

Transportation Authority of Calhoun County
Meeting Agenda
May 13, 2026
Ride Calhoun Administrative Offices
49 South Cass St., Battle Creek, MI 49037

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Public Comments on Agenda Items
- V. Consent Agenda
 - a. April 8, 2026 Meeting Minutes
 - b. Finance and Budget Report
 - c. AP approval through May 8, 2026
- VI. Unfinished Business
 - a.
- VII. New Business
 - a.
- VIII. Public Comments on Non-Agenda Items
- IX. Board and Executive Director Comments
 - a. Communications to the Board
 - b. Consultant Updates
 - c. Executive Director Comments
 - d. Board Member Comments
- X. Dates of Next Meetings
 - a. Board Meeting – June 10 , 2026 (5:30pm at Ride Calhoun Administrative Office)
 - b. Please Hold – May 27, 2026 and June 24, 2026
- XI. Adjournment

Transportation Authority of Calhoun County
Meeting Minutes
April 8, 2026
Ride Calhoun Administrative Offices
49 South Cass St., Battle Creek, MI 49037

I. Call to Order

The meeting was called to order by Vice Chairperson Tom Tarkiewicz at 5:37 p.m.

II. Roll Call

Members present: Tom Tarkiewicz, Vivian Davis, Maya Williams, Amy Evans, Jenasia Morris, and Dr. Paul Watson

Members absent: Erick Stewart

III. Approval of Agenda

It was motioned by Evans and supported by Davis to approve the Agenda.

Motion carried.

IV. Public Comment on Agenda Items

None.

V. Consent Agenda

It was motioned by Davis and supported by Morris to approve the Consent Agenda.

Motion carried.

VI. Unfinished Business

None.

VII. New Business

a) Presentation of Marketing Report by King Media.

b) It was motioned by Evans and supported by Williams to approve Resolution 15-2026 – Adoption of Fare Structure.

Motion carried.

VIII. Public Comments on Non-Agenda Items

None.

IX. Board and Executive Director Comments

a) Communications to the Board – None

b) Consultant Updates – Peter Varga is pleased that all the steps are going forward smoothly and likes the aspects of the media campaign. Clark Harder also expressed that he is impressed with the media campaign. They do still want to have some discussion on a follow-up session with the board.

c) Executive Director Comments – Mallory Avis gave a presentation on the changes coming July 1 in addition to the status of the work done during each of the quarters leading up to now.

d) Board Member Comments –

i. Davis reported Mallory Avis will be in Albion on the 14th at 6 p.m. at the Albion Opportunity High School to do an informational meeting.

ii. Tarkiewicz asked if sometime in the future, the board could start receiving monthly stats i.e., ridership, etc.

iii. Tarkiewicz also questioned the viability of free bus rides on Election Day as well as early voting days. Discussion held.

iv. Evans wished Mallory Avis a happy birthday and work anniversary today and expressed her appreciation for everyone's hard work during the many sprints.

X. Next Meetings

- a) Board Meeting – May 13, 2026 (5:30 p.m. at Ride Calhoun Administrative Office)

XI. Adjournment

7:13 p.m.

Respectfully Submitted,

Vivian Davis, Secretary

Transportation Authority of Calhoun County Statement of Net Position

As of April 30, 2026

| | <u>Month Ending 04/30/2026</u> | <u>Month Ending 03/31/2026</u> |
|---|------------------------------------|------------------------------------|
| Assets | | |
| Current Assets | 10,765,936.15 | 10,331,761.97 |
| Total Assets | <u>\$ 10,765,936.15</u> | <u>\$ 10,331,761.97</u> |
| Liabilities and Net Position | | |
| Liabilities | | |
| Current Liabilities | 147,417.20 | 36,062.79 |
| Total Liabilities | 147,417.20 | 36,062.79 |
| Net Position | | |
| Unrestricted Net Position | 10,295,699.18 | 8,675,030.34 |
| Change in Net Position | 322,819.77 | 1,620,668.84 |
| Total Net Position | 10,618,518.95 | 10,295,699.18 |
| Total Liabilities and Net Position | <u>\$ 10,765,936.15</u> | <u>\$ 10,331,761.97</u> |

Transportation Authority of Calhoun County
Statement of Revenues, Expenses, and changes in Net Position
As of April 30, 2026

| | Current Month 04/30/2026 | Current FYTD 04/30/2026 | Prior Month 03/31/2026 | Prior FYTD 09/30/2025 |
|---|-----------------------------|----------------------------|---------------------------|--------------------------|
| Revenue | | | | |
| Revenue - Sales | | | | |
| 4010001 - Farebox Revenue | 5,182.57 | 10,819.74 | 0.00 | 0.00 |
| Total Revenue - Sales | <u>5,182.57</u> | <u>10,819.74</u> | <u>0.00</u> | <u>0.00</u> |
| Revenue - Other | | | | |
| 4080001 - Property Tax Revenue - Calhoun County | 0.00 | 14,258.04 | 14,645.51 | 421,313.98 |
| 4080002 - Property Tax Revenue - City of Albion | 0.00 | 173,858.70 | 53,483.36 | 253,797.89 |
| 4080003 - Property Tax Revenue - City of Battle Creek | 1,878.87 | 3,178,136.04 | 1,122,824.40 | 3,235,749.94 |
| 4080004 - Property Tax Revenue - City of Marshall | 0.00 | 763,973.29 | 139,620.90 | 635,792.50 |
| 4080005 - Property Tax Revenue - City of Springfield | 336.41 | 240,220.54 | 28,626.02 | 234,534.41 |
| 4080006 - LCSA Payments | 0.00 | 11,090.89 | 11,090.89 | 0.00 |
| 4110100 - State Operating Assistance | 261,952.00 | 1,833,664.00 | 261,952.00 | 0.00 |
| 4119901 - Other MDOT/OPT Contracts and Reimbursements | 8,903.00 | 8,903.00 | 0.00 | 0.00 |
| 4130100 - Section 5311 Operating | 144,905.00 | 144,905.00 | 0.00 | 0.00 |
| Total Revenue - Other | <u>417,975.28</u> | <u>6,369,009.50</u> | <u>1,632,243.08</u> | <u>4,781,188.72</u> |
| Total Revenue | <u>423,157.85</u> | <u>6,379,829.24</u> | <u>1,632,243.08</u> | <u>4,781,188.72</u> |
| Operating Expenses | | | | |
| General and Administrative Expenses | | | | |
| Due and Subscriptions | | | | |
| 5090300 - Dues & Subscriptions | 0.00 | 20,282.55 | 0.00 | 924.00 |
| Total Due and Subscriptions | <u>0.00</u> | <u>20,282.55</u> | <u>0.00</u> | <u>924.00</u> |
| Travel, Meals and Entertainment | | | | |
| Travel Expenses | | | | |
| 5090201 - Travel & Meetings and Trainings - Travel | 0.00 | 12.75 | 0.00 | 0.00 |
| 5090202 - Travel & Meetings and Trainings - Training | 0.00 | 0.00 | 0.00 | 2,278.28 |
| Total Travel Expenses | <u>0.00</u> | <u>12.75</u> | <u>0.00</u> | <u>2,278.28</u> |
| Total Travel, Meals and Entertainment | <u>0.00</u> | <u>12.75</u> | <u>0.00</u> | <u>2,278.28</u> |
| Total General and Administrative Expenses | <u>0.00</u> | <u>20,295.30</u> | <u>0.00</u> | <u>3,202.28</u> |
| Marketing and Advertising Expenses | | | | |
| Advertising and Promotion | | | | |
| 5030200 - Advertising Fees | 0.00 | 1,268.90 | 49.90 | 50.00 |
| Total Advertising and Promotion | <u>0.00</u> | <u>1,268.90</u> | <u>49.90</u> | <u>50.00</u> |
| Total Marketing and Advertising Expenses | <u>0.00</u> | <u>1,268.90</u> | <u>49.90</u> | <u>50.00</u> |
| Payroll and Related Expenses | | | | |
| Benefits | | | | |
| 5020000 - Fringe Benefits | 2,584.22 | 4,765.18 | 0.00 | 0.00 |
| Total Benefits | <u>2,584.22</u> | <u>4,765.18</u> | <u>0.00</u> | <u>0.00</u> |
| Salary and Wages | | | | |
| 5010100 - Operators Salaries & Wages | 24,915.77 | 45,951.23 | 0.00 | 0.00 |
| 5010200 - Other Salaries & Wages | 1,315.64 | 2,376.64 | 0.00 | 0.00 |
| 5010300 - Dispatchers' Salaries & Wages | 7,549.13 | 13,962.22 | 0.00 | 0.00 |
| Total Salary and Wages | <u>33,780.54</u> | <u>62,290.09</u> | <u>0.00</u> | <u>0.00</u> |
| Total Payroll and Related Expense | <u>36,364.76</u> | <u>67,055.27</u> | <u>0.00</u> | <u>0.00</u> |

Transportation Authority of Calhoun County
Statement of Revenues, Expenses, and changes in Net Position
As of April 30, 2026

| | Current Month 04/30/2026 | Current FYTD 04/30/2026 | Prior Month 03/31/2026 | Prior FYTD 09/30/2025 |
|---|-----------------------------|----------------------------|---------------------------|--------------------------|
| Utilities and Facilities | | | | |
| Rent | | | | |
| 5120003 - Operating Leases and Rental - Other | 6,218.10 | 12,436.20 | 0.00 | 275.00 |
| 5125001 - Lease/Rental Agreements > 12 months | 0.00 | 35,403.00 | 8,466.00 | 0.00 |
| Total Rent | <u>6,218.10</u> | <u>47,839.20</u> | <u>8,466.00</u> | <u>275.00</u> |
| Utilities | | | | |
| 5050001 - Utilities - Electricity | 246.71 | 774.06 | 261.70 | 0.00 |
| 5050002 - Utilities - Gas | 120.68 | 412.47 | 154.84 | 0.00 |
| Total Utilities | <u>367.39</u> | <u>1,186.53</u> | <u>416.54</u> | <u>0.00</u> |
| Total Utilities and Facilities | <u>6,585.49</u> | <u>49,025.73</u> | <u>8,882.54</u> | <u>275.00</u> |
| Operating and Maintenance Expenses | | | | |
| Miscellaneous Expense | | | | |
| 5099900 - Other Misc. Expense | 0.00 | 0.00 | 0.00 | 764.71 |
| Total Miscellaneous Expense | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>764.71</u> |
| Professional Services | | | | |
| 5039901 - Accounting Services | 962.00 | 93,550.00 | 8,276.50 | 63,022.50 |
| 5039902 - Legal Services | 21,562.80 | 66,525.90 | 13,695.85 | 132,195.15 |
| 5039903 - IT Services | 1,904.68 | 6,817.07 | 0.00 | 0.00 |
| 5039904 - All Other Professional and Technical Services | 14,345.97 | 131,113.00 | 11,200.00 | 179,515.83 |
| Total Professional Services | <u>38,775.45</u> | <u>298,005.97</u> | <u>33,172.35</u> | <u>374,733.48</u> |
| Total Operating and Maintenance Expenses | <u>38,775.45</u> | <u>298,005.97</u> | <u>33,172.35</u> | <u>375,498.19</u> |
| Taxes and Insurance | | | | |
| Insurance | | | | |
| 5060301 - Liability Insurance | 0.00 | 197,682.00 | 0.00 | 1,726.75 |
| Total Insurance | <u>0.00</u> | <u>197,682.00</u> | <u>0.00</u> | <u>1,726.75</u> |
| Total Taxes and Insurance | <u>0.00</u> | <u>197,682.00</u> | <u>0.00</u> | <u>1,726.75</u> |
| Total Operating Expenses | <u>81,725.70</u> | <u>633,333.17</u> | <u>42,104.79</u> | <u>380,752.22</u> |
| Other Revenue (Expense) | | | | |
| Other Revenue | | | | |
| Interest Revenue | | | | |
| 4140000 - Interest | 31,999.29 | 155,094.30 | 30,530.55 | 132,604.61 |
| Total Interest Revenue | <u>31,999.29</u> | <u>155,094.30</u> | <u>30,530.55</u> | <u>132,604.61</u> |
| Total Other Revenue | <u>31,999.29</u> | <u>155,094.30</u> | <u>30,530.55</u> | <u>132,604.61</u> |
| Other Expense | | | | |
| Other Expenses | | | | |
| 5040100 - Fuel & Lubricants | (4,171.12) | (7,335.89) | 0.00 | 0.00 |
| 5049901 - Other Materials & Supplies - Repair Parts | (210.28) | (210.28) | 0.00 | 0.00 |
| 5049903 - Other Materials & Supplies - Building Maintenance | (83.96) | (83.96) | 0.00 | 0.00 |
| 5049904 - Other Materials & Supplies - Equipment Maintenance | (4,744.00) | (5,059.42) | 0.00 | 0.00 |
| 5049905 - Other Materials & Supplies - Office | (15.81) | (108.55) | 0.00 | 0.00 |
| 5049906 - Other Materials & Supplies - Computer and Equipment | (11,701.26) | (11,701.26) | 0.00 | 0.00 |
| 5500400 - Other Ineligible State Contracts | (29,685.24) | (29,685.24) | 0.00 | 0.00 |
| 5500900 - Ineligible Percent of Association Dues | 0.00 | (1,205.17) | 0.00 | 0.00 |
| Total Other Expenses | <u>(50,611.67)</u> | <u>(55,389.77)</u> | <u>0.00</u> | <u>0.00</u> |

Transportation Authority of Calhoun County
Statement of Revenues, Expenses, and changes in Net Position
 As of April 30, 2026

| | Current Month 04/30/2026 | Current FYTD 04/30/2026 | Prior Month 03/31/2026 | Prior FYTD 09/30/2025 |
|-------------------------------|-----------------------------|----------------------------|---------------------------|--------------------------|
| Total Other Expense | (50,611.67) | (55,389.77) | 0.00 | 0.00 |
| Total Other Revenue (Expense) | (18,612.38) | 99,704.53 | 30,530.55 | 132,604.61 |
| Change in Net Position | \$ 322,819.77 | \$ 5,846,200.60 | \$ 1,620,668.84 | \$ 4,533,041.11 |

Transportation Authority of Calhoun County AP Bills Paid Report

| Vendor ID | Vendor Name | Bill Number | Description | Date | GL Posting Date | Payment Date | Check Number | Bill Amount | Total Paid |
|--|--|-------------|---------------------------------|------------|-----------------|--------------|--------------|---------------|---------------|
| Bright Light Real Estate, LLC | | | | | | | | | |
| Sum for 301 | V000012 Bright Light Real Estate, LLC | 301 | March Utilities Gas/Electric | 04/01/2026 | 04/01/2026 | 04/20/2026 | 10042 | 367.39 | 367.39 |
| Sum for Bright Light Real Estate, LLC | | | | | | | | 367.39 | 367.39 |
| Sum Total | | | | | | | | 367.39 | 367.39 |

Transportation Authority of Calhoun County Board AP Bill Approval Report

| Vendor Name | Bill Number | Description | Bill Date | GL Date | Amount |
|---------------------------------------|--------------------------|--|------------|------------|-------------------|
| Battle Creek IT LLC | INV-2026-1035 | Ride Calhoun Network Installation 50% Deposit/Memory Surcharge | 05/01/2026 | 05/01/2026 | 2,655.76 |
| Battle Creek IT LLC | INV-2026-1036 | Monthly Support Services and Customer Onboarding | 05/04/2026 | 05/04/2026 | 2,340.00 |
| Bright Light Real Estate, LLC | LEASE 06.2026 | Lease Agreement - June 2026 Payment | 05/27/2026 | 05/27/2026 | 4,233.00 |
| Carahsoft Technology Corp | IN2259884 | M365 GCC Sub Per User - 12 Month Term | 04/14/2026 | 04/14/2026 | 11,701.26 |
| City of Marshall | 4305 | QTR 2 Billing - Dial-A-Ride Expenses | 04/28/2026 | 04/28/2026 | 53,856.11 |
| Community Action Agency of SCMI | QTR 1 FY26 Spec Services | FY26 October - December Specialized Services | 01/20/2026 | 05/07/2026 | 8,902.08 |
| Community Action Agency of SCMI | QTR 2 FY26 Spec Services | January - March 2026 Specialized Services | 04/08/2026 | 04/08/2026 | 7,673.60 |
| Community Inclusive Recreation Inc | QTR 1 FY26 Spec Services | FY26 October - December Specialized Services | 01/13/2026 | 05/07/2026 | 13,970.00 |
| Community Inclusive Recreation Inc | QTR 2 FY26 Spec Services | QTR 2 FY26 Spec Services | 04/09/2026 | 04/09/2026 | 14,224.00 |
| King Media, Inc. | 84566 | FY26 May Billing - 2025 Annual Report | 04/23/2026 | 04/23/2026 | 8,800.00 |
| Maner Costerisan & Ellis, PC | 81934 | Project Oversight March 2026 | 04/10/2026 | 04/10/2026 | 707.00 |
| Maner Costerisan & Ellis, PC | 83625 | 2026 Intacct Ongoing Support March 2026 | 04/24/2026 | 04/24/2026 | 255.00 |
| Marian E. Burch Adult Day Care Center | QTR 1 FY26 Spec Services | October - December 2025 Specialized Services | 01/09/2026 | 05/07/2026 | 7,950.20 |
| Marian E. Burch Adult Day Care Center | QTR 2 FY26 Spec Services | January - March Specialized Services | 04/09/2026 | 04/09/2026 | 7,787.64 |
| Miller Johnson | 2066661 | General Labor Matters through March 31, 2026 | 04/07/2026 | 04/07/2026 | 2,261.25 |
| Miller Johnson | 2066662 | General Corporate Matters | 04/09/2026 | 04/09/2026 | 19,301.55 |
| The RV Handyman LLC | 000301 | Install/configure 5 wired network jacks | 04/20/2026 | 04/20/2026 | 220.00 |
| Sum Total | | | | | 166,838.45 |