



**Metropolitan Tulsa Transit Authority
BOARD of TRUSTEES SPECIAL MEETING**

Tuesday, May 23, 2023
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 28, 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 Committee – James Wagner, Committee Chair

1. Review of Ridership – Chase Phillips (Information) [Page 7](#)
2. Review of GoPass- Rebecca Walner (Information) [Page 12](#)
3. Review and approval of April 2023 Financial Statements—Rebecca Walner (Action) [Page 17](#)
4. Upcoming Procurements—Jack Van Hooser (Information) [Page 30](#)

5. Authorization of Free Fares – Scott Marr (Action)

Discussion of and possible vote regarding free fares for all Services from July 1st, 2023, thru August 31st, 2023, sponsored free rides on MTTA vehicles for two months. Not to exceed 200,000 in total from INCOG and not to exceed 40,000 from MTTA budgeted in FY24 for free fares. Pending INCOG Board approval and City Council approval of Mayors budget proposal in June 2023.



B. **Operating/Marketing Committee**—*Ann Domin, Committee Chair*

1. Alcohol and Substance Abuse Program – *Debbie Boudreaux (Action)* Page 31
2. Award of Contract for One Air Compressor – *Randy Cloud (Action)* Page 30
Authorize the General Manager to enter into a contract with Air Compressor Supply for the purchase and installation of one (1) 30 HP Rotary Screw Air Compressor in an amount not to exceed \$30,500.00.
3. Micro Transit Update- *Ofir Bar (Information)* Page 33
Review information about the first 7 weeks of the new Micro Transit Service.

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

1. Discussion and possible action regarding the sale of real property located at 1332-1428 East 5th Place, Tulsa, and possible vote to enter into executive session regarding same. 25 O.S. 307(B)(3).
2. General Manager Annual Review
Discussion of and possible vote regarding annual review for the General Manager and possible vote to enter executive session regarding same. 25 O.S. 307(B)(1).

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, June 27, 2023, at 12:00 PM

METROPOLITAN TULSA TRANSIT AUTHORITY

Minutes of the Meeting of the Board of Trustees

Tuesday, April 25, 2023

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	✓	
Tina Peña	✓	
Ann Domin	✓	
Emily Hall		✓
Emeka Nnaka		✓
Phyllis Joseph		✓*
Totals	4	3

*Phyllis Joseph arrived at 12:05pm

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; Randy Cloud, MTTA Director of Maintenance; Ofir Bar, MTTA Director of IT; Naaja Jefferies, MTTA Director of Call Center; Debbie Boudreaux, MTTA Director of Human Resources; Valerie Courchesne, MTTA Director of Rideshare; Jennifer Reed, MTTA Accounting Manager; BreAnna Hall, MTTA Marketing Manager; Mike Colbert; Jesse Boudiette, Christy White & Barrett Waller with Propeller.

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 1, 2022. 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 21, 2023, 8:59am at the Municipal City Clerk’s office and at Tulsa Transit Administrative offices on April 21, 2023.

I. CALL TO ORDER

Adam Doverspike called the meeting to order at 12:03 pm.

II. INTRODUCTIONS

Scott Marr introduced the MTTA Staff; Jesse Boudiette, Christy White & Barrett Waller with Propeller.

III. APPROVAL OF THE March 28, 2023, MEETING MINUTES

Ann Domin and James Wagner moved to approve the March 28, 2023, meeting minutes.

Yeas 3 Nays 0 Abstained 1 Absent 3 -- Motion Carried.

Phyllis Joseph joined meeting at 12:05pm.

IV. PUBLIC COMMENTS

None

V. COMMITTEE BUSINESS and REPORTS

A. Finance/Budget Committee – James Wagner, Committee Chair

1. Review of Ridership

Chase presented the ridership for March fixed was 20% more than projected. BRT was 11k more than the FY22 ridership and 10k more than the previous 105 route. Lift was 28% more than projected.

2. Review of GoPass

Rebecca gave a presentation of the updated GoPass downloads, tickets and dollar amounts sold using GoPass. The numbers are still increasing each month.

3. Review and approval of March 2023 Financial Statements

March operating expenses was 17% less than projections. Total expenses were 15% less than projections. The preventable accidents and absences for fixed and lift was presented.

Adam Doverspike and Phyllis Joseph moved to approve March 2023 Financial statements.

Yeas 4 Nays 0 Abstained 0 Absent 3 -- Motion Carried.

4. Review and approval of GM expenses.

Rebecca presented the General Managers expenses in the amount of \$385.96.

Ann Domin and Tina Peña moved to approve the General Managers March expenses in the amount of \$385.96.

Yeas 4 Nays 0 Abstained 0 Absent 3 -- Motion Carried.

5. Rideshare Services Start up

Scott and Rebecca presented the Board with a cost of bringing on up to 30 current First Transit employees and 10 new hires and 1 Manager to come on in June for onboarding and training. This is to prepare for the July 1st service.

Ann Domin and Phyllis Joseph moved to approve the General Managers to begin onboarding 30 currently employed First transit employees who have completed paratransit training, 10 new hires that will require full training and 1 new Manager. The cost to be up to \$40,230.80 for the month of June 2023.

Yeas 4 Nays 0 Abstained 0 Absent 3 -- Motion Carried.

6. Upcoming Procurements – Jack Van Hooser

Jack went over the upcoming procurements.

7. Review of Route 66 BRT update.

Chase gave a presentation of the Route 66 BRT of where it is today in the project. Chase covered the funding gap to finish the project. Operating funding has not been addressed. MTTA will engage with INCOG and COT to partner on the USDOT RAISE grant.

B. Operating/Marketing Committee – Ann Domin, Committee Chair

1. Re-Branding

Jesse Boudiette, Christy White & Barrett Waller with Propeller presented an outline of the re-branding project with a timeline.

2. Award of Contract for 1 Service Truck

Randy informed the Board of the age of the shop truck and the availability of a one-ton chassis. Randy asked for approval to purchase a new heavy duty service truck using the State of Oklahoma purchasing contract paid using 70% federal dollars and 30% local match.

James Wagner and **Phyllis Joseph** moved to authorize the General Manager to enter into a contract with Vendor TBD for the purchase of one (1) Heavy Duty Service Truck in an amount not to exceed \$78,000.00. This purchase will be made using the State of Oklahoma Purchasing Contract.

Yeas 4 Nays 0 Abstained 0 Absent 3 -- Motion Carried.

3. Revised Advertising Policy

BreAnna presented the Board with an updated advertisement policy for displaying advertising in and on property of MTTA for their approval. Adam Doverspike asked to strike “viewpoint-neutral” in the policy.

Adam Doverspike and **Phyllis Joseph** moved to approve the Advertising Policy that Creates Standards for Displaying Advertising In and On Property of the Metropolitan Tulsa Transit Authority with the change of striking “viewpoint-neutral”.

Yeas 4 Nays 0 Abstained 0 Absent 3 -- Motion Carried.

Phyllis Joseph left meeting @ 1:20pm.

4. Award of the Janitorial Service

Jack presented the Board with the committee scoring totals on the 3 deemed responsive bids for the janitorial service for MTTA.

James Wagner and **Tina Peña** moved to Authorize the General Manager to enter a three-year open-ended contract with Economy Janitorial for the purchase of janitorial services for all MTTA’s facilities, including the bus terminal stations and to negotiate final terms and conditions. There are also two additional option years available after the initial term expires.

Yeas 4 Nays 0 Abstained 0 Absent 3 -- Motion Carried.

5. Micro Transit Presentation
Naaja shared how the micro transit pilot is doing in the first 3 weeks of launching.

Ann Domin left meeting @ 1:32pm. Meeting ended due to no quorum.

C. **Executive Committee** – Adam Doverspike, Committee Chair

VI. TRUSTEES AND GENERAL MANAGER COMMENTS

VII. NEW BUSINESS
None

VIII. ADJOURN

Meeting ended 1:32pm

Sincerely,

Lori Soderstrom
Secretary to the Board of Trustees

Fixed Route

Ridership per Rev. hour:
11

Highest FX Ridership

- 130 – 12,052; 21.9 (Pass/Rev. Hr.)
- 110 – 11,061; 9.3
- 201 – 9,379; 15.8
- 140 – 9,104; 15.5
- 150 – 8,737; 16.8

*Excludes Flex

Cost per trip:
\$10.66 YTD for entire
service

Average Weekday Service FY23:
5,900

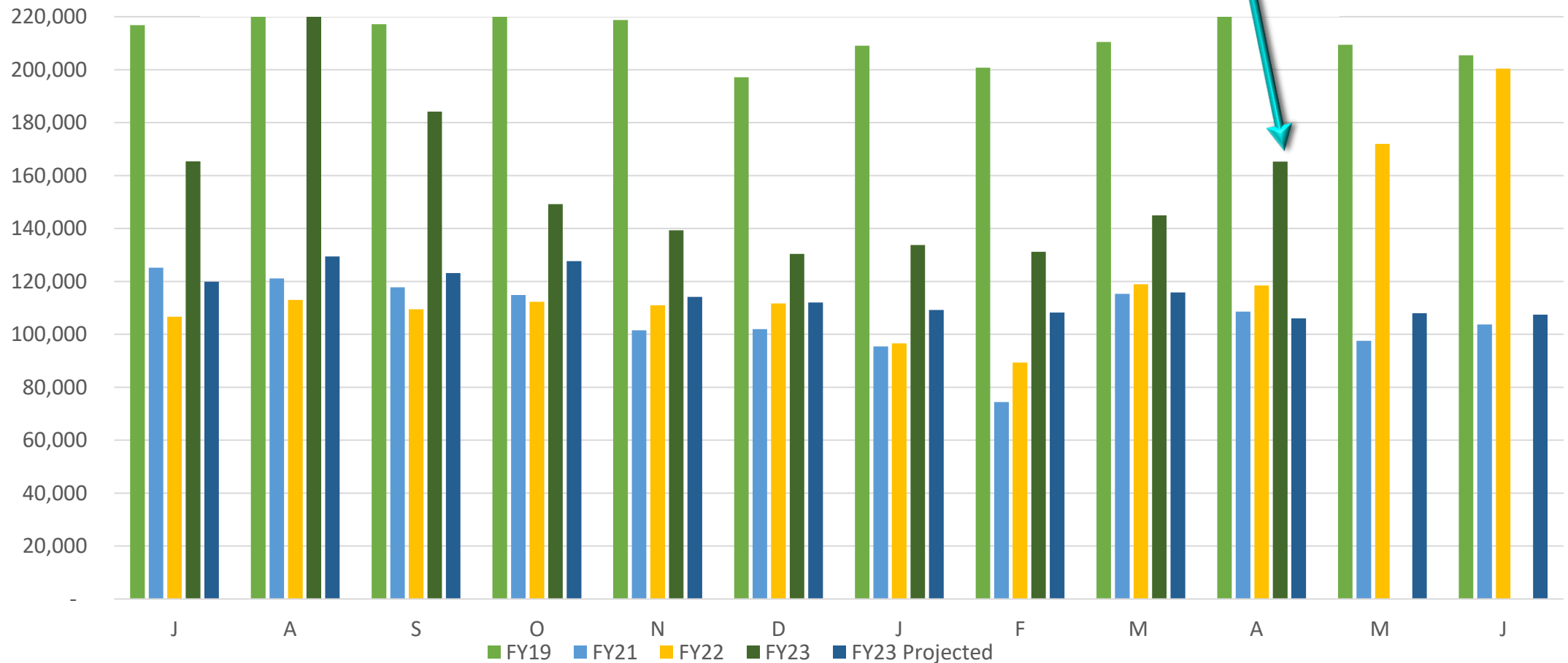
*Includes Flex

Average Weekend Service FY23:
2,529

*Includes Flex

Fixed Route Ridership

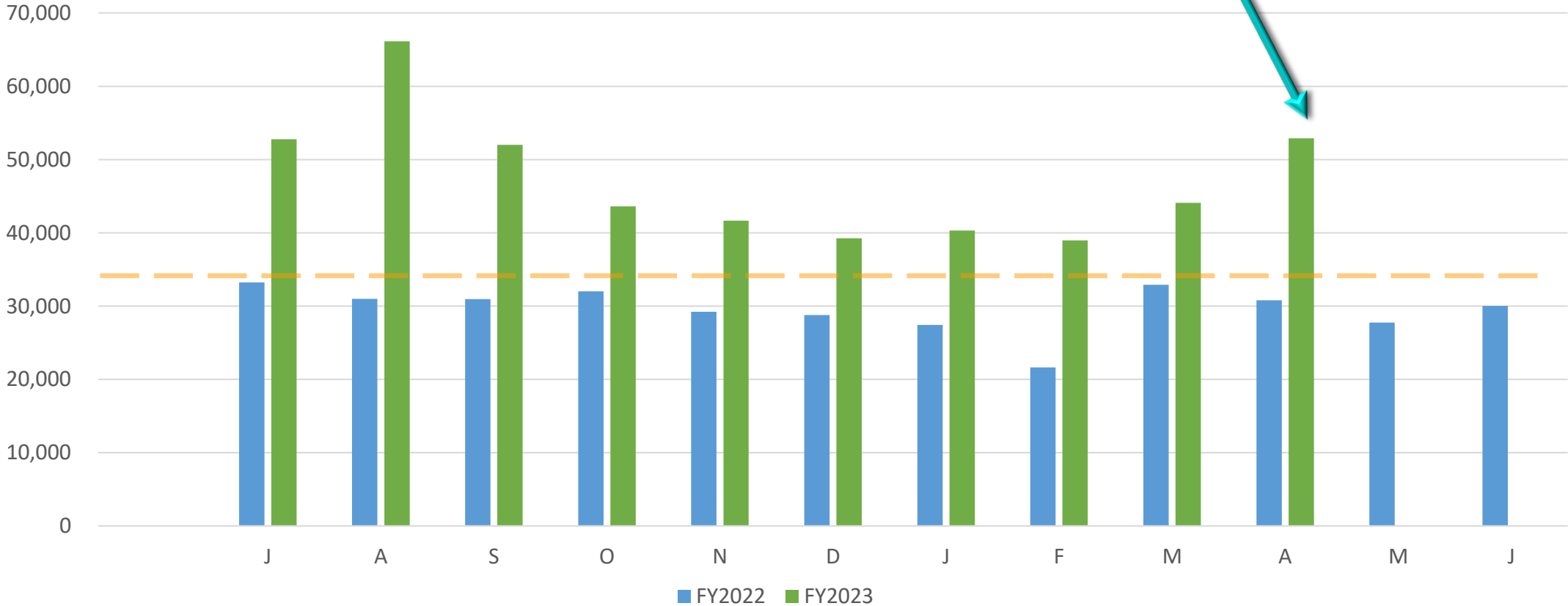
April ridership of 165K is 59K or 36% more than target projection.



*Note: Fy20 removed

BRT Ridership

April BRT ridership of 53K is 22K more than FY22 Ridership and 19K more than route 105
BRT passenger per revenue hour is 18 riders per hour.



— Average Route 105 Ridership was 34,000 per month.

Lift Ridership

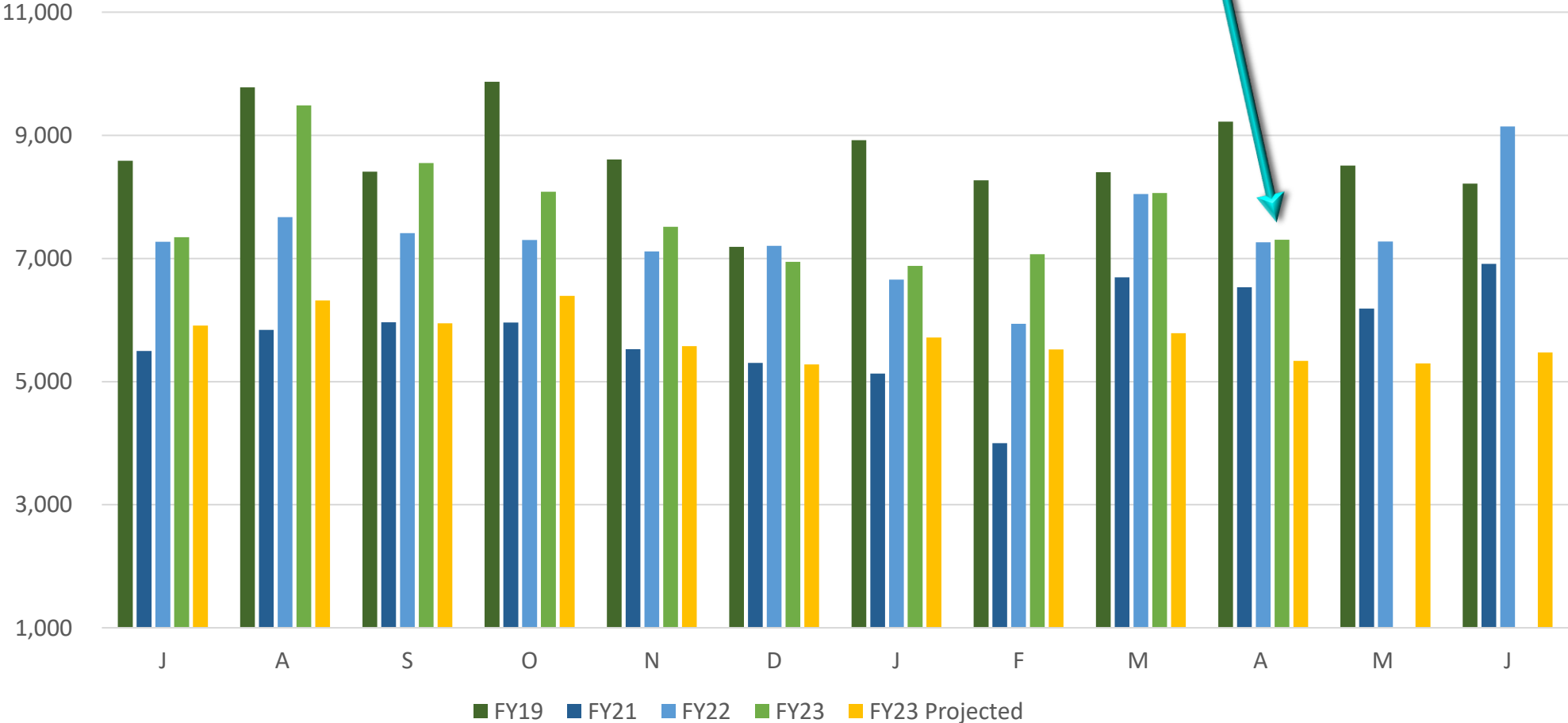
April average: 244
trips per day

March FY23
Ridership was the
same for FY22

Lift Ridership
continues to
exceed projections

Lift Ridership

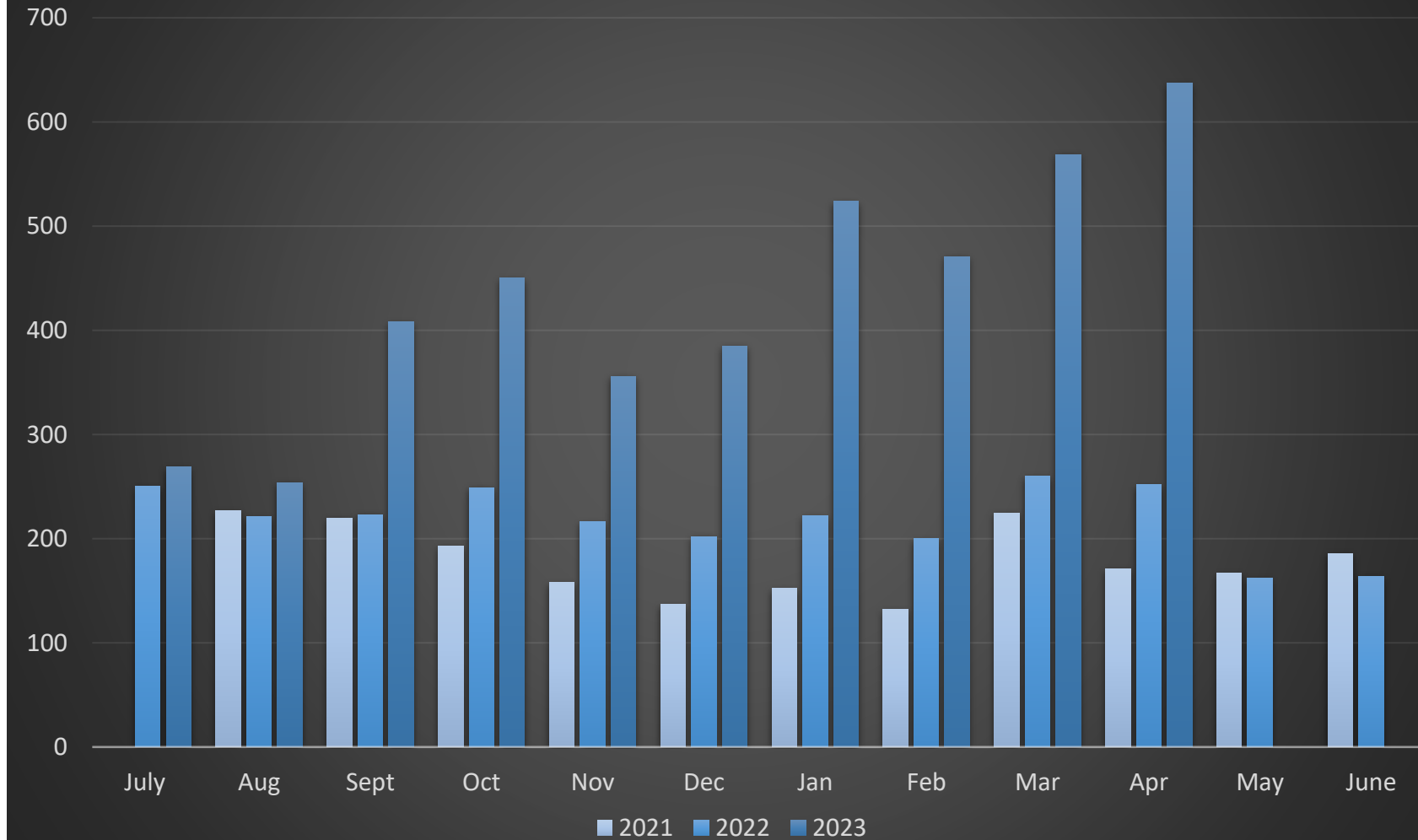
April '23 ridership of 7,305 was 1,068 (27%) more than projected.



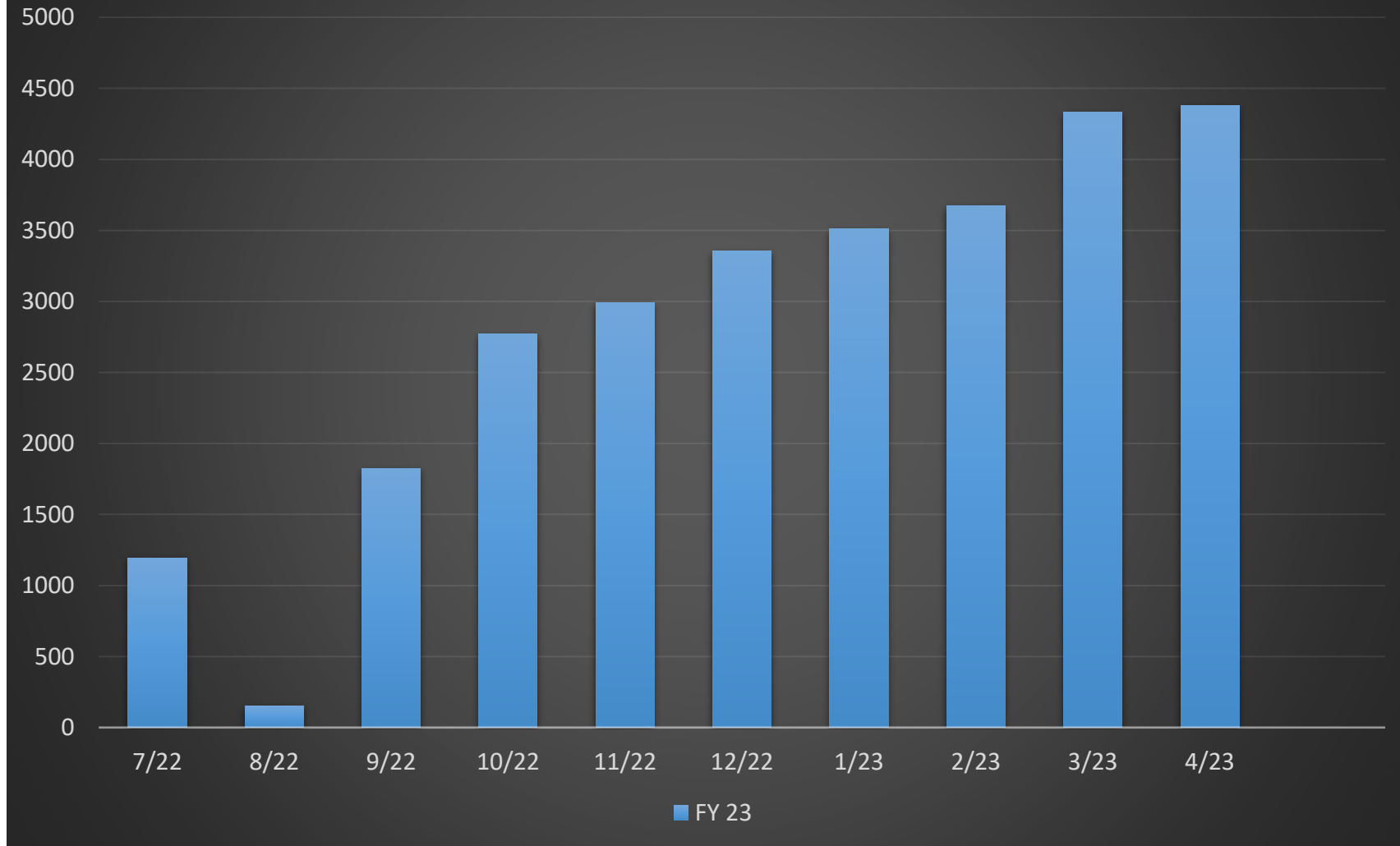
GoPass
PERFORMANCE
FOR
April 2023



GoPass Downloads- FY21-FY23

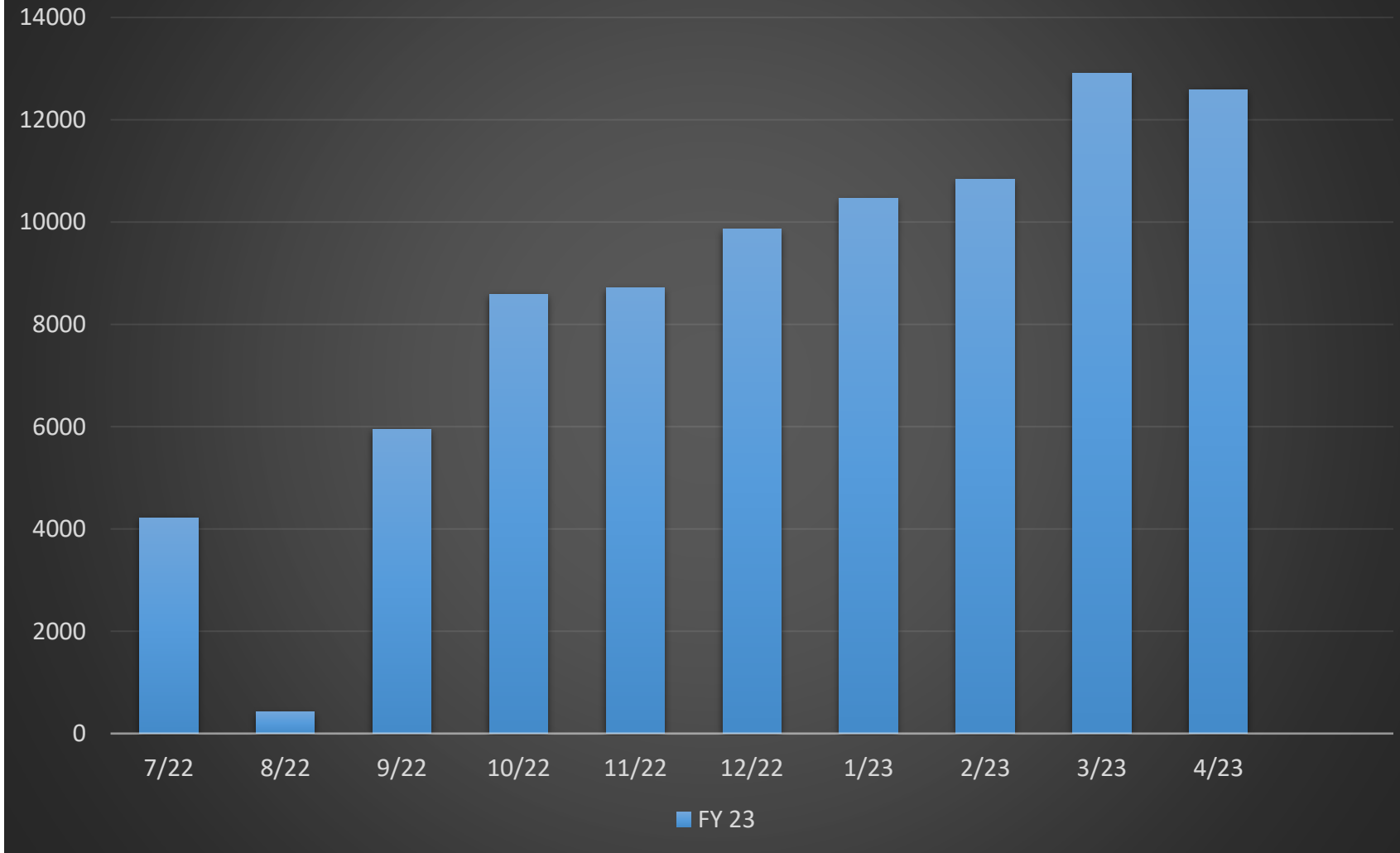


Fiscal Year 2023 Tickets Sold in Go-Pass by Month



August was Free Fare full Month

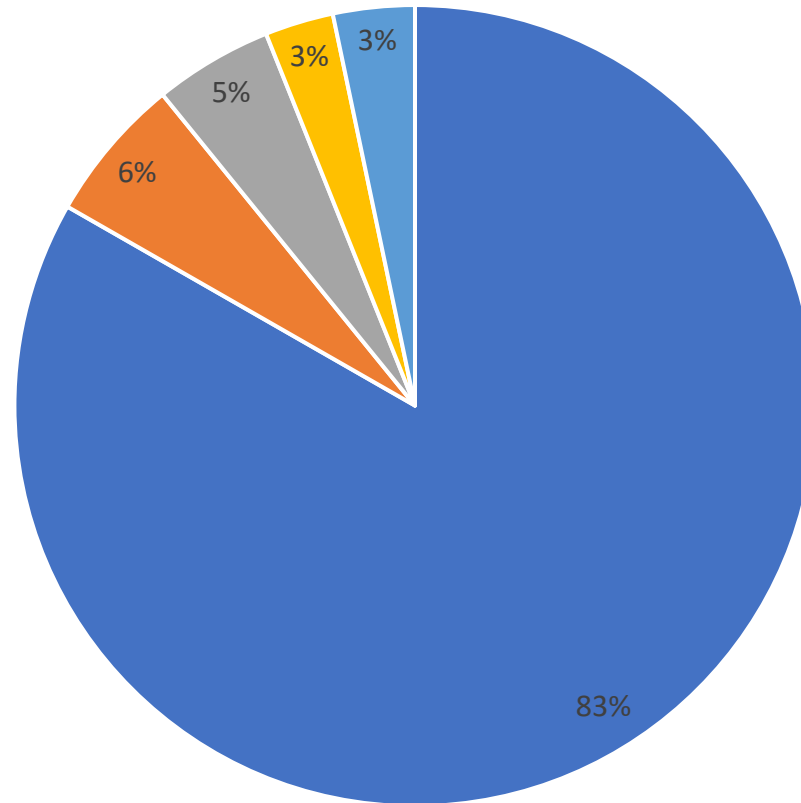
Fiscal Year 2023 Dollar Sold in Go-Pass by Month



August was Free Fare full Month

FY 23 Types of Riders Using Go-Pass

■ Adult ■ Disabled ■ Military ■ Senior ■ Youth



METROPOLITAN TULSA TRANSIT AUTHORITY
BOARD MEETING
April 30th 2023
Finance/Audit Committee

To: Board of Trustees
From: Rebecca Walner, Chief Financial Officer
Subject: FY23 Financial Statement Summary through April 30, 2023

Recommendation:

Review and approve the FY23 April Financial Statement Summary.

Analysis:

April operating expenses of \$2M were \$536K or 23% less projections based on the FY2023 budget.

YTD we have a minimum surplus with total expenses of 20.6M which are \$3.9M or 15.95% less than projected. Revenues from Operations are up due to the sponsored rides in Oct 2022 and online sales continued during that time. The FY23 underspending of \$3.9M is reflected in the following areas: Salaries \$1.4M, Lift Program 732K, and Planning/Marketing \$442K. Below is a summary of our YTD FY23 operating results before audit:

Summary of Year to Date Expenses
As of April 30th , 2023

<i>Item</i>	<i>Actual</i>	<i>Budget</i>	<i>Variance %</i>	<i>Prior Year</i>	<i>Variance %</i>
Revenue					
Revenue from Operations	\$2,119,918	\$1,695,423	25.04%	\$1,725,696	22.84%
Operating Grant Funding	\$18,525,468	\$22,869,256	(18.99%)	\$17,798,163	4.09%
Total Operating Revenues	\$20,645,386	\$24,564,679	(15.95%)	\$19,523,859	5.74%
Operating Expenses					
Labor and Fringe	\$11,721,241	\$13,140,374	(10.80%)	\$11,077,506	5.81%
Transportation Services	\$2,757,683	\$3,490,549	(21.00%)	\$2,705,759	1.92%
Administrative Services	\$862,545	\$1,362,398	(36.69%)	\$1,283,727	(32.81%)
Materials and Supplies	\$3,379,227	\$3,929,560	(14.00%)	\$2,871,223	17.69%
Utilities	\$463,782	\$550,301	(15.72%)	\$520,863	(10.96%)
Insurance	\$341,546	\$529,835	(35.54%)	\$349,344	(2.23%)
Marketing and Planning	\$1,119,360	\$1,561,654	(28.32%)	\$715,439	56.46%
Total Operating Expenses	\$20,645,384	\$24,564,671	(15.95%)	\$19,523,861	5.74%
Budget Surplus (Deficit)	\$2	\$8	(100.00%)	(\$2)	0.00%



FY23 Executive Summary
For the Ten Months Ending April 30, 2023

Summary of Activities*	Actual	Budget	Var%
Revenues From Operations \$	2,120	\$ 1,695	25%
Grant Revenues	18,525	22,869	-19%
Total Operating Revenues	20,645	24,565	-16%
Total Expenses	(20,645)	(24,565)	-16%
Surplus (Deficit) \$	0	\$ 0	0%

Operating Revenues*	Actual	Budget	Var%
City of Tulsa \$	9,372	\$ 9,369	0%
Federal Grants	7,357	11,480	-36%
State Grants	1,376	958	44%
Other Grants	421	1,062	-60%
Fare Revenues	1,480	1,065	39%
Advertising Revenues	554	542	2%
Other Revenues	85	89	-4%
Total Operating Revenues \$	20,645	\$ 24,565	-16%

Operating Expenses*	Actual	Budget	Var%
Payroll & Fringe \$	11,721	\$ 13,140	-11%
Transportation Services	2,758	3,491	-21%
Administrative Services	863	1,362	-37%
Materials & Supplies	3,379	3,930	-14%
Utilities	464	550	-16%
Insurance	342	530	-36%
Marketing & Planning	1,119	1,562	-28%
Total Expenses \$	20,645	\$ 24,565	-16%

Goal 1. Operate a Safe Transit System

Accidents (Per 100K miles)	FY23	FY22	Change	Target
Fixed Route	3.43	1.32	160%	6.00
Lift Program	5.68	3.33	71%	1.20

Goal 2. Meet and Exceed Customer Expectations

Complaints	FY23	FY22	Change	Target
Fixed Route	3.13	4.42	0%	0.85
Lift Program	34.18	34.92	-0.0212	23

Goal 3. Maintain a Quality Workforce

Absences (Per weekday)	FY23	FY22	Change	Target
Operators	8	18	-55%	12
Total	1	0	46%	0.35

Goal 4. Operate an Effective Transit System

Passengers Per Hour	FY23	FY22	Change	Target
Fixed Route	9.62	8.61	0.12	11.54
Lift Program	2.07	1.95	0.06	2.06

Goal 5. Operate an Efficient Transit System

Cost Per Trip	FY23	FY22	Change	Target
Fixed Route	\$ 10.66	\$ 13.65	\$ (0.22)	\$ 10.49
Lift Program	\$ 56.24	\$ 64.64	\$ (0.13)	\$ 56.86

Tulsa Transit connects people to progress and prosperity.

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								0
June								0
TOTAL	34	6	10	4	1	0	2	57
Percent of Total	60%	11%	18%	7%	2%	0%	4%	100%

Fixed Route and Nightline Preventable Accidents - FY22								
	\$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	3							3
August	2							2
September	0	1	3					4
October	2		3	1				6
November	3							3
December	3							3
January	0	1	1					2
February	2							2
March	4							4
April	2							2
May	2							2
June	0							0
TOTAL	23	2	7	1	0	0	0	33
Percent of Total	70%	6%	21%	3%	0%	0%	0%	100%

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								0
June								0
Total	27	1	5	3	1	0	0	37
Percent of Total	73%	3%	14%	8%	3%	0%	0%	0%

Lift Preventable Accidents - FY22								
	\$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	5							5
August	4							4
September	1							1
October	4							4
November	4							4
December	0							0
January	4							4
February	3							3
March	3							3
April	2							2
May	1							1
June	2							2
Total	33	0	0	0	0	0	0	33
Percent of Total	100%	0%	0%	0%	0%	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	
	\$	Var\$	Var%	Details
Operating Revenues				
Fixed Route Revenues	1,240,267.00	367,195.00	-37%	Fixed Route Revenues are higher due to INCOG partnership.
Advertising Revenue	554,329.00	12,354.00	2%	Advertising Revenue is on target for FY23.
Lift Program Revenues	240,199.00	48,423.00	25%	Lift Revenue is on target for FY23.
	YTD		YTD	
Expenses	\$		Var%	Details
Payroll and Fringe	11,721,241.00	(1,419,133.00)	-11%	Payroll & Fringe is 11% less than projected as we have not yet been at full capacity for drivers, however have been paying sign-on bonus's and overtime, and trainees.
Transportation Services	2,757,683.00	(732,866.00)	-21%	Transportation Services is less than expected as we have not got back to full capacity.
Advertising Commissions	228,932.00	39,676.00	21%	Advertising commission is higher than expected as we are expensing the commission expense as we invoices versus upon payment received.
Legal	85,425.00	12,879.00	18%	Legal expenses are higher than expected from multiple litigations.
Audit Fees	34,750.00	63.00	0%	Audit fees are on target for FY23.
Bldg. & Facility Services	120,903.00	(19,097.00)	-14%	Building and Facility Services are currently on target for FY23
Professional and Technical	367,453.00	(546,864.00)	-60%	Professional & Technical is less than expected.
Fuel	840,619.00	(318,867.00)	-29%	Fuel is 29% less than expected due to budget was made with more miles expected.
Gasoline	122,840.00	9,600.00	8%	Gasoline prices reached much higher than expected rates which caused the increase in our gas budget line as well.
Oil & Lubricants	112,819.00	(32,481.00)	-22%	Due to less drive time, our oil and lubricants is under budget.
Tires & Tubes	120,992.00	(18,868.00)	-13%	Due to less drive time tire and tubes has not reach the expected budget amount.
Facility Repairs	591,286.00	214,936.00	57%	Facility Repairs is 57% higher due to annaul maintenance.
Service & Shop Equipment	43,098.00	(122,952.00)	-74%	Due to fewer buses pulling out our expenses have not reached the expected amount.
Other Shop & Garage	71,023.00	(17,937.00)	-20%	Due to fewer buses pulling out our expenses have not reached the expected amount.

Repair Parts	1,455,952.00	(125,118.00)	-8%	Aging bus's causing higher repair cost.
Servicing Supplies	34,634.00	(79,556.00)	-70%	Due to fewer buses pulling out our expenses have not reached the expected amount.
Utilities	463,782.00	(86,519.00)	-16%	Unexpected increase in Utilites has caused prices to surge, we are monitoring for future consumption.
Insurance	341,546.00	(188,289.00)	-36%	Insurance premiums did not increase as expected in FY 23.
Planning	386,990.00	(338,517.00)	-47%	FY23 had a study spread over the year that has not currently taken off. This line item may stay under budget, depending on cost of the location move consultants.
Marketing & Advertising	330,047.00	(59,411.00)	-15%	Marketing and Advertising is currently over budget due to free fares and advertising around town to try to help increase ridership
General Office Expense	101,525.00	(25,026.00)	-20%	Office Supplies are 20% more than expected as desk were needed for different offices.
	YTD		YTD	
Grant Revenues	\$\$		Var%	Details
Other Operational Assistance	420,617.00	(641,403.00)	-60%	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 no increase for FY23 for the city contracts.
Oklahoma State Funding	1,376,114.00	417,784.00	44%	Our FY23 apportionment saw an significant increase for this year only. Increased from 1.15M to 1.612
FTA Planning	798,927.00	(278,573.00)	-26%	YTD Planning expenses are 26% less than expected due to not doing a study at this time.
FTA Audit/Leases	117,929.00	27,929.00	31%	YTD Audit and Leases is on target with assumption.
FTA ADA Lift	557,500.00	557,500.00	0%	YTD ADA is on target with budget.
FTA - Operations	3,063,678.00	(3,808,882.00)	-55%	FTA is under budget as we have regained some of PY income in CFY.
FTA Preventive Maintenance	2,819,175.00	(63,325.00)	-2%	YTD PM is over due to increased cost in maintenance.

METRO TULSA TRANSIT AUTHORITY
Income Statement
For the Ten Months Ending Sunday April 30, 2023

	Actual	Budget	Var %	PY	PY %	Act YTD	Bgt YTD	Var%	PY YTD	PY %
Operating Revenues										
Passenger	\$103,303	\$77,100	33.99%	\$83,936	23.07%	\$1,199,696	\$847,316	41.59%	\$868,633	38.11%
Nightline	\$991	\$1,390	(28.69%)	\$1,190	(16.67%)	\$24,504	\$15,279	60.38%	\$10,008	144.85%
Sunday Service	\$893	\$953	(6.33%)	\$676	32.01%	\$16,067	\$10,477	53.35%	\$7,245	121.76%
Advertising	\$44,924	\$54,197	(17.11%)	\$29,170	54.01%	\$554,329	\$541,975	2.28%	\$568,926	(2.57%)
Investments	\$9,966	\$200	4882.95%	\$978	918.85%	\$59,935	\$51,600	16.15%	\$7,488	700.43%
Lift Program - ADA	\$14,037	\$17,690	(20.65%)	\$11,370	23.46%	\$240,199	\$191,776	25.25%	\$240,073	0.05%
Other Revenue	\$378	\$3,700	(89.78%)	\$1,193	(68.31%)	\$25,188	\$37,000	(31.92%)	\$23,323	8.00%
Total Operating Revenues	\$174,492	\$155,230	12.41%	\$128,513	35.78%	\$2,119,918	\$1,695,423	25.04%	\$1,725,696	22.84%
Operating Expenses										
Labor:										
Operators	\$380,932	\$376,132	1.28%	\$377,667	0.86%	\$4,231,936	\$3,761,320	12.51%	\$3,737,073	13.24%
Transportation Administration	\$105,094	\$124,003	(15.25%)	\$102,870	2.16%	\$1,209,335	\$1,240,030	(2.48%)	\$1,209,131	0.02%
Maintenance	\$114,635	\$125,600	(8.73%)	\$127,246	(9.91%)	\$1,176,811	\$1,256,000	(6.30%)	\$1,122,015	4.88%
Maintenance Administration	\$27,561	\$32,267	(14.59%)	\$26,551	3.80%	\$280,367	\$322,670	(13.11%)	\$276,886	1.26%
Administration & Accounting	\$95,004	\$101,299	(6.21%)	\$73,891	28.57%	\$847,540	\$1,012,900	(16.33%)	\$663,188	27.80%
Total Labor	\$723,226	\$759,301	(4.75%)	\$708,225	2.12%	\$7,745,989	\$7,593,010	2.01%	\$7,008,293	10.53%
Fringe Benefits:										
FICA Taxes	\$61,539	\$61,680	(0.23%)	\$60,290	2.07%	\$663,297	\$617,102	7.49%	\$660,813	0.38%
Pension Plan Expense	\$82,799	\$99,438	(16.73%)	\$88,558	(6.50%)	\$952,833	\$994,383	(4.18%)	\$866,395	9.98%
Health & Dental Insurance	\$126,203	\$134,850	(6.41%)	\$116,562	8.27%	\$1,205,930	\$1,363,333	(11.55%)	\$1,117,498	7.91%
Life & Disability Insurance	\$14,406	\$8,467	70.15%	\$7,447	93.44%	\$99,863	\$84,534	18.13%	\$92,954	7.43%
Sick Leave	\$40,742	\$23,077	76.55%	\$23,218	75.48%	\$314,287	\$230,770	36.19%	\$329,965	(4.75%)
Holiday Pay	\$41,206	\$40,019	2.97%	\$62,821	(34.41%)	\$339,227	\$400,190	(15.23%)	\$375,963	(9.77%)
Vacation Pay	\$33,434	\$44,401	(24.70%)	\$14,029	138.33%	\$176,174	\$444,010	(60.32%)	\$414,732	(57.52%)
Uniform Allowance - Drivers	\$5,260	\$4,805	9.47%	\$785	570.14%	\$63,881	\$48,050	32.95%	\$54,010	18.27%
Clothing/Tool Allowance - Mechanics	\$1,570	\$3,150	(50.16%)	\$2,209	(28.93%)	\$13,658	\$31,500	(56.64%)	\$32,651	(58.17%)
Unemployment Compensation	\$2,157	\$4,655	(53.66%)	\$2,157	0.00%	\$8,431	\$46,724	(81.96%)	\$10,067	(16.25%)
Other Fringe Benefits	\$6,516	\$128,153	(94.92%)	\$5,105	27.64%	\$137,671	\$1,286,768	(89.30%)	\$114,165	20.59%
Total Fringe Benefits	\$415,832	\$552,695	(24.76%)	\$383,181	8.52%	\$3,975,252	\$5,547,364	(28.34%)	\$4,069,213	(2.31%)
Total Loaded Payroll	\$1,139,058	\$1,311,996	(13.18%)	\$1,091,406	4.37%	\$11,721,241	\$13,140,374	(10.80%)	\$11,077,506	5.81%
Transportation Services:										
Fixed Route	\$49,069	\$48,274	1.65%	\$48,329	1.53%	\$492,883	\$482,740	2.10%	\$483,289	1.99%
Sunday Service	\$25,022	\$24,070	3.96%	\$22,205	12.69%	\$226,782	\$240,700	(5.78%)	\$222,053	2.13%
Lift Program - ADA	\$193,440	\$228,272	(15.26%)	\$194,169	(0.38%)	\$2,038,018	\$2,282,720	(10.72%)	\$1,941,692	4.96%
Circulator Service-Downtown/Midtown	-	\$48,439	(100.00%)	-	0.00%	-	\$484,389	(100.00%)	\$51,525	(100.00%)
Lift Services - Meals On Wheels	-	-	0.00%	-	0.00%	-	-	0.00%	\$7,200	(100.00%)
Total Transportation Services	\$267,531	\$349,055	(23.36%)	\$264,703	1.07%	\$2,757,683	\$3,490,549	(21.00%)	\$2,705,759	1.92%
Administrative Services:										
Advertising	\$18,268	\$18,915	(3.42%)	\$13,127	39.17%	\$228,932	\$189,256	20.96%	\$259,049	(11.63%)
Legal Fees	\$20,209	\$7,200	180.67%	\$7,806	158.90%	\$85,425	\$72,546	17.75%	\$60,655	40.84%
Audit Fees	\$3,475	\$3,468	0.20%	\$3,342	3.99%	\$34,750	\$34,687	0.18%	\$33,417	3.99%
Office Equipment / Computers	\$1,739	\$470	269.97%	\$3,710	(53.13%)	\$18,567	\$4,704	294.70%	\$20,552	(9.66%)
Building & Facility Services	\$16,613	\$13,990	18.75%	\$14,269	16.43%	\$120,903	\$140,000	(13.64%)	\$125,090	(3.35%)
Professional & Technical Services	\$26,465	\$29,576	(10.52%)	\$54,524	(51.46%)	\$272,469	\$295,929	(7.93%)	\$441,613	(38.30%)
Software Maintenance & Service	\$3,304	\$61,786	(94.65%)	\$33,301	(90.08%)	\$94,984	\$618,388	(84.64%)	\$338,468	(71.94%)
Security Services	\$384	\$689	(44.33%)	\$1,681	(77.18%)	\$6,515	\$6,888	(5.42%)	\$4,883	33.42%
Total Administrative Services	\$90,457	\$136,094	(33.53%)	\$131,760	(31.35%)	\$862,545	\$1,362,398	(36.69%)	\$1,283,727	(32.81%)
Total Services	\$357,988	\$485,149	(26.21%)	\$396,463	(9.70%)	\$3,620,228	\$4,852,947	(25.40%)	\$3,989,486	(9.26%)
Materials & Supplies:										
Fuel	\$63,061	\$110,330	(42.84%)	\$77,633	(18.77%)	\$784,433	\$1,103,300	(28.90%)	\$722,401	8.59%
Gasoline	\$12,819	\$11,324	13.20%	\$4,808	166.59%	\$122,840	\$113,240	8.48%	\$66,689	84.20%
Oil & Lubricants	\$27,028	\$14,530	86.01%	\$11,376	137.58%	\$112,819	\$145,300	(22.35%)	\$103,946	8.54%
Tires & Tubes	\$249	\$13,986	(98.22%)	\$10,592	(97.65%)	\$120,992	\$139,860	(13.49%)	\$108,819	11.19%

Facility Repairs & Maintenance	\$72,637	\$37,635	93.00%	\$101,849	(28.68%)	\$591,286	\$376,350	57.11%	\$603,972	(2.10%)
Service & Shop Equipment	\$14,912	\$16,605	(10.20%)	\$2,961	403.65%	\$43,098	\$166,050	(74.05%)	\$28,251	52.55%
Other Shop & Garage Expense	\$7,212	\$8,896	(18.93%)	\$5,828	23.74%	\$71,023	\$88,960	(20.16%)	\$53,758	32.12%
Repair Parts	\$111,597	\$158,107	(29.42%)	\$177,233	(37.03%)	\$1,455,952	\$1,581,070	(7.91%)	\$1,115,478	30.52%
Servicing Supplies	\$1,514	\$11,419	(86.74%)	\$4,811	(68.54%)	\$34,634	\$114,190	(69.67%)	\$43,450	(20.29%)
Transportation & Safety	\$1,775	\$4,042	(56.10%)	\$1,238	43.32%	\$12,426	\$40,420	(69.26%)	\$11,321	9.77%
Schedules	\$1,714	\$3,798	(54.88%)	-	0.00%	\$8,943	\$37,980	(76.45%)	\$14,848	(39.77%)
Passes & Transfers	(\$1,220)	\$2,284	(153.40%)	\$999	(222.08%)	\$20,781	\$22,840	(9.01%)	(\$1,710)	(1315.23%)
Total Materials & Supplies	\$313,298	\$392,956	(20.27%)	\$399,328	(21.54%)	\$3,379,227	\$3,929,560	(14.00%)	\$2,871,223	17.69%
Utilities:										
Light, Heat, Power, and Water	\$30,961	\$31,700	(2.33%)	\$30,956	0.01%	\$294,214	\$317,640	(7.37%)	\$296,943	(0.92%)
Communications	\$12,932	\$23,229	(44.33%)	\$21,271	(39.21%)	\$169,568	\$232,661	(27.12%)	\$223,920	(24.27%)
Total Utilities	\$43,893	\$54,929	(20.09%)	\$52,227	(15.96%)	\$463,782	\$550,301	(15.72%)	\$520,863	(10.96%)
Insurance:										
Insurance Premiums	\$26,704	\$52,852	(49.47%)	\$37,615	(29.01%)	\$357,004	\$529,835	(32.62%)	\$317,070	12.59%
Self Insurance	(\$7,219)	-	0.00%	\$4,167	(273.25%)	(\$15,458)	-	0.00%	\$32,274	(147.90%)
Total Insurance	\$19,485	\$52,852	(63.13%)	\$41,782	(53.36%)	\$341,546	\$529,835	(35.54%)	\$349,344	(2.23%)
Miscellaneous:										
Planning & Rideshare	\$13,483	\$72,510	(81.41%)	\$44,353	(69.60%)	\$386,990	\$725,507	(46.66%)	\$302,167	28.07%
Dues & Subscriptions	\$4,696	\$2,152	118.22%	\$2,547	84.41%	\$25,884	\$21,412	20.89%	\$27,773	(6.80%)
Travel & Meetings - Staff	\$3,467	\$4,514	(23.19%)	\$2,516	37.79%	\$84,070	\$43,748	92.17%	\$43,317	94.08%
Travel & Meetings - Board	-	\$563	(100.00%)	-	0.00%	-	\$5,632	(100.00%)	\$396	(100.00%)
Marketing & Advertising	\$9,737	\$39,038	(75.06%)	\$24,533	(60.31%)	\$330,047	\$389,458	(15.25%)	\$76,524	331.30%
General Office Expense	\$8,196	\$12,648	(35.20%)	\$21,562	(61.99%)	\$101,525	\$126,551	(19.78%)	\$139,718	(27.34%)
Other Miscellaneous Expenses	\$14,913	\$17,926	(16.81%)	\$1,585	840.70%	\$91,624	\$179,769	(49.03%)	\$40,034	128.87%
Bank & Credit Card Fees	\$6,132	\$2,904	111.14%	\$4,366	40.45%	\$49,562	\$29,067	70.51%	\$41,885	18.33%
Leases & Rentals	\$3,345	\$4,264	(21.55%)	\$4,321	(22.59%)	\$49,658	\$40,510	22.58%	\$43,625	13.83%
Total Miscellaneous	\$63,969	\$156,519	(59.13%)	\$105,783	(39.53%)	\$1,119,360	\$1,561,654	(28.32%)	\$715,439	56.46%
Total Expenses	\$1,937,691	\$2,454,401	(21.05%)	\$2,086,989	(7.15%)	\$20,645,384	\$24,564,671	(15.95%)	\$19,523,861	5.74%
Net Operating Loss	(\$1,763,199)	(\$2,299,171)	(23.31%)	(\$1,958,476)	(9.97%)	(\$18,525,466)	(\$22,869,248)	(18.99%)	(\$17,798,165)	4.09%
Operational Grant Funding										
Operating Assistance - Other	\$36,905	\$106,202	(65.25%)	\$30,622	20.52%	\$420,617	\$1,062,020	(60.39%)	\$451,028	(6.74%)
Oklahoma State Funding	\$119,445	\$95,833	24.64%	\$95,833	24.64%	\$1,376,114	\$958,330	43.60%	\$958,330	43.60%
FTA - Planning Assistance	\$54,312	\$107,750	(49.59%)	\$65,276	(16.80%)	\$798,927	\$1,077,500	(25.85%)	\$538,480	48.37%
FTA - Leases / Audit	\$6,777	\$9,000	(24.70%)	-	0.00%	\$117,929	\$90,000	31.03%	\$4,000	2848.23%
FTA - ADA LIFT	\$55,750	\$55,750	0.00%	-	0.00%	\$557,500	\$557,500	0.00%	\$277,602	100.83%
FTA - CMAQ	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
FTA - Preventative Maintenance	\$297,361	\$288,250	3.16%	\$453,689	(34.46%)	\$2,819,175	\$2,882,500	(2.20%)	\$2,992,824	(5.80%)
FTA - Operations	\$307,442	\$699,503	(56.05%)	\$552,625	(44.37%)	\$3,063,678	\$6,872,560	(55.42%)	\$4,898,120	(37.45%)
COT - Vision Assistance	\$271,987	\$323,635	(15.96%)	\$272,213	(0.08%)	\$3,239,358	\$3,236,350	0.09%	\$2,795,609	15.87%
COT - Operating Assistance	\$613,217	\$613,248	(0.01%)	\$488,217	25.60%	\$6,132,170	\$6,132,496	(0.01%)	\$4,882,170	25.60%
Total Operational Grant Funding	\$1,763,196	\$2,299,171	(23.31%)	\$1,958,475	(9.97%)	\$18,525,468	\$22,869,256	(18.99%)	\$17,798,163	4.09%
Budget Surplus (Deficit)	(\$3)	-	(80.95%)	(\$1)	(33.33%)	\$2	\$8	(67.25%)	(\$2)	(466.67%)
Capital Revenues										
Capital Assistance - FTA	\$171,477	\$7,667	2136.56%	\$97,676	75.56%	\$2,477,454	\$134,832	1737.44%	\$2,225,090	11.34%
Capital Assistance - COT	\$258,069	\$183,836	40.38%	-	0.00%	\$418,805	\$1,838,358	(77.22%)	\$984,788	(57.47%)
Capital Assistance - Other	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
Gain (Loss) on Sale of Assets	-	-	0.00%	-	0.00%	(\$20,338)	-	0.00%	(\$29,375)	(30.76%)
Total Capital Revenues	\$429,546	\$191,503	124.30%	\$97,676	339.77%	\$2,875,921	\$1,973,190	45.75%	\$3,180,503	(9.58%)
Depreciation	\$353,615	\$360,000	(1.77%)	\$321,067	10.14%	\$3,508,846	\$3,600,000	(2.53%)	\$3,418,123	2.65%
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	\$75,928	(\$168,497)	(145.06%)	(\$223,392)	(133.99%)	(\$632,923)	(\$1,626,802)	(61.09%)	(\$237,622)	166.36%

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Assets

Current Assets:

Cash and Cash Equivalents		\$696,828
Restricted Cash		\$3,921,912
Trade Accounts Receivable	\$106,265	
FTA Operating & Capital Grants Receivable	\$24,983,443	
COT Operating & Capital Grants Receivable	<u>\$52,257,554</u>	
		\$77,347,262
Inventories		\$1,047,756
Prepaid Expenses		<u>\$300,717</u>
Total Current Assets		\$83,314,476

Capital Assets, at cost:

Revenue Equipment	\$39,265,728	
Service Equipment	\$620,415	
Security Equipment	\$908,189	
Buildings & Improvements	\$12,891,374	
Passenger Shelters	\$2,099,813	
Shop and Garage Equipment	\$3,138,369	
Computers & Other Equipment	\$4,978,590	
Office Furniture and Fixtures	\$209,681	
Land & Improvements	\$3,333,309	
Construction in Progress	\$1,560,001	
Less: Accumulated Depreciation	(\$45,152,674)	
Non- Depreciating Assets	<u>\$1,960,466</u>	
Total Capital Assets		\$23,852,794

Total Assets		<u><u>\$107,167,270</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	\$2,911,967	
Accrued Wages & Withholdings	\$449,541	
Accrued Insurance	\$73,400	
Deferred Grant Revenues	\$76,496,788	
Other Current Liabilities	<u>\$64,534</u>	
Total Current Liabilities		\$79,996,230

Noncurrent Liabilities:

Advance Payable to COT	\$326,674	
Net Pension Liability	\$6,022,964	
Accrued Compensated Absences	<u>\$688,360</u>	
Total Noncurrent Liabilities		\$7,037,998

Total Liabilities		\$87,034,228
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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	\$23,852,794	
Restricted for Capital Acquisitions	\$691,905	
Restricted for Workmen's Comp.	\$178,350	
Unrestricted	<u>(\$4,590,006)</u>	
Total Net Assets		\$20,133,042

Total Liabilities & Net Assets		<u><u>\$107,167,270</u></u>
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For the Ten Months Ending April 30, 2023

METROPOLITAN TULSA TRANSIT AUTHORITY
PERFORMANCE INDICATOR SUMMARY

Fixed Route	Month	YTD	Target	Details	
Preventable accidents per 100,000 miles	5.95	3.43	1.80	There were 5.95 preventable accidents in March and average 3.43 for FY23YTD accidents are 0 vs. 0.99 in prior year.	•
OSHA Accidents per 200k Manhours	-	-	6.00		•
*Total Complaints Per 10,000 boarding's	5.86	4.13	2.00	Of the 84 total complaints Attitude - 11 Fall - 1 Incorrect Info/Order - 1 No Show - 8 Not on Time - 11 Other - 20 Pass Up - 25 Reckless Driving - 6 Pass Up - 1	•
On-time Performance	0%	-	0.85	Still working on the adjustments of the new RTIS feed to confirm it is accurate.	✓
Miles between road calls	1,625	6,539	7,500	YTD is 12% less than target.	✓
Operator Absences per weekday	7.00	8.00	12.00	YTD Operator Absences are 3% more than target.	✓
Passengers per Hour (PPH)	9.62	11.54	14.00	YTD PPH is 18% less than target.	•
Cost per Trip (CPT)	\$ 10.66	\$ 10.49	\$ 6.16	YTD CPT is 70% more than target and is due to reduced frequency in routes.	✓
Lift Operation	Month	YTD	Target	Details	
Preventable accidents per 100,000 miles	3.90	2.54	1.20	There were 3.9 preventable accidents in March an average 2.54 for FY23YTD accidents are 5.68 vs. 3.33 in prior year.	✓
Total Complaints per Per 10,000 boarding's	27.38	34.18	23.00	Of the 20 total complaints Attitude - 1 Customer/Customer Incident - 1 Incorrect Info/Order - 1 No Show - 5 Not on Time - 2 Other - 3 Pass Up - 1 Reckless Driving - 2 Scheduling on Board Scheduler - 1 Scheduling/On-Board Time - 1 Not on Time - 2	✓
OSHA Accidents per 200k Manhours	0.00	0.00	10.00		✓
On-time performance	91%	95%	95%	YTD On-time Performance is consistent with target.	•
Miles Between Road Calls	38,509	18,420	22,500	YTD Miles Between Road Calls is 22% less than target,.	•
Passengers per hour (PPH)	2.07	2.06	2.00	YTD PPH is 6% more than target.	•
Cost per Trip (CPT)	\$ 56.24	\$ 56.86	\$ 50.91	YTD CPT is 12% more than target projected .	✓
<p>* Includes Nightline and Sunday Service DA = Driver Attitude Reckless Driving = RD ✓ Inconsistance or worse than target II = Incorrect Information Route Driven Wrong = RDW • Consistent with or better than target CC = Call Center No Show = NS</p>					

Fixed Route Report (July 2022 to April 2023)							
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	5.95	0.99	1905.05%	3.43	1.32	159.85%	1.80
OSHA Accidents per 200k Manhours	-	-	-	-	-	-	6.00
2) Meet and Exceed Customer Expectations							
Complaints per 10k Boardings	5.86	4.13	41.89%	3.13	4.42	-29.19%	4.35
On-time Performance	0.00%	94.00%	0.00%	0.00%	82.42%	0.00%	85.00%
Miles Between Road Calls	1,625	7,788.00	-79.13%	6,539.00	8,135.00	-19.62%	7,500.00
3) Maintain a Quality Workforce							
Operator Absences per Weekday	4	10.00	-61.02%	6	17	-64.62%	9.00
Total Absences per Weekday	7	-	0.00%	8	18	-54.72%	12.00
Employee Turnover	59.11%	48.73%	20.41%	70.31%	47.85%	45.83%	35.00%
4) Operate an Effective System							
Ridership	143,288	118,503	20.92%	154,111	108,771	41.68%	235,416.00
Passengers per Service Hour	9.62	8.61	11.73%	11.54	8.07	43.00%	14.00
Average Weekday Ridership	6,160.00	4,923.00	25.12%	6,373.00	4,527.00	40.78%	10,000.00
Average Saturday Ridership	4,044.00	2,550.00	58.62%	4,324.00	2,581.00	67.54%	4,500.00
5) Operate an Efficient System							
Cost Per Service Hour	102.56	117.46	-12.69%	121.03	112.53	7.55%	82.50
Cost Per Trip	10.66	13.65	-21.90%	10.49	13.95	-24.80%	6.16
Fare Revenue per Trip	0.72	0.72	0.00%	0.80	0.91	-12.09%	0.78

*Note: Includes Nightline

Lift Key Performance Indicators: For the Ten Months Ending April 30, 2023							
	Month			YTD Average			Target
	Current	Prior Year	% Change	Current	Prior Year	% Change	
1) Operate a Safe Transit System							
Preventable Van Accidents per 100k Miles	3.90	2.54	53.54%	5.68	3.33	70.57%	1.20
OSHA Accidents per 200k Manhours	-	-	0.00%	-	5.27	0.00%	10.00
2) Meet and Exceed Customer Expectations							
Complaints per 10k Boardings	27.38	53.69	-49.00%	34.18	34.92	-2.12%	23.00
On-time Performance	91.19%	95.17%	-4.21%	94.96%	94.24%	1.06%	95.00%
Miles Between Road Calls	38,509.00	15,747.00	144.55%	18,420.00	20,029.00	-8.03%	22,500.00
Average Call Center Minutes on Hold Time	1.00	1.23	-18.70%	0.96	1.04	-7.69%	1.00
3) Maintain a Quality Workforce							
Employee Turnover	20.69%	514.29%	-95.91%	26.67%	58.37%	-53.45%	50.00%
4) Operate an Effective System							
Ridership	7,305.00	7,264.00	0.56%	7,724.00	7,188.00	7.46%	9,082.00
Van Passengers per Service Hour	2.07	1.95	6.15%	2.06	2.01	2.49%	2.00
Average Weekday Ridership	365.00	346.00	5.59%	363.00	333.00	8.97%	470.00
5) Operate an Efficient System							
Cost Per Service Hour	116.28	126.31	-7.94%	117.01	112.55	3.96%	72.25
Cost Per Trip	56.24	64.64	-13.00%	56.86	56.03	1.48%	50.91
Fare Revenue per Trip	1.92	1.57	22.29%	3.11	3.26	-4.60%	2.79

Upcoming Procurements

Est. Board Date	Good/Service	Type	Estimated Amt.	Status
Jun-23	Bus Camera Hardware & Software Replacement	RFP	Budget \$800,000	ARP
	Bus CCTV System			
Jun-23	Bus Interior Cleaning	New RFP	Over \$50,000	In Progress
	Cleaning of the interior of the fixed route buses. Updating scope to include COVID cleaning.			
Jul-23	Parking Lot Repair	IFB	Budget \$60,000	BBF FY19-21
	Maintenance - Repairs needed to current parking lot.			
Jul-23	Digital Signage @DAS	RFP	Budget \$50,000	ARP
	Infrastructure - IT			
Jul-23	Perimeter Fence Repair	IFB	Budget \$270,000	BBF FY19-21
	Security Access			
Jul-23	Tap Card	Sole Source	\$100,000	Working on scope/explanation
	Fare payment card			
Sep-23	Rolling Stock - Fixed Route	RFP	>\$250,000	Preparing Scope
	Contract for purchase of Fixed Route Vehicles			
Sep-23	Rolling Stock - ADA Lift & Microtransit Vehicles	RFP	>\$250,000	Preparing Scope
	Contract for purchase of ADA Lift & Microtransit Vehicles			
Dec-23	Bus Stop Signs	RFQ	\$150,000	????
	Replace bus stop signs along all routes with new name and look			

METROPOLITAN TULSA TRANSIT AUTHORITY
BOARD MEETING
May 23, 2023
Operating/Marketing Committee

To: Board of Trustees
From: Debbie Boudreaux, Director of Human Resources
Subject: Approval of Revised Alcohol & Substance Abuse Policies

Recommendation

Approve the revised Alcohol & Substance Abuse Policies as of July 1, 2023.

1. Alcohol & Substance Abuse Policy for *Safety Sensitive* Employees:
 - a. Added language: “Employees must abide by the terms of this policy as a condition of employment.”
 - b. Added language: “If convicted of a drug statute violation that occurred in the workplace, employees are to report it to the employer in writing no later than five (5) calendar days after such a conviction.”
 - c. Added Rideshare safety sensitive positions.
 - d. Removed Call Center positions from the list of safety sensitive positions.
 - e. Added NextCare Oklahoma drug testing facilities and Medical Review Officer.
 - f. Added Tomo Drug Testing facility and Medical Review Officers.

2. Alcohol & Substance Abuse Policy for *Non-Safety Sensitive* Employees:
 - a. Added NextCare Oklahoma drug testing facility and Medical Review Officer.
 - b. Added Tomo Drug Testing facility and Medical Review Officers.

Background

The previous Alcohol & Substance Abuse Policy approved by the Board was on July 1, 2018. Revisions were necessary to include Rideshare staff, remove the Call Center staff, and add drug testing facilities that have extended hours and the availability of on-call testing. The FTA Triennial auditor also recommended the additional language noted above be placed in the Policy.

Financial Impact

There is no financial impact in approving these Policies.

METROPOLITAN TULSA TRANSIT AUTHORITY
BOARD MEETING
May 23, 2023
Operating/Marketing Committee

To: Board of Trustees
From: Randy Cloud, Director of Maintenance
Subject: Award of Contract for One Air Compressor

Recommendation

Authorize the General Manager to enter into a contract with Air Compressor Supply for the purchase and installation of one (1) 30 HP Rotary Screw Air Compressor in an amount not to exceed \$30,500.00.

Background

The maintenance facility operates with two air compressors that supply air for pneumatic tools, jacks, the paint booth and the bus wash. One of the compressors is 17 years old and has reached the end of its life cycle. The new compressor technology will produce a greater volume of air using less electricity than the old unit resulting in a decrease in the utility bills.

We solicited quotes from three potential vendors and received two complete quotes and a third quote for equipment only and no installation included. We sought a quote from their recommended installer but received nothing to date.

Financial Impact

This Air Compressor will be purchased utilizing 5339 Funds.

MICROTRANSIT Services

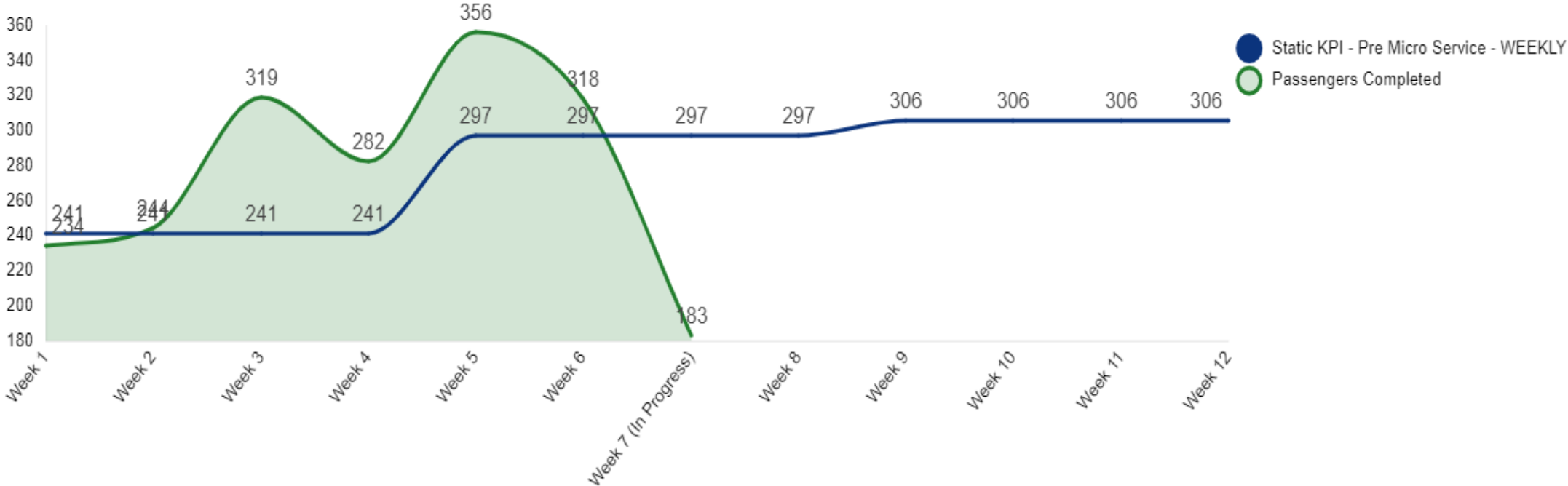


May
2023

Numbers & Statistics - Microtransit

Pre microtransit ridership for Night-line & Sunday Services for the months of April-June comparison with the Microtransit pilot program.

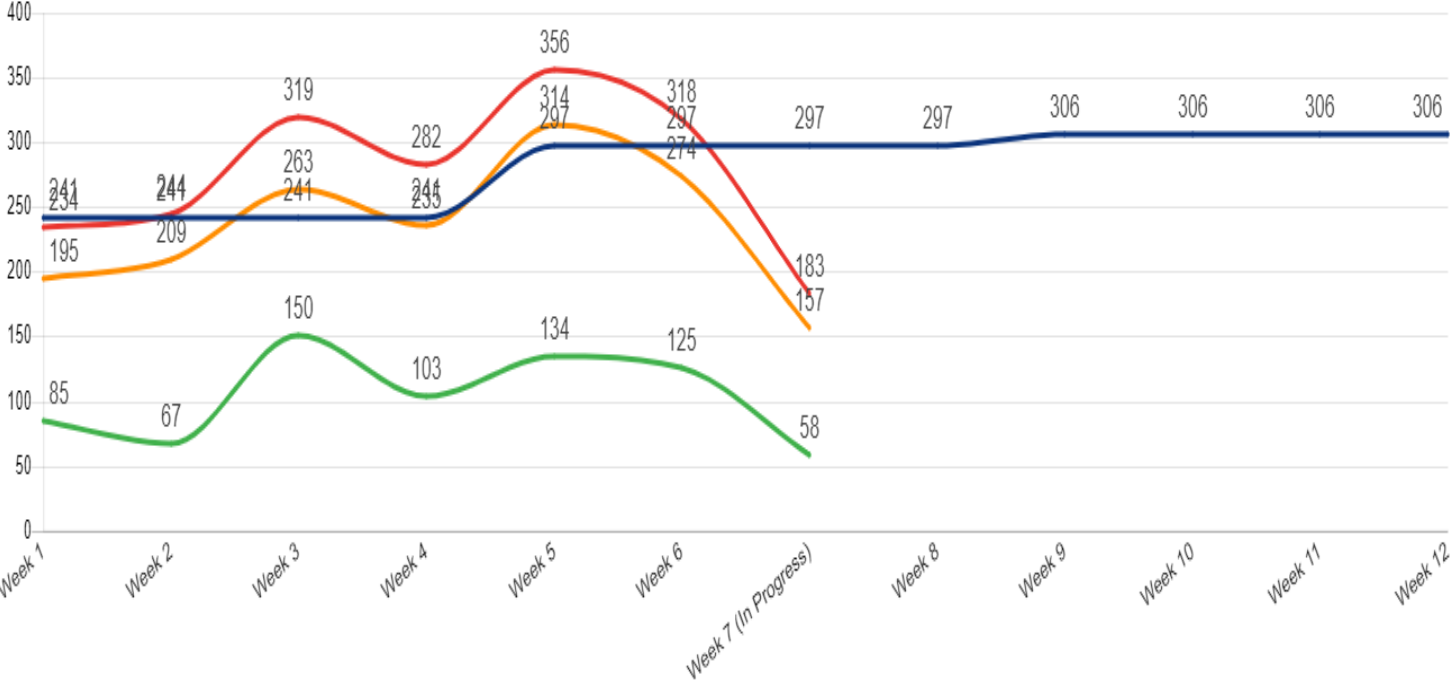
KPI - Pre Microtransit to Current Ridership



Numbers & Statistics

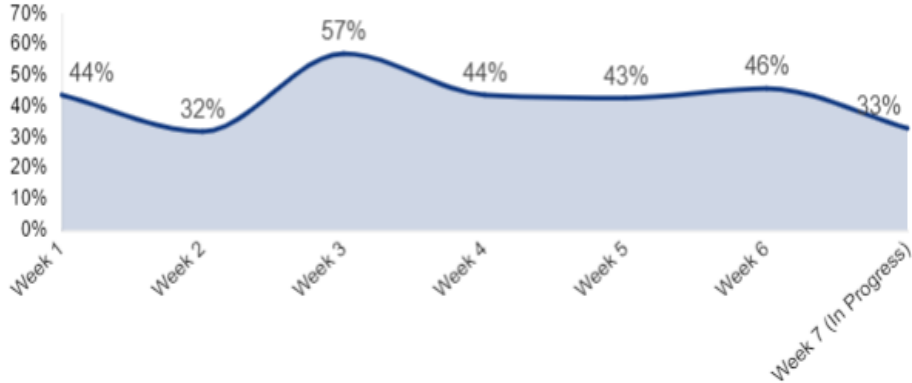


Microtransit Pilot - Ridership & Share Rides Info



● Static KPI - Pre Micro Service - WEEKLY
 ● Passengers Completed
 ● Rides Completed
 ● # Shared Rides

Shared Ride Percent



● Shared Ride Percentage

Passenger Vehicle Hour Statistics

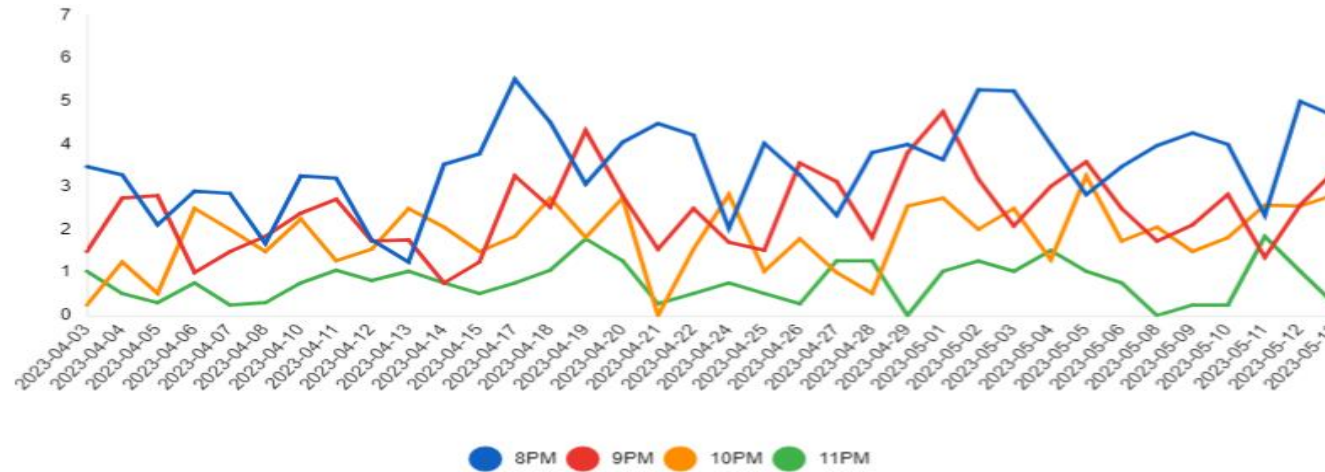


Passenger Per Vehicle Hour

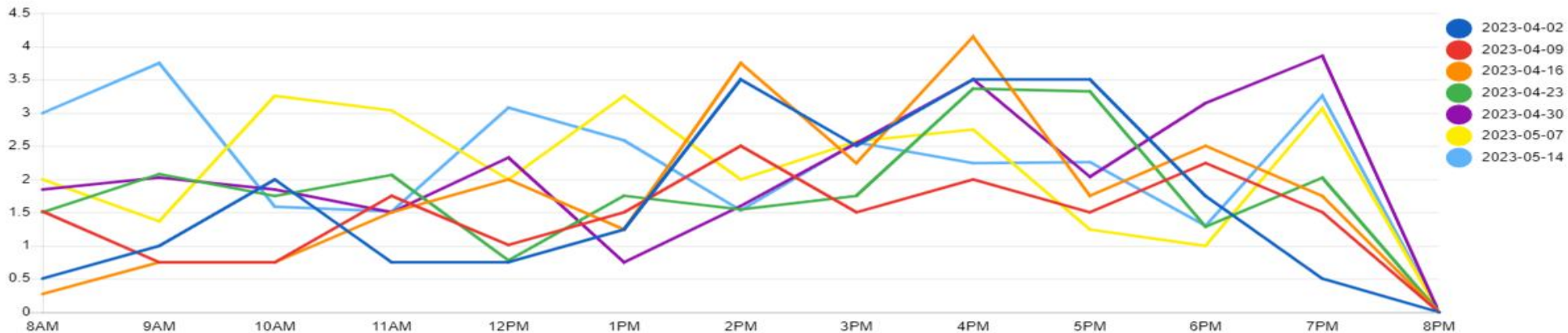


○ Passengers Per Vehicle Hour (PVH)

Hourly PVH Microtransit - Night-Line Service

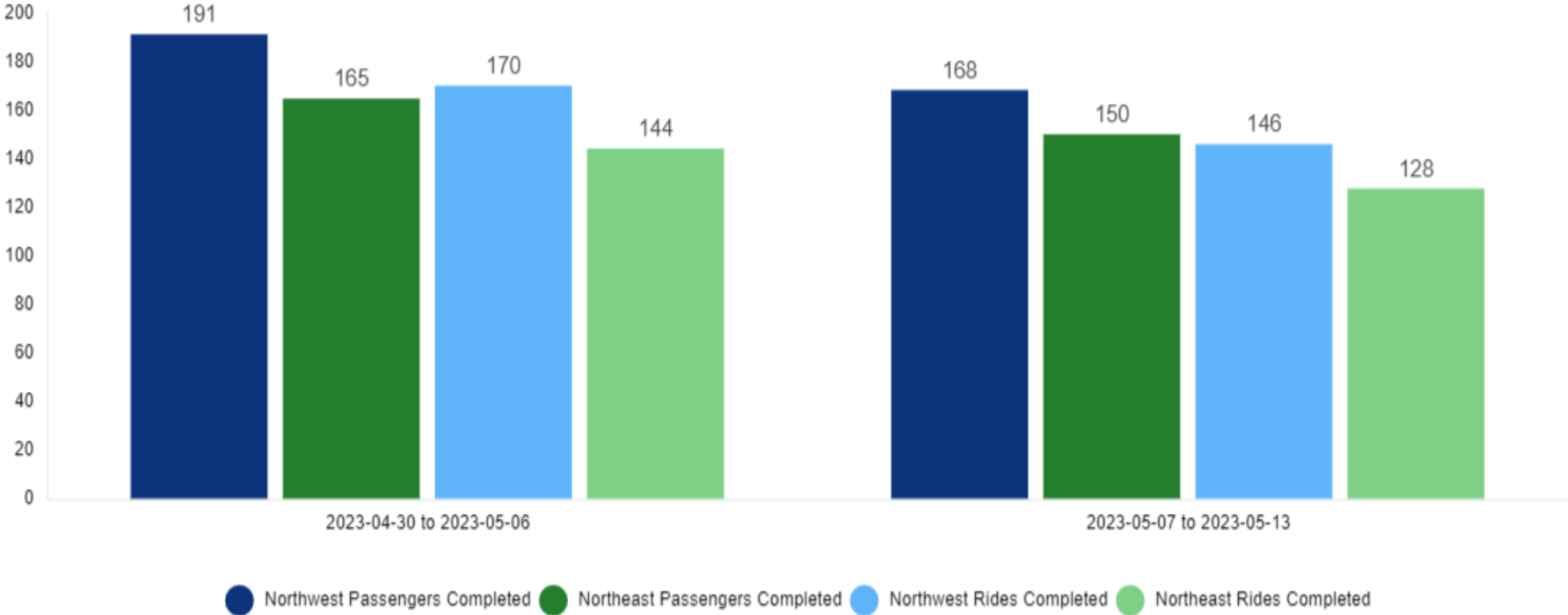


Hourly PVH Microtransit - Sunday Service

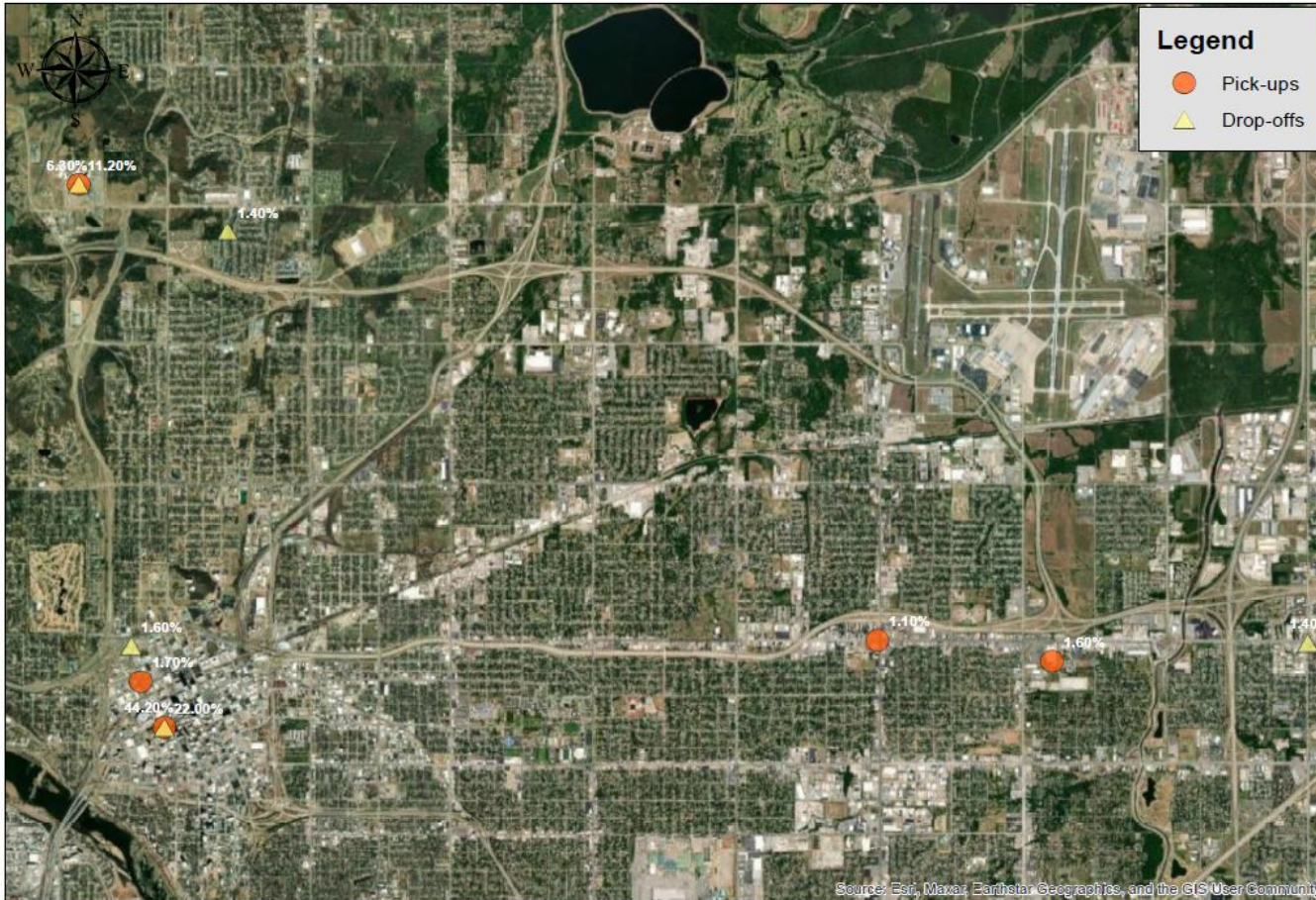


Ridership by Zone Comparison

Ridership by Zone Comparison - Microtransit Pilot



Top locations/destinations



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Origin	Completed Pickups	Completed Pickups (%)
Denver Avenue Station	549	44.2%
Osage Casino - Tulsa	78	6.3%
(6859) Denver Ave & Archer St NB, Tulsa, OK 74103, USA	21	1.7%
207 S Memorial Dr	20	1.6%
(6953) Admiral Pl & Sheridan Rd WB, Tulsa, OK 74115, USA	14	1.1%

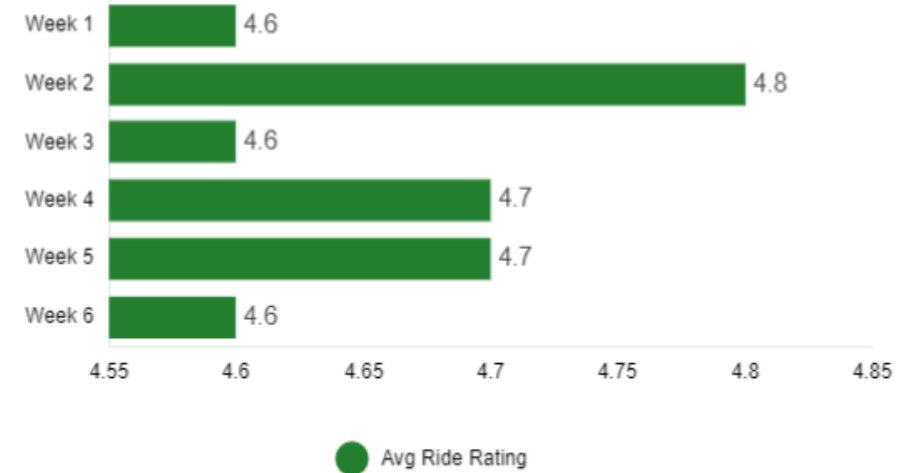
Destination	Completed Dropoffs	Completed Dropoffs (%)
Denver Avenue Station	273	22.0%
Osage Casino - Tulsa	139	11.2%
John 3:16 Mission	20	1.6%
East Admiral Place & South Garnett Road	18	1.4%
3313 North Garrison Avenue, Tulsa, OK, USA	17	1.4%

Customer Experience & Ratings

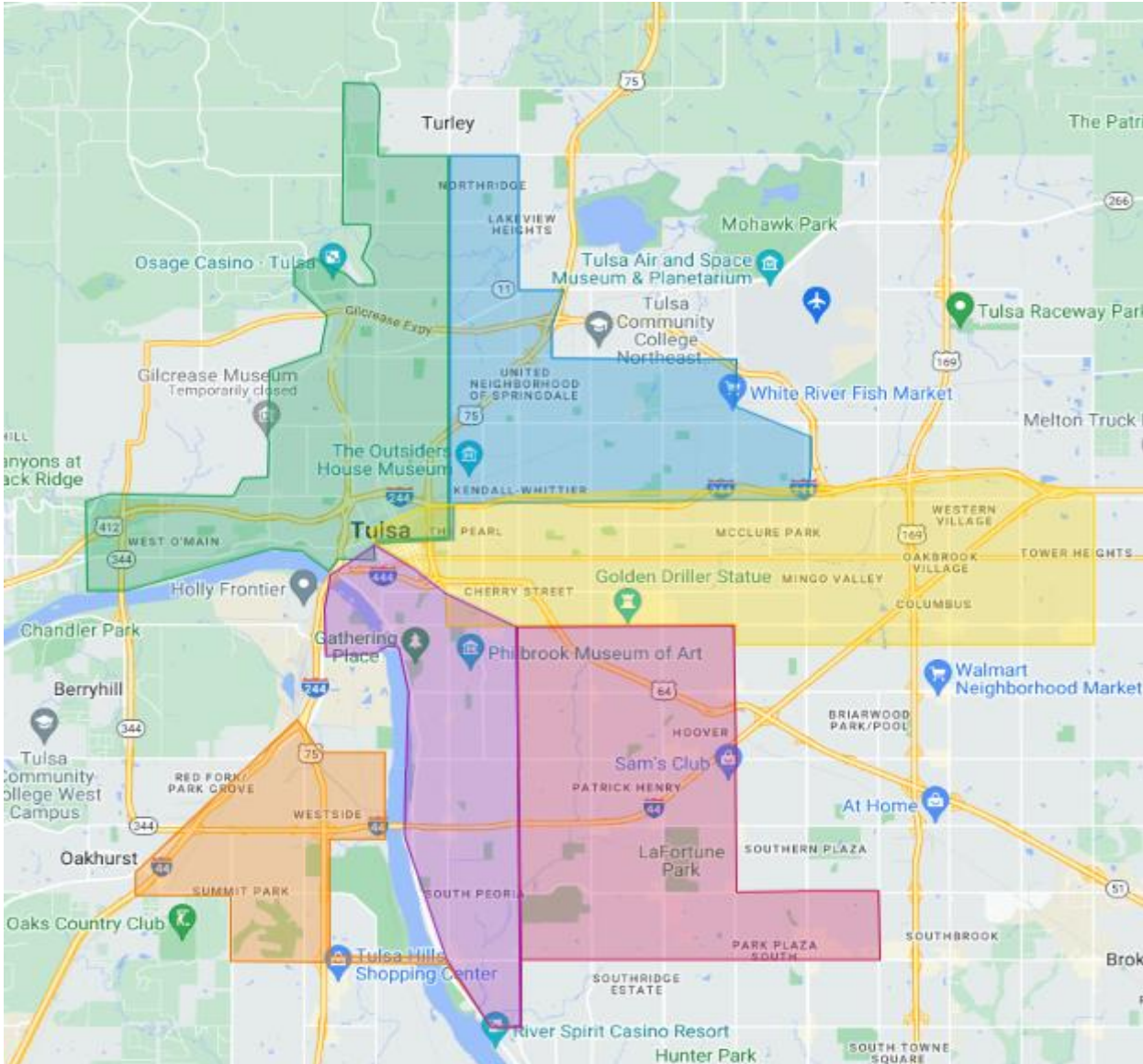
Customer Feedback - Microtransit

Primary	Date	Ride Rating	Ride Comment
April 2023	04/02/23	5	great driver!
April 2023	04/16/23	5	Michael always has a smile, very courteous and great conversationalist. Kudos on that hire
April 2023	04/18/23	5	excellent driver
April 2023	04/02/23	5	Great ride
April 2023	04/09/23	5	Love this new way of waiting at the bus stop. It's as easy as waiting at home. :-)
April 2023	04/23/23	5	excellent driver very accommodating
April 2023	04/30/23	4	arrived at wrong location
April 2023	04/30/23	2	Driver dropped off at the wrong location
April 2023	04/17/23	4	pickup scheduled 8:40. delayed 2x then disappeared from app. called customer service said still scheduled but from DAS not the original pickup location. Had to give him directions to my dropoff.
April 2023	04/25/23	5	very nice
April 2023	04/30/23	5	Was a good ride zone needs to expand east
April 2023	04/13/23	5	Love the concept of micro transit cool and chill driver. I would love to see a after hours service though since on weekends I work till 2:30
April 2023	04/09/23	5	awesome
April 2023	04/15/23	5	drivers very friendly and helpful.
April 2023	04/16/23	5	amazing driver
April 2023	04/23/23	5	best driver so far

Average Ride rating



Coming Soon



We are looking into expanding to 6 Zones – For Night-line & Sunday (August).

We are exploring introduction of Point of Interest into our service (Airport, Tulsa Zoo, Employment Centers (AAON))



THANK YOU!

Aira

Visually Impaired Assistance Program Update

Tulsa Transit
Account Name

32847
Account #

2022-09-01 to 2023-05-16
Report Period

588
Report Period Usage (Minutes)

588
Total Usage Through Report Period (Min...)

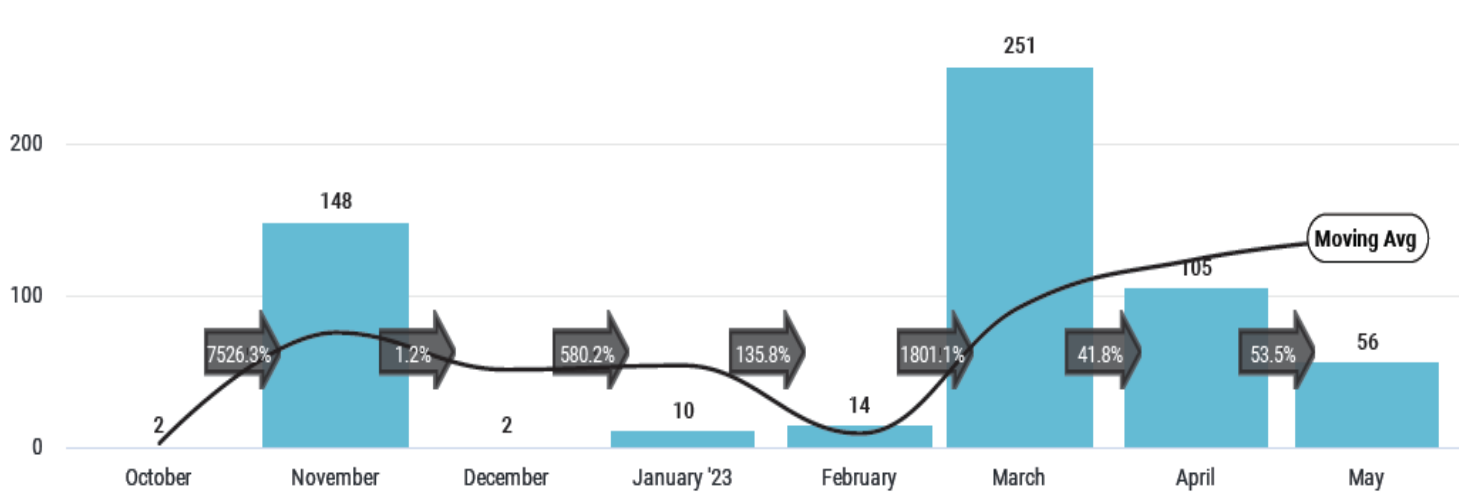
62
Total Calls - Report P...

62
Total Calls - Lifetime

14
Unique Users

14
Lifetime Unique Users

Minutes Used - 12 Months Prior to Report Period End



Minute Categorization

