

# **MEETING NOTICE**

## **TCATA Board Meeting**

**Wednesday, June 24<sup>th</sup>**

**12 pm (Noon)**

*In an effort to protect the health and safety of the public, staff and members of the Twin Cities Area Transportation Authority (TCATA) board all TCATA public meetings will be held electronically in accordance with the Open Meetings Act and Executive Order 2020-15 issued by Governor Whitmer until further notice.*

**Members of the public wishing to participate in any of these meetings may do so by dialing into the meeting using the phone number and access code below.**

**June 24<sup>th</sup> TCATA Board Meeting**

**Dial-In Number: 978-990-5000**

**Access Code: 271441 #**

**Copies of meeting materials can be found online at**

**<https://www.mywaythere.org/tcatameetings.asp>**

**Or by contacting TCATA business office at 269-927-2268**

**Monday – Friday 8 am – 5 pm**

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

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

**MEMORANDUM**

TO: TCATA Board Members

FROM: Paul Gillespie, Executive Director 

DATE: June 19, 2020

RE: TCATA Monthly Board Meeting

There is a TCATA board meeting scheduled for **Wednesday June 24, 2020 at 12:00 p.m.**

The monthly board meeting will be held **ON THE TELEPHONE.**

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

If any changes should occur, you will be notified by telephone on Tuesday June 23, 2020 or as soon as possible.

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



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

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

**AGENDA**

ROLL CALL – 6/24/20

**APPROVAL OF AGENDA**

**SECRETARY'S REPORT**

- 2) General Information – 06/24/20
- 3) Minutes – 05/27/20

**CHAIRMAN'S REPORT**

- 1) General Information – 06/24/20

**DIRECTOR'S REPORT**

- 1) Operation Summary,  
Ridership & Farebox – 05/20
- 2) Driver of the Month – 05/20
- 3) General Information – 06/24/20
- 4) Approval of Directors Report – 06/24/20

**ACCOUNTANT'S REPORT**

- 1) Unpaid Bills Detail – 05/20
- 2) Check Detail – 05/20
- 3) Purchases by Vendor Detail – 05/20
- 4) Petty Cash – 05/20
- 5) Wire Transfer – 05/20
- 6) Trial Balance, Profit loss, Profit and  
Loss Budget vs. Actual  
& Balance Sheet – 05/20
- 7) Approval of Accountant Report – 06/24/20
- 8) Audit Report

**OLD BUSINESS**

- 1)

**NEW BUSINESS**

- 1)

**PUBLIC COMMENTS**

**TWIN CITIES AREA TRANSPORTATION AUTHORITY  
REGULARLY SCHEDULED  
BOARD MEETING  
HELD May 27, 2020**

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

Board Members Absent: Ms. Juanita Henry, Trustee

Staff Present: Mr. Paul Gillespie, Executive Director  
Mr. TJ Taylor, Assistant Director  
Mr. Jan Harper, Accountant Consultant  
Mr. Bill Purvis, Consultant

Staff Absent:

Public: Marvin Haywood  
Eric Lester

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

Agenda: A motion was requested by Mr. Childs to approve the agenda of 05/27/20 as presented, supported by Ms. Kinnard. **MOTION CARRIED**

Secretary's Report: **General Information – NONE**  
**Minutes –** A motion was requested by Mr. Childs to approve the minutes of 04/29/20 as presented, supported by Ms. Kinnard. **MOTION CARRIED**

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

Director's Report: **Operation Summary, Ridership & Fare box –** Mr. Gillespie informed the board that the total Demand Response riders for the month of April was

6,613 of these 678 were senior riders and 1,931 were Disabled riders, and 193 children, 3,609 regular riders, and Line Haul had 3,171 riders.

1,167.20 gallons of gasoline covering 8,496 miles an average of 7.3 miles per gallon. LP gas we used 4,938.20 gallons covering 23,573 miles an average of 4.8 miles per gallon. Total vehicle hours were 3,449 with an average of 1.9 passengers per vehicle hour.

Mr. Gillespie informed the board that the Ridership Comparison for FY2019 Year to Date was 84,325 passengers on the Demand Response and 30,473 passengers on the Fixed Route. FY2020 Year to Date was 90,989 passengers on the Demand Response and 36,274 passengers on the Fixed Route.

**Driver of the month** – Marvin Haywood with 491 passengers for the month of April 2020.

A motion was requested by Mr. Childs to approve the Director's Report as presented for the month of April 2020, supported by Ms. Kinnard.

**MOTION CARRIED**

Accountant's Report:

**Check Details, Purchases by Vendor Detail & Unpaid Bills** – A motion was requested by Mr. Childs to approve the check detail in the amount of \$114,671.30 for the month of April 2020, supported by Ms. Kinnard.

**MOTION CARRIED**

A motion was requested by Mr. Childs to approve the Purchases by Vendor in the amount of \$63,517.30 for the month of April 2020, supported by Ms. Kinnard. **MOTION CARRIED**

A motion was requested by Mr. Childs to approve the Unpaid Bills Detail in the amount of \$54,071.42 for the month of April 2020, supported by Ms. Kinnard. **MOTION CARRIED**

**Bank Card Activity** – was reviewed 04/20

**Wire Transfers**– was reviewed 04/20

**Petty Cash** – was reviewed 04/20

**Trial Balance, Balance Sheet & Profit & Loss**- Mr. Harper stated that TCATA's net income/(loss) as of April 2020, was \$3,467.21.

A motion was requested by Mr. Childs to approve the Profit & Loss Report for the month of April 2020, supported by Ms. Kinnard. **MOTION CARRIED**

Old Business:

A motion was requested by Mr. Childs to approve the Workplace Violence Memo to TCATA employees, supported by Ms. Kinnard. **MOTION CARRIED**

New Business:

Mr. Gillespie stated that the resolution to convert property across the street from TCATA includes details about making the property into a bus station. Mr. Gillespie stated that this conversion is something that the company needs. He also stated that this conversion would help regulate the crowds of passengers that are waiting on their bus especially at times like now when people should be social distancing.

A motion was requested by Mr. Childs to approve the Resolution in Support of Converting 287 East Main Street into a Bus Station, supported by Ms. Kinnard. **MOTION CARRIED**

Board members decided that they will hold another evaluation for the executive director in six months to monitor the progress he is making in his performance.

A motion was requested by Mr. Childs to approve the Resolution of Salary and Benefits of Executive Director Paul Gillespie on 5/27/20, supported by Ms. Kinnard, Ms. Varrie, and Mr. Andrews. **MOTION CARRIED**

Public Comments:

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

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Secretary

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Date

dk

6,991,666

# OPERATION SUMMARY

PASSENGERS TO DATE

19,005,888

MAY 2020

MILES TO DATE

Date	Regular	Senior	Disable	Child	SR. Dis	Total	LINE		VEHICLE DATA			VEHICLE DATA LP			VEH		PASS/
							HAUL	FUEL	MILES	MILES /GAL	FUEL	MILES	MGAL	HOURS	VEH/HR		
FRI 1	181	46	100	13	10	350	186	38.5	283	7.4	231.9	1076	4.6	131	2.7		
SAT 2	97	19	61	5	7	189	99	53.8	368	6.8	117.4	353	3.0	68	2.8		
SUN 3																	
TOTAL	278	65	161	18	17	539	285	92.3	651	7.1	349.3	1429	4.1	199	2.7		
MON 4	179	27	109	11	12	338	171	60.4	389	6.4	222.0	1465	6.6	135	2.5		
TUE 5	168	29	86	6	13	302	147	51.5	344	6.7	232.6	881	3.8	129	2.3		
WED 6	135	18	81	6	11	251	111	90.8	465	5.1	291.2	1278	4.4	136	1.8		
THUR 7	193	33	76	7	12	321	155	64.6	356	5.5	239.3	1078	4.5	132	2.4		
FRI 8	163	26	84	11	8	292	160	30.0	293	9.8	211.8	1096	5.2	103	2.8		
SAT 9	90	14	80	10	8	202	105	28.6	125	4.4	88.9	406	4.6	52	3.9		
SUN 10																	
TOTAL	928	147	516	51	64	1706	849	325.9	1972	6.1	1285.8	6204	4.8	687	2.5		
MON 11	150	31	75	6	7	269	145	55.6	382	6.9	251.2	1200	4.8	116	2.3		
TUE 12	179	27	80	6	10	302	142	76.1	458	6.0	199.4	1019	5.1	127	2.4		
WED 13	187	23	106	1	13	330	141	62.0	387	6.2	254.9	1165	4.6	116	2.8		
THUR 14	159	39	57	3	9	267	119	82.6	369	4.5	197.7	1092	5.5	121	2.2		
FRI 15	180	39	97	7	8	331	176	47.2	301	6.4	248.5	1207	4.9	134	2.5		
SAT 16	122	22	53	6	5	208	102	43.0	335	7.8	75.4	397	5.3	60	3.5		
SUN 17																	
TOTAL	977	181	468	29	52	1707	826	366.5	2232	6.1	1227.1	6080	5.0	674	2.5		
MON 18	162	38	99	6	10	315	162	38.6	274	7.1	466.5	1288	2.8	132	2.4		
TUE 19	193	35	67	4	15	314	158	25.5	167	6.5	282.6	1266	4.5	117	2.7		
WED 20	197	20	94	6	10	327	147	40.5	161	4.0	231.7	1206	5.2	138	2.4		
THUR 21	176	27	97	7	8	315	146	31.3	339	10.8	247.1	1260	5.1	129	2.4		
FRI 22	144	18	72	1	18	253	102	56.4	130	2.3	191.5	1188	6.2	118	2.2		
SAT 23	107	14	56	9	5	191	91	35.1	275	7.8	83.9	453	5.4	57	3.4		
SUN 24																	
TOTAL	979	152	485	33	66	1715	806	227.4	1346	5.9	1503.3	6661	4.4	689	2.5		
MON 25	37	7	30		5	79											
TUE 26	163	34	73	6	17	293	124	45.2	171	3.8	212.7	1117	5.3	114	2.6		
WED 27	156	38	99	12	13	318	143	53.2	277	5.2	245.9	1183	4.8	102	3.1		
THUR 28	161	32	93		10	296	142	31.8	140	4.4	322.9	1196	3.7	133	2.2		
FRI 29	173	51	92	3	14	333	176	43.6	218	5.0	352.2	1510	4.3	137	2.4		
SAT 30	102	14	54	3	6	179	87	27.5	181	6.6	105.9	534	5.0	71	2.5		
SUN 31																	
TOTAL	792	176	441	24	65	1498	672	201.3	987	4.9	1239.6	5540	4.5	557	2.7		
MONTH TOTAL	3954	721	2071	155	264	7165	3437	1213.4	7188	5.9	5605.1	25914	4.6	2806	2.6		

weekday

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**Fiscal Year 2019**

Date	Regular	Senior	Disable	Child	Sr. Dis	Total	HAUL	FUEL	MILES	/GAL.	Fuel	Miles	M/Gal	VEH.	PASS/
10/18	8278	1819	3864	341	668	14970	5733	6262.3	28165	5.4	4437.1	20207	4.55	4201	3.6
11/18	6719	1195	4051	266	648	12879	4231	4293.0	23460	5.5	4292.9	19132	4.46	3951	3.3
12/18	6047	741	2645	163	387	9983	1688	3753.4	29436	7.8	3429.8	15663	4.57	4289	2.3
01/19	7604	897	2638	108	336	11483	4004	4049.4	33245	8.2	4108.7	18312	4.46	4171	2.8
02/19	6308	247	1834	40	423	8852	5370	3821.4	29835	7.8	5385.0	24450	4.54	3720	2.4
03/19	7487	543	2633	127	436	11226	4039	3749.1	37093	9.9	6193.2	28384	4.58	4132	2.7
04/19	9102	1004	4068	267	491	14932	5408	3675.9	38834	10.6	5538.1	25413.00	4.59	4248	3.5
05/19	8026	1315	5153	313	509	15316	5529	3703.0	38368	10.4	6379.8	30141.00	4.72	4405	3.5
Total	42443	5442	17565	1045	2898	69393	25065	24918.6	181234	7.3	27846.7	126148	4.53	24464	3.4

**Ridership Comparison**

**Fiscal Year 2020**

Date	Regular	Senior	Disable	Child	Sr. Dis	Total	HAUL	FUEL	MILES	/GAL.	Fuel	Miles	M/Gal	VEH.	PASS/
10/19	8329	1714	4919	339	502	15803	5189	2788.1	16381	5.9	8125.6	34939	4.30	4333	3.6
11/19	8394	1085	3479	328	476	13762	7586	2264.5	13335	5.9	7339.3	29939	4.10	3802	3.6
12/19	6033	1541	4759	369	445	13147	4840	2073.1	12131	5.9	7915.2	34831	4.4	3986	3.3
01/20	10374	1016	3684	486	422	15982	6150	2726.8	14555	5.3	8253.7	35318	4.30	4301	3.7
02/20	7532	1409	4194	391	404	13930	4290	2280.6	13811	6.1	7714.8	35366	4.60	4224	3.3
03/20	6585	1313	3106	388	360	11752	5078	1857.5	11075	6.0	7913.1	36398	4.60	4326	2.7
04/20	3609	678	1931	193	202	6613	3171	1167.2	8496	7.3	4938.2	23573	4.77	3449	1.9
05/20	3954	721	2071	155	264	7165	3437	1213.4	7188	5.9	5605.1	25914	4.62	2806	2.6
06/20															
07/20															
08/20															
09/20															
Total	54810	9477	28143	2649	3075	98154	39711	16371.2	96972	5.9	57805.0	256278	4.43	31227	3.14
Change	12367	4035	10578	1604	177	28761	14646	-8547.4	-8462	-1.3	29958.3	130130	-0.10	6763	-0.26
% Change	129.1%	174.1%	160.2%	253.5%	106.1%	141.4%	158.4%	65.7%	53.5%	81.4%	207.6%	203.2%	97.9%	127.6%	92.4%

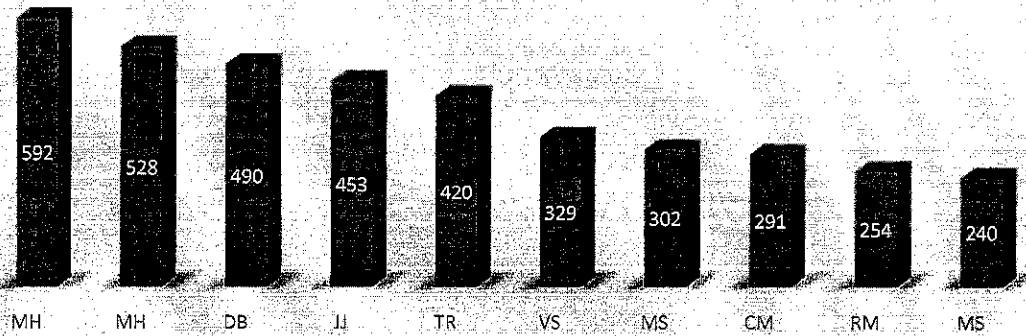
## RIDERSHIP

	2019 FY	2019 FY	2020 FY	2020 FY	2020 FY	YTD	%
	Month	Year to	Month	Year to	Month	Difference	Change
	Total	Date	Total	Date	Difference	Difference	
Oct	14,970	14,970	15,803	15,803	833	833	5.56%
Nov	13,020	27,990	13,762	29,565	742	1,575	5.63%
Dec	10,556	38,546	13,147	42,712	2,591	4,166	10.81%
Jan	11,483	50,029	15,982	58,694	4,499	8,665	17.32%
Feb	8,852	58,881	13,930	72,624	5,078	13,743	23.34%
March	11,226	70,107	11,752	84,376	526	14,269	20.35%
April	14,932	85,039	6,613	90,989	-8319	5,950	7.00%
May	15,316	100,355	7,165	98,154	-8151	-2,201	-2.19%
June							
July							
Aug							
Sept							
<b>TOTAL</b>	<b>100,355</b>	<b>100,355</b>	<b>98,154</b>	<b>98,154</b>	<b>-2,201</b>	<b>-2,201</b>	<b>-2.19%</b>

# FARES

	2019 FY		2020 FY		2020 FY		YTD	Change
	Month	Year to	Month	Year to	Month	Difference		
	Total	Date	Total	Date	Difference	Difference		
Oct	\$ 20,360.01	\$ 20,360.01	\$ 26,140.87	\$ 26,140.87	\$ 5,780.86	\$ 5,780.86	28.39%	
Nov	\$ 22,364.93	\$ 42,724.94	\$ 17,371.76	\$ 43,512.63	\$ (4,993.17)	\$ 787.69	1.84%	
Dec	\$ 16,371.88	\$ 59,096.82	\$ 23,215.30	\$ 66,727.93	\$ 6,843.42	\$ 7,631.11	12.91%	
Jan	\$ 16,875.67	\$ 75,972.49	\$ 18,757.33	\$ 85,485.26	\$ 1,881.66	\$ 9,512.77	12.52%	
Feb	\$ 20,647.11	\$ 96,619.60	\$ 19,521.10	\$ 105,006.36	\$ (1,126.01)	\$ 8,386.76	8.68%	
March	\$ 18,102.61	\$ 114,722.21	\$ 15,973.23	\$ 120,979.59	\$ (2,129.38)	\$ 6,257.38	5.45%	
April	\$ 19,345.77	\$ 134,067.98	\$ 8,985.62	\$ 129,965.21	\$ (10,360.15)	\$ (4,102.77)	-3.06%	
May	\$ 21,397.02	\$ 155,465.00	\$ 8,737.93	\$ 138,703.14	\$ (12,659.09)	\$ (16,761.86)	-10.78%	
June								
July								
Aug								
Sept								
<b>TOTAL</b>	<b>\$ 155,465.00</b>	<b>\$ 155,465.00</b>	<b>\$ 138,703.14</b>	<b>\$ 138,703.14</b>	<b>\$ (16,761.86)</b>	<b>\$ (16,761.86)</b>	<b>-10.78%</b>	

## Driver of the Month MAY 2020



1 M.Haywood	592 MH
2 M.Heard	528 MH
3 D.Bailey	490 DB
4 J. Jones	453 JJ
5 T. Rolfe	420 TR
6 V.Smith	329 VS
7 M. Stoutmiles	302 MS
8 C.Modeleski	291 CM
9 R. McKinney	254 RM
10 M. Simmons	240 MS

<b>TOTAL</b>	<b>3899</b>
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<b>Average passenger per month</b>	<b>390</b>
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	WEEKDAY	SATURDAY	TOTAL	LAST MONTH
BLUE	1457	215	1672	1568
BLUE JARC	555	120	675	663
RED JARC	820	136	956	829
YELLOW	124		124	111
TOTAL LINE HAULS	2956	471	3427	3171
LAST MONTH	2891	280	3171	
Difference	65	191	256	

# Check Detail

## As of May 31, 2020

Date	Num	Name	Memo	Credit
<b>10101 - CHEMICAL BANK</b>				
05/05/2020	28393	ADT	march inv	66.15
05/05/2020	28394	AT&T	Wireless tablet lines	352.50
05/05/2020	28395	Auto-Wares Group		232.05
05/05/2020	28396	Belle Tire	Feb Stmt bus tires & m...	1,034.65
05/05/2020	28397	BEST WAY DISPOSAL	SERVICE 03/01/20 TO ...	75.00
05/05/2020	28398	BROWNS LOCKSMITH	503032	95.00
05/05/2020	28399	Delta Dental	prepaid dental	1,539.35
05/05/2020	28400	Hanson Beverage Co.		97.85
05/05/2020	28401	HEI WIRELESS		1,676.40
05/05/2020	28402	HERALD PALLADIUM	advertising	658.03
05/05/2020	28403	O'Reilly Auto Parts		808.07
05/05/2020	28404	Orkin	Pest Control Apr	102.66
05/05/2020	28405	PARRETT BUSINESS		36.35
05/05/2020	28406	PC Trans	invoice 2907 add'l work...	850.00
05/05/2020	28407	Standard Insurance Company	Prepaid life ins	773.69
05/05/2020	28408	STAPLES	office supplies	491.65
05/05/2020	28409	WSJM Tower Operations	ADVERT.ADMIN	545.28
05/07/2020	28410	AMERICAN FAMILY INSURANCE	Payroll withholding	554.00
05/07/2020	28411	BILL PURVIS	Consulting service 4/19...	1,600.00
05/07/2020	28412	Colonial Life & Accidental Ins. Co	Payroll Withholding	294.78
05/07/2020	28413	Jan P. Harper	Consulting 2 weeks en...	690.00
05/07/2020	28414	MISDU	Payroll withholding	856.90
05/07/2020	28415	UNION DUES	Payroll withholding	333.90
05/07/2020	28416	DONNEL KYLE	Medicare payment	144.60
05/07/2020	28417	Kenneth Bragg	Medicare pymt	144.60
05/14/2020	28418	Citgo	Diesel and gas for wrec...	464.42
05/21/2020	28419	AMERICAN FAMILY INSURANCE	Payroll deduction	554.00
05/21/2020	28420	Colonial Life & Accidental Ins. Co	Payroll deduction	294.78
05/21/2020	28421	MISDU	VOID: payroll deduction	
05/21/2020	28422	MISDU	payroll deduction	1,066.94
05/26/2020	28423	ADT	Security monitoring	66.15
05/26/2020	28424	ALL CITIES OCCUPATIONAL	drug testing	487.00
05/26/2020	28425	AT&T	Data for tablets on buses	357.50
05/26/2020	28426	Belle Tire		1,366.74
05/26/2020	28427	BEST WAY DISPOSAL	Sanitation	75.00
05/26/2020	28428	BILL PURVIS	consulting 5/3-5/16/2020	1,760.00
05/26/2020	28429	CITY OF BH	April water	307.09
05/26/2020	28430	ComCast		1,368.88
05/26/2020	28431	Cook Automotive	tire changer repair	541.80
05/26/2020	28432	CULBY'S	503032	175.00
05/26/2020	28433	D&S Heavy Duty & Trailer Repair		8,644.93
05/26/2020	28434	Hanson Beverage Co.	water & cooler rental	51.20
05/26/2020	28435	HERALD PALLADIUM		1,046.21
05/26/2020	28436	Indiana Michigan Power	April electricity	1,192.36
05/26/2020	28437	Jan P. Harper		3,501.00
05/26/2020	28438	Jordan Automotive Group	Bus parts	697.92
05/26/2020	28439	Metro Business Interiors	SUPPLIES	390.00
05/26/2020	28440	Mich. Transit Pool - Liability Trust Fund	prepaid vehicle ins	16,825.00
05/26/2020	28441	MICHIANA SUPPLY	INV#291554	194.38
05/26/2020	28442	Midwest Security	MARCH INVOICE REC...	85.00
05/26/2020	28443	O'Reilly Auto Parts	Parts for buses	1,693.50
05/26/2020	28444	PARRETT BUSINESS	Copier contract	29.05
05/26/2020	28445	Petro Tank & Line Testing LLC	INV#223853	634.95
05/26/2020	28446	Pri Mar Petroleum	Fuel Oil for maintenance	355.68
05/26/2020	28447	Priority Health	prepaid health	19,196.43
05/26/2020	28448	RAPID PRINT		153.44
05/26/2020	28449	Southwest Michigan Planning Commission		6,441.34
05/26/2020	28450	Standard Insurance Company	life ins	1,037.66
05/26/2020	28451	STAPLES	office supplies	58.01
05/26/2020	28452	SUMMIT COMPANIES	Invoice 1495543 Exting...	2,096.95
05/26/2020	28453	TCA-SynerTech, LLC		1,611.13
05/26/2020	28454	THAYER		1,337.02
05/26/2020	28455	TRACY		75.00
05/26/2020	28456	UniFirst Corp. 099	VOID:	
05/26/2020	28457	United Petroleum Equipment Inc.	VOID: repair of gas pump	
05/26/2020	28458	VSP INSURANCE CO.	VOID: Vision insurance	
05/26/2020	28459	WSJM Tower Operations		1,090.56

# Check Detail

## As of May 31, 2020

Date	Num	Name	Memo	Credit
05/26/2020	28460	Currie Motors Ford of Vaipo	Staff Vehicle for Execut...	23,500.00
05/26/2020	28461	Siemens Ford. inc.	Staff car for Assistant ...	22,110.00
05/26/2020	28462	UniFirst Corp. 099		767.65
05/26/2020	28463	United Petroleum Equipment Inc.	repair of gas pump	3,301.14
05/26/2020	28464	VSP INSURANCE CO.	Vision insurance	442.79
05/27/2020	28465	Midwest Security	Service call	85.00
Total 10101 · CHEMICAL BANK				141,584.06
<b>TOTAL</b>				<b>141,584.06</b>

Chairperson Approval \_\_\_\_\_ Date \_\_\_\_\_

**TWIN CITIES AREA TRANSPORTATION AUTHORITY**  
**Purchases by Vendor Detail**  
 May 2020

Memo	Amount
<b>ADT</b>	
503072 security	66.15
Total ADT	66.15
<b>AT&amp;T</b>	
503031 Operation Service	357.50
Total AT&T	357.50
<b>Auto-Wares Group</b>	
504032 Maintenance Supplies	348.12
Total Auto-Wares Group	348.12
<b>Belle Tire</b>	
504021 operations tires	1,004.00
Total Belle Tire	1,004.00
<b>BEST WAY DISPOSAL</b>	
503992 sanitation	121.00
Total BEST WAY DISPOSAL	121.00
<b>BILL PURVIS</b>	
Consulting Service 503993	1,600.00
Consulting Service 503993	1,760.00
Total BILL PURVIS	3,360.00
<b>Citgo</b>	
504012 maintenance fuel	74.84
Total Citgo	74.84
<b>CITY OF BH</b>	
505043 Administration Water	39.04
505042 Maintenance Water	252.28
505041 Operations water	9.01
Total CITY OF BH	300.33
<b>ComCast</b>	
503033 Administration Service	149.90
505053 administration telephone	161.96
505051 operations telephone	377.91
Total ComCast	689.77
<b>Cook Automotive</b>	
503032 Maintenance Service	541.80
Total Cook Automotive	541.80
<b>CRYSTAL SPRINGS</b>	
504033 Administration Supplies	129.50
Total CRYSTAL SPRINGS	129.50
<b>Currie Motors Ford of Valpo</b>	
Staff Vehicle	23,500.00
Total Currie Motors Ford of Valpo	23,500.00
<b>D&amp;S Heavy Duty &amp; Trailer Repair</b>	
503032 Maintenance Service	635.95
503032 Maintenance Service	405.00
Total D&S Heavy Duty & Trailer Repair	1,040.95

**TWIN CITIES AREA TRANSPORTATION AUTHORITY**  
**Purchases by Vendor Detail**  
**May 2020**

Memo	Amount
<b>DONNEL KYLE</b>	
HEALTH INSURANCE MAINT.	0.00
Total DONNEL KYLE	0.00
<b>Hanson Beverage Co.</b>	
512123 rental administration	20.00
Total Hanson Beverage Co.	20.00
<b>HERALD PALLADIUM</b>	
ADVERTISEMENT ADMIN.	704.11
509013 - dues & subscriptions	342.10
Total HERALD PALLADIUM	1,046.21
<b>Indiana Michigan Power</b>	
505022 Electric - Maintenance	755.14
505021 Electric - Operation	26.97
505023 - Electric - Administration	116.87
Total Indiana Michigan Power	898.98
<b>Jan P. Harper</b>	
Consulting Service 503993	1,983.00
Consulting Service 503993	1,518.00
Total Jan P. Harper	3,501.00
<b>Jordan Automotive Group</b>	
504032 Maintenance Supplies	1,288.09
Total Jordan Automotive Group	1,288.09
<b>KOTZ SANGSTER WYSOCKI P.C.</b>	
503033 Administration Service	333.50
Total KOTZ SANGSTER WYSOCKI P.C.	333.50
<b>Mich. Transit Pool - Liability Trust Fund</b>	
10401 prepaid vehicle insurance	16,825.00
Total Mich. Transit Pool - Liability Trust Fund	16,825.00
<b>Michigan Municipal League</b>	
509013 - dues & subscriptions	970.00
Total Michigan Municipal League	970.00
<b>Midwest Security</b>	
503033 Administration Service	85.00
Total Midwest Security	85.00
<b>O'Reilly Auto Parts</b>	
504032 Maintenance Supplies	1,495.96
Total O'Reilly Auto Parts	1,495.96
<b>Orkin</b>	
503032 Maintenance Service	102.66
Total Orkin	102.66
<b>PARRETT BUSINESS</b>	
503053 Contract maintenance for administration	18.68
Total PARRETT BUSINESS	18.68



**TWIN CITIES AREA TRANSPORTATION AUTHORITY**  
**Purchases by Vendor Detail**  
 May 2020

Memo	Amount
<b>Priority Health</b>	
10403 prepaid health	19,807.51
Total Priority Health	19,807.51
<b>Siemens Ford. inc.</b>	
Staff Vehicle	22,110.00
Total Siemens Ford. inc.	22,110.00
<b>Standard Insurance Company</b>	
10403 prepaid health	1,037.66
Total Standard Insurance Company	1,037.66
<b>STAPLES</b>	
504033 Administration Supplies	58.01
Total STAPLES	58.01
<b>TCA-SynerTech, LLC</b>	
503033 Administration Service	429.39
503033 Administration Service	2,624.38
Total TCA-SynerTech, LLC	3,053.77
<b>THAYER</b>	
504032 Maintenance Supplies	831.68
504032 Maintenance Supplies	116.67
504032 Maintenance Supplies	241.88
Total THAYER	1,190.23
<b>WSJM Tower Operations</b>	
512121 operations rental	545.28
Total WSJM Tower Operations	545.28
<b>TOTAL</b>	<b>105,921.50</b>

**TWIN CITIES AREA TRANSPORTATION AUTHORITY**

**Unpaid Bills Detail**

As of May 31, 2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Belle Tire Bill	05/31/2020	16918	05/31/2020		1,004.00
Total Belle Tire					1,004.00
Jordan Automotive Group Bill	05/31/2020	16914	05/31/2020		1,288.09
Total Jordan Automotive Group					1,288.09
Priority Health General Journal	09/30/2019	JE-9-45A			-15,047.45
Bill	01/16/2019	16065	01/16/2019	501	15,047.45
Total Priority Health					0.00
THAYER Bill	05/29/2020	16884	05/29/2020	2	241.88
Total THAYER					241.88
<b>TOTAL</b>					<b>2,533.97</b>



**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

5/01 to 5/31/2020

Debit Card Amounts

VENDORS

FAMILY DOLLAR	\$	61.01
Dollar General	\$	19.08
FAMILY FARM & HOME	\$	170.61
MEIJER	\$	19.06
LOWES	\$	68.86
PAYPAL	\$	62.40
MICROSOFT	\$	104.94

**TOTAL DEBIT CARD ACTIVITIES**

\$	-
<u>\$</u>	<u>505.96</u>

## May 2020 Debit Card Purchases

### **TJ CARD**

**Total: \$319.54**

Family Dollar	\$6.36	Pine Sol Cleaner
	\$22.00	Bleach
	\$20.14	Bleach
	\$12.51	Bleach
Lowe's	\$68.86	Lock for Gate, Screwdriver Set
Meijer	\$19.06	Ziploc Bags for Disinfectant wipes
Family Farm Home	\$52.99	Weed & Grass Killer
	\$117.62	Fertilizer, Grass seed, Roundup Weed Killer

### **DESHA CARD**

**Total: \$186.42**

Dollar General	\$19.08	Air Fresheners
PayPal	\$62.40	Disinfectant Wipes
Microsoft	\$104.94	Windows 10 Pro (Admin Laptop)



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## CHEMICAL AUTOMATIC CLEARING HOUSE

DATE	FUEL	PRICE PER/GL	TOTAL AMOUNT
5/1/2020	CRYSTAL FLASH PROPANE	1.079	\$ 1,016.14
5/4/2020	CRYSTAL FLASH PROPANE	1.079	\$ 837.51
5/11/2020	CRYSTAL FLASH PROPANE	1.069	\$ 1,022.84
5/15/2020	CRYSTAL FLASH PROPANE	1.079	\$ 889.10
5/18/2020	CRYSTAL FLASH PROPANE	1.119	\$ 808.52
5/25/2020	CRYSTAL FLASH PROPANE	1.139	\$ 865.66
5/25/2020	CRYSTAL FLASH PROPANE	1.159	\$ 598.37
5/29/2020		1.189	\$ 830.76

Total \$ 6,868.90



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## PETTY CASH

Prepared by Jan Harper

DATE	DESCRIPTION OF ITEMS	Debit	Credit	Balance
1-May	Balance			\$ 162.19
	Farebox	\$ -		\$ 162.19
27-May	Ofc supplies	\$ 55.00		\$ 107.19
	Maint supplies	\$ -		\$ 107.19
				\$ 107.19
				\$ 107.19

Gas	\$ -
Farebox	\$ 13.50
Ofc supplies	\$ 12.00
Maint supplies	\$ 14.94
Admin Meeting	\$ -
<b>Total</b>	<b>\$ 40.44</b>

**TWIN CITIES AREA TRANSPORTATION AUTHORITY**

**Trial Balance**

As of May 31, 2020

	May 31, 20	
	Debit	Credit
Chemical Money Market Acct.#5	0.00	
Fifth Third Bank Checking Acct	0.00	
10101 · CHEMICAL BANK	89,205.70	
10103 · OVER / SHORTAGE	0.00	
10105 · CHEMICAL BANK MONEY MARKET	0.00	
10107 · FIFTH THIRD BANK-MONEY MARKET	0.00	
10109 · FIFTH THIRD BANK - Line of Cred	0.00	
1200 · ACCOUNTS RECEIVABLE	1,264.50	
10102 · PETTY CASH	137.19	
10201 · DUE FROM BH MILLAGE		25,071.61
10202 · DUE FROM BH OPER.	0.00	
10204 · DUE FROM PAYROLL PROCESSOR	0.00	
10205 · DUE FROM FED - OPER	393,768.00	
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	96,509.00	
10216 · Due from State JARC Red	143,850.00	
10218 · Due from U of M (NSF) Grant	49,377.00	
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	3,167.10	
10303 · Inventory Tires	0.00	
10401 · PREPAID VEHICLE INS.	17,988.84	
10402 · PREPAID WORKER COMP	0.00	
10403 · PREPAID HEALTH INS.	20,845.17	
10404 · PREPAID SECURITY INS	0.00	
10405 · PREPAID BUILDING INSURANCE	2,491.09	
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		1,625,651.39
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		985,982.55
111013 · REVENUE VEHICLES:111041 · LOCAL CONTRIBUTION	0.00	
111014 · WRECKER/ OTHER VEHICLES	211,677.00	
111014 · WRECKER/ OTHER VEHICLES:Original Cost	0.00	
111014 · WRECKER/ OTHER VEHICLES:111033 · Depreciation		126,561.00
111015 · EQUIPMENT	528,463.09	
111015 · EQUIPMENT:Original Cost	0.00	
111015 · EQUIPMENT:111034 · Depreciation		350,579.91
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 May 31, 2020

	May 31, 20	
	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	6,520.00	
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		31,003.20
20201 · ACCRUED PAYROLL	0.00	
20206 · ACCRUED FRINGE PAYABLE	0.00	
20207 · Accrued Expenses	0.00	
20211 · PAYROLL WITHHOLDING		4,626.58
20215 · Employer taxes Payable		1,900.97
20218 · MISCELLANIOUS PAYABLE		1.00
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	0.00	
21104 · ADVANCES STATE GOVER.		180,372.00
21106 · Accrued Sick Days		17,344.08
21108 · Accrued Vacation Pay		33,696.92
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		1,891,425.44
40101 · FAREBOX		106,710.47
40102 · Punch Cards White		1,327.50
40103 · Fare box coin over and short	71.10	
40104 · Punch Cards Blue		5,167.50
40199 · FARES-TOKENS		683.00
40603 · AUX REV - ADVERTISING		2,250.00
40799 · Other Non Transit Revenue		4,816.30
40801 · LOCAL SUBSIDY - MILLAGE		72,885.85
409992 · Punch Card Blue - Local Match		9,290.00
409993 · Tokes - Local Match		14,911.00
41101 · STATE SUBSIDY - OPER		493,008.00
411012 · JARC Blue oper		106,104.00
411013 · JARC Red Operating		134,255.00
41150 · State Capital Grant		70,510.71
41201 · Prior Year Adj -St,Fed.&Local		20,264.00



**TWIN CITIES AREA TRANSPORTATION AUTHORITY**

**Trial Balance**

As of May 31, 2020

	May 31, 20	
	Debit	Credit
41301 · FEDERAL SUBSIDY - OPER		572,811.00
41305 · New Freedom Program Grant		6,441.34
41310 · U of M (NSF) Grant # 1821347		49,377.00
41350 · Federal Capital Grant		37,168.00
41401 · INTEREST INCOME		634.52
501011 · OPERATORS WAGES	414,652.37	
501021 · OTHER WAGES - OPER	70,246.98	
501022 · OTHER WAGES - MAINT	62,042.71	
501023 · OTHER WAGES - ADMIN	110,945.87	
501031 · DISPATCHERS WAGES	54,227.65	
502031 · HEALTH INS - OPER	138,772.55	
502032 · HEALTH INS - MAINT	8,937.35	
502033 · HEALTH INSURANCE ADMIN	41,356.01	
502041 · SS & MED OPER	45,721.80	
502042 · SS & MED MAINT	5,082.52	
502043 · SS & MED ADMIN	9,086.46	
502071 · UNEMPLOYMENT - OPER	7,517.57	
502072 · UNEMPLOYMENT - MAINT	723.82	
502073 · UNEMPLOYMENT - ADMIN	1,078.34	
502081 · WORKERS COMP OPER	25,798.37	
502082 · WORKERS COMP MAINT	3,008.14	
502083 · WORKERS COMP ADMIN	3,116.49	
502091 · SICK LEAVE -OPER	15,628.37	
502092 · SICK LEAVE -MAINT.	203.96	
502093 · SICK LEAVE -ADMIN	904.80	
502101 · HOLIDAY - OPER	11,582.48	
502102 · HOLIDAY - MAINT	689.00	
502103 · HOLIDAY - ADMIN	556.80	
502111 · VACATION -OPER	16,435.03	
502112 · VACATION - MAINT	1,259.36	
502113 · VACATION - ADMIN	3,317.12	
502141 · OTHER FRINGE OPER	3,900.00	
502142 · OTHER FRINGE MAINT	300.00	
502143 · OTHER FRINGE ADMIN	500.00	
503023 · ADVERTISING FEES	2,159.94	
503031 · SERVICE OPER	20,558.82	
503032 · SERVICE MAINT	67,420.56	
503033 · SERVICE ADMIN	32,297.52	
503051 · CONTRACT MAINT OPER	419.00	
503052 · CONTRACT MAINT	0.00	
503053 · CONTRACT MAINT ADMIN	2,029.84	
503072 · SECURITY SERVICE	555.70	
503990 · NEW FREEDOM PROG CONTRACT	6,441.34	
503991 · DRUG TESTING OPER	2,261.00	
503992 · OTHER SERVICE	921.00	
503993 · OTHER SERVICE ADMIN	38,684.95	
504011 · FUEL OPER	107,257.51	
504012 · FUEL MAINT	3,531.06	
504013 · FUEL ADMIN	659.77	
504021 · TIRES	10,813.37	
504031 · SUPPLIES OPER	6,441.39	
504032 · SUPPLIES MAINT	29,361.15	
504033 · SUPPLIES ADMIN	12,089.78	
505021 · ELECTRIC OPER	257.71	
505022 · ELECTRIC MAINT	7,215.37	
505023 · ELECTRIC ADMIN	1,116.66	
505031 · GAS SERVICE OPER	265.30	
505032 · GAS SERVICE MAINT	7,428.58	
505033 · GAS SERVICE ADMIN	1,346.57	
505041 · WATER OPER	151.08	
505042 · WATER MAINT	4,230.76	
505043 · WATER ADMIN	637.51	
505051 · TELEPHONE OPER	1,908.66	
505053 · TELEPHONE ADMIN	555.91	

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of May 31, 2020

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	May 31, 20	
	Debit	Credit
506031 · BUS INSURANCE OPER	67,119.83	
506033 · CAR INS	0.00	
506043 · BUILDING INS	5,583.81	
507003 · TAXES AND FEES	126.12	
509013 · DUES	1,312.10	
509021 · TRAVEL OPER	1,435.00	
509023 · TRAVEL ADMIN	1,581.01	
509141 · Obsolete DRUG TESTING OPER	0.00	
509991 · OTHER MISC OPER	14.00	
509993 · OTHER MISC ADMIN	41.00	
511023 · INTEREST EXPENSE	194.56	
512121 · RENTAL OPER	2,726.40	
512122 · RENTAL MAINT	1,046.53	
512123 · RENTAL ADMIN	254.00	
TOTAL	<u>6,982,831.84</u>	<u>6,982,831.84</u>

**TWIN CITIES AREA TRANSPORTATION AUTHORITY**

**Profit & Loss**

October 2019 through May 2020

	<u>Oct '19 - May 20</u>
Ordinary Income/Expense	
Income	
40101 · FAREBOX	106,710.47
40102 · Punch Cards White	1,327.50
40103 · Fare box coin over and short	-71.10
40104 · Punch Cards Blue	5,167.50
40199 · FARES-TOKENS	683.00
40603 · AUX REV - ADVERTISING	2,250.00
40799 · Other Non Transit Revenue	4,816.30
40801 · LOCAL SUBSIDY - MILLAGE	72,885.85
409992 · Punch Card Blue - Local Match	9,290.00
409993 · Tokes - Local Match	14,911.00
41101 · STATE SUBSIDY - OPER	493,008.00
411012 · JARC Blue oper	106,104.00
411013 · JARC Red Operating	134,255.00
41150 · State Capital Grant	70,510.71
41201 · Prior Year Adj -St,Fed.&Local	20,264.00
41301 · FEDERAL SUBSIDY - OPER	572,811.00
41305 · New Freedom Program Grant	6,441.34
41310 · U of M (NSF) Grant # 1821347	49,377.00
41350 · Federal Capital Grant	37,168.00
41401 · INTEREST INCOME	634.52
	<hr/>
Total Income	1,708,544.09
	<hr/>
Gross Profit	1,708,544.09
Expense	
501011 · OPERATORS WAGES	414,652.37
501021 · OTHER WAGES - OPER	70,246.98
501022 · OTHER WAGES - MAINT	62,042.71
501023 · OTHER WAGES - ADMIN	110,945.87
501031 · DISPATCHERS WAGES	54,227.65
502031 · HEALTH INS - OPER	138,772.55
502032 · HEALTH INS - MAINT	8,937.35
502033 · HEALTH INSURANCE ADMIN	41,356.01
502041 · SS & MED OPER	45,721.80
502042 · SS & MED MAINT	5,082.52
502043 · SS & MED ADMIN	9,086.46
502071 · UNEMPLOYMENT - OPER	7,517.57
502072 · UNEMPLOYMENT - MAINT	723.82
502073 · UNEMPLOYMENT - ADMIN	1,078.34
502081 · WORKERS COMP OPER	25,798.37
502082 · WORKERS COMP MAINT	3,008.14
502083 · WORKERS COMP ADMIN	3,116.49
502091 · SICK LEAVE -OPER	15,628.37
502092 · SICK LEAVE -MAINT.	203.96
502093 · SICK LEAVE -ADMIN	904.80
502101 · HOLIDAY - OPER	11,582.48
502102 · HOLIDAY - MAINT	689.00
502103 · HOLIDAY - ADMIN	556.80
502111 · VACATION -OPER	16,435.03
502112 · VACATION - MAINT	1,259.36
502113 · VACATION - ADMIN	3,317.12
502141 · OTHER FRINGE OPER	3,900.00
502142 · OTHER FRINGE MAINT	300.00
502143 · OTHER FRINGE ADMIN	500.00
503023 · ADVERTISING FEES	2,159.94
503031 · SERVICE OPER	20,558.82

**TWIN CITIES AREA TRANSPORTATION AUTHORITY**

**Profit & Loss**

October 2019 through May 2020

	Oct '19 - May 20
503032 · SERVICE MAINT	67,420.56
503033 · SERVICE ADMIN	32,297.52
503051 · CONTRACT MAINT OPER	419.00
503052 · CONTRACT MAINT	0.00
503053 · CONTRACT MAINT ADMIN	2,029.84
503072 · SECURITY SERVICE	555.70
503990 · NEW FREEDOM PROG CONTRACT	6,441.34
503991 · DRUG TESTING OPER	2,261.00
503992 · OTHER SERVICE	921.00
503993 · OTHER SERVICE ADMIN	38,684.95
504011 · FUEL OPER	107,257.51
504012 · FUEL MAINT	3,531.06
504013 · FUEL ADMIN	659.77
504021 · TIRES	10,813.37
504031 · SUPPLIES OPER	6,441.39
504032 · SUPPLIES MAINT	29,361.15
504033 · SUPPLIES ADMIN	12,089.78
505021 · ELECTRIC OPER	257.71
505022 · ELECTRIC MAINT	7,215.37
505023 · ELECTRIC ADMIN	1,116.66
505031 · GAS SERVICE OPER	265.30
505032 · GAS SERVICE MAINT	7,428.58
505033 · GAS SERVICE ADMIN	1,346.57
505041 · WATER OPER	151.08
505042 · WATER MAINT	4,230.76
505043 · WATER ADMIN	637.51
505051 · TELEPHONE OPER	1,908.66
505053 · TELEPHONE ADMIN	555.91
506031 · BUS INSURANCE OPER	67,119.83
506033 · CAR INS	0.00
506043 · BUILDING INS	5,583.81
507003 · TAXES AND FEES	126.12
509013 · DUES	1,312.10
509021 · TRAVEL OPER	1,435.00
509023 · TRAVEL ADMIN	1,581.01
509141 · Obsolete DRUG TESTING OPER	0.00
509991 · OTHER MISC OPER	14.00
509993 · OTHER MISC ADMIN	41.00
511023 · INTEREST EXPENSE	194.56
512121 · RENTAL OPER	2,726.40
512122 · RENTAL MAINT	1,046.53
512123 · RENTAL ADMIN	254.00
<b>Total Expense</b>	<b>1,508,044.09</b>
<b>Net Ordinary Income</b>	<b>200,500.00</b>
<b>Net Income</b>	<b>200,500.00</b>

Total Eligible Expenses	\$1,261,243.75
State Reimbursement Rate for 2020	36.79%
State of Michigan Subsidy Based on Expenses	<u>\$464,011.58</u>
State Revenue Recorded(41101)	<u>\$493,008.00</u>
Over/Under payment	\$28,996.42
Net Income from Profit & Loss Statement	<u>\$200,500.00</u>
State Adjustment	\$28,996.42
Income from Capital	\$107,678.71
Income from Refunds	<u>\$0.00</u>
Total Reduction in Income	<u>\$136,675.13</u>
<b>Net Income After Adjustments</b>	<b><u>\$63,824.87</u></b>
<b>Net Income After Adjustments</b>	<b><u>\$63,824.87</u></b>
	\$ -
Non-trans(U OF M)	\$ 49,377.00
Local capital grant (bus)	\$ -
Prior Year	\$ -
New Freedom	<u>\$ 6,441.34</u>
<b>Total Non-Operating</b>	<b><u>\$ 55,818.34</u></b>
<b>Net Income</b>	<b>\$ 8,006.53</b>

## TWIN CITIES AREA TRANSPORTATION AUTHORITY

## Balance Sheet

As of May 31, 2020

Accrual Basis

	May 31, 20
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
10101 · CHEMICAL BANK	89,205.70
Total Checking/Savings	89,205.70
Accounts Receivable	
1200 · ACCOUNTS RECEIVABLE	1,264.50
Total Accounts Receivable	1,264.50
Other Current Assets	
10102 · PETTY CASH	137.19
10201 · DUE FROM BH MILLAGE	-25,071.61
10205 · DUE FROM FED - OPER	393,768.00
10211 · DUE FROM STATE - CAPITAL	170.00
10212 · DUE FROM FED - CAPITAL	680.00
10215 · Due from State JARC blue	96,509.00
10216 · Due from State JARC Red	143,850.00
10218 · Due from U of M (NSF) Grant	49,377.00
10220 · DUE FROM ST. OPER	591.00
10302 · FUEL INVENTORY	3,167.10
10401 · PREPAID VEHICLE INS.	17,988.84
10403 · PREPAID HEALTH INS.	20,845.17
10405 · PREPAID BUILDING INSURANCE	2,491.09
Total Other Current Assets	704,502.78
Total Current Assets	794,972.98
<b>Fixed Assets</b>	
111011 · LAND	80,715.20
111012 · FACILITY	
111031 · Depreciation	-1,625,651.39
111012 · FACILITY - Other	1,739,794.06
Total 111012 · FACILITY	114,142.67
111013 · REVENUE VEHICLES	
111032 · Depreciation revenue vehicles	-985,982.55
111013 · REVENUE VEHICLES - Other	2,087,502.71
Total 111013 · REVENUE VEHICLES	1,101,520.16
111014 · WRECKER/ OTHER VEHICLES	
111033 · Depreciation	-126,561.00
111014 · WRECKER/ OTHER VEHICLES - Other	211,677.00
Total 111014 · WRECKER/ OTHER VEHICLES	85,116.00
111015 · EQUIPMENT	
111034 · Depreciation	-350,579.91
111015 · EQUIPMENT - Other	528,463.09
Total 111015 · EQUIPMENT	177,883.18
111027 · Bike Racks	6,520.00
Total Fixed Assets	1,565,897.21
<b>TOTAL ASSETS</b>	<b>2,360,870.19</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2000 · Accounts Payable	31,003.20
Total Accounts Payable	31,003.20

## TWIN CITIES AREA TRANSPORTATION AUTHORITY

## Balance Sheet

As of May 31, 2020

Accrual Basis

	May 31, 20
Other Current Liabilities	
20211 · PAYROLL WITHHOLDING	4,626.58
20215 · Employer taxes Payable	1,900.97
20218 · MISCELLANIOUS PAYABLE	1.00
21104 · ADVANCES STATE GOVER.	180,372.00
Total Other Current Liabilities	186,900.55
Total Current Liabilities	217,903.75
Long Term Liabilities	
21106 · Accrued Sick Days	17,344.08
21108 · Accrued Vacation Pay	33,696.92
Total Long Term Liabilities	51,041.00
Total Liabilities	268,944.75
Equity	
3900 · Retained Earnings	1,891,425.44
Net Income	200,500.00
Total Equity	2,091,925.44
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,360,870.19</b>

**TWIN CITIES AREA TRANSPORTATION AUTHORITY**  
**Profit & Loss Prev Year Comparison**  
**October 2019 through May 2020**

	Oct '19 - May 20	Oct '18 - May 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
40101 · FAREBOX	106,710.47	116,461.26	-9,750.79	-8.4%
40102 · Punch Cards White	1,327.50	2,763.00	-1,435.50	-52.0%
40103 · Fare box coin over and short	-71.10	-52.72	-18.38	-34.9%
40104 · Punch Cards Blue	5,167.50	12,966.50	-7,799.00	-60.2%
40199 · FARES-TOKENS	683.00	4,938.00	-4,255.00	-86.2%
40203 · SPECIAL ROUTE GUARANTEES	0.00	1,620.00	-1,620.00	-100.0%
40603 · AUX REV - ADVERTISING	2,250.00	11,850.00	-9,600.00	-81.0%
40704 · NON TRANS - INVEST INCOME	0.00	0.00	0.00	0.0%
40799 · Other Non Transit Revenue	4,816.30	47,860.56	-43,044.26	-89.9%
40801 · LOCAL SUBSIDY - MILLAGE	72,885.85	73,184.00	-298.15	-0.4%
409991 · Punch Card white - local match	0.00	150.00	-150.00	-100.0%
409992 · Punch Card Blue - Local Match	9,290.00	8,224.50	1,065.50	13.0%
409993 · Tokes - Local Match	14,911.00	10,692.50	4,218.50	39.5%
41101 · STATE SUBSIDY - OPER	493,008.00	505,632.00	-12,624.00	-2.5%
411012 · JARC Blue oper	106,104.00	101,834.00	4,270.00	4.2%
411013 · JARC Red Operating	134,255.00	132,931.00	1,324.00	1.0%
41201 · Prior Year Adj -St,Fed.&Local	20,264.00	21,108.00	-844.00	-4.0%
41301 · FEDERAL SUBSIDY - OPER	572,811.00	501,107.00	71,704.00	14.3%
41305 · New Freedom Program Grant	6,441.34	0.00	6,441.34	100.0%
41401 · INTEREST INCOME	634.52	157.55	476.97	302.7%
<b>Total Income</b>	<b>1,551,488.38</b>	<b>1,553,427.15</b>	<b>-1,938.77</b>	<b>-0.1%</b>
<b>Gross Profit</b>	<b>1,551,488.38</b>	<b>1,553,427.15</b>	<b>-1,938.77</b>	<b>-0.1%</b>
<b>Expense</b>				
501011 · OPERATORS WAGES	414,652.37	394,888.10	19,764.27	5.0%
501021 · OTHER WAGES - OPER	70,246.98	62,634.35	7,612.63	12.2%
501022 · OTHER WAGES - MAINT	62,042.71	60,971.89	1,070.82	1.8%
501023 · OTHER WAGES - ADMIN	110,945.87	99,862.51	11,083.36	11.1%
501031 · DISPATCHERS WAGES	54,227.65	96,481.25	-42,253.60	-43.8%
501044 · OTHER WAGES NEW FREEDOM	0.00	25,384.59	-25,384.59	-100.0%
502031 · HEALTH INS - OPER	138,772.55	114,093.29	24,679.26	21.6%
502032 · HEALTH INS - MAINT	8,937.35	10,037.87	-1,100.52	-11.0%
502033 · HEALTH INSURANCE ADMIN	41,356.01	43,111.43	-1,755.42	-4.1%
502041 · SS & MED OPER	45,721.80	43,310.79	2,411.01	5.6%
502042 · SS & MED MAINT	5,082.52	4,906.78	175.74	3.6%
502043 · SS & MED ADMIN	9,086.46	8,110.27	976.19	12.0%
502044 · SS & MED NEW FREEDOM	0.00	1,941.88	-1,941.88	-100.0%
502071 · UNEMPLOYMENT - OPER	7,517.57	10,801.69	-3,284.12	-30.4%
502072 · UNEMPLOYMENT - MAINT	723.82	971.10	-247.28	-25.5%
502073 · UNEMPLOYMENT - ADMIN	1,078.34	1,251.55	-173.21	-13.8%
502074 · UNEMPLOYMENT NEW FREEDOM	0.00	305.24	-305.24	-100.0%
502081 · WORKERS COMP OPER	25,798.37	26,211.08	-412.71	-1.6%
502082 · WORKERS COMP MAINT	3,008.14	2,468.16	539.98	21.9%
502083 · WORKERS COMP ADMIN	3,116.49	1,028.10	2,088.39	203.1%
502091 · SICK LEAVE -OPER	15,628.37	12,650.50	2,977.87	23.5%
502092 · SICK LEAVE -MAINT.	203.96	972.60	-768.64	-79.0%
502093 · SICK LEAVE -ADMIN	904.80	1,592.80	-688.00	-43.2%
502101 · HOLIDAY - OPER	11,582.48	11,652.48	-70.00	-0.6%
502102 · HOLIDAY - MAINT	689.00	1,156.52	-467.52	-40.4%
502103 · HOLIDAY - ADMIN	556.80	1,570.40	-1,013.60	-64.5%
502111 · VACATION -OPER	16,435.03	14,358.28	2,076.75	14.5%
502112 · VACATION - MAINT	1,259.36	1,705.12	-445.76	-26.1%
502113 · VACATION - ADMIN	3,317.12	3,940.33	-623.21	-15.8%
502141 · OTHER FRINGE OPER	3,900.00	0.00	3,900.00	100.0%
502142 · OTHER FRINGE MAINT	300.00	0.00	300.00	100.0%
502143 · OTHER FRINGE ADMIN	500.00	0.00	500.00	100.0%
503023 · ADVERTISING FEES	2,159.94	4,741.66	-2,581.72	-54.5%
503031 · SERVICE OPER	20,558.82	28,997.87	-8,439.05	-29.1%



**TWIN CITIES AREA TRANSPORTATION AUTHORITY**  
**Profit & Loss Prev Year Comparison**  
October 2019 through May 2020

	Oct '19 - May 20	Oct '18 - May 19	\$ Change	% Change
503032 · SERVICE MAINT	67,420.56	77,189.91	-9,769.35	-12.7%
503033 · SERVICE ADMIN	32,297.52	48,904.46	-16,606.94	-34.0%
503051 · CONTRACT MAINT OPER	419.00	1,574.00	-1,155.00	-73.4%
503052 · CONTRACT MAINT	0.00	428.64	-428.64	-100.0%
503053 · CONTRACT MAINT ADMIN	2,029.84	509.37	1,520.47	298.5%
503072 · SECURITY SERVICE	555.70	252.00	303.70	120.5%
503990 · NEW FREEDOM PROG CONTRACT	6,441.34	0.00	6,441.34	100.0%
503991 · DRUG TESTING OPER	2,261.00	947.00	1,314.00	138.8%
503992 · OTHER SERVICE	921.00	347.00	574.00	165.4%
503993 · OTHER SERVICE ADMIN	38,684.95	27,404.86	11,280.09	41.2%
504011 · FUEL OPER	107,257.51	98,388.04	8,869.47	9.0%
504012 · FUEL MAINT	3,531.06	2,137.39	1,393.67	65.2%
504013 · FUEL ADMIN	659.77	1,398.70	-738.93	-52.8%
504021 · TIRES	10,813.37	3,683.00	7,130.37	193.6%
504031 · SUPPLIES OPER	6,441.39	11,797.96	-5,356.57	-45.4%
504032 · SUPPLIES MAINT	29,361.15	43,522.12	-14,160.97	-32.5%
504033 · SUPPLIES ADMIN	12,089.78	8,865.07	3,224.71	36.4%
505021 · ELECTRIC OPER	257.71	232.48	25.23	10.9%
505022 · ELECTRIC MAINT	7,215.37	6,509.28	706.09	10.9%
505023 · ELECTRIC ADMIN	1,116.66	1,007.39	109.27	10.9%
505031 · GAS SERVICE OPER	265.30	322.69	-57.39	-17.8%
505032 · GAS SERVICE MAINT	7,428.58	9,035.30	-1,606.72	-17.8%
505033 · GAS SERVICE ADMIN	1,346.57	1,398.33	-51.76	-3.7%
505041 · WATER OPER	151.08	87.54	63.54	72.6%
505042 · WATER MAINT	4,230.76	2,451.51	1,779.25	72.6%
505043 · WATER ADMIN	637.51	580.41	57.10	9.8%
505051 · TELEPHONE OPER	1,908.66	466.84	1,441.82	308.9%
505053 · TELEPHONE ADMIN	555.91	4.72	551.19	11,677.8%
506031 · BUS INSURANCE OPER	67,119.83	61,682.13	5,437.70	8.8%
506033 · CAR INS	0.00	0.00	0.00	0.0%
506043 · BUILDING INS	5,583.81	8,194.50	-2,610.69	-31.9%
507003 · TAXES AND FEES	126.12	876.05	-749.93	-85.6%
509013 · DUES	1,312.10	930.00	382.10	41.1%
509021 · TRAVEL OPER	1,435.00	3,940.29	-2,505.29	-63.6%
509023 · TRAVEL ADMIN	1,581.01	1,186.96	394.05	33.2%
509024 · TRAVEL NEW FREEDOM	0.00	635.72	-635.72	-100.0%
509141 · Obsolete DRUG TESTING OPER	0.00	335.00	-335.00	-100.0%
509991 · OTHER MISC OPER	14.00	0.00	14.00	100.0%
509993 · OTHER MISC ADMIN	41.00	585.67	-544.67	-93.0%
511023 · INTEREST EXPENSE	194.56	1,634.38	-1,439.82	-88.1%
512121 · RENTAL OPER	2,726.40	4,188.94	-1,462.54	-34.9%
512122 · RENTAL MAINT	1,046.53	1,122.22	-75.69	-6.7%
512123 · RENTAL ADMIN	254.00	483.35	-229.35	-47.5%
6560 · PAYROLL EXPENSE	0.00	430.61	-430.61	-100.0%
<b>Total Expense</b>	<b>1,508,044.09</b>	<b>1,527,782.31</b>	<b>-19,738.22</b>	<b>-1.3%</b>
<b>Net Ordinary Income</b>	<b>43,444.29</b>	<b>25,644.84</b>	<b>17,799.45</b>	<b>69.4%</b>
<b>Net Income</b>	<b>43,444.29</b>	<b>25,644.84</b>	<b>17,799.45</b>	<b>69.4%</b>