

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

Thursday, May 30, 2019 @ 5:31 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 5:30 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:

Florence Metzgar expressed concerns about the Red Route not leaving on scheduled times, so riders are not being able to connect to the Violet. She also said there are issues with the Blue Route connecting to the Silver Route. Ms. Metzgar said that there should be “No Soliciting” signs on the buses because there are people selling stuff on the bus and bothering passengers. Ms. Metzgar gave Kudos to 5 Fixed Route drivers and 5 Share Ride drivers. All complaints and kudos will be logged; complaints will be followed-up by a manager and resolved accordingly.

The minutes from May 2, 2019 were reviewed and approved.

EXECUTIVE DIRECTOR’S REPORT:

Peggy reported that ridership is up in Fixed Route, so we should be meeting our goal at the end of the year. Peggy also said that expenses are down in Fixed Route. In Shared Ride we exceeded in ridership and expenses were down; revenue was also down due to the winter months.

FINANCIAL REPORT:

JoAnn reported that farebox revenue is coming back up in Fixed Route after the bad winter. Also, advertising revenue needs to come in line to what was budgeted. The NPS revenue will be coming in and that will help the numbers as well. Fuel is up in FR and admin wages are coming down. Overall, expenses are down in Fixed Route. In Shared Ride, revenue was hit hard due to the winter months. However, ridership is increasing, and expenses and driver wages are down. The DBE report was submitted to PennDOT.

The **Regular Purchase Reports** for Period 10, April 1-30, 2019 were reviewed and ratified, subject to audit.

The **Regular Purchase Reports** for Period 11 May 1-30, 2019 were reviewed and ratified, subject to audit.

OPERATIONS:

Peggy presented the new bus colors to the board. Peggy said she got a drawing from Trillium for the CNG project and there will be a pre-bid meeting in June. Walter reported that there are 11 Shared Ride buses coming, they should all be on the lot by June 4th. The camera company will be coming in soon after that to install cameras on the new buses. The decals will be put on after that and then the radios will be installed.

HUMAN RESOURCES:

Bob reported that there are a few new hires for Shared Ride and the NPS. The union met with MCTA and they came to a tentative agreement until the employees can meet to vote. Bob also reported that the Workers Comp came in lower than expected, and the health insurance will be changing to Geisinger. The Safety Committee did the annual recertification, so we will be getting the 5% discount on Workers Comp.

COMPLIANCE:

The committee met on May 28th and reviewed Certification#1 and Certification#2 Tax Liability & Felony Convictions. The committee is going through the Certs and Assurances and comparing 2018 to 2019 checking for differences and there are a few. Next time the committee meets, they will be reviewing Certification#3 Lobbying, Certification#4 Private Sector Protections and Certification#5 Transit Asset Management Plan.

MARKETING:

Rich reported that the NPS started on Memorial Day weekend and it went very well; we transported about 400 people to the hiking trails. Rich also reported that we have been in conversations with Kalahari to move about 190 exchange students from ESU to Kalahari starting June 1 thru September 30. We're going to have to insert new service to accommodate Kalahari, including Sunday service. We are currently waiting on written confirmation about payment for this service. It's going to be about \$67,000 for the 3 months of service. We are also launching the new Flex Connect service in July which will replace the Orange, Violet & Yellow routes. A brochure with information, signs and advertising is being worked on.

OLD BUSINESS:

None

NEW BUSINESS:

None

EXECUTIVE SESSION:

None

RESOLUTIONS:

Resolution 2019-4 Revolving Line of Credit

The resolution was adopted by the board, subject to future edits outlining the conditions on which the line of credit is used.

QUESTIONS/COMMENTS:

None

ADJOURNMENT:

The meeting was adjourned at 6:30 p.m.

Signed by _____

Secretary/Assistant Secretary

MOTIONS FROM May 30, 2019

5-01-19 - Motion to approve the minutes from the May 2, 2019 Board Meeting,
MOTION CARRIED- WM/RH

5-02-19 – Motion to approve the Regular Purchases for April 1-30, 2019,
Subject to audit
MOTION CARRIED – WM/DE

5-03-19 - Motion to approve the Regular Purchases for May 1-30, 2019,
Subject to audit
MOTION CARRIED- DE/BL

5-04-19 - Motion to approve the Budget & Variance Report for Fixed Route for April 2019,
Subject to audit
MOTION CARRIED- JB/EK

5-05-19 – Motion to approve the Budget & Variance Report for Shared Ride for April 2019,
Subject to audit
MOTION CARRIED – JB/BL

5-06-19 – Motion to authorize the signing of the new \$650,000 line of credit,
MOTION CARRIED- RH/DE

5-07-19 - Motion to adopt Resolution 2019-4 Revolving Line of Credit,
Subject to future edits.
MOTION CARRIED- DE/EK

5-08-19 – Motion to adjourn
MOTION CARRIED – DE/RH



EXECUTIVE
DIRECTOR'S
REPORT



FIXED ROUTE				MAY 2019	SHARED RIDE				
VRH= 2,847	(Monthly)	Monthly Goals ↑ ↓	FY18/19 YTD Average		FY18/19 YTD Average	VRH= 3,900	(Monthly)	Monthly Goals ↑ ↓	
1. RIDERSHIP 250,000/yr:					1. RIDERSHIP 87,000/yr:				
Monthly Goal: 21,233	21,644	↑	20,885		7,114	Monthly Goal: 7,151	7,534	↑	
<small>(=250,000÷365 x 31)</small>						<small>(=87,000÷365 x 31) YTD Average</small>			
2. EXPENSE/VRH \$98.84:					2. EXPENSE/VRH \$57.31:				
Monthly Goal: \$98.84	\$104.62	↑	\$106.94		\$57.27	Monthly Goal: \$57.31	\$54.80	↓	
<small>Same every month</small>						<small>Same every month</small>			
3. \$3,464,307/yr. BUDGET:					3. BUDGET \$2,500,000/yr.:				
Monthly Goal: \$294,228.81	101.23%	↑	99.84%		98.06%	Monthly Goal: \$212,328.76	100.65%	↑	
<small>(=3464307÷365 x 31)</small>						<small>(=2500000÷365 x 31)</small>			
4. WHAT'S OUR RIDERSHIP MIX?					4. WHAT'S OUR RIDERSHIP MIX?				
Senior	11%					Senior	56%		
Students	12%					MATP	19%		
Full Fare	43%					PWD	18%		
Transfers	14%					ADA	7%		
Other (ie: Toby Express, Kids, ADA)	19%					Other (ie: Liberty, Full Fare)	0%		

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

Account #	Account Name	Period to Date - May			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'4111-0-1	Farebox Fixed Route	9,378.08	13,000.00	(3,621.92)	130,787.66	143,000.00	(12,212.34)
'4113-0-1	Billed Fixed Route	1,065.00	750.00	315.00	13,226.00	8,250.00	4,976.00
'4151-0-1	Office Sales - Tickets & Pass	6,668.95	7,000.00	(331.05)	78,824.89	77,000.00	1,824.89
'4170-0-1	Advertising Revenue FR	-	1,800.00	(1,800.00)	6,277.50	19,800.00	(13,522.50)
'4510-0-1	Grants Federal 5311	41,675.00	41,675.00	-	458,425.00	458,425.00	-
'4511-0-1	Grants Federal 5307	83,350.00	41,675.00	41,675.00	500,100.00	458,425.00	41,675.00
'4520-0-1	Grants State Act 44-FR	141,322.22	181,312.46	(39,990.24)	1,789,834.04	1,791,656.23	(1,822.19)
'4570-0-1	Grants Local F/R	14,277.25	14,277.25	-	157,049.75	157,049.75	-
'4590-0-1	Other Revenue F/R	100.00	6,500.00	(6,400.00)	39,926.79	71,500.00	(31,573.21)
'4996-0-1	Interest Income -FR	11.94	15.00	(3.06)	133.24	165.00	(31.76)
	Total Revenue	297,848.44	308,004.71	(10,156.27)	3,174,584.87	3,185,270.98	(10,686.11)
'5010-1-1	Wages: Mechn-FR	27,141.92	24,634.62	(2,507.30)	247,133.45	236,492.31	(10,641.14)
'5010-2-1	Wages: Drivr-FR	79,312.23	75,490.38	(3,821.85)	732,283.21	724,707.69	(7,575.52)
'5050-1-1	Fica: Mechn-FR	2,189.91	1,862.00	(327.91)	20,948.15	20,482.00	(466.15)
'5050-2-1	Fica: Drivr-FR	6,178.06	5,696.00	(482.06)	60,828.03	62,656.00	1,827.97
'5052-1-1	PAUC: Mechn-FR	11.20	171.00	159.80	1,819.13	1,881.00	61.87
'5052-2-1	PAUC: Drivr-FR	110.10	523.00	412.90	5,396.81	5,753.00	356.19
'5096-1-1	Pension: Mechn-FR	1,580.24	1,284.00	(296.24)	15,056.16	14,124.00	(932.16)
'5096-2-1	Pension: Drivr-FR	3,871.79	3,928.00	56.21	37,588.32	43,208.00	5,619.68
'5330-2-1	Complimentary Transportation-ADA	11,664.00	6,224.00	(5,440.00)	93,725.00	68,464.00	(25,261.00)
'5610-1-1	Parts: Garge-FR	2,868.06	6,250.00	3,381.94	72,175.70	68,750.00	(3,425.70)
'5612-1-1	Filters: Garge-FR	956.71	1,000.00	43.29	9,248.38	11,000.00	1,751.62
'5630-2-1	Purchased Tires: Trans-FR	3,428.92	2,250.00	(1,178.92)	29,941.19	24,750.00	(5,191.19)
'5652-2-1	Fuel Expense: Trans-FR	20,186.20	25,250.00	5,063.80	289,958.07	277,750.00	(12,208.07)
'5653-2-1	Taxes:Trans-FR	62.10	143.00	80.90	1,423.13	1,573.00	149.87
'5654-2-1	Motor Oil: Trans-FR	2,998.94	1,128.00	(1,870.94)	10,924.73	12,408.00	1,483.27
'5656-2-1	Antifreeze: Trans-FR	605.00	175.00	(430.00)	3,025.00	1,925.00	(1,100.00)
'5659-1-1	Other Fluids FR :Garage	587.30	475.00	(112.30)	5,316.14	5,225.00	(91.14)
'5910-6-1	Professional Fees: Transportation Study-FR	-	1,250.00	1,250.00	-	13,750.00	13,750.00
'6010-6-1	Wages: Admin-FR	47,962.51	45,930.00	(2,032.51)	451,992.80	440,928.00	(11,064.80)
'6030-1-1	Vacation Pay: Garge-FR	1,245.13	1,712.00	466.87	15,889.41	18,832.00	2,942.59
'6030-2-1	Vacation Pay: Trans-FR	1,344.64	2,750.00	1,405.36	34,902.56	30,250.00	(4,652.56)
'6030-6-1	Vacation Pay: Admin-FR	1,188.15	2,712.00	1,523.85	26,117.39	29,832.00	3,714.61
'6032-1-1	Sick Pay: Garge-FR	-	321.00	321.00	2,517.68	3,531.00	1,013.32
'6032-2-1	Sick Pay: Trans-FR	672.32	982.00	309.68	14,959.12	10,802.00	(4,157.12)
'6032-6-1	Sick Pay: Admin-FR	267.94	581.00	313.06	2,648.06	6,391.00	3,742.94
'6034-1-1	Holiday Pay: Garge-FR	-	770.00	770.00	6,887.47	8,470.00	1,582.53
'6034-2-1	Holiday Pay: Trans-FR	168.08	2,357.00	2,188.92	15,463.84	25,927.00	10,463.16
'6034-6-1	Holiday Pay: Admin-FR	30.29	1,395.00	1,364.71	13,681.10	15,345.00	1,663.90
'6039-1-1	Other Paid Absences: Garge-FR	447.45	250.00	(197.45)	2,055.51	2,750.00	694.49
'6039-2-1	Other Paid Absences: Trans-FR	504.24	425.00	(79.24)	5,037.12	4,675.00	(362.12)
'6039-6-1	Other Paid Absences: Admin-FR	1,620.24	550.00	(1,070.24)	5,279.20	6,050.00	770.80
'6050-6-1	Fica on Wages: Admin-FR	3,794.89	3,473.00	(321.89)	37,799.19	38,203.00	403.81

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

Account #	Account Name	Period to Date - May			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'6052-6-1	PAUC on Wages: Admin-FR	30.05	319.00	288.95	3,204.33	3,509.00	304.67
'6054-6-1	FICA on 3rd Party Sick Pay	-	40.00	40.00	532.16	440.00	(92.16)
'6090-1-1	Hospitalization: Garge-FR	2,813.92	3,780.00	966.08	34,002.42	41,580.00	7,577.58
'6090-2-1	Hospitalization: Trans-FR	14,607.06	10,839.00	(3,768.06)	143,239.77	119,229.00	(24,010.77)
'6090-6-1	Hospitalization: Admin-FR	8,047.30	8,341.00	293.70	87,984.06	91,751.00	3,766.94
'6092-1-1	Life Insurance: Garge-FR	192.82	280.00	87.18	2,199.95	3,080.00	880.05
'6092-2-1	Life Insurance: Trans-FR	428.33	450.00	21.67	4,536.21	4,950.00	413.79
'6092-6-1	Life Insurance: Admin-FR	270.61	275.00	4.39	2,922.45	3,025.00	102.55
'6093-6-1	Employee Assistance Program FR	-	150.00	150.00	410.00	1,650.00	1,240.00
'6094-1-1	Uniforms: Garge-FR	264.28	472.00	207.72	3,231.92	5,192.00	1,960.08
'6094-2-1	Uniforms: Trans-FR	424.68	550.00	125.32	5,483.04	6,050.00	566.96
'6096-6-1	Pension: Admin-FR	2,899.60	2,400.00	(499.60)	26,235.26	26,400.00	164.74
'6098-1-1	Bonus/Gifts: Garge-FR	378.00	490.00	112.00	5,804.30	5,390.00	(414.30)
'6098-2-1	Bonus/Gifts: Trans-FR	-	175.00	175.00	3,714.60	1,925.00	(1,789.60)
'6098-6-1	Bonus/Gifts: Admin-FR	(62.50)	550.00	612.50	8,676.09	6,050.00	(2,626.09)
'6152-3-1	Building Contract Service-FR	1,140.95	1,750.00	609.05	20,032.04	19,250.00	(782.04)
'6153-3-1	Building Supplies & Materials-FR	104.16	125.00	20.84	167.73	1,375.00	1,207.27
'6154-3-1	Building:Repairs & Maintenance-FR	1,857.94	2,000.00	142.06	22,280.09	22,000.00	(280.09)
'6159-3-1	Building - Other FR	-	25.00	25.00	-	275.00	275.00
'6215-6-1	Staff Travel: Admin-FR	1,469.18	1,250.00	(219.18)	7,781.62	13,750.00	5,968.38
'6251-6-1	Board Seminars: Admin-FR	-	75.00	75.00	505.26	825.00	319.74
'6253-6-1	Staff Seminars: Admin-FR	-	575.25	575.25	1,702.36	6,327.75	4,625.39
'6310-6-1	Telephone: Admin-FR	1,033.40	487.00	(546.40)	11,671.33	5,357.00	(6,314.33)
'6330-6-1	Electric: Admin-FR	921.21	1,320.00	398.79	12,149.61	14,520.00	2,370.39
'6350-6-1	Non-Elec. Heat: Admin-FR	(4.10)	1,320.00	1,324.10	9,729.41	14,520.00	4,790.59
'6360-6-1	Cable TV: Admin-FR	72.77	60.00	(12.77)	765.13	660.00	(105.13)
'6370-6-1	Water Expense: Admin-FR	240.77	250.00	9.23	2,710.83	2,750.00	39.17
'6390-6-1	Garbage Removal: Admin-FR	572.02	400.00	(172.02)	5,801.71	4,400.00	(1,401.71)
'6530-4-1	Advertising: Promo-FR	-	225.00	225.00	-	2,475.00	2,475.00
'6531-4-1	Legal Notice Adv: Promo-FR	-	225.00	225.00	476.29	2,475.00	1,998.71
'6550-4-1	Marketing: Promo-FR	646.00	2,296.00	1,650.00	9,530.79	25,256.00	15,725.21
'6551-4-1	Schedules Expense: Promo-FR	260.00	1,375.00	1,115.00	3,672.00	15,125.00	11,453.00
'6552-4-1	Tickets & Passes: Promo-FR	-	450.00	450.00	1,760.00	4,950.00	3,190.00
'6710-5-1	Vehicle Insurance: In&Sf-FR	23,376.58	21,382.00	(1,994.58)	253,199.75	235,202.00	(17,997.75)
'6720-5-1	In House Claims-FR	-	825.00	825.00	2,227.44	9,075.00	6,847.56
'6736-5-1	Workmans Comp Ins: In&Sf-FR	5,438.75	6,023.00	584.25	60,726.28	66,253.00	5,526.72
'6752-5-1	Safety and Training - FR	1,770.00	562.00	(1,208.00)	7,239.77	6,182.00	(1,057.77)
'6800-1-1	Consumable Supplies: Garge-FR	406.58	560.00	153.42	8,224.68	6,160.00	(2,064.68)
'6800-2-1	Consumable Supplies: Trans-FR	-	55.00	55.00	16.99	605.00	588.01
'6800-6-1	Consumable Supplies: Admin-FR	309.43	650.00	340.57	6,445.57	7,150.00	704.43
'6850-6-1	Postage: Admin-FR	183.29	150.00	(33.29)	1,356.73	1,650.00	293.27
'6910-6-1	Professional Fees: Admin-FR	1,654.03	2,158.46	504.43	22,642.56	25,439.23	2,796.67
'6911-6-1	Legal Expense: Admin-FR	-	2,000.00	2,000.00	10,557.90	22,000.00	11,442.10

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

Account #	Account Name	Period to Date - May			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
4111-0-2	Farebox Shared Ride	10,111.25	11,823.00	(1,711.75)	110,272.95	130,053.00	(19,780.05)
4113-0-2	Billed Shared Ride	10,182.50	8,400.00	1,782.50	101,355.20	92,400.00	8,955.20
4170-0-2	Advertising SR	-	678.76	(678.76)	2,092.50	6,639.38	(4,546.88)
4520-0-2	Grants State Act 44-SR	12,481.16	12,481.16	-	119,819.08	119,819.08	-
4553-0-2	Grants PWD-SR	30,543.65	33,070.38	(2,526.73)	313,670.80	317,475.69	(3,804.89)
4550-0-2	Grants Lottery - SR	87,846.65	89,811.92	(1,965.27)	855,985.70	862,194.46	(6,208.76)
4560-0-2	Medical Assistance Grant	70,170.00	70,170.34	(0.34)	704,497.00	771,873.67	(67,376.67)
4590-0-2	Other Revenue S/R	-	-	-	-	-	-
4996-0-2	Interest Income -SR	29.92	25.00	4.92	246.18	275.00	(28.82)
	Total Revenue	221,365.13	226,460.56	(5,095.43)	2,207,939.41	2,300,730.28	(92,790.87)
5010-1-2	Wages: Mechn-SR	15,940.49	14,503.84	(1,436.65)	145,141.86	139,236.92	(5,904.94)
5010-2-2	Wages: Drivr-SR	79,596.48	76,730.76	(2,865.72)	717,584.48	736,615.38	19,030.90
5050-1-2	Fica: Mechn-SR	1,286.14	1,094.00	(192.14)	12,302.88	12,034.00	(268.88)
5050-2-2	Fica: Drivr-SR	6,851.99	5,663.00	(1,188.99)	62,794.31	62,293.00	(501.31)
5052-1-2	PAUC: Mechn-SR	6.58	133.00	126.42	1,068.37	1,463.00	394.63
5052-2-2	PAUC: Drivr-SR	999.58	705.00	(294.58)	10,253.74	7,755.00	(2,498.74)
5096-1-2	Pension: Mechn-SR	928.08	754.00	(174.08)	8,842.49	8,294.00	(548.49)
5096-2-2	Pension: Drivr-SR	2,723.51	1,995.00	(728.51)	28,903.11	21,945.00	(6,958.11)
5320-2-2	MA Outside Transportation	-	1,250.00	1,250.00	9,485.00	13,750.00	4,265.00
5340-2-2	MA Mileage Reimburse-In County	2,628.84	2,250.00	(378.84)	27,615.76	24,750.00	(2,865.76)
5342-2-2	MA Mileage Reimburse-Out Cnty	1,054.80	1,250.00	195.20	11,361.85	13,750.00	2,388.15
5610-1-2	Parts: Garge-SR	2,676.32	3,750.00	1,073.68	51,887.05	41,250.00	(10,637.05)
5612-1-2	Filters: Garge-SR	309.38	250.00	(59.38)	2,056.37	2,750.00	693.63
5630-2-2	Purchased Tires: Trans-SR	971.01	2,500.00	1,528.99	18,199.32	27,500.00	9,300.68
5652-2-2	Fuel Expense: Trans-SR	10,393.61	16,000.00	5,606.39	167,609.91	176,000.00	8,390.09
5653-2-2	Taxes:Trans-SR	41.40	96.00	54.60	948.75	1,056.00	107.25
5654-2-2	Motor Oil: Trans-SR	162.95	577.00	414.05	5,660.87	6,347.00	686.13
5656-2-2	Antifreeze: Trans-SR	-	75.00	75.00	907.50	825.00	(82.50)
6010-6-2	Wages: Admin-SR	47,962.52	45,931.16	(2,031.36)	456,560.42	440,939.08	(15,621.34)
6030-1-2	Vacation Pay: Garge-SR	731.27	955.00	223.73	9,331.87	10,505.00	1,173.13
6030-2-2	Vacation Pay: Trans-SR	513.28	1,663.00	1,149.72	11,400.48	18,293.00	6,892.52
6030-6-2	Vacation Pay: Admin-SR	1,188.15	3,178.00	1,989.85	26,117.47	34,958.00	8,840.53
6032-1-2	Sick Pay: Garge-SR	-	188.00	188.00	1,478.64	2,068.00	589.36
6032-2-2	Sick Pay: Trans-SR	641.60	333.00	(308.60)	5,646.08	3,663.00	(1,983.08)
6032-6-2	Sick Pay: Admin-SR	267.94	581.00	313.06	2,648.06	6,391.00	3,742.94
6034-1-2	Holiday Pay: Garge-SR	-	465.00	465.00	4,045.01	5,115.00	1,069.99
6034-2-2	Holiday Pay: Trans-SR	256.64	665.00	408.36	6,536.32	7,315.00	778.68
6034-6-2	Holiday Pay: Admin-SR	30.29	1,434.01	1,403.72	13,681.15	15,774.10	2,092.95
6039-1-2	Other Paid Absences: Garge-SR	262.79	176.00	(86.79)	1,207.21	1,936.00	728.79
6039-2-2	Other Paid Absences: Trans-SR	256.64	333.00	76.36	2,540.72	3,663.00	1,122.28
6039-6-2	Other Paid Absences: Admin-SR	1,620.24	543.00	(1,077.24)	5,279.27	5,973.00	693.73
6050-6-2	Fica on Wages: Admin-SR	3,794.90	3,411.00	(383.90)	37,799.25	37,521.00	(278.25)
6052-6-2	PAUC on Wages: Admin-SR	30.05	388.00	357.95	3,204.39	4,268.00	1,063.61
6054-6-2	FICA on 3rd Party Sick Pay	-	40.00	40.00	532.15	440.00	(92.15)
6090-1-2	Hospitalization: Garge-SR	1,903.11	2,376.00	472.89	22,748.24	26,136.00	3,387.76
6090-2-2	Hospitalization: Trans-SR	2,771.76	2,927.00	155.24	29,962.20	32,197.00	2,234.80
6090-6-2	Hospitalization: Admin-SR	8,047.29	8,220.33	173.04	87,984.66	90,423.57	2,438.91

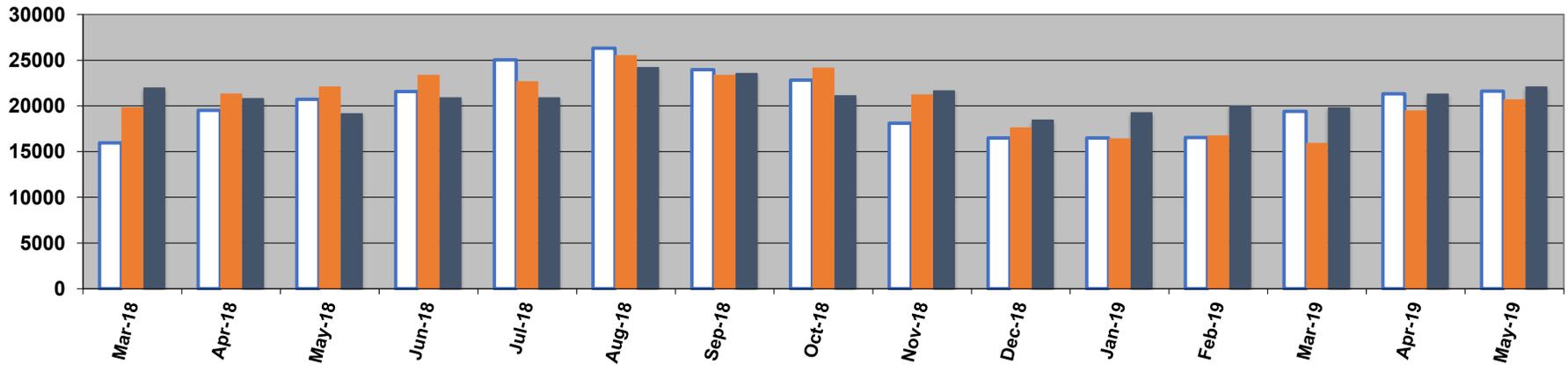
**Monroe County Transportation Authority
Budget Variance Report for Shared Ride
For the Eleven Months Ending May 31, 2019**

Account #	Account Name	Period to Date - May			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
6092-1-2	Life Insurance: Garge-SR	113.24	180.00	66.76	1,350.28	1,980.00	629.72
6092-2-2	Life Insurance: Trans-SR	223.78	225.00	1.22	2,272.43	2,475.00	202.57
6092-6-2	Life Insurance: Admin-SR	270.61	275.00	4.39	2,922.44	3,025.00	102.56
6093-6-2	Employee Assistance Program SR	-	150.00	150.00	410.00	1,650.00	1,240.00
6094-1-2	Uniforms: Garge-SR	155.22	250.00	94.78	1,898.10	2,750.00	851.90
6094-2-2	Uniforms: Trans-SR	608.61	875.00	266.39	10,775.19	9,625.00	(1,150.19)
6096-6-2	Pension: Admin-SR	2,899.60	2,400.00	(499.60)	26,235.32	26,400.00	164.68
6098-1-2	Bonus/Gifts: Garge-SR	222.00	315.00	93.00	4,508.53	3,465.00	(1,043.53)
6098-2-2	Bonus/Gifts: Trans-SR	45.98	250.00	204.02	11,750.47	2,750.00	(9,000.47)
6098-6-2	Bonus/Gifts: Admin-SR	(62.50)	550.00	612.50	11,865.97	6,050.00	(5,815.97)
6253-6-2	Staff Seminars: Admin-SR	-	50.00	50.00	894.00	550.00	(344.00)
6310-6-2	Telephone: Admin-SR	114.81	50.00	(64.81)	1,378.26	550.00	(828.26)
6330-6-2	Electric: Admin-SR	614.14	880.00	265.86	8,099.75	9,680.00	1,580.25
6350-6-2	Non-Elec. Heat: Admin-SR	(2.74)	880.00	882.74	6,486.27	9,680.00	3,193.73
6360-6-2	Cable TV: Admin-SR	48.52	40.00	(8.52)	510.14	440.00	(70.14)
6370-6-2	Water Expense: Admin-SR	160.47	167.00	6.53	1,785.26	1,837.00	51.74
6390-6-2	Garbage Removal: Admin-SR	381.35	267.00	(114.35)	3,335.71	2,937.00	(398.71)
6550-4-2	Marketing: Promo-SR	-	-	-	-	-	-
6710-5-2	Vehicle Insurance: In&Sf-SR	3,284.59	3,761.00	476.41	41,305.78	41,371.00	65.22
6720-5-2	In House Claims-SR	-	539.00	539.00	(4,825.02)	5,929.00	10,754.02
6736-5-2	Workmans Comp Ins: In&Sf-SR	4,557.08	5,560.00	1,002.92	53,576.55	61,160.00	7,583.45
6800-1-2	Consumable Supplies: Garge-SR	174.26	250.00	75.74	3,606.63	2,750.00	(856.63)
6800-2-2	Consumable Supplies: Trans-SR	-	42.00	42.00	47.40	462.00	414.60
6800-6-2	Consumable Supplies: Admin-SR	251.38	550.00	298.62	4,673.03	6,050.00	1,376.97
6850-6-2	Postage: Admin-SR	427.66	325.00	(102.66)	2,753.16	3,575.00	821.84
6910-6-2	Professional Fees: Admin-SR	658.23	1,229.46	571.23	10,280.81	15,220.23	4,939.42
6912-6-2	Labor Attorney: Admin-SR	-	175.00	175.00	-	1,925.00	1,925.00
6913-6-2	Drug Screens - SR	283.20	275.00	(8.20)	2,376.80	3,025.00	648.20
6916-6-2	Auditor: Admin-SR	-	988.00	988.00	10,660.00	10,868.00	208.00
6930-1-2	Small Tools & Equip.: Garge-SR	168.19	50.00	(118.19)	1,376.46	550.00	(826.46)
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)	2,830.00	2,200.00	(630.00)
6952-2-2	Licnese Renewals & Physicals: Trans-SR	-	350.00	350.00	1,938.00	3,850.00	1,912.00
6954-2-2	Communication: Trans-SR	524.50	675.00	150.50	8,176.62	7,425.00	(751.62)
6970-6-2	Dues/Memb/Subsc/: Admin-SR	145.83	300.00	154.17	2,255.10	3,300.00	1,044.90
7996-6-2	Bank Charges-SR	-	3.00	3.00	(15.00)	33.00	48.00
	Total Expenses	213,717.64	226,460.56	12,742.92	2,250,110.80	2,300,730.28	50,619.48
	Net Income from Operations	7,647.49	-	7,647.49	(42,171.39)	-	(42,171.39)

MONROE COUNTY TRANSPORTATION **FIXED ROUTE** RIDERSHIP STATISTICS

17-18	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	Apr-19	May-19	18-19
TOTAL FULL FARE	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	5,797	5,862	
TOTAL SENIORS	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	2,237	2,302	
TICKETS (BLUE)	322	424	445	497	518	545	422	483	414	345	444	447	566	522	576	
STUDENTS	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	4,302	3,523	
FEDERAL (GREEN)	313	404	365	373	341	420	391	379	253	154	303	290	318	359	269	
TRANSFERS (ON)	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	3,453	3,105	
MISC. TRIPS	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	4,657	5,971	
FARE CARD SOLD	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL RIDERS	15954	19513	20728	21574	25042	26305	23963	22831	18095	16494	16504	16539	19412	21327	21608	
	19857	21358	22120	23402	22690	25555	23401	24193	21256	17666	16441	16783	15954	19513	20728	
	22018	20863	19208	20954	20954	24251	23611	21161	21702	18500	19314	20038	19857	21358	22120	

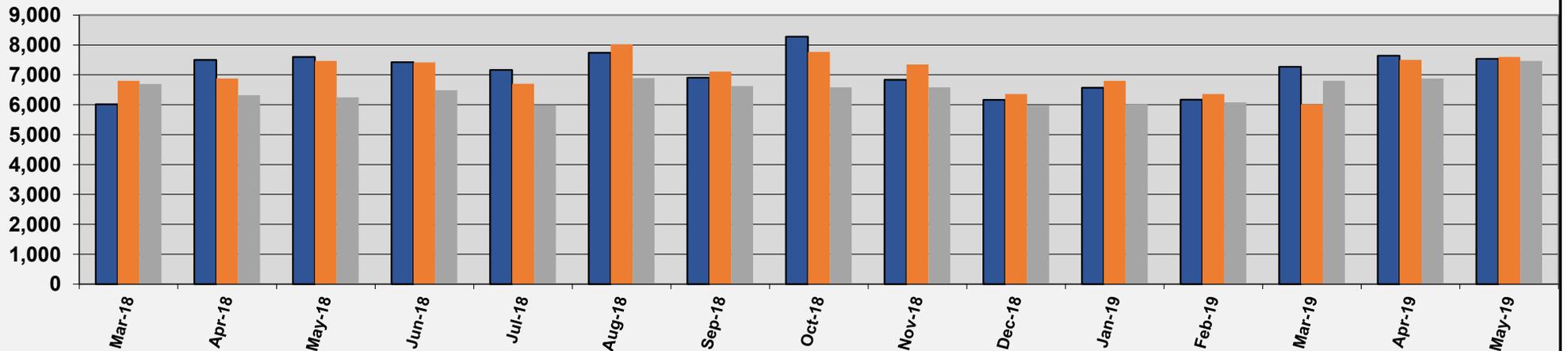
TOTAL MONTHLY FIXED ROUTE TRIPS



MONROE COUNTY TRANSPORTATION **SHARED RIDE** RIDERSHIP STATISTICS

FY 17-18	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	Apr-19	May-19	FY18-19
LOTTERY/SENIORS	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	3,820	3,767	
LOTTERY MA	289	351	339	354	373	345	307	465	366	272	327	316	401	407	422	
FULL FARE	6	18	12	12	14	20	16	18	11	8	4	7	6	8	10	
MISC. SUBSIDIES	2	2	5	6	4	6	2	4	6	4	2	2	1	6	4	
ADA	349	389	344	290	333	367	335	401	332	340	370	335	431	440	498	
PWD	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	1,479	1,389	
MATP	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	1,469	1,427	
MATPO	6	2	6	8	14	6	4	12	5	6	6	0	16	12	17	
TOTAL RIDERS	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	7,641	7,534	
	6802	6876	7465	7413	6701	8016	7107	7770	7344	6358	6803	6361	6012	7503	7602	
	6692	6315	6245	6484	5984	6889	6622	6581	6581	5966	6013	6080	6802	6876	7465	

TOTAL MONTHLY SHARED RIDE TRIPS



ASSURANCES

Consolidated Capital Grant Application (CCA): Board Resolution to File Application and to Certify Local Match

The MCTA Board of Directors resolves and certifies that the requested state amount of \$255,018 of Section 1516 funds; and/or state amount of \$21,076 of Section 1514 state discretionary trust funds; and/or, \$0 of state Section 1514 Bond funds are requested for Fiscal Year 19/20 to help pay for projected capital costs, excluding asset maintenance, and that these funds will only be used for this purpose since these funds are ineligible to be used for operating costs. Any of these funds not used this Fiscal Year will be used only for capital assistance in a subsequent year.

Further the MCTA Board of Directors resolves and certifies that in Fiscal Year 19/20 that local, or if applicable private, cash matching funds of no less than \$702 will be provided to match the requested amount of state Section 1514 discretionary trust funds; and/or, that local, or if applicable private, cash matching funds of no less than \$0 will be provided to match the requested amount of state Section 1514 bond funds. No local matching funds are required for the requested state Section 1516 funds.

I Richard Mutchler , Chairman of the MCTA Board of Directors do hereby certify that
(Governing Body Official's Name) (Official Title) (Name of Governing Body)

the foregoing is a true, and correct copy of the Resolution adopted at a regular meeting of the MCTA Board of Directors held the day of June 27, of 2019.

(Name of Governing Body)

Chairman June 27, 2019

(Signature of Official) (Official Title) (Date)

Attested by:

Margaret A. Howarth Executive Director June 27, 2019

(Name of Attester) (Signature of Attester) (Official Title of Attester) (Date)