

**Metropolitan Tulsa Transit Authority  
BOARD of TRUSTEES MEETING**  
Tuesday, June 25, 2024  
R.O. Laird Board Room  
510 South Rockford Avenue, Tulsa, Oklahoma  
To Be Held 12:00 p.m.

## **AGENDA**

**INTRODUCTION AND NOTICE TO THE PUBLIC:** The Board of Trustees will consider, discuss, and may take action on, adopt, amend, reject, or defer action on any item listed on this Agenda.

**I. CALL TO ORDER and BOARD MEMBER ROLL CALL**

**II. INTRODUCTIONS**

**III. APPROVAL OF THE April 23, 2024, MEETING MINUTES** [Page 3](#)

**IV. PUBLIC COMMENTS**

*Anyone wishing to comment on an agenda item shall notify the board secretary of their wish to speak, as well as the specific agenda item that they wish to speak about. Each speaker will be allowed three minutes to present. No person shall be allowed to comment without registering with the board secretary.*

**V. COMMITTEE BUSINESS and REPORTS**

*With respect to any action on a financial matter below, the Board may also consider and possibly approve, adopt, deny, or amend its current or proposed budget as warranted to add, delete, increase, or decrease programs, appropriations, expenditures, and amounts thereof.*

**A. Finance/Budget**

1. Review of Ridership – *Chase Phillips (Information)* [Page 5](#)
2. Review and approval of Financial Statements—*Rebecca Walner (Action)* [Page 12](#)
3. GM Expenses—*Rebecca Walner (Action)*
4. Insurance Renewals – *Rebecca Walner (Action)* [Page 36](#)
  - Fiduciary – AJ Gallagher
  - CompSource Workers Compensation (AJG)
  - General Liability Renewal (Shelters & TPS Antenna)
  - Crime Renewal
  - 23-24 GL Tower
  - Auto Liability Renewal
  - 15/16 D&O Policy – AJ Gallagher
  - Cyber Renewal
5. Upcoming Procurements—*Rebecca Walner (Information)* [Page 38](#)

**Metropolitan Tulsa Transit Authority**  
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**B. Operating/Marketing**

1. INCOG Contract for Dept. of Energy AV Pilot Project - *Chase Phillips (Action)* [Page 39](#)  
Authorize the General Manager to negotiate final terms and conditions with INCOG to purchase vehicles and related equipment, for an amount not to exceed \$750,000. These purchases serve as the local match for the INCOG/Univ. Cornell Autonomous Vehicle (AV) Pilot Project, funded by Dept. of Energy (DOE).

2. Upcoming Board Meeting Date Change (October)—*Scott Marr (Action)*  
Change the October 22, 2024, Board meeting date to October 29, 2024.

C. **Executive Committee**—*Adam Doverspike, Board Chair*

**VII. TRUSTEES AND GENERAL MANAGER COMMENTS**

Members of the Board of Trustees and the General Manager will have an opportunity to comment on Tulsa Transit, its services and/or other issues related to Tulsa Transit. Action will not be taken by the Board of Trustees on these comments.

**VIII. NEW BUSINESS**

Pursuant to the Oklahoma Open Meetings Act, new business is any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda. Title 25 O.S. sec. 311(A)(9).

**IX. ADJOURN**

The next regularly scheduled meeting of the  
Tulsa Transit Board of Trustees will be held on  
**Tuesday, July 23, 2024, at 12:00 PM**

**METROPOLITAN TULSA TRANSIT AUTHORITY**

**Minutes of the Meeting of the Board of Trustees**

Tuesday, April 24, 2024

R.O. Laird Board Room

510 South Rockford Avenue, Tulsa, Oklahoma

**CALL TO ORDER/ROLL CALL**

<b>Trustee</b>	<b>In-Person</b>	<b>Absent</b>
Adam Doverspike, Chair	✓	
James Wagner, Vice Chair	✓	
Emily Hall	✓	
Tina Peña	✓	
Emeka Nnaka*	✓	
Phyllis Joseph	✓	
Jim East		✓
<b>Totals</b>	<b>6</b>	<b>1</b>

\*Emeka Nnaka joined 12:14pm

**OTHERS PRESENT:**

Lori Soderstrom, Secretary to the Board of Trustees; Jean Ann Hudson, City-Appointed Attorney.

**IN ATTENDANCE:** Scott Marr, General Manager; Rebecca Walner, MTTA CFO; Jack Van Hooser, MTTA Procurement Specialist; Chase Phillips, MTTA Director of Planning; Randy Cloud, MTTA Director of Maintenance; BreAnna Hall, MTTA Marketing Manager; John Dobie, HNTB; Mike Colbert; Paulette Jackson; Kenneth Day.

In accordance with the Oklahoma Open Meetings Act, the meeting was preceded by advance notice of the date, time, and place filed with the Municipal City Clerk’s office on November 16, 2023. An announcement was also given at least twenty-four (24) hours in advance by posting notice of the date, time and place and agenda of the meeting on April 18, 2024, @ 3:53pm, at the Municipal City Clerk’s office and at Tulsa Transit Administrative offices on April 18, 2024.

**I. CALL TO ORDER**

**Adam Doverspike** called the meeting to order at 12:02 pm.

**Adam Doverspike** informed the Board that Board member **Jim East** had passed away on his vacation. Board members shared stories about Jim.

**II. INTRODUCTIONS**

Scott introduced the MTTA staff, Paulette Jackson Union President, and Kenneth Day, International ATU Vice President.

**III. APPROVAL OF THE March 26, 2024, MEETING MINUTES**

**Emily Hall and Tina Peña** moved to approve the March 26, 2024, meeting minutes.

Yeas 5 Nays 0 Abstained 0 Absent 2 -- Motion Carried.

**IV. PUBLIC COMMENTS**

None

**A. Finance/Budget**

1. Review of Ridership – *Chase Phillips*

Chase presented the March 2024 ridership. Ridership for fixed was at 195k, BRT was at 51k, Lift was at 6,285 and Microtransit trips was 7,673.

2. Review and approval of Financial Statements—*Rebecca Walner*

Rebecca presented the financial statements for March. Under budget by 6%, operations revenues are on target, planning is under budget due to not doing studies, utilities are under and repairs due to less engine overhauls.

**Emily Hall** and **Phyllis Joseph** moved to approve March Financial Statement Summary.

Yeas 6      Nays 0      Abstained 0      Absent 1      --      Motion Carried.

3. FY2025 Budget—*Rebecca Walner*

Rebecca informed the Board of the change in the FY2025 budget; the City of Tulsa cut the budget by around \$700,000. **James Wagner** stated that the Major had two primary goals, to keep up the employees’ compensation, so he proposed a wage increase for the City of Tulsa employees; the other goal is not leaving the incoming Major a deficit. City of Tulsa’s general fund was cut for all authorities and departments. Board asked that in May come back with solutions for the cuts of the \$700,000 for the FY2025 budget.

4. Upcoming Procurements—*Jack Van Hooser (Information)*

Jack presented the upcoming procurements.

**Operating/Marketing**

1. INCOG Contract for Dept. of Energy AV Pilot Project – *Chase Phillips*

Item tabled until next meeting.

**C. Executive Committee**

**V. TRUSTEES AND GENERAL MANAGER COMMENTS**

Emily Hall commented on a MetroLink Tulsa bus passing by and it looks sleek and inviting.

**VI. NEW BUSINESS**

Pursuant to the Oklahoma Open Meetings Act, new business is any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda. Title 25 O.S. sec. 311(A)(9).

**VII. ADJOURN**

**Adam Doverspike** adjourned meeting at 12:31 pm.

Sincerely,

Lori Soderstrom  
Secretary to the Board of Trustees

# Fixed Route

**Avg Passengers per Rev. Hr.**  
13.7

\*APC Ridership

## Highest Ridership:

130: 17,384 – 19.5 Pass/Rev. Hr.  
110: 14,691 – 15.0  
140: 11,622 – 13.7  
150: 10,930 – 20.1  
112: 10,131 – 10.9

\*APC Ridership

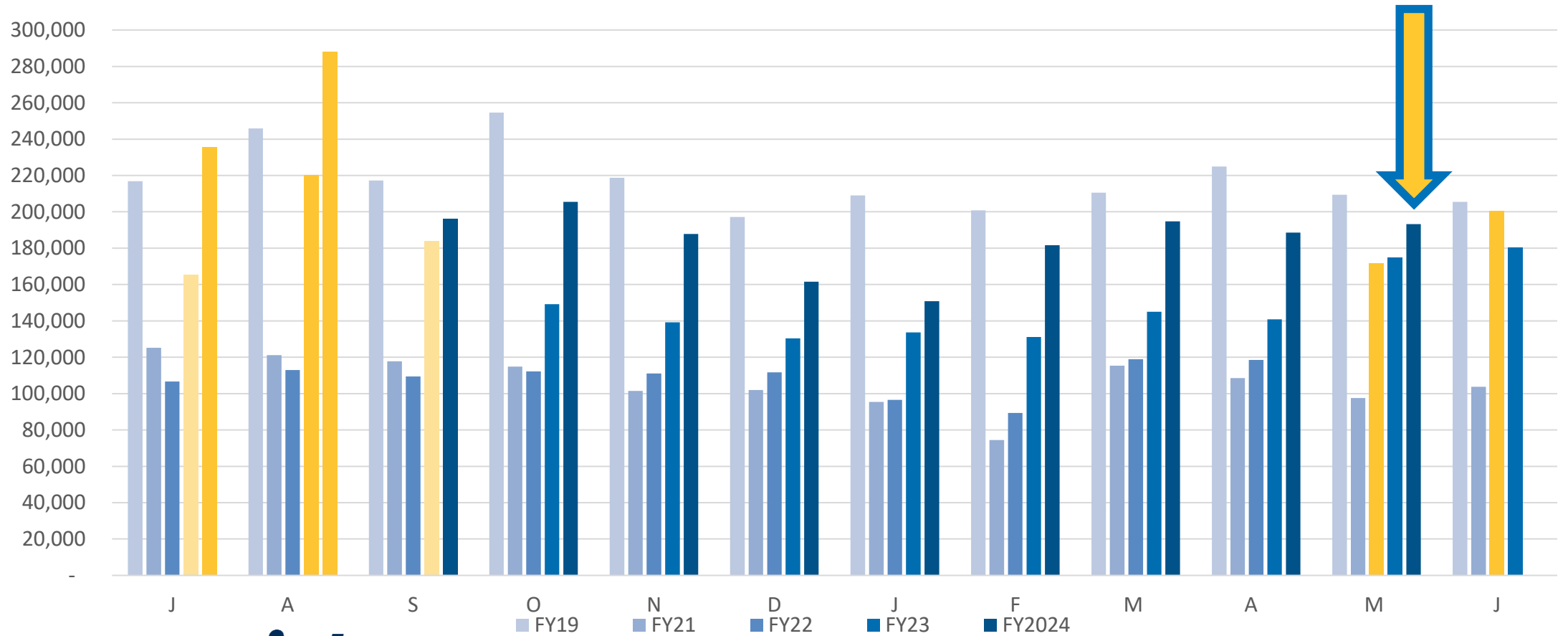
**Avg Weekday Ridership:**  
7622

**Avg Saturday Ridership:**  
5679

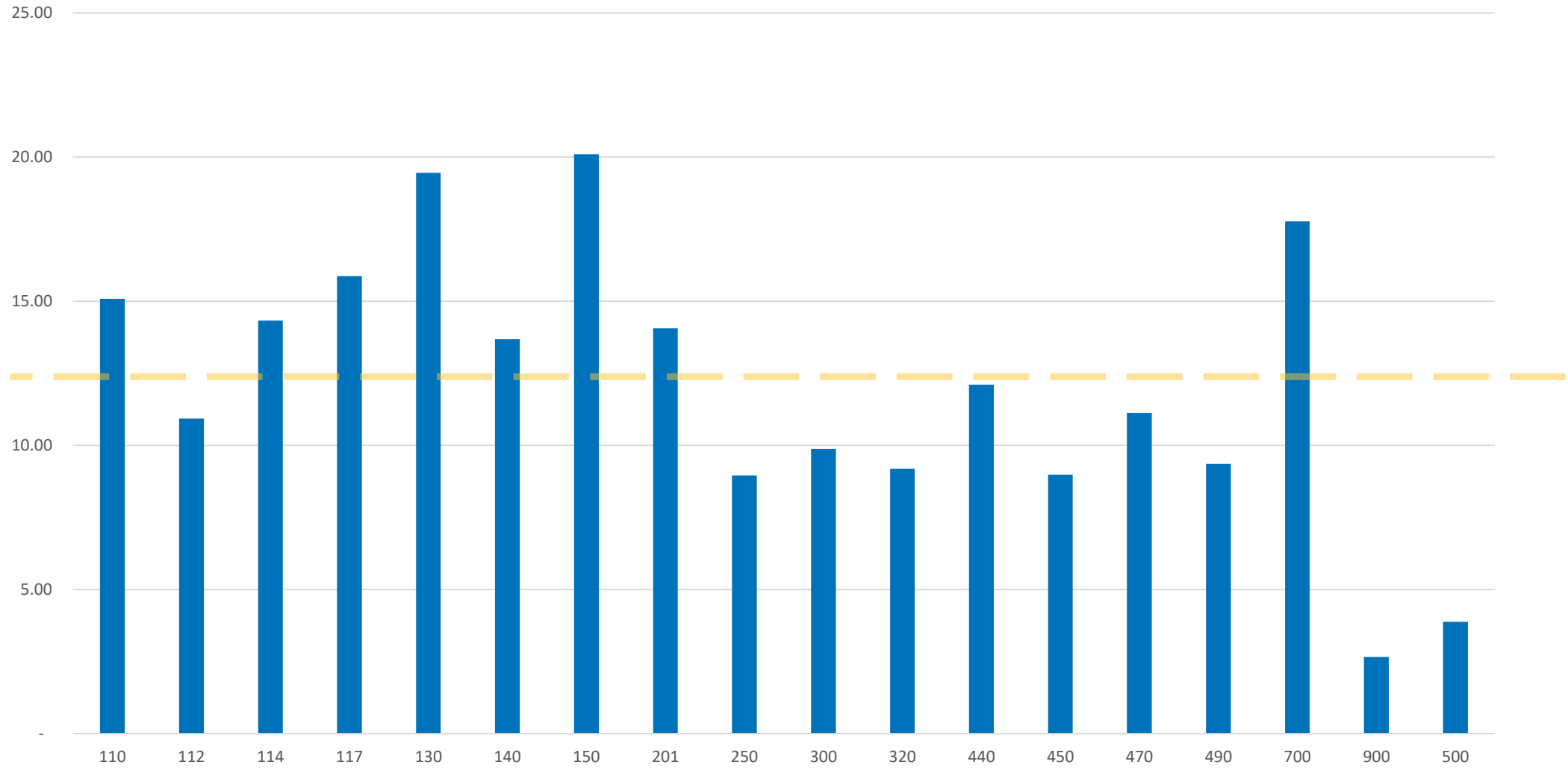
**Avg Sunday Ridership:**  
1039

# Fixed Route Ridership

Ridership of 193K exceeded FY23 by 19K



# Passengers per Rev Hour

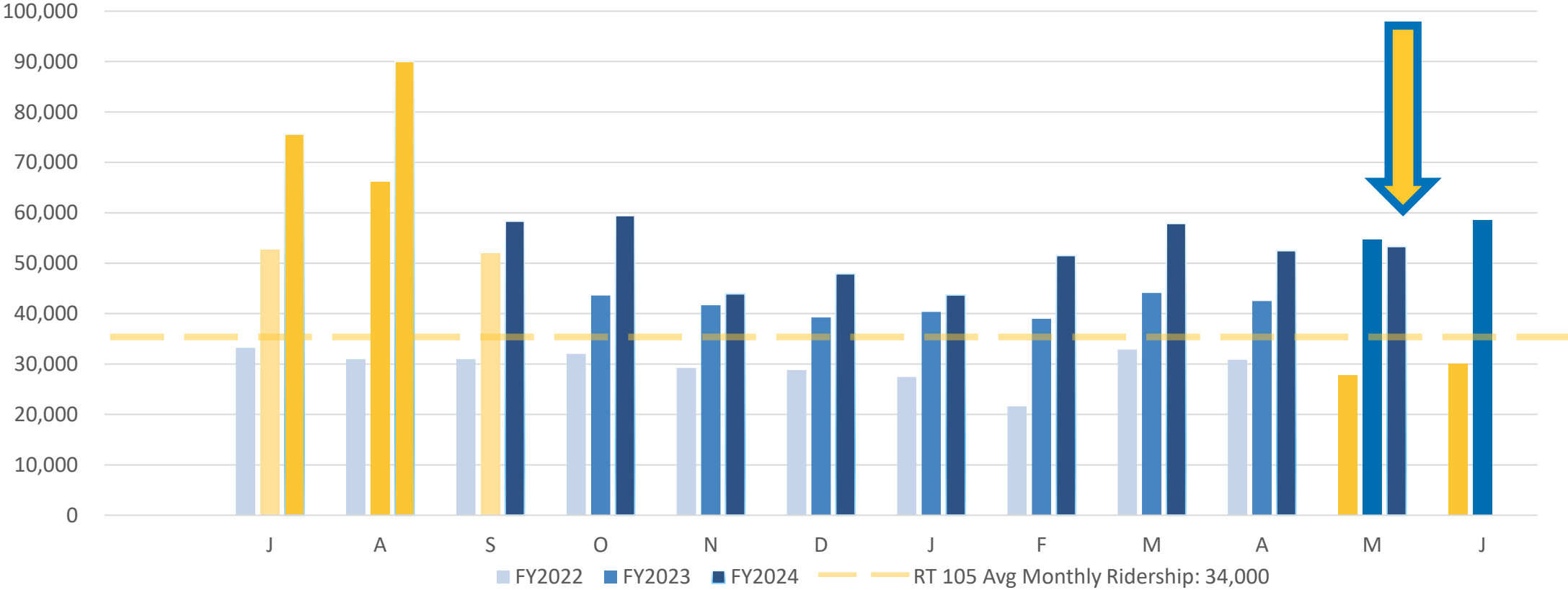


--- FX Service Benchmark is 13

# BRT Ridership

BRT ridership of 53K is 1K less than FY23 Ridership & 19K more than Route 105 Avg.

Passengers per Revenue Hour: 17.8

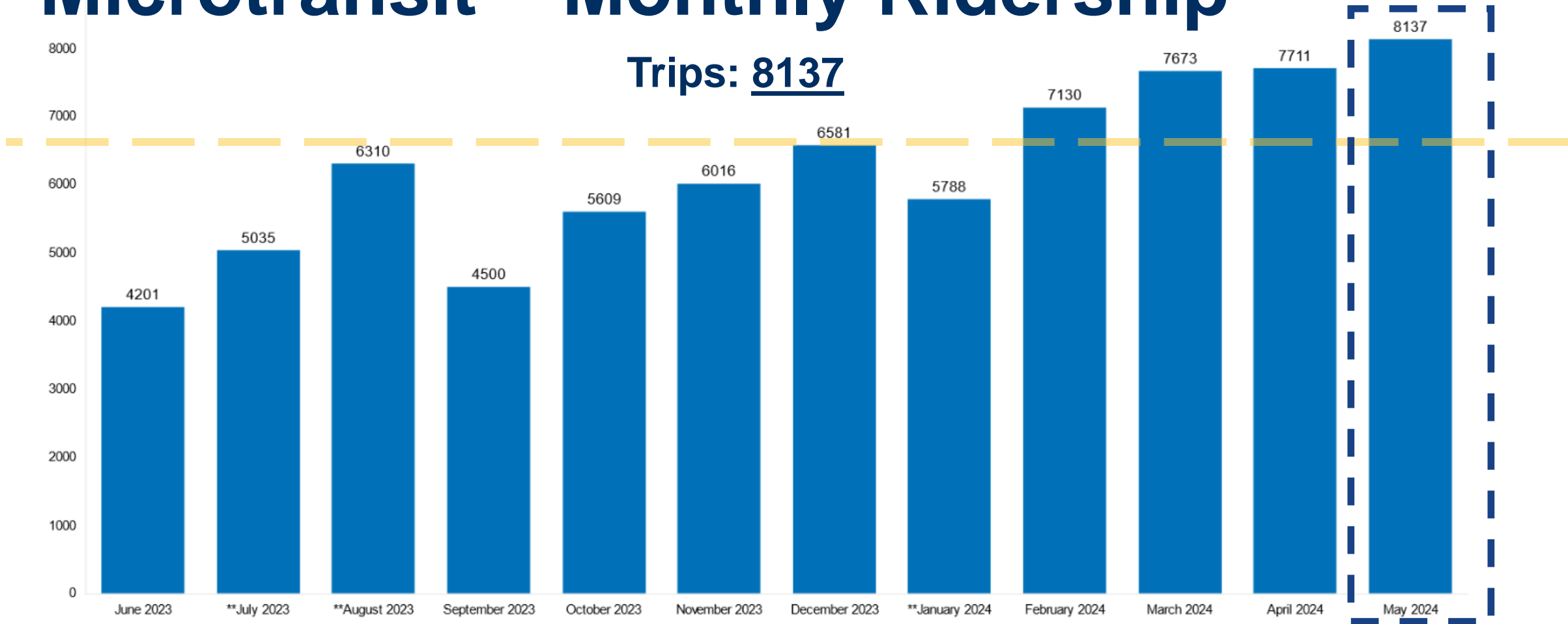


NOTES: (1) FY20 Removed (2) Gold = Free Fare Full Month (3) Light Gold = Free Fare 1/2 Month



# Microtransit – Monthly Ridership

Trips: 8137



MicroLink 2024 Trips

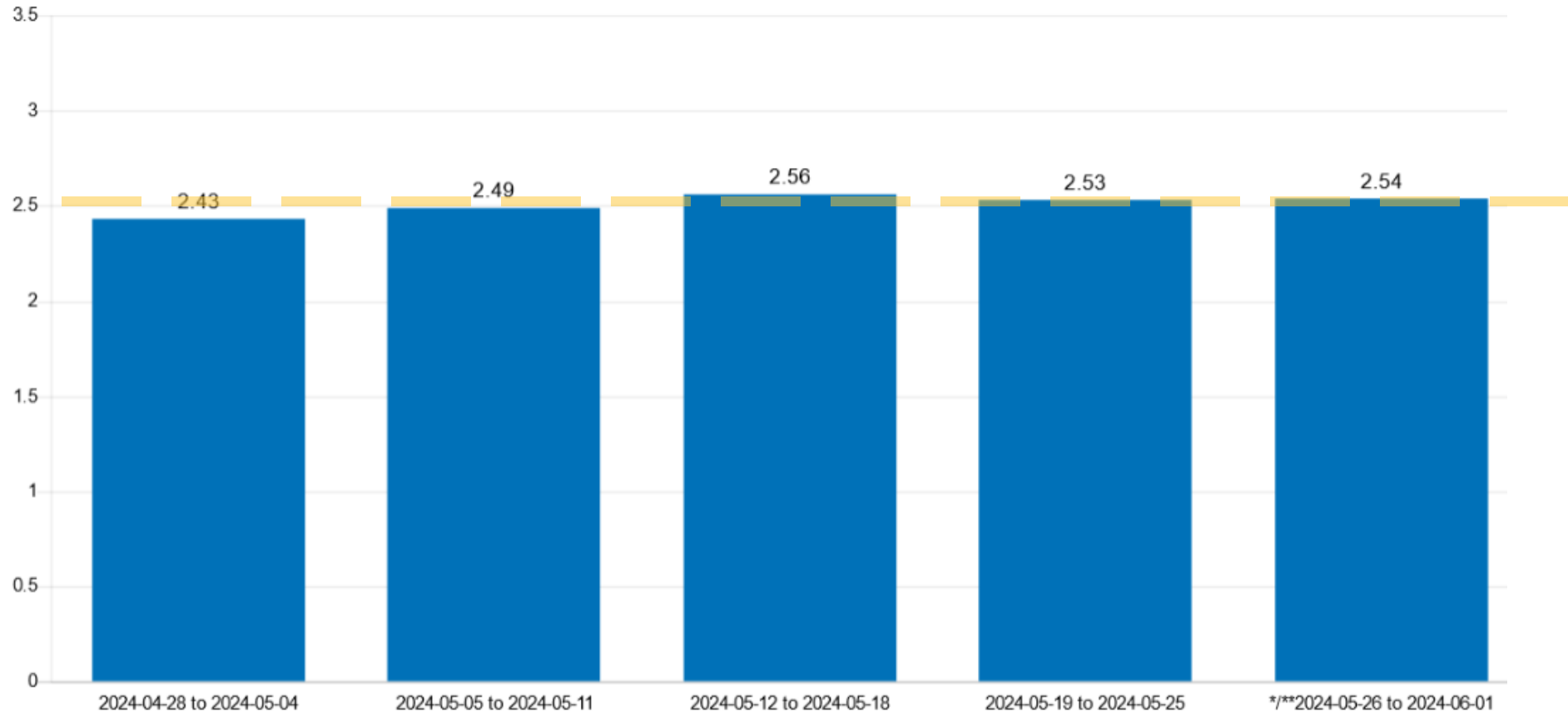


Performance Goal: 6.6K



# Microtransit – Monthly Ridership

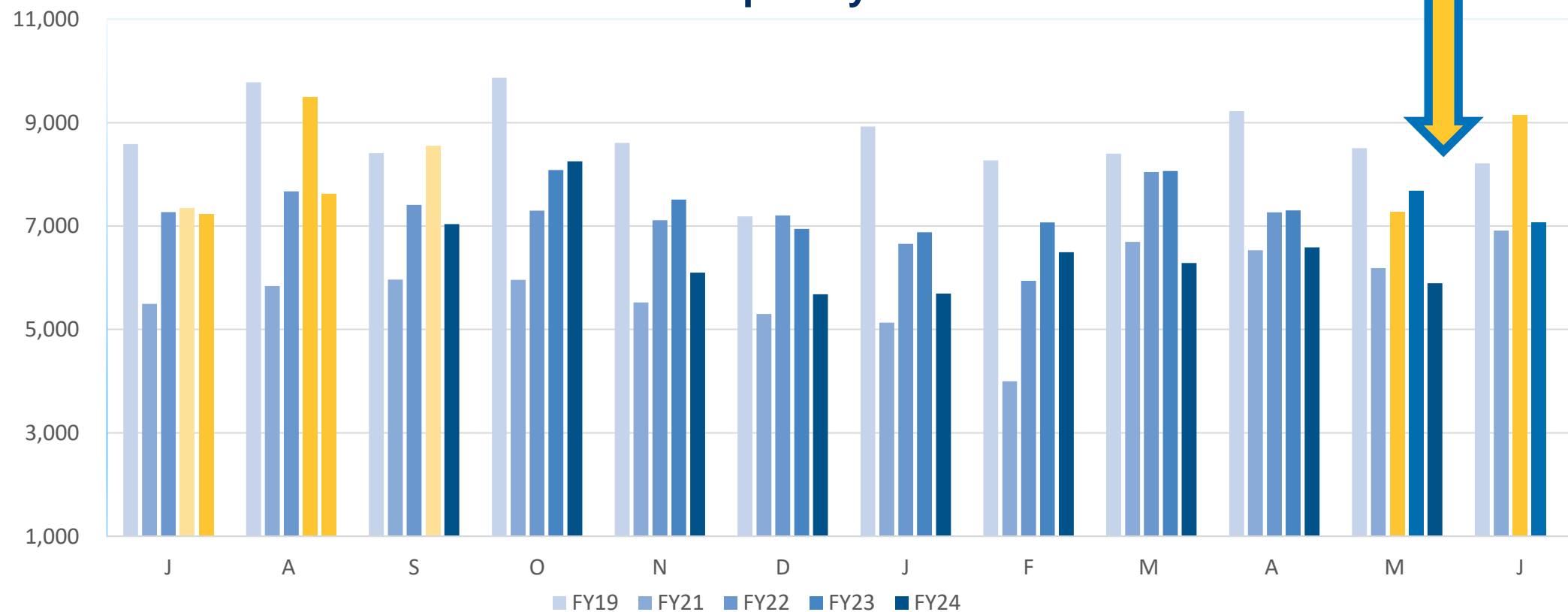
Passengers per Revenue Hour: 2.51



# Lift Ridership

Ridership of 5,985 was 1.8K less than FY23.

230 trips/day



**METROPOLITAN TULSA TRANSIT AUTHORITY  
BOARD MEETING  
April 23, 2024**

To: Board of Trustees  
From: Rebecca Walner, Chief Financial Officer  
Subject: FY24 Financial Statement Summary through April 30, 2024


**Recommendation:**

Review and approve the FY24 April Financial Statement Summary.

**Analysis:**

April operating expenses of \$2.1M were \$96K or 4.24% less projections based on the FY2024 budget.

YTD we have a total expenses of 21.4M which are 1.2M or 5.6% less than projected. Revenues from Operations are on target. The FY24 underspending of 1.2M is reflected in the following areas Administrative Services \$85,000, Materials and Supplies, 443K, Utilities 113K, Insurance \$176K. Below is a summary of our YTD FY24 operating results before audit:

		<b><i>FY24 Executive Summary</i></b>		
		For the Ten Months Ending Apr 30, 2024		
<b>Summary of Activities*</b>				
	<b>Actual</b>	<b>Budget</b>	<b>Var%</b>	
Revenues From Operations	\$ 2,030	\$ 2,100	-3%	
Grant Revenues	19,377	20,592	-6%	
<b>Total Operating Revenues</b>	<b>21,407</b>	<b>22,692</b>	<b>-6%</b>	
Total Expenses	(21,407)	(22,692)	-6%	
Surplus (Deficit)	\$ 0	\$ (0)	0%	
<b>Operating Revenues*</b>				
	<b>Actual</b>	<b>Budget</b>	<b>Var%</b>	
City of Tulsa	\$ 10,122	\$ 9,769	4%	
Federal Grants	7,302	9,460	-23%	
State Grants	1,418	958	48%	
Other Grants	535	404	32%	
Fare Revenues	1,314	1,296	1%	
Advertising Revenues	595	650	-8%	
Other Revenues	121	155	-22%	
<b>Total Operating Revenues</b>	<b>\$ 21,407</b>	<b>\$ 22,692</b>	<b>-6%</b>	
<b>Operating Expenses*</b>				
	<b>Actual</b>	<b>Budget</b>	<b>Var%</b>	
Payroll & Fringe	\$ 14,841	\$ 14,471	3%	
Transportation Services	-	-	0%	
Administrative Services	769	865	-11%	
Materials & Supplies	3,768	4,332	-13%	
Utilities	519	663	-22%	
Insurance	618	799	-23%	
Marketing & Planning	892	1,562	-43%	
<b>Total Expenses</b>	<b>\$ 21,407</b>	<b>\$ 22,692</b>	<b>-6%</b>	



**FY24 Executive Summary**  
For the Ten Months Ending Apr 30, 2024

Summary of Activities*	Actual	Budget	Var%
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<b>Total Expenses \$</b>	<b>21,407</b>	<b>\$ 22,692</b>	<b>-6%</b>

**Goal 1. Operate a Safe Transit System**

Accidents (Per 100K miles)	FY24	FY23	Change	Target
Fixed Route	3.33	9.40	-65%	2.00
RideShare	5.36	6.75	-21%	1.20

**Goal 2. Meet and Exceed Customer Expectations**

Complaints	FY24	FY23	Change	Target
Fixed Route	27.30	2.77	-3301%	25.00
MicroLink	34.71	n/a	n/a	25.00
LinkAssist	44.26	34.59	40%	25.00

**Goal 3. Maintain a Quality Workforce**

Absences (Per weekday)	FY24	FY23	Change	Target
Fixed Route	3	7	-33%	9
Rideshare	5	n/a	2%	5.0

**Goal 4. Operate an Effective Transit System**

Passengers Per Hour	FY24	FY23	Change	Target
Fixed Route	12.00	12.04	-5%	13.00
MicroLink	2.44	n/a	n/a	2.50
LinkAssist	1.76	2.05	-14%	2.00

**Goal 5. Operate an Efficient Transit System**

Cost Per Trip	FY24	FY23	Change	Target
Fixed Route \$	8.26	\$ 10.03	29%	\$ 8.71
MicroLink \$	34.91	n/a	n/a	\$ 30.00
LinkAssist \$	51.78	\$ 57.19	0%	\$ 57.00

MetroLink Tulsa connects people to progress and prosperity.

Fixed Route and Nightline Preventable Accidents - FY24								
	\$0 to \$500	\$500 to \$1,000	\$1,000 to \$2,500	\$2,500 to \$5,000	\$5,000 to \$10,000	\$10,000 to \$20,000	Over \$20,000	Total
<b>MONTH</b>								
July	6							6
August	2							2
September			3	1				4
October	6							6
November	3							3
December	2					1		3
January	1	1						2
February								0
March	5	1	2					8
April	1	1	1	1				4
May								0
June								0
<b>TOTAL</b>	<b>26</b>	<b>3</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>38</b>
<b>Percent of Total</b>	<b>68%</b>	<b>8%</b>	<b>16%</b>	<b>5%</b>	<b>0%</b>	<b>3%</b>	<b>0%</b>	<b>100%</b>

Fixed Route and Nightline Preventable Accidents - FY23								
	\$0 to \$500	\$500 to \$1,000	\$1,000 to \$2,500	\$2,500 to \$5,000	\$5,000 to \$10,000	\$10,000 to \$20,000	Over \$20,000	Total
<b>MONTH</b>								
July	1		1					2
August	2		1					3
September	1		1					2
October	3	1						4
November								0
December	5	1					1	7
January	8	2		1	1			12
February	3			1				4
March	3	1	7	1			1	13
April	8	1		1				10
May	3		1					4
June	1			1				2
<b>TOTAL</b>	<b>38</b>	<b>6</b>	<b>11</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>63</b>
<b>Percent of Total</b>	<b>60%</b>	<b>10%</b>	<b>17%</b>	<b>8%</b>	<b>2%</b>	<b>0%</b>	<b>3%</b>	<b>100%</b>

Lift Preventable Accidents - FY24								
	\$0 to \$500	\$500 to \$1,000	\$1,000 to \$2,500	\$2,500 to \$5,000	\$5,000 to \$10,000	\$10,000 to \$20,000	Over \$20,000	Total
<i>Month</i>								
July	3							3
August	4							4
September	0							0
October	3							3
November	2		1					3
December	4							4
January	1	1						2
February								0
March					1			1
April	3		1					4
May								0
June								0
<b>Total</b>	<b>20</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>24</b>
<b>Percent of Total</b>	<b>83%</b>	<b>4%</b>	<b>8%</b>	<b>0%</b>	<b>4%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Lift Preventable Accidents - FY23								
	\$0 to \$500	\$500 to \$1,000	\$1,000 to \$2,500	\$2,500 to \$5,000	\$5,000 to \$10,000	\$10,000 to \$20,000	Over \$20,000	Total
<i>Month</i>								
July	1		1					2
August	6			1				7
September	5	1		1	1			8
October	3							3
November								0
December	3		1					4
January	1							1
February	5							5
March	3			1				4
April			3					3
May	3	1						4
June	2					1		3
<b>Total</b>	<b>32</b>	<b>2</b>	<b>5</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>44</b>
<b>Percent of Total</b>	<b>73%</b>	<b>5%</b>	<b>11%</b>	<b>7%</b>	<b>5%</b>	<b>0%</b>	<b>0%</b>	<b>100%</b>

**SUMMARY OF OPERATING BUDGET VARIANCE ANALYSIS**

				Projected expenses within +/- \$1,000 and +/- 5% YTD variance are considered consistent with projections.
	<b>YTD</b>	<b>YTD</b>	<b>YTD</b>	
<b>Operating Revenues</b>	<b>\$</b>	<b>Var\$</b>	<b>Var%</b>	<b>Details</b>
Fixed Route Revenues	1,104,292.00	28,588.00	3%	Fixed Route Ridership (including Micro Transit) is on target to projected revenue.
Advertising Revenue	595,051.00	(54,949.00)	-8%	Advertising revenue for the month of April is lower, however, we are starting to see more full bus ad's being purchased.
Lift Program Revenues	210,126.00	(9,674.00)	-4%	As we continue to work with RideCo (our software company) we are hopeful that ridership will begin to increase as well.
	<b>YTD</b>		<b>YTD</b>	
<b>Expenses</b>	<b>\$</b>		<b>Var%</b>	<b>Details</b>
Payroll and Fringe	14,841,217.00	369,922.00	3%	Payroll and fringe is on target fo the year, currently over by 3%, due to overtime that we are working through to get down for the remaining year.
Transportation Services	-	-	0%	This has been removed in FY24, keeping on list for FY24 to be removed in FY25 as we watch budget to actuals in totals.
Advertising Commissions	219,374.00	(43,959.00)	-17%	As we dropped in advertising revenue, commissions dropped as well.
Legal	60,630.00	(33,753.00)	-36%	Legal expenses are currently lower than budgeted as we have wrapped up union negotiations and fewer pending issues.
Audit Fees	36,167.00	-	0%	Audit fees are on target for FY24.
Bldg. & Facility Services	138,931.00	(30,385.00)	-18%	Building and Facility Services are currently under budgeted as we have not ramped up any new projects.
Professional and Technical	293,083.00	38,551.00	15%	Due to increase in turnover, background checks and drug testing are costing more than expected.
Fuel	706,884.00	(579,097.00)	-47%	Fuel cost is less as the contract value is lower the prior years.
Gasoline	145,177.00	(33,494.00)	-19%	Gasoline is starting to level out as MicroTransit Vans have started service.
Oil & Lubricants	139,265.00	(873.00)	-1%	With the Eletric vehicles in service it has decrease oil and lubricant needs.
Tires & Tubes	149,975.00	9,942.00	7%	Still in tire replacement for many buses and cost is starting to level out.
Facility Repairs	832,015.00	199,698.00	32%	As our building infrastructure beging to deteriorate is it cost more to repair, we had a major sewer problem, coil replacement, and electrical issues in maintainance facility.
Service & Shop Equipment	41,780.00	15,700.00	60%	Air Compressor had a few additional parts that added to this cost.
Other Shop & Garage	69,990.00	(7,434.00)	-10%	Due to fewer buses pulling out our expenses have not reached the expected amount.



Repair Parts	1,633,015.00	(206,990.00)	-11%	We are currently looking into why we are under budget. Some old buses are stationary at this time due to prepping for auction as they were replaced with a few new parts.
Servicing Supplies	44,595.00	8,442.00	23%	Purchasing of supplies has cost us for this quarter. Expected to level out.
Utilities	518,726.00	(143,797.00)	-22%	Communication amounts have significantly decreased by using 3CX phones vs land lines.
Insurance	618,486.00	(180,538.00)	-23%	The amounts for is Workers Comp came in lower than expected, budget revision may need to be done later in FY24.
Planning	322,880.00	(350,050.00)	-52%	Studies have not kicked off yet.
Marketing & Advertising	239,349.00	(49,079.00)	-17%	Marketing and Advertising in on budget for FY24.
General Office Expense	201,587.00	(309,768.00)	-61%	Lease and rentals are being evaluated.
	<b>YTD</b>		<b>YTD</b>	
<b>Grant Revenues</b>	<b>\$\$</b>		<b>Var%</b>	<b>Details</b>
Other Operational Assistance	535,043.00	131,000.00	32%	These revenues represent contracts with the City of Broken Arrow, Jenks, and Sand Springs, as well as MMS. Broken Arrow Contract has been reduced due to one express versus two and there was a 5% increase for FY24 for the city contract as well as college contracts.
Oklahoma State Funding	1,418,428.00	460,095.00	48%	ODOT increased the FY24 amount
FTA Planning	620,748.00	(322,263.00)	-34%	YTD Planning expenses are 32% less than expected due to not doing a study at this time.
FTA Audit/Leases	105,907.00	(44,360.00)	-30%	
FTA ADA Lift	-	-	0%	All Budgeted Revenue was moved to Operations.
FTA - Operations	3,425,482.00	(1,186,898.00)	-26%	Operations is currently under budget significantly due to the amount reimbused coming in under budget as we have moved the ADA revenue to Operational Revenue as that is majority of the cost.
FTA Preventive Maintenance	3,149,782.00	(604,988.00)	-16%	PM is under budget due to Repair Parts being significantly under budget.

METRO TULSA TRANSIT AUTHORITY  
Income Statement  
For the Ten Months Ending Tuesday, April 30, 2024

	Actual	Budget	Var %	PY	PY %	Act YTD	Bgt YTD	Var%	PY YTD	PY %
<b>Operating Revenues</b>										
Passenger	\$129,282	\$104,397	23.84%	\$103,303	25.15%	\$1,068,182	\$1,043,971	2.32%	\$1,199,696	(10.96%)
Nightline	\$4,699	\$1,883	149.63%	\$991	373.99%	\$29,593	\$18,825	57.20%	\$24,504	20.77%
Sunday Service	-	\$1,291	(100.00%)	\$893	(100.00%)	\$6,517	\$12,908	(49.52%)	\$16,067	(59.44%)
Advertising	\$54,270	\$65,000	(16.51%)	\$44,924	20.80%	\$595,051	\$650,000	(8.45%)	\$554,329	7.35%
Investments	\$10,819	\$11,790	(8.23%)	\$9,966	8.56%	\$103,690	\$117,895	(12.05%)	\$59,935	73.00%
Lift Program - ADA	\$19,841	\$21,980	(9.73%)	\$14,037	41.34%	\$210,126	\$219,800	(4.40%)	\$240,199	(12.52%)
Other Revenue	\$342	\$3,700	(90.75%)	\$378	(9.50%)	\$17,319	\$37,000	(53.19%)	\$25,188	(31.24%)
<b>Total Operating Revenues</b>	<b>\$219,253</b>	<b>\$210,041</b>	<b>4.39%</b>	<b>\$174,492</b>	<b>25.65%</b>	<b>\$2,030,478</b>	<b>\$2,100,399</b>	<b>(3.33%)</b>	<b>\$2,119,918</b>	<b>(4.22%)</b>
<b>Operating Expenses</b>										
<b>Labor:</b>										
Operators	\$654,819	\$570,032	14.87%	\$380,932	71.90%	\$5,802,999	\$5,700,318	1.80%	\$4,231,936	37.12%
Transportation Administration	\$162,176	\$138,757	16.88%	\$105,094	54.32%	\$1,585,031	\$1,387,570	14.23%	\$1,209,335	31.07%
Maintenance	\$137,436	\$110,937	23.89%	\$114,635	19.89%	\$1,291,297	\$1,109,366	16.40%	\$1,176,811	9.73%
Maintenance Administration	\$31,849	\$32,673	(2.52%)	\$27,561	15.56%	\$325,471	\$326,729	(0.39%)	\$280,367	16.09%
Administration & Accounting	\$96,449	\$118,704	(18.75%)	\$95,004	1.52%	\$947,884	\$1,187,040	(20.15%)	\$847,540	11.84%
<b>Total Labor</b>	<b>\$1,082,729</b>	<b>\$971,103</b>	<b>11.49%</b>	<b>\$723,226</b>	<b>49.71%</b>	<b>\$9,952,682</b>	<b>\$9,711,023</b>	<b>2.49%</b>	<b>\$7,745,989</b>	<b>28.49%</b>
<b>Fringe Benefits:</b>										
FICA Taxes	\$90,767	\$87,108	4.20%	\$61,539	47.49%	\$845,614	\$871,081	(2.92%)	\$663,297	27.49%
Pension Plan Expense	\$111,282	\$105,539	5.44%	\$82,799	34.40%	\$1,054,780	\$1,055,390	(0.06%)	\$952,833	10.70%
Health & Dental Insurance	\$142,510	\$122,712	16.13%	\$126,203	12.92%	\$1,283,669	\$1,227,123	4.61%	\$1,205,930	6.45%
Life & Disability Insurance	\$34,528	\$14,375	140.20%	\$14,406	139.67%	\$206,841	\$143,748	43.89%	\$99,863	107.13%
Sick Leave	\$19,143	\$36,555	(47.63%)	\$40,742	(53.01%)	\$389,674	\$365,548	6.60%	\$314,287	23.99%
Holiday Pay	\$46,498	\$36,478	27.47%	\$41,206	12.84%	\$460,019	\$364,777	26.11%	\$339,227	35.61%
Vacation Pay	\$59,638	\$43,918	35.80%	\$33,434	78.38%	\$398,204	\$439,179	(9.33%)	\$176,174	126.03%
Uniform Allowance - Drivers	\$1,810	\$10,417	(82.62%)	\$5,260	(65.59%)	\$50,511	\$104,167	(51.51%)	\$63,881	(20.93%)
Clothing/Tool Allowance - Mechanics	\$1,640	\$2,678	(38.78%)	\$1,570	4.44%	\$25,513	\$26,783	(4.74%)	\$13,658	86.80%
Unemployment Compensation	(\$5,660)	\$2,167	(361.24%)	\$2,157	(362.41%)	\$26,166	\$21,667	20.76%	\$8,431	210.35%
Other Fringe Benefits	\$12,210	\$14,081	(13.29%)	\$6,516	87.38%	\$147,544	\$140,809	4.78%	\$137,671	7.17%
<b>Total Fringe Benefits</b>	<b>\$514,366</b>	<b>\$476,028</b>	<b>8.05%</b>	<b>\$415,832</b>	<b>23.70%</b>	<b>\$4,888,535</b>	<b>\$4,760,272</b>	<b>2.69%</b>	<b>\$3,975,252</b>	<b>22.97%</b>
<b>Total Loaded Payroll</b>	<b>\$1,597,095</b>	<b>\$1,447,131</b>	<b>10.36%</b>	<b>\$1,139,058</b>	<b>40.21%</b>	<b>\$14,841,217</b>	<b>\$14,471,295</b>	<b>2.56%</b>	<b>\$11,721,241</b>	<b>26.62%</b>
<b>Transportation Services:</b>										
Fixed Route	-	-	0.00%	\$49,069	(100.00%)	-	-	0.00%	\$492,883	(100.00%)
Sunday Service	-	-	0.00%	\$25,022	(100.00%)	-	-	0.00%	\$226,782	(100.00%)
Lift Program - ADA	-	-	0.00%	\$193,440	(100.00%)	-	-	0.00%	\$2,038,018	(100.00%)
Circulator Service-Downtown/Midtown	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
Lift Services - Meals On Wheels	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
<b>Total Transportation Services</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>\$267,531</b>	<b>(100.00%)</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>\$2,757,683</b>	<b>(100.00%)</b>
<b>Administrative Services:</b>										
Advertising	\$21,680	\$26,333	(17.67%)	\$18,268	18.68%	\$219,374	\$263,333	(16.69%)	\$228,932	(4.18%)
Legal Fees	\$1,833	\$9,438	(80.58%)	\$20,209	(90.93%)	\$60,630	\$94,383	(35.76%)	\$85,425	(29.03%)
Audit Fees	\$3,617	\$3,617	0.00%	\$3,475	4.08%	\$36,167	\$36,167	0.00%	\$34,750	4.08%
Office Equipment / Computers	\$2,340	\$3,204	(26.97%)	\$1,739	34.57%	\$19,161	\$32,043	(40.20%)	\$18,567	3.20%
Building & Facility Services	\$15,261	\$16,932	(9.87%)	\$16,613	(8.14%)	\$138,931	\$169,316	(17.95%)	\$120,903	14.91%
Professional & Technical Services	\$28,111	\$16,028	75.39%	\$26,465	6.22%	\$268,678	\$160,280	67.63%	\$272,469	(1.39%)
Software Maintenance & Service	\$2,730	\$9,425	(71.04%)	\$3,304	(17.36%)	\$24,405	\$94,252	(74.11%)	\$94,984	(74.31%)
Security Services	\$66	\$1,558	(95.75%)	\$384	(82.75%)	\$1,799	\$15,580	(88.45%)	\$6,515	(72.39%)
<b>Total Administrative Services</b>	<b>\$75,638</b>	<b>\$86,535</b>	<b>(12.59%)</b>	<b>\$90,457</b>	<b>(16.38%)</b>	<b>\$769,145</b>	<b>\$865,354</b>	<b>(11.12%)</b>	<b>\$862,545</b>	<b>(10.83%)</b>

Total Services	\$75,638	\$86,535	(12.59%)	\$357,988	(78.87%)	\$769,145	\$865,354	(11.12%)	\$3,620,228	(78.75%)
Materials & Supplies:										
Fuel	\$47,948	\$122,980	(61.01%)	\$63,061	(23.96%)	\$650,698	\$1,229,795	(47.09%)	\$784,433	(17.05%)
Gasoline	\$2,890	\$17,867	(83.83%)	\$12,819	(77.46%)	\$145,177	\$178,671	(18.75%)	\$122,840	18.18%
Oil & Lubricants	\$16,801	\$14,014	19.89%	\$27,028	(37.84%)	\$139,265	\$140,138	(0.62%)	\$112,819	23.44%
Tires & Tubes	\$12,557	\$14,003	(10.33%)	\$249	4943.99%	\$149,975	\$140,033	7.10%	\$120,992	23.95%
Facility Repairs & Maintenance	\$84,035	\$63,232	32.90%	\$72,637	15.69%	\$832,015	\$632,317	31.58%	\$591,286	40.71%
Service & Shop Equipment	\$5,029	\$2,608	92.84%	\$14,912	(66.27%)	\$41,780	\$26,080	60.20%	\$43,098	(3.06%)
Other Shop & Garage Expense	\$6,898	\$7,742	(10.90%)	\$7,212	(4.35%)	\$69,990	\$77,424	(9.60%)	\$71,023	(1.45%)
Repair Parts	\$132,068	\$184,001	(28.22%)	\$111,597	18.34%	\$1,633,015	\$1,840,005	(11.25%)	\$1,455,952	12.16%
Servicing Supplies	\$1,366	\$3,615	(62.22%)	\$1,514	(9.78%)	\$44,595	\$36,153	23.35%	\$34,634	28.76%
Transportation & Safety	-	\$837	(100.00%)	\$1,775	(100.00%)	\$8,805	\$8,368	5.22%	\$12,426	(29.14%)
Schedules	-	\$1,446	(100.00%)	\$1,714	(100.00%)	\$9,482	\$14,458	(34.42%)	\$8,943	6.03%
Passes & Transfers	\$2,597	\$842	208.55%	(\$1,220)	(312.94%)	\$43,418	\$8,418	415.81%	\$20,781	108.93%
Total Materials & Supplies	\$312,189	\$433,187	(27.93%)	\$313,298	(0.35%)	\$3,768,215	\$4,331,860	(13.01%)	\$3,379,227	11.51%
Utilities:										
Light, Heat, Power, and Water	\$17,311	\$36,188	(52.16%)	\$30,961	(44.09%)	\$348,353	\$361,882	(3.74%)	\$294,214	18.40%
Communications	\$18,292	\$30,064	(39.16%)	\$12,932	41.46%	\$170,373	\$300,641	(43.33%)	\$169,568	0.47%
Total Utilities	\$35,603	\$66,252	(46.26%)	\$43,893	(18.88%)	\$518,726	\$662,523	(21.70%)	\$463,782	11.85%
Insurance:										
Insurance Premiums	\$53,387	\$79,902	(33.18%)	\$26,704	99.92%	\$533,870	\$799,024	(33.18%)	\$357,004	49.54%
Self Insurance	\$21,534	-	0.00%	(\$7,219)	(398.29%)	\$84,616	-	0.00%	(\$15,458)	(647.40%)
Total Insurance	\$74,921	\$79,902	(6.23%)	\$19,485	284.50%	\$618,486	\$799,024	(22.59%)	\$341,546	81.08%
Miscellaneous:										
Planning & Rideshare	\$36,775	\$67,293	(45.35%)	\$13,483	172.76%	\$322,880	\$672,930	(52.02%)	\$386,990	(16.57%)
Dues & Subscriptions	\$3,223	\$4,150	(22.33%)	\$4,696	(31.36%)	\$47,690	\$41,500	14.92%	\$25,884	84.25%
Travel & Meetings - Staff	\$3,694	\$4,769	(22.55%)	\$3,467	6.52%	\$77,546	\$47,692	62.60%	\$84,070	(7.76%)
Travel & Meetings - Board	\$457	\$42	997.74%	-	0.00%	\$2,600	\$417	524.05%	-	0.00%
Marketing & Advertising	\$17,169	\$28,843	(40.47%)	\$9,737	76.33%	\$239,349	\$288,428	(17.02%)	\$330,047	(27.48%)
General Office Expense	\$9,314	\$13,138	(29.11%)	\$8,196	13.64%	\$112,304	\$131,383	(14.52%)	\$101,525	10.62%
Other Miscellaneous Expenses	\$1,878	\$13,680	(86.27%)	\$14,913	(87.41%)	(\$10,993)	\$136,802	(108.04%)	\$91,624	(112.00%)
Bank & Credit Card Fees	\$1,964	\$4,974	(60.50%)	\$6,132	(67.96%)	\$64,961	\$49,737	30.61%	\$49,562	31.07%
Leases & Rentals	\$3,038	\$19,343	(84.29%)	\$3,345	(9.17%)	\$35,315	\$193,433	(81.74%)	\$49,658	(28.88%)
Total Miscellaneous	\$77,512	\$156,232	(50.39%)	\$63,969	21.17%	\$891,652	\$1,562,322	(42.93%)	\$1,119,360	(20.34%)
Total Expenses	\$2,172,958	\$2,269,239	(4.24%)	\$1,937,691	12.14%	\$21,407,441	\$22,692,378	(5.66%)	\$20,645,384	3.69%
Net Operating Loss	(\$1,953,705)	(\$2,059,198)	(5.12%)	(\$1,763,199)	10.80%	(\$19,376,963)	(\$20,591,979)	(5.90%)	(\$18,525,466)	4.60%
Operational Grant Funding										
Operating Assistance - Other	\$48,038	\$40,404	18.89%	\$36,905	30.16%	\$535,043	\$404,043	32.42%	\$420,617	27.20%
Oklahoma State Funding	\$123,843	\$95,833	29.23%	\$119,445	3.68%	\$1,418,428	\$958,333	48.01%	\$1,376,114	3.07%
FTA - Planning Assistance	\$46,332	\$94,301	(50.87%)	\$54,312	(14.69%)	\$620,748	\$943,011	(34.17%)	\$798,927	(22.30%)
FTA - Leases / Audit	-	\$15,027	(100.00%)	\$6,777	(100.00%)	\$105,907	\$150,267	(29.52%)	\$117,929	(10.19%)
FTA - ADA LIFT	-	-	0.00%	\$55,750	(100.00%)	-	-	0.00%	\$557,500	(100.00%)
FTA - CMAQ	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
FTA - Preventative Maintenance	\$337,325	\$375,477	(10.16%)	\$297,361	13.44%	\$3,149,782	\$3,754,770	(16.11%)	\$2,819,175	11.73%
FTA - Operations	\$421,254	\$461,238	(8.67%)	\$307,442	37.02%	\$3,425,482	\$4,612,380	(25.73%)	\$3,063,678	11.81%
COT - Vision Assistance	\$357,500	\$357,500	0.00%	\$271,987	31.44%	\$3,927,416	\$3,575,000	9.86%	\$3,239,358	21.24%
COT - Operating Assistance	\$619,416	\$619,417	(0.00%)	\$613,217	1.01%	\$6,194,160	\$6,194,167	(0.00%)	\$6,132,170	1.01%
Total Operational Grant Funding	\$1,953,708	\$2,059,197	(5.12%)	\$1,763,196	10.80%	\$19,376,966	\$20,591,971	(5.90%)	\$18,525,468	4.60%
Budget Surplus (Deficit)	\$3	(\$1)	(260.00%)	(\$3)	250.00%	\$3	(\$8)	(102.86%)	\$2	(95.87%)
Capital Revenues										

Capital Assistance - FTA	-	\$255,486	(100.00%)	\$171,477	(100.00%)	\$3,892,911	\$2,554,860	52.37%	\$2,477,454	57.13%
Capital Assistance - COT	-	\$183,836	(100.00%)	\$258,069	(100.00%)	\$1,223,237	\$1,838,358	(33.46%)	\$418,805	192.08%
Capital Assistance - Other	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
Gain (Loss) on Sale of Assets	-	-	0.00%	-	0.00%	(\$147)	-	0.00%	(\$20,338)	(99.28%)
Total Capital Revenues	-	\$439,322	(100.00%)	\$429,546	(100.00%)	\$5,116,001	\$4,393,218	16.45%	\$2,875,921	77.89%
Depreciation	\$312,239	\$470,000	(33.57%)	\$353,615	(11.70%)	\$3,537,390	\$4,700,000	(24.74%)	\$3,508,846	0.81%
Debt Service	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
COT Pass Through	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
Change in Net Assets	(\$312,236)	(\$30,679)	917.78%	\$75,928	(511.21%)	\$1,578,614	(\$306,790)	(614.57%)	(\$632,923)	(349.42%)

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Assets

Current Assets:

Cash and Cash Equivalents		\$688,302
Restricted Cash		\$4,423,394
Trade Accounts Receivable	\$198,225	
FTA Operating & Capital Grants Receivable	\$11,198,781	
COT Operating & Capital Grants Receivable	\$14,623,696	
ODOT Operating & Capital Grants Receivable	\$555,372	
		\$26,576,074
Inventories		\$1,244,986
Prepaid Expenses		\$344,421
Total Current Assets		\$33,277,177

Capital Assets, at cost:

Revenue Equipment	\$42,746,890	
Service Equipment	\$642,793	
Security Equipment	\$1,860,932	
Buildings & Improvements	\$12,920,749	
Passenger Shelters	\$2,092,715	
Shop and Garage Equipment	\$3,517,524	
Computers & Other Equipment	\$6,550,135	
Office Furniture and Fixtures	\$209,681	
Land & Improvements	\$2,633,707	
Construction in Progress	\$665,823	
Less: Accumulated Depreciation	(\$48,356,263)	
Non- Depreciating Assets	\$1,785,129	
Total Capital Assets		\$25,484,685

Total Assets		\$58,761,862
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Deferred outflows of resources, pension related amounts		\$1,586,911
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Liabilities

Current Liabilities:

Trade Accounts Payable	\$2,264,194	
Accrued Wages & Withholdings	\$771,118	
Accrued Insurance	\$73,400	
Deferred Grant Revenues	\$26,333,350	
Other Current Liabilities	\$38,324	
Total Current Liabilities		\$29,480,386

Noncurrent Liabilities:

Advance Payable to COT	\$326,674	
Net Pension Liability	\$6,059,501	
Accrued Compensated Absences	\$874,110	
Total Noncurrent Liabilities		\$7,260,284

Total Liabilities		\$36,740,670
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Deferred inflows of resources, pension related amounts		\$7,191,815
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Net Position:

Invested in Capital Assets	\$25,484,685	
Restricted for Capital Acquisitions	\$1,220,548	
Restricted for Workmen's Comp.	\$59,536	
Unrestricted	(\$4,743,578)	
Total Net Assets		\$22,021,191

Total Liabilities & Net Assets		\$58,761,862
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### Fixed Route Report (July 2023 to April 2024)

Description	Current Month	Prior Year	Percent Change	YTD Monthly Average	Prior Year	Percent Change	Goal
<b>1) Operate a Safe Transit System</b>							
Preventable Vehicle Accidents per 100k Miles	1.59	2.84	44%	3.33	9.4	65%	2
<b>2) Meet and Exceed Customer Expectations</b>							
Complaints per 10k Boardings	27.3	5.75	-375%	94.2	2.77	-3301%	25
On-time Performance	92%	n/a	#VALUE!	93%	n/a	#VALUE!	90%
Miles Between Road Calls	5,836	7,482	22%	7,241	7,035	-3%	7,500
<b>3) Maintain a Quality Workforce</b>							
Operator Absences	3	8	63%	4	7	43%	9
Fixed Route Employee Turnover	16.38%	3.96%	-314%	73%	75%	2%	50%
<b>4) Operate an Effective System</b>							
Ridership	189,937	144,454	-31%	157,393	157,393	0%	195,000
Passengers per Service Hour	12	9.39	-28%	12.65	12.04	-5%	13
Average Ridership	6,331	5,790	0	0	6,495	100%	8,125
<b>5) Operate an Efficient System</b>							
Cost Per Service Hour	99.1	106.09	7%	96.22	122.47	21%	115
Cost Per Trip	8.26	10.03	18%	9.15	10.37	12%	8.71
Fare Revenue per Trip	0.93	0.75	(0.24)	0.56	0.79	29%	0.78

Rideshare Programs Report (July 2023 to April 2024)

Description	Current Month	Prior Year	Percent Change	YTD Monthly Average	Prior Year	Percent Change	Goal
<b>1) Operate a Safe Transit System</b>							
Preventable Van Accidents per 100k Miles	4	6.75	41%	5.36	6.02	11%	1.2
<b>2) Meet and Exceed Customer Expectations</b>							
Complaints per 10k Boardings-LinkAssist	54	31.12	-74%	44.26	34.59	-28%	25
Complaints per 10k Boardings-MicroLink	63	n/a	#VALUE!	34.71	n/a	n/a	25
On-time Performance-LinkAssist	93%	94%	1%	95%	95.76	99%	95%
On-time Performance-MicroLink	95%	n/a	#VALUE!	84%	n/a	#VALUE!	95%
Miles Between Road Calls	11722	14808.00	21%	10882	17999	40%	18,000
<b>3) Maintain a Quality Workforce</b>							
Average Operator Absences per Day	5	n/a	#VALUE!	5	n/a	#VALUE!	5
Employee Turnover	3%	n/a	#VALUE!	2.7	27.85	90%	50%
<b>4) Operate an Effective System</b>							
Ridership-LinkAssist	6588	7069.00	7%	6315	7734.00	18%	6200
Van Passengers per Service Hour-LinkAssist	1.76	2.05	14%	1.72	2.05	16%	2
Average Ridership-LinkAssist	220	353	38%	271	364	26%	222
Ridership-MicroLink	7711	n/a	#VALUE!	4930.13	n/a	#VALUE!	6600
Van Passengers per Service Hour-MicroLink	2.44	n/a	#VALUE!	1.66	n/a	#VALUE!	2.50
Average Day Ridership-MicroLink	257	n/a	#VALUE!	1,232	n/a	#VALUE!	236
<b>5) Operate an Efficient System</b>							
Cost Per Service Hour-LinkAssist	91.06	111.07	18%	117.17	117.74	0%	137
Cost Per Trip-LinkAssist	51.78	54.16	4%	68.14	57.19	-19%	57
Fare Revenue per Trip-LinkAssist	3.01	1.91	-58%	2.83	2.79	-1%	3.00
Cost Per Service Hour-MicroLink	85	n/a	#VALUE!	n/a	n/a	#VALUE!	89
Cost Per Trip-MicroLink	34.91	n/a	#VALUE!	n/a	n/a	#VALUE!	30
Fare Revenue per Trip-MicroLink	1.5	n/a	#VALUE!	n/a	n/a	#VALUE!	0.78

**METROPOLITAN TULSA TRANSIT AUTHORITY  
BOARD MEETING  
April 23, 2024**

To: Board of Trustees  
 From: Rebecca Walner, Chief Financial Officer  
 Subject: FY24 Financial Statement Summary through May 31, 2024


**Recommendation:**

Review and approve the FY24 May Financial Statement Summary.

**Analysis:**

May operating expenses of \$1.9M were \$304K or 13.4% less projections based on the FY2024 budget.

YTD we have a total expenses of 23.3M which are 1.5M or 6.3% less than projected. Revenues from Operations are on target. The FY24 underspending of 1.5M is reflected in the following areas Administrative Services \$95,000, Materials and Supplies, 732K, Utilities 163K, Insurance \$252K. Below is a summary of our YTD FY24 operating results before audit:

		<b>FY24 Executive Summary</b>		
		For the Eleven Months Ending May 31, 2024		
<b>Summary of Activities*</b>				
	<b>Actual</b>	<b>Budget</b>	<b>Var%</b>	
Revenues From Operations	\$ 2,270	\$ 2,311	-2%	
Grant Revenues	21,102	22,651	-7%	
<b>Total Operating Revenues</b>	<b>23,372</b>	<b>24,962</b>	<b>-6%</b>	
Total Expenses	(23,372)	(24,962)	-6%	
Surplus (Deficit)	\$ (0)	\$ (0)	0%	
<b>Operating Revenues*</b>				
	<b>Actual</b>	<b>Budget</b>	<b>Var%</b>	
City of Tulsa	\$ 11,015	\$ 10,746	3%	
Federal Grants	7,996	10,406	-23%	
State Grants	1,542	1,054	46%	
Other Grants	549	444	24%	
Fare Revenues	1,479	1,425	4%	
Advertising Revenues	657	715	-8%	
Other Revenues	134	170	-22%	
<b>Total Operating Revenues</b>	<b>\$ 23,372</b>	<b>\$ 24,962</b>	<b>-6%</b>	
<b>Operating Expenses*</b>				
	<b>Actual</b>	<b>Budget</b>	<b>Var%</b>	
Payroll & Fringe	\$ 16,299	\$ 15,918	2%	
Transportation Services	-	-	0%	
Administrative Services	857	952	-10%	
Materials & Supplies	4,033	4,765	-15%	
Utilities	566	729	-22%	
Insurance	645	879	-27%	
Marketing & Planning	972	1,719	-43%	
<b>Total Expenses</b>	<b>\$ 23,372</b>	<b>\$ 24,962</b>	<b>-6%</b>	





**FY24 Executive Summary**  
For the Eleven Months Ending May 31, 2024

Summary of Activities*	Actual	Budget	Var%
Revenues From Operations \$	2,270	\$ 2,311	-2%
Grant Revenues	21,102	22,651	-7%
<b>Total Operating Revenues</b>	<b>23,372</b>	<b>24,962</b>	<b>-6%</b>
Total Expenses	(23,372)	(24,962)	-6%
<b>Surplus (Deficit) \$</b>	<b>(0)</b>	<b>(0)</b>	<b>0%</b>

Operating Revenues*	Actual	Budget	Var%
City of Tulsa \$	11,015	\$ 10,746	3%
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<b>Total Expenses \$</b>	<b>23,372</b>	<b>\$ 24,962</b>	<b>-6%</b>

**Goal 1. Operate a Safe Transit System**

Accidents (Per 100K miles)	FY24	FY23	Change	Target
Fixed Route	1.37	9.40	-85%	2.00
RideShare	5.36	4.96	8%	1.20

**Goal 2. Meet and Exceed Customer Expectations**

Complaints	FY24	FY23	Change	Target
Fixed Route	138.34	2.77	-3301%	25.00
MicroLink	34.71	n/a	n/a	25.00
LinkAssist	44.26	34.59	40%	25.00

**Goal 3. Maintain a Quality Workforce**

Absences (Per weekday)	FY24	FY23	Change	Target
Fixed Route	4	7	-44%	9
Rideshare	1	n/a	2%	5.0

**Goal 4. Operate an Effective Transit System**

Passengers Per Hour	FY24	FY23	Change	Target
Fixed Route	12.29	12.04	-5%	13.00
MicroLink	2.51	n/a	n/a	2.50
LinkAssist	1.73	2.05	-16%	2.00

**Goal 5. Operate an Efficient Transit System**

Cost Per Trip	FY24	FY23	Change	Target
Fixed Route \$	7.29	\$ 11.96	29%	\$ 8.71
MicroLink \$	29.13	n/a	n/a	\$ 30.00
LinkAssist \$	51.78	\$ 57.19	0%	\$ 57.00

MetroLink Tulsa connects people to progress and prosperity.

Fixed Route Preventable Accidents - FY24								
	\$0 to \$500	\$500 to \$1,000	\$1,000 to \$2,500	\$2,500 to \$5,000	\$5,000 to \$10,000	\$10,000 to \$20,000	Over \$20,000	Total
<b>MONTH</b>								
July	6							6
August	2							2
September			3	1				4
October	6							6
November	3							3
December	2					1		3
January	1	1						2
February								0
March	5	1	2					8
April	1	1	1	1				4
May	2		1					3
June								0
<b>TOTAL</b>	<b>28</b>	<b>3</b>	<b>7</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>41</b>
<b>Percent of Total</b>	<b>68%</b>	<b>7%</b>	<b>17%</b>	<b>5%</b>	<b>0%</b>	<b>2%</b>	<b>0%</b>	<b>100%</b>

Fixed Route and Nightline Preventable Accidents - FY23								
	\$0 to \$500	\$500 to \$1,000	\$1,000 to \$2,500	\$2,500 to \$5,000	\$5,000 to \$10,000	\$10,000 to \$20,000	Over \$20,000	Total
<b>MONTH</b>								
July	1		1					2
August	2		1					3
September	1		1					2
October	3	1						4
November								0
December	5	1					1	7
January	8	2		1	1			12
February	3			1				4
March	3	1	7	1			1	13
April	8	1		1				10
May	3		1					4
June	1			1				2
<b>TOTAL</b>	<b>38</b>	<b>6</b>	<b>11</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>63</b>
<b>Percent of Total</b>	<b>60%</b>	<b>10%</b>	<b>17%</b>	<b>8%</b>	<b>2%</b>	<b>0%</b>	<b>3%</b>	<b>100%</b>

Rideshare Preventable Accidents - FY24								
	\$0 to \$500	\$500 to \$1,000	\$1,000 to \$2,500	\$2,500 to \$5,000	\$5,000 to \$10,000	\$10,000 to \$20,000	Over \$20,000	Total
<i>Month</i>								
July	3							3
August	4							4
September	0							0
October	3							3
November	2		1					3
December	4							4
January	1	1						2
February								0
March					1			1
April	3		1					4
May	1							1
June								0
<b>Total</b>	<b>21</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>25</b>
<b>Percent of Total</b>	<b>84%</b>	<b>4%</b>	<b>8%</b>	<b>0%</b>	<b>4%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Lift Preventable Accidents - FY23								
	\$0 to \$500	\$500 to \$1,000	\$1,000 to \$2,500	\$2,500 to \$5,000	\$5,000 to \$10,000	\$10,000 to \$20,000	Over \$20,000	Total
<i>Month</i>								
July	1		1					2
August	6				1			7
September	5	1			1	1		8
October	3							3
November								0
December	3		1					4
January	1							1
February	5							5
March	3				1			4
April			3					3
May	3	1						4
June	2					1		3
<b>Total</b>	<b>32</b>	<b>2</b>	<b>5</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>44</b>
<b>Percent of Total</b>	<b>73%</b>	<b>5%</b>	<b>11%</b>	<b>7%</b>	<b>5%</b>	<b>0%</b>	<b>0%</b>	<b>100%</b>

**SUMMARY OF OPERATING BUDGET VARIANCE ANALYSIS**

Projected expenses within +/- \$1,000 and +/- 5% YTD variance are considered consistent with projections.

	YTD	YTD	YTD	
	\$	Var\$	Var%	Details
<b>Operating Revenues</b>				
Fixed Route Revenues	1,246,603.00	63,328.00	5%	Fixed Route Ridership (including Micro Transit) is on target to projected revenue.
Advertising Revenue	657,366.00	(57,634.00)	-8%	Advertising revenue for the month of May is lower, however, we are starting to see more full bus ad's being purchased.
Lift Program Revenues	231,953.00	(9,827.00)	-4%	As we continue to work with RideCo (our software company) we are hopeful that ridership will begin to increase as well.
	<b>YTD</b>		<b>YTD</b>	
<b>Expenses</b>	<b>\$</b>		<b>Var%</b>	<b>Details</b>
Payroll and Fringe	16,298,720.00	380,297.00	2%	Payroll and fringe is on target for the year, currently over by 2%, due to overtime that we are working through to get down for the remaining year.
Transportation Services	-	-	0%	This has been removed in FY24, keeping on list for FY24 to be removed in FY25 as we watch budget to actuals in totals.
Advertising Commissions	244,445.00	(45,222.00)	-16%	As we dropped in advertising revenue, commissions dropped as well.
Legal	65,841.00	(37,980.00)	-37%	Legal expenses are currently lower than budgeted as we have wrapped up union negotiations and fewer pending issues.
Audit Fees	39,784.00	1.00	0%	Audit fees are on target for FY24.
Bldg. & Facility Services	154,780.00	(31,467.00)	-17%	Building and Facility Services are currently under budgeted as we have not ramped up any new projects.
Professional and Technical	330,167.00	50,182.00	18%	Due to increase in turnover, background checks and drug testing are costing more than expected.
Fuel	765,628.00	(643,333.00)	-48%	Fuel cost is less as the contract value is lower the prior years.
Gasoline	165,130.00	(31,408.00)	-16%	Gasoline is starting to level out as MicroTransit Vans have started service.
Oil & Lubricants	141,551.00	(12,600.00)	-8%	With the Electric vehicles in service it has decrease oil and lubricant needs.
Tires & Tubes	155,658.00	1,622.00	1%	Tires have currently leveled out.
Facility Repairs	903,505.00	207,957.00	30%	As our building infrastructure beging to deteriorate is it cost more to repair, we had a major sewer problem, coil replament, and electrical issues in maintainance facility.
Service & Shop Equipment	43,553.00	14,865.00	52%	Air Compressor had a few additional parts that added to this cost.
Other Shop & Garage	77,151.00	(8,016.00)	-9%	Due to fewer buses pulling out our expenses have not reached the expected amount.
Repair Parts	1,719,825.00	(304,181.00)	-15%	Due to aging fleet, many buses have remained stationary.

Servicing Supplies	46,686.00	6,918.00	17%	Purchasing of supplies has cost us for this quarter. Expected to level out.
Utilities	565,772.00	(163,003.00)	-22%	Communication amounts have significantly decreased by using 3CX phones vs land lines.
Insurance	645,320.00	(233,607.00)	-27%	The amounts for is Workers Comp came in lower than expected, budget revision may need to be done later in FY24.
Planning	365,784.00	(374,439.00)	-51%	No Studies were completed in FY24
Marketing & Advertising	242,562.00	(74,708.00)	-24%	Marketing and Advertising in on budget for FY24.
General Office Expense	220,943.00	(341,547.00)	-61%	Lease and rentals are being evaluated.
	<b>YTD</b>		<b>YTD</b>	
<b>Grant Revenues</b>	<b>\$\$</b>		<b>Var%</b>	<b>Details</b>
Other Operational Assistance	548,966.00	104,518.00	24%	These revenues represent contracts with the City of Broken Arrow, Jenks, and Sand Springs, as well as MMS. Broken Arrow Contract has been reduced due to one express versus two and there was a 5% increase for FY24 for the city contract as well as college contracts.
Oklahoma State Funding	1,542,271.00	488,104.00	46%	ODOT increased the FY24 amount
FTA Planning	673,264.00	(364,048.00)	-35%	YTD Planning expenses are 35% less than expected due to not doing a study at this time.
FTA Audit/Leases	118,392.00	(46,901.00)	-28%	
FTA ADA Lift	-	-	0%	All Budgeted Revenue was moved to Operations.
FTA - Operations	3,724,384.00	(1,349,234.00)	-27%	Operations is currently under budget significantly due to the amount reimbused coming in under budget as we have moved the ADA revenue to Operational Revenue as that is majority of the cost.
FTA Preventive Maintenance	3,480,018.00	(650,229.00)	-16%	PM is under budget due to Repair Parts being significantly under budget.

METRO TULSA TRANSIT AUTHORITY  
Income Statement  
For the Eleven Months Ending Friday, May 31, 2024

	Actual	Budget	Var %	PY	PY %	Act YTD	Bgt YTD	Var%	PY YTD	PY %
<b>Operating Revenues</b>										
Passenger	\$136,599	\$104,397	30.85%	\$110,981	23.08%	\$1,204,780	\$1,148,368	4.91%	\$1,310,677	(8.08%)
Nightline	\$5,713	\$1,883	203.49%	\$1,451	293.67%	\$35,306	\$20,708	70.50%	\$25,955	36.03%
Sunday Service	-	\$1,291	(100.00%)	\$863	(100.00%)	\$6,517	\$14,199	(54.10%)	\$16,929	(61.51%)
Advertising	\$62,315	\$65,000	(4.13%)	\$58,268	6.95%	\$657,366	\$715,000	(8.06%)	\$612,597	7.31%
Investments	\$11,229	\$11,790	(4.76%)	\$10,452	7.43%	\$114,918	\$129,685	(11.39%)	\$70,387	63.27%
Lift Program - ADA	\$21,827	\$21,980	(0.70%)	\$13,610	60.37%	\$231,953	\$241,780	(4.06%)	\$253,809	(8.61%)
Other Revenue	\$1,455	\$3,700	(60.67%)	\$3,821	(61.92%)	\$18,774	\$40,700	(53.87%)	\$29,009	(35.28%)
<b>Total Operating Revenues</b>	<b>\$239,138</b>	<b>\$210,041</b>	<b>13.85%</b>	<b>\$199,446</b>	<b>19.90%</b>	<b>\$2,269,614</b>	<b>\$2,310,440</b>	<b>(1.77%)</b>	<b>\$2,319,363</b>	<b>(2.14%)</b>
<b>Operating Expenses</b>										
<b>Labor:</b>										
Operators	\$611,313	\$570,032	7.24%	\$419,861	45.60%	\$6,414,312	\$6,270,350	2.30%	\$4,651,797	37.89%
Transportation Administration	\$133,835	\$138,757	(3.55%)	\$130,327	2.69%	\$1,718,865	\$1,526,327	12.61%	\$1,339,663	28.31%
Maintenance	\$126,205	\$110,937	13.76%	\$142,375	(11.36%)	\$1,417,502	\$1,220,302	16.16%	\$1,319,187	7.45%
Maintenance Administration	\$34,084	\$32,673	4.32%	\$31,677	7.60%	\$359,555	\$359,402	0.04%	\$312,044	15.23%
Administration & Accounting	\$121,149	\$118,704	2.06%	\$111,644	8.51%	\$1,069,033	\$1,305,744	(18.13%)	\$959,184	11.45%
<b>Total Labor</b>	<b>\$1,026,586</b>	<b>\$971,103</b>	<b>5.71%</b>	<b>\$835,884</b>	<b>22.81%</b>	<b>\$10,979,267</b>	<b>\$10,682,125</b>	<b>2.78%</b>	<b>\$8,581,875</b>	<b>27.94%</b>
<b>Fringe Benefits:</b>										
FICA Taxes	\$84,656	\$87,108	(2.81%)	\$71,918	17.71%	\$930,271	\$958,189	(2.91%)	\$735,216	26.53%
Pension Plan Expense	\$100,323	\$105,539	(4.94%)	\$105,358	(4.78%)	\$1,155,103	\$1,160,929	(0.50%)	\$1,058,191	9.16%
Health & Dental Insurance	\$107,946	\$122,712	(12.03%)	\$94,441	14.30%	\$1,391,615	\$1,349,836	3.10%	\$1,300,371	7.02%
Life & Disability Insurance	\$15,838	\$14,375	10.18%	(\$9,856)	(260.69%)	\$222,679	\$158,122	40.83%	\$90,007	147.40%
Sick Leave	\$41,847	\$36,555	14.48%	\$59,244	(29.36%)	\$431,521	\$402,103	7.32%	\$373,531	15.52%
Holiday Pay	\$14,548	\$36,478	(60.12%)	\$9,794	48.54%	\$474,567	\$401,254	18.27%	\$349,021	35.97%
Vacation Pay	\$44,433	\$43,918	1.17%	\$50,742	(12.43%)	\$442,638	\$483,097	(8.38%)	\$226,916	95.07%
Uniform Allowance - Drivers	\$3,350	\$10,417	(67.84%)	\$2,683	24.86%	\$53,861	\$114,583	(52.99%)	\$66,564	(19.08%)
Clothing/Tool Allowance - Mechanics	\$1,833	\$2,678	(31.56%)	\$6,744	(72.82%)	\$27,346	\$29,462	(7.18%)	\$20,402	34.04%
Unemployment Compensation	\$2,157	\$2,167	(0.45%)	\$2,157	0.00%	\$28,323	\$23,833	18.84%	\$10,588	167.50%
Other Fringe Benefits	\$13,985	\$14,081	(0.68%)	\$20,607	(32.14%)	\$161,529	\$154,890	4.29%	\$158,278	2.05%
<b>Total Fringe Benefits</b>	<b>\$430,916</b>	<b>\$476,028</b>	<b>(9.48%)</b>	<b>\$413,832</b>	<b>4.13%</b>	<b>\$5,319,453</b>	<b>\$5,236,298</b>	<b>1.59%</b>	<b>\$4,389,085</b>	<b>21.20%</b>
<b>Total Loaded Payroll</b>	<b>\$1,457,502</b>	<b>\$1,447,131</b>	<b>0.72%</b>	<b>\$1,249,716</b>	<b>16.63%</b>	<b>\$16,298,720</b>	<b>\$15,918,423</b>	<b>2.39%</b>	<b>\$12,970,960</b>	<b>25.66%</b>
<b>Transportation Services:</b>										
Fixed Route	-	-	0.00%	\$48,788	(100.00%)	-	-	0.00%	\$541,671	(100.00%)
Sunday Service	-	-	0.00%	\$25,022	(100.00%)	-	-	0.00%	\$251,805	(100.00%)
Lift Program - ADA	-	-	0.00%	\$193,316	(100.00%)	-	-	0.00%	\$2,231,334	(100.00%)
Circulator Service-Downtown/Midtown	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
Lift Services - Meals On Wheels	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
<b>Total Transportation Services</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>\$267,126</b>	<b>(100.00%)</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>\$3,024,810</b>	<b>(100.00%)</b>

Administrative Services:

Advertising	\$25,072	\$26,333	(4.79%)	\$22,325	12.30%	\$244,445	\$289,667	(15.61%)	\$251,257	(2.71%)
Legal Fees	\$5,212	\$9,438	(44.78%)	\$7,632	(31.71%)	\$65,841	\$103,821	(36.58%)	\$93,056	(29.25%)
Audit Fees	\$3,617	\$3,617	0.00%	\$3,475	4.08%	\$39,784	\$39,783	0.00%	\$38,225	4.08%
Office Equipment / Computers	\$1,230	\$3,204	(61.63%)	\$860	43.00%	\$20,391	\$35,248	(42.15%)	\$19,426	4.96%
Building & Facility Services	\$15,849	\$16,932	(6.40%)	\$14,130	12.17%	\$154,780	\$186,247	(16.90%)	\$135,033	14.62%
Professional & Technical Services	\$34,408	\$16,028	114.67%	\$29,450	16.84%	\$303,086	\$176,308	71.91%	\$301,919	0.39%
Software Maintenance & Service	\$2,676	\$9,425	(71.61%)	\$9,399	(71.53%)	\$27,081	\$103,677	(73.88%)	\$104,382	(74.06%)
Security Services	\$35	\$1,558	(97.75%)	\$9	288.89%	\$1,834	\$17,138	(89.30%)	\$6,524	(71.89%)
<b>Total Administrative Services</b>	<b>\$88,099</b>	<b>\$86,535</b>	<b>1.80%</b>	<b>\$87,280</b>	<b>0.94%</b>	<b>\$857,242</b>	<b>\$951,889</b>	<b>(9.94%)</b>	<b>\$949,822</b>	<b>(9.75%)</b>

<b>Total Services</b>	<b>\$88,099</b>	<b>\$86,535</b>	<b>1.80%</b>	<b>\$354,406</b>	<b>(75.14%)</b>	<b>\$857,242</b>	<b>\$951,889</b>	<b>(9.94%)</b>	<b>\$3,974,632</b>	<b>(78.43%)</b>
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Materials & Supplies:

Fuel	\$58,744	\$122,980	(52.23%)	\$66,432	(11.57%)	\$709,442	\$1,352,775	(47.56%)	\$850,864	(16.62%)
Gasoline	\$19,954	\$17,867	11.68%	\$14,591	36.75%	\$165,130	\$196,538	(15.98%)	\$137,430	20.16%
Oil & Lubricants	\$2,286	\$14,014	(83.68%)	\$10,960	(79.14%)	\$141,551	\$154,151	(8.17%)	\$123,779	14.36%
Tires & Tubes	\$5,683	\$14,003	(59.42%)	\$1,004	465.80%	\$155,658	\$154,036	1.05%	\$121,996	27.59%
Facility Repairs & Maintenance	\$71,490	\$63,232	13.06%	\$137,161	(47.88%)	\$903,505	\$695,548	29.90%	\$728,447	24.03%
Service & Shop Equipment	\$1,772	\$2,608	(32.04%)	(\$1,316)	(234.69%)	\$43,553	\$28,688	51.81%	\$41,782	4.24%
Other Shop & Garage Expense	\$7,161	\$7,742	(7.51%)	\$9,843	(27.25%)	\$77,151	\$85,167	(9.41%)	\$80,866	(4.59%)
Repair Parts	\$86,810	\$184,001	(52.82%)	\$79,670	8.96%	\$1,719,825	\$2,024,006	(15.03%)	\$1,535,622	12.00%
Servicing Supplies	\$2,091	\$3,615	(42.15%)	\$6,606	(68.34%)	\$46,686	\$39,768	17.40%	\$41,240	13.21%
Transportation & Safety	-	\$837	(100.00%)	\$1,094	(100.00%)	\$8,805	\$9,205	(4.35%)	\$13,520	(34.88%)
Schedules	\$170	\$1,446	(88.24%)	-	0.00%	\$9,652	\$15,904	(39.31%)	\$8,943	7.93%
Passes & Transfers	\$8,468	\$842	905.99%	\$5,778	46.57%	\$51,886	\$9,259	460.37%	\$26,559	95.36%
<b>Total Materials &amp; Supplies</b>	<b>\$264,629</b>	<b>\$433,187</b>	<b>(38.91%)</b>	<b>\$331,823</b>	<b>(20.25%)</b>	<b>\$4,032,844</b>	<b>\$4,765,045</b>	<b>(15.37%)</b>	<b>\$3,711,048</b>	<b>8.67%</b>

Utilities:

Light, Heat, Power, and Water	\$34,140	\$36,188	(5.66%)	\$32,377	5.44%	\$382,492	\$398,070	(3.91%)	\$326,592	17.12%
Communications	\$12,907	\$30,064	(57.07%)	\$10,102	27.77%	\$183,280	\$330,705	(44.58%)	\$179,670	2.01%
<b>Total Utilities</b>	<b>\$47,047</b>	<b>\$66,252</b>	<b>(28.99%)</b>	<b>\$42,479</b>	<b>10.75%</b>	<b>\$565,772</b>	<b>\$728,775</b>	<b>(22.37%)</b>	<b>\$506,262</b>	<b>11.75%</b>

Insurance:

Insurance Premiums	\$53,387	\$79,902	(33.18%)	\$110,209	(51.56%)	\$587,258	\$878,927	(33.18%)	\$467,213	25.69%
Self Insurance	(\$26,554)	-	0.00%	(\$8,276)	220.86%	\$58,062	-	0.00%	(\$23,734)	(344.64%)
<b>Total Insurance</b>	<b>\$26,833</b>	<b>\$79,902</b>	<b>(66.42%)</b>	<b>\$101,933</b>	<b>(73.68%)</b>	<b>\$645,320</b>	<b>\$878,927</b>	<b>(26.58%)</b>	<b>\$443,479</b>	<b>45.51%</b>

Miscellaneous:

Planning & Rideshare	\$42,904	\$67,293	(36.24%)	\$70,548	(39.19%)	\$365,784	\$740,223	(50.58%)	\$457,538	(20.05%)
Dues & Subscriptions	\$4,512	\$4,150	8.73%	\$3,583	25.93%	\$52,203	\$45,650	14.35%	\$29,467	77.15%
Travel & Meetings - Staff	\$10,266	\$4,769	115.25%	\$3,171	223.70%	\$87,812	\$52,461	67.38%	\$87,242	0.65%
Travel & Meetings - Board	-	\$42	(100.00%)	-	0.00%	\$2,600	\$458	467.32%	-	0.00%
Marketing & Advertising	\$3,213	\$28,843	(88.86%)	\$12,997	(75.28%)	\$242,562	\$317,270	(23.55%)	\$343,044	(29.29%)
General Office Expense	\$8,761	\$13,138	(33.32%)	\$6,373	37.47%	\$121,065	\$144,522	(16.23%)	\$107,898	12.20%
Other Miscellaneous Expenses	\$6,005	\$13,680	(56.10%)	\$4,342	38.32%	(\$4,988)	\$150,482	(103.31%)	\$95,966	(105.20%)
Bank & Credit Card Fees	\$1,551	\$4,974	(68.81%)	\$6,030	(74.27%)	\$66,513	\$54,710	21.57%	\$55,592	19.64%
Leases & Rentals	\$3,038	\$19,343	(84.29%)	\$3,046	(0.27%)	\$38,353	\$212,776	(81.97%)	\$52,704	(27.23%)

Total Miscellaneous	\$80,250	\$156,232	(48.63%)	\$110,090	(27.11%)	\$971,904	\$1,718,552	(43.45%)	\$1,229,451	(20.95%)
Total Expenses	\$1,964,360	\$2,269,239	(13.44%)	\$2,190,447	(10.32%)	\$23,371,802	\$24,961,611	(6.37%)	\$22,835,832	2.35%
Net Operating Loss	(\$1,725,222)	(\$2,059,198)	(16.22%)	(\$1,991,001)	(13.35%)	(\$21,102,188)	(\$22,651,171)	(6.84%)	(\$20,516,469)	2.85%
Operational Grant Funding										
Operating Assistance - Other	\$13,923	\$40,404	(65.54%)	\$36,905	(62.27%)	\$548,966	\$444,448	23.52%	\$457,522	19.99%
Oklahoma State Funding	\$123,843	\$95,833	29.23%	\$118,193	4.78%	\$1,542,271	\$1,054,167	46.30%	\$1,494,307	3.21%
FTA - Planning Assistance	\$52,516	\$94,301	(44.31%)	\$114,350	(54.07%)	\$673,264	\$1,037,312	(35.10%)	\$913,277	(26.28%)
FTA - Leases / Audit	\$12,485	\$15,027	(16.91%)	\$6,187	101.79%	\$118,392	\$165,293	(28.37%)	\$124,116	(4.61%)
FTA - ADA LIFT	-	-	0.00%	\$55,750	(100.00%)	-	-	0.00%	\$613,250	(100.00%)
FTA - CMAQ	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
FTA - Preventative Maintenance	\$330,236	\$375,477	(12.05%)	\$495,812	(33.39%)	\$3,480,018	\$4,130,247	(15.74%)	\$3,314,987	4.98%
FTA - Operations	\$298,902	\$461,238	(35.20%)	\$241,692	23.67%	\$3,724,384	\$5,073,618	(26.59%)	\$3,305,370	12.68%
COT - Vision Assistance	\$273,900	\$357,500	(23.38%)	\$308,895	(11.33%)	\$4,201,316	\$3,932,500	6.84%	\$3,548,253	18.41%
COT - Operating Assistance	\$619,416	\$619,417	(0.00%)	\$613,217	1.01%	\$6,813,576	\$6,813,583	(0.00%)	\$6,745,387	1.01%
Total Operational Grant Funding	\$1,725,221	\$2,059,197	(16.22%)	\$1,991,001	(13.35%)	\$21,102,187	\$22,651,168	(6.84%)	\$20,516,469	2.85%
Budget Surplus (Deficit)	(\$1)	(\$1)	(154.29%)	-	(45.71%)	(\$1)	(\$3)	(107.53%)	-	(89.53%)
Capital Revenues										
Capital Assistance - FTA	-	\$255,486	(100.00%)	\$527,604	(100.00%)	\$3,892,911	\$2,810,346	38.52%	\$3,005,058	29.55%
Capital Assistance - COT	-	\$183,836	(100.00%)	\$922,156	(100.00%)	\$1,223,237	\$2,022,194	(39.51%)	\$1,340,961	(8.78%)
Capital Assistance - Other	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
Gain (Loss) on Sale of Assets	-	-	0.00%	-	0.00%	(\$147)	-	0.00%	(\$20,338)	(99.28%)
Total Capital Revenues	-	\$439,322	(100.00%)	\$1,449,760	(100.00%)	\$5,116,001	\$4,832,540	5.87%	\$4,325,681	18.27%
Depreciation	\$340,899	\$470,000	(27.47%)	\$358,509	(4.91%)	\$3,878,288	\$5,170,000	(24.98%)	\$3,867,355	0.28%
Debt Service	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
COT Pass Through	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
Change in Net Assets	(\$340,900)	(\$30,679)	1011.20%	\$1,091,251	(131.24%)	\$1,237,712	(\$337,463)	(466.77%)	\$458,326	170.05%

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Assets

Current Assets:

Cash and Cash Equivalents		\$209,511
Restricted Cash		\$3,835,926
Trade Accounts Receivable	\$153,579	
FTA Operating & Capital Grants Receivable	\$10,501,339	
COT Operating & Capital Grants Receivable	\$14,248,696	
ODOT Operating & Capital Grants Receivable	\$555,372	
		\$25,458,986
Inventories		\$1,326,848
Prepaid Expenses		\$788,734
Total Current Assets		\$31,620,006

Capital Assets, at cost:

Revenue Equipment	\$42,746,890	
Service Equipment	\$642,793	
Security Equipment	\$1,860,932	
Buildings & Improvements	\$12,920,749	
Passenger Shelters	\$2,092,715	
Shop and Garage Equipment	\$3,517,524	
Computers & Other Equipment	\$6,550,135	
Office Furniture and Fixtures	\$209,681	
Land & Improvements	\$2,633,707	
Construction in Progress	\$828,232	
Less: Accumulated Depreciation	(\$48,697,161)	
Non- Depreciating Assets	\$2,061,365	
Total Capital Assets		\$25,306,195

Total Assets		\$56,926,201
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Deferred outflows of resources, pension related amounts		\$1,586,911
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Liabilities

Current Liabilities:

Trade Accounts Payable	\$2,901,820	
Accrued Wages & Withholdings	\$311,212	
Accrued Insurance	\$82,610	
Deferred Grant Revenues	\$24,622,052	
Other Current Liabilities	\$44,098	
Total Current Liabilities		\$27,961,791

Noncurrent Liabilities:

Advance Payable to COT	\$326,674	
Net Pension Liability	\$6,059,501	
Accrued Compensated Absences	\$874,110	
Total Noncurrent Liabilities		\$7,260,284

Total Liabilities		\$35,222,076
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Deferred inflows of resources, pension related amounts		\$7,191,815
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Net Position:

Invested in Capital Assets	\$25,306,195	
Restricted for Capital Acquisitions	\$1,011,590	
Restricted for Workmen's Comp.	\$73,101	
Unrestricted	(\$4,686,762)	
Total Net Assets		\$21,704,125

Total Liabilities & Net Assets		\$56,926,201
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Total Liabilities & Net Assets		\$58,761,862
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Fixed Route Report (July 2023 to May 2024)							
Description	Current Month	Prior Year	Percent Change	YTD Monthly Average	Prior Year	Percent Change	Goal
<b>1) Operate a Safe Transit System</b>							
Preventable Vehicle Accidents per 100k Miles	1.2	1.5	20%	1.37	9.4	85%	2
<b>2) Meet and Exceed Customer Expectations</b>							
Complaints per 10k Boardings	138.34	4.82	-2770%	94.2	2.77	-3301%	25
On-time Performance	92%	0%	#DIV/0!	93%	n/a	#VALUE!	90%
Miles Between Road Calls	5,018	7,844	36%	7,241	7,035	-3%	7,500
<b>3) Maintain a Quality Workforce</b>							
Operator Absences	4	3	-33%	4	7	43%	9
Fixed Route Employee Turnover	7.69%	30.30%	75%	73%	75%	2%	50%
<b>4) Operate an Effective System</b>							
Ridership	194,553	153,657	-27%	157,393	157,393	0%	195,000
Passengers per Service Hour	12.29	9.41	-31%	12.65	12.04	-5%	13
Average Ridership	6,055	4,957	0	0	6,495	100%	8,125
<b>5) Operate an Efficient System</b>							
Cost Per Service Hour	89.65	112.5	20%	96.22	122.47	21%	115
Cost Per Trip	7.29	11.96	39%	9.15	10.37	12%	8.71
Fare Revenue per Trip	0.7	0.74	0.05	0.56	0.79	29%	0.78

Rideshare Programs Report (July 2023 to May 2024)								
Description	Current Month	Prior Year	Percent Change	YTD Monthly Average	Prior Year	Percent Change	Goal	
<b>1) Operate a Safe Transit System</b>								
Preventable Van Accidents per 100k Miles	1	4.96	80%	5.36	6.02	11%	1.2	
<b>2) Meet and Exceed Customer Expectations</b>								
Complaints per 10k Boardings-LinkAssist	10	61.15	84%	44.26	34.59	-28%	25	
Complaints per 10k Boardings-MicroLink	13	n/a	#VALUE!	34.71	n/a	n/a	25	
On-time Performance-LinkAssist	93%	90%	-3%	95%	95.76	99%	95%	
On-time Performance-MicroLink	95%	n/a	#VALUE!	84%	n/a	#VALUE!	95%	
Miles Between Road Calls	11722	20147.00	42%	10882	17999	40%	18,000	
<b>3) Maintain a Quality Workforce</b>								
Average Operator Absences per Day	1	n/a	#VALUE!	5	n/a	#VALUE!	5	
Employee Turnover	4%	n/a	#VALUE!	2.7	27.85	90%	50%	
<b>4) Operate an Effective System</b>								
Ridership-LinkAssist	5985	7686.00	22%	6315	7734.00	18%	6200	
Van Passengers per Service Hour-LinkAssist	1.73	2.05	16%	1.72	2.05	16%	2	
Average Ridership-LinkAssist	193	334	42%	271	364	26%	222	
Ridership-MicroLink	8137	n/a	#VALUE!	5830	n/a	#VALUE!	6600	
Van Passengers per Service Hour-MicroLink	2.51	n/a	#VALUE!	2.47	n/a	#VALUE!	2.50	
Average Day Ridership-MicroLink	262	n/a	#VALUE!	188	n/a	#VALUE!	236	
<b>5) Operate an Efficient System</b>								
Cost Per Service Hour-LinkAssist	91.06	125.08	27%	117.17	117.74	0%	137	
Cost Per Trip-LinkAssist	51.78	60.93	15%	68.14	57.19	-19%	57	
Fare Revenue per Trip-LinkAssist	3.01	1.77	-70%	2.83	2.79	-1%	3.00	
Cost Per Service Hour-MicroLink	73	n/a	#VALUE!	109	n/a	#VALUE!	89	
Cost Per Trip-MicroLink	29.13	n/a	#VALUE!	44	n/a	#VALUE!	30	
Fare Revenue per Trip-MicroLink	1.42	n/a	#VALUE!	0.65	n/a	#VALUE!	0.78	

**METROPOLITAN TULSA TRANSIT AUTHORITY  
BOARD MEETING**

To: Board of Trustees  
From: Rebecca Walner, Director of Finance  
Subject: Renewal of Insurance Policies FY2025

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Recommendation

Authorize the General Manager to renew existing insurance policies at a total cost not to exceed \$718,000.

Background

As a part of doing business and to protect MTTA's assets and minimize liabilities, MTTA carries various insurance policies. To aid in the process of evaluating individual company offerings, MTTA contracts with Arthur J. Gallagher (AJG), a professional risk management firm to provide insurance brokerage and consulting services. AJG has submitted a proposal to renew existing insurance policies for Fiscal Year 2025. All insurance coverage's have remained the same, and in all material respects, with the exception of Shelters and Benches, Cyber and Workers Compensation. Workers Compensation increase is because the organization's experience modifier is 1.34 which means that you are experiencing higher frequency and severity of claims than your peer classification group. This factor goes into the premium classification which raises your premiums to offset the higher claims cost. Cyber Liability increase is due to the more information on the web making the exposure higher. Our premiums for FY24 were \$640,515.99 versus of \$715,781.48 for FY25; an increase of 11.09% or \$75,265.49.

Executive Summary

AJG is pleased to offer Metropolitan Tulsa Transit Authority (MTTA) renewal of its property and casualty coverages with a variety of highly rated insurance companies. Many of these policies are placed on Advantage products to provide broader terms creating additional value. This renewal represents an overall 11% increase for the 7-1-2024/25 renewal year which is very favorable in the current market.

The premiums are based upon current risk exposures and market conditions. The cyber liability line of insurance along with some other liability coverages have seen the greatest increases nationally this year. However, MTTA's proposal results are better than average compared to our national public entity practice with only the cyber liability insurance premium increasing and other coverages remaining relatively flat including the Directors and Officers / Employment Practices Liability Insurance. This increase of attacks has impacted the cyber liability marketplace but also highlights the benefit of having a policy in place to support MTTA's staff in the event of an attack. In addition to coverage placements, we will also continue to work with MTTA to assist them in identifying improvements to reduce the risk exposure.

In summary of the proposed coverages, premium costs and placements, we have provided the following two page premium summary identifying the expiring and proposed insurance placements which premiums are totaled on the second page of that document.

Financial Impact

This contract will be funded by MTTA's normal operating dollars provided by fare and advertising revenues and the City of Tulsa General Fund.

	FY24	FY25	Cost Difference	% Difference
Crime	5,859.00	5,859.00	-	0
Benches and Shelters	7,336.26	7,795.37	459.11	6.06%
GL-Tower**	1,077.50	927.50	(150.00)	-14.96%
Auto	40,967.00	49,900.00	8,933.00	19.66%
D&O	93,476.00	93,553.00	77.00	0.08%
Fiduciary	4,227.00	4,253.00	26.00	0.61%
Cyber	10,497.23	10,378.61	(118.62)	1.13%
WC	477,076.00	543,115.00	66,039.00	12.94%
Total:	640,515.99	715,781.48	75,265.49	11.09%

\*\*GL Tower is still pending at time of board information being provided.

However, we are requesting in total slightly over the total in case it does come in a little higher, however, not expected to be a high difference.

## Upcoming Procurements

Est. Board Date	Good/Service	Type	Estimated Amt.	Status
Aug-24	<b>On Call Consulting</b>	RFP	\$150,000	Re-bidding
	On Call Consulting contract with 3 to 5 vendors to supply various consulting services.			
Sep-24	<b>Rolling Stock - ADA Lift &amp; Microtransit Vehicles</b>	RFP	>\$250,000	Prep Stage
	Contract for purchase of ADA Lift & Microtransit Vehicles			
Oct-24	<b>Bus Wash</b>	RFP	\$350,000	Planning Stage
	Existing Bus Wash is in need of replacement after reaching it's expected life.			
Nov-24	<b>Plumbing/HVAC/Electrical Contractor</b>	RFP	>\$100,000 Each	Prep Stage
	Contract for On Call Plumbing/HVAC/Electrical services.			
May-25	<b>Accounting Software</b>	RFP	\$100,000	Planning Stage
	Non support of Great Plains is causing the agency to seek out new accounting software.			
Sep-25	<b>Rolling Stock - Fixed Route</b>	RFP	>\$250,000	Prep Stage
	Contract for purchase of Fixed Route Vehicles			
Pending Pilot program out comes	<b>Replacement of mirror technology</b>	RFP	\$90,000	Pilot Program
	Mirror replacement on buses			
Pending COT conversation	<b>Bus Stop Signs</b>	Pending	\$150,000	On hold
	Replace bus stop signs along all routes with new name and look			

**METROPOLITAN TULSA TRANSIT AUTHORITY**  
**BOARD MEETING**  
**Contract Approval**

To: Board of Trustees

From: Chase Phillips & Randy Cloud – Director of Planning & Director of Maintenance

Subject: Approval of INCOG Contract for Autonomous Vehicle Pilot Project

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Recommendation

Authorize the General Manager to negotiate final terms and conditions with INCOG to purchase vehicles and related equipment, for an amount not to exceed \$750,000. These purchases serve as the local match for the INCOG Autonomous Vehicle (AV) Pilot Project, funded by Dept. of Energy (DOE).

By leveraging previously planned investments in microtransit vehicles and electric charging infrastructure, MTTA is using this as an opportunity to (1) strengthen community/agency partnerships, (2) gain experience with maintaining and operating an AV fleet, (3) further public engagement with on-demand transportation, (4) receive additional federal funds to operate transit services as MTTA will receive \$258,583 for personnel costs, and (5) improve MTTA’s image as an innovative transit agency.

Background

INCOG was successfully awarded a Dept. of Energy grant with the University of Cornell, MIT, National Renewable Energy Lab, and MTTA to deploy on-demand, energy efficient autonomous vehicles (AV) in an underserved community in North Tulsa. As a DOE pilot project, the primary grant outcomes are research in dynamic AV deployment, public engagement for AV usage, energy consumption, etc. MTTA’s role is operating the vehicles with an on-board safety driver/attendant and maintaining the vehicle fleet. This will be a three-year project, taking place in a food-desert and underserved community directly north of the central business district in Tulsa- based on Creating Access to Nutrition (C.A.N.) Plan Area.

Financial Impact

MTTA will receive \$258,583 for personnel costs to operate the service. The local match for this grant must equate to \$720,164. MTTA’s plans to account for this through project-related capital purchases- vehicles, vehicle equipment, and a dual electric charger as it sees these as necessary to its existing operations, as well as added value to the project contributions. MTTA funds would come from Improve Our Tulsa 2 (Aging Vehicle Replacement and Transit Infrastructure).

The DOE has already confirmed the full cost of the vehicles will be count as local match. They haven’t determined the total local match value for the vehicle charger and equipment items, as they will not fully depreciate during the project. However, MTTA has options in how this is accounted, including leasing assets to the project. MTTA and INCOG are hopeful that PSO may contribute in-kind match. See table below for project items costs.

Item	Count	Unit Cost	Total Cost
Vehicles	4	\$111,549	\$446,196
Vehicle equip. (Farebox, Camera, Radio)	4	\$35,00, quoted	\$140,000
Vehicle Charger (Dual)	1	\$160,000 estimated	\$160,000
		<i>Total Capital Spending</i>	\$746,196
		<b>Total Contract Amount</b>	<b>\$720,164</b>
		<i>Overmatch of \$720,164, excluding depreciation.</i>	\$26,032