheet & Profit & Loss- Clifford Allen stated that TCATA's net income as of April 2019, was \$338,447.27.

A motion was requested by Anthony Andrews to approve the Profit & Loss Report for the month of April 2019, supported by Emma Kinnard. **MOTION CARRIED**

Old Business:

TJ Taylor stated that the board members needed to clarify the positions.

A motion was requested by Emma Kinnard to remove Juanita Henry as Chairperson and appoint Anthony Andrews as the Chairperson for TCATA Board, supported by Lisa Varrie, Emma Kinnard, James Childs. **MOTION CARRIED**

Anthony Andrews accepted the position and was officially assigned as TCATA's Board Chairperson on May 29, 2019.

Anthony Andrews stated that the Bylaws are still in progress, but the Articles of Incorporation are done they just need to be finalized and presented.

New Business:

Bill Purvis requested to add the audit report to the agenda as well as the Grant Management position.

There was a request to add the Mobility Manager presentation was requested to be added to the agenda.

Ellis Mitchell presented the Mobility Manager quarterly report.

The board agreed to hold a special meeting on June 11, 2019 at 1 pm at TCATA.

Public Comments:

There being no further discussions, the board meeting was adjourned by Anthony Andrews.

Secretary

Date

dk

OPERATION SUMMARY

MAY 2019

6,835,992

18,331,948

MILES TO DATE

	PASSENGERS TO DATE										MILES TO DATE									
	Date	Regular	Senior	Disable	Child	SR. Dis	Total	HAUL	FUEL	MILES	VEHICLE DATA	MILES	FUEL	MILES	VEHICLE DATA LP	M/GAL	VEH. HOURS	PASS/VEH.HR.		
MON																				
TUE																				
WED		1	302	68	234	16	32	222	432.9	1732	4.0	43.4	283	6.5	160	4.1				
THUR		2	319	32	212	15	20	238	388.6	1352	3.5	97.5	376	3.9	157	3.8				
FRI	7	3	469	38	255	19	22	306	321.8	1488	4.6	160.4	407	2.5	214	3.8				
SAT	7	4	122	18	91	5	7	243	128.9	541	4.2	31.7	183	5.8	71	3.4				
SUN	7	5																		
TOTAL			1212	156	792	55	81	2296	1272.2	5113	4.0	333	1249	3.8	602	3.8				
MON	7	6	331	57	260	18	18	684	423.7	1663	3.9	99.3	367		198					
TUE	7	7	430	33	186	9	19	677	279.3	1240	4.4	63.5	285	4.5	168	4.0				
WED	7	8	414	59	178	11	22	684	419.3	1750	4.2	106.4	213	2.0	195	3.5				
THUR	7	9	331	79	250	17	20	697	564.1	1744	3.1	120.5	481	4.0	184	3.8				
FRI	7	10	377	33	181	6	21	618	328.2	1423	4.3	95.5	502	5.3	209	3.0				
SAT	7	11	187	35	90	4	10	326	132.3	771	5.8	22.9	180	7.9	75	4.3				
SUN	7	12																		
TOTAL			2070	296	1145	65	110	3686	2146.9	8591	4.0	508.1	2028	4.0	1029	3.6				
MON	7	13	397	36	164	8	21	626	251.4	1571	6.2	51.4	506	9.8	222	2.8				
TUE	7	14	348	69	197	16	28	658	533.4	1676	3.1	155.8	483	3.1	193	3.4				
WED	7	15	281	81	207	14	25	608	429.6	1671	3.9	93.4	381	4.1	184	3.3				
THUR	7	16	442	44	153	5	19	663	267.7	1520	5.7	0.0	461	#DIV/0!	198	3.3				
FRI	7	17	261	78	284	18	22	663	350.4	1507	4.3	115.2	457	4.0	172	3.9				
SAT	7	18	171	15	117	9	13	325	84.6	812	9.6	56.3	334	5.9	89	3.7				
SUN	7	19					0													
TOTAL			1900	323	1122	70	128	3543	1917.1	8757	4.6	472.1	2622	5.6	1058	3.3				
MON	7	20	305	65	191	13	22	596	474.3	1579	3.3	102.1	427	4.2	180	3.3				
TUE	7	21	320	62	266	15	22	685	385.4	1730	4.5	80.5	331	4.1	168	4.1				
WED	7	22	291	65	222	14	22	614	453.7	1796	4.0	53.4	322	6.0	168	3.7				
THUR	7	23	293	29	237	12	21	592	477.4	1668	3.5	37.4	331	8.9	171	3.5				
FRI	7	24	277	66	184	6	17	550	358.1	1605	4.5	37.0	282	7.6	164	3.4				
SAT	7	25	130	26	104	18	8	286	177.8	676	3.8	29.1	275	9.5	87	3.3				
SUN	7	26					0													
TOTAL			1616	313	1204	78	112	3323	2326.7	9054	3.9	339.5	1968	5.8	938	3.5				
MON	7	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY		
TUE	7	28	283	53	215	19	20	590	715.9	1764	2.5	71.2	283	4.0	183	3.2				
WED	7	29	283	75	223	17	26	624	460.8	1744	3.8	90.8	434	4.8	188	3.3				
THUR	1	30	314	39	199	2	17	571	403.1	1602	4.0	89.3	347	3.9	208	2.7				
FRI	1	31	348	60	253	7	15	683	384.7	1743	4.5	55.3	332	6.0	199	3.4				
SAT																				
SUN																				
TOTAL			1228	227	890	45	78	2468	1964.5	6853	3.5	306.6	1396	4.6	778	3.2				
MONTH TOTAL			8026	1315	5153	313	509	15316	9627.4	38368	4.0	1959.3	9263	4.7	4405	3.5				

weekdays 615

Ridership Comparison

Fiscal Year 2018

Date	Regular	Senior	Disable	Child	Sr. Dis	Total	LINE HAUL	Vehicle Data Gas FUEL	MILES	MILES /GAL.	Fuel	Vehicle Data LP Miles	M/Gal	VEH. HOURS	PASS/ VEH.HR.
Date	Regular	Senior	Disable	Child	Sr. Dis	Total	LINE HAUL	Vehicle Data Gas FUEL	MILES	MILES /GAL.	Fuel	Vehicle Data LP Miles	M/Gal	VEH. HOURS	PASS/ VEH.HR.
10/17	6509	3283	4625	440	0	14857	5881	5843.4	36910	6.3	2953.1	14095	4.8	4085	3.6
11/17	6166	2908	4256	426	0	13756	5588	5273.6	33149	6.3	2770.4	13382	4.8	3738	3.7
12/17	5841	2916	4689	441	0	13887	5503	5124.5	31068	6.1	2629.4	13621	5.2	3561	3.9
1/18	6703	2918	4485	489	0	14595	5332	6542.0	35774	5.5	1943.4	12555	6.5	3963	3.7
2/18	6958	3108	4381	605	0	15052	5588	5838.8	34242	5.9	2598.0	12615	4.9	3771	4.0
3/18	7320	3552	4649	663	0	16184	6265	6030.5	36290	6.0	2936.8	13549	4.6	4003	4.0
4/18	6403	3263	4198	835	0	14699	5808	5506.6	33988	6.2	3037.9	14408	4.7	3879	3.8
5/18	6311	3544	4373	648	0	14876	6085	5544.2	35482	6.4	2239.8	12290	5.5	4031	3.7
6/18	6226	3619	3979	764	299	14887	6454	5786.4	35640	6.2	3075.9	12588	4.1	3956	3.8
7/18	5845	3210	3791	607	264	13717	5762	5788.9	34562	6.0	3073.6	13066	4.3	4011	3.4
8/18	6653	3972	3966	796	284	15671	6904	5925.7	34693	5.9	3363.5	17038	5.1	4292	3.7
9/18	5698	3067	3893	776	270	13704	5561	4448.7	26056	5.9	2643	13092	5.0	3557	3.9
Total	76633	39360	51285	7490	1117	175885	70731	67653.3	407854	6.0	33265	162299	4.9	46847	3.8

Fiscal Year 2019

Date	Regular	Senior	Disable	Child	Sr. Dis	Total	LINE HAUL	Vehicle Data Gas FUEL	MILES	MILES /GAL.	Fuel	Vehicle Data LP Miles	M/Gal	VEH. HOURS	PASS/ VEH.HR.
Date	Regular	Senior	Disable	Child	Sr. Dis	Total	LINE HAUL	Vehicle Data Gas FUEL	MILES	MILES /GAL.	Fuel	Vehicle Data LP Miles	M/Gal	VEH. HOURS	PASS/ VEH.HR.
10/18	8278	1819	3864	341	668	14970	5733	6670.4	28165	4.2	3008.2	11433.0	3.8	4201	3.6
11/18	6719	1195	4051	266	648	13020	4231	4528.6	23460	5.2	1954.1	8559.0	4.4	3951	3.3
12/18	6047	741	2645	163	387	10556	1688	6119.2	29436	4.8	1619.6	6423.0	4.0	4289	2.3
01/19	7604	897	2538	108	336	11483	4004	7036.3	33245	4.7	1776.83	7711	4.3	4171	2.8
02/19	6308	247	1834	40	423	8852	5370	10537.6	29835	2.8	2512.9	8419	3.4	3720	2.4
03/19	7487	543	2633	127	436	11226	4039	12288.4	37093	3.0	3294.2	10546	3.2	4132	2.7
04/19	9102	1004	4068	267	491	14932	5408	10048.8	38834	3.9	1326.2	7222	5.4	4248	3.5
05/19	8026	1315	5153	313	509	15316	5529	9627.4	38368	4.0	1959.3	9263	4.7	4405	3.5
06/19															
07/19															
08/19															
09/19															
Total	59571	7761	26786	1625	3898	100355	36002	66856.7	258436	3.9	17451.3	69576	4.0	33117	3.0
Change	41055	-1346	13216	318	3898	57855	19030	50615.2	157309	4.8	9098.43	28478	4.0	21733	2.3
% Change	321.7%	85.2%	197.4%	124.3%	0.0%	236.1%	212.1%	411.6%	255.6%	61.0%	208.9%	169.3%	79.7%	290.9%	82.6%
	18516	9107	13570	1307	0	42500	16972	16242	101127	6	8353	41098	5	11384	4

RIDERSHIP

	2018 FY		2019 FY		2019 FY		YTD	%
	Month	Year to Date	Month	Year to Date	Month	Difference		
	Total	Date	Total	Date	Difference	Difference	Change	
Oct	14,857	14,857	14,970	14,970	113	113	0.76%	
Nov	13,756	28,613	13,020	27,990	-736	-623	-2.18%	
Dec	13,887	42,500	10,556	38,546	-3,331	-3,954	-9.30%	
Jan	14,595	57,095	11,483	50,029	-3,112	-7,066	-12.38%	
Feb	15,052	72,147	8,852	58,881	-6,200	-13,266	-18.39%	
March	16,184	88,331	11,226	70,107	-4,958	-18,224	-20.63%	
April	14,699	103,030	14,932	85,039	233	-17,991	-17.46%	
May	14,876	117,906	15,316	100,355	440	-17,551	-14.89%	
June								
July								
Aug								
Sept								
TOTAL	117,906	117,906	100,355	100,355	-17,551	-17,551	-14.89%	

FARES

	2018 FY		2018 FY		2019 FY		2019 FY		2019 FY		
	Month	Year to	Month	Year to	Month	Year to	Month	Year to	Month	YTD	%
	Total	Date	Total	Date	Total	Date	Difference	Date	Difference	Difference	Change
Oct	\$ 25,352.03	\$ 25,352.03	\$ 20,360.01	\$ 20,360.01	\$ (4,992.02)	\$ 20,360.01	\$ (4,992.02)	\$ (4,992.02)	\$ (4,992.02)	\$ (4,992.02)	-19.69%
Nov	\$ 20,250.22	\$ 45,602.25	\$ 22,364.93	\$ 42,724.94	\$ 2,114.71	\$ 42,724.94	\$ 2,114.71	\$ (2,877.31)	\$ (2,877.31)	\$ (2,877.31)	-6.31%
Dec	\$ 18,286.36	\$ 63,888.61	\$ 16,371.88	\$ 59,096.82	\$ (1,914.48)	\$ 59,096.82	\$ (1,914.48)	\$ (4,791.79)	\$ (4,791.79)	\$ (4,791.79)	-7.50%
Jan	\$ 20,154.42	\$ 84,043.03	\$ 16,875.67	\$ 75,972.49	\$ (3,278.75)	\$ 75,972.49	\$ (3,278.75)	\$ (8,070.54)	\$ (8,070.54)	\$ (8,070.54)	-9.60%
Feb	\$ 21,398.55	\$ 105,441.58	\$ 20,647.11	\$ 96,619.60	\$ (751.44)	\$ 96,619.60	\$ (751.44)	\$ (8,821.98)	\$ (8,821.98)	\$ (8,821.98)	-8.37%
March	\$ 21,712.03	\$ 127,153.61	\$ 18,102.61	\$ 114,722.21	\$ (3,609.42)	\$ 114,722.21	\$ (3,609.42)	\$ (12,431.40)	\$ (12,431.40)	\$ (12,431.40)	-9.78%
April	\$ 18,600.58	\$ 145,754.19	\$ 19,345.77	\$ 134,067.98	\$ 745.19	\$ 134,067.98	\$ 745.19	\$ (11,686.21)	\$ (11,686.21)	\$ (11,686.21)	-8.02%
May	\$ 17,717.84	\$ 163,472.03	\$ 21,397.02	\$ 155,465.00	\$ 3,679.18	\$ 155,465.00	\$ 3,679.18	\$ (8,007.03)	\$ (8,007.03)	\$ (8,007.03)	-4.90%
June											
July											
Aug											
Sept											
TOTAL	\$ 163,472.03	\$ 163,472.03	\$ 155,465.00	\$ 155,465.00	\$ (8,007.03)	\$ 155,465.00	\$ (8,007.03)	\$ (8,007.03)	\$ (8,007.03)	\$ (8,007.03)	-4.90%

Check Detail

As of May 31, 2019

Date	Num	Name	Memo	Credit
10101 - CHEMICAL BANK				
05/01/2019	27756	Mosella Maye	refund AFLAC...	74.15
05/02/2019	27757	CITY OF BH		307.09
05/02/2019	27758	Delta Dental		1,176.78
05/02/2019	27759	DoubleMAP		3,794.89
05/02/2019	27760	Indiana Michigan Power		779.71
05/02/2019	27761	MICH GAS		850.06
05/02/2019	27762	O'Reilly Auto Parts	Customer#24...	2,569.66
05/02/2019	27763	Standard Insurance Compa...		801.04
05/02/2019		FIFTH THIRD BANK	Cashier Chec...	99,401.36
05/04/2019	27764	Car Brite Distributors		365.10
05/04/2019	27765	PC Trans		500.00
05/04/2019	27766	Priority Health		21,515.95
05/07/2019	27767	ADT		132.30
05/07/2019	27768	ALL CITIES OCCUPATION...		124.00
05/07/2019	27769	Auto-Wares Group		1,910.49
05/07/2019	27770	Belle Tire	VOID: INV#33...	
05/07/2019	27771	BESTWAY DISPOSTAL		61.00
05/07/2019	27772	BROWNS LOCKSMITH	503032	698.50
05/07/2019	27773	Full Moon Advertising Inc		450.00
05/07/2019	27774	Hanson Beverage Co.		200.25
05/07/2019	27775	HERALD PALLADIUM		610.75
05/07/2019	27776	Indiana Electronics & Com...		184.50
05/07/2019	27777	Jordan Automotive Group		234.29
05/07/2019	27778	LEISURE LAWN		248.64
05/07/2019	27779	Mich. Transit Pool - Liability...	3RD QTR Lia...	18,796.00
05/07/2019	27780	MICHIANA SUPPLY		22.45
05/07/2019	27781	Orkin		97.77
05/07/2019	27782	Paragon Micro Inc.		6,244.29
05/07/2019	27783	PARRETT BUSINESS		73.47
05/07/2019	27784	RAPID PRINT	admin.supplies	414.68
05/07/2019	27785	THAYER		702.55
05/07/2019	27786	UniFirst Corp. 099	Operation ser...	88.41
05/07/2019	27787	Zielke Towing	Towing service	125.00
05/09/2019	27788	DONNEL KYLE	MEDICARE P...	135.50
05/09/2019	27789	BILL PURVIS	V#16269 Con...	1,902.50
05/09/2019	27790	Kenneth Bragg		135.50
05/10/2019	27791	AMERICAN FAMILY INSU...		569.64
05/10/2019	27792	Midland Credit Managemen...	GARNISHME...	187.63
05/10/2019	27793	MISDU		1,028.10
05/10/2019	27794	UNION DUES		324.60
05/10/2019	27795	Colonial Life & Accidental I...	Life & Accide...	623.33
05/14/2019	27796	HEI WIRELESS		2,221.80
05/14/2019	27797	IBID County Electric	111012	1,482.04
05/14/2019	27798	Jim's Heating Service LLC		1,101.90
05/14/2019	27799	KOTZ SANGSTER WYSO...	Attorney fees ...	3,999.00
05/14/2019	27800	TCA-SynerTech, LLC		20,997.24
05/14/2019	27801	WSJM Tower Operations	Rental service	1,058.80
05/15/2019	27802	Citgo		414.17
05/21/2019	27803	PETTY CASH	PETTY CASH...	142.64
05/22/2019	27805	Lorelei Jones		148.75
05/22/2019	27804	BILL PURVIS		1,440.00
05/22/2019	27806	HEI WIRELESS		331.00
05/23/2019	27807	AMERICAN FAMILY INSU...	PAYROLL W/H	553.32
05/23/2019	27808	Colonial Life & Accidental I...	PAYROLL W/H	612.27
05/23/2019	27809	Midland Credit Managemen...	PAYROLL W/H	183.91
05/23/2019	27810	MISDU		1,438.67
05/25/2019	27811	Belle Tire		1,827.57
05/25/2019	27812	BEST WAY DISPOSAL		68.00
05/25/2019	27813	CITY PLUMBING		1,520.56
05/25/2019	27814	ComCast		596.87
05/25/2019	27815	D&S Heavy Duty & Trailer ...		5,529.76
05/25/2019	27816	Delta Dental		1,502.78
05/25/2019	27817	Jim's Heating Service LLC		1,150.16
05/25/2019	27818	KOTZ SANGSTER WYSO...		2,130.82
05/25/2019	27819	Michigan Municipal League		930.00
05/25/2019	27820	O'Reilly Auto Parts		488.59
05/25/2019	27821	Petro Tank & Line Testing ...		1,387.45

Check Detail

As of May 31, 2019

Date	Num	Name	Memo	Credit
05/25/2019	27822	Priority Health	PREPAID HE...	18,554.16
05/25/2019	27823	THAYER		247.17
05/25/2019	27824	UniFirst Corp. 099		286.50
05/25/2019	27825	WSJM Tower Operations		529.40
05/30/2019	27826	Standard Insurance Compa...	Life Insurance...	1,483.77
05/30/2019	27827	TCA-SynerTech, LLC	inv#7360 & in...	2,436.49
05/30/2019	27828	TRACY	inv#157150 & ...	296.00
Total 10101 · CHEMICAL BANK				245,553.49
TOTAL				<u>245,553.49</u>

Chairpersons Approval

Date

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
May 2019

Memo	Amount
Auto-Wares Group	
504032 Maintenance Supplies	1,294.54
Total Auto-Wares Group	1,294.54
Belle Tire	
503032 Maintenance Service	0.00
503032 Maintenance Service	862.50
503032 Maintenance Service	50.67
503032 Maintenance Service	17.40
503032 Maintenance Service	60.00
503032 Maintenance Service	837.00
Total Belle Tire	1,827.57
BEST WAY DISPOSAL	
503033 Administration Service	68.00
Total BEST WAY DISPOSAL	68.00
BILL PURVIS	
Consulting Service 503993	1,280.00
504032 Maintenance Supplies	320.00
504032 Maintenance Supplies	302.50
Consulting Service 503993	1,440.00
Total BILL PURVIS	3,342.50
Car Brite Distributors	
504032 Maintenance Supplies	169.40
Total Car Brite Distributors	169.40
CITY OF BH	
505043 Administration Water	39.92
505042 Maintenance Water	257.96
505041 Operations water	9.21
Total CITY OF BH	307.09
CITY PLUMBING	
503032 Maintenance Service	502.29
503032 Maintenance Service	177.33
503032 Maintenance Service	706.94
503032 Maintenance Service	134.00
Total CITY PLUMBING	1,520.56
ComCast	
503033 Administration Service	596.87
Total ComCast	596.87
D&S Heavy Duty & Trailer Repair	
503032 Maintenance Service	600.00
504032 Maintenance Supplies	357.26
504032 Maintenance Supplies inv#17905	2,899.78
503032 Maintenance Service	729.53
503032 Maintenance Service	943.19
Total D&S Heavy Duty & Trailer Repair	5,529.76
Delta Dental	
10403 prepaid health	1,176.78
10403 prepaid health	1,502.78
Total Delta Dental	2,679.56

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
May 2019

Memo	Amount
FIFTH THIRD BANK	
CLOSE-OUT ACCOUNT	99,401.36
Total FIFTH THIRD BANK	99,401.36
HEI WIRELESS	
503032 Maintenance Service	60.00
503032 Maintenance Service	
503032 Maintenance Service	0.00
503032 Maintenance Service	331.00
Total HEI WIRELESS	391.00
HERALD PALLADIUM	
ADVERTISEMENT ADMIN.	554.60
Total HERALD PALLADIUM	554.60
Indiana Michigan Power	
505021 Electric - Operation	23.39
505022 Electric - Maintenance	654.96
505023 - Electric - Administration	101.36
Total Indiana Michigan Power	779.71
Jim's Heating Service LLC	
503031 Operation Service	1,150.16
Total Jim's Heating Service LLC	1,150.16
Jordan Automotive Group	
504032 Maintenance Supplies	84.29
Total Jordan Automotive Group	84.29
KOTZ SANGSTER WYSOCKI P.C.	
503033 Administration Service	3,999.00
Consulting Service 503993	2,130.82
Total KOTZ SANGSTER WYSOCKI P.C.	6,129.82
Lorelei Jones	
503032 Maintenance Service	148.75
Total Lorelei Jones	148.75
MICH GAS	
505031 gas operations	25.50
505032 gas maintenance	714.05
505033 gas administration	110.51
Total MICH GAS	850.06
MICHIANA SUPPLY	
504032 Maintenance Supplies	29.80
Total MICHIANA SUPPLY	29.80
Michigan Municipal League	
509013 - dues & subscriptions	930.00
Total Michigan Municipal League	930.00
O'Reilly Auto Parts	
504032 Maintenance Supplies	2,569.66
504032 Maintenance Supplies	488.59
Total O'Reilly Auto Parts	3,058.25

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
May 2019

Memo	Amount
Orkin	
503031 Operation Service INV#179003...	97.77
503031 Operation Service INV#180526...	97.77
503031 Operation Service	102.66
Total Orkin	298.20
PARRETT BUSINESS	
503033 Administration Service	70.82
Total PARRETT BUSINESS	70.82
Petro Tank & Line Testing LLC	
503032 Maintenance Service	1,387.45
Total Petro Tank & Line Testing LLC	1,387.45
PETTY CASH	
504033 Administration Supplies	55.64
504033 Administration Supplies	28.74
504012 maintenance fuel	37.35
504033 Administration Supplies	5.71
504033 Administration Supplies	8.84
504032 Maintenance Supplies	6.36
Total PETTY CASH	142.64
Priority Health	
10403 prepaid health	21,515.95
10403 prepaid health	18,554.16
Total Priority Health	40,070.11
Standard Insurance Company	
HEALTH INSURANCE ADMINISTRATI...	163.82
HEALTH INSURANCE MAINT.	99.93
HEALTH INSURANCE OPERATION	537.29
10403 prepaid health	1,483.77
Total Standard Insurance Company	2,284.81
TCA-SynerTech, LLC	
503033 Administration Service	581.42
503033 Administration Service	2,154.37
503033 Administration Service	282.12
Total TCA-SynerTech, LLC	3,017.91
THAYER	
504032 Maintenance Supplies	0.00
504032 Maintenance Supplies	226.67
504032 Maintenance Supplies	20.50
Total THAYER	247.17
TRACY	
503052 Contract maintenance for main...	180.00
504032 Maintenance Supplies	116.00
504032 Maintenance Supplies	0.00
Total TRACY	296.00
UniFirst Corp. 099	
504032 Maintenance Supplies	198.09
504032 Maintenance Supplies	88.41
Total UniFirst Corp. 099	286.50

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
May 2019

Memo	Amount
WSJM Tower Operations	
512121 operations rental	529.40
Total WSJM Tower Operations	529.40
TOTAL	<u>179,474.66</u>

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Unpaid Bills Detail
As of May 31, 2019

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
TOTAL					<hr/>



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

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

Chemical Bank Debit Card Activity

Date	Vendor	Amount
05/01-05/31/2019		
	• Marathon.....	\$ 197.27
	• Belle Tire.....	\$ 1,280.50
	• Family Farm Home.....	\$ 246.48
	• O'Reilly.....	\$ 837.28
	• Goodyear.....	\$ 128.94
	• Roush Clean Tech.....	\$ 445.93
	• Michigan Transit Pool Seminar.....	\$ 290.00
	• USPS.....	\$ 7.00
	• Staples.....	\$ 23.31
	• Walmart.....	\$ 52.56
	• Batteries Plus.....	\$ 7.62
	• Michigan State Police Search.....	\$ 50.00
	• ZipRecruiter.....	\$ 249.00
Total		<u>\$ 3,426.41</u>

May 2019 Debit Card Purchases

TJ CARD

Total: \$3,426.41

Marathon	\$47.65	Diesel	
	\$52.78	Diesel	
	\$50.01	Diesel	NO RECEIPT??
	\$46.83	Diesel	NO RECEIPT??
Belle Tire	\$837.00	Bus Tires, Installation	
	\$128.50	Bus Tires, Installation	
	\$315.00	Bus Tires, Installation	
Family Farm Home	\$105.96	Grass Seed, Straw Seeding, Fertilizer	
	\$140.52	Maintenance supplies	
O'Reilly Auto	\$378.48	Tie rods, stabilizer, drag link	
	\$384.18	NO RECEIPT??	
	\$39.98	NO RECEIPT??	
	\$34.64	Hose Clamp, Heater connector	
GoodYear	\$128.94	Alignment	
Roush CleanTech	\$445.93	Software	NO RECEIPT??
Michigan Transit Pool Seminar	\$290.00	Conference	R. Douglas

May 2019 Debit Card Purchases

DESHA CARD

Total: \$389.49

USPS	\$7.00	Board Packets
Staples	\$23.31	Flash Drives
Walmart	\$52.56	Creamer, Sugar, Forks
Batteries Plus	\$7.62	Batteries for Electronic Sign
Michigan State Police Search	\$50.00	Background check (Director Search)
ZipRecruiter	\$249.00	Ads for Director Search



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

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

Chemical Automatic Clearing House

05/06	Crystal Flash Propane	(\$)1.119	\$	1,380.53
05/10	Crystal Flash Propane	(\$)1.179	\$	1,483.47
05/22	Crystal Flash Propane	(\$)1.169	\$	1,414.67
05/29	Crystal Flash Propane	(\$)1.159	\$	1,298.29
05/30	Crystal Flash Gas	(\$)1.928	\$	15,504.00



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

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

PETTY CASH

Prepared by Cliff Allen

DATE	DESCRIPTION OF ITEMS	Debit	Credit	Balance
1-May	Balance			\$ 45.62
8-May	Admin.Supplies	\$ 5.71		\$ 39.91
13-May	Maintenance Supplies	\$ 6.36		\$ 33.55
17-May	Admin.Supplies	\$ 8.84		\$ 24.71
22-May	Deposit		\$ 142.64	\$ 167.35
22-May	Postage	\$ 49.50		\$ 117.85
28-May	Lunch for Board	\$ 51.92		\$ 65.93
				\$ 65.93
				\$ 65.93
				\$ 65.93

Ofc supplies	\$ 49.50
Maint supplies	\$ 6.36
Admin supplies	\$ 66.47
Total	\$ 122.33

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of May 31, 2019

Accrual Basis

	May 31, 19	
	Debit	Credit
Fifth Third Bank Checking Acct	0.00	
10101 · CHEMICAL BANK	81,719.05	
10103 · OVER / SHORTAGE	0.00	
10105 · CHEMICAL BANK MONEY MARKET	99,401.36	
10107 · FIFTH THIRD BANK-MONEY MARKET	110,000.10	
10109 · FIFTH THIRD BANK - Line of Cred	0.00	
1200 · ACCOUNTS RECEIVABLE	2,113.25	
10102 · PETTY CASH	230.00	
10201 · DUE FROM BH MILLAGE	9,148.00	
10202 · DUE FROM BH OPER.	0.00	
10204 · DUE FROM PAYROLL PROCESSOR	0.00	
10205 · DUE FROM FED - OPER	22,438.00	
10206 · Due From FED - CMAQ	0.00	
10211 · DUE FROM STATE - CAPITAL	63,121.50	
10212 · DUE FROM FED - CAPITAL	0.00	
10213 · Due from State - Capital Exp	0.00	
10214 · Due from Fed - Capital Exp	0.00	
10215 · Due from State JARC blue	72,502.00	
10216 · Due from State JARC Red	82,808.00	
10219 · DUE FROM STATE NEW SERVICE	0.00	
10220 · DUE FROM ST. OPER	51,725.00	
10221 · New Freedom Receivable	12,266.08	
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	8,390.66	
10303 · Inventory Tires	0.00	
10401 · PREPAID VEHICLE INS.	14,140.67	
10402 · PREPAID WORKER COMP		9,806.35
10403 · PREPAID HEALTH INS.	74,631.44	
10404 · PREPAID SECURITY INS		157.50
10405 · PREPAID BUILDING INSURANCE		557.77
10409 · PREPAID EXPENSE-OTHER	0.00	
1120 · Inventory Asset	0.00	
111011 · LAND	80,715.20	
111012 · FACILITY	1716493.25	
111012 · FACILITY:Original Cost	0.00	
111012 · FACILITY:111031 · Depreciation		1604208.86
111012 · FACILITY:111045 · Depreciation -local share	0.00	
111013 · REVENUE VEHICLES	2474247.00	
111013 · REVENUE VEHICLES:Original Cost	0.00	
111013 · REVENUE VEHICLES:111032 · Depreciation revenue vehicles		1181901.62
111013 · REVENUE VEHICLES:111041 · LOCAL CONTRIBUTION	114,989.00	
111014 · WRECKER/ OTHER VEHICLES	133,416.89	
111014 · WRECKER/ OTHER VEHICLES:Original Cost	0.00	
111014 · WRECKER/ OTHER VEHICLES:111033 · Depreciation		126,561.00
111015 · EQUIPMENT	428,978.85	
111015 · EQUIPMENT:Original Cost	0.00	
111015 · EQUIPMENT:111034 · Depreciation		287,796.24
111016 · OFFICE EQUIPMENT	1,257.93	
111016 · OFFICE EQUIPMENT:Original Cost	0.00	
111016 · OFFICE EQUIPMENT:111035 · Depreciation	0.00	
111017 · RADIOS	529.40	
111017 · RADIOS:Original Cost	0.00	
111017 · RADIOS:111036 · Depreciation	0.00	
111018 · SPECIAL PASSENGER VEHICLE	27,000.00	
111019 · BUS EQUIPMENT-COMPUTER SURF PRO	9,700.00	
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 May 31, 2019

Accrual Basis

	May 31, 19	
	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	55,310.83	
111028 · Mobile Surveillance Camera:111050 · Depreciation Mobile Surveil...	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 Com...	0.00	
2000 · Accounts Payable		1,207.11
20201 · ACCRUED PAYROLL	0.00	
20206 · ACCRUED FRINGE PAYABLE	0.00	
20207 · Accrued Expenses	0.00	
20211 · PAYROLL WITHHOLDING		11,874.51
20218 · MISCELLANIOUS PAYABLE	0.00	
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	
21101 · ADVANCE LOCAL GOV	0.00	
21102 · ADVANCE LOCAL MILLAGE		41,795.34
21104 · ADVANCES STATE GOVER.		113,195.00
21106 · Accrued Sick Days		21,584.64
21108 · Accrued Vacation Pay		26,235.00
3001 · Due to Bank-Line of Credit		100,000.00
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		1214188.27
40101 · FAREBOX		116,298.26
40102 · Punch Cards White		2,763.00
40103 · Fare box coin over and short	52.72	
40104 · Punch Cards Blue		12,993.00
40199 · FARES-TOKENS		4,938.00
40203 · SPECIAL ROUTE GUARANTEES		1,620.00
40603 · AUX REV - ADVERTISING		11,850.00
40699 · Other Auxilliary Transportation		9,371.93
40704 · NON TRANS - INVEST INCOME	0.00	
40799 · Other Non Transit Revenue		47,860.56
40801 · LOCAL SUBSIDY - MILLAGE		73,184.00
40950 · Local Capital Grant		114,989.00
409991 · Punch Card white - local match		150.00
409992 · Punch Card Blue - Local Match		8,265.00
409993 · Tokes - Local Match		10,692.50

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of May 31, 2019

Accrual Basis

	May 31, 19	
	Debit	Credit
41101 · STATE SUBSIDY - OPER		568,836.00
411012 · JARC Blue oper		106,206.00
411013 · JARC Red Operating		116,276.00
41150 · State Capital Grant		136,797.00
41201 · Prior Year Adj -St,Fed.&Local		66,890.00
41301 · FEDERAL SUBSIDY - OPER		501,107.00
41350 · Federal Capital Grant		614,200.00
41401 · INTEREST INCOME		145.25
501011 · OPERATORS WAGES	394,888.10	
501021 · OTHER WAGES - OPER	77,709.79	
501022 · OTHER WAGES - MAINT	60,971.89	
501023 · OTHER WAGES - ADMIN	99,862.51	
501031 · DISPATCHERS WAGES	81,405.81	
501044 · OTHER WAGES NEW FREEDOM	25,384.59	
502031 · HEALTH INS - OPER	88,398.65	
502032 · HEALTH INS - MAINT	11,977.77	
502033 · HEALTH INSURANCE ADMIN	45,654.71	
502041 · SS & MED OPER	43,310.79	
502042 · SS & MED MAINT	4,906.78	
502043 · SS & MED ADMIN	8,110.27	
502044 · SS & MED NEW FREEDOM	1,941.88	
502071 · UNEMPLOYMENT - OPER	10,801.69	
502072 · UNEMPLOYMENT - MAINT	971.10	
502073 · UNEMPLOYMENT - ADMIN	1,251.55	
502074 · UNEMPLOYMENT NEW FREEDOM	305.24	
502081 · WORKERS COMP OPER	26,211.08	
502082 · WORKERS COMP MAINT	2,468.16	
502083 · WORKERS COMP ADMIN	1,028.10	
502091 · SICK LEAVE -OPER	12,650.50	
502092 · SICK LEAVE -MAINT.	972.60	
502093 · SICK LEAVE -ADMIN	1,592.80	
502101 · HOLIDAY - OPER	11,652.48	
502102 · HOLIDAY - MAINT	1,156.52	
502103 · HOLIDAY - ADMIN	1,570.40	
502111 · VACATION -OPER	14,358.28	
502112 · VACATION - MAINT	1,705.12	
502113 · VACATION - ADMIN	3,940.33	
503023 · ADVERTISING FEES	4,741.66	
503031 · SERVICE OPER	27,480.96	
503032 · SERVICE MAINT	84,951.11	
503033 · SERVICE ADMIN	49,302.91	
503051 · CONTRACT MAINT OPER	1,574.00	
503052 · CONTRACT MAINT	428.64	
503053 · CONTRACT MAINT ADMIN	509.37	
503072 · SECURITY SERVICE	298.15	
503991 · DRUG TESTING OPER	947.00	
503992 · OTHER SERVICE	347.00	
503993 · OTHER SERVICE ADMIN	27,404.86	
504011 · FUEL OPER	106,430.30	
504012 · FUEL MAINT	2,137.39	
504013 · FUEL ADMIN	1,249.67	
504021 · TIRES	3,683.00	
504031 · SUPPLIES OPER	11,797.96	
504032 · SUPPLIES MAINT	37,277.83	
504033 · SUPPLIES ADMIN	14,674.45	
505021 · ELECTRIC OPER	232.48	
505022 · ELECTRIC MAINT	6,509.28	
505023 · ELECTRIC ADMIN	1,007.39	
505031 · GAS SERVICE OPER	322.69	
505032 · GAS SERVICE MAINT	9,035.30	
505033 · GAS SERVICE ADMIN	1,398.33	
505041 · WATER OPER	87.54	
505042 · WATER MAINT	2,451.51	
505043 · WATER ADMIN	580.41	

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of May 31, 2019

Accrual Basis

	May 31, 19	
	Debit	Credit
505051 · TELEPHONE OPER	466.84	
505053 · TELEPHONE ADMIN	4.72	
506031 · BUS INSURANCE OPER	61,682.13	
506043 · BUILDING INS	8,194.50	
507003 · TAXES AND FEES	876.05	
509013 · DUES	930.00	
509021 · TRAVEL OPER	4,090.29	
509023 · TRAVEL ADMIN	1,186.96	
509024 · TRAVEL NEW FREEDOM	635.72	
509141 · Obsolete DRUG TESTING OPER	335.00	
509993 · OTHER MISC ADMIN	56.92	
511023 · INTEREST EXPENSE	1,000.00	
512121 · RENTAL OPER	3,659.54	
512122 · RENTAL MAINT	1,122.22	
512123 · RENTAL ADMIN	483.35	
6560 · PAYROLL EXPENSE	430.61	
TOTAL	<u>7266501.71</u>	<u>7266501.71</u>

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Profit & Loss

May 2019

	May 19
Ordinary Income/Expense	
Income	
40101 · FAREBOX	17,762.90
40102 · Punch Cards White	225.00
40103 · Fare box coin over and short	-8.88
40104 · Punch Cards Blue	823.50
40199 · FARES-TOKENS	235.00
40799 · Other Non Transit Revenue	6,749.52
40801 · LOCAL SUBSIDY - MILLAGE	9,148.00
409992 · Punch Card Blue - Local Match	1,309.50
409993 · Tokes - Local Match	1,050.00
41101 · STATE SUBSIDY - OPER	63,204.00
411012 · JARC Blue oper	11,764.00
411013 · JARC Red Operating	14,805.00
41301 · FEDERAL SUBSIDY - OPER	22,438.00
41350 · Federal Capital Grant	67,014.00
41401 · INTEREST INCOME	10.98
Total Income	216,530.52
Gross Profit	216,530.52
Expense	
501011 · OPERATORS WAGES	53,181.09
501021 · OTHER WAGES - OPER	9,633.29
501022 · OTHER WAGES - MAINT	9,182.42
501023 · OTHER WAGES - ADMIN	8,357.74
501031 · DISPATCHERS WAGES	4,429.21
501044 · OTHER WAGES NEW FREED...	3,076.92
502031 · HEALTH INS - OPER	18,553.95
502032 · HEALTH INS - MAINT	1,175.72
502033 · HEALTH INSURANCE ADMIN	4,928.89
502041 · SS & MED OPER	5,303.20
502042 · SS & MED MAINT	704.39
502043 · SS & MED ADMIN	632.70
502044 · SS & MED NEW FREEDOM	235.38
502071 · UNEMPLOYMENT - OPER	756.29
502072 · UNEMPLOYMENT - MAINT	103.95
502081 · WORKERS COMP OPER	2,908.92
502082 · WORKERS COMP MAINT	274.24
502083 · WORKERS COMP ADMIN	128.51
502091 · SICK LEAVE -OPER	1,213.64
502111 · VACATION -OPER	1,311.88
502112 · VACATION - MAINT	106.00
502113 · VACATION - ADMIN	51.20
503023 · ADVERTISING FEES	1,093.60
503031 · SERVICE OPER	1,448.36
503032 · SERVICE MAINT	7,548.05
503033 · SERVICE ADMIN	7,964.79
503052 · CONTRACT MAINT	180.00
503072 · SECURITY SERVICE	31.50
503993 · OTHER SERVICE ADMIN	4,850.82
504011 · FUEL OPER	7,349.05
504012 · FUEL MAINT	234.62
504032 · SUPPLIES MAINT	12,118.60
504033 · SUPPLIES ADMIN	-668.19
505021 · ELECTRIC OPER	23.39
505022 · ELECTRIC MAINT	654.96
505023 · ELECTRIC ADMIN	101.36
505031 · GAS SERVICE OPER	25.50
505032 · GAS SERVICE MAINT	714.05
505033 · GAS SERVICE ADMIN	110.51
505041 · WATER OPER	9.21
505042 · WATER MAINT	257.96
505043 · WATER ADMIN	39.92

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Profit & Loss
May 2019

	May 19
506031 · BUS INSURANCE OPER	6,265.33
506043 · BUILDING INS	673.25
509013 · DUES	930.00
509141 · Obsolete DRUG TESTING OP...	0.00
512121 · RENTAL OPER	529.40
Total Expense	178,735.57
Net Ordinary Income	37,794.95
Net Income	37,794.95

Total Eligible Expenses	\$1,519,176.00
State Reimbursement Rate for 2019	38.07%
State of Michigan Subsidy Based on Expenses	\$578,350.30
State Revenue Recorded(41101)	\$252,816.00
Over/Under payment	\$325,534.30
Net Income from Profit & Loss Statement	\$806,028.76
Non Eligible Expense - Refunds	\$41,088.00
Net Income	\$764,940.76
State Adjustment	\$325,534.30
Net Income After State Adjustment	\$1,090,475.06
Income From Capital	\$683,983.00
Net Income After Adjustments	\$406,492.06

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Balance Sheet

As of May 31, 2019

	May 31, 19
ASSETS	
Current Assets	
Checking/Savings	
10101 · CHEMICAL BANK	81,719.05
10105 · CHEMICAL BANK MONEY MARKET	99,401.36
10107 · FIFTH THIRD BANK-MONEY MARKET	110,000.10
Total Checking/Savings	291,120.51
Accounts Receivable	
1200 · ACCOUNTS RECEIVABLE	2,113.25
Total Accounts Receivable	2,113.25
Other Current Assets	
10102 · PETTY CASH	230.00
10201 · DUE FROM BH MILLAGE	9,148.00
10205 · DUE FROM FED - OPER	22,438.00
10211 · DUE FROM STATE - CAPITAL	63,121.50
10215 · Due from State JARC blue	72,502.00
10216 · Due from State JARC Red	82,808.00
10220 · DUE FROM ST. OPER	51,725.00
10221 · New Freedom Receivable	12,266.08
10302 · FUEL INVENTORY	8,390.66
10401 · PREPAID VEHICLE INS.	14,140.67
10402 · PREPAID WORKER COMP	-9,806.35
10403 · PREPAID HEALTH INS.	74,631.44
10404 · PREPAID SECURITY INS	-157.50
10405 · PREPAID BUILDING INSURANCE	-557.77
Total Other Current Assets	400,879.73
Total Current Assets	694,113.49
Fixed Assets	
111011 · LAND	80,715.20
111012 · FACILITY	
111031 · Depreciation	-1,604,208.86
111012 · FACILITY - Other	1,716,493.25
Total 111012 · FACILITY	112,284.39
111013 · REVENUE VEHICLES	
111032 · Depreciation revenue vehicles	-1,181,901.62
111041 · LOCAL CONTRIBUTION	114,989.00
111013 · REVENUE VEHICLES - Other	2,474,247.00
Total 111013 · REVENUE VEHICLES	1,407,334.38
111014 · WRECKER/ OTHER VEHICLES	
111033 · Depreciation	-126,561.00
111014 · WRECKER/ OTHER VEHICLES - Other	133,416.89
Total 111014 · WRECKER/ OTHER VEHICLES	6,855.89
111015 · EQUIPMENT	
111034 · Depreciation	-287,796.24
111015 · EQUIPMENT - Other	428,978.85
Total 111015 · EQUIPMENT	141,182.61
111016 · OFFICE EQUIPMENT	1,257.93
111017 · RADIOS	529.40

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Balance Sheet
As of May 31, 2019

	May 31, 19
111018 · SPECIAL PASSENGER VEHICLE	27,000.00
111019 · BUS EQUIPMENT-COMPUTER SURF ...	9,700.00
111028 · Mobile Surveillance Camera	55,310.83
Total Fixed Assets	1,842,170.63
TOTAL ASSETS	2,536,284.12
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	1,207.11
Total Accounts Payable	1,207.11
Other Current Liabilities	
20211 · PAYROLL WITHHOLDING	11,874.51
21102 · ADVANCE LOCAL MILLAGE	41,795.34
21104 · ADVANCES STATE GOVER.	113,195.00
Total Other Current Liabilities	166,864.85
Total Current Liabilities	168,071.96
Long Term Liabilities	
21106 · Accrued Sick Days	21,584.64
21108 · Accrued Vacation Pay	26,235.00
3001 · Due to Bank-Line of Credit	100,000.00
Total Long Term Liabilities	147,819.64
Total Liabilities	315,891.60
Equity	
3900 · Retained Earnings	1,214,188.27
Net Income	1,006,204.25
Total Equity	2,220,392.52
TOTAL LIABILITIES & EQUITY	2,536,284.12

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Profit & Loss
October 2018 through May 2019

	Oct '18 - May ...
Ordinary Income/Expense	
Income	
40101 · FAREBOX	116,298.26
40102 · Punch Cards White	2,763.00
40103 · Fare box coin over and short	-52.72
40104 · Punch Cards Blue	12,993.00
40199 · FARES-TOKENS	4,938.00
40203 · SPECIAL ROUTE GUARANTEES	1,620.00
40603 · AUX REV - ADVERTISING	11,850.00
40699 · Other Auxiliary Transportation	9,371.93
40704 · NON TRANS - INVEST INCOME	0.00
40799 · Other Non Transit Revenue	47,860.56
40801 · LOCAL SUBSIDY - MILLAGE	73,184.00
40950 · Local Capital Grant	114,989.00
409991 · Punch Card white - local match	150.00
409992 · Punch Card Blue - Local Match	8,265.00
409993 · Tokes - Local Match	10,692.50
41101 · STATE SUBSIDY - OPER	568,836.00
411012 · JARC Blue oper	106,206.00
411013 · JARC Red Operating	116,276.00
41150 · State Capital Grant	136,797.00
41201 · Prior Year Adj -St,Fed.&Local	66,890.00
41301 · FEDERAL SUBSIDY - OPER	490,933.00
41350 · Federal Capital Grant	614,200.00
41401 · INTEREST INCOME	145.25
Total Income	2,515,205.78
Gross Profit	2,515,205.78
Expense	
501011 · OPERATORS WAGES	394,888.10
501021 · OTHER WAGES - OPER	77,709.79
501022 · OTHER WAGES - MAINT	60,971.89
501023 · OTHER WAGES - ADMIN	99,862.51
501031 · DISPATCHERS WAGES	81,405.81
501044 · OTHER WAGES NEW FREEDOM	25,384.59
502031 · HEALTH INS - OPER	88,398.65
502032 · HEALTH INS - MAINT	11,977.77
502033 · HEALTH INSURANCE ADMIN	45,654.71
502041 · SS & MED OPER	43,310.79
502042 · SS & MED MAINT	4,906.78
502043 · SS & MED ADMIN	8,110.27
502044 · SS & MED NEW FREEDOM	1,941.88
502071 · UNEMPLOYMENT - OPER	10,801.69
502072 · UNEMPLOYMENT - MAINT	971.10
502073 · UNEMPLOYMENT - ADMIN	1,251.55
502074 · UNEMPLOYMENT NEW FREED...	305.24
502081 · WORKERS COMP OPER	26,211.08
502082 · WORKERS COMP MAINT	2,468.16
502083 · WORKERS COMP ADMIN	1,028.10
502091 · SICK LEAVE -OPER	12,650.50
502092 · SICK LEAVE -MAINT.	972.60
502093 · SICK LEAVE -ADMIN	1,592.80
502101 · HOLIDAY - OPER	11,652.48
502102 · HOLIDAY - MAINT	1,156.52
502103 · HOLIDAY - ADMIN	1,570.40
502111 · VACATION -OPER	14,358.28
502112 · VACATION - MAINT	1,705.12
502113 · VACATION - ADMIN	3,940.33
503023 · ADVERTISING FEES	4,741.66
503031 · SERVICE OPER	27,480.96

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Profit & Loss

October 2018 through May 2019

	Oct '18 - May ...
503032 · SERVICE MAINT	84,951.11
503033 · SERVICE ADMIN	49,302.91
503051 · CONTRACT MAINT OPER	1,574.00
503052 · CONTRACT MAINT	428.64
503053 · CONTRACT MAINT ADMIN	509.37
503072 · SECURITY SERVICE	298.15
503991 · DRUG TESTING OPER	947.00
503992 · OTHER SERVICE	347.00
503993 · OTHER SERVICE ADMIN	27,404.86
504011 · FUEL OPER	106,430.30
504012 · FUEL MAINT	2,137.39
504013 · FUEL ADMIN	1,249.67
504021 · TIRES	3,683.00
504031 · SUPPLIES OPER	11,797.96
504032 · SUPPLIES MAINT	37,277.83
504033 · SUPPLIES ADMIN	14,674.45
505021 · ELECTRIC OPER	232.48
505022 · ELECTRIC MAINT	6,509.28
505023 · ELECTRIC ADMIN	1,007.39
505031 · GAS SERVICE OPER	322.69
505032 · GAS SERVICE MAINT	9,035.30
505033 · GAS SERVICE ADMIN	1,398.33
505041 · WATER OPER	87.54
505042 · WATER MAINT	2,451.51
505043 · WATER ADMIN	580.41
505051 · TELEPHONE OPER	466.84
505053 · TELEPHONE ADMIN	4.72
506031 · BUS INSURANCE OPER	61,682.13
506043 · BUILDING INS	8,194.50
507003 · TAXES AND FEES	876.05
509013 · DUES	930.00
509021 · TRAVEL OPER	4,090.29
509023 · TRAVEL ADMIN	1,186.96
509024 · TRAVEL NEW FREEDOM	635.72
509141 · Obsolete DRUG TESTING OPER	335.00
509993 · OTHER MISC ADMIN	56.92
511023 · INTEREST EXPENSE	1,000.00
512121 · RENTAL OPER	3,659.54
512122 · RENTAL MAINT	1,122.22
512123 · RENTAL ADMIN	483.35
6560 · PAYROLL EXPENSE	430.61
Total Expense	1,519,175.53
Net Ordinary Income	996,030.25
Net Income	<u>996,030.25</u>



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

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

TWIN CITIES AREA TRANSPORTATION AUTHORITY

TCATA

RESOLUTION TO APPROVE SIGNATURE AUTHORITY FOR AGENCY BUSINESS

Whereas, the Twin Cities Area Transportation Authority (TCATA) incorporated under the provision of Act 55, Public Acts of 1963, as amended, and subsequent provisions of Article VII 2(b) (1), Michigan 611 (1) and (631) (1) of Acts 284, Public Acts of 1972, is located at 275 E. Wall Street, Benton Harbor, MI 49022; and

Whereas, TCATA is funded through Federal, State and local Benton Harbor millage match funds to provide services to citizen passengers within its designated service area with priority on economically disadvantaged persons, elderly, disabled youth and others requiring transportation; and

Whereas, in its day to day operations and other business it is necessary that the TCATA Board's authorization, certain documents, are required to have two authorized signatures and others may only require one; and

Whereas, from time to time, one or more of the authorized signatories may not be available for whatever reason making it necessary that the Board authorize sufficient signors to enable the conduct of its business;

NOW THEREFORE BE IT RESOLVED THAT in addition to the Board Chairperson, Anthony Andrews as a signatory, the Board Secretary, Emma Kinnard and Executive Director, TJ Taylor are authorized as a second or alternate Board signature for all accounts that are held at Fifth Third Bank.

FURTHER, BE IT RESOLVED THAT the Board of Directors of the Twin Cities Area Transportation Authority (TCATA) authorizes the Board Chairperson, Board Secretary and the Executive Director as signatory on behalf of TCATA.

Anthony Andrews, Chairperson of TCATA Board

Date

Attest: Emma Kinnard, Secretary