



NOTICE OF A PUBLIC MEETING
CONCHO VALLEY TRANSIT DISTRICT

3:00 P.M.

WEDNESDAY, FEBRUARY 8, 2017

**Concho Valley Regional Conference and Training Center
2801 W. Loop 306, Suite A., San Angelo, TX 76904**

The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call the Council office at 944-9666 at least 24 hours prior to the meeting.

BUSINESS

- (1) **DETERMINATION OF QUORUM AND CALL TO ORDER**
- (2) **INVOCATION & PLEDGE OF ALLEGIENCE**
- (3) **APPROVAL OF MINUTES** of December 14, 2016 meeting (See **Attachment A**)
- (4) **APPROVAL OF CHECKS** over \$2,000 written since the last meeting (See **Attachment B**)
- (5) **REVIEW & APPROVAL** of amendments to the CVTD Drug and Alcohol Policy updated January 2017 **Resolution 020817 A** (See **Attachment C**)
- (6) **REVIEW & APPROVAL** of amendments to the CVTD ADA Para-Transit Plan updated January 2017 **020817 B** (See **Attachment D**)
- (7) **REVIEW** Financial Reports/Balance Sheet for October and November 2016 (See **Attachment E**)
- (8) **CVTD General Manager's Report** – Vince Huerta
- (9) **OTHER** Discussion Items or Future Agenda Items
- (10) **ADJOURN**

Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053, this Thursday, February 2, 2017.



John Austin Stokes, Executive Director



Concho Valley Transit District (CVTD)

Minutes of Meeting for December 14, 2016

The Concho Valley Transit District met on Wednesday, December 14, 2016 in the Concho Valley Regional Conference and Training Center, 2801 W. Loop 306, Suite A, San Angelo, TX.

Board members present:

Steve Floyd, Tom Green County Judge, Chairman
John Nanny, Irion County Commissioner, Vice Chair
Dwain Morrison, Mayor, City of San Angelo, Secretary
Roy Blair, Coke County Judge
Charlie Bradley, Schleicher County Judge
Richard Cordes, Menard County Judge
Fred Deaton, Crockett County Judge
David Dillard, Concho County Judge
Leslie Mackie, Sterling County Judge
Danny Neal, McCulloch County Judge
Harry Thomas, City of San Angelo Council Member, District 3
Miguel Villanueva, Sutton County Commissioner

Board members not present:

Charlotte Farmer, City of San Angelo Council Member, District 6
Larry Isom, Reagan County Judge
Delbert Roberts, Kimble County Judge

Call to Order

Judge Steve Floyd announced the presence of a quorum and called the meeting to order at 2:40 p.m.

Invocation and Pledge of Allegiance

Council Member Thomas gave the invocation and Judge Steve Floyd led the Pledge of Allegiance.

Approval of Meeting Minutes

Upon a motion by Mayor Dwain Morrison, seconded by Judge Steve Floyd, meeting minutes from the November 9, 2016 meeting were unanimously approved.

Approval of Checks over \$2,000 written since last meeting

Upon a motion by Judge Danny Neal, seconded by Judge Fred Deaton, checks in excess of \$2,000 written since last meeting was unanimously approved.

Approval of an Interlocal Cooperation Agreement with the City of San Angelo for the provision of transit services – Resolution 121416 A

Upon a motion by Commissioner John Nanny, seconded by Judge Charlie Bradley, an Interlocal Cooperation Agreement between CVTD and the City of San Angelo for the provision of transit services – Resolution 121416 A was unanimously approved.

Approval for the CVTD Executive Director to accept Short Range Planning Funds in the amount of \$80,000 for Feasibility Planning Study

Upon a motion by Judge Charlie Bradley, seconded by Judge David Dillard, the CVTD Executive Director was approved to accept Short Range Planning Funds in the amount of \$80,000 for Feasibility Planning Study. The motion passed unanimously.

Approval for the CVTD Executive Director to accept 5310 Funds in the amount of \$60,000 for Mobility Management

Upon a motion by Judge Leslie Mackie, seconded by Commissioner Miguel Villanueva, the CVTD Executive Director was approved to accept 5310 Funds in the amount of \$60,000 for Mobility Management. The motion passed unanimously.

Approval for the CVTD Executive Director to accept Regional Planning Funds in the amount of \$30,000 for a 5-Year RCTP

Upon a motion by Judge Danny Neal, seconded by Judge Fred Deaton, the CVTD Executive Director was approved to accept Regional Planning Funds in the amount of \$30,000 for a 5-Year RCTP. The motion passed unanimously.

Review Financial Reports/Balance Sheet

The board reviewed Financial Reports for September 2016. No action required.

Update on the CVTD Multimodal Shell Building and Authorization for the Executive Director to allocate funding for the completion of the project

Project completion is at 100% with 100% of the \$150,000 FTA funds allocated for this purpose expended. Due to the nature of this project and the additional COSA and ADA requirements, costs overruns are expected in the range of \$50,000 in addition to FTA funds. Total cost of construction/outfit of the shell building is \$191,000. The Executive Director is requesting authorization to allocate approximately \$50,000 of CVTD unrestricted funds to cover the cost overruns. Upon a motion by Mayor Dwain Morrison, seconded by Judge Charlie Bradley, authorization for the Executive Director to allocate approximately \$50,000 of CVTD unrestricted funds to cover the cost overruns was unanimously approved.

CVTD General Manager's Report

- Bus Stops
 - Routes 1 and 2 complete
 - Waiting for TxDOT approval
 - 4 Shelters
 - Chicken Farm Art Center

- Centralized Dispatch
 - Rural Passes
 - County Sections
 - North: Red
 - South: Orange
 - East: Yellow
 - West: Green
 - Scheduling Change
 - ICB Introduction
 - Shared Ride System

General Manager's Report- Cont.

- Advertising
 - RFP Complete
 - Target Date: Feb 1, 2017
 - Numerous interested organizations

- Software
 - Site presentations scheduled
 - Amenities
 - Where's my bus app
 - Real time tracking
 - Improved efficiency
 - Seamless reporting

- Goodfellow
 - Light maintenance
 - Distinguished Visitor Charter Service

- Safety
- Prior events:
 - November to Remember
- Upcoming event
 - Winter Safety Meeting
 - Hazardous Road Conditions

Future Agenda Items

None

Adjournment

The meeting was adjourned at 3:40 p.m.

Duly adopted at the meeting of the Concho Valley Transit District of the Concho Valley Council of Governments this 8th day of February 2017.

Judge Steve Floyd - Chairman

Mayor Dwain Morrison – Secretary

CVTD
Check/Voucher Register
From 11/1/2016 Through 11/30/2016

<u>Document Nu...</u>	<u>Document Date</u>	<u>Name</u>	<u>Transaction Description</u>	<u>Document Amount</u>
17375	11/10/2016	BUSKER'S BODY SHOP	1503 Accident repair Insurance payment	2,137.44
17382	11/10/2016	MCDONALD TRANSIT ASS...	10/2016 professional services	12,100.00
17385	11/10/2016	SANSING ELECTRIC CO	Replaced 5 lamps, 1 time clock & 2 ballasts on poles	2,141.50
17387	11/10/2016	SHELL FLEET NAVIGATOR	shell card fees for 10/2016	10,983.13
17390	11/10/2016	TEXAS DEPARTMENT OF T...	Prev Maint refund on PO7614	8,335.73
17398	11/23/2016	CITY OF SAN ANGELO-ACC...	10/2016 billing for Fuel	17,348.58
17413	11/23/2016	TML INTERGOVERNMENT...	11/2016Auto liability,gnrl lns,errors,ommisions,prsnl prpty	2,778.57
Report Total				55,824.95

CVTD
Check/Voucher Register
From 12/1/2016 Through 12/31/2016

Document Number	Document Date	Name	Transaction Description	Document Amount
17417	12/9/2016	TEXAS DEPARTMENT OF TRANSPORTATION	Final refund on PO7614	16,482.40
17419	12/13/2016	AT&T MOBILITY	10/17/2016 - 11/16/2016 mobile svcs & data fees	2,340.28
17432	12/13/2016	K & R CONSTRUCTION	Rough in for CVTD shell building	48,043.86
17433	12/13/2016	MCDONALD TRANSIT ASSOCIATES, INC	10/2016 professional services	11,200.00
17435	12/13/2016	SANSING ELECTRIC CO	TML coverage-replace damaged elec. & lights pole;depot	<u>4,400.00</u>
Report Total				<u>82,466.54</u>

Concho Valley Transit District RESOLUTION 020817 A

WHEREAS, the Concho Valley Transit District (CVTD) is designated as the grantee for the §5307 and §5311 formula programs and the principal provider of public transportation services to the Concho Valley, and

WHEREAS, the Federal Transit Administration (FTA) requires all fund recipients to implement a drug and alcohol abuse policy in accordance with 49 CFR Parts 655 and 40, and

WHEREAS, on September 4, 2011 at a regular board meeting of the Concho Valley Transit District (CVTD), the Board approved and adopted a drug and alcohol policy in compliance with FTA requirements, and

WHEREAS, the Concho Valley Transit District (CVTD) desires to amend the Policy as set forth and attached.

Now therefore be it resolved the Board of Directors of the Concho Valley Transit District approve the following:

- 1. The Concho Valley Transit District Board of Directors does hereby adopt the amendments to the CVTD Drug and Alcohol Policy.**

Duly adopted at the meeting of the Board of Directors of the Concho Valley Transit District this 8th day of February 2017.

Judge Steve Floyd, Chairman

Mayor Dwain Morrison, Secretary

Concho Valley Transit District
Substance Abuse Policy
Drug and Alcohol Policy

2017

***CONCHO VALLEY TRANSIT
DISTRICT (CVTD)
SUBSTANCE ABUSE POLICY***

SUBSTANCE ABUSE AND CONTRABAND POLICY (SUMMARY)

CONCHO VALLEY COUNCIL OF GOVERNMENTS dba CONCHO VALLEY TRANSIT DISTRICT

In this period of ever increasing concern about safety and health, and due to the nature of our business as well as the need to comply with the Drug-Free Workplace Act of 1988, the Omnibus Transportation Act of 1991, all rules and regulations of the Department of Transportation(which includes the Federal Transit, Administration, the U. S. Coast Guard, the Research & Special Programs Administration and others), other applicable federal laws or regulations, any contractual obligations, and all laws of the states in which we provide transportation services funded by the Federal Transit Administration, Concho Valley Council of Governments transportation department and its staff and any and all sub-contractors, including but not limited to:

The City of Brady, Sutton County, The City of Eden, Concho County, Menard County, Reagan County, Schleicher County, Coke County, Crockett County, Irion County, Kimble County, Kimble County Senior Citizens Building Association, Inc, Sterling City and Tom Green.

Hereinafter collectively referred to as the "Concho Valley Transit District", must maintain strict standards of conduct which include the possible effects of alcohol, drugs in the workplace. Our position regarding substance abuse is the same whether alcohol, marijuana, illegal drugs, prescription drugs, or controlled substances are involved, hereinafter referred to as "controlled substances".

This statement summarizes Concho Valley Transit Districts' policies and procedures regarding the use, abuse, trade, possession, presence in the system, and sale of alcohol, drugs, and any other controlled substances that may affect an employee's fitness for duty or the safety of those affected by our transit services. This policy applies to all Concho Valley Transit District personnel and all visitors, leased, part-time or contract personnel.

No controlled substance, including but not limited to alcohol, controlled substances, illegal drugs, mind-altering chemicals, depressants, stimulants, and marijuana is allowed "on premises" or in the system of the Transportation Department staff, or the system of contract personnel in safety-sensitive positions.

The off-duty use of controlled substances is prohibited if the off-duty use results in the presence of evidence of the substance in the system of the Transportation staff or the system of contract personnel in safety sensitive positions, when on -duty. Therefore, all Transportation Department staff or contract personnel in safety-sensitive positions, should be aware that such substances are detectable in the human body for a substantial period after consumption.

The Transportation Department staff and/or sub-contract transportation personnel who violate this policy is guilty of a major violation of Concho Valley Transit Districts' Drug and Alcohol policy and will be removed from driving duties and/or any other safety sensitive functions within the Transportation Department. Continuation of employment is at the discretion of the particular subcontractor, but may result in disciplinary action, up to and including termination. The Concho Valley Transit District has a 'Zero Tolerance' policy so any functions for the Transit District would be terminated for CVCOG transportation staff or subcontracted personnel.

When an employee is involved in the use, possession, transfer, or sale of a substance in violation of this policy, CVTD may notify appropriate authorities. Such notice will be given only after such an incident has been investigated and reviewed by the employee's supervisor and Drug Program Manager.

Authorized Concho Valley Transit District representatives, third party provider or agency will from time to time without prior warning conduct testing for substances. Concho Valley Transit District has a random testing program as specified in the CVTD Drug & Alcohol Policy.

At the discretion of Concho Valley Transit, in any situation where such testing is either required by law or contract, or deemed necessary by Concho Valley Transit District, an employee may be chemically tested by urine, saliva, blood or breath. Tests will according to policy be performed for pre-employment, reasonable suspicion, random and post-accident.

Adherence to this policy is a condition of employment and/or assignment to a safety-sensitive function within the Transportation Department of the Concho Valley Transit District. It is also a contractual obligation that must be adhered to by all sub-contractors.

Concho Valley Transit District reserves the right to notify the state agency responsible for unemployment benefits determinations of any controlled substance test result for use in the determination of unemployment benefits.

DRUG-FREE WORKPLACE ACT

**CONCHO VALLEY TRANSIT DISTRICT
NOTICE TO EMPLOYEES
Pursuant to the Drug-Free Workplace Act of 1988**

The unlawful manufacture, distribution, dispensing, possession or use of all controlled substances is prohibited in the workplace. Employees so found will be subject to discipline up to and including termination.

Substance abuse is a major focus on today's society. The effect of this abuse on an employee's job performance is costly to the employee, his/her family, and to the employer. In place is a testing procedure whose purpose is to ensure a drug-free and alcohol-free workplace. No employee who unlawfully uses is impaired by, or under the influence of drugs and/or alcohol ever will be permitted to function in a position where his/her actions would affect the safe operation of a motor vehicle or endanger the safety of fellow workers.

Employees found unlawfully using, impaired, or under the influence of, controlled substance(s) and/or alcohol in the workplace will be immediately discharged. Employees engaged in the unlawful manufacture, distribution, or dispensation, or found in possession, of an unprescribed controlled substance(s) and/or alcohol in the workplace will be subject to the discipline up to and including termination.

All employees must notify CVTD of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after any such conviction. Within 30 days, CVTD will make a determination of action based on the incident. Employees will be subject to discipline up to and including termination.

All employees are expected to abide by CVTD policy on a drug-free workplace.

Concho Valley Transit District (CVTD) will notify the Texas Department of Transportation within 10 days of any drug related convictions for violations in the workplace.

***CONCHO VALLEY TRANSIT
DISTRICT (CVTD)
DRUG AND ALCOHOL POLICY***

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CONCHO VALLEY TRANSIT DISTRICT (CVTD),

The employer, the grant recipient, and including subcontractors, has a long standing commitment to maintain the highest standards for employee safety and health and to help prevent accidents/injuries resulting from drug abuse and/or the misuse of alcohol by employees who perform covered functions. As an essential element of its commitment to provide safe and reliable transit service and to maintain a safe and healthy work environment for its employees, CVTD has had a drug and alcohol policy in force for a number of years, which has been strictly enforced. In addition, the employer must comply with all DOT regulations and other regulations, which require affirmative actions to eliminate the impact of drug abuse and the misuse of alcohol in the workplace. The purpose of the drug abuse and alcohol misuse prevention plan is to reduce accidents that result from drug abuse and the misuse of alcohol, thereby reducing fatalities, injuries, and property damage. The use or possession of illegal drugs and alcoholic beverages while on the employer's property, or in any of the employer's vehicles, or on the employer's time, including breaks or lunch, paid or unpaid, on any shift, is strictly prohibited. The Drug Abuse and Alcohol Misuse Prevention Plan contained herein sets forth the requirements of 49 CFR Parts 655 and 40.

THE USE OF ILLEGAL DRUGS AND/OR MISUSE OF ALCOHOL BY AN EMPLOYEE IS PROHIBITED AND WILL RESULT IN TERMINATION

The use of any illegal drug or substance identified in Schedules I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812), as further defined by 21 CFR 1300.11 through 1300.15 is prohibited at all times unless a legal prescription has been written for the substance. This includes, but is not limited to; MDMA (Ecstasy), marijuana, amphetamines, opiates, phencyclidine (PCP), and cocaine, as well as any substance which causes the presence of these drugs or drug metabolites. Illegal use includes, use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs. The "use" of drugs means presence in the body system while you are on duty. A positive test is sufficient to support a finding of "use."

The use of alcohol is defined as having an alcohol test result of 0.04 or greater while on duty, subject to duty, or just after performing a safety-sensitive function, as confirmed by an evidential breath testing device.

Implementation of Drug Abuse and Alcohol Misuse Prevention Plan

The employer has implemented the Federal Transit Administration Regulations as set forth in 49 CFR Part 655 and the Department of Transportation, Procedures for Transportation Workplace Drug and Alcohol Testing Programs as set forth in 49 CFR Part 40. The privacy/confidentiality of any covered employee subject to this plan must be maintained at all times.

The catalyst for the drug abuse and alcohol misuse plan is Title 49 Code of Federal Regulations (CFR) Part 655 which requires a recipient under Section 3, 9, or 18 of the Federal Transit Act, as amended (FT Act); or Section 103(e)(4) of title 23 of the United States Code to test their safety-sensitive employees under the following work-related conditions:

- | | |
|-------------------|-------------------------|
| a. Pre-employment | d. Reasonable Suspicion |
| b. Post-accident | e. Return-to-Duty |
| c. Random | f. Follow-up |

DRUG POLICY AS REQUIRED BY FEDERAL TRANSIT ADMINISTRATION (FTA)

I. FTA Drug Policy

CONCHO VALLEY TRANSIT DISTRICT (CVTD) meets the compliance efforts of this Drug Policy required by the Federal Transit Administration (FTA) of the Department of Transportation (DOT).

Unlawful manufacture, distribution, dispensing, possession and use of controlled substances are prohibited in the workplace and enforced by this policy.

A. Application of Policy

This policy shall apply to all employees who perform or are called upon to perform safety-sensitive functions. Such employees shall be referred to as "safety-sensitive employees." PARTICIPATION IN THE DRUG AND ALCOHOL TESTING PROGRAM IS A CONDITION OF EMPLOYMENT FOR ALL SAFETY-SENSITIVE EMPLOYEES

B. Definition of Safety-Sensitive Employees

A safety-sensitive employee is any employee whose duties relate to the safe operation of transportation services including: (a) operating a revenue vehicle, whether or not the vehicle is in service, (b) operating a non-revenue service vehicle, when required to be operated by a holder of a Commercial Driver's License (CDL); (c) controlling the dispatch or movement of a revenue service vehicle, (d) maintaining (including repairs, overhaul and rebuilding) a revenue service vehicle or equipment used in revenue service, (e) armed security personnel, or (f) supervisors who perform safety-sensitive duties.

C. Testing of Safety-Sensitive Employees

A safety-sensitive employee shall be tested for drugs as follows:

- (a) Before an applicant or a non-safety-sensitive employee is allowed to perform a safety-sensitive function for the first time;
- (b) After an accident;
- (c) When there is reasonable suspicion to believe a test is necessary;
- (e) On a random unannounced basis;
- (f) For return-to-duty and follow-up purposes.

Safety-sensitive employees will be tested for MDMA(Ecstasy), marijuana, amphetamines, opiates, phencyclidine (PCP), and cocaine, as well as any substance which causes the presence of these drugs or drug metabolites, such as hemp-related products, coca leaves or any substance not approved for medical use by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration. Illegal use includes the use of any illegal drug, misuse of legal prescribed drugs, and use of illegally obtained prescription drugs in accordance with DOT and FTA regulations.

II. FTA Alcohol Policy

CONCHO VALLEY TRANSIT DISTRICT (CVTD) meets the compliance efforts of this Alcohol Policy required by the Federal Transit Administration (FTA) of the Department of Transportation (DOT).

A. Application of Policy

This policy shall apply to all employees who perform or are called upon to perform safety-sensitive function. Such employees shall be referred to as "safety-sensitive employees."
PARTICIPATION IN THE DRUG AND ALCOHOL TESTING PROGRAM IS A CONDITION OF EMPLOYMENT FOR ALL SAFETY SENSITIVE EMPLOYEES

B. Definition of Safety-Sensitive Employees

A safety-sensitive employee is any employee whose duties relate to the safe operation of transportation services including: (a) operating a revenue vehicle, whether or not the vehicle is in service, (b) operating a non-revenue service vehicle, when required to be operated by a holder of a Commercial Driver's License (CDL); (c) controlling the dispatch or movement of a revenue service vehicle, (d) maintaining (including repairs, overhaul and rebuilding) a revenue service vehicle or equipment used in revenue service, (e) armed security personnel, or (f) supervisors who perform safety-sensitive duties.

C. Testing of Safety-Sensitive Employees

A safety-sensitive employee shall be tested for alcohol as follows:

- (a) After an accident;
- (b) When there is reasonable suspicion to believe a test is necessary;
- (c) On a random unannounced basis;
- (d) For return-to-duty and follow-up purposes.

D. Use of Alcohol

The misuse of alcohol by any safety-sensitive employee, (as defined in Section 1B relating to drugs), is prohibited and will result in termination. The "use" of alcohol by a safety-sensitive employee is defined as having an alcohol test result of 0.04 or greater while on duty, subject to duty, or just after performing a safety-sensitive function, as confirmed by an evidential breath testing device.

E. Testing Results

Performing safety-sensitive duties with an alcohol concentration of 0.02 or greater is prohibited. A test result of less than 0.02, as evidenced by a breath-testing device shall be considered a "negative" test.

If the alcohol concentration is 0.02 or greater, as evidenced by a breath-testing device, a confirmation test will be performed. A confirmation test result equal to or greater than 0.02 but less than 0.04 will result in immediate removal of the employee from safety-sensitive functions for a period of eight hours or until a later re-test shows a concentration of less than 0.02.

A confirmed alcohol test of 0.04 or greater is a "verified positive test."

A verified positive test will result in termination.

A refusal to be tested for alcohol will result in termination.

F. Possession of Alcohol

Consistent with the Drug-Free Workplace Act of 1988, the possession, purchase, sale, distribution, or consumption of alcohol while on duty, or while on CVTD premises, in a CVTD uniform, or in a vehicle is operated by CVTD prohibited.

A violation of this provision will result in termination.

G. Alcohol Consumption

CVTD prohibits the consumption of alcohol by an employee within four hours before reporting for duty and performing safety sensitive functions. (655.33)

Employees are prohibited from consuming alcohol while on call. Employees will be given opportunity to acknowledge the use of alcohol and the inability to perform safety-sensitive functions. (655.33)

Any safety-sensitive employee involved in an accident must refrain from alcohol consumption for eight hours following the accident or until a post-accident alcohol test can be administered. (655.34)

CVTD - FTA Drug and Alcohol Testing Program

CVTD Drug and Alcohol Program Guidelines

I. Introduction

At CVTD, safety is the number one priority. Both employees and clients have a right to expect a drug- and alcohol-free workplace. In 1991, the United States Congress passed the Omnibus Transportation Employee Testing Act, which requires drug and alcohol testing of safety-sensitive employees in the mass transit industry. In February 1994, the Department of Transportation published rules requiring agencies such as CVTD to implement specific drug and alcohol testing programs beginning January 1, 1995.

In response to these Federal requirements, and as a means of continuing our commitment to maintaining a safe and productive work environment, CVTD has revised its policies regarding drugs and alcohol to be in compliance with the Federal Transit Administration (FTA) rules on the Prevention of Prohibited Drug Use and Alcohol Misuse (49 CFR Part 655), and Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40), as amended.

It is the goal of CVTD to establish a work environment that is free of drugs and alcohol, and to foster a sober and drug-free work force. To achieve the drug-free environment that every transit rider, community member, and employee of CVTD is entitled to, requires the best efforts of employees and management.

The following Guidelines have been developed as a help in administering CVTD Drug and Alcohol Policy. As guidelines, they are not intended to be all-inclusive, nor are they intended to be used as hard fast rules regarding the application of the Drug and Alcohol Policy in any particular case. Cases where substance abuse is at issue must be evaluated on the circumstances of that case and the Drug and Alcohol Policy applied as warranted by those circumstances. However, in those situations governed by regulations promulgated under federal authority, such as the U.S. Department of Transportation, Federal Transit Administration, or as required by state or local law, the applicable law will govern.

II. Contact Person

Questions regarding the Drug and Alcohol Policy or these guidelines should be referred to Baylea Evans, the CVTD Drug and Alcohol Program Manager (DAPM) at (325)947-8729.

III. Affected Employees

All CVTD safety-sensitive employees are subject to the Drug and Alcohol Policy, including drug and alcohol testing.

IV. Definitions

For purposes of these Guidelines, the following definitions of terms apply. The definitions are written for explanatory purposes to help in working with this document.

Adulterated Specimen - A specimen that contains a substance that is not expected to be present in human urine, or contains a substance expected to be present but at a concentration so high that it is not consistent with human urine.

Alcohol Concentration - is expressed in terms of grams of alcohol per 210 liters of breath as measured by an evidential breath testing device.

Alcohol Use - The consumption of any beverage, mixture, or preparation, including medication, containing alcohol.

Canceled Test - a drug test that has been declared invalid by a Medical Review Officer. A canceled test is neither positive nor negative.

Chain of Custody - Procedures to account for the integrity of each urine specimen by tracking its handling and storage from point of specimen collection to final disposition.

Confirmation Test - In drug testing, a second analytical procedure to identify the presence of a specific drug or metabolite. In alcohol testing, a second test that provides quantitative data of alcohol concentration.

Dilute Specimen - A specimen with creatinine and specific gravity values that are lower than expected for human urine.

EBT - Evidential Breath Testing device used to measure breath alcohol concentration.

EMIT - An immunoassay test used as the initial drug screening technique to eliminate "negative" urine specimens from further testing.

FTA - Federal Transit Administration; an agency of the United States Department of Transportation.

GC/MS - A drug testing technique called the gas chromatography/mass spectrometry; used to confirm the presence of a specific drug or metabolite in the specimen.

Illegal Drugs - Any drug which is not legally obtainable, or which is legally obtainable but has not been legally obtained, or is not being used for its prescribed purpose or in the prescribed manner (this includes prescription drugs prescribed to someone else).

Invalid Test - The result of a drug test for a urine specimen that contains an unidentified adulterant or an unidentified substance has the physical characteristics of or has an endogenous substance at abnormal concentration that prevents the laboratory from completing or obtaining a valid drug test result.

Legal Drugs - Legally obtained drugs (prescription and non-prescription remedies) used according to directions to alleviate a specific condition.

MRO (Medical Review Officer) - A licensed physician with knowledge of substance abuse disorders who is responsible for receiving laboratory results from drug tests; responsible for interpreting and evaluating an individual's confirmed positive test results together with his or her medical history and any other relevant biomedical information.

Metabolite - The specific substance produced when the human body metabolizes a given prohibited drug as it passes through the body and is excreted in urine.

Non-negative Test - A test result found to be adulterated, substitute, invalid, or positive for drug/drug metabolites. Non-negative results are considered a positive test or refusal to test if the MRO cannot determine legitimate medical explanation.

Positive Alcohol Test - The confirmed presence of alcohol in the body system at a concentration of 0.04 or greater as measured by an Evidential Breath Testing (EBT) device. Refusal to take a breath test without a valid medical explanation also constitutes a positive alcohol test.

Positive Drug Test - A confirmed test that shows the presence in the body system above the prescribed cut-off levels of a prohibited substance as verified by the MRO. A refusal to take a drug test without a valid medical explanation also constitutes a positive drug test.

Safety-Sensitive Employee - A safety-sensitive employee is any employee whose duties relate to the safe operation of transportation services including: (a) operating a revenue vehicle, whether or not the vehicle is in service, (b) operating a non-revenue service vehicle, when required to be operated by a holder of a Commercial Driver's License (CDL); (c)

controlling the dispatch or movement of a revenue service vehicle, (d) maintaining (including repairs, overhaul and rebuilding) a revenue service vehicle or equipment used in revenue service, (e) armed security personnel, or (f) supervisors who perform safety-sensitive duties.

SAP (Substance Abuse Professional) - A licensed physician or a licensed and certified psychologist, social worker, employee assistance professional, or addiction counselor with knowledge of and clinical experience in the diagnosis and treatment of drug- and alcohol-related disorders.

Screening Test - Initial test. In drug testing, an immuno-assay screen to eliminate "negative" urine specimens from further analysis. In alcohol testing, an analytical procedure to determine whether an employee may have a prohibited concentration of alcohol in a breath specimen.

Substituted Specimen - A specimen with creatinine and specific gravity values that are so diminished that they are not consistent with human urine.

Validity Testing - The evaluation of the specimen to determine if it is consistent with normal human urine. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the urine, if the urine was diluted, or if the specimen was substituted.

V. Employee Education and Training

CVTD believes that education and training of all employees in the effects and treatment of substance abuse will contribute to a safer and more efficient workplace for everyone. Therefore, educating and informing employees about the dangers of drug abuse or alcohol misuse and the possible penalties for violation of the Drug and Alcohol Policy are essential components of the program.

Safety-sensitive employees are required to undergo at least 60 minutes of training on the effects and consequences of drug use. Additionally, informational material will be distributed to every covered employee on the effects, signs and symptoms of prohibited drug use.

All supervisors making reasonable suspicion determinations shall undergo 60 minutes of training in the detection of probable drug use and 60 minutes of training on alcohol misuse.

VI. Responsibilities

A. Employer

CVTD is responsible for developing and implementing substance abuse policies and programs that include drug and alcohol testing of employees and applicants for employment. The goals of these activities are to enhance productivity and safety for our employees and our clients, and to foster a sober and drug-free workforce.

The Employer will make every effort to maintain a drug-free workplace.

The Employer must notify TXDOT within 10 days of any drug related convictions for violations in the workplace.

B. Employee

Employees at all levels are responsible for reading, understanding, and adhering to the CVTD Drug and Alcohol Policy. This policy will be made available to all employees.

Employees must notify employer within 5 days of any drug related convictions for violations in the workplace. Employees who violate the Drug Free Workplace Act will be terminated.

C. Managers and Supervisors

Managers and supervisors will be held accountable for the consistent application and enforcement of the policy.

VII. Enforcement

For any program to be effective, enforcement of policies is essential. CVTD will rigorously enforce its Drug and Alcohol Policy in order to protect the safety of our employees and customers, as well as to protect the efficiency of our operation.

It is the responsibility of all employees to ensure that the standards of performance contained in the Drug and Alcohol Policy are met.

Drug and Alcohol Testing will be conducted in accordance with DOT Regulations, 49 CFR Part 40 as amended. DOT Regulations, 49 CFR Part 40 (655 Subpart B, Section A), provide detailed explanation of the Testing procedures and are available for review by CVTD employees upon request.

Violations of the policy will result in removal from safety-sensitive duty and discipline up to and including termination.

CONSEQUENCES FOR POLICY VIOLATION

CONSEQUENCES FOR POSITIVE DRUG OR ALCOHOL TEST RESULTS OR REFUSING TO SUBMIT TO A DRUG OR ALCOHOL TEST CVTD enforces a “ZERO TOLERANCE” policy for drug and alcohol testing. Safety-sensitive employees who receive a verified positive test result will be removed from the safety sensitive position and will be terminated. Refusal to test is considered a positive test and the employee will be terminated. The employee will be referred to a Substance Abuse Professional.

1. Alcohol

Alcohol testing will be done by a National Highway Traffic Safety Administration (NHTSA) approved Evidential Breath Testing Device (EBT), which measures Breath Alcohol Concentration.

If a safety-sensitive employee’s test result is equal to or greater than 0.02 but less than 0.04, the employee will immediately be removed from performing safety-sensitive duties for at least eight (8) hours or until another breath test is administered, and the result is less than 0.02.

If a safety-sensitive employee’s confirmed alcohol test result is equal to or greater than 0.04, the employee will be removed from duty, and will be subject to termination.

2. Illegal Drugs

A positive urine test as defined by the current cut-off limits (see Attachment 4) is sufficient to support a finding of “use” for safety-sensitive employees for the following substances:

- . MDMA (Ecstasy)
- Marijuana and metabolites
- Cocaine and metabolites

- Amphetamines and metabolites
- Opiates
- PCP (phencyclidine)

If test results are verified positive, the employee will be terminated. A positive dilute test result will be considered a positive test.

3. Refusal to be Tested

If an employee refuses to be tested, he or she will be subject to termination.

The following actions constitute a refusal to be tested by a safety-sensitive employee:

- Failure to appear for any test within a reasonable time

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Failure to remain at the testing site until the testing process is complete;

- Failure to provide a urine or breath specimen for any drug or alcohol test required by DOT or FTA regulations;
 - In the case of a directly observed or monitored collection in a drug test, failure to permit the observation or monitoring of your provision of a specimen;
 - Failure to provide a sufficient amount of urine or breathe when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure;
 - Failure or decline to take a second test the collector has directed you to take;
 - Failure to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process, or as directed by CVTD as part of the "shy bladder" procedures; or Failure to follow observer's instructions during observed collection including instructions to raise clothing above waist, lower clothing and underpants, and to turn around to permit Detection of any type of prosthetic or device. (40.191(a)(9)) Possess or wear a prosthetic or other device interfering with the collection. (40.191(a)(10)) Admit to adulterate or substitute specimen. (40.191(a)(11))
 - Failure to cooperate with any part of the testing process (e.g., refusal to empty pockets when so directed by the collector, behaving in a confrontational way that disrupts the collection process) or verbal or written refusal to provide a required urine specimen.
 - Failure to refrain from consuming alcohol within eight (8) hours following involvement in an accident without first having submitted to post-accident drug/alcohol tests.
 - Failure to remain available for testing following an accident and failure to remain at the scene of an accident prior to submission to drug/alcohol tests without a legitimate explanation.
 - Providing false information in connection with a drug test, or if verified to have falsified test results through adulteration, or substitution of a urine specimen.
 - Failure or refusal to sign Step 2 of the Alcohol Testing Form.
- (Note: Refusing to take a non-DOT test is not a refusal to take a DOT test)

VIII. Circumstances Requiring Testing

A. Pre-Employment Testing

All applicants for safety-sensitive positions shall undergo urine drug testing prior to hire or transfer into a safety-sensitive position.

All offers of employment for safety-sensitive positions shall be extended conditional upon the applicant passing a drug test. An applicant shall not be hired into a safety-sensitive position unless the applicant takes a drug test with verified negative results.

A non-safety-sensitive employee shall not be placed, transferred or promoted into a covered position unless the employee takes a drug test with verified negative results.

If an applicant fails a pre-employment drug, the conditional offer of employment shall be rescinded.

If an employee being placed, transferred, or promoted from a non-safety-sensitive position to a safety-sensitive position fails to pass a drug and/or alcohol test, they shall be subject to disciplinary action.

If a test is cancelled, the applicant/employee will be required to re-test with a negative test result. (A negative dilute test result on a pre-employment test will require a re-test.)

Applicants are required to report the name and contact information for all DOT covered employers for the previous two years. The applicant is required to provide a written consent statement permitting the previous DOT covered employers to release drug and alcohol test results to the Company. Failure to provide information or provision of inaccurate or misleading information will result in immediate termination and/or rescission of employment offer. The outcome of the investigation may also result in termination and/or rescission of employment.

If more than 90 days have elapsed between the time of successfully completing pre-employment tests and the assignment of safety-sensitive duties, another pre-employment test will be required prior to the individual being assigned safety-sensitive duties.

Safety-sensitive employees who have been off duty for 90 days or more for any reason, and have been out of the random pool, must successfully pass a pre-employment drug test prior to the performance of a safety-sensitive function.

B. Reasonable Suspicion Testing

Employees are subject to reasonable suspicion testing. Reasonable suspicion testing is designed to provide a tool to identify employees who may pose a danger to themselves and others in the performance of their job duties.

Employees may be at work in a condition that raises concern regarding their safety or productivity. A supervisor must then make a decision as to whether reasonable suspicion exists to conclude that substance abuse may be causing the behavior.

A safety-sensitive employee may be required to submit to a drug and/or alcohol test, when a trained supervisor or manager reasonably suspects the employee has used a prohibited drug or has misused alcohol. The request to undergo a reasonable suspicion test will be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odor of the employee.

Alcohol testing is permitted only if the observations are conducted just proceeding, during or just after the workday of the safety-sensitive employee.

If an alcohol test is not administered within 2 hours of being observed and determined, CVTD will document the reason the test was not performed and still attempt to administer the test. If an alcohol test is not administered within 8 hours following the observation and determination, attempts to administer an alcohol test will be ended and a record will be filed explaining the circumstance surrounding the missed test.

Examples of reasonable suspicion include but are not limited to:

- Physical symptoms consistent with alcohol or drug abuse.
- Evidence of illegal alcohol or drug use, possession, sale, or delivery.
- Altercations (either physical or verbal) with others, or erratic or violent behavior.
- Other unusual acts or unusual behavior that may suggest drug or alcohol use.

C. Post-Accident Testing

1. Definition of Accident

Testing for prohibited drugs and alcohol will be conducted in the case of certain mass transit accidents. An accident, as defined by the FTA, is an occurrence associated with the operation of a vehicle in which:

- An individual dies, or
- An individual receives injuries requiring immediate transport to a medical treatment facility, or
- Any time one or more vehicles receive disabling damage. "Disabling damage" does not include damage to headlights, taillights, turn signals, horn, windshield wipers, and tires or other damage that could be remedied temporarily at the scene of the occurrence if special tools or parts were available.

This definition is not directed at vehicle collisions exclusively; it also includes incidents such as passenger or pedestrian injuries when the individual requires immediate transport to a medical treatment facility.

Testing for prohibited drugs and alcohol must be conducted when any of the above circumstances exist.

The agency may send an employee for a non-DOT drug and alcohol testing following any accident, which does not meet the above thresholds if the supervisor makes a determination that a test is necessary. (Under Agency Policy) note: non-DOT info. Is not in bold type to differentiate from DOT). A negative dilute test result on a pre-employment test will require a re-test.

2. Fatal Accident

Whenever there is a loss of human life, the surviving safety-sensitive employee operating the transit vehicle at the time of the accident must be tested. Safety-sensitive employees not on the vehicle (e.g., maintenance personnel) whose performance could have contributed to the accident (using the best information available at the time of the accident) must be tested.

3. Non-Fatal Accident

Following non-fatal accidents, the vehicle operator will be tested if one or more individuals receive injuries requiring immediate transport to a medical treatment facility or any time one or more vehicles receive disabling damage.

For non-fatal accidents, any other safety-sensitive employee whose performance could have contributed to the accident (as determined using the best information available at the time of the accident) will also be tested. However if an employee's performance can be completely discounted as a contributing factor, then he or she will not be tested under FTA.

4. Testing Guidelines

FTA post-accident drug and alcohol tests will be performed as soon as possible. Drug tests will be performed within 32 hours following the accident. Alcohol tests will be performed within 8 hours.

If an alcohol test is not administered within 2 hours following the accident, CVTD will document the reason the test was not performed and still attempt to administer the test. If an alcohol test is not administered within 8 hours following the accident, attempts to administer an alcohol test will be ended and a record will be filed explaining the circumstance surrounding the missed test.

The requirement to test for drugs and alcohol following an accident will in no way delay necessary medical attention for injured people or prohibit an employee from leaving the scene of an accident to obtain assistance in responding to the accident or to obtain necessary emergency medical care. However, the employee must remain readily available, which means that CVTD knows the location of the employee.

Failure to remain readily available will be considered a refusal to test.

A safety-sensitive employee involved in an accident must refrain from alcohol consumption for eight (8) hours following the accident or until a post-accident alcohol test can be administered. When CVTD is unable to perform a post-accident test in accordance with FTA regulations, it will use the results of Post-Accident drug and alcohol tests administered by State or local law enforcement personnel under their independent authority. This is acceptable only under limited circumstances, and the test results must be obtained in conformance with State and local law. (A negative dilute test result on a post-accident test will require a re-test)

D. Random Testing

1. Requirement for Random Testing

FTA regulations require random testing of drugs and alcohol for all safety-sensitive employees. Random testing identifies employees who are using drugs or misusing alcohol but are able to use the predictability of other testing methods to escape detection. More importantly, it is widely believed that random testing serves as a strong deterrent against employees beginning or continuing prohibited drug use and misuse of alcohol.

2. Methodology for Random Testing

A scientifically valid random-number selection method to select safety-sensitive employees will be used. There is no discretion on the part of management or operations in the selection and notification of individuals for random testing.

The number of employees randomly selected for drug/alcohol testing during the calendar year shall be in accordance with FTA regulations. The current random testing rate for drugs established by FTA equals twenty-five percent of the number of covered employees in the pool and the random testing rate for alcohol established by FTA equals ten percent of the number of covered employees in the pool. However, the CVTD will test at fifty percent. A slightly higher percentage may be tested to provide for canceled tests. The test dates will be spread reasonably throughout the year. Every effort will be made to conduct testing on different days of the week and at different times throughout the annual cycle to reflect hours and days when safety-sensitive duties are performed.

All safety-sensitive employees in the random pool will have an equal chance of being selected for testing and will remain in the pool, even after being tested. It is possible for some employees to be tested several times in one year, and other employees not to be tested for several years.

The process for testing will be unannounced and unpredictable as well as random. Once the employee has been notified that he or she has been selected for testing, he or she must then report immediately to the collection site.

E. Return-to-Duty and Follow-Up Testing

The CVTD has a “Zero Tolerance” policy. If the employee tests positive for any banned substance the employee will be removed from the safety sensitive position at once and terminated.

Under CV TD authority, an employee who voluntarily discloses a substance abuse problem, before a disciplinary matter develops and before being selected for a test, will be subject to return-to-duty and follow-up testing. Otherwise, CV TD maintains a “ZERO TOLERANCE” policy: employees who receive a verified positive test result will be terminated.

CVTD enforces a “ZERO TOLERANCE” policy for drug and alcohol testing. Safety-sensitive employees who receive a verified positive test result will be removed from the safety sensitive position and will be terminated. Refusal to test is considered a positive test and the employee will be terminated. The employee will be referred to a Substance Abuse Professional.

Voluntary Disclosure of a substance abuse problem would require an employee to be subject to return-to-duty and follow-up testing.

A negative dilute test result on a return to duty test will require a re-test.

F. Contract Compliance Testing

Any contractual agreement signed by the designated representative requiring drug testing for compliance purposes will be done within the time and specifications outlined within the contract. These tests include conducting DOT or Non-DOT drug and alcohol tests outside of the federally mandated FTA Drug and Alcohol Program.

FTA Drug and Alcohol Testing Program

IX. Drug Testing Procedures

It is not the intent of these guidelines to specify the requirements and protocol of the collection site personnel. DOT Regulations, 49 CFR Part 40 as amended, provide detailed explanation of the Testing procedures and are available for review by CV TD employees upon request.

A. Drug Testing Methodology

1. Initial Test

Initial testing will be performed on the primary sample using the EMIT immunoassay technique. If the results are negative, no further testing will be required and a report will be provided to the MRO. The MRO is responsible for collecting, interpreting, and recording results and communicating results.

2. Confirmation Test

Whenever a positive result is obtained on initial testing, confirmation testing will be automatically performed. This testing will also utilize the primary sample. All confirmations will be by quantitative analysis, i.e., Gas Chromatography/Mass Spectrometry (GC/MS). Results of confirmation testing will be immediately reported to the MRO. If the test is positive, the secondary sample will be kept in frozen storage for one year from the date of its receipt to allow re-testing.

B. Applicant/Employee Drug Testing Requirements

1. Report to the specimen collection site as soon as possible after notification to report. Refusal to report for collection or refusal to cooperate with the collection process will result in a determination of a refusal to provide a specimen.
2. Picture identification must be presented, i.e. driver's license or employee ID. If identity cannot be verified, the collection will not proceed.
3. The individual will be required to check his or her belongings and remove any unnecessary outer garments, including purses, briefcases, bulky outerwear (sweaters, jackets, vests, etc). The collector will request that the individual empty his or her pockets, display the items, and explain the need for them during the collection. The individual may retain his or her wallet. If any of the individual's items could be used as a potential adulterant, the collector may check it with the individual's other personal belongings.
4. The individual must rinse his or her hands with water and dry them.
5. Under normal circumstances collection site personnel will not observe the specimen collection. A specimen of at least 45 milliliters (about 1-½ ounces) of urine is required. The donor must urinate into the collection cup.
6. If the individual is unable to provide at least 45 ml, the collection site technician will instruct him or her to drink not more than 40 ounces of fluids during a period of up to three hours. The individual will then attempt to provide a complete sample using a fresh collection container. The original insufficient specimen will be discarded. If the individual is still unable to provide an adequate specimen, the insufficient specimen will be discarded, testing discontinued.
7. The specimen will be sealed and labeled in the presence of the donor. It then will be processed according to specific chain of custody procedures to account for the integrity of the specimen.

C. Observed Drug Collections

Procedures for collecting urine specimens shall allow individual privacy unless there is a reason to believe that a particular individual may alter or substitute the specimen to be provided. In the following circumstances, the collection personnel must observe the second collection in compliance with FTA regulations:

1. The individual has presented a urine sample that falls outside the normal temperature range.
2. The collection site person observes conduct clearly and unequivocally indicating an attempt to substitute or adulterate the sample (e.g. substitutes urine in plain view, blue dye in specimen presented, etc.).

3. The laboratory reports to the MRO that a specimen is invalid, and the MRO reports to CVTD that there was not an adequate medical explanation for the result.

4. The MRO reports to CVTD that the original positive, adulterated, or substituted test result had to be cancelled because the test of the split specimen could not be performed. The direct observation must be by a collection site person of the same gender as the employee being tested.

D. Drug Testing Split Sample

The urine specimen collected for FTA testing will be split and poured into two specimen bottles. This provides the employee or applicant with the option of having an analysis of the split sample performed at a second HHS laboratory should the primary specimen test result be verified positive. The employee or applicant has 72 hours after being informed by the MRO of a verified positive test to request a test of the split sample. All requests for split specimen analysis will be processed by the MRO, and sent to a second HHS laboratory.

(Should the result of the second test be positive, CVTD will require the employee to reimburse the Company. Applicants are directly responsible for the cost of split sample testing under this provision, if they choose to exercise it.)

X. Alcohol Testing

FTA regulations prohibit an employer from allowing an employee with an alcohol concentration of 0.04 or greater to perform any safety-sensitive duties. An employee with an alcohol concentration of 0.02 or greater but less than 0.04 must be removed from duty for eight (8) hours or until a re-test shows an alcohol concentration of less than 0.02.

(An employee removed from work based on a violation of these conduct standards will not be paid for time missed.)

A confirmed alcohol test of 0.04 or greater is a "positive test."

(A positive test will result in termination.)

A. Alcohol Testing Methodology

A safety-sensitive employee may be tested just before, during, and following the performance of a safety-sensitive function, using an evidential breath-testing device (EBT).

B. Breath Alcohol Technician

Alcohol tests will be performed by a breath alcohol technician (BAT) who is trained to proficiency in the operation of the EBT being used and in the alcohol testing procedures specified in the Federal regulations.

C. Applicant/Employee Responsibilities

1. Present picture identification upon reporting for testing.
2. After testing procedures are explained, the employee and the BAT will complete, date, and sign the alcohol testing form. The form indicates that the employee is present and providing a breath specimen. The employee will receive a copy of the form.
3. An individually sealed, disposable mouth-piece will be given to the employee. The employee will be instructed to blow into the mouthpiece for at least six seconds or until an adequate amount of breath has been obtained. This initial test is considered a "screening test." The BAT will show the employee the result displayed on the EBT or the printed result.
4. If the result of the screening test is an alcohol concentration of less than 0.02, no further testing is required and the test will be reported to CVTD as a negative test. The employee may return to his or her safety-sensitive position.

5. If the result of the screening test is an alcohol concentration of 0.02 or greater, a confirmation test will be performed. The confirmation test will be conducted at least 15 minutes, but not more than 30 minutes, after the completion of the initial test. This delay prevents any accumulation of alcohol in the mouth from leading to an artificially high reading. The employee cannot eat, drink, or put any object or substance in his or her mouth. The employee must not belch to the extent possible while awaiting the confirmation test.

6. If the initial and confirmatory test results are not identical, the confirmation test result is deemed to be the final result.

7. The BAT will sign and date the form. The employee will sign and date the certification statement, which includes a notice that the employee cannot perform

safety-sensitive duties or operate a motor vehicle if the results are 0.02 or greater.

8. In the event an individual must be removed from safety-sensitive duties, the BAT will notify CVTD designated employee representative (DER) immediately.

D. Incomplete Tests

If a screening or confirmatory test cannot be completed, the BAT must, if practicable, begin a new test using a new alcohol test form and a new sequential test number.

Refusal by an employee to complete and sign the alcohol testing form (at step 2), to provide breath, to provide an adequate amount of breathe, or otherwise to cooperate with the collection process, will be noted on the form and the test will be terminated.

XI. Medical Review Officer

FTA drug testing laboratory results will be reviewed by a qualified Medical Review Officer (MRO). The purpose of this review is to verify and validate test results. The MRO is a licensed physician responsible for receiving laboratory results generated by CVTD drug testing program. The MRO has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result together with the individual's medical history and any other relevant biomedical information.

The MRO will perform various functions, including but not limited to the following:

1. Receive the results of drug tests.

2. Review and interpret an individual's confirmed non-negative test by a) reviewing the individual's medical history, including any medical records and biomedical information provided; b) affording the individual an opportunity to discuss the test results; and c) deciding whether there is a legitimate medical explanation for the result, including legally prescribed medication.

3. Notify each employee who has a verified positive test that the employee has 72 hours in which to request a test of the split specimen.

4. MRO will require a recollection under direct supervision if the creatinine level is >2 mg/dl but <5 mg/dl. If the creatinine level is >5 mg/dl test considered positive and no recollection or retest administered.

4. If, after the MRO makes all reasonable efforts, the MRO is unable to reach the individual directly, the MRO will contact the designated CVTD representative who will direct the individual to contact the MRO as soon as possible. If after making all reasonable efforts, the designated management official is unable to contact the employee, CVTD may place the employee on mandatory leave status.

5. Report each verified test result to the person designated by CVTD to receive results.

6. Maintain all necessary records and send test results to CVTD drug and alcohol program manager.

7. Protect the employees' privacy and testing program confidentiality.

XII. Substance Abuse Professional (SAP)

A SAP is a professional who can determine what assistance, if any, an individual needs in resolving problems associated with prohibited drug use and/or alcohol misuse.

A safety-sensitive employee who has a verified positive drug and/or confirmed alcohol test result will be immediately removed from his or her safety-sensitive job duties. In addition, he or she will be advised of the resources available to evaluate and resolve problems associated with drug abuse, including the names, addresses, and telephone numbers of substance abuse professionals and counseling and treatment programs.

(Referral to a SAP does not shield an employee from disciplinary action or guarantee employment or reinstatement. Employees may also be referred to a SAP after voluntarily disclosing a substance abuse problem.)

XIII. Rehabilitation

Drug and alcohol abusers must be encouraged to make every effort to overcome the abuse and addiction that comes from use. Successful rehabilitation hinges upon users voluntarily rehabilitating themselves, with the assistance of outside professionals.

Employees of CVTD who have problems with drugs or alcohol misuse are strongly encouraged to seek help voluntarily.

Voluntary enrollment in a rehabilitation program does not excuse or exempt an employee from discipline if he or she tests positive for drugs while on duty or for alcohol just before, during, or following the performance of a safety-sensitive function.

CONSEQUENCES FOR POLICY VIOLATION

CONSEQUENCES FOR POSITIVE DRUG OR ALCOHOL TEST RESULTS OR REFUSING TO SUBMIT TO A DRUG OR ALCOHOL TEST CVTD enforces a "ZERO TOLERANCE" policy for drug and alcohol testing. Safety-sensitive employees who receive a verified positive test result will be removed from the safety sensitive position and will be terminated. Refusal to test is considered a positive test and the employee will be terminated. The employee will be referred to a Substance Abuse Professional.

XIV. Confidentiality

Laboratory reports or test results for FTA testing will not appear in a safety-sensitive employee's personnel file. Information of this nature, however, will be included in a separate confidential medical folder maintained in a confidential manner. The reports or test results may be disclosed to CVTD management on a strictly need-to-know basis and to the tested employee, who has the right to access his own drug and alcohol records, upon request by a written signed release.

Disclosure, without employee consent, may also occur when:

- The disclosure is compelled by legal proceedings, (civil or criminal). These proceedings include a lawsuit (e.g., a wrongful discharge action), grievance (e.g., an arbitration concerning disciplinary action taken by the employer), or administrative proceeding (e.g., an unemployment compensation hearing) brought by, or on behalf of, an employee and resulting from a positive DOT drug or alcohol test or a refusal to test (including, but not limited to, adulterated, or substituted test results). These proceedings also include a criminal or civil action resulting from an employee's performance of safety-sensitive duties. In such a proceeding, the release of information to the decision maker in the proceeding (e.g., the court in a lawsuit) will only be released with a binding stipulation that the decision maker to whom it is released will make it available only to parties to the proceeding.
- The information is requested by the DOT, FTA or any DOT agency, or federal, state, or local safety agency with regulatory authority over CVTD or any of its employees.
- The information is requested by a subsequent employer (if the employee has expressly authorized the particular records be transmitted to that employer);
- The information has been placed at issue in a formal dispute between the tested employee or applicant and CVRTD;
- The information is needed by medical personnel for the diagnosis or treatment of the employee or applicant who is unable to authorize disclosure;
- The information is requested by the National Transportation Safety Board during an accident investigation; or
- In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FTA.

DRUG AND ALCOHOL ABUSE INFORMATION HELP HOTLINES

Alcohol & Drug Abuse Council For the Concho Valley
Substance Abuse Professional
(325) 224-3481

Alcohol and Drug Referral Hotline
(800) 252-6465

American Council on Alcoholism Hot Line
(800) 356-9996

Al-Anon
(800) 344-2666

Center for Substance Abuse Treatment
(800) 662-4357

Mothers Against Drunk Driving (MADD)
(800) 438-6233

National Cocaine Hot Line
(800) 262-2463

National Institute on Drug Abuse Hot Line
(800) 662-HELP

HEALTH AND SAFETY ISSUES RELATED TO DRUG ABUSE AND ALCOHOL MISUSE

Substance abuse, the misuse of drugs and alcohol, is not a new issue, but it is one of growing concern to employers. Substance abuse is a problem in the workplace. Research has shown that substance abuse affects organizations, as evidenced by increased medical benefit claims, increased absenteeism, increased worker's compensation claims, and decreased productivity. Substance abuse poses serious safety and health risks not only to the user, but also to those who work with or come into contact with the user. As a result, employers have become even more concerned about the misuse of drugs and alcohol by employees who perform safety-sensitive functions in the organization, and in functions involving direct contact with the public.

Alcohol Facts

Alcohol, when consumed primarily for its physical and mood-altering effects, is a substance of abuse. As a depressant it slows down physical responses and progressively impairs mental functions. Signs and symptoms of use include dulled mental processes, lack of coordination, odor of alcohol on the breath, slowed reaction rate, and slurred speech. The chronic consumption of alcohol over time may result in decreased sexual functioning, dependency, fatal liver disease, kidney disease, and birth defects.

It takes one hour for the average person (150 pounds) to process one serving of an alcoholic beverage from the body. Impairment in coordination and judgment can be objectively measured with as little as two drinks in the body. A person who is legally intoxicated is six times more likely to have an accident than a sober person.

Amphetamine Facts

Amphetamines are central nervous system stimulants that speed up the mind and body. Signs and symptoms of use include hyper excitability, restlessness, confusion, panic, talkativeness, inability to concentrate, and heightened aggressive behavior. Regular use produces strong psychological dependence and increasing tolerance to the drug.

Low-dose amphetamine use will cause short-term improvement in mental and physical functioning. With greater use, however, the effect reverses and has an impairing effect. Hangover effect is characterized by physical fatigue and depression, which may make operation of equipment or vehicles dangerous.

Cocaine Facts

Cocaine is abused as a powerful physical and mental stimulant; the entire central nervous system is energized. Signs and symptoms of use include financial problems, increased physical activity and fatigue, isolation and withdrawal from friends and normal activities, unusual defensiveness, anxiety, agitation, and wide mood swings. Cocaine use causes the heart to beat faster and harder and rapidly increases blood pressure. Cocaine causes spasms of blood vessels in the brain and heart and can lead to ruptured vessels causing strokes or heart attacks.

Extreme mood and energy swings create instability. Work performance is characterized by forgetfulness, absenteeism, tardiness, and missed assignments.

Marijuana Facts

People use marijuana for the mildly tranquilizing, mood altering and perception altering effects it produces. Signs and symptoms of use include reddened eyes, slowed speech, chronic fatigue, and lack of motivation. Chronic smoking of marijuana causes emphysema-like conditions.

Regular use can cause diminished concentration, impaired short-term memory, impaired signal detection, and impaired tracking (the ability to follow a moving object with the eye). Marijuana smoking has a long-term effect on performance. Combining alcohol and other depressant drugs and marijuana can produce a multiplied effect, increasing the impairing effect of both the depressant and marijuana.

Opiates (Narcotics) Facts

Opiates (also called narcotics) are drugs that alleviate pain, depress body functions, and when taken in large doses, cause a strong euphoric feeling. Signs and symptoms of use include mood changes, impaired mental functioning, depression and apathy, impaired coordination, and physical fatigue and drowsiness. IV needle users have a high risk for contracting hepatitis and AIDS due to sharing of needles.

Unwanted side effects of opiates such as nausea, vomiting, dizziness, mental clouding, and drowsiness place the legitimate user and abuser at higher risk for an accident. Workplace use may cause impairment of physical and mental functions.

Phencyclidine (PCP) Facts

Phencyclidine acts as both a depressant and a hallucinogen, and sometimes a stimulant. Signs and symptoms of use include impaired coordination, severe confusion and agitation, extreme mood shifts, rapid heartbeat, and dizziness. The potential for accidents and overdose is high due to the extreme mental effects combined with the anesthetic effect on the body. PCP use can cause irreversible memory loss, personality changes, and thought disorders.

EMPLOYEE/SUPERVISORY POSITIONS SUBJECT TO DRUG AND ALCOHOL TESTING (JOB CLASSIFICATIONS/TITLES)

EMPLOYEE TITLES

SUPERVISORY TITLES

Drivers

Road Supervisors

Dispatcher

Maintenance Technician

Customer Service Representative

Operations Manager

Building Maintenance

Maintenance Supervisor

Back Up Driver/~~POG~~

Analysis of Positions:

Driver and Backup Driver ~~and POG~~ – Operate a revenue service vehicle including when not in revenue service (includes non-revenue vehicles that require Commercial Driver License)

Dispatcher – Controls dispatch or movement of a revenue service vehicle, which could impact public safety

Maintenance Supervisor and Road Supervisor– Operates program vehicles or equipment used in revenue service including light repairs, and coordination of repair with 3rd party

Customer Service Representative – Act as backup dispatching function

Operations Manager- Act as backup for dispatching function

Maintenance Technician- Act as backup for dispatching function

Building Maintenance - Operates program vehicles or equipment use in revenue service and backup dispatching function.

Lead Driver- Act as backup to dispatch and can perform safety sensitive position

SUPERVISORY/VOLUNTEER POSITIONS NOT SUBJECT TO DRUG AND ALCOHOL TESTING

FTA defines volunteers as non-employees who perform a service as a charitable act without the expectations of receiving benefit.

Administrative Supervisors are not in a safety-sensitive position and are exempt from Drug and Alcohol testing.

*Supervisors are subject to training if they will determine when to administer a reasonable suspicion test. However, all supervisors are provided an opportunity to attend training and given informational material under CVTD authority.

Volunteers are exempt from FTA drug and alcohol testing requirements unless they are required to operate a vehicle that requires a Commercial Driver's License.

General Manager – director of transportation for CVTD – is not a safety-sensitive position.

Director of Transportation– is in a non-safety-sensitive position and exempt from drug and alcohol testing.

Associate Director of Transportation - Planner – is in a non-safety-sensitive position and exempt from drug and alcohol testing. **Administrative Assistant to Director of Transportation** - is in a non-safety-sensitive position and exempt from drug and alcohol testing

THRESHOLDS AND CUTOFFS FOR DRUG AND ALCOHOL TESTING

Minimum Thresholds

INITIAL TEST CUT-OFF LEVELS

(ng/mL)

Marijuana metabolites:

THCA 50

Cocaine metabolites ~~300~~

Benzoyllecgonine 100

Opiate metabolites:

Codeine/Morphine 2,000

6-Acetylmorphine 10

Phencyclidine 25

Amphetamines:

AMP/MAMP 500

MDMA 500

CONFIRMATORY TEST CUT-OFF LEVELS

(ng/mL)

Marijuana metabolites:

THCA 15

Cocaine metabolites ~~150~~-100

Opiate metabolites:

Morphine 2,000

Codeine 2,000

Acetylmorphine 10

Phencyclidine 25

Amphetamines:

AMP/MAMP

Amphetamines ~~500~~ 250

Methamphetamine ~~500~~ 250

MDMA 250

MDA 250

MDEA 250

~~Delta-9-tetrahydrocannabinol-9-carboxylic acid.~~

~~Benzoyllecgonine~~

~~Specimen must also contain amphetamine at a concentration greater than or equal to 200 ng/ml.~~

¹Delta-9-tetrahydrocannabinol-9-carboxylic acid (THCA).

²Morphine is the target analyte for codeine/morphine testing.

³Either a single initial test kit or multiple initial test kits may be used provided the single test kit detects each target analyte independently at the specified cutoff.

⁴Methamphetamine is the target analyte for amphetamine/methamphetamine testing.

⁵To be reported positive for methamphetamine, a specimen must also contain amphetamine at a concentration equal to or greater than 100 ng/mL.

⁶Methylenedioxyamphetamine (MDMA).

⁷Methylenedioxyamphetamine (MDA).

⁸Methylenedioxyethylamphetamine (MDEA).

CVTD DRUG AND ALCOHOL TESTING CONTACTS

List of Contacts

Any questions regarding this policy or any other aspect of the substance abuse policy should be directed to the following individual(s).

Drug and Alcohol Program Manager (DAPM)

~~Baylea Evans~~ Randy Schneider

Concho Valley Transit District
1-877-947-8729

Medical Review Officer

Gregory Johnson, M.D.
SWCT MRO Services
1-325-658-7533

Substance Abuse Professional

Donna Masterson M Ed, LCDC, AAC III
2307 W Harris San Angelo, TX 76901
1-325-947-7729

HHS Certified Laboratory

Kroll Laboratory Specialists
Gretna, LA
1-504-361-8989

FTA Drug and Alcohol Testing Program

CONSORTIUM/THIRD PARTY ADMINISTRATOR (C/TPA)

Name: West Texas Rehab Center
Address: 3001 S. Jackson St., San Angelo, TX 76904
Phone Number: 325-658-9966

DRUG AND ALCOHOL PROGRAM MANAGER (DAPM)

Name: ~~Baylea Evans~~ Randy Schneider
Address: 2801 Loop 306. San Angelo, TX 76904
Phone Number: 1-877-947-8729

DESIGNATED EMPLOYER REPRESENTATIVE

Name: ~~Teresa Sanchez~~ Baylea Evans
Address: 2801 Loop 306. San Angelo, TX 76904
Phone Number: 1-877-947-8729

MEDICAL REVIEW OFFICER (MRO)

Name: Dr. Stephen Kracht
Title: Medical Review Officer
Address: SWCT MRO Services

Phone Number: (855)355-7058

HHS CERTIFIED SUBSTANCE ABUSE MENTAL HEALTH LABORATORY (SAMHSA)

Name: KROLL Laboratory Specialist Inc.

Address: 1111 Newton Street, Gretna LA 70053

Phone Number: 504-361-8989

COLLECTION SITE(S)

Name: West Texas Rehab Center

Address: 3001 S. Jackson St., San Angelo, TX 76904

Phone Number: 325-658-9966

EMPLOYEE ASSISTANCE PROGRAM (EAP)

Name: West Texas Rehab Center

Address: 3001 S. Jackson St. San Angelo, TX 76904

Phone Number: 325-223-6370 FX: 325-223-6327

SUBSTANCE ABUSE PROFESSIONAL (SAP)

Name: Donna Masterson M Ed, LCDC, AAC III

Address: 2307 W Harris San Angelo, TX 76901

Telephone No: (325) 947-7729

THE APPROVED EVIDENTIAL BREATH TESTING DEVICES (EBTS) UTILIZED:

~~ALGO-SENSOR-IV-015673~~

~~ALGO-SENSOR-IV-007562~~

Lifeloc 6.0 (EBT)

**Concho Valley Transit District
RESOLUTION 020817 B**

WHEREAS, the Concho Valley Transit District (CVTD) is a public transit agency that operates a fixed route system and provides complimentary para-transit services to qualified individuals with disabilities, and

WHEREAS, the national goals of the American with Disabilities Act (ADA) are to guarantee that persons with disabilities have equality of opportunity, a chance to fully participate in society, ability to live independently and be economically self-sufficient, and

WHEREAS, the Concho Valley Transit District (CVTD) has formulated an ADA Para-Transit Plan that provides an operational framework for implementation of and compliance with Federal Transportation Administration ADA policies in providing complimentary para-transit service.

Now therefore be it resolved the Board of Directors of the Concho Valley Transit District approve the following:

- 1. The Concho Valley Transit District Board of Directors does hereby adopt the CVTD ADA Para-Transit Plan and authorizes its use for guiding the delivery of para-transit service.**

Duly adopted at the meeting of the Board of Directors of the Concho Valley Transit District this 8th day of February 2017.

Judge Steve Floyd, Chairman

Mayor Dwain Morrison, Secretary



TRANSA
Paratransit Services

Provided by
Concho Valley Transit
2801 Loop 306 Ste. A
San Angelo, TX 76904
For information call 1-877-947-8729

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TRANSA ADA Para-Transit Program

What is ADA Para-Transit?

Para-Transit is a program administered by the Concho Valley Transit District that provides origin-to-destination public transportation to riders who qualify for one or both of the following services currently offered by the program:

ADA Service

TRANSA's ADA Service (sometimes called Para-transit Service) provides specialized transportation for people with disabilities who are not able to fully utilize the fixed-route public transportation system. This service is designed to meet the requirements of the Americans with Disabilities Act of 1990 (or ADA) and provides comparable service to the fixed route busses. TRANSA's ADA Service can be used to travel from any origin to any destination within three-quarters ($\frac{3}{4}$) of a mile of a fixed-route bus during the same days and hours of operation as the fixed route.

Eligibility and Certification

Who is eligible for ADA Para-transit Service?

Eligibility for TRANSA ADA Para-transit service is based on a person's inability to use the fixed-route bus system due to a disability. ADA regulations provide that a person may be eligible for Para-transit services under one of the following three categories:

Category 1: (Section 37.123(e) (1) of the ADA regulations).

"Any individual with a disability who is unable, as a result of a physical or mental impairment (including a vision impairment), and without the assistance of another individual (except the operator of a wheelchair lift or other boarding assistance device), to board, ride, or disembark from any vehicle on the system which is readily accessible to and usable by individuals with disabilities."

- This applies to those persons who are unable to use fully accessible fixed-route bus service and includes those individuals who cannot independently navigate the fixed-route system.

Category 2: (Section 37.123(e) (2) of the ADA regulations).

"Any individual with a disability who...is able...to board, ride and disembark from any vehicle which is readily accessible...if such a vehicle is not being used to provide designated public transportation on the route."

- This applies to an individual who would be able to use the fixed-route bus system if it were accessible (e.g., if a low-floor or lift-equipped bus is not available). This category is not required once a transit system is 100% accessible.

Category 3: (Section 37.123(e) (3) of the ADA regulations).

"Any individual with a disability who has a specific impairment-related condition which prevents such individual from traveling to a boarding location or from a disembarking location on such system."

- This applies to an individual who, because of his/her disability, cannot access a particular bus stop to board the fixed-route bus system or cannot access his/her final destination after disembarking from a fixed-route bus. Eligibility is determined each time the eligible customer calls.
- *Note: A condition which makes traveling to a boarding location or from a disembarking location more difficult but does not prevent the travel; or environmental conditions and architectural barriers not under the control of the public entity do not, when considered alone, form a basis for eligibility.*

Types of Eligibility

Based on an assessment of individual needs and circumstances, applicants may qualify for any one of the following ADA Para-transit types of eligibility:

Unrestricted – Full access to the service for up to three (3) years.

Temporary – Full or conditional access to the service for the expected duration of a temporary disability that serves as the basis for ADA eligibility.

Conditional – Access to the service for up to three (3) years only when conditions exist that impact an individual’s ability to use the fixed-route bus system as determined during the eligibility process. Conditional eligibility may be approved based on weather conditions, unfamiliarity of trips, specific origins or destinations, time of day, etc.

Service for Visitors

Visitors to the San Angelo area can use TRANSA for up to 21 calendar days a year by providing proof of ADA eligibility in another city or other documentation that they have a health condition or disability which prevents them from using regular buses. For information on Visitor Status with TRANSA, please call 1-877-947-8729.

How do I apply for TRANSA Service?

All TRANSA customers must complete an application. Applications are available at the TRANSA offices, and can be picked up in person Monday – Friday from ~~8-5:30~~ 8:00 AM to 5:00 PM. You may also request to have an application mailed to your home address by calling TRANSA at 1-877-947-8729 and speaking with a Customer Service Agent. For your convenience, we have also added a link to the application on our website at www.cvttd.org.

Applications must be filled out completely and include all required documentation in order to be processed. Incomplete applications will be returned to the applicant. Please mail your completed application and any supporting documentation to:

**Concho Valley Transit District
2801 Loop 306 Ste A
San Angelo, TX 76904**

Within 21 days of submitting a completed application, applicants will be notified by mail regarding eligibility. Eligible individuals will receive an approval letter stating the service type and terms of eligibility and an identification card.

If the applicant is determined to be ineligible, he/she will be notified in writing regarding the reasons for the finding. The applicant may appeal the decision by following the administrative appeals process as outlined in this document.

Recertification of Eligibility

Each TRANSA customer must be recertified upon reaching his/her eligibility expiration date as identified on his/her identification card. Typically, eligibility extends for three (3) years from certification.

Service Area and Hours

When and where can I travel?

The TRANSA program is designed to be comparable to the fixed route bus system. Service area and hours generally follow the service provided by the fixed route busses.

ADA eligible customers can travel anywhere within three-quarters ($\frac{3}{4}$) of a mile of a bus route during the same days and hours of operation for that route. Please note that changes made to service levels of the fixed-route bus schedules may affect your TRANSA ADA service. Please visit www.cvtd.org for a detailed map of fixed routes current service area or ask your TRANSA Customer Service Agent for information.

Holiday Service

~~TRANSA does not provide ADA service on the following Holidays:~~

~~-New Year's Eve and New Year's Day~~

~~-Memorial Day~~

~~-Independence Day~~

~~-Labor Day~~

~~-Thanksgiving Day and the day after~~

~~-Christmas Eve and Christmas Day~~

TRANSA does not provide ADA service on the following Holidays:

New Year's Day – January 2nd

Martin Luther King Day – Third Monday of January

Memorial Day – Last Monday of May

Independence Day – July 4th

Labor Day – First Monday of September

Thanksgiving Day – Third Thursday of November

Friday after Thanksgiving

Christmas Eve – December 24th

Christmas Day –December 25th

Customer Fares

How much does each trip cost?

Customer fares are \$2.00 on all one-way trips for ADA service. Please remember that all passengers must pay the exact cash fare when boarding the TRANSA vehicle or have pre-purchased a Red Dot card at the CVTD Multimodal facility– drivers do not carry change. A Red Dot card is a \$20.00 prepaid card that is representative of 10 ADA trips. Red Dot cards can be purchased from the driver or at the CVTD Multimodal facility.

ADA Service – ADA regulations allow the fare charged to an ADA eligible user for each trip to be twice the fare of a comparable fixed-route bus trip. Please visit the TRANSA web site at www.cvtd.org for current fare information. If a customer’s eligibility certification includes a Personal Care Attendant (PCA), the attendant is allowed to ride free of charge. Persons, other than the PCA, riding with the customer are considered Guests and are charged the same fare as the eligible customer. ADA eligible customers may travel with one PCA and one Guest.

Children age 5 6 and under may ride free of charge. Please remember that all passengers, including PCA’s, Guests, and children, must be scheduled at the time of the reservation to ensure space availability on the vehicle. Additionally, all PCA’s, Guests, and children must travel from the same origin to the same destination as the eligible customer.

Hint: Have your exact fare ready at the time of your trip. Payment is due as you board the vehicle and drivers do not carry change.

Tips and Gifts

Our drivers are not permitted to accept tips or gifts. If you would like to commend a driver for service provided, please call our customer service comment line at 1-877-947-8729, and tell us about your experience.

Hint: Please tell us when our Drivers or Customer Service Agents are doing a good job!

Reservations and Scheduling

~~Phone Numbers and Hours of Operation~~

~~TRANSA services are available Monday through Saturday at times listed below. Services are NOT available on the following holidays:~~

- ~~-New Year’s Eve and New Year’s Day~~
- ~~-Memorial Day~~
- ~~-Independence Day~~
- ~~-Labor Day~~
- ~~-Thanksgiving Day and the day after~~
- ~~-Christmas Eve and Christmas Day~~

How do I schedule a trip?

Trips can be scheduled 1 to 14 days in advance Monday through Friday. Reservations must be made no later than 3:00 p.m. the day before you want to travel. Same day travel requests cannot be accommodated. Due to limited staffing we do not book trips on Saturdays. Call the TRANSA Reservations line, 1-877-947-8729 and speak with a Customer Service Agent!

Phone Numbers and Hours of Operation

1-877-947-8729 Customer Service

Monday Friday 6:30AM- ~~6:00~~ 6:30PM

Saturday 7:30AM- ~~6:00~~ 6:30PM

Sunday Closed

Reservation How-To

- ✓ First and last name.
- ✓ Date and time you wish to travel, including the appointment time at your destination if appropriate.
- ✓ Complete address of your pick-up location.
- ✓ Complete address of your destination, including the name of the business, the suite or building number, etc.
- ✓ Time of your return trip. Please allow at least 90 minutes between trips.
- ✓ Are you traveling with a Personal Care Attendant and/or a Guest?
- ✓ Trip purpose (medical, work, education, nutrition, shopping, personal, social, or other).
- ✓ Any special instructions or additional information.

Hint: Please have your trip information ready before you call to help speed up the reservation process and reduce phone wait times.

Pickup Window:

During the reservation process, you will be given a 30-minute window in which the driver will be scheduled to arrive. This window is typically 15 minutes before and 15 minutes after your requested pickup time. Your vehicle may arrive at any time during this 30-minute window. Please be ready to go at the beginning of your pickup window to avoid any delays.

Hint: TRANSA is busiest between 7:00 - 8:00 AM and 2:00 - 4:00 PM. If your travel times are flexible you may wish to avoid traveling during these times.

Tips for Scheduling Service:

- Be sure to allow plenty of time to finish your appointment in order to meet the vehicle within your scheduled return trip time window.
- Tell us if you have an appointment time so we can schedule your trip to arrive at your destination before your scheduled appointment.
- Be aware of the opening and closing times at your destination to avoid waiting outside the building before or after business hours.

- Allow extra time for the pickup and drop-off of other passengers before reaching your destination. TRANSA is a “shared ride” service and you may be on the vehicle up to 60 minutes to accommodate other trips.
- Listen carefully to make sure your trip is scheduled correctly. The Customer Service Agent will repeat your trip information.

Will-Call Returns:

If you have a medical appointment, TRANSA realizes it may be difficult to predict your return time. For medical trips only, you may schedule a will-call return during the reservation process. Will Call trips are not assigned to a vehicle until you call and activate the Will Call. When you are ready for your return trip, simply call TRANSA at 1-877-947-8729 and tell us you are ready. The Customer Service Agent will activate the Will Call and assign your trip to a vehicle. Please note: For Will-Call returns your vehicle will be scheduled to arrive within 5 minutes to one (1) hour of your call.

Attendants and Guests

TRANSA customers may travel with up to two guests, one of which may be designated as a personal care attendant. Additional guests may be accommodated only if space is available.

Personal Care Attendants (PCA)

A personal care attendant is defined by the ADA as “someone designated or employed specifically to help the eligible individual meet his or her personal needs.” Customers are required to indicate during the eligibility and certification process whether he or she travels with a personal care attendant. Customers approved to travel with a PCA must inform the Customer Service Agent during the reservation process that their PCA will be accompanying them. PCA’s must travel from the same origin to the same destination as the customer and are not charged a fare for ADA service.

Guests (or Companions)

Any person, other than a personal care attendant, traveling with a customer is considered a guest. Guests must travel from the same origin to the same destination as the customer and pay the same fare as the customer.

Hint: Be sure to inform your Customer Service Agent of any PCA’s or Guests, including children, who will be traveling with you. Every seat must be reserved in advance. PCA’s and Guests that are not included in the trip reservation will not be allowed to travel.

Service Animals and Pets

Service animals are permitted on all TRANSA vehicles. Please inform the scheduling office if a service animal will be accompanying you on your trip. All service animals must be leashed or harnessed

during the entire trip. Animals must not pose a threat to any passenger or the vehicle operator. Animals shall not block or in any way obstruct aisles or doorways

Pets, which are not service animals, may accompany TRANSA customers as long as they are in an approved pet-carrier during the entire trip. The carrier must be held on the customer's lap, and may not be set on the seat or the floor of the vehicle. There is no additional fee for pets to ride.

Completing Your Trip

The Pickup Point

Your vehicle may arrive any time during your 30-minute pickup window. TRANSA provides ~~curb-to-curb~~ **origin-to-destination** service to the most exterior door and cannot enter residences or businesses. Please be ready and waiting near the most exterior door. If you are using a wheelchair, there must be an accessible path from your pickup point to the vehicle. Drivers are unable to assist wheelchair passengers up or down steps or along other non-accessible paths.

Drivers are required to wait for passengers up to five (5) minutes after their arrival or five (5) minutes after the start of the scheduled pickup window, whichever is longer. If you are not available to board the vehicle within five (5) minutes, the driver may leave and your trip will be forfeited.

Your TRANSA Vehicle and Driver

TRANSA utilizes a dedicated fleet of vehicles for both the ADA and non-ADA services. Drivers are required to wear identification badges and a uniform, and will identify themselves as TRANSA drivers.

During Your Ride

TRANSA operates as a shared-ride service. You should expect to routinely share your vehicle with other TRANSA customers. As a result of the shared nature of the service, please note the following:

- Seat selection is first come, first served.
- You may or may not be taken directly to your destination. The vehicle may deviate significantly from a direct route to your destination in order to accommodate other passengers.
- Be prepared to be on board the vehicle for up to one (1) hour or more for significantly longer trips. Please schedule your trip accordingly.
- **Passengers are expected to be courteous to all fellow passengers and the vehicle operator.**

The Drop-Off Location

TRANSA provides service to the most exterior door of your destination and drivers cannot enter residences or businesses. Drivers must maintain sight of their vehicles at all times. If you are using a

wheelchair, there must be an accessible path from the vehicle to your destination. Drivers are unable to assist wheelchair passengers up or down steps or along other non-accessible paths. Please plan ahead and make sure that you will be able to access your destination and, if necessary, someone is there to receive you. Drivers will not leave customers outside a locked building or other unsafe location. **Please let your driver know if you are in need of any other reasonable accommodations.**

What if I miss my trip?

Occasionally circumstances arise and you are unable to complete your scheduled trip. Please see the Cancellation and No Shows section for more information on when and how to cancel your trip. TRANSA does not offer same-day service. If you miss your trip, you are responsible for rescheduling your trip for another day or for finding alternative transportation.

If one of the following conditions occurs, TRANSA may attempt to send another vehicle following standard “Will Call” procedures:

- 1) The missed trip was due to a reservations or scheduling error.
- 2) The missed trip was caused by the vehicle arriving late or due to Driver error.
- 3) Certain other unavoidable circumstances or situations where the customer may be stranded away from home.

If you miss your trip and still need transportation, please contact your Customer Service Agent to discuss your options.

NOTE: If you are at home or if you are not ready and refuse a trip after the driver makes contact with you within the pick-up window, TRANSA will not send another vehicle.

Hint: Make sure you are ready at the beginning of your pick-up window so that you don't miss your ride.

Cancellations and No Shows

Sometimes, plans change and you may need to cancel your trip. Trips can be cancelled by calling TRANSA at 1-877-947-8729.

Advanced Cancellation

Any cancellation made by 4:45 PM the day before your scheduled trip is considered an advanced cancellation. Proper advanced cancellations allow TRANSA to reassign resources and limit disruptions caused by changing schedules. No penalties are assessed for advanced cancellations.

Same Day Cancellation

Any cancellation at least two (2) hours before the start of your scheduled pick-up window is considered a same day cancellation. Cancelling your trip at least two (2) hours in advance allows

TRANSA to reassign your scheduled vehicle to another customer. No penalties are assessed for same day cancellations.

Late Cancellations

Cancellations made less than two (2) hours but at least 30 minutes before the start of your scheduled pick-up window are considered Late Cancellations and may result in penalties which could lead to suspension of service – See the Late Cancellation and No Show Policy for details.

No Shows

A “No Show” occurs when:

1. The customer cancels the trip less than 30 minutes prior to the start of the scheduled pickup window.
2. The vehicle arrives on time, but the customer no longer wants the ride – also called a “cancel at the door”.
3. The vehicle arrives on time, but the driver cannot locate the customer at the requested pick-up location.
4. The vehicle arrives on time and waits for five (5) minutes, but the customer is not ready to go, and the driver must leave to stay on schedule.

Customers who demonstrate a pattern or practice of No Show’s and/or Late Cancellations may incur penalties which could lead to a suspension of service – see the Late Cancellation and No Show Policy for details. NOTE: If you No Show the first leg of your trip all additional trips scheduled for that day will not be automatically cancelled. You must call TRANSA to cancel any remaining trips that are no longer needed or risk additional penalties.

Late Cancellation and No Show Policy

The Americans with Disabilities Act (ADA) of 1990, section 37.125(h) states that “The entity may establish an administrative process to suspend, for a reasonable period of time, the provision of complementary Para-transit service to ADA eligible individuals who establish a pattern or practice of missing scheduled trips.” TRANSA has established the following points-based process to enforce its late cancellation and no show policy.

Points System

Based on the definitions in the Cancellations and No Shows section above, points are assessed for each occurrence of the following infractions:

Advanced Cancellation: 0 points – Thank you!

Same Day Cancellation: 0 points – If the trip is canceled more than 2 hours prior to scheduled pickup

Late Cancellation: 1 point – If canceled at least 30 minutes prior to scheduled trip

No Show: 2 points

NOTE: Trips missed by the individual for reasons out of his or her control are not assessed points and are not used as a basis for determining if a pattern or practice Late Cancellations or No Shows exists.

Violations

No-Shows and Late Cancellations are recorded daily and accumulated each calendar month for purposes of enforcing the no show policy. TRANSA reviews total points assessed during each calendar month and calculates penalties as follows:

6 points in a ~~one month~~ 30 day period: Warning Letter

8 points in a ~~one month~~ 30 day period: Two (2) week suspension

24 points in a ~~two month~~ 60 day period: One (1) month suspension

48 points in a ~~six month~~ 180 day period: Three (3) month suspension

To account for frequent ridership, penalties are NOT assessed if total No-Shows and Late Cancellations for the period are less than 15% of the customer's total trips.

Customers in violation of the Late Cancellation and No Show Policy will receive written notice of the violation including details of the pending suspension of service. Customers will be given 14 days from the date of the notice to appeal the decision (see the Appeals Process) or to arrange for alternative transportation options during the suspension. Following the suspension period, customers will automatically be cleared to resume service. Subscription service is not automatically reinstated following a suspension. Please contact your Customer Service Agent to re-apply for subscription service.

Hint: Notices are sent to your primary address on record. It is your responsibility to ensure that TRANSA has your current contact information. Please call 1-877-947-8729 and speak with a Customer Service Agent to verify or update your information.

Appeals Process

TRANSA has established an administrative appeals process in accordance with the American's with Disabilities Act, section 37.125(g) for individuals who are denied eligibility and for individuals who have been suspended from the provision of complimentary para-transit service due to a pattern or practice of missed trips.

Customers will be sent information about how to appeal with his or her denial or suspension letter. The process includes

- An opportunity to be heard and to present information and arguments to an appeals board consisting of persons not involved with the initial decision to deny eligibility or suspend service
- A written notification of the decision within 30 days of the completion of the appeals process including the reasons for the decision.

Eligibility Denial

Appeals regarding eligibility must be filed within 60 days of the denial of an individual's application. NOTE: The entity is not required to provide Para-transit service to the individual pending the determination on appeal. However, if the entity has not made a decision within 30 days of the

completion of the appeal process, the entity shall provide Para-transit service from that time until and unless a decision to deny the appeal is issued.

Suspension of Service

Customers are given a 14-day notice prior to the start of suspension in order to appeal the decision. Customers who appeal suspension for violation of the Late Cancellation and No Show Policy will be allowed to continue to use TRANSA, pending the outcome of the appeal. Suspensions that are upheld following the appeal will begin immediately upon completion of the appeals process.

Complaints

What if I have a problem?

If you are experiencing problems with our service, please call 1-877-947-8729 and our Customer Service Representative will notify the appropriate staff member that we received your complaint, research the problem, and work with you, TRANSA Staff, and our service provider to resolve the issue.

Subscription Service

What is Subscription Service?

Subscription service, also known as a “Standing Order” may be available for customers who travel regularly on a specific day(s) of the week, at the same time, to and/or from the same location. Subscription trips enable TRANSA to create efficient routes for customers who have similar travel patterns and give customers the convenience of transportation without having to call TRANSA to schedule each trip.

Which Trips Qualify for Subscription Service?

Any trip that repeats two (2) or more times each week may be eligible for Subscription Service. The trip must be exactly the same each day including day of week, pick-up time, appointment time, number of passengers, origin and destination. Work, school, and medical trips such as Dialysis are examples of common subscription trips.

How Do I Sign Up for Subscription Service?

Subscription Service is above and beyond ADA regulations and is approved on a first-come, first-served basis due to limited availability. Ask your Customer Service Representative for more information regarding Subscription Service.

Tips for Using Subscription Service

- Customers using Subscription Service must still call to cancel trips if the trip is not needed for a particular day. No Show and Late Cancellation policies still apply to Subscription trips.
- Subscription Service may be temporarily suspended by the customer during periods when travel is not needed like vacations, hospital stays, etc. Contact your Customer Service Agent if you need to temporarily suspend your trips. **Remember you must call Customer Service to resume your Subscription Services.**
- Customers on Subscription Service must maintain a consistent travel history. Excessive cancellations and or No-Shows may disqualify the customer from further Subscription Service in addition to penalties described in the No Show and Late Cancellation policy.
- All applicable customer fares must be paid at the time of the trip **or the customer must have a prepaid Red Dot card.**

Severe or Inclement Weather

When dangerous weather conditions are forecasted, the CVTD Operations will be monitoring the road conditions and will contact media sources by 5:30am in the event there is a delay. If decided there needs to be a delay in service, CVTD will be delayed until 10:30am. CVTD Operations will continue to monitor the road conditions and by 9:30am they will determine whether CVTD will resume service at 10:30, or close for the day.

Stay tuned to the following media services for updates throughout the morning:

Foster Communications (Radio)

94.7 (KIXY)

101.9 (KWFR)

1260AM (KKSA)

100.1 (KCLL)

KGKL (Radio)

97.5

KLST (TV)

KSAN (TV)

Any questions or concerns, please call 1-877-947-8729.

Safety Policies

Children

Children under ~~18~~ **15** years old must be accompanied by an adult.

Seat Belts

All TRANSA vehicles are equipped with seat belts. Texas law requires all front seat passengers to wear seat belts. For your safety, TRANSA requires the use of seat belts in the front seat and strongly recommends that all customers wear seat belts.

Car Seats

Texas law requires children less than 4 years old or less than 40 pounds to be secured in an appropriate child safety seat. Additionally, children ages 4 – 7 who weigh at least 40 pounds must be in an appropriate child safety seat or booster seat unless they are 80 pounds or 4’9” tall. Customers traveling with children who require a car seat must provide their own car seat to be used during the trip.

Mobility Devices

Drivers must secure all mobility devices in the vehicle. However, for transport, the device must not exceed size and weight as specified by vehicle, lift or ramp manufacturer. Contact your Customer Service Agent for more information.

NOTE: TRANSA is unable to transport unoccupied wheelchairs or other mobility devices.

Time Sensitive Medical Needs

Customers who require food, medication, or oxygen at regular intervals should be advised that their travel time could be up to 60 minutes. Please plan ahead and carry the appropriate supplies with you when you travel.

Packages

Customers are limited to packages that they are able to carry with them and hold on their lap or next to their feet while seated in the vehicle. Drivers are not able to assist customers with excessive packages or shopping carts. Passengers needing assistance with packages should consider traveling with a **PCA** guest.

Customers Requiring Supervision

If no one is present to receive a customer who is unable to be left unattended, the customer may be kept on the vehicle during subsequent trips. TRANSA will attempt to reach the customer’s emergency contact to make arrangements for a drop off. If the emergency contact cannot be reached by the end of the vehicle’s run the customer will return to TRANSA depot and placed in the custody of the proper authorities. A pattern or practice of related incidents may result in suspension of service.

Health / Safety Threats

Service may be withheld from customers that pose a direct health or safety threat to others. A customer will be limited or excluded from service if a direct health threat situation exists and if the threat cannot be eliminated by reasonable accommodations, e.g., excessive bleeding, waste matter on person, etc.

Violent, illegal, or disruptive conduct is not allowed aboard the vehicle. If a driver reports inappropriate behavior by a customer (or parent, care provider, etc.), and the conduct continues to interfere with the safe operation of a TRANSA vehicle, a service suspension may occur.

Para-transit Functional Procedure

Route 1- 5: The Concho Valley Transit District currently runs six fixed routes. Five of these routes run six days a week on the following schedule.

Monday - Friday	6:30am - 6:30pm Closed 11:30am - 12:30pm
Saturday	7:30am - 6:30pm Closed 11:30am - 12:30pm
Sunday	CLOSED

Goodfellow: The sixth route commonly known as the Goodfellow Express route runs on the following schedule.

Friday	6:00 pm – Saturday 1:00 am
Saturday	12:00 pm – Sunday 1:00 am

ASU Ram Tram: The seventh route commonly known as the Angelo State University Ram Tram route runs on the following schedule during the school year:

Friday	5:30 pm – Saturday 1:30 am
Saturday	11:30 am – Sunday 1:30 am

During the summer break, the Ram Tram hours are as following:

Friday	7:30 pm – Saturday 12:30 am
--------	-----------------------------

Saturday

7:30 am – Sunday 12:30 am

*There is no bus service during winter break

To ensure compliance with the American with Disabilities Act of 1990 we will run a complimentary and comparable Para-transit service for those with disabilities who are not able to fully utilize the fixed-route system. Vehicles that are of the design and function to comply with ADA Para-transit requirements and service standards will be specifically assigned and running the same hours as the normal five (routes 1 – 5) fixed route vehicles.

Route Six, the Goodfellow Express route and Route Seven, the Angelo State University Ram Tram will run a deviated route system. This vehicle will be equipped to meet ADA standards and the needs of those qualified under the ADA Para-transit Services Plan. Dispatch or customer service will deviate Route Six during normal Customer Service Hours. After hours the answering service will contact the driver via radio or cell phone for requested ADA service with customer name and address. Route Six will deviate up to ($\frac{3}{4}$) of a mile off the planned and mapped route and no more as required by the American Disability Act.

Travel must meet the requirements of the ADA Act and be from any origin to any destination within three-quarters ($\frac{3}{4}$) of a mile of a fixed-route during the same days and hours of operation as that specific fixed route system.

Drivers of Para-transit service, including the driver of Route Six and Seven, will assist clients to and from the most outside door for those that require assistance. The driver will not enter any building, as they must keep their vehicle in sight at all times.

CVTD
Balance Sheet - Balance Sheet
As of 10/31/2016

Current Period Balance

Assets

Wells Fargo CVTD Bank Acct	238,876.39	1117
Grant 566, FTA TX04004600-Terminal	98,378.00	1206
FTA/TxDOT Urban AR	185,587.00	1241
TxDOT Rural	198,559.00	1242
TxDOT Regional Planning	17,355.16	1245
Grant 697, TxDOT VCR1603(07)18	277,122.00	1249
Grant 699, TxDOT ED 1601(07)30	16,793.66	1254
Account Receivable-Medical Transportation	49,187.00	1300
Coke County	2,980.67	1370
Concho County	21,198.25	1371
Crockett County	3,714.56	1372
Irion County	1,583.01	1373
Kimble County	1,512.67	1374
McCulloch County	4,762.68	1375
Menard County	15,324.23	1376
Reagan County	5,006.35	1377
Schleicher County	6,859.46	1378
Sterling County	1,139.93	1379
Workforce Solutions (Arbor ET)	520.00	1382
Christians In Action	70.00	1383
Sutton County	6,282.66	1384
Tom Green County	54,480.22	1385
Angelo State University-Ram Tram	6,182.40	1387
Accounts Receivable-General	11,007.00	1391
Staff Travel Advance	88.50	1392
Other Assets - Project Equipment	4,948,726.35	1811
Other Assets - Land	353,098.80	1812
Other Assets - Building	<u>4,577,332.79</u>	1813
Total Assets	<u>11,103,728.74</u>	

Liabilities

AP	58,205.86	2111
AP Owed to CVCOG	213,842.20	2112
Deferred Income-Medical Transportation	99,469.30	2919
Total Liabilities	<u>371,517.36</u>	

Fund Balance

Unassigned General Fund	754,875.93	3101
Investment - Capital Assets	<u>9,879,157.94</u>	3110
Total Fund Balance	<u>10,634,033.87</u>	

Excess Revenue over Expenditures FY 16-17

98,177.51

Total Liabilities and Fund Balance

11,103,728.74

CVTD
Reconcile Cash Accounts

Summary

Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 10/31/2016
Reconciliation Date: 10/31/2016
Status: Open

Bank Balance	324,343.42
Less Outstanding Checks/Vouchers	85,467.03
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	238,876.39
Balance Per Books	<u>238,876.39</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

**CVTD
Reconcile Cash Accounts**

Detail

Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 10/31/2016
Reconciliation Date: 10/31/2016
Status: Open

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
17349	10/27/2016	System Generated Check/Voucher	2,149.99	ANGELO TIRE AND ALIGNMENT LLC
17350	10/27/2016	System Generated Check/Voucher	49.62	ATMOS ENERGY
17351	10/27/2016	System Generated Check/Voucher	1,293.69	BRUCKNER TRUCK SERVICE
17352	10/27/2016	System Generated Check/Voucher	50.00	BUG EXPRESS
17353	10/27/2016	System Generated Check/Voucher	27.18	CIRRO ENERGY
17354	10/27/2016	System Generated Check/Voucher	76.88	CITYOF SAN ANGELO UTILITY BILLING
17355	10/27/2016	System Generated Check/Voucher	323.61	CITYOF SAN ANGELO UTILITY BILLING
17356	10/27/2016	System Generated Check/Voucher	0.00	COMMERCIAL BILLING SERVICE
17356	10/27/2016	System Generated Check/Voucher	0.00	COMMERCIAL BILLING SERVICE
17357	10/27/2016	System Generated Check/Voucher	495.24	CONSTANCIO TIRE AND FLEET
17358	10/27/2016	System Generated Check/Voucher	2,347.43	ENGINE PRO MACHINE LLC
17360	10/27/2016	System Generated Check/Voucher	142.96	FLORES TIRE & AUTO
17362	10/27/2016	System Generated Check/Voucher	132.75	SALVADOR (FREDDY) GONZALEZ
17363	10/27/2016	System Generated Check/Voucher	1,291.40	HARGRAVES TIRE & AUTO
17364	10/27/2016	System Generated Check/Voucher	156.14	JIM BASS FORD, INC.
17365	10/27/2016	System Generated Check/Voucher	60,121.20	K & R CONSTRUCTION
17366	10/27/2016	System Generated Check/Voucher	59.95	KAY GEE, INC.
17367	10/27/2016	System Generated Check/Voucher	338.58	O'REILLY'S AUTO PARTS, INC.
17368	10/27/2016	System Generated Check/Voucher	60.00	JOYCE GRAY, SAV-A-LIFE SKILLS
17370	10/27/2016	System Generated Check/Voucher	81.18	TEXAS COMMUNICATIONS, INC.
17371	10/27/2016	System Generated Check/Voucher	15,750.73	TML INTERGOVERNMENTAL RISK POOL
17372	10/27/2016	System Generated Check/Voucher	8.50	WEST TEXAS FIRE EXTINGUISHER INC
17373	10/27/2016	System Generated Check/Voucher	510.00	WEST TEXAS REHABILITATION CENTER
Outstanding Checks/Vouchers			85,467.03	

**CVTD
Reconcile Cash Accounts**

Detail

**Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 10/31/2016
Reconciliation Date: 10/31/2016
Status: Open**

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
17294	9/16/2016	System Generated Check/Voucher	393.30	O'REILLY'S AUTO PARTS, INC.
17305	10/7/2016	System Generated Check/Voucher	177.00	RANDY SCHNEIDER
17305	10/7/2016	System Generated Check/Voucher	(177.00)	RANDY SCHNEIDER
17306	10/10/2016	System Generated Check/Voucher	115.00	ANGELO AUTO GLASS
17307	10/10/2016	System Generated Check/Voucher	8,949.61	ANGELO TIRE AND ALIGNMENT LLC
17308	10/10/2016	System Generated Check/Voucher	45.52	ATMOS ENERGY
17309	10/10/2016	System Generated Check/Voucher	5,024.51	BRUCKNER TRUCK SERVICE
17310	10/10/2016	System Generated Check/Voucher	50.00	BUG EXPRESS
17311	10/10/2016	System Generated Check/Voucher	19.68	CIRRO ENERGY
17312	10/10/2016	System Generated Check/Voucher	49.00	COMMERCIAL BILLING SERVICE
17313	10/10/2016	System Generated Check/Voucher	235.12	CONSTANCIO TIRE AND FLEET
17314	10/10/2016	System Generated Check/Voucher	278.92	CROCKETT COUNTY
17315	10/10/2016	System Generated Check/Voucher	2,179.56	ENGINE PRO MACHINE LLC
17316	10/10/2016	System Generated Check/Voucher	52.96	FRONTIER COMMUNICATIONS
17317	10/10/2016	System Generated Check/Voucher	444.25	VICENTE HUERTA
17318	10/10/2016	System Generated Check/Voucher	714.40	IWG TOWERS ASSETS II INC
17319	10/10/2016	System Generated Check/Voucher	1,837.13	JIM BASS FORD, INC.
17320	10/10/2016	System Generated Check/Voucher	59.95	KAY GEE, INC.
17321	10/10/2016	System Generated Check/Voucher	126.41	REPUBLIC SERVICES #691
17322	10/10/2016	System Generated Check/Voucher	280.00	JOYCE GRAY, SAV-A-LIFE SKILLS
17323	10/10/2016	System Generated Check/Voucher	343.75	SMART CHOICE AUTO GROUP
17324	10/10/2016	System Generated Check/Voucher	673.42	SUPERIOR SERVICES
17325	10/10/2016	System Generated Check/Voucher	332.51	WEST CENTRAL WIRELESS
17326	10/20/2016	System Generated Check/Voucher	155.08	ANGELO GLASS & MIRROR
17327	10/20/2016	System Generated Check/Voucher	98.00	ANGELO RO EXPRESS, LLC
17328	10/20/2016	System Generated Check/Voucher	3,384.46	ANGELO TIRE AND ALIGNMENT LLC

**CVTD
Reconcile Cash Accounts**

Detail

Cash Account: 1117 Wells Fargo CVTD Bank Acct

Reconciliation ID: Reconciliation 10/31/2016

Reconciliation Date: 10/31/2016

Status: Open

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
17329	10/20/2016	System Generated Check/Voucher	246.00	B & R AUTO REPAIR
17330	10/20/2016	System Generated Check/Voucher	6,741.92	BRUCKNER TRUCK SERVICE
17331	10/20/2016	System Generated Check/Voucher	17,847.03	CITY OF SAN ANGELO-ACCOUNTS RECEIVABLE
17332	10/20/2016	System Generated Check/Voucher	50.00	CONSTANCIO TIRE AND FLEET
17333	10/20/2016	System Generated Check/Voucher	68.58	CTWP
17334	10/20/2016	System Generated Check/Voucher	221.04	ENGINE PRO MACHINE LLC
17335	10/20/2016	System Generated Check/Voucher	170.53	FRONTIER COMMUNICATIONS
17336	10/20/2016	System Generated Check/Voucher	118.00	ROBERT GIL
17337	10/20/2016	System Generated Check/Voucher	1,258.75	HOME MOTORS, INC.
17338	10/20/2016	System Generated Check/Voucher	118.00	VICENTE HUERTA
17339	10/20/2016	System Generated Check/Voucher	420.26	JIM BASS FORD, INC.
17340	10/20/2016	System Generated Check/Voucher	38,256.53	K & R CONSTRUCTION
17341	10/20/2016	System Generated Check/Voucher	35.97	O'REILLY'S AUTO PARTS, INC.
17342	10/20/2016	System Generated Check/Voucher	25.20	Q's PRINTING & DESIGN, INC.
17343	10/20/2016	System Generated Check/Voucher	135.07	REPUBLIC SERVICES #691
17344	10/20/2016	System Generated Check/Voucher	118.00	RANDY SCHNEIDER
17345	10/20/2016	System Generated Check/Voucher	76.00	SHANNON CLINIC CENTRAL BILLING
17346	10/20/2016	System Generated Check/Voucher	10,271.49	SHELL FLEET NAVIGATOR
17347	10/20/2016	System Generated Check/Voucher	89.00	SUPERIOR SERVICES
17348	10/20/2016	System Generated Check/Voucher	1,160.00	WES-TEX PRESSURE WASHING
17359	10/27/2016	System Generated Check/Voucher	88.50	BAYLEA EVANS
17361	10/27/2016	System Generated Check/Voucher	439.22	ROBERT GIL
17369	10/27/2016	System Generated Check/Voucher	60.00	TEXAN TRUCK WASH, LLC

Cleared Checks/Vouchers

103,857.63

**CVTD
Reconcile Cash Accounts**

Detail

**Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 10/31/2016
Reconciliation Date: 10/31/2016
Status: Open**

Cleared Deposits

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CRT11721500	10/3/2016	CVTD Cash Receipt 10-03-2016	548.88
	CRT11721499	10/4/2016	CVTD Cash Receipt 10-04-2016	1,051.33
	CRT11721498	10/5/2016	CVTD Cash Receipt 10-05-2016	968.66
	CRT11721501	10/6/2016	EMSC 10062016 MTAC	13,381.00
	CRT11721502	10/6/2016	CVTD Bus Fares 10-06-2016	718.41
	CRT10712231	10/7/2016	E-Deposit 10-7-16 4 Items	1,563.00
	CRT10712233	10/7/2016	CVTD Bus Fares 10-7-2016	561.64
	CRT10712234	10/11/2016	CVTD Bus Fares 10-11-2016	1,527.25
	CRT42361005	10/12/2016	Bus Fares 10/12/2016	536.71
	CRT42361003	10/13/2016	AMR EMSC 101216 MTAC Oct 16	14,358.60
	CRT42361006	10/13/2016	Bus Fares 10/13/2016	822.96
	CRT42361004	10/14/2016	Cash receipts 10/14/2016	19,366.92
	CRT42361007	10/14/2016	Bus Fare 10/14/2016	578.19
	CRT42361009	10/14/2016	R Gill Travel Adv reimbursement 10/2016	14.75
	CRT42361008	10/17/2016	Bus Fare 10/17/2016	689.75
	CRT42361010	10/18/2016	Bus Fare 10/18/2016	990.20
	CRT42361011	10/19/2016	Bus Fares 10/19/2016	533.71
	CRT42361012	10/20/2016	TX State Comptroller 5330155 10/2016 credit	50,312.30
	CRT42361013	10/20/2016	Bus Fare 10/20/2016	594.96
	CRT42361014	10/21/2016	CVTD Cash Receipts 10/21/2016	12,479.55
	CRT42361015	10/21/2016	Bus Fare 10/21/2016	604.08
	CRT42361017	10/24/2016	Bus Fares 10/24/2016	552.06
	CRT42361021	10/25/2016	Bus Fare 10/25/2016	732.25
	CRT42361020	10/26/2016	Bus Fare 10/26/2016	673.05
	CRT42361018	10/27/2016	AMR EMSC 102616 MTAC	11,506.60
	CRT42361026	10/27/2016	Bus Fare 10/27/2016	482.78
	CRT10712256	10/28/2016	Deposit 10-28-16	5,592.68
	CRT42361027	10/28/2016	Bus Fare 10/28/2016	645.15
	CRT42361025	10/31/2016	Bus Fare 10/31/2016	621.76
				143,009.18
Cleared Deposits				

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 10/31/2016
Reconciliation Date: 10/31/2016
Status: Open

Cleared Other Cash Items

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
JVT10714857	10/4/2016	Record funds transferred to CVCOG Oct-16	(106,604.09)
JVT42361046	10/4/2016	Reverse JVT10714857 Duplicate entry (see JVT10714876)	106,604.09
JVT42361022	10/26/2016	Record Funds transferred to CVCOG	(116,065.40)
Cleared Other Cash Items			<u>(116,065.40)</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Grant 566, FTA TX040046000-Terminial
Account 1206

Description	Amount
Sept 2016 request submitted 11/8/16	38,257.00 paid 11/10/16
Oct 2016 request submitted 12/15/16	60,121.00 paid 12/19/16
	-
FTA TX-04-0046	<u>98,378.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

FTA/TxDOT Urban AR
Account 1241

Description	Amount
Sept 2016 request submitted 11/3/16	10,144.00 paid 11/7/16
Oct 2016 request submitted 12/15/16	61,161.00 paid 12/19/16
	-
Sub-total FTA TX-90-Y141	<u>71,305.00</u>
Oct 2016 request submitted 12/15/16	29,484.00 paid 12/19/16
	-
Sub-total FTA TX-90-Y185	<u>29,484.00</u>
Sept 2016 request submitted 11/23/16	14,727.00 paid 12/1/16
Oct 2016 request submitted 12/15/16	70,071.00
	-
Sub-total TxDOT URB 1701(07)	<u>84,798.00</u>
Grand Total	<u>185,587.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

TXDOT Rural
Account 1242

Description	Amount
Sept 2016 request submitted 11/23/16	51,533.00 paid 12/7/16
Oct 2016 request submitted 12/15/16	47,407.00
	-
Total State-RUR1702 (07)	<u>98,940.00</u>

Sept 2016 request submitted 11/23/16	49,903.00 paid 12/7/16
Oct 2016 request submitted 12/15/16	49,716.00
	-
Total State Federal - RPT1602(07)013	<u>99,619.00</u>

Grand Total	<u><u>198,559.00</u></u>
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Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Accounts Receivable, Grant 690 Regional Planning
Account 1245

Description	Amount
June 16 request submitted 7/20/16	6,520.39
July 16 request submitted 8/17/16	4,545.19
Accrued revenue for August	6,289.58
	-
Total	<u>17,355.16</u>

Note: 10/28/16 Baylea stated TXDOT was reviewing the billing to address the issues with vendor time reporting, as well as CVTD time
Met with Baylea 11/22/16 to go over documents to be submitted with billing.

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Accounts Receivable, Grant 697 VCR 1603(07)18-Urban
Account 1249

Description	Amount
June 16 request re-submitted 12/9/16	277,122.00 paid 12/21/16
	-
	-
	-
Total	<u>277,122.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Accounts Receivable, Grant 699 ED 1601(07)30
Account 1254

Description	Amount
August 16 request submitted 11/7/16	16,468.42
Oct 16 request submitted 12/21/16	325.24
	-
Total	<u>16,793.66</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Accounts Receivable Medical Transportation
Account 1300

Description	Amount
AMR billing 08302016	48.40
AMR billing 09082016	96.80
AMR billing 09132016	54.00
AMR billing 09222016	108.00
AMR billing 09282016	145.20
AMR billing 10102016	12,944.90
AMR billing 10212016	10,178.80
AMR billing 10182016	48.40
AMR billing 11012016	12,038.10
AMR billing 11102016	13,572.80

Total AMR 49,235.40

Overpayment 160629	(24.20)	CRT11721361
Overpayment 072716	(24.20)	CRT11721415
Sub-Total Logisticare	<u>(48.40)</u>	

Total Medicaid Billing 49,187.00

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Coke County
Account 1370

Description	Amount
Record Membership Dues	2,980.67 JVT42361116
Total	<u>2,980.67</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Concho County
Account 1371

Description	Amount		
Record Membership Dues	21,198.25	JVT10714854	paid 11/4/16
Total	<u>21,198.25</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Crockett County
Account 1372

Description	Amount
Record Membership Dues	3,714.56 JV42361132
Total	<u>3,714.56</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Irion County
Account 1373

Description	Amount
Record Membership Dues	1,583.01 JVT42361122
Total	<u>1,583.01</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Kimble County
Account 1374

Description	Amount
Record Membership Dues	1,512.67 JVT42361121
	-
Total	<u>1,512.67</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

McCulloch County
Account 1375

Description	Amount
Record Membership Dues-Oct	4,762.68 JV742361120
Total	<u>4,762.68</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Menard County
Account 1376

Description	Amount
Annual Membership Dues	15,324.23 JVT10714854
	-
	-
Total	<u>15,324.23</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Reagan County
Account 1377

Description	Amount
Membership dues	5,006.35 JVT42361119
	-
	-
Total	<u>5,006.35</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Schleicher County
Account 1378

Description	Amount
Record Membership Dues-July	3,429.73 JVT11721446
Record Membership Dues-Oct	3,429.73 JVT42361184
	-
Total	<u>6,859.46</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Sterling County
Account 1379

Description	Amount
Record Membership Dues	1,139.93 JVT42361125
Total	<u>1,139.93</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Workforce Solutions (Arbor ET)
Account 1382

Description	Amount
Bus Pass Invoice -JVT10714855	220.00 paid 11/4/16
Bus Pass Invoice -JVT42361053	270.00 paid 11/10/16
Bus Pass Invoice-JVT42361118	30.00
Total	<u>520.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Christians in Action
Account 1383

Description	Amount	
Bus Pass - JVT42361052	60.00	10/31/2016 paid 11/18/16
Bus Pass - JVT42361117	10.00	10/31/2016
Total	<u>70.00</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Sutton County
Account 1384

Description	Amount		
Record Membership Dues-Sept	3,141.33	JVT10714854	paid 11/4/16
Record Membership Dues-Oct	3,141.33		
Total	<u>6,282.66</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Tom Green County
Account 1385

Description	Amount	
Annual Membership Dues	54,480.22	JVT10714854 paid 11/10/16
Total	<u>54,480.22</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Angelo State University - Ram Tram
Account 1387

Description	Amount	
RAM Tram inv 09012016	6,182.40	JVT10714854 paid 11/10/16
	-	
Total	<u>6,182.40</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Account Receivable
Account 1391

Description	Amount	
Caprock Home Health Services	120.00	JVT11721439
CV Rape Crisis Ctr-Sept	30.00	JVT10714855
Area Agency on Aging - Oct	10,857.00	JVT42361103
	-	
Total	<u>11,007.00</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Staff Travel Advance
Account 1392

Description	Amount
Vince Huerta 9/27/16	88.50
	-
	-
Total	<u>88.50</u>

CVTD
Aged Payables by Due Date - Outstanding AP
From 9/1/2015 Through 10/31/2016

Aging Date -
9/1/2015

Vendor ID	Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Angelo Tire and Alig	ANGELO TIRE AND ALIGNMENT LLC	8/11/2016	84582	235.88	0.00	0.00	0.00	0.00	235.88
		10/6/2016	85537	15.00	0.00	0.00	0.00	0.00	15.00
		10/12/2016	85661	464.04	0.00	0.00	0.00	0.00	464.04
		10/21/2016	85856	298.38	0.00	0.00	0.00	0.00	298.38
		10/21/2016	85857	94.35	0.00	0.00	0.00	0.00	94.35
		10/24/2016	85920	209.28	0.00	0.00	0.00	0.00	209.28
		10/24/2016	85933	101.49	0.00	0.00	0.00	0.00	101.49
		10/25/2016	85966	216.78	0.00	0.00	0.00	0.00	216.78
		10/27/2016	86028	209.28	0.00	0.00	0.00	0.00	209.28
		10/28/2016	86048	84.63	0.00	0.00	0.00	0.00	84.63
		10/28/2016	86052	747.12	0.00	0.00	0.00	0.00	747.12
		10/31/2016	86091	46.25	0.00	0.00	0.00	0.00	46.25
		10/16/2016	86442	<u>206.78</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>206.78</u>
Total Angelo Tire and Alig	ANGELO TIRE AND ALIGNMENT LLC			2,929.26	0.00	0.00	0.00	0.00	2,929.26
ATMOS ENERGY-MO	ATMOS ENERGY	11/7/2016	3043372857 10-16	<u>51.77</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>51.77</u>
Total ATMOS ENERGY-MO	ATMOS ENERGY			51.77	0.00	0.00	0.00	0.00	51.77
BRUCKNER TRUCK SERVI	BRUCKNER TRUCK SERVICE	10/18/2016	14681JS	182.97	0.00	0.00	0.00	0.00	182.97
		10/26/2016	14712JS	849.78	0.00	0.00	0.00	0.00	849.78
		10/24/2016	14723JS	446.30	0.00	0.00	0.00	0.00	446.30
		10/24/2016	14724JS	449.29	0.00	0.00	0.00	0.00	449.29
		10/26/2016	14746JS	<u>690.26</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>690.26</u>
Total BRUCKNER TRUCK SERVI	BRUCKNER TRUCK SERVICE			2,618.60	0.00	0.00	0.00	0.00	2,618.60
BUSKER'S BODY SHOP	BUSKER'S BODY SHOP	7/19/2016	5730709 C	<u>2,137.44</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,137.44</u>
Total BUSKER'S BODY SHOP	BUSKER'S BODY SHOP			2,137.44	0.00	0.00	0.00	0.00	2,137.44
Cirro Energy	CIRRO ENERGY	11/15/2016	122004769865	<u>22.46</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>22.46</u>
Total Cirro Energy	CIRRO ENERGY			22.46	0.00	0.00	0.00	0.00	22.46
CITY OF SAN ANGELO.A	CITY OF SAN ANGELO-ACCOUNTS RECEIVABLE	10/31/2016	45469	<u>17,348.58</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>17,348.58</u>

CVTD
Aged Payables by Due Date - Outstanding AP
From 9/1/2015 Through 10/31/2016

Aging Date -
9/1/2015

Vendor ID	Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Total CITY OF SAN ANGELO.A	CITY OF SAN ANGELO- ACCOUNTS RECEIVABLE			17,348.58	0.00	0.00	0.00	0.00	17,348.58
Commercial Billing S	COMMERCIAL BILLING SERVICE	5/26/2016	SS420055862-B	(7.00)	0.00	0.00	0.00	0.00	(7.00)
		9/20/2016	SS420057010-B	(7.00)	0.00	0.00	0.00	0.00	(7.00)
		9/20/2016	SS420057011-B	(7.00)	0.00	0.00	0.00	0.00	(7.00)
		9/22/2016	SS420057035-01	7.00	0.00	0.00	0.00	0.00	7.00
		10/13/2016	SS420057174-01	<u>7.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7.00</u>
Total Commercial Billing S	COMMERCIAL BILLING SERVICE			(7.00)	0.00	0.00	0.00	0.00	(7.00)
CONCHO CHRISTMAS CEL	CONCHO CHRISTMAS CELEBRATION	9/20/2016	7799	<u>1,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,300.00</u>
Total CONCHO CHRISTMAS CEL	CONCHO CHRISTMAS CELEBRATION			1,300.00	0.00	0.00	0.00	0.00	1,300.00
CONSTANCIO TIRE AND	CONSTANCIO TIRE AND FLEET	10/7/2016	771214	<u>210.13</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>210.13</u>
Total CONSTANCIO TIRE AND	CONSTANCIO TIRE AND FLEET			210.13	0.00	0.00	0.00	0.00	210.13
CTWP	CTWP	10/30/2016	811521	<u>68.58</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>68.58</u>
Total CTWP	CTWP			68.58	0.00	0.00	0.00	0.00	68.58
DOUBLE D MUFFLER	DOUBLE D MUFFLER	10/19/2016	C942	<u>30.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>30.00</u>
Total DOUBLE D MUFFLER	DOUBLE D MUFFLER			30.00	0.00	0.00	0.00	0.00	30.00
ENGINE PRO MACHINE L	ENGINE PRO MACHINE LLC	10/20/2016	11472	1,060.14	0.00	0.00	0.00	0.00	1,060.14
		10/21/2016	11473	221.04	0.00	0.00	0.00	0.00	221.04
		10/21/2016	11476	<u>155.28</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>155.28</u>
Total ENGINE PRO MACHINE L	ENGINE PRO MACHINE LLC			1,436.46	0.00	0.00	0.00	0.00	1,436.46
EVANS, BAYLEA	BAYLEA EVANS	10/30/2016	BETVL 10-30-16	<u>44.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>44.50</u>

CVTD
Aged Payables by Due Date - Outstanding AP
From 9/1/2015 Through 10/31/2016

Aging Date -
9/1/2015

Vendor ID	Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Total EVANS, BAYLEA	BAYLEA EVANS			44.50	0.00	0.00	0.00	0.00	44.50
FARMER'S DAUGHTER LA	FARMER'S DAUGHTER'S LANDSCAPING	10/30/2016	22232918	<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>
Total FARMER'S DAUGHTER LA	FARMER'S DAUGHTER'S LANDSCAPING			200.00	0.00	0.00	0.00	0.00	200.00
GIL, ROBERT	ROBERT GIL	11/7/2016	RGITVL 11-7-16	<u>(439.22)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(439.22)</u>
Total GIL, ROBERT	ROBERT GIL			(439.22)	0.00	0.00	0.00	0.00	(439.22)
GONZALES, SALVADOR	SALVADOR (FREDDY) GONZALEZ	11/2/2016	FGTVL 11-2-16	<u>(132.75)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(132.75)</u>
Total GONZALES, SALVADOR	SALVADOR (FREDDY) GONZALEZ			(132.75)	0.00	0.00	0.00	0.00	(132.75)
Home Motors	HOME MOTORS, INC.	10/4/2016	094891	250.00	0.00	0.00	0.00	0.00	250.00
		10/6/2016	094946	155.00	0.00	0.00	0.00	0.00	155.00
		10/6/2016	094947	155.00	0.00	0.00	0.00	0.00	155.00
		10/8/2016	095014	215.00	0.00	0.00	0.00	0.00	215.00
		10/10/2016	095034	155.00	0.00	0.00	0.00	0.00	155.00
		10/22/2016	095407	<u>215.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>215.00</u>
Total Home Motors	HOME MOTORS, INC.			1,145.00	0.00	0.00	0.00	0.00	1,145.00
HUERTA, VICENTE	VICENTE HUERTA	11/1/2016	VH1016	<u>400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>400.00</u>
Total HUERTA, VICENTE	VICENTE HUERTA			400.00	0.00	0.00	0.00	0.00	400.00
Jim Bass Ford, Inc.	JIM BASS FORD, INC.	10/28/2016	3221382	<u>46.19</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>46.19</u>
Total Jim Bass Ford, Inc.	JIM BASS FORD, INC.			46.19	0.00	0.00	0.00	0.00	46.19
O'REILLY'S	O'REILLY'S AUTO PARTS, INC.	12/20/2015	1613-192270	(4.77)	0.00	0.00	0.00	0.00	(4.77)
		11/7/2016	1613-268024	224.55	0.00	0.00	0.00	0.00	224.55
		9/18/2016	1613-268034	13.97	0.00	0.00	0.00	0.00	13.97

CVTD
Aged Payables by Due Date - Outstanding AP
From 9/1/2015 Through 10/31/2016

Aging Date -
9/1/2015

Vendor ID	Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
		9/29/2016	1613-270975	271.57	0.00	0.00	0.00	0.00	271.57
		9/29/2016	1613-270981	31.45	0.00	0.00	0.00	0.00	31.45
		10/1/2016	1613-271600	51.48	0.00	0.00	0.00	0.00	51.48
		10/3/2016	1613-272061	88.30	0.00	0.00	0.00	0.00	88.30
		10/17/2016	1613-275966	276.87	0.00	0.00	0.00	0.00	276.87
		10/22/2016	1613-277424	172.97	0.00	0.00	0.00	0.00	172.97
		10/27/2016	1613-278720	17.93	0.00	0.00	0.00	0.00	17.93
		10/28/2016	1613-279166	50.00	0.00	0.00	0.00	0.00	50.00
		9/26/2015	PCM16541-01	(16.22)	0.00	0.00	0.00	0.00	(16.22)
Total O'REILLY'S	O'REILLY'S AUTO PARTS, INC.			1,178.10	0.00	0.00	0.00	0.00	1,178.10
Q Printing & Design	Q's PRINTING & DESIGN, INC.	10/19/2016	44777	691.25	0.00	0.00	0.00	0.00	691.25
		10/28/2016	44937	397.13	0.00	0.00	0.00	0.00	397.13
Total Q Printing & Design	Q's PRINTING & DESIGN, INC.			1,088.38	0.00	0.00	0.00	0.00	1,088.38
SANSING ELECTRIC CO	SANSING ELECTRIC CO	10/3/2016	957	2,141.50	0.00	0.00	0.00	0.00	2,141.50
Total SANSING ELECTRIC CO	SANSING ELECTRIC CO			2,141.50	0.00	0.00	0.00	0.00	2,141.50
Sav-A-Life Skills	JOYCE GRAY, SAV-A-LIFE SKILLS	10/28/2016	10182016	60.00	0.00	0.00	0.00	0.00	60.00
Total Sav-A-Life Skills	JOYCE GRAY, SAV-A-LIFE SKILLS			60.00	0.00	0.00	0.00	0.00	60.00
SHELL FLEET NAVIG	SHELL FLEET NAVIGATOR	11/1/2016	PS303 11-2016	10,983.13	0.00	0.00	0.00	0.00	10,983.13
Total SHELL FLEET NAVIG	SHELL FLEET NAVIGATOR			10,983.13	0.00	0.00	0.00	0.00	10,983.13
Smart Choice Auto Gr	SMART CHOICE AUTO GROUP	10/21/2016	17749	56.49	0.00	0.00	0.00	0.00	56.49
Total Smart Choice Auto Gr	SMART CHOICE AUTO GROUP			56.49	0.00	0.00	0.00	0.00	56.49
Texan Truck Wash	TEXAN TRUCK WASH, LLC	10/27/2016	11354	30.00	0.00	0.00	0.00	0.00	30.00
Total Texan Truck Wash	TEXAN TRUCK WASH, LLC			30.00	0.00	0.00	0.00	0.00	30.00

CVTD
Aged Payables by Due Date - Outstanding AP
From 9/1/2015 Through 10/31/2016

Aging Date -
9/1/2015

Vendor ID	Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Texas Dept. of Trans	TEXAS DEPARTMENT OF TRANSPORTATION	11/4/2016	Refund PO7614	<u>8,335.73</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,335.73</u>
Total Texas Dept. of Trans	TEXAS DEPARTMENT OF TRANSPORTATION			8,335.73	0.00	0.00	0.00	0.00	8,335.73
TML Intergovernmenta	TML INTERGOVERNMENTA L RISK POOL	11/1/2016	1479 112016	<u>2,778.57</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,778.57</u>
Total TML Intergovernmenta	TML INTERGOVERNMENTA L RISK POOL			2,778.57	0.00	0.00	0.00	0.00	2,778.57
WES-TEX PRESSURE WAS	WES-TEX PRESSURE WASHING	10/15/2016	2734	560.00	0.00	0.00	0.00	0.00	560.00
		11/3/2016	2745	<u>540.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>540.00</u>
Total WES-TEX PRESSURE WAS	WES-TEX PRESSURE WASHING			1,100.00	0.00	0.00	0.00	0.00	1,100.00
West Central Wireles	WEST CENTRAL WIRELESS	10/16/2016	40586450	<u>333.96</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>333.96</u>
Total West Central Wireles	WEST CENTRAL WIRELESS			333.96	0.00	0.00	0.00	0.00	333.96
West Texas Rehab	WEST TEXAS REHABILITATION CENTER	11/8/2016	27243	<u>710.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>710.00</u>
Total West Texas Rehab	WEST TEXAS REHABILITATION CENTER			710.00	0.00	0.00	0.00	0.00	710.00
Report Total				<u>58,205.86</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>58,205.86</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

AP Owed to CVCOG
Account 2112

<u>Date</u>	<u>Description</u>	<u>\$ Amount</u>
10/1/2016	Beginning Balance	117,050.49
10/26/2016	Payment received	(116,065.40)
	Grant 711-Expenses paid by CVCOG	135,861.07
	Grant 712-Expenses paid by CVCOG	75,975.47
	Grant 681-Expenses paid by CVCOG	187.27
	Grant 682-Expenses paid by CVCOG	167.28
	Grant 690-Expenses paid by CVCOG	666.02
	Total Amount owed to CVCOG	<u>213,842.20</u>

Concho Valley Transit District
Balance Sheet Reconciliation
October 31, 2016

Deferred Income - Medicaid Transportation
Account 2919

Description	Amount	
AMR billing 09082016	4,111.00	JVT11721500
AMR billing 09132016	9,320.40	JVT11721511
AMR billing 09222016	11,784.60	JVT11721549
AMR billing 09282016	14,003.00	JVT11721556
AMR billing 10102016	13,324.70	JVT10714858
AMR billing 10212016	10,394.80	JVT42361041
AMR billing 10182016	10,919.90	JVT42361044
AMR billing 11012016	12,038.10	JVT42361049
AMR billing 11102016	13,572.80	JVT42361061
	-	
	-	
	-	
	-	
	-	
	-	
Total	<u>99,469.30</u>	

Note: Review Medicaid AR for actual available funds

CVTD
Statement of Revenues and Expenditures - CVTD Statement of Revenue and Expenditures
From 9/1/2016 Through 10/31/2016
Current Period Actual

Revenue

FTA TX-04-0046-01, CFDA 20.500	98,378.00	4130
FTA TX-90-Y141-00, CFDA 20.507	153,800.00	4137
FTA TX-2016-078-00, CFDA 20.507	29,484.00	4138
TxDOT VCR1403(07)03, 51407F7265, CFDA 20.526	(277,122.00)	4240
TxDOT 5311-2106-CVTD-00118, CFDA 20.509	99,619.00	4245
TxDOT VCR 1603(07)18, PO8420, CFDA 20.526	277,122.00	4274
TxDOT ED 1601(07)30, PO7614, CFDA 20.513	325.24	4277
TxDOT State-U-2106-CVTD-00174	84,798.00	4318
TxDOT State-R-2106-CVTD-00173	98,940.00	4319
Transportation Toll Credits	11,733.00	4412
Program Income	29,588.10	4522
Local Revenue	70,984.62	4523
Transit Charter Fees	6,120.00	4525
Revenue County Cash Match	91,064.34	4756
Transp Aging Vendor Cont	<u>13,533.00</u>	4763
Total Revenue	<u>788,367.30</u>	

Expenditures

Salaries/Wages	34,654.62	5110
Transit Oper Mgmt Salaries	14,709.10	5111
Sick Leave	3,829.12	5113
General Overtime Wages	3.75	5118
Vacation Time Allocation	26,621.65	5150
Medicare Tax	3,424.43	5151
Workers Comp Insurance	9,375.85	5172
SUTA	1,131.30	5173
Health Insurance Benefit	49,652.35	5174
Dental Insurance Benefit	1,760.15	5175
Life Insurance Benefits	1,550.90	5176
Retirement	26,880.41	5181
Indirect Costs	58,325.24	5199
Driver Wages	171,068.10	5210
Lead Customer Service Wages	3,442.50	5213
Dispatch/Customer Service Wages	8,465.18	5217
Driver Overtime Wages	1,832.69	5218
Dispatch/Customer Service Overtime Wages	62.24	5219
Lead Customer Service Overtime Wages	25.22	5220
Driver Double Time	903.50	5222
Management Service Fees	12,000.00	5292
Travel-In Region	487.61	5309
Travel-Out of Region	3,266.02	5310
Fuel	55,838.61	5351
Lubricant, Oil, Other Fluids(except Fuel)	1,477.92	5352
Unscheduled Vehicle Maintenance	28,846.99	5361
Scheduled Preventative Maintenance	11,976.74	5362
Tires	8,806.94	5363
Rent	1,549.60	5411
Utilities	13.02	5431
Bldg Maintenance	247.92	5451
Supplies	1,493.98	5510

CVTD
Statement of Revenues and Expenditures - CVTD Statement of Revenue and Expenditures
From 9/1/2016 Through 10/31/2016
Current Period Actual

Expenditures cont...

Supplies - Bus/Service Vehicles	1,457.56	5516
Parts Supplies	1,149.91	5520
Computers/Software	49.99	5622
Capital Equipment	110.00	5623
Copier	137.16	5632
Insurance	13,072.15	5711
Cell Phones	896.45	5713
Internet	128.70	5714
Printing	776.51	5721
Ads & Promotions	1,325.20	5722
Repeater Rental	876.76	5732
Capital Construction	98,377.73	5736
Training	950.00	5751
Dues and fees	534.63	5753
Communications	998.44	5761
Postage/freight	646.74	5762
Other	1,136.03	5791
Physicals	76.00	5793
Anti Drug Program	1,220.00	5795
Safety	839.02	5796
Multi-Modal Supplies	641.73	5810
Multi-Modal Insurance	1,602.50	5811
Multi-Modal Internet	2,141.23	5814
Multi-Modal Utilities	1,990.22	5831
Multi-Modal Building Maintenance	3,393.07	5851
Multi-Modal Communications	205.41	5861
Transportation Toll Credits	<u>11,733.00</u>	6999
Total Expenditures	<u>690,189.79</u>	

Excess Revenue over Expenditures

98,177.51

CONCHO VALLEY TRANSIT DISTRICT
September 2016 through August 2017

URBAN PROGRAM		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance
TOTAL EXPENSE		185,430.06	188,301.78	-	-	-	-	-	-	-	-	-	-	373,731.84		3,145,064.51	2,771,332.67
Urban - 5307	Grant 681	URB 1701 (07)															
STATE-U-2016-00174	STATE	Period 9/1/16 thru 8/31/17															
Preventative Maint	11.7A.00	3,975.00	3,244.00	-	-	-	-	-	-	-	-	-	-	7,219.00	-	79,486.00	72,267.00
Third Party Contract	11.71.11	2,320.00	2,480.00	-	-	-	-	-	-	-	-	-	-	4,800.00	-	50,819.00	46,019.00
Operating	30.09.01	8,432.00	64,347.00	-	-	-	-	-	-	-	-	-	-	72,779.00	-	131,932.00	59,153.00
TOTAL		14,727.00	70,071.00	-	-	-	-	-	-	-	-	-	-	84,798.00	-	262,237.00	177,439.00
TX-2016-078-01-00	Grant 711																
Operations 30.09.01	FED	-	29,484.00	-	-	-	-	-	-	-	-	-	-	29,484.00	-	1,070,707.00	1,041,223.00
ADA 11.7C.00		-	-	-	-	-	-	-	-	-	-	-	-	-	-	139,987.00	139,987.00
Prev Maint 11-7A.00		-	-	-	-	-	-	-	-	-	-	-	-	-	-	92,949.00	92,949.00
Cap Lease 11.46.01		-	-	-	-	-	-	-	-	-	-	-	-	-	-	228.00	228.00
Lease Yards 11.46.05		-	-	-	-	-	-	-	-	-	-	-	-	-	-	96,000.00	96,000.00
TOTAL	CFDA 20.507	-	29,484.00	-	-	-	-	-	-	-	-	-	-	29,484.00	-	1,399,871.00	1,370,387.00
FTA TX-90-Y141	Grant 681, 711																
Operations 30.09.01	FED	75,016.00	45,595.00	-	-	-	-	-	-	-	-	-	-	120,611.00	644,963.00	765,637.00	63.00
ADA 11.7C.00		-	-	-	-	-	-	-	-	-	-	-	-	-	137,585.00	137,585.00	-
Prev Maint 11-7A.00		17,448.00	15,121.00	-	-	-	-	-	-	-	-	-	-	32,569.00	133,751.00	362,907.00	196,587.00
Cap Lease 11.46.01		175.00	445.00	-	-	-	-	-	-	-	-	-	-	620.00	1,399.00	6,518.00	4,499.00
Employee Training 11.7D.02		-	-	-	-	-	-	-	-	-	-	-	-	-	3,200.00	3,200.00	-
Lease Yards 11.46.05		-	-	-	-	-	-	-	-	-	-	-	-	-	96,000.00	96,000.00	-
Prg Suprt Admin 44.21.00		-	-	-	-	-	-	-	-	-	-	-	-	-	2,960.00	4,000.00	1,040.00
TOTAL	CFDA 20.507	92,639.00	61,161.00	-	-	-	-	-	-	-	-	-	-	153,800.00	1,019,858.00	1,375,847.00	202,189.00
FTA TX-90-Y123	Grant 656,681,7																
Operations 30.09.01	FED	-	-	-	-	-	-	-	-	-	-	-	-	-	890,956.00	890,956.00	-
Misc Support Equip 11.42.20		-	-	-	-	-	-	-	-	-	-	-	-	-	-	51,000.00	51,000.00
ADP Software 11.42.08		-	-	-	-	-	-	-	-	-	-	-	-	-	-	48,147.00	48,147.00
ADA 11.7C.00		-	-	-	-	-	-	-	-	-	-	-	-	-	137,817.00	137,817.00	-
Prev Maint 11-7A.00		-	-	-	-	-	-	-	-	-	-	-	-	-	144,694.00	144,694.00	-
Cap Lease 11.46.01		-	-	-	-	-	-	-	-	-	-	-	-	-	8,341.00	8,341.00	-
Lease Yards 11.46.05		-	-	-	-	-	-	-	-	-	-	-	-	-	96,000.00	96,000.00	-
Short Range Planning 44.24.00		-	-	-	-	-	-	-	-	-	-	-	-	-	1,215.00	1,215.00	-
TOTAL	CFDA 20.507	-	-	-	-	-	-	-	-	-	-	-	-	-	1,279,023.00	1,378,170.00	99,147.00
Total Government Funding		107,366.00	160,716.00	-	-	-	-	-	-	-	-	-	-	268,082.00	2,298,881.00	4,416,125.00	1,849,162.00
OTHER REVENUE																	
Program Revenue		12,402.45	12,611.43	-	-	-	-	-	-	-	-	-	-	25,013.88		160,000.00	134,986.12
Charter		4,460.00	1,660.00	-	-	-	-	-	-	-	-	-	-	6,120.00		45,800.00	39,680.00
Aging		-	4,131.00	-	-	-	-	-	-	-	-	-	-	4,131.00		127,200.00	123,069.00
COSA Funds		-	-	-	-	-	-	-	-	-	-	-	-	-		385,391.00	385,391.00
Tom Green		54,480.22	-	-	-	-	-	-	-	-	-	-	-	54,480.22		54,500.00	19.78
Sale of Equipment		-	-	-	-	-	-	-	-	-	-	-	-	-		1,872.00	1,872.00
Ram Tram		6,182.40	-	-	-	-	-	-	-	-	-	-	-	6,182.40		72,000.00	65,817.60
Lease		539.00	383.00	-	-	-	-	-	-	-	-	-	-	922.00		17,352.00	16,430.00
Advertising		-	-	-	-	-	-	-	-	-	-	-	-	-		62,000.00	62,000.00
Chamber of Commerce		-	-	-	-	-	-	-	-	-	-	-	-	-		4,000.00	4,000.00
Medical		-	-	-	-	-	-	-	-	-	-	-	-	-		97,705.51	97,705.51
Adult Enrichment		-	8,800.00	-	-	-	-	-	-	-	-	-	-	8,800.00		-	(8,800.00)
TOTAL OTHER REVENUE		78,064.07	27,585.43	-	-	-	-	-	-	-	-	-	-	105,649.50		1,027,820.51	922,171.01
Total Urban Excess/(Shortage)		0.01	(0.35)	-	-	-	-	-	-	-	-	-	-	(0.34)		2,298,881.00	

RURAL PROGRAM														Less Previous		
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Request	BUDGET	Variance
TOTAL EXPENSE	104,592.20	99,827.42	-	-	-	-	-	-	-	-	-	-	204,419.62	-	1,764,853.47	1,560,433.85
Rural 5311	Grant 712	RPT 1602(07)013														
5311-2016-00118	SAF	Period: 09/1/16 thru 08/31/17														
Administrative	11.79.00	-	-	-	-	-	-	-	-	-	-	-	-	-	19,470.00	19,470.00
Preventative Maint	11.7A.00	4,013.00	3,292.00	-	-	-	-	-	-	-	-	-	7,305.00	-	31,555.00	24,250.00
Operating	30.09.01	45,890.00	46,424.00	-	-	-	-	-	-	-	-	-	92,314.00	-	387,882.00	295,568.00
TOTAL	CFDA 20.509	49,903.00	49,716.00	-	-	-	-	-	-	-	-	-	99,619.00	-	438,907.00	339,288.00
Rural 5311	SAF	Award usually received in April														
Administrative	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.509	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rural 5311	Grant 712	RUR 1702 (07)														
STATE-R-2016-00173	STATE	Period: 09/1/16 thru 08/31/17														
Preventative Maint	11.7A.00	1,003.00	823.00	-	-	-	-	-	-	-	-	-	1,826.00	-	13,866.00	12,040.00
Third Party Contract	11.71.11	4,640.00	160.00	-	-	-	-	-	-	-	-	-	4,800.00	-	58,746.00	53,946.00
Operating	30.09.01	45,890.00	46,424.00	-	-	-	-	-	-	-	-	-	92,314.00	-	336,511.00	244,197.00
TOTAL		51,533.00	47,407.00	-	-	-	-	-	-	-	-	-	98,940.00	-	409,123.00	310,183.00
Total Government Funding		101,436.00	97,123.00	-	-	-	-	-	-	-	-	-	198,559.00	-	848,030.00	649,471.00
OTHER REVENUE																
Program Revenue		2,068.32	2,505.90	-	-	-	-	-	-	-	-	-	4,574.22		20,000.00	15,425.78
Aging		2,676.00	6,726.00	-	-	-	-	-	-	-	-	-	9,402.00		20,000.00	10,598.00
Sale of Equipment		-	-	-	-	-	-	-	-	-	-	-	-		3,463.00	3,463.00
City of Bronte		600.00	-	-	-	-	-	-	-	-	-	-	600.00		600.00	-
Reagan County Overage		-	-	-	-	-	-	-	-	-	-	-	-		8,500.00	8,500.00
Medicaid		-	-	-	-	-	-	-	-	-	-	-	-		237,667.47	237,667.47
County Cash Match		63,793.41	27,270.93	-	-	-	-	-	-	-	-	-	91,064.34		363,248.00	272,183.66
InKind		-	-	-	-	-	-	-	-	-	-	-	-		-	-
TOTAL OTHER REVENUE		69,137.73	36,502.83	-	-	-	-	-	-	-	-	-	105,640.56		653,478.47	547,837.91
Total Rural Excess/(Shortage)		65,981.53	33,798.41	-	-	-	-	-	-	-	-	-	99,779.94		(263,345.00)	

PLANNING PROJECTS		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance	
	5304	\$ 826.34	\$ 666.02															
REG 1601 (24)	Grant 690	Period: 09/11/2015 thru 10/31/2016																
Regional Planning	SAF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,912.06	9,960.00	(952.06)
Fringe		-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,845.12	5,893.00	2,047.88
Indirect		-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,375.92	2,600.00	224.08
Contractual		-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,213.12	11,547.00	4,333.88
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	49.16	-	(49.16)
TOTAL	CFDA 20.515	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24,395.38	30,000.00	5,604.62
Note: Local Funds used for expenses not authorized in budget																		
	5304																	
RCTP-2017-00074	Grant 713	Period: 11/01/2016 thru 10/31/2017																
Regional Planning	SAF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000.00	30,000.00
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.515	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000.00	30,000.00
	5304																	
PLN-2016-00066	Grant 721	Period: 11/22/2016 thru 10/21/2017																
Rural-Planning	44.24.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,000.00	60,000.00
STATE Match		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000.00	15,000.00
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,500.00	22,500.00
TOTAL	CFDA 20.515	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	97,500.00	97,500.00
	5304																	
PLN-2016-00066	Grant 722	Period: 11/22/2016 thru 10/21/2017																
Urban-Planning	44.24.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000.00	20,000.00
STATE Match		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000.00	5,000.00
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,500.00	7,500.00
TOTAL	CFDA 20.515	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	32,500.00	32,500.00

ED PROJECTS		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance				
	5310																				
ED1601 (07) 30	Grant 699	Period: 10/26/15 thru 12/31/16				PM can only be used for ED Vehicles															
CVTD PM	SAF	-	325.24	-	-	-	-	-	-	-	-	-	-	325.24	16,482.40	38,823.00	22,015.36				
Operating		-	-	-	-	-	-	-	-	-	-	-	-	-	36,608.00	36,608.00	-				
Capital - Vehicle		-	-	-	-	-	-	-	-	-	-	-	-	-	116,686.00	118,000.00	1,314.00				
TD Credits	TDCs	-	65.00	-	-	-	-	-	-	-	-	-	-	65.00	26,633.00	31,365.00	4,667.00				
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	37,729.27	36,608.00	(1,121.27)				
TOTAL	CFDA 20.513	-	390.24	-	-	-	-	-	-	-	-	-	-	390.24	234,138.67	261,404.00	26,875.09				
	5310																				
5310-2016-00039	Grant 725	Period: 09/01/2016 thru 08/31/2017																			
Mobility Management	11.7L.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,000.00	60,000.00				
TD Credits	TDCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,000.00	12,000.00				
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
TOTAL	CFDA 20.513	-	-	-	-	-	-	-	-	-	-	-	-	-	-	72,000.00	72,000.00				

CAPITAL PROJECTS

		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance
Urban	5339 Grant 670	GRANT CLOSED															
VCR 1403(07)03	Buses																
Capital Expenses	SAF	-	(277,122.00)	-	-	-	-	-	-	-	-	-	-	(277,122.00)	642,678.78	679,370.00	313,813.22
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TD Credits	TDCs	-	(43,756.00)	-	-	-	-	-	-	-	-	-	-	(43,756.00)	109,347.13	111,624.00	46,032.87
TOTAL	CFDA 20.526	-	(320,878.00)	-	-	-	-	-	-	-	-	-	-	(320,878.00)	752,025.91	790,994.00	359,846.09
VCR 1603(07)18	5339 Grant 697	Period: 10/26/2015 thru 08/31/2017															
Capital - Vehicle	Urban	-	277,122.00	-	-	-	-	-	-	-	-	-	-	277,122.00	-	250,217.00	(26,905.00)
Capital - Facility		-	-	-	-	-	-	-	-	-	-	-	-	-	-	42,362.00	42,362.00
TD Credits	TDCs	-	55,424.00	-	-	-	-	-	-	-	-	-	-	55,424.00	-	58,517.00	3,093.00
TOTAL	CFDA 20.526	-	332,546.00	-	-	-	-	-	-	-	-	-	-	332,546.00	-	351,096.00	18,550.00
VCR 1602(07)18	5339 Grant 698	Period: 10/26/2015 thru 08/31/2017															
Capital - Vehicle	Rural	-	-	-	-	-	-	-	-	-	-	-	-	-	-	41,905.00	41,905.00
TD Credits	TDCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,381.00	8,381.00
TOTAL	CFDA 20.526	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50,286.00	50,286.00
Terminal	FTA	Grant closed December 31, 2016															
FTA TX-04-0046-00	Grant 566																
Capital Expenses	FED	38,257.00	60,121.00	40,507.00	-	-	-	-	-	-	-	-	-	138,885.00	593,615.00	732,500.00	-
TD Credits	TDCs	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000.00	50,000.00	-
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	0.50	-	(0.50)
LONP-COSA		-	-	-	-	-	-	-	-	-	-	-	-	-	120,625.00	120,625.00	-
TOTAL	CFDA 20.500	38,257.00	60,121.00	40,507.00	-	-	-	-	-	-	-	-	-	138,885.00	764,240.50	903,125.00	(0.50)
RTAP-2016-00017	Grant 723	Period: 09/01/2016 thru 08/31/2017															
Technology-Rural	SAF															75,000.00	75,000.00
Medical Funds	43.50.03	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.509	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000.00	75,000.00
RTAP-2016-00017	Grant 724	Period: 09/01/2016 thru 08/31/2017															
Technology-Urban	SAF															25,000.00	25,000.00
Medical Funds	43.50.03	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.509	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000.00	25,000.00
TIGER-2016-00259	Grant 720	Period: 10/04/2016 thru 8/31/2017															
Replace-Van (2)	Rural															85,006.00	85,006.00
Replace Bus<30' (13)	11.12.15	-	-	-	-	-	-	-	-	-	-	-	-	-	-	656,994.00	656,994.00
Medical Funds	11.12.04	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.933	-	-	-	-	-	-	-	-	-	-	-	-	-	-	742,000.00	742,000.00

SCHEDULE OF REVENUES BY SOURCE
September 1, 2016 - November 30, 2016
CV Transit District

Grant No	Grant Name	Federal	State Administered Federal	State	Program Income	Transit Charter	Equipment Sales	Transit Medical	Aging Vendor	Local Revenue	Toll Credits	Total Revenue	Total Expenditures	Excess Revenue over Expenditures	Notes
566	FTA TX04-0046-00	138,885.00	-	-	-	-	-	-	-	-	-	138,885.00	146,421.59	(7,536.59)	Shell building overage
670	VCR 1403(07)03 - Urban	-	(277,122.00)	-	-	-	-	-	-	-	(43,756.00)	(320,878.00)	(320,878.00)	-	billing transferred to Grant 697
681	CVTD Urban FY 15-16	-	-	-	-	-	-	-	-	-	-	-	4,249.42	(4,249.42)	TML Worker's Comp audit, local funds to be applied
682	CVTD Urban FY 16-17	-	-	-	-	-	-	-	-	-	-	-	1,735.69	(1,735.69)	TML Worker's Comp audit, local funds to be applied
690	Regional Planning FY 15-16	-	-	-	-	-	-	-	-	-	-	-	1,492.36	(1,492.36)	Waiting on Budget amendment to bill
697	VCR 1603(07)18 - Urban	-	277,122.00	-	-	-	-	-	-	-	55,424.00	332,546.00	332,656.00	(110.00)	Will bill in December
699	ED 1601(07)30	-	(16,157.16)	-	-	-	-	-	-	-	65.00	(16,092.16)	390.24	(16,482.40)	Will correct in December
711	CVTD Urban FY 16-17	254,741.00	-	149,494.00	36,631.15	7,620.00	-	-	7,911.00	83,523.62	-	539,920.77	540,024.30	(103.53)	rounding variance
712	CVTD Rural FY 16-17	-	143,719.00	149,915.00	6,679.02	-	-	-	15,786.00	118,935.27	-	435,034.29	304,096.80	130,937.49	Excess funds, to use fiscal year
713	Regional Planning FY 16-17	-	-	-	-	-	-	-	-	-	-	-	3,803.03	(3,803.03)	Will bill upon completion of project
725	Mobility Mgmt 5310-2016-00039	-	1,056.00	-	-	-	-	170.06	-	-	211.00	1,437.06	1,436.75	0.31	rounding variance
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		<u>393,626.00</u>	<u>128,617.84</u>	<u>299,409.00</u>	<u>43,310.17</u>	<u>7,620.00</u>	<u>-</u>	<u>170.06</u>	<u>23,697.00</u>	<u>202,458.89</u>	<u>11,944.00</u>	<u>1,110,852.96</u>	<u>1,015,428.18</u>	<u>95,424.78</u>	

CVTD
Statement of Revenues and Expenditures - CVTD Statement of Revenue and Expenditures
From 9/1/2016 Through 11/30/2016
Current Period Actual

Revenue

FTA TX-04-0046-01, CFDA 20.500	138,885.00	4130
FTA TX-90-Y141-00, CFDA 20.507	164,481.00	4137
FTA TX-2016-078-00, CFDA 20.507	90,260.00	4138
TxDOT VCR1403(07)03, 51407F7265, CFDA 20.526	(277,122.00)	4240
TxDOT 5311-2106-CVTD-00118, CFDA 20.509	143,719.00	4245
TxDOT VCR 1603(07)18, PO8420, CFDA 20.526	277,122.00	4274
TxDOT ED 1601(07)30, PO7614, CFDA 20.513	(16,157.16)	4277
TxDOT 5310-2016-00039, CFDA 20.513	1,056.00	4284
TxDOT State-U-2106-CVTD-00174	149,494.00	4318
TxDOT State-R-2106-CVTD-00173	149,915.00	4319
Transportation Toll Credits	11,944.00	4412
Program Income	43,310.17	4522
Local Revenue	71,367.62	4523
Transit Charter Fees	7,620.00	4525
Revenue County Cash Match	118,335.27	4756
COSA Funds	12,756.00	4758
Medicaid Tnsp Rev Transit Dist	170.06	4759
Transp Aging Vendor Cont	<u>23,697.00</u>	4763
Total Revenue	<u>1,110,852.96</u>	

Expenditures

Salaries/Wages	51,119.62	5110
Transit Oper Mgmt Salaries	21,997.26	5111
Sick Leave	7,575.01	5113
Jury Duty	387.84	5115
General Overtime Wages	7.58	5118
Holiday Leave	9,578.00	5120
Bereavement Leave	189.34	5121
Vacation Time Allocation	32,919.20	5150
Medicare Tax	5,216.65	5151
Workers Comp Insurance	20,301.18	5172
SUTA	1,637.35	5173
Health Insurance Benefit	77,345.43	5174
Dental Insurance Benefit	2,998.92	5175
Life Insurance Benefits	2,775.26	5176
Retirement	40,956.40	5181
Indirect Costs	87,791.62	5199
Driver Wages	249,932.03	5210
Lead Customer Service Wages	5,174.15	5213
Dispatch/Customer Service Wages	13,765.84	5217
Driver Overtime Wages	2,427.84	5218
Dispatch/Customer Service Overtime Wages	72.82	5219
Lead Customer Service Overtime Wages	25.22	5220
Driver Double Time	1,699.68	5222
Lead Customer Service Double Time	182.88	5224
Management Service Fees	35,700.00	5292
Travel-In Region	775.20	5309
Travel-Out of Region	4,640.87	5310
Fuel	55,853.61	5351
Lubricant, Oil, Other Fluids(except Fuel)	2,572.25	5352

CVTD
Statement of Revenues and Expenditures - CVTD Statement of Revenue and Expenditures
From 9/1/2016 Through 11/30/2016
Current Period Actual

Expenditures cont...		
Unscheduled Vehicle Maintenance	34,607.05	5361
Scheduled Preventative Maintenance	15,435.35	5362
Tires	12,275.50	5363
Rent	2,662.40	5411
Utilities	22.22	5431
Bldg Maintenance	425.96	5451
Supplies	1,673.64	5510
Supplies - Bus/Service Vehicles	1,457.56	5516
Parts Supplies	1,394.97	5520
Computers/Software	49.99	5622
Capital Equipment	110.00	5623
Copier	324.66	5632
Insurance	13,072.15	5711
Cell Phones	6,124.40	5713
Internet	193.05	5714
Printing	1,001.23	5721
Ads & Promotions	1,376.08	5722
Repeater Rental	1,315.14	5732
Capital Construction	146,421.59	5736
Training	950.00	5751
Dues and fees	611.50	5753
Communications	1,709.18	5761
Postage/freight	947.49	5762
Other	1,490.56	5791
Physicals	76.00	5793
Anti Drug Program	1,220.00	5795
Safety	1,110.47	5796
Multi-Modal Supplies	1,910.96	5810
Multi-Modal Insurance	1,602.50	5811
Multi-Modal Internet	5,165.26	5814
Multi-Modal Utilities	2,473.49	5831
Multi-Modal Building Maintenance	8,365.01	5851
Multi-Modal Communications	289.77	5861
Transportation Toll Credits	<u>11,944.00</u>	6999
Total Expenditures	<u>1,015,428.18</u>	
 Excess Revenue over Expenditures	 <u>95,424.78</u>	

CVTD
Balance Sheet - CVTD Balance Sheet
As of 11/30/2016

Current Period Balance

Assets

Wells Fargo CVTD Bank Acct	238,066.35	1117
Grant 566, FTA TX04004600-Terminal	100,628.00	1206
FTA/TxDOT Urban AR	311,596.00	1241
TxDOT Rural	293,634.00	1242
TxDOT Regional Planning	17,355.16	1245
Grant 697, TxDOT VCR1603(07)18	277,122.00	1249
Grant 725, TxDOT 5310-2016-00039	1,056.00	1251
Grant 699, TxDOT ED 1601(07)30	16,793.66	1254
Account Receivable-Medical Transportation	34,410.60	1300
Coke County	5,961.34	1370
Crockett County	7,429.12	1372
Irion County	3,166.02	1373
Kimble County	3,025.34	1374
McCulloch County	9,525.36	1375
Menard County	15,324.23	1376
Reagan County	10,012.70	1377
Schleicher County	10,289.19	1378
Sterling County	2,279.86	1379
Daily Bread Soup Kitchen (WTCG)	30.00	1381
Workforce Solutions (Arbor ET)	60.00	1382
Christians In Action	110.00	1383
Sutton County	6,282.66	1384
Accounts Receivable-General	21,441.00	1391
Staff Travel Advance	292.50	1392
Other Assets - Project Equipment	4,948,726.35	1811
Other Assets - Land	353,098.80	1812
Other Assets - Building	<u>4,577,332.79</u>	1813
Total Assets	<u>11,265,049.03</u>	

Liabilities

AP	94,585.67	2111
AP Owed to CVCOG	234,142.93	2112
Deferred Income - Insurance Vehicle Repair	66,960.44	2915
Deferred Income-Medical Transportation	<u>139,901.34</u>	2919
Total Liabilities	<u>535,590.38</u>	

Fund Balance

Unassigned General Fund	754,875.93	3101
Investment - Capital Assets	<u>9,879,157.94</u>	3110
Total Fund Balance	<u>10,634,033.87</u>	

Excess Revenue over Expenditures FY 16-17

95,424.78

Total Liabilities and Fund Balance

11,265,049.03

CVTD
Reconcile Cash Accounts

Summary

Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 11/30/2016
Reconciliation Date: 11/30/2016
Status: Open

Bank Balance	251,418.88
Less Outstanding Checks/Vouchers	13,352.53
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	<u>0.00</u>
Reconciled Bank Balance	238,066.35
Balance Per Books	<u>238,066.35</u>
Unreconciled Difference	<u><u>0.00</u></u>

Click the Next Page toolbar button to view details.

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 11/30/2016
Reconciliation Date: 11/30/2016
Status: Open

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
17390	11/10/2016	System Generated Check/Voucher	8,335.73	TEXAS DEPARTMENT OF TRANSPORTATION
17395	11/23/2016	System Generated Check/Voucher	51.77	ATMOS ENERGY
17401	11/23/2016	System Generated Check/Voucher	30.00	DOUBLE D MUFFLER
17402	11/23/2016	System Generated Check/Voucher	2,209.96	ENGINE PRO MACHINE LLC
17404	11/23/2016	System Generated Check/Voucher	200.00	FARMER'S DAUGHTER'S LANDSCAPING
17406	11/23/2016	System Generated Check/Voucher	1,145.00	HOME MOTORS, INC.
17411	11/23/2016	System Generated Check/Voucher	130.07	REPUBLIC SERVICES #691
17414	11/23/2016	System Generated Check/Voucher	540.00	WES-TEX PRESSURE WASHING
17416	11/23/2016	System Generated Check/Voucher	710.00	WEST TEXAS REHABILITATION CENTER
Outstanding Checks/Vouchers			13,352.53	

**CVTD
Reconcile Cash Accounts**

Detail

**Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 11/30/2016
Reconciliation Date: 11/30/2016
Status: Open**

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
17349	10/27/2016	System Generated Check/Voucher	2,149.99	ANGELO TIRE AND ALIGNMENT LLC
17350	10/27/2016	System Generated Check/Voucher	49.62	ATMOS ENERGY
17351	10/27/2016	System Generated Check/Voucher	1,293.69	BRUCKNER TRUCK SERVICE
17352	10/27/2016	System Generated Check/Voucher	50.00	BUG EXPRESS
17353	10/27/2016	System Generated Check/Voucher	27.18	CIRRO ENERGY
17354	10/27/2016	System Generated Check/Voucher	76.88	CITYOF SAN ANGELO UTILITY BILLING
17355	10/27/2016	System Generated Check/Voucher	323.61	CITYOF SAN ANGELO UTILITY BILLING
17356	10/27/2016	System Generated Check/Voucher	0.00	COMMERCIAL BILLING SERVICE
17356	10/27/2016	System Generated Check/Voucher	0.00	COMMERCIAL BILLING SERVICE
17357	10/27/2016	System Generated Check/Voucher	495.24	CONSTANCIO TIRE AND FLEET
17358	10/27/2016	System Generated Check/Voucher	2,347.43	ENGINE PRO MACHINE LLC
17360	10/27/2016	System Generated Check/Voucher	142.96	FLORES TIRE & AUTO
17362	10/27/2016	System Generated Check/Voucher	132.75	SALVADOR (FREDDY) GONZALEZ
17363	10/27/2016	System Generated Check/Voucher	1,291.40	HARGRAVES TIRE & AUTO
17364	10/27/2016	System Generated Check/Voucher	156.14	JIM BASS FORD, INC.
17365	10/27/2016	System Generated Check/Voucher	60,121.20	K & R CONSTRUCTION
17366	10/27/2016	System Generated Check/Voucher	59.95	KAY GEE, INC.
17367	10/27/2016	System Generated Check/Voucher	338.58	O'REILLY'S AUTO PARTS, INC.
17368	10/27/2016	System Generated Check/Voucher	60.00	JOYCE GRAY, SAV-A-LIFE SKILLS
17370	10/27/2016	System Generated Check/Voucher	81.18	TEXAS COMMUNICATIONS, INC.
17371	10/27/2016	System Generated Check/Voucher	15,750.73	TML INTERGOVERNMENTAL RISK POOL
17372	10/27/2016	System Generated Check/Voucher	8.50	WEST TEXAS FIRE EXTINGUISHER INC
17373	10/27/2016	System Generated Check/Voucher	510.00	WEST TEXAS REHABILITATION CENTER
17374	11/10/2016	System Generated Check/Voucher	602.01	ANGELO TIRE AND ALIGNMENT LLC
17375	11/10/2016	System Generated Check/Voucher	2,137.44	BUSKER'S BODY SHOP
17376	11/10/2016	System Generated Check/Voucher	7.00	COMMERCIAL BILLING SERVICE

**CVTD
Reconcile Cash Accounts**

Detail

**Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 11/30/2016
Reconciliation Date: 11/30/2016
Status: Open**

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
17377	11/10/2016	System Generated Check/Voucher	210.13	CONSTANCIO TIRE AND FLEET
17378	11/10/2016	System Generated Check/Voucher	1,215.42	ENGINE PRO MACHINE LLC
17379	11/10/2016	System Generated Check/Voucher	322.15	FRONTIER COMMUNICATIONS
17380	11/10/2016	System Generated Check/Voucher	400.00	VICENTE HUERTA
17381	11/10/2016	System Generated Check/Voucher	357.20	IWG TOWERS ASSETS II INC
17382	11/10/2016	System Generated Check/Voucher	12,100.00	MCDONALD TRANSIT ASSOCIATES, INC
17383	11/10/2016	System Generated Check/Voucher	844.59	O'REILLY'S AUTO PARTS, INC.
17384	11/10/2016	System Generated Check/Voucher	1,088.38	Q's PRINTING & DESIGN, INC.
17385	11/10/2016	System Generated Check/Voucher	2,141.50	SANSING ELECTRIC CO
17386	11/10/2016	System Generated Check/Voucher	60.00	JOYCE GRAY, SAV-A-LIFE SKILLS
17387	11/10/2016	System Generated Check/Voucher	10,983.13	SHELL FLEET NAVIGATOR
17388	11/10/2016	System Generated Check/Voucher	30.00	TEXAN TRUCK WASH, LLC
17389	11/10/2016	System Generated Check/Voucher	81.18	TEXAS COMMUNICATIONS, INC.
17391	11/10/2016	System Generated Check/Voucher	560.00	WES-TEX PRESSURE WASHING
17392	11/10/2016	System Generated Check/Voucher	333.96	WEST CENTRAL WIRELESS
17393	11/23/2016	System Generated Check/Voucher	237.80	ANGELO AUTO GLASS
17394	11/23/2016	System Generated Check/Voucher	3,849.76	ANGELO TIRE AND ALIGNMENT LLC
17396	11/23/2016	System Generated Check/Voucher	2,618.60	BRUCKNER TRUCK SERVICE
17397	11/23/2016	System Generated Check/Voucher	22.46	CIRRO ENERGY
17398	11/23/2016	System Generated Check/Voucher	17,348.58	CITY OF SAN ANGELO-ACCOUNTS RECEIVABLE
17399	11/23/2016	System Generated Check/Voucher	1,300.00	CONCHO CHRISTMAS CELEBRATION
17400	11/23/2016	System Generated Check/Voucher	68.58	CTWP
17403	11/23/2016	System Generated Check/Voucher	398.62	BAYLEA EVANS
17405	11/23/2016	System Generated Check/Voucher	117.13	FRONTIER COMMUNICATIONS
17407	11/23/2016	System Generated Check/Voucher	157.59	HOUSE OF CHEMICALS

**CVTD
Reconcile Cash Accounts**

Detail

**Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 11/30/2016
Reconciliation Date: 11/30/2016
Status: Open**

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
17408	11/23/2016	System Generated Check/Voucher	46.19	JIM BASS FORD, INC.
17409	11/23/2016	System Generated Check/Voucher	59.95	KAY GEE, INC.
17410	11/23/2016	System Generated Check/Voucher	333.51	O'REILLY'S AUTO PARTS, INC.
17412	11/23/2016	System Generated Check/Voucher	56.49	SMART CHOICE AUTO GROUP
17413	11/23/2016	System Generated Check/Voucher	2,778.57	TML INTERGOVERNMENTAL RISK POOL
17415	11/23/2016	System Generated Check/Voucher	8.50	WEST TEXAS FIRE EXTINGUISHER INC
Cleared Checks/Vouchers			<u>148,343.45</u>	

**CVTD
Reconcile Cash Accounts**

Detail

**Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 11/30/2016
Reconciliation Date: 11/30/2016
Status: Open**

Cleared Deposits

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CRT42361037	10/8/2016	Bus Fare 10/08/2016	681.76
	CRT42361030	11/1/2016	Bus Fare 11/01/2106	777.46
	CRT42361029	11/2/2016	Bus Fare 11/02/2016	759.93
	CRT42361028	11/3/2016	AMR EMSC 110216 MTAC	9,871.10
	CRT42361031	11/3/2016	Bus Fare 11/03/2016	694.52
	CRT10712284	11/4/2016	Deposit 11-4-16	47,091.08
	CRT42361034	11/4/2016	Bus Fare 11/04/2016	858.50
	CRT42361032	11/7/2016	FTA Payment 69086116	10,144.00
	CRT42361033	11/7/2016	Bus Fare 11/07/2016	804.12
	CRT42361035	11/8/2016	Bus Fare 11/08/2016	831.80
	CRT42361036	11/10/2016	CVTD Cash Receipts 11/10/2016	61,532.62
	CRT42361038	11/10/2016	AMR EMSC 110916MTAC	24,592.00
	CRT42361039	11/10/2016	FTA payment 6701156637	38,257.00
	CRT42361042	11/10/2016	Bus Fare 11/10/16	807.17
	CRT42361043	11/14/2016	Bus Fare 11/14/2016	710.71
	CRT42361041	11/15/2016	Bus Fare 11/15/2016	1,393.47
	CRT42361040	11/17/2016	AMR EMSC 111616MTAC	24.20
	CRT10712287	11/18/2016	E-Deposit 11-18-16 6 items	56,523.00
	CRT42361045	11/18/2016	Bus Fare 11/18/2016	1,035.43
	CRT42361044	11/21/2016	Bus Fare 11/21/2016	1,035.44
	CRT10712285	11/23/2016	Deposit 11-23-16	3,220.94
	CRT42361046	11/23/2016	Bus Fare 11/23/2016	1,264.27
	CRT42361067	11/23/2016	AMR EMSC 112216MTAC Oct 2016	20,891.20
	CRT42361069	11/23/2016	TxDot Scholarship payment Oct 2016	422.00
				<hr/>
				284,223.72
				<hr/>
				<hr/>

Cleared Deposits

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1117 Wells Fargo CVTD Bank Acct
Reconciliation ID: Reconciliation 11/30/2016
Reconciliation Date: 11/30/2016
Status: Open

Cleared Other Cash Items

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
JVT42361114	10/8/2016	Reverse incorrect posting of CRT 42361037	(681.76)
JVT42361113	11/1/2016	Correct posting CRT42361030	(0.01)
JVT42361115	11/8/2016	Correct posting of CRT 42361037	681.76
JVT42361059	11/14/2016	Record funds transferred to CVCOG	(208,804.30)
JVT42361112	11/21/2016	Correct posting CRT42361044	(0.50)
Cleared Other Cash Items			<u>(208,804.81)</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Grant 566, FTA TX040046000-Terminal
Account 1206

Description	Amount
Oct 2016 request submitted 12/15/16	60,121.00 paid 12/19/16
Nov 2016 request submitted 12/15/16	<u>40,507.00</u> paid 12/19/16
FTA TX-04-0046	<u>100,628.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

FTA/TxDOT Urban AR
Account 1241

Description	Amount
Nov 2016 request submitted 12/20/16	10,681.00 paid 12/22/16
Oct 2016 request submitted 12/15/16	61,161.00 paid 12/19/16
	-
Sub-total FTA TX-90-Y141	<u>71,842.00</u>
Oct 2016 request submitted 12/15/16	29,484.00 paid 12/19/16
Nov 2016 request submitted 12/20/16	60,776.00 paid 12/22/16
	-
Sub-total FTA TX-90-Y185	<u>90,260.00</u>
Sept 2016 request submitted 11/23/16	14,727.00 paid 12/1/16
Oct 2016 request submitted 12/15/16, resubmit 1/13/17	70,071.00
Nov 2016 request submitted 12/20/16, resubmit 1/13/17	64,696.00
	-
Sub-total TxDOT URB 1701(07)	<u>149,494.00</u>
Grand Total	<u>311,596.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

TXDOT Rural
Account 1242

Description	Amount
Sept 2016 request submitted 11/23/16	51,533.00 paid 12/7/16
Oct 2016 request submitted 12/15/16, resubmitted 1/13/17	47,407.00
Nov 2016 request submitted 12/20/16, resubmitted 1/13/17	50,975.00
	-
Total State-RUR1702 (07)	<u>149,915.00</u>
Sept 2016 request submitted 11/23/16	49,903.00 paid 12/7/16
Oct 2016 request submitted 12/15/16, resubmitted 1/13/17	49,716.00
Nov 2016 request submitted 12/20/16, resubmitted 1/13/17	44,100.00
	-
Total State Federal - RPT1602(07)013	<u>143,719.00</u>
Grand Total	<u><u>293,634.00</u></u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Accounts Receivable, Grant 690 Regional Planning
Account 1245

Description	Amount
June 16 request submitted 7/20/16	6,520.39
July 16 request submitted 8/17/16	4,545.19
Accrued revenue for August	6,289.58
	-
Total	<u>17,355.16</u>

Note: 10/28/16 Baylea stated TXDOT was reviewing the billing to address the issues with vendor time reporting, as well as CVTD time

Met with Baylea 11/22/16 to go over documents to be submitted with billing.

Baylea 12/20/2016 still working with TXDOT on addressing the billing issues.

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Accounts Receivable, Grant 697 VCR 1603(07)18-Urban
Account 1249

Description	Amount
June 16 request re-submitted 12/9/16	277,122.00 paid 12/21/16
	-
	-
	-
Total	<u>277,122.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Accounts Receivable, Grant 725 TXDOT 5310-2016-00039
Account 1251
(Mobility Management)

Description	Amount
Nov 16 request submitted 12/21/16	1,056.00
	-
	-
Total	<u>1,056.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Accounts Receivable, Grant 699 ED 1601(07)30
Account 1254

Description	Amount
August 16 request submitted 11/7/16	16,468.42
Oct 16 request submitted 12/21/16	325.24
	-
Total	<u>16,793.66</u>

Concho Valley Transit District
 Balance Sheet Reconciliation
 November 30, 2016

Accounts Receivable Medical Transportation
 Account 1300

Description	Amount
AMR billing 08302016	48.40
AMR billing 09082016	96.80
AMR billing 09132016	54.00
AMR billing 09222016	54.00
AMR billing 09282016	121.00
AMR billing 10102016	-
AMR billing 10182016	(5.60)
AMR billing 10212016	145.70
AMR billing 11012016	258.80
AMR billing 11102016	331.40
AMR billing 11112016	2,248.60
AMR billing 11182016	11,945.60
AMR billing 11282016	11,230.30
AMR billing 11302016	821.00
AMR billing 12142016	108.00
AMR billing 12062016	7,133.20
	-
Total AMR	<u>34,591.20</u>
Overpayment 160629	(24.20) CRT11721361
Overpayment 072716	(24.20) CRT11721415
Overpayment 112316	(132.20) CRT42361067
Sub-Total	<u>(180.60)</u>
Total Medicaid Billing	<u><u>34,410.60</u></u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Coke County
Account 1370

Description	Amount		
Record Membership Dues	2,980.67	JVT42361116	Paid 12/30/16
Record Membership Dues	2,980.67	JVT42361133	Paid 12/30/16
Total	<u>5,961.34</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Crockett County
Account 1372

Description	Amount	
Record Membership Dues	3,714.56	JVT42361123
Record Membership Dues	3,714.56	JVT42361132
Total	<u>7,429.12</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Irion County
Account 1373

Description	Amount		
Record Membership Dues	1,583.01	JVT42361122	Pd 12/30/16
Record Membership Dues	1,583.01	JVT42361133	Pd 12/30/16
Total	<u>3,166.02</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Kimble County
Account 1374

Description	Amount	
Record Membership Dues	1,512.67	JVT42361121
Record Membership Dues	1,512.67	JVT42361134
	-	
Total	<u>3,025.34</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

McCulloch County
Account 1375

Description	Amount	
Record Membership Dues-Oct	4,762.68	JVT42361120
Record Membership Dues-Nov	4,762.68	JVT42361135
Total	<u>9,525.36</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Menard County
Account 1376

Description	Amount
Annual Membership Dues	15,324.23 JVT10714854
	-
	-
Total	<u>15,324.23</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Reagan County
Account 1377

Description	Amount		
Membership dues-Oct	5,006.35	JVT42361119	Pd 12/22/16
Membership dues-Nov	5,006.35	JVT42361136	Pd 12/22/16
	-		
Total	<u>10,012.70</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Schleicher County
Account 1378

Description	Amount	
Record Membership Dues-July	3,429.73	JVT11721446
Record Membership Dues-Oct	3,429.73	JVT42361184
Record Membership Dues-Nov	3,429.73	JVT42361185
	-	
Total	<u>10,289.19</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Sterling County
Account 1379

Description	Amount		
Record Membership Dues-Oct	1,139.93	JVT42361125	Pd 12/30/16
Record Membership Dues-Nov	1,139.93	JVT42361137	Pd 12/30/16
Total	<u>2,279.86</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Daily Bread Soup Kitchen (WTCG)
Account 1381

Description	Amount
Record AR Inv #11302016-Nov	30.00 JVT42361140
	-
Total	<u>30.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Workforce Solutions (Arbor ET)
Account 1382

	Description	Amount	
Bus Pass Invoice-Nov		30.00	JVT42361118
Bus Pass Invoice-Nov		30.00	JVT42361139
		Total	<u>60.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Christians in Action
Account 1383

Description	Amount
Bus Pass - JVT42361117	10.00
Record AR Invoice - Nov	100.00
Total	<u>110.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Sutton County
Account 1384

Description	Amount	
Record Membership Dues-Sept	3,141.33	JVT10714854 paid 11/4/16
Record Membership Dues-Oct	3,141.33	
Total	<u>6,282.66</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Account Receivable
Account 1391

Description	Amount	
Caprock Home Health Services	120.00	JVT11721439
Inv ##416-TDFPS	30.00	JVT42361062
Area Agency on Aging - Oct	10,857.00	JVT42361103
Area Agency on Aging - Nov	10,164.00	JVT42361104
CHHS Caprock HH Invoice-11316	240.00	JVT42361054 PD 12/10/2016
	-	
Total	<u>21,411.00</u>	

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Staff Travel Advance
Account 1392

Description	Amount		
Vince Huerta 9/27/16	88.50		
Baylea Evans Travel 11/30	204.00	BETVLADV 11-30-16	PD 12/14/2016
	-		
Total	<u>292.50</u>		

CVTD
Aged Payables by Due Date - Outstanding AP
From 9/1/2016 Through 11/30/2016

Aging Date - 9/1/2015

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
ANGELO TIRE AND ALIGNMENT LLC	11/14/2016	86377	45.00	0.00	0.00	0.00	0.00	45.00
	11/17/2016	86466	37.50	0.00	0.00	0.00	0.00	37.50
	11/18/2016	86495	593.48	0.00	0.00	0.00	0.00	593.48
	11/28/2016	86595	83.63	0.00	0.00	0.00	0.00	83.63
	11/19/2016	86612	<u>204.64</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>204.64</u>
ANGELO TIRE AND ALIGNMENT LLC			964.25	0.00	0.00	0.00	0.00	964.25
AT&T MOBILITY	11/17/2016	28723743245011 242016	<u>2,340.28</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,340.28</u>
AT&T MOBILITY			2,340.28	0.00	0.00	0.00	0.00	2,340.28
BARRON PLUMBING	11/15/2016	16234	<u>107.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>107.50</u>
BARRON PLUMBING			107.50	0.00	0.00	0.00	0.00	107.50
BRUCKNER TRUCK SERVICE	11/30/2016	14632JS	630.85	0.00	0.00	0.00	0.00	630.85
	11/16/2016	14880JS	504.01	0.00	0.00	0.00	0.00	504.01
	11/22/2016	14939JS	530.94	0.00	0.00	0.00	0.00	530.94
	11/29/2016	14970JS	<u>434.47</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>434.47</u>
BRUCKNER TRUCK SERVICE			2,100.27	0.00	0.00	0.00	0.00	2,100.27
BUG EXPRESS	11/22/2016	20012594	<u>50.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50.00</u>
BUG EXPRESS			50.00	0.00	0.00	0.00	0.00	50.00
CITYOF SAN ANGELO UTILITY BILLING	11/21/2016	178813-197384 10-16	76.88	0.00	0.00	0.00	0.00	76.88
	11/15/2016	178815-48822 10- 16	<u>276.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>276.32</u>
CITYOF SAN ANGELO UTILITY BILLING			353.20	0.00	0.00	0.00	0.00	353.20
COMMERCIAL BILLING SERVICE	9/20/2016	SS420057010-B	(7.00)	0.00	0.00	0.00	0.00	(7.00)
	9/20/2016	SS420057011-B	(7.00)	0.00	0.00	0.00	0.00	(7.00)
	11/9/2016	SS420057334	<u>7.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7.00</u>

CVTD
Aged Payables by Due Date - Outstanding AP
From 9/1/2016 Through 11/30/2016

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
COMMERCIAL BILLING SERVICE			(7.00)	0.00	0.00	0.00	0.00	(7.00)
CONSTANCIO TIRE AND FLEET	11/21/2016	771232	840.48	0.00	0.00	0.00	0.00	840.48
	11/22/2016	771234	50.00	0.00	0.00	0.00	0.00	50.00
	11/22/2016	771235	1,254.00	0.00	0.00	0.00	0.00	1,254.00
	11/10/2016	771306	143.99	0.00	0.00	0.00	0.00	143.99
	11/10/2016	771308	143.99	0.00	0.00	0.00	0.00	143.99
	11/17/2016	771313	<u>210.12</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>210.12</u>
CONSTANCIO TIRE AND FLEET			2,642.58	0.00	0.00	0.00	0.00	2,642.58
CREATIVE BUS SALES, INC	9/26/2016	3012537	<u>505.84</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>505.84</u>
CREATIVE BUS SALES, INC			505.84	0.00	0.00	0.00	0.00	505.84
ENGINE PRO MACHINE LLC	11/17/2016	11529	221.04	0.00	0.00	0.00	0.00	221.04
	11/23/2016	11540	229.22	0.00	0.00	0.00	0.00	229.22
	11/28/2016	11545	1,070.51	0.00	0.00	0.00	0.00	1,070.51
	11/30/2016	11553	<u>433.02</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>433.02</u>
ENGINE PRO MACHINE LLC			1,953.79	0.00	0.00	0.00	0.00	1,953.79
FRONTIER COMMUNICATIONS	11/13/2016	3259478286 11- 16	<u>52.44</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>52.44</u>
FRONTIER COMMUNICATIONS			52.44	0.00	0.00	0.00	0.00	52.44
ROBERT GIL	11/7/2016	RGTVL 11-7-16	<u>22.02</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>22.02</u>
ROBERT GIL			22.02	0.00	0.00	0.00	0.00	22.02
VICENTE HUERTA	12/1/2016	VH1116	400.00	0.00	0.00	0.00	0.00	400.00
	11/2/2016	VHTVL 10-30-16	<u>191.75</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>191.75</u>

CVTD
Aged Payables by Due Date - Outstanding AP
From 9/1/2016 Through 11/30/2016

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
VICENTE HUERTA			591.75	0.00	0.00	0.00	0.00	591.75
JIM BASS FORD, INC.	11/22/2016	3222764	78.07	0.00	0.00	0.00	0.00	78.07
	11/30/2016	3222966	502.42	0.00	0.00	0.00	0.00	502.42
	11/30/2016	3223075	57.35	0.00	0.00	0.00	0.00	57.35
	11/30/2016	3223076	57.35	0.00	0.00	0.00	0.00	57.35
	11/30/2016	3223102	57.48	0.00	0.00	0.00	0.00	57.48
JIM BASS FORD, INC.			752.67	0.00	0.00	0.00	0.00	752.67
K & R CONSTRUCTION	11/22/2016	614	<u>48,043.86</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>48,043.86</u>
K & R CONSTRUCTION			48,043.86	0.00	0.00	0.00	0.00	48,043.86
MCDONALD TRANSIT ASSOCIATES, INC	10/1/2016	10MCV16	<u>11,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,200.00</u>
MCDONALD TRANSIT ASSOCIATES, INC			11,200.00	0.00	0.00	0.00	0.00	11,200.00
O'REILLY'S AUTO PARTS, INC.	11/15/2016	1613-283501	51.48	0.00	0.00	0.00	0.00	51.48
	11/19/2016	1613-284694	<u>245.06</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>245.06</u>
O'REILLY'S AUTO PARTS, INC.			296.54	0.00	0.00	0.00	0.00	296.54
SANSING ELECTRIC CO	10/27/2016	963	4,400.00	0.00	0.00	0.00	0.00	4,400.00
	11/10/2016	965	<u>381.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>381.50</u>
SANSING ELECTRIC CO			4,781.50	0.00	0.00	0.00	0.00	4,781.50
JOYCE GRAY, SAV-A-LIFE SKILLS	11/23/2016	112320161	60.00	0.00	0.00	0.00	0.00	60.00
	11/23/2016	112320162	<u>120.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>120.00</u>
JOYCE GRAY, SAV-A-LIFE SKILLS			180.00	0.00	0.00	0.00	0.00	180.00
SMART CHOICE AUTO GROUP	11/23/2016	17888	<u>196.81</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>196.81</u>

CVTD
Aged Payables by Due Date - Outstanding AP
From 9/1/2016 Through 11/30/2016

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
SMART CHOICE AUTO GROUP			196.81	0.00	0.00	0.00	0.00	196.81
TEXAN TRUCK WASH, LLC	11/21/2016	11500	30.00	0.00	0.00	0.00	0.00	30.00
	11/21/2016	11502	30.00	0.00	0.00	0.00	0.00	30.00
	11/22/2016	11514	30.00	0.00	0.00	0.00	0.00	30.00
	11/29/2016	11538	<u>30.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>30.00</u>
TEXAN TRUCK WASH, LLC			120.00	0.00	0.00	0.00	0.00	120.00
TEXAS DEPARTMENT OF TRANSPORTATION	12/6/2016 Refund	PO7614-2	<u>16,482.40</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>16,482.40</u>
TEXAS DEPARTMENT OF TRANSPORTATION			16,482.40	0.00	0.00	0.00	0.00	16,482.40
WES-TEX PRESSURE WASHING	11/17/2016	2746	<u>520.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>520.00</u>
WES-TEX PRESSURE WASHING			520.00	0.00	0.00	0.00	0.00	520.00
WEST CENTRAL WIRELESS	11/16/2016	40595687	<u>334.97</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>334.97</u>
WEST CENTRAL WIRELESS			<u>334.97</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>334.97</u>
Report Total			<u>94,585.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>94,585.67</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

AP Owed to CVCOG
Account 2112

<u>Date</u>	<u>Description</u>	<u>\$ Amount</u>
11/1/2016	Beginning Balance	219,827.31
11/14/2016	Payment received	(208,804.30)
	AT&T Mobility-billed to CVCOG	(298.45)
	Grant 711-Expenses paid by CVCOG	142,284.40
	Grant 712-Expenses paid by CVCOG	80,599.70
	Grant 725-Expenses paid by CVCOG	534.27
	Total Amount owed to CVCOG	<u>234,142.93</u>

Concho Valley Transit District
Balance Sheet Reconciliation
November 30, 2016

Deferred Income - Insurance Vehicle Repair
Account 2915

<u>Date</u>	<u>Description</u>	<u>\$ Amount</u>	<u>Vehicle VIN</u>
11/4/2016	Deposit TML Ck 5335485	(8,892.50)	4291
11/18/2016	E-Deposit TML Ck AU045715	(54,847.00)	4214-totaled
11/23/2016	Deposit TML Ck 5336359 Replacement recover	(3,220.94)	Facility
	Total Amount owed to CVCOG	<u>(66,960.44)</u>	

Concho Valley Transit District
 Balance Sheet Reconciliation
 November 30, 2016

Deferred Income - Medicaid Transportation
 Account 2919

Description	Amount	
AMR billing 09082016	4,111.00	JVT11721500
AMR billing 09132016	9,320.40	JVT11721511
AMR billing 09222016	11,784.60	JVT11721549
AMR billing 09282016	14,003.00	JVT11721556
AMR billing 10102016	13,324.70	JVT10714858
AMR billing 10212016	10,394.80	JVT42361041
AMR billing 10182016	10,919.90	JVT42361044
AMR billing 11012016	12,038.10	JVT42361049
AMR billing 11102016	13,572.80	JVT42361061
AMR billing 11112016	9,364.00	JVT42361058
AMR billing 11182016	11,945.60	JVT423561079
AMR billing 11282016	11,230.30	JVT42361088
AMR billing 11302016	821.00	JVT42361089
AMR billing 12062016	7,133.20	JVT42361210
AMR billing 42361220	108.00	
Nov 2016 Funds Applied	(170.06)	Grant 725
	-	
Total	<u>139,901.34</u>	

Note: Review Medicaid AR for actual available funds

CONCHO VALLEY TRANSIT DISTRICT
September 2016 through August 2017

URBAN PROGRAM		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance
TOTAL EXPENSE		185,430.06	192,551.20	166,292.46	-	-	-	-	-	-	-	-	-	544,273.72		3,145,064.51	2,600,790.79
Urban - 5307	Grant 681	URB 1701 (07)															
STATE-U-2016-00174	STATE	Period 9/1/16 thru 8/31/17															
Preventative Maint	11.7A.00	3,975.00	3,244.00	1,993.00	-	-	-	-	-	-	-	-	-	9,212.00	-	79,486.00	70,274.00
Third Party Contract	11.71.11	2,320.00	2,480.00	9,480.00	-	-	-	-	-	-	-	-	-	14,280.00	-	50,819.00	36,539.00
Operating	30.09.01	8,432.00	64,347.00	53,223.00	-	-	-	-	-	-	-	-	-	126,002.00	-	131,932.00	5,930.00
TOTAL		14,727.00	70,071.00	64,696.00	-	-	-	-	-	-	-	-	-	149,494.00	-	262,237.00	112,743.00
TX-2016-078-01-00	Grant 711																
Operations 30.09.01	FED	-	29,484.00	60,776.00	-	-	-	-	-	-	-	-	-	90,260.00	-	1,070,707.00	980,447.00
ADA 11.7C.00		-	-	-	-	-	-	-	-	-	-	-	-	-	-	139,987.00	139,987.00
Prev Maint 11-7A.00		-	-	-	-	-	-	-	-	-	-	-	-	-	-	92,949.00	92,949.00
Cap Lease 11.46.01		-	-	-	-	-	-	-	-	-	-	-	-	-	-	228.00	228.00
Lease Yards 11.46.05		-	-	-	-	-	-	-	-	-	-	-	-	-	-	96,000.00	96,000.00
TOTAL	CFDA 20.507	-	29,484.00	60,776.00	-	-	-	-	-	-	-	-	-	90,260.00	-	1,399,871.00	1,309,611.00
FTA TX-90-Y141	Grant 681, 711																
Operations 30.09.01	FED	75,016.00	45,595.00	-	-	-	-	-	-	-	-	-	-	120,611.00	644,963.00	765,637.00	63.00
ADA 11.7C.00		-	-	-	-	-	-	-	-	-	-	-	-	-	137,585.00	137,585.00	-
Prev Maint 11-7A.00		17,448.00	15,121.00	10,236.00	-	-	-	-	-	-	-	-	-	42,805.00	133,751.00	362,907.00	186,351.00
Cap Lease 11.46.01		175.00	445.00	445.00	-	-	-	-	-	-	-	-	-	1,065.00	1,399.00	6,518.00	4,054.00
Employee Training 11.7D.02		-	-	-	-	-	-	-	-	-	-	-	-	-	3,200.00	3,200.00	-
Lease Yards 11.46.05		-	-	-	-	-	-	-	-	-	-	-	-	-	96,000.00	96,000.00	-
Prg Suprt Admin 44.21.00		-	-	-	-	-	-	-	-	-	-	-	-	-	2,960.00	4,000.00	1,040.00
TOTAL	CFDA 20.507	92,639.00	61,161.00	10,681.00	-	-	-	-	-	-	-	-	-	164,481.00	1,019,858.00	1,375,847.00	191,508.00
FTA TX-90-Y123	Grant 656,681,7																
Operations 30.09.01	FED	-	-	-	-	-	-	-	-	-	-	-	-	-	890,956.00	890,956.00	-
Misc Support Equip 11.42.20		-	-	-	-	-	-	-	-	-	-	-	-	-	-	51,000.00	51,000.00
ADP Software 11.42.08		-	-	-	-	-	-	-	-	-	-	-	-	-	-	48,147.00	48,147.00
ADA 11.7C.00		-	-	-	-	-	-	-	-	-	-	-	-	-	137,817.00	137,817.00	-
Prev Maint 11-7A.00		-	-	-	-	-	-	-	-	-	-	-	-	-	144,694.00	144,694.00	-
Cap Lease 11.46.01		-	-	-	-	-	-	-	-	-	-	-	-	-	8,341.00	8,341.00	-
Lease Yards 11.46.05		-	-	-	-	-	-	-	-	-	-	-	-	-	96,000.00	96,000.00	-
Short Range Planning 44.24.00		-	-	-	-	-	-	-	-	-	-	-	-	-	1,215.00	1,215.00	-
TOTAL	CFDA 20.507	-	-	-	-	-	-	-	-	-	-	-	-	-	1,279,023.00	1,378,170.00	99,147.00
Total Government Funding		107,366.00	160,716.00	136,153.00	-	-	-	-	-	-	-	-	-	404,235.00	2,298,881.00	4,416,125.00	1,713,009.00
OTHER REVENUE																	
Program Revenue		12,402.45	12,611.43	11,617.27	-	-	-	-	-	-	-	-	-	36,631.15		160,000.00	123,368.85
Charter		4,460.00	1,660.00	1,500.00	-	-	-	-	-	-	-	-	-	7,620.00		45,800.00	38,180.00
Aging		-	4,131.00	3,780.00	-	-	-	-	-	-	-	-	-	7,911.00		127,200.00	119,289.00
COSA Funds		-	-	-	-	-	-	-	-	-	-	-	-	-		385,391.00	385,391.00
Tom Green		54,480.22	-	-	-	-	-	-	-	-	-	-	-	54,480.22		54,500.00	19.78
Sale of Equipment		-	-	-	-	-	-	-	-	-	-	-	-	-		1,872.00	1,872.00
Ram Tram		6,182.40	-	-	-	-	-	-	-	-	-	-	-	6,182.40		72,000.00	65,817.60
Lease		539.00	383.00	13,139.00	-	-	-	-	-	-	-	-	-	14,061.00		17,352.00	3,291.00
Advertising		-	-	-	-	-	-	-	-	-	-	-	-	-		62,000.00	62,000.00
Chamber of Commerce		-	-	-	-	-	-	-	-	-	-	-	-	-		4,000.00	4,000.00
Medical		-	-	-	-	-	-	-	-	-	-	-	-	-		97,705.51	97,705.51
Adult Enrichment		-	8,800.00	-	-	-	-	-	-	-	-	-	-	8,800.00		-	(8,800.00)
TOTAL OTHER REVENUE		78,064.07	27,585.43	30,036.27	-	-	-	-	-	-	-	-	-	135,685.77		1,027,820.51	892,134.74
Total Urban Excess/(Shortage)		0.01	(4,249.77)	(103.19)	-	-	-	-	-	-	-	-	-	(4,352.95)		2,298,881.00	

RURAL PROGRAM													Less Previous			
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Request	BUDGET	Variance
TOTAL EXPENSE	104,592.20	101,563.11	99,677.18	-	-	-	-	-	-	-	-	-	305,832.49	-	1,764,853.47	1,459,020.98
Rural 5311	Grant 712	RPT 1602(07)013														
5311-2016-00118	SAF	Period: 09/1/16 thru 08/31/17														
Administrative	11.79.00	-	-	-	-	-	-	-	-	-	-	-	-	-	19,470.00	19,470.00
Preventative Maint	11.7A.00	4,013.00	3,292.00	3,474.00	-	-	-	-	-	-	-	-	10,779.00	-	31,555.00	20,776.00
Operating	30.09.01	45,890.00	46,424.00	40,626.00	-	-	-	-	-	-	-	-	132,940.00	-	387,882.00	254,942.00
TOTAL	CFDA 20.509	49,903.00	49,716.00	44,100.00	-	-	-	-	-	-	-	-	143,719.00	-	438,907.00	295,188.00
Rural 5311	SAF	Award usually received in April														
Administrative	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.509	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rural 5311	Grant 712	RUR 1702 (07)														
STATE-R-2016-00173	STATE	Period: 09/1/16 thru 08/31/17														
Preventative Maint	11.7A.00	1,003.00	823.00	869.00	-	-	-	-	-	-	-	-	2,695.00	-	13,866.00	11,171.00
Third Party Contract	11.71.11	4,640.00	160.00	9,480.00	-	-	-	-	-	-	-	-	14,280.00	-	58,746.00	44,466.00
Operating	30.09.01	45,890.00	46,424.00	40,626.00	-	-	-	-	-	-	-	-	132,940.00	-	336,511.00	203,571.00
TOTAL		51,533.00	47,407.00	50,975.00	-	-	-	-	-	-	-	-	149,915.00	-	409,123.00	259,208.00
Total Government Funding		101,436.00	97,123.00	95,075.00	-	-	-	-	-	-	-	-	293,634.00	-	848,030.00	554,396.00
OTHER REVENUE																
Program Revenue		2,068.32	2,505.90	2,104.80	-	-	-	-	-	-	-	-	6,679.02		20,000.00	13,320.98
Aging		2,676.00	6,726.00	6,384.00	-	-	-	-	-	-	-	-	15,786.00		20,000.00	4,214.00
Sale of Equipment		-	-	-	-	-	-	-	-	-	-	-	-		3,463.00	3,463.00
City of Bronte		600.00	-	-	-	-	-	-	-	-	-	-	600.00		600.00	-
Reagan County Overage		-	-	-	-	-	-	-	-	-	-	-	-		8,500.00	8,500.00
Medicaid		-	-	-	-	-	-	-	-	-	-	-	-		237,667.47	237,667.47
County Cash Match		63,793.41	27,270.93	27,270.93	-	-	-	-	-	-	-	-	118,335.27		363,248.00	244,912.73
InKind		-	-	-	-	-	-	-	-	-	-	-	-		-	-
TOTAL OTHER REVENUE		69,137.73	36,502.83	35,759.73	-	-	-	-	-	-	-	-	141,400.29		653,478.47	512,078.18
Total Rural Excess/(Shortage)		65,981.53	32,062.72	31,157.55	-	-	-	-	-	-	-	-	129,201.80		(263,345.00)	

PLANNING PROJECTS		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance	
	5304	\$ 826.34	\$ 666.02															
REG 1601 (24)	Grant 690	Period: 09/11/2015 thru 10/31/2016																
Regional Planning	SAF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,912.06	9,960.00	(952.06)
Fringe		-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,845.12	5,893.00	2,047.88
Indirect		-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,375.92	2,600.00	224.08
Contractual		-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,213.12	11,547.00	4,333.88
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	49.16	-	(49.16)
TOTAL	CFDA 20.515	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24,395.38	30,000.00	5,604.62
Note: Local Funds used for expenses not authorized in budget																		
	5304																	
RCTP-2017-00074	Grant 713	Period: 11/01/2016 thru 10/31/2017																
Regional Planning	SAF	-	-	3,803.03	-	-	-	-	-	-	-	-	-	-	3,803.03	-	30,000.00	26,196.97
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.515	-	-	3,803.03	-	-	-	-	-	-	-	-	-	-	3,803.03	-	30,000.00	26,196.97
	5304																	
PLN-2016-00066	Grant 721	Period: 11/22/2016 thru 10/21/2017																
Rural-Planning	44.24.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,000.00	60,000.00
STATE Match		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000.00	15,000.00
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,500.00	22,500.00
TOTAL	CFDA 20.515	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	97,500.00	97,500.00
	5304																	
PLN-2016-00066	Grant 722	Period: 11/22/2016 thru 10/21/2017																
Urban-Planning	44.24.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000.00	20,000.00
STATE Match		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000.00	5,000.00
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,500.00	7,500.00
TOTAL	CFDA 20.515	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	32,500.00	32,500.00

ED PROJECTS		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance			
	5310																			
ED1601 (07) 30	Grant 699	Period: 10/26/15 thru 3/31/2017				PM can only be used for ED Vehicles														
CVTD PM	SAF	-	325.24	-	-	-	-	-	-	-	-	-	-	325.24	16,482.40	38,823.00	22,015.36			
Operating		-	-	-	-	-	-	-	-	-	-	-	-	-	36,608.00	36,608.00	-			
Capital - Vehicle		-	-	-	-	-	-	-	-	-	-	-	-	-	116,686.00	118,000.00	1,314.00			
TD Credits	TDCs	-	65.00	-	-	-	-	-	-	-	-	-	-	65.00	26,633.00	31,365.00	4,667.00			
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	37,729.27	36,608.00	(1,121.27)			
TOTAL	CFDA 20.513	-	390.24	-	-	-	-	-	-	-	-	-	-	390.24	234,138.67	261,404.00	26,875.09			
	5310																			
5310-2016-00039	Grant 725	Period: 09/01/2016 thru 08/31/2017																		
Mobility Management	11.7L.00	-	-	1,056.00	-	-	-	-	-	-	-	-	-	1,056.00	-	60,000.00	58,944.00			
TD Credits	TDCs	-	-	211.00	-	-	-	-	-	-	-	-	-	211.00	-	12,000.00	11,789.00			
Medical Funds		-	-	170.06	-	-	-	-	-	-	-	-	-	170.06	-	-	(170.06)			
TOTAL	CFDA 20.513	-	-	1,437.06	-	-	-	-	-	-	-	-	-	1,437.06	-	72,000.00	70,562.94			

CAPITAL PROJECTS

		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance
Urban	5339 Grant 670	GRANT CLOSED															
VCR 1403(07)03	Buses																
Capital Expenses	SAF	-	(277,122.00)	-	-	-	-	-	-	-	-	-	-	(277,122.00)	642,678.78	679,370.00	313,813.22
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TD Credits	TDCs	-	(43,756.00)	-	-	-	-	-	-	-	-	-	-	(43,756.00)	109,347.13	111,624.00	46,032.87
TOTAL	CFDA 20.526	-	(320,878.00)	-	-	-	-	-	-	-	-	-	-	(320,878.00)	752,025.91	790,994.00	359,846.09
VCR 1603(07)18	5339 Grant 697	Period: 10/26/2015 thru 08/31/2017															
Capital - Vehicle	SAF	-	277,122.00	-	-	-	-	-	-	-	-	-	-	277,122.00	-	292,579.00	15,457.00
TD Credits	Urban	-	55,424.00	-	-	-	-	-	-	-	-	-	-	55,424.00	-	58,517.00	3,093.00
TOTAL	TDCs	-	55,424.00	-	-	-	-	-	-	-	-	-	-	55,424.00	-	58,517.00	3,093.00
	CFDA 20.526	-	332,546.00	-	-	-	-	-	-	-	-	-	-	332,546.00	-	351,096.00	18,550.00
VCR 1602(07)18	5339 Grant 698	Period: 10/26/2015 thru 08/31/2017															
Capital - Vehicle	SAF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	41,905.00	41,905.00
TD Credits	Rural	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,381.00	8,381.00
TOTAL	TDCs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50,286.00	50,286.00
	CFDA 20.526	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50,286.00	50,286.00
Terminal	FTA	GRANT CLOSED															
FTA TX-04-0046-00	Grant 566																
Capital Expenses	FED	38,257.00	60,121.00	40,507.00	-	-	-	-	-	-	-	-	-	138,885.00	593,615.00	732,500.00	-
TD Credits	TDCs	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000.00	50,000.00	-
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	0.50	-	(0.50)
LONP-COSA		-	-	-	-	-	-	-	-	-	-	-	-	-	120,625.00	120,625.00	-
TOTAL	CFDA 20.500	38,257.00	60,121.00	40,507.00	-	-	-	-	-	-	-	-	-	138,885.00	764,240.50	903,125.00	(0.50)
RTAP-2016-00017	Grant 723	Period: 09/01/2016 thru 08/31/2017															
Technology-Rural	SAF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000.00	75,000.00
Medical Funds	43.50.03	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.509	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000.00	75,000.00
RTAP-2016-00017	Grant 724	Period: 09/01/2016 thru 08/31/2017															
Technology-Urban	SAF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000.00	25,000.00
Medical Funds	43.50.03	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.509	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000.00	25,000.00
TIGER-2016-00259	Grant 720	Period: 10/04/2016 thru 8/31/2017															
Replace-Van (2)	Rural	-	-	-	-	-	-	-	-	-	-	-	-	-	-	85,006.00	85,006.00
Replace Bus<30' (13)	11.12.15	-	-	-	-	-	-	-	-	-	-	-	-	-	-	656,994.00	656,994.00
Medical Funds	11.12.04	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.933	-	-	-	-	-	-	-	-	-	-	-	-	-	-	742,000.00	742,000.00