



May 11, 2022

Kathy Kardell  
Senior Department Administrator and Debt Manager  
Hennepin County Office of Budget and Finance  
300 South Sixth St.  
Minneapolis, MN 55487-0231

Greetings Kathy,

I am writing to give you an account summary to settle the County Transit Improvement Board (CTIB) account for Fiscal Year 2022. We are requesting a payment of all actual revenues through the month of March 2022 and estimated amounts for April – June 2022. Here is a summary of the account.

FY 2022 CTIB Account	
FY2021 Balance	(410,715.35)
FY2022 Actual Gross Receipts Through March 2022	(462,866.44)
FY2022 Estimate Gross Receipts for April - June	(426,418.21)
Amount Requested	(1,300,000.00)

As a result, the department formally requests a payment of \$1,300,000 be remitted from the County Transit Improvement Board by August 1, 2022. Enclosed is a spreadsheet with a monthly breakdown of audits, return and claims activity through the end of March.

When each county is making their share of the payment to the department, please notify us when the payment has been made so that we can make sure the money is appropriated correctly. Below is the ACH banking information for each county to use to make their payment to the department.

**Banking Information**

- Recipient: State of Minnesota – Department of Revenue
- Payee Address: 600 North Robert St. St Paul, MN 55146
- Bank Name: US Bank NA
- Bank Address: 800 Nicollet Mall Minneapolis, MN 55402
- Account Number: 104757767363
- Bank ABA: 091000022
- Additional Information Field: Enter your local government name and the purpose of your transfer (“CTIB Repayment”) so the money is properly identified. **This is a critical step to ensure the funds are not applied to your local government’s tax record in error.**

We will continue to provide the authorized CTIB representatives monthly reports through the Virtual Room so you can keep apprised of future activity affecting this fund. As we incur additional negative balances, we will continue to reach out to request remittance from the CTIB reserve fund.

We appreciate your collaboration on this matter. If you have any additional questions, please feel free to reach out to me or to your contacts within our local government services team.

Thank you,

A handwritten signature in black ink, appearing to read 'M. Burton', with a stylized flourish at the end.

Martha Burton  
Assistant Commissioner