

October 8, 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

Meeting Minutes

Public Comment

Board of Directors Reports

Financial Report

Operations Report

Marketing Report

Human Resources Report

Maintenance Report

General Manager's Report

Introduction and/or Adoption  
of Resolutions and Ordinances

Old Business and New Business

Open Discussion by the Board

TENTATIVE AGENDA  
FORT WAYNE PUBLIC TRANSPORTATION CORPORATION  
BOARD OF DIRECTORS MEETING  
ORDER OF BUSINESS  
THURSDAY, OCTOBER 8, 2020 5:30 PM  
801 LEESBURG ROAD, FORT WAYNE, INDIANA 46808

REGULAR MEETING to start at 5:30 PM via Zoom

<https://us02web.zoom.us/j/84780429771?pwd=am1HSFRFR3JEamJobmNtWEZYdVhPZz09>

Meeting ID: 847 8042 9771

Password: 798961

1. Reading, correcting and approval of the Minutes of the previous meeting(s):
  - a. Regular Board Meeting Minutes (9/10//2020)
  - b. Legislative Committee Meeting Minutes (9/14/2020)
  
2. Written Communications from the public<sup>1</sup>, including petitions and remonstrances:
  
3. Board of Directors Reports:
  - a. Executive Committee - Sherese Fortriede
  - b. Finance Committee - Nelson Coats
  - c. Legislative Committee - Lana Keesling
  - d. Marketing Committee - Sherese Fortriede
  - e. Personnel Committee - Ron Steinman
  - f. Transit Planning Committee - Reese Pearl
  
- Staff Reports:
  
4. Financial Report
  - a. Approval of the Record of Transmittals
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
    - i. RESOLUTION 05-2020 Approval of Advertising Contract
  - b. Appropriation Ordinances
  - c. General Ordinances
  
11. Old Business and New Business:
  - a. Old Business
  - b. New Business
    - i. Discuss Due Date for General Manger Performance Evaluation in December
    - ii. 2021 Election Nominating Committee
  
12. Open Discussion by the Board

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<sup>1</sup> Public Comment is only available to those individuals who pre-registered according to Citilink Policy Meeting



**BOARD MEETING MINUTES**

Board of Directors Meeting  
801 Leesburg Road, Fort Wayne, Indiana 46808  
September 10, 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 5:31PM by Chairperson Fortriede.

**2. Roll Call**

Roll call was administered by Chairperson Fortriede.

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

Members Absent: None

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

Staff Absent: Ernest Johnson, President: Local 682

Others Present: Tom Trent, Corporate Counsel, and representing BKD: Walter Wetherill, Michael Earls, and Tyler Sipe

**3. Reading, Correcting and Approving of Minutes**

- a. Regular Board Meeting Minutes (8/13/2020)
- b. Finance Committee Meeting Minutes (8/19/2020)
- c. Legislative Committee Meeting Minutes (8/27/2020)

The Regular Board Meeting minutes of August 13, 2020, the Finance Committee Meeting Minutes of August 19, 2020, and the Legislative Committee Meeting Minutes of August 27, 2020 were approved unanimously by those present of the Board of Directors. Mr. Steinman made motion for the approval of the minutes, and Mr. Coats seconded the motion.

**4. Public Comment**

None

**5. 2019 Audit Report**

Wally Wetherill, Managing Partner of BKD, thanked the Board for having them present the 2019 Audit Report, and turned the meeting over to Michael Earls.

Mr. Earls started with the Financial Statements. In the Independent Auditor's Report and Financial Statements, BKD issued an unmodified opinion, which is the highest level of assurance that can be provided on an audit. Also, there were no new accounting standards adopted in 2019.

In the Management Discussion Analysis, the Financial Statement of the Organization consists of the Balance sheet, Income Statement, and the Statement of Cash Flows. From a Total Assets Reduction standpoint, there was an overall reduction of approximately \$240K in total assets in 2019. In the Deferred Outflows of Resources, it increased from \$3.3M to just under \$4M which relate to the defined benefit plan obligation and the retirement benefit plan obligation. Liabilities increase from \$18M to \$22.4M. These increases were related to the net pension obligations. Across the board there have been increases in net pension liabilities in all GASB organizations. Net position decreased by approximately \$3.3 M in 2019, the primary driver for that was the benefits plan obligations.

In the Income Statement, the Overall Deficiency of Revenue Over Expenses was \$4.3M in 2019. Capital Contributions were \$1M in 2019 compared to \$1.7M in 2018.

The Statement of Cash Flows shows an overall net increase in cash of \$800,000 in 2019 compared to a net uses of cash in 2018 of \$1.6M. At the end of 2019 the cash position was at approximately \$3.8M compared to approximately \$3M at the end of 2018.

There will be 3 new audit standards that will be implemented in the near future: fiduciary activities related to GASB will be deferred until December 31, 2020, a new standard regarding leases will be deferred for two years, and the last standard relates to accounting for interest costs for construction. Interest will be expensed rather than capitalizing it, amortizing it over the life of the asset.

In the Single Audit Report as a result of the test of compliance and Internal Control, there were no matters to communicate. That shows a clean audit report.

The Management Letter stated that there were no: significant deficiencies, mature weaknesses, or any control matters to report. No control issues were identified. Secondly, there were no audit adjustments that were recorded by BKD or were part of the audit process. The Financial statements that were received from management were consistent with those in the Audit Statement.

Mr. Steinman made a motion to approve the Audit Report. Mr. Urberg seconded the motion. The motion passed unanimously to approve the Audit Report.

6. Board of Directors Reports

- a. Executive Committee: No Report
- b. Finance Committee: Met on August 19, 2020 to review budget. Minutes are in Packet.
  - Approval and Ratification of the Audit  
Mr. Steinman made a motion to approve the Audit Report. Mr. Urberg seconded the motion. The motion passed unanimously.
- c. Legislative Committee: Met on August 27, 2020. Minutes are in Packet. There will be second meeting on Monday, September 14, 2020. It will be a 16 – 18-month plan, and Committee Members are submitting their plans to Mr. Pearl.
- d. Marketing Committee: No Report
- e. Personnel Committee: No Report
- f. Transportation Planning Committee: No Report

7. Financial Report

Mr. Miller started his presentation with the Controller’s Report. Overall revenue for August was under budget by approximately 9%. Operating expenses are under budget close to 8%. The Financial Summary Comparison shows that the Operating Expenses are flat compared to 2019. Operating Revenue is significantly down because we had stopped collecting fares for a period of time, and ridership is still down which affects revenue. The loss of operating revenue is being supplemented by additional Special Rules operating money.

In the Cash Balance Report, Horizon Bank is still listed because Farmers and Merchants Bank wanted signed Minutes authorizing the switch before opening up the new account.

The August Statement of Net Earnings reflects that passenger and Access fare revenue is still well below a typical month in 2019. Under Salaries and Wages, there is a “charge-back” from ADP. For Total Operating Expenses were approximately \$800,000 below budget through the end of August.

Chair Fortriede noted that the Board Members had received the Interim Record of Transmittals (9/1/2020 -9/11/2020) and that the Record of Transmittals was in their Board packets. Mr. Traxmor asked about check #089356 regarding a \$10,000 escrow for Travelers Insurance.

Mr. Miller explained that Travelers pays our liability claims, so we try to maintain a \$10,000 balance in our escrow fund t, so that Travelers is not cash-flowing our claims.

Mr. Steinman made motion to approve the Record of Transmittals. Mr. Urberg seconded the motion. They were approved unanimously, with Mr. Coats abstaining from any payments to DWD.

## **8. Operations Report**

Ms. Harris-Stevenson provided the Board with an overview of the August Operations report. Comparing August's Fixed Route ridership to that of 2019, it was down 41.42%, and is down 32.62% year-to-date. August, 2020 Access ridership is down 32.47% compared to August of 2019, and Access ridership is down 35.5% year-to-date. For Safety, Fixed Route and Access each had 1 preventable accident in August. Monthly fixed route ridership was down at 84,657 and weekly fixed route average ridership was 3,237 per day. The monthly fixed route ridership had a decrease of 59,855 trips, and Access was down 2,001 trips compared to August 2019. For on-time performance, fixed route was at 98.33%, and Access was at 99.67%. Citilink has 64 full-time fixed route drivers, and Access has 19 full-time drivers. There were 17 fixed route and 2 Access Passenger Service Reports in August. A complete copy of the Operations report was set forth in the Board packet.

Mr. Traxmor had a question concerning a complaint about a driver not wearing a face mask. He also asked if the masks that were provided to the drivers could cause their eyeglasses to fog up?

Ms. Harris-Stevenson said that the driver that was not wearing a mask was behind a curtained area and was in a secured area. She also said that some of the drivers have problems with their glasses fogging, and that is why they pull the curtains.

## **9. Marketing Report**

Marketing Manager, Ms. Wagner provided the marketing report for the month of August. Last week Ms. Wagner had sent out a release letting the passengers know that the buses would not be running on Labor Day. One highlight is that Citilink is putting out an electronic newsletter for passengers, which has 81 subscribers. Steven has been putting access to social media and the newsletter. Despite the decrease in ridership, there has been an increase in the interest for advertising. Page views are going up as our ridership is increasing. The highest posts were the Operations Supervisor and Mechanic job postings. The most engaged post was the drivers getting an appreciation lunch for Citilink going 30 days without a preventable accident. A complete copy of the Marketing Report is included in the Board Packet.

## **10. Human Resources Report**

Ms. Boykins provided the Human Resources report for the month of August. A complete copy of the report was included in the Board Packet. There have not been any additional positive tests for COVID 19, with 40 employees testing

through BHS. Recruitment: there was an interview on September 10<sup>th</sup> for a Mechanic 1 position, and an offer has been accepted for a Buildings and Grounds position, and that person will start on September 28<sup>th</sup>. Citilink is still looking for drivers and an Operations Supervisor. For training, Human Resources, Administration, and Finance have attended training sessions through Zoom and webinars. There was an FTA PTSP virtual workshop.

## **11. Maintenance Report**

Maintenance Supervisor, Mr. Rodriguez provided the Maintenance report for the month of August. A complete copy of the report was included in the Board packet. Mr. Rodriguez stated that in August 2020, fixed route buses had a total of 119,171 miles with a fuel usage of 23,602 gallons, averaging 4.62 MPG. There was a 100% completion rates for PMI (Planned Maintenance Inspections). There were 6 major fixed route road calls in August, which was a large increase from 2 in August 2019.

The total milage for Access was 34,264 for August 2020, averaging 7.88 MPG. There was a 100% completion rate for PMI's. There were 0 road calls for August 2020.

For Labor, the average repair time is 3.11 labor hours per work order.

As far as fuel, 27,929 gallons were used in August 2020 at a cost of \$2.01 per gallon. This is \$0.44 less per gallon than the company paid in August 2019.

Mr. Traxmor asked about using Blue Jacket labor to clean the buses. Mr. Rodriguez explained that it was a one-time deal when they came in for a week to help clean the buses. They came in for one week, and almost completed the entire fleet, but we have been continuing to clean our buses.

Mr. Traxmor then asked what Merv rating of filters are installed in Citilink buses, and how often are they exchanged? Mr. Rodriguez said that we go off of the manufacturer's recommended specifications. Mr. Rodriguez said that he has currently been investigating the usage of HEPA filters and will report on that at the next Board Meeting. He said that the air filters are exchanged every 5,000 – 6,000 miles.

## **12. General Manager's Report**

Mr. Pearl mentioned that the Bus Wrap RFP submission date has been extended from September 11<sup>th</sup> to September 16<sup>th</sup>. DoubleMap will begin installation on September 14<sup>th</sup> and should go through the 19<sup>th</sup>. The system should be live within 2 weeks after that. The NTD (National Transit Database) report was accepted without any additional comments. The Elerts program, involving real-time incident reporting, will be free for 1 year. Citilink has continuously had issues with the bus shelter at Southgate. Citilink has contacted the FWPC (Fort Wayne Police Department), and are working on getting more interaction with the FWPD regarding the shelter. C.A.R.E.S. Act grant funding has been executed, and Mr. Miller will begin drawing down on that grant in the near future. For diesel fuel, Citilink locked in a price of \$1.58 per gallon for May, June, and July of

2021. Citilink held an appreciation luncheon for the employees for no preventable collisions for 30 consecutive days. Mr. Pearl invited the Board to the next appreciation luncheon, Mr. Pearl had a debrief call on the 5339 Grant. That was the Electric Bus and Bus Facility Grant on August 21<sup>st</sup>. Needs improvement in one section. Citilink will be partnering with Moovit, a mobility as a service company. A complete copy of the report was included in the Board packet.

Mr. Hines commented that he goes by the Southgate bus shelter area frequently, and has observed that part of the problem is that a lot of pan-handlers hang out at that shelter. Part of the problem is that a lot of the people who hang out there are not even Citilink passengers, but because there is a lot of traffic near there, they use that spot to pan-handle. Mr. Hines urged that we alert the police to look out for the pan-handlers. The facility is needed by people who use the bus, but the good have to be separated from the bad.

Mr. Traxmor asked when the crosswalks would get painted at Central Station. Mr. Pearl stated that Citilink had inquired as to when they would be painted. However, the City gave no indication as to when that would be done.

### **13. Introduction and/or Adoption of Resolutions and Ordinances**

None

### **14. Old Business and New Business**

Old Business:

- a. None

New Business:

- a. The Adoption of the Citilink 2021 Budget

Mr. Coats noted that the Finance Committee reviewed the Budget and recommended adoption of that budget including the Capital Budget.

After a brief discussion regarding the introduction of the budget and date of a public hearing before City Council, Mr. Coats made motion for the approval of the budget. Mr. Hines seconded the motion. The Citilink 2021 Budget and Capital Budget motion for adoption passed unanimously.

### **15. Open Discussion**

Mr. Pearl introduced that the Board be allotted an allowance to select Citilink logo items from a company that provides log clothing to Citilink staff. He expressed that it is



important for the Board Members to have Citilink clothing to promote the company at events and in the community.

Ms. Fortriede asked that a link be sent to Board Members so that they can make their selections,

There being no further discussion, Chairperson Fortriede adjourned the Board meeting at 6:22 PM.

Attest:

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Sherese Fortriede  
Chair

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Ron Steinman  
Vice Chair



**FORT WAYNE PUBLIC TRANSPORTATION CORPORATION**

801 Leesburg Road, Fort Wayne, IN 46808

Phone: (260) 432-4977

[www.fwcitilink.com](http://www.fwcitilink.com)

**Committee Present:** Lana Keesling, Sherese Fortriede, Glynn Hines, and Konrad Urberg

**Others Present:** Mark Palmer, Maurice Pearl, Ruth Vosmeier

Legislative Committee Minutes

Monday, September 14, 2020, 1:00 – 2:00 PM via Zoom

**Purpose:** Continued discussion on a potential tax proposal

Committee Chair Keesling opened the meeting at 1:00 PM and mentioned that there were minutes from the initial meeting. She said that the Committee had left off with a need for a 16-18-month action plan, and that the challenge was knowing what to include in such a plan

Mr. Palmer suggested that the Committee look at some other plans and incorporate Citilink's plan with theirs. He suggested that a good plan of action would be:

- To find an advocate for the proposal
- Gather support both financially and in-kind from various local organizations
- Explain the benefits well in advance of asking for money
- Organize partners to hold meetings to inform the public of the needed benefits that this proposal can provide
- Partner with other organizations to help expand benefits.
- Have a set monetary amount for the proposal
- Start working to make connections to meet with possible advocates

Mr. Palmer said that he would talk to people in Indianapolis that could connect Citilink with partners here in Fort Wayne.

It was decided that the next meeting would not be scheduled until there was a meeting with possible advocates, arranged through connections of Mr. Palmer.

There being no further business, the meeting was adjourned at 2:15 PM.

ATTEST:

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Sherese Fortriede, Board Chair

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Lana Keesling, Committee Chair

**PUBLIC COMMENT**

## **Board of Directors Reports**

TO: FORT WAYNE PUBLIC TRANSPORTATION CORPORATION BOARD OF DIRECTORS  
 FROM: BRUCE MILLER, CONTROLLER  
 October 8, 2020  
 SUBJECT: FINANCIAL REPORT

Agenda Item #4.1

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CONTROLLER'S REPORT

October 8, 2020

SEPTEMBER 2020 FINANCIAL DATA

Overall revenue is under budget by approximately 9.1% primarily due to a decrease in ridership related to Covid and 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 8.2%. Part of the reason for the savings is due to the fact that we have experienced a 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 have increased since we started to collect fares again, however they are approximately 25 percent lower than prior years as we continue to experience a decline in ridership related to Covid.

Citilink's cash position as of September 30, 2020 is roughly \$390,000 lower as compared to the cash position as of September 30, 2019.

Financial Summary Comparison

	September		Year-to-date			
	2020	2019	2020	2019	\$ Diff	% Diff
Operating revenue	\$ 99,559.61	\$ 163,591.32	\$ 1,012,324.47	\$ 1,408,390.32	\$ (396,065.85)	-28.12%
Non-operating revenue	\$ 1,108,291.88	\$ 1,067,504.33	\$ 9,962,602.26	\$ 8,901,347.81	\$ 1,061,254.45	11.92%
Total Revenue	\$ 1,207,851.49	\$ 1,231,095.65	\$ 10,974,926.73	\$ 10,309,738.13	\$ 665,188.60	6.45%
Operating Expenses	\$ 1,136,244.49	\$ 1,159,407.25	\$ 10,542,922.33	\$ 10,522,414.28	\$ 20,508.05	0.19%

RECORD OF TRANSMITTALS

The Record of Transmittals for September 2020 is included in your packet. The interim Record of Transmittals for October 1-8, 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  
9/30/2020**

***OLD National Bank***

Checking	\$	1,719,676.06
Ticket Vending Machine	\$	1,153.00
Credit Card	\$	3,418.48
Money Market	\$	5,336.94
	\$	<u>1,729,584.48</u>

***Farmer & Merchants (New)***      \$      **1,111,986.45**

***Horizon Bank (was Salin)***      \$      **83.35**

**TOTAL**      \$      2,841,654.28

**Fund Balances**

Operating	\$	502,549.77
Workers' Comp	\$	1,000,000.00
Liability	\$	270,529.47
Matching	\$	200,384.52
Levy Excess	\$	-
Rainy Day	\$	868,190.52
	\$	<u><u>2,841,654.28</u></u>

**CASH ACTIVITY SUMMARY**

	<u>Current Month</u>	<u>Y-T-D</u>
Beginning Balance	\$ 2,917,232.77	\$ 3,807,967.59
Receipts	\$ 946,742.21	\$ 9,829,803.42
Disbursements	\$ 1,022,320.70	\$ 10,796,116.73
Ending Balance	<u><u>\$ 2,841,654.28</u></u>	<u><u>\$ 2,841,654.28</u></u>
	\$ -	\$ -

**FORT WAYNE PUBLIC TRANSPORTATION CORPORATION/CITILINK**

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

	Period to Date			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>REVENUE</b>						
<b>OPERATING REVENUE</b>						
Passenger Fares	60,906.66	119,466.67	-58,560.01	574,955.26	1,075,200.00	-500,244.74
Paratransit	9,389.55	15,330.00	-5,940.45	83,925.65	137,970.00	-54,044.35
Fare Subsidy	22,163.40	33,528.25	-11,364.85	241,623.75	301,754.25	-60,130.50
Advertising Service	6,930.00	13,333.33	-6,403.33	110,752.81	120,000.00	-9,247.19
ID Cards	170.00	50.00	120.00	1,067.00	450.00	617.00
<b>TOTAL OPERATING REVENUE</b>	<b>99,559.61</b>	<b>181,708.25</b>	<b>-82,148.64</b>	<b>1,012,324.47</b>	<b>1,635,374.25</b>	<b>-623,049.78</b>
<b>NON-OPERATING REVENUE</b>						
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	1,584,311.22	1,569,756.75	14,554.47
Property Taxes	472,482.00	472,482.33	-0.33	4,252,338.00	4,252,341.00	-3.00
Excise Taxes	31,380.67	31,380.67	0.00	282,426.03	282,426.00	0.03
Bank Taxes	2,381.33	2,381.33	0.00	21,431.97	21,432.00	-0.03
COIT Tax	81,463.17	76,964.42	4,498.75	824,785.53	692,679.75	132,105.78
Commercial Vehicle Taxes	2,707.92	2,707.92	0.00	24,371.28	24,371.25	0.03
JARC	0.00	0.00	0.00	0.00	0.00	0.00
Capitalize Maintenance	160,000.00	171,253.33	-11,253.33	1,440,000.00	1,541,280.00	-101,280.00
CMAQ	0.00	6,666.67	-6,666.67	0.00	60,000.00	-60,000.00
Complementary Paratransit	26,912.83	26,912.83	0.00	242,215.47	242,215.50	-0.03
FTA 5307 - Operations	150,000.00	173,525.83	-23,525.83	1,200,000.00	1,561,732.50	-361,732.50
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	0.00	1,666.67	-1,666.67	2,666.00	15,000.00	-12,334.00
FTA 5310 - Operational Funds Pass Thru	0.00	8,333.33	-8,333.33	24,000.00	75,000.00	-51,000.00
Sale of Fuel	0.00	0.00	0.00	0.00	0.00	0.00
Sale of Scrap	0.00	83.33	-83.33	36.88	750.00	-713.12
Investment Income	132.86	416.67	-283.81	1,705.81	3,750.00	-2,044.19
Accident Repair Recovery	0.00	500.00	-500.00	10,211.18	4,500.00	5,711.18
Greyhound Agency Income	1,612.36	5,000.00	-3,387.64	17,720.17	45,000.00	-27,279.83
Other Miscellaneous Income	3,184.16	4,583.33	-1,399.17	34,382.72	41,250.00	-6,867.28
Gain/Loss on Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL NON-OPERATING REVENUE</b>	<b>1,108,291.88</b>	<b>1,159,276.08</b>	<b>-50,984.20</b>	<b>9,962,602.26</b>	<b>10,433,484.75</b>	<b>-470,882.49</b>
<b>TOTAL REVENUE</b>	<b>1,207,851.49</b>	<b>1,340,984.33</b>	<b>-133,132.84</b>	<b>10,974,926.73</b>	<b>12,068,859.00</b>	<b>-1,093,932.27</b>
<b>OPERATING EXPENSES</b>						
<b>SALARIES AND WAGES</b>						
Operations Supervisors Wages	20,466.24	25,148.83	-4,682.59	214,054.40	226,339.50	-12,285.10
Drivers Wages	347,412.79	350,661.92	-3,249.13	3,209,941.13	3,155,957.25	53,983.88
Dispatchers & Other Wages	25,184.76	26,399.83	-1,215.07	237,914.81	237,598.50	316.31
Maintenance Supervisors Wages	9,114.00	14,686.58	-5,572.58	71,669.92	132,179.25	-60,509.33
Mechanics & Service Wages	52,095.49	55,908.83	-3,813.34	510,324.52	503,179.50	7,145.02
General Office Wages	25,768.95	24,644.50	1,124.45	220,997.22	221,800.50	-803.28
General Management Wages	17,384.24	16,302.92	1,081.32	163,456.88	146,726.25	16,730.63
Sick Pay	18,155.15	22,761.50	-4,606.35	170,520.62	204,853.50	-34,332.88
Holiday Pay	22,297.16	13,202.42	9,094.74	111,043.08	118,821.75	-7,778.67
Vacation Pay	27,808.92	35,484.75	-7,675.83	265,367.62	319,362.75	-53,995.13
Other Paid Absence	4,444.79	11,828.25	-7,383.46	62,228.62	106,454.25	-44,225.63
<b>TOTAL SALARIES AND WAGES</b>	<b>570,132.49</b>	<b>597,030.33</b>	<b>-26,897.84</b>	<b>5,237,518.82</b>	<b>5,373,273.00</b>	<b>-135,754.18</b>

**FORT WAYNE PUBLIC TRANSPORTATION CORPORATION/CITILINK**

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

	Period to Date			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>FRINGE BENEFITS</b>						
FICA Taxes	42,210.85	45,111.83	-2,900.98	379,234.71	406,006.50	-26,771.79
Pension	45,857.12	56,288.17	-10,431.05	447,247.74	506,593.50	-59,345.76
Group Medical Insurance	226,195.83	253,458.75	-27,262.92	1,964,457.86	2,281,128.75	-316,670.89
Group Dental Insurance	6,536.27	7,879.58	-1,343.31	63,688.49	70,916.25	-7,227.76
Group Life Insurance	3,042.00	3,202.50	-160.50	27,030.60	28,822.50	-1,791.90
Group Disability Insurance	6,088.51	6,355.67	-267.16	53,722.94	57,201.00	-3,478.06
Group Vision Insurance	2,749.43	2,959.25	-209.82	24,564.62	26,633.25	-2,068.63
Separation Expense	0.00	0.00	0.00	0.00	0.00	0.00
Unemployment Taxes	40.41	502.75	-462.34	6,230.17	4,524.75	1,705.42
Workers' Compensation	19,534.58	11,329.50	8,205.08	107,785.95	101,965.50	5,820.45
Drivers' Uniforms	1,733.49	3,181.67	-1,448.18	20,272.53	28,635.00	-8,362.47
<b>TOTAL FRINGE BENEFITS</b>	<b>353,988.49</b>	<b>390,269.67</b>	<b>-36,281.18</b>	<b>3,094,235.61</b>	<b>3,512,427.00</b>	<b>-418,191.39</b>
<b>MATERIALS AND SUPPLIES</b>						
Fuel and Lubricants	58,439.76	86,904.17	-28,464.41	522,583.48	782,137.50	-259,554.02
Tires and Tubes - Fixed Route	5,550.29	6,250.00	-699.71	46,512.39	56,250.00	-9,737.61
Tires and Tubes - Paratransit	928.00	1,613.33	-685.33	7,192.00	14,520.00	-7,328.00
Tickets, Transfers and Schedules	0.00	1,666.67	-1,666.67	29,711.90	15,000.00	14,711.90
Parts - Rebuilt	240.10	0.00	240.10	2,026.34	0.00	2,026.34
Parts - Other Vehicles	0.00	0.00	0.00	0.00	0.00	0.00
Parts/Supplies - Paratransit	5,070.34	10,083.33	-5,012.99	61,027.11	90,750.00	-29,722.89
Parts/Supplies - Revenue Equipment	32,477.49	36,250.00	-3,772.51	205,395.34	326,250.00	-120,854.66
Inventory Adjustment	0.00	0.00	0.00	-9.03	0.00	-9.03
Parts/Supplies - Shop Equipment	4,049.51	2,500.00	1,549.51	19,182.35	22,500.00	-3,317.65
Parts/Supplies - Service Equipment	604.20	1,000.00	-395.80	3,253.01	9,000.00	-5,746.99
Accident Repairs	300.00	0.00	300.00	22,494.42	0.00	22,494.42
Coveralls	1,363.19	2,752.08	-1,388.89	18,321.18	24,768.75	-6,447.57
Service Supplies	2,997.43	3,333.33	-335.90	32,698.90	30,000.00	2,698.90
Farebox Repairs	0.00	2,000.00	-2,000.00	1,460.41	18,000.00	-16,539.59
Outside Maintenance	1,590.55	8,333.33	-6,742.78	50,670.20	75,000.00	-24,329.80
Other Materials & Supplies	2,509.37	4,000.00	-1,490.63	52,397.92	36,000.00	16,397.92
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>116,120.23</b>	<b>166,686.25</b>	<b>-50,566.02</b>	<b>1,074,917.92</b>	<b>1,500,176.25</b>	<b>-425,258.33</b>
<b>SERVICES</b>						
Professional and Technical	2,500.00	10,003.33	-7,503.33	95,341.20	90,030.00	5,311.20
Temporary Help	0.00	0.00	0.00	52,152.66	0.00	52,152.66
Maintenance Contracts	7,472.49	8,291.25	-818.76	76,867.23	74,621.25	2,245.98
Custodial Services	2,204.09	4,700.00	-2,495.91	38,240.42	42,300.00	-4,059.58
Security Services	4,181.08	3,500.00	681.08	41,051.02	31,500.00	9,551.02
Legal Services	1,382.69	15,125.00	-13,742.31	128,886.04	136,125.00	-7,238.96
Data Processing	1,771.35	2,750.00	-978.65	21,986.42	24,750.00	-2,763.58
<b>TOTAL SERVICES</b>	<b>19,511.70</b>	<b>44,369.58</b>	<b>-24,857.88</b>	<b>454,524.99</b>	<b>399,326.25</b>	<b>55,198.74</b>
<b>UTILITIES</b>						
Heat, Lights and Water	7,220.21	13,000.00	-5,779.79	93,849.71	117,000.00	-23,150.29



**FORT WAYNE PUBLIC TRANSPORTATION CORPORATION/CITILINK**

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

	Period to Date			Year to Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>INSURANCE</b>						
Physical Damage Insurance	833.33	833.33	0.00	7,499.97	7,500.00	-0.03
Liability Insurance	15,000.00	15,000.00	0.00	135,000.00	135,000.00	0.00
Other Corporate Insurance	29,579.39	17,252.58	12,326.81	228,572.42	155,273.25	73,299.17
<b>TOTAL INSURANCE</b>	<b>45,412.72</b>	<b>33,085.92</b>	<b>12,326.80</b>	<b>371,072.39</b>	<b>297,773.25</b>	<b>73,299.14</b>
<b>TAXES</b>						
Fuel and Lubricant Taxes	744.00	510.00	234.00	6,114.23	4,590.00	1,524.23
Other Taxes	299.72	0.00	299.72	307.07	0.00	307.07
<b>TOTAL TAXES</b>	<b>1,043.72</b>	<b>510.00</b>	<b>533.72</b>	<b>6,421.30</b>	<b>4,590.00</b>	<b>1,831.30</b>
<b>PURCHASED TRANSPORTATION</b>						
Purchased Transportation	8,000.00	8,333.33	-333.33	72,000.00	75,000.00	-3,000.00
<b>MISCELLANEOUS EXPENSES</b>						
Dues and Subscriptions	1,783.67	2,310.67	-527.00	19,692.11	20,796.00	-1,103.89
Travel and Meetings	16.98	2,916.67	-2,899.69	11,982.72	26,250.00	-14,267.28
Bad Debt Expense	0.00	0.00	0.00	0.00	0.00	0.00
Advertising/Media	2,835.16	7,915.50	-5,080.34	17,898.55	71,239.50	-53,340.95
Communications Service	3,803.43	3,973.00	-169.57	36,058.37	35,757.00	301.37
CDL/Phys/Drug Test	1,113.00	835.00	278.00	11,253.00	7,515.00	3,738.00
Bank Fees	1,462.97	1,300.00	162.97	11,185.02	11,700.00	-514.98
Other Miscellaneous Expense	535.00	500.00	35.00	2,156.15	4,500.00	-2,343.85
<b>TOTAL MISCELLANEOUS EXPENSES</b>	<b>11,550.21</b>	<b>19,750.83</b>	<b>-8,200.62</b>	<b>110,225.92</b>	<b>177,757.50</b>	<b>-67,531.58</b>
<b>LEASES AND RENTALS</b>						
Office Equipment Lease	151.72	180.00	-28.28	521.67	1,620.00	-1,098.33
<b>VEHICLE TRACKING SYSTEM</b>						
Vehicle Tracking System	3,113.00	3,000.00	113.00	27,634.00	27,000.00	634.00
<b>TOTAL OPERATING EXPENSES</b>	<b>1,136,244.49</b>	<b>1,276,215.92</b>	<b>-139,971.43</b>	<b>10,542,922.33</b>	<b>11,485,943.25</b>	<b>-943,020.92</b>
<b>NET EARNINGS (LOSS) BEFORE NON-BUDGETED ITEMS</b>	<b>71,607.00</b>	<b>64,768.42</b>	<b>6,838.58</b>	<b>432,004.40</b>	<b>582,915.75</b>	<b>-150,911.35</b>
<b>NON-BUDGETED ITEMS</b>						
Depreciation	156,524.88	0.00	156,524.88	1,408,723.92	0.00	1,408,723.92
Unfunded Pension Liability	12,750.00	0.00	12,750.00	114,750.00	0.00	114,750.00
Unfunded Other Postretirement Employee Benefits Liability	43,500.00	0.00	43,500.00	391,500.00	0.00	391,500.00
<b>NET EARNINGS (LOSS)</b>	<b>-141,167.88</b>	<b>64,768.42</b>	<b>-205,936.30</b>	<b>-1,482,969.52</b>	<b>582,915.75</b>	<b>-2,065,885.27</b>

**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
089277	09/11/2020	AFLAC INSURANCE Account Number KR783	1,761.12
			<b>1,761.12</b>
089278	09/11/2020	AG PLUS LP 1200 Gallons Unleaded - 08/26/2020 7502 Gal Diesel - 08/21/2020 7502 Gallons Diesel - 08/28/2020	2,280.00 15,071.52 15,071.52
			<b>32,423.04</b>
089279	09/11/2020	ALLSTATE - AMERICAN HERITAGE Case Number W1330	823.12
			<b>823.12</b>
089280	09/11/2020	AMERICAN EXPRESS Menards - Driver Shields items OfficeSupply.com - Sharpies, Witeout, Pc Godaddy.com - SSL Certificate 1 yr McAlsiter's Deli - Lunch Catered Meijer - Pop for Catered Lunch Target - Banquet Table American Express - Annual Membership SHRM - Membership for Laurie 1 yr Unlimited Conferencing - Conf Call Montf Indeed.com - Help Wanted Ads Office Depot - Chair Wheels for office	11.94 74.20 199.99 1,208.75 44.42 46.49 75.00 219.00 16.98 84.74 65.98
			<b>2,047.49</b>
089281	09/11/2020	AMO CORP Paper for Greyhound / Memo Flags	173.01
			<b>173.01</b>
089282	09/11/2020	AMVET NEWS Patrons Listing Ad	25.00
			<b>25.00</b>
089283	09/11/2020	APPLIED TECHNOLOGY GROUP INC Partnew Protection Program	293.95
			<b>293.95</b>
089284	09/11/2020	ARROW PEST CONTROL SERV.INC Monthly Pest Control Monthly Pest Control - Baker Street	258.00 86.00
			<b>344.00</b>
089285	09/11/2020	ATU COPE Employee COPE (Union) Withheld	13.70
			<b>13.70</b>

**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
<b>089286</b>	09/11/2020	AUTOMOTIVE & IND SUPPLY INC	
		Calipers/Cores/Carb Clean/belt	95.44
		Cones/Cups/Oil Hub Cap/Scotsea	1,113.82
		Calipers/Cores/Carb Clean/belt	191.25
		Oil/Wheel Weights/Filters	46.06
		Batteries/core/Pulleys Stock	258.74
		Cones/Cups/Oil Hub Cap/Scotsea	413.65
		Batteries/core/Pulleys Stock	246.28
		Hangers/ Brake/ capsule/connec	199.65
		Hangers/ Brake/ capsule/connec	69.69
		Hangers/ Brake/ capsule/connec	31.43
		Calipers/Cores/Carb Clean/belt	248.67
		Calipers/Cores/Carb Clean/belt	64.68
		Oil/Wheel Weights/Filters	170.54
		Oil/Wheel Weights/Filters	769.12
			<b>3,919.02</b>
		<b>089287</b>	09/11/2020
Security for 08/29-09/04/2020	700.00		
Security for 08/22-08/28/2020	700.00		
Security for 08/08-08/14/2020	700.00		
Security for 08/15-08/21/2020	700.00		
	<b>2,800.00</b>		
<b>089288</b>	09/11/2020	SAM BENSON	
		2020 Cleaning Allowance	85.00
	<b>85.00</b>		
<b>089289</b>	09/11/2020	BKD LLP	
		Final Billing for 2019 Planning/Audit	8,500.00
	<b>8,500.00</b>		
<b>089290</b>	09/11/2020	BLACKSTONE LABORATORIES INC	
		Oil Reports	90.00
		Oil Reports	150.00
	<b>240.00</b>		
<b>089291</b>	09/11/2020	JEAN MARIE BOYKINS	
		Cell Phone Reimbursement	45.00
	<b>45.00</b>		
<b>089292</b>	09/11/2020	BRAKE MATERIALS & PARTS INC.	
		Reman HD Blocks	245.36
		Brake Pads	330.72
	<b>576.08</b>		
<b>089293</b>	09/11/2020	BRATEMAN'S INC	
		Stacey Holmes	103.96
		Ieshia Williams	279.95
		James Meyers	149.00
		Joe Medley	399.93
		Luther Pilgrim	399.92
		Anthony Bouillon	399.95
	<b>1,732.71</b>		

**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
<b>089294</b>	09/11/2020	SHANE M CARRIER	
		Security for 08/31-09/04/2020	300.00
		Security for 08/28/2020	300.00
		Security for 08/10-08/14/2020	300.00
		Security for 08/18-08/21/2020	300.00
			<b>1,200.00</b>
<b>089295</b>	09/11/2020	CINTAS FIRST AID & SAFETY	
		Service Charge Refund	-12.95
		Update Poster (upstairs) EON Mist (shop	75.83
		Cabinet Restocks - Baker Street	175.98
			<b>238.86</b>
<b>089296</b>	09/11/2020	CITILINK ELITE CLUB	
		Elite Club Employees Withholding	107.50
			<b>107.50</b>
<b>089297</b>	09/11/2020	CITY UTILITIES	
		Account Number 00242460000708	81.50
		Account Number 004542000638218	550.98
		Account Number 004542000638226	335.20
		Account Number 004542000698334	183.68
		Account Number 002424600051524	12.32
		Account Number 002424600051506	609.47
			<b>1,773.15</b>
<b>089298</b>	09/11/2020	MSC INDUSTRIAL SUPPLY CO	
		Parts and Supplies for Shop	400.70
		Parts and Supplies for Shop	254.87
		Parts and Supplies for Shop	305.02
			<b>960.59</b>
<b>089299</b>	09/11/2020	COMCAST BUSINESS	
		Account Number 939773232	338.07
		Account Number 939776232	2,610.79
			<b>2,948.86</b>
<b>089300</b>	09/11/2020	COMM.TRANS. NETWORK INC.	
		Aug'20 - 924 trips @\$27/trip) 50% Net	8,000.00
			<b>8,000.00</b>
<b>089301</b>	09/11/2020	CONFIDENTIAL SHREDDING	
		Receptacle Paper Shredding	20.00
			<b>20.00</b>
<b>089302</b>	09/11/2020	CORNELIUS SYSTEMS INC	
		Contract # 4440-20 Coin Sorter Maint	527.00
			<b>527.00</b>

**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
<b>089303</b>	09/11/2020	CUMMINS CROSSPOINT LLC	
		EGR Valve and parts unit 1353	704.29
		Hose for #1043	7.62
		Gaskets and Seal for #1351	17.94
		Customer No. 34399	18.39
		Customer No. 34399	36.78
		Calibrate ECM on #1041	214.19
		Sensor	18.13
		<b>1,017.34</b>	
<b>089304</b>	09/11/2020	DELTA FOREMOST CHEMICAL CORP.	
		Smoke Eaters / Citrafect	796.58
		<b>796.58</b>	
<b>089305</b>	09/11/2020	BOB THOMAS FORD	
		Repair on #1994	451.01
		Repair on Bus #1996	19.95
		<b>470.96</b>	
<b>089306</b>	09/11/2020	DWD TECHNOLOGY GROUP INC	
		Monthly Server Back Up to Cloud	838.00
		<b>838.00</b>	
<b>089307</b>	09/11/2020	EVELYN EVERETT	
		2020 Cleaning Allowance	85.00
		<b>85.00</b>	
<b>089308</b>	09/11/2020	EXECUTIVE IMAGE BUILDING SERVICES	
		Cleaning Services - August 2020	1,200.00
		Cleaning Srvs - Baker Street - Aug'20	1,500.00
		<b>2,700.00</b>	
<b>089309</b>	09/11/2020	FORT WAYNE TRUCK CENTER	
		Brake Kits for stock	2,119.26
		Lights/Markers/Mounts	181.36
		Governor D-2 for stock	19.75
		<b>2,320.37</b>	
<b>089310</b>	09/11/2020	FRONTIER	
		Account Number 260-436-7729-031609-!	70.68
		<b>70.68</b>	
<b>089311</b>	09/11/2020	FWPTC EMPLOYEE SUNSHINE CLUB	
		Sunshine Club Employee Withholdings	108.00
		<b>108.00</b>	
<b>089312</b>	09/11/2020	GASOLINE EQUIP SERVICE INC	
		Flow Nozzle for Fueling System	211.21
		Repair on the Fueling System	85.00
		<b>296.21</b>	

**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
<b>089313</b>	09/11/2020	GILLIG LLC	
		Parts for stock order	1,358.27
		Oil Cooler #1554 & stock parts	143.17
		Parts order for stock	1,787.86
		Caps & Hoses for stock	409.55
		Items for Stock	204.58
			<b>3,903.43</b>
<b>089314</b>	09/11/2020	GMV SYNCROMATICS - EASY RIDES	
		Easy Rides Maint Agreement 8/1/20-8/1/20	9,350.00
			<b>9,350.00</b>
<b>089315</b>	09/11/2020	GOODYEAR TIRE & RUBBER	
		Mileage - July 2020	5,921.56
			<b>5,921.56</b>
<b>089316</b>	09/11/2020	GUARDIAN INS - APPLETON	
		Vision Premiums for September	3,026.69
			<b>3,026.69</b>
<b>089317</b>	09/11/2020	SHAMBAUGH & SON LP	
		Repair on A/C - Offices	161.00
			<b>161.00</b>
<b>089318</b>	09/11/2020	RICOH USA, INC.	
		Black/White & Color Copies	101.26
			<b>101.26</b>
<b>089319</b>	09/11/2020	J & K COMMUNICATIONS INC	
		Contract #1848 - 09/04/20-10/03/20	23.50
		Contract #1942 - 09/01/20-09/30/20	70.50
		Contract #1842 - 09/10/20-10/09/20	23.50
		Contract #1954 - 09/01/20-09/30/20	1,551.00
		Contract #1747 - 09/01/20-09/30/20	117.50
		Contract #1751 - 09/15/20-10/14/20	94.00
		Contract #1833 - 09/01/20-09/30/20	117.50
		Contract #1787 - 09/05/20-10/04/20	47.00
			<b>2,044.50</b>
<b>089320</b>	09/11/2020	JACKSON OIL & SOLVENTS INC	
		DEF [BULK]	266.78
		DEF [BULK]	304.25
		DELO 50/50 ELC B [BULK]	1,956.75
			<b>2,527.78</b>
<b>089321</b>	09/11/2020	JANITORS SUPPLY CO INC	
		Tissues/ Towels/Liners	272.80
		Nitrile Gloves	163.35
			<b>436.15</b>

**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
<b>089322</b>	09/11/2020	KELLEY CHEVROLET INC	
		Cover/Pads for stock	222.30
		Cover/Pads for stock	97.12
		Hose & Clamp #1090/stock	58.86
		EGR Cooler, valve, hardware #1090	1,434.34
		Nox Sensor for stock	289.96
		Alternator for stock	496.02
		Program ABS Module on #1261	90.00
		Parts for Stock	233.30
		Injector #1573	246.93
		Parts for Stock	770.91
		Parts for Stock	39.79
		Brake Hoses for Stock	91.22
		Parts for Stock	1,132.64
	<b>5,203.39</b>		
<b>089323</b>	09/11/2020	LINCOLN NATIONAL LIFE INS CO	
		FTWAYTRAN3-BL-1470889	3,194.96
			<b>3,194.96</b>
<b>089324</b>	09/11/2020	LINCOLN NATIONAL LIFE INS D/C	
		Employee 457 Withholdings	3,188.00
			<b>3,188.00</b>
<b>089325</b>	09/11/2020	LOCAL #682 SHEILA VANASPEREN	
		Employee Union Dues Withheld	4,824.50
			<b>4,824.50</b>
<b>089326</b>	09/11/2020	LOWE'S	
		Cleaning Supplies for Baker Street	11.36
		Cleaning Supplies for Baker Street	30.90
		Supplies for Drivers Shields	22.60
		Shop Supplies	36.31
			<b>101.17</b>
<b>089327</b>	09/11/2020	MARKET & CAPITOL ADVOCACY, LLC	
		State Gov Affairs Consult Fees - Aug'20	2,500.00
			<b>2,500.00</b>
<b>089328</b>	09/11/2020	McMAHON TRUCK TIRE INC	
		Tires/Balance/Alignment/Labor #0986	410.98
		Tires/Balance/Alignment & Labor #1261	982.94
		Tires/Mount/Balance/Alignment #1265	982.94
		Alignment on #1470	125.00
		Tires/Balance/Alignment & Labor #1574	410.98
			<b>2,912.84</b>
<b>089329</b>	09/11/2020	NORTHERN INDIANA PUBLIC SERVIC	
		Account Number 641-201-002-7	314.68
			<b>314.68</b>
<b>089330</b>	09/11/2020	OFFICE CONCEPTS, INC.	
		Contract Number 12189 - JMB	53.76
			<b>53.76</b>

**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
089331	09/11/2020	OFFICETEAM INC	
		Temp Help - Cust Srv - Dawn Salls	92.31
		Temp Help - Cust Srv - Dawn Salls	1,100.17
			<b>1,192.48</b>
089332	09/11/2020	ONI RISK PARTNERS, INC.	
		Excess Workers Comp	8,167.00
			<b>8,167.00</b>
089333	09/11/2020	O'REILLY AUTO PARTS	
		Alternator	148.20
			<b>148.20</b>
089334	09/11/2020	PARKER SERVICE INC.	
		Tow bill on Bus #0226	150.00
			<b>150.00</b>
089335	09/11/2020	MAURICE PEARL	
		Cell Phone Reimbursement	45.00
			<b>45.00</b>
089336	09/11/2020	TOMMEKA PERSINGER	
		2020 Shoe Allowance (1 pair)	128.40
			<b>128.40</b>
089337	09/11/2020	PHYSICIANS HEALTH PLAN INC	
		Health Insurance Premiums - September	199,803.32
			<b>199,803.32</b>
089338	09/11/2020	POWER COMPONENTS CORPORATION	
		Hose Assy/Nose o-ring/Adapter	29.57
		Hose Assy for # 1247	81.38
		Blue Pressure Wash Hose - Wash rack	62.07
			<b>173.02</b>
089339	09/11/2020	PRINCIPAL LIFE INSURANCE COMPANY	
		Account Number 1103764-10001	12,624.78
			<b>12,624.78</b>
089340	09/11/2020	PROFITS ON-HOLD PROD LLC	
		Monthly Subscription	125.00
			<b>125.00</b>
089341	09/11/2020	Q.H.G OF FORT WAYNE COMPANY LLC	
		Guy/Roland/Mance/Ervin/Persinger/John	558.00
			<b>558.00</b>
089342	09/11/2020	JOSH RAYL	
		2020 Uniform Allowance	183.27
			<b>183.27</b>
089343	09/11/2020	RAYNOR DOOR AUTHORITY, INC.	
		Repair on South Lanes #9-10	159.00
		Repair on Doors 12-13 & 3/4 Bus Barn	275.00
		Repair on Bus Barn#12 & Spring repairs	1,125.00
			<b>1,559.00</b>



**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
089344	09/11/2020	RICHARD ALEXANDER BAIR Repair on Tire Repair Machine	183.00
			<b>183.00</b>
089345	09/11/2020	JUNIOR RODRIGUEZ Cell Phone Reimbursement	45.00
			<b>45.00</b>
089346	09/11/2020	CHARLES ROLAND 2020 Counseling per CBA	400.00
			<b>400.00</b>
089347	09/11/2020	ROTHBERG LOGAN & WARSCO LLP Liability Matters Liability Matters General Legal / Workers Comp Matters Liability Matters Liability Matters Liability Matters Liability Matters General Legal / Workers Comp Matters Liability Matters Liability Matters Liability Matters Liability Matters Liability Matters Liability Matters	180.00 321.50 1,518.50 1,373.50 311.24 270.00 1,960.00 10,292.94 467.50 842.50 275.00 110.00 5,007.33 977.50
			<b>23,907.51</b>
089348	09/11/2020	RUSSETT DESIGN, INC Web Updates (07/22-08/19/2020)	100.00
			<b>100.00</b>
089349	09/11/2020	SAFETY-KLEEN CORPORATION Vac Service - 24 Weeks Minimizer III - 12 Week Service	4,709.50 661.35
			<b>5,370.85</b>
089350	09/11/2020	PAM SCHIEBER Cell Phone Reimbursement	45.00
			<b>45.00</b>
089351	09/11/2020	SKY HIGH GRAPHIX LLC Graphics repair on #1877	250.00
			<b>250.00</b>
089352	09/11/2020	SUPERIOR VAN & MOBILITY WCL controller pendant for stk	506.64
			<b>506.64</b>
089353	09/11/2020	THERMO KING MIDWEST Fans for stock	767.82
			<b>767.82</b>
089354	09/11/2020	RICHARD THOMAS JR. Cell Phone Reimbursement	45.00
			<b>45.00</b>

**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
089355	09/11/2020	TRANSIT TALENT.COM LLC Job Posting Ad for Operations Supervisor	130.00
			<b>130.00</b>
089356	09/11/2020	TRAVELERS Deductible Deposit in Escrow	10,000.00
			<b>10,000.00</b>
089357	09/11/2020	TRAVELERS FNF4307 - 20-038	133.06
			<b>133.06</b>
089358	09/11/2020	UNIFIRST CORPORATION September Shop Uniforms August Shop Uniforms August Shop Uniforms August Shop Uniforms Wet Mops / Mats - Baker Street	310.68 318.49 318.49 435.99 42.54
			<b>1,426.19</b>
089359	09/11/2020	UNITED STATES TREASURY 2020 720-V (Fees related to HRA)	299.72
			<b>299.72</b>
089360	09/11/2020	RUTH VOSMEIER Cell Phone Reimbursement	45.00
			<b>45.00</b>
089361	09/11/2020	KYLEE WAGNER Cell Phone Reimbursement	45.00
			<b>45.00</b>
089362	09/11/2020	PRAXAIR DISTRIBUTION INC. Cylinder Rentals	109.50
			<b>109.50</b>
089363	09/11/2020	WELLS FARGO INST TRUST SERV Pension Deductions/Contributions	26,568.67
			<b>26,568.67</b>
089364	09/11/2020	CHARLES B WIGGINS 2020 Cleaning Allowance	85.00
			<b>85.00</b>
089365	09/11/2020	JANICE WYATT 2020 Shoe Allowance (2 pairs)	131.81
			<b>131.81</b>
089366	09/28/2020	CITILINK ELITE CLUB Elite Club Employee Withholdings	107.50
			<b>107.50</b>
089367	09/28/2020	COMCAST CABLE Account Number 8529 20 002 2294590	291.85
			<b>291.85</b>

**FORT WAYNE PTC  
RECORD OF TRANSMITTALS**

DATE RANGE: 09/01/2020 to 09/30/2020

Check Number	Check Date	Vendor Name/Description	Amount
089368	09/28/2020	FWPTC EMPLOYEE SUNSHINE CLUB Sunshine Club Employee Withholdings	110.00
			<b>110.00</b>
089369	09/28/2020	IND DEPT OF REV FUEL /ENVIRON 2020-CST100041852 Storage Tank Fees	360.00
			<b>360.00</b>
089370	09/28/2020	INDIANA MICHIGAN POWER COMPANY Account Number 047-759-400-0-2 Account Number 046-220-014-0-4	1,400.29 3,903.19
			<b>5,303.48</b>
089371	09/28/2020	LINCOLN NATIONAL LIFE INS D/C Employee 457 Withholdings	3,238.00
			<b>3,238.00</b>
089372	09/28/2020	NATIONAL SERV-ALL INC Account Number 3-0091-1008754	232.47
			<b>232.47</b>
089373	09/28/2020	QUADIENT LEASING USA INC Postage Machine Lease #N15101637	151.72
			<b>151.72</b>
089374	09/28/2020	SPRINT Account Number 749911519	3,360.72
			<b>3,360.72</b>
089375	09/28/2020	WELLS FARGO INST TRUST SERV Pension Contributions/Deductions	26,426.57
			<b>26,426.57</b>
<b>TOTAL CHECK AMOUNT</b>			<b>465,081.56</b>

**EFT PAYMENTS & OTHER TRANSACTIONS**

PAYROLL DIRECT DEPOSIT & NET CHECKS	\$368,514.72
PAYROLL TAXES	\$149,963.42
HEALTH INSURANCE - HRA PAYMENTS/HSA Contributions	\$25,354.44
WORKER'S COMP.	\$2,999.70
DATA PROCESSING/ANALYSIS CHARGES	\$2,557.28
PAYROLL LIENS	\$7,849.58
CHECKES ISSUED PRIOR MONTH - VOIDED CURRENT MONTH	\$0.00

**TOTAL EFT PAYMENTS & OTHER TRANSACTIONS** **\$557,239.14**

**TOTAL TRANSMITTALS** **\$1,022,320.70**

**RECORD OF TRANSMITTALS**

**I HEREBY ATTEST THAT I HAVE EXAMINED THE VOUCHER CHECK NUMBERS 089277-089375 IN THE AMOUNT OF \$465,081.56 AND EFT PAYMENTS AND OTHER TRANSACTIONS IN THE AMOUNT OF \$557,239.14 AS LISTED ON THE FORT WAYNE PUBLIC TRANSPORTATION CORPORATION RECORD OF TRANSMITTALS FOR THE MONTH OF September 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 8th Day Of October, 2020.**

_____	_____
_____	_____
_____	_____
_____	



## **Operations Report for September 2020**

### **Fixed Route Services**

Comparing September 2020 to September 2019 Fixed Route monthly ridership reflects a decrease of -33.88%. Year-to-date Fixed Route is down -32.75%.

The routes with the highest ridership are the 2, 4, and 8, with ridership ranging from 507 to 778 for weekday ridership. The most productive routes are the 2 and 4. September 2020 system average for passengers per revenue hour is approximately 9.49.

### **Access Services**

September 2020 ridership reflects a decrease of -28.38% compared to September 2019. Year-to-date Access shows a decrease of -34.59%.

### **Safety**

#### **September 2018, 2019 and 2020 Comparisons**

##### **Preventable Fleet Collisions:**

###### **Fixed Route**

- 1 preventable fleet collisions in September 2020
- 3 preventable fleet collisions in September 2019
- 2 preventable fleet collisions in September 2018

###### **Access**

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

##### **Non-Preventable Fleet Collisions:**

###### **Fixed Route**

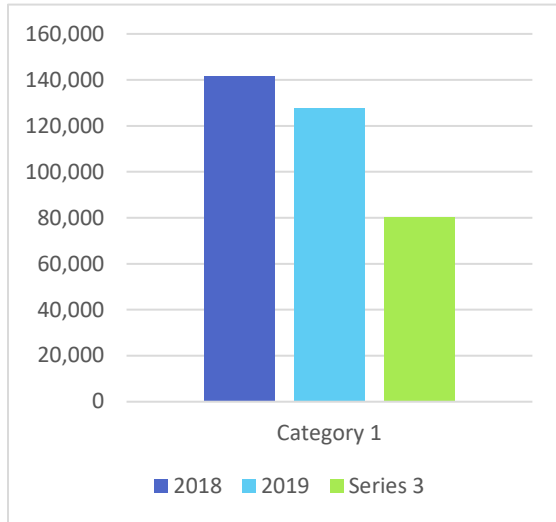
- 2 non-preventable fleet collisions in September 2020
- 0 non-preventable fleet collisions in September 2019
- 3 non-preventable fleet collisions in September 2018

###### **Access**

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

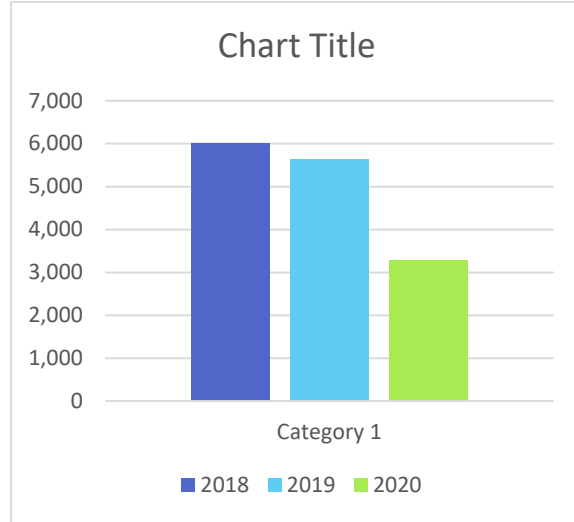
## Fixed Route September Ridership Yearly Comparisons

**Monthly Fixed Route Ridership**



2018	2019	2020
135,116	130,904	85,556

**Average Weekday Fixed Route Ridership**

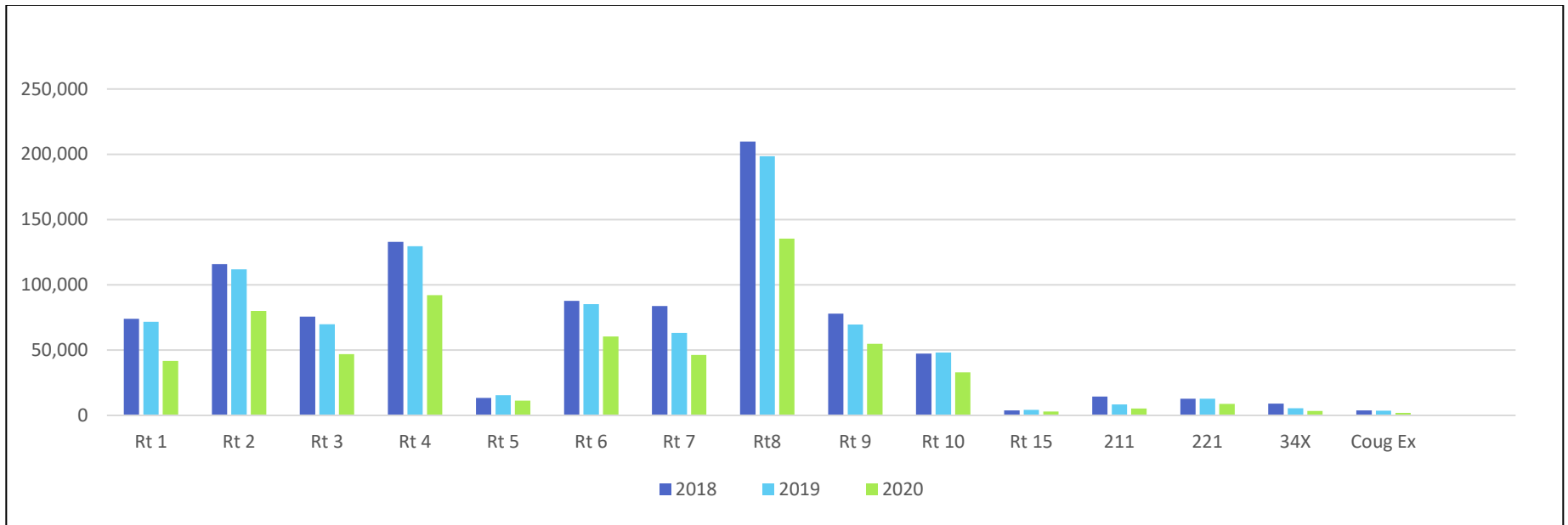


2018	2019	2020
6,231	5,905	3,708

### 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 Sept 30, 2020 Comparison by Route by Year 2018-2019-2020**

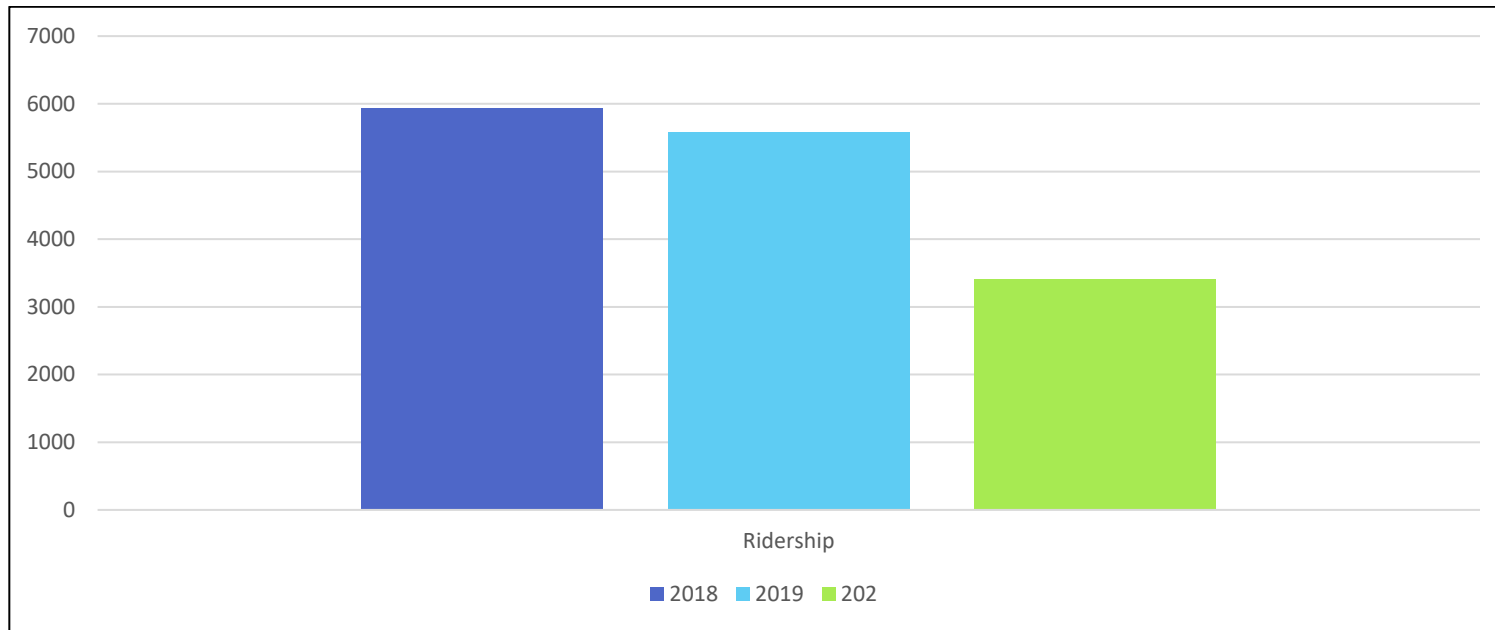


	Rt 1	Rt 2	Rt 3	Rt 4	Rt 5	Rt 6	Rt 7	Rt 8	Rt 9	Rt 10	Rt 15	211	221	34X	Cg Ex
2018	73,933	115,881	75,613	132,913	13,302	87,701	83,780	209,830	77,925	47,442	3,818	14,432	12,705	8,986	3,749
2019	71,796	111,887	69,740	129,679	15,522	85,192	63,146	198,478	69,622	48,194	4,145	8,376	12,871	5,468	3,662
2020	41,764	80,027	46,875	92,025	11,304	60,370	46,289	135,341	54,750	33,039	3,013	5,219	8,847	3,505	2,035

**September Ridership 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	10,045	13,384	10,923	18,122	1,999	12,549	11,470	28,533	11,629	6,774	574	4,068	1,707	721	1,007
2019	10,219	15,765	10,077	18,999	2,278	11,993	10,533	28,018	9,810	6,318	569	1,096	1,842	768	1,068
2020	5,380	11,885	6,198	12,451	1,518	7,814	6,966	18,159	7,602	4,382	397	655	1,453	658	0

### SEPTEMBER ACCESS RIDERSHIP COMPARISONS 2018-2019-2020



<b>2018</b>	<b>2019</b>	<b>2020</b>
5,648	6,212	4,449



**September Average Fixed Route Passengers per Hour by Route - Weekdays Only**

Route 1-Waynedale Northcrest	8.03
Route 2-Time Corners Georgetown	16.47
Route 3-Village Woods Canterbury	9.38
Route 4-Wells Ludwig Parkview	12.39
Route 5-Southeast Local	4.72
Route 6-Franke Park McKinnie	10.79
Route 7-Anthony Oxford	10.08
Route 8-Glenbrook Southtown	12.45
Route 9-Broadway Taylor Gateway	10.92
Route 10-Lewis New Haven	12.66
Route 21-Dupont Road	2.17
Route 22-West Jefferson Lutheran	5.02
Route 31X-Downtown/ARC Express	2.51
Route 15-MedLink	2.10

**Fixed Route:**

- September 2020 – 86,558 trips (decrease of 44,348 trips/-33.88%)
- 130,904 trips September 2019
- On-time performance was at 95.33%
- Average weekday ridership - 3,708
- **ACCESS Ridership:**
  - September 2020 - 4,449 (decrease of 1,763 trips/ -28.38%)
  - September 2019 - 6,212
  - Average weekday trips for September - 203
  - On-time performance - 99.07%

- **Token Transit:**
  - Mobile pass sales for September was \$8,002.45 for net of \$7,325.41
  - Usage was 2,032 on fixed route and 473 on Access
  
- **5310 Pass Through to Community Transportation Network:**
  - 946 trips - September 2020
  
- **Greyhound:**
  - 328 tickets - September 2020 (597 were sold in 2019)
  - 14 packages/bags – September 2020 (40 processed in 2019)
  
- **Fixed Route Runs**
  - 49 Full Time Regular week day runs
  - 18 Saturday runs
  - 63 Fixed Route - Full Time Drivers
  
- **Access Runs**
  - 18 Full Time Regular Access
  - 4 Saturday runs
  - 19 Full Time Driver

**Passenger Service Reports – September 2020**

**Fixed route:**

Thirty-three (33) Passenger Service Reports were received.

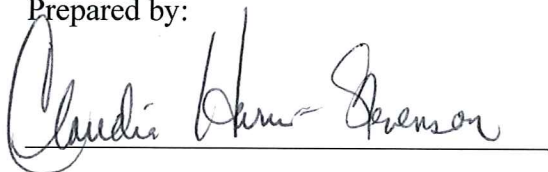
- Thirty-one (31) were complaints
  - Twenty-four (24) were unsubstantiated
    - Five (5) regarding pass by
    - Nine (9) regarding discourtesy
    - Six (6) regarding careless driving
    - One (1) regarding overcharge
    - One (1) regarding on time performance
    - Two (2) didn't have enough information
  - Seven (7) are being monitored for future action
    - One (1) regarding missed stop
    - One (1) regarding careless driving
    - One (1) regarding on time performance
    - One (1) regarding pass by
    - One (1) regarding cleanliness
    - One (1) regarding bus hut issues
    - One (1) regarding a damaged walker
- Two (2) were compliments

**Access:**

Four (4) Passenger Service Reports were received.

- Four (4) were complaints
  - One (1) was unsubstantiated
    - One (1) regarding discourtesy
  - Three (3) are being monitored for future action
    - Two (2) regarding discourtesy
    - One (1) regarding missed pick up
    -

Prepared by:

  
\_\_\_\_\_

Approved by:

  
\_\_\_\_\_



## Marketing Report – October 2020

### Press Releases

- Labor Day Release – September 1<sup>st</sup>

### Media Coverage

- 5 Questions for Maurice – Journal Gazette

### Highlights

- Citilink awarded Mighty Money grant for Election Day fares.
- Created partnership with Greater Fort Wayne's Kevin Morse to provide Access service to more individuals.
- Met with AWS Foundation to discuss grant application.

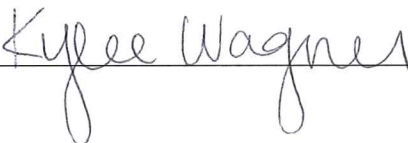
### Website

- 11,563 Pageviews in September
- 10,792 Pageviews in August
- 9,965 Pageviews in July

### Social Media (last 30 days)

- Stephen to receive information the week of October 8<sup>th</sup>

Prepared by:

  
\_\_\_\_\_

Approved by:

  
\_\_\_\_\_



### Human Resources Report

As of September 30, 2020:

Current Count of Employees 125

#### Departments Fully Staffed:

Administration	Yes	Operations	No	Customer Service	Yes
Finance	Yes	Maintenance	No		

#### Recruitment:

- Operations - Access Drivers (2)
- Operations - Operations Supervisor (2)
- Maintenance - Mechanic 1 (1)
- Maintenance - Mechanic 2 (1)

#### New Hires:

Building and Grounds Maintenance

#### Training:

- TSA - EXIS Tabletop Exercise – Attended by 7
- Administration/Human Resources - Gov. Holcomb’s Press Conferences regarding COVID-19 (2)
- Human Resources – 2020 Barrett McNagny Virtual Seminar – “Everything COVID-19 for HR Professionals” (1)
- Operations - HID’s Automated Social Distancing Webinar (1)
- Operations - DoubleMap Training (1)
- Operations - NSC – Distracted Driving Review Course (1)

#### EEOC:

Claims Filed 0      Claims Open 0      Claims Closed 0

#### Other:

##### As of 9/30/2020:

Employees Tested Positive for COVID-19 = **Total 3**

Employees Tested for COVID 19 = **Total 43**

Management = 10

Operations = 19

Union Exec BD = 4

Admin Staff = 6

Maintenance = 4

**Deadline extended for testing through Friday, 12/31/2020**

**Employees can take a total of 3 Tests through BHS on Coldwater Road Monday thru Friday/Cook Road Saturday & Sunday**

Prepared by:

Approved by:

Jean Marie Boykins





## Maintenance Report

September 2020

### Fixed Route Buses

#### Mileage

- Total Miles: 117,453
- Fuel Usage: 22,662
- Ave. MPG: 4.67

#### PMI's

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

#### Road Calls

- Road Calls: 3
- Miles Between RC: 39,151

### Access Buses

#### Mileage

- Total Miles: 33,128
- Fuel Usage: 3,899
- Ave. MPG: 8.50

#### PMI's

- Scheduled: 6
- Completed: 6
- % Completed: 100%

#### Road Calls

- Road Calls: 1
- Miles Between RC: 33,128

### Labor

#### Statistics

- # of Work Orders: 139
- Labor Hours: 510.50
- AVG Repair Time: 3.67

#### 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: 26,561 Gallons
- Fuel cost per Gallon: \$2.02
- Total Fuel Cost: \$53,653.22

**2019**

- Total Fuel Used This Month: 27,182 Gallons
- Fuel cost per Gallon: \$2.45
- Total Fuel Cost: \$66,595.90

**2018**

- Total Fuel Used This Month: 27,553 Gallons
- Fuel cost per Gallon: \$2.36
- Total Fuel Cost: \$65,025.08

Prepared by:



Approved by:





**General Manager's Report - October 8, 2020**

**Highlighted Activities:**

- Bus wrap RFP
- DoubleMap weekly check-in – *meet. Google*
- Weekly Rotary International meetings
- NTD (National Transit Database)
- Elerts program
- 9/8; TSA Tabletop Exercise
- 9/9: FFCRA expanded FMLA telephone conference
- 9/9: Union Executive Board Meeting
- 9/10: Parking Partners via *Zoom*
- 9/14: Legislative Committee Meeting via *Zoom*
- 9/15: Operations Supervisor Interview
- 9/16: NIMAN (Northeast Indiana Military Assistance Network)
- 9/17: Operations Supervisor Interview
- 9/18: DoubleMap Training *meetgoogle.net*
- 9/21: APTA Bus Operations Bi-weekly Meeting via *Zoom* – Ruth
- 9/22: Meeting with Citilink and AWSF via *Zoom*
- 9/23: NEIDAC via *Zoom*
- 9/24: Citilink/ Well Trans Introduction conference call
- 9/29: The Effectiveness of Air Treatment Systems in Transit Applications webinar
- 10/1: FFCRA Leave phone conference
- 10/2: Meeting with Mike Muschett of Turnstone
- 10/5: Citilink Finance Committee Meeting

Prepared and Approved by: 



Mission: Connect people by providing the highest quality sustainable public transportation while pursuing continuous improvement and growth.																	
2020 Citilink Goal Stats Summary Report																	
Goal 1 - Safety																	
	January	February	March	April	May	June	July	August	September	October	November	December	Total	Goal	Description		
<b>Road Calls</b>																	
<b>Fixed Route</b>																	
2020 Major Road Calls	3	2	3	1	2	3	2	6	3				25	35 or less	Total Road Calls		
YTD	3	5	8	9	11	14	16	22	25								
<b>Access</b>																	
2020 Major Road Calls	0	0	0	0	0	0	1	0	1				2	10 or less	Total Road Calls		
YTD	0	0	0	0	0	0	1	1	2								
<b>Accidents</b>																	
<b>Fixed Route</b>																	
2020 Preventable Accidents	3	2	2	2	0	3	0	1	1				14	20 or less	Preventable		
YTD	3	5	7	9	9	12	12	13	14								
Total Collision Accidents	3	4	8	2	2	5	1	4	3				32	report only	Total Accidents		
YTD	3	7	15	17	19	24	25	29	32								
<b>Access</b>																	
2020 Preventable Accidents	1	0	0	0	0	0	0	1	2				4	8 or less	Preventable		
YTD	1	1	1	1	1	1	1	2	4								
Total Collision Accidents	1	0	1	1	0	1	1	2	2				9	report only	Total Accidents		
YTD	1	1	2	3	3	4	5	7	9								
<b>Goal 2 - Customer Service</b>																	
<b>On-time Performance</b>																	
<b>Fixed Route</b>																	
2019 On time performance	93.16%	93.39%	94.66%	96.33%	95.00%	94.66%	95.33%	98.33%	95.33%				95.13%	90%			
<b>Access</b>																	
2019 On time performance	97.60%	98.01%	98.36%	99.80%	99.73%	99.42%	99.36%	99.67%	99.08%				99.00%	95%			
<b>Goal 5 - Financial Responsibility</b>																	
<b>Expenses</b>																	
Fixed Route Cost/Hour	\$91.23	\$84.61	\$85.85	\$129.31	\$133.24	\$87.00	\$88.34	\$87.46	\$90.29				\$97.48	\$86.00			
Access Cost/Trip	\$29.90	\$34.72	\$40.62	\$128.04	\$80.13	\$57.69	\$49.97	\$45.85	\$40.61				\$56.39	\$29.00	\$28 or less		
Free Access Trips on FR	1,329	1,185	867	45	117	888	942	781	975				7,129		Report only		
<b>Revenue</b>																	
<b>Fixed Route</b>																	
2019 Farebox Revenue	\$152,987	\$84,388	\$87,594	\$85,894	\$106,358	\$76,287	\$84,706	\$98,006	\$83,208	\$90,219	\$79,184	\$77,093	\$1,105,924				
2020 Farebox Revenue	\$160,866	\$79,512	\$71,231	\$4,456	\$17,992	\$56,067	\$61,605	\$62,320	\$60,907				\$574,956	\$1,433,600	2019 budget amount		
Monthly +/-	\$7,879	(\$4,876)	(\$16,363)	(\$81,438)	(\$88,366)	(\$20,220)	(\$23,101)	(\$35,686)	(\$22,301)				(\$284,472)				
YTD +/-	\$7,879	\$3,003	(\$13,360)	(\$94,798)	(\$183,164)	(\$203,384)	(\$226,485)	(\$262,171)	(\$284,472)								
<b>Access</b>																	
2019 Farebox Revenue	\$14,039	\$12,874	\$20,558	\$13,606	\$15,645	\$13,655	\$12,797	\$17,437	\$14,152	\$17,968	\$14,251	\$13,736	\$180,718				
2020 Farebox Revenue	\$17,560	\$16,521	\$13,601	\$200	\$715	\$9,381	\$7,263	\$9,296	\$9,390				\$83,927				
Monthly +/-	\$3,521	\$3,647	(\$6,957)	(\$13,406)	(\$14,930)	(\$4,274)	(\$5,534)	(\$8,141)	(\$4,762)				(\$50,836)				
YTD +/-	\$3,521	\$7,168	\$211	(\$13,195)	(\$28,125)	(\$32,399)	(\$37,933)	(\$46,074)	(\$50,836)								
<b>Token Transit Sales</b>																	
2019 Token Transit Sales	\$8,916	\$9,178	\$9,484	\$9,867	\$9,572	\$8,861	\$10,208	\$10,362	\$9,565	\$10,867	\$9,502	\$8,609	\$114,991	5% Increase			
2020 Token Transit Sales	\$9,358	\$10,579	\$8,298	\$0	\$2,173	\$5,844	\$6,689	\$8,353	\$8,002				\$59,296				
Monthly +/-	\$442	\$1,401	(\$1,186)	(\$9,867)	(\$7,399)	(\$3,017)	(\$3,519)	(\$2,009)	(\$1,563)				(\$26,717)				
YTD +/-	\$442	\$1,843	\$657	(\$9,210)	(\$16,609)	(\$19,626)	(\$23,145)	(\$25,154)	(\$26,717)								

<b>Goal 6 - Increase Ridership</b>														
<b>Fixed Route</b>														
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	
<b>2020 Passenger Trips</b>	<b>133,737</b>	<b>124,398</b>	<b>102,762</b>	<b>55,717</b>	<b>53,911</b>	<b>80,454</b>	<b>85,134</b>	<b>84,657</b>	<b>86,556</b>				<b>807,326</b>	<b>Increase 34,000 annually</b>
Monthly +/-	11,747	(876)	(32,713)	(83,695)	(85,366)	(47,204)	(50,846)	(59,855)	(44,348)				(393,156)	
YTD +/-	11,747	10,871	(21,842)	(105,537)	(190,903)	(238,107)	(288,953)	(348,808)	(393,156)					
<b>Access</b>														
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	
<b>2020 Passenger Trips</b>	<b>6,816</b>	<b>5,954</b>	<b>4,392</b>	<b>1,388</b>	<b>1,810</b>	<b>3,409</b>	<b>4,157</b>	<b>4,162</b>	<b>4,449</b>				<b>36,537</b>	<i>report only</i>
Monthly +/-	977	55	(2,343)	(5,195)	(4,745)	(2,173)	(2,132)	(2,001)	(1,763)				(19,320)	
YTD +/-	977	1,032	(1,311)	(6,506)	(11,251)	(13,424)	(15,556)	(17,557)	(19,320)					
<b>Purchased Trips</b>														
2019 Purchased Trips	764	810	832	808	829	840	803	1037	961	989	943	939	10,555	
<b>2020 Purchased Trips</b>	<b>961</b>	<b>942</b>	<b>896</b>	<b>896</b>	<b>931</b>	<b>981</b>	<b>943</b>	<b>924</b>	<b>946</b>				<b>8,420</b>	<i>report only</i>
Monthly +/-	197	132	64	88	102	141	140	(113)	(15)				736	
YTD +/-	197	329	393	481	583	724	864	751	736					
<b>Total Ridership</b>														
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	
<b>2020 Passenger Trips</b>	<b>141,514</b>	<b>131,294</b>	<b>108,050</b>	<b>58,001</b>	<b>56,652</b>	<b>84,844</b>	<b>90,234</b>	<b>89,743</b>	<b>91,951</b>	0	0	0	<b>852,283</b>	<i>report only</i>
Monthly +/-	12,921	(689)	(34,992)	(88,802)	(90,009)	(49,236)	(52,838)	(61,969)	(46,126)				(411,740)	
YTD +/-	12,921	12,232	(22,760)	(111,562)	(201,571)	(250,807)	(303,645)	(365,614)	(411,740)					
<b>Greyhound Ticket Sales</b>														
2020 Passenger tickets sold	525	453	407	226	327	429	425	378	328				3,498	<i>report only</i>
2020 Packages/bags	38	29	23	19	17	32	22	21	14				215	<i>report only</i>

**Resolutions and Ordinances**

**RESOLUTION 5-2020**

**A RESOLUTION OF THE FORT WAYNE PUBLIC TRANSPORTATION CORPORATION (FWPTC) AUTHORIZING THE GENERAL MANAGER/CEO TO SIGN THE CONTRACT FOR THE BUS ADVERTISMENT PROCUREMENT TO MESMERIZE.**

**WHEREAS**, The Fort Wayne Public Transportation Corporation desires to award the Bus Advertisement Procurement 5-2020 to Mesmerize.; and

**WHEREAS**, Citilink issued RFP 2-2020 on August 14, 2020 and opened proposals on September 23, 2020, and

**WHEREAS**, the contract was presented to the FWPTC Board of Directors, a copy of which document is attached hereto.

**NOW THEREFORE, BE IT RESOLVED BY THE FORT WAYNE PUBLIC TRANSPORTATION BOARD**, that the General Manager/CEO is authorized to sign the contract between Citilink (FWPTC) and Mesmerize for the 2-2020 RFP procurement: Bus Advertising.

**ATTEST:**

**APPROVED:**

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Glynn Hines, Secretary  
Fort Wayne Public Transportation  
Corporation

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Sherese Fortriede, Chairman  
Fort Wayne Public Transportation  
Corporation

**Adopted this 8th day of October 2020.**

## **OLD BUSINESS AND NEW BUSINESS**

1. Old Business:
2. New Business
  - a. Discuss Due date of General Manager Performance Evaluation in December
  - b. 2021 Election Nominating Committee

**OPEN DISCUSSION BY THE BOARD**