

**Metropolitan Tulsa Transit Authority
BOARD of TRUSTEES MEETING**
Tuesday, July 23, 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 July 1, 2024, SPECIAL 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 6](#)
2. Review and approval of Financial Statements—Rebecca Walner (Action) [Page 13](#)
3. Upcoming Procurements—Rebecca Walner (Information) [Page 25](#)

B. Operating/Marketing

1. Update on August Route Changes – Chase Phillips (Information) [Page 26](#)
2. Update on Operations – Naaja Jefferies (Information)
3. Update on Maintenance – Randy Cloud (Information)

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

1. Board Officer Elections

Election of Board chairperson and vice chairperson.

Officer nominees to be submitted and voted upon at meeting.

- Chairperson
- Vice Chairperson

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, August 27, 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

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

*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; Chase Phillips, MTTA Director of Planning; Casey Graves, MTTA Scheduling & Planning; Randy Cloud, MTTA Director of Maintenance; BreAnna Hall, MTTA Marketing Manager; Ofir Bar, MTTA Director of IT; Ben Abrams, KWGS.

In accordance with the Oklahoma Open Meetings Act, the special meeting was filed with the Municipal City Clerk’s office on June 25, 2024. An announcement was also given at least forty-eight (48) hours in advance by posting notice of the date, time and place and agenda of the special meeting at 12:09 pm on June 25, 2024, at the Municipal City Clerk’s office and at MTTA Administrative offices on June 25, 2024.

I. CALL TO ORDER

Adam Doverspike called the meeting to order at 12:05 pm.

II. INTRODUCTIONS

Scott introduced the MTTA staff.

III. APPROVAL OF THE April 23, 2024, MEETING MINUTES

James Wagner and Emeka Nnaka moved to approve the April 23, 2024, meeting minutes.

Yeas 5 Nays 0 Abstained 1 Absent 1 -- Motion Carried.

IV. PUBLIC COMMENTS

None

A. Finance/Budget

1. Review of Ridership – *Chase Phillips*

Chase presented the June ridership. Ridership for fixed was at 193k, BRT was at 53k, Lift was at 5,985 and Microtransit trips was 8,137.

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

Rebecca presented the financial statements for April & May. Under budget by 6%, under budget on administrative services, materials and supplies, utilities, and insurance.

James Wagner and **Phyllis Joseph** moved to approve Financial Statement Summary.

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

3. GM Expenses—*Rebecca Walner*

GM expenses for April were \$62.28 and for May \$1200.36

Emeka Nnaka and **Tina Peña** moved to approve the GM expenses for April in the amount of \$62.28 and for May in the amount of \$1200.36.

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

4. Insurance Renewals -*Rebecca Walner*

Rebecca asked Board to approve the GM to renew the insurance policies for Fiduciary, workers Comp, general liability, crime, GL-Tower, Auto liability, D&O, and cyber not to exceed \$718,000.

James Wagner and **Emeka Nnaka** moved to authorize the General Manager to renew the existing insurance policies at a total cost not to exceed \$718,000.

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

5. Upcoming Procurements—*Rebecca Walner*

Rebecca presented the upcoming procurements.

Operating/Marketing

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

Chase asked the Board to approve the INCOG contract for Autonomous Vehicle Pilot Project. MTTA will purchase the vehicles to serve as the local match.

Emily Hall and **Tina Peña** moved to authorize the General Manager to negotiate the final terms and conditions with INCOG to purchase vehicles and related equipment, for an amount not to exceed \$750,000.

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

2. Upcoming Board Meeting Date Change – *Scott Marr*

Scott asked to move the Board meeting from October 22 to October 29, due to the OTA conference being the week of October 22.

Emily Hall and **Tina Peña** moved to change the October Board meeting from October 22 to October 29.

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

C. **Executive Committee**

V. **TRUSTEES AND GENERAL MANAGER COMMENTS**

Adam Doverspike reminded Board members of Board of Trustees officer elections in July.

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 12:40 pm.

Sincerely,

Lori Soderstrom
Secretary to the Board of Trustees

Fixed Route

Avg Passengers per Rev. Hr.
13.6

*APC Ridership

Highest Ridership:

130: 17,385 – 20.2 Pass/Rev. Hr.
110: 14,640 – 15.7
140: 10,705 – 13.1
201: 10,159 – 17.2
150: 9,852 – 18.9

*APC Ridership

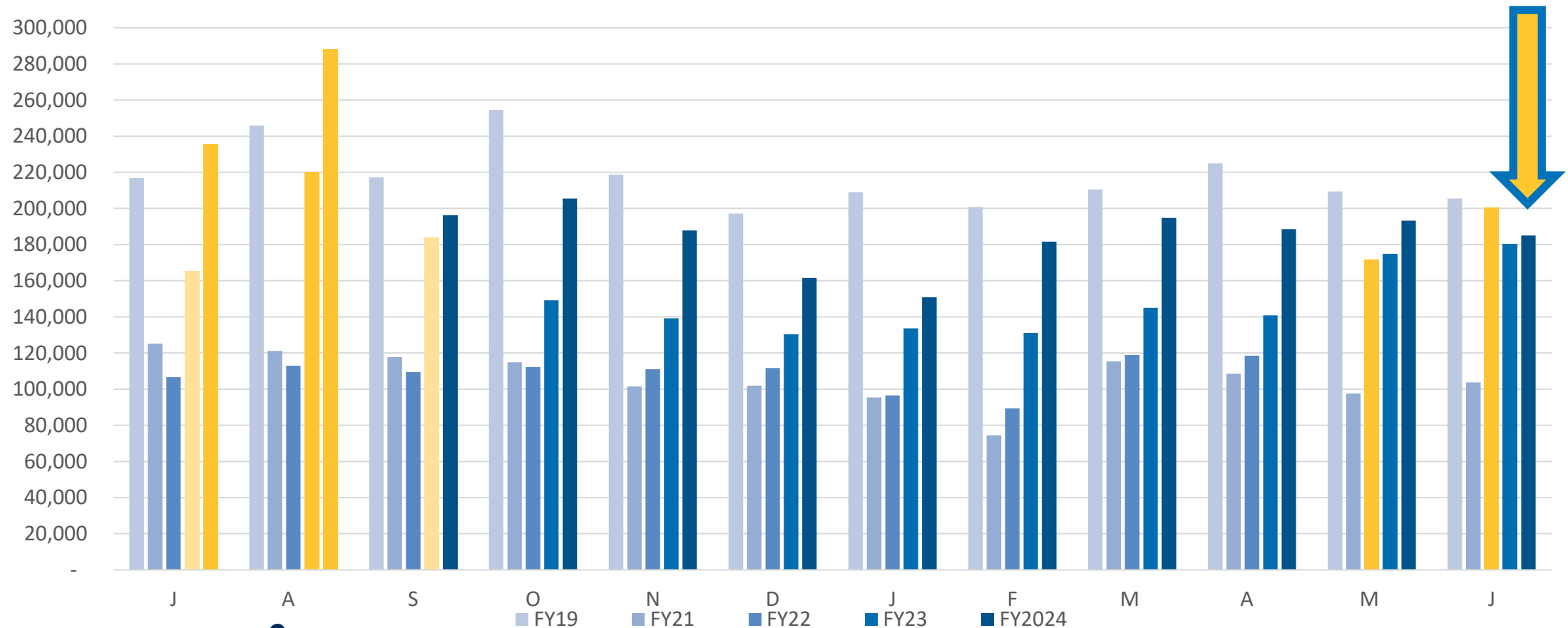
Avg Weekday Ridership:
7600

Avg Saturday Ridership:
5759

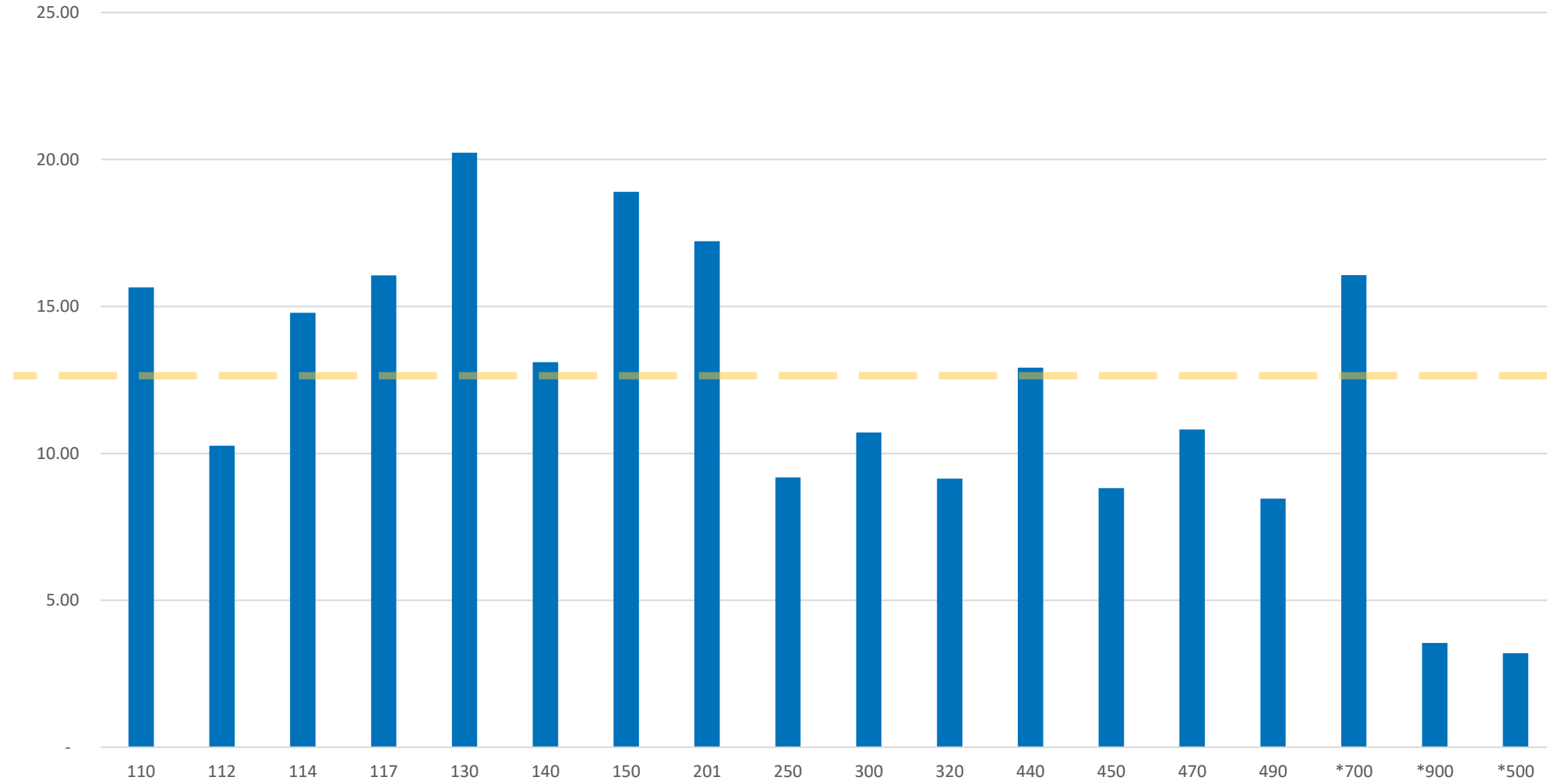
Avg Sunday Ridership:
848

Fixed Route Ridership

Ridership of 185K exceeded FY23 by 5K



Passengers per Rev Hour

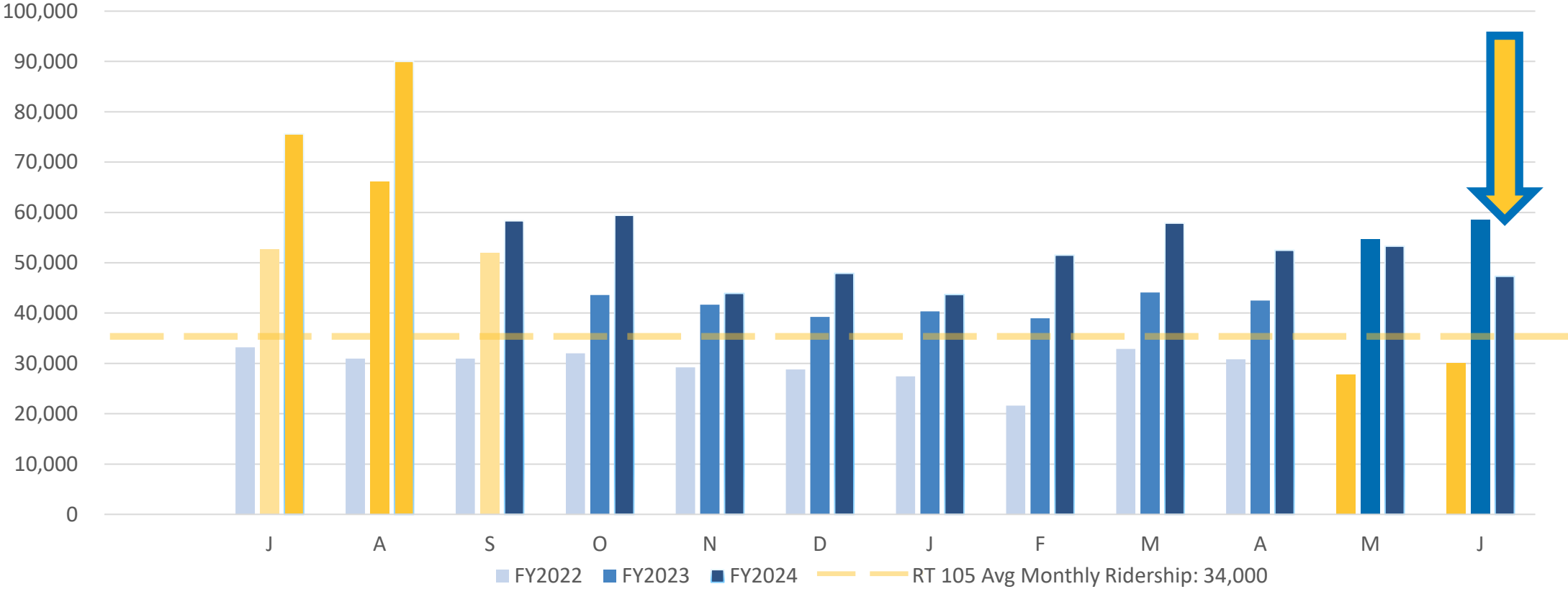


--- FX Service Benchmark is 13

BRT Ridership

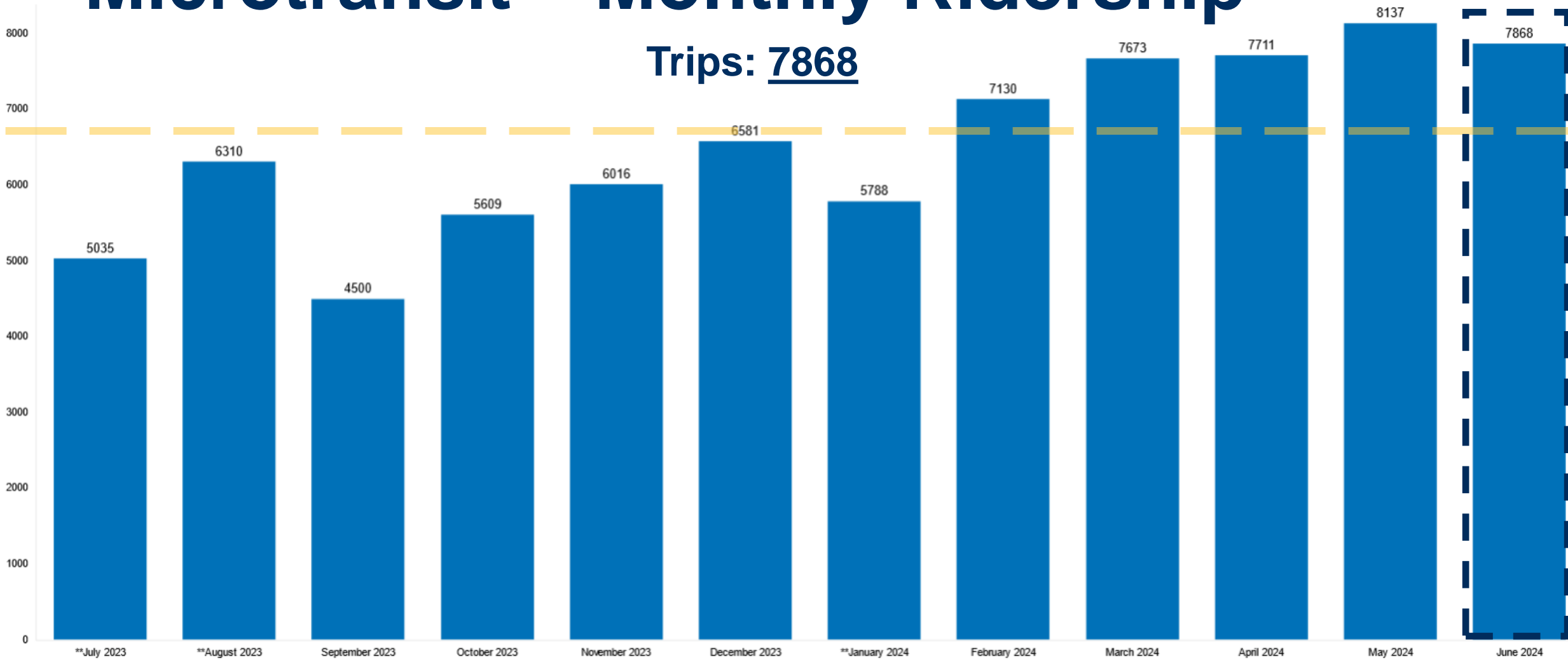
BRT ridership of 47K is 11K less than FY23 Ridership & 13K more than Route 105 Avg.

Passengers per Revenue Hour: 16.1



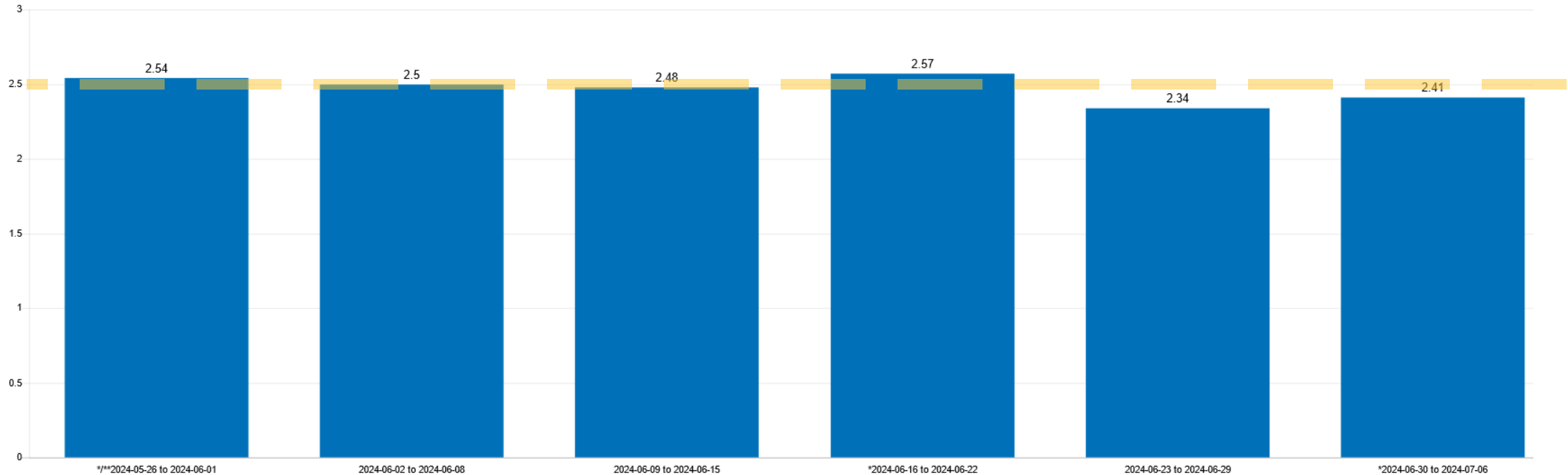
NOTES: (1) FY20 Removed (2) Gold = Free Fare Full Month (3) Light Gold = Free Fare 1/2 Month

Microtransit – Monthly Ridership



Microtransit – Monthly Ridership

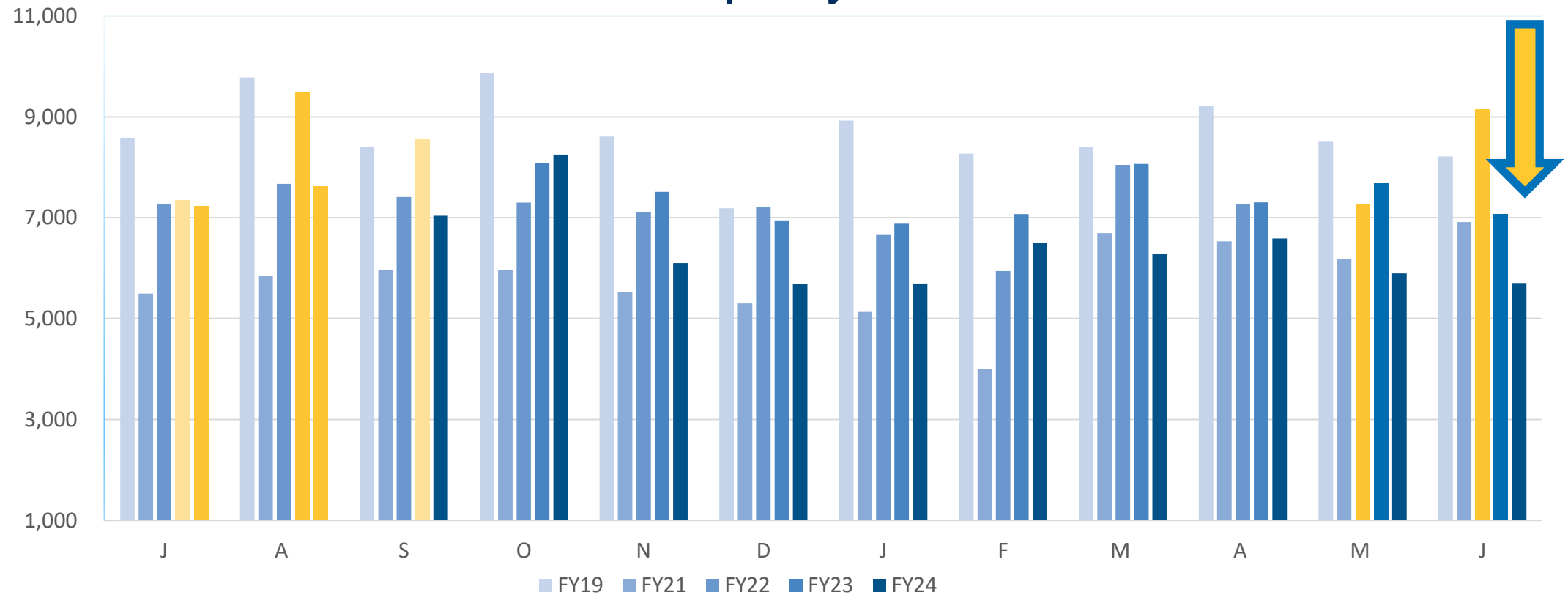
Passengers per Revenue Hour: 2.47



Lift Ridership

Ridership of 5,705 was 1.3K less than FY23.

190 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 June 30, 2024


Recommendation:

Review and approve the FY24 June Financial Statement Summary.

Analysis:

June operating expenses of \$2M were \$204K or 9.92% less projections based on the FY2024 budget.

YTD we have a total expenses of 22.957M which are 1.7M or 7% less than projected. Revenues from Operations are on target. The FY24 underspending of 1.5M is reflected in the following areas Administrative Services \$100,000, Materials and Supplies, 864K, Utilities 169K, Insurance \$230K. Below is a summary of our YTD FY24 operating results before audit:

		FY24 Executive Summary		
		For the Twelve Months Ending June 30, 2024		
Summary of Activities*				
	Actual	Budget	Var%	
Revenues From Operations	\$ 2,457	\$ 2,521	-3%	
Grant Revenues	22,957	24,710	-7%	
Total Operating Revenues	25,414	27,231	-7%	
Total Expenses	(25,414)	(27,231)	-7%	
Surplus (Deficit)	\$ (0)	\$ (0)	0%	
Operating Revenues*				
	Actual	Budget	Var%	
City of Tulsa	\$ 12,009	\$ 11,723	2%	
Federal Grants	8,674	11,353	-24%	
State Grants	1,666	1,150	45%	
Other Grants	607	485	25%	
Fare Revenues	1,596	1,555	3%	
Advertising Revenues	716	780	-8%	
Other Revenues	145	186	-22%	
Total Operating Revenues	\$ 25,414	\$ 27,231	-7%	
Operating Expenses*				
	Actual	Budget	Var%	
Payroll & Fringe	\$ 17,748	\$ 17,366	2%	
Transportation Services	-	-	0%	
Administrative Services	938	1,038	-10%	
Materials & Supplies	4,334	5,198	-17%	
Utilities	626	795	-21%	
Insurance	729	959	-24%	
Marketing & Planning	1,040	1,875	-45%	
Total Expenses	\$ 25,414	\$ 27,231	-7%	



FY24 Executive Summary
For the Twelve Months Ending June 30, 2024

Summary of Activities*	Actual	Budget	Var%
Revenues From Operations \$	2,457	\$ 2,521	-3%
Grant Revenues	22,957	24,710	-7%
Total Operating Revenues	25,414	27,231	-7%
Total Expenses	(25,414)	(27,231)	-7%
Surplus (Deficit) \$	(0)	(0)	0%

Operating Revenues*	Actual	Budget	Var%
City of Tulsa \$	12,009	\$ 11,723	2%
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Total Expenses \$	25,414	\$ 27,231	-7%

Goal 1. Operate a Safe Transit System

Accidents (Per 100K miles)	FY24	FY23	Change	Target
Fixed Route	1.37	2.46	-44%	2.00
RideShare	5.36	7.05	-24%	1.20

Goal 2. Meet and Exceed Customer Expectations

Complaints	FY24	FY23	Change	Target
Fixed Route	10.70	3.15	-2890%	25.00
MicroLink	34.71	n/a	n/a	25.00
LinkAssist	44.26	36.22	40%	25.00

Goal 3. Maintain a Quality Workforce

Absences (Per weekday)	FY24	FY23	Change	Target
Fixed Route	6	6	0%	9
Rideshare	8	na	-810%	5.0

Goal 4. Operate an Effective Transit System

Passengers Per Hour	FY24	FY23	Change	Target
Fixed Route	12.12	11.40	-11%	13.00
MicroLink	2.51	n/a	n/a	2.50
LinkAssist	1.73	2.03	-15%	2.00

Goal 5. Operate an Efficient Transit System

Cost Per Trip	FY24	FY23	Change	Target
Fixed Route \$	7.95	\$ 9.36	28%	\$ 8.71
MicroLink \$	43.71	n/a	n/a	\$ 30.00
LinkAssist \$	40.85	\$ 62.44	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
MONTH								
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	1							1
TOTAL	29	3	7	2	0	1	0	42
Percent of Total	69%	7%	17%	5%	0%	2%	0%	100%

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
MONTH								
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
TOTAL	38	6	11	5	1	0	2	63
Percent of Total	60%	10%	17%	8%	2%	0%	3%	100%

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	1							1
Total	22	1	2	0	1	0	0	26
Percent of Total	85%	4%	8%	0%	4%	0%	0%	0%

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
Total	32	2	5	3	2	0	0	44
Percent of Total	73%	5%	11%	7%	5%	0%	0%	100%

SUMMARY OF OPERATING BUDGET VARIANCE ANALYSIS

				Projected expenses within +/- \$1,000 and +/- 5% YTD variance are considered consistent with projections.
	YTD	YTD	YTD	
Operating Revenues	\$	Var\$	Var%	Details
Fixed Route Revenues	1,350,206.00	59,361.00	5%	Fixed Route Ridership (including Micro Transit) is on target to projected revenue.
Advertising Revenue	715,621.00	(64,379.00)	-8%	Advertising revenue for the month of June is lower, however,
Lift Program Revenues	246,032.00	(17,728.00)	-7%	As we continue to work with RideCo (our software company) we are hopeful that ridership will begin to increase as well.
Expenses	YTD		YTD	
	\$		Var%	Details
Payroll and Fringe	17,747,627.00	382,073.00	2%	Payroll and fringe is on target fo 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	269,763.00	(46,237.00)	-15%	As we dropped in advertising revenue, commissions dropped as well.
Legal	69,521.00	(43,738.00)	-39%	Legal expenses are currently lower than budgeted as we have wrapped up union negotiations and fewer pending issues.
Audit Fees	43,400.00	-	0%	Audit fees are on target for FY24.
Bldg. & Facility Services	174,901.00	(28,278.00)	-14%	Building and Facility Services are currently under budgeted as we have not ramped up any new projects.
Professional and Technical	356,829.00	51,391.00	17%	Due to increase in turnover, background checks and drug testing are costing more than expected.
Fuel	810,908.00	(721,032.00)	-49%	Fuel cost is less as the contract value is lower the prior years.
Gasoline	184,971.00	(29,434.00)	-14%	Gasoline is starting to level out as MicroTransit Vans have started service.
Oil & Lubricants	167,577.00	(588.00)	0%	
Tires & Tubes	179,925.00	11,886.00	7%	Due to aging fleet and new drivers, the cost of tire replacement exceeded expectation.
Facility Repairs	979,733.00	220,953.00	29%	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	44,620.00	13,324.00	43%	Air Compressor had a few additional parts that added to this cost.
Other Shop & Garage	83,707.00	(9,202.00)	-10%	Due to fewer buses pulling out our expenses have not reached the expected amount.

Repair Parts	1,818,750.00	(389,256.00)	-18%	Due to aging fleet, many buses have remained stationary.
Servicing Supplies	49,097.00	5,714.00	13%	Purchasing of supplies has cost us for this quarter.
Utilities	625,729.00	(169,298.00)	-21%	Communication amounts have significantly decreased by using 3CX phones vs land lines.
Insurance	728,717.00	(230,112.00)	-24%	The amounts for is Workers Comp came in lower than expected, budget revision may need to be done later in FY24.
Planning	405,864.00	(401,652.00)	-50%	No Studies were completed in FY24
Marketing & Advertising	250,079.00	(96,034.00)	-28%	Marketing and Advertising ended under budget due to having to decrease someone with the overages in Maintenance cost.
General Office Expense	232,663.00	(380,962.00)	-62%	Lease and rentals are being evaluated.
	YTD		YTD	
Grant Revenues	\$\$		Var%	Details
Other Operational Assistance	607,473.00	122,621.00	25%	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 contract3
Oklahoma State Funding	1,666,114.00	516,114.00	45%	ODOT increased the FY24 amount
FTA Planning	734,994.00	(396,619.00)	-35%	YTD Planning expenses are 35% less than expected due to not doing a study at this time.
FTA Audit/Leases	126,520.00	(53,800.00)	-30%	
FTA ADA Lift	-	-	0%	All Budgeted Revenue was moved to Operations.
FTA - Operations	4,036,396.00	(1,498,460.00)	-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	3,776,317.00	(729,407.00)	-16%	PM is under budget due to Repair Parts being significantly under budget.

METRO TULSA TRANSIT AUTHORITY
Income Statement
For the Twelve Months Ending Sunday, June 30, 2024

	Actual	Budget	Var %	PY	PY %	Act YTD	Bgt YTD	Var%	PY YTD	PY %
Operating Revenues										
Passenger	\$99,378	\$104,397	(4.81%)	\$101,884	(2.46%)	\$1,304,158	\$1,252,765	4.10%	\$1,412,562	(7.67%)
Nightline	\$4,226	\$1,883	124.47%	\$1,078	291.86%	\$39,531	\$22,590	74.99%	\$27,033	46.23%
Sunday Service	-	\$1,291	(100.00%)	\$773	(100.00%)	\$6,517	\$15,490	(57.93%)	\$17,702	(63.19%)
Advertising	\$58,255	\$65,000	(10.38%)	\$36,477	59.70%	\$715,621	\$780,000	(8.25%)	\$649,074	10.25%
Investments	\$9,004	\$11,790	(23.63%)	\$10,140	(11.20%)	\$123,922	\$141,474	(12.41%)	\$80,527	53.89%
Lift Program - ADA	\$14,079	\$21,980	(35.95%)	\$14,415	(2.34%)	\$246,032	\$263,760	(6.72%)	\$268,224	(8.27%)
Other Revenue	\$2,800	\$3,700	(24.32%)	\$378	641.15%	\$21,574	\$44,400	(51.41%)	\$29,387	(26.59%)
Total Operating Revenues	\$187,742	\$210,041	(10.62%)	\$165,145	13.68%	\$2,457,355	\$2,520,479	(2.50%)	\$2,484,509	(1.09%)
Operating Expenses										
Labor:										
Operators	\$538,713	\$570,032	(5.49%)	\$399,323	34.91%	\$6,953,025	\$6,840,382	1.65%	\$5,051,120	37.65%
Transportation Administration	\$116,233	\$138,757	(16.23%)	\$139,359	(16.59%)	\$1,835,098	\$1,665,084	10.21%	\$1,479,021	24.08%
Maintenance	\$105,640	\$110,937	(4.77%)	\$114,588	(7.81%)	\$1,523,143	\$1,331,239	14.42%	\$1,433,775	6.23%
Maintenance Administration	\$24,774	\$32,673	(24.18%)	\$30,980	(20.03%)	\$384,329	\$392,075	(1.98%)	\$343,024	12.04%
Administration & Accounting	\$90,554	\$118,704	(23.71%)	\$83,693	8.20%	\$1,159,586	\$1,424,448	(18.59%)	\$1,042,878	11.19%
Total Labor	\$875,914	\$971,103	(9.80%)	\$767,943	14.06%	\$11,855,181	\$11,653,228	1.73%	\$9,349,818	26.80%
Fringe Benefits:										
FICA Taxes	\$87,622	\$87,108	0.59%	\$70,151	24.91%	\$1,017,893	\$1,045,297	(2.62%)	\$805,367	26.39%
Pension Plan Expense	\$73,785	\$105,539	(30.09%)	\$60,796	21.37%	\$1,228,888	\$1,266,468	(2.97%)	\$1,118,987	9.82%
Health & Dental Insurance	\$112,584	\$122,712	(8.25%)	\$125,720	(10.45%)	\$1,504,199	\$1,472,548	2.15%	\$1,426,091	5.48%
Life & Disability Insurance	\$13,797	\$14,375	(4.02%)	\$28,887	(52.24%)	\$236,476	\$172,497	37.09%	\$118,894	98.90%
Sick Leave	\$97,677	\$36,555	167.21%	\$31,518	209.91%	\$529,198	\$438,658	20.64%	\$405,049	30.65%
Holiday Pay	\$83,118	\$36,478	127.86%	\$60,472	37.45%	\$557,685	\$437,732	27.40%	\$409,493	36.19%
Vacation Pay	\$60,578	\$43,918	37.94%	\$248,770	(75.65%)	\$503,216	\$527,015	(4.52%)	\$475,686	5.79%
Uniform Allowance - Drivers	\$3,888	\$10,417	(62.68%)	\$625	521.81%	\$57,749	\$125,000	(53.80%)	\$67,189	(14.05%)
Clothing/Tool Allowance - Mechanics	\$1,545	\$2,678	(42.30%)	\$2,104	(26.54%)	\$28,891	\$32,140	(10.11%)	\$22,505	28.38%
Unemployment Compensation	\$2,157	\$2,167	(0.45%)	(\$484)	(545.21%)	\$30,480	\$26,000	17.23%	\$10,103	201.68%
Other Fringe Benefits	\$36,242	\$14,081	157.39%	\$35,073	3.33%	\$197,771	\$168,971	17.04%	\$193,350	2.29%
Total Fringe Benefits	\$572,993	\$476,028	20.37%	\$663,632	(13.66%)	\$5,892,446	\$5,712,326	3.15%	\$5,052,714	16.62%
Total Loaded Payroll	\$1,448,907	\$1,447,131	0.12%	\$1,431,575	1.21%	\$17,747,627	\$17,365,554	2.20%	\$14,402,532	23.23%
Transportation Services:										
Fixed Route	-	-	0.00%	\$61,374	(100.00%)	-	-	0.00%	\$603,045	(100.00%)
Sunday Service	-	-	0.00%	\$6,772	(100.00%)	-	-	0.00%	\$258,577	(100.00%)
Lift Program - ADA	-	-	0.00%	\$200,166	(100.00%)	-	-	0.00%	\$2,431,500	(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%
Total Transportation Services	-	-	0.00%	\$268,312	(100.00%)	-	-	0.00%	\$3,293,122	(100.00%)
Administrative Services:										
Advertising	\$25,318	\$26,333	(3.86%)	\$24,726	2.39%	\$269,763	\$316,000	(14.63%)	\$275,983	(2.25%)
Legal Fees	\$3,680	\$9,438	(61.01%)	\$14,953	(75.39%)	\$69,521	\$113,259	(38.62%)	\$108,009	(35.63%)
Audit Fees	\$3,617	\$3,617	0.00%	\$3,475	4.08%	\$43,400	\$43,400	0.00%	\$41,700	4.08%
Office Equipment / Computers	\$1,172	\$3,204	(63.42%)	\$2,114	(44.55%)	\$21,563	\$38,452	(43.92%)	\$21,540	0.10%
Building & Facility Services	\$20,121	\$16,932	18.84%	\$15,302	31.50%	\$174,901	\$203,179	(13.92%)	\$150,335	16.34%
Professional & Technical Services	\$23,986	\$16,028	49.65%	\$33,994	(29.44%)	\$327,072	\$192,336	70.05%	\$335,913	(2.63%)
Software Maintenance & Service	\$2,676	\$9,425	(71.61%)	\$6,797	(60.63%)	\$29,757	\$113,102	(73.69%)	\$111,180	(73.23%)
Security Services	\$441	\$1,558	(71.70%)	\$383	15.15%	\$2,275	\$18,696	(87.83%)	\$6,907	(67.07%)

Total Administrative Services	\$81,011	\$86,535	(6.38%)	\$101,744	(20.38%)	\$938,252	\$1,038,424	(9.65%)	\$1,051,567	(10.78%)
Total Services	\$81,011	\$86,535	(6.38%)	\$370,056	(78.11%)	\$938,252	\$1,038,424	(9.65%)	\$4,344,689	(78.40%)
Materials & Supplies:										
Fuel	\$45,280	\$122,980	(63.18%)	\$68,037	(33.45%)	\$754,722	\$1,475,754	(48.86%)	\$918,902	(17.87%)
Gasoline	\$19,841	\$17,867	11.05%	\$15,304	29.65%	\$184,971	\$214,405	(13.73%)	\$152,735	21.11%
Oil & Lubricants	\$26,025	\$14,014	85.71%	(\$9,994)	(360.42%)	\$167,577	\$168,165	(0.35%)	\$113,785	47.27%
Tires & Tubes	\$24,267	\$14,003	73.29%	\$34,315	(29.28%)	\$179,925	\$168,039	7.07%	\$156,312	15.11%
Facility Repairs & Maintenance	\$76,229	\$63,232	20.55%	\$102,316	(25.50%)	\$979,733	\$758,780	29.12%	\$830,763	17.93%
Service & Shop Equipment	\$1,068	\$2,608	(59.06%)	\$6,312	(83.09%)	\$44,620	\$31,296	42.57%	\$48,095	(7.22%)
Other Shop & Garage Expense	\$6,556	\$7,742	(15.32%)	\$15,111	(56.61%)	\$83,707	\$92,909	(9.90%)	\$95,977	(12.78%)
Repair Parts	\$98,925	\$184,001	(46.24%)	\$180,887	(45.31%)	\$1,818,750	\$2,208,006	(17.63%)	\$1,716,509	5.96%
Servicing Supplies	\$2,411	\$3,615	(33.31%)	\$1,353	78.23%	\$49,097	\$43,383	13.17%	\$42,593	15.27%
Transportation & Safety	\$56	\$837	(93.35%)	\$2,269	(97.55%)	\$8,861	\$10,042	(11.76%)	\$15,789	(43.88%)
Schedules	-	\$1,446	(100.00%)	-	0.00%	\$9,652	\$17,350	(44.37%)	\$8,943	7.93%
Passes & Transfers	\$693	\$842	(17.63%)	(\$14,664)	(104.73%)	\$52,580	\$10,101	420.54%	\$11,895	342.05%
Total Materials & Supplies	\$301,351	\$433,187	(30.43%)	\$401,246	(24.90%)	\$4,334,195	\$5,198,230	(16.62%)	\$4,112,298	5.40%
Utilities:										
Light, Heat, Power, and Water	\$31,014	\$36,188	(14.30%)	\$33,202	(6.59%)	\$413,507	\$434,258	(4.78%)	\$359,793	14.93%
Communications	\$28,943	\$30,064	(3.73%)	\$20,916	38.38%	\$212,222	\$360,769	(41.17%)	\$200,586	5.80%
Total Utilities	\$59,957	\$66,252	(9.50%)	\$54,118	10.79%	\$625,729	\$795,027	(21.29%)	\$560,379	11.66%
Insurance:										
Insurance Premiums	\$53,393	\$79,902	(33.18%)	\$26,704	99.94%	\$640,651	\$958,829	(33.18%)	\$493,917	29.71%
Self Insurance	\$30,004	-	0.00%	\$8,304	261.32%	\$88,066	-	0.00%	(\$15,430)	(670.76%)
Total Insurance	\$83,397	\$79,902	4.37%	\$35,008	138.22%	\$728,717	\$958,829	(24.00%)	\$478,487	52.30%
Miscellaneous:										
Planning & Rideshare	\$40,079	\$67,293	(40.44%)	\$31,105	28.85%	\$405,864	\$807,516	(49.74%)	\$488,643	(16.94%)
Dues & Subscriptions	\$3,728	\$4,150	(10.16%)	\$6,715	(44.47%)	\$55,931	\$49,800	12.31%	\$36,182	54.58%
Travel & Meetings - Staff	\$5,010	\$4,769	5.05%	\$14,699	(65.91%)	\$92,822	\$57,230	62.19%	\$101,940	(8.94%)
Travel & Meetings - Board	-	\$42	(100.00%)	\$210	(100.00%)	\$2,600	\$500	420.04%	\$210	1140.36%
Marketing & Advertising	\$7,517	\$28,843	(73.94%)	\$19,978	(62.37%)	\$250,079	\$346,113	(27.75%)	\$363,022	(31.11%)
General Office Expense	\$6,959	\$13,138	(47.04%)	\$9,470	(26.52%)	\$128,024	\$157,660	(18.80%)	\$117,368	9.08%
Other Miscellaneous Expenses	(\$789)	\$13,680	(105.77%)	\$16,529	(104.77%)	(\$5,777)	\$164,162	(103.52%)	\$112,495	(105.14%)
Bank & Credit Card Fees	\$2,511	\$4,974	(49.51%)	\$6,272	(59.96%)	\$69,024	\$59,684	15.65%	\$61,864	11.57%
Leases & Rentals	\$3,038	\$19,343	(84.29%)	\$3,046	(0.27%)	\$41,392	\$232,119	(82.17%)	\$55,751	(25.76%)
Total Miscellaneous	\$68,053	\$156,232	(56.44%)	\$108,024	(37.00%)	\$1,039,959	\$1,874,784	(44.53%)	\$1,337,475	(22.24%)
Total Expenses	\$2,042,676	\$2,269,239	(9.98%)	\$2,400,027	(14.89%)	\$25,414,479	\$27,230,848	(6.67%)	\$25,235,860	0.71%
Net Operating Loss	(\$1,854,934)	(\$2,059,198)	(9.92%)	(\$2,234,882)	(17.00%)	(\$22,957,124)	(\$24,710,369)	(7.10%)	(\$22,751,351)	0.90%
Operational Grant Funding										
Operating Assistance - Other	\$58,507	\$40,404	44.80%	\$38,005	53.95%	\$607,473	\$484,852	25.29%	\$495,528	22.59%
Oklahoma State Funding	\$123,843	\$95,833	29.23%	\$118,193	4.78%	\$1,666,114	\$1,150,000	44.88%	\$1,612,500	3.32%
FTA - Planning Assistance	\$61,730	\$94,301	(34.54%)	\$50,584	22.03%	\$734,994	\$1,131,613	(35.05%)	\$963,861	(23.74%)
FTA - Leases / Audit	\$8,128	\$15,027	(45.91%)	-	0.00%	\$126,520	\$180,320	(29.84%)	\$124,116	1.94%
FTA - ADA LIFT	-	-	0.00%	\$112,443	(100.00%)	-	-	0.00%	\$725,693	(100.00%)
FTA - CMAQ	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
FTA - Preventative Maintenance	\$296,299	\$375,477	(21.09%)	\$202,689	46.18%	\$3,776,317	\$4,505,724	(16.19%)	\$3,517,676	7.35%
FTA - Operations	\$312,012	\$461,238	(32.35%)	\$242,282	28.78%	\$4,036,396	\$5,534,856	(27.07%)	\$3,547,652	13.78%
COT - Vision Assistance	\$375,000	\$357,500	4.90%	\$628,154	(40.30%)	\$4,576,316	\$4,290,000	6.67%	\$4,176,407	9.58%
COT - Operating Assistance	\$619,416	\$619,417	(0.00%)	\$613,217	1.01%	\$7,432,992	\$7,433,000	(0.00%)	\$7,358,604	1.01%
Total Operational Grant Funding	\$1,854,935	\$2,059,197	(9.92%)	\$2,005,567	(7.51%)	\$22,957,122	\$24,710,365	(7.10%)	\$22,522,037	1.93%

Budget Surplus (Deficit)	\$1	(\$1)	(22.86%)	(\$229,315)	(100.00%)	(\$2)	(\$4)	(100.48%)	(\$229,314)	(100.00%)
Capital Revenues										
Capital Assistance - FTA	-	\$255,486	(100.00%)	\$239,425	(100.00%)	\$4,164,971	\$3,065,832	35.85%	\$3,244,483	28.37%
Capital Assistance - COT	-	\$183,836	(100.00%)	(\$319,995)	(100.00%)	\$1,195,800	\$2,206,030	(45.79%)	\$1,020,966	17.12%
Capital Assistance - Other	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
Gain (Loss) on Sale of Assets	-	-	0.00%	(\$70,938)	(100.00%)	(\$147)	-	0.00%	(\$91,276)	(99.84%)
Total Capital Revenues	-	\$439,322	(100.00%)	(\$151,508)	(100.00%)	\$5,360,624	\$5,271,862	1.68%	\$4,174,173	28.42%
Depreciation	\$341,051	\$470,000	(27.44%)	\$438,152	(22.16%)	\$4,219,339	\$5,640,000	(25.19%)	\$4,305,508	(2.00%)
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	(\$341,050)	(\$30,679)	1011.69%	(\$818,975)	(58.36%)	\$1,141,283	(\$368,142)	(410.01%)	(\$360,649)	(416.46%)

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Assets

Current Assets:

Cash and Cash Equivalents		\$565,396
Restricted Cash		\$3,094,930
Trade Accounts Receivable	\$179,412	
FTA Operating & Capital Grants Receivable	\$9,763,682	
COT Operating & Capital Grants Receivable	<u>\$13,974,796</u>	
		\$23,917,889
Inventories		\$1,289,317
Prepaid Expenses		<u>\$681,939</u>
Total Current Assets		<u>\$29,549,471</u>

Capital Assets, at cost:

Revenue Equipment	\$42,746,890	
Service Equipment	\$642,793	
Security Equipment	\$2,215,718	
Buildings & Improvements	\$13,014,096	
Passenger Shelters	\$2,092,715	
Shop and Garage Equipment	\$3,517,524	
Computers & Other Equipment	\$6,581,343	
Office Furniture and Fixtures	\$209,681	
Land & Improvements	\$2,633,707	
Construction in Progress	\$230,761	
Less: Accumulated Depreciation	(\$49,038,212)	
Non- Depreciating Assets	<u>\$2,042,007</u>	
Total Capital Assets		\$24,847,014

Total Assets		<u><u>\$54,396,486</u></u>
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Deferred outflows of resources, pension related amounts		<u>\$1,586,911</u>
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Liabilities

Current Liabilities:

Trade Accounts Payable	\$2,587,739	
Accrued Wages & Withholdings	\$320,061	
Accrued Insurance	\$82,610	
Deferred Grant Revenues	\$22,492,168	
Other Current Liabilities	<u>\$49,871</u>	
Total Current Liabilities		\$25,532,448

Noncurrent Liabilities:

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

Total Liabilities		\$32,792,733
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Deferred inflows of resources, pension related amounts		<u>\$7,191,815</u>
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Net Position:

Invested in Capital Assets	\$24,847,014	
Restricted for Capital Acquisitions	\$1,014,201	
Restricted for Workmen's Comp.	\$73,218	
Unrestricted	<u>(\$4,330,680)</u>	
Total Net Assets		\$21,603,753

Total Liabilities & Net Assets		<u><u>\$54,396,486</u></u>
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Total Liabilities & Net Assets		<u><u>\$56,926,201</u></u>
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Fixed Route Report (July 2023 to June 2024)							
Description	Current Month	Prior Year	Percent Change	YTD Monthly Average	Prior Year	Percent Change	Goal
1) Operate a Safe Transit System							
Preventable Vehicle Accidents per 100k Miles	2	0.84	-138%	1.37	2.46	44%	2
2) Meet and Exceed Customer Expectations							
Complaints per 10k Boardings	10.7	1.88	-469%	94.2	3.15	-2890%	25
On-time Performance	93%	0%	#DIV/0!	93%	n/a	#VALUE!	90%
Miles Between Road Calls	5,018	6,618	24%	7,241	6,664	-9%	7,500
3) Maintain a Quality Workforce							
Operator Absences	6.25	5	-25%	4	6	33%	9
Fixed Route Employee Turnover	14%	8.00%	-75%	73%	8%	-810%	50%
4) Operate an Effective System							
Ridership	185,040	180,401	-3%	157,393	156,264	-1%	195,000
Passengers per Service Hour	12.12	12.36	2%	12.65	11.4	-11%	13
Average Ridership	6,168	7,395	0	0	6,394	100%	8,125
5) Operate an Efficient System							
Cost Per Service Hour	96.39	115.69	17%	96.22	119.71	20%	115
Cost Per Trip	7.95	9.36	15%	9.15	10.5	13%	8.71
Fare Revenue per Trip	0.7	0.63	(0.11)	0.56	0.78	28%	0.78

Rideshare Programs Report (July 2023 to June 2024)							
Description	Current Month	Prior Year	Percent Change	YTD Monthly Average	Prior Year	Percent Change	Goal
1) Operate a Safe Transit System							
Preventable Van Accidents per 100k Miles	1	7.05	86%	5.36	2.98	-80%	1.2
2) Meet and Exceed Customer Expectations							
Complaints per 10k Boardings-LinkAssist	64	19.69	-225%	44.26	36.22	-22%	25
Complaints per 10k Boardings-MicroLink	53	n/a	#VALUE!	34.71	n/a	n/a	25
On-time Performance-LinkAssist	95%	96%	2%	95%	94.31	99%	95%
On-time Performance-MicroLink	91%	n/a	#VALUE!	84%	n/a	#VALUE!	95%
Miles Between Road Calls	11722	13658.00	14%	10882	18227	40%	18,000
3) Maintain a Quality Workforce							
Average Operator Absences per Day	8	na	#VALUE!	5	n/a	#VALUE!	5
Employee Turnover	4%	0	#DIV/0!	2.7	22.13	88%	50%
4) Operate an Effective System							
Ridership-LinkAssist	5985	7026.00	15%	6315	7662.00	18%	6200
Van Passengers per Service Hour-LinkAssist	1.73	1.79	3%	1.72	2.03	15%	2
Average Ridership-LinkAssist	193	319	39%	271	356	24%	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
5) Operate an Efficient System							
Cost Per Service Hour-LinkAssist	100.89	111.62	10%	117.17	117.21	0%	137
Cost Per Trip-LinkAssist	40.85	40.95	0%	68.14	62.44	-9%	57
Fare Revenue per Trip-LinkAssist	3.01	1.59	-89%	2.83	2.10	-35%	3.00
Cost Per Service Hour-MicroLink	73	n/a	#VALUE!	109	n/a	#VALUE!	89
Cost Per Trip-MicroLink	43.71	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

Upcoming Procurements

Est. Board Date	Good/Service	Type	Estimated Amt.	Status
Sep-24	On Call Consulting	RFP	\$150,000	Re-bidding
	On Call Consulting contract with 3 to 5 vendors to supply various consulting services.			
Sep-24	Rolling Stock - ADA Lift & Microtransit Vehicles	RFP	>\$250,000	Prep Stage
	Contract for purchase of ADA Lift & Microtransit Vehicles			
Oct-24	Bus Wash	RFP	\$350,000	Planning Stage
	Existing Bus Wash is in need of replacement after reaching it's expected life.			
Nov-24	Plumbing/HVAC/Electrical Contractor	RFP	>\$100,000 Each	Prep Stage
	Contract for On Call Plumbing/HVAC/Electrical services.			
May-25	Accounting Software	RFP	\$100,000	Planning Stage
	Non support of Great Plains is causing the agency to seek out new accounting software.			
Sep-25	Rolling Stock - Fixed Route	RFP	>\$250,000	Prep Stage
	Contract for purchase of Fixed Route Vehicles			
Pending Pilot program out comes	Replacement of mirror technology	RFP	\$90,000	Pilot Program
	Mirror replacement on buses			
Pending COT conversation	Bus Stop Signs	Pending	\$150,000	On hold
	Replace bus stop signs along all routes with new name and look			
FY25	Radio Upgrade - Fixed Route and Rideshare	Pending	TBD	Prep Stage
	Replace Radio's in Fixed Route and Rideshare Vehicles			

Upcoming August Service Changes



PUBLIC MEETING August 2024 CHANGES



| Fixed Route Changes

Routing Change

320 - Service added back to 41st

Weekday Time Changes

110 117 130 150 201 300 320 440 450 470

Saturday Time Changes

110 112 130 140 150 250 470 490



| MicroLink Changes

Zone Changes

Zones 3, 4, 6, 8,9 - Expanded

Zones 1 and 2 - Combined

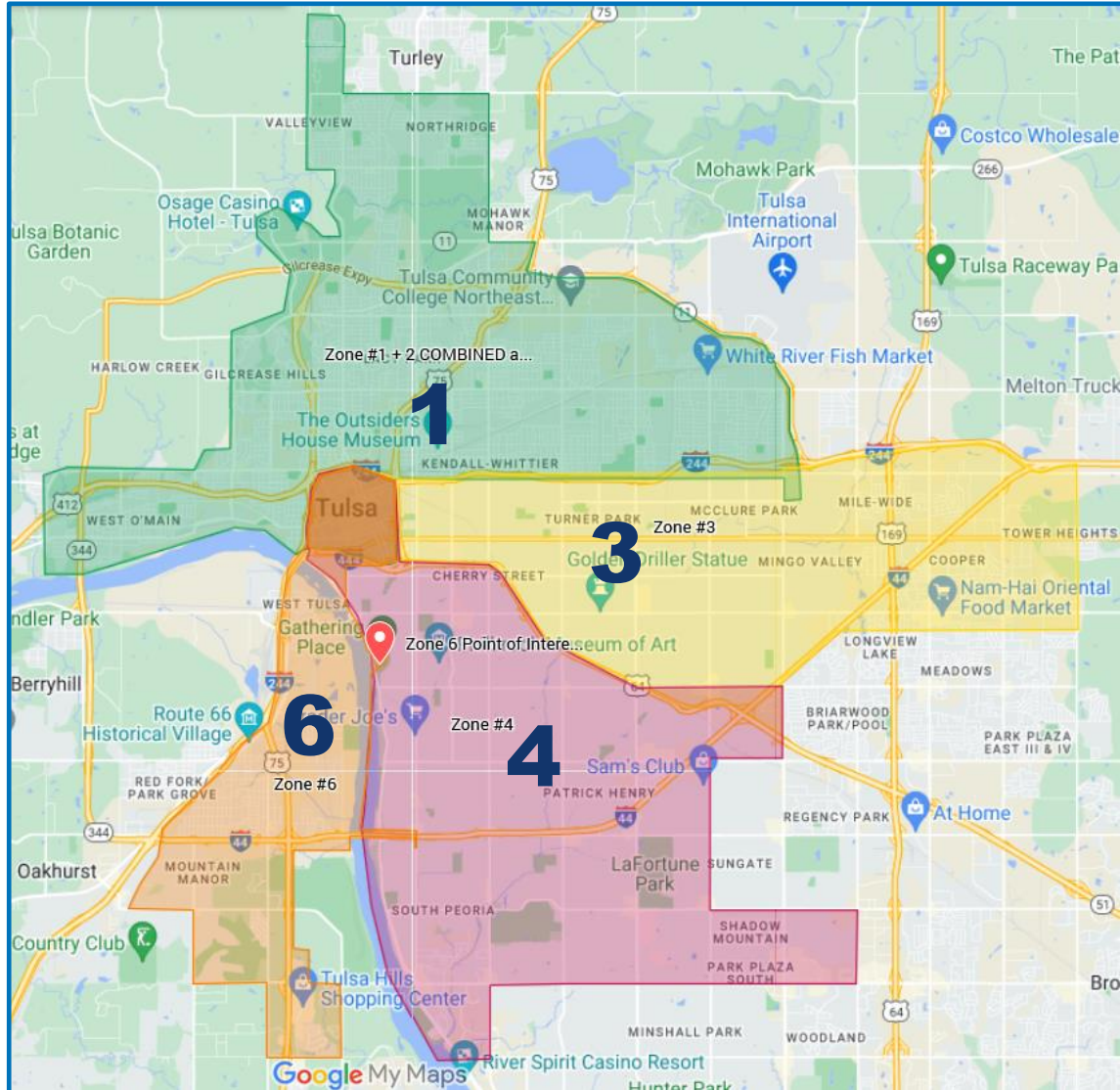


| LinkAssist Booking

LinkAssist rides can now be booked using GoPass



Nighttime



Zones Combined:

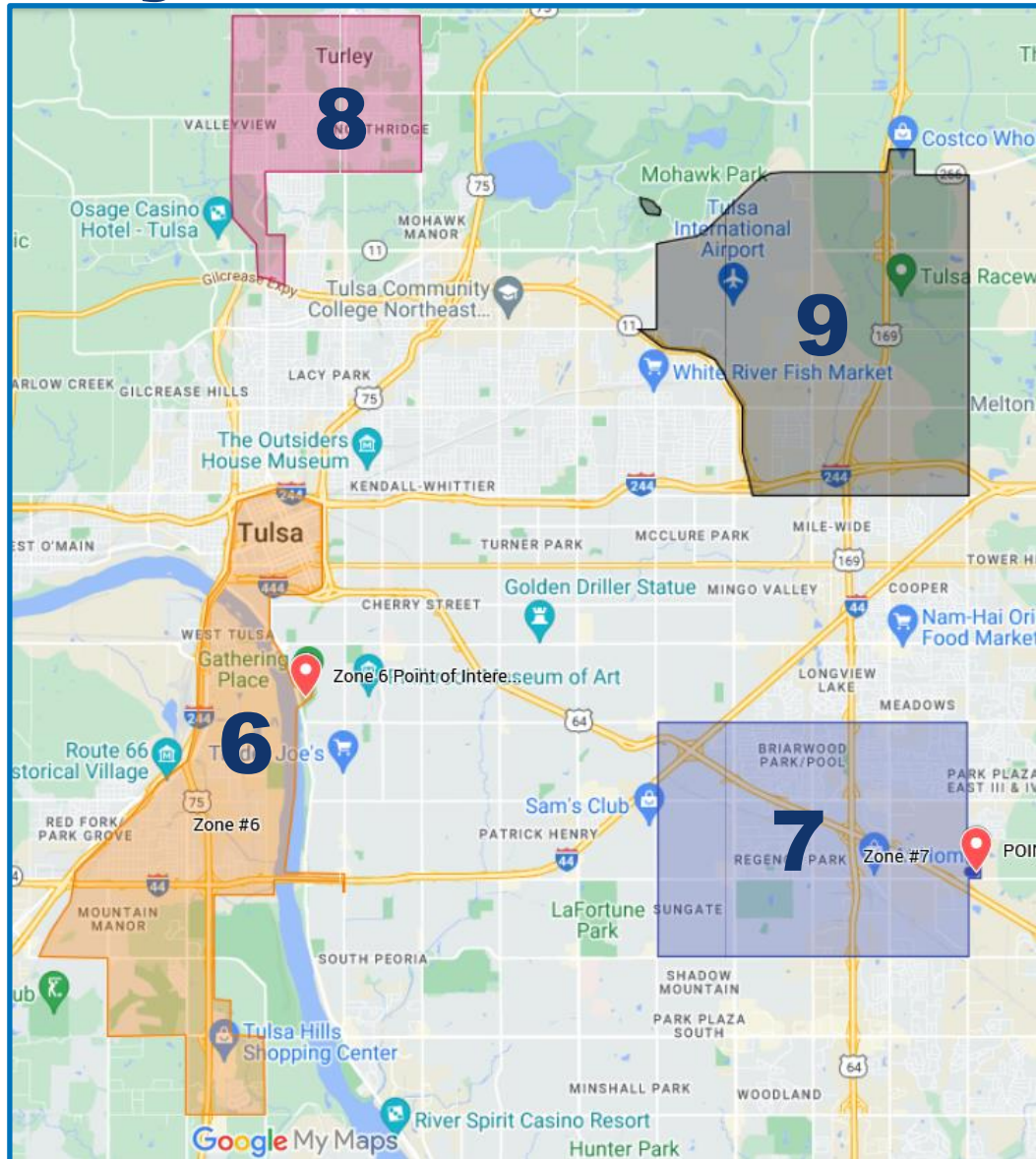
- 1 & 2

Zones Expanded:

- 3 & 4

All evening zones go Downtown

Daytime



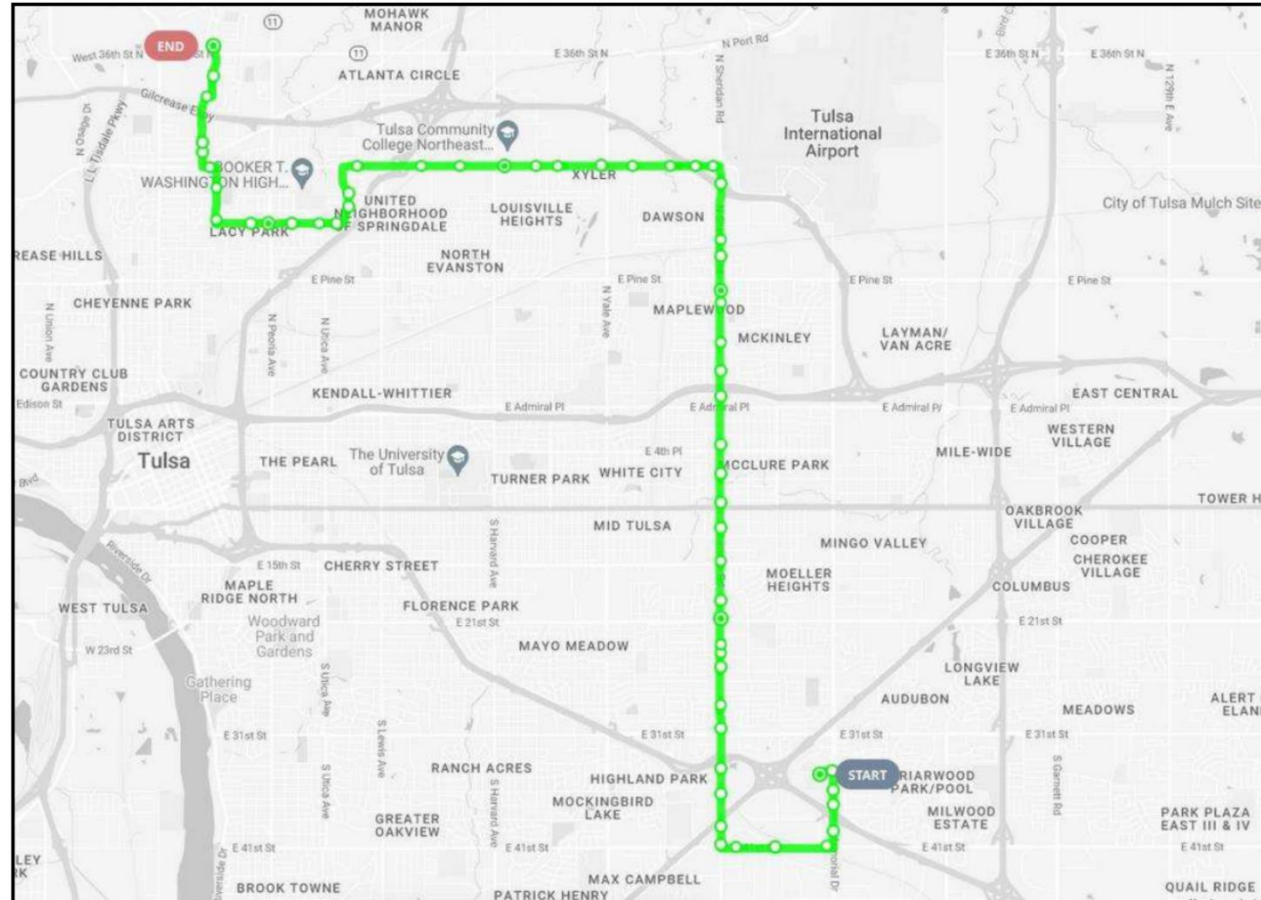
Zones Expanded:

- 6, 8, & 9

Zone 6 day & nighttime zones are the same

Zone 9 has underperformed, but we want to see its use during holiday job

Route 320



- **Timing Changes**
- **Service Added back to 41st and Sheridan**

Response from Public

- **Public meetings on July 15th at DAS, 16th virtual, and 17th at MMS**
- **Positive feedback about RT 320 change**
- **Feedback about negative driver attitude**
- **Concerns over ADA Compliance of our Website and Station Audible Notifications (MTTA staff responding accordingly)**
- **Not allowing electric scooters on-board**
- **More evening service in Southeast Tulsa**
- **Extend service hours between daytime and nighttime service (fill the gap)**
- **People don't take the last trip of the night because they are afraid of getting stuck**
- **When booking on Microtransit, customers told they are unable to book at 7am**
- **Being dropped off at the incorrect location (Micro)**