



DATE: March 25, 2021

TIME: 12:00PM

PLACE: Zoom Meeting

PURPOSE: March Meeting

ORDER OF BUSINESS

1. Call to Order
2. Public Comment-Due to COVID-19, all public comment must be submitted in writing prior to the meeting
3. Approval of Minutes
 - A. Meeting Minutes of February 25, 2021 (Pages 2-6)
4. Communications
 - A. Covid-19 Vaccine Access: How Rural Transit Agencies Are Helping Get the Shots in Arms (Pages 7-13)
5. Treasurer's Report
 - A. February 2021 Financial Report (Pages 14-19)
6. Old Business
7. New Business
 - A. Discussion on resuming in person meetings
8. Future Procurements
9. Resolutions
 - A. Resolution NO. 2110– APPROVING ADMINISTRATORS FOR M&T BANK CREDIT CARD ACCOUNTS (Page 20)
 - B. Resolution NO. 2111– LOCAL TRANSPORTATION ORGANIZATION RESOLUTION CERTIFYING THE LOCAL MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE (Page 21)
10. Staff Report
11. Adjournment
12. Executive Session

Next Meeting: Thursday, April 29, 2021

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY
901 N. Cameron Street, Harrisburg, PA 17101

MINUTES OF BOARD MEETING

February 25, 2021

The regular meeting of the Authority's Board of Directors convened on this date at 12:01pm, of Capital Area Transit held by Zoom, Chairman Eric Bugaile presiding. Present were board members: LaToya Bellamy, Al Bienstock, Bruce Weber, Scott Wyland, Richard Kotz and Chad Saylor. Jill Nagy, Counsel, was also present.

Administrative Staff Members present were Richard Farr, Angela Bednar, Christopher Zdanis, Jenna Reedy, Miguel Aciri-Rodriguez, Brian Gillette, Brianna Holmes, Chris Becker, DeRon Jordan, Jamie Leonard, Stephen Baldwin, Abby Davis and Mark Mitchell.

ATTENDANCE

All members of the Board of Directors were present.

PUBLIC COMMENT

No public comment received.

APPROVAL OF MINUTES

Mr. Chad Saylor moved to accept the January 28, 2021 and February 10, 2021 meeting minutes, seconded by Ms. LaToya Bellamy. Motion approved.

COMMUNICATIONS

No communications received.

TREASURER'S REPORT

Mr. Al Bienstock deferred to Mr. Stephen Baldwin to present the unaudited financial statements for the month of January 2021 and the year-to-date period ending January 31, 2021. Highlights of the report follows:

- The number of passengers continues to be down due to COVID.
- CARES funding is expected to be exhausted by the end of February and at that point CAT will return to utilizing regular operating funds.
- Overtime for the month of January almost reached a \$100,000 savings versus budgeted. It will likely stabilize at that amount for the remainder of the year.
- CAT received the check for advertising on the buses for the year 2020. This is up approximately \$40,000 over previous years.

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Mr. Chad Saylor asked how FMLA is looking for the organization. Mr. Richard Farr responded in general, attendance has improved greatly, which can be seen in the overtime numbers. Ms. Brianna Holmes added, that at this time last year, CAT had an average of 65 people on FMLA with approximately 180 employees' total. Currently, CAT has about 55 people on FMLA with 4 pending. Ms. Brianna Holmes added that some of these are due to surgeries but most of these are for intermittent FMLA. CAT plans to move to six month certification from a year certification as a way to help ensure compliance.

Mr. Al Bienstock moved to accept the January 2021 CAT Financial Report, seconded by Mr. Bruce Weber, motion approved.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

FUTURE PROCUREMENTS

Mr. Richard Farr briefly discussed the upcoming procurement for maintenance software. This will be a joint procurement with CPTA in an attempt to develop systemness between the two organizations. The RFP has been developed based on the specifications and this is expected to be released in the coming weeks. Recommendations for award of contract is expected to be made to the Board at either the March or April Board meeting.

RESOLUTIONS

RESOLUTION 2106 – APPROVING SIGNATORY RESPONSIBILITIES FOR BANKING, INCLUDING PAYROLL AND GENERAL CHECK SIGNING FOR THE AUTHORITY

Motion to approve was raised by Mr. Al Bienstock, seconded by Mr. Scott Wyland, and passed unanimously.

RESOLUTION 2107 – AUTHORIZING THE DELAY OF THE IMPLEMENTATION OF THE 2021 FIXED ROUTE FARE INCREASE

Motion to approve was raised by Mr. Bruce Weber, seconded by Mr. Al Bienstock, and passed unanimously.

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RESOLUTION 2108 – APPROVING SECTION 457(B) PLAN TRUSTEES

Motion to approve was raised by Mr. Al Bienstock, seconded by Ms. LaToya Bellamy, and passed unanimously.

RESOLUTION 2109 – AWARDING FUEL CONTRACT(S)

Motion to approve was raised by Mr. Richard Kotz, seconded by Mr. Scott Wyland, and passed unanimously.

STAFF REPORT

Mr. Richard Farr deferred to Ms. Jamie Leonard for a presentation of CAT's EEO report. Highlights of the EEO report include:

- Headcount: Total of 180 with 62 being Female and 118 being Male. This is then further broken down by ethnicity.
- Hires: Total of 28 with 10 being Female and 18 being Male. This is then further broken down by ethnicity.
- Terms: Total of 29 with 10 being Female and 19 being Male. This is then further broken down by ethnicity.
- Goals:
 - Officials & Administrative: Increase Female White by 1
 - Administrative Support: Increase Female White by 2
 - Service-Maintenance: Increase Male Hispanic by 4, Increase Female White by 10, Increase Female Hispanic by 3, and Increase Female Black by 2
 - Hired 1 Female White in Officials & Administrative.
 - Hired 2 Male Hispanics, 2 Female Whites, 4 Female Blacks, 2 Female Hispanics in Service-Maintenance.
- Turnover: 16.1%
 - 13- Resigned
 - 4- Excessive absences
 - 5- Terminations
 - 4- Retirements
 - 1- Not defined
 - 2- Other

Mr. Richard Farr presented CAT's initiative to provide transportation to a COVID vaccination site. Dauphin county residents can contact the CAT Customer Service Center to schedule a trip. Cumberland county residents can contact the rabbittransit call center to schedule a trip. To date, a total of 67 individuals have scheduled trips to

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901 N. Cameron Street, Harrisburg, PA 17101

COVID vaccination sites. Mr. Farr expects that over time, approximately 400-500 trips will be booked between both organizations.

Mr. Richard Farr noted that CAT has been working on the I-81 Corridor project and this continues to move forward. Mr. Richard Farr added that he expects some time around May or June, a transportation summit will be held in regards to employees getting to work.

Mr. Richard Farr thanked Mr. Chad Saylor for his part in the Dauphin County Commissioners meeting which was held on February 17, 2021. At this meeting, the plan for regionalization was presented along with the resolution. Additionally, Mr. Richard Farr thanked Ms. Janetta Green, Chief Executive Officer of the Center for Independent Living of Central PA, Mr. John Sygielski, President and CEO of HACC, Kathleen McGraw, Director of Communications and David Lontz, Director of Employee and Labor Relations both of Hershey Entertainment and Resorts Company, for being present and showing their support for transit.

Mr. Chad Saylor asked if there was any updates on a new facility for CAT. Mr. Richard Farr responded, that he has not received any updates on this, however, he knows PennDOT continues to work with officials on the site off of Elmerton Avenue. Mr. Richard Farr added, the only feedback he has received, was that Susquehanna Township was concerned with losing land for non-profit status. Regular meetings continue to be held, which CAT will be invited to attend, once a possible solution becomes more of a reality. Mr. Chad Saylor questioned if an executive session should be held in regards to real estate. Mr. Richard Farr responded, that he would have PennDOT come in and present to the Board when that time comes, as he has only been involved at a very high level up to this point. Mr. Chad Saylor discussed possible concern from funding partners, in regards to CAT needing a new facility when there is a plan for regionalization. Mr. Richard Farr added that he has had several conversations with PennDOT about "right-sizing" the organization. Currently, a proposal is being developed that will outline why a new facility is needed, which will include supporting data.

ADJOURNMENT

The next scheduled Board meeting will take place on March 25, 2021 at 12:00pm via Zoom.

A motion was made by Ms. LaToya Bellamy to adjourn the meeting. The meeting adjourned at 12:36pm.

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Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Richard Kotz", written over a horizontal line.

Richard Kotz
Secretary

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U.S.

Covid-19 Vaccine Access: How Rural Transit Agencies Are Helping Get the Shots in Arms

A local transportation service in central Pennsylvania offers free rides to people who can't otherwise get to vaccination sites

By *Scott Calvert* / Photographs by *Rosem Morton* for *The Wall Street Journal*

March 12, 2021 5:30 am ET



Listen to this article

7 minutes

PORT TREVORTON, Pa.—On a recent overcast morning, Lou Ann Share waited for the bus in the kitchen of her family's yellow-sided house as her daughter made waffles for her 8-year-old twins.

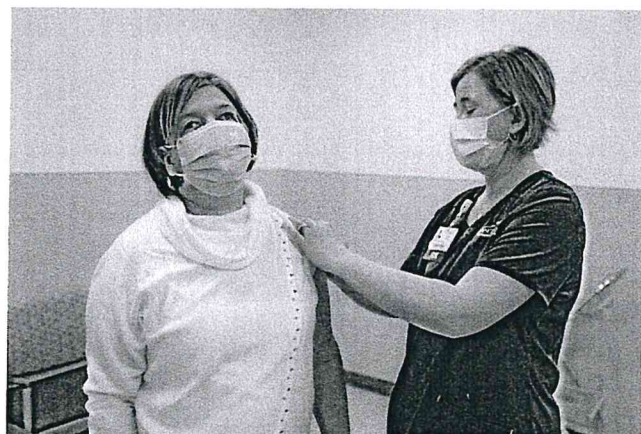
Ms. Share, a 66-year-old retired florist, had secured a Covid-19 vaccination appointment at a hospital 30 minutes from her home in this rural community in central Pennsylvania. But she couldn't drive herself because of chronic pain from an accident 25 years ago, and nobody else in the family could take her.

"If it wasn't for Rabbit, I wouldn't be able to do this," she said, referring to Rabbittransit, a local transportation agency that is giving free rides to vaccination sites across 11 counties.

For Ms. Share and others like her, rural transit agencies are providing more than rides. They are the crucial link to long-awaited protection from the deadly coronavirus. Across the U.S., the agencies have been adapting since the start of the pandemic a year ago. When ridership fell sharply, some of the services pivoted to delivering groceries and prescription drugs. Since the vaccine rollout began, a growing number have started

offering free rides, changing bus routes, hosting vaccination sites or organizing clinics on wheels to take vaccines to people.

In West Texas, more than 700 people have been vaccinated at a clinic inside Spartan Rural Public Transit's new facility in the city of Levelland. In Washington state, Twin Transit teamed up with Lewis County, the United Way and Bird's Eye Medical to run mobile clinics at fairgrounds, schools, fire stations and senior centers that have led to more than 2,400 vaccinations. Twin Transit ferries medical staff and equipment to clinics when needed and takes vaccine recipients to the sites in vans.



Ms. Share, 66, greeted the driver for Rabbittransit, a transportation service that takes people to get a Covid-19 vaccine, on March 4 at her Port Trevorton home. Ms. Share registered at Evangelical Community Hospital in Lewisburg. A nurse, Jackie Mast, administered the vaccine.

An infusion of federal aid is helping agencies cope with the pandemic’s various impacts. Congress approved \$2.7 billion for rural transit in two prior Covid relief bills and added \$317 million in the recent \$1.9 trillion stimulus package.

Since launching its free vaccination ride program in mid-February, Rabbit has taken more than 230 people to vaccination appointments, Executive Director Richard Farr said. Some don’t have a car, or can’t drive because of age or disability; others can’t turn to family

because of job schedules, he said. The agency is using federal Cares Act funds along with existing state subsidies to cover the cost.

“We have to reach herd immunity, and the only way is if everybody has an opportunity to get the vaccine,” Mr. Farr said.

Just over 19% of Pennsylvania residents have received at least one dose of coronavirus vaccine, slightly above the nationwide figure, according to the Centers for Disease Control and Prevention. In largely rural Snyder County, where Ms. Share lives, that figure is 15.3%, state data show.

SHARE YOUR THOUGHTS

How would you grade the vaccination rollout? Join the conversation below.

Mobility is a perpetual challenge in the region, said Kendra Aucker, president and chief executive of 132-bed Evangelical Community Hospital in Lewisburg, where Ms. Share booked her vaccination slot. Nearly a quarter of residents in Snyder County struggle with transportation, a 2017 Greater Susquehanna Valley United Way report found.

Many people are carpooling to hospitals for their shots, Ms. Aucker said; others rely on Rabbit. “If you don’t have anybody to help you, it’s the only way to get a vaccine,” she said.

Transit agencies in some parts of the U.S. are waiting for vaccine supplies to increase before stepping up efforts to get people to sites, said Scott Bogren, executive director of the nonprofit Community Transportation Association of America.



Ms. Share at home as she waited for the Rabbittransit bus that would take her to get vaccinated. “I am really looking forward to it,” she said.

Ms. Share is a Rabbit regular, paying reduced fares for trips to pain-management appointments. She was seriously hurt in a car crash in 1995, after being rear-ended while driving home from her job as a floral designer. She injured an eye and needed plates, screws and rods in her neck. She said she is often in pain and doesn’t trust herself to drive farther than nearby Hilsher’s General Store.

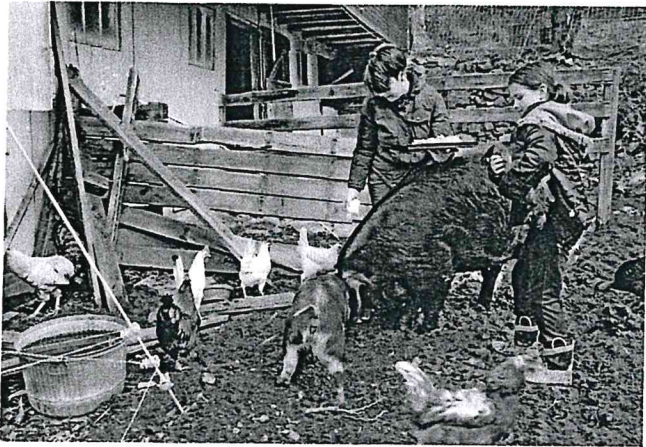
“I used to be this independent person. Raised kids on my own, worked two jobs. Then one car accident takes it all away,” she said. “Without Rabbit I would be really stuck.”

On the morning of her appointment, Ms. Share bantered with her daughter, Lindsey Corbin, as the 8-year-olds began their virtual school day and the family’s two burly dogs, Max and Fizey, lumbered around the kitchen.

“You’re excited, right?” Ms. Corbin said.

“Yes, I am,” Ms. Share said. “So I can start being safe.”

Ms. Share said at first she wasn’t sure she wanted a shot given the vaccines’ rapid development. “But I stuck with the science and Dr. Fauci,” she said, referring to Dr. Anthony Fauci, the government’s top infectious-diseases expert. Her 86-year-old mother, Betty Ann Hackett, has had both doses, and Ms. Corbin, whose immune system was ravaged by cancer treatment and who seldom drives because of a seizure disorder, received her first.



Ms. Share's daughter, 43-year-old Lindsey Corbin, fed the farm animals with her daughter, 8-year-old Cassidy Keefer. Ms. Share looked over her grandchild Emma's school work. Ms. Share's mother, 86-year-old Betty Ann Hackett, with Fizey at home in in Port Trevorton.

Now it was Ms. Share's turn. When the door to the empty minibus opened, she greeted driver John Bolig and settled into a seat by the door for the drive north to Lewisburg.

"Away we go," Mr. Bolig said, heading down Silver Creek Road to the four-lane highway that runs along the broad Susquehanna River. He and Ms. Share chatted about a local university and news that Hobby Lobby plans to open a store nearby.

After her arrival at Evangelical, hospital staff members briskly guided Ms. Share through registration. Minutes later, she was rolling up the sleeve of her sweater for nurse Jackie Mast.

“That’s it,” Ms. Mast said after injecting the vaccine developed by Pfizer Inc. and BioNTech SE.

“Oh my gosh, nothing. You’re wonderful,” Ms. Share said with a laugh.

“It’s like my two-thousandth shot,” the nurse replied.

After the 15-minute observation period, Ms. Share had to linger another hour in the airy lobby before the bus pulled up to take her back home, where the family’s pigs, chickens and ducks would need tending. She said she didn’t mind the wait.

“I feel relieved,” she said.



Ms. Share and Fizey.

Write to Scott Calvert at scott.calvert@wsj.com

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Capital Area Transit
MEMO

To: Capital Area Transit Board Members
From: Brian Gillette, Accounting Manager
Date: March 19, 2021
Re: February 2021 CAT Financial Report (Unaudited)

Attached are Capital Area Transit's (CAT) unaudited financial statements for the month of February 2021 and the year-to-date period ending February 28, 2021.

Items of Interests:

- CAT's CARES funding total award is \$ 14,630,648, of which we have received \$14.1M.
- Fixed Route 2021/2020 YTD: Revenues: down 41%, Expenses: up 0.9%.
- Paratransit 2021/2020 YTD: Revenues: down 37%, Expenses: down 15%
- YTD Overtime is down \$460K over the prior year; \$311K of which, has been since the new contract rules have been applied.
- February MTD/YTD Health Insurance Expenses

	<u>MTD Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>
Gross Health Insurance	\$ 223,420	\$ 1,654,753	\$ 1,773,408
Employee Premium Copay	\$ 20,662	\$ 172,868	\$ 246,816
Net Health Insurance	\$ 202,758	\$ 1,481,886	\$ 1,526,592

- Overtime for February 2021 and YTD Period Ending February 28, 2021.

	February 2021		YTD	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Operators	\$ 38,540	\$ 103,356	\$ 474,335	\$ 855,544
Operations	\$ 1,144	\$ 0	\$ 10,337	\$ 0
Maintenance	\$ 11,825	\$ 31,315	\$ 106,676	\$ 292,058
Admin.	\$ 256	\$ 0	\$ 725	\$ 0
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	\$ 51,766	\$ 134,672	\$ 592,073	\$1,147,602

Fixed Route Division – February 2021

YTD Passengers Served: Passengers/Vehicle Hour

	<u>Passengers</u>	<u>Revenue Vehicle Hours</u>	<u>Passengers Per Rev. Vehicle Hours</u>	<u>Change</u>
2021	621,304	101,086	6.15	-64.51%
2020	1,399,314	80,803	<u>17.32</u>	unfavorable
2023 Goal			19.01	

YTD Operating Expenditures: Operating Cost / Revenue Vehicle Hour

	<u>Operating Expense</u>	<u>Revenue Vehicle Hours</u>	<u>Operating Cost Per Rev. Vehicle Hours</u>	<u>Change</u>
2021	\$ 11,076,212	101,086	\$ 109.51	19.37%
2020	\$ 10,981,298	80,803	<u>\$ 135.90</u>	favorable
2023 Goal		Not to Exceed	\$ 154.61	

YTD Operating Revenue: Operating Revenue // Revenue Vehicle Hour

	<u>Operating Revenue</u>	<u>Revenue Vehicle Hours</u>	<u>Operating Rev. Per Rev. Vehicle Hours</u>	<u>Change</u>
2021	\$ 1,247,390	101,086	\$ 12.34	-52.70%
2020	\$ 2,107,836	80,803	<u>\$ 26.09</u>	unfavorable
2023 Goal			\$ 27.25	

YTD Operating Expense: Operating Cost / Passenger

	<u>Operating Expense</u>	<u>Passengers</u>	<u>Operating Cost Per Passenger</u>	<u>Change</u>
2020	\$ 11,076,212	621,304	\$ 17.83	-127.17%
2019	\$ 10,981,298	1,399,314	<u>\$ 7.85</u>	unfavorable
2023 Goal		Not to Exceed	\$ 8.13	

Paratransit Division – February 2021

Revenue

	<u>MTD</u>	<u>YTD</u>	<u>Change</u>
2021	\$ 172,710	\$ 1,596,898	-36.77%
2020	\$ 330,493	\$ 2,525,557	unfavorable

Expenses

	<u>MTD</u>	<u>YTD</u>	<u>Change</u>
2021	\$ 350,014	\$ 2,942,217	15.42%
2020	\$ 384,287	\$ 3,478,669	favorable

YTD Expenses are 23% favorable to budget by \$873K

Capital Area Transit
Balance Sheet - Summary
As of February 28, 2021

	<u>2021</u>	<u>2020</u>
Assets		
Current Assets		
Cash	7,230,352	347,649
Investments	15,265	15,183
Accounts Receivable	551,990	970,575
Capital Grants Receivable	4,315,950	1,915,938
Op. Assist. & Planning Grants Receivable	109,430	187,871
Inventory	407,562	400,685
Prepays	500,807	561,112
Total Current Assets	<u>13,131,355</u>	<u>4,399,014</u>
Capital Assets		
Fixed Assets	58,353,707	60,778,609
Accumulated Depreciation	(34,964,844)	(37,009,722)
Net Capital Assets	<u>23,388,863</u>	<u>23,768,887</u>
Other Assets	75,915	75,915
Total Assets	<u>36,596,133</u>	<u>28,243,815</u>
Liabilities		
Current Liabilities		
Accounts Payable	1,041,108	1,054,135
Accrued Wages & Payroll-Related Accruals	907,771	770,690
Payroll Withholdings - Taxes	18,461	31,651
Short-Term Debt & Accrued Interest	0	1,414,721
Accrued Expenses	621,745	670,435
Advances for Working Capital	740,961	772,364
Deferred Operating & Capital Grants	9,779,462	(28,396)
Total Current Liabilities	<u>13,109,508</u>	<u>4,685,599</u>
Long-Term Liabilities	462,177	336,210
Total Liabilities	<u>13,571,685</u>	<u>5,021,809</u>
Net Position	<u>23,024,448</u>	<u>23,222,006</u>
Total Liab, Total Def Inflow & Net Position	<u>36,596,133</u>	<u>28,243,815</u>

Capital Area Transit
Income Statement - Combined
For the Period Ending February 28, 2021

	Fiscal Year 2021				Fiscal Year 2020	
	PTD		YTD		PTD	YTD
	Actual	Budget	Actual	Budget	Actual	Actual
Revenue						
Passenger Revenue	106,657	168,293	996,157	1,421,916	227,722	1,967,371
Other Revenue	176,903	226,825	1,848,129	1,889,643	513,821	2,666,023
Total Revenue	283,560	395,118	2,844,286	3,311,559	741,543	4,633,394
Expenses						
Labor						
Labor - Operators	447,528	503,360	3,910,837	4,462,356	461,913	3,975,932
Labor - Operations Support	72,547	73,832	653,523	669,004	75,678	633,047
Labor - Maintenance	123,529	141,267	1,068,797	1,251,373	136,859	1,159,890
Labor - Administrative	43,569	44,483	341,188	397,251	40,322	310,828
Labor - Health Insurance	202,758	243,843	1,481,885	1,684,740	181,269	1,413,399
Labor - Other Fringes	224,891	229,876	2,873,177	3,041,773	219,955	2,749,370
Total Labor	1,114,821	1,236,661	10,329,408	11,506,497	1,115,995	10,242,466
Services	106,790	83,968	730,600	671,750	72,696	655,614
Fuel	84,981	105,559	735,939	940,409	96,060	863,297
Tires & Tubes	11,868	11,252	55,995	100,665	7,142	80,842
Materials & Supplies	51,393	69,204	443,227	605,491	47,784	509,263
Utilities	37,532	35,292	219,100	235,539	28,455	222,398
Casualty & Liability	44,768	48,002	363,779	384,029	35,156	366,396
Taxes	86	93	730	942	95	1,008
Purchase of Service	138,143	198,851	1,102,796	1,600,921	176,130	1,439,024
Miscellaneous	1,516	7,631	18,872	61,048	3,342	19,350
Marketing & Promotion	639	4,583	14,157	36,664	-	6,330
Interest	-	833	75	6,664	9,343	50,671
Leases & Rentals	425	425	3,749	3,400	413	3,300
Total Expenses	1,592,962	1,802,354	14,018,427	16,154,019	1,592,650	14,459,958
Surplus (Deficit)	(1,309,402)	(1,407,236)	(11,174,141)	(12,842,460)	(851,067)	(9,826,564)
Subsidy						
Local Subsidy	89,892	89,892	754,148	719,136	84,217	719,140
State Subsidy	831,185	933,783	831,185	2,628,256	768,598	6,041,267
Federal Subsidy	388,325	383,561	9,588,807	9,495,068	254,330	2,885,735
Total Subsidy	1,309,402	1,407,236	11,174,141	12,842,460	1,107,145	9,646,143
Difference					256,078	(180,422)

Capital Area Transit
Income Statement Summary - Fixed Route
For the Period Ending February 28, 2021

	Fiscal Year 2021				Fiscal Year 2020	
	PTD		YTD		PTD	YTD
	Actual	Budget	Actual	Budget	Actual	Actual
Revenue						
Passenger Fares	98,192	153,591	916,893	1,269,130	210,065	1,815,403
Other Revenue	12,658	10,651	330,496	92,255	200,985	292,433
Total Revenue	110,849	164,242	1,247,388	1,361,385	411,050	2,107,837
Expenses						
Labor						
Labor - Operators	405,365	444,234	3,532,774	3,847,890	414,130	3,491,147
Labor - Operations Support	49,652	56,799	449,918	491,986	52,549	454,833
Labor - Maintenance	105,757	125,238	901,231	1,084,792	115,932	955,261
Labor - Administrative	35,780	37,579	280,189	325,501	33,113	255,257
Labor - Health Insurance	158,071	185,520	1,176,274	1,281,774	142,339	1,085,200
Labor - Other Fringes	185,175	192,693	2,422,760	2,543,868	178,746	2,287,418
Total Labor	939,801	1,042,063	8,763,146	9,575,811	936,809	8,529,116
Services	90,796	72,738	627,174	581,910	64,625	580,256
Fuel	73,726	89,405	625,599	777,424	82,735	711,198
Tires & Tubes	5,797	9,228	46,551	80,243	5,500	60,458
Materials & Supplies	47,728	60,087	382,452	517,485	40,800	436,250
Utilities	26,636	24,872	152,497	164,061	19,939	155,536
Casualty & Liability	30,626	32,735	249,103	261,880	20,679	249,050
Taxes	8	-	8	-	-	-
Purchase of Service	25,448	38,527	196,490	289,372	25,848	189,959
Miscellaneous	1,316	5,588	15,216	44,704	2,521	13,974
Marketing & Promotion	639	4,583	14,157	36,664	-	6,330
Interest	-	752	68	6,016	8,456	45,862
Leases & Rentals	425	425	3,749	3,400	413	3,300
Total Expenses	1,242,947	1,381,003	11,076,210	12,338,970	1,208,323	10,981,289
Surplus (Deficit)	(1,132,098)	(1,216,761)	(9,828,822)	(10,977,585)	(797,273)	(8,873,452)
Subsidy						
Local Subsidy	89,892	89,892	754,148	719,136	84,217	719,140
State Subsidy	831,185	933,783	831,185	2,628,256	768,598	6,041,267
Federal Subsidy	211,021	193,086	8,243,488	7,630,193	200,536	1,932,623
Total Subsidy	1,132,098	1,216,761	9,828,822	10,977,585	1,053,351	8,693,030
Difference					256,078	(180,422)

Capital Area Transit
Income Statement Summary - Paratransit
For the Period Ending February 28, 2021

	Fiscal Year 2021				Fiscal Year 2020	
	PTD		YTD		PTD	YTD
	Actual	Budget	Actual	Budget	Actual	Actual
Revenue						
Passenger Fares	8,466	14,702	79,265	152,786	17,657	151,968
Other Revenue	164,245	216,174	1,517,634	1,797,388	312,836	2,373,589
Total Revenue	172,710	230,876	1,596,898	1,950,174	330,493	2,525,557
Expenses						
Labor						
Labor - Operators	42,162	59,126	378,063	614,466	47,783	484,785
Labor - Operations Support	22,895	17,033	203,605	177,018	23,129	178,214
Labor - Maintenance	17,772	16,029	167,566	166,581	20,926	204,628
Labor - Administrative	7,789	6,904	60,999	71,750	7,209	55,571
Labor - Health Insurance	44,687	58,323	305,612	402,966	38,930	328,199
Labor - Other Fringes	39,716	37,183	450,418	497,905	41,208	461,952
Total Labor	175,021	194,598	1,566,262	1,930,686	179,186	1,713,350
Services	15,993	11,230	103,426	89,840	8,071	75,358
Fuel	11,255	16,154	110,340	162,985	13,326	152,099
Tires & Tubes	6,071	2,024	9,443	20,422	1,642	20,383
Materials & Supplies	3,665	9,117	60,775	88,006	6,984	73,014
Utilities	10,896	10,420	66,603	71,478	8,516	66,862
Casualty & Liability	14,142	15,267	114,676	122,149	14,476	117,346
Taxes	78	93	722	942	95	1,008
Purchase of Service	112,695	160,324	906,306	1,311,549	150,283	1,249,065
Miscellaneous	200	2,043	3,656	16,344	822	5,376
Interest	-	81	7	648	887	4,809
Leases & Rentals	-	-	-	-	-	-
Total Expenses	350,014	421,351	2,942,217	3,815,049	384,287	3,478,670
Surplus (Deficit)	(177,304)	(190,475)	(1,345,319)	(1,864,875)	(53,794)	(953,112)
Subsidy						
Local Subsidy	-	-	-	-	-	-
State Subsidy	-	-	-	-	-	-
Federal Subsidy	177,304	190,475	1,345,319	1,864,875	53,794	953,112
Total Subsidy	177,304	190,475	1,345,319	1,864,875	53,794	953,112
Difference	-	-	-	-	-	(0)

RESOLUTION NO. 2110

APPROVING ADMINISTRATORS FOR M&T BANK CREDIT CARD ACCOUNTS

WHEREAS, Capital Area Transit (CAT) is a municipal authority engaged in the activity of providing public transit services within the Counties of Dauphin and Cumberland and the City of Harrisburg; and

WHEREAS, CAT staffing changes have created gaps in staff fulfilling fiscal responsibilities; and

WHEREAS, As a result of staff changes, CAT needs to name new administrators for the M&T Bank credit card accounts;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cumberland-Dauphin-Harrisburg Transit Authority, that Brian Gillette and Steve Baldwin be named administrators of the Authority's M&T Bank credit card accounts.

CERTIFICATION OF OFFICERS

OF

CUMBERLAND-DAUPHIN-HARRISBURG TRANSIT AUTHORITY

I certify that the foregoing is a sound and true copy of a Resolution adopted at a legally convened meeting of the Cumberland-Dauphin-Harrisburg Transit Authority Board Members held on March 25, 2021.

attest: _____

Richard Kotz
Secretary

Eric Bugaile
Chairman

RESOLUTION NO. 2111

**LOCAL TRANSPORTATION ORGANIZATION
RESOLUTION CERTIFYING THE LOCAL MATCH
FOR STATE OPERATING FINANCIAL ASSISTANCE**

The Board of Directors of Cumberland-Dauphin-Harrisburg Transit Authority resolves and certifies that the operating financial assistance of \$9,437,252 provided pursuant to 74 Pa.C.S. §1513 is needed in Fiscal Year 2022 or in a subsequent fiscal year to help pay for projected operating expenses, including asset maintenance costs; and that these funds will be used for this purpose only, because these funds are ineligible to be used for asset, or capital improvements projects; and that any funds not used this Fiscal Year will be retained and used only for operating assistance in a subsequent fiscal year(s).

WHEREAS, the Board of Directors of Cumberland-Dauphin-Harrisburg Transit Authority resolves and certifies that the required local matching funds of \$1,132,633 will be secured from local contributors of Cumberland County, Dauphin County, and the City of Harrisburg no later than the end of Fiscal Year 2022 to match the requested Section 1513 funds (the allocation among local contributors will be determined after June 30, 2021).

I, Eric Bugaile, Chairman of the Board of Directors of Cumberland-Dauphin-Harrisburg Transit Authority do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Directors held the 25th day of March, 2021.

DATE: March 25, 2021

(Signature and Official Title)

ATTEST:

Cumberland-Dauphin-Harrisburg Transit Authority

By: _____

(Signature and Official Title)

March 25, 2021

(Date)

IMPORTANT REMINDER: In addition to the above resolution Section 1513 recipients must include in their COA submission a resolution passed by any municipality providing local match (see COA Local Match Summary form).