

County of Moore Planning and Transportation



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REGULAR MEETING
MCTS Transportation Advisory Board
Rick Rhyne EOC Office Lower Level
November 20, 2019 at 3:00 pm

AGENDA

- I. Introductions-Wendy Carter
- II. Minutes from August 21, 2019 Meeting-Wendy Carter
- III. Financials-Stephanie Cormack
 - a. Budget-Stephanie Cormack
 - b. ROAP-Sonia Biggs
- IV. New Business-Wendy Carter
 - a. Van Updates
- V. Adjourn-Wendy Carter



Minutes

MCTS Transportation Advisory Board

Date: August 14th, 2019

Time: 3:00 PM

Location: Rick Rhyne Lower Level EOC Office

Voting Members Present: Anthony McCauley, Bryan Phillips, Yvette Ausby, Krystale Strickland, Maria Campbell, Wendy Carter, Jim Pedersen, Gracie Dowdy

Voting Members Absent: Bob Huber, Terri Prots, Kevin Griffin, Sean McCormick, Shirley Perkins

Ex-official Members Present: None

Moore County Transportation Staff Members Present: Stephanie Cormack, Sonia Biggs, Caroline Xiong, Tron Ross, Kris Klug

A quorum was present and the meeting came to order at 3:05 p.m. with Anthony McCauley acting as President.

I. Introductions:

Everyone present went around the room and introduced themselves.

II. Reading and Approval of Minutes from May 15, 2019 Meeting:

Anthony McCauley made a motion to approve the minutes as presented and Gracie Dowdy seconded the motion. All were in favor.

III. Financial Update FY 18/19:

Mrs. Cormack provided Actual and Estimate numbers for Transportation. The projected User Fees had not been as high as projected, however the Transportation department still remain in good shape. Mrs.

Cormack also discussed the upcoming projected budget for 2019/2020 year. A part-time assistant position was also discussed to help with the day to day office operations.

Mrs. Biggs provided the board with an update on the ordering of 8 vans for FY20 and the order of 6 vans from FY19 which should be delivered soon.

IV. New Business:

The succession and terms of officers were discussed as outlined in the bylaws. Anthony McCauley nominated Wendy Carter as new Chairman. This motion was seconded by Gracie Dowdy. All were in favor.

The next meeting date is November 20th, 2019 at the Rick Rhyne EOC Office at 3:00pm.

V. Adjournment:

There being no further business, a motion was made by Mr. McCauley to adjourn. The motion was seconded by Bryan Phillips. Meeting adjourned by unanimous consent.

Meeting adjourned at 3:55 PM

<u>Operating Supplies</u>	July	August	September	October	November	December	January	February	March	April	May	June	Total
Expenses	\$ 179,821.67	\$ 178,304.15	\$ 114,831.91	\$ 132,916.98	\$ 56,814.23	\$ 226,845.68	\$ 133,783.98	\$ 563,697.19	\$ 56,424.23	\$ 133,783.98	\$ 54,924.17	\$ 54,674.01	\$ 1,886,822.18
**Salaries - Full Time	\$ 32,024.32	\$ 32,442.38	\$ 32,860.54	\$ 32,833.54	\$ 32,833.54	\$ 32,833.54	\$ 32,833.54	\$ 32,833.54	\$ 32,833.54	\$ 32,833.54	\$ 32,833.54	\$ 32,833.54	\$ 392,829.10
Salaries - Part Time	\$ 1,346.10	\$ 1,289.07	\$ 1,494.44	\$ 1,572.00	\$ 2,358.00	\$ 3,144.00	\$ 3,144.00	\$ 3,144.00	\$ 3,144.00	\$ 3,144.00	\$ 3,144.00	\$ 3,144.00	\$ 30,067.61
Salaries - Resource	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Longevity	\$ -	\$ -	\$ -	\$ -	\$ 2,926.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,926.00
Service Award	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FICA/Medicare	\$ 2,458.02	\$ 2,484.93	\$ 2,532.61	\$ 2,889.92	\$ 2,889.92	\$ 2,889.92	\$ 2,889.92	\$ 2,889.92	\$ 2,889.92	\$ 2,889.92	\$ 2,889.92	\$ 2,889.92	\$ 33,484.80
Retirement	\$ 3,010.50	\$ 3,042.98	\$ 3,099.15	\$ 3,403.67	\$ 3,403.67	\$ 3,403.67	\$ 3,403.67	\$ 3,403.67	\$ 3,403.67	\$ 3,403.67	\$ 3,403.67	\$ 3,403.67	\$ 39,785.62
401K Retirement	\$ 697.96	\$ 706.81	\$ 719.58	\$ 1,133.33	\$ 1,133.33	\$ 1,133.33	\$ 1,133.33	\$ 1,133.33	\$ 1,133.33	\$ 1,133.33	\$ 1,133.34	\$ 1,133.36	\$ 12,324.36
Health Insurance	\$ 9,886.42	\$ 9,886.42	\$ 9,886.42	\$ 9,886.42	\$ 9,886.42	\$ 9,886.42	\$ 9,886.42	\$ 9,886.42	\$ 9,886.42	\$ 9,886.42	\$ 9,886.40	\$ 9,886.40	\$ 118,637.00
Unemployment Costs	\$ 246.75	\$ -	\$ -	\$ 246.75	\$ -	\$ -	\$ 246.75	\$ -	\$ -	\$ 246.75	\$ -	\$ -	\$ 987.00
Workers Compensation	\$ 5,201.50	\$ -	\$ -	\$ 5,201.50	\$ -	\$ -	\$ 5,201.50	\$ -	\$ -	\$ 5,201.50	\$ -	\$ -	\$ 20,806.00
Life Insurance	\$ 149.56	\$ 149.56	\$ 149.56	\$ 164.33	\$ 164.33	\$ 164.33	\$ 164.33	\$ 164.33	\$ 164.33	\$ 164.33	\$ 164.34	\$ 164.36	\$ 1,927.69
Unemployment Insurance - NC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation Claims	\$ 17,257.75	\$ -	\$ -	\$ 17,257.75	\$ -	\$ -	\$ 17,257.75	\$ -	\$ -	\$ 17,257.75	\$ -	\$ -	\$ 69,031.00
Capital Outlay	\$ -	\$ 127,655.78	\$ 63,827.89	\$ -	\$ -	\$ 171,921.45	\$ -	\$ 499,413.96	\$ -	\$ -	\$ -	\$ -	\$ 862,819.08
Uniforms	\$ 182.80	\$ 284.05	\$ 181.45	\$ 291.68	\$ 291.68	\$ 291.68	\$ 291.68	\$ 291.68	\$ 291.68	\$ 291.68	\$ 291.68	\$ 291.52	\$ 3,273.26
Office Supplies	\$ 28.72	\$ 288.02	\$ 12.33	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 1,364.07
Janitorial Supplies	\$ 44.07	\$ -	\$ -	\$ 79.00	\$ 79.00	\$ 79.00	\$ 79.00	\$ 79.00	\$ 79.00	\$ 79.00	\$ 79.00	\$ 79.00	\$ 755.07
Bank of America	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel/Training	\$ -	\$ -	\$ -	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00	\$ 3,375.00
Telephone	\$ 41.95	\$ 44.65	\$ 38.44	\$ 63.34	\$ 63.34	\$ 63.34	\$ 63.34	\$ 63.34	\$ 63.34	\$ 63.34	\$ 63.30	\$ 63.30	\$ 695.02
Advertising	\$ -	\$ -	\$ -	\$ 245.00	\$ 245.00	\$ 245.00	\$ 245.00	\$ 245.00	\$ 245.00	\$ 245.00	\$ 245.00	\$ 245.00	\$ 2,205.00
Drug Testing	\$ -	\$ 29.50	\$ 29.50	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 509.00
Motor Vehicle Reports	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250.00	\$ -	\$ -	\$ 250.00	\$ -	\$ 250.00	\$ -	\$ 750.00
Equipment Leases	\$ 15,316.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -	\$ 16,816.50
Insurance	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00
Liability/Property Insurance	\$ 1,203.00	\$ -	\$ -	\$ 1,203.00	\$ -	\$ -	\$ 1,203.00	\$ -	\$ -	\$ 1,203.00	\$ -	\$ -	\$ 4,812.00
IT Assessment	\$ 2,940.25	\$ -	\$ -	\$ 2,940.25	\$ -	\$ -	\$ 2,940.25	\$ -	\$ -	\$ 2,940.25	\$ -	\$ -	\$ 11,761.00
Property Management Assessment	\$ 36,359.75	\$ -	\$ -	\$ 36,359.75	\$ -	\$ -	\$ 36,359.75	\$ -	\$ -	\$ 36,359.75	\$ -	\$ -	\$ 145,439.00
Wellness Works Assessment	\$ 1,666.25	\$ -	\$ -	\$ 1,666.25	\$ -	\$ -	\$ 1,666.25	\$ -	\$ -	\$ 1,666.25	\$ -	\$ -	\$ 6,665.00
General Fund Assessment	\$ 14,234.50	\$ -	\$ -	\$ 14,234.50	\$ -	\$ -	\$ 14,234.50	\$ -	\$ -	\$ 14,234.50	\$ -	\$ -	\$ 56,938.00
Dues/Subscriptions	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00
Professional Services	\$ 25.00	\$ -	\$ -	\$ 705.00	\$ -	\$ -	\$ -	\$ 9,609.00	\$ -	\$ -	\$ -	\$ -	\$ 10,339.00
Office Equipment/Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue	\$ 50,324.46	\$ 51,209.86	\$ 344,386.37	\$ 52,181.83	\$ 52,181.83	\$ 339,675.34	\$ 92,181.83	\$ 52,181.83	\$ 593,591.82	\$ 52,181.84	\$ 52,181.84	\$ 149,275.01	\$ 1,881,553.86
Sale of Capital Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,926.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,926.00
User Fees	\$ 46,570.50	\$ 43,828.06	\$ 40,776.71	\$ 48,848.50	\$ 48,848.50	\$ 48,848.50	\$ 48,848.50	\$ 48,848.50	\$ 48,848.50	\$ 48,848.50	\$ 48,848.50	\$ 48,848.50	\$ 570,811.77
ROAP User Fees	\$ 3,753.96	\$ 7,381.80	\$ 3,467.84	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.34	\$ 3,333.34	\$ 3,333.34	\$ 3,333.34	\$ 44,603.61
5311 Admin			\$ 76,822			\$ 40,818			\$ 49,007			\$ 41,073	\$ 207,720.02
5311 Capital			\$ 167,300			\$ 154,729			\$ 436,383			\$ -	\$ 758,412.46
5311 General Public			\$ 34,180			\$ 34,180			\$ 34,180			\$ 34,180	\$ 136,719.00
EDTAP			\$ 21,840			\$ 21,840			\$ 21,840			\$ 21,840	\$ 87,361.00
Remaining Funds	\$ (129,497.21)	\$ (127,094.29)	\$ 229,554.46	\$ (80,735.15)	\$ (4,632.40)	\$ 112,829.66	\$ (41,602.15)	\$ (511,515.36)	\$ 537,167.59	\$ (81,602.14)	\$ (2,742.33)	\$ 94,601.00	\$ (5,268.32)

Per mile rate breakdown



Trips By Funding Source - MCTS
For Time Period: 7/1/2019 - 10/31/2019

Printed: 1/18/2019 10:41:34AM

Funding Source	Trips	Attendants	Guests	No Shows	Cancelled	Ambulatory	Wheelchairs	Revenue	% Revenue	% Trips
RGP - Regular	1,248	4	0	10	109	1,116	132	\$ 33,944.00	99	99.36
RGP - Supplemental	8	0	0	0	0	8	0	\$ 216.00	1	0.64
Totals:	1,256	4	0	10	109	1,124	132	\$ 34160.00		

+ 809 A-Pines Trips

2065

A-Pines Miles $11,943.00 \times .53 = 6340.39$
40,500.39

\$14,432 received from tokens
 \$1618 received from A-Pines (fare)
 \$16,050.
 FY19 ROAP Funds \$224,080.

TOTAL ROAP Thru 10/31/19 = \$113,701.00



RouteMatch
Software