

May 14, 2020

**FORT WAYNE
PUBLIC
TRANSPORTATION
CORPORATION
BOARD OF DIRECTORS**

BOARD MEMBERS

Sherese Fortriede
Ron Steinman
Glynn Hines
Nelson Coats
Lana Keesling
Howard Traxmor
Konrad Urberg

CITILINK STAFF

Maurice Pearl
Jean Marie Boykins
Bruce Miller
Kylee Wagner
Junior Rodriguez
Claudia Harris-Stevenson
Pam Schieber
Ruth Vosmeier
Ernest Johnson

CORPORATE COUNSEL

Tom Trent
Denny Logan

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**Introduction and/or Adoption
of Resolutions and Ordinances**

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Old Business and New Business

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Open Discussion by the Board

TENTATIVE AGENDA
FORT WAYNE PUBLIC TRANSPORTATION CORPORATION
BOARD OF DIRECTORS MEETING
ORDER OF BUSINESS
THURSDAY, MAY 14, 2020 5:30 PM
801 LEESBURG ROAD, FORT WAYNE, INDIANA 46808

I. REGULAR MEETING to start at 5:30 PM via Zoom

1. Reading, correcting and approval of the Minutes of the previous meeting(s):
 - a. Regular Board Meeting Minutes (4/9/2020)
 2. Written Communications from the public¹, including petitions and remonstrance's:
 3. Board of Directors Reports:
 - a. Finance Committee
 - b. Personnel Committee
 - c. Marketing Committee
 - d. Executive Committee
 - e. Legislative Committee
 - f. Transportation Planning Committee
- Staff Reports:
4. Financial Report
 5. Operations Report
 6. Marketing Report
 7. Human Resources Report
 8. Maintenance Report
 9. General Manager's Report
10. Introduction and/or Adoption of Resolutions and Ordinances:
 - a. Resolutions
 - b. Appropriation Ordinances
 - c. General Ordinances
 11. Old Business and New Business:
 - a. Old Business
 - b. New Business
 1. C.A.R.E.S. Act Funding Approval
 2. Proposed Strategy for the Return to Regular Operations
 12. Open Discussion by the Board

¹ Public Comment is only available to those individuals who pre-registered according to Citilink Policy Meeting Minutes



BOARD MEETING MINUTES

Board of Directors Meeting
801 Leesburg Road, Fort Wayne, IN 46808
April 9, 2020 at 5:30 PM

1. Call to Order

The regular meeting of the Board of Directors of the Fort Wayne Public Transportation Corporation (d/b/a Citilink) was called to order at approximately 5:40 PM by Chairperson Fortriede. There was a delay in the start to the meeting due to unfamiliarity of the venue of the meeting - Zoom

2. Roll Call

Roll call was administered by Chairperson Fortriede. She noted that all Board Members were present, with the exception of Ron Steinman, who was able to join the meeting shortly thereafter.

Members Present: Sherese Fortriede, Glynn Hines, Ron Steinman, Nelson Coats, Lana Keesling, Howard Traxmor, and Konrad Urberg

Staff Present: Reese Pearl, Jean Marie Boykins, Bruce Miller, Kylee Wagner, Junior Rodriguez, Claudia Harris-Stevenson, Pam Schieber, Shelia Van Asperen, Local 682, and Ruth Vosmeier

Others Present: Tom Trent, Corporate Counsel, Denny Logan, Corporate Counsel

3. Reading, Correcting and Approving of Minutes

a. Regular Board Meeting Minutes (3/12/2020)

Ms. Fortriede noted that the approval was for the revised Minutes that were sent out on Tuesday April 10, 2020. Those revisions were that Mr. Coats had motioned to approve February's Minutes, and Ms. Keesling had seconded that motion. The other revision was Mr. Coats moved to approve the above-referenced minutes, with Ms. Keesling seconding that motion. The other revision was on an Access Ridership chart page 4 of 7 in Agenda item 5. Mr. Hines motioned to approve the amended Minutes. Ms. Keesling seconded that motion. The Minutes were approved unanimously.

4. Public Comment

None

5. Board of Directors Reports

- a. Finance Committee: No Report
- b. Personnel Committee: No Report
- c. Marketing Committee: No Report
- d. Legislative Committee: No Report
- e. Executive Committee: No Report
- f. Transportation Planning Committee: No Report

6. Financial Report

The Board reviewed the Interim Record of Transmittals for the period between 4/1/2020 – 3/10/2020, and the February Record of Transmittals, which were included in the Board packet. Mr. Traxmor motioned to approve the Record of Transmittals, and Ms. Keesling seconded the motion. There being no discussion on the motion, the Records of Transmittals were approved by unanimous vote of the Board.

Mr. Miller proceeded to give the Board an overview of the March financial statement, which was also set forth in the Board packet.

7. Operations Report

General Manager Reese Pearl provided the Board with an overview of the March Operations report, a complete copy of which was set forth in the Board packet. He started the presentation by comparing the Fixed Route Ridership of March 2020 to that of 2019. This year there was a loss of over 32,500 trips due Covid 19, and since then, there has been a more significant decline in ridership averaging around 2,500 to 3,00. On March 26, 2020 Citilink went fare free and asked passengers to board from the back of the bus. Access is also down averaging around 110 – 120 trips compared to over 300 trips daily.

Due to the significant decline in ridership, and need for distancing changes had to made in the schedules of the runs. When Citilink went fare free, the ½ hour runs were idled. Several drivers have been using the emergency leave. Management met with the Union, and it was agreed that the ½ hour drivers have been on Report, which has helped out Operations.

Citilink also met with the Union in regards to the pandemic concerning the safety of the bus drivers. Because of the dramatic decrease of ridership, fewer runs are needed which lessens the potential for the drivers to be exposed to the virus. After meeting with the Union, there were three options proposed for the operations of the routes.

- Plan A: Leave the existing service in place as long as we can
 - High potential to exposure to the virus for drivers
 - Many buses running with 1 or 2 passengers after the rush
- Plan B: Run from 6:00 AM – 6:00 PM with 1 set of drivers running from 6:15 AM – 12:15 PM, and a second group running from 12:15 PM – 6:15 PM
 - High level of exposure to drivers
 - Minimal ridership mid-day
- Plan C: Go to a Modified Saturday Schedule. The Union said that the current Saturday 8:15 – 5:15 schedule would prevent a lot of morning riders from getting to work, so it was suggested to run from 6:15 AM, and running through 4:15. The drivers would be divided into two groups, and if a driver was exposed, it would have less impact on the entire operation to provide service.
 - Impact passengers in afternoon and evening
 - Mitigate the effects to Operations if drivers were exposed

Mr. Traxmor made a motion to ratify the action beginning on April 26, 2020 of the implementation of Plan C: going to a modified Saturday schedule and running from 6:15 AM through 4:15 PM. Ms. Keesling seconded the motion. Mr. Hines expressed concern of patrons being stranded. Mr. Pearl proposed alternate ways to transport patrons. The motion of ratification of a Modified Saturday Service Schedule was approved without opposition.

The Access program will continue its current schedule due to the special needs of its clients.

Mr. Pearl then asked a motion that the Board ratify the actions taken on March 26, 2020 of: the buses being “fare free”, idling the ½ hour buses, and having passengers board from the back of the buses.

Mr. Coats moved to ratify the actions. Mr. Hines seconded the motion to ratify the buses to : run fare free, idle ½ hour routes, and to have passengers board from the back of the buses. The motion passed without opposition.

An Operations Report is included in the Board Packet

8. Marketing Report

Due to time constraints, there was no Marketing presentation given. However, there is a Marketing Report included in the Board Packet.

9. Human Resources Report

There had been 16 employees out on Emergency Leave ; however, as of April 9th, one employee returned. And from April 15 – 20th, 8 more people will be returning to work. Through May 4th, only 8 people will be off due to Emergency Leave.

Also, none of Citilink's employees have tested positive for Covid 19.

A Human Resources Report included in the Board Packet.

10. Maintenance Report

Due to time constraints, there was no Maintenance presentation given. However, there is a Maintenance Report included in the Board Packet.

11. General Manager's Report

Due to time constraints, there was no General Manager's presentation given. However, there is a General Manager's Report included in the Board Packet.

12. Introduction and/or Adoption of Resolutions and Ordinances

The following resolution was advanced for Board review and approval:

RESOLUTION R-03-20

A RESOLUTION OF THE FORT WAYNE PUBLIC TRANSPORTATION CORPORATION (FWPTC) ADOPTING A REVISED POLICY GOVERNING ALL ADVERTISING IN OR UPON CITILINK VEHICLES AND FACILITIES

Mr. Denny Logan, Corporate Counsel, briefed the Board on the content and effect of the resolution. The resolution is an amendment to the Advertising Policy that was adopted by the Board in 2011. Advertising is a revenue generator for the company, and this policy provides for conversation between Citilink's Marketing Department and a perspective advertiser regarding the advertising policy. It also provides for the Board of Directors to have the final decision regarding advertisements.

Mr. Hines moved to approve Resolution R-03-20, with Mr. Steinman seconding the said motion. There being no further discussion, the motion was passed by the unanimous vote of the Board of Directors.

13. Old Business and New Business

Old Business: None

New Business: Conducted during the Operation's presentation. The Ratification of the Previous Action on March 26, 2020: Changes to the scheduling/ 6:15 AM – 4:15 PM with no half hour runs, and Free Fare on both Access and Fixed Route with passengers boarding from the back of the buses on Fixed Route.

14. Open Discussion

Ms. Fortriede thanked Mr. Pearl and Citilink's staff. Mr. Hines asked what restroom provisions were being made for Citilink patrons at Central Station since the building was closed to the public. Mr. Steinman informed him that there were handicap accessible Port-O-John's at that facility.

There being no further discussion, Chairperson Fortriede adjourned the Board meeting at 6:46 PM

Attest:

Sherese Fortriede
Chair

Ron Steinman
Vice Chair

PUBLIC COMMENT

Board of Directors Reports

TO: FORT WAYNE PUBLIC TRANSPORTATION CORPORATION BOARD OF DIRECTORS
 FROM: BRUCE MILLER, CONTROLLER
 May 14, 2020
 SUBJECT: FINANCIAL REPORT

Agenda Item #4.1

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CONTROLLER'S REPORT

May 14, 2020

APRIL 2020 FINANCIAL DATA

Overall revenue is under budget by approximately 8.1% primarily due to the fact that we don't anticipate drawing down as much 5307 Special Rule Operations funds in the current year as was budgeted. Operating expenses are under budget by approximately 8.0%. Part of the reason for the savings is due to the fact that we have experienced large savings in Group Medical Insurance and Fuel. These are lower due to the health insurance renewal coming in lower than what we had anticipated and diesel fuel prices being significantly lower than budgeted.

Please note that the Passenger Fares and Paratransit revenue line items in the month of April are close to zero as we were not collecting fares during the entire month. FTA - 5307 Operations revenue line item was increased by \$100,000 over our normal accrual as we anticipate drawing down more Special Rule Operations money to offset the loss of fare revenue.

Citilink's cash position as of April 30, 2020 is roughly \$30,000 higher as compared to the cash position as of April 30, 2019 primarily related to the timing of draw downs on Federal Grants.

Financial Summary Comparison

	April		Year-to-date			
	2020	2019	2020	2019	\$ Diff	% Diff
Operating revenue	\$ 46,599.05	\$ 147,784.56	\$ 551,711.36	\$ 671,748.81	\$ (120,037.45)	-17.87%
Non-operating revenue	\$ 1,184,254.29	\$ 965,443.65	\$ 4,380,001.47	\$ 3,847,309.13	\$ 532,692.34	13.85%
Total Revenue	\$ 1,230,853.34	\$ 1,113,228.21	\$ 4,931,712.83	\$ 4,519,057.94	\$ 412,654.89	9.13%
Operating Expenses	\$ 1,212,694.47	\$ 1,360,432.49	\$ 4,694,519.50	\$ 4,699,017.35	\$ (4,497.85)	-0.10%

RECORD OF TRANSMITTALS

The Record of Transmittals for April 2020 is included in your packet. The interim Record of Transmittals for May 1-14, 2020 will be distributed at the meeting for your review and approval.

Respectfully submitted,

Bruce Miller
 Controller

Prepared By:



Approved By:



CITILINK

**Cash Balances Report
04/30/2020**

OLD National Bank

Checking	\$	1,720,258.95
Ticket Vending Machine	\$	1,689.00
Credit Card	\$	1,000.00
Money Market	\$	5,336.71
	\$	<u>1,728,284.66</u>

Horizon Bank (was Salin)

Savings	\$	1,111,644.61	
TOTAL			\$ <u><u>2,839,929.27</u></u>

Fund Balances

Operating	\$	531,468.74	
Workers' Comp	\$	1,000,000.00	
Liability	\$	239,885.49	
Matching	\$	200,384.52	
Levy Excess	\$	-	
Rainy Day	\$	868,190.52	
			\$ <u><u>2,839,929.27</u></u>

CASH ACTIVITY SUMMARY

	<u>Current Month</u>		<u>Y-T-D</u>	
Beginning Balance	\$	3,476,724.77	\$	3,807,967.59
Receipts	\$	509,808.14	\$	3,842,169.95
Disbursements	\$	1,146,603.64	\$	4,810,208.27
Ending Balance	\$	<u>2,839,929.27</u>	\$	<u>2,839,929.27</u>
	\$	-	\$	-

FORT WAYNE PUBLIC TRANSPORTATION CORPORATION/CITILINK

STATEMENT OF NET EARNINGS
For the Month Ending April 30, 2020

	Period to Date			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
REVENUE						
OPERATING REVENUE						
Passenger Fares	4,455.50	119,466.67	-115,011.17	316,064.38	477,866.67	-161,802.29
Paratransit	200.00	15,330.00	-15,130.00	47,882.05	61,320.00	-13,437.95
Fare Subsidy	23,218.80	33,528.25	-10,309.45	126,585.15	134,113.00	-7,527.85
Advertising Service	18,724.75	13,333.33	5,391.42	60,771.78	53,333.33	7,438.45
ID Cards	0.00	50.00	-50.00	408.00	200.00	208.00
TOTAL OPERATING REVENUE	46,599.05	181,708.25	-135,109.20	551,711.36	726,833.00	-175,121.64
NON-OPERATING REVENUE						
Federal Operating Assistance	0.00	0.00	0.00	0.00	0.00	0.00
State Operating Assistance	176,034.58	174,417.42	1,617.16	704,138.32	697,669.67	6,468.65
Property Taxes	472,482.00	472,482.33	-0.33	1,889,928.00	1,889,929.33	-1.33
Excise Taxes	31,380.67	31,380.67	0.00	125,522.68	125,522.67	0.01
Bank Taxes	2,381.33	2,381.33	0.00	9,525.32	9,525.33	-0.01
COIT Tax	81,463.17	76,964.42	4,498.75	325,852.68	307,857.67	17,995.01
Commercial Vehicle Taxes	2,707.92	2,707.92	0.00	10,831.68	10,831.67	0.01
JARC	0.00	0.00	0.00	0.00	0.00	0.00
Capitalize Maintenance	160,000.00	171,253.33	-11,253.33	640,000.00	685,013.33	-45,013.33
CMAQ	0.00	6,666.67	-6,666.67	0.00	26,666.67	-26,666.67
Complementary Paratransit	26,912.83	26,912.83	0.00	107,651.32	107,651.33	-0.01
FTA 5307 - Operations	200,000.00	173,525.83	26,474.17	500,000.00	694,103.33	-194,103.33
New Freedom	0.00	0.00	0.00	0.00	0.00	0.00
Private Grants	0.00	0.00	0.00	0.00	0.00	0.00
FTA - Program Administration for 5310	2,666.00	1,666.67	999.33	2,666.00	6,666.67	-4,000.67
FTA 5310 - Operational Funds Pass Thru	24,000.00	8,333.33	15,666.67	24,000.00	33,333.33	-9,333.33
Sale of Fuel	0.00	0.00	0.00	0.00	0.00	0.00
Sale of Scrap	36.88	83.33	-46.45	36.88	333.33	-296.45
Investment Income	134.40	416.67	-282.27	1,004.24	1,666.67	-662.43
Accident Repair Recovery	80.00	500.00	-420.00	461.75	2,000.00	-1,538.25
Greyhound Agency Income	905.65	5,000.00	-4,094.35	8,364.72	20,000.00	-11,635.28
Other Miscellaneous Income	3,068.86	4,583.33	-1,514.47	30,017.88	18,333.33	11,684.55
Gain/Loss on Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING REVENUE	1,184,254.29	1,159,276.08	24,978.21	4,380,001.47	4,637,104.33	-257,102.86
TOTAL REVENUE	1,230,853.34	1,340,984.33	-110,130.99	4,931,712.83	5,363,937.33	-432,224.50
OPERATING EXPENSES						
SALARIES AND WAGES						
Operations Supervisors Wages	27,535.92	25,148.83	2,387.09	104,554.16	100,595.33	3,958.83
Drivers Wages	354,156.90	350,661.92	3,494.98	1,409,278.48	1,402,647.67	6,630.81
Dispatchers & Other Wages	27,598.59	26,399.83	1,198.76	106,364.01	105,599.33	764.68
Maintenance Supervisors Wages	7,197.60	14,686.58	-7,488.98	28,125.12	58,746.33	-30,621.21
Mechanics & Service Wages	55,364.18	55,908.83	-544.65	228,378.67	223,635.33	4,743.34
General Office Wages	29,672.36	24,644.50	5,027.86	93,618.25	98,578.00	-4,959.75
General Management Wages	18,258.96	16,302.92	1,956.04	73,425.44	65,211.67	8,213.77
Sick Pay	17,752.86	22,761.50	-5,008.64	74,771.10	91,046.00	-16,274.90
Holiday Pay	0.00	13,202.42	-13,202.42	44,910.76	52,809.67	-7,898.91
Vacation Pay	17,886.44	35,484.75	-17,598.31	106,225.52	141,939.00	-35,713.48
Other Paid Absence	6,270.50	11,828.25	-5,557.75	27,740.47	47,313.00	-19,572.53
TOTAL SALARIES AND WAGES	561,694.31	597,030.33	-35,336.02	2,297,391.98	2,388,121.33	-90,729.35

FORT WAYNE PUBLIC TRANSPORTATION CORPORATION/CITILINK

STATEMENT OF NET EARNINGS
For the Month Ending April 30, 2020

	Period to Date			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
FRINGE BENEFITS						
FICA Taxes	40,803.94	45,111.83	-4,307.89	167,341.27	180,447.33	-13,106.06
Pension	46,918.41	56,288.17	-9,369.76	188,761.63	225,152.67	-36,391.04
Group Medical Insurance	246,330.80	253,458.75	-7,127.95	861,837.15	1,013,835.00	-151,997.85
Group Dental Insurance	7,346.27	7,879.58	-533.31	29,420.26	31,518.33	-2,098.07
Group Life Insurance	2,952.00	3,202.50	-250.50	11,815.30	12,810.00	-994.70
Group Disability Insurance	5,857.11	6,355.67	-498.56	23,589.82	25,422.67	-1,832.85
Group Vision Insurance	2,707.91	2,959.25	-251.34	10,804.47	11,837.00	-1,032.53
Separation Expense	0.00	0.00	0.00	0.00	0.00	0.00
Unemployment Taxes	222.28	502.75	-280.47	5,994.21	2,011.00	3,983.21
Workers' Compensation	11,367.58	11,329.50	38.08	42,781.05	45,318.00	-2,536.95
Drivers' Uniforms	575.79	3,181.67	-2,605.88	6,948.34	12,726.67	-5,778.33
TOTAL FRINGE BENEFITS	365,082.09	390,269.67	-25,187.58	1,349,293.50	1,561,078.67	-211,785.17
MATERIALS AND SUPPLIES						
Fuel and Lubricants	46,059.19	86,904.17	-40,844.98	230,655.05	347,616.67	-116,961.62
Tires and Tubes - Fixed Route	6,191.81	6,250.00	-58.19	21,919.55	25,000.00	-3,080.45
Tires and Tubes - Paratransit	696.00	1,613.33	-917.33	3,016.00	6,453.33	-3,437.33
Tickets, Transfers and Schedules	0.00	1,666.67	-1,666.67	18,154.40	6,666.67	11,487.73
Parts - Rebuilt	-165.36	0.00	-165.36	1,136.64	0.00	1,136.64
Parts - Other Vehicles	0.00	0.00	0.00	0.00	0.00	0.00
Parts/Supplies - Paratransit	8,802.66	10,083.33	-1,280.67	29,989.82	40,333.33	-10,343.51
Parts/Supplies - Revenue Equipment	32,568.93	36,250.00	-3,681.07	96,227.39	145,000.00	-48,772.61
Inventory Adjustment	-3.36	0.00	-3.36	-3.36	0.00	-3.36
Parts/Supplies - Shop Equipment	3,216.18	2,500.00	716.18	7,087.87	10,000.00	-2,912.13
Parts/Supplies - Service Equipment	947.32	1,000.00	-52.68	1,390.49	4,000.00	-2,609.51
Accident Repairs	13,852.51	0.00	13,852.51	17,115.33	0.00	17,115.33
Coveralls	2,470.85	2,752.08	-281.23	10,156.75	11,008.33	-851.58
Service Supplies	3,186.97	3,333.33	-146.36	13,811.39	13,333.33	478.06
Farebox Repairs	0.00	2,000.00	-2,000.00	1,460.41	8,000.00	-6,539.59
Outside Maintenance	7,798.58	8,333.33	-534.75	23,911.87	33,333.33	-9,421.46
Other Materials & Supplies	12,726.23	4,000.00	8,726.23	31,049.00	16,000.00	15,049.00
TOTAL MATERIALS AND SUPPLIES	138,348.51	166,686.25	-28,337.74	507,078.60	666,745.00	-159,666.40
SERVICES						
Professional and Technical	19,772.20	10,003.33	9,768.87	45,341.20	40,013.33	5,327.87
Temporary Help	2,811.19	0.00	2,811.19	33,993.97	0.00	33,993.97
Maintenance Contracts	9,582.40	8,291.25	1,291.15	38,742.32	33,165.00	5,577.32
Custodial Services	3,401.12	4,700.00	-1,298.88	22,546.61	18,800.00	3,746.61
Security Services	4,300.00	3,500.00	800.00	16,438.86	14,000.00	2,438.86
Legal Services	20,565.67	15,125.00	5,440.67	66,982.29	60,500.00	6,482.29
Data Processing	2,046.02	2,750.00	-703.98	11,209.48	11,000.00	209.48
TOTAL SERVICES	62,478.60	44,369.58	18,109.02	235,254.73	177,478.33	57,776.40
UTILITIES						
Heat, Lights and Water	12,038.63	13,000.00	-961.37	53,509.26	52,000.00	1,509.26

FORT WAYNE PUBLIC TRANSPORTATION CORPORATION/CITILINK

STATEMENT OF NET EARNINGS
For the Month Ending April 30, 2020

	Period to Date			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
INSURANCE						
Physical Damage Insurance	833.33	833.33	0.00	3,333.32	3,333.33	-0.01
Liability Insurance	15,000.00	15,000.00	0.00	60,000.00	60,000.00	0.00
Other Corporate Insurance	29,579.40	17,252.58	12,326.82	80,375.44	69,010.33	11,365.11
TOTAL INSURANCE	45,412.73	33,085.92	12,326.81	143,708.76	132,343.67	11,365.09
TAXES						
Fuel and Lubricant Taxes	367.50	510.00	-142.50	2,371.38	2,040.00	331.38
Other Taxes	7.35	0.00	7.35	7.35	0.00	7.35
TOTAL TAXES	374.85	510.00	-135.15	2,378.73	2,040.00	338.73
PURCHASED TRANSPORTATION						
Purchased Transportation	8,000.00	8,333.33	-333.33	32,000.00	33,333.33	-1,333.33
MISCELLANEOUS EXPENSES						
Dues and Subscriptions	1,620.83	2,310.67	-689.84	10,404.32	9,242.67	1,161.65
Travel and Meetings	16.98	2,916.67	-2,899.69	9,686.72	11,666.67	-1,979.95
Bad Debt Expense	0.00	0.00	0.00	0.00	0.00	0.00
Advertising/Media	7,767.00	7,915.50	-148.50	12,853.39	31,662.00	-18,808.61
Communications Service	4,429.88	3,973.00	456.88	16,431.18	15,892.00	539.18
CDL/Phys/Drug Test	1,625.50	835.00	790.50	5,273.00	3,340.00	1,933.00
Bank Fees	720.56	1,300.00	-579.44	5,715.66	5,200.00	515.66
Other Miscellaneous Expense	0.00	500.00	-500.00	1,041.95	2,000.00	-958.05
TOTAL MISCELLANEOUS EXPENSES	16,180.75	19,750.83	-3,570.08	61,406.22	79,003.33	-17,597.11
LEASES AND RENTALS						
Office Equipment Lease	0.00	180.00	-180.00	151.72	720.00	-568.28
VEHICLE TRACKING SYSTEM						
Vehicle Tracking System	3,084.00	3,000.00	84.00	12,346.00	12,000.00	346.00
TOTAL OPERATING EXPENSES	1,212,694.47	1,276,215.92	-63,521.45	4,694,519.50	5,104,863.67	-410,344.17
NET EARNINGS (LOSS) BEFORE NON-BUDGETED ITEMS	18,158.87	64,768.42	-46,609.55	237,193.33	259,073.67	-21,880.34
NON-BUDGETED ITEMS						
Depreciation	156,524.88	0.00	156,524.88	626,099.52	0.00	626,099.52
Unfunded Pension Liability	12,750.00	0.00	12,750.00	51,000.00	0.00	51,000.00
Unfunded Other Postretirement Employee Benefits Liability	43,500.00	0.00	43,500.00	174,000.00	0.00	174,000.00
NET EARNINGS (LOSS)	-194,616.01	64,768.42	-259,384.43	-613,906.19	259,073.67	-872,979.86

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088610	04/08/2020	JAMES MEYERS & KELLEY AUTO MALL BODY S KC2020-850 / 20-006 PD Settlement	-1,137.66 <hr/> -1,137.66
088713	04/10/2020	JAMES MEYERS KC2020-850 / 20-006 PD Settlement	1,137.66 <hr/> 1,137.66
088714	04/10/2020	AFLAC INSURANCE Account Number KR783	1,960.07 <hr/> 1,960.07
088715	04/10/2020	AG PLUS LP 1200 Gallons Unleaded - 03/17/20 7502 Gal Diesel - 03/12/2020 7499 Gal Diesel - 03/30/2020	2,268.00 15,268.07 15,261.96 <hr/> 32,798.03
088716	04/10/2020	KEVIN ALEXANDER 2020 Cleaning Allowance	85.00 <hr/> 85.00
088717	04/10/2020	ALLSTATE - AMERICAN HERITAGE Case # W1330	919.28 <hr/> 919.28
088718	04/10/2020	AMERICAN EXPRESS Kimpton - Refund Conference Cancelled Menards - Gloves for Cust Srv D&B Sales - COVID-19 Response Hampton Inn - Hotel for Junior Proc II Greater FW - Legislative Breakfast Menards - COVID-19 Response PPG Paints - Mask for shop COVID-19 OfficeSupply.com - File Labels Cookie Cottage - Cookies for Brd Mtg Home Depot - COVID-19 Response Kimpton - Hotel for Junior Proc III NestNeed.com - Face Mask Merray Equipment - Pump for Fuel Syste Conferencing - Conference Call Service Wyndam - Hotel for Jack PTASP Worksh Indeed.com - Help Wanted Ads Indeed.com - Help Wanted Ads	-938.22 9.26 15.96 985.55 90.00 139.80 109.75 50.68 17.00 208.95 938.22 619.40 250.00 16.98 416.82 500.26 32.69 <hr/> 3,463.10
088719	04/10/2020	AMO CORP Tape Gun (Ruth) & Pens for Cust Service Hole Punches/Tape/White-out/Scissors	16.39 49.95 <hr/> 66.34
088720	04/10/2020	APPLIED TECHNOLOGY GROUP INC Partner Protection Program	293.95 <hr/> 293.95

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088721	04/10/2020	ARROW PEST CONTROL SERV.INC Monthly Pest Control Srv - Baker Street	86.00
			86.00
088722	04/10/2020	ATU COPE Employee COPE (Union) Withheld	13.70
			13.70
088723	04/10/2020	AUTOMOTIVE HARDWARE SERV INC Respirators & Coveralls Respirators P95 Pre Filters	210.72 49.26 46.06
			306.04
088724	04/10/2020	STEPHEN J. BAILEY Social Media Management - Mar 2020 Social Media Management - Feb 2020	600.00 600.00
			1,200.00
088725	04/10/2020	JACK L BARBOUR Security for 03/28-04/03/2020 Security for 03/21-03/27/2020 Security for 03/07-03/13/2020 Security for 03/14-03/20/20	525.00 525.00 525.00 525.00
			2,100.00
088726	04/10/2020	DEE ANN BLACKBURN 2020 Medicare Supplement Benefit	950.00
			950.00
088727	04/10/2020	BLACKSTONE LABORATORIES INC Oil Reports Oil Reports	135.00 150.00
			285.00
088728	04/10/2020	SHARON L BOESE 2020 Medicare Supplement Benefit	950.00
			950.00
088729	04/10/2020	JEAN MARIE BOYKINS Cell Phone Reimbursement	45.00
			45.00
088730	04/10/2020	BRAKE MATERIALS & PARTS INC. Colied Tubing & Nut for #0984 Disc Pads	35.95 330.72
			366.67
088731	04/10/2020	BRATEMAN'S INC Rene White Lora Ware	215.99 44.00
			259.99
088732	04/10/2020	LLOYD BROWN 2020 Medicare Supplement Benefit	950.00
			950.00

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088733	04/10/2020	SUZANNE BROWN 2020 Medicare Supplement Benefit	950.00
			950.00
088734	04/10/2020	NINA BROWNLEE CDL Renewal	35.00
			35.00
088735	04/10/2020	SHANE M CARRIER Security for 03/30-04/03/2020 Security for 03/23-03/27/2020 Security for 03/10-03/13/2020 Security for 03/16-03/20/2020	225.00 225.00 275.00 225.00
			950.00
088736	04/10/2020	GERALD CAVENDER 2020 Medicare Supplement Benefit	805.20
			805.20
088737	04/10/2020	JUNE CAVENDER 2020 Medicare Supplement Benefit	468.00
			468.00
088738	04/10/2020	CINTAS FIRST AID & SAFETY Gloves Gloves Cabinet Restocks/Gloves/Eye Wash Stat Cabinet Restocks - Baker Street	6.13 155.96 798.34 183.06
			1,143.49
088739	04/10/2020	CITILINK ELITE CLUB Elite Club Employees Withholding	122.50
			122.50
088740	04/10/2020	CITY OF FORT WAYNE-ST DEPT Jan'19-Mar'20 Salt Reimbursement	5,284.96
			5,284.96
088741	04/10/2020	CITY UTILITIES Account Number 002424600051506 Account Number 004542000698334 Account Number 002424600051524	609.37 173.41 11.63
			794.41
088742	04/10/2020	CLARKE POWER SERVICES, INC Repair on Bus #1046	19,272.84
			19,272.84
088743	04/10/2020	MSC INDUSTRIAL SUPPLY CO Eversoak Preferred Roll Eversoak Preferred Roll Parts and Supplies for Shop	49.37 46.41 268.49
			364.27
088744	04/10/2020	GARY COLLINS 2020 Medicare Supplement Benefit	950.00
			950.00

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088745	04/10/2020	MAXINE COLLINS 2020 Medicare Supplement Benefit	950.00
			950.00
088746	04/10/2020	COMM.TRANS. NETWORK INC. 896 Trips @\$27/trip - March 2020	8,000.00
			8,000.00
088747	04/10/2020	CRAFT LABORATORIES INC Nozzles for power washer in shop	64.58
			64.58
088748	04/10/2020	CUMMINS CROSSPOINT LLC Filters for stock Filters for stock Water Pump for #1045 Belts for stock Gaskets for #1759 Gaskets for #1759 Gasket Connection #0836 EGR Valve & Gaskets PSR Elements	2,438.82 67.66 132.73 169.12 87.34 133.19 3.04 766.53 118.32
			3,916.75
088749	04/10/2020	DWD TECHNOLOGY GROUP INC Service Pack - 80 hours Hard Drive file main file server Monthly Server Back Up to Cloud	10,800.00 302.00 838.00
			11,940.00
088750	04/10/2020	KIMBERLA EASTERLY-HUDSON 2020 Cleaning Allowance	85.00
			85.00
088751	04/10/2020	JOSE ESPINOSA 2020 Medicare Supplement Benefit	950.00
			950.00
088752	04/10/2020	EXECUTIVE IMAGE BUILDING SERVICES Cleaning Services - March 2020 Cleaning Srvs - BAKER ST - Mar'20	1,200.00 1,500.00
			2,700.00
088753	04/10/2020	FASTENAL COMPANY Bolts	3.50
			3.50
088754	04/10/2020	FORT WAYNE URBAN LEAGUE June-December 2019 Expenses	8,976.81
			8,976.81
088755	04/10/2020	FRONTIER Account Number 260-436-7729-031609-!	69.83
			69.83

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088756	04/10/2020	FWPTC EMPLOYEE SUNSHINE CLUB Sunshine Club Employee Withholdings	110.00
			110.00
088757	04/10/2020	GENSIC SHEET METAL INC Fabricated hinge for DEF Pedestal (4) Exhaust Flanges	116.73 88.00
			204.73
088758	04/10/2020	GILLIG LLC Steering Wheel Accident Repair Parts #1876 Parts stock order Mirror Asm	178.44 2,483.09 845.10 821.18
			4,327.81
088759	04/10/2020	VANESSA GIVANDS 2020 Cleaning Allowance	85.00
			85.00
088760	04/10/2020	CHERYL GOOD 2020 Cleaning Allowance	85.00
			85.00
088761	04/10/2020	SANDRA GONZALEZ 2020 Medicare Supplement Benefit	950.00
			950.00
088762	04/10/2020	GOODYEAR TIRE & RUBBER Mileage - February 2020	5,304.37
			5,304.37
088763	04/10/2020	GUARDIAN INS - APPLETON April Vision Premiums	2,986.51
			2,986.51
088764	04/10/2020	DIANA GUERRERO 2020 Medicare Supplement Benefit	950.00
			950.00
088765	04/10/2020	RUDY GUERRERO 2020 Medicare Supplement Benefit	950.00
			950.00
088766	04/10/2020	KATHY HAGAN 2020 Medicare Supplement Benefit	950.00
			950.00
088767	04/10/2020	SHAMBAUGH & SON LP Repairs on shop Mech Serv	395.00
			395.00
088768	04/10/2020	HINEN PRINTING Post-its and Tape	85.97
			85.97

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088769	04/10/2020	BARTON HOFHERR 2020 Medicare Supplement Benefit	950.00
			950.00
088770	04/10/2020	JOHNELL HOGUE 2020 Boot Allowance - Per Contract	90.82
			90.82
088771	04/10/2020	JAMES HOOD JR 2020 Medicare Supplement Benefit	950.00
			950.00
088772	04/10/2020	RICOH USA, INC. Black / White & Color Copies	196.17
			196.17
088773	04/10/2020	INDIANA MICHIGAN POWER COMPANY Account Number 048-498-441-1-5	25.17
			25.17
088774	04/10/2020	J & K COMMUNICATIONS INC Contract # 1842 - 04/10-05/09/2020 Contract # 1848 - 04/04-05/03/2020 Contract # 1833 - 04/01-04/30/2020 Contract # 1942 - 04/01-04/30/2020 Contract # 1673 - 04/01-04/30/2020 Contract # 1747 - 04/01-04/30/2020 Contract # 1787 - 04/05-05/04/2020 Contract # 1751 - 04/15-05/14/2020	23.50 23.50 117.50 70.50 1,551.00 117.50 47.00 94.00
			2,044.50
088775	04/10/2020	JACKSON OIL & SOLVENTS INC DELO GRS EP 2 DEF [BULK] DELO SYN ATF HD Fluid - BULK	427.50 412.50 3,624.50
			4,464.50
088776	04/10/2020	JANITORS SUPPLY CO INC Disc Scrubber Blades Disinfectant Cleaner Bladeholders WLDT, Sqge Disk Bowl Cleaners Purell Hand Sanitizer Cleaner/Wipes/Spray/Sprayer/Fill Contain Disinfectant Spray Liners/Hand Cleaner/Tissue/Towels/Blea	88.80 128.00 190.00 44.55 92.85 617.23 416.00 388.74
			1,966.17
088777	04/10/2020	SUSAN J. MEYER 2020 Medicare Supplement Benefit	950.00
			950.00

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088778	04/10/2020	KC CLAIMS, LLC	
		KC2019-837 / 19-087	130.00
		KC2019-827 / 19-082	409.50
		KC2019-835 / 19-091	240.50
		KC2019-817 / 19-068	303.28
		KC2019-804 / 19-060	442.00
		KC2020-849 / 20-005	452.78
		KC2019-845 / 19-111	556.78
		KC2019-839 / 19-095	312.00
		KC2019-767 / 19-036	907.78
		KC2018-711 / 18-071	638.21
		KC2020-850 / 20-006	585.00
		KC2020-858 / 20-015	195.00
		KC2018-716 / 18-073	279.50
		KC2020-857 / 20-014	608.78
		KC2019-795 / 19-050	227.50
		KC2019-794 / 19-048	299.00
		KC2019-728 / 19-000	481.00
KC2019-745 / 19-018	357.50		
		7,426.11	
088779	04/10/2020	KELLEY CHEVROLET INC	
		Reservor for #1574	211.45
		Reservor #1193	234.07
		Pump for #1262	165.23
		Reprogram ABS Module #1264	92.65
		Cable	49.17
		Cables	74.82
		827.39	
088780	04/10/2020	TOMMIE KINNIE	
		2020 Medicare Supplement Benefit	950.00
		950.00	
088781	04/10/2020	KOEHLINGER SECURITY TECH INC	
		Repair on lock/cabinet in Reese's office	170.50
		170.50	
088782	04/10/2020	LINCOLN NATIONAL LIFE INS CO	
		FTWAYTRAN3-BL-1470889	3,102.57
		3,102.57	
088783	04/10/2020	LINCOLN NATIONAL LIFE INS D/C	
		Employee 457 Withholdings	3,038.00
		3,038.00	
088784	04/10/2020	LOCAL #682 SHEILA VANASPEREN	
		Employee Union Dues Withheld	4,757.00
		4,757.00	

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088785	04/10/2020	LOWE'S	
		Buckets and Materials	103.60
		Sprayer / Caution Tape COVID-19 respo	25.14
		Cleaner / Supplies for hostlers	33.71
		Bed Bug Foggers & Air Fresheners	75.45
		COVID-19 Response - Disinfectant	264.06
		Spray Bottles	18.66
		Steel for #0987	50.36
		570.98	
088786	04/10/2020	MARKET & CAPITOL ADVOCACY, LLC	
		State Gov Affairs Consult Fee - Mar'20	4,000.00
		4,000.00	
088787	04/10/2020	Jesus Martinez	
		2020 Uniform Allowance	50.80
		50.80	
088788	04/10/2020	McMAHON TRUCK TIRE INC	
		Tires, Balance, Alignment #1997	979.94
		Tires/Balance/Alignment #1267	571.96
		Mount of Tires #0937	144.00
		Tires/Balance/Alignment #1266	571.96
		2,267.86	
088789	04/10/2020	JOSEPH MEDLEY	
		Cell Phone Reimbursement	45.00
		Cell Phone Reimbursement	45.00
		90.00	
088790	04/10/2020	METAL SUPERMARKETS INC.	
		Metal to rebuild frame on A/C #0987	46.87
		46.87	
088791	04/10/2020	CROSSPOINT POWER & REFRIGERATI	
		Coil Condensor #0987	768.70
		768.70	
088792	04/10/2020	NATIONAL SERV-ALL INC	
		Account Number 3-0091-1008754	265.20
		265.20	
088793	04/10/2020	NEW AVENUES, INC.	
		Employee Assist Prog May'20-Oct'20	772.20
		772.20	
088794	04/10/2020	NORTHERN INDIANA PUBLIC SERVIC	
		Account Number 641-201-002-7	3,832.88
		3,832.88	
088795	04/10/2020	OFFICE CONCEPTS, INC.	
		Contract Number 12688	704.12
		Contract # 12813 - DISPATCH	13.29
		717.41	

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088796	04/10/2020	OFFICETEAM INC	
		Temp Help - Cust Srv - Dnieka Pearson	826.00
		Temp Help- HR Assist - Laurie Howard	1,170.40
		Temp Help - Cust Srv - Dnieka Pearson	660.80
		Temp Help - Cust Srv - Dnieka Pearson	1,089.33
		Temp Help - HR Assist - Laurie Howard	1,170.40
		Temp Help - Cust Srv - Dnieka Pearson	841.49
		Buyout HR Assist - Laurie Howard	5,928.00
		11,686.42	
088797	04/10/2020	ONI RISK PARTNERS, INC.	
		Cyber Liability Policy	3,023.75
		Claims & Loss Control Fees	21,000.00
		2020 Excess Work Comp Premiums	55,411.00
		79,434.75	
088798	04/10/2020	JUANITA PASKINS	
		2020 Medicare Supplement Benefit	950.00
		950.00	
088799	04/10/2020	MAURICE PEARL	
		Cell Phone Reimbursement	45.00
		45.00	
088800	04/10/2020	ANTHONY PENNINGTON	
		2020 Tooling Allowance	229.90
		229.90	
088801	04/10/2020	PHYSICIANS HEALTH PLAN INC	
		April Health Insurance Premiums	199,580.88
		199,580.88	
088802	04/10/2020	POWER COMPONENTS CORPORATION	
		Air Hose for #0986	6.76
		Ferrule/Nipples/Coupler/Crimp	163.66
		170.42	
088803	04/10/2020	PRINCIPAL LIFE INSURANCE COMPANY	
		Account Number 1103764-10001	13,203.38
		13,203.38	
088804	04/10/2020	PROFITS ON-HOLD PROD LLC	
		Monthly Subscription	125.00
		125.00	
088805	04/10/2020	Q.H.G OF FORT WAYNE COMPANY LLC	
		Stone/Havens/Wyatt/Mueller/Howard/Gib	367.00
		Christopher/Meyers/Mance/Snyder/Moss	407.50
		Lamb/Ervin/Johnson/Roberson/Slater/Di	360.50
		1,135.00	
088806	04/10/2020	QUINTE PLASTICS LTD	
		Transit Bus Litterbags / Brackets	832.00
		832.00	

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DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088807	04/10/2020	RAYNOR DOOR AUTHORITY, INC. Repair on Doors 1-2	175.00
			175.00
088808	04/10/2020	RIEGEL'S INC 4 laminated City Maps Color w/Hang Stri	786.00
			786.00
088809	04/10/2020	JUNIOR RODRIGUEZ Travel Expense - Procurement II Training Cell Phone Reimbursement	170.93 45.00
			215.93
088810	04/10/2020	ROTHBERG LOGAN & WARSCO LLP Liability Matters Liability Matters Liability Matters General Legal / Workers Comp Matters Liability Matters Liability Matters	544.00 690.00 2,491.50 20,484.00 1,061.98 4,304.50
			29,575.98
088811	04/10/2020	RUSSETT DESIGN, INC Volision eCommerce Renewal - online str 2020 Citilink Website redign, developmer	975.00 4,000.00
			4,975.00
088812	04/10/2020	SAGE MAS 90 3,000 Sage 100 Checks	759.45
			759.45
088813	04/10/2020	SAGE SOFTWARE INC/CLIENT CARE Sage Fixed Assets Gold - 3/28-03/27/202	1,580.00
			1,580.00
088814	04/10/2020	PAM SCHIEBER Cell Phone Reimbursement	45.00
			45.00
088815	04/10/2020	SELECTION.COM INC Background Checks	212.50
			212.50
088816	04/10/2020	PATRICK SHOVLIN 2020 Medicare Supplement Benefit	950.00
			950.00
088817	04/10/2020	SKY HIGH GRAPHIX LLC Banners for Driver Appreciation Day	90.00
			90.00
088818	04/10/2020	EVELYN SMITH 2020 Medicare Supplement Benefit	950.00
			950.00
088819	04/10/2020	GLEN SPANGLER 2020 Medicare Supplement Benefit	950.00
			950.00

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RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088820	04/10/2020	MARK SPURR 2020 Medicare Supplement Benefit	950.00
			950.00
088821	04/10/2020	SRF CONSULTING GROUP, INC. Retaining Invoice	18,306.31
			18,306.31
088822	04/10/2020	SUPERIOR VAN & MOBILITY Hand Pendants	610.14
			610.14
088823	04/10/2020	THERMO KING MIDWEST Tensioner Fittings for #0987 Fittings	186.01 37.60 39.18
			262.79
088824	04/10/2020	RICHARD THOMAS JR. Cell Phone Reimbursement	45.00
			45.00
088825	04/10/2020	THREE RIVERS DISTILLING COMPANY Hand Sanitizer [BULK]	120.00
			120.00
088826	04/10/2020	UNIFIRST CORPORATION April Uniforms for shop March Shop Uniforms Mats & Wet Mops - Baker Street March Shop Uniforms Shop Uniforms March 2020 Mats / Wet Mops	566.87 318.49 42.54 330.84 318.49 42.54
			1,619.77
088827	04/10/2020	VETERANS OF FOREIGN WARS - DEPT OF INDI. Patrons Listing Ad	25.00
			25.00
088828	04/10/2020	RUTH VOSMEIER Cell Phone Reimbursement	45.00
			45.00
088829	04/10/2020	WAGNER ELECTRIC Switches for Lifts	218.00
			218.00
088830	04/10/2020	KYLEE WAGNER Cell Phone Reimbursement	45.00
			45.00
088831	04/10/2020	SAMANTHA WARE 2020 Cleaning Allowance	85.00
			85.00
088832	04/10/2020	DAISY WEAVER 2020 Medicare Supplement Benefit	950.00
			950.00

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RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088833	04/10/2020	PRAXAIR DISTRIBUTION INC.	
		Cylinder Rentals	86.75
		Acetylene	261.73
		Cylinder Maintenance Expires 03/06/21	60.00
		Argon & Oxygen Tanks	108.71
			517.19
088834	04/10/2020	WELLS FARGO INST TRUST SERV	
		Pension Deductions / Contributions	27,019.92
			27,019.92
088835	04/17/2020	ALLEN COUNTY TREASURER	
		1904359-2019 TAXES	7.35
			7.35
088836	04/17/2020	KENDERICK L. BOYD JR	
		FF-PSL-FAM for 04/04/2020	53.50
			53.50
088837	04/17/2020	CITILINK ELITE CLUB	
		Elite Club Employees Withholding	122.50
			122.50
088838	04/17/2020	CITY UTILITIES	
		Account Number 004542000638226	377.46
		Account Number 00454200638218	547.32
			924.78
088839	04/17/2020	COMCAST BUSINESS	
		Account Number 99008495	330.12
		Account Number 939776232	2,536.07
			2,866.19
088840	04/17/2020	FWPTC EMPLOYEE SUNSHINE CLUB	
		Sunshine Club Employee Withholdings	112.00
			112.00
088841	04/17/2020	INDIANA MICHIGAN POWER COMPANY	
		Account Number 047-759-400-0-2	1,609.80
			1,609.80
088842	04/17/2020	VALERIE LEE	
		8 Regular Hours missed 04/11/2020	140.13
			140.13
088843	04/17/2020	LINCOLN NATIONAL LIFE INS D/C	
		Employee 457 Withholdings	3,038.00
			3,038.00
088844	04/17/2020	SPRINT	
		Account Number 749911519	3,331.16
			3,331.16
088845	04/17/2020	RUTH VOSMEIER	
		Timecard Error - 04/05-04/10/2020	567.47
			567.47

**FORT WAYNE PTC
RECORD OF TRANSMITTALS**

DATE RANGE: 04/01/2020 to 04/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
088846	04/17/2020	WELLS FARGO INST TRUST SERV Pension Deductions/Contributions	27,201.81
			27,201.81
088847	04/21/2020	COMCAST CABLE Account Number 8529 20 002 2294590	291.85
			291.85
088848	04/21/2020	INDIANA MICHIGAN POWER COMPANY Account Number 046-220-014-0-4	4,666.31
			4,666.31
088849	04/21/2020	RICHARD LAMB Disptach Error for OT on 03/28/2020	203.31
			203.31
088850	04/24/2020	STEVE SUSTEK FFCRA Supplemental Pay	305.38
			305.38
TOTAL CHECK AMOUNT			623,489.77

EFT PAYMENTS & OTHER TRANSACTIONS

PAYROLL DIRECT DEPOSIT & NET CHECKS	\$356,644.13
PAYROLL TAXES	\$128,640.58
HEALTH INSURANCE - HRA PAYMENTS/HSA Contributions	\$21,705.52
WORKER'S COMP.	\$2,826.08
DATA PROCESSING/ANALYSIS CHARGES	\$2,766.58
PAYROLL LIENS	\$10,530.98
CHECKES ISSUED PRIOR MONTH - VOIDED CURRENT MONTH	\$0.00

TOTAL EFT PAYMENTS & OTHER TRANSACTIONS **\$523,113.87**

TOTAL TRANSMITTALS **\$1,146,603.64**

RECORD OF TRANSMITTALS

I HEREBY ATTEST THAT I HAVE EXAMINED THE VOUCHER CHECK NUMBERS 088713-088850 IN THE AMOUNT OF \$623,489.77 AND EFT PAYMENTS AND OTHER TRANSACTIONS IN THE AMOUNT OF \$523,113.87 AS LISTED ON THE FORT WAYNE PUBLIC TRANSPORTATION CORPORATION RECORD OF TRANSMITTALS FOR THE MONTH OF APRIL 2020 AND, BY MY SIGNATURE, HAVE INDICATED APPROVAL OF SAME.

NOTE: J. NELSON COATS HAS ABSTAINED ON THE VOTE RELATING TO ALL INVOICES FROM DWD TECHNOLOGY GROUP.

Dated this 14TH Day Of MAY, 2020.

_____	_____
_____	_____
_____	_____



Operations Report for April 2020

Fixed Route Services

Comparing April 2020 to April 2019 Fixed Route monthly ridership reflects a decrease of -60.03%. Year-to-date Fixed Route is down -20.21%.

The routes with the highest ridership are the 2, 4, and 8, with an average of 141 to 501 weekday ridership. The most productive routes are the 2, and 8. April 2020 system average for passengers per revenue hour is approximately 6.5.

Access Services

April 2020 ridership reflects a decrease of -78.92% compared to April 2019. Year-to-date Access shows a decrease of -25.97%.

Safety

April 2018, 2019, 2020 Comparisons

Preventable Collisions:

Fixed Route

- 2 preventable collisions in 2020
- 0 preventable collisions in 2019
- 1 preventable collision in 2018

Access

- 0 preventable collisions in 2020
- 0 preventable collisions in 2019
- 0 preventable collision in 2018

Non-Preventable Collisions:

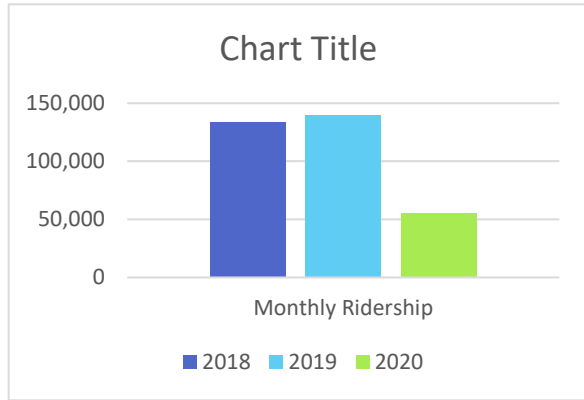
Fixed Route

- 0 non-preventable collisions in 2020
- 0 non-preventable collisions in 2019
- 3 non-preventable collisions in 2018

Access

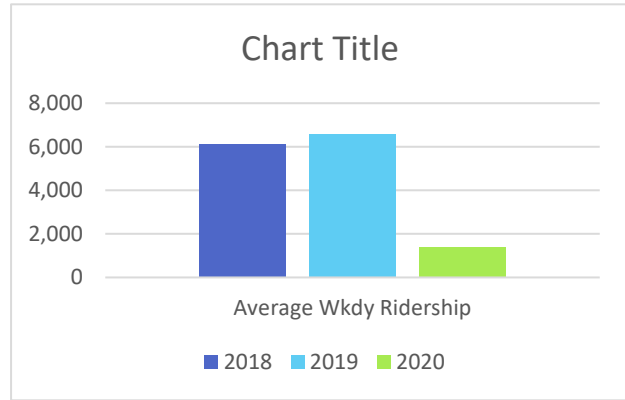
- 1 non-preventable collision in 2020
- 0 non-preventable collisions in 2019
- 0 non-preventable collisions in 2018

Monthly Fixed Route Ridership



2018	2019	2020
133,499	139,412	55,717

Average Weekday Fixed Route Ridership

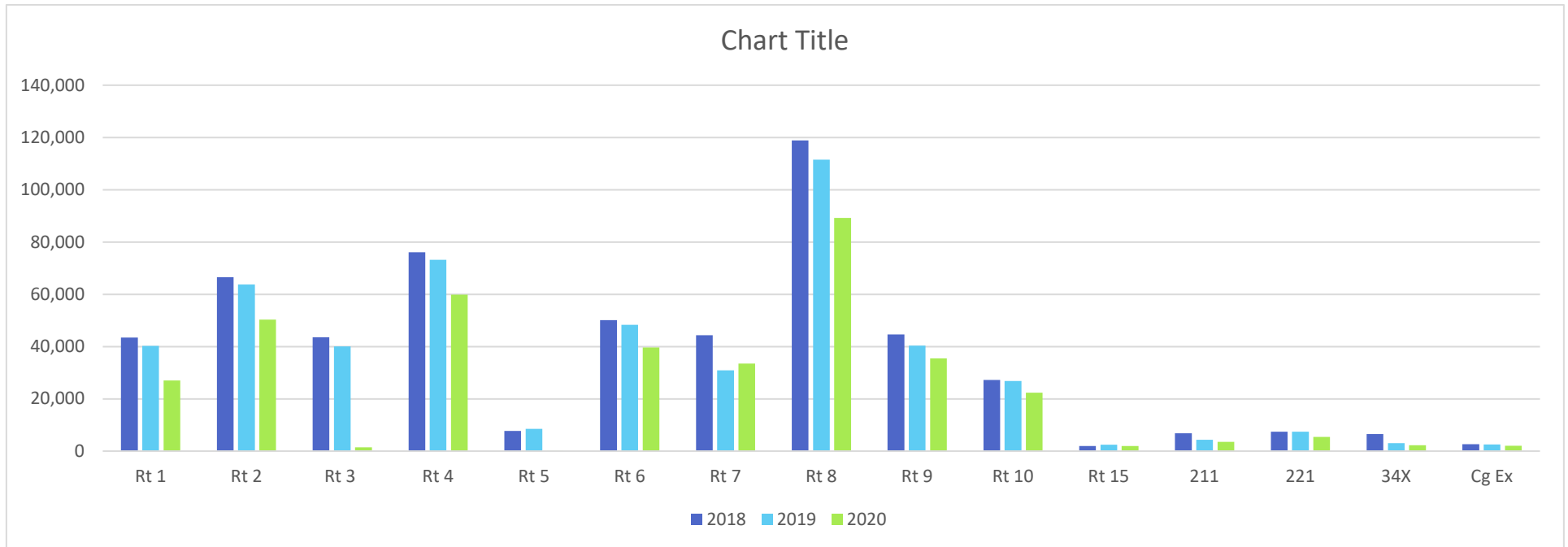


2018	2019	2020
6,151	6,583	1,388

Routes

1. Broadway/ Northcrest
2. Times Corner/Georgetown
3. Canterbury/ Village Woods
4. Parkview/ Wells Ludwig
5. Southgate Plaza
6. Franke Park/ McKinnie
7. Anthony Oxford/ Anthony Creighton
8. Glenbrook/ Calhoun Tillman
9. St. Francis/ Brooklyn and Taylor
10. New Haven
15. Medlink
211. Glenbrook Coldwater Dupont
221. West Jefferson/
Lutheran 34X ARC
- Cougar Express

**Year-to date Ridership as of April 30, 2020 Comparison by Route by Year
2018-2019-2020**



	Rt 1	Rt 2	Rt 3	Rt 4	Rt 5	Rt 6	Rt 7	Rt 8	Rt 9	Rt 10	Rt 15	211	221	34X	Cg Ex
2018	43,439	66,547	43,534	76,070	7,702	50,127	44,361	118,866	44,681	27,247	1,956	6,837	7,394	6,541	2,625
2019	40,301	63,572	40,048	73,215	8,546	48,314	30,941	111,524	40,340	26,814	2,410	4,398	7,480	3,037	2,570
2020	27,042	50,361	31,485	59,825	7,176	39,625	33,548	89,179	35,460	22,345	1,992	3,553	5,419	2,236	2,035

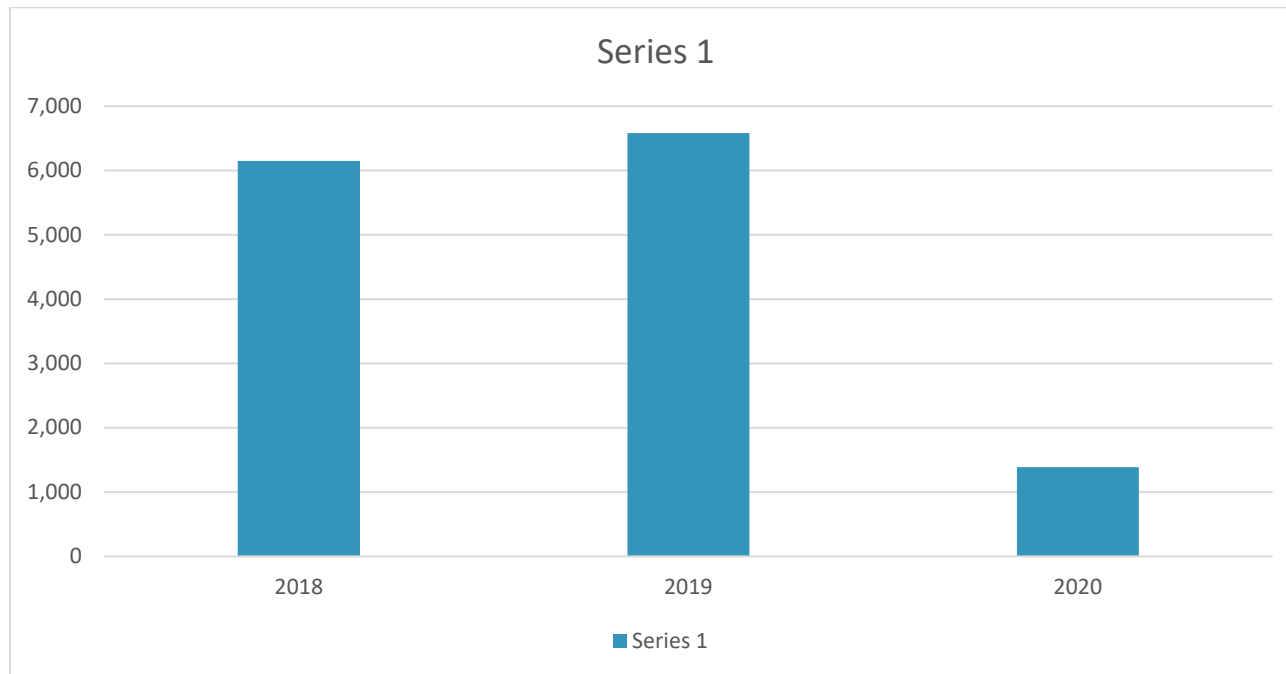
Ridership for April 2018-2019-2020

	Rt 1	Rt 2	Rt 3	Rt 4	Rt 5	Rt 6	Rt 7	Rt 8	Rt 9	Rt 10	Rt 15	211	221	34X	Cg Ex
2018	10,390	16,493	10,409	19,466	1,840	10,961	10,514	28,482	11,000	6,354	490	1,596	1,709	1,026	664
2019	10,677	17,136	10,452	19,108	2,132	13,643	10,987	30,578	10,675	7,521	580	1,034	2,118	839	664
2020	3,979	6,739	3,852	7,715	1,584	5,921	4,330	10,244	5,262	3,644	170	291	954	153	0

Please note that on 3/26/2020 we went to hourly buses only and a reduced schedule. Also, the Cougar Express stopped service on 3/25/2020.

April Ridership Comparison Access

2018-2019-2020 Ridership Totals



2018	2019	2020
6,151	6,583	1,388

Please note that modified scheduling began on March 26, 2020 due to Covid 19.

April Average Fixed Route Passengers per Hour By Route – Weekdays Only

Route 1-Waynedale Northcrest	5.48
Route 2-Time Corners Georgetown	8.60
Route 3-Village Woods Canterbury	5.47
Route 4-Wells Ludwig Parkview	7.03
Route 5-Southeast Local	4.81
Route 6-Franke Park McKinnie	7.87
Route 7-Anthony Oxford	12.20
Route 8-Glenbrook Southtown	12.49
Route 9-Broadway Taylor Gateway	6.97
Route 10-Lewis New Haven	9.88
Route 21-Dupont Road	0.92
Route 22-West Jefferson Lutheran	3.14
Route 97-Cougar Express	0.00
Route 31X-Downtown/ARC Express	0.56
Route 15-MedLink	0.86

Ridership (Goal 6: Ridership)

- **Fixed Route:**
 - April 2020 – 55,717 trips (decrease of 83,695 trips/-60.03%)
 - 139,412 trips April 2019
 - On-time performance was at 96.33%
 - Average weekday ridership - 2,253
- **ACCESS Ridership:**
 - April 2020 - 1,388 (decrease of 5,195 trips/ -78.92%)
 - April 2019 – 6,583
 - Average weekday trips for April - 58
 - On-time performance - 99.80%

Please note that modified scheduling began on March 26, 2020 due to Covid 19.

- **Token Transit:**
 - Mobile pass sales for March was 0 for net of \$0
 - Usage was 0 on fixed route and 0 on Access

- **5310 Pass Through to Community Transportation Network:**
 - 896 trips - April 2020

- **Greyhound:**
 - 226 tickets - March 2020 (608 were sold in 2019)
 - 19 packages/bags – January 2020 (24 processed in 2019)

- **Fixed Route Runs**
 - 49 Full Time Regular week day runs
 - 18 Saturday runs
 - 65 Fixed Route - Full Time Drivers

- **Access Runs**
 - 18 Full Time Regular Access
 - 4 Saturday runs
 - 20 Full Time Drivers

Please note that modified scheduling began on March 26, 2020 due to Covid 19.

Passenger Service Reports – April 2020

Fixed Route:

Sixteen (16) Passenger Service Reports were received.

- Sixteen (16) were complaints
 - Six (6) were unsubstantiated
 - Four (4) regarding discourtesy
 - One (1) regarding careless driving
 - One (1) regarding exceeding max passenger limit
 - Nine (9) being monitored for future action
 - Six (6) regarding disabled boarding from back of bus
 - One (1) regarding exceeding max passenger limit
 - One (1) regarding running early
 - One (1) regarding new service hours
 - One (1) resulted in disciplinary action
 - One (1) regarding a pass by

Access:

One (1) Passenger Service Reports was received.

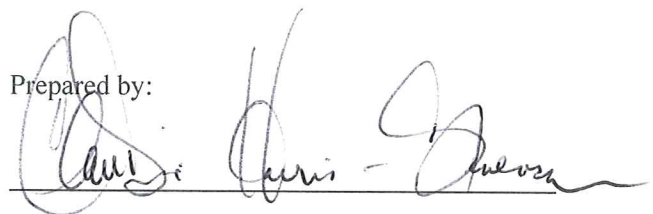
- One (1) was a commendation

Customer Service:

One (1) Passenger Service Reports was received.

- One (1) was a complaint
 - One (1) being monitored for future action
 - One (1) regarding requesting a report bus after service hours

Prepared by:



Chris - Guevara

Approved by:



Mark Paul



Marketing Report – May 2020

Media Coverage

- Parkview Appreciation event – April 21

Highlights

- Parkview Appreciation event went well! Thank you to everyone who participated.

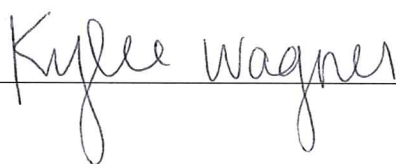
Website

- 9,903 Pageviews in April
- 17,032 Pageviews in March


Social Media (last 30 days)

- Stephen to receive information the week of May 11th

Prepared by:



Approved by:





Human Resources Report

May 14, 2020

As of April 30, 2020

Current Count of Employees 127

Departments Fully Staffed

Administration	Yes	Operations	No
Maintenance	No	Finance	Yes
Customer Service	Yes		

Recruitment: New Positions – On hold due to COVID 19

Operations - Access Drivers (4)

Promotions

Maintenance – Maintenance Supervisor (1)

Training

Operations – APTA and CDC Webinar: Keeping Public Transit Workers and Riders Safe During the COVID-19 Pandemic (3)

Administration – Gov. Holcomb’s Daily Press Conferences regarding COVID-19 (2)

Collision Accidents – Month of April

Fixed Route: 2 Preventable, 0 Non-Preventable, Total 2

Access Route: 0 Preventable, 1 Non-Preventable, Total 1

EEOC: Claims Filed 0 Claims Open 0 Claims Closed 0


Other:

1. Employees Tested Positive for COVID-19 = 0

Prepared By:



Approved By:





Maintenance Report

April 2020 Statistics

Fixed Route Buses

Mileage

- Total Miles: 93,716
- Fuel Usage: 16,675
- Ave. MPG: 3.93

PMI's

- Scheduled: 12
- Completed: 12
- % Completed: 100%

Road Calls

- Road Calls: 1
- Miles Between RC: 93,716

Access Buses

Mileage

- Total Miles: 15,853
- Fuel Usage: 1,897
- Ave. MPG: 8.36

PMI's

- Scheduled: 4
- Completed: 4
- % Completed: 100%

Road Calls

- Road Calls: 0
- Miles Between RC: 15,853

Labor

Statistics

- # of Work Orders: 154
- Labor Hours: 602.05
- AVG Repair Time: 3.9

Mechanic Staff

- We are currently looking to hire 2 mechanics. We have a total of 7 on staff.

Hostler Staff

- We have a full roster of 5 part Time and 1 full time.

Fuel

2020

- Total Fuel Used This Month: 18,572 Gallons

- Fuel cost per Gallon: \$2.04
- Total Fuel Cost: \$37,886.88

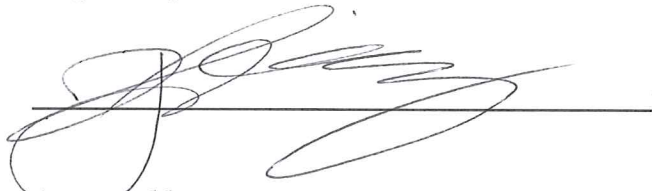
2019

- Total Fuel Used This Month: 26,834 Gallons
- Fuel cost per Gallon: \$2.29
- Total Fuel Cost: \$61,449.86

2018

- Total Fuel Used This Month: 27,349 Gallons
- Fuel cost per Gallon: \$1.86
- Total Fuel Cost: \$50,869.14

Prepared by:



Approved by:





General Manager's Report -May 14, 2020

Highlighted Activities:

- Weekly APTA Meetings regarding Covid 19
- Attended Weekly Rotary International meetings via Zoom
- 4/16 Attended Zoom meeting for Leadership Fort Wayne
- 4/16 Attended Zoom meeting Ft Wayne Housing Authority PCC meeting – Ruth
- 4/16 Attended APTA & CDC webinar on Keeping Public Transit Workers and Riders Safe During Covid 19 – Ruth
- 4/21 Zoom into Networking
- 4/21 Moovit Meeting
- 4/30 All in Allen Key Person Interview
- Attended webinar - Effective Methods to Clean and Disinfect Transit Vehicles
- 5/4 Meeting with Matt Murray – Bus Advertising Discussion
- 5/6 Conference call with Via
- 5/7 APTA Webinar – Managing Transit Funding and Financing during Covid 19
- 5/8 Attended Zoom Indiana Transit Meeting

Prepared and Approved by:

A handwritten signature in blue ink, appearing to read "Mark Paul", written over a horizontal line.

Goal 6 - Increase Ridership														
Fixed Route														
2019 Passenger Trips	121,990	125,274	135,475	139,412	139,277	127,658	135,980	144,512	130,904	145,965	128,279	126,270	1,600,996	
2020 Passenger Trips	133,737	124,398	102,762	55,717									416,614	Increase 34,000 annually
Monthly +/-	11,747	(876)	(32,713)	(83,695)									(105,537)	
YTD +/-	11,747	10,871	(21,842)	(105,537)										
Access														
2019 Passenger Trips	5,839	5,899	6,735	6,583	6,555	5,582	6,289	6,163	6,212	7,236	6399	6312	75,804	
2020 Passenger Trips	6,816	5,954	4,392	1,388									18,550	<i>report only</i>
Monthly +/-	977	55	(2,343)	(5,195)									(6,506)	
YTD +/-	977	1,032	(1,311)	(6,506)										
Purchased Trips														
2019 Purchased Trips	764	810	832	808	829	840	803	1037	961	989	943	939	10,555	
2020 Purchased Trips	961	942	896	896									3,695	<i>report only</i>
Monthly +/-	197	132	64	88									481	
YTD +/-	197	329	393	481										
Total Ridership														
2019 Passenger Trips	128,593	131,983	143,042	146,803	146,661	134,080	143,072	151,712	138,077	154,190	135,621	133,521	1,687,355	
2020 Passenger Trips	141,514	131,294	108,050	58,001	0	0	0	0	0	0	0	0	438,859	<i>report only</i>
Monthly +/-	12,921	(689)	(34,992)	(88,802)									(111,562)	
YTD +/-	12,921	12,232	(22,760)	(111,562)										
Greyhound Ticket Sales														
2020 Passenger tickets sold	525	453	407	226									1,611	<i>report only</i>
2020 Packages/bags	38	29	23	19									109	<i>report only</i>

Resolutions and Ordinances

OLD BUSINESS AND NEW BUSINESS

Old Business:

New Business:

1. C.A.R.E.S. Act Funding Approval
2. Proposed Strategy for the Return to Regular Operations

Proposal 2

Computers	10,000.00
Bus Wash	150,000.00
Bus Barn	400,000.00
Access Buses (10)	800,000.00
APC	80,000.00
Masks	20,000.00
Disinfectant	20,000.00
Generator	70,000.00
Big Buses (4)	2,000,000.00
Special Rule Operations (Lost Revenue Replacement)	2,000,000.00
Special Rule Operations (Drivers Schedules)	800,000.00
Special Rule Operations (Normal 1 years)	1,000,000.00
Hybrid Battery Replacement (7 Buses)	420,000.00
Capitalized Maintenance (Normal 1 year)	1,361,459.00
Unallocated	
	<hr/>
	9,131,459.00

OPEN DISCUSSION BY THE BOARD