



**NOTICE OF A PUBLIC MEETING**  
**CONCHO VALLEY TRANSIT DISTRICT**

**2:30 P.M.**

**WEDNESDAY, JANUARY 9, 2019**

**Concho Valley Transit Annex Building  
506 N. Chadbourne, San Angelo, TX 76903**

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***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.***

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**BUSINESS**

- (1) **DETERMINATION OF QUORUM AND CALL TO ORDER**
- (2) **INVOCATION & PLEDGE OF ALLEGIENCE**
- (3) **APPROVAL OF MINUTES** of December 12, 2018 meeting (See **Attachment A**)
- (4) **APPROVAL OF CHECKS** over \$2,000 written since last meeting (See **Attachment B**)
- (5) **REVIEW & APPROVAL** of Resolution 010919 A accepting the CVTD Title VI Program Policy & ADA Para-Transit Plan/Revised 12-2018 (See **Attachment C**)
- (6) **REVIEW** Financial Reports/Balance Sheet for the period September and October 2018 (See **Attachment D**)
- (7) **CVTD General Manager's Report**
- (8) **OTHER** Discussion Items or Future Agenda Items
- (9) **ADJOURN**

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Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053, this Wednesday, January 2, 2019

A handwritten signature in black ink, appearing to read "J. Stokes", is written over a horizontal line. Below the line is the printed name "John Austin Stokes, Executive Director".

John Austin Stokes, Executive Director



*Concho Valley Transit District (CVTD)*  
**Minutes of Meeting for December 12, 2018**

The Concho Valley Transit District met on Wednesday, December 12, 2018 at 506 N. Chadbourne, San Angelo, TX 76903.

Board members present:

**Steve Floyd**, Tom Green County Judge, Chairman  
**John Nanny**, Irion County Commissioner, Vice Chair  
**Harry Thomas**, City of San Angelo Council Member, District 3, 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  
**Lucy Gonzales**, City of San Angelo Council Member, District 4  
**Leslie Mackie**, Sterling County Judge  
**Danny Neal**, McCulloch County Judge  
**Delbert Roberts**, Kimble County Judge  
**Miguel Villanueva**, Sutton County Commissioner

Board members not present:

**Billie DeWitt**, City of San Angelo Council Member, District 6  
**Larry Isom**, Reagan County Judge

**Call to Order**

Chairman Steve Floyd announced the presence of a quorum, and called the meeting to order at 2:31 p.m.

**Invocation and Pledge of Allegiance**

Judge Roy Blair gave the invocation and led the Pledge of Allegiance.

**Approval of Meeting Minutes**

Upon a motion by Judge Richard Cordes, seconded by Judge Fred Deaton, meeting minutes from the November 14, 2018 meeting was unanimously approved.

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

Upon a motion by Commissioner John Nanny, seconded by Commissioner Miguel Villanueva, checks in excess of \$2,000 written since last meeting was unanimously approved.

### **Approval of CVTD ADA Para-Transit Policy revisions**

Upon a motion by Commissioner Miguel Villanueva, seconded by Judge Danny Neal, the CVTD ADA Para-Transit Policy revisions Resolution 121218 A were unanimously approved.

### **Authorization for the Executive Director to accept 5399 Discretionary Funding**

Upon a motion by Commissioner John Nanny, seconded by Judge Leslie Mackie, authorization for the Executive Director to accept 5399 Discretionary Funding for Buses and Bus Facility Infrastructure Investment Program in the amount of \$398,000 was unanimously approved.

### **Review Financial Reports/Balance Sheet**

The board reviewed Financial Reports for the period ending September and October 2018. No action required.

### **CVTD General Manager's Report**

#### **Statistics**

26,338 Riders VS 21,006 Last Year – 5,332 over Last Year 25% Growth over last year last month  
0 – Preventable Accidents  
1 – Non-Preventable Accident

#### **Safety Metrics**

#### **Ecolane updates**

#### **Token Transit**

Mobile Bus Pass  
Smart Phone  
Works with existing Fare Boxes  
Credit Card Purchase  
Remote Purchase – Send Pass via Text Msg  
Tracks Ridership Data  
Phone will beep  
The screen moves  
Easy validation  
Local Scenes Available  
Up in running within days

#### **Updates**

506 repairs are in progress  
Drainage repair on SW side of 510 is complete  
Attending the Legislative Conference in Austin on Friday  
Lots of training coming up for staff  
New Driver Evaluations – Starting this Month!  
5339 Grant – Awarded \$398,000 for new rural buses  
IFB is in review  
Looking at LOW FLOOR DIESEL BUSES for RURAL 10/2 Passenger Combo

**5310 Trips**

Trips Left as of 11/30/2018

Rural has 627 Trips Left

Urban has 2545 trips left

These numbers are estimated

Post cards have been sent to let clients know of the exhaustion of funds

January 8th, 2019 – Meeting at the Annex here

**Future Agenda Items** - None

**Adjournment**

The meeting was adjourned at 2:46 p.m. Duly adopted at the meeting of the Concho Valley Transit District of the Concho Valley Council of Governments this 9<sup>th</sup> day of January 2019.

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Judge Steve Floyd, Chairman

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Council Member Harry Thomas- Secretary

CVTD  
Check/Voucher Register  
From 11/1/2018 Through 11/30/2018

Document Number	Document Date	Name	Transaction Description	Document Amount
20976	11/6/2018	PARDNER'S BODY SHOP	1512: repairs done from accident	7,496.40
20982	11/16/2018	CITY OF SAN ANGELO-ACCOUNTS RECEIVABLE	October Fuel bill	25,687.49
20986	11/16/2018	Dreamscapes Artificial Glass, LLC	Install bollards for safety	6,800.00
20987	11/16/2018	ENGINE PRO MACHINE LLC	1310: pm oil change, front & back brake job & 1 mudflap	2,999.00
20990	11/16/2018	GALINDO ROOFING	CVT-08-23-18-04	14,459.50
20997	11/16/2018	WEX BANK	October Fuel bill	3,407.45
20998	11/16/2018	SHELL FLEET NAVIGATOR	October Fuel bill	6,458.23
21008	11/20/2018	MCDONALD TRANSIT ASSOCIATES, INC	Professional services Nov 2018	11,800.00
21012	11/20/2018	TML INTERGOVERNMENTAL RISK POOL	11/2018 auto liab, errors & omission, general liability, aut	<u>8,970.50</u>
Report Total				<u>88,078.57</u>

## **Concho Valley Transit RESOLUTION 010919 A**

**WHEREAS, the Concho Valley Transit (CVT) is designated as the principle provider of the public transportation services to the Concho Valley, and**

**WHEREAS, the Federal Transit Administration (FTA) requires all fund recipients to have a Title VI Policy, and**

**WHEREAS, the Concho Valley Transit (CVT) 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 Concho Valley Transit (CVT) 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 Concho Valley Transit approve the following:**

- 1. Concho Valley Transit Board of Directors does hereby adopt the CVT Title VI Program Policy & ADA Para-transit Plan revised 12-2018.**

**Duly adopted at the meeting of the Board of Directors of the Concho Valley Transit this 9<sup>th</sup> day of January 2019.**

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**Steve Floyd, Chairman**

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**Harry Thomas, Secretary**

CONCHO VALLEY TRANSIT  
~~DISTRICT~~

Commented [CVT1]: Removed "District" from company name due to the rebranding after this particular document was approved.

CIVIL RIGHTS ACT OF 1964

TITLE VI PROGRAM  
POLICY

&

ADA PARA-TRANSIT PLAN  
(Revised 4-2016)

Commented [CVT2]: Created new cover sheet utilizing the new CVT logo



## Plan Statement

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance: (42 U.S.C. Section 2000d).

Concho Valley Transit District (CVTD) is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B.

**Commented [CVT3]:** Removed the “D” in CVTD throughout the document due to rebranding

## Title VI Information Dissemination

Title VI information posters will be prominently and publicly displayed in the CVTD Multi-Modal facility and on all revenue vehicles. The Title VI Plan will also be posted on CVTD’s website at www.cvtd.org.

Title VI information shall be disseminated to CVTD employees annually via the Employee Education form (Appendix A). This form reminds employees of the CVTD policy statement and of their Title VI responsibilities in their daily work and duties.

**Commented [CVT4]:** Corrected spacing and punctuation errors as needed throughout document

All employees shall be provided a copy of the Title VI Plan and are required to sign the Acknowledgement of Receipt (Appendix B).

## Record Keeping

The Title VI Coordinator, or his/her designee, will maintain permanent records, which include, but are not limited to, signed Acknowledgements of Receipt from employees indicating the receipt of the CVTD Title VI Plan, copies of Title VI complaints or lawsuits and related documentation, records of correspondence to and from complainants, and Title VI investigations.

## Organization and Staffing – General

The Executive Director is responsible for ensuring the implementation of Concho Valley Transit District’s Title VI program. The Title VI Coordinator or investigator is responsible for the overall management of the Title VI program. The day-to-day administration of the program lies with the Title VI Coordinator.

### *Title VI Coordinator Contact Information*

Concho Valley Transit District, Title VI Coordinator - (325) 947-8729

## **Program Administration and Title VI Coordinator's Responsibilities**

As authorized by the Executive Director of the Concho Valley Transit District (CVTD), the Title VI Coordinator is responsible for initiating, monitoring, and ensuring CVTD's compliance with Title VI requirements as follows:

1. Process, review and investigate Title VI complaints received by CVTD in accordance with Complaint Procedures. If any individual believes that he or she or any other program beneficiaries have been subject to unequal treatment or discrimination as to the receipts of benefits and/or services, or on the grounds of race, color, national origin he or she may exercise their right to file a complaint with CVTD. Every effort will be made to resolve complaints informally at the local and contractor level.
2. Review special emphasis program areas to determine the effectiveness of program area activities at all levels. In addition to the day to day monitoring, all special emphasis program areas will be reviewed annually to ensure effectiveness in their compliance of Title VI provisions. The Title VI Coordinator and program liaisons will coordinate efforts to ensure equal participation in their program areas and activities at all levels.
3. Conduct Title VI reviews when necessary of contractors and other recipients of federal aid funds.
4. To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, to prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.
5. Develop Title VI information for Public Dissemination and Limited English Proficiency. Ensure dissemination to the general public and, where appropriate, in languages other than English. CVTD will disseminate Title VI Program information to District employees, contractors, subcontractors, consultants, and sub-consultants as well as the general public. Public dissemination will include posting of public statements (Appendix D) and inclusion of Title VI language in contracts. The Title VI Policy Statement will be published in newspapers having a general circulation in the vicinity of proposed projects and announcements of hearings and meetings in minority publications.
6. Prepare an Annual Title VI Update Report. The update will report on any accomplishments and changes to the program occurring during the preceding year.

7. Schedule training for Title VI related statutes for appropriate CVTD employees. The training will provide comprehensive information on Title VI provisions, its application to program operations, identification of Title VI issues and resolution of complaints.

8. Identify and eliminate discrimination when found to exist. Work with CVTD offices and departments to establish procedures for promptly resolving deficiencies. Procedures will be implemented to identify and eliminate discrimination when found to exist, including, but not limited to utilization of disadvantaged business enterprises, public involvement and property acquisition.

9. A list of all Title VI complaints, investigations and lawsuits received since the last Title VI Program submission will be provided to FTA in the triennial update (Appendix I).

10. Establish procedures for promptly resolving deficiency status and reducing to writing the remedial action agreed to be necessary within a period not to exceed 90 days. The CVTD will actively pursue the prevention of Title VI deficiencies and violations and will take the necessary steps to ensure compliance with all program administrative requirements. When irregularities occur in the administration of the program's operation, procedures will be promptly implemented to resolve Title VI issues, and reducing to writing remedial action agreed necessary within a period not to exceed 90 days.

11. Maintain updated legislative and procedural information regarding CVTD's Title VI Program. This will include federal laws, rules and regulations, local guidelines, CVTD Plan and updates, and other resource information pertaining to Title VI issues.

## Complaint Procedures

These procedures cover all complaints filed under Title VI of the Civil Rights Act of 1964 relating to any transportation or program or activity administered by CVTD, as well as to sub-recipients, consultants, and contractors. These procedures apply to complaints filed against a program and/or activity funded by either the Federal Transit Administration (FTA), the Federal Highway Administration (FHWA), and other Federal offices.

The complainant may file a signed, written complaint up to one hundred eighty (180) days from the date of the alleged discrimination. The complaint should include the following information:

1. The complainant's name, mailing address, and contact information (i.e. telephone number, email address, etc.)
2. How, when, where, and why the complainant believes he/she was discriminated against. Include the location, names, and contact information of any witnesses.
3. Other information that deemed significant by the complainant.

The Title VI Complaint Form (Appendix E) may be used to submit the complaint information.

Title VI Complaints are to be filed in writing to:

Title VI Coordinator  
Concho Valley Transit District  
2801 W. Loop 306 – Suite A  
San Angelo, TX 76904

Commented [CVT5]: Removed "District" from entire document

Intimidation or retaliation of any kind is prohibited per Title 49, Code of Federal Regulations, Part 21.11(e).

*What happens to the complaint after it is submitted?*

All complaints alleging discrimination based on race, color, or national origin in a service or benefit provided by CVTD will be directly addressed by CVTD. CVTD shall also provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, CVTD shall make every effort to address all complaints in an expeditious and thorough manner.

Commented [CVT6]: Removed all "D's" from CVTD throughout the document

A letter of acknowledgment of receipt of complaint (Appendix F) will be mailed within seven (7) days. Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information may result in the administrative closure of the complaint.

The procedures do not deny the right of the complainant to file formal complaints with other state or federal agencies or to seek private counsel for complaints alleging discrimination.

These procedures are part of an administrative process, which do not provide for remedies that include punitive damages or compensatory remuneration for the complainant.

*How will the complainant be notified of the outcome of the complaint?*

CVTD will send a final written response letter (Appendix G or H) to the complainant. In the letter notifying the complainant that the complaint is not substantiated (Appendix G), the complainant is also advised of his or her right to 1) appeal within seven (7) calendar days of receipt of the final written decision from CVTD, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration. Every effort will be made to respond to Title VI complaints within 60 working days of receipt of such complaints, if not sooner.

## Title VI Emphasis in Transportation Planning Process

### Intent of the Public Involvement Policy

CVTD's policy is to be proactive in reaching out to the community and encouraging input from the public. The public involvement process should be an integral part of an agency's activities and its adequacy should be explicitly considered each time an agency makes major program changes, initiates new studies to identify solutions to transportation problems, and updates its plans. The Public Involvement Policy (PIP) is the official procedure document for CVTD, to ensure that the transportation planning process includes input from the citizens, advisory committee, private transportation providers, agencies, and other interested parties.

Recognizing the importance of public involvement, CVTD's goal is an effort which provides for:

- The public being informed fully about transportation issues throughout the process;
- The public has adequate opportunity to express opinions and concerns about public transportation issues in an orderly manner and appropriate forum; and
- Public transportation plans, policies, and decisions have public support.

The procedures for public participation are intended to allow for orderly public interaction with the CVTD Board and staff. The PIP will include public involvement procedures for the planning documents and any other public transportation planning initiatives and/or studies that have a significant scope or impact.

The CVTD relies on the Metropolitan Planning Organizations public participation process to satisfy the requirements for the Program of Projects. The CVTD and the San Angelo San Angelo MPO coordinates in ensuring that the public participates in the TIP development process. However, the CVTD has developed this document to guide its public participation efforts regarding fare changes, reduction of services, and major modifications of the fixed route system.)

San Angelo Metropolitan Planning Organization (SAMPO) annually updates and coordinates CVTD's future plans for transportation improvement programs and projects. The update also informs other CVTD jurisdictions of the current planning direction for transportation needs. Projects included in the update are the result of evaluation and prioritization of needs in various transportation areas. The evaluation process includes input from local jurisdictions and organizations, citizen groups, and private individuals.

In addition, SAMPO utilizes a comprehensive transportation planning process which incorporates input from the public. The process further entails the monitoring and collection of varied data pertaining to transportation issues. SAMPO also coordinates the establishment of new transportation corridors within the district. SAMPO has engaged the public in its planning and decision-making processes, as well as its marketing and outreach activities. The public has been invited to participate in these activities:

Transportation Improvement Plan (TIP). The TIP is a fiscally constrained ~~three~~-year planning document that addresses transportation project and programs including: federal, state and local highways, transit, ridesharing, bike paths and pedestrian facilities. The TIP process includes public hearings and public comment periods.

Commented [CVT7]: Changed to "four-year planning" per Major at San Angelo MPO

## **Regional Transportation Coordination**

CVTD is the lead agency for Regional Transportation Coordination in the Concho Valley Region. Coordination meetings are held quarterly with multiple stakeholders and other interested parties, with representatives from the following agencies/groups regularly attending: San Angelo Metropolitan Organization, Workforce Development Center, Area Agency on Aging, San Angelo Health Foundation, Concho Valley Council of Governments, and the United Way of the Concho Valley.

### **CVTD Board Meetings**

The CVTD Board shall meet at least four (4) times a calendar year, at least once each quarter or as often as the CVTD Board desires to conduct the business of the CVTD. The Board shall determine the time and place of such meetings.

The meetings of the CVTD shall be subject to the Open Meetings Act of 1967 as amended (Article 6252-17c of Texas Vernon's civil statutes). **(Chapter 551 of the Texas Government Code)** Additionally any ad hoc or advisory committee formed under the auspices of the Board shall be subject to the same provisions.

Records of meetings of CVTD are subject to the provisions of the Open Records Act, Texas Vernon's Civil Statutes Article 6252-17a as amended. **Texas Government Code Chapter 552.** The Board shall keep written minutes of each meeting, which shall include a record of members present and the votes on all motions.

The public shall be given an opportunity to participate at every public meeting by public comment periods. CVTD staff is responsible for preparing the meeting agenda. CVTD staff shall provide any technical assistance necessary during the meeting or will arrange for others to provide the technical assistance.

Notification will be provided through the following methods:

- CVTD staff will post meetings at the Tom Green County Courthouse or on the CVCOG outdoor bulletin board and on the CVTD website (<http://www.cvtd.org>) a minimum of seventy-two (72) hours in advance.
- CVTD staff will send notifications of meetings via e-mail or mail to all persons in the notification database.
- Texas Secretary of State website <http://www.sos.state.tx.us/texreg/index.shtml>
- Meetings will be held at handicap accessible locations. CVTD will make available meeting minutes, roster of attendees, and relevant documents at the CVTD office and on the CVTD's website.

### **Public Meetings**

CVTD will hold public hearings prior to a decrease in service or an increase in fares. Major modifications to the fixed route system that constitute a greater than 25% change will also require a public hearing. Scheduling public hearings will be in a manner that makes them accessible to

the community. The date, time, location, and subject matter of the hearing will be published in the local newspaper and on the CVTD website at least seventy-two (72) hours in advance. The meetings dates will be a minimum of ten calendar days prior to the adoption of the plan.

CVTD staff shall notify local government and the public access channel of public hearings. CVTD will be responsible for preparing an agenda, distributing announcements, providing technical assistance, making presentations or arranging for others to make a presentation. This includes the rural counties in the Concho Valley Region and the Regional Coordination Planning Area.

### **Public Appearances**

CVTD will make every effort to comply with requests from civic or professional groups, organizations, or committee to present or discuss information related to the work of CVTD. Organizations should contact CVTD and allow ample time for CVTD staff to arrange to attend.

### **Advisory Committee**

To assist in soliciting public opinion and comment, and other issues affecting CVTD and the community, the CVTD Board may designate an Advisory Committee. The Advisory Committee will be a combination of volunteers from the community who are key public representatives and concerned citizens, and the Committee will seek comments from community groups. CVTD staff will provide assistance for the Committee or will arrange for other assistance. Committee will serve at the discretion of the CVTD Board.

### *Title VI Responsibilities*

1. Ensure that all aspects of the transportation planning process comply with Title VI.
2. Ensure participation of a cross section of various social, economic, and ethnic interest groups are represented in the planning process by disseminating program information to minority media and ethnic organizations and participating in roundtable meetings in minority communities when applicable.
3. Assist the Title VI Coordinator in gathering and organizing information for internal annual Title VI Update Reports.
4. Review the Program Development work program and other directives to ensure compliance with Title VI program requirements.
5. Gather statistical data on program participation regarding race, color, and national origin.

## **Limited English Proficiency (LEP) Analysis and Assistance Plan**

Individuals with a limited ability to read, write, speak, or understand English are limited English proficient, or “LEP.” According to the 2010 U.S. Census, LEP individuals accounted for 25.2 million, or 9 percent, of the US population over age 5. The number of LEP individuals in the United States grew 80 percent between 1990 and 2010. The highest concentrations of LEP individuals were found in the six traditional-destination states – California, Texas, New York, Florida, Illinois, and New Jersey. These states each had 1 million or more LEP residents and together represented 68 percent of the total LEP population.

Spanish-speaking LEP individuals accounted for 66 percent of the total US LEP population in 2010. The next two languages most commonly spoken were Chinese and Vietnamese, which accounted for 6 percent and three percent, respectively. While the predominance of Spanish eclipses other languages spoken by LEP individuals in terms of share and absolute number, the diversity of other LEP-spoken languages has important implications for government agencies, businesses, and communities in which LEP individuals reside, particularly when vital information must be communicated to all residents.

In 2010, five languages – Spanish, Chinese, Vietnamese, Korean, and Tagalog – were spoken by 79 percent of all LEP individuals. The six through tenth most common languages spoken by LEP individuals – Russian, French Creole, Portuguese, and African languages – were distributed roughly equally.

Public transit is a key means of achieving mobility for many LEP persons. According to the 2000 Census, more than 11 percent of LEP persons aged 16 years and over reported use of public transit as their primary means of transportation to work, compared with about 4 percent of English speakers. Recent immigrants to the United States (including those persons who may not be limited English proficient) use public transportation at higher rates than native-born adults. Agencies that provide language assistance to persons with limited English proficiency in a competent and effective manner will help ensure that their services are safe, reliable, convenient, and accessible to those persons. These efforts may attract riders who would otherwise be excluded from participating in the service because of language barriers.

Catering to LEP persons may also help increase and retain ridership among the agency's broader immigrant communities in two important ways: (1) agencies that reach out to recent immigrant populations in order to prepare a language implementation plan send a positive message to these persons that their business is valued; and (2) community outreach designed to identify appropriate language assistance measures can also assist the agency in identifying the transportation needs of immigrant populations.

### *Legal Basis for Language Assistance Requirements*

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq., and its implementing regulations provide that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives Federal financial assistance. The Supreme Court, in *Lau v. Nichols*, 414 U.S. 563 (1974), interpreted Title VI regulations to hold

that Title VI prohibits conduct that has a disproportionate effect on LEP persons because such conduct constitutes national origin discrimination.

Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," reprinted at 65 FR 50121 (August 16, 2000), directs each Federal agency to examine the services it provides and develop and implement a system by which LEP persons can meaningfully access those services. The Executive Order states that recipients must take reasonable steps to ensure meaningful access to their programs and activities by LEP persons.

The U.S. DOT requires that DOT recipients take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are Limited English Proficient (LEP). DOT recommends that recipients use the DOT LEP Guidance to determine how best to comply with statutory and regulatory obligations to provide meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are LEP.

## Evaluation

### *The Four Factor Analysis*

Recipients are required to take reasonable steps to ensure meaningful access to their programs and activities by LEP persons. While designed to be a flexible and fact-dependent standard, the starting point is an individualized assessment that balances the following four factors: (1) The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity, or service of the recipient or grantee; (2) the frequency with which LEP individuals come in contact with the program; (3) the nature and importance of the program, activity, or service provided by the recipient to people's lives; and (4) the resources available to the recipient and costs.

#### *Factor 1: The Number and Proportion of LEP Persons Served or Encountered in the Eligible Service Population*

#### 1. Language Fluency – All Counties

Source: 2006-2010 American Community Survey 5-Year Estimates

Commented [CVT8]: Updated this information based on census data found on the United States Census Bureau website.

	Language Spoken At Home	Population 5 Years and Over	English Only	Language other than English	Speak English less than "very well"	Spanish	Speak English less than "very well"	Other Indo-European languages	Speak English less than "very well"	Asian and Pacific Islander languages	Speak English less than "very well"	Other language	Speak English less than "very well"
Coke Estimates	#	3,168	2,813	475	129	464	129	6	-	5	5	-	-
	%		88.79%	14.99%	4.07%	14.65%	4.07%	.19%	-	.16%	.16%	-	-
Concho Estimates	#	3,883	2,161	1,722	1,217	1,658	1,213	26	4	29	-	9	-
	%		55.65%	44.35%	31.34%	42.70%	31.24%	.67%	.10%	.75%	-	.23%	-
Crockett Estimates	#	3,238	1,749	1,489	443	1,489	443	-	-	-	-	-	-
	%		54.01%	45.99%	13.68%	45.99%	13.68%	-	-	-	-	-	-
Irion Estimates	#	1,618	1,257	584	54	573	54	6	-	5	2	-	-
	%		77.69%	36.09%	3.34%	35.41%	3.34%	.37%	-	.31%	.12%	-	-
Kimble Estimates	#	4,444	3,445	999	378	869	326	130	52	-	-	-	-
	%		77.52%	22.48%	8.51%	19.55%	7.34%	2.93%	1.17%	-	-	-	-
Mason Estimates	#	3,718	3,327	340	70	302	70	89	-	-	-	-	-
	%		89.48%	9.14%	1.88%	8.12%	1.88%	2.39%	-	-	-	-	-
McCulloch Estimates	#	7,843	6,228	1,615	473	1,519	473	35	-	61	-	-	-
	%		79.40%	20.59%	6.03%	19.37%	6.03%	.45%	-	.78%	-	-	-
Menard Estimates	#	2,066	1,563	503	83	503	83	-	-	-	-	-	-
	%		75.65%	24.35%	4.02%	24.35%	4.02%	-	-	-	-	-	-
Reagan Estimates	#	3,052	1,661	1,391	550	1,391	550	-	-	-	-	-	-
	%		54.42%	45.58%	18.02%	45.58%	18.02%	-	-	-	-	-	-
Schleicher Estimates	#	3,073	2,064	1,003	224	1,001	222	2	2	-	-	-	-
	%		67.17%	32.64%	7.29%	32.57%	7.22%	.07%	.07%	-	-	-	-
Sterling Estimates	#	1,066	790	276	119	242	107	22	-	-	-	12	12
	%		74.11%	25.89%	11.16%	22.70%	10.04%	2.06%	-	-	-	1.13%	1.13%
Sutton Estimates	#	4,029	2,084	1,945	540	1,942	540	3	-	-	-	-	-
	%		51.72%	48.28%	13.40%	48.20%	13.40%	.07%	-	-	-	-	-
Tom Green Estimates	#	100,497	75,479	25,018	7,296	22,811	6,498	1,142	363	702	235	363	100
	%		75.11%	24.89%	7.26%	22.70%	6.47%	1.14%	.36%	.70%	.24%	.36%	.01%
Total – All Counties	#	141,695	104,621	37,361	11,576	34,764	10,705	1,461	421	802	242	384	112
	%		78.84%	23.37%	8.17%	24.53%	7.55%	1.03%	.30%	.57%	.17%	.27%	.08%

2. Language Spoken at Home – All Counties

Source: 2010 Census

Commented [CVT9]: Updated this information based on census data found on the United States Census Bureau website.

	Coke	Condo	Crockett	Iron	Kimble	Mason	McCulloch	Menard	Reagan	Schlachter	Sterling	Sutton	Tom Green	Total
English Only	2,693	2,161	1,749	1,257	3,445	3,327	6,228	1,563	1,661	2,064	790	2,084	75,479	103,101
Spanish	464	1,658	1,489	350	869	302	1,519	503	1,391	1,001	242	1,942	22,811	34,541
French						9							138	147
French Creole		8											18	26
Italian													31	31
Portuguese													24	24
German				6		80	11			2	18	3	367	487
Other West Germanic Languages											4		15	19
Greek													11	11
Russian													72	72
Other Slavic Languages		7			1					6			47	61
Persian		11											24	35
Gujarati													141	141
Hindi													20	20
Other Indic Languages					26								7	33
Other Indo-European Languages													227	227
Chinese		18					42						153	213
Japanese													98	98
Korean	5												152	157
	Coke	Condo	Crockett	Iron	Kimble	Mason	McCulloch	Menard	Reagan	Schlachter	Sterling	Sutton	Tom Green	Total

Thai				5									53	58
Laotian													22	22
Vietnamese		11											49	60
Other Asian Languages							19						11	30
Tagalog													60	60
Other Pacific Island Languages													104	104
Arabic										12			339	351
African Languages		9											24	33
Scandinavian Languages	6													6
Urdu					103		24							127

*Factor 2: The Frequency with Which LEP Individuals Come Into Contact With Your Programs, Activities, and Services*

CVTD has two primary types of transportation services that are provided to the general public, para-transit and fixed routes. All of these services are accessible by LEP persons and the areas we predict they originate. Although these services are accessible to LEP populations, we would like to grow the number of LEP riders by making available materials, training, and outreach services that would help serve this population better. CVTD has completed Spanish language translations of all vital documents and signage at the Multi-Modal Terminal and on all revenue vehicles.

Several of CVTD's drivers, both para-transit and fixed route, three customer service representatives, one supervisor, and the administrative office full-time receptionist speak Spanish with proficiency. Their ability to speak with our LEP population has allowed us to continue to serve the needs of the majority of the LEP public. Though this helps us significantly, there are many obvious barriers of having only a limited number of people who can assist most of our LEP population such as, but not limited to, being tied up with other tasks, unavailable during breaks, taking days off, and being busy communicating with other customers.

In order to better determine CVTD's current interactions with LEP populations, CVTD will administer an internal survey of its employees' experiences with LEP populations. The findings of the survey will hopefully provide us with areas of needed improvement.

*Factor 3: Assessing the Nature and Importance of Program, Activity, or Service to LEP Individuals*

Both types of transportation that CVTD provides are equally important to LEP individuals. Paratransit services provide transportation for critical needs that transcend all rider types. These rides provide critical access to medical appointments, nutrition, health and human service organizations, employment, pharmacies, and education. Additionally, para-transit services provide transportation to places that improve the quality of life, including friends, relatives, entertainment, and the arts. The five fixed routes in the City of San Angelo provide access to Angelo State University, Howard College, West Texas Training Center, Workforce Solution of the Concho Valley, and several branches of the Tom Green County Library system, all of which can assist in language and workforce education.

#### *Factor 4: Resources Available to the Recipient and Costs*

US Department of Transportation Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons published in the Federal Register: December 14, 2005 (Volume 70, Number 239) states:

*“A recipient’s level of resources and the costs imposed may have an impact on the nature of the steps it should take in providing meaningful access for LEP persons. Smaller recipients with more limited budgets are not expected to provide the same level of language services as larger recipients with larger budgets. In addition, ‘reasonable steps’ may cease to be reasonable where the costs imposed substantially exceed the benefits. Recipients should carefully explore the most cost-effective means of delivering competent and accurate language services before limiting services due to resource concerns.”*

Based on this guidance, we have reviewed our resources and deemed that given the high concentration of LEP individuals in our service area, upon request we will translate our vital documents into the language requested to ensure accessibility.

With our limited funds chasing increasing demand, CVTD is not able to allocate funds solely for the purpose of assisting LEP populations. At the current time, CVTD does not have the technical assistance, experience, and funds to identify the total costs associated with fully implementing the necessary new or improved programs and services for LEP individuals.

#### **Safe Harbor Stipulation**

Federal law provides a “safe harbor” situation so that recipients can ensure with greater certainty that they comply with their obligation to provide written translations in languages other than English. A “safe harbor” means that if a recipient provides written translation in certain circumstances, such action will be considered strong evidence of compliance with the recipient’s written-translation obligations under Title VI.

The failure to provide written translations under the circumstances does not mean there is noncompliance, but rather provides a guide for recipients that would like greater certainty of compliance that can be provided by a fact-intensive, four factor analysis. For example, even if a safe harbor is not used, if written translation of a certain document(s) would be so burdensome as to defeat the legitimate objectives of its program, it is not necessary. Other ways of providing

meaningful access, such as effective oral interpretation of certain vital documents, might be acceptable under such circumstances.

Strong evidence of compliance with the recipient’s written translation obligations under “safe harbor” includes providing written translations of vital documents for each eligible LEP language group that constitutes 5% of 1,000, whichever is less, of the population of persons eligible to be served or likely to be affected or encountered. Translation of other documents, if needed, can be provided orally.

This “safe harbor” provision applies to the translation of written documents only. It does not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and are reasonable.

### LEP Program Action Plan

Within the next three years, CVTD will work at completing the following activities to further enhance its LEP Program as it relates to the provision of transportation services and transit-related benefits:

1. Identify language concentrations by census tract and fixed routes.
2. Establish relations with more agencies and organizations serving LEP persons.
3. Get feedback from agencies regarding key languages being used in the service area.
4. Get feedback from agencies regarding language services needed.
5. Identify the resources agencies may have to assist CVTD with LEP persons as it relates to provision of transportation services or transit-related benefits.
6. Explore the possibility of developing contracts or service relationships for language services.
7. Develop materials in alternate languages, as applicable.
8. Continue to provide training for drivers including how to respond to LEP individuals and awareness of services available in dealing with LEP individuals.
9. Continue to provide training for administrative and customer service staff including awareness of services available, how to respond to LEP individuals in person, to LEP callers, and to LEP correspondence.

### Public Participation Plan

~~CVTD Transit~~ System is the transit system providing public transportation for the ~~CVTD~~ Metropolitan Service Area. ~~CVTD Transit~~ System uses the Public Participation Plan (PPP) developed and utilized by the ~~CVTD~~ Metropolitan Planning Organization and works with the San Angelo MPO to meet the standards and regulation within. The Public Participation Plan for CVTD Transit emphasizes the importance of early, on-going public involvement in the transit planning process. Early public involvement enables ~~CVTD Transit~~ System to make more

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informed decisions, improve quality through collaborative efforts, as well as build mutual understanding and trust between ~~CVTD Transit~~ System and the public.

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It is the intent of ~~CVTD Transit~~ System that the PPP provide the greatest possible involvement in the transit planning process. Moreover, ~~CVTD Transit~~ System intends that the PPP be implemented in a continuous, proactive manner.

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### Public Participation Goals and Objectives

~~CVTD Transit~~ System Goal: To develop and provide public transit services in the ~~CVTD Metropolitan~~ Service Area by engaging in comprehensive planning activities to include public involvement and consultation with public officials.

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The following objectives will enable ~~CVTD Transit~~ System to meet its overall goal for public participation:

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1. Identify target audiences/stakeholders and encourage their involvement in the planning process. These include but are not limited to:
  - a. General Public/Citizens
  - b. Minorities (with consideration of LEP persons)
  - c. People who classify as lower-income
  - d. Private Businesses/Organizations
  - e. State and Local Governmental entities
  - f. Publicly funded organizations and agencies
2. Provide notification of meetings and forums in languages understood by targeted audiences and at locations in which they frequent. This will include visual techniques such as charts, pictures, and maps when necessary.
3. Follow the procedures and standards established in the ~~CVTD~~ Transit System LEP Program in an effort to reach and communicate with persons speaking a language other than English.
4. Establish meeting opportunities at times and locations that maximize public engagement and participation. Phone calls and emails are also encouraged for persons who are unable to attend a forum
5. Continuously evaluate public involvement strategies and make changes as needed to improve the effectiveness of public participation.

All persons attending the public meetings will be asked to sign a roster that will be maintained by the San Angelo MPO.

### Public Participation Plan Elements

The Public Participation Plan is intended to provide direction for public involvement activities to be conducted by ~~CVTD~~ Transit System and contains the goals, objectives, and techniques

used by CVTD Transit System for public engagement. In its public participation process, CVTD Transit System will:

- Provide timely information about transit issues, process, and plans to stakeholders, interested parties, and the general public.
- Give adequate public notice of participation activities and allow time for public review and comment at key decision points. If the final draft of any plan differs significantly from the one available for public comment and raises new material issues an additional opportunity for public comment on the revisions will be made available.
- Report (when significant written or oral comments are received ‘during the planning process as a result of public outreach and participation process) on the disposition of comments in the final plan.
- Solicit the needs and input of historically under-served individuals and agencies that provide services to the same.
- Provide a public comment period of 45 calendar days prior to the adoption of the MTP and the TIP; and a public comment period of at least 10 calendar days prior to the adoption of any formal amendments or updates.

Minutes of public meetings shall be maintained by the San Angelo MPO (with whom CVTD Transit System works in conjunction) for a period of five (5) years. Current minutes of the public meetings will be maintained on the San Angelo MPO website as shown below. The public will be given an opportunity to comment on or at every public meeting or forum.

This Public Participation Plan will be made available during regular business hours at:

~~CVTD Transit District~~  
 510 N. Chadbourne Street  
 San Angelo, Texas 76903  
[www.cvtd.org](http://www.cvtd.org)

~~CVTD MPO~~  
~~CVTD Multi-Modal Conference Room~~  
 510 N. Chadbourne Street  
 San Angelo, Texas 76903  
[www.sanangelompo.org](http://www.sanangelompo.org)

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**2015 – 2016 Regional Coordination Planning Committee Stakeholders**

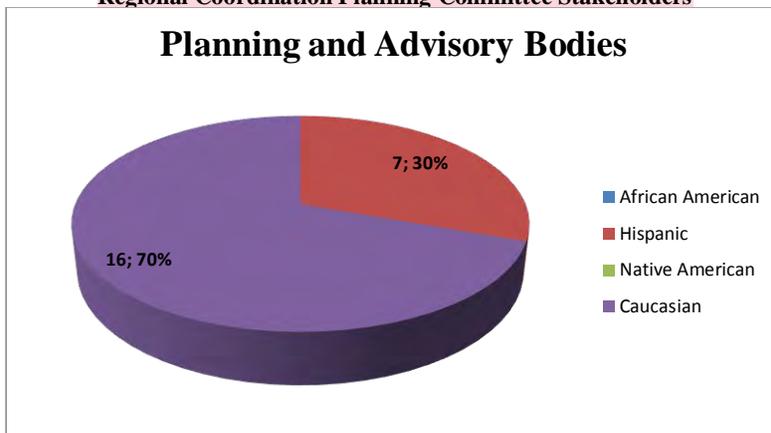
1. Terry Rodgers	Disability Connections
2. June LaFoy	MHMR
3. Betty Teston	Tx Hunger Initiative
4. Lynne Transki	<del>citizen</del>
5. Lisette Alverio	Workforce Solutions
6. Richard Porter	<del>Citizen</del>
7. Jan Heinen	CV Workforce
8. Mark Bethune	CV Community Action

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- Commented [CVT27]: Removed this row

9. Carol Harrison	United Way
10. Toni Roberts	Area Agency on Aging
11. Mark Groth	Children's Advocacy Center
12. Judge Leslie Mackie	Sterling County Judge
13. Theogene Melancon	Eldorado City Manager
14. Wendy Medina	San Angelo SAN ANGELO San Angelo MPO
15. Delma Childress	TxDot
16. Kenneth Stewart	ASU
17. Marilyn Golightly	Adult Literacy Council
18. Odie Zamora	Menard Senior Center
19. Diana Cervantez	
20. Stacey Stroud	City of Big Lake
21. Lesa Galindo	Sutton County Senior Center
22. Brenda Newton	Crockett County Senior Center
23. Patricia Chenault	Junction Senior Center

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**Minority Representation of Planning and Advisory Bodies -  
Regional Coordination Planning Committee Stakeholders**



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**Minority Participation within the Planning and Advisory Bodies**

Concho Valley Transit District understands the ~~San Angelo MPO~~ importance of diverse representation on committees, councils and boards. The inclusion of minority participants on the Planning and Advisory Board results in adequate policies and procedures reflective of its entire population. As such, CVTD encourages participation of all its citizens.

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As vacancies on the Stakeholder's Committee become available, CVTD will make efforts to encourage and promote diversity.

To encourage participation on this board, CVTD will continue to reach out to communities and organizations to connect with all populations within the Concho Valley. In addition, CVTD will make participating realistic and reasonable. Accommodations will be made when available, such as: scheduling times so that all members can be present, transportation to and from the meeting site or providing meeting information via email or in person.

### *Construction Program Requirement*

If CVTD begins any construction projects, a Categorical Exclusion (CE) will be prepared for the NEPA requirement and the community disruption and environmental justice sections of FTA standard CE Checklist will be completed. CVTD will also complete a Title VI Equity Analysis on the chosen location of the proposed property during the planning stages of construction. The analysis will ensure that the selection of the location does not result in adverse or disparate impact.

#### System-Wide Service Standards and Policies

1. Vehicle loads for the fixed route system set up by Concho Valley Transit District have been studied and set up to efficiently and effectively serve the community of the City of San Angelo with peak time vehicle loads being 1.1 and off-peak time loads being 0.7. If vehicle peak time loads exceeds 1.25 the driver will notify Dispatch and a supervisor will be consulted to relieve the pressure on that route until the demand diminishes.
2. Headway for fixed route system is 60 minutes at this time with exception of the lunch hour from 11:30 a.m. to 12:30 p.m. During this hour the fixed route system will not run. If traffic, construction or passenger load creates a delay in Headway the driver will contact Dispatch and a supervisor will be consulted to determine if relief is needed to correct the headway issue.
3. On-time performance will be measured in early or delayed arrival at locations spelled out in the route schedule or arrival back at the main terminal. These performance standards will be maintained in order to efficiently and reliably serve the public citizenry of San Angelo. Early arrival at any destination or designated location is not permissible. Late arrival at any destination or designated location is allowable up to 5 minutes after the designated time. If Construction, traffic or other factors cause a route to run in excess of 5 minutes late the driver will notify Dispatch and a supervisor will be consulted to determine if relief is needed to correct the delays.
4. The Service availability of our fixed routes will be determined based on Census information and likely need to the areas of the community based on demographics of the city, needs of the portion of the community intended to be served in those areas and population increase or decrease as well. All fixed routes have designated pick up areas but are also set up as a flag

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down system. If a customer is not at a designated pick up location but flags the bus to stop the bus will stop at the nearest safe location to conveniently accommodate the customer.

5. Distribution of transit amenities for our fixed route system includes but is not limited to bus stop benches at some designated bus stops depending on ridership and needs of the community. Printed signs are available in the Multi-Modal Terminal lobby as well as outside the lobby in public display cases. Also, ample numbers of individual Route schedules with maps included are available at the Multi-Modal facility, in several locations around the city, and on CVTD's website at [www.cvttd.org](http://www.cvttd.org).
6. Vehicle assignments are assigned each day a vehicle determination is made depending on vehicle availability and ridership on each route. Generally speaking each fixed route will be assigned a bus capable of carrying 23 passengers and a total of two wheel chairs at a minimum. However, in the case where a bus of this size may not be available a smaller bus may be assigned to the Route with the lowest ridership and/or shortest route.

Appendix A  
Employee Annual Education Form  
Title VI Policy

No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All employees of Concho Valley Transit District are expected to consider, respect, and observe this policy in their daily work and duties. If a citizen approaches you with a question or complaint, direct him or her to the Title VI Coordinator.

In all dealings with citizens, use courtesy titles (i.e. Mr., Mrs., Ms., or Miss) to address them, without regard to race, color or national origin.

**Appendix B**  
**Acknowledgement of Receipt of Title VI Plan**

I hereby acknowledge the receipt of the Concho Valley Transit ~~District~~ Title VI Plan. I have read the plan and am committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

## Appendix C

### Concho Valley Transit District Title VI Assurances

Concho Valley Transit District (hereinafter referred to as the "Recipient" or "CVTD"), HEREBY AGREES THAT as a condition to receiving any federal financial assistance from the U.S. Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d--42 USC 2000d--4 (hereinafter referred to as the Act), and all requirements San Angelo MPC imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation--Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations), and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives federal financial assistance, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This Assurance is required by Subsection 21.7(a)(1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances:

1. That the Recipient agrees that each "program" and each "facility" as defined in Subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements San Angelo MPC imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations made in connection with the Federal Aid Highway Program and Federal Transit Administration Program, and in adapted form in all proposals for negotiated agreements:

CVTD in accordance with Title VI of the Civil Rights Act of 1964 and 78 Stat. 252, 42 USC 2000d---d4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award.

3. That the Recipient shall insert federal clauses pertaining to Title VI in every solicitation and contractual agreement.

4. That where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the Assurance shall extend to the entire facility and facilities operated in connection therewith.

5. That where the Recipient receives federal financial assistance in the form, or for the acquisition of real property, or an interest in real property, the Assurance shall extend rights to space on, over or under such property.

6. That the Recipient shall include the appropriate clauses set forth in Appendix A of this Assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal Aid Highway Program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under the Federal Aid Highway Program.

7. That this Assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the Assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

8. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation, or the official to whom she/he delegates specific authority to give reasonable guarantee that it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements **San Angelo MPO** imposed or pursuant to the Act, the Regulations, and this Assurance.

9. The Recipient agrees that the United States has a right to seek judicial endorsement with regard to any matter arising under the Act, the Regulations, and this Assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the Federal Aid Highway Program and is binding on it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal Aid Highway Program.

## Appendix D

### Concho Valley Transit District Title VI Notice to Public

Concho Valley Transit District (CVTD) hereby gives public notice that it is CVTD's policy to assure full compliance with Title VI of the Civil Rights Act of 1964. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

CVTD is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B. If you feel you are being denied participation in or being denied benefits of the transit services provided by CVTD, or otherwise being discriminated against because of your race, color, or national origin, gender, age, or disability, you may contact our Title VI Coordinator at (325) 947-8729. Any such complaint must be in writing and filed with the Concho Valley Transit District Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained from this office at no cost to the complainant by calling (325)947-8729 or on our website [www.cvtd.org](http://www.cvtd.org).

This notice is to be posted in the office of CVTD, in the CVTD Multi-Modal Terminal, on the District's website, and on all revenue vehicles.

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# Concho Valley Transit District

2801 W. Loop 306 suite A, San Angelo TX 76904  
Office 325-944-9666 - Fax 325-947-8286

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## Appendix E Title VI Complaint Form

Complaint Form Instructions: If you would like to submit a Title VI complaint to the Concho Valley Transit District (CVTD), please fill out the form below and send it to: Concho Valley Transit District, Attn: Title VI Coordinator, 2801 W. Loop 306, Suite A, San Angelo, Texas 76904. For questions or a full copy of CVTD's Title VI policy and complaint procedures call 325-947-8729

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1. Name (Complainant):	
2. Phone:	3. Home address (street no., city, state, zip):
4. If applicable, name of person(s) who allegedly discriminated against you:	
5. Location and position of person (s) if known:	6. Date of incident:
7. Discrimination because of: <input type="checkbox"/> Race <input type="checkbox"/> Other <input type="checkbox"/> Color <input type="checkbox"/> National Origin	
8. Explain as briefly and clearly as possible what happened and how you believe you were discriminated against. Indicate who was involved. Be sure to include how you feel other persons were treated differently than you. Also, attach any written material pertaining to your case.	

9. Why do you believe these events occurred?			
10. What other information do you think is relevant to the investigation?			
11. How can this/these issue(s) be resolved to your satisfaction?			
12. Please list below any person(s) we may contact for additional information to support or clarify your complaint (witnesses):			
Name:	Address:	Phone Number:	
13. Have you filed this complaint with any other federal, state, or local agency; or with any federal or state court?			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, check all that apply:			
<input type="checkbox"/> Federal agency		<input type="checkbox"/> Federal Court	<input type="checkbox"/> State court
<input type="checkbox"/> Local agency		<input type="checkbox"/> State agency	
If filed at an agency and/or court, please provide information about a contact person at the agency/court where the complaint was filed.			
Agency/Court:	Contact's Name:	Address:	Phone number:
Signature (Complainant)		Date of filing:	



# Concho Valley Transit District



2801 W. Loop 306 suite A, San Angelo TX 76904  
Office 325-944-9666 - Fax 325-947-8286

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## Forma de Queja de Discriminación de Título VI

Enviar forma firmada: Concho Valley Transit **District**, Attn: Title VI Coordinator, 2801 W. Loop 306, Suite A, San Angelo, Texas 76904 o por fax al 325-944-9925

Apellido:		Nombre:
Teléfono:		Dirección:
Ciudad:	Estado:	Código Postal:
Correo Electrónico:		Teléfono Alternativo:
Indica por favor la(s) base(s) de su queja: <input type="checkbox"/> Raza <input type="checkbox"/> Otra <input type="checkbox"/> Color <input type="checkbox"/> Origen Nacional		
Fecha y lugar de la(s) presunta(s) acción(es) discriminatoria(s). Favor de incluir la primera fecha de la presunta discriminación y la fecha más reciente de la presunta discriminación.		
Como se discrimino contra usted relacionado a transportación pública? Describa la naturaleza de la acción decisión a las circunstancias de la presunta discriminación. Explique, de la manera más clara posible, que sucedió y porque cree usted que su status protegido fue un factor en la discriminación. Incluya como otras personas fueron tratadas de distinta manera que usted. (Adjunte hojas adicionales de ser necesario).		
La ley prohíbe intimidación o represalias contra cualquier persona ya sea por tomar acción o por participar en la toma de acción para asegurar los derechos protegidos por estas leyes. Si usted siente que se han tornado represalias en su contra, aparte dela presunta discriminación		



Favor de proporcionar cualquier información adicional y/o fotografías, si son pertinentes, que usted crea ayudaran el la investigación.
No podemos aceptar una queja sin firma. Favor de incluir su firma y la fecha a continuación:
Firma del Demandante: _____
Fecha: _____

## Appendix F

### Letter Acknowledging Receipt of Complaint

[Today's Date]

[Complainant Name]  
[Complainant Address]  
[City, State ZIP]

Dear [Complainant Name],

This letter is to acknowledge receipt of your complaint against Concho Valley Transit District alleging \_\_\_\_\_.

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning 325-947-8729, or write to me at 2801 West Loop 306, Suite A, San Angelo, TX 76904.

Sincerely,

[Name]  
Title VI Coordinator

## Appendix G

### Letter Notifying Complainant That the Complaint Is Substantiated

[Today's Date]

[Complainant Name]  
[Complainant Address]  
[City, State ZIP]

Dear [Complainant Name],

The matter referenced in your letter of \_\_\_\_\_ (date) against the Concho Valley Transit **District** alleging Title VI violation has been investigated.

(An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this San Angelo MPO important matter to our attention. You were extremely helpful during our review of the program. ***(If a hearing is requested, the following sentence may be appropriate.)*** You may be hearing from this office, or from federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

[Name]  
Title VI Coordinator

## Appendix H

### Letter Notifying Complainant That the Complaint is Not Substantiated

[Today's Date]

[Complainant Name]  
[Complainant Address]  
[City, State ZIP]

Dear [Complainant Name],

The matter referenced in your complaint of \_\_\_\_\_ (date) against the Concho Valley Transit District alleging \_\_\_\_\_ has been investigated.

The results of the investigation did not indicate that the provisions of the Title VI Civil Rights Act of 1964 had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal financial assistance.

Concho Valley Transit District has analyzed the materials and facts pertaining to your case for evidence of the agency's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated and that I am closing this matter in our files.

You have the right to 1) appeal within seven calendar days of receipt of this final written decision from CVTD, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration at

Federal Transit Administration Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, 5<sup>th</sup> Floor – TCR  
1200 New Jersey Ave., SE  
Washington, DC 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to call me.

Sincerely,

[Name]  
Title VI Coordinator

## Appendix I

### Concho Valley Transit District Title VI Compliance History

Concho Valley Transit District (CVTD) had last adopted a Title VI Program in September 2006. Below is a list of instances where CVTD has been involved with a Title VI complaint, investigation or lawsuit; and the actions taken on behalf of CVTD to resolve the issue:

- Lawsuits – none;
- Investigations – none;
- Complaints – ~~none;~~

Commented [CVT36]: Added the 2016 complaint that was filed.

CVTD  
Balance Sheet - CVTD Balance Sheet  
As of 11/30/2018

ATTACHEMENT -D

Current Period Balance

Assets

First Financial Transit District Bank Acct	1,017,943.78
First Financial Greyhound Bank Acct	14,506.33
Petty Cash for Greyhound	100.00
FTA/TxDOT Urban AR	524,241.00
TxDOT Rural	425,046.00
TxDOT ED-5310-Mobility Mngt	13,182.00
RCTP-2018-CVTD-00008	4,653.00
Account Receivable-Medical Transportation	9,076.00
Reagan County	990.46
Schleicher County	6,859.46
Sutton County	3,141.33
City of San Angelo	12,756.00
Angelo State University	12,040.00
CV Area Agency on Aging	270.00
CV Foster Grandparent	368.00
Staff Travel Advance	41.00
CV Senior Companion	118.00
CV Economic Development District	27,081.00
Charter Services Receivable	730.00
Bus Passes Receivable	2,485.00
Other Assets - Project Equipment	4,722,456.37
Other Assets - Land	353,098.80
Other Assets - Building	<u>4,502,962.62</u>
<b>Total Assets</b>	<b><u>11,654,146.15</u></b>

Liabilities

AP	45,004.61
AP Owed to CVCOG	304,652.46
Deferred Income-COSA	398,147.00
Deferred Income - Charter Payments	1,330.00
Deferred Income - Insurance Vehicle Repair	53,817.59
Deferred Income - County Membership Dues	172,815.47
Deferred Income-Medical Transportation	50,905.08
Deferred Income - Bus Passes	<u>2,485.00</u>
<b>Total Liabilities</b>	<b><u>1,029,157.21</u></b>

Fund Balance

Unassigned General Fund	1,036,875.95
Investment - Capital Assets	<u>9,578,517.79</u>
<b>Total Fund Balance</b>	<b><u>10,615,393.74</u></b>

FY 18-19 Excess Revenue over Expenditures 9,595.20

**Total Liabilities and Fund Balance** **11,654,146.15**

**CVTD**  
Statement of Revenues and Expenditures - CVTD Statement of Revenue and Expenditures  
From 9/1/2018 Through 11/30/2018

	<u>Current Period Actual</u>	
<b>Revenue</b>		
FTA TX-90-Y123-00, CFDA 20.507	10,570.00	4135
FTA TX-2017-084-00, CFDA 20.507	159,645.00	4139
FTA TX-2018 CFDA 20.507	188,072.00	4141
TxDOT PLN-2016-00066, CFDA 20.515	(33,836.25)	4279
TxDOT 5310-ED-Mobility Mngt, CFDA 20.513	17,085.00	4284
TXDOT RCTP-2018-CVTD-0008, CFDA 20.505	6,284.00	4291
TXDOT 5311-2018-CVTD-00042, CFDA 20.509	198,165.00	4293
TXDOT State-U-2018	282,463.00	4323
TXDOT State-R-2018	175,033.00	4324
Transportation Toll Credits	6,217.00	4412
Program Income	45,520.70	4522
Local Revenue	19,470.46	4523
Greyhound Lines	25,580.85	4524
Transit Charter Fees	6,942.08	4525
Advertising Revenue	6,012.50	4713
Medicaid Tnsp Rev Transit Dist	17,305.32	4759
CVEDD Vendor Contract	78,401.00	4760
FGP Vendor Contract	1,226.00	4762
Transp Aging Vendor Cont	1,409.00	4763
SCP Vendor Contract	280.00	4764
<b>Total Revenue</b>	<u>1,211,845.66</u>	
<b>Expenditures</b>		
General Wages	19,401.81	5110
Management Salaries	77,337.98	5111
Administration Wages	58,370.29	5112
Sick Leave	15,813.44	5113
Emergency Leave	1,918.43	5114
General Overtime Wages	504.94	5118
Holiday Leave	16,909.20	5120
Vacation Time Allocation	33,278.29	5150
Medicare Tax	7,180.84	5151
Workers Comp Insurance	17,612.19	5172
SUTA	1,089.03	5173
Health Insurance Benefit	122,713.90	5174
Dental Insurance Benefit	4,621.31	5175
Life Insurance Benefits	5,030.64	5176
Retirement	58,336.85	5181
Management and Administration Indirect	107,587.05	5199
Uniforms	506.60	5203
Greyhound Pass-Thru	22,913.70	5204
Driver Wages	285,082.51	5210
Dispatch/Customer Service Wages	26,850.11	5217
Driver Overtime Wages	4,173.65	5218
Dispatch/Customer Service Overtime Wages	62.46	5219
Driver Double Time	360.69	5222
Network/MIS/WEB Indirect	15,738.64	5230
Contract Services	4,656.50	5291
Management Service Fees	35,400.00	5292
Travel-In Region	375.26	5309
Travel-Out of Region	6,264.91	5310
Fuel	70,999.96	5351

**CVTD**  
Statement of Revenues and Expenditures - CVTD Statement of Revenue and Expenditures  
From 9/1/2018 Through 11/30/2018

	<u>Current Period Actual</u>	
Lubricant, Oil, Other Fluids(except Fuel)	4,857.28	5352
Vehicle Maintenance	51,154.46	5361
Scheduled Preventative Maintenance	249.15	5362
Tires	8,958.28	5363
Rent	1,690.00	5411
Facility Maintenance	598.88	5451
Supplies	7,616.01	5510
Supplies - Bus/Service Vehicles	576.75	5516
Parts Supplies	5,308.76	5520
Computers/Software	12,457.63	5622
Capital Equipment	13,212.80	5623
Tools	70.26	5629
Copier	858.21	5632
Insurance	22,412.92	5711
Communications - Bus	2,304.11	5712
Cell Phones	2,164.15	5713
Internet	234.28	5714
Printing	734.56	5721
Ads & Promotions	1,514.52	5722
Repeater Rental	1,365.69	5732
Training	3,370.13	5751
Dues and fees	570.50	5753
Communications	444.34	5761
Postage/freight	1,046.98	5762
Other	3,990.32	5791
Coffee Expense	473.11	5792
Physicals	675.00	5793
Safety	1,462.40	5796
Multi-Modal Supplies	1,726.18	5810
Multi-Modal Insurance	3,207.08	5811
Multi-Modal Internet	4,467.40	5814
Multi-Modal Utilities	4,688.74	5831
Multi-Modal Building Maintenance	9,976.99	5851
Multi-Modal Communications	504.41	5861
Transportation Toll Credits	6,217.00	6999
Total Expenditures	<u>1,202,250.46</u>	
Excess Revenue over Expenditures	<u><u>9,595.20</u></u>	

CVTD  
Expenditure Journal  
From 9/1/2018 Through 11/30/2018

Grant Code	Grant Title	General Ledger Expenditures	Account Payable Expenditures	Total
010	ICB Program	41,330.47	75.00	41,405.47
018	Extended Medical Transp Program	7,357.56	0.00	7,357.56
721	Grant 721, PLN-2016-00066	0.00	3,906.50	3,906.50
737	Grant 737, CVTD Urban FY 17-18	(108,079.28)	108,086.28	7.00
748	Grant 748, RCTP-2018-CVTD-00008	6,285.50	0.00	6,285.50
751	Grant 751, Mobility Urban 5310-2017-00029	17,832.03	0.00	17,832.03
752	Grant 752, Mobility Rural 5310-2017-00029	1,015.65	0.00	1,015.65
761	Grant 761, CVTD Urban FY 18-19	553,314.58	180,965.47	734,280.05
762	Grant 762, CVTD Rural FY 18-19	303,050.67	79,674.73	382,725.40
767	Grant 767, Mobility Urban 5310-2017-2021-044	2,517.05	0.00	2,517.05
768	Grant 768, Mobility Rural 5310-2017-2021-044	<u>4,918.25</u>	<u>0.00</u>	<u>4,918.25</u>
	Report Total	<u>829,542.48</u>	<u>372,707.98</u>	<u>1,202,250.46</u>

**CVTD**  
**Reconcile Cash Accounts**

**Summary**

**Cash Account: 1115 First Financial Transit District Bank Acct**  
**Reconciliation ID: Reconciliation 11/30/2018**  
**Reconciliation Date: 11/30/2018**  
**Status: Open**

Bank Balance	1,048,520.69
Less Outstanding Checks/Vouchers	30,576.91
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	1,017,943.78
Balance Per Books	<u>1,017,943.78</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: 1115 First Financial Transit District Bank Acct**  
**Reconciliation ID: Reconciliation 11/30/2018**  
**Reconciliation Date: 11/30/2018**  
**Status: Open**

**Outstanding Checks/Vouchers**

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
20953	10/26/2018	System Generated Check/Voucher	8.50	JEFFERY YORK
20982	11/16/2018	System Generated Check/Voucher	25,687.49	CITY OF SAN ANGELO-ACCOUNTS RECEIVABLE
20988	11/16/2018	System Generated Check/Voucher	318.00	FASTSIGNS OF SAN ANGELO
21011	11/20/2018	System Generated Check/Voucher	1.00	TEXAS DEPARTMENT OF PUBLIC SAFETY
21013	11/30/2018	System Generated Check/Voucher	210.00	ANGELO TIRE AND ALIGNMENT LLC
21014	11/30/2018	System Generated Check/Voucher	327.95	CITYOF SAN ANGELO UTILITY BILLING
21015	11/30/2018	System Generated Check/Voucher	1,304.50	CONSTANCIO TIRE AND FLEET
21016	11/30/2018	System Generated Check/Voucher	1,671.00	ENGINE PRO MACHINE LLC
21017	11/30/2018	System Generated Check/Voucher	198.46	FLORES TIRE & AUTO
21018	11/30/2018	System Generated Check/Voucher	6.75	FRONTIER COMMUNICATIONS
21019	11/30/2018	System Generated Check/Voucher	137.57	LONGHORN OFFICE PRODUCTS, INC
21020	11/30/2018	System Generated Check/Voucher	258.77	O'REILLY'S AUTO PARTS, INC.
21021	11/30/2018	System Generated Check/Voucher	446.92	SUPERIOR SERVICES
Outstanding Checks/Vouchers			30,576.91	

**CVTD**  
**Reconcile Cash Accounts**

**Detail**

**Cash Account: 1115 First Financial Transit District Bank Acct**  
**Reconciliation ID: Reconciliation 11/30/2018**  
**Reconciliation Date: 11/30/2018**  
**Status: Open**

**Cleared Checks/Vouchers**

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
20892	10/9/2018	System Generated Check/Voucher	67.50	DIX KEY SHOP
20936	10/18/2018	System Generated Check/Voucher	83.60	TEXAS COMMUNICATIONS, INC.
20939	10/26/2018	System Generated Check/Voucher	45.04	ATMOS ENERGY
20951	10/26/2018	System Generated Check/Voucher	34.00	OKeith Weatherspoon
20954	10/31/2018	System Generated Check/Voucher	650.00	ALL ABOUT SIGNS & GRAPHICS
20955	10/31/2018	System Generated Check/Voucher	90.00	BUG EXPRESS
20956	10/31/2018	System Generated Check/Voucher	228.97	CIRRO ENERGY
20957	10/31/2018	System Generated Check/Voucher	426.50	CONSTANCIO TIRE AND FLEET
20958	10/31/2018	System Generated Check/Voucher	37.75	DIX KEY SHOP
20959	10/31/2018	System Generated Check/Voucher	131.47	FLORES TIRE & AUTO
20960	10/31/2018	System Generated Check/Voucher	242.15	Glass Doctor of Central Texas
20961	10/31/2018	System Generated Check/Voucher	59.95	GLOBAL DEFEND SECURITY
20962	10/31/2018	System Generated Check/Voucher	310.00	HOME MOTORS, INC.
20963	10/31/2018	System Generated Check/Voucher	1,346.33	LONESTAR INDUSTRIAL SERVICES
20964	10/31/2018	System Generated Check/Voucher	133.52	LONGHORN OFFICE PRODUCTS, INC
20965	10/31/2018	System Generated Check/Voucher	504.00	MICHELLE MICHAELIS
20966	10/31/2018	System Generated Check/Voucher	312.57	O'REILLY'S AUTO PARTS, INC.
20967	10/31/2018	System Generated Check/Voucher	365.34	SOUTHERN TIRE MART
20968	11/6/2018	System Generated Check/Voucher	290.64	ANGELO AUTO GLASS
20969	11/6/2018	System Generated Check/Voucher	103.00	ANGELO RO EXPRESS, LLC
20970	11/6/2018	System Generated Check/Voucher	694.00	CONSTANCIO TIRE AND FLEET
20971	11/6/2018	System Generated Check/Voucher	6,527.50	ENGINE PRO MACHINE LLC
20972	11/6/2018	System Generated Check/Voucher	30.00	FLORES TIRE & AUTO
20973	11/6/2018	System Generated Check/Voucher	371.63	IWG TOWERS ASSETS II INC
20974	11/6/2018	System Generated Check/Voucher	260.97	LONGHORN OFFICE PRODUCTS, INC
20975	11/6/2018	System Generated Check/Voucher	31.59	O'REILLY'S AUTO PARTS, INC.

**CVTD  
Reconcile Cash Accounts**

**Detail**

**Cash Account: 1115 First Financial Transit District Bank Acct  
Reconciliation ID: Reconciliation 11/30/2018  
Reconciliation Date: 11/30/2018  
Status: Open**

**Cleared Checks/Vouchers**

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
20976	11/6/2018	System Generated Check/Voucher	7,496.40	PARDNER'S BODY SHOP
20977	11/6/2018	System Generated Check/Voucher	85.00	Reeves Rehab INC
20978	11/6/2018	System Generated Check/Voucher	143.00	SOUTHERN TIRE MART
20979	11/6/2018	System Generated Check/Voucher	1,095.69	SUDDENLINK
20980	11/6/2018	System Generated Check/Voucher	3.00	TEXAS DEPARTMENT OF PUBLIC SAFETY
20981	11/6/2018	System Generated Check/Voucher	271.62	WEST TEXAS FIRE EXTINGUISHER INC
20983	11/16/2018	System Generated Check/Voucher	904.75	CONSTANCIO TIRE AND FLEET
20984	11/16/2018	System Generated Check/Voucher	68.58	CTWP
20985	11/16/2018	System Generated Check/Voucher	115.00	DOUCET PLUMBING, INC.
20986	11/16/2018	System Generated Check/Voucher	6,800.00	Dreamscapes Artificial Glass, LLC
20987	11/16/2018	System Generated Check/Voucher	3,795.00	ENGINE PRO MACHINE LLC
20989	11/16/2018	System Generated Check/Voucher	131.47	FLORES TIRE & AUTO
20990	11/16/2018	System Generated Check/Voucher	15,209.50	GALINDO ROOFING
20991	11/16/2018	System Generated Check/Voucher	21.00	JIM BASS FORD, INC.
20992	11/16/2018	System Generated Check/Voucher	1,175.56	LONESTAR INDUSTRIAL SERVICES
20993	11/16/2018	System Generated Check/Voucher	47.89	LONGHORN OFFICE PRODUCTS, INC
20994	11/16/2018	System Generated Check/Voucher	189.84	O'REILLY'S AUTO PARTS, INC.
20995	11/16/2018	System Generated Check/Voucher	50.00	Reeves Rehab INC
20996	11/16/2018	System Generated Check/Voucher	203.50	REPUBLIC SERVICES #691
20997	11/16/2018	System Generated Check/Voucher	3,407.45	WEX BANK
20998	11/16/2018	System Generated Check/Voucher	6,458.23	SHELL FLEET NAVIGATOR
20999	11/16/2018	System Generated Check/Voucher	279.00	SOUTHERN TIRE MART
21000	11/16/2018	System Generated Check/Voucher	129.65	SUDDENLINK
21001	11/16/2018	System Generated Check/Voucher	213.58	WEST TEXAS FIRE EXTINGUISHER INC
21002	11/16/2018	System Generated Check/Voucher	675.00	WEST TEXAS REHABILITATION CENTER
21003	11/20/2018	System Generated Check/Voucher	800.00	ALAMO AREA COUNCIL OF GOVERNMENTS

**CVTD**  
**Reconcile Cash Accounts**

**Detail**

**Cash Account: 1115 First Financial Transit District Bank Acct**  
**Reconciliation ID: Reconciliation 11/30/2018**  
**Reconciliation Date: 11/30/2018**  
**Status: Open**

**Cleared Checks/Vouchers**

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
21004	11/20/2018	System Generated Check/Voucher	178.93	ATMOS ENERGY
21005	11/20/2018	System Generated Check/Voucher	147.88	DOUCET PLUMBING, INC.
21006	11/20/2018	System Generated Check/Voucher	1,003.79	GREEN MOUNTAIN ENERGY
21007	11/20/2018	System Generated Check/Voucher	51.00	Felicia Lindsey
21008	11/20/2018	System Generated Check/Voucher	11,800.00	MCDONALD TRANSIT ASSOCIATES, INC
21009	11/20/2018	System Generated Check/Voucher	262.17	O'REILLY'S AUTO PARTS, INC.
21010	11/20/2018	System Generated Check/Voucher	83.60	TEXAS COMMUNICATIONS, INC.
21012	11/20/2018	System Generated Check/Voucher	8,970.50	TML INTERGOVERNMENTAL RISK POOL
Cleared Checks/Vouchers			85,645.60	

**CVTD**  
**Reconcile Cash Accounts**

**Detail**

**Cash Account: 1115 First Financial Transit District Bank Acct**  
**Reconciliation ID: Reconciliation 11/30/2018**  
**Reconciliation Date: 11/30/2018**  
**Status: Open**

**Cleared Deposits**

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CRT11941201	11/1/2018	AMR 103118MTACE	7,964.60
	CRT11941204	11/1/2018	Record FTA doc 8423144165	8,286.00
	CRT11941205	11/1/2018	Record FTA doc 8423143370	130,958.00
	CRT11941206	11/1/2018	Record FTA doc 8423143536	4,823.00
	CRT11941208	11/1/2018	Bus Fare 11/1/2018	342.40
	CRT11941203	11/2/2018	Record FTA doc 8423152465	26,961.00
	CRT11941210	11/2/2018	Bus Fare 11/02/2018	414.15
	CRT11941211	11/2/2018	Deposit 11-02-2018	2,717.05
	CRT11941213	11/5/2018	Bus Fare 11/05/2018	893.16
	CRT11941216	11/6/2018	Bus Fare 11/6/2018	396.24
	CRT11941218	11/7/2018	Bus Fare 11/8/2018	559.68
	CRT11941221	11/8/2018	Bus Fare 11/08/2018	430.54
	CRT11941224	11/9/2018	Deposit 11-09-2018	26,251.29
	CRT11941227	11/9/2018	Bus Fare 11/09/2018	402.52
	CRT11941229	11/13/2018	Bus Fare 11/13/2018	1,008.93
	CRT11941234	11/14/2018	Bus Fare 11/14/2018	402.24
	CRT11941237	11/14/2018	FTA payment 8436144652	10,570.00
	CRT11941232	11/15/2018	AMR EMSC111418MTAC	5,565.40
	CRT11941233	11/15/2018	State Comptroller doc 5280151	3,903.00
	CRT11941236	11/15/2018	FTA payment 8436160480	12,914.00
	CRT11941239	11/15/2018	Bus Fare 11/15/2018	458.99
	CRT11941240	11/16/2018	Deposit 11-16-2018	24,924.21
	CRT11941243	11/16/2018	Bus Fare 11/16/2018	279.00
	CRT11941245	11/19/2018	State Comptroller doc 5303519	1,631.00
	CRT11941248	11/19/2018	Bus Fare 11/19/2018	657.26
	CRT11941252	11/20/2018	Bus Fare 11/20/2018	412.50
	CRT11941255	11/21/2018	Deposit 11-21-2018	23,286.21
	CRT11941258	11/21/2018	Bus Fare 11/21/2018	429.25
	CRT11941254	11/23/2018	AMR 112118MTACEMSC	10,109.60
	CRT11941260	11/26/2018	Bus Fare 11/26/2018	661.44
	CRT11941265	11/27/2018	Bus Fare 11/27/2018	483.40
	CRT11941266	11/27/2018	Bus Fare 11/27/2018	393.29
	CRT11941263	11/28/2018	FTA doc 8449163670	93,025.00
	CRT11941268	11/29/2018	AMR 112818MTACEMSC	24.20
	CRT11941271	11/29/2018	Bus Fare 11/29/2018	341.05
	CRT11941269	11/30/2018	Bus Fare 11/30/2018	356.95
	CRT11941275	11/30/2018	Deposit 11-30-2018	3,093.27
	CRT11941276	11/30/2018	FTA doc 8451160210	27,069.00
				<u>433,398.82</u>

Cleared Deposits

433,398.82

**CVTD**  
**Reconcile Cash Accounts**

**Detail**

**Cash Account: 1115 First Financial Transit District Bank Acct**  
**Reconciliation ID: Reconciliation 11/30/2018**  
**Reconciliation Date: 11/30/2018**  
**Status: Open**

**Cleared Other Cash Items**

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
JVT11941705	11/1/2018	Bag shortage on 11/01/2018 J Morales	(0.25)
JVT11941706	11/1/2018	Adjust 11/1/2018 Bus Fare Deposit	(0.18)
JVT11941548	11/2/2018	Record NSF Check from Oct 30 2018 returned Nov 2 2018	(30.00)
JVT11941552	11/2/2018	Bag shortage on 11/2/2018 P Velez	(2.00)
JVT11941588	11/7/2018	Record funds transferred to CVCOG	(161,791.85)
JVT11941644	11/19/2018	Record funds transferred to CVCOG	(157,834.40)
JVT11941692	11/30/2018	Bag shortage on 11/30/2018 D Balladares	(2.00)
Cleared Other Cash Items			<u>(319,660.68)</u>

**CVTD**  
**Reconcile Cash Accounts**

**Summary**

**Cash Account: 1119 First Financial Greyhound Bank Acct**  
**Reconciliation ID: Reconciliation 11/30/2018**  
**Reconciliation Date: 11/30/2018**  
**Status: Open**

Bank Balance	14,506.33
Less Outstanding Checks/Vouchers	0.00
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	14,506.33
Balance Per Books	<u>14,506.33</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: 1119 First Financial Greyhound Bank Acct**  
**Reconciliation ID: Reconciliation 11/30/2018**  
**Reconciliation Date: 11/30/2018**  
**Status: Open**

**Cleared Deposits**

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CRT11941207	11/1/2018	Greyhound Bus Receipt 11/1/2018	283.00
	CRT11941214	11/5/2018	Greyhound Cash Receipt 11/05/2018	375.00
	CRT11941217	11/6/2018	Greyhound Cash Receipt 11/6/2018	52.15
	CRT11941219	11/7/2018	Greyhound Cash Receipts 11/7/2018	253.50
	CRT11941222	11/8/2018	Greyhound Cash Receipt 11/08/2018	282.00
	CRT11941228	11/9/2018	Greyhound Cash Receipt 11/09/2018	104.50
	CRT11941230	11/13/2018	Greyhound Cash Receipts 11/13/2018	910.20
	CRT11941235	11/14/2018	Greyhound Cash Receipts 11/14/2018	454.00
	CRT11941238	11/15/2018	Greyhound Cash Receipts 11/15/2018	48.50
	CRT11941244	11/16/2018	Greyhound Cash Receipts 11/16/2018	289.75
	CRT11941249	11/19/2018	Greyhound Cash Receipts 11/19/2018	1,357.00
	CRT11941253	11/20/2018	Greyhound Cash Receipt 11/20/2018	619.65
	CRT11941259	11/21/2018	Greyhound Cash Receipts 11/21/2018	493.50
	CRT11941261	11/26/2018	Greyhound Cash Receipts 11/26/2018	1,868.70
	CRT11941264	11/27/2018	Greyhound Cash Receipts 11/27/2018	520.30
	CRT11941267	11/27/2018	Greyhound Cash Receipts 11/27/2018	402.50
	CRT11941272	11/29/2018	Greyhound Cash Receipts 11/29/2018	209.50
	CRT11941270	11/30/2018	Greyhound Cash Receipts 11/30/2018	181.05
				<hr/>
Cleared Deposits				8,704.80
				<hr/> <hr/>

**CVTD**  
**Reconcile Cash Accounts**

**Detail**

**Cash Account: 1119 First Financial Greyhound Bank Acct**  
**Reconciliation ID: Reconciliation 11/30/2018**  
**Reconciliation Date: 11/30/2018**  
**Status: Open**

**Cleared Other Cash Items**

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
JVT42581065	11/4/2018	Greyhound ACH 11/04/18	(958.40)
JVT42363624	11/6/2018	Greyhound ACH 11/06/18 Nov 18	(2,685.35)
JVT42581085	11/21/2018	Greyhound ACH 11/21/18	<u>(1,515.60)</u>
Cleared Other Cash Items			<u>(5,159.35)</u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Greyhound Petty Cash

Description	Amount
Petty Cash Added 7/27/18	100.00 JVT42363399
	-
	<u>100.00</u> *

\*Funds for petty cash account is to remain at \$100 at all times

Concho Valley Transit District  
 Balance Sheet Reconciliation  
 November 30, 2018

FTA/TxDOT Urban AR  
 Account 1241

Description	Amount		
Record Billing Y221 Oct 2018	64,001.00	JVT42581123	paid 12/5/18
Record Billing Y221 Nov 2018	2,619.00	JVT42581161	
	-		
Sub-total FTA TX-2017-084	<u>66,620.00</u>		
Record Billing Y259 Oct 2018	31,535.00	JVT42581122	paid 12/5/18
Record Billing Y259 Oct 2018	25,240.00	JVT42581124	paid 12/5/18
Record Billing Y259 Nov 2018	118,383.00	JVT42363699	
	-		
Sub-total FTA 2018-068-00	<u>175,158.00</u>		
Record Billing U-State RFR-2018-00202 Oct 2018	109,906.00	JVT42581121	
Record Billing U-State RFR-2018-00202 Sept 2018	110,650.00	JVT42363629	
Record Billing U-State RFR-2018-00341 Nov 2018	61,907.00	JVT42363700	
	-		
Sub-total TxDOT 2017-00098	<u>282,463.00</u>		
Grand Total	<u>524,241.00</u>		

Concho Valley Transit District  
 Balance Sheet Reconciliation  
 November 30, 2018

TXDOT Rural  
 Account 1242

Description	Amount
July 2018 Request Submitted 9/12/18	10,118.00 *
	-
Total State 2017-00097	<u>10,118.00</u>
Sept 2018 Request Submitted 11/28/18	55,677.00 paid 12/7/18
Oct 2018 Request Submitted 12/3/18	62,829.00
Nov 2018 Request Submitted 12/19/18	56,527.00
	-
Total State 2018-00055	<u>175,033.00</u>
July 2018 Request Submitted 9/12/18	41,730.00 *
	-
Grant 738 Total State Federal - 5311-2017-CVTD-00017	<u>41,730.00</u>
Sept 2018 Request Submitted 11/28/18	70,246.00
Oct 2018 Request Submitted 12/3/18	68,422.00
Nov 2018 Request Submitted 12/19/18	59,497.00
	-
Grant 762 Total State Federal - 5311-2018-CVTD-00042	<u>198,165.00</u>
Grand Total	<u><u>425,046.00</u></u>

\* Communicating with TXDOT on the status of payments

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Accounts Receivable, TXDOT Mobility 5310  
Account 1251

Description	Amount
Oct 2018 Urban request submitted 11/26/18	7,048.00
Oct 2018 Rural request submitted 11/26/18	<u>716.00</u>
Sub-Total 5310-2017-00029	<u>7,764.00</u>
Oct 2018 Urban request submitted 12/3/18	1,846.00
Oct 2018 Rural request submitted 12/3/18	<u>3,572.00</u>
Sub-Total 5310-2017-50029	<u>5,418.00</u>
Grand Total	<u><u>13,182.00</u></u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Accounts Receivable, TXDOT RCTP-2018-CVTD-0008  
Account 1262

Description	Amount	
Nov 2018 request submitted 12/18/18	2,488.00	JVT42581148
Oct 2018 request submitted 11/26/18	2,165.00	JVT42581086 paid 12/13/18
	-	
Total	<u>4,653.00</u>	

Concho Valley Transit District  
 Balance Sheet Reconciliation  
 November 30, 2018

Accounts Receivable Medical Transportation  
 Account 1300

Description	Amount
AMR invoice balance 8/31/18	634.80
AMR invoice 09082018	24.20
AMR invoice 09102018	24.20
AMR invoice 09152018	5,213.40
AMR invoice 09222018	5,518.20
AMR invoice 09292018	9,438.40
AMR invoice 10102018	24.20
AMR invoice 10132018	5,299.00
AMR invoice 10272018	5,589.60
AMR invoice 10062018	5,452.20
AMR invoice 10202018	7,478.20
AMR invoice 11032018	5,647.40
AMR invoice 11102018	4,631.40
AMR invoice 11172018	4,915.80
AMR invoice 11242018	3,186.80
	-
Total AMR Billings	<u>63,077.80</u>
AMR CRT11941137	(10,731.60) paid 10/11/18
AMR CRT11941154	(8,976.20) paid 10/18/18
AMR CRT11941177	(10,630.20) paid 10/25/18
AMR CRT11941201	(7,964.60) paid 11/1/18
AMR CRT11941232	(5,565.40) paid 11/15/18
AMR CRT 11941254	(10,109.60) paid 11/23/18
AMR CRT11941268	(24.20) paid 11/29/18
Total AMR Payments	<u>(54,001.80)</u>
Grand Total	<u><u>9,076.00</u></u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Reagan County  
Account 1377

Description	Amount
1st Qtr Driver Overages	990.46 JV42363667
	-
Total	<u>990.46</u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Schleicher County  
Account 1378

Description	Amount
Record October 18 Dues	3,429.73 JVT42581009
Record November 18 Dues	3,429.73 JVT42581034
	-
Total	<u>6,859.46</u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Sutton County  
Account 1384

Description	Amount
Record Membership Dues Nov 18	3,141.33 JV42581033 paid 12/14/18

3,141.33

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

City of San Angelo  
Account 1386

Description	Amount
Record Annual MPO Lease Agreement	12,756.00 JVT42581006
	-
	<u>12,756.00</u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Angelo State University  
Account 1387

Description	Amount		
Record Ram Tram October 2018	6,720.00	JVT42581049	paid 12/7/18
Record Ram Tram November 2018	5,320.00	JVT42581142	
	-		
Total	<u>12,040.00</u>		

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Area Agency on Aging  
Account 1389

Description	Amount	
Record Oct 2018 AAA	90.00	JVT42581104 paid 12/7/18
Record Nov 2018 AAA	180.00	JVT42363666
	-	
Total	<u>270.00</u>	

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

CV Foster Grandparent  
Account 1390

Description	Amount
Record Nov invoice	362.00 JVT42363663
Record Nov invoice	6.00 JVT42581134
	-
Total	<u>368.00</u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Staff Travel Advance  
Account 1392

Description	Amount
Steven Beck, Bus Con Expo	41.00 SBTVLADV 9-30-18
	-
Total	<u>41.00</u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

CV Senior Companion  
Account 1393

Description	Amount		
Record Inv SCP Nov 18	118.00	JVT42363662	paid 12/14/18
	-		
Total	<u>118.00</u>		

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

CV Economic Development  
Account 1394

Description	Amount
Record Invoice November 2018 U-5310	24,528.00 JVT42363665
Record Invoice November 2018 R-2018	2,553.00 JVT42363664
	-
Total	<u>27,081.00</u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Charter Services  
Account 1395

Description	Amount
Record October 2018-DTS	260.00 JVT42363579
GAFB Nov 15 paid twice	(300.00) CRT11941224/CRT11941240
Record 1116182018-CN	420.00 JVT42581026
Record Nov 30 2018-SM	350.00 JVT42581066

Total           -  
          730.00

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Bus Passes Receivable  
Account 1396

Description	Amount
Record inv Nov 2 2018-PHS	180.00 JVT42363613
Record inv Oct 16-ECLC	800.00 JVT42581003
Record inv Oct 16-PHS	90.00 JVT42581005
Record inv Nov 1 2018-PHS	225.00 JVT42363611
Record Nov 12 WSCV	60.00 JVT42581053/JVT42581130
Record Nov 13-ECLS	500.00 JVT42581054
Record Nov 27 2018-MHMR	450.00 JVT42581105
Record Nov 28-WSCV	180.00 JVT42581109
	-
Total	<u>2,485.00</u>

CVTD  
Aged Payables by Due Date - Outstanding AP  
From 9/1/2018 Through 11/30/2018

Aging Date -  
9/1/2017

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days	31 - 60 Days	61 - 90 Days	Over 90 Days	Total
				Past Due	Past Due	Past Due	Past Due	
WEST TEXAS FIRE EXTINGUISHER INC	11/29/2018	0184589	<u>3.37</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3.37</u>
Total WEST TEXAS FIRE EXTINGUISHER INC			3.37	0.00	0.00	0.00	0.00	3.37
ANGELO TIRE AND ALIGNMENT LLC	11/6/2018	100869	<u>535.62</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>535.62</u>
Total ANGELO TIRE AND ALIGNMENT LLC			535.62	0.00	0.00	0.00	0.00	535.62
Global Equipment Company Inc	11/16/2018	113498834	<u>73.15</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>73.15</u>
Total Global Equipment Company Inc			73.15	0.00	0.00	0.00	0.00	73.15
HOME MOTORS, INC.	10/4/2018	116107	155.00	0.00	0.00	0.00	0.00	155.00
	10/25/2018	116940	<u>155.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>155.00</u>
Total HOME MOTORS, INC.			310.00	0.00	0.00	0.00	0.00	310.00
ENGINE PRO MACHINE LLC	9/21/2018	13177	1,871.12	0.00	0.00	0.00	0.00	1,871.12
	9/27/2018	13190	2,538.83	0.00	0.00	0.00	0.00	2,538.83
	10/2/2018	13197	1,622.90	0.00	0.00	0.00	0.00	1,622.90
	10/18/2018	13236	2,826.34	0.00	0.00	0.00	0.00	2,826.34
	10/23/2018	13254	50.00	0.00	0.00	0.00	0.00	50.00
	11/7/2018	13272	518.98	0.00	0.00	0.00	0.00	518.98
	11/8/2018	13278	221.00	0.00	0.00	0.00	0.00	221.00
	11/9/2018	13280	796.00	0.00	0.00	0.00	0.00	796.00
	11/15/2018	13289	670.06	0.00	0.00	0.00	0.00	670.06
	11/16/2018	13293	566.00	0.00	0.00	0.00	0.00	566.00
	11/16/2018	13294	670.06	0.00	0.00	0.00	0.00	670.06
	11/20/2018	13303	221.00	0.00	0.00	0.00	0.00	221.00
	11/20/2018	13304	221.00	0.00	0.00	0.00	0.00	221.00
	11/20/2018	13305	<u>566.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>566.00</u>

CVTD  
Aged Payables by Due Date - Outstanding AP  
From 9/1/2018 Through 11/30/2018

Aging Date -  
9/1/2017

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days	31 - 60 Days	61 - 90 Days	Over 90 Days	Total
				Past Due	Past Due	Past Due	Past Due	
Total ENGINE PRO MACHINE LLC			13,359.29	0.00	0.00	0.00	0.00	13,359.29
O'REILLY'S AUTO PARTS, INC.	11/15/2018	1613-490723	322.41	0.00	0.00	0.00	0.00	322.41
	11/16/2018	1613-490992	233.64	0.00	0.00	0.00	0.00	233.64
	11/19/2018	1613-491727	255.48	0.00	0.00	0.00	0.00	255.48
	11/21/2018	1613-492316	103.94	0.00	0.00	0.00	0.00	103.94
	11/28/2018	1613-494048	55.02	0.00	0.00	0.00	0.00	55.02
	11/29/2018	1613-494328	28.97	0.00	0.00	0.00	0.00	28.97
	11/30/2018	1613-494833	<u>99.99</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>99.99</u>
Total O'REILLY'S AUTO PARTS, INC.			1,099.45	0.00	0.00	0.00	0.00	1,099.45
CITYOF SAN ANGELO UTILITY BILLING	11/15/2018	178813-197384 01018	<u>102.43</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>102.43</u>
Total CITYOF SAN ANGELO UTILITY BILLING			102.43	0.00	0.00	0.00	0.00	102.43
Reeves Rehab INC	11/9/2018	20172	115.00	0.00	0.00	0.00	0.00	115.00
	11/16/2018	20199	150.00	0.00	0.00	0.00	0.00	150.00
	11/29/2018	20221	<u>50.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50.00</u>
Total Reeves Rehab INC			315.00	0.00	0.00	0.00	0.00	315.00
JIM BASS FORD, INC.	10/17/2018	3260452	19,170.30	0.00	0.00	0.00	0.00	19,170.30
	11/19/2018	3266187	<u>44.47</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>44.47</u>
Total JIM BASS FORD, INC.			19,214.77	0.00	0.00	0.00	0.00	19,214.77
LONGHORN OFFICE PRODUCTS, INC	11/16/2018	401234-0	213.59	0.00	0.00	0.00	0.00	213.59
	11/29/2018	401780-0	<u>202.92</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>202.92</u>
Total LONGHORN OFFICE PRODUCTS, INC			416.51	0.00	0.00	0.00	0.00	416.51

CVTD  
Aged Payables by Due Date - Outstanding AP  
From 9/1/2018 Through 11/30/2018

Aging Date -  
9/1/2017

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
LONESTAR INDUSTRIAL SERVICES	10/23/2018	4155	490.00	0.00	0.00	0.00	0.00	490.00
	10/23/2018	4157	1,153.94	0.00	0.00	0.00	0.00	1,153.94
	10/23/2018	4158	1,153.94	0.00	0.00	0.00	0.00	1,153.94
	11/12/2018	4202	404.50	0.00	0.00	0.00	0.00	404.50
	11/12/2018	4203	<u>900.02</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>900.02</u>
Total LONESTAR INDUSTRIAL SERVICES			4,102.40	0.00	0.00	0.00	0.00	4,102.40
CONSTANCIO TIRE AND FLEET	11/28/2018	545808	50.00	0.00	0.00	0.00	0.00	50.00
	11/30/2018	545817	426.50	0.00	0.00	0.00	0.00	426.50
	11/20/2018	609046	<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 CONSTANCIO TIRE AND FLEET			506.50	0.00	0.00	0.00	0.00	506.50
SOUTHERN TIRE MART	11/20/2018	76024162	998.40	0.00	0.00	0.00	0.00	998.40
	11/20/2018	76024475	<u>16.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>16.00</u>
Total SOUTHERN TIRE MART			1,014.40	0.00	0.00	0.00	0.00	1,014.40
FLORES TIRE & AUTO	5/15/2018	8070	<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 FLORES TIRE & AUTO			7.00	0.00	0.00	0.00	0.00	7.00
ANGELO GLASS & MIRROR	11/12/2018	81604	<u>2,590.29</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,590.29</u>
Total ANGELO GLASS & MIRROR			2,590.29	0.00	0.00	0.00	0.00	2,590.29
Unifirst Holding Inc	11/5/2018	839 0248197	40.55	0.00	0.00	0.00	0.00	40.55
	11/12/2018	839 0248646	40.55	0.00	0.00	0.00	0.00	40.55
	11/19/2018	839 0249076	40.55	0.00	0.00	0.00	0.00	40.55
	11/26/2018	839 0249524	<u>40.55</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>40.55</u>
Total Unifirst Holding Inc			162.20	0.00	0.00	0.00	0.00	162.20

CVTD  
Aged Payables by Due Date - Outstanding AP  
From 9/1/2018 Through 11/30/2018

Aging Date -  
9/1/2017

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
FLORES TIRE & AUTO	9/12/2018	9081	7.00	0.00	0.00	0.00	0.00	7.00
	11/30/2018	9616	131.97	0.00	0.00	0.00	0.00	131.97
	11/30/2018	9711	456.98	0.00	0.00	0.00	0.00	456.98
	11/30/2018	9720	<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 FLORES TIRE & AUTO			602.95	0.00	0.00	0.00	0.00	602.95
TEXAS DEPARTMENT OF PUBLIC SAFETY	11/27/2018	CRS-201810- 156955	<u>8.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8.00</u>
Total TEXAS DEPARTMENT OF PUBLIC SAFETY			8.00	0.00	0.00	0.00	0.00	8.00
ANGELO AUTO GLASS	11/27/2018	I060460	290.64	0.00	0.00	0.00	0.00	290.64
	11/28/2018	I060471	<u>290.64</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>290.64</u>
Total ANGELO AUTO GLASS			<u>581.28</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>581.28</u>
Report Total			<u>45,004.61</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>45,004.61</u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

AP Owed to CVCOG  
Account 2112

<u>Date</u>	<u>Description</u>	<u>\$ Amount</u>
11/1/2018	Beginning Balance	319,637.35
11/7/2018	Payment received	(161,791.85)
11/19/2018	Payment received	(157,834.40)
11/9/2018	City of Brady payment received in error	(11.10)
11/30/2018	Jeff York received in error	(41.00)
11/30/2018	Michelle Michaelis received in error	(147.71)
	Grant 010-Expenses paid by CVCOG	5,447.77
	Grant 018-Expenses paid by CVCOG	2,147.75
	Grant 748-Expenses paid by CVCOG	2,488.48
	Grant 751-Expenses paid by CVCOG	2,953.05
	Grant 752-Expenses paid by CVCOG	39.78
	Grant 761-Expenses paid by CVCOG	183,773.73
	Grant 762-Expenses paid by CVCOG	101,732.98
	Grant 767-Expenses paid by CVCOG	3,111.14
	Grant 768-Expenses paid by CVCOG	3,146.49
		-
	Total Amount owed to CVCOG	<u>304,652.46</u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Deferred Income City Of San Angelo  
Account 2911

Description	Amount	
Record Sept 18 COSA Urban Services	337,391.00	JVT42363421
Record Sept 18 COSAFG Urban Services	48,000.00	JVT42363422
Record Oct 18 MPO Lease Agreement	12,756.00	JVT42581006
	-	
Total	<u>398,147.00</u>	

Note: Recognize as match for Federal Award after State Award expended

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Deferred Income-Charter Payments  
Account 2914

<u>Date</u>	<u>Description</u>	<u>\$ Amount</u>	
10/10/2018	Record inv October 2018-DTS	260.00	JVT42363579
11/16/2018	Record inv 1116182018-CN	420.00	JVT42581026
11/30/2018	Record inv Nov 30 2018-SM	350.00	JVT42581066
	Reimburse GAFB CRT11941240	300.00	
	Reimburse GAFB CRT11941275	300.00	
	GAFB Overpayment issued CRT11941224	(300.00)	
		-	
	Total Amount owed to CVCOG	<u>1,330.00</u>	

Concho Valley Transit District  
 Balance Sheet Reconciliation  
 November 30, 2018

Deferred Income-Insurance Vehicle Repair  
 Account 2915

<u>Date</u>	<u>Description</u>	<u>\$ Amount</u>	<u>Veh #</u>	<u>VIN #</u>	
5/4/2018	TML ck 5359935 AU78333	6,091.51	14-88	5349	CRT42361953
5/4/2018	TML ck 5359935 AU68509	32,016.67	13-11	5918	CRT42361953
6/8/2018	TML ck5361560 AU79917	14,355.45	17-10	2614	CRT42362022 in shop
6/15/2018	TML ck5361930 AU80646	5,307.50	17-08	2613	CRT42362030
11/16/2018	TML ck 09002545	5,288.83	13-13	5892	CRT11941240
11/30/2018	TML ck 9002963	1,423.27	13-10	5921	CRT11941275
8/31/2018	Correct JVT42363570 Aug 2018	(6,091.51)			JVT42363593
8/31/2018	Recognize TML Funds Rardners 3032 WO42581689	(12,159.07)			JVT42581019
	Total for Vehicles	<u>46,232.65</u>			
6/1/2018	TML ck5361224 PR79868	8,574.94			BUILD CRT42362015
6/30/2018	Recognized TML funds Galindo Roof repair	(388.00)			BUILD JVT42363198
8/31/2018	Recognized TML funds Galindo Roof repair	(602.00)			BUILD JVT42581020
	Total for Building	<u>7,584.94</u>			Building still being repaired as of 10/29/18
	Grand Total	<u>53,817.59</u>			

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Deferred Income County Membership Dues  
Account 2917

Description	Amount
Coke County	8,942.01
Concho County	21,198.25
Crockett County	11,143.68
Irion County	4,749.03
Kimble County	4,538.01
McCulloch County	14,288.04
Menard County	15,324.23
Reagan County	15,019.05
Schleicher County	10,289.19
Sterling County	3,419.77
Sutton County	9,423.99
Tom Green County	54,480.22
	-
Total	<u>172,815.47</u>
Grand Total	<u><u>172,815.47</u></u>

Note: Recognize as match for Federal Award after State Award expended

Concho Valley Transit District  
 Balance Sheet Reconciliation  
 November 30, 2018

Deferred Income - Medicaid Transportation  
 Account 2919

Description	Amount
AMR Billings from PY 17-18 Outstanding	826.60
AMR Billing 09102018	247.60 JVT42363427
AMR Billing 09152018	5,213.40 JVT42363528
AMR Billing 09222018	5,518.20 JVT42363540
AMR Billing 09292018	9,438.40 JVT42363558
AMR Billing 10102018	24.20 JVT42363577
AMR Billing 09082018	4,741.60 JVT42581060
AMR Billing 10132018	5,299.00 JVT42363582
AMR Billing 10272018	5,589.60 JVT42363622
AMR Billing 10062018	5,452.20 JVT42581002
AMR Billing 10202018	7,478.20 JVT42581024
AMR Billing 11032018	5,647.40 JVT42581052
AMR Billing 11102018	4,631.40 JVT42581059
AMR Billing 11172018	4,915.80 JVT42581070
AMR Billing 11242018	3,186.80 JVT42581090
	-
Total AMR Billings	<u>68,210.40</u>

Description	Amount
Recognize Medicaid Grant 018	(2,392.95) JVT42363614
Recognize Medicaid Grant 748	(0.57) JVT42363616
Recognize Medicaid Grant 751	(631.16) JVT42363619
Recognize Medicaid Grant 751	(865.25) JVT42363634
Recognize Medicaid Grant 752	(114.87) JVT42363634
Recognize Medicaid Grant 768	(142.76) JVT42363658
Recognize Medicaid Grant 751	(145.48) JVT42363659
Recognize Medicaid Grant 018	(2,816.86) JVT42581069
Recognize Medicaid Grant 748	(0.45) JVT42581087
Recognize Medicaid Grant 010	(3,735.28) JVT11941704
Recognize Medicaid Grant 737	(499.00) JVT11941802
Recognize Medicaid Grant 018	(2,147.75) JVT42363683
Recognize Medicaid Grant 767	(302.05) JVT42363691
Recognize Medicaid Grant 748	(0.48) JVT42581147
Recognize Medicaid Grant 751	(3,049.14) JVT42581149
Recognize Medicaid Grant 752	(19.78) JVT42581150
Recognize Medicaid Grant 768	(441.49) JVT42581155
	-

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Deferred Income - Medicaid Transportation  
Account 2919

Description	Amount
Total Recognized	<u>(17,305.32)</u>
Grand Total	<u><u>50,905.08</u></u>

Concho Valley Transit District  
Balance Sheet Reconciliation  
November 30, 2018

Deferred Income-Bus Passes  
Account 2920

Description	Amount	
Record inv Nov 2 2018-PHS	180.00	JVT42363613
Record inv Oct 16-ECLC	800.00	JVT42581003
Record inv Oct 16-PHS	90.00	JVT42581005
Record inv Nov 1 2018-PHS	225.00	JVT42363611
Record Nov 12 WSCV	60.00	JVT42581053/JVT42581130
Record Nov 13-ECLS	500.00	JVT42581054
Record Nov 27 2018-MHMR	450.00	JVT42581105
Record Nov 28-WSCV	180.00	JVT42581109
	-	
Total	<u>2,485.00</u>	

Note: Recognize as revenue when funds received

SCHEDULE OF REVENUES BY SOURCE

September 1, 2018 - November 30, 2018

CV Transit District

Grant No	Grant Name	Federal	State		Program Income	Transit Charter	Transit Medical	CVEDD Vendor	Pass Thru	FGP/SCP/Aging Vendor	Local Revenue	Toll Credits	Total Revenue	Total Expenditures	Excess Revenue over Expenditures	Notes
			Administered Federal	State												
010	ICB Program	-	-	-	12,089.34	-	3,735.28	-	25,580.85	-	-	-	41,405.47	41,405.47	-	Greyhound to reimburse in Oct
018	Extended Medical Transp Program	-	-	-	-	-	7,357.56	-	-	-	-	-	7,357.56	7,357.56	-	
721	PLN-2016-00066	-	(33,836.25)	-	-	-	-	-	-	-	-	-	(33,836.25)	3,906.50	(37,742.75)	TXDOT will reimburse once Study is Completed
737	CVTD Urban FY 17-18	(492.00)	-	-	-	-	499.00	-	-	-	-	-	7.00	7.00	-	Prior Year correction
748	RCTP-2018-CVTD-00008	-	6,284.00	-	-	-	1.50	-	-	-	-	-	6,285.50	6,285.50	-	
751	Mobility Urban 5310-2017-00029	-	10,951.00	-	-	-	4,691.03	-	-	-	-	2,190.00	17,832.03	17,832.03	-	
752	Mobility Rural 5310-2017-00029	-	716.00	-	-	-	134.65	-	-	-	-	165.00	1,015.65	1,015.65	-	
761	CVTD Urban FY 18-19	358,779.00	-	282,463.00	31,816.11	6,942.08	-	67,116.00	-	1,728.00	24,492.50	-	773,336.69	734,280.05	39,056.64	Excess funds to be utilized in current FY
762	CVTD Rural FY 18-19	-	198,165.00	175,033.00	1,615.25	-	-	11,285.00	-	1,187.00	990.46	2,731.00	391,006.71	382,725.40	8,281.31	Excess funds to be utilized in current FY
767	Mobility Urban 5310-2017-2021-044	-	1,846.00	-	-	-	302.05	-	-	-	-	369.00	2,517.05	2,517.05	-	
768	Mobility Rural 5310-2017-2021-044	-	3,572.00	-	-	-	584.25	-	-	-	-	762.00	4,918.25	4,918.25	-	
		<u>358,287.00</u>	<u>187,697.75</u>	<u>457,496.00</u>	<u>45,520.70</u>	<u>6,942.08</u>	<u>17,305.32</u>	<u>78,401.00</u>	<u>25,580.85</u>	<u>2,915.00</u>	<u>25,482.96</u>	<u>6,217.00</u>	<u>1,211,845.66</u>	<u>1,202,250.46</u>	<u>9,595.20</u>	

39,056.64 Urban verification with Grant Detail  
 8,281.31 Rural verification with Grant Detail

CONCHO VALLEY TRANSIT DISTRICT  
September 2018 through August 2019

URBAN PROGRAM		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance
<b>TOTAL EXPENSE</b>		244,955.47	257,666.96	231,664.62	-	-	-	-	-	-	-	-	-	734,287.05	2,427,462.00	3,064,577.20	2,330,290.15
Urban - 5307	Grant 761	URB 1901 (07)															
<b>STATE-U-2018-00053</b>	<b>STATE</b>	<b>Period 9/1/18 thru 8/31/19</b>															
Preventative Maint	11.7A.00	2,232.00	3,433.00	5,102.00	-	-	-	-	-	-	-	-	-	10,767.00	-	41,408.00	30,641.00
Third Party Contract	11.71.11	5,286.00	5,286.00	5,286.00	-	-	-	-	-	-	-	-	-	15,858.00	-	56,640.00	40,782.00
Operating	30.09.01	103,132.00	101,187.00	51,519.00	-	-	-	-	-	-	-	-	-	255,838.00	-	255,838.00	-
<b>TOTAL</b>		<b>110,650.00</b>	<b>109,906.00</b>	<b>61,907.00</b>	-	-	-	-	-	-	-	-	-	<b>282,463.00</b>	-	<b>353,886.00</b>	<b>71,423.00</b>
	Grant 737,761	Grant Award started September 2017															
<b>TX-2017-084-01-00 Y221</b>	<b>FED</b>	Grant Award started September 2017															
Operations	30.09.01	93,025.00	56,970.00	-	-	-	-	-	-	-	-	-	-	149,995.00	588,282.00	763,517.00	25,240.00
ADA	11.7C.00	-	-	-	-	-	-	-	-	-	-	-	-	-	284,746.00	284,746.00	-
Prev Maint	11.7.00	-	5,258.00	2,540.00	-	-	-	-	-	-	-	-	-	7,798.00	94,995.00	102,793.00	-
Capital Bus Equip	11.42.10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	160,000.00	160,000.00
Employee Training	11.7D.02	-	1,586.00	-	-	-	-	-	-	-	-	-	-	1,586.00	-	8,800.00	7,214.00
Cap Lease	11.46.01	-	187.00	79.00	-	-	-	-	-	-	-	-	-	266.00	4,437.00	7,877.00	3,174.00
Lease Yards	11.46.05	-	-	-	-	-	-	-	-	-	-	-	-	-	96,000.00	96,000.00	-
<b>TOTAL</b>	CFDA 20.507	<b>93,025.00</b>	<b>64,001.00</b>	<b>2,619.00</b>	-	-	-	-	-	-	-	-	-	<b>159,645.00</b>	<b>1,068,460.00</b>	<b>1,423,733.00</b>	<b>195,628.00</b>
	Grant 761	Grant Award started September 2018															
<b>TX-2018-068-01-00 Y259</b>	<b>FED</b>	Grant Award started September 2018															
Operations	30.09.01	-	26,065.00	63,158.00	-	-	-	-	-	-	-	-	-	89,223.00	-	874,345.00	785,122.00
ADA	11.7C.00	-	30,710.00	31,169.00	-	-	-	-	-	-	-	-	-	61,879.00	-	290,154.00	228,275.00
Project Admin	11.7A.00	260.00	-	-	-	-	-	-	-	-	-	-	-	260.00	-	35,654.00	35,394.00
Prev Maint	11.79.00	12,654.00	-	24,056.00	-	-	-	-	-	-	-	-	-	36,710.00	-	133,443.00	96,733.00
ADP Software	11.42.08	-	-	-	-	-	-	-	-	-	-	-	-	-	-	21,040.00	21,040.00
Cap Lease	11.46.01	-	-	-	-	-	-	-	-	-	-	-	-	-	-	138.00	138.00
Lease Yards	11.46.05	-	-	-	-	-	-	-	-	-	-	-	-	-	-	96,000.00	96,000.00
<b>TOTAL</b>	CFDA 20.507	<b>12,914.00</b>	<b>56,775.00</b>	<b>118,383.00</b>	-	-	-	-	-	-	-	-	-	<b>188,072.00</b>	-	<b>1,450,774.00</b>	<b>1,262,702.00</b>
	Grant 656,681,711,737,761	Grant Award started September 2014															
<b>FTA TX-90-Y123</b>	<b>FED</b>	Grant Award started September 2014															
Operations	30.09.01	-	-	-	-	-	-	-	-	-	-	-	-	-	890,956.00	890,956.00	-
Misc Support Equip	11.42.20	10,570.00	-	-	-	-	-	-	-	-	-	-	-	10,570.00	40,118.00	51,000.00	312.00
ADP Software	11.42.08	-	-	-	-	-	-	-	-	-	-	-	-	-	39,861.00	48,147.00	8,286.00
ADA	11.7C.00	-	-	-	-	-	-	-	-	-	-	-	-	-	137,817.00	137,817.00	-
Prev Maint	11.7.00	-	-	-	-	-	-	-	-	-	-	-	-	-	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	-
<b>TOTAL</b>	CFDA 20.507	<b>10,570.00</b>	-	-	-	-	-	-	-	-	-	-	-	<b>10,570.00</b>	<b>1,359,002.00</b>	<b>1,378,170.00</b>	<b>8,598.00</b>
<b>Total Government Funding</b>		227,159.00	230,682.00	182,909.00	-	-	-	-	-	-	-	-	-	640,750.00	2,427,462.00	4,606,563.00	275,649.00
<b>OTHER REVENUE</b>																	
Program Revenue		10,006.17	12,197.38	9,612.56	-	-	-	-	-	-	-	-	-	31,816.11	-	120,669.00	88,852.89
Charter		100.00	1,740.00	5,102.08	-	-	-	-	-	-	-	-	-	6,942.08	-	27,000.00	20,057.92
Area Agency on Aging		-	90.00	180.00	-	-	-	-	-	-	-	-	-	270.00	-	-	(270.00)
Tom Green		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sale of Equipment		-	-	-	-	-	-	-	-	-	-	-	-	-	55,000.00	55,000.00	-
TML Insurance		-	-	-	-	-	-	-	-	-	-	-	-	-	1,000.00	1,000.00	-
Ram Tram		6,440.00	6,720.00	5,320.00	-	-	-	-	-	-	-	-	-	18,480.00	61,390.00	42,910.00	
Advertising		-	-	6,012.50	-	-	-	-	-	-	-	-	-	6,012.50	10,000.00	3,987.50	
COSA Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	398,147.00	398,147.00	-
Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Medical		-	-	499.00	-	-	-	-	-	-	-	-	-	499.00	132,209.20	131,710.20	
CVEDD		25,984.00	16,604.00	24,528.00	-	-	-	-	-	-	-	-	-	67,116.00	72,311.00	5,195.00	
FGP		432.00	384.00	362.00	-	-	-	-	-	-	-	-	-	1,178.00	7,750.00	6,572.00	
SCP		70.00	92.00	118.00	-	-	-	-	-	-	-	-	-	280.00	-	(280.00)	
<b>TOTAL OTHER REVENUE</b>		<b>43,032.17</b>	<b>37,827.38</b>	<b>51,734.14</b>	-	-	-	-	-	-	-	-	-	<b>132,593.69</b>	<b>885,476.20</b>	<b>752,882.51</b>	
<b>Total Urban Excess/(Shortage)</b>		25,235.70	10,842.42	2,978.52	-	-	-	-	-	-	-	-	-	39,056.64	-	-	-

CONCHO VALLEY TRANSIT DISTRICT  
September 2018 through August 2019

RURAL PROGRAM		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance
<b>TOTAL EXPENSE</b>		129,129.70	135,454.74	118,140.96	-	-	-	-	-	-	-	-	-	382,725.40	-	1,792,241.48	1,409,516.08
Rural 5311	Grant 762 Suffix	To be received approximately Period: 06/1/19 thru 08/31/20															
Administrative	11.79.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Preventative Maint	11.7A.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating	30.09.01	-	-	-	-	-	-	-	-	-	-	-	-	-	-	294,166.00	294,166.00
<b>TOTAL</b>	CFDA 20.509	-	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>294,166.00</b>	<b>294,166.00</b>
Rural 5311	Grant 762 Suffix	Period: 04/30/18 thru 08/31/19															
5311-2018-CVTD-00042	SAF	Period: 04/30/18 thru 08/31/19															
Administrative	11.79.00	23,221.00	3,207.00	2,816.00	-	-	-	-	-	-	-	-	-	29,244.00	-	30,000.00	756.00
Preventative Maint	11.7A.00	1,306.00	7,340.00	5,011.00	-	-	-	-	-	-	-	-	-	13,657.00	-	40,000.00	26,343.00
Operating	30.09.01	45,719.00	57,875.00	51,670.00	-	-	-	-	-	-	-	-	-	155,264.00	-	365,448.00	210,184.00
<b>TOTAL</b>	CFDA 20.509	<b>70,246.00</b>	<b>68,422.00</b>	<b>59,497.00</b>	-	-	-	-	-	-	-	-	-	<b>198,165.00</b>	-	<b>435,448.00</b>	<b>237,283.00</b>
Rural	Grant 762	RUR 1902 (07)															
STATE-R-2018-00055	STATE	Period: 09/1/18 thru 08/31/19															
Preventative Maint	11.7A.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,020.00	20,020.00
Project Admin	11.79.00	5,805.00	801.00	704.00	-	-	-	-	-	-	-	-	-	7,310.00	-	37,463.00	30,153.00
Third Party Contract	11.71.11	4,153.00	4,153.00	4,153.00	-	-	-	-	-	-	-	-	-	12,459.00	-	14,440.00	1,981.00
Operating	30.09.01	45,719.00	57,875.00	51,670.00	-	-	-	-	-	-	-	-	-	155,264.00	-	392,494.00	237,230.00
<b>TOTAL</b>		<b>55,677.00</b>	<b>62,829.00</b>	<b>56,527.00</b>	-	-	-	-	-	-	-	-	-	<b>175,033.00</b>	-	<b>464,417.00</b>	<b>289,384.00</b>
<b>Total Government Funding</b>		125,923.00	131,251.00	116,024.00	-	-	-	-	-	-	-	-	-	373,198.00	-	1,194,031.00	820,833.00
<b>OTHER REVENUE</b>																	
Program Revenue		1,319.70	278.45	17.10	-	-	-	-	-	-	-	-	-	1,615.25	-	-	(1,615.25)
TDCs		261.00	1,468.00	1,002.00	-	-	-	-	-	-	-	-	-	2,731.00	8,000.00	5,269.00	
FGP/SCP		20.00	22.00	6.00	-	-	-	-	-	-	-	-	-	48.00	3,708.32	3,660.32	
Sale of Equipment		-	-	-	-	-	-	-	-	-	-	-	-	-	500.00	500.00	
Advertising		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
County Overage		-	-	990.46	-	-	-	-	-	-	-	-	-	990.46	-	(990.46)	
Medicaid		-	-	-	-	-	-	-	-	-	-	-	-	-	167,436.46	167,436.46	
County Cash Match		-	-	-	-	-	-	-	-	-	-	-	-	-	363,767.70	363,767.70	
CVEDD		6,068.00	2,664.00	2,553.00	-	-	-	-	-	-	-	-	-	11,285.00	39,798.00	28,513.00	
Trans Aging		1,139.00	-	-	-	-	-	-	-	-	-	-	-	1,139.00	15,000.00	13,861.00	
<b>TOTAL OTHER REVENUE</b>		<b>8,807.70</b>	<b>4,432.45</b>	<b>4,568.56</b>	-	-	-	-	-	-	-	-	-	<b>17,808.71</b>	<b>598,210.48</b>	<b>580,401.77</b>	
<b>Total Rural Excess/(Shortage)</b>		5,601.00	228.71	2,451.60	-	-	-	-	-	-	-	-	-	<b>8,281.31</b>	-	-	-

CONCHO VALLEY TRANSIT DISTRICT  
September 2018 through August 2019

PLANNING PROJECTS		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance
5304 PLN-2016-00066 Grant 721 Planning 44.24.00		Period: 11/22/2016 thru 1/31/2019															
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000.00	100,000.00
TOTAL	CFDA 20.505	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000.00	100,000.00
5304 RCTP-2018-CVTD-00008 Grant 748 Regional Planning 44.24.00		Period: 11/22/17 thru 8/31/2019															
Medical Funds		1,631.00	2,165.00	2,488.00	-	-	-	-	-	-	-	-	-	6,284.00	25,000.00	60,000.00	28,716.00
		0.57	0.45	0.48	-	-	-	-	-	-	-	-	-	1.50	-	-	(1.50)
TOTAL	CFDA 20.505	1,631.57	2,165.45	2,488.48	-	-	-	-	-	-	-	-	-	6,285.50	25,000.00	60,000.00	28,714.50
ED PROJECTS		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance
5310 5310-2017-00029 Grant 751 Suffix Mobility Management-U 11.7L.00 A2		Period: 09/26/2017 thru 12/31/2018															
TD Credits	TDCs	781.00	1,058.00	351.00	-	-	-	-	-	-	-	-	-	2,190.00	5,810.00	8,000.00	-
Medical Funds		631.16	865.25	3,194.62	-	-	-	-	-	-	-	-	-	4,691.03	4,701.39	6,468.00	(2,924.42)
TOTAL	CFDA 20.513	5,315.16	7,214.25	5,302.62	-	-	-	-	-	-	-	-	-	17,832.03	39,560.39	54,468.00	(2,924.42)
5310 5310-2017-00029 Grant 752 Suffix Mobility Management-Rural 11.7L.00 A1		Period: 09/26/2017 thru 12/31/2018															
TD Credits	TDCs	-	139.00	26.00	-	-	-	-	-	-	-	-	-	165.00	3,835.00	4,000.00	-
Medical Funds		-	114.87	19.78	-	-	-	-	-	-	-	-	-	134.65	3,121.02	3,234.00	(21.67)
TOTAL	CFDA 20.513	-	949.87	65.78	-	-	-	-	-	-	-	-	-	1,015.65	26,240.02	27,234.00	(21.67)
5310 5310-2017-50029 Grant 767 Suffix Mobility Management-U 11.7L.00 A2		Period: 09/6/2018 thru 12/31/2019															
TD Credits	TDCs	-	178.00	191.00	-	-	-	-	-	-	-	-	-	369.00	-	8,000.00	7,631.00
Medical Funds		-	145.48	156.57	-	-	-	-	-	-	-	-	-	302.05	-	6,000.00	5,697.95
TOTAL	CFDA 20.513	-	1,213.48	1,303.57	-	-	-	-	-	-	-	-	-	2,517.05	-	54,000.00	51,482.95
5310 5310-2017-50029 Grant 768 Suffix Mobility Management-Rural 11.7L.00 A1		Period: 09/6/2018 thru 12/31/2019															
TD Credits	TDCs	-	173.00	589.00	-	-	-	-	-	-	-	-	-	762.00	-	4,000.00	3,238.00
Medical Funds		-	142.76	441.49	-	-	-	-	-	-	-	-	-	584.25	-	3,268.00	2,683.75
TOTAL	CFDA 20.513	-	1,182.76	3,735.49	-	-	-	-	-	-	-	-	-	4,918.25	-	27,268.00	22,349.75

