

**Metropolitan Tulsa Transit Authority
BOARD of TRUSTEES SPECIAL MEETING**
Friday, June 27, 2025
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 May 27, 2025, 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 and approval of Financial Statements—*Rebecca Walner (Action)* **Page 6**
- 2. Upcoming Procurements—*Kendel Haynes (Information)* **Page 16**
- 3. Review of Ridership – *Naaja Jeffries (Information)* **Page 17**
- 4. Insurance Renewals – *Rebecca Walner (Action)* **Page 28**
Authorize the General Manager to renew existing insurance policies at a total cost not to exceed \$931,441.92.
- 5. Additional Head Count – *Randy Cloud (Action)*
To bring in Bus Shelter & Benches in house for both cleanings and routine maintenance. This will move from budget line item "Facility Repairs & Maintenance" in the amount of \$100,000 to Maintenance Administration. In addition to 2 additional employees, we will need capital items in the amount not to exceed \$75,000. Truck, power washer with reclaim, small trailer and additional weed eater.
- 6. Title VI – *Rebecca Walner (Action)*
Seeking approval for the Title VI compliance report for the FTA years 2025-2028

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B. Operating/Marketing

1. Update on Operations – *Naaaja Jefferies (Information)*

C. Executive Committee—*James Wagner, Board Chair*

1. Holly Batt v. MTTA et al, CJ-2025-01007, Tulsa County District Court – *Lori Soderstrom and Steven Kuperman, Attorney*

Discussion and possible action regarding settlement of pending lawsuit and possible vote to enter executive session regarding same. 25 OS 307(B)(4).

VI. TRUSTEES AND GENERAL MANAGER COMMENTS

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

VII. 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).

VIII. ADJOURN

The next regularly scheduled meeting of the
Metropolitan Tulsa Transit Authority Board of Trustees will be held on
Tuesday, July 29, 2025, at 12:00 PM

METROPOLITAN TULSA TRANSIT AUTHORITY

Minutes of the Meeting of the Board of Trustees

Tuesday, May 27, 2025

R.O. Laird Board Room

510 South Rockford Avenue, Tulsa, Oklahoma

CALL TO ORDER/ROLL CALL

Trustee	In-Person	Absent
James Wagner, Chair	✓	
Emily Hall, Vice Chair	✓	
Adam Doverspike	✓	
Tina Peña		✓
Emeka Nnaka		✓
Phyllis Joseph	✓	
Kelsey Hubble-Dowdell		✓
Totals	4	3

OTHERS PRESENT:

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

IN ATTENDANCE: Scott Marr, General Manager; Jennifer Reed, MTTA Accounting Manager; Randy Cloud, MTTA Director of Maintenance; BreAnna Hall, MTTA Marketing Manager; Naaja Jefferies, MTTA Director of Transportation; Ofir Bar, MTTA Director of IT; Will Reece, MTTA Director of Safety; Valerie Courchesne, MTTA Director of Call Center; Kendel Haynes, MTTA Contract Administrator; Mike Colbert, MTTA retiree; Steven Kuperman, MTTA Attorney.

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 6, 2024. 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 May 21, 2025 @ 11:06 am, at the Municipal City Clerk's office and at Tulsa Transit Administrative offices on May 21, 2025.

I. CALL TO ORDER

James Wagner called the meeting to order at 12:06 pm.

II. INTRODUCTIONS

Scott introduced the MTTA staff and guests.

III. APPROVAL OF the April 29, 2025, MEETING MINUTES

Adam Doverspike and Phyllis Joesph moved to approve the April 29, 2025, meeting minutes.

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

IV. PUBLIC COMMENTS

None

A. Finance/Budget

1. Review of Financial Statements – *Jennifer Reed*

Jennifer presented the financial statements through April. Operating expenses are 15% less than projected. The under is reflected largely in material and supplies, utilities and insurance expenses and other miscellaneous being under budget.

Phyllis Joseph and **Emily Hall** moved to approve FY25 year to date financial statement summary.

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

2. General Manager Expenses -*Jennifer Reed*

Jennifer asked the Board to approve the GM's April expenses in the amount of \$1,355.98

Adam Doverspike and **Phyllis Joseph** moved to approve the General Managers April expenses in the amount of \$1,355.98.

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

3. Upcoming Procurements—*Kendel Haynes*

Kendel presented the upcoming procurements. The board would like to see in the future procurements to show big ticket items by some sign of cost going forward.

4. Review of the Ridership – *Naaja Jeffries*

Naaja presented the ridership for April. 14.8 average passenger per hour and ridership increased for April and closing in on pre-covid numbers. Ridership for Fixed was 197k, BRT was 54k, Micro at 11K, Link Assist was at 6,425. The Board asked for the Micro to show night, day & weekend numbers ridership in a third box.

B. Operating/Marketing

1. Jalena Stevens v MTTA – Lori Soderstrom

Motion was made by **Adam Doverspike** and seconded by **Emily Hall** to enter into executive session.

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

Motion was made by **Adam Doverspike** and seconded by **Phyllis Joseph** to exit executive session.

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

Motion was made by **Adam Doverspike** and seconded by **Emily Hall** to approve the settlement proposed by Steven Kuperman, MTTA's attorney in Jalena Stevens v. MTTA et al, CJ-2024-1240.

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

2. Garrett Wright v. MTTA – *Lori Soderstrom*

Motion was made by **Adam Doverspike** and seconded by **Phyllis Joseph** to enter into executive session.

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V. TRUSTEES AND GENERAL MANAGER COMMENTS

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

James Wagner adjourned the meeting at 1:43pm.

Sincerely,

Lori Soderstrom
Secretary to the Board of Trustees

METROPOLITAN TULSA TRANSIT AUTHORITY
BOARD MEETING
June 24, 2025

To: Board of Trustees
From: Rebecca Walner, Chief Financial Officer
Subject: FY25 Financial Statement Summary through May 31, 2025


Recommendation:

Review and approve the FY25 year to date Financial Statement Summary.

Analysis:

May operating expenses of \$2.1M and around 8% less than projections based on the FY2025 budget.

YTD we have a total expenses of 22.9M which are 2M or 8% less than projected. Revenues from Operations are on target higher. The FY25 underspending of 2M is reflected in largely in Marterial and supplies, utilities and insurance expenses and other Miscellaneous being under budget. However, some of these items will level out by fiscal year end and have another month of half price fares. Below is a summary of our YTD FY25 operating results before audit:



FY25 Executive Summary
 For the Eleven Months Ending May 31, 2025

Summary of Activities*	Actual	Budget	Var%
Revenues From Operations	\$ 2,454	\$ 2,520	-3%
Grant Revenues	20,468	22,444	-9%
Total Operating Revenues	22,922	24,964	-8%
Total Expenses	(22,922)	(24,964)	-8%
Surplus (Deficit)	\$ (0)	\$ 0	0%

Operating Revenues*	Actual	Budget	Var%
City of Tulsa	\$ 10,864	\$ 11,065	-2%
Federal Grants	7,672	9,940	-23%
State Grants	1,530	1,054	45%
Other Local	402	385	4%
Fare Revenues	1,752	1,727	1%
Advertising Revenues	573	642	-11%
Other Revenues	129	151	-15%
Total Operating Revenues	\$ 22,922	\$ 24,964	-8%

Operating Expenses*	Actual	Budget	Var%
Payroll & Fringe	\$ 16,233	\$ 17,252	-6%
Administrative Services	991	970	2%
Materials & Supplies	3,874	4,297	-10%
Utilities	540	610	-11%
Insurance	488	688	-29%
Miscellaneous	796	1,147	-31%
Total Expenses	\$ 22,922	\$ 24,964	-8%



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Goal 1. Operate a Safe Transit System				
Accidents (Per 100K miles)	FY25	FY24	Change	Target
Fixed Route	0.84	0.02	3862%	2.00
RideShare	0.24	0.10	140%	1.20
Goal 2. Meet and Exceed Customer Expectations				
Complaints	FY25	FY24	Change	Target
Fixed Route	14.00	11.00	27%	25.00
MicroLink	2.35	10.17	-77%	25.00
LinkAssist	3.67	10.17	-64%	25.00
Goal 3. Maintain a Quality Workforce				
Absences (Per weekday)	FY25	FY24	Change	Target
Fixed Route	9	7	29%	9
Rideshare	2	2	-3%	5.0
Goal 4. Operate an Effective Transit System				
Passengers Per Hour	FY25	FY24	Change	Target
Fixed Route	13.12	12.12	8%	14.00
MicroLink	3.02	2.50	21%	2.50
LinkAssist	1.59	1.73	-8%	2.50
Goal 5. Operate an Efficient Transit System				
Cost Per Trip	FY25	FY24	Change	Target
Fixed Route \$	7.91	\$ 8.14	-3%	\$ 6.16
MicroLink \$	29.85	\$ 29.13	2%	\$ 30.00
LinkAssist \$	58.45	\$ 51.49	14%	\$ 57.00

MetroLink Tulsa connects people to progress and prosperity.

Fixed Route Preventable Accidents - FY25								
	\$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	0							0
August	2							2
September	8							8
October	2	2	2					6
November	2	2						4
December	3							3
January	3							3
February	6							6
March	4	1						5
April	0	1	0					1
May	7	2	1					10
June								0
TOTAL	37	8	3	0	0	0	0	48
Percent of Total	77%	17%	6%	0%	0%	0%	0%	100%

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%

Rideshare Preventable Accidents - FY25								
	\$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
August	1							1
September	4							4
October	2	1						3
November	3	3						6
December	0	0						0
January	3							3
February	1							1
March	1	1						2
April	1		0					1
May	4							4
June								0
Total	20	5	1	0	0	0	0	26
Percent of Total	77%	19%	4%	0%	0%	0%	0%	0%

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	1	3						4
August	6	4						10
September	5	0						5
October	3	3						6
November	0	2		1				3
December	3	4						7
January	1	1	1					3
February	5	0						5
March	3	0				1		4
April	0	3		1				4
May	3	1						4
June	2	1						3
Total	32	22	1	2	0	0	0	58
Percent of Total	55%	38%	2%	3%	0%	0%	0%	100%

For the Eleven Months Ending May 31, 2025
SUMMARY OF OPERATING BUDGET VARIANCE ANALYSIS

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

Operating Revenues	YTD Act	YTD Budget	Var%	Details
Passenger	\$1,553,001	\$1,458,502	6.48%	Fixed Route Ridership revenue is trending above average
MicroLink	\$80,431	\$39,451	103.88%	As we have added more MicroLink service the revenue has surpassed expected budgeted amount.
LinkAssist	\$118,988	\$229,167	(48.08%)	As MicroLink has expanded the use for our LinkAssist customers have been converting more to that system.
Advertising	\$572,919	\$641,667	(10.71%)	Advertising revenue for the they year is less than projected. Currently reviewing contracts.
Investments	\$106,989	\$132,917	(19.51%)	Investments revenue fot the year are slightly lower than targeted due to fluxuation of markets.
Other Revenue	\$22,002	\$18,333	20.01%	Due to increase in Credit card usage, we have received a larger increase in rebate.
Expenses	YTD Act	YTD Budget	Var%	Details
Payroll and Fringe	\$16,232,652	\$17,251,943	-6%	Payroll and fringe is on target fo the year.
Advertising	\$229,346	\$256,667	-11%	Advertising Commission is in alightment with more advertising.
Legal Fees	\$105,152	\$71,048	48%	Mutple litigations have increased the cost in legal expenses.
Audit Fees	\$47,033	\$42,167	12%	Audit fees are on target for FY25.
Office Equipment / Computers	\$10,448	\$35,248	-70%	Office Equipment is under budget as we move through wrapping up the Remodel project.
Building & Facility Services	\$162,535	\$209,164	-22%	Building Services is currently lower than expected as we did not have 1 facility open for majority of the year.
Professional & Technical Services	\$391,662	\$288,793	36%	Laywer fees are higher than originally budgets as we had an unexpected about of lawsuits.
Software Maintenance & Service	\$27,229	\$50,208	-46%	Reclass for Eligibilty will be in February report
Security Services	\$18,005	\$6,232	5%	Yearly cost allocated and classes have been taken. Will level out throughout the year.
Fuel	\$580,008	\$995,031	-42%	As we increase the MicroLink Vehicles it has fluated our cost between CNG to Gasoline and set contract rate has kept cost lower.
Gasoline	\$265,883	\$168,683	58%	As we increase the MicroLink Vehicles it has fluated our cost between CNG to Gasoline.
Oil & Lubricants	\$130,339	\$183,811	-29%	New vehicles have decreased the amounts oil and lubricats we have needed.
Tires & Tubes	\$170,158	\$174,088	-2%	Tires have began to level out for FY25.
Facility Repairs & Maintenance	\$924,593	\$784,096	18%	
Service & Shop Equipment	\$33,821	\$30,358	11%	On Target
Other Shop & Garage Expense	\$78,919	\$88,324	-11%	On Target
Repair Parts	\$1,615,617	\$1,767,960	-9%	On Target
Servicing Supplies	\$21,970	\$53,011	-59%	Reducing the amount of supplies we retain on hand has helped keep cost lowerer than prior years.
Transportation & Safety	\$1,485	\$8,375	-82%	Working with our traning company for train the trainers.
Schedules	\$10,370	\$13,411	-23%	By switching from booklets to phamplets it has reduced the cost of books.
Passes & Transfers	\$40,407	\$29,541	37%	Purchased new LinkAssist books and the cost has gone up. Looking into options for future.
Utilities	\$539,962	\$610,122	-12%	New CNG station does not pull as much energy as old in FY25 it is reflecting that.
Insurance	\$488,273	\$687,500	-29%	At budget season it was unknown on workers compensations, therefore we had to highly over estimate the cost.
Planning	\$361,564	\$440,000	-18%	No study has been issued for this year to date.
Dues & Subscriptions	\$38,794	\$55,000	-29%	Dues stayed level so far for FY25 therefore we are not seeing as significant of increase as thought.
Travel & Meetings - Staff	\$57,271	\$57,200	0%	March was a high time for travel with Scott and Randy at APTA in Austin and other directors going to Arizona for SWTA.
Travel & Meetings - Board	\$3,027	\$2,750	10%	On Target
Marketing & Advertising	\$104,263	\$212,336	-51%	Preparing for June half price fair.
General Office Expense	\$137,564	\$147,710	-7%	Office Equipment is under budget as we move through wrapping up the Remodel project.
Other Miscellaneous Expenses	\$8,715	\$110,000	-92%	This account is to limited in use due to FTA requirements of everything needs a specific requirement.
Bank & Credit Card Fees	\$53,491	\$83,336	-36%	Reclass on payroll expenses required.
Leases & Rentals	\$31,717	\$38,900	-18%	On Target
Operational Grant Funding	YTD Act	YTD Budget	Var%	Details
Operating Assistance - Other	\$401,878	\$385,000	4%	On Target
Oklahoma State Funding	\$1,530,433	\$1,054,167	45%	In October we received official notice of State funding amount and trued up the amount for FY25 to date. We received 1,666,340 instead of 1,150,656.
FTA - Planning Assistance	\$536,791	\$1,037,312	-48%	Due to not doing a planning project, cost of planning draw downs are lower.
FTA - Leases / Audit	\$54,011	\$165,293	-67%	We have reduced the amount of Leases in FY25 therefore the amount to draw down is less.
FTA - Preventative Maintenance	\$3,289,062	\$5,035,023	-35%	Preventative Maintenance cost is down so we are not needing to defer at the rate budget expected.
FTA - Operations	\$3,792,249	\$3,702,008	2%	Operations is drawing down at a higher rate due to Safety and Security amounts being required as well for FY24 and beyond.
COT - Vision Assistance	\$3,913,349	\$4,114,917	-5%	With the State of Oklahoma increasing their amount for the year to keep a level budget, we have requested less in Vision funds for the month, however, it will be requested at a later time.
COT - Operating Assistance	\$6,950,169	\$6,950,167	0%	On Target
Capital Funding	YTD Act	YTD Budget	Var%	Details
Capital Assistance - FTA	\$8,122,597	\$2,810,346	189%	In FY25 we have added 9 Gillig Buses, Validators for the buses, a new truck, and the call center remodel.
Capital Assistance - COT	\$2,489,713	\$2,022,194	23%	In FY25 we have added 9 Gillig Buses, Validators for the buses, a new truck, and the call center remodel.

METRO TULSA TRANSIT AUTHORITY
Income Statement
For the Eleven Months Ending Saturday, May 31, 2025

	Actual	Budget	Var %	PY	PY %	Act YTD	Bgt YTD	Var%	PY YTD	PY %
Operating Revenues										
Passenger	\$140,513	\$132,591	5.97%	\$136,599	2.87%	\$1,553,001	\$1,458,502	6.48%	\$1,204,780	28.90%
MicroLink	\$7,857	\$3,818	105.78%	\$5,713	37.53%	\$80,431	\$39,451	103.88%	\$41,822	92.32%
LinkAssist	\$12,329	\$20,833	-40.82%	\$21,827	-43.51%	\$118,988	\$229,167	-48.08%	\$231,953	-48.70%
Advertising	\$44,029	\$58,333	-24.52%	\$62,315	-29.35%	\$572,919	\$641,667	-10.71%	\$657,366	-12.85%
Investments	\$10,243	\$12,083	-15.23%	\$11,229	-8.78%	\$106,989	\$132,917	-19.51%	\$114,918	-6.90%
Other Revenue	\$1,437	\$1,667	-13.79%	\$1,455	-1.25%	\$22,002	\$18,333	20.01%	\$18,774	17.20%
Total Operating Revenues	\$216,408	\$229,325	-5.63%	\$239,138	-9.51%	\$2,454,330	\$2,520,037	-2.61%	\$2,269,613	8.14%
Operating Expenses										
Labor:										
Operators	\$632,533	\$613,849	3.04%	\$611,313	3.47%	\$6,839,723	\$6,752,342	1.29%	\$6,414,312	6.63%
Transportation Administration	\$103,052	\$131,804	-21.81%	\$111,739	-7.77%	\$1,189,900	\$1,449,844	-17.93%	\$1,412,639	-15.77%
Maintenance	\$125,882	\$128,655	-2.16%	\$126,205	-0.26%	\$1,327,636	\$1,415,204	-6.19%	\$1,417,502	-6.34%
Maintenance Administration	\$32,997	\$60,179	-45.17%	\$34,084	-3.19%	\$364,051	\$661,969	-45.00%	\$359,555	1.25%
Administration & Accounting	\$142,223	\$141,733	0.35%	\$143,244	-0.71%	\$1,551,100	\$1,559,063	-0.51%	\$1,375,259	12.79%
Total Labor	\$1,036,687	\$1,076,220	-3.67%	\$1,026,585	0.98%	\$11,272,410	\$11,838,422	-4.78%	\$10,979,267	2.67%
Fringe Benefits:										
FICA Taxes	\$81,653	\$95,111	-14.15%	\$84,656	-3.55%	\$922,623	\$1,046,217	-11.81%	\$930,271	-0.82%
Pension Plan Expense	\$120,407	\$109,167	10.30%	\$100,323	20.02%	\$1,162,412	\$1,200,833	-3.20%	\$1,155,103	0.63%
Health & Dental Insurance	\$105,975	\$124,894	-15.15%	\$107,946	-1.83%	\$1,184,406	\$1,373,829	-13.79%	\$1,391,615	-14.89%
Life & Disability Insurance	\$14,532	\$22,642	-35.82%	\$15,838	-8.24%	\$172,903	\$249,058	-30.58%	\$222,679	-22.35%
Sick Leave	\$28,579	\$31,585	-9.52%	\$41,847	-31.71%	\$300,429	\$347,437	-13.53%	\$431,521	-30.38%
Holiday Pay	\$36,616	\$40,015	-8.50%	\$14,548	151.68%	\$465,745	\$440,168	5.81%	\$474,567	-1.86%
Vacation Pay	\$35,906	\$41,061	-12.55%	\$44,433	-19.19%	\$442,330	\$451,672	-2.07%	\$442,638	-0.07%
Uniform Allowance - Drivers	\$8,482	\$6,250	35.71%	\$3,350	153.21%	\$77,477	\$68,750	12.69%	\$53,861	43.85%
Clothing/Tool Allowance - Mechanics	\$1,313	\$3,000	-56.25%	\$1,833	-28.39%	\$32,667	\$33,000	-1.01%	\$27,346	19.46%
Unemployment Compensation	\$3,378	\$4,333	-22.05%	\$2,157	56.60%	\$37,442	\$47,667	-21.45%	\$28,323	32.20%
Other Fringe Benefits	\$9,662	\$14,081	-31.38%	\$13,985	-30.91%	\$161,808	\$154,890	4.47%	\$161,529	0.17%
Total Fringe Benefits	\$446,503	\$492,139	-9.27%	\$430,916	3.62%	\$4,960,242	\$5,413,521	-8.37%	\$5,319,453	-6.75%
Total Loaded Payroll	\$1,483,190	\$1,568,359	-5.43%	\$1,457,501	1.76%	\$16,232,652	\$17,251,943	-5.91%	\$16,298,720	-0.41%
Administrative Services:										
Advertising	\$16,455	\$23,333	-29.48%	\$25,072	-34.37%	\$229,346	\$256,667	-10.64%	\$244,445	-6.18%
Legal Fees	\$6,422	\$6,459	-0.58%	\$5,212	23.22%	\$105,152	\$71,048	48.00%	\$65,841	59.71%
Audit Fees	\$3,367	\$3,833	-12.17%	\$3,617	-6.91%	\$47,033	\$42,167	11.54%	\$39,784	18.22%
Office Equipment / Computers	\$549	\$3,204	-82.88%	\$1,230	-55.37%	\$10,448	\$35,248	-70.36%	\$20,391	-48.76%
Building & Facility Services	\$14,155	\$19,015	-25.56%	\$15,849	-10.69%	\$162,535	\$209,164	-22.29%	\$154,780	5.01%
Professional & Technical Services	\$33,249	\$26,254	26.64%	\$34,408	-3.37%	\$391,662	\$288,793	35.62%	\$303,086	29.22%
Software Maintenance & Service	\$1,121	\$4,564	-75.45%	\$2,676	-58.12%	\$27,229	\$50,208	-45.77%	\$27,081	0.55%
Security Services	\$435	\$1,558	-72.08%	\$35	1142.71%	\$18,005	\$17,138	5.05%	\$1,834	881.78%
Total Administrative Services	\$75,753	\$88,220	-14.14%	\$88,099	-14.01%	\$991,410	\$970,433	2.16%	\$857,242	15.65%
Total Services	\$75,753	\$88,220	-14.14%	\$88,099	-14.01%	\$991,410	\$970,433	2.16%	\$857,242	15.65%
Materials & Supplies:										
Fuel	\$49,873	\$90,457	-44.87%	\$58,744	-15.10%	\$580,008	\$995,031	-41.71%	\$709,442	-18.24%
Gasoline	\$23,621	\$15,335	54.03%	\$19,954	18.38%	\$265,883	\$168,683	57.62%	\$165,130	61.01%
Oil & Lubricants	\$11,439	\$16,710	-31.54%	\$2,286	400.29%	\$130,339	\$183,811	-29.09%	\$141,551	-7.92%
Tires & Tubes	\$23,399	\$15,826	47.85%	\$5,683	311.75%	\$170,158	\$174,088	-2.26%	\$155,658	9.32%
Facility Repairs & Maintenance	\$53,934	\$71,281	-24.34%	\$71,490	-24.56%	\$924,593	\$784,096	17.92%	\$903,505	2.33%
Service & Shop Equipment	\$3,505	\$2,760	27.02%	\$1,772	97.79%	\$33,821	\$30,358	11.41%	\$43,553	-22.34%
Other Shop & Garage Expense	\$10,169	\$8,029	26.65%	\$7,161	42.01%	\$78,919	\$88,324	-10.65%	\$77,151	2.29%

Repair Parts	\$168,863	\$160,724	5.06%	\$86,810	94.52%	\$1,615,617	\$1,767,960	-8.62%	\$1,719,825	-6.06%
Servicing Supplies	\$2,520	\$4,819	-47.70%	\$2,091	20.51%	\$21,970	\$53,011	-58.56%	\$46,686	-52.94%
Transportation & Safety	\$572	\$761	-24.84%	-	0.00%	\$1,485	\$8,375	-82.27%	\$8,805	-83.14%
Schedules	\$833	\$1,219	-31.68%	\$170	390.00%	\$10,370	\$13,411	-22.68%	\$9,652	7.44%
Passes & Transfers	\$3,770	\$2,686	40.37%	\$8,468	-55.48%	\$40,407	\$29,541	36.78%	\$51,886	-22.12%
Total Materials & Supplies	\$352,498	\$390,607	-9.76%	\$264,629	33.21%	\$3,873,570	\$4,296,689	-9.85%	\$4,032,844	-3.95%
Utilities:										
Light, Heat, Power, and Water	\$36,788	\$37,944	-3.05%	\$34,140	7.76%	\$399,032	\$417,386	-4.40%	\$382,492	4.32%
Communications	\$10,807	\$17,521	-38.32%	\$12,907	-16.27%	\$140,930	\$192,736	-26.88%	\$183,280	-23.11%
Total Utilities	\$47,595	\$55,465	-14.19%	\$47,047	1.17%	\$539,962	\$610,122	-11.50%	\$565,772	-4.56%
Insurance:										
Insurance Premiums	\$56,243	\$62,500	-10.01%	\$53,387	5.35%	\$620,006	\$687,500	-9.82%	\$587,258	5.58%
Self Insurance	\$15,889	-	0.00%	(\$26,554)	-159.84%	(\$131,733)	-	0.00%	\$58,062	-326.88%
Total Insurance	\$72,132	\$62,500	15.41%	\$26,833	168.81%	\$488,273	\$687,500	-28.98%	\$645,320	-24.34%
Miscellaneous:										
Planning & Rideshare	\$38,909	\$40,000	-2.73%	\$42,904	-9.31%	\$361,564	\$440,000	-17.83%	\$365,784	-1.15%
Dues & Subscriptions	\$5,188	\$5,000	3.76%	\$4,512	14.97%	\$38,794	\$55,000	-29.47%	\$52,203	-25.69%
Travel & Meetings - Staff	\$3,869	\$5,200	-25.59%	\$10,266	-62.31%	\$57,271	\$57,200	0.12%	\$87,812	-34.78%
Travel & Meetings - Board	\$137	\$250	-45.20%	-	0.00%	\$3,027	\$2,750	10.08%	\$2,600	16.41%
Marketing & Advertising	\$34,010	\$19,303	76.19%	\$3,213	958.67%	\$104,263	\$212,336	-50.90%	\$242,562	-57.02%
General Office Expense	\$18,413	\$13,428	37.12%	\$8,761	110.17%	\$137,564	\$147,710	-6.87%	\$121,065	13.63%
Other Miscellaneous Expenses	\$2,201	\$10,000	-77.99%	\$6,005	-63.35%	\$8,715	\$110,000	-92.08%	(\$4,988)	-274.72%
Bank & Credit Card Fees	\$8,324	\$7,576	9.88%	\$1,551	436.60%	\$53,491	\$83,336	-35.81%	\$66,513	-19.58%
Leases & Rentals	-	\$3,536	-100.00%	\$3,038	-100.00%	\$31,717	\$38,900	-18.47%	\$38,353	-17.30%
Total Miscellaneous	\$111,051	\$104,293	6.48%	\$80,250	38.38%	\$796,406	\$1,147,232	-30.58%	\$971,904	-18.06%
Total Expenses	\$2,142,219	\$2,269,444	-5.61%	\$1,964,359	9.05%	\$22,922,273	\$24,963,919	-8.18%	\$23,371,802	-1.92%
Net Operating Loss	(\$1,925,811)	(\$2,040,119)	-5.60%	(\$1,725,221)	11.63%	(\$20,467,943)	(\$22,443,882)	-8.80%	(\$21,102,189)	-3.01%
Operational Grant Funding										
Operating Assistance - Other	\$42,199	\$35,000	20.57%	\$13,923	203.10%	\$401,878	\$385,000	4.38%	\$548,966	-26.79%
Oklahoma State Funding	\$139,132	\$95,833	45.18%	\$123,843	12.35%	\$1,530,433	\$1,054,167	45.18%	\$1,542,271	-0.77%
FTA - Planning Assistance	\$53,573	\$94,301	-43.19%	\$52,516	2.01%	\$536,791	\$1,037,312	-48.25%	\$673,264	-20.27%
FTA - Leases / Audit	-	\$15,027	-100.00%	\$12,485	-100.00%	\$54,011	\$165,293	-67.32%	\$118,392	-54.38%
FTA - ADA LIFT	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
FTA - CMAQ	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
FTA - Preventative Maintenance	\$237,499	\$457,499	-48.09%	\$330,236	-28.08%	\$3,289,062	\$5,035,023	-34.68%	\$3,480,018	-5.49%
FTA - Operations	\$417,569	\$336,546	24.07%	\$298,902	39.70%	\$3,792,249	\$3,702,008	2.44%	\$3,724,384	1.82%
COT - Vision Assistance	\$404,000	\$374,083	8.00%	\$273,900	47.50%	\$3,913,349	\$4,114,917	-4.90%	\$4,201,316	-6.85%
COT - Operating Assistance	\$631,839	\$631,833	0.00%	\$619,416	2.01%	\$6,950,169	\$6,950,167	0.00%	\$6,813,576	2.00%
Total Operational Grant Funding	\$1,925,811	\$2,040,122	-5.60%	\$1,725,221	11.63%	\$20,467,942	\$22,443,887	-8.80%	\$21,102,187	-3.01%
Budget Surplus (Deficit)	-	\$3	-208.57%	-	-900.00%	(\$1)	\$5	-171.00%	(\$2)	-589.66%
Capital Revenues										
Capital Assistance - FTA	-	\$255,486	-100.00%	\$126,504	-100.00%	\$8,122,597	\$2,810,346	189.02%	\$4,164,971	95.02%
Capital Assistance - COT	-	\$183,836	-100.00%	-	0.00%	\$2,489,713	\$2,022,194	23.12%	\$1,195,800	108.20%
Capital Assistance - Other	-	-	0.00%	-	0.00%	-	-	0.00%	-	0.00%
Gain (Loss) on Sale of Assets	-	-	0.00%	-	0.00%	-	-	0.00%	(\$147)	-100.00%
Total Capital Revenues	-	\$439,322	-100.00%	\$126,504	-100.00%	\$10,612,310	\$4,832,540	119.60%	\$5,360,624	97.97%
Depreciation	\$356,242	\$470,000	-24.20%	\$340,899	4.50%	\$4,100,140	\$5,170,000	-20.69%	\$3,878,288	5.72%
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	(\$356,242)	(\$30,675)	1061.28%	(\$214,395)	66.16%	\$6,512,169	(\$337,455)	-2029.77%	\$1,482,334	339.32%

Assets

Current Assets:

Cash and Cash Equivalents		\$169,711
Restricted Cash		\$3,869,096
Trade Accounts Receivable	\$129,724	
FTA Operating & Capital Grants Receivable	\$3,855,604	
COT Operating & Capital Grants Receivable	\$16,804,743	
ODOT Operating & Capital Grants Receivable	\$556,521	
		\$21,346,592
Inventories		\$1,190,415
Prepaid Expenses		\$734,806
Total Current Assets		\$27,310,621

Capital Assets, at cost:

Revenue Equipment	\$49,921,969	
Service Equipment	\$660,601	
Security Equipment	\$2,259,693	
Buildings & Improvements	\$13,019,727	
Passenger Shelters	\$2,096,715	
Shop and Garage Equipment	\$3,517,524	
Computers & Other Equipment	\$6,948,762	
Office Furniture and Fixtures	\$209,681	
Land & Improvements	\$2,633,707	
Construction in Progress	\$4,025,317	
Less: Accumulated Depreciation	(\$53,138,352)	
Non- Depreciating Assets	\$1,930,537	
Total Capital Assets		\$32,155,343

Total Assets		\$59,465,963
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Deferred outflows of resources, pension related amounts		\$2,117,186
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Liabilities

Current Liabilities:

Trade Accounts Payable	\$3,018,759	
Accrued Wages & Withholdings	\$290,937	
Accrued Insurance	\$82,610	
Deferred Grant Revenues	\$15,627,387	
Other Current Liabilities	\$38,856	
Total Current Liabilities		\$19,058,547

Noncurrent Liabilities:

Advance Payable to COT	\$326,674	
Net Pension Liability	\$10,131,541	
Accrued Compensated Absences	\$471,773	
Total Noncurrent Liabilities		\$10,929,988

Total Liabilities		\$29,988,536
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Deferred inflows of resources, pension related amounts		\$3,001,470
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Net Position:

Invested in Capital Assets	\$32,155,343	
Restricted for Capital Acquisitions	\$766,710	
Restricted for Workmen's Comp.	\$74,433	
Unrestricted	(\$3,519,058)	
Total Net Assets		\$29,477,428

Total Liabilities & Net Assets		\$59,465,963
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MetroLink (July 2024 to May 2025)

	Current Month	Prior Year	Percent Change	YTD Monthly Average	Prior Year	Percent Change	Goal
Average Call Center Minutes on Hold Time	3.00	2	38%	3.11	3	9%	1
Average Absense Per Day	14	9	56%	17	21	19%	30
Employee Turnover	3%	4%	-30%	3%	4%	29%	35%
OSHA Accidents per 200K Manhours	0	0	0%	0	0	0%	2

1) Operate a Safe Transit System

Preventable Vehicle Accidents per 100k Miles-Fixed Route	0.84	2.12%	233%	7.08	7.42	-5%	2
Preventable Van Accidents per 100k Miles-RideShare	0.24	0.1	-87%	0.2053	0.1683	22%	1.2

2) Meet and Exceed Customer Expectations

Complaints per 10k Boardings-Fixed Route	14	11	23%	13	8.8	45%	25
Complaints per 10k Boardings-LinkAssist	3.67	10.17	64%	7.23772	3.94362	84%	25
Complaints per 10k Boardings-MicroLink	2.35	10.17	-77%	7.24	3.94	-84%	25
On-time Performance-Fixed Route	93%	93%	0%	93%	92%	-1%	85%
On-time Performance-LinkAssist	95%	92%	3%	93%	93%	0%	95%
On-time Performance-MicroLink	89%	92%	-3%	90%	91%	1%	95%
Miles Between Road Calls-Fixed Route	6,970.00	6,051.00	15%	6,792.00	6,502.00	-4%	7,500.00
Miles Between Road Calls-RideShare	13,634.00	11,351.00	20%	11,807.00	10,492.00	-13%	18,000.00

3) Maintain a Quality Workforce

Operator Absences-Fixed Route	9	7	31%	6	5	32%	9
Operator Absences-RideShare	1.94	2	-3%	2.5	2	-25%	5
Employee Turnover-Fixed Route	5.45%	4.81%	13%	53.04%	50.00%	-6%	35%
Employee Turnover-RideShare	0.00%	1.00%	-100%	2.84%	11.58%	75%	50%

4) Operate an Effective System

Ridership-Fixed Route	195,845.00	185,040.00	6%	350,092.00	201,985.00	73%	235,416.00
Ridership-LinkAssist	5,943.00	5,985.00	-1%	5,603.00	6,698.00	-16%	6,200.00
Ridership-MicroLink	10,951.00	8,137.00	35%	9,349.00	5,830.00	60%	6,600.00
Passengers per Service Hour-Fixed Route	13.12	12.12	8%	12.16	13.16	-8%	14.00
Passengers per Service Hour-LinkAssist	1.59	1.73	-8%	1.67	1.82	-8%	2.50
Passengers per Service Hour-MicroLink	3.02	2.50	21%	2.97	2.69	11%	2.50
Average Ridership-Fixed Route	7,667.00	7,600.00	1%	7,407.00	7,770.00	-5%	10,000.00
Average Ridership-LinkAssist	198.00	200.00	-1%	189.00	256.00	-26%	222.00
Average Ridership-MicroLink	365.03	271.23	35%	315.87	214.47	47%	236.00

5) Operate an Efficient System

Cost Per Service Hour-Fixed Route	\$99.56	\$96.39	3%	\$97.60	\$92.11	6%	\$85.50
Cost Per Service Hour-LinkAssist	86.17	91.04	-5%	90.2	91.04	1%	137
Cost Per Service Hour-MicroLink	88.89	67.95	31%	129.19	68.81	-88%	89
Cost Per Trip-Fixed Route	7.91	\$8.14	-3%	\$8.20	\$7.64	7%	6.16
Cost Per Trip-LinkAssist	58.45	51.49273	14%	66.89	60.17	11%	57
Cost Per Trip-MicroLink	29.85	29.13	2%	29.95	17.82	68%	30
Fare Revenue per Trip-Fixed Route	\$0.75	\$0.55	36%	\$0.78	\$0.52	49%	\$0.78
Fare Revenue per Trip-LinkAssist	2.07454	3.64695	-43%	1.96	3.1444	-38%	3
Fare Revenue per Trip-MicroLink	0.72	0.7	2%	0.87	1.11	-21%	0.78

PROCUREMENTS



Bench & Shelter Cleaning

\$

JUNE 2025 / RFP

Fixed route.



Onboard Survey

\$\$

AUGUST 2025 / RFP

Customer on-board survey- requirement from FTA every 3 years.



Accounting Software & Implementation

\$

AUGUST 2025 / RFP

New Firm to help implementing new Accounting Software



Website Maintenance

\$

AUGUST 2025 / RFP



Bus Wash

\$\$

SEPTEMBER 2025 / RFP

Existing Bus Wash is in need of replacement after reaching it's expected life. It will be allowed to bid on either option or both.



Maintenance Building Rehab

\$\$

OCTOBER 2025 / RFP

Bathroom & break area.



Bus Radio Replacement

\$\$\$

DECEMBER 2025 / RFP

To replace radios in buses.



Bus Vacuum

\$\$

JANUARY 2026 / RFP



Bus Stop Signs

\$\$\$

RFI SUBMITTED / TBD

Rebranding of current bus stop signs.

\$ \$50,000 - 150,000

\$\$ \$150,000 - 300,000

\$\$\$ \$300,000+



May Ridership

Fixed Route
MicroLink
LinkAssist

Fixed Route Ridership Overview

**Average Passengers
per Rev. Hr.**
14.5

Highest Ridership:

130: 17,757
110: 14,795
201: 11,227
140: 11,145
114: 10,061

Highest Passengers per Rev Hr.:

130: 22.0
150: 17.4
114: 16.7
117: 16.6
110: 16.5

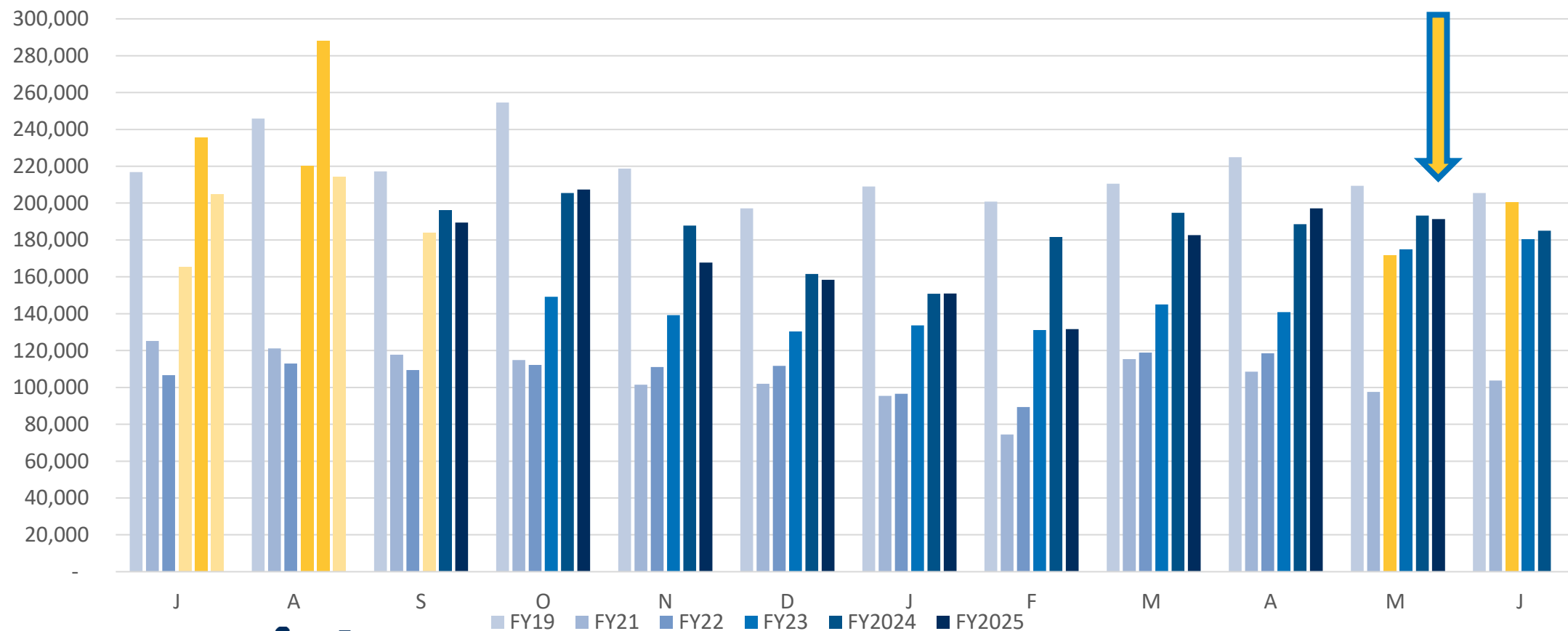
Avg Weekday Ridership:
7,667

Avg Saturday Ridership:
5,373

Avg Sunday Ridership:
874

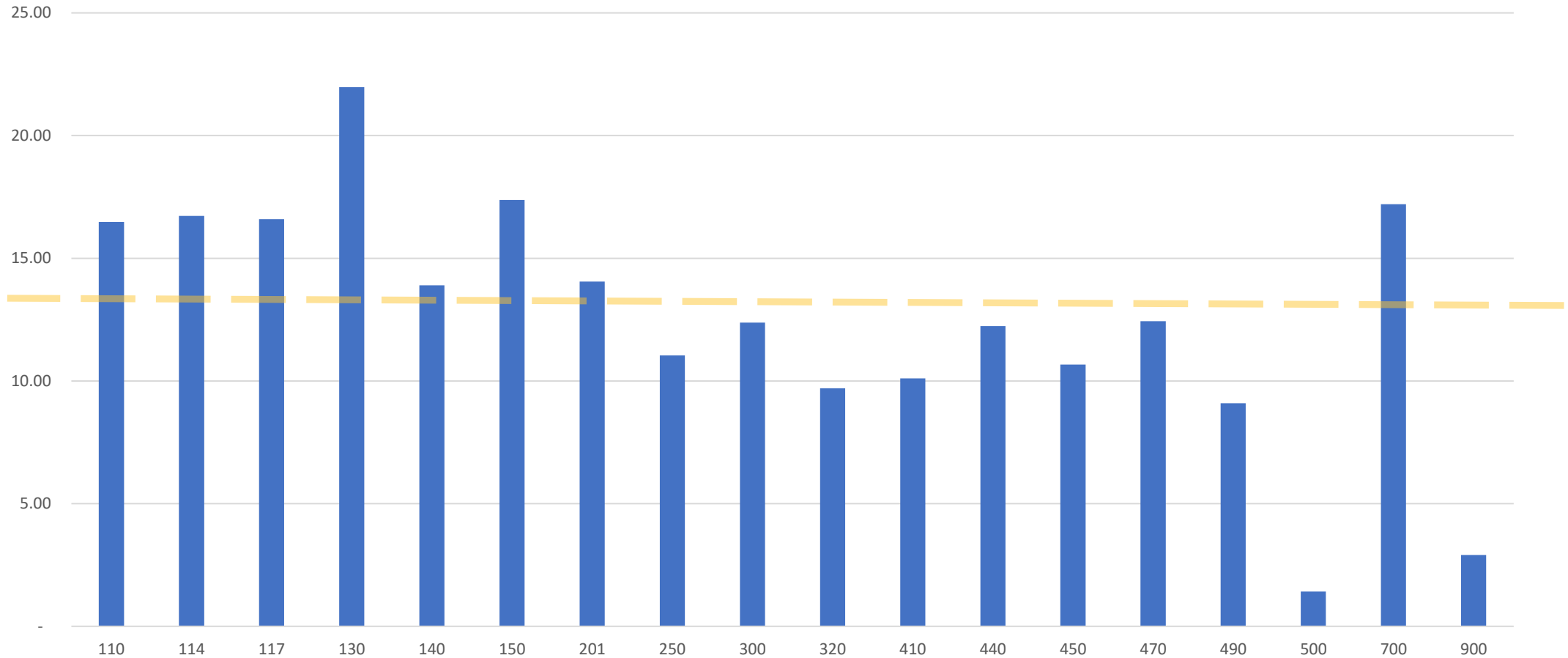
Fixed Route Ridership Trends

Ridership of 191K is 2K less than FY24



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

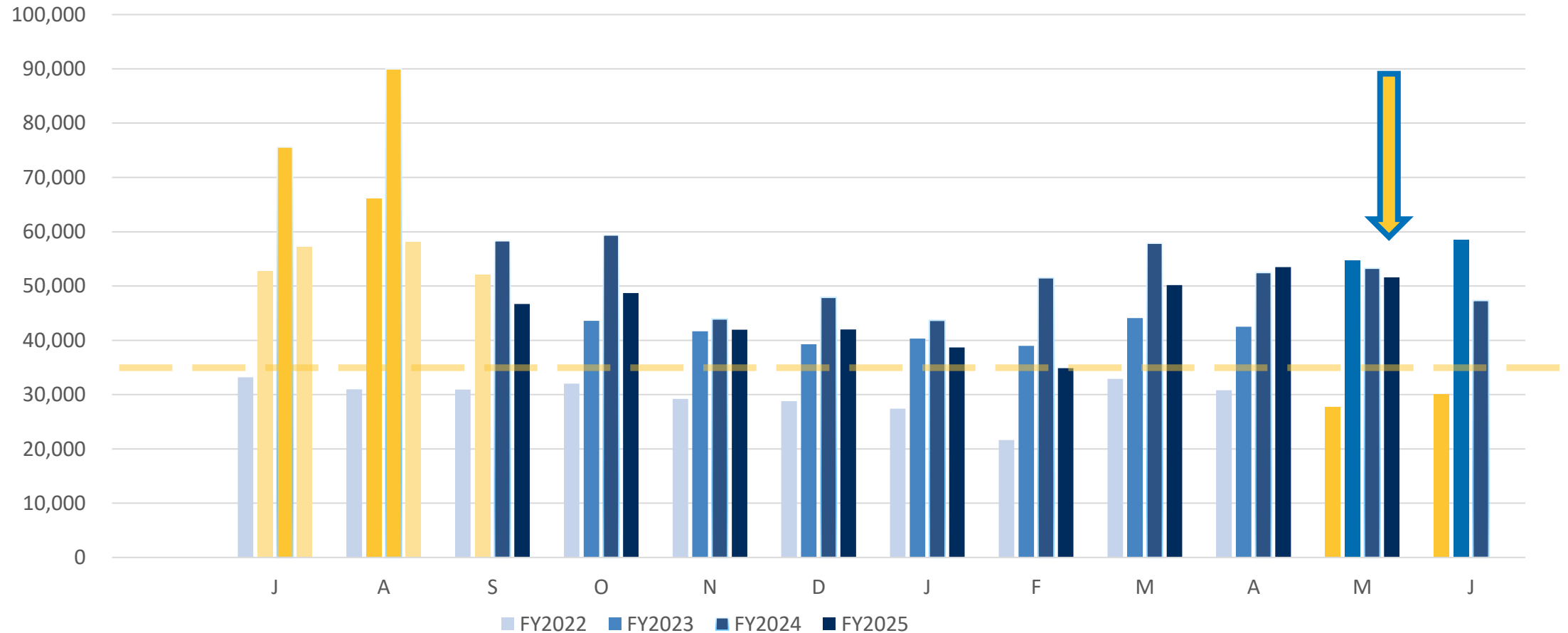
Passenger per Revenue Hour



BRT Ridership

Ridership of 52K is 2K less than FY24 & 18K more than Route 105 Avg.

Passengers per Revenue Hour: 17.2



MicroLink Ridership Overview

**Average
Passengers
per Rev. Hr.**
3.7

Ridership by Zone (Day):

Zone 6: 2,086
Zone 8: 1,208
Zone 7: 800
BAT: 755

Ridership by Zone (Night):

Zone 1: 1,332
Zone 3: 1,084
Zone 4: 991
Zone 6: 931

Ridership by Zone (Sunday):

Zone 3: 600
Zone 1: 487
Zone 4: 414
Zone 6: 284

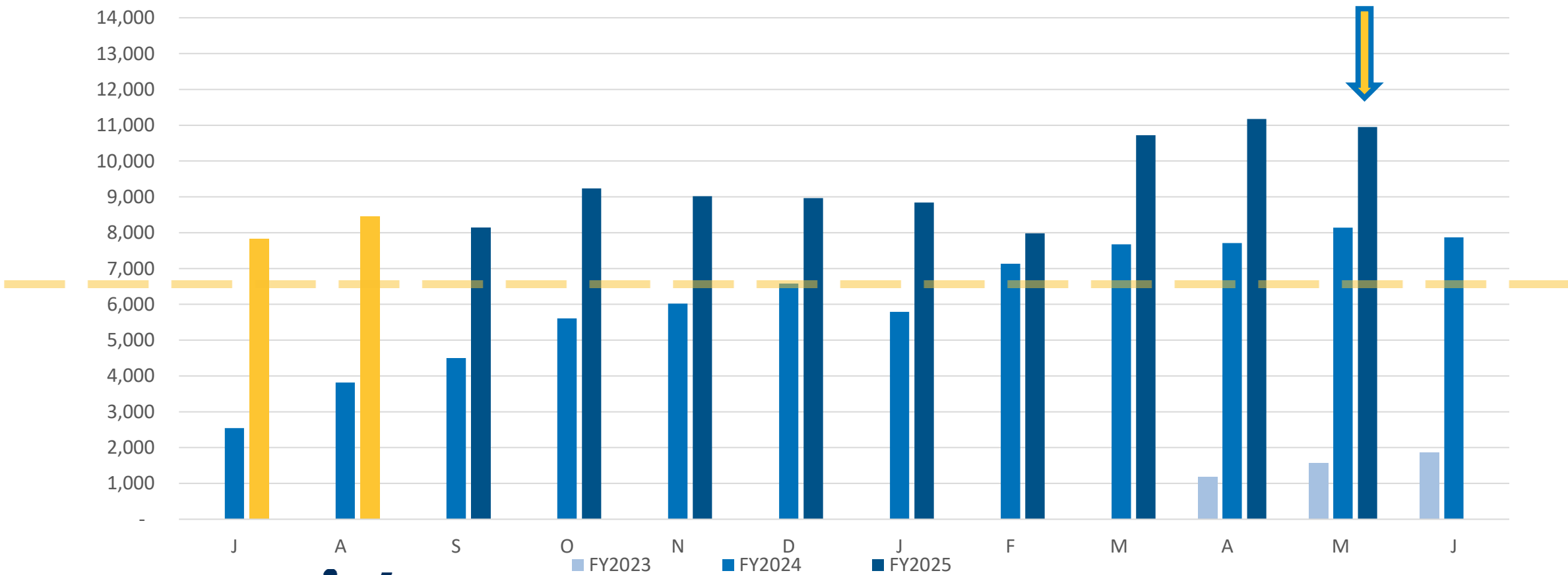
Avg Daytime Ridership:
187

Avg Nighttime Ridership:
167

Avg Sunday Ridership:
446

MicroLink Ridership

Ridership of 10,951 is 2,813 more than FY24



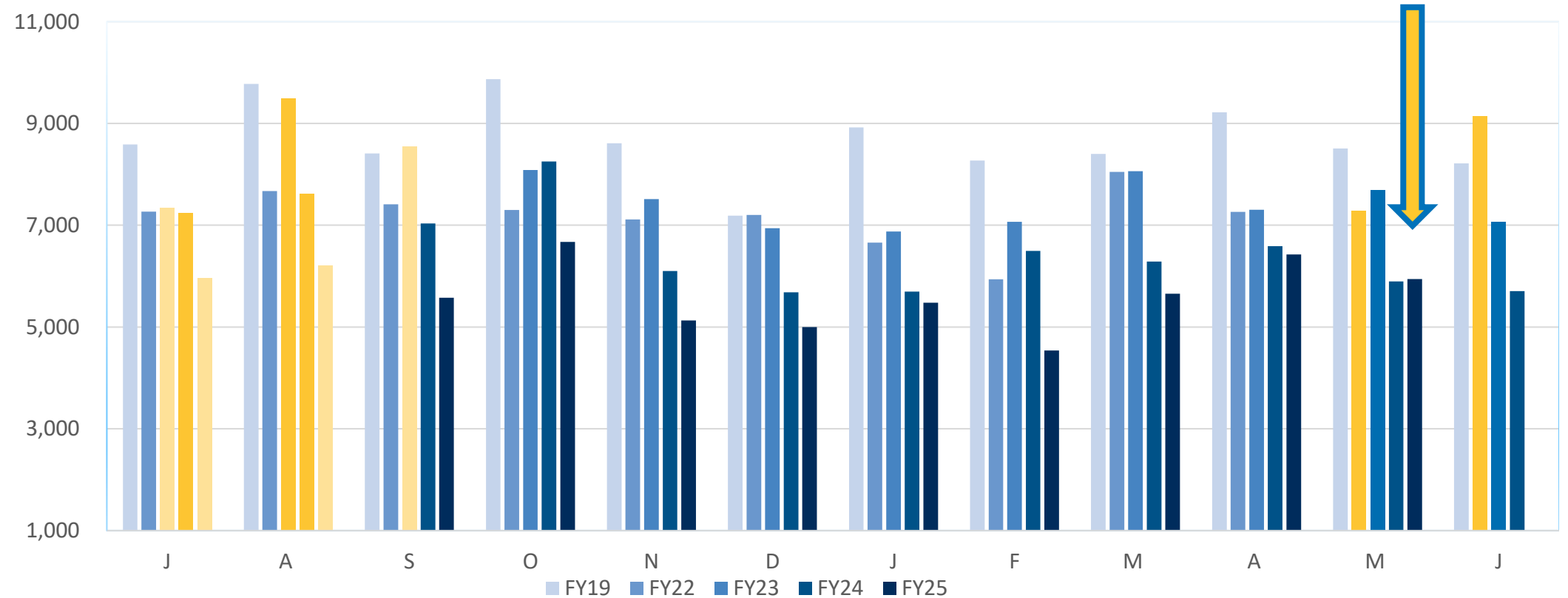
NOTES: Gold = Free Fare Full Month (3) Light Gold = Free Fare 1/2 Month OR half off fares

Performance Goal: 6.6K

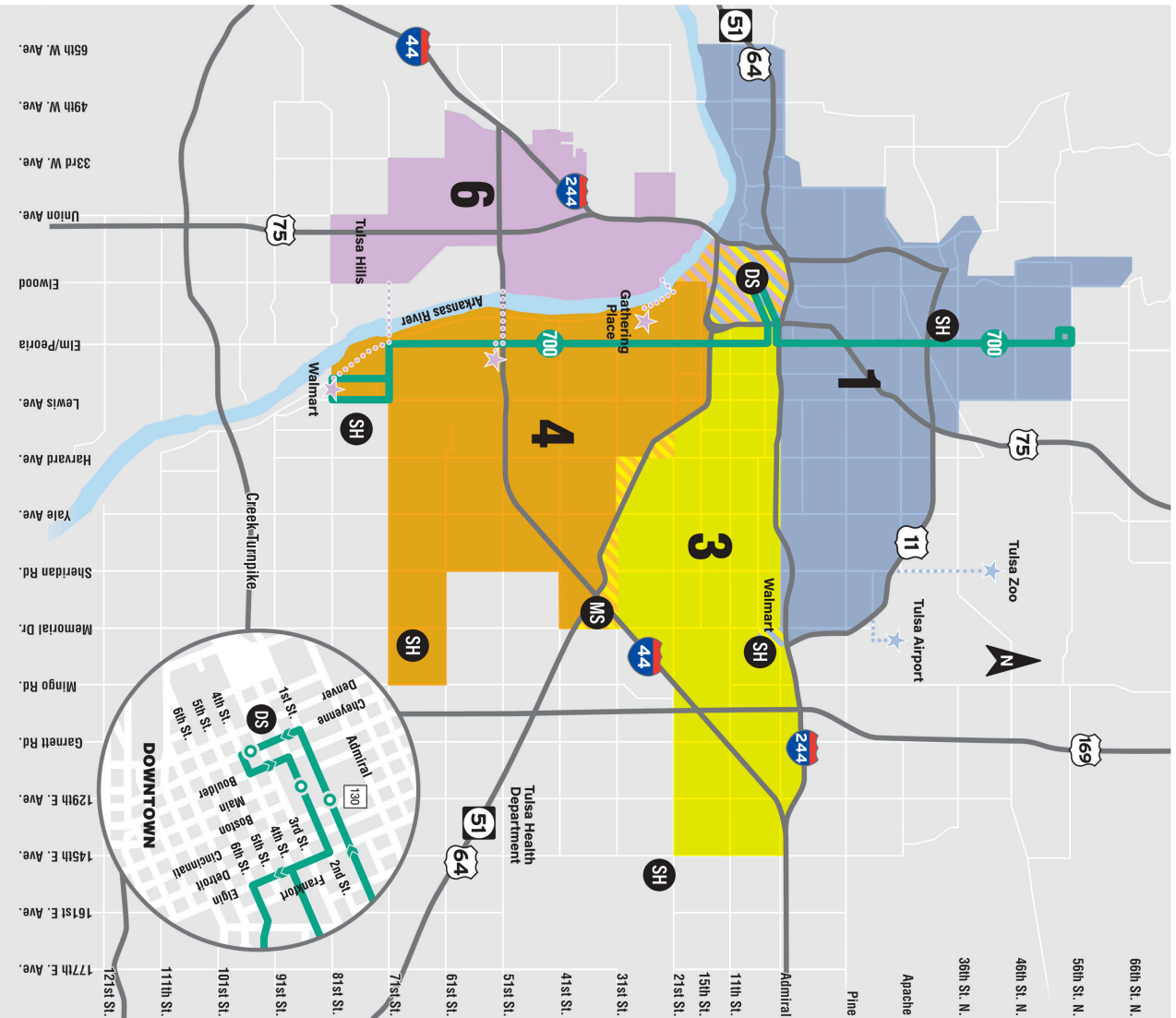
LinkAssist Ridership Trends

Ridership of 5,943 was 50 more than FY24

217 trips/day 2.0 PRH




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



MicroLink

Route 700	
DS	Denver Ave Station
SH	Sub-Hub
MS	Memorial Midtown Station
700	AERO Peoria
1	Northwest
3	East
4	South
6	West

 All routes are wheelchair accessible.



Service Hours:

Zones 1-6: Mon-Sat: 8 PM to 12 AM
Zones 1,3&4: Sunday: 8 AM to 8:30 PM
Zones 6: Sunday: 8 AM to 6:30 PM

MetrolinkOK.org



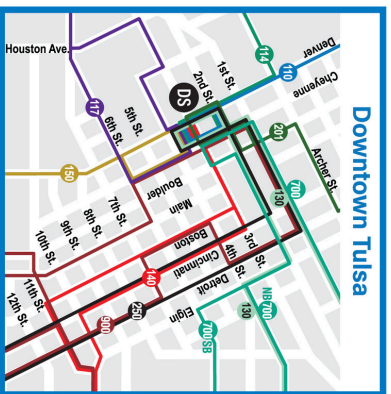
Daytime Map

MetrolinkOK.org

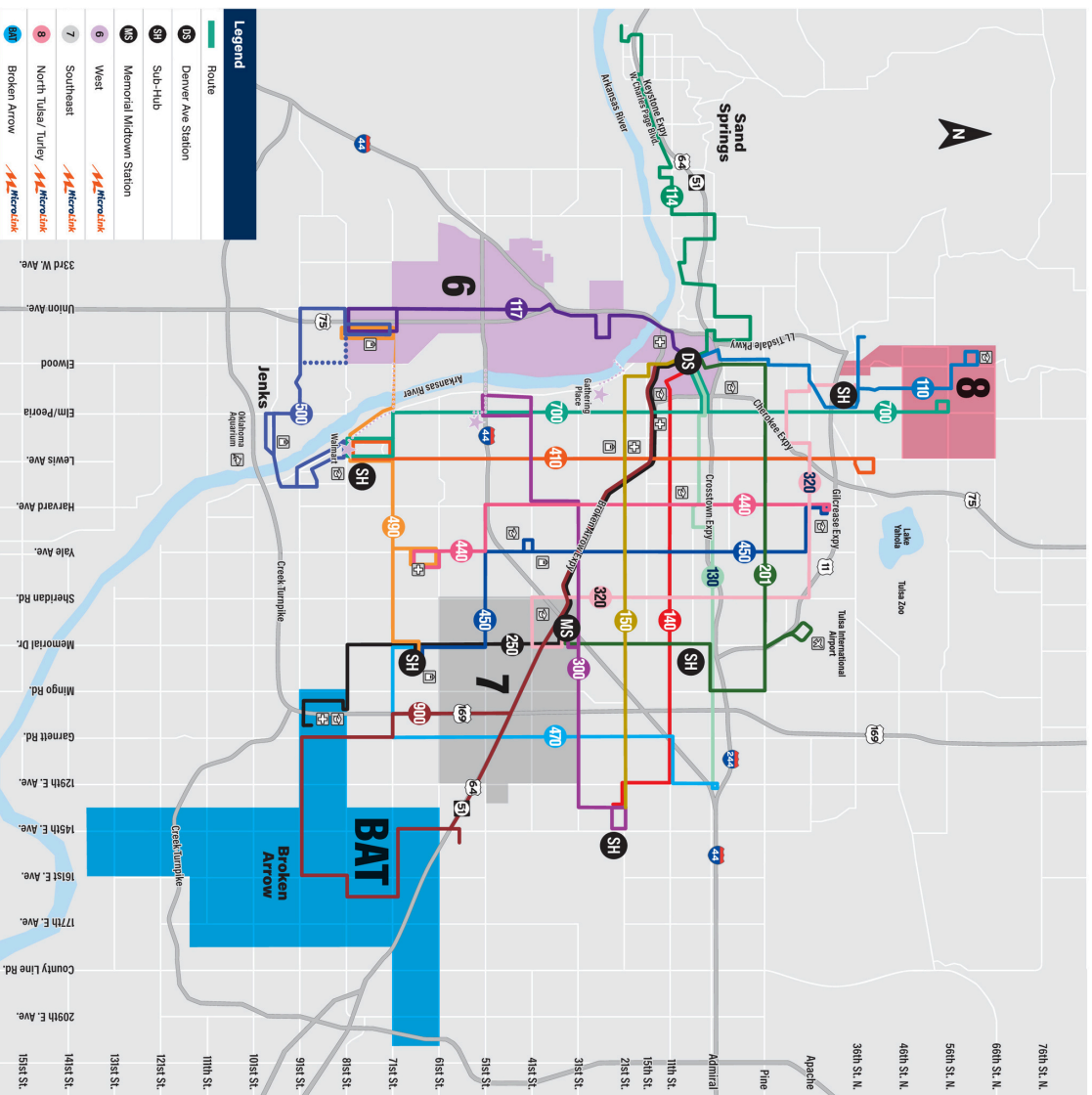
For information on Express Routes and Park & Ride locations, see Route 900.

Route Listing

110	MLK/Hartford	320	Sheridan
114	Charles Page/Sand Springs	410	Lewis
117	Southwest Blvd/Union	440	Harvard
130	Admiral	450	Yale
140	11th Street	470	Garrett
150	21st Street	490	West Tulsa/71st Street
200	Airport/Pine	510	Jenks Connector
250	Crossdown	700	AERO Peoria
300	31st Street	910	Union Express



MicroLink
Service Hours:
Zones 6-8
Mon-Sat: 6 AM to 6:30 PM
Zone BAT
Mon-Fri: 7 AM to 6 PM



- Airports
- Hospitals
- University, College
- Malls
- Park & Ride
- All routes are wheelchair accessible.

Note: See individual route maps for detailed routing information.



For information on Express Routes and Park & Ride locations, see Route 900.

300	31st Street	900	Union Express
250	Crossdown	700	AERO Peoria
201	Airport/Pine	500	Jenks Connector
150	21st Street	490	West Tulsa / 71st Street
140	11th Street	470	Garnett
130	Admiral	450	Yale
117	Southwest Blvd./ Union	440	Harvard
114	Charles Page/ Sand Springs	410	Lewis
100	MLK/ Hartford	320	Sheridan



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**METROPOLITAN TULSA TRANSIT AUTHORITY
BOARD MEETING**

To: Board of Trustees
From: Rebecca Walner, Chief Financial Officer
Subject: Renewal of Insurance Policies FY2026

Recommendation

Authorize the General Manager to renew existing insurance policies at a total cost not to exceed \$931,441.92.

Background

As a part of doing business and to protect MTTA's assets and minimize liabilities, MTTA carries various insurance policies. To aid in the process of evaluating individual company offerings, MTTA contracts with Arthur J. Gallagher (AJG), a professional risk management firm to provide insurance brokerage and consulting services. AJG has submitted a proposal to renew existing insurance policies for Fiscal Year 2026. All insurance coverage's have remained the same, with the exception of Workers Compensation. Workers Compensation increase is because the organization's experience modifier is 1.95 which means that you are experiencing higher frequency and severity of claims than your peer classification group. This factor goes into the premium classification which raises your premiums to offset the higher claims cost. Our FY 25 \$730,423.47 versus of \$931,441.32 for FY25; an increase of 22% or \$201,018.45.

Executive Summary

AJG is offering Metropolitan Tulsa Transit Authority (MTTA) renewal of its property and casualty coverages with a variety of highly rated insurance companies. Many of these policies are placed on Advantage products to provide broader terms creating additional value. This renewal represents an overall 26% increase for the 7-1-2025/26 renewal year which is very favorable in the current market.

The premiums are based upon current risk exposures and market conditions.

The report shows that MTTA currently has a claim experience modifier of 1.95 which is very high.

Gallagher also generated report showing the Premiums paid in since February 2020 through this fiscal year at \$2,007,823 and the Total Incurred for the same period as \$2,029,780 which is a 101.09% Loss Ratio. A healthy loss ratio is typically under 60%. That allows the insurer to cover their significant operating costs as well as a small profit to further invest.

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

MTTA has made a decision to switch from a full insured plan for Workers Comp after multiple Workers Comp companies declined to put in a bid and the incumbent nearly doubling their quote for year after year. Although this amount is high, Safety, Human Resources and other

members of leadership have taken it on to review our current high area of workers compensation claims, alongside our Workers Compensation agent, to formulate a plan on how we can decrease both our multiplier and total claims made.

Financial Impact

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

A	B	C	D	E
	FY25	FY26	Cost Difference	% Difference
Fiduciary - AJ Gallagher	4,253.00	4,365.00	112.00	3%
General Liability Renewal (Shelters & TPS Antenna)	15,335.91	15,093.84	(242.07)	-2%
Crime Renewal	5,859.00	5,859.00	-	0%
21-22 GL Tower	8,028.95	7,670.08	(358.87)	-5%
Auto Liability Renewal	49,900.00	53,801.00	3,901.00	7%
15/16 D & O Policy - AJ Gallagher	93,553.00	93,453.00	(100.00)	0%
Cyber Renewal	10,378.61	10,200.00	(178.61)	-2%
PMA- Workers Comp	543,115.00	741,000.00	197,885.00	27%
	730,423.47	931,441.92	201,018.45	22%