

# AGENDA

**Regular Board Meeting  
May 2, 2019  
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 March 28, 2019

EXECUTIVE DIRECTORS REPORT –

COMMITTEE REPORTS –

Finance Committee	JoAnn Baratta
* Financials for March 1-31, 2019	
* All Purchases subject to audit for March 1-31, 2019	
* All Purchases subject to audit for April 1-30, 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 – Resolution 2019-3 Certifying Local Match for State Operating Financial Assistance

QUESTIONS/COMMENTS –

ADJOURNMENT –

\*\*The next meeting of the Board of Directors is scheduled for **May 30, 2019**\*\*

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

Thursday, March 28, 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 5 Board Members in attendance. The meeting was called to order at 5:31 P.M.

**BOARD MEMBERS PRESENT**

**STAFF PRESENT**

Richard Mutchler, Chairman	Margaret Howarth, Executive Director
Joan Baratta, Treasurer	Richard Schlameuss, Asst. Executive Director
David Edinger, Secretary	Joan Davidge, Chief Financial Officer
Maria Candelaria	Walter Quadarella, Rural Ops & Maint. Manager
Robert Huffman	Robert Gress, HR/Safety Manager
	Guy LaBar, Shared Ride Manager
	Marc Wolfe, Solicitor
	Michele Spradlin, Recording Secretary

**PUBLIC COMMENT:**

There was 1 visitor, Ms. Florence Metzgar. Ms. Metzgar complained about the Red Route being late. She also mentioned that she'd like to see the transfer point changed from St. Luke's to Giant and the Yellow & Violet transfer point changed to Burger King. Rich agreed and commented that changes are coming. Ms. Metzgar also gave kudos to various FR & SR drivers. All complaints & kudos will be logged and complaints will be followed-up by a manager and resolved accordingly.

The minutes from February 28, 2019 were reviewed and approved.

**EXECUTIVE DIRECTOR'S REPORT:**

Peggy reported on Fixed Route & Shared Ride monthly goals.

**FINANCIAL REPORT:**

JoAnn reported that the Shared Ride Compliance Review is in final stages. Fritz is completing updates and testing. The ESSA line of credit is still pending; due to internal changes at the bank it has been delayed for a few weeks. The budget for FY19/20 has been started using 8 months of actual data; we are expecting the same amount of funding. Fixed Route farebox is down due to snow days but revenue is up due to advertising. Wages are high for mechanics & drivers as we continue to monitor ADA. We're still working on the fuel split and the admin wages are higher due to the IT wages being moved from the professional fees line. Shared Ride revenue is down due to snow days as well, driver wages and fuel are good.

The **Capital Purchase Reports** for Period 8, February 1-28 2019 were reviewed and ratified, subject to audit.

The **Regular Purchase Reports** for Period 8, February 1-28 2019 were reviewed and ratified, subject to audit.

The **Regular Purchase Reports** for Period 9 March 1-28 2019 were reviewed and ratified, subject to audit.

**OPERATIONS:**

Peggy and Dave had a brief meeting about the development of the adjacent parcel and potentially adding solar panels to the property. Walter reported that we need new CNG lines and dual compressor with separate meter to track expenses. The Shared Ride buses are on order. The fuel bids will be opened on April 25<sup>th</sup>.

**HUMAN RESOURCES:**

Bob reported that he is working on the insurance renewals which expire in June. They have also been working on the union contract renewal which expires soon as well. There will be 6 new hires for Shared Ride. There were 2 accidents to report but both were no fault to MCTA. Bob also mentioned that he will be going to a Safety Planning class in Harrisburg in April which will detail a new Safety Plan by FTA that will be a requirement by July 2020.

**COMPLIANCE:**

Peggy read Resolution 2019-2, FTA Certs & Assurances FFY2019 which states that we will comply with all FTA rules and regulations. The Board adopted the resolution at this meeting.

**MARKETING:**

Rich reported that Kalahari purchased about 80 MoGo cards for their exchange students, this will help increase ridership and revenues. The NPS agreement for summer 2019 will be signed in a few days. There are upcoming changes to the Fixed Route service which will include changes to transfer points and possible changes to the Yellow Route.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

The Board approved moving the regularly scheduled Board meeting from April 25<sup>th</sup> to May 2<sup>nd</sup>. The meeting date change will be advertised.

**EXECUTIVE SESSION:**

None

**RESOLUTIONS:**

Resolution 2019-2 FTA Certs & Assurances FFY2019 was adopted by the Board.

**QUESTIONS/COMMENTS:**

None

**ADJOURNMENT:**

The meeting was adjourned at 6:29 p.m.

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

Secretary/Assistant Secretary

## **MOTIONS FROM March 28, 2019**

3-01-19 - Motion to approve the minutes from the February 28, 2019 Board Meeting,  
MOTION CARRIED- JB/DE

3-02-19 – Motion to approve the Capital Purchases for February 1-28, 2019,  
Subject to audit  
MOTION CARRIED – DE/JB

3-03-19 – Motion to approve the Regular Purchases for February 1-28, 2019,  
Subject to audit  
MOTION CARRIED – DE/JB

3-04-19 - Motion to approve the Regular Purchases for March 1-28, 2019,  
Subject to audit  
MOTION CARRIED- JB/DE

3-05-19 - Motion to approve the Budget & Variance Report for Fixed Route for February 2019,  
Subject to audit  
MOTION CARRIED- JB/DE

3-06-19 – Motion to approve the Budget & Variance Report for Shared Ride for February 2019,  
Subject to audit  
MOTION CARRIED – JB/DE

3-07-19 - Motion to adopt Resolution 2019-2 FTA Certs & Assurances FFY2019  
MOTION CARRIED- RH/JB

3-08-19 - Motion to move the regularly scheduled Board Meeting from April 25<sup>th</sup> to May 2<sup>nd</sup>,  
MOTION CARRIED- JB/DE

3-09-19 – Motion to adjourn  
MOTION CARRIED – RH/DE

**Monroe County Transportation Authority  
Budget Variance Report for Fixed Route  
For the Nine Months Ending March 31, 2019**

Account #	Account Name	Period to Date - March			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'4111-0-1	Farebox Fixed Route	9,447.20	13,000.00	(3,552.80)	107,519.89	117,000.00	(9,480.11)
'4113-0-1	Billed Fixed Route	330.00	750.00	(420.00)	7,583.00	6,750.00	833.00
'4151-0-1	Office Sales - Tickets & Pass	12,588.98	7,000.00	5,588.98	66,286.36	63,000.00	3,286.36
'4170-0-1	Advertising Revenue FR	-	1,800.00	(1,800.00)	6,277.50	16,200.00	(9,922.50)
'4510-0-1	Grants Federal 5311	41,675.00	41,675.00	-	375,075.00	375,075.00	-
'4511-0-1	Grants Federal 5307	41,675.00	41,675.00	-	375,075.00	375,075.00	-
'4520-0-1	Grants State Act 44-FR	150,585.35	152,343.77	(1,758.42)	1,508,903.69	1,458,000.00	50,903.69
'4570-0-1	Grants Local F/R	14,277.25	14,277.25	-	128,495.25	128,495.25	-
'4590-0-1	Other Revenue F/R	1,486.72	6,500.00	(5,013.28)	39,726.79	58,500.00	(18,773.21)
'4996-0-1	Interest Income -FR	14.23	15.00	(0.77)	105.13	135.00	(29.87)
	<b>Total Revenue</b>	<b>272,079.73</b>	<b>279,036.02</b>	<b>(6,956.29)</b>	<b>2,615,047.61</b>	<b>2,598,230.25</b>	<b>16,817.36</b>
'5010-1-1	Wages: Mechn-FR	22,168.45	19,707.69	(2,460.76)	198,828.61	192,150.00	(6,678.61)
'5010-2-1	Wages: Drivr-FR	60,663.56	60,392.31	(271.25)	592,013.92	588,825.00	(3,188.92)
'5050-1-1	Fica: Mechn-FR	1,715.81	1,862.00	146.19	17,035.01	16,758.00	(277.01)
'5050-2-1	Fica: Drivr-FR	4,768.57	5,696.00	927.43	49,853.01	51,264.00	1,410.99
'5052-1-1	PAUC: Mechn-FR	192.97	171.00	(21.97)	1,767.87	1,539.00	(228.87)
'5052-2-1	PAUC: Drivr-FR	607.58	523.00	(84.58)	5,175.53	4,707.00	(468.53)
'5096-1-1	Pension: Mechn-FR	1,264.11	1,284.00	19.89	12,217.97	11,556.00	(661.97)
'5096-2-1	Pension: Drivr-FR	3,124.25	3,928.00	803.75	30,499.19	35,352.00	4,852.81
'5330-2-1	Complimentary Transportation-ADA	9,603.00	6,224.00	(3,379.00)	71,855.00	56,016.00	(15,839.00)
'5610-1-1	Parts: Garge-FR	12,292.84	6,250.00	(6,042.84)	66,199.65	56,250.00	(9,949.65)
'5612-1-1	Filters: Garge-FR	467.47	1,000.00	532.53	6,946.85	9,000.00	2,053.15
'5630-2-1	Purchased Tires: Trans-FR	-	2,250.00	2,250.00	23,608.91	20,250.00	(3,358.91)
'5652-2-1	Fuel Expense: Trans-FR	25,110.05	25,250.00	139.95	241,743.94	227,250.00	(14,493.94)
'5653-2-1	Taxes:Trans-FR	80.67	143.00	62.33	1,199.68	1,287.00	87.32
'5654-2-1	Motor Oil: Trans-FR	-	1,128.00	1,128.00	7,925.79	10,152.00	2,226.21
'5656-2-1	Antifreeze: Trans-FR	302.50	175.00	(127.50)	2,117.50	1,575.00	(542.50)
'5659-1-1	Other Fluids FR :Garage	648.14	475.00	(173.14)	4,728.84	4,275.00	(453.84)
'5910-6-1	Professional Fees: Transportation Study-FR	-	1,250.00	1,250.00	-	11,250.00	11,250.00
'6010-6-1	Wages: Admin-FR	37,671.47	36,744.00	(927.47)	365,358.25	358,254.00	(7,104.25)
'6030-1-1	Vacation Pay: Garge-FR	-	1,712.00	1,712.00	13,280.25	15,408.00	2,127.75
'6030-2-1	Vacation Pay: Trans-FR	2,353.12	2,750.00	396.88	31,877.12	24,750.00	(7,127.12)
'6030-6-1	Vacation Pay: Admin-FR	2,111.96	2,712.00	600.04	22,218.56	24,408.00	2,189.44
'6032-1-1	Sick Pay: Garge-FR	353.35	321.00	(32.35)	2,517.68	2,889.00	371.32
'6032-2-1	Sick Pay: Trans-FR	504.24	982.00	477.76	13,950.64	8,838.00	(5,112.64)
'6032-6-1	Sick Pay: Admin-FR	865.24	581.00	(284.24)	2,342.26	5,229.00	2,886.74
'6034-1-1	Holiday Pay: Garge-FR	-	770.00	770.00	6,787.33	6,930.00	142.67
'6034-2-1	Holiday Pay: Trans-FR	-	2,357.00	2,357.00	14,959.60	21,213.00	6,253.40
'6034-6-1	Holiday Pay: Admin-FR	493.01	1,395.00	901.99	12,997.91	12,555.00	(442.91)
'6039-1-1	Other Paid Absences: Garge-FR	100.14	250.00	149.86	1,502.17	2,250.00	747.83
'6039-2-1	Other Paid Absences: Trans-FR	-	425.00	425.00	4,028.64	3,825.00	(203.64)
'6039-6-1	Other Paid Absences: Admin-FR	396.91	550.00	153.09	3,243.04	4,950.00	1,706.96
'6050-6-1	Fica on Wages: Admin-FR	3,071.44	3,473.00	401.56	30,861.25	31,257.00	395.75

**Monroe County Transportation Authority  
Budget Variance Report for Fixed Route  
For the Nine Months Ending March 31, 2019**

Account #	Account Name	Period to Date - March			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'6052-6-1	PAUC on Wages: Admin-FR	436.19	319.00	(117.19)	3,033.75	2,871.00	(162.75)
'6054-6-1	FICA on 3rd Party Sick Pay	-	40.00	40.00	532.16	360.00	(172.16)
'6090-1-1	Hospitalization: Garge-FR	3,085.13	3,780.00	694.87	28,385.21	34,020.00	5,634.79
'6090-2-1	Hospitalization: Trans-FR	17,505.35	10,839.00	(6,666.35)	114,014.61	97,551.00	(16,463.61)
'6090-6-1	Hospitalization: Admin-FR	9,328.65	8,341.00	(987.65)	72,083.99	75,069.00	2,985.01
'6092-1-1	Life Insurance: Garge-FR	192.82	280.00	87.18	1,814.31	2,520.00	705.69
'6092-2-1	Life Insurance: Trans-FR	428.33	450.00	21.67	3,679.55	4,050.00	370.45
'6092-6-1	Life Insurance: Admin-FR	270.61	275.00	4.39	2,381.23	2,475.00	93.77
'6093-6-1	Employee Assistance Program FR	-	150.00	150.00	410.00	1,350.00	940.00
'6094-1-1	Uniforms: Garge-FR	164.39	472.00	307.61	2,698.69	4,248.00	1,549.31
'6094-2-1	Uniforms: Trans-FR	476.20	550.00	73.80	4,454.15	4,950.00	495.85
'6096-6-1	Pension: Admin-FR	2,041.40	2,400.00	358.60	21,211.42	21,600.00	388.58
'6098-1-1	Bonus/Gifts: Garge-FR	-	490.00	490.00	5,426.30	4,410.00	(1,016.30)
'6098-2-1	Bonus/Gifts: Trans-FR	-	175.00	175.00	3,714.60	1,575.00	(2,139.60)
'6098-6-1	Bonus/Gifts: Admin-FR	(150.00)	550.00	700.00	8,812.98	4,950.00	(3,862.98)
'6152-3-1	Building Contract Service-FR	1,438.29	1,750.00	311.71	17,936.05	15,750.00	(2,186.05)
'6153-3-1	Building Supplies & Materials-FR	-	125.00	125.00	63.57	1,125.00	1,061.43
'6154-3-1	Building:Repairs & Maintenance-FR	939.50	2,000.00	1,060.50	19,466.34	18,000.00	(1,466.34)
'6159-3-1	Building - Other FR	-	25.00	25.00	-	225.00	225.00
'6215-6-1	Staff Travel: Admin-FR	1,121.03	1,250.00	128.97	6,095.94	11,250.00	5,154.06
'6251-6-1	Board Seminars: Admin-FR	-	75.00	75.00	505.26	675.00	169.74
'6253-6-1	Staff Seminars: Admin-FR	-	575.25	575.25	897.36	5,177.25	4,279.89
'6310-6-1	Telephone: Admin-FR	1,051.67	487.00	(564.67)	9,606.00	4,383.00	(5,223.00)
'6330-6-1	Electric: Admin-FR	1,045.16	1,320.00	274.84	10,257.32	11,880.00	1,622.68
'6350-6-1	Non-Elec. Heat: Admin-FR	1,821.38	1,320.00	(501.38)	9,391.66	11,880.00	2,488.34
'6360-6-1	Cable TV: Admin-FR	72.77	60.00	(12.77)	619.59	540.00	(79.59)
'6370-6-1	Water Expense: Admin-FR	162.27	250.00	87.73	2,180.33	2,250.00	69.67
'6390-6-1	Garbage Removal: Admin-FR	-	400.00	400.00	3,794.35	3,600.00	(194.35)
'6530-4-1	Advertising: Promo-FR	-	225.00	225.00	-	2,025.00	2,025.00
'6531-4-1	Legal Notice Adv: Promo-FR	154.94	225.00	70.06	453.65	2,025.00	1,571.35
'6550-4-1	Marketing: Promo-FR	1,522.00	2,296.00	774.00	8,111.96	20,664.00	12,552.04
'6551-4-1	Schedules Expense: Promo-FR	-	1,375.00	1,375.00	3,412.00	12,375.00	8,963.00
'6552-4-1	Tickets & Passes: Promo-FR	-	450.00	450.00	1,760.00	4,050.00	2,290.00
'6710-5-1	Vehicle Insurance: In&Sf-FR	22,661.99	21,382.00	(1,279.99)	207,161.18	192,438.00	(14,723.18)
'6720-5-1	In House Claims-FR	1,000.00	825.00	(175.00)	3,227.44	7,425.00	4,197.56
'6736-5-1	Workmans Comp Ins: In&Sf-FR	5,197.83	6,023.00	825.17	50,089.70	54,207.00	4,117.30
'6752-5-1	Safety and Training - FR	-	562.00	562.00	5,469.77	5,058.00	(411.77)
'6800-1-1	Consumable Supplies: Garge-FR	833.09	560.00	(273.09)	7,224.06	5,040.00	(2,184.06)
'6800-2-1	Consumable Supplies: Trans-FR	-	55.00	55.00	16.99	495.00	478.01
'6800-6-1	Consumable Supplies: Admin-FR	1,012.51	650.00	(362.51)	5,640.73	5,850.00	209.27
'6850-6-1	Postage: Admin-FR	25.06	150.00	124.94	1,077.72	1,350.00	272.28
'6910-6-1	Professional Fees: Admin-FR	2,747.62	2,400.77	(346.85)	19,740.17	20,880.00	1,139.83
'6911-6-1	Legal Expense: Admin-FR	712.25	2,000.00	1,287.75	9,237.90	18,000.00	8,762.10

**Monroe County Transportation Authority**  
**Budget Variance Report for Fixed Route**  
**For the Nine Months Ending March 31, 2019**

Account #	Account Name	Period to Date - March			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'6912-6-1	Labor Attorney: Admin-FR	-	237.00	237.00	195.00	2,133.00	1,938.00
'6913-6-1	Drug Screens - FR	132.00	67.00	(65.00)	1,452.00	603.00	(849.00)
6915-6-1	Maintenance/Service Agreements:Admin-FR	754.87	3,000.00	2,245.13	16,670.64	27,000.00	10,329.36
'6916-6-1	Auditor: Admin-FR	-	1,317.00	1,317.00	15,690.00	11,853.00	(3,837.00)
'6930-1-1	Small Tools & Equip.: Garge-FR	136.49	87.00	(49.49)	3,882.72	783.00	(3,099.72)
'6930-6-1	Small Tools & Service Agrmnts: Admin-FR	557.85	1,375.00	817.15	14,177.97	12,375.00	(1,802.97)
'6951-1-1	Towing Expense: Garge-FR	400.00	75.00	(325.00)	1,725.00	675.00	(1,050.00)
'6952-2-1	License Renewals & Physicals: Trans-FR	525.00	300.00	(225.00)	3,171.00	2,700.00	(471.00)
'6954-2-1	Communication: Trans-FR	534.50	625.00	90.50	6,301.83	5,625.00	(676.83)
'6970-6-1	Dues/Memb/Subsc/: Admin-FR	712.50	900.00	187.50	9,164.39	8,100.00	(1,064.39)
'6999-6-1	Other Expense Admin - FR	(8.95)	300.00	308.95	5,550.54	2,700.00	(2,850.54)
'7996-6-1	Bank Charges-FR	106.19	75.00	(31.19)	1,018.14	675.00	(343.14)
'7996-7-1	Interest Expense - FR	-	20.00	20.00	316.42	180.00	(136.42)
	<b>Total Expenses</b>	<b>272,079.73</b>	<b>279,036.02</b>	<b>6,956.29</b>	<b>2,615,047.61</b>	<b>2,598,230.25</b>	<b>(16,817.36)</b>
	<b>Net Income from Operations</b>	<b>-</b>	<b>-</b>	<b>0.00</b>	<b>-</b>	<b>-</b>	<b>0.00</b>

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

Account #	Account Name	Period to Date - March			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
4111-0-2	Farebox Shared Ride	10,530.10	11,823.00	(1,292.90)	86,611.70	106,407.00	(19,795.30)
4113-0-2	Billed Shared Ride	7,766.65	8,400.00	(633.35)	82,007.20	75,600.00	6,407.20
4170-0-2	Advertising SR	-	560.62	(560.62)	2,092.50	5,400.00	(3,307.50)
4520-0-2	Grants State Act 44-SR	9,984.92	9,984.92	-	97,353.00	97,353.00	-
4553-0-2	Grants PWD-SR	30,500.25	26,456.31	4,043.94	251,009.30	257,949.00	(6,939.70)
4550-0-2	Grants Lottery - SR	80,112.50	71,849.54	8,262.96	680,474.30	700,533.00	(20,058.70)
4560-0-2	Medical Assistance Grant	70,170.00	70,170.33	(0.33)	597,742.70	631,533.00	(33,790.30)
4590-0-2	Other Revenue S/R	-	-	-	-	-	-
4996-0-2	Interest Income -SR	36.52	25.00	11.52	173.73	225.00	(51.27)
	<b>Total Revenue</b>	<b>209,100.94</b>	<b>199,269.72</b>	<b>9,831.22</b>	<b>1,797,464.43</b>	<b>1,875,000.00</b>	<b>(77,535.57)</b>
5010-1-2	Wages: Mechn-SR	13,019.57	11,603.08	(1,416.49)	116,772.36	113,130.00	(3,642.36)
5010-2-2	Wages: Drivr-SR	59,742.10	61,384.62	1,642.52	575,650.20	598,500.00	22,849.80
5050-1-2	Fica: Mechn-SR	1,007.70	1,094.00	86.30	10,004.69	9,846.00	(158.69)
5050-2-2	Fica: Drivr-SR	5,125.89	5,663.00	537.11	50,314.49	50,967.00	652.51
5052-1-2	PAUC: Mechn-SR	113.33	133.00	19.67	1,038.26	1,197.00	158.74
5052-2-2	PAUC: Drivr-SR	1,721.44	705.00	(1,016.44)	8,014.32	6,345.00	(1,669.32)
5096-1-2	Pension: Mechn-SR	742.42	754.00	11.58	7,175.62	6,786.00	(389.62)
5096-2-2	Pension: Drivr-SR	2,377.13	1,995.00	(382.13)	23,747.68	17,955.00	(5,792.68)
5320-2-2	MA Outside Transportation	630.00	1,250.00	620.00	9,485.00	11,250.00	1,765.00
5340-2-2	MA Mileage Reimburse-In County	2,681.64	2,250.00	(431.64)	22,100.80	20,250.00	(1,850.80)
5342-2-2	MA Mileage Reimburse-Out Cnty	546.37	1,250.00	703.63	8,792.57	11,250.00	2,457.43
5610-1-2	Parts: Garge-SR	9,969.54	3,750.00	(6,219.54)	49,502.08	33,750.00	(15,752.08)
5612-1-2	Filters: Garge-SR	226.57	250.00	23.43	1,543.35	2,250.00	706.65
5630-2-2	Purchased Tires: Trans-SR	2,336.44	2,500.00	163.56	16,081.24	22,500.00	6,418.76
5652-2-2	Fuel Expense: Trans-SR	14,973.87	16,000.00	1,026.13	140,408.09	144,000.00	3,591.91
5653-2-2	Taxes:Trans-SR	53.78	96.00	42.22	799.78	864.00	64.22
5654-2-2	Motor Oil: Trans-SR	1,736.00	577.00	(1,159.00)	4,180.42	5,193.00	1,012.58
5656-2-2	Antifreeze: Trans-SR	-	75.00	75.00	605.00	675.00	70.00
6010-6-2	Wages: Admin-SR	37,671.48	36,744.92	(926.56)	369,925.86	358,263.00	(11,662.86)
6030-1-2	Vacation Pay: Garge-SR	-	955.00	955.00	7,799.51	8,595.00	795.49
6030-2-2	Vacation Pay: Trans-SR	-	1,663.00	1,663.00	10,758.88	14,967.00	4,208.12
6030-6-2	Vacation Pay: Admin-SR	2,111.97	3,178.00	1,066.03	22,218.63	28,602.00	6,383.37
6032-1-2	Sick Pay: Garge-SR	207.53	188.00	(19.53)	1,478.64	1,692.00	213.36
6032-2-2	Sick Pay: Trans-SR	384.96	333.00	(51.96)	4,234.56	2,997.00	(1,237.56)
6032-6-2	Sick Pay: Admin-SR	865.24	581.00	(284.24)	2,342.26	5,229.00	2,886.74
6034-1-2	Holiday Pay: Garge-SR	-	465.00	465.00	3,986.19	4,185.00	198.81
6034-2-2	Holiday Pay: Trans-SR	-	665.00	665.00	5,894.72	5,985.00	90.28
6034-6-2	Holiday Pay: Admin-SR	493.01	1,434.01	941.00	12,997.96	12,906.08	(91.88)
6039-1-2	Other Paid Absences: Garge-SR	58.82	176.00	117.18	882.23	1,584.00	701.77
6039-2-2	Other Paid Absences: Trans-SR	-	333.00	333.00	1,770.80	2,997.00	1,226.20
6039-6-2	Other Paid Absences: Admin-SR	396.92	543.00	146.08	3,243.10	4,887.00	1,643.90
6050-6-2	Fica on Wages: Admin-SR	3,071.44	3,411.00	339.56	30,861.29	30,699.00	(162.29)
6052-6-2	PAUC on Wages: Admin-SR	436.19	388.00	(48.19)	3,033.80	3,492.00	458.20
6054-6-2	FICA on 3rd Party Sick Pay	-	40.00	40.00	532.15	360.00	(172.15)
6090-1-2	Hospitalization: Garge-SR	2,062.38	2,376.00	313.62	18,948.27	21,384.00	2,435.73
6090-2-2	Hospitalization: Trans-SR	3,741.34	2,927.00	(814.34)	24,175.93	26,343.00	2,167.07
6090-6-2	Hospitalization: Admin-SR	9,328.66	8,220.32	(1,108.34)	72,084.60	73,982.92	1,898.32

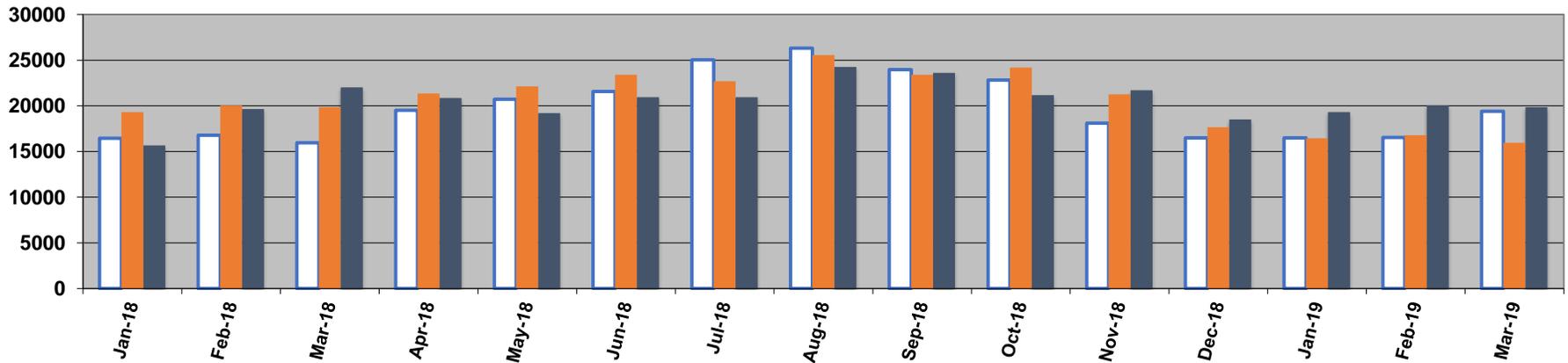
**Monroe County Transportation Authority  
Budget Variance Report for Shared Ride  
For the Nine Months Ending March 31, 2019**

Account #	Account Name	Period to Date - March			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
6092-1-2	Life Insurance: Garge-SR	113.24	180.00	66.76	1,123.80	1,620.00	496.20
6092-2-2	Life Insurance: Trans-SR	223.78	225.00	1.22	1,824.87	2,025.00	200.13
6092-6-2	Life Insurance: Admin-SR	270.61	275.00	4.39	2,381.22	2,475.00	93.78
6093-6-2	Employee Assistance Program SR	-	150.00	150.00	410.00	1,350.00	940.00
6094-1-2	Uniforms: Garge-SR	96.54	250.00	153.46	1,584.93	2,250.00	665.07
6094-2-2	Uniforms: Trans-SR	553.22	875.00	321.78	8,731.95	7,875.00	(856.95)
6096-6-2	Pension: Admin-SR	2,041.41	2,400.00	358.59	21,211.47	21,600.00	388.53
6098-1-2	Bonus/Gifts: Garge-SR	-	315.00	315.00	4,286.53	2,835.00	(1,451.53)
6098-2-2	Bonus/Gifts: Trans-SR	274.90	250.00	(24.90)	9,436.85	2,250.00	(7,186.85)
6098-6-2	Bonus/Gifts: Admin-SR	(150.00)	550.00	700.00	12,002.87	4,950.00	(7,052.87)
6253-6-2	Staff Seminars: Admin-SR	-	50.00	50.00	78.03	450.00	371.97
6310-6-2	Telephone: Admin-SR	116.85	50.00	(66.85)	1,148.80	450.00	(698.80)
6330-6-2	Electric: Admin-SR	696.78	880.00	183.22	6,838.23	7,920.00	1,081.77
6350-6-2	Non-Elec. Heat: Admin-SR	1,214.25	880.00	(334.25)	6,261.11	7,920.00	1,658.89
6360-6-2	Cable TV: Admin-SR	48.52	40.00	(8.52)	413.10	360.00	(53.10)
6370-6-2	Water Expense: Admin-SR	108.19	167.00	58.81	1,431.64	1,503.00	71.36
6390-6-2	Garbage Removal: Admin-SR	-	267.00	267.00	1,997.46	2,403.00	405.54
6550-4-2	Marketing: Promo-SR	-	-	-	-	-	-
6710-5-2	Vehicle Insurance: In&Sf-SR	3,999.18	3,761.00	(238.18)	34,022.01	33,849.00	(173.01)
6720-5-2	In House Claims-SR	(2,699.05)	539.00	3,238.05	(2,112.97)	4,851.00	6,963.97
6736-5-2	Workmans Comp Ins: In&Sf-SR	4,798.00	5,560.00	762.00	44,221.47	50,040.00	5,818.53
6800-1-2	Consumable Supplies: Garge-SR	366.87	250.00	(116.87)	3,177.78	2,250.00	(927.78)
6800-2-2	Consumable Supplies: Trans-SR	-	42.00	42.00	47.40	378.00	330.60
6800-6-2	Consumable Supplies: Admin-SR	800.62	550.00	(250.62)	3,998.09	4,950.00	951.91
6850-6-2	Postage: Admin-SR	58.46	325.00	266.54	2,100.90	2,925.00	824.10
6910-6-2	Professional Fees: Admin-SR	498.42	1,471.77	973.35	9,234.78	12,519.00	3,284.22
6912-6-2	Labor Attorney: Admin-SR	-	175.00	175.00	-	1,575.00	1,575.00
6913-6-2	Drug Screens - SR	-	275.00	275.00	1,867.20	2,475.00	607.80
6916-6-2	Auditor: Admin-SR	-	988.00	988.00	10,660.00	8,892.00	(1,768.00)
6930-1-2	Small Tools & Equip.: Garge-SR	31.07	50.00	18.93	1,183.55	450.00	(733.55)
6930-6-2	Small Tools & Service Agrmnts: Admin-SR	-	-	-	1,289.15	-	(1,289.15)
6951-1-2	Towing Expense: Garge-SR	600.00	200.00	(400.00)	2,230.00	1,800.00	(430.00)
6952-2-2	Licnese Renewals & Physicals: Trans-SR	105.00	350.00	245.00	1,843.50	3,150.00	1,306.50
6954-2-2	Communication: Trans-SR	534.47	675.00	140.53	7,102.65	6,075.00	(1,027.65)
6970-6-2	Dues/Memb/Subsc/: Admin-SR	145.83	300.00	154.17	1,763.44	2,700.00	936.56
7996-6-2	Bank Charges-SR	-	3.00	3.00	(15.00)	27.00	42.00
	<b>Total Expenses</b>	<b>192,680.89</b>	<b>199,269.72</b>	<b>6,588.83</b>	<b>1,847,162.14</b>	<b>1,875,000.00</b>	<b>27,837.86</b>
	<b>Net Income from Operations</b>	<b>16,420.05</b>	<b>-</b>	<b>16,420.05</b>	<b>(49,697.71)</b>	<b>-</b>	<b>(49,697.71)</b>

## MONROE COUNTY TRANSPORTATION **FIXED ROUTE** RIDERSHIP STATISTICS

17-18	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	18-19
<b>TOTAL FULL FARE</b>	5,347	4,791	4,818	5,591	6,585	6,873	6,295	6,594	6,102	6,016	5,509	5,098	4,887	4,865	5,317	
<b>TOTAL SENIORS</b>	1,482	1,497	1,567	2,000	2,328	2,250	2,221	2,426	2,117	2,321	1,490	1,461	1,499	1,441	1,875	
<b>TICKETS (BLUE)</b>	299	402	322	424	445	497	518	545	422	483	414	345	444	447	566	
<b>STUDENTS</b>	2,295	2,945	2,590	3,263	2,420	2,483	5,664	6,244	5,478	4,062	3,089	2,520	2,347	2,742	3,556	
<b>FEDERAL (GREEN)</b>	466	355	313	404	365	373	341	420	391	379	253	154	303	290	318	
<b>TRANSFERS (ON)</b>	2,855	3,298	2,725	3,571	3,466	3,400	3,498	3,858	3,739	3,965	3,061	2,656	2,839	2,845	3,208	
<b>MISC. TRIPS</b>	3,697	3,495	3,619	4,260	5,119	5,698	6,505	6,218	5,714	5,605	4,279	4,260	4,185	3,909	4,572	
<b>FARE CARD SOLD</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>TOTAL RIDERS</b>	<b>16441</b>	<b>16783</b>	<b>15954</b>	<b>19513</b>	<b>20728</b>	<b>21574</b>	<b>25042</b>	<b>26305</b>	<b>23963</b>	<b>22831</b>	<b>18095</b>	<b>16494</b>	<b>16504</b>	<b>16539</b>	<b>19412</b>	
	19314	20038	19857	21358	22120	23402	22690	25555	23401	24193	21256	17666	16441	16783	15954	
	15666	19646	22018	20863	19208	20954	20954	24251	23611	21161	21702	18500	19314	20038	19857	

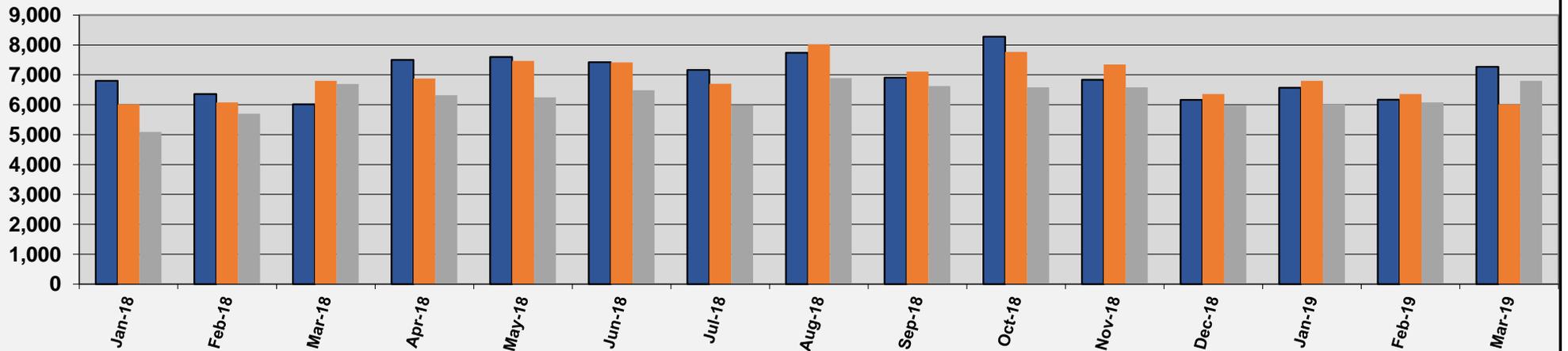
**TOTAL MONTHLY FIXED ROUTE TRIPS**



## MONROE COUNTY TRANSPORTATION **SHARED RIDE** RIDERSHIP STATISTICS

FY 17-18	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	FY18-19
<b>LOTTERY/SENIORS</b>	2,904	2,853	2,735	3,593	3,703	3,645	3,588	3,901	3,367	4,019	3,240	2,993	3,025	2,820	3,412	
<b>LOTTERY MA</b>	375	278	289	351	339	354	373	345	307	465	366	272	327	316	401	
<b>FULL FARE</b>	10	6	6	18	12	12	14	20	16	18	11	8	4	7	6	
<b>MISC. SUBSIDIES</b>	4	6	2	2	5	6	4	6	2	4	6	4	2	2	1	
<b>ADA</b>	331	334	349	389	344	290	333	367	335	401	332	340	370	335	431	
<b>PWD</b>	1,249	1,111	1,021	1,222	1,170	1,201	1,209	1,319	1,249	1,493	1,233	1,060	1,202	1,277	1,398	
<b>MATP</b>	1,924	1,773	1,604	1,926	2,023	1,905	1,627	1,773	1,622	1,863	1,641	1,480	1,630	1,415	1,603	
<b>MATPO</b>	6	0	6	2	6	8	14	6	4	12	5	6	6	0	16	
<b>TOTAL RIDERS</b>	6,803	6,361	6,012	7,503	7,602	7,421	7,162	7,737	6,902	8,275	6,834	6,163	6,566	6,172	7,268	
	6013	6080	6802	6876	7465	7413	6701	8016	7107	7770	7344	6358	6803	6361	6012	
	5092	5699	6692	6315	6245	6484	5984	6889	6622	6581	6581	5966	6013	6080	6802	

### TOTAL MONTHLY SHARED RIDE TRIPS



**LOCAL TRANSPORTATION ORGANIZATION  
RESOLUTION CERTIFYING THE LOCAL MATCH  
FOR STATE OPERATING FINANCIAL ASSISTANCE**

The Board of Directors of the Monroe County Transportation Authority  
(Name of Governing Body) (Name of Local Transportation Authority)

resolves and certifies that the operating financial assistance of \$2,088,464 provided pursuant to 74 Pa.C.S. §1513 is needed in Fiscal Year 2019/20 or in a subsequent fiscal year to help pay for projected operating expenses, including asset maintenance costs; and that these funds will be used for this purpose only, because these funds are ineligible to be used for asset, or capital improvements projects; and that any funds not used this Fiscal Year will be retained and used only for operating assistance in a subsequent fiscal year(s).

Further, the MCTA Board of Directors resolves and certifies  
(Name of Governing Body of Local Transportation Authority)

that the required local matching funds of \$179,893 will be secured from local contributors no later than the end of Fiscal Year 2019/2020 to match the requested Section 1513 funds.

I Wayne Mazur, 1<sup>st</sup> Vice Chairman of the Monroe County Transportation Authority's Board of Directors  
(Name) (Official Title) (Name of Governing Body of Local Transportation Organization)

do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Monroe County Transportation Authority's Board of Directors held the 2<sup>nd</sup> day of  
(Name of Governing Body of Local Transportation Organization)

May, 2019.

DATE: May 2nd, 2019 \_\_\_\_\_ /1<sup>st</sup> Vice Chairman of the Board  
(Signature and Official Title)

**ATTEST:**

\_\_\_\_\_  
Monroe County Transportation Authority  
(Name of Local Transportation Organization)

By: \_\_\_\_\_ /Executive Director May 2nd, 2019  
(Signature and Official Title) (Date)

**IMPORTANT REMINDER:** In addition to the above resolution Section 1513 recipients must include in their COA submission a resolution passed by any municipality providing local match (see COA Local Match Summary form).