

# Memorandum

**To: Transportation Coordinating Committee**

**From: Scott Schmid**                      **Phone 937-521-2133**  
**Transportation Director**      **sschmid@clarkcountyohio.gov**

**Re: Financial Report**

**Date: July 9, 2019**

**The following items were delayed for distribution with the July 12 Agenda. These additional items are also for discussion and action during the Transportation Coordinating Committee meeting.**

## **Budget Status and Cash On Hand Report – June 2019**

The June 2019 Budget Status and Cash on Hand Report is attached to this memo. Staff will review the report at the July 12 meeting.

Staff requests discussion and approval of the report by voice vote.

## **Summary of Expenses – June 2019**

The June 2019 Summary of Expenses is attached to this memo. Staff will review the report at the July 12 meeting.

Staff requests discussion and approval of the report by voice vote.

## **Blanket Requests**

The Blanket Reserve Summary sheet is attached to this memo. Staff is requesting the following new blankets:

- 74140 – Travel Expenses - \$5,000
- 74230 – Advertising and Printing - \$10,000
- 74403 – Contract Services-Projects - \$15,000

Staff requests discussion and approval of the Blanket by voice vote.

**CCSTCC - CASH on HAND & BUDGET Status Reports - FY19**

as of June 30, 2019

	<i>General</i>	<i>Restricted</i>	<i>TOTAL</i>
<b>Beginning Balance</b>	\$ 220,820.21	\$ -	\$ 220,820.21
<b>Total Expenses</b>			\$ 92,842.36
<b>Total Receipts</b>			\$ 7,990.39
<b>Ending Balance</b>	\$ 135,968.24	\$ 0.00	\$ 135,968.24

<i>Work Elements</i>	<i>Total Budget</i>	<i>Balance</i>	<i>Percent Expended</i>	<i>Monthly Expense</i>	<i>YTD Expenses</i>
601.1 Short Range Planning	\$ 103,653.60	\$ 21,906.63	79%	\$ 10,501.40	\$ 81,746.97
601.11 Short Range Planning (fy18)	\$ 67,787.25	\$ 1,005.75	99%		\$ 66,781.50
601.2 General Planning Services	\$ 100,000.00	\$ (6,489.31)	106%	\$ 21,252.30	\$ 106,489.31
601.3 Access Management Guidelines	\$ 125,000.00	\$ 125,000.00	0%		\$ -
602.1 Trans. Improvement Program	\$ 28,081.75	\$ 3,416.90	88%	\$ 1,253.58	\$ 24,664.85
602.11 Trans. Improvement Program (fy18)	\$ 17,125.20	\$ 38.13	100%		\$ 17,087.07
605.1 Surveillance	\$ 82,813.00	\$ 19,044.61	77%	\$ 2,524.03	\$ 63,768.39
605.11 Surveillance (fy18)	\$ 19,028.00	\$ 5,380.02	72%		\$ 13,647.98
610.1 Long Range Planning	\$ 27,163.50	\$ (31,680.59)	217%	\$ 4,572.38	\$ 58,844.09
625.1 RTPO Planning	\$ 98,392.67	\$ 53,669.25	45%	\$ 2,334.01	\$ 44,723.42
625.11 RTPO Planning (fy18)	\$ 44,827.00	\$ 3,522.62	92%		\$ 41,304.38
665.1 Air Quality Advocacy	\$ 40,000.00	\$ 8,603.09	78%	\$ 13,374.49	\$ 31,396.91
667.1 Rideshare	\$ 15,000.00	\$ 2,209.30	85%	\$ 12,500.00	\$ 12,790.70
674.1 Coordinated Transportation	\$ 44,813.00	\$ 594.50	99%	\$ 2,732.75	\$ 44,218.50
674.2 FTA Transit Planning	\$ 74,000.00	\$ 20,555.64	72%	\$ 4,239.70	\$ 53,444.36
674.3 Mobility Management	\$ 30,750.00	\$ 14,321.23	53%	\$ 7,882.48	\$ 16,428.77
682.1 OPWC Infrastructure Support Program	\$ 65,000.00	\$ 51,407.46	21%	\$ 715.33	\$ 13,592.54
682.2 WESTCO Rail Freight Administration	\$ 90,000.00	\$ 30,612.50	66%	\$ 2,897.26	\$ 59,387.50
682.3 Clean Ohio Support Program	\$ 15,000.00	\$ 11,497.12	23%	\$ 1,100.50	\$ 3,502.88
697.1 Public Involvement	\$ 26,649.50	\$ 5,078.76	81%	\$ 2,383.57	\$ 21,570.74
	\$ 1,115,084.47	\$ 339,693.61	70%	\$ 90,263.78	\$ 775,390.86

**TCC Chairman**

**Date**

Summary of Expenditures  
Area Transportation Trust Fund  
June 2019

	Description	Paid By	TCC	CPG Federal	CPG ODOT	FTA 5307 Federal	FTA 5307 Spfld	FTA 5310 Federal	CMAQ Air Quality	CMAQ Rideshare	OPWC	WESTCO	CLEAN OHIO	SPR Federal	SPR OH / LUC	TOTAL
<b>SALARIES</b>																
Transportation Study	06/03 - 06/16/19	# 25	4,776.82	4,323.09	540.39	825.66	103.21	0.00	152.10	0.00	0.00	438.72	329.04	681.17	170.30	12,340.50
Transportation Study	06/17 - 06/30/19	# 26	4,278.65	4,550.75	568.84	836.53	104.57	0.00	206.42	0.00	356.46	987.12	219.36	185.44	46.36	12,340.50
			9,055.47	8,873.84	1,109.23	1,662.19	207.78	0.00	358.52	0.00	356.46	1,425.84	548.40	866.61	216.66	24,681.00
<b>OFFICE SUPPLIES</b>																
Garrigans	misc. supplies	229828	25.99													25.99
Garrigans	misc. supplies	229950	33.57													33.57
Dell Marketing	inkjet printer cartridges	229951	199.47													199.47
BEC	color copier toner	230148	236.00													236.00
<b>OTHER EXPENSES</b>																
PERS	Jun-19		3,455.32													3,455.32
Medicare	Jun-19		342.60													342.60
Superior Dental	Jun-19		72.88													72.88
Life Insurance	Jun-19		19.20													19.20
UMR Health Ins.	Jun-19		6,818.90													6,818.90
Spfld Arts Council	Summer Arts sponsorship	227383								12,500.00						12,500.00
Cox Media Group	Bike To Work paper ads	228719	47.30	378.40	47.30											473.00
Cox Media Group	Bike To Work digital ads	228720	46.00	368.00	46.00											460.00
Trophy Sports	CareForYourAir T-shirts	228722	1,003.07						4,012.28							5,015.35
Scott Schmid	postage	229829	7.35													7.35
Regina Rollins	mileage & airfare	229830	27.33 @	218.62	27.33											273.28
Burgess & Niple	Task 3F Laybourne Rd	229831	653.43	5,227.45	653.43											6,534.31
Burgess & Niple	Task 3G SR54 TIS	229833	223.36	1,786.92	223.36											2,233.64
Burgess & Niple	Task 3B county projects	229834	1,248.44	9,987.47	1,248.44											12,484.35
Pitney Bowes	postage meter rental	229904	300.99													300.99
Quality Logo	CareForYourAir dog bowls	229905	140.43						561.73							702.16
Quality Logo	CareForYourAir stress toy	229906	357.06						1,428.24							1,785.30
Quality Logo	CareForYourAir bottles	229907	275.58						1,102.32							1,377.90
Quality Logo	CareForYourAir mini fans	229908	423.60						1,694.40							2,118.00
Quality Logo	CareForYourAir pedometer	229909	234.85						939.38							1,174.23
Quality Logo	CareForYourAir holders	229912	60.45						241.80							302.25
Glen Massie	mileage, cart & containers	229948	134.67	27.84	3.48	19.48	2.44									187.91
Clark Co Ag Society	2019 Fair booth & tickets	229949	39.00	312.00	39.00											390.00
Louis Agresta	mileage reimbursement	230367										35.96		25.98	6.50	68.44
Melanie Runkel	mileage reimbursement	230368	9.28 @	74.24	9.28											92.80
Catholic Social Serv.	2nd Q Mobility Mgt	230369	1,582.50					6,329.98								7,912.48
Clark Co. Engineer	2nd Q van mileage usage	230498	42.86	134.56	16.82	36.66	4.58							166.58	41.64	443.70
Level 3	May & June phone service		120.00													120.00
			17,686.44	18,515.50	2,314.44	56.13	7.02	6,329.98	9,980.15	12,500.00	0.00	35.96	0.00	192.56	48.14	68,161.37
<b>TOTAL AMOUNT SUBMITTED</b>			<b>26,767.90</b>	<b>27,389.34</b>	<b>3,423.67</b>	<b>1,718.32</b>	<b>214.80</b>	<b>6,329.98</b>	<b>10,338.67</b>	<b>12,500.00</b>	<b>356.46</b>	<b>1,461.80</b>	<b>548.40</b>	<b>1,059.17</b>	<b>264.80</b>	<b>92,842.37</b>
@	Prior Approved.															

Approved July 12, 2019  
Clark County - Springfield Transportation Coordinating Committee

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Director

Account Number	Account Name	Funding Source	Number	Beginning Balance	Adjustments / Vendor	Activity To Date	Blanket / Reserve Balance
74101	<b>Salaries</b>	Appropriation	CY 19	\$ 330,000.00		\$ 160,426.50	\$ 169,573.50
74110	<b>PERS</b>	Appropriation	CY 19	\$ 46,500.00		\$ 22,459.58	\$ 24,040.42
74111	<b>Workers Comp</b>	Appropriation	CY 19	\$ 5,650.00		\$ -	\$ 5,650.00
74112	<b>Unemployment</b>	Appropriation	CY 19	\$ -		\$ -	\$ -
74113	<b>Medicare</b>	Appropriation	CY 19	\$ 4,800.00		\$ 2,194.53	\$ 2,605.47
74120	<b>Dental</b>	Appropriation	CY 19	\$ 1,000.00		\$ 437.28	\$ 562.72
74121	<b>Life Insurance</b>	Appropriation	CY 19	\$ 300.00		\$ 115.20	\$ 184.80
74122	<b>Health Insurance</b>	Appropriation	CY 19	\$ 85,000.00		\$ 40,948.35	\$ 44,051.65
				<u>\$ 473,250.00</u>		<u>\$ 226,581.44</u>	<u>\$ 246,668.56</u>

<b>74140</b>	<b>Travel</b>	<i>Prior Year</i>		\$ -		\$ -	\$ -
718400		Appropriation	CY 19	\$ 20,000.00			
	(less)	Blanket	19 - 13991	\$ 5,000.00		\$ 4,036.63	\$ 963.37
<b>NEW</b>	(less)	<b>Blanket</b>	<b>19 - 15626</b>	<b>\$ 5,000.00</b>		<b>\$ -</b>	<b>\$ 5,000.00</b>
				<u>\$ 10,000.00</u>		<u>\$ 4,036.63</u>	<u>\$ 5,963.37</u>
<b>\$15,963.37</b>		Remaining balance					
		Total available balance					

<b>74145</b>	<b>Employee Other</b>	<i>Prior Year</i>		\$ -		\$ -	\$ -
718900		Appropriation	CY 19	\$ 10,000.00			
	(less)	Blanket	19 - 13925	\$ 5,000.00		\$ -	\$ 5,000.00
				<u>\$ 5,000.00</u>		<u>\$ -</u>	<u>\$ 5,000.00</u>
<b>\$10,000.00</b>		Remaining balance					
		Total available balance					

<b>74200</b>	<b>Office Supplies</b>	<i>Prior Year - xxx</i>	18 - 13730	\$ 1,500.00	<i>EasyPermit</i>	\$ -	\$ 1,500.00
721000		<i>Prior Year - xxx</i>	18 - 13733	\$ 200.00	<i>Garrigans</i>	\$ -	\$ 200.00
		<i>Prior Year - xxx</i>	18 - 13734	\$ 20.00	<i>MacRay</i>	\$ -	\$ 20.00
		Appropriation	CY 19	\$ 15,000.00			
	(less)	Blanket	19 - 13926	\$ 5,000.00		\$ 2,907.46	\$ 2,092.54
						\$ -	\$ -
						\$ -	\$ -
						\$ -	\$ -
				<u>\$ 10,000.00</u>		<u>\$ 2,907.46</u>	<u>\$ 3,812.54</u>
<b>\$13,812.54</b>		Remaining balance					
		Total available balance					

<b>74210</b>	<b>Small Equipment</b>	<i>Prior Year</i>		\$ -		\$ -	\$ -
751000		Appropriation	CY 19	\$ 15,000.00			
	(less)	Blanket	19 - 13927	\$ 5,000.00		\$ 617.27	\$ 4,382.73
				<u>\$ 10,000.00</u>		<u>\$ 617.27</u>	<u>\$ 4,382.73</u>
<b>\$14,382.73</b>		Remaining balance					
		Total available balance					

June 2019

TCC BLANKET & RESERVE Summary Sheet

Account Number	Account Name	Funding Source	Number	Beginning Balance	Adjustments / Vendor	Activity To Date	Blanket / Reserve Balance
<b>74211</b>	<b>Capital Expenses</b>	Appropriation	CY 19	<b>\$ 30,000.00</b>			
752000	(less)	Blanket	19 - 13928	\$ 10,000.00		\$ -	\$ 10,000.00
	(less)	Reserve		\$ -		\$ -	\$ -
		Remaining balance		<u>\$ 20,000.00</u>		<u>\$ -</u>	<u>\$ 10,000.00</u>
	<b>\$30,000.00</b>	Total available balance					
<b>74230</b>	<b>Adv. &amp; Printing</b>	Prior Year		\$ -		\$ -	\$ -
732000		Appropriation	CY 19	<b>\$ 60,000.00</b>			
	(less)	Blanket	19 - 13929	\$ 15,000.00		\$ 5,948.35	\$ 9,051.65
	(less)	Reserve	19 - 14334	\$ 10,000.00	SAC	\$ 10,000.00	\$ 0.00
	(less)	Reserve	19 - 15309	\$ 5,000.00	NTPRD	\$ -	\$ 5,000.00
	(less)	Reserve	19 - 15310	\$ 12,500.00	SAC	\$ 12,500.00	\$ 0.00
	(less)	Reserve	19 - 15460	\$ 5,000.00	Quality Logo	\$ -	\$ 5,000.00
<b>NEW</b>	(less)	Blanket	19 - 15627	\$ 10,000.00		\$ -	\$ 10,000.00
		Remaining balance		<u>\$ 2,500.00</u>		<u>\$ 28,448.35</u>	<u>\$ 29,051.65</u>
	<b>\$31,551.65</b>	Total available balance					
<b>74310</b>	<b>Audit Expenses</b>	Prior Year - xxx	18 - 12892	\$ 3,760.00	Charles Harris	\$ 1,560.00	\$ 2,200.00
735200		Appropriation	CY 19	<b>\$ 15,000.00</b>			
	(less)	Blanket	19 - 13930	\$ 5,000.00		\$ 61.50	\$ 4,938.50
	(less)	Reserve		\$ -		\$ -	\$ -
		Remaining balance		<u>\$ 10,000.00</u>		<u>\$ 1,621.50</u>	<u>\$ 7,138.50</u>
	<b>\$17,138.50</b>	Total available balance					
<b>74401</b>	<b>Contract - Other</b>	Prior Year - xxx	18 - 13731	\$ 350.00	Pitney Bowes	\$ 300.99	\$ 49.01
744000		Appropriation	CY 19	<b>\$ 15,000.00</b>			
	(less)	Blanket	19 - 13931	\$ 5,000.00		\$ 2,167.99	\$ 2,832.01
		Remaining balance		<u>\$ 10,000.00</u>		<u>\$ 2,468.98</u>	<u>\$ 2,881.02</u>
	<b>\$12,881.02</b>	Total available balance					

TCC BLANKET & RESERVE Summary Sheet

Account Number	Account Name	Funding Source	Number	Beginning Balance	Adjustments / Vendor	Activity To Date	Blanket / Reserve Balance
74403 742000	Contract - Project	Prior Year - xxx	18 - 12562	\$ 50,882.23	Burges & Niple	\$ 24,249.57	\$ 26,632.66
		Prior Year - xxx	18 - 13729	\$ 1,500.00	Donet / DataYard	\$ 809.40	\$ 690.60
		Prior Year - xxx	18 - 13732	\$ 4,000.00	Miovision	\$ 2,000.23	\$ 1,999.77
	Appropriation		CY 19	<b>\$ 345,000.00</b>			
	(less) Blanket		19 - 13932	\$ 15,000.00		\$ 10,622.56	\$ 4,377.44
	(less) Reserve		19 - 14332	\$ 15,000.00	Info Tech	\$ 12,000.00	\$ 3,000.00
	(less) Reserve		19 - 14333	\$ 35,000.00	Catholic Services	\$ 7,020.87	\$ 27,979.13
	(less) Reserve		19 - 14480	\$ 100,000.00	Burgess & Niple	\$ 70,611.10	\$ 29,388.90
	(less) Reserve		19 - 15430	\$ 7,448.64	Miovision	\$ 7,448.64	\$ 0.00
<b>NEW</b>	(less) Blanket		19 - 15628	\$ 15,000.00		\$ -	\$ 15,000.00
		Remaining balance		\$ 157,551.36		\$ 134,762.37	\$ 109,068.50
<b>\$266,619.86</b>		Total available balance					
<b>74900</b>	<b>Other Expenses</b>	Prior Year		\$ -		\$ -	\$ -
790000	Appropriation		CY 19	<b>\$ 100,000.00</b>			
	(less) Blanket - xxx		19 - 13933	\$ 5,000.00		\$ 4,833.47	\$ 166.53
	(less) Automatic Auditor			\$ -	Level 3	\$ 360.00	\$ (360.00)
	(less) Automatic Auditor			\$ -	CORSA Insurance	\$ 774.00	\$ (774.00)
	(less) Blanket		19 - 15126	\$ 5,000.00		\$ -	\$ 5,000.00
	(less) Reserve		19 - 15625	\$ 4,000.00	ProRider	\$ -	\$ 4,000.00
		Remaining balance			\$ 86,000.00		\$ 5,967.47
<b>\$94,032.53</b>		Total available balance					
<b>74904</b>	<b>Rentals</b>	Appropriation	CY 19	<b>\$ 40,000.00</b>			
746000	(less) Reserve		19 - 14081	\$ 9,455.15	Clark Co Comm	\$ 9,455.15	\$ 0.00
	(less) Reserve		19-15125	\$ 9,455.15	Clark Co Comm	\$ 9,455.15	\$ 0.00
	(less) Reserve					\$ -	\$ -
	(less) Reserve					\$ -	\$ -
	Remaining balance			\$ 21,089.70		\$ 18,910.30	\$ -
<b>\$21,089.70</b>		Total available balance					
	<b>Prior Year</b>		<b>CY 18</b>	<b>\$ 62,212.23</b>			
	<b>Appropriation</b>		<b>CY 19</b>	<b>\$ 1,138,250.00</b>		<b>\$ 426,321.77</b>	
	<b>Remaining balance</b>			<b>\$ 342,141.06</b>			<b>\$ 431,999.40</b>
<b>\$774,140.46</b>		<b>Total available balance</b>					