

County of Moore Planning and Transportation



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REGULAR MEETING
MCTS Transportation Advisory Board
Conference Call
November 18, 2020 at 3:00 pm

AGENDA

- I. Introductions-Anthony McCauley
- II. Approval of minutes from May 20, 2020 meeting-Anthony McCauley
- III. Financials-Anthony McCauley
 - a) Budget-FY20-21 Stephanie Cormack
 - b) ROAP-Sonia Biggs
 - c) CARES Expended- Sonia Biggs
- IV. New Business-Anthony McCauley
 - a) CARES Act Program/FY21 ROAP-Sonia Biggs
 - b) FY22 5311 Community Transportation Program-Sonia Biggs
 - c) Rider and driver safety-Sonia Biggs
- V. Adjourn-Anthony McCauley

Minutes
MCTS Transportation Advisory Board

Date: May 20, 2020

Time: 3:00 PM

Location: Meeting was held virtually using “Go To Meeting” call in option was also available.

Voting Members via Conference Call: Anthony McCauley (Chairman), Sean McCormick, Krystale Strickland, Bob Huber, Jim Pederson, Deb Holmes, and Terri Prots

Voting Members Absent: Maria Campbell, Shirley Perkins, Yvette Ausby and Bryan Phillips.

Ex-official Members Present: None

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

A quorum was present; the meeting was called to order at 3:07 p.m. Presiding over the meeting was Anthony McCauley (Chairman) and Krystale Strickland as the secretary.

I. Introductions:

There were no introductions, roll call completed for all attendees via conference call.

II. Approval of May Agenda and Minutes from February 20, 2020 Meeting:

Terri Prots made a motion to approve the May agenda and February minutes, the motion was seconded by Sean McCormick. All board member voted via roll call; motion carried unanimously (7-0).

III. Election of Officers:

Anthony McCauley announced the election of Vice-Chairperson, Deb Holmes volunteered to act as Vice-Chairman; Jim Pederson made a motion to elect Deb Holmes and seconded by Terri Prots. All board member voted via roll call; motion carried unanimously (7-0).

IV. Financial:

Stephanie Cormack discussed the financials and stated that the COVID-19 Pandemic has affected the Budget. The department is continuing to keep the cost down, however they will still be in the negative.

Sonia Biggs mentioned that due to the Pandemic the remaining funds from the ROAP Grant will be available to rollover for next fiscal year 2020-2021.

V. New Business:

Sonia Biggs discussed the department will be receiving grant funds from the CARES Act Program, which can be used for operational and any capital purchase cost available up till June 2021.

Mrs. Biggs mentioned that MCTS has an interest in extending services as in grocery store trips; in which will be proposed in the August meeting.

She also discussed the additional safety measures including barriers in vans and the increase in routinely sanitizing all areas.

For the upcoming fiscal year MCTS will increase the fee rate for contract services to \$1.90 and for the Moore County Department of Social Services increased the fee rate to \$2.16.

The board was reminded of the next meeting date is August 19th, 2020 at the Rick Rhyne EOC Office at 3:00pm.

VI. Adjournment:

There was no further business; a motion was made by Deb Holmes to adjourn, the motion was seconded by Terri Prots. All board member voted via roll call; motion carried unanimously (7-0).

Meeting adjourned at 3:38 p.m.

Approved by BOC FY20/21 Budget

Expenses	Amount Expended		Revenue	Revenue Received								
	Budgeted	FY20/21 as of Oct. 31		Budgeted	for FY19/20							
Salaries-Full Time/overtime	\$440,822.00	\$139,501.71	Sale of Capital Assets	\$1,000.00	\$3,125.00	<table border="1"> <tr> <td>DSS</td> <td>\$77,503.02</td> </tr> <tr> <td>Aging</td> <td>\$54,416.55</td> </tr> <tr> <td>Monarch</td> <td>\$2,496.83</td> </tr> </table>	DSS	\$77,503.02	Aging	\$54,416.55	Monarch	\$2,496.83
DSS	\$77,503.02											
Aging	\$54,416.55											
Monarch	\$2,496.83											
Salaries-Part Time	\$40,697.00	\$8,787.91	User Fees (contracts)	\$488,518.00	\$134,416.40							
Longevity	\$4,688.00	\$0.00	ROAP User Fees (tokens & APines)	\$40,000.00	\$9,524.00							
FICA/Medicare	\$36,836.00	\$10,974.38	5311 Admin Grant	\$258,935.00	\$0.00							
Retirement	\$49,163.00	\$15,164.11	5311 Capital Grant	\$109,942.00	\$0.00							
401K Retirement	\$14,446.00	\$3,372.12	5311 General Public -carry over	\$53,198.00	\$0.00							
Health Insurance	\$118,637.00	\$25,659.60	EDTAP-care over	\$14,278.00	\$0.00							
Unemployment Cost	\$955.00	\$477.50	5311 CARES	\$195,235.00	\$0.00							
Workers Comp	\$20,806.00	\$10,403.00	TOTAL BUDGETED	\$1,161,106.00	\$147,065.40							
Life Insurance	\$1,568.00	\$655.98										
Workers Comp Claims	\$5,704.00	\$2,852.00										
Capital Outlay	\$121,466.00	\$0.00										
Uniforms	\$3,500.00	\$727.28	Estimated End Budget Total		-\$239,856.64							
Office Supplies	\$1,500.00	\$217.78										
Janitorial Supplies	\$1,000.00	\$940.03										
Travel/Training	\$4,500.00	\$21.88										
Telephone	\$1,060.00	\$315.76										
Advertising	\$5,680.00	\$0.00										
Drug Testing	\$700.00	\$0.00										
Motor Vehicle Reports	\$1,000.00	\$162.00										
Equipment Leases	\$19,000.00	\$15,316.50										
Insurance	\$40,000.00	\$40,000.00										
Liability/Property Insurance	\$4,812.00	\$2,406.00										
IT Assessment	\$10,715.00	\$5,357.50										
Property Management Assessment	\$157,788.00	\$78,894.00										
Wellness Works Assessment	\$6,665.00	\$3,332.50										
General Fund Assessment	\$39,798.00	\$19,899.00										
Dues/Subscriptions	\$600.00	\$500.00										
Professional Services	\$4,000.00	\$983.50										
Office Equipment	\$3,000.00	\$0.00										
TOTAL BUDGETED	\$1,161,106.00	\$386,922.04										

EDTAP	14,278.00
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July	2760
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August	2507
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September	2346
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October	1817
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November	
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December	
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Total	<hr/> 4848
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RGP	53197.12
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July	8239.5
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August	9631.8
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September	7945.2
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October	10501
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November	
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December	
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Total	<hr/> 16,879.62
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