

NOTICE OF MEETING

Twin Cities Area Transportation Authority
Board Meeting
Wednesday, December 23, 2020

12:00 PM

Pursuant to Public Act 228, Sec. 3a. (a), the Twin Cities Area Transportation Authority (TCATA) will hold the TCATA Board meeting by phone for our public conference on **Wednesday, December 23, 2020 at 12:00 p.m.**

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

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

You can dial in using your phone.

Dial-In Number: 978-990-5000

Access Code: 1299866 #

For those unable to participate remotely, you may submit a written comment to be read during the Public Comment period to Paul Gillespie by **Tuesday, December 22, 2020 by 3:00 pm**

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

*All public meetings held by TCATA are required to be accessible to persons with disabilities under Title II of the Americans with Disabilities Act (ADA). Accommodations are available upon request to persons with disabilities who require alternately formatted materials or auxiliary aids to ensure effective communication and access to public meetings or programs. For questions about accessibility or to request accommodations, please contact **Paul Gillespie** at 269-927-2268 or pgillespie@tcatabus.org. Providing at least 7 days advance notice will help to ensure availability.*

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

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

MEMORANDUM

TO: TCATA Board Members
FROM: Paul Gillespie, Executive Director *PG*
DATE: December 18, 2020
RE: TCATA Monthly Board Meeting

There is a TCATA board meeting scheduled for **Wednesday December 23, 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 December 22, 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
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275 East Wall Street, P.O. Box 837, Benton Harbor, MI 49023

AGENDA

ROLL CALL – 12/23/20

APPROVAL OF AGENDA

SECRETARY'S REPORT

- 2) General Information – 12/23/20
- 3) Minutes – 11/25/20

CHAIRMAN'S REPORT

- 1) General Information – 12/23/20

DIRECTOR'S REPORT

- 1) Operation Summary,
Ridership & Farebox – 11/20
- 2) Driver of the Month – 11/20
- 3) General Information – 12/23/20
- 4) Approval of Directors Report – 12/23/20

ACCOUNTANT'S REPORT

- 1) Unpaid Bills Detail – 11/20
- 2) Check Detail – 11/20
- 3) Purchases by Vendor Detail – 11/20
- 4) Petty Cash – 11/20
- 5) Wire Transfer– 11/20
- 6) Trial Balance, Profit loss, Profit and
Loss Budget vs. Actual
& Balance Sheet – 11/20
- 7) Approval of Accountant Report – 12/23/20
- 8) Audit Report

OLD BUSINESS

- 1)

NEW BUSINESS

- 1) Hazard Pay
- 2) Union Negotiation
- 3) Appoint Secretary

PUBLIC COMMENTS

**TWIN CITIES AREA TRANSPORTATION AUTHORITY
REGULARLY SCHEDULED
BOARD MEETING
HELD November 25, 2020**

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

Board Members Absent: Ms. Lisa Varrie, Trustee
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: Ms. Chalexis Tyson-Bradley, Finance Director

Public: Patricia Crayton
Unknown

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

Agenda: A motion was requested by Mr. Childs to approve the agenda of 11/25/20 as presented, supported by Ms. Kinnard. **MOTION CARRIED**

Secretary's Report: **General Information** – Ms. Kinnard stated that she signed a form for her signature stamp, and she would like the stamp. It was confirmed that TCATA does not have a signature stamp for Ms. Kinnard. Ms. Kinnard was advised that she signed a paper for her signature to go onto the payroll checks for employees only.

Minutes – A motion was requested by Mr. Childs to approve the minutes of 10/28/20 as presented, supported by Ms. Kinnard. **MOTION CARRIED**

Chairperson's Report:

General information – Mr. Andrews stated that over the last couple weeks it has been challenging. He stated there has been questions and concerns about the board. Mr. Andrews stated that he wanted to make it clear that the board does not make any decisions without meeting with management or the Executive Director. Mr. Andrews stated that they would like to do open meetings to make sure everyone can be on one accord. He also stated that the board is here to make sure that policies and procedures are followed accordingly.

Mr. Andrews stated that the board will be placing the Executive Director on a 90-day probation, which will be starting as of today until February 24, 2021.

Mr. Andrews stated that upon that day, the board will give Mr. Gillespie a full review of his employment with TCATA up until that point in time.

A motion was requested by Mr. Childs to put the Executive Director, Paul Gillespie on a 90-day probation period and after the board will have a review, supported by Ms. Kinnard. **MOTION CARRIED**

There was no warning and no explanation as to why the Executive Director was put on a 90-day probationary period.

Director's Report:

Operation Summary, Ridership & Fare box – Mr. Gillespie informed the board that the total Demand Response riders for the month of October was 9,549 of these 994 were senior riders and 3,181 were disabled riders, and 275 children, 4,703 regular riders, and line Haul had 3,942 riders.

1,185.10 gallons of gasoline covering 8,622 miles an average of 7.3 miles per gallon. LP gas we used 6,772 gallons covering 35,792 miles an average of 5.3 miles per gallon. Total vehicle hours were 3,581 with an average of 2.7 passengers per vehicle hour.

Mr. Gillespie informed the board that the Ridership Comparison for FY2020 Year to Date was 15,803 passengers on the Demand Response and 5,189 passengers on the Fixed Route. FY2021 Year to Date was 9,549 passengers on the Demand Response and 3,942 passengers on the Fixed Route.

Driver of the month – Marvin Haywood with 633 passengers for the month of October 2020.

A motion was requested by Mr. Childs to approve the Director's Report as presented for the month of October 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 \$66,413.44 for the month of October 2020, supported by Ms. Kinnard. **MOTION CARRIED**

A motion was requested by Mr. Childs to approve the Purchases by Vendor in the amount of \$60,789.47 for the month of October 2020, supported by Ms. Kinnard. **MOTION CARRIED**

A motion was requested by Mr. Childs to approve the Unpaid Bills Detail in the amount of \$104,929.12 for the month of October 2020, supported by Ms. Kinnard. **MOTION CARRIED**

Bank Card Activity – was reviewed 10/20

Wire Transfers– was reviewed 10/20

Petty Cash – was reviewed 10/20

Trial Balance, Balance Sheet & Profit & Loss- Mr. Harper stated that TCATA's net income/(loss) as of October 2020, was \$54,077.04.

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

Old Business:

New Business:

Public Comments:

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

Secretary

Date

dk

7,045,364

OPERATION SUMMARY

PASSENGERS TO DATE

19,247,733

NOV 2020

MILES TO DATE

	Date	Regular	Senior	Disable	Child	SR-Dis	Total	LINE		VEHICLE DATA			MILES			VEHICLE DATA LP			VEH.		PASS/
								HAUL	FUEL	MILES	/GAL.	FUEL	MILES	MGAL	HOURS	VEH.HR.					
MON	2	214	32	125	10	8	389	169	73.6	398	5.4	327.8	1422	4.3	156	2.5					
TUE	3	216	60	136	22	14	448	193	54.5	248	4.6	182.2	1532	8.4	161	2.8					
WED	4	205	39	107	15	20	386	146	48.2	303	6.3	198.5	1687	8.5	163	2.4					
THUR	5	189	33	139	2	22	385	160	44	281	6.4	303.8	1551	5.1	156	2.5					
FRI	6	224	36	82	3	16	361	111	38.6	242	6.3	343.6	1477	4.3	156	2.3					
SAT	7	98	31	74	12	13	228	100	33.1	184	5.6	126.1	702	5.6	66	3.5					
SUN																					
TOTAL		1146	231	663	64	93	2197	879	292	1656	5.7	1482	8371	5.6	858	2.6					
MON	9	218	58	131	13	17	437	203	48.1	328	6.8	328.2	1659	5.1	157	2.8					
TUE	10	176	33	106	11	19	345	133	39.4	261	6.6	268.6	1702	6.3	149	2.3					
WED	11	146	33	120	4	21	324	130	42.9	253	5.9	317.3	1432	4.5	138	2.3					
THUR	12	221	36	113	8	10	388	148	29.6	197	6.7	345.8	1681	4.9	150	2.6					
FRI	13	232	27	112	10	17	398	163	59.4	336	5.7	360.2	1518	4.2	149	2.7					
SAT	14	91	32	61	6	10	200	74	35.3	201	5.7	107.0	604	5.6	58	3.4					
SUN																					
TOTAL		1084	219	643	52	94	2092	851	254.7	1576	6.2	1727.1	8596	5.0	801	2.6					
MON	16	190	35	111	7	22	365	123	38.1	266	7.0	191.2	1440	7.5	160	2.3					
TUE	17	149	36	119	8	13	325	104	38.9	155	4.0	401.3	1662	4.1	166	2.0					
WED	18	214	48	108	10	20	400	161	38.6	317	8.2	365.0	1627	4.5	160	2.5					
THUR	19	200	43	97	14	10	364	155	26.3	246	9.4	348.5	1491	4.3	166	2.2					
FRI	20	231	34	104	9	10	388	157	34	292	8.6	317.6	1392	4.4	146	2.7					
SAT	21	103	20	55	11	9	198	92	17.2	98	5.7	155.8	780	5.0	72	2.8					
SUN																					
TOTAL		1087	216	594	59	84	2040	792	193.1	1374	7.1	1779.4	8392	4.7	870	2.3					
MON	23	197	35	86	7	12	337	123	58.7	329	5.6	376.6	1430	3.8	162	2.1					
TUE	24	225	25	99	7	18	374	156	0	110	#DIV/0!	148.9	1364	9.2	151	2.5					
WED	25	191	48	111	14	14	378	152	0	278	#DIV/0!	123.3	1407	11.4	152	2.5					
THUR							0				#DIV/0!				#DIV/0!						
FRI	27	1	0	2	0	0	3	0	0	0	#DIV/0!	0.0	0	0	#DIV/0!	0					
SAT	28	86	30	54	12	13	195	72	25.4	155	6.1	171.1	577	3.4	73	2.7					
SUN																					
TOTAL		700	138	352	40	57	1287	503	84.1	872	10.4	819.9	4778	5.8	538	2.4					
MON	30	172	22	96	4	6	300	100	45.2	223	4.9	348.6	1460	4.2	145	2.1					
TUE							0				#DIV/0!				#DIV/0!						
WED							0				#DIV/0!				#DIV/0!						
THUR							0				#DIV/0!				#DIV/0!						
FRI							0				#DIV/0!				#DIV/0!						
SAT							0				#DIV/0!				#DIV/0!						
SUN							0				#DIV/0!				#DIV/0!						
TOTAL		172	22	96	4	6	300	100	45.2	223	4.9	348.6	1460	4.2	145	2.1					
MONTH TOTAL		4189	826	2348	219	334	7916	3125	869.1	5701	6.6	6157	31597	5.1	3212	2.5					

weekday

338

Fiscal Year 2020

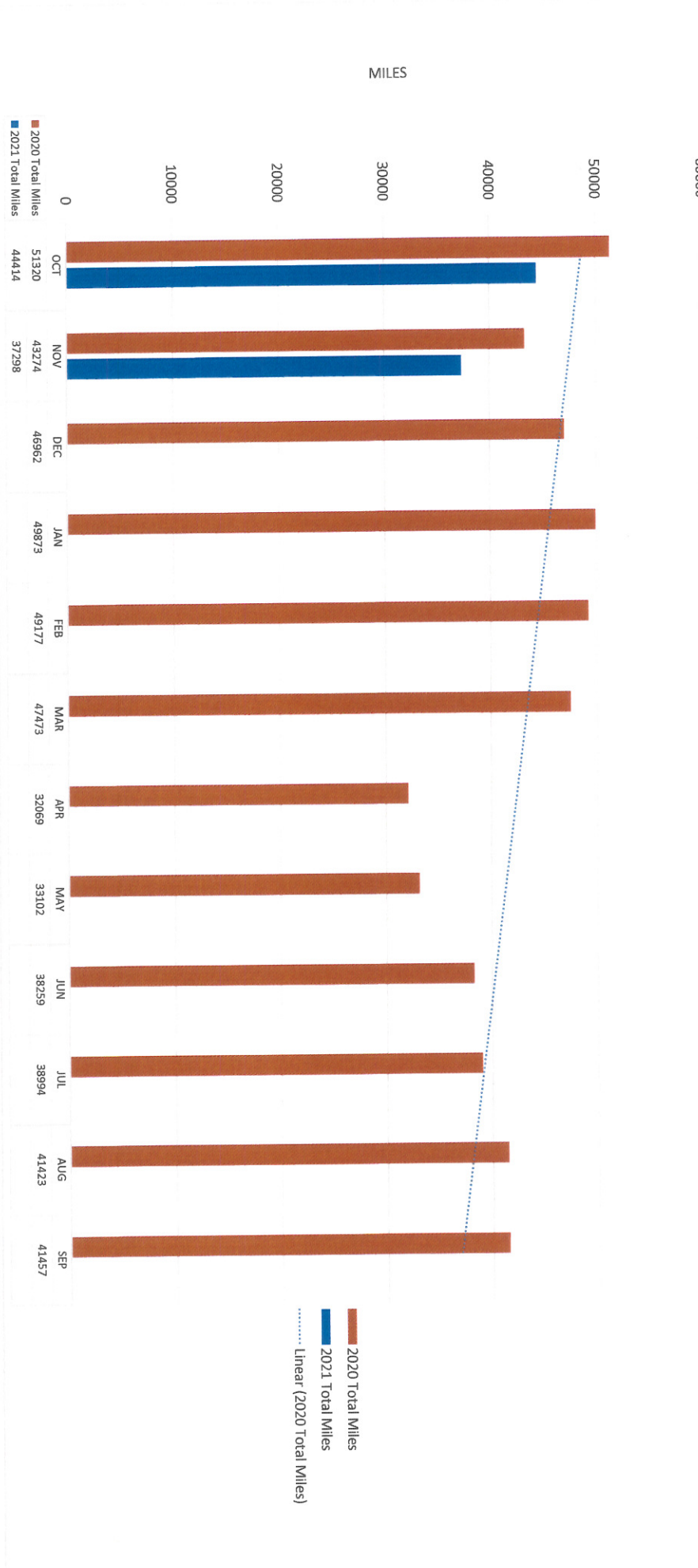
Date	Regular	Senior	Disable	Child	Sr. Dis	Total	HAUL	FUEL	MILES	/GAL.	Fuel	Miles	M/Gal	HOURS	VEH.	PASS/
10/19	8329	1714	4919	339	502	15803	5189	2788.1	16381	5.9	8125.6	34939	4.30	4333		3.6
11/19	8394	1085	3479	328	476	13762	7556	2264.5	13335	5.9	7339.3	29939	4.10	3802		3.6
Total	16723	2799	8398	667	978	29565	12745	5052.6	29716	5.9	15464.9	64878	4.20	8135		3.63

Ridership Comparison

Fiscal Year 2021

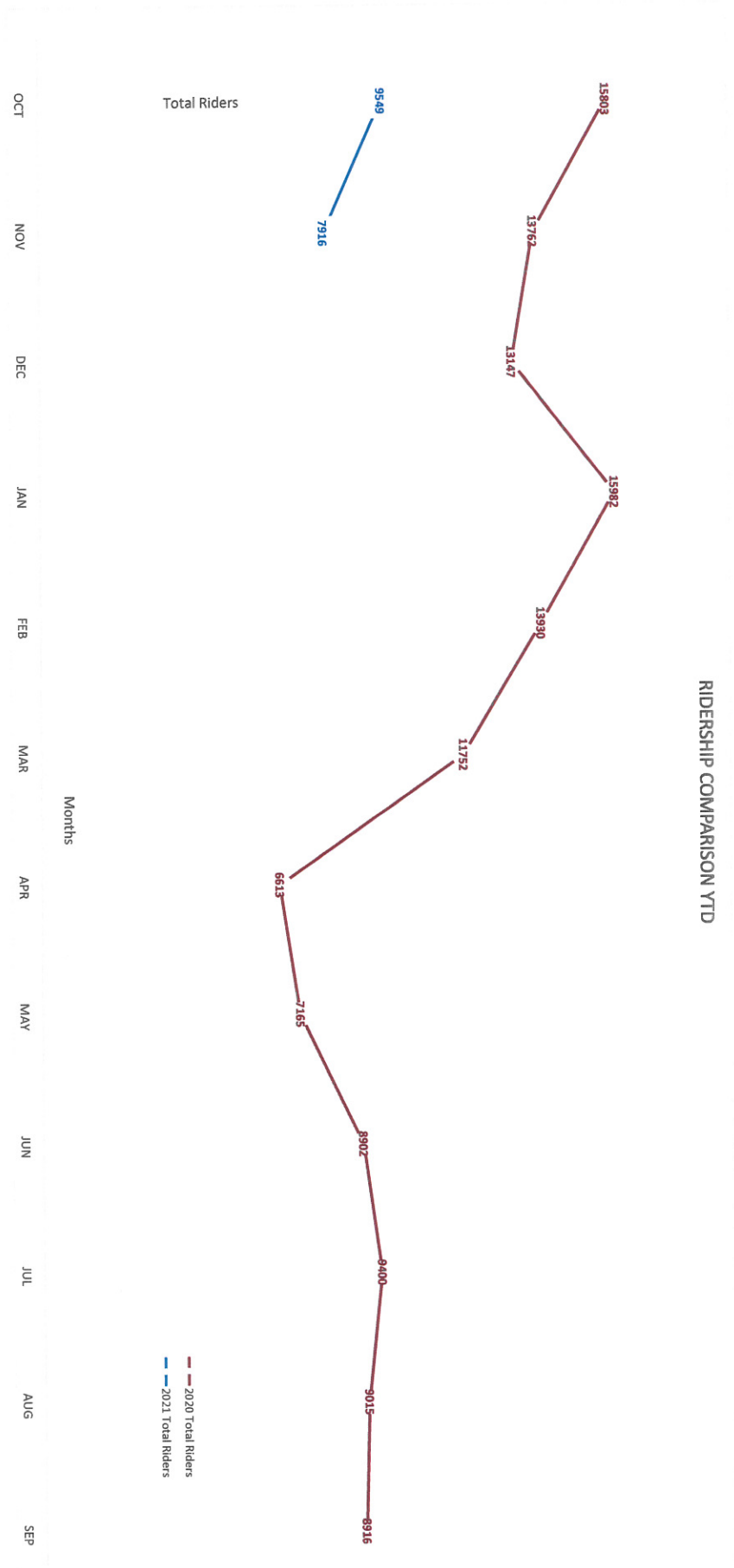
Date	Regular	Senior	Disable	Child	Sr. Dis	Total	HAUL	FUEL	MILES	/GAL.	Fuel	Miles	M/Gal	HOURS	VEH.	PASS/
10/20	4703	994	3181	275	396	9549	3942	1185.1	8622	7.3	6772	35792	5.3	3581		2.7
11/20	4189	826	2348	219	334	7916	3125	869.1	5701	6.6	6157	31597	5.1	3212		2.5
Total	8892	1820	5529	494	730	17465	7067	2054.2	14323	7.0	12929.0	67389	5.21	6793		2.57
Change	-7831	-979	-2869	-173	-248	-12100	-5678	-2998.4	-15393	1.1	-2535.9	2511	1.02	-1342		-1.06
% Change	53.2%	65.0%	65.8%	74.1%	74.6%	59.1%	55.4%	40.7%	48.2%	118.6%	83.6%	103.9%	124.2%	83.5%		70.7%

Total Miles YTD



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

RIDERSHIP COMPARISON YTD



Total Riders

2020 Total Riders
2021 Total Riders

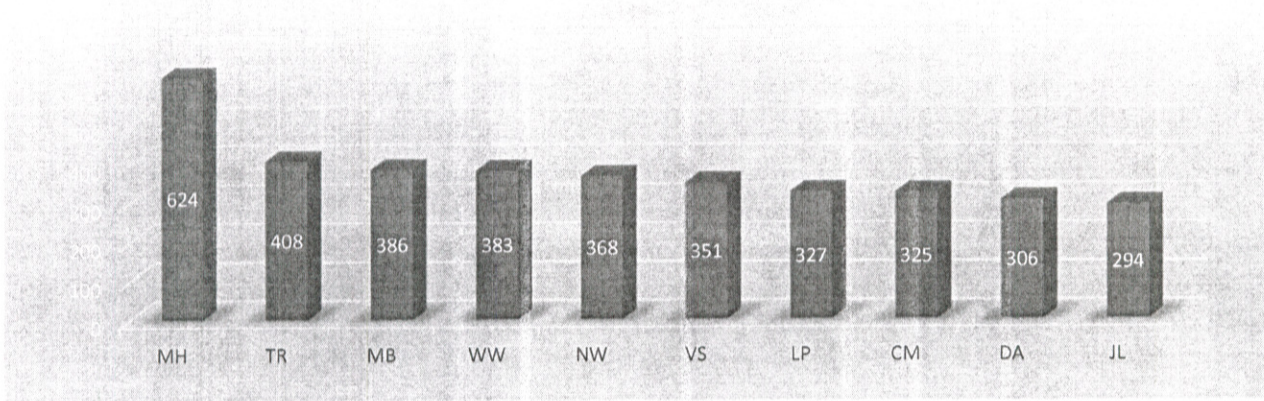
RIDERSHIP

	2020 FY Month Total	2020 FY Year to Date	2021 FY Month Total	2021 FY Year to Date	2021 FY Month Difference	YTD Difference	% Change
Oct	15,803	15,803	9,549	9,549	-6,254	-6,254	-39.57%
Nov	13,762	29,565	7,916	17,465	-5,846	-12,100	-40.93%
Dec							
Jan							
Feb							
March							
April							
May							
June							
July							
Aug							
Sept							
TOTAL	29,565	29,565	17,465	17,465	-12,100	-12,100	-40.93%

FARES

	2020 FY	2020 FY	2021 FY	2021 FY	2021 FY	YTD	
	Month	Year to	Month	Year to	Month		%
	Total	Date	Total	Date	Difference	Difference	Change
Oct	\$ 26,140.87	\$ 26,140.87	\$ 15,734.72	\$ 15,734.72	\$ (10,406.15)	\$ (10,406.15)	-39.81%
Nov	\$ 17,371.76	\$ 43,512.63	\$ 12,913.28	\$ 28,648.00	\$ (4,458.48)	\$ (14,864.63)	-34.16%
Dec							
Jan							
Feb							
March							
April							
May							
June							
July							
Aug							
Sept							
TOTAL	\$ 43,512.63	\$ 43,512.63	\$ 28,648.00	\$ 28,648.00	\$ (14,864.63)	\$ (14,864.63)	-34.16%

Driver of the Month NOVEMBER 2020



1 M.Haywood	624 MH
2 T. Rolfe	408 TR
3 M.Brown	386 MB
4 W.Wright	383 WW
5 N. Williams	368 NW
6 V.Smith	351 VS
7 L.Purnell	327 LP
8 C.Modeleski	325 CM
9 D.Alexander	306 DA
10 J.Leonard	294 JL

TOTAL 3772

Average passenger per month 377

	WEEKDAY	SATURDAY	TOTAL	LAST MONTH
BLUE	1294	206	1500	1878
BLUE JARC	633	74	707	788
RED JARC	136	67	203	1090
YELLOW	136	0	136	138
TOTAL LINE HAULS	2199	347	2546	3894
LAST MONTH	3394	500	3894	
Difference	-1195	-153	-1348	

Check Detail

As of November 30, 2020

Date	Num	Name	Memo	Credit
10101 · TCF BANK				
11/02/2020	28739	ALL CITIES OCCUPATIONAL	17107	186.00
11/02/2020	28740	Hanson Beverage Co.	17108	10.30
11/02/2020	28741	HEI WIRELESS	Camera replacement, ...	470.00
11/02/2020	28742	MICH GAS		
11/02/2020	28743	PARRETT BUSINESS	17113	56.79
11/02/2020	28744	PC Trans	Software support	4,935.00
11/02/2020	28745	Priority Health	17115	
11/02/2020	28746	RAPID PRINT	office supplies	136.87
11/02/2020	28747	STAPLES	17116	99.91
11/02/2020	28748	THAYER		581.31
11/02/2020	28749	MICH GAS	17118	80.91
11/02/2020	28750	Priority Health	17115	11,770.50
11/09/2020	28751	Allison E. Sleght	Payroll deduction	84.37
11/09/2020	28752	BILL PURVIS	consulting 10/19-10/30	1,760.00
11/09/2020	28753	Colonial Life & Accidental Ins. Co	payroll deduction	153.65
11/09/2020	28754	DONNEL KYLE	medicare reimbursement	144.60
11/09/2020	28755	Jan P. Harper	consulting 10/19-10/30	1,575.00
11/09/2020	28756	Kenneth Bragg	medicare reimbursement	144.60
11/09/2020	28757	MISDU	payroll deduction	767.13
11/09/2020	28758	TRANSAMERICA	52411	735.05
11/09/2020	28759	UNION DUES	Payroll deduction	371.00
11/09/2020	28760	Richard Lee	PASS Training travel	150.00
11/10/2020	28761	Charles Bennett	lost check reissue	3,870.84
11/10/2020	28762	Jimmy King	lost check reissue	262.58
11/16/2020	28763	ADT		499.15
11/16/2020	28764	All Automotive	Rolling Jack	5,300.00
11/16/2020	28765	Belle Tire	17140	3,376.52
11/16/2020	28766	BG of Michigan, Inc.	17138	327.89
11/16/2020	28767	Car Brite Distributors	Maint supplies 17109	127.70
11/16/2020	28768	ComCast	phone and cable	689.62
11/16/2020	28769	Hanson Beverage Co.	17137	35.75
11/16/2020	28770	IBID County Electric	111012	571.77
11/16/2020	28771	Indiana Michigan Power	17117	2,221.06
11/16/2020	28772	Orkin	Pest control	102.66
11/16/2020	28773	PETTY CASH	Petty Cash	89.15
11/19/2020	28774	BILL PURVIS	17148	1,600.00
11/19/2020	28775	CITY OF BH	17149	1,129.11
11/19/2020	28776	Colonial Life & Accidental Ins. Co	JE-1113	177.12
11/19/2020	28777	Jan P. Harper	17147	885.00
11/19/2020	28778	MISDU	JE 1113	807.17
11/19/2020	28779	TRANSAMERICA	52411	735.05
11/24/2020	28780	AT&T	17154	352.50
11/24/2020	28781	Auto-Wares Group	Maint supplies	95.69
11/24/2020	28782	BEST WAY DISPOSAL	17143	202.00
11/24/2020	28783	D&S Heavy Duty & Trailer Repair	17139	14,617.72
11/24/2020	28784	Jordan Automotive Group	17156	4,945.78
11/24/2020	28785	Lakeland Employee Assistance Services	employee assistance s...	2,720.00
11/24/2020	28786	LOUIS GELDER & SONS	17142	146.52
11/24/2020	28787	Mich. Transit Pool - DPDTF		13,234.12
11/24/2020	28788	Mich. Transit Pool - Liability Trust Fund		70,473.88
11/24/2020	28789	O'Reilly Auto Parts	17155	713.33
11/24/2020	28790	UniFirst Corp. 099	Rug rental	382.22
Total 10101 · TCF BANK				154,904.89
TOTAL				154,904.89

Chairperson Approval _____

Date _____

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
November 2020

Memo	Amount
ADT	
503072 security	66.15
Total ADT	66.15
ALL CITIES OCCUPATIONAL	
drug testing 503991	302.00
Total ALL CITIES OCCUPATIONAL	302.00
AT&T	
503031 Operation Service	352.50
Total AT&T	352.50
Auto-Wares Group	
504032 Maintenance Supplies	202.67
Total Auto-Wares Group	202.67
BEST WAY DISPOSAL	
503992 sanitation	162.00
Total BEST WAY DISPOSAL	162.00
BG of Michigan, Inc.	
504032 Maintenance Supplies	354.56
Total BG of Michigan, Inc.	354.56
BILL PURVIS	
Consulting Service 503993	1,760.00
Consulting Service 503993	1,600.00
Consulting Service 503993	1,680.00
Total BILL PURVIS	5,040.00
Car Brite Distributors	
504032 Maintenance Supplies	186.50
504032 Maintenance Supplies	189.95
Total Car Brite Distributors	376.45
Charles Bennett	
Payroll Liability 2100	3,870.84
Total Charles Bennett	3,870.84
CITY OF BH	
505043 Administration Water	146.78
505042 Maintenance Water	948.45
505041 Operations water	33.88
505043 Administration Water	147.74
505042 Maintenance Water	954.61
505041 Operations water	34.09
Total CITY OF BH	2,265.55
ComCast	
503033 Administration Service	174.85
505053 administration telephone	154.43
505051 operations telephone	360.34
Total ComCast	689.62
D&S Heavy Duty & Trailer Repair	
503032 Maintenance Service	4,229.45
Total D&S Heavy Duty & Trailer Repair	4,229.45

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
November 2020

Memo	Amount
Delta Dental	
10403 prepaid health	1,731.76
Total Delta Dental	1,731.76
DoubleMAP	
503032 Maintenance Service	5,911.67
Total DoubleMAP	5,911.67
Hanson Beverage Co.	
512123 rental administration	71.80
Total Hanson Beverage Co.	71.80
HEI WIRELESS	
503031 Operation Service	564.00
Total HEI WIRELESS	564.00
HERALD PALLADIUM	
509013 - dues & subscriptions	156.00
Total HERALD PALLADIUM	156.00
HR DIRECT	
504033 Administration Supplies	138.25
Total HR DIRECT	138.25
Indiana Michigan Power	
505022 Electric - Maintenance	887.34
505021 Electric - Operation	31.69
505023 - Electric - Administration	137.33
Total Indiana Michigan Power	1,056.36
Jan P. Harper	
Consulting Service 503993	1,575.00
Consulting Service 503993	885.00
Consulting Service 503993	1,200.00
Total Jan P. Harper	3,660.00
Jimmy King	
Payroll Liability 2100	262.58
Total Jimmy King	262.58
KOTZ SANGSTER WYSOCKI P.C.	
503033 Administration Service	688.00
Total KOTZ SANGSTER WYSOCKI P.C.	688.00
Lakeland Employee Assistance Services	
HEALTH INSURANCE ADMINISTRATION	598.40
HEALTH INSURANCE MAIN.	217.60
HEALTH INSURANCE OPERATION	1,904.00
Total Lakeland Employee Assistance Services	2,720.00
LOUIS GELDER & SONS	
503032 Maintenance Service	146.52
Total LOUIS GELDER & SONS	146.52
MICH GAS	
505033 gas administration	115.85
505032 gas maintenance	748.59
505031 gas operations	26.74
Total MICH GAS	891.18

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
November 2020

Memo	Amount
MICHIANA SUPPLY	
504032 Maintenance Supplies	19.40
Total MICHIANA SUPPLY	19.40
Michigan Municipal League	
10401 prepaid vehicle insurance	5,943.00
Total Michigan Municipal League	5,943.00
Midwest Security	
503033 Administration Service	85.00
503072 security	85.00
Total Midwest Security	170.00
O'Reilly Auto Parts	
504032 Maintenance Supplies	1,647.42
Total O'Reilly Auto Parts	1,647.42
Oliver Lindsay	
Consulting Service 503993	1,102.50
Total Oliver Lindsay	1,102.50
Orkin	
503032 Maintenance Service	102.66
Total Orkin	102.66
PARRETT BUSINESS	
503053 Contract maintenance for administration	31.05
Total PARRETT BUSINESS	31.05
PETTY CASH	
504013 administration fuel	26.15
504033 Administration Supplies	63.00
Total PETTY CASH	89.15
Priority Health	
10403 prepaid health	6,821.30
Total Priority Health	6,821.30
RAPID PRINT	
504033 Administration Supplies	136.87
Total RAPID PRINT	136.87
Richard Lee	
509021 operations travel	150.00
Total Richard Lee	150.00
Standard Insurance Company	
10403 prepaid health	901.13
Total Standard Insurance Company	901.13
STAPLES	
504033 Administration Supplies	110.07
Total STAPLES	110.07
TAPTCO	
509021 operations travel	6,005.00
Total TAPTCO	6,005.00

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
November 2020

Memo	Amount
TCA-SynerTech, LLC	
503033 Administration Service	959.83
503033 Administration Service	759.80
503033 Administration Service	525.00
503033 Administration Service	1,730.10
503033 Administration Service	2,862.61
Total TCA-SynerTech, LLC	6,837.34
UniFirst Corp. 099	
512122 maintenance rental	382.22
512122 maintenance rental	418.68
Total UniFirst Corp. 099	800.90
Veronica Bragg	
Petty Cash Donation	40.00
Total Veronica Bragg	40.00
VSP INSURANCE CO.	
10403 prepaid health	425.55
Total VSP INSURANCE CO.	425.55
WSJM Tower Operations	
512121 operations rental	545.28
Total WSJM Tower Operations	545.28
TOTAL	67,788.53

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Unpaid Bills Detail
As of November 30, 2020

Type	Date	Num	Due Date	Aging	Open Balance
Auto-Wares Group					
Bill	11/25/2020	17181	12/25/2020		202.57
Total Auto-Wares Group					202.57
BEST WAY DISPOSAL					
Bill	11/30/2020	17179	12/25/2020		162.00
Total BEST WAY DISPOSAL					162.00
D&S Heavy Duty & Trailer Repair					
Bill	11/30/2020	17194	11/30/2020		4,229.45
Total D&S Heavy Duty & Trailer Repair					4,229.45
HERALD PALLADIUM					
Bill	11/29/2020	17177	12/29/2020		156.00
Total HERALD PALLADIUM					156.00
MICH GAS					
Bill	10/27/2020	17110	11/12/2020	18	646.10
Total MICH GAS					646.10
Midwest Security					
Bill	11/22/2020	17182	12/22/2020		85.00
Total Midwest Security					85.00
Orkin					
Bill	11/23/2020	17186	12/23/2020		102.66
Total Orkin					102.66
TCA-SynerTech, LLC					
Bill	11/01/2020	17190	11/01/2020	29	959.83
Total TCA-SynerTech, LLC					959.83
THAYER					
Bill	09/09/2020	17057	09/09/2020	82	0.50
Bill	10/30/2020	17119	11/07/2020	23	8.00
Total THAYER					8.50
UniFirst Corp. 099					
Bill	11/19/2020	17193	11/19/2020	11	418.68
Total UniFirst Corp. 099					418.68
Veronica Bragg					
Bill	11/01/2020	17200	12/17/2020		40.00
Total Veronica Bragg					40.00
TOTAL					7,010.79



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

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

TCF BANK DEBIT CARD ACTIVITY

11/01 to 11/30/20

Debit Card Amounts

VENDORS

FAMILY DOLLAR	\$	46.70
AMAZON	\$	1,060.16
LOWES	\$	217.99
USPS	\$	8.00
HARBOR FREIGHT	\$	256.99
PRIMART	\$	148.74
UPS STORE	\$	11.00
SECRETARY OF STATE	\$	162.32
IQAIR	\$	1,390.00
COMFORT INN	\$	283.05
JCPENNEY	\$	469.45
GORDAN'S FOOD SERVICE	\$	161.92
TOTAL DEBIT CARD ACTIVITIES	\$	4,216.32

November 2020 Debit Card Purchases

TJ CARD

Total: \$167.56

Family Dollar	\$18.82	Bags for Wipes
PriMart	\$148.74	Diesel

DESHA CARD

Total: \$4,048.76

Lowes	\$42.65	Screwdriver bit set, work light, concrete screws
	\$42.34	Air Filter
	\$12.04	Sanding sponge, spray paint
	\$120.96	Vacuum, care plan
Gordons Food Service	\$161.92	Bleach, Coffee, Splenda
Amazon	\$24.57	Suggestion Box
	\$358.54	Gloves, Masks,
	\$85.16	Printer Toner
	\$591.89	Printer Toner, desk calendars
Secretary of State	\$162.32	Titles for Buses & Tow Truck
IQAir	\$1,390.00	Air Purifier for Dispatch Office
Family Dollar	\$4.24	Dry Erase Markers
	\$23.64	Air Freshener, Hand Soap
USPS	\$8.00	Board Packets
UPS Store	\$11.00	U of M Package
Harbor Freight	\$174.88	Oil Drain Tank, Bits
	\$82.11	Wire Crimping tool, socket set, Hang-All.

November 2020 Debit Card Purchases

Comfort Inn (Mount Pleasant, MI)	\$283.05	Conference (Dispatch Supervisor)
JCPenney	\$469.45	Unauthorized Transaction Partial Refund (Contacted Bank)



Twin Cities Area Transportation Authority
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275 East Wall Street, P.O. Box 837, Benton Harbor, MI 49023

TCF AUTOMATIC CLEARING HOUSE

DATE	FUEL	PRICE PER/GL	TOTAL AMOUNT
11/2/2020	CRYSTAL FLASH PROPANE	1.289	\$ 867.61
11/6/2020	CRYSTAL FLASH PROPANE	1.279	\$ 1,078.61
11/7/2020	CRYSTAL FLASH PROPANE	1.9722	\$ 15,857.60
11/9/2020	CRYSTAL FLASH PROPANE	1.279	\$ 1,152.69
11/13/2020	CRYSTAL FLASH PROPANE	1.289	\$ 917.30
11/16/2020	CRYSTAL FLASH PROPANE	1.309	\$ 1,142.13
11/20/2020	CRYSTAL FLASH PROPANE	1.289	\$ 989.76
11/23/2020	CRYSTAL FLASH PROPANE	1.309	\$ 1,456.83
11/27/2020	CRYSTAL FLASH PROPANE	1.299	\$ 1,071.29
11/30/2020	CRYSTAL FLASH PROPANE	1.249	\$ 1,205.70

Total \$ 25,739.52



Twin Cities Area Transportation Authority
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275 East Wall Street, P.O. Box 837, Benton Harbor, MI 49023

PETTY CASH

Prepared by Chalexis Tyson-Bradley

DATE	DESCRIPTION OF ITEMS	Debit	Credit	Balance
				\$ 113.85
3-Nov	1 Key	\$ 3.00		\$ 110.85
10-Nov	Buck Saw	\$ 14.99		\$ 95.86
17-Nov	3 Keys	\$ 15.00		\$ 80.86
17-Nov	Family Dollar	\$ 23.64		\$ 57.22
17-Nov	Desha family dollar		\$ 4.15	\$ 61.37
18-Nov	Fund Petty Cash		89.15	\$ 150.52
				\$ 150.52
				\$ 150.52

Gas	
Farebox	\$ -
Ofc supplies	
Admin supplies	\$ 15.00
Maint supplies	\$ 34.48
Admin Meeting	\$ -
Total	\$ 49.48

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of November 30, 2020

Accrual Basis

	Nov 30, 20	
	Debit	Credit
Fifth Third Bank Checking Acct	0.00	
TCF Money Market Acct.#5	0.00	
10101 · TCF BANK	223,629.78	
10103 · OVER / SHORTAGE	0.00	
10105 · TCF 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	1,950.75	
10102 · PETTY CASH	230.00	
10201 · DUE FROM BH MILLAGE		12,780.49
10202 · DUE FROM BH OPER.	0.00	
10204 · DUE FROM PAYROLL PROCESSOR	0.00	
10205 · DUE FROM FED - OPER	338,163.00	
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	68,080.00	
10216 · Due from State JARC Red	91,031.00	
10218 · Due from U of M (NSF) Grant	0.00	
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	11,728.68	
10303 · Inventory Tires	0.00	
10401 · PREPAID VEHICLE INS.	32,605.67	
10402 · PREPAID WORKER COMP	1,981.00	
10403 · PREPAID HEALTH INS.	24,084.07	
10404 · PREPAID SECURITY INS	0.00	
10405 · PREPAID BUILDING INSURANCE	5,258.66	
10409 · PREPAID EXPENSE-OTHER	0.00	
1120 · Inventory Asset	0.00	
111011 · LAND	80,715.20	
111012 · FACILITY	1,739,794.06	
111012 · FACILITY:Original Cost	0.00	
111012 · FACILITY:111031 · Depreciation		1,640,564.75
111012 · FACILITY:111045 · Depreciation -local share	0.00	
111013 · REVENUE VEHICLES	2,087,502.71	
111013 · REVENUE VEHICLES:Original Cost	0.00	
111013 · REVENUE VEHICLES:111032 · Depreciation revenue vehicles		1,240,034.13
111013 · REVENUE VEHICLES:111041 · LOCAL CONTRIBUTION	0.00	
111014 · WRECKER/ OTHER VEHICLES	388,292.42	
111014 · WRECKER/ OTHER VEHICLES:Original Cost	0.00	
111014 · WRECKER/ OTHER VEHICLES:111033 · Depreciation		143,607.21
111015 · EQUIPMENT	545,453.19	
111015 · EQUIPMENT:Original Cost	0.00	
111015 · EQUIPMENT:111034 · Depreciation		411,669.58
111016 · OFFICE EQUIPMENT	0.00	
111016 · OFFICE EQUIPMENT:Original Cost	0.00	
111016 · OFFICE EQUIPMENT:111035 · Depreciation	0.00	
111017 · RADIOS	0.00	
111017 · RADIOS:Original Cost	0.00	
111017 · RADIOS:111036 · Depreciation	0.00	
111020 · SUPERVISORS VEHICLE	0.00	
111020 · SUPERVISORS VEHICLE:Original Cost	0.00	
111020 · SUPERVISORS VEHICLE:111038 · Depreciation	0.00	
111020 · SUPERVISORS VEHICLE:111047 · Depreciation - local share	0.00	

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of November 30, 2020

Accrual Basis

	Nov 30, 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	0.00	
111027 · Bike Racks:111049 · Depreciation bike rack	0.00	
111028 · Mobile Surveillance Camera	0.00	
111028 · Mobile Surveillance Camera:111050 · Depreciation Mobile Surveillanc	0.00	
111029 · Bus Shelters	0.00	
111029 · Bus Shelters:111052 · Depreciation Bus Shelters	0.00	
111030 · Dispatch Computer System	0.00	
111030 · Dispatch Computer System:111053 · Depreciation Dispatch Comp Sys	0.00	
2000 · Accounts Payable		52,830.49
20201 · ACCRUED PAYROLL	0.00	
20206 · ACCRUED FRINGE PAYABLE	0.00	
20207 · Accrued Expenses	0.00	
20211 · PAYROLL WITHHOLDING		6,214.28
20215 · Employer taxes Payable		557.03
20218 · MISCELLANIOUS PAYABLE	40.00	
20506 · DUE TO FED	0.00	
20507 · DUE TO VENETIAN FESTIVAL -FARE	0.00	
20508 · DUE TO EMPLOYEE	0.00	
20509 · Due to State -overpaid operatin	0.00	
20510 · Due to Customer	0.00	
20511 · Due to SEP	0.00	
2100 · Payroll Liabilities	4,133.42	
21101 · ADVANCE LOCAL GOV	0.00	
21102 · ADVANCE LOCAL MILLAGE	10,000.00	
21104 · ADVANCES STATE GOVER.	0.00	
21106 · Accrued Sick Days		18,040.20
21108 · Accrued Vacation Pay		42,192.56
3000 · Opening Bal Equity	0.00	
30400 · Contributed Capital -	0.00	
30401 · Contributed Capital - Federal	0.00	
30402 · Contributed Capital State	0.00	
30404 · Contribute Capital Local	0.00	
30501 · Closing depr	0.00	
3900 · Retained Earnings		2,028,844.61
40101 · FAREBOX		20,831.76
40102 · Punch Cards White		112.50
40103 · Fare box coin over and short	12.76	
40104 · Punch Cards Blue		691.50
40199 · FARES-TOKENS		321.50
40760 · Gains on the Sale of Cap. Equip		8,600.00
40799 · Other Non Transit Revenue		2,251.20
40801 · LOCAL SUBSIDY - MILLAGE		10,000.00
409991 · Punch Card white - local match		810.00
409992 · Punch Card Blue - Local Match		1,093.50
409993 · Tokes - Local Match		4,800.00
41101 · STATE SUBSIDY - OPER		132,124.00
411012 · JARC Blue oper		26,258.00
411013 · JARC Red Operating		35,069.00

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Trial Balance

As of November 30, 2020

Accrual Basis

	Nov 30, 20	
	Debit	Credit
41361 · FEDERAL CARES ACT-OPER		132,622.00
41401 · INTEREST INCOME		4.48
440000 · Refunds		15,858.06
501011 · OPERATORS WAGES	74,079.82	
501021 · OTHER WAGES - OPER	9,443.32	
501022 · OTHER WAGES - MAINT	14,598.51	
501023 · OTHER WAGES - ADMIN	24,445.07	
501031 · DISPATCHERS WAGES	15,811.93	
502031 · HEALTH INS - OPER	21,565.88	
502032 · HEALTH INS - MAINT	3,136.84	
502033 · HEALTH INSURANCE ADMIN	11,209.68	
502041 · SS & MED OPER	7,894.42	
502042 · SS & MED MAINT	1,157.32	
502043 · SS & MED ADMIN	1,876.78	
502071 · UNEMPLOYMENT - OPER	114.32	
502072 · UNEMPLOYMENT - MAINT	77.55	
502073 · UNEMPLOYMENT - ADMIN	92.88	
502081 · WORKERS COMP OPER	3,480.16	
502082 · WORKERS COMP MAINT	328.10	
502083 · WORKERS COMP ADMIN	153.74	
502091 · SICK LEAVE -OPER	2,010.26	
502093 · SICK LEAVE -ADMIN	88.00	
502111 · VACATION -OPER	2,040.32	
502112 · VACATION - MAINT	530.00	
503031 · SERVICE OPER	6,709.00	
503032 · SERVICE MAINT	25,110.68	
503033 · SERVICE ADMIN	11,721.77	
503053 · CONTRACT MAINT ADMIN	87.84	
503072 · SECURITY SERVICE	650.30	
503991 · DRUG TESTING OPER	488.00	
503992 · OTHER SERVICE	364.00	
503993 · OTHER SERVICE ADMIN	16,855.00	
504011 · FUEL OPER	26,364.83	
504012 · FUEL MAINT	105.60	
504013 · FUEL ADMIN	218.62	
504021 · TIRES	3,376.52	
504031 · SUPPLIES OPER	2,027.32	
504032 · SUPPLIES MAINT	10,788.01	
504033 · SUPPLIES ADMIN	2,807.35	
505021 · ELECTRIC OPER	320.43	
505022 · ELECTRIC MAINT	2,753.03	
505023 · ELECTRIC ADMIN	203.96	
505031 · GAS SERVICE OPER	107.65	
505032 · GAS SERVICE MAINT	748.59	
505033 · GAS SERVICE ADMIN	761.95	
505041 · WATER OPER	67.97	
505042 · WATER MAINT	1,903.06	
505043 · WATER ADMIN	294.52	
505051 · TELEPHONE OPER	720.68	
505053 · TELEPHONE ADMIN	308.86	
506031 · BUS INSURANCE OPER	12,627.83	
506043 · BUILDING INS	1,706.98	
509013 · DUES	156.00	
509021 · TRAVEL OPER	6,155.00	
512121 · RENTAL OPER	1,090.56	
512122 · RENTAL MAINT	800.90	
512123 · RENTAL ADMIN	117.85	
TOTAL	<u>5,988,782.93</u>	<u>5,988,782.83</u>

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Profit & Loss

November 2020

	Nov 20
Ordinary Income/Expense	
Income	
40101 · FAREBOX	9,133.18
40103 · Fare box coin over and short	-6.90
40104 · Punch Cards Blue	246.00
40199 · FARES-TOKENS	66.00
40760 · Gains on the Sale of Cap. Equip	8,600.00
40799 · Other Non Transit Revenue	2,251.20
409992 · Punch Card Blue - Local Match	675.00
409993 · Tokes - Local Match	2,800.00
41101 · STATE SUBSIDY - OPER	66,062.00
411012 · JARC Blue oper	14,746.00
411013 · JARC Red Operating	20,562.00
41361 · FEDERAL CARES ACT-OPER	43,028.00
41401 · INTEREST INCOME	2.24
Total Income	168,164.72
Gross Profit	168,164.72
Expense	
501011 · OPERATORS WAGES	45,846.30
501021 · OTHER WAGES - OPER	4,860.68
501022 · OTHER WAGES - MAINT	9,554.04
501023 · OTHER WAGES - ADMIN	16,798.46
501031 · DISPATCHERS WAGES	11,121.45
502031 · HEALTH INS - OPER	6,467.68
502032 · HEALTH INS - MAINT	1,677.22
502033 · HEALTH INSURANCE ADMIN	5,904.04
502041 · SS & MED OPER	4,957.68
502042 · SS & MED MAINT	755.20
502043 · SS & MED ADMIN	1,285.07
502071 · UNEMPLOYMENT - OPER	94.03
502072 · UNEMPLOYMENT - MAINT	59.81
502073 · UNEMPLOYMENT - ADMIN	92.88
502081 · WORKERS COMP OPER	1,740.08
502082 · WORKERS COMP MAINT	164.05
502083 · WORKERS COMP ADMIN	76.87
502091 · SICK LEAVE -OPER	1,437.24
502111 · VACATION -OPER	1,722.32
502112 · VACATION - MAINT	318.00
503031 · SERVICE OPER	916.50
503032 · SERVICE MAINT	10,390.30
503033 · SERVICE ADMIN	8,214.74
503053 · CONTRACT MAINT ADMIN	31.05
503072 · SECURITY SERVICE	151.15
503991 · DRUG TESTING OPER	302.00
503992 · OTHER SERVICE	162.00
503993 · OTHER SERVICE ADMIN	9,802.50
504011 · FUEL OPER	13,568.29
504013 · FUEL ADMIN	111.98
504031 · SUPPLIES OPER	1,390.00
504032 · SUPPLIES MAINT	3,279.86
504033 · SUPPLIES ADMIN	2,446.41
505021 · ELECTRIC OPER	31.69
505022 · ELECTRIC MAINT	887.34
505023 · ELECTRIC ADMIN	137.33
505031 · GAS SERVICE OPER	26.74
505032 · GAS SERVICE MAINT	748.59
505033 · GAS SERVICE ADMIN	115.85
505041 · WATER OPER	67.97
505042 · WATER MAINT	1,903.06
505043 · WATER ADMIN	294.52
505051 · TELEPHONE OPER	360.34
505053 · TELEPHONE ADMIN	154.43
506031 · BUS INSURANCE OPER	6,437.58

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Profit & Loss
November 2020

	Nov 20
506043 · BUILDING INS	853.49
509013 · DUES	156.00
509021 · TRAVEL OPER	6,155.00
512121 · RENTAL OPER	545.28
512122 · RENTAL MAINT	800.90
512123 · RENTAL ADMIN	71.80
Total Expense	185,447.79
Net Ordinary Income	-17,283.07
Net Income	-17,283.07

Total Eligible Expenses	\$269,295.00
State Reimbursement Rate for 2020	36.79%
State of Michigan Subsidy Based on Expenses	\$99,073.63
State Revenue Recorded(41101)	\$132,124.00
Over/Under payment	\$33,050.37
Net Income from Profit & Loss Statement	\$58,778.71
State Adjustment	\$33,050.37
Income from Capital	\$0.00
Add back Ineligible Depreciation	\$0.00
Total Reduction in Income	\$33,050.37
Net Income After Adjustments	\$25,728.34

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Balance Sheet

As of November 30, 2020

Accrual Basis

	Nov 30, 20
ASSETS	
Current Assets	
Checking/Savings	
10101 · TCF BANK	223,629.78
Total Checking/Savings	223,629.78
Accounts Receivable	
1200 · ACCOUNTS RECEIVABLE	1,950.75
Total Accounts Receivable	1,950.75
Other Current Assets	
10102 · PETTY CASH	230.00
10201 · DUE FROM BH MILLAGE	-12,780.49
10205 · DUE FROM FED - OPER	338,163.00
10211 · DUE FROM STATE - CAPITAL	170.00
10212 · DUE FROM FED - CAPITAL	680.00
10215 · Due from State JARC blue	68,080.00
10216 · Due from State JARC Red	91,031.00
10220 · DUE FROM ST. OPER	591.00
10302 · FUEL INVENTORY	11,728.68
10401 · PREPAID VEHICLE INS.	32,605.67
10402 · PREPAID WORKER COMP	1,981.00
10403 · PREPAID HEALTH INS.	24,084.07
10405 · PREPAID BUILDING INSURANCE	5,258.66
Total Other Current Assets	561,822.59
Total Current Assets	787,403.12
Fixed Assets	
111011 · LAND	80,715.20
111012 · FACILITY	
111031 · Depreciation	-1,640,564.75
111012 · FACILITY - Other	1,739,794.06
Total 111012 · FACILITY	99,229.31
111013 · REVENUE VEHICLES	
111032 · Depreciation revenue vehicles	-1,240,034.13
111013 · REVENUE VEHICLES - Other	2,087,502.71
Total 111013 · REVENUE VEHICLES	847,468.58
111014 · WRECKER/ OTHER VEHICLES	
111033 · Depreciation	-143,607.21
111014 · WRECKER/ OTHER VEHICLES - Other	388,292.42
Total 111014 · WRECKER/ OTHER VEHICLES	244,685.21
111015 · EQUIPMENT	
111034 · Depreciation	-411,669.58
111015 · EQUIPMENT - Other	545,453.19
Total 111015 · EQUIPMENT	133,783.61
Total Fixed Assets	1,405,881.91
TOTAL ASSETS	2,193,285.03
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	52,830.49
Total Accounts Payable	52,830.49

TWIN CITIES AREA TRANSPORTATION AUTHORITY

Balance Sheet

As of November 30, 2020

Accrual Basis

	Nov 30, 20
Other Current Liabilities	
20211 · PAYROLL WITHHOLDING	6,214.28
20215 · Employer taxes Payable	557.03
20218 · MISCELLANIOUS PAYABLE	-40.00
2100 · Payroll Liabilities	-4,133.42
21102 · ADVANCE LOCAL MILLAGE	-10,000.00
Total Other Current Liabilities	-7,402.11
Total Current Liabilities	45,428.38
Long Term Liabilities	
21106 · Accrued Sick Days	18,040.20
21108 · Accrued Vacation Pay	42,192.56
Total Long Term Liabilities	60,232.76
Total Liabilities	105,661.14
Equity	
3900 · Retained Earnings	2,028,844.61
Net Income	58,779.18
Total Equity	2,087,623.79
TOTAL LIABILITIES & EQUITY	2,193,284.93

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

	Oct - Nov 20	Oct - Nov 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
40101 · FAREBOX	20,831.76	32,120.78	-11,289.02	-35.2%
40102 · Punch Cards White	112.50	315.00	-202.50	-64.3%
40103 · Fare box coin over and short	-12.76	-21.79	9.03	41.4%
40104 · Punch Cards Blue	691.50	1,791.00	-1,099.50	-61.4%
40199 · FARES-TOKENS	321.50	304.50	17.00	5.6%
40760 · Gains on the Sale of Cap. Equip	8,600.00	0.00	8,600.00	100.0%
40799 · Other Non Transit Revenue	2,251.20	1,550.00	701.20	45.2%
40801 · LOCAL SUBSIDY - MILLAGE	10,000.00	0.00	10,000.00	100.0%
409991 · Punch Card white - local match	810.00	0.00	810.00	100.0%
409992 · Punch Card Blue - Local Match	1,093.50	1,971.00	-877.50	-44.5%
409993 · Tokes - Local Match	4,800.00	7,910.00	-3,110.00	-39.3%
41101 · STATE SUBSIDY - OPER	132,124.00	123,252.00	8,872.00	7.2%
411012 · JARC Blue oper	26,258.00	24,257.00	2,001.00	8.3%
411013 · JARC Red Operating	35,069.00	29,481.00	5,588.00	19.0%
41301 · FEDERAL SUBSIDY - OPER	0.00	121,038.00	-121,038.00	-100.0%
41361 · FEDERAL CARES ACT-OPER	132,622.00	0.00	132,622.00	100.0%
41401 · INTEREST INCOME	4.48	289.35	-284.87	-98.5%
440000 · Refunds	15,858.06	0.00	15,858.06	100.0%
Total Income	391,434.74	344,257.84	47,176.90	13.7%
Gross Profit	391,434.74	344,257.84	47,176.90	13.7%
Expense				
501011 · OPERATORS WAGES	74,079.82	89,032.53	-14,952.71	-16.8%
501021 · OTHER WAGES - OPER	9,443.32	17,770.54	-8,327.22	-46.9%
501022 · OTHER WAGES - MAINT	14,598.51	14,101.59	496.92	3.5%
501023 · OTHER WAGES - ADMIN	24,445.07	23,979.53	465.54	1.9%
501031 · DISPATCHERS WAGES	15,811.93	8,733.59	7,078.34	81.1%
502031 · HEALTH INS - OPER	21,565.88	2,210.43	19,355.45	875.6%
502032 · HEALTH INS - MAINT	3,136.84	177.12	2,959.72	1,671.0%
502033 · HEALTH INSURANCE ADMIN	11,209.68	475.10	10,734.58	2,259.4%
502041 · SS & MED OPER	7,894.42	10,744.48	-2,850.06	-26.5%
502042 · SS & MED MAINT	1,157.32	1,333.51	-176.19	-13.2%
502043 · SS & MED ADMIN	1,876.78	2,204.32	-327.54	-14.9%
502071 · UNEMPLOYMENT - OPER	114.32	359.98	-245.66	-68.2%
502072 · UNEMPLOYMENT - MAINT	77.55	118.11	-40.56	-34.3%
502073 · UNEMPLOYMENT - ADMIN	92.88	109.68	-16.80	-15.3%
502081 · WORKERS COMP OPER	3,480.16	16,710.04	-13,229.88	-79.2%
502082 · WORKERS COMP MAINT	328.10	1,367.27	-1,039.17	-76.0%
502083 · WORKERS COMP ADMIN	153.74	640.69	-486.95	-76.0%
502091 · SICK LEAVE -OPER	2,010.26	3,816.37	-1,806.11	-47.3%
502092 · SICK LEAVE -MAINT.	0.00	-167.04	167.04	100.0%
502093 · SICK LEAVE -ADMIN	88.00	696.00	-608.00	-87.4%
502111 · VACATION -OPER	2,040.32	2,332.19	-291.87	-12.5%
502112 · VACATION - MAINT	530.00	729.36	-199.36	-27.3%
502113 · VACATION - ADMIN	0.00	167.04	-167.04	-100.0%
503023 · ADVERTISING FEES	0.00	45.40	-45.40	-100.0%
503031 · SERVICE OPER	6,709.00	0.00	6,709.00	100.0%
503032 · SERVICE MAINT	25,110.68	29,713.70	-4,603.02	-15.5%
503033 · SERVICE ADMIN	11,721.77	12,430.08	-708.31	-5.7%
503053 · CONTRACT MAINT ADMIN	87.84	0.00	87.84	100.0%
503072 · SECURITY SERVICE	650.30	132.30	518.00	391.5%
503990 · NEW FREEDOM PROG CONTRACT	0.00	276.00	-276.00	-100.0%
503991 · DRUG TESTING OPER	488.00	571.00	-83.00	-14.5%
503992 · OTHER SERVICE	364.00	150.00	214.00	142.7%
503993 · OTHER SERVICE ADMIN	16,855.00	9,964.00	6,891.00	69.2%
504011 · FUEL OPER	26,364.83	29,627.21	-3,262.38	-11.0%
504012 · FUEL MAINT	105.60	1,323.98	-1,218.38	-92.0%
504013 · FUEL ADMIN	218.62	178.53	40.09	22.5%
504021 · TIRES	3,376.52	4,844.00	-1,467.48	-30.3%
504031 · SUPPLIES OPER	2,027.32	0.00	2,027.32	100.0%
504032 · SUPPLIES MAINT	10,788.01	6,940.58	3,847.43	55.4%

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

	Oct - Nov 20	Oct - Nov 19	\$ Change	% Change
504033 · SUPPLIES ADMIN	2,807.35	5,425.33	-2,617.98	-48.3%
505021 · ELECTRIC OPER	320.43	37.41	283.02	756.5%
505022 · ELECTRIC MAINT	2,753.03	1,047.37	1,705.66	162.9%
505023 · ELECTRIC ADMIN	203.96	162.09	41.87	25.8%
505031 · GAS SERVICE OPER	107.65	39.52	68.13	172.4%
505032 · GAS SERVICE MAINT	748.59	1,106.78	-358.19	-32.4%
505033 · GAS SERVICE ADMIN	761.95	171.29	590.66	344.8%
505041 · WATER OPER	67.97	27.06	40.91	151.2%
505042 · WATER MAINT	1,903.06	757.65	1,145.41	151.2%
505043 · WATER ADMIN	294.52	117.26	177.26	151.2%
505051 · TELEPHONE OPER	720.68	0.00	720.68	100.0%
505053 · TELEPHONE ADMIN	308.86	6.12	302.74	4,946.7%
506031 · BUS INSURANCE OPER	12,627.83	15,120.00	-2,492.17	-16.5%
506043 · BUILDING INS	1,706.98	1,412.66	294.32	20.8%
509013 · DUES	156.00	0.00	156.00	100.0%
509021 · TRAVEL OPER	6,155.00	1,435.00	4,720.00	328.9%
509023 · TRAVEL ADMIN	0.00	1,439.01	-1,439.01	-100.0%
509141 · Obsolete DRUG TESTING OPER	0.00	0.00	0.00	0.0%
509993 · OTHER MISC ADMIN	0.00	41.00	-41.00	-100.0%
512121 · RENTAL OPER	1,090.56	0.00	1,090.56	100.0%
512122 · RENTAL MAINT	800.90	0.00	800.90	100.0%
512123 · RENTAL ADMIN	117.85	234.00	-116.15	-49.6%
Total Expense	332,655.56	322,418.76	10,236.80	3.2%
Net Ordinary Income	58,779.18	21,839.08	36,940.10	169.2%
Net Income	58,779.18	21,839.08	36,940.10	169.2%