

# AGENDA

**Regular Board Meeting  
January 30, 2020  
5:30 P.M.  
MCTA Board Room, 1<sup>st</sup> Floor**

ROLL CALL

OPENING – Pledge Allegiance to the Flag

PUBLIC COMMENT –

MINUTES – Approve for December 19, 2019

EXECUTIVE DIRECTOR’S REPORT – FR, SR & Flex for November 2019

COMMITTEE REPORTS –

Finance Committee	JoAnn Baratta
* Financials for November 1-30, 2019	
* All Purchases subject to audit for December 1-31, 2019	
* All Purchases subject to audit for January 1-30, 2020	

Operations Committee	Dave Edinger
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Human Resource Committee	Wayne Mazur
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Compliance Committee	John Hoback
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Marketing Committee	Robert Huffman
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OLD BUSINESS –

NEW BUSINESS –

EXECUTIVE SESSION –

RESOLUTIONS –

QUESTIONS/COMMENTS –

ADJOURNMENT –

\*\*The next meeting of the Board of Directors is scheduled for **February 27, 2020**\*\*

**BOARD MINUTES  
MONROE COUNTY TRANSPORTATION AUTHORITY  
P.O. BOX 339  
SCOTRUN, PA 18355**

Thursday, December 19, 2019 @ 5:30 P.M.

The scheduled meeting of the Monroe County Transportation Authority (MCTA) Board of Directors was held in the Boardroom at MCTA after due and proper notice. There were 8 Board Members in attendance. The meeting was called to order at 5:39 P.M.

**BOARD MEMBERS PRESENT**

**STAFF PRESENT**

Richard Mutchler, Chairman (arrived @ 5:45pm)	Margaret Howarth, Executive Director
Wayne Mazur, 1 <sup>st</sup> Vice Chairman	Richard Schlameuss, Asst. Executive Director
John Hoback, 2 <sup>nd</sup> Vice Chairman	Joan Davidge, Chief Financial Officer
JoAnn Baratta, Treasurer	Walter Quadarella, Rural Ops & Maint. Manager
David Edinger, Secretary	Robert Gress, HR/Safety Manager
Brian LaVacca, Asst. Secretary (arrived @ 5:49pm)	Iris Rivera, Recording Secretary
Robert Huffman	Marc Wolfe, Solicitor (arrived @ 5:42pm)
Maria Candelaria	

**PUBLIC COMMENT:**

None

The minutes from November 21, 2019 were reviewed and approved.

**EXECUTIVE DIRECTOR'S REPORT:**

Peggy presented the October Executive Director's report for FR & SR. FR was above goal in trips thanks to the Kalahari route guarantee and SR was above goal in trips due to trippers. Expenses were high due to October being a 5 week pay month. Ridership on the Flex is low, but, the Marketing Committee is working on ideas to better market the service to increase ridership.

**FINANCIAL REPORT:**

The Finance Committee met on December 19<sup>th</sup>, JoAnn reported that the FTA is currently reviewing our ridership samples for APC certification, so manual sampling will no longer be needed. We just signed a contract for another route guarantee with Shawnee Ski Resort, the service started on December 18<sup>th</sup>. We still have some money coming in from the Kalahari route guarantee, so that's giving revenue a boost. ADA is under budget. In Shared Ride ridership is up, but wages are high due to the increased ridership and the 5 week month pay. PWD & Lottery are high, so they will be reviewed to see if we'll need PennDOT to increase allocations for those two funding sources. JoAnn also reported that we had to close one of our bank accounts due to fraud.

The **Regular Purchase Reports** for Period 5, November 1-30, 2019 were reviewed and ratified, subject to audit.

The **Regular Purchase Reports** for Period 6, December 1-19, 2019 were reviewed and ratified, subject to audit.

**OPERATIONS:**

Walter reported that the CNG station is under construction and moving along very well. They cleaned up the pond, cut down some trees and completed the concrete island for the fueling station. They will be wrapping up soon until the Spring.

**HUMAN RESOURCES:**

Bob reported that training was completed in November some of the topics covered were: fatigue awareness, drug & alcohol and customer service. There were no W/C or PPL claims in November. Bob also got certified as a safety officer by the FTA. The EEO Program has been revised and it will be brought before the Board for approval in January 2020.

**COMPLIANCE:**

The compliance committee met and discussed the 21 issues in the Triennial review. They also reviewed Certification#3: Lobbying & Certification#4: Private Sector Protections. The next meeting will be January 23<sup>rd</sup>, to discuss Certification#5- TAM Plan & Certification#6- Rolling Stock/Bus Testing.

**MARKETING:**

Rich explained the new route guarantee for Shawnee; it's Shawnee to Walmart, once a week and it's open to the public. Talks continue with ESU to provide their shuttle service. The shuttle service to ESU will increase Red Route ridership and increase revenue. Transit in the Park will return for summer 2020.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**EXECUTIVE SESSION:**

None

**RESOLUTIONS:**

None

**QUESTIONS/COMMENTS:**

None

**ADJOURNMENT:**

The meeting was adjourned at 6:26 p.m.

Signed by \_\_\_\_\_

Secretary/Assistant Secretary

## **MOTIONS FROM December 19, 2019**

12-01-19 - Motion to approve the minutes from the November 21, 2019 Board Meeting,  
MOTION CARRIED- JH/RH

12-02-19 – Motion to approve the Regular Purchases for November 1-30, 2019  
Subject to audit  
MOTION CARRIED – WM/DE

12-03-19 - Motion to approve the Regular Purchases for December 1-19, 2019,  
Subject to audit  
MOTION CARRIED- DE/WM

12-04-19 - Motion to approve the Fixed Route Budget & Variance Report  
for October 1-31, 2019,  
Subject to audit  
MOTION CARRIED- JB/JH

12-05-19 - Motion to approve the Shared Ride Budget & Variance Report  
for October 1-31, 2019,  
Subject to audit  
MOTION CARRIED- JB/DE

12-06-19 – Motion to adjourn  
MOTION CARRIED – DE/JB



# EXECUTIVE DIRECTOR'S REPORT



FIXED ROUTE				NOV 2019	SHARED RIDE				FLEX CONNECT	
OTP= 77%	(Monthly)	Monthly Goals ↑ ↓	FY19/20 YTD Average		FY19/20 YTD Average	Monthly Goals ↑ ↓	(Monthly)	OTP= 92%	MONTHLY TRIPS (271)	
1. RIDERSHIP (3.3%) 260,000/yr:					1. RIDERSHIP (1%) 86,000/yr:				1. RIDERSHIP FLEX Orange:	
Monthly Goal: 21,370	18,736	↓	12.01%		4.04%	↓	6,900	Monthly Goal: 7,068	Flex Orange Monthly Goal: 157	213
(=260,000÷365 x 30) YTD Avg					(=86,000÷365 x 30) YTD Average				Same every month (based on \$26.75/trip avg)	
2. EXPENSE/VRH \$101.81: PennDOT Performance Rpt					2. EXPENSE/VRH \$61.47: PennDOT Performance Rpt				2. RIDERSHIP FLEX Violet:	
Monthly Goal: \$101.81	\$123.66	↑	\$115.83		\$60.76	↑	\$62.41	Monthly Goal: \$61.47	Flex Violet Monthly Goal: 226	41
Same every month					Same every month (Use total Rev on BUDVAR)				Same every month (based on \$16/trip avg)	
3. REVENUE/VRH \$10.90: PennDOT Performance Rpt					3. ACT 44 Use:				3. RIDERSHIP FLEX Yellow:	
Monthly Goal: \$10.90	\$8.49	↓	\$15.31		87.43%	↑	\$15,192.40	Monthly Goal: ≤ \$14,634.23	Flex Yellow Monthly Goal: 116	17
Same every month (Use Revenues only, no Subsidies)					(Fund use to budget)		Number needs to be as close to 0 as possible (with less reliance on additional FR subsidy)		Same every month (based on \$20/trip avg)	
4. \$3,540,000/yr. BUDGET:					4. BUDGET \$2,766,000/yr:					
Monthly Goal: \$290,959	0.93	↓	101.02%		97.14%	↓	95.77%	Monthly Goal: \$227,342		
(=3,540,000÷365 x 30)					(=2,766,000÷365 x 30)					
5. ROAD CALLS: ≥ 12,000					5. ROAD CALLS: ≥ 17,000					
NOV Total FR Miles: 39,454	7,891	↓	53.25%		102.32%	↑	23,963	NOV Total SR Miles: 95,851		

**Monroe County Transportation Authority**  
**Budget Variance Report for Fixed Route**  
**For the Five Months Ending November 30, 2019**

Account #	Account Name	Period to Date - November			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'4111-0-1	Farebox Fixed Route	10,166.74	15,500.00	(5,333.26)	63,736.10	77,500.00	(13,763.90)
'4113-0-1	Billed Fixed Route	373.00	675.00	(302.00)	2,118.25	3,375.00	(1,256.75)
'4151-0-1	Office Sales - Tickets & Pass	7,098.65	8,750.00	(1,651.35)	34,780.87	43,750.00	(8,969.13)
'4170-0-1	Advertising Revenue FR	-	1,500.00	(1,500.00)	2,444.70	7,500.00	(5,055.30)
'4510-0-1	Grants Federal 5311	55,000.00	55,000.00	-	275,000.00	275,000.00	-
'4511-0-1	Grants Federal 5307	44,248.00	41,666.67	2,581.33	199,728.00	208,333.33	(8,605.33)
'4520-0-1	Grants State Act 44-FR	139,299.09	139,299.56	(0.47)	752,043.87	752,043.94	(0.07)
'4570-0-1	Grants Local F/R	14,991.08	14,991.08	-	74,955.42	74,955.42	-
'4590-0-1	Other Revenue F/R	742.27	4,175.00	(3,432.73)	40,492.76	20,875.00	19,617.76
'4591-0-1	Route Guarantee	-	4,175.00	(4,175.00)	54,081.50	20,875.00	33,206.50
'4996-0-1	Interest Income -FR	14.82	10.00	4.82	65.58	50.00	15.58
	<b>Total Revenue</b>	<b>271,933.65</b>	<b>285,742.31</b>	<b>(13,808.66)</b>	<b>1,499,447.05</b>	<b>1,484,257.69</b>	<b>15,189.36</b>
'5010-1-1	Wages: Mechn-FR	21,243.26	20,376.92	(866.34)	114,583.16	112,073.08	(2,510.08)
'5010-2-1	Wages: Drivr-FR	54,444.86	52,176.92	(2,267.94)	338,207.84	286,973.08	(51,234.76)
'5050-1-1	Fica: Mechn-FR	1,737.86	2,000.00	262.14	9,736.89	10,000.00	263.11
'5050-2-1	Fica: Drivr-FR	4,654.67	4,850.00	195.33	28,168.80	24,250.00	(3,918.80)
'5052-1-1	PAUC: Mechn-FR	-	225.00	225.00	-	1,125.00	1,125.00
'5052-2-1	PAUC: Drivr-FR	48.95	575.00	526.05	693.81	2,875.00	2,181.19
'5096-1-1	Pension: Mechn-FR	1,232.90	1,325.00	92.10	6,958.52	6,625.00	(333.52)
'5096-2-1	Pension: Drivr-FR	2,971.38	3,500.00	528.62	17,386.24	17,500.00	113.76
'5330-2-1	Complimentary Transportation-ADA	5,163.00	8,250.00	3,087.00	31,989.00	41,250.00	9,261.00
5331-2-1	Flex - Orange:Trans-FR	4,776.00	4,200.00	(576.00)	21,315.00	21,000.00	(315.00)
5332-2-1	Flex - Yellow:Trans-FR	484.00	2,310.00	1,826.00	2,577.00	11,550.00	8,973.00
5333-2-1	Flex - Violet:Trans-FR	656.00	3,625.00	2,969.00	2,460.00	18,125.00	15,665.00
'5610-1-1	Parts: Garge-FR	23,583.07	6,000.00	(17,583.07)	56,974.93	30,000.00	(26,974.93)
'5612-1-1	Filters: Garge-FR	1,474.87	600.00	(874.87)	4,818.62	3,000.00	(1,818.62)
'5630-2-1	Purchased Tires: Trans-FR	724.20	2,750.00	2,025.80	14,183.95	13,750.00	(433.95)
5650-2-1	Electric: CNG:Trans-FR	-	847.92	847.92	-	4,239.58	4,239.58
5651-2-1	Fuel: CNG Expense:Trans-FR	-	2,543.75	2,543.75	-	12,718.75	12,718.75
'5652-2-1	Fuel Expense: Trans-FR	18,268.19	23,741.67	5,473.48	108,324.65	118,708.33	10,383.68
'5653-2-1	Taxes:Trans-FR	105.68	150.00	44.32	474.66	750.00	275.34
'5654-2-1	Motor Oil: Trans-FR	1,497.33	1,028.67	(468.66)	4,259.51	5,143.33	883.82
'5656-2-1	Antifreeze: Trans-FR	605.00	228.00	(377.00)	1,815.00	1,140.00	(675.00)
'5659-1-1	Other Fluids FR :Garage	334.25	570.00	235.75	1,801.13	2,850.00	1,048.87
'5910-6-1	Professional Fees: Transportation Study-FR	-	1,000.00	1,000.00	4,680.00	5,000.00	320.00
'6010-6-1	Wages: Admin-FR	42,862.25	38,538.46	(4,323.79)	221,949.66	211,961.54	(9,988.12)
'6030-1-1	Vacation Pay: Garge-FR	1,674.72	1,600.00	(74.72)	9,603.79	8,000.00	(1,603.79)
'6030-2-1	Vacation Pay: Trans-FR	4,501.12	3,150.00	(1,351.12)	20,372.72	15,750.00	(4,622.72)
'6030-6-1	Vacation Pay: Admin-FR	1,072.07	2,505.00	1,432.93	14,532.21	12,525.00	(2,007.21)
'6032-1-1	Sick Pay: Garge-FR	103.87	425.00	321.13	1,054.32	2,125.00	1,070.68
'6032-2-1	Sick Pay: Trans-FR	2,250.56	1,350.00	(900.56)	3,798.56	6,750.00	2,951.44
'6032-6-1	Sick Pay: Admin-FR	763.20	225.00	(538.20)	2,136.52	1,125.00	(1,011.52)
'6034-1-1	Holiday Pay: Garge-FR	-	850.00	850.00	2,363.57	4,250.00	1,886.43

Monroe County Transportation Authority							
Budget Variance Report for Fixed Route							
For the Five Months Ending November 30, 2019							
		Period to Date - November			Year to Date		
Account #	Account Name	Actual	Budget	Variance	Actual	Budget	Variance
'6034-2-1	Holiday Pay: Trans-FR	-	1,525.00	1,525.00	5,886.08	7,625.00	1,738.92
'6034-6-1	Holiday Pay: Admin-FR	87.16	1,600.00	1,512.84	4,484.78	8,000.00	3,515.22
'6039-1-1	Other Paid Absences: Garge-FR	-	325.00	325.00	987.42	1,625.00	637.58
'6039-2-1	Other Paid Absences: Trans-FR	-	850.00	850.00	2,245.52	4,250.00	2,004.48
'6039-6-1	Other Paid Absences: Admin-FR	515.63	625.00	109.37	1,625.42	3,125.00	1,499.58
'6050-6-1	Fica on Wages: Admin-FR	3,343.16	3,500.00	156.84	18,131.57	17,500.00	(631.57)
'6052-6-1	PAUC on Wages: Admin-FR	76.96	210.00	133.04	214.72	1,050.00	835.28
'6054-6-1	FICA on 3rd Party Sick Pay	-	50.00	50.00	-	250.00	250.00
'6090-1-1	Hospitalization: Garge-FR	3,408.80	3,650.00	241.20	17,000.56	18,250.00	1,249.44
'6090-2-1	Hospitalization: Trans-FR	12,390.65	13,750.00	1,359.35	81,023.16	68,750.00	(12,273.16)
'6090-6-1	Hospitalization: Admin-FR	8,535.51	9,000.00	464.49	43,246.81	45,000.00	1,753.19
'6092-1-1	Life Insurance: Garge-FR	183.64	220.00	36.36	918.20	1,100.00	181.80
'6092-2-1	Life Insurance: Trans-FR	501.52	550.00	48.48	2,564.87	2,750.00	185.13
'6092-6-1	Life Insurance: Admin-FR	266.54	425.00	158.46	1,291.58	2,125.00	833.42
'6093-6-1	Employee Assistance Program FR	-	100.00	100.00	205.00	500.00	295.00
'6094-1-1	Uniforms: Garge-FR	143.85	325.00	181.15	855.82	1,625.00	769.18
'6094-2-1	Uniforms: Trans-FR	523.06	525.00	1.94	3,039.61	2,625.00	(414.61)
'6096-6-1	Pension: Admin-FR	2,402.67	2,505.00	102.33	13,436.23	12,525.00	(911.23)
'6098-1-1	Bonus/Gifts: Garge-FR	360.00	500.00	140.00	1,590.00	2,500.00	910.00
'6098-2-1	Bonus/Gifts: Trans-FR	-	300.00	300.00	119.94	1,500.00	1,380.06
'6098-6-1	Bonus/Gifts: Admin-FR	(120.01)	750.00	870.01	(157.62)	3,750.00	3,907.62
'6152-3-1	Building Contract Service-FR	940.90	1,850.00	909.10	10,727.94	9,250.00	(1,477.94)
'6153-3-1	Building Supplies & Materials-FR	-	-	-	-	-	-
'6154-3-1	Building:Repairs & Maintenance-FR	1,702.28	2,000.00	297.72	8,987.08	10,000.00	1,012.92
'6159-3-1	Building - Other FR	-	-	-	-	-	-
'6215-6-1	Staff Travel: Admin-FR	493.86	650.00	156.14	3,957.36	3,250.00	(707.36)
'6251-6-1	Board Seminars: Admin-FR	-	250.00	250.00	-	1,250.00	1,250.00
'6253-6-1	Staff Seminars: Admin-FR	-	250.00	250.00	381.57	1,250.00	868.43
'6310-6-1	Telephone: Admin-FR	756.25	800.00	43.75	4,509.56	4,000.00	(509.56)
'6330-6-1	Electric: Admin-FR	1,155.50	1,250.00	94.50	5,537.95	6,250.00	712.05
'6350-6-1	Non-Elec. Heat: Admin-FR	1,515.02	1,000.00	(515.02)	1,632.29	5,000.00	3,367.71
'6360-6-1	Cable TV: Admin-FR	76.41	75.00	(1.41)	382.07	375.00	(7.07)
'6370-6-1	Water Expense: Admin-FR	194.65	275.00	80.35	1,319.85	1,375.00	55.15
'6390-6-1	Garbage Removal: Admin-FR	592.52	475.00	(117.52)	3,533.35	2,375.00	(1,158.35)
'6530-4-1	Advertising: Promo-FR	-	-	-	-	-	-
'6531-4-1	Legal Notice Adv: Promo-FR	-	40.00	40.00	-	200.00	200.00
'6550-4-1	Marketing: Promo-FR	477.25	2,125.00	1,647.75	7,143.94	10,625.00	3,481.06
'6551-4-1	Schedules Expense: Promo-FR	-	1,275.00	1,275.00	6,568.29	6,375.00	(193.29)
'6552-4-1	Tickets & Passes: Promo-FR	-	650.00	650.00	320.00	3,250.00	2,930.00
'6710-5-1	Vehicle Insurance: In&Sf-FR	19,936.36	21,250.00	1,313.64	103,755.82	106,250.00	2,494.18
'6720-5-1	In House Claims-FR	-	300.00	300.00	667.66	1,500.00	832.34
'6736-5-1	Workmans Comp Ins: In&Sf-FR	4,013.21	5,600.00	1,586.79	21,010.56	28,000.00	6,989.44
'6751-5-1	Safety Equipment: In&Sf-FR	-	500.00	500.00	-	2,500.00	2,500.00





**Monroe County Transportation Authority**  
**Budget Variance Report for Shared Ride**  
**For the Five Months Ending November 30, 2019**

Account #	Account Name	Period to Date - November			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
4111-0-2	Farebox Shared Ride	11,043.30	13,255.00	(2,211.70)	59,453.75	66,275.00	(6,821.25)
4113-0-2	Billed Shared Ride	10,022.70	20,000.00	(9,977.30)	46,132.35	100,000.00	(53,867.65)
4170-0-2	Advertising SR	-	725.00	(725.00)	1,845.30	3,625.00	(1,779.70)
4520-0-2	Grants State Act 44-SR	15,192.40	14,634.23	558.17	113,538.18	129,865.77	(16,327.59)
4550-0-2	Grants Lottery - SR	79,250.60	76,666.67	2,583.93	428,836.05	383,333.33	45,502.72
4553-0-2	Grants PWD-SR	28,921.45	28,500.00	421.45	152,151.70	142,500.00	9,651.70
4560-0-2	Medical Assistance Grant	67,250.00	67,250.00	-	326,675.95	336,250.00	(9,574.05)
4996-0-2	Interest Income -SR	20.87	20.00	0.87	84.82	100.00	(15.18)
	<b>Total Revenue</b>	<b>211,701.32</b>	<b>221,050.90</b>	<b>(9,349.58)</b>	<b>1,128,718.10</b>	<b>1,161,949.10</b>	<b>(33,231.00)</b>
5010-1-2	Wages: Mechn-SR	14,162.17	13,384.62	(777.55)	76,388.76	73,615.38	(2,773.38)
5010-2-2	Wages: Drivr-SR	67,112.90	62,000.00	(5,112.90)	365,375.13	341,000.00	(24,375.13)
5050-1-2	Fica: Mechn-SR	1,158.57	1,250.00	91.43	6,491.27	6,250.00	(241.27)
5050-2-2	Fica: Drivr-SR	5,810.78	5,750.00	(60.78)	32,240.02	28,750.00	(3,490.02)
5052-1-2	PAUC: Mechn-SR	-	150.00	150.00	-	750.00	750.00
5052-2-2	PAUC: Drivr-SR	59.19	675.00	615.81	1,129.33	3,375.00	2,245.67
5096-1-2	Pension: Mechn-SR	821.93	875.00	53.07	4,639.02	4,375.00	(264.02)
5096-2-2	Pension: Drivr-SR	1,887.98	4,000.00	2,112.02	10,677.63	20,000.00	9,322.37
5320-2-2	MA Outside Transportation	-	750.00	750.00	-	3,750.00	3,750.00
5340-2-2	MA Mileage Reimburse-In County	2,619.12	2,750.00	130.88	13,201.61	13,750.00	548.39
5342-2-2	MA Mileage Reimburse-Out Cnty	933.64	875.00	(58.64)	4,175.81	4,375.00	199.19
5610-1-2	Parts: Garge-SR	8,952.45	4,000.00	(4,952.45)	20,468.12	20,000.00	(468.12)
5612-1-2	Filters: Garge-SR	143.00	100.00	(43.00)	818.41	500.00	(318.41)
5630-2-2	Purchased Tires: Trans-SR	1,113.70	2,000.00	886.30	21,146.14	10,000.00	(11,146.14)
5652-2-2	Fuel Expense: Trans-SR	14,946.11	22,500.00	7,553.89	83,981.62	112,500.00	28,518.38
5653-2-2	Taxes:Trans-SR	101.54	150.00	48.46	454.30	750.00	295.70
5654-2-2	Motor Oil: Trans-SR	1,042.00	1,250.00	208.00	3,957.88	6,250.00	2,292.12
5656-2-2	Antifreeze: Trans-SR	-	275.00	275.00	302.50	1,375.00	1,072.50
6010-6-2	Wages: Admin-SR	42,862.25	38,004.62	(4,857.63)	221,949.68	209,025.38	(12,924.30)
6030-1-2	Vacation Pay: Garge-SR	1,116.48	1,100.00	(16.48)	6,402.53	5,500.00	(902.53)
6030-2-2	Vacation Pay: Trans-SR	528.64	3,750.00	3,221.36	4,493.44	18,750.00	14,256.56
6030-6-2	Vacation Pay: Admin-SR	1,072.07	2,505.00	1,432.93	14,532.23	12,525.00	(2,007.23)
6032-1-2	Sick Pay: Garge-SR	69.25	175.00	105.75	702.88	875.00	172.12
6032-2-2	Sick Pay: Trans-SR	-	325.00	325.00	1,963.20	1,625.00	(338.20)
6032-6-2	Sick Pay: Admin-SR	763.20	200.00	(563.20)	2,136.53	1,000.00	(1,136.53)
6034-1-2	Holiday Pay: Garge-SR	-	550.00	550.00	1,575.71	2,750.00	1,174.29
6034-2-2	Holiday Pay: Trans-SR	264.32	725.00	460.68	2,775.36	3,625.00	849.64
6034-6-2	Holiday Pay: Admin-SR	87.16	1,500.00	1,412.84	4,484.80	7,500.00	3,015.20
6039-1-2	Other Paid Absences: Garge-SR	-	100.00	100.00	658.26	500.00	(158.26)
6039-2-2	Other Paid Absences: Trans-SR	396.48	225.00	(171.48)	1,321.60	1,125.00	(196.60)
6039-6-2	Other Paid Absences: Admin-SR	515.63	325.00	(190.63)	1,625.43	1,625.00	(0.43)
6050-6-2	Fica on Wages: Admin-SR	3,343.17	3,500.00	156.83	18,131.60	17,500.00	(631.60)
6052-6-2	PAUC on Wages: Admin-SR	76.96	300.00	223.04	214.73	1,500.00	1,285.27
6054-6-2	FICA on 3rd Party Sick Pay	-	50.00	50.00	-	250.00	250.00
6090-1-2	Hospitalization: Garge-SR	2,272.54	2,250.00	(22.54)	11,333.73	11,250.00	(83.73)
6090-2-2	Hospitalization: Trans-SR	4,768.83	2,750.00	(2,018.83)	17,788.05	13,750.00	(4,038.05)

**Monroe County Transportation Authority  
Budget Variance Report for Shared Ride  
For the Five Months Ending November 30, 2019**

Account #	Account Name	Period to Date - November			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
6090-6-2	Hospitalization: Admin-SR	8,535.51	9,175.00	639.49	43,272.23	45,875.00	2,602.77
6092-1-2	Life Insurance: Garge-SR	122.42	150.00	27.58	612.10	750.00	137.90
6092-2-2	Life Insurance: Trans-SR	125.38	675.00	549.62	641.21	3,375.00	2,733.79
6092-6-2	Life Insurance: Admin-SR	266.54	425.00	158.46	1,291.58	2,125.00	833.42
6093-6-2	Employee Assistance Program SR	-	100.00	100.00	615.00	500.00	(115.00)
6094-1-2	Uniforms: Garge-SR	195.74	200.00	4.26	1,152.93	1,000.00	(152.93)
6094-2-2	Uniforms: Trans-SR	598.93	1,000.00	401.07	3,550.98	5,000.00	1,449.02
6096-6-2	Pension: Admin-SR	2,402.68	2,500.00	97.32	13,436.26	12,500.00	(936.26)
6098-1-2	Bonus/Gifts: Garge-SR	240.00	366.67	126.67	1,060.00	1,833.33	773.33
6098-2-2	Bonus/Gifts: Trans-SR	168.95	1,250.00	1,081.05	5,673.27	6,250.00	576.73
6098-6-2	Bonus/Gifts: Admin-SR	(120.02)	1,500.00	1,620.02	(115.44)	7,500.00	7,615.44
6253-6-2	Staff Seminars: Admin-SR	-	50.00	50.00	47.43	250.00	202.57
6310-6-2	Telephone: Admin-SR	444.15	600.00	155.85	2,648.49	3,000.00	351.51
6330-6-2	Electric: Admin-SR	678.62	925.00	246.38	3,252.45	4,625.00	1,372.55
6350-6-2	Non-Elec. Heat: Admin-SR	889.77	750.00	(139.77)	958.64	3,750.00	2,791.36
6360-6-2	Cable TV: Admin-SR	44.87	50.00	5.13	224.35	250.00	25.65
6370-6-2	Water Expense: Admin-SR	114.31	200.00	85.69	775.09	1,000.00	224.91
6390-6-2	Garbage Removal: Admin-SR	347.99	350.00	2.01	2,075.15	1,750.00	(325.15)
6710-5-2	Vehicle Insurance: In&Sf-SR	8,443.64	9,000.00	556.36	36,917.95	45,000.00	8,082.05
6720-5-2	In House Claims-SR	-	75.00	75.00	660.65	375.00	(285.65)
6736-5-2	Workmans Comp Ins: In&Sf-SR	4,353.62	6,075.00	1,721.38	20,953.01	30,375.00	9,421.99
6800-1-2	Consumable Supplies: Garge-SR	501.74	325.00	(176.74)	1,957.92	1,625.00	(332.92)
6800-6-2	Consumable Supplies: Admin-SR	54.99	425.00	370.01	1,299.00	2,125.00	826.00
6850-6-2	Postage: Admin-SR	441.21	275.00	(166.21)	1,387.09	1,375.00	(12.09)
6910-6-2	Professional Fees: Admin-SR	610.54	675.00	64.46	2,688.11	3,375.00	686.89
6913-6-2	Drug Screens - SR	94.40	60.00	(34.40)	688.80	300.00	(388.80)
6916-6-2	Auditor: Admin-SR	1,920.00	890.00	(1,030.00)	9,720.00	4,450.00	(5,270.00)
6930-1-2	Small Tools & Equip.: Garge-SR	-	100.00	100.00	133.67	500.00	366.33
6930-6-2	Small Tools & Service Agrmnts: Admin-SR	39.75	350.00	310.25	4,341.92	1,750.00	(2,591.92)
6951-1-2	Towing Expense: Garge-SR	-	150.00	150.00	1,575.00	750.00	(825.00)
6952-2-2	Licnese Renewals & Physicals: Trans-SR	617.00	225.00	(392.00)	3,531.50	1,125.00	(2,406.50)
6954-2-2	Communication: Trans-SR	566.53	860.00	293.47	3,639.05	4,300.00	660.95
6970-6-2	Dues/Memb/Subsc/: Admin-SR	-	200.00	200.00	489.00	1,000.00	511.00
6999-6-2	Other Expense Admin-SR	-	25.00	25.00	26.40	125.00	98.60
7996-6-2	Bank Charges-SR	-	5.00	5.00	-	25.00	25.00
	<b>Total Expenses</b>	<b>211,701.32</b>	<b>221,050.91</b>	<b>9,349.59</b>	<b>1,128,718.10</b>	<b>1,161,949.09</b>	<b>33,230.99</b>
	<b>Net Income from Operations</b>	<b>-</b>	<b>(0.01)</b>	<b>0.01</b>	<b>-</b>	<b>0.01</b>	<b>(0.01)</b>