

AGENDA

**Regular Board Meeting
December 19, 2019
5:30 P.M.
MCTA Board Room, 1st Floor**

ROLL CALL

OPENING – Pledge Allegiance to the Flag

PUBLIC COMMENT –

MINUTES – Approve for November 21, 2019

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

COMMITTEE REPORTS –

Finance Committee	JoAnn Baratta
* Financials for October 1-31, 2019	
* All Purchases subject to audit for November 1-30, 2019	
* All Purchases subject to audit for December 1-19, 2019	

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 **January 30, 2020**

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

Thursday, November 21, 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 5:32 P.M.

BOARD MEMBERS PRESENT	STAFF PRESENT
Richard Mutchler, Chairman	Margaret Howarth, Executive Director
Wayne Mazur, 1 st Vice Chairman	Richard Schlameuss, Asst. Executive Director
JoAnn Baratta, Treasurer	Joan Davidge, Chief Financial Officer
Eric Koopman, Asst Treasurer	Walter Quadarella, Rural Ops & Maint. Manager
David Edinger, Secretary	Robert Gress, HR/Safety Manager
Brian LaVacca, Asst. Secretary	Guy LaBar, Shared Ride Manager
Robert Huffman	Marc Wolfe, Solicitor
Maria Candelaria	Iris Rivera, Recording Secretary

PUBLIC COMMENT:

None

AUDIT REPORT:

CPA Tim Kraft from Reinsel, Kuntz, Leshar presented the audit report for FY18-19. There were no findings for FY18-19.

The minutes from September 26, 2019 were reviewed and approved.

EXECUTIVE DIRECTOR'S REPORT:

Peggy presented the new Executive Director's report for the months of August & September for FR & SR. FR & SR are both above goal in trips. In August expenses were high in FR due to it being a 5 week pay month. In SR ACT44 was below budget and the goal is to keep that as close to zero as possible. In September, expenses, revenue & ridership were high in FR thanks to the Kalahari route guarantee and ridership in SR remains steady.

FINANCIAL REPORT:

The Finance Committee met on November 20th, JoAnn reported that Mary Kavanagh & David Walker were hired for the accounting department. JoAnn reported that revenue was high in August & September thanks to the Kalahari route guarantee and the NPS. The expenses were high because the route guarantee was not budgeted, the budget was done way before the route guarantee contract was finalized. The parts line was high due to the EUL on the buses; FR buses are at 50% EUL. In SR we didn't have to use much ACT44 to balance the budget. SR expenses are starting to look better in September. In August & October expenses were high in SR as well because they were 5 week pay months. Peggy said that there will be a modification made to the FY19-20 budget, so FR & SR are better balanced.

The **Regular Purchase Reports** for Period 3, September 1-30, 2019 were reviewed and ratified, subject to audit.

The **Capital Purchase Reports** for Period 3, September 1-30, 2019 were reviewed and ratified, subject to audit.

The **Regular Purchase Reports** for Period 4, October 1-31, 2019 were reviewed and ratified, subject to audit.

The **Capital Purchase Reports** for Period 4, October 1-31, 2019 were reviewed and ratified, subject to audit.

The **Regular Purchase Reports** for Period 5, November 1-21, 2019 were reviewed and ratified, subject to audit.

OPERATIONS:

Walter reported that we are working on the winterization of the 3 new CNG buses because they will not be ready to roll out until Spring/Summer 2020. PennDOT is putting pressure to get the adjacent lot developed. Trillium got the notice to proceed with the CNG project and will be breaking ground on November 22nd. The CNG station is expected to be finished by summer 2020. The remainder of the 11 SR buses will be ready to roll out starting the week of November 25th and the mechanics are getting ready to be trained on the CNG buses.

HUMAN RESOURCES:

The HR Committee met on November 21st, the committee discussed road calls, W/C & PPL. There was a civil lawsuit filed in reference to an incident on Route 196, our insurance will be responding within 20 days. The Title VI revision will be submitted for approval. The authority has to name a Safety Officer for the Safety Management Plan, since we have to monitor every year now. It has been decided that since July 4th falls on Saturday in 2020, Admin & SR will be closed on Friday, July 3rd.

COMPLIANCE:

The compliance committee did not meet, they will try to meet in December.

MARKETING:

Rich reported that the marketing team is working on setting up a few events for seniors in the coming weeks. The team is also working on marketing the Flex Connect service. We are in conversations with Shawnee Mountain Ski Area to provide evening service for their employees. We are also in talks with ESU to provide service on their campus next Fall. Our service would replace the shuttle service they have now.

OLD BUSINESS:

None

NEW BUSINESS:

The Board Meeting dates & Holidays for 2020 were approved by the Board.

EXECUTIVE SESSION:

None

RESOLUTIONS:

Resolution 2019-6, Title VI Revision was reviewed and adopted by the Board.

QUESTIONS/COMMENTS:

None

ADJOURNMENT:

The meeting was adjourned at 7:02 p.m.

Signed by _____

Secretary/Assistant Secretary

MOTIONS FROM November 21, 2019

- 11-01-19 - Motion to approve the minutes from the September 26, 2019 Board Meeting,
MOTION CARRIED- WM/JB
- 11-02-19 – Motion to approve the audit report for FY18/19, as presented by CPA Tim Kraft
from Reinsel, Kuntz, Leisher
MOTION CARRIED – WM/RH
- 11-03-19 - Motion to approve the Regular Purchases for September 1-30, 2019,
Subject to audit
MOTION CARRIED- WM/EK
- 11-04-19 - Motion to approve the Capital Purchases for September 1-30, 2019,
Subject to audit
MOTION CARRIED- WM/EK
- 11-05-19 - Motion to approve the Regular Purchases for October 1-31, 2019,
Subject to audit

MOTION CARRIED- WM/DE
- 11-06-19 - Motion to approve the Capital Purchases for October 1-31, 2019,
Subject to audit
MOTION CARRIED- WM/DE
- 11-07-19 – Motion to approve the Regular Purchases for November 1-21, 2019,
Subject to audit
MOTION CARRIED – WM/EK
- 11-08-19 - Motion to approve Budget & Variance Report for Fixed Route September 2019,
Subject to audit
MOTION CARRIED- JB/DE
- 11-09-19 - Motion to approve Budget & Variance Report for Shared Ride September 2019,
Subject to audit
MOTION CARRIED- JB/EK
- 11-10-19 - Motion to approve the budget revision to the FY19-20 budget.
MOTION CARRIED- MH/JB
- 11-11-19 - Motion to approve the Board Meetings & Holidays for calendar year 2020.
MOTION CARRIED- WM/DE
- 11-12-19 - Motion to adopt Resolution 2019-6, revision to Title VI Program.
MOTION CARRIED- EK/DE
- 11-13-19 – Motion to adjourn
MOTION CARRIED – JB/WM

Monroe County Transportation Authority
Budget Variance Report for Fixed Route
For the Four Months Ending October 31, 2019

Account #	Account Name	Period to Date - October			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'4111-0-1	Farebox Fixed Route	14,372.69	15,500.00	(1,127.31)	53,569.36	62,000.00	(8,430.64)
'4113-0-1	Billed Fixed Route	722.25	675.00	47.25	1,745.25	2,700.00	(954.75)
'4151-0-1	Office Sales - Tickets & Pass	7,399.50	8,750.00	(1,350.50)	27,682.22	35,000.00	(7,317.78)
'4170-0-1	Advertising Revenue FR	2,874.30	1,500.00	1,374.30	2,444.70	6,000.00	(3,555.30)
'4510-0-1	Grants Federal 5311	55,000.00	55,000.00	-	220,000.00	220,000.00	-
'4511-0-1	Grants Federal 5307	44,285.00	41,666.66	2,618.34	155,480.00	166,666.66	(11,186.66)
'4520-0-1	Grants State Act 44-FR	166,817.33	167,072.63	(255.30)	612,744.78	612,744.38	0.40
'4570-0-1	Grants Local F/R	14,991.10	14,991.09	0.01	59,964.34	59,964.34	-
'4590-0-1	Other Revenue F/R	913.74	4,175.00	(3,261.26)	39,750.49	16,700.00	23,050.49
'4591-0-1	Route Guarantee	29,336.50	4,175.00	25,161.50	54,081.50	16,700.00	37,381.50
'4996-0-1	Interest Income -FR	14.95	10.00	4.95	50.76	40.00	10.76
	Total Revenue	336,727.36	313,515.38	23,211.98	1,227,513.40	1,198,515.38	28,998.02
'5010-1-1	Wages: Mechn-FR	27,233.00	25,471.16	(1,761.84)	93,339.90	91,696.16	(1,643.74)
'5010-2-1	Wages: Drivr-FR	69,754.17	65,221.16	(4,533.01)	283,762.98	234,796.16	(48,966.82)
'5050-1-1	Fica: Mechn-FR	2,236.15	2,000.00	(236.15)	7,999.03	8,000.00	0.97
'5050-2-1	Fica: Drivr-FR	5,665.29	4,850.00	(815.29)	23,514.13	19,400.00	(4,114.13)
'5052-1-1	PAUC: Mechn-FR	-	225.00	225.00	-	900.00	900.00
'5052-2-1	PAUC: Drivr-FR	37.17	575.00	537.83	644.86	2,300.00	1,655.14
'5096-1-1	Pension: Mechn-FR	1,595.06	1,325.00	(270.06)	5,725.62	5,300.00	(425.62)
'5096-2-1	Pension: Drivr-FR	3,860.85	3,500.00	(360.85)	14,414.86	14,000.00	(414.86)
'5330-2-1	Complimentary Transportation-ADA	5,602.00	8,250.00	2,648.00	26,826.00	33,000.00	6,174.00
5331-2-1	Flex - Orange:Trans-FR	5,596.00	4,200.00	(1,396.00)	16,539.00	16,800.00	261.00
5332-2-1	Flex - Yellow:Trans-FR	724.00	2,310.00	1,586.00	2,093.00	9,240.00	7,147.00
5333-2-1	Flex - Violet:Trans-FR	592.00	3,625.00	3,033.00	1,804.00	14,500.00	12,696.00
'5610-1-1	Parts: Garge-FR	2,568.57	6,000.00	3,431.43	33,391.86	24,000.00	(9,391.86)
'5612-1-1	Filters: Garge-FR	626.71	600.00	(26.71)	3,343.75	2,400.00	(943.75)
'5630-2-1	Purchased Tires: Trans-FR	2,551.39	2,750.00	198.61	13,459.75	11,000.00	(2,459.75)
5650-2-1	Electric: CNG:Trans-FR	-	847.91	847.91	-	3,391.66	3,391.66
5651-2-1	Fuel: CNG Expense:Trans-FR	-	2,543.75	2,543.75	-	10,175.00	10,175.00
'5652-2-1	Fuel Expense: Trans-FR	20,156.27	23,741.66	3,585.39	90,056.46	94,966.66	4,910.20
'5653-2-1	Taxes:Trans-FR	57.51	150.00	92.49	368.98	600.00	231.02
'5654-2-1	Motor Oil: Trans-FR	645.84	1,028.66	382.82	2,762.18	4,114.66	1,352.48
'5656-2-1	Antifreeze: Trans-FR	-	228.00	228.00	1,210.00	912.00	(298.00)
'5659-1-1	Other Fluids FR :Garage	(148.68)	570.00	718.68	1,466.88	2,280.00	813.12
'5910-6-1	Professional Fees: Transportation Study-FR	4,680.00	1,000.00	(3,680.00)	4,680.00	4,000.00	(680.00)
'6010-6-1	Wages: Admin-FR	53,452.81	48,173.08	(5,279.73)	179,087.41	173,423.08	(5,664.33)
'6030-1-1	Vacation Pay: Garge-FR	1,499.52	1,600.00	100.48	7,929.07	6,400.00	(1,529.07)
'6030-2-1	Vacation Pay: Trans-FR	2,769.92	3,150.00	380.08	15,871.60	12,600.00	(3,271.60)
'6030-6-1	Vacation Pay: Admin-FR	1,739.45	2,505.00	765.55	13,460.14	10,020.00	(3,440.14)
'6032-1-1	Sick Pay: Garge-FR	115.54	425.00	309.46	950.45	1,700.00	749.55
'6032-2-1	Sick Pay: Trans-FR	692.48	1,350.00	657.52	1,548.00	5,400.00	3,852.00
'6032-6-1	Sick Pay: Admin-FR	648.74	225.00	(423.74)	1,373.32	900.00	(473.32)
'6034-1-1	Holiday Pay: Garge-FR	468.19	850.00	381.81	2,363.57	3,400.00	1,036.43

Monroe County Transportation Authority
Budget Variance Report for Fixed Route
For the Four Months Ending October 31, 2019

Account #	Account Name	Period to Date - October			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'6034-2-1	Holiday Pay: Trans-FR	-	1,525.00	1,525.00	5,886.08	6,100.00	213.92
'6034-6-1	Holiday Pay: Admin-FR	142.95	1,600.00	1,457.05	4,397.62	6,400.00	2,002.38
'6039-1-1	Other Paid Absences: Garge-FR	115.54	325.00	209.46	987.42	1,300.00	312.58
'6039-2-1	Other Paid Absences: Trans-FR	1,384.96	850.00	(534.96)	2,245.52	3,400.00	1,154.48
'6039-6-1	Other Paid Absences: Admin-FR	337.32	625.00	287.68	1,109.79	2,500.00	1,390.21
'6050-6-1	Fica on Wages: Admin-FR	4,180.05	3,500.00	(680.05)	14,788.41	14,000.00	(788.41)
'6052-6-1	PAUC on Wages: Admin-FR	65.28	210.00	144.72	137.76	840.00	702.24
'6054-6-1	FICA on 3rd Party Sick Pay	-	50.00	50.00	-	200.00	200.00
'6090-1-1	Hospitalization: Garge-FR	3,303.80	3,650.00	346.20	13,591.76	14,600.00	1,008.24
'6090-2-1	Hospitalization: Trans-FR	16,854.06	13,750.00	(3,104.06)	68,632.51	55,000.00	(13,632.51)
'6090-6-1	Hospitalization: Admin-FR	8,523.99	9,000.00	476.01	34,711.30	36,000.00	1,288.70
'6092-1-1	Life Insurance: Garge-FR	183.64	220.00	36.36	734.56	880.00	145.44
'6092-2-1	Life Insurance: Trans-FR	501.52	550.00	48.48	2,063.35	2,200.00	136.65
'6092-6-1	Life Insurance: Admin-FR	256.26	425.00	168.74	1,025.04	1,700.00	674.96
'6093-6-1	Employee Assistance Program FR	205.00	100.00	(105.00)	205.00	400.00	195.00
'6094-1-1	Uniforms: Garge-FR	117.59	325.00	207.41	711.97	1,300.00	588.03
'6094-2-1	Uniforms: Trans-FR	451.95	525.00	73.05	2,516.55	2,100.00	(416.55)
'6096-6-1	Pension: Admin-FR	3,059.04	2,505.00	(554.04)	11,033.56	10,020.00	(1,013.56)
'6098-1-1	Bonus/Gifts: Garge-FR	-	500.00	500.00	1,230.00	2,000.00	770.00
'6098-2-1	Bonus/Gifts: Trans-FR	-	300.00	300.00	119.94	1,200.00	1,080.06
'6098-6-1	Bonus/Gifts: Admin-FR	(187.50)	750.00	937.50	(37.61)	3,000.00	3,037.61
'6152-3-1	Building Contract Service-FR	1,414.59	1,850.00	435.41	9,787.04	7,400.00	(2,387.04)
'6153-3-1	Building Supplies & Materials-FR	-	-	-	-	-	-
'6154-3-1	Building:Repairs & Maintenance-FR	1,188.04	2,000.00	811.96	7,284.80	8,000.00	715.20
'6159-3-1	Building - Other FR	-	-	-	-	-	-
'6215-6-1	Staff Travel: Admin-FR	1,403.47	650.00	(753.47)	3,463.50	2,600.00	(863.50)
'6251-6-1	Board Seminars: Admin-FR	-	250.00	250.00	-	1,000.00	1,000.00
'6253-6-1	Staff Seminars: Admin-FR	274.50	250.00	(24.50)	381.57	1,000.00	618.43
'6310-6-1	Telephone: Admin-FR	748.57	800.00	51.43	3,753.31	3,200.00	(553.31)
'6330-6-1	Electric: Admin-FR	1,074.30	1,250.00	175.70	4,382.45	5,000.00	617.55
'6350-6-1	Non-Elec. Heat: Admin-FR	124.45	1,000.00	875.55	117.27	4,000.00	3,882.73
'6360-6-1	Cable TV: Admin-FR	76.41	75.00	(1.41)	305.66	300.00	(5.66)
'6370-6-1	Water Expense: Admin-FR	351.10	275.00	(76.10)	1,125.20	1,100.00	(25.20)
'6390-6-1	Garbage Removal: Admin-FR	591.80	475.00	(116.80)	2,940.83	1,900.00	(1,040.83)
'6530-4-1	Advertising: Promo-FR	-	-	-	-	-	-
'6531-4-1	Legal Notice Adv: Promo-FR	-	40.00	40.00	-	160.00	160.00
'6550-4-1	Marketing: Promo-FR	2,774.80	2,125.00	(649.80)	6,666.69	8,500.00	1,833.31
'6551-4-1	Schedules Expense: Promo-FR	700.00	1,275.00	575.00	6,568.29	5,100.00	(1,468.29)
'6552-4-1	Tickets & Passes: Promo-FR	-	650.00	650.00	320.00	2,600.00	2,280.00
'6710-5-1	Vehicle Insurance: In&Sf-FR	19,936.36	21,250.00	1,313.64	83,819.46	85,000.00	1,180.54
'6720-5-1	In House Claims-FR	-	300.00	300.00	667.66	1,200.00	532.34
'6736-5-1	Workmans Comp Ins: In&Sf-FR	4,013.21	5,600.00	1,586.79	16,997.35	22,400.00	5,402.65
'6751-5-1	Safety Equipment: In&Sf-FR	-	500.00	500.00	-	2,000.00	2,000.00

Monroe County Transportation Authority
Budget Variance Report for Fixed Route
For the Four Months Ending October 31, 2019

Account #	Account Name	Period to Date - October			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'6752-5-1	Safety and Training - FR	1,770.00	750.00	(1,020.00)	3,740.00	3,000.00	(740.00)
'6800-1-1	Consumable Supplies: Garge-FR	538.57	825.00	286.43	3,397.67	3,300.00	(97.67)
'6800-2-1	Consumable Supplies: Trans-FR	-	-	-	-	-	-
'6800-6-1	Consumable Supplies: Admin-FR	342.13	600.00	257.87	1,716.97	2,400.00	683.03
'6850-6-1	Postage: Admin-FR	111.30	150.00	38.70	509.33	600.00	90.67
'6910-6-1	Professional Fees: Admin-FR	694.00	2,000.00	1,306.00	6,232.79	8,000.00	1,767.21
'6911-6-1	Legal Expense: Admin-FR	(20.00)	1,000.00	1,020.00	2,675.00	4,000.00	1,325.00
'6912-6-1	Labor Attorney: Admin-FR	-	250.00	250.00	190.00	1,000.00	810.00
'6913-6-1	Drug Screens - FR	47.20	175.00	127.80	708.00	700.00	(8.00)
6915-6-1	Maintenance/Service Agreements:Admin-FR	332.00	1,050.00	718.00	1,328.00	4,200.00	2,872.00
'6916-6-1	Auditor: Admin-FR	1,500.00	1,335.00	(165.00)	11,700.00	5,340.00	(6,360.00)
'6930-1-1	Small Tools & Equip.: Garge-FR	-	500.00	500.00	1,195.65	2,000.00	804.35
'6930-6-1	Small Tools & Service Agrmnts: Admin-FR	6,642.14	1,050.00	(5,592.14)	17,210.41	4,200.00	(13,010.41)
'6951-1-1	Towing Expense: Garge-FR	-	175.00	175.00	950.00	700.00	(250.00)
'6952-2-1	License Renewals & Physicals: Trans-FR	63.00	350.00	287.00	1,953.00	1,400.00	(553.00)
'6954-2-1	Communication: Trans-FR	1,127.49	750.00	(377.49)	2,724.62	3,000.00	275.38
'6970-6-1	Dues/Memb/Subsc/: Admin-FR	675.75	550.00	(125.75)	2,211.00	2,200.00	(11.00)
'6999-6-1	Other Expense Admin - FR	1,169.38	675.00	(494.38)	3,955.51	2,700.00	(1,255.51)
'7996-6-1	Bank Charges-FR	103.13	100.00	(3.13)	424.87	400.00	(24.87)
'7996-7-1	Interest Expense - FR	-	40.00	40.00	32.17	160.00	127.83
	Total Expenses	304,683.09	313,515.38	8,832.29	1,227,513.40	1,198,515.38	(28,998.02)
	Net Income from Operations	32,044.27	-	32,044.27	-	-	0.00

**Monroe County Transportation Authority
Budget Variance Report for Shared Ride
For the Four Months Ending October 31, 2019**

Account #	Account Name	Period to Date - October			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
4111-0-2	Farebox Shared Ride	14,076.05	13,255.00	821.05	48,410.45	53,020.00	(4,609.55)
4113-0-2	Billed Shared Ride	8,551.80	20,000.00	(11,448.20)	36,109.65	80,000.00	(43,890.35)
4170-0-2	Advertising SR	1,415.70	725.00	690.70	1,845.30	2,900.00	(1,054.70)
4520-0-2	Grants State Act 44-SR	51,756.10	42,981.54	8,774.56	98,345.78	115,231.54	(16,885.76)
4550-0-2	Grants Lottery - SR	94,673.00	76,666.66	18,006.34	349,585.45	306,666.66	42,918.79
4553-0-2	Grants PWD-SR	32,599.20	28,500.00	4,099.20	123,230.25	114,000.00	9,230.25
4560-0-2	Medical Assistance Grant	57,675.95	67,250.00	(9,574.05)	259,425.95	269,000.00	(9,574.05)
4996-0-2	Interest Income -SR	7.37	20.00	(12.63)	63.95	80.00	(16.05)
	Total Revenue	260,755.17	249,398.20	11,356.97	917,016.78	940,898.20	(23,881.42)
5010-1-2	Wages: Mechn-SR	18,155.33	16,730.76	(1,424.57)	62,226.59	60,230.76	(1,995.83)
5010-2-2	Wages: Drivr-SR	84,994.50	77,500.00	(7,494.50)	298,262.23	279,000.00	(19,262.23)
5050-1-2	Fica: Mechn-SR	1,490.77	1,250.00	(240.77)	5,332.70	5,000.00	(332.70)
5050-2-2	Fica: Drivr-SR	7,529.20	5,750.00	(1,779.20)	26,429.24	23,000.00	(3,429.24)
5052-1-2	PAUC: Mechn-SR	-	150.00	150.00	-	600.00	600.00
5052-2-2	PAUC: Drivr-SR	81.02	675.00	593.98	1,070.14	2,700.00	1,629.86
5096-1-2	Pension: Mechn-SR	1,063.38	875.00	(188.38)	3,817.09	3,500.00	(317.09)
5096-2-2	Pension: Drivr-SR	2,418.19	4,000.00	1,581.81	8,789.65	16,000.00	7,210.35
5320-2-2	MA Outside Transportation	-	750.00	750.00	-	3,000.00	3,000.00
5340-2-2	MA Mileage Reimburse-In County	2,286.13	2,750.00	463.87	10,582.49	11,000.00	417.51
5342-2-2	MA Mileage Reimburse-Out Cnty	406.44	875.00	468.56	3,242.17	3,500.00	257.83
5610-1-2	Parts: Garge-SR	4,400.21	4,000.00	(400.21)	11,515.67	16,000.00	4,484.33
5612-1-2	Filters: Garge-SR	127.68	100.00	(27.68)	675.41	400.00	(275.41)
5630-2-2	Purchased Tires: Trans-SR	12,328.67	2,000.00	(10,328.67)	20,032.44	8,000.00	(12,032.44)
5652-2-2	Fuel Expense: Trans-SR	16,422.64	22,500.00	6,077.36	69,035.51	90,000.00	20,964.49
5653-2-2	Taxes:Trans-SR	53.49	150.00	96.51	352.76	600.00	247.24
5654-2-2	Motor Oil: Trans-SR	1,414.98	1,250.00	(164.98)	2,915.88	5,000.00	2,084.12
5656-2-2	Antifreeze: Trans-SR	-	275.00	275.00	302.50	1,100.00	797.50
6010-6-2	Wages: Admin-SR	53,452.82	47,505.76	(5,947.06)	179,087.43	171,020.76	(8,066.67)
6030-1-2	Vacation Pay: Garge-SR	999.68	1,100.00	100.32	5,286.05	4,400.00	(886.05)
6030-2-2	Vacation Pay: Trans-SR	1,321.60	3,750.00	2,428.40	3,964.80	15,000.00	11,035.20
6030-6-2	Vacation Pay: Admin-SR	1,739.46	2,505.00	765.54	13,460.16	10,020.00	(3,440.16)
6032-1-2	Sick Pay: Garge-SR	77.02	175.00	97.98	633.63	700.00	66.37
6032-2-2	Sick Pay: Trans-SR	264.32	325.00	60.68	1,963.20	1,300.00	(663.20)
6032-6-2	Sick Pay: Admin-SR	648.75	200.00	(448.75)	1,373.33	800.00	(573.33)
6034-1-2	Holiday Pay: Garge-SR	312.13	550.00	237.87	1,575.71	2,200.00	624.29
6034-2-2	Holiday Pay: Trans-SR	-	725.00	725.00	2,511.04	2,900.00	388.96
6034-6-2	Holiday Pay: Admin-SR	142.96	1,500.00	1,357.04	4,397.64	6,000.00	1,602.36
6039-1-2	Other Paid Absences: Garge-SR	77.02	100.00	22.98	658.26	400.00	(258.26)
6039-2-2	Other Paid Absences: Trans-SR	396.48	225.00	(171.48)	925.12	900.00	(25.12)
6039-6-2	Other Paid Absences: Admin-SR	337.32	325.00	(12.32)	1,109.80	1,300.00	190.20
6050-6-2	Fica on Wages: Admin-SR	4,180.05	3,500.00	(680.05)	14,788.43	14,000.00	(788.43)
6052-6-2	PAUC on Wages: Admin-SR	65.28	300.00	234.72	137.77	1,200.00	1,062.23
6054-6-2	FICA on 3rd Party Sick Pay	-	50.00	50.00	-	200.00	200.00
6090-1-2	Hospitalization: Garge-SR	2,202.54	2,250.00	47.46	9,061.19	9,000.00	(61.19)
6090-2-2	Hospitalization: Trans-SR	2,975.14	2,750.00	(225.14)	13,019.22	11,000.00	(2,019.22)

Monroe County Transportation Authority
Budget Variance Report for Shared Ride
For the Four Months Ending October 31, 2019

Account #	Account Name	Period to Date - October			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
6090-6-2	Hospitalization: Admin-SR	8,523.98	9,175.00	651.02	34,736.72	36,700.00	1,963.28
6092-1-2	Life Insurance: Garge-SR	122.42	150.00	27.58	489.68	600.00	110.32
6092-2-2	Life Insurance: Trans-SR	125.38	675.00	549.62	515.83	2,700.00	2,184.17
6092-6-2	Life Insurance: Admin-SR	256.26	425.00	168.74	1,025.04	1,700.00	674.96
6093-6-2	Employee Assistance Program SR	615.00	100.00	(515.00)	615.00	400.00	(215.00)
6094-1-2	Uniforms: Garge-SR	209.04	200.00	(9.04)	957.19	800.00	(157.19)
6094-2-2	Uniforms: Trans-SR	656.30	1,000.00	343.70	2,952.05	4,000.00	1,047.95
6096-6-2	Pension: Admin-SR	3,059.05	2,500.00	(559.05)	11,033.58	10,000.00	(1,033.58)
6098-1-2	Bonus/Gifts: Garge-SR	-	366.66	366.66	820.00	1,466.66	646.66
6098-2-2	Bonus/Gifts: Trans-SR	2,899.47	1,250.00	(1,649.47)	5,504.32	5,000.00	(504.32)
6098-6-2	Bonus/Gifts: Admin-SR	(187.50)	1,500.00	1,687.50	4.58	6,000.00	5,995.42
6253-6-2	Staff Seminars: Admin-SR	25.50	50.00	24.50	47.43	200.00	152.57
6310-6-2	Telephone: Admin-SR	439.64	600.00	160.36	2,204.34	2,400.00	195.66
6330-6-2	Electric: Admin-SR	630.94	925.00	294.06	2,573.83	3,700.00	1,126.17
6350-6-2	Non-Elec. Heat: Admin-SR	73.08	750.00	676.92	68.87	3,000.00	2,931.13
6360-6-2	Cable TV: Admin-SR	44.87	50.00	5.13	179.48	200.00	20.52
6370-6-2	Water Expense: Admin-SR	206.19	200.00	(6.19)	660.78	800.00	139.22
6390-6-2	Garbage Removal: Admin-SR	347.56	350.00	2.44	1,727.16	1,400.00	(327.16)
6710-5-2	Vehicle Insurance: In&Sf-SR	8,443.64	9,000.00	556.36	28,474.31	36,000.00	7,525.69
6720-5-2	In House Claims-SR	636.90	75.00	(561.90)	660.65	300.00	(360.65)
6736-5-2	Workmans Comp Ins: In&Sf-SR	4,353.62	6,075.00	1,721.38	16,599.39	24,300.00	7,700.61
6800-1-2	Consumable Supplies: Garge-SR	230.81	325.00	94.19	1,456.18	1,300.00	(156.18)
6800-6-2	Consumable Supplies: Admin-SR	232.72	425.00	192.28	1,244.01	1,700.00	455.99
6850-6-2	Postage: Admin-SR	206.69	275.00	68.31	945.88	1,100.00	154.12
6910-6-2	Professional Fees: Admin-SR	231.33	675.00	443.67	2,077.57	2,700.00	622.43
6913-6-2	Drug Screens - SR	188.80	60.00	(128.80)	594.40	240.00	(354.40)
6916-6-2	Auditor: Admin-SR	1,000.00	890.00	(110.00)	7,800.00	3,560.00	(4,240.00)
6930-1-2	Small Tools & Equip.: Garge-SR	-	100.00	100.00	133.67	400.00	266.33
6930-6-2	Small Tools & Service Agrmnts: Admin-SR	2,288.60	350.00	(1,938.60)	4,302.17	1,400.00	(2,902.17)
6951-1-2	Towing Expense: Garge-SR	1,200.00	150.00	(1,050.00)	1,575.00	600.00	(975.00)
6952-2-2	Licnese Renewals & Physicals: Trans-SR	42.00	225.00	183.00	2,914.50	900.00	(2,014.50)
6954-2-2	Communication: Trans-SR	1,271.43	860.00	(411.43)	3,072.52	3,440.00	367.48
6970-6-2	Dues/Memb/Subsc/: Admin-SR	16.25	200.00	183.75	489.00	800.00	311.00
6999-6-2	Other Expense Admin-SR	-	25.00	25.00	26.40	100.00	73.60
7996-6-2	Bank Charges-SR	-	5.00	5.00	-	20.00	20.00
	Total Expenses	260,755.17	249,398.18	(11,356.99)	917,016.78	940,898.18	23,881.40
	Net Income from Operations	-	0.02	(0.02)	-	0.02	(0.02)