



NOTICE OF A PUBLIC MEETING
CONCHO VALLEY TRANSIT DISTRICT

2:45 P.M.
WEDNESDAY, DECEMBER 11, 2019
Concho Valley Transit Annex Building
506 N. Chadbourne, San Angelo, TX 76903

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

BUSINESS

- (1) **DETERMINATION OF QUORUM AND CALL TO ORDER**
- (2) **INVOCATION & PLEDGE OF ALLEGIENCE**
- (3) **APPROVAL OF MINUTES** of November 13, 2019 meeting (See **Attachment A**)
- (4) **APPROVAL OF CHECKS** over \$2,000 written since last meeting (See **Attachment B**)
- (5) **REVIEW & APPROVAL** of the CVT Transit Asset Management Plan (See **Attachment C**)
- (6) **REVIEW & APPROVAL** of the amended CVT Drug & Alcohol Policy (See **Attachment D**)
- (7) **REVIEW & APPROVAL** of the amended CVT ADA Policy (**Attachment E will be distributed at the meeting**)
- (8) **REVIEW** Financial Reports/Balance Sheet (See **Attachment F**)
- (9) **CVTD General Manager's Report**
- (10) **OTHER** Discussion Items or Future Agenda Items
- (11) **ADJOURN**

Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053, this Wednesday, December 4, 2019.



John Austin Stokes, Executive Director



Concho Valley Transit District (CVTD)

Minutes of Meeting for November 13, 2019

The Concho Valley Transit District met on Wednesday, November 13, 2019 at 506 N. Chadbourne, San Angelo, TX 76903.

Board members present:

Steve Floyd, Tom Green County Judge, Chairman
Harry Thomas, City of San Angelo Council Member, District 3, Vice Chairman
David Dillard, Concho County Judge, Secretary
Charlie Bradley, Schleicher County Judge
Richard Cordes, Menard County Judge
Molly Criner, Irion County Judge
Fred Deaton, Crockett County Judge
Billie DeWitt, City of San Angelo Council Member, District 6
Jim O'Bryan, Reagan County Judge
Hal Spain, Coke County Judge
Bill Spiller, McCulloch County Judge
Delbert Roberts, Kimble County Judge
Miguel Villanueva, Sutton County Commissioner

Board members not present:

Lucy Gonzales, City of San Angelo Council Member, District 4
Deborah Horwood, Sterling County Judge

Call to Order

Judge Steve Floyd announced the presence of a quorum, and called the meeting to order at 2:35 p.m.

Invocation and Pledge of Allegiance

Council Member Billie DeWitt gave the invocation and led the Pledge of Allegiance.

Approval of Meeting Minutes

Upon a motion by Judge David Dillard, seconded by Judge Delbert Roberts, meeting minutes from the September 18, 2019 meeting was unanimously approved.

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

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

Approval for the Executive Director to award a contract for the acquisition of a CVT Support Vehicle

Upon a motion by Judge Jim O'Bryan, seconded by Judge Hal Spain, authorization for the Executive Director to award a contract not to exceed \$31,696 for the acquisition of a CVT Support Vehicle was unanimously approved.

Review Financial Reports/Balance Sheet

There were no Financial Reports presented

CVTD General Manager's Report

Future Agenda Items - None

Adjournment

The meeting was adjourned at 2:56 p.m. Duly adopted at the meeting of the Concho Valley Transit District of the Concho Valley Council of Governments this 11th day of December 2019.

Harry Thomas, Vice Chairman

Judge David Dillard, Secretary

CVTD
Check/Voucher Register
From 9/1/2019 Through 9/30/2019

<u>Document Nu...</u>	<u>Document Date</u>	<u>Name</u>	<u>Transaction Description</u>	<u>Document Amount</u>
21691	9/5/2019	ENGINE PRO MACHINE LLC	1469: front brake job	2,023.69
21693	9/5/2019	G&G AUTOMOTIVE	1312: Transmission replacement	4,908.04
21700	9/5/2019	WEX BANK	August fuel bill	15,888.14
21720	9/25/2019	CITY OF SAN ANGELO-ACC...	Fuel Bill for August	25,618.69
21723	9/25/2019	ENGINE PRO MACHINE LLC	1870: front brake job	2,064.45
21728	9/25/2019	JIM BASS FORD, INC.	1301:Parts & labor to replace frnt wheel bearings & gear box	2,519.19
21736	9/25/2019	West Texas Diesel Performance...	1497: diagnose vehicle - bus slow to accelerate	<u>2,401.30</u>
Report Total				<u><u>55,423.50</u></u>

CVTD
 Check/Voucher Register
 From 10/1/2019 Through 10/31/2019

<u>Document Nu...</u>	<u>Document Date</u>	<u>Name</u>	<u>Transaction Description</u>	<u>Document Amount</u>
21741	10/2/2019	ENGINE PRO MACHINE LLC	1497: Front and rear brake job	2,835.24
21746	10/2/2019	MCDONALD TRANSIT ASS...	Professional services September 2019	11,900.00
21760	10/8/2019	ENGINE PRO MACHINE LLC	1303: Ball joints, alignment, rod ends, steering shock	2,504.45
21772	10/18/2019	BRUCKNER TRUCK SERVICE	1501: diagnose AC & repair - rplce switch 3 speed & pigtail	2,886.45
21777	10/18/2019	EAGLE CONTAINERS LLC	1- 20FT container	3,200.00
21779	10/18/2019	G&G AUTOMOTIVE	1313: replace transmission	5,262.61
21784	10/18/2019	LYTX, INC	Dc enterprise & fleet tracking for Sept 2019-Aug 2020	28,574.56
21787	10/18/2019	REMIX SOFTWARE, INC.	Remix planning & scheduling license 09/01/19-08/31/20	24,500.00
21789	10/18/2019	WEX BANK	August fuel bill	3,962.06
	10/18/2019	WEX BANK	September fuel bill	9,957.53
21792	10/18/2019	TML INTERGOVERNMENT...	09/2019 auto liab, errors & omission, general lia, deduct	8,970.50
21797	10/23/2019	CITY OF SAN ANGELO-ACC...	September fuel bill & 1309: repair to pump handle	24,034.78
21798	10/23/2019	J AND C BODY SHOP	1708:Repair rear & left side damages	8,691.50
Report Total				137,279.68

Briefing

TAM Rulemaking

In July 2016, FTA published a [Final Rule for Transit Asset Management](#). The rule requires FTA grantees to develop asset management plans for their public transportation assets, including vehicles, facilities, equipment, and other infrastructure.

FTA is required to develop a rule to establish a strategic and systematic process of operating, maintaining, and improving public transportation capital assets effectively through their entire life cycle, as mandated in the Moving Ahead for Progress in the 21st Century Act (MAP-21) and reauthorized in the Fixing America's Surface Transportation (FAST) Act. FTA's national Transit Asset Management System Rule:

- Defines "state of good repair"
- Requires grantees to develop a TAM plan
- Establishes performance measures
- Establishes annual reporting requirements to the National Transit Database
- Requires FTA to provide technical assistance

Concho Valley Transit District
RESOLUTION 121119 A

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

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

WHEREAS, on July 11, 2018 at a regular board meeting of the Concho Valley Transit District (CVTD), the Board approved and adopted a revised drug and alcohol policy in compliance with FTA requirements, and

WHEREAS, the Concho Valley Transit District (CVTD) desires to amend the July 11, 2018 Policy as set forth and attached.

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

1. The Concho Valley Transit District Board of Directors does hereby adopt the amended CVTD Drug and Alcohol Policy.

Duly adopted at the meeting of the Board of Directors of the Concho Valley Transit District this 11th day of December 2019.

X

Judge Steve Smith (Sutton County)
Chairman

X

Councilman Lane Carter
Secretary

DRUG AND ALCOHOL TESTING POLICY
Concho Valley Transit
Adopted as of December 11th, 2019

A. PURPOSE

- 1) The Concho Valley Transit provides public transit and paratransit services for the residents of San Angelo, Texas as well as those within the surrounding 12 counties including: Sterling, Coke, Reagan, Irion, Concho, McCulloch, Crockett, Schleicher, Sutton, Menard, Kimble and Tom Green. Part of our mission is to ensure that this service is delivered safely, efficiently, and effectively by establishing a drug and alcohol-free work environment, and to ensure that the workplace remains free from the effects of drugs and alcohol in order to promote the health and safety of employees and the general public. In keeping with this mission, Concho Valley Transit declares that the unlawful manufacture, distribution, dispense, possession, or use of controlled substances or misuse of alcohol is prohibited for all employees.
- 2) Additionally, the purpose of this policy is to establish guidelines to maintain a drug and alcohol-free workplace in compliance with the Drug-Free Workplace Act of 1988, and the Omnibus Transportation Employee Testing Act of 1991. This policy is intended to comply with all applicable Federal regulations governing workplace anti-drug and alcohol programs in the transit industry. Specifically, the Federal Transit Administration (FTA) of the U.S. Department of Transportation has published 49 CFR Part 655, as amended, that mandates urine drug testing and breath alcohol testing for safety-sensitive positions, and prohibits performance of safety-sensitive functions when there is a positive test result, or a refusal to test. The U. S. Department of Transportation (USDOT) has also published 49 CFR Part 40, as amended, that sets standards for the collection and testing of urine and breath specimens.
- 3) Any provisions set forth in this policy that are included under the sole authority of Concho Valley Transit and are not provided under the authority of the above-named Federal regulations are underlined. Tests conducted under the sole authority of Concho Valley Transit will be performed on non-USDOT forms and will be separate from USDOT testing in all respects.

B. APPLICABILITY

This Drug and Alcohol Testing Policy applies to all safety-sensitive employees (full or part-time) when performing safety sensitive duties. See Attachment A for a list of employees and the authority under which they are included. A safety-sensitive function is operation of public transit service including the operation of a revenue service vehicle (whether or not the vehicle is in revenue service), maintenance of a revenue service vehicle or equipment used

in revenue service, security personnel who carry firearms, dispatchers or persons controlling the movement of revenue service vehicles and any transit employee who operates a vehicle that requires a Commercial Driver's License to operate. Maintenance functions include the repair, overhaul, and rebuild of engines, vehicles and/or equipment used in revenue service. A list of safety-sensitive positions who perform one or more of the above-mentioned duties is provided in Attachment A. Supervisors are only safety-sensitive if they perform one of the above functions. Volunteers are considered safety-sensitive and subject to testing if they are required to hold a CDL, or receive remuneration for service in excess of actual expense.

C. DEFINITIONS

Accident: An occurrence associated with the operation of a vehicle even when not in revenue service, if as a result:

- a. An individual dies;
- b. An individual suffers a bodily injury and immediately receives medical treatment away from the scene of the accident; or,
- c. One or more vehicles incur disabling damage as the result of the occurrence and is transported away from the scene by a tow truck or other vehicle. For purposes of this definition, *disabling damage* means damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

Adulterated specimen: A specimen that has been altered, as evidenced by test results showing either a substance that is not a normal constituent for that type of specimen or showing an abnormal concentration of an endogenous substance.

Alcohol: The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols contained in any beverage, mixture, mouthwash, candy, food, preparation or medication.

Alcohol Concentration: Expressed in terms of grams of alcohol per 210 liters of breath as indicated by a breath test under 49 CFR Part 40.

Aliquot: A fractional part of a specimen used for testing; it is taken as a sample representing the whole specimen.

Canceled Test: A drug or alcohol test that has a problem identified that cannot be or has not been corrected, or which is cancelled. A canceled test is neither positive nor negative.

Confirmatory Drug Test: A second analytical procedure performed on a different aliquot of the original specimen to identify and quantify the presence of a specific drug or metabolite.

Confirmatory Validity Test: A second test performed on a different aliquot of the original urine specimen to further support a validity test result.

Covered Employee Under FTA Authority. An employee who performs a safety sensitive function including an applicant or transferee who is being considered for hire into a safety-sensitive function (See Attachment A for a list of covered employees).

Designated Employer Representative (DER): An employee authorized by the employer to take immediate action to remove employees from safety-sensitive duties and to make required decisions in testing. The DER also receives test results and other communications for the employer, consistent with the requirements of 49 CFR Parts 40 and 655.

DOT, The Department, DOT Agency: These terms encompass all DOT agencies, including, but not limited to, the Federal Aviation Administration (FAA), the Federal Railroad Administration (FRA), the Federal Motor Carrier Safety Administration (FMCSA), the Federal Transit Administration (FTA), the National Highway Traffic Safety Administration (NHTSA), the Pipeline and Hazardous Materials Safety Administration (PHMSA), and the Office of the Secretary (OST). For purposes of 49 CFR Part 40, the United States Coast Guard (USCG), in the Department of Homeland Security, is considered to be a DOT agency for drug testing purposes. These terms include any designee of a DOT agency.

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

Disabling damage. Damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

Evidentiary Breath Testing Device (EBT): A device approved by the NHTSA for the evidential testing of breath at the 0.02 and the 0.04 alcohol concentrations, and appears on ODAPC's Web page for "Approved Evidential Breath Measurement Devices" because it conforms with the model specifications available from NHTSA.

Initial Drug Test: (Screening Drug Test) The test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites.

Initial Specimen Validity Test: The first test used to determine if a urine specimen is adulterated,

diluted, substituted, or invalid.

Invalid Result: The result reported by an HHS-certified laboratory in accordance with the criteria established by the HHS Mandatory Guidelines when a positive, negative, adulterated, or substituted result cannot be established for a specific drug or specimen validity test.

Laboratory: Any U.S. laboratory certified by HHS under the National Laboratory Certification program as meeting standards of Subpart C of the HHS Mandatory Guidelines for Federal Workplace Drug Testing Programs; or, in the case of foreign laboratories, a laboratory approved for participation by DOT under this part.

Limit of Detection (LOD): The lowest concentration at which a measurand can be identified, but (for quantitative assays) the concentration cannot be accurately calculated.

Limit of Quantitation: For quantitative assays, the lowest concentration at which the identity and concentration of the measurand can be accurately established.

Medical Review Officer (MRO): A licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by the drug testing program who has knowledge of substance abuse disorders, and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result, together with his/her medical history, and any other relevant bio-medical information.

Negative Dilute: A drug test result which is negative for the five drug/drug metabolites but has a specific gravity value lower than expected for human urine.

Negative result: The result reported by an HHS-certified laboratory to an MRO when a specimen contains no drug or the concentration of the drug is less than the cutoff concentration for the drug or drug class and the specimen is a valid specimen. An alcohol concentration of less than 0.02 BAC is a negative test result.

Non-negative test result: A urine specimen that is reported as adulterated, substituted, invalid, or positive for drug/drug metabolites.

Oxidizing Adulterant: A substance that acts alone or in combination with other substances to oxidize drugs or drug metabolites to prevent the detection of the drug or metabolites, or affects the reagents in either the initial or confirmatory drug test.

Performing (a safety-sensitive function): A covered employee is considered to be performing a safety-sensitive function and includes any period in which he or she is actually performing, ready to perform, or immediately available to perform such functions.

Positive result: The result reported by an HHS-Certified laboratory when a specimen contains a drug or drug metabolite equal or greater to the cutoff concentrations.

Prohibited drug: Identified as marijuana, cocaine, opioids, amphetamines, or phencyclidine at

levels above the minimum thresholds specified in 49 CFR Part 40, as amended.

Reconfirmed: The result reported for a split specimen when the second laboratory is able to corroborate the original result reported for the primary specimen.

Rejected for Testing: The result reported by an HHS-Certified laboratory when no tests are performed for specimen because of a fatal flaw or a correctable flaw that has not been corrected.

Revenue Service Vehicles: All transit vehicles that are used for passenger transportation service.

Safety-sensitive functions: Employee duties identified as:

- (1) The operation of a transit revenue service vehicle even when the vehicle is not in revenue service.
- (2) The operation of a non-revenue service vehicle by an employee when the operation of such a vehicle requires the driver to hold a Commercial Driver License (CDL).
- (3) Maintaining a revenue service vehicle or equipment used in revenue service.
- (4) Controlling the movement of a revenue service vehicle and
- (5) Carrying a firearm for security purposes.

Split Specimen Collection: A collection in which the urine collected is divided into two separate bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).

Substance Abuse Professional (SAP): A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at <https://www.transportation.gov/odapc/sap>) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

Substituted specimen: A urine specimen with creatinine and specific gravity values that are so diminished or so divergent that they are not consistent with normal human urine.

Test Refusal: The following are considered a refusal to test if the employee:

- (1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
- (2) Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- (3) Fail to attempt to provide a breath or urine specimen. An employee who does not provide a urine or breath specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- (4) In the case of a directly-observed or monitored urine drug collection, fail to permit

- monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient quantity of urine or breath without a valid medical explanation.
 - (6) Fail or decline to take a second test as directed by the collector or the employer for drug testing.
 - (7) Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
 - (8) Fail to cooperate with any part of the testing process.
 - (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed test.
 - (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
 - (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
 - (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
 - (13) Fail to remain readily available following an accident.
 - (14) As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

Vehicle: A bus, electric bus, van, automobile, rail car, trolley car, trolley bus, or vessel. A public transit vehicle is a vehicle used for public transportation or for ancillary services.

Verified negative test: A drug test result reviewed by a medical review officer and determined to have no evidence of prohibited drug use above the minimum cutoff levels established by the Department of Health and Human Services (HHS).

Verified positive test: A drug test result reviewed by a medical review officer and determined to have evidence of prohibited drug use above the minimum cutoff levels specified in 49 CFR Part 40 as revised.

Validity testing: The evaluation of the specimen to determine if it is consistent with normal human urine. Specimen validity testing will be conducted on all urine specimens provided for testing under DOT authority. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the urine, if the urine was diluted, or if the specimen was substituted.

D. EDUCATION AND TRAINING

- 1) Every covered employee will receive a copy of this policy and will have ready access to the corresponding federal regulations including 49 CFR Parts 655 and 40, as amended. In addition, all covered employees will undergo a minimum of 60 minutes of training on the signs and symptoms of drug use including the effects and consequences of drug use on personal health, safety, and the work environment. The training also includes manifestations and behavioral cues that may indicate prohibited drug use.
- 2) All supervisory personnel or company officials who are in a position to determine

employee fitness for duty will receive 60 minutes of reasonable suspicion training on the physical, behavioral, and performance indicators of probable drug use and 60 minutes of additional reasonable suspicion training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

E. PROHIBITED SUBSTANCES

- 1) Prohibited substances addressed by this policy include the following:
 - a. Illegally Used Controlled Substance or Drugs Under the Drug-Free Workplace Act of 1988 any drug or any substance identified in Schedule I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812), and as further defined by 21 CFR 1300.11 through 1300.15 is prohibited at all times in the workplace unless a legal prescription has been written for the substance. This includes, but is not limited to: marijuana, amphetamines, opioids, phencyclidine (PCP), and cocaine, as well as any drug not approved for medical use by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs. Also, the medical use of marijuana, or the use of hemp related products, which cause drug or drug metabolites to be present in the body above the minimum thresholds is a violation of this policy.

Federal Transit Administration drug testing regulations (49 CFR Part 655) require that all employees covered under FTA authority be tested for marijuana, cocaine, amphetamines, opioids, and phencyclidine as described in Section H of this policy. Illegal use of these five drugs is prohibited at all times and thus, covered employees may be tested for these drugs anytime that they are on duty.

- b. Legal Drugs: The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to a Concho Valley Transit supervisor and the employee is required to provide a written release from his/her doctor or pharmacist indicating that the employee can perform his/her safety-sensitive functions.
 - c. Alcohol: The use of beverages containing alcohol (including any mouthwash, medication, food, candy) or any other substances such that alcohol is present in the body while performing safety-sensitive job functions is prohibited.

F. PROHIBITED CONDUCT

- 1) All covered employees are prohibited from reporting for duty or remaining on duty any time there is a quantifiable presence of a prohibited drug in the body above the minimum thresholds defined in 49 CFR Part 40, as amended.

- 2) Each covered employee is prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. The covered employee will subsequently be relieved of his/her on-call responsibilities and subject to discipline for not fulfilling his/her on-call responsibilities.
- 3) The Transit Department shall not permit any covered employee to perform or continue to perform safety-sensitive functions if it has actual knowledge that the employee is using alcohol.
- 4) Each covered employee is prohibited from reporting to work or remaining on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater regardless of when the alcohol was consumed.
 - a. An employee with a breath alcohol concentration which measures 0.02-0.039 is not considered to have violated the USDOT-FTA drug and alcohol regulations, provided the employee hasn't consumed the alcohol within four (4) hours of performing a safety-sensitive duty. However, if a safety-sensitive employee has a breath alcohol concentration of 0.02-0.039, USDOT-FTA regulations require the employee to be removed from the performance of safety-sensitive duties until:
 - i. The employee's alcohol concentration measures less than 0.02; or
 - ii. The start of the employee's next regularly scheduled duty period, but not less than eight hours following administration of the test.
- 5) No covered employee shall consume alcohol for eight (8) hours following involvement in an accident or until he/she submits to the post-accident drug/alcohol test, whichever occurs first.
- 6) No covered employee shall consume alcohol within four (4) hours prior to the performance of safety-sensitive job functions.
- 7) Concho Valley Transit, under its own authority, also prohibits the consumption of alcohol at all times the employee is on duty, or anytime the employee is in uniform.
- 8) Consistent with the Drug-free Workplace Act of 1988, all Concho Valley Transit employees are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of prohibited substances in the work place including transit system premises and transit vehicles.

G. DRUG STATUTE CONVICTION

Consistent with the Drug Free Workplace Act of 1998, all employees are required to notify the Concho Valley Transit management of any criminal drug statute conviction for a violation occurring in the workplace within five days after such conviction. Failure to comply with this provision shall result in disciplinary action as defined in Section Q of this policy.

H. TESTING REQUIREMENTS

- 1) Analytical urine drug testing and breath testing for alcohol will be conducted as required by 49 CFR Part 40 as amended. All employees covered under FTA authority shall be subject to testing prior to performing safety-sensitive duty, for reasonable suspicion, following an accident, and random as defined in Section K, L, M, and N of this policy, and return to duty/follow-up.
- 2) A drug test can be performed any time a covered employee is on duty. A reasonable suspicion or random alcohol test can only be performed just before, during, or after the performance of a safety-sensitive job function.
- 3) All covered employees will be subject to urine drug testing and breath alcohol testing as a condition of ongoing employment with Concho Valley Transit. Any safety-sensitive employee who refuses to comply with a request for testing shall be removed from duty and subject to discipline as defined in Section Q of this policy.

I. DRUG TESTING PROCEDURES

- 1) Testing shall be conducted in a manner to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the U.S. Department of Health and Human Service (HHS). All testing will be conducted consistent with the procedures set forth in 49 CFR Part 40, as amended. The procedures will be performed in a private, confidential manner and every effort will be made to protect the employee, the integrity of the drug testing procedure, and the validity of the test result.
- 2) The drugs that will be tested for include marijuana, cocaine, opioids, amphetamines, and phencyclidine. After the identity of the donor is checked using picture identification, a urine specimen will be collected using the split specimen collection method described in 49 CFR Part 40, as amended. Each specimen will be accompanied by a DOT Custody and Control Form and identified using a unique identification number that attributes the specimen to the correct individual. The specimen analysis will be conducted at an HHS certified laboratory. An initial drug screen and validity test will be conducted on the primary urine specimen. For those specimens that are not negative, a confirmatory Gas Chromatography/Mass Spectrometry (GC/MS) test will be performed. The test will be considered positive if the amounts of the drug(s) and/or its metabolites identified by the GC/MS test are above the minimum

thresholds established in 49 CFR Part 40, as amended.

- 3) The test results from the HHS certified laboratory will be reported to a Medical Review Officer. A Medical Review Officer (MRO) is a licensed physician with detailed knowledge of substance abuse disorders and drug testing. The MRO will review the test results to ensure the scientific validity of the test and to determine whether there is a legitimate medical explanation for a confirmed positive, substitute, or adulterated test result. The MRO will attempt to contact the employee to notify the employee of the non-negative laboratory result, and provide the employee with an opportunity to explain the confirmed laboratory test result. The MRO will subsequently review the employee's medical history/medical records as appropriate to determine whether there is a legitimate medical explanation for a non-negative laboratory result. If no legitimate medical explanation is found, the test will be verified positive or refusal to test and reported to Concho Valley Transit. If a legitimate explanation is found, the MRO will report the test result as negative.
- 4) If the test is invalid without a medical explanation, a retest will be conducted under direct observation. Employees do not have access to a test of their split specimen following an invalid result.
- 5) Any covered employee who questions the results of a required drug test under paragraphs L through P of this policy may request that the split sample be tested. The split sample test must be conducted at a second HHS-certified laboratory. The test must be conducted on the split sample that was provided by the employee at the same time as the primary sample. The method of collecting, storing, and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40, as amended. The employee's request for a split sample test must be made to the Medical Review Officer within 72 hours of notice of the original sample verified test result. Requests after 72 hours will only be accepted at the discretion of the MRO if the delay was due to documentable facts that were beyond the control of the employee. Concho Valley Transit will ensure that the cost for the split specimen analysis is covered in order for a timely analysis of the sample; however, Concho Valley Transit will seek reimbursement for the split sample test from the employee.
- 6) If the analysis of the split specimen fails to confirm the presence of the drug(s) detected in the primary specimen, if the split specimen is not able to be analyzed, or if the results of the split specimen are not scientifically adequate, the MRO will declare the original test to be canceled.
- 7) The split specimen will be stored at the initial laboratory until the analysis of the primary specimen is completed. If the primary specimen is negative, the split will be discarded. If the primary specimen is positive, it will be retained in frozen storage for one year and the split specimen will also be retained for one year. If the primary is positive, the primary and the split will be retained for longer than one year for testing

if so, requested by the employee through the Medical Review Officer, or by the employer, by the MRO, or by the relevant DOT agency.

8) Observed collections;

- a. Consistent with 49 CFR Part 40, as amended, collection under direct observation (by a person of the same gender) with no advance notice will occur if:
 - i. The laboratory reports to the MRO that a specimen is invalid, and the MRO reports to Concho Valley Transit that there was not an adequate medical explanation for the result;
 - ii. The MRO reports to Concho Valley Transit that the original positive, adulterated, or substituted test result had to be cancelled because the test of the split specimen could not be performed;
 - iii. The laboratory reported to the MRO that the specimen was negative-dilute with a creatinine concentration greater than or equal to 2 mg/dL but less than or equal to 5 mg/dl, and the MRO reported the specimen as negative-dilute and that a second collection must take place under direct observation (see §40.197(b)(1)).
 - iv. The collector observes materials brought to the collection site or the employee's conduct clearly indicates an attempt to tamper with a specimen;
 - v. The temperature on the original specimen was out of range;
 - vi. Anytime the employee is directed to provide another specimen because the original specimen appeared to have been tampered with.
 - vii. All follow-up-tests; or
 - viii. All return-to-duty tests

J. ALCOHOL TESTING PROCEDURES

- 1) Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA)-approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT). A list of approved EBT's can be found on ODAPC's Web page for "Approved Evidential Breath Measurement Devices". Alcohol screening tests may be performed using a non-evidential testing device (alcohol screening device (ASD)) which is also approved by NHTSA. A list of approved ASD's can be found on ODAPC's Web page for "Approved Screening Devices to Measure Alcohol in Bodily Fluids". If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the

results of the initial test. The confirmatory test must occur on an EBT. The confirmatory test will be conducted no sooner than fifteen minutes after the completion of the initial test. The confirmatory test will be performed using a NHTSA-approved EBT operated by a trained BAT. The EST will identify each test by a unique sequential identification number. This number, time, and unit identifier will be provided on each EST printout. The EST printout, along with an approved alcohol testing form, will be used to document the test, the subsequent results, and to attribute the test to the correct employee. The test will be performed in a private confidential manner as required by 49 CFR Part 40, as amended. The procedure will be followed as prescribed to protect the employee and to maintain the integrity of the alcohol testing procedures and validity of the test result.

- 2) A confirmed alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. The consequences of a positive alcohol test are described in Section Q of this policy. Even though an employee who has a confirmed alcohol concentration of 0.02 to 0.039 is not considered positive, the employee shall still be removed from duty for at least eight hours or for the duration of the work day whichever is longer and will be subject to the consequences described in Section Q of this policy. An alcohol concentration of less than 0.02 will be considered a negative test.
- 3) Concho Valley Transit affirms the need to protect individual dignity, privacy, and confidentiality throughout the testing process. If at any time the integrity of the testing procedures or the validity of the test results is compromised, the test will be canceled. Minor inconsistencies or procedural flaws that do not impact the test result will not result in a cancelled test.
- 4) The alcohol testing form (ATF) required by 49 CFR Part 40 as amended, shall be used for all FTA required testing. Failure of an employee to sign step 2 of the ATF will be considered a refusal to submit to testing.

K. PRE-EMPLOYMENT TESTING

- 1) All applicants for covered transit positions shall undergo urine drug testing prior to performance of a safety-sensitive function.
 - a. All offers of employment for covered positions shall be extended conditional upon the applicant passing a drug test. An applicant will not be allowed to perform safety-sensitive functions unless the applicant takes a drug test with verified negative results.
 - b. An employee shall not be placed, transferred or promoted into a position covered under FTA authority or company authority until the employee takes a drug test with verified negative results.

- c. If an applicant fails a pre-employment drug test, the conditional offer of employment shall be rescinded and the applicant will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals. Failure of a pre-employment drug test will disqualify an applicant for employment. The cost for the assessment and any subsequent treatment will be the sole responsibility of the applicant.
- d. When an employee being placed, transferred, or promoted from a non-covered position to a position covered under FTA authority or company authority submits a drug test with a verified positive result, the employee shall be subject to disciplinary action in accordance with Section Q herein.
- e. If a pre-employment test is canceled, Concho Valley Transit will require the applicant to take and pass another pre-employment drug test.
- f. In instances where a FTA covered employee does not perform a safety-sensitive function for a period of 90 consecutive days or more regardless of reason, and during that period is not in the random testing pool the employee will be required to take a pre-employment drug test under 49 CFR Part 655 and have negative test results prior to the conduct of safety-sensitive job functions.
- g. Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.
- h. Applicants are required (even if ultimately not hired) to provide *Concho Valley Transit* with signed written releases requesting USDOT drug and alcohol records from all previous, USDOT- covered, employers that the applicant has worked for within the last two years. Failure to do so will result in the employment offer being rescinded. *Concho Valley Transit* is required to ask all applicants (even if ultimately not hired) if they have tested positive or refused to test on a pre-employment test for a USDOT covered employer within the last two years. If discovered that the applicant has tested positive or refused to test on a pre-employment test for a USDOT covered employer, Concho Valley Transit will proceed with immediate termination.

L. REASONABLE SUSPICION TESTING

- 1) All Concho Valley Transit FTA covered employees will be subject to a reasonable suspicion drug and/or alcohol test when the employer has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. Reasonable suspicion shall mean that there is objective evidence, based upon specific, contemporaneous, articulable observations of the employee's

appearance, behavior, speech or body odor that are consistent with possible drug use and/or alcohol misuse. Reasonable suspicion referrals must be made by one or more supervisors who are trained to detect the signs and symptoms of drug and alcohol use, and who reasonably concludes that an employee may be adversely affected or impaired in his/her work performance due to possible prohibited substance abuse or alcohol misuse. A reasonable suspicion alcohol test can only be conducted just before, during, or just after the performance of a safety-sensitive job function. However, under Concho Valley Transit's authority, a non-DOT reasonable suspicion alcohol test may be performed any time the covered employee is on duty. A reasonable suspicion drug test can be performed any time the covered employee is on duty.

- 2) Concho Valley Transit shall be responsible for transporting the employee to the testing site. Supervisors should avoid placing themselves and/or others into a situation which might endanger the physical safety of those present. The employee shall be placed on administrative leave pending disciplinary action described in Section Q of this policy. An employee who refuses an instruction to submit to a drug/alcohol test shall not be permitted to finish his or her shift and shall immediately be placed on administrative leave pending disciplinary action as specified in Section Q of this policy.
- 3) A written record of the observations which led to a drug/alcohol test based on reasonable suspicion shall be prepared and signed by the supervisor making the observation. This written record shall be submitted to the Concho Valley Transit.
- 4) When there are no specific, contemporaneous, articulable objective facts that indicate current drug or alcohol use, but the employee (who is not already a participant in a treatment program) admits the abuse of alcohol or other substances to a supervisor in his/her chain of command, the employee shall be referred for assessment and treatment consistent with Section Q of this policy. Concho Valley Transit shall place the employee on administrative leave in accordance with the provisions set forth under Section Q of this policy. Testing in this circumstance would be performed under the direct authority of the Concho Valley Transit. **Since the employee self-referred to management, testing under this circumstance would not be considered a violation of this policy or a positive test result under Federal authority.** However, self-referral does not exempt the covered employee from testing under Federal authority as specified in Sections L through N of this policy or the associated consequences as specified in Section O.

M. POST-ACCIDENT TESTING

- 1) **FATAL ACCIDENTS-** A covered employee will be required to undergo urine and breath testing if they are involved in an accident with a transit vehicle, whether or not the vehicle is in revenue service at the time of the accident, that results in a fatality. This includes all surviving covered employees that are operating the vehicle at the time of the accident and any other whose performance could have contributed to the accident, as determined by the employer using the best

information available at the time of the decision.

- 2) NON-FATAL ACCIDENTS - A post-accident test of the employee operating the public transportation vehicle will be conducted if an accident occurs and at least one of the following conditions is met:
- a. The accident results in injuries requiring immediate medical treatment away from the scene, and the covered employee may have contributed to the accident.
 - b. One or more vehicles incurs disabling damage as a result of the occurrence and must be transported away from the scene, and the covered employee may have contributed to the accident.
 - c. In addition, any other covered employee whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision, will be tested.

As soon as practicable following an accident, as defined in this policy, the transit supervisor investigating the accident will notify the transit employee operating the transit vehicle and all other covered employees whose performance could have contributed to the accident of the need for the test. The supervisor will make the determination using the best information available at the time of the decision.

The appropriate transit supervisor shall ensure that an employee, required to be tested under this section, is tested as soon as practicable, but no longer than eight (8) hours of the accident for alcohol, and no longer than 32 hours for drugs. If an alcohol test is not performed within two hours of the accident, the Supervisor will document the reason(s) for the delay. If the alcohol test is not conducted within (8) eight hours, or the drug test within 32 hours, attempts to conduct the test must cease and the reasons for the failure to test documented.

Any covered employee involved in an accident must refrain from alcohol use for eight (8) hours following the accident, or until he/she undergoes a post-accident alcohol test.

An employee who is subject to post-accident testing who fails to remain readily available for such testing, including notifying a supervisor of his or her location if he or she leaves the scene of the accident prior to submission to such test, may be deemed to have refused to submit to testing.

Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident, or to prohibit an employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.

In the rare event that Concho Valley Transit is unable to perform an FTA drug and alcohol test (i.e., employee is unconscious, employee is detained by law enforcement agency), Concho Valley Transit may use drug and alcohol post-accident test results administered by local law enforcement officials in lieu of the FTA test. The local law enforcement officials must have independent authority for the test and the employer must obtain the results in conformance with local law.

N. RANDOM TESTING

- 1) All covered employees will be subjected to random, unannounced testing. The selection of employees shall be made by a scientifically valid method of randomly generating an employee identifier from the appropriate pool of safety-sensitive employees. Employees who may be covered under company authority will be selected from a pool of non-DOT-covered employees.
- 2) The dates for administering unannounced testing of randomly selected employees shall be spread reasonably throughout the calendar year, day of the week and hours of the day.
- 3) The number of employees randomly selected for drug/alcohol testing during the calendar year shall be not less than the percentage rates set each year by the FTA administrator. The current year testing rates can be viewed online at <https://www.transportation.gov/odapc/random-testing-rates>.
- 4) Each covered employee shall be in a pool from which the random selection is made. Each covered employee in the pool shall have an equal chance of selection each time the selections are made. Employees will remain in the pool and subject to selection, whether or not the employee has been previously tested. There is no discretion on the part of management in the selection.
- 5) Covered transit employees that fall under the Federal Transit Administration regulations will be included in one random pool maintained separately from the testing pool of non-safety-sensitive employees that are included solely under Concho Valley Transit authority.
- 6) Random tests can be conducted at any time during an employee's shift for drug testing. Alcohol random tests can only be performed just before, during, or just after the performance of a safety sensitive duty. However, under Concho Valley Transit's authority, a non-DOT random alcohol test may be performed any time the covered employee is on duty. Testing can occur during the beginning, middle, or end of an employee's shift.
- 7) Employees are required to proceed immediately to the collection site upon notification of their random selection.

O. RETURN-TO-DUTY TESTING

Concho Valley Transit will terminate the employment of any employee that tests positive or refuses a test as specified in section Q of this policy. However, in the rare event an employee is reinstated with court order or other action beyond the control of the transit system, the employee must complete the return-to-duty process prior to the performance of safety-sensitive functions. All covered employees who previously tested positive on a drug or alcohol test or refused a test, must test negative for drugs, alcohol (below 0.02 for alcohol), or both and be evaluated and released by the Substance Abuse Professional before returning to work. For an initial positive drug test, a Return-to-Duty drug test is required and an alcohol test is allowed. For an initial positive alcohol test a Return-to-Duty alcohol test is required and a drug test is allowed. Following the initial assessment, the SAP will recommend a course of rehabilitation unique to the individual. The SAP will recommend the return-to-duty test only when the employee has successfully completed the treatment requirement and is known to be drug and alcohol-free and there are no undue concerns for public safety.

P. FOLLOW-UP TESTING

Covered employees that have returned to duty following a positive or refused test will be required to undergo frequent, unannounced drug and/or alcohol testing following their return-to-duty test. The follow-up testing will be performed for a period of one to five years with a minimum of six tests to be performed the first year. The frequency and duration of the follow-up tests (beyond the minimums) will be determined by the SAP reflecting the SAP's assessment of the employee's unique situation and recovery progress. Follow-up testing should be frequent enough to deter and/or detect a relapse. Follow-up testing is separate and in addition to the random, post-accident, reasonable suspicion and return-to-duty testing.

In the instance of a self-referral or a management referral, the employee will be subject to non-USDOT follow-up tests and follow-up testing plans modeled using the process described in 49 CFR Part 40. However, all non-USDOT follow-up tests and all paperwork associated with an employee's return-to-work agreement that was not precipitated by a positive test result (or refusal to test) does not constitute a violation of the Federal regulations will be conducted under company authority and will be performed using non-DOT testing forms.

Q. RESULT OF DRUG/ALCOHOL TEST

- 1) Any covered employee that has a verified positive drug or alcohol test, or test refusal, will be removed from his/her safety-sensitive position, informed of educational and rehabilitation programs available, and will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals (SAP) for assessment, and will be disqualified which may lead to termination.
- 2) Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.

- 3) Refusal to submit to a drug/alcohol test shall be considered equivalent to a positive test result and a direct act of insubordination and shall result in termination and referral to a list of USDOT qualified SAPs. A test refusal includes the following circumstances:
- a. Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
 - b. Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
 - c. Fail to attempt to provide a breath or urine specimen. An employee who does not provide a urine or breath specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
 - d. In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.
 - e. Fail to provide a sufficient quantity of urine or breath without a valid medical explanation.
 - f. Fail or decline to take a second test as directed by the collector or the employer for drug testing.
 - g. Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
 - h. Fail to cooperate with any part of the testing process.
 - i. Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed test.
 - j. Possess or wear a prosthetic or other device used to tamper with the collection process.
 - k. Admit to the adulteration or substitution of a specimen to the collector or MRO.
 - l. Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
 - m. Fail to remain readily available following an accident.

As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

- 4) An alcohol test result of $\geq .02$ to ≤ 0.039 BAC shall result in the removal of the employee from duty for eight hours or the remainder or the work day whichever is longer. The employee will not be allowed to return to the safety sensitive duty for his/her next shift until he/she submits to a NON-DOT alcohol test with a result of less than 0.02 BAC.
- 5) In the instance of a self-referral or a management referral, disciplinary action against the employee shall include:
- a. Mandatory referral for an assessment by an employer approved counseling professional for assessment, formulation of a treatment plan, and execution of a return to work agreement;

- b. A self-referral or management referral to the employer's counseling professional that was not precipitated by a positive test result does not constitute a violation of the Federal regulations and will not be considered as a positive test result in relation to the progressive discipline defined in Section Q of this policy.
 - c. A Voluntary Referral does not shield an employee from disciplinary action or guarantee employment with Concho Valley Transit.
 - d. A Voluntary Referral does not shield an employee from the requirement to comply with drug and alcohol testing.
- 6) Failure of an employee to report within five days a criminal drug statute conviction for a violation occurring in the workplace shall result in termination.

R. GRIEVANCE AND APPEAL

The consequences specified by 49 CFR Part 40.149 (c) for a positive test or test refusal is not subject to arbitration.

S. PROPER APPLICATION OF THE POLICY

Concho Valley Transit is dedicated to assuring fair and equitable application of this substance abuse policy. Therefore, supervisors/managers are required to use and apply all aspects of this policy in and unbiased and impartial manner. Any supervisor/manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinates, shall be subject to disciplinary action, up to and including termination.

T. INFORMATION DISCLOSURE

- 1) Drug/alcohol testing records shall be maintained by the Concho Valley Transit Drug and Alcohol Program Manager and, except as provided below or by law, the results of any drug/alcohol test shall not be disclosed without express written consent of the tested employee.
- 2) The employee, upon written request, is entitled to obtain copies of any records pertaining to their use of prohibited drugs or misuse of alcohol including any drug or alcohol testing records. Covered employees have the right to gain access to any pertinent records such as equipment calibration records, and records of laboratory certifications. Employees may not have access to SAP follow-up testing plans.
- 3) Records of a verified positive drug/alcohol test result shall be released to the Drug and Alcohol Program Manager, and other transit system management personnel on a need to know basis.
- 4) Records will be released to a subsequent employer only upon receipt of a written request

from the employee.

- 5) Records of an employee's drug/alcohol tests shall be released to the adjudicator in a grievance, lawsuit, or other proceeding initiated by or on behalf of the tested individual arising from the results of the drug/alcohol test. The records will be released to the decision maker in the proceeding.
- 6) Records will be released to the National Transportation Safety Board during an accident investigation.
- 7) Information will be released in a criminal or civil action resulting from an employee's performance of safety-sensitive duties, in which a court of competent jurisdiction determines that the drug or alcohol test information is relevant to the case and issues an order to the employer to release the information. The employer will release the information to the decision maker in the proceeding with a binding stipulation that it will only be released to parties of the proceeding.
- 8) Records will be released to the DOT or any DOT agency with regulatory authority over the employer or any of its employees.
- 9) Records will be released if requested by a Federal, state or local safety agency with regulatory authority over Concho Valley Transit or the employee.
- 10) If a party seeks a court order to release a specimen or part of a specimen contrary to any provision of Part 40 as amended, necessary legal steps to contest the issuance of the order will be taken
- 11) In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FTA.

This Policy was adopted by the *Concho
Valley Council of Governments*
December 11, 2019

X

JOHN AUSTIN STOKES
Executive Director CVCOG

X

JEFF YORK
General Manager CVT

Attachment A

Job Title	Job Duties
Drivers	Revenue Vehicle Operation
Maintenance Supervisor	Revenue Vehicle & Equipment Maintenance
Road Supervisors	Revenue Vehicle Control/Operation

Attachment B Contacts

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

Drug and Alcohol Program Manager (DAPM)

Name: Cheree Watts

Title: Safety, Training, & Compliance Specialist

Address: 510 N. Chadbourne Street, San Angelo, Texas, 76904

Telephone Number: 325-947-8729 x 409

Consortium/Third Party Administrator (C/TPA)

Name: Melody's Southwest Consortium

Address: 300 E. 3rd Street, San Angelo, TX 76903

Phone Number: 325-658-9966

Medical Review Officer Name:

Rodney Bobbit, M.D.

Title: Medical Review Officer

Address: PO Box 61992, San Angelo, TX 76906

Telephone Number: 325-658-7533

SAMSHA, HHS Certified Laboratory Primary Specimen

Name: Alere Toxicology Services, Inc.

Address: 1111 Newton Street, Gretna LA 70053

Telephone Number: 800-433-3823

Substance Abuse Professionals

Name: Donna Masterson M Ed, LCDC, AAC III

Address: 2307 W Harris San Angelo, TX 76901

Telephone Number: (325) 947-7729

Name: April Hernandez LCDC, NCAC 1, SAP Address:

104 Pine St., Suite 210, Abilene, TX 79601

Telephone Number: (325) 673-2242, ext. 102

CVTD
Balance Sheet - CVTD Balance Sheet
As of 8/31/2019

ATTACHMENT - F

	Current Period Balance
Assets	
First Financial Transit District Bank Acct	1,040,295.52
First Financial ICB Bank Acct	10,702.88
Petty Cash	150.00
FTA/TxDOT Urban AR	168,618.00
TxDOT Rural	140,144.00
TxDOT ED-5310-Mobility Mngt	1,871.00
RCTP-2018-CVTD-00008	425.00
Account Receivable-Medical Transportation	16,445.80
Angelo State University	4,970.00
CV Area Agency on Aging	1,680.00
CV Foster Grandparent	172.00
Accounts Receivable-General	10,404.79
CV Senior Companion	88.00
CV Economic Development District	16,781.00
Charter Services Receivable	600.00
Bus Passes Receivable	240.00
Prepaid General Expenses	64.01
Other Assets - Project Equipment	3,924,713.37
Other Assets - Land	353,098.80
Other Assets - Building	<u>4,502,962.62</u>
Total Assets	<u>10,194,426.79</u>
Liabilities	
AP	101,054.52
AP Owed to CVCOG	311,387.26
AP Clearing Account	1,811.86
Deferred Income - Insurance Payments	<u>34,494.03</u>
Total Liabilities	<u>448,747.67</u>
Fund Balance	
Unassigned General Fund	1,036,875.95
Investment - Capital Assets	<u>8,780,774.79</u>
Total Fund Balance	<u>9,817,650.74</u>
Revenue over Expenditures FY 18-19	<u>(71,971.62)</u>
Total Liabilities and Fund Balance	<u>10,194,426.79</u>

CVTD
Reconcile Cash Accounts

Summary

Cash Account: 1115 First Financial Transit District Bank Acct
Reconciliation ID: Reconciliation 08/31/2019
Reconciliation Date: 8/31/2019
Status: Open

Bank Balance	1,063,739.20
Less Outstanding Checks/Vouchers	23,443.68
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	0.00
Plus or Minus Suspense Items	0.00
Reconciled Bank Balance	1,040,295.52
Balance Per Books	<u>1,040,295.52</u>
Unreconciled Difference	0.00

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 08/31/2019

Reconciliation Date: 8/31/2019

Status: Open

Outstanding Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
21634	8/20/2019	System Generated Check/Voucher	116.50	All Veteran Council of Tom Green
21646	8/20/2019	System Generated Check/Voucher	200.00	Educare Community Living Corp
21653	8/20/2019	System Generated Check/Voucher	315.28	LUMINATOR MASS TRANSIT, LLC
21654	8/20/2019	System Generated Check/Voucher	480.00	MELODY'S SOUTHWEST CONSORTIUM
21674	8/28/2019	System Generated Check/Voucher	5,853.55	ENGINE PRO MACHINE LLC
21675	8/28/2019	System Generated Check/Voucher	188.47	FLORES TIRE & AUTO
21676	8/28/2019	System Generated Check/Voucher	1,661.37	GREEN MOUNTAIN ENERGY
21677	8/28/2019	System Generated Check/Voucher	120.26	Harrison Roofing Co., Inc.
21680	8/28/2019	System Generated Check/Voucher	232.00	LONGHORN OFFICE PRODUCTS, INC
21681	8/28/2019	System Generated Check/Voucher	11,800.00	MCDONALD TRANSIT ASSOCIATES, INC
21682	8/28/2019	System Generated Check/Voucher	689.99	O'REILLY'S AUTO PARTS, INC.
21683	8/28/2019	System Generated Check/Voucher	1,150.00	SUDDENLINK
21684	8/28/2019	System Generated Check/Voucher	50.26	Unifirst Holding Inc
21686	8/30/2019	System Generated Check/Voucher	586.00	TMHP
Outstanding Checks/Vouchers			23,443.68	

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1115 First Financial Transit District Bank Acct

Reconciliation ID: Reconciliation 08/31/2019

Reconciliation Date: 8/31/2019

Status: Open

Cleared Checks/Vouchers

Document Number	Document Date	Document Description	Document Amount	Payee
21467	6/25/2019	System Generated Check/Voucher	2,340.00	SNIDER TECHNOLOGY
21602	7/30/2019	System Generated Check/Voucher	585.00	BRUCKNER TRUCK SERVICE
21605	7/30/2019	System Generated Check/Voucher	828.00	CONSTANCIO TIRE AND FLEET
21606	7/30/2019	System Generated Check/Voucher	6,056.19	ENGINE PRO MACHINE LLC
21607	7/30/2019	System Generated Check/Voucher	1,230.52	FLORES TIRE & AUTO
21608	7/30/2019	System Generated Check/Voucher	177.69	Global Equipment Company Inc
21609	7/30/2019	System Generated Check/Voucher	308.61	GREEN MOUNTAIN ENERGY
21610	7/30/2019	System Generated Check/Voucher	427.40	Harrison Roofing Co., Inc.
21611	7/30/2019	System Generated Check/Voucher	2,831.80	LONESTAR INDUSTRIAL SERVICES
21612	7/30/2019	System Generated Check/Voucher	381.84	LONGHORN OFFICE PRODUCTS, INC
21613	7/30/2019	System Generated Check/Voucher	11,800.00	MCDONALD TRANSIT ASSOCIATES, INC
21615	7/30/2019	System Generated Check/Voucher	181.73	O'REILLY'S AUTO PARTS, INC.
21616	7/30/2019	System Generated Check/Voucher	55.00	SAV-A-LIFE SKILLS
21618	8/8/2019	System Generated Check/Voucher	290.64	ANGELO AUTO GLASS
21619	8/8/2019	System Generated Check/Voucher	206.13	ANGELO TIRE AND ALIGNMENT LLC
21620	8/8/2019	System Generated Check/Voucher	2,523.00	CONSTANCIO TIRE AND FLEET
21621	8/8/2019	System Generated Check/Voucher	488.16	CTWP
21622	8/8/2019	System Generated Check/Voucher	2,071.45	ENGINE PRO MACHINE LLC
21623	8/8/2019	System Generated Check/Voucher	355.00	HOME MOTORS, INC.
21624	8/8/2019	System Generated Check/Voucher	379.06	IWG TOWERS ASSETS II INC
21625	8/8/2019	System Generated Check/Voucher	47.62	LONGHORN OFFICE PRODUCTS, INC
21626	8/8/2019	System Generated Check/Voucher	244.28	McLaughlin Advertising
21627	8/8/2019	System Generated Check/Voucher	533.82	O'REILLY'S AUTO PARTS, INC.
21628	8/8/2019	System Generated Check/Voucher	14,747.26	WEX BANK
21629	8/8/2019	System Generated Check/Voucher	41.89	SUDDENLINK
21630	8/8/2019	System Generated Check/Voucher	98.00	SUPERIOR SERVICES

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1115 First Financial Transit District Bank Acct
Reconciliation ID: Reconciliation 08/31/2019
Reconciliation Date: 8/31/2019
Status: Open

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
21631	8/8/2019	System Generated Check/Voucher	49.51	Unifirst Holding Inc
21632	8/19/2019	System Generated Check/Voucher	137.25	OKeith Weatherspoon
21633	8/19/2019	System Generated Check/Voucher	137.25	JEFFERY YORK
21635	8/20/2019	System Generated Check/Voucher	1,026.61	ANGELO TIRE AND ALIGNMENT LLC
21636	8/20/2019	System Generated Check/Voucher	92.57	ATMOS ENERGY
21637	8/20/2019	System Generated Check/Voucher	4,031.00	BRUCKNER TRUCK SERVICE
21638	8/20/2019	System Generated Check/Voucher	45.00	BUG EXPRESS
21639	8/20/2019	System Generated Check/Voucher	24,979.91	CITY OF SAN ANGELO-ACCOUNTS RECEIVABLE
21640	8/20/2019	System Generated Check/Voucher	1,536.50	COMPANY PRINTING
21641	8/20/2019	System Generated Check/Voucher	2,000.00	CONCHO VALLEY ECONOMIC DEVELOPMENT DISTRICT
21642	8/20/2019	System Generated Check/Voucher	426.50	CONSTANCIO TIRE AND FLEET
21643	8/20/2019	System Generated Check/Voucher	68.58	CTWP
21644	8/20/2019	System Generated Check/Voucher	22.25	DIX KEY SHOP
21645	8/20/2019	System Generated Check/Voucher	352.50	DOUCET PLUMBING, INC.
21648	8/20/2019	System Generated Check/Voucher	15,920.51	ENGINE PRO MACHINE LLC
21649	8/20/2019	System Generated Check/Voucher	1,654.00	J AND C BODY SHOP
21650	8/20/2019	System Generated Check/Voucher	61.95	KAY GEE, INC.
21651	8/20/2019	System Generated Check/Voucher	3,735.15	LONESTAR INDUSTRIAL SERVICES
21652	8/20/2019	System Generated Check/Voucher	178.86	LONGHORN OFFICE PRODUCTS, INC
21655	8/20/2019	System Generated Check/Voucher	537.48	O'REILLY'S AUTO PARTS, INC.
21656	8/20/2019	System Generated Check/Voucher	172.17	REPUBLIC SERVICES #691
21657	8/20/2019	System Generated Check/Voucher	55.00	SAV-A-LIFE SKILLS
21658	8/20/2019	System Generated Check/Voucher	40.00	SOUTHERN TIRE MART
21659	8/20/2019	System Generated Check/Voucher	856.60	SUPERIOR SERVICES
21660	8/20/2019	System Generated Check/Voucher	167.20	TEXAS COMMUNICATIONS, INC.

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1115 First Financial Transit District Bank Acct

Reconciliation ID: Reconciliation 08/31/2019

Reconciliation Date: 8/31/2019

Status: Open

Cleared Checks/Vouchers

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>	<u>Payee</u>
21661	8/20/2019	System Generated Check/Voucher	18,941.00	TML INTERGOVERNMENTAL RISK POOL
21662	8/20/2019	System Generated Check/Voucher	249.80	Unifirst Holding Inc
21663	8/20/2019	System Generated Check/Voucher	722.98	WEST TEXAS FIRE EXTINGUISHER INC
21664	8/20/2019	System Generated Check/Voucher	300.00	WEST TEXAS REHABILITATION CENTER
21671	8/28/2019	System Generated Check/Voucher	107.89	CITYOF SAN ANGELO UTILITY BILLING
21672	8/28/2019	System Generated Check/Voucher	354.66	CITYOF SAN ANGELO UTILITY BILLING
21673	8/28/2019	System Generated Check/Voucher	1,339.50	CONSTANCIO TIRE AND FLEET
21678	8/28/2019	System Generated Check/Voucher	4,900.00	Heart of Texas Industrial Equipment Supply, LLC
21679	8/28/2019	System Generated Check/Voucher	2,596.40	LONESTAR INDUSTRIAL SERVICES
21685	8/28/2019	System Generated Check/Voucher	242.83	WEST TEXAS FIRE EXTINGUISHER INC
Cleared Checks/Vouchers			137,269.50	

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1115 First Financial Transit District Bank Acct

Reconciliation ID: Reconciliation 08/31/2019

Reconciliation Date: 8/31/2019

Status: Open

Cleared Deposits

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CRT11942004	8/1/2019	FTA payment 9696136983	33,620.00
	CRT11942005	8/1/2019	FTA payment 9696139393	108,311.00
	CRT11942008	8/1/2019	Bus Fares 08/01/2019	411.20
	CRT11942009	8/2/2019	CASH Deposit 08-02-2019	89.78
	CRT11942011	8/2/2019	Deposit 08-02-2019	5,449.64
	CRT11942017	8/2/2019	Bus Fares 08/02/2019	618.86
	CRT12021018	8/2/2019	duplicate recording of funds 08-02-2019	(89.78)
	CRT11942014	8/5/2019	State Comptroller payment 5955560	4,821.00
	CRT11942015	8/5/2019	State Comptroller payment 5955561	473.00
	CRT11942016	8/5/2019	AMR EMSC080219	6,929.60
	CRT11942021	8/5/2019	Bus Fares 08/05/2019	692.89
	CRT11942020	8/6/2019	Token Transit 08/06/2019	103.00
	CRT11942025	8/6/2019	Bus Fares 08/06/2019	463.64
	CRT11942039	8/7/2019	Bus Fares 08/07/2019	461.64
	CRT11942028	8/8/2019	AMR 080719AMREMSC	6,674.20
	CRT11942030	8/8/2019	Bus Fares 08/08/2019	465.66
	CRT11942032	8/9/2019	Deposit 08-09-2019	116.93
	CRT11942036	8/9/2019	Bus Fares 08/09/2019	473.66
	CRT11942038	8/12/2019	Bus Fares 08/12/2019	447.48
	CRT11942041	8/12/2019	Institute of Cognitive Dev ck 40543	150.00
	CRT11942042	8/13/2019	Bus Fares 08/13/2019	567.78
	CRT11942044	8/13/2019	Token Transit 08/13/2019	93.00
	CRT12021002	8/14/2019	Bus Fares 08/14/2019	340.39
	CRT12021001	8/15/2019	EMSC 081419AMRM ACH Entry Memo Posted Today	5,441.40
	CRT12021004	8/15/2019	Bus fares 8-15-19	438.02
	CRT12021010	8/16/2019	Bus Fares 08-16-19	383.54
	CRT12021015	8/16/2019	Cash Receipts	25,328.99
	CRT11942047	8/19/2019	Bus Fares 08/19/2019	462.60
	CRT11942052	8/19/2019	State Comptroller payment 0088597	5,286.00
	CRT11942049	8/20/2019	Token Transit 08/20/2019	100.00
	CRT11942053	8/20/2019	State Comptroller payment 0627204	7,709.00
	CRT11942054	8/20/2019	State Comptroller payment 0627203	29,016.00
	CRT11942055	8/20/2019	Bus Fares 08/20/2019	477.90
	CRT11942057	8/21/2019	Bus Fares 08/21/2019	341.24
	CRT11942059	8/22/2019	Bus Fares 08/22/2019	476.52
	CRT11942063	8/22/2019	AMR EMSC 082119	6,124.60
	CRT11942061	8/23/2019	Bus Fares 08/23/2019	335.83
	CRT11942064	8/23/2019	Workforce inv April 12 2019 WSCV	15.00
	CRT11942065	8/26/2019	Deposit 08-26-2019	34,046.93
	CRT11942066	8/26/2019	Bus Fares 08/26/2019	492.03
	CRT11942072	8/27/2019	Bus Fares 08/27/2019	408.46
	CRT11942074	8/27/2019	Token Transit 08/27/2019	114.00
	CRT11942076	8/28/2019	Bus Fares 08/28/2019	372.71

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1115 First Financial Transit District Bank Acct
Reconciliation ID: Reconciliation 08/31/2019
Reconciliation Date: 8/31/2019
Status: Open

Cleared Deposits

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CRT11942078	8/29/2019	FTA doc 9723153409	109,429.00
	CRT11942079	8/29/2019	FTA doc 9723151026	32,939.00
	CRT11942080	8/29/2019	AMR EMSC 082819	5,214.70
	CRT11942081	8/29/2019	Bus Fares 08/29/2019	405.98
	CRT11942083	8/30/2019	Bus Fares 08/30/2019	372.07
	CRT11942088	8/30/2019	Deposit 08-30-2019	6,962.80
Cleared Deposits				<u>444,378.89</u>

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1115 First Financial Transit District Bank Acct
Reconciliation ID: Reconciliation 08/31/2019
Reconciliation Date: 8/31/2019
Status: Open

Cleared Other Cash Items

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
JVT12021022	8/5/2019	Bag Shortage 08-05-2019	(2.00)
JVT11942748	8/20/2019	Record funds tranferred to CVCOG	(301,973.92)
JVT11943009	8/29/2019	Bag 51689031 correction 08/29/2019	(0.09)
Cleared Other Cash Items			(301,976.01)

CVTD
Reconcile Cash Accounts

Summary

Cash Account: 1119 First Financial ICB Bank Acct
Reconciliation ID: Reconciliation 08/31/2019
Reconciliation Date: 8/31/2019
Status: Open

Bank Balance	10,702.88
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	10,702.88
Balance Per Books	<u>10,702.88</u>
Unreconciled Difference	0.00

Click the Next Page toolbar button to view details.

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1119 First Financial ICB Bank Acct
Reconciliation ID: Reconciliation 08/31/2019
Reconciliation Date: 8/31/2019
Status: Open

Cleared Deposits

<u>Deposit Number</u>	<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
	CRT11942007	8/1/2019	Greyhound Cash Receipts 08/01/2019	1,114.80
	CRT11942018	8/2/2019	Greyhound Cash Receipts 08/02/2019	878.50
	CRT11942022	8/5/2019	Greyhound Cash Receipts 08/05/2019	659.65
	CRT11942026	8/6/2019	Greyhound Cash Receipts 08/06/2019	656.60
	CRT11942040	8/7/2019	Greyhound Cash Receipts 08/07/2019	134.80
	CRT11942031	8/8/2019	Greyhound Cash Receipt 08/08/2019	230.50
	CRT11942037	8/12/2019	Greyhound Cash Receipts 08/12/2019	554.00
	CRT11942043	8/13/2019	Greyhound Cash Receipts 08/13/2019	845.75
	CRT12021003	8/14/2019	Greyhound Cash Receipts 8/14/2019	297.00
	CRT12021005	8/15/2019	Greyhound Cash Receipts 8-15-2019	196.00
	CRT12021011	8/16/2019	Greyhound Cash Receipts 08-16-19	79.00
	CRT11942048	8/19/2019	Greyhound Cash Receipts 08/19/2019	557.05
	CRT11942056	8/20/2019	Greyhound Cash Receipts 08/20/2019	125.00
	CRT11942058	8/21/2019	Greyhound Cash Receipts 08/21/2019	181.00
	CRT11942060	8/22/2019	Greyhound Cash Receipts 08/22/2019	235.00
	CRT11942062	8/23/2019	Greyhound Cash Receipts 08/23/2019	94.00
	CRT11942067	8/26/2019	Greyhound Cash Receipts 08/26/2019	990.80
	CRT11942073	8/27/2019	Greyhound Cash Receipts 08/27/2019	441.75
	CRT11942077	8/28/2019	Greyhound Cash Receipts 08/28/2019	256.50
	CRT11942082	8/29/2019	Greyhound Cash Receipts 08/29/2019	118.70
	CRT11942084	8/30/2019	Greyhound Cash Receipts 08/30/2019	20.00
				8,666.40
Cleared Deposits				8,666.40

CVTD
Reconcile Cash Accounts

Detail

Cash Account: 1119 First Financial ICB Bank Acct
Reconciliation ID: Reconciliation 08/31/2019
Reconciliation Date: 8/31/2019
Status: Open

Cleared Other Cash Items

<u>Document Number</u>	<u>Document Date</u>	<u>Document Description</u>	<u>Document Amount</u>
JVT42581441	8/14/2019	Greyhound ACH 08/14/2019	(3,454.75)
JVT42581446	8/15/2019	Greyhound ACH 08/15/2019	(2,558.05)
JVT42364019	8/22/2019	Greyhound ACH 08/22/19	(1,890.30)
JVT12021024	8/30/2019	Greyhound ACH 8-21-2019	(1,176.05)
Cleared Other Cash Items			(9,079.15)

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

Petty Cash
Account 1198

Description	Amount
Greyhound Box Petty Cash Added 7/27/18	100.00 JVT42363399
Fare Box Petty Cash Added 4/30/19	50.00 JVT11942499
	<u>150.00</u> *

*Funds for petty cash account is to remain at \$150 at all times

Concho Valley Transit District
 Balance Sheet Reconciliation
 August 31, 2019

FTA/TxDOT Urban AR
 Account 1241

Description	Amount		
Record Aug Billing	920.00	JVT42364103	paid 10/31/19
Sub-total FTA TX-2017-084	920.00		
	-		
	-		
Sub-total FTA TX-2013-90-Y123	-		
Record Aug Billing	95,593.00	JVT42581486	paid 9/25/19
Record Aug Billing-2nd request	59,422.00	JVT42364102	paid 10/31/19
Sub-total FTA 2018-068-00	155,015.00		
Record Accrual U-State July 2019	4,580.00	JVT42364024	paid 11/15/19
Record Aug Billing	8,103.00	JVT42364101	paid 11/15/19
Sub-total TxDOT 2017-00098	12,683.00		
Grand Total	168,618.00		

Concho Valley Transit District
 Balance Sheet Reconciliation
 August 31, 2019

TXDOT Rural
 Account 1242

Description	Amount		
Record Accrual July 2019	<u>15,754.00</u>	JVT42364015	paid 9/18/19
Total State 2018-00055	<u>15,754.00</u>		
Record Accrual July 2019	<u>1,676.00</u>	JVT42364013	paid 9/18/19
Grant 762 Total State Federal - 5311-2018-CVTD-00042	<u>1,676.00</u>		
Record Accrual July 2019	<u>16,029.00</u>	JVT42364014	paid 9/18/19
Grant 762 Total State Federal - 5311-2016-CVTD-00118	<u>16,029.00</u>		
Record July (2nd request) 2019	20,974.00	JVT43091016	
Record Aug 2019	<u>85,711.00</u>	JVT43091015	
Grant 762 Total State Federal - 5311-2019-CVTD-00060	<u>106,685.00</u>		
Grand Total	<u><u>140,144.00</u></u>		

* Communicating with TXDOT on the status of payments

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

Accounts Receivable, TXDOT Mobility 5310
Account 1251

Description	Amount
July 2019 Rural request submitted 8/20/19	<u>1,871.00</u> paid 9/11/19
Sub-Total 5310-2017-50029	<u>1,871.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

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

Description	Amount		
July 2019 request submitted 08/20/19	299.00	JVT42364002	paid 9/11/19
Aug 2019 request submitted 10/15/19	126.00	JVT43091003	paid 10/29/19
Total	<u>425.00</u>		

Concho Valley Transit District
 Balance Sheet Reconciliation
 August 31, 2019

Accounts Receivable Medical Transportation
 Account 1300

Description	Amount	
AMR invoice balance 8/31/18	634.80	
AMR invoice 09082018	4,741.60	
AMR invoice 09102018	247.60	
AMR invoice 09152018	5,213.40	
AMR invoice 09222018	5,518.20	
AMR invoice 09292018	9,438.40	25,183.40
AMR invoice 10112018	24.20	
AMR invoice 10062018	5,452.20	
AMR invoice 10132018	5,299.00	
AMR invoice 10202018	7,964.60	
Correct AMR invoice 10202018	(486.40)	
AMR invoice 10272018	5,589.60	23,819.00
AMR invoice 11032018	5,647.40	
AMR invoice 11102018	4,631.40	
AMR invoice 11172018	4,915.80	
AMR invoice 11242018	3,186.80	18,381.40
AMR invoice 12012018	5,372.40	
AMR invoice 12082018	6,231.80	
AMR invoice 12152018	5,690.60	
AMR invoice 12222018	7,280.60	
AMR invoice 12292018	3,010.00	27,585.40
AMR invoice 01052019	3,558.60	
AMR invoice 01122019	4,956.00	
AMR invoice 01192019	6,463.60	
AMR invoice 01262019	7,624.00	22,602.20
AMR invoice 02022019	5,908.40	
AMR invoice 02092019	5,945.20	
AMR invoice 02162019	6,504.20	
AMR invoice 02232019	6,186.60	24,544.40
AMR invoice 02202019	324.00	
AMR invoice 02252019	54.00	
AMR invoice 03022019	6,221.60	
AMR invoice 03092019	6,441.20	
AMR invoice 03162019	8,036.20	
AMR invoice 03232019	8,336.40	
AMR invoice 03272019	4,945.40	
AMR invoice 03302019	2,683.80	37,042.60
AMR invoice 04062019	5,618.60	
AMR invoice 04132019	7,156.40	
AMR invoice 04172019	4,215.80	
AMR invoice 04202019	3,210.20	
AMR invoice 04242019	5,227.60	
AMR invoice 04272019	1,906.00	27,213.60
Reverse invoice 03092019, 03232019, 03272019	(121.00)	
AMR invoice 05012019	3,749.20	
AMR invoice 05042019	1,461.40	
AMR invoice 05082019	3,021.60	
AMR invoice 05112019	3,217.40	
AMR invoice 05152019	3,896.80	
AMR invoice 05172019	2,561.60	
AMR invoice 05222019	48.40	
AMR invoice 05232019	3,362.00	
AMR invoice 05252019	2,063.80	
AMR invoice 05292019	2,003.40	25,385.60
AMR invoice 06012019	1,842.40	
AMR invoice 06052019	3,217.80	

Concho Valley Transit District
 Balance Sheet Reconciliation
 August 31, 2019

Accounts Receivable Medical Transportation
 Account 1300

Description	Amount	
AMR invoice 06082019	2,235.40	
AMR invoice 06122019	4,371.20	
AMR invoice 06152019	2,862.80	
AMR invoice 06192019	3,591.40	
AMR invoice 06222019	1,662.60	
AMR invoice 06262019	3,019.00	
AMR invoice 06252019	48.40	
AMR invoice 06292019	2,272.20	25,123.20
	-	
AMR invoice 07062019	4,235.00	
AMR invoice 07102019	3,680.80	
AMR invoice 0713219	1,391.00	
AMR invoice 07172019	1,589.80	
AMR invoice 07202019	5,140.60	
AMR invoice 07312019	3,551.60	
AMR invoice 07262019	3,021.20	
AMR invoice 07242019	3,604.60	
AMR invoice 07212019	24.20	26,238.80
AMR invoice 08032019	1,889.80	
AMR invoice 08072019	4,598.00	
AMR invoice 08102019	1,850.80	
AMR invoice 08142019	2,419.90	
AMR invoice 08172019	2,819.00	
AMR invoice 08212019	4,248.00	
AMR invoice 08312019	2,689.00	
AMR invoice 08232019	54.00	
AMR invoice 08242019	2,780.00	
AMR invoice 08282019	3,474.20	
AMR invoice 08302019	2,180.00	
AMR invoice 08292019	270.00	
AMR invoice 08252019	324.00	
AMR invoice 08262019	108.00	
AMR invoice 08272019	48.40	
AMR invoice 08282019	(78.20)	
		29,674.90
Reverse AMR invoices FY18-19	(314.60)	
Reverse AMR Invoices-True up FY 18-19	(659.00)	
Total AMR Billings	<u>312,455.70</u>	
AMR CRT11941085	(223.40)	paid 9/20/18
AMR CRT11941114	(4,717.40)	paid 9/27/18
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
AMR CRT11941297	(8,368.60)	paid 12/6/18
AMR CRT11941319	(5,324.00)	paid 12/13/18
AMR CRT11941334	(48.40)	paid 12/20/18
AMR CRT 11941383	(11,632.00)	paid 1/4/19
AMR CRT11941420	(10,072.80)	paid 1/17/19
AMR CRT11941451	(8,417.80)	paid 1/31/19
AMR CRT11941480	(96.80)	paid 1/24/19

Concho Valley Transit District
 Balance Sheet Reconciliation
 August 31, 2019

Accounts Receivable Medical Transportation
 Account 1300

Description	Amount
AMR CRT 11941478	(6,385.40) paid 2/7/19
AMR CRT11941501	(7,624.00) paid 2/14/19
AMR CRT 11941539	(11,829.40) paid 2/28/19
AMR CRT11941588	(5,578.80) paid 3/14/19
AMR CRT11941606	(6,050.60) paid 3/21/19
AMR CRT11941628	(12,493.40) paid 3/28/19
AMR CRT11941654	(9,458.80) paid 4/4/19
AMR CRT11941671	(8,396.00) paid 4/11/19
AMR CRT11941709	(6,764.60) paid 4/18/19
AMR CRT11941718	(5,721.00) paid 4/25/19
Reclass CVTH941654 PY Funds	24.20 JVT42581283
AMR CRT11941743	(6,697.60) paid 5/1/2019
AMR CRT11941755	(8,392.00) paid 5/9/19
AMR CRT11941773	(7,339.20) paid 5/15/19
AMR CRT11941793	(11,479.40) paid 5/23/19
AMR CRT11941808	(6,361.60) paid 5/29/19
AMR CRT11941831	(5,450.00) paid 6/6/19
AMR CRT11941850	(4,026.40) paid 6/13/19
AMR CRT11941870	(5,574.20) paid 6/20/19
AMR CRT11941889	(4,022.20) paid 6/26/19
AMR CRT11941890	(3,467.80) paid 6/27/19
AMR CRT11941907	(5,308.00) paid 7/5/19
AMR CRT11941934	(5,170.20) paid 7/11/19
AMR CRT11941960	(4,186.60) paid 7/18/19
AMR CRT11941985	(4,969.40) paid 7/25/19
AMR CRT11942016	(6,929.60) paid 8/5/19
AMR CRT11942028	(6,674.20) paid 8/8/19
AMR CRT12021001	(5,441.40) paid 8/15/19
AMR CRT11942063	(6,124.60) paid 8/22/19
AMR CRT11942080	(5,214.70) paid 8/29/19

Total AMR Payments (296,009.90)

Grand Total 16,445.80

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

Angelo State University
Account 1387

Description	Amount		
Aug 2019 RAM TRAM billing	4,900.00	JVT42581465	paid 10/11/19
July 2019 RAM TRAM billing-remain bal	<u>70.00</u>	JVT42363991	paid 10/11/19
Total	<u>4,970.00</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

Area Agency on Aging
Account 1389

Description	Amount		
July 2019 U-AAA	592.50	JVT42581445	paid 9/23/19
Aug 2019 U-AAA	1,087.50	JVT42581461	paid 10/4/19
Total	<u>1,680.00</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

CV Foster Grandparent
Account 1390

Description	Amount		
Record invoice Aug 2019 FGP Urban	172.00	JVT42581466	paid 9/23/19
	-		
	-		
Total	<u>172.00</u>		

Concho Valley Transit District
 Balance Sheet Reconciliation
 August 31, 2019

Accounts Receivable-General
 Account 1391

Description	Amount		
Record July 2019 BHRC-remaining balance	34.00	JVT42581442	paid 9/13/19
Bronte Health inv Aug 2019-BHRC	760.00	JVT42581481	paid 9/27/19
Procurement Services CVCOG Aug-19	121.15	JVT42364072	paid 10/11/19
Procurement Services AAA Program payroll correction	28.07	JVT42363874 & JVT42363875	paid 9/23/19
Procurement Services CVCOG	611.94	JVT42363925	
Concho Health inv June 2019-CHRC	76.00	JVT42363937	
Procurement Services HeadStart Aug-19	197.11	JVT42364071	
Accrue Aug Scholarship Rcvd in Sept-19	780.59	JVT42581484	
Recognize revenue McLaughlin	575.00	JVT42364082	
Recognize revenue Ben Stribling	100.00	JVT42364082	
Recognize revenue Token Transit	8.00	JVT42364082	
Recognize revenue Token Transit	38.00	JVT42364082	
Recognize revenue Token Transit	132.00	JVT42364082	
Accrue WF McAlisters Meal Reimb.	274.64	JVT42364093	
Recognize Brady CHR reven rcvd in sept	1,300.00	JVT42364082	
Accrue credit GM 195001355338 aug dup payment	1,437.99	JVT42364094	
Accrue GH Revenue	3,930.30	JVT43091079	
Total	<u>10,404.79</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

CV Senior Companion
Account 1393

Description	Amount		
Record invoice Aug 2019 SCP Urban	88.00	JVT42581467	paid 9/23/19
	-		
Total	<u>88.00</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

CV Economic Development
Account 1394

Description	Amount
Record Invoice Aug 2019 R-5310	37.00
Record Invoice Aug 2019 U-5310	<u>16,744.00</u> paid 9/27/19
Total	<u>16,781.00</u>

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

Charter Services
Account 1395

Description	Amount		
SACC June 2019	300.00	JVT42581329	paid 9/6/19
SA Conv & Visitor Bureau Aug-3-19	300.00	JVT42363981	paid 9/27/19
Total	<u>600.00</u>		

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

Bus Passes Receivable
Account 1396

Description	Amount		
Record inv July 25 WSCV	60.00	JVT42581424	paid 9/06/19
Record inv Aug 22 2019 WSCV	15.00	JVT42364021	paid 9/06/19
Record inv Aug 22 2019 WSCV	15.00	JVT42364018	paid 9/06/19
Record inv Aug 20 2019 PHS	150.00	JVT42581447	paid 9/23/19

Total 240.00

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

Prepaid General Expenses
Account 1593

Description	Amount
Correct posting of CTWP 1090508A, posted to wrong month	64.01
	-
	-
	-
Total	<u>64.01</u>

CVTD
Aged Payables by Due Date - Outstanding AP
Aging Date - 9/1/2018
From 9/1/2018 Through 8/31/2019

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
CONCHO VALLEY ECONOMIC DEVELOPMENT DISTRICT	8/22/2019	000012	500.00	0.00	0.00	0.00	0.00	500.00
Total CONCHO VALLEY ECONOMIC DEVELOPMENT DISTRICT			500.00	0.00	0.00	0.00	0.00	500.00
REPUBLIC SERVICES #691	8/31/2019	0691-000899...	172.17	0.00	0.00	0.00	0.00	172.17
Total REPUBLIC SERVICES #691			172.17	0.00	0.00	0.00	0.00	172.17
SAV-A-LIFE SKILLS	8/22/2019	082219CVT	55.00	0.00	0.00	0.00	0.00	55.00
Total SAV-A-LIFE SKILLS			55.00	0.00	0.00	0.00	0.00	55.00
J AND C BODY SHOP	8/23/2019	08232019 CVT	8,691.50	0.00	0.00	0.00	0.00	8,691.50
Total J AND C BODY SHOP			8,691.50	0.00	0.00	0.00	0.00	8,691.50
REAGAN COUNTY	10/18/2019	08312019 Refund	112.24	0.00	0.00	0.00	0.00	112.24
Total REAGAN COUNTY			112.24	0.00	0.00	0.00	0.00	112.24

CVTD
Aged Payables by Due Date - Outstanding AP
Aging Date - 9/1/2018
From 9/1/2018 Through 8/31/2019

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
ECOLANE USA, INC.	9/17/2019	101829	300.00	0.00	0.00	0.00	0.00	300.00
Total ECOLANE USA, INC.			300.00	0.00	0.00	0.00	0.00	300.00
ANGELO TIRE AND ALIGNMENT LLC	4/23/2019	104038	444.30	0.00	0.00	0.00	0.00	444.30
Total ANGELO TIRE AND ALIGNMENT LLC	7/5/2019	105524	774.47	0.00	0.00	0.00	0.00	774.47
Total ANGELO TIRE AND ALIGNMENT LLC			1,218.77	0.00	0.00	0.00	0.00	1,218.77
CTWP	8/29/2019	1090508	4.57	0.00	0.00	0.00	0.00	4.57
Total CTWP	8/29/2019	1090508a	64.01	0.00	0.00	0.00	0.00	64.01
FLORES TIRE & AUTO	5/24/2019	11041	7.00	0.00	0.00	0.00	0.00	7.00
Total FLORES TIRE & AUTO	6/13/2019	11174	901.96	0.00	0.00	0.00	0.00	901.96
	8/23/2019	11776	453.98	0.00	0.00	0.00	0.00	453.98
	8/26/2019	11791	75.00	0.00	0.00	0.00	0.00	75.00
Total FLORES TIRE & AUTO	7/5/2019	105524	1,437.94	0.00	0.00	0.00	0.00	1,437.94
HOME MOTORS, INC.	8/5/2019	125792	155.00	0.00	0.00	0.00	0.00	155.00
Total HOME MOTORS, INC.	8/7/2019	125881	210.00	0.00	0.00	0.00	0.00	210.00
	8/8/2019	125933	155.00	0.00	0.00	0.00	0.00	155.00
	8/9/2019	125984	155.00	0.00	0.00	0.00	0.00	155.00

CVTD
Aged Payables by Due Date - Outstanding AP
Aging Date - 9/1/2018
From 9/1/2018 Through 8/31/2019

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Total HOME MOTORS, INC.			675.00	0.00	0.00	0.00	0.00	675.00
West Texas Diesel Performance, LLC	8/21/2019	12994	2,401.30	0.00	0.00	0.00	0.00	2,401.30
Total West Texas Diesel Performance, LLC			2,401.30	0.00	0.00	0.00	0.00	2,401.30
ENGINE PRO MACHINE LLC	7/2/2019	13841	690.00	0.00	0.00	0.00	0.00	690.00
	8/2/2019	13924	566.00	0.00	0.00	0.00	0.00	566.00
	8/6/2019	13938	125.00	0.00	0.00	0.00	0.00	125.00
	8/7/2019	13939	1,837.20	0.00	0.00	0.00	0.00	1,837.20
	8/7/2019	13940	1,495.80	0.00	0.00	0.00	0.00	1,495.80
	8/8/2019	13948	974.26	0.00	0.00	0.00	0.00	974.26
	8/14/2019	13963	796.00	0.00	0.00	0.00	0.00	796.00
	8/15/2019	13967	2,023.69	0.00	0.00	0.00	0.00	2,023.69
	8/16/2019	13970	2,504.45	0.00	0.00	0.00	0.00	2,504.45
	8/21/2019	13978	500.00	0.00	0.00	0.00	0.00	500.00
	8/22/2019	13983	1,495.00	0.00	0.00	0.00	0.00	1,495.00
	8/26/2019	13992	807.25	0.00	0.00	0.00	0.00	807.25
	8/27/2019	13996	1,472.01	0.00	0.00	0.00	0.00	1,472.01
	8/27/2019	13997	221.00	0.00	0.00	0.00	0.00	221.00
	8/28/2019	14006	7.00	0.00	0.00	0.00	0.00	7.00
	8/30/2019	14012	2,064.45	0.00	0.00	0.00	0.00	2,064.45
Total ENGINE PRO MACHINE LLC			17,579.11	0.00	0.00	0.00	0.00	17,579.11
O'REILLY'S AUTO PARTS, INC.	8/23/2019	1613-172672	272.88	0.00	0.00	0.00	0.00	272.88

CVTD
Aged Payables by Due Date - Outstanding AP
Aging Date - 9/1/2018
From 9/1/2018 Through 8/31/2019

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Total O'REILLY'S AUTO PARTS, INC.			272.88	0.00	0.00	0.00	0.00	272.88
CITYOF SAN ANGELO UTILITY BILLING	9/26/2019	178813-1973...08-19	69.74	0.00	0.00	0.00	0.00	69.74
	9/16/2019	178815-4882208-19	243.83	0.00	0.00	0.00	0.00	243.83
Total CITYOF SAN ANGELO UTILITY BILLING			313.57	0.00	0.00	0.00	0.00	313.57
GREEN MOUNTAIN ENERGY	7/12/2019	195001353638	1,437.99	0.00	0.00	0.00	0.00	1,437.99
Total GREEN MOUNTAIN ENERGY			1,437.99	0.00	0.00	0.00	0.00	1,437.99
BUG EXPRESS	8/29/2019	20070416	45.00	0.00	0.00	0.00	0.00	45.00
Total BUG EXPRESS			45.00	0.00	0.00	0.00	0.00	45.00
BRUCKNER TRUCK SERVICE	7/24/2019	239351S	390.00	0.00	0.00	0.00	0.00	390.00
	8/12/2019	239391S	2,886.45	0.00	0.00	0.00	0.00	2,886.45
	10/4/2019	245031S	(607.04)	0.00	0.00	0.00	0.00	(607.04)

CVTD
Aged Payables by Due Date - Outstanding AP
Aging Date - 9/1/2018
From 9/1/2018 Through 8/31/2019

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Total BRUCKNER TRUCK SERVICE			2,669.41	0.00	0.00	0.00	0.00	2,669.41
AUTOTECHS	8/29/2019	25823	521.30	0.00	0.00	0.00	0.00	521.30
Total AUTOTECHS			521.30	0.00	0.00	0.00	0.00	521.30
ANGELO RO EXPRESS, LLC	8/20/2019	2793	108.00	0.00	0.00	0.00	0.00	108.00
Total ANGELO RO EXPRESS, LLC			108.00	0.00	0.00	0.00	0.00	108.00
ATMOS ENERGY	9/11/2019	3043372857 08-19	33.87	0.00	0.00	0.00	0.00	33.87
Total ATMOS ENERGY			33.87	0.00	0.00	0.00	0.00	33.87
JIM BASS FORD, INC.	8/23/2019	3276154-2	115.20	0.00	0.00	0.00	0.00	115.20
	7/15/2019	3280051	289.71	0.00	0.00	0.00	0.00	289.71
	8/7/2019	3280359	2,519.19	0.00	0.00	0.00	0.00	2,519.19
	8/12/2019	3282557	1,157.82	0.00	0.00	0.00	0.00	1,157.82
Total JIM BASS FORD, INC.			4,081.92	0.00	0.00	0.00	0.00	4,081.92
INTERPID ELECTRIC, INC	8/21/2019	3375	565.00	0.00	0.00	0.00	0.00	565.00
Total INTERPID ELECTRIC, INC			565.00	0.00	0.00	0.00	0.00	565.00

CVTD
Aged Payables by Due Date - Outstanding AP
Aging Date - 9/1/2018
From 9/1/2018 Through 8/31/2019

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
GREEN MOUNTAIN ENERGY	9/16/2019	348000268325	225.42	0.00	0.00	0.00	0.00	225.42
Total GREEN MOUNTAIN ENERGY			225.42	0.00	0.00	0.00	0.00	225.42
WEST TEXAS REHABILITAT... CENTER	8/31/2019	38480	75.00	0.00	0.00	0.00	0.00	75.00
Total WEST TEXAS REHABILITAT... CENTER			75.00	0.00	0.00	0.00	0.00	75.00
GREEN MOUNTAIN ENERGY	9/9/2019	396000203652	1,154.85	0.00	0.00	0.00	0.00	1,154.85
Total GREEN MOUNTAIN ENERGY			1,154.85	0.00	0.00	0.00	0.00	1,154.85
CONSTANCIO TIRE AND FLEET	8/27/2019	398632	426.50	0.00	0.00	0.00	0.00	426.50
Total CONSTANCIO TIRE AND FLEET			426.50	0.00	0.00	0.00	0.00	426.50
ATMOS ENERGY	9/11/2019	4019946371 08-19	33.11	0.00	0.00	0.00	0.00	33.11

CVTD
Aged Payables by Due Date - Outstanding AP
Aging Date - 9/1/2018
From 9/1/2018 Through 8/31/2019

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Total ATMOS ENERGY			33.11	0.00	0.00	0.00	0.00	33.11
LONGHORN OFFICE PRODUCTS, INC	7/18/2019	417686-0	36.90	0.00	0.00	0.00	0.00	36.90
	8/30/2019	423364-0	127.36	0.00	0.00	0.00	0.00	127.36
Total LONGHORN OFFICE PRODUCTS, INC			164.26	0.00	0.00	0.00	0.00	164.26
LONESTAR INDUSTRIAL SERVICES	8/13/2019	4629	649.65	0.00	0.00	0.00	0.00	649.65
	8/20/2019	4636	489.10	0.00	0.00	0.00	0.00	489.10
	8/21/2019	4640	404.55	0.00	0.00	0.00	0.00	404.55
	8/21/2019	4641	489.10	0.00	0.00	0.00	0.00	489.10
	8/29/2019	4643	404.50	0.00	0.00	0.00	0.00	404.50
Total LONESTAR INDUSTRIAL SERVICES			2,436.90	0.00	0.00	0.00	0.00	2,436.90
MELODY'S SOUTHWEST CONSORTIUM	8/31/2019	46777	195.00	0.00	0.00	0.00	0.00	195.00
Total MELODY'S SOUTHWEST CONSORTIUM			195.00	0.00	0.00	0.00	0.00	195.00
IWG TOWERS ASSETS II INC	8/1/2019	503098A	379.06	0.00	0.00	0.00	0.00	379.06

CVTD
Aged Payables by Due Date - Outstanding AP
Aging Date - 9/1/2018
From 9/1/2018 Through 8/31/2019

Vendor Name	Invoice Date	Invoice Number	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Total IWG TOWERS ASSETS II INC			379.06	0.00	0.00	0.00	0.00	379.06
CITY OF SAN ANGELO-ACC... RECEIVABLE	8/31/2019	52576	25,618.69	0.00	0.00	0.00	0.00	25,618.69
Total CITY OF SAN ANGELO-ACC... RECEIVABLE			25,618.69	0.00	0.00	0.00	0.00	25,618.69
G&G AUTOMOTIVE	8/21/2019	57743	4,908.04	0.00	0.00	0.00	0.00	4,908.04
	8/30/2019	57929	749.28	0.00	0.00	0.00	0.00	749.28
	8/28/2019	57949	873.47	0.00	0.00	0.00	0.00	873.47
Total G&G AUTOMOTIVE			6,530.79	0.00	0.00	0.00	0.00	6,530.79
WEX BANK	8/23/2019	60900973	15,888.14	0.00	0.00	0.00	0.00	15,888.14
	9/23/2019	61400497 August	3,962.06	0.00	0.00	0.00	0.00	3,962.06
Total WEX BANK			19,850.20	0.00	0.00	0.00	0.00	19,850.20
SUDDENLINK	8/9/2019	708233301 08-19	28.98	0.00	0.00	0.00	0.00	28.98
	8/1/2019	7158579011 08-2019	511.35	0.00	0.00	0.00	0.00	511.35
	7/30/2019	715941301 08-19	32.63	0.00	0.00	0.00	0.00	32.63
Total SUDDENLINK			572.96	0.00	0.00	0.00	0.00	572.96

CVTD
Aged Payables by Due Date - Outstanding AP
Aging Date - 9/1/2018
From 9/1/2018 Through 8/31/2019

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
Unifirst Holding Inc	8/26/2019	8390266352	49.51	0.00	0.00	0.00	0.00	49.51
	9/2/2019	8390266750	34.22	0.00	0.00	0.00	0.00	34.22
Total Unifirst Holding Inc			83.73	0.00	0.00	0.00	0.00	83.73
TEXAS DEPARTMENT OF PUBLIC SAFETY	5/31/2019	CRS-201905-...	10.00	0.00	0.00	0.00	0.00	10.00
	6/30/2019	CRS-201906-...	1.00	0.00	0.00	0.00	0.00	1.00
	7/31/2019	CRS-201907-...	6.00	0.00	0.00	0.00	0.00	6.00
Total TEXAS DEPARTMENT OF PUBLIC SAFETY			17.00	0.00	0.00	0.00	0.00	17.00
JEFFERY YORK	8/20/2019	JYTVL 08-20-19	15.25	0.00	0.00	0.00	0.00	15.25
Total JEFFERY YORK			15.25	0.00	0.00	0.00	0.00	15.25
OKeith Weatherspoon	8/20/2019	OWTVL 08-20-19	15.25	0.00	0.00	0.00	0.00	15.25
Total OKeith Weatherspoon			15.25	0.00	0.00	0.00	0.00	15.25
Report Total			101,054.52	0.00	0.00	0.00	0.00	101,054.52

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

AP Owed to CVCOG
Account 2112

<u>Date</u>	<u>Description</u>	<u>\$ Amount</u>
8/1/2019	Beginning Balance	302,423.92
8/20/2019	Payment received	(301,973.92)
8/13/2019	Charter received in error	(450.00)
	Grant 010-Expenses paid by CVCOG	2,980.28
	Grant 015-Expenses paid by CVCOG	318.26
	Grant 018-Expenses paid by CVCOG	3,577.88
	Grant 761-Expenses paid by CVCOG	191,042.48
	Grant 762-Expenses paid by CVCOG	113,468.36
		-
	Total Amount owed to CVCOG	<u>311,387.26</u>

Concho Valley Transit District
 Balance Sheet Reconciliation
 August 31, 2019

AP Clearing Account
 Account 2115

Document Date	Document Number	Transaction Description	Amount
8/31/2019	JVT42364052	Accrue C Reyes D Buitron & B Hodges Cell phone rei	30.00
8/31/2019	JVT42364052	Accrue C Reyes D Buitron & B Hodges Cell phone rei	30.00
8/31/2019	JVT42364052	Accrue C Reyes D Buitron & B Hodges Cell phone rei	30.00
8/31/2019	JVT42581506	Accrue Aug expense D. Lewis Aug-19	30.00
8/31/2019	JVT42581509	Accrue Y.T. cell reimb Aug-19	30.00
8/31/2019	JVT43091009	Reverse Accrue EPM 13980 Aug -22-19	1,085.34
8/31/2019	JVT43091017	Reclass J.Y tvl reimb 7-23-19 Aug-19	6.50
8/31/2019	JVT43091044	Accrue Aug Expense E. Gomez Cell Reimbursment Aug-	30.00
8/31/2019	JVT43091048	Accrue FedEx AMR Expenses 7210-7220-7231 Aug-19	25.63
8/31/2019	JVT43091048	Accrue FedEx AMR Expenses 7210-7220-7231 Aug-19	25.63
8/31/2019	JVT43091048	Accrue FedEx AMR Expenses 7210-7220-7231 Aug-19	25.74
8/31/2019	JVT43091048	Accrue FedEx AMR Expenses 7210-7220-7231 Aug-19	25.64
8/31/2019	JVT43091048	Accrue FedEx AMR Expenses 7210-7220-7231 Aug-19	25.64
8/31/2019	JVT43091048	Accrue FedEx AMR Expenses 7210-7220-7231 Aug-19	25.74
8/31/2019	JVT43091071	Accrue Expense EPM 13972	165.00
8/31/2019	JVT43101029	Accrue EPM 14008 Aug - 19	<u>221.00</u>
		Report Total	1,811.86

Concho Valley Transit District
Balance Sheet Reconciliation
August 31, 2019

Deferred Income-Insurance Payments
Account 2915

<u>Date</u>	<u>Description</u>	<u>\$ Amount</u>	<u>Veh #</u>	<u>VIN #</u>
5/4/2018	TML ck 5359935 AU68509	32,016.67	13-11	5918 CRT42361953
8/26/2019	TML ck 9014933	2,477.36	13-09	5913 CRT11942065
	Total for Vehicles	<u>34,494.03</u>		

CVTD
Statement of Revenues and Expenditures - CVTD Statement of Revenue and Expenditures
From 9/1/2018 Through 8/31/2019

	<u>Current Period Actual</u>	
Revenue		
FTA TX-90-Y123-00, CFDA 20.507	16,958.00	4135
FTA TX-2017-084-00, CFDA 20.507	326,031.00	4139
FTA TX-2018 CFDA 20.507	1,346,644.00	4141
TxDOT 5311-2016-CVTD-00118, CFDA 20.509	16,029.00	4245
TxDOT PLN-2016-00066, CFDA 20.515	12,885.75	4279
TxDOT 5310-ED-Mobility Mngt, CFDA 20.513	71,667.00	4284
TXDOT RCTP-2018-CVTD-0008, CFDA 20.505	35,000.00	4291
TXDOT 5311-2018-CVTD-00042, CFDA 20.509	607,444.00	4293
TXDOT 5311-2019-CVTD CFDA20.509	106,685.00	4294
TXDOT State-U-2018	362,789.00	4323
TXDOT State-R-2018	469,166.00	4324
Transportation Toll Credits	22,403.00	4412
Organization Program Income	4,262.00	4521
Program Income	179,813.27	4522
Local Revenue	94,733.35	4523
Greyhound Lines	103,218.75	4524
Transit Charter Fees	30,553.72	4525
Building Lease	855.00	4526
Sale of Equipment	40,463.00	4711
TML Insurance Payment	4,273.94	4712
Advertising Revenue	8,600.00	4713
Revenue County Cash Match	418,253.75	4756
COSA Funds	398,147.00	4758
Medicaid Tnsp Rev Transit Dist	312,671.70	4759
CVEDD Vendor Contract	193,388.00	4760
FGP Vendor Contract	3,622.00	4762
Transp Aging Vendor Cont	4,491.50	4763
SCP Vendor Contract	<u>1,256.00</u>	4764
Total Revenue	<u>5,192,304.73</u>	
Expenditures		
General Wages	96,311.63	5110
Management Salaries	341,897.89	5111
Administration Wages	224,331.43	5112
Sick Leave	4,217.19	5113
Emergency Leave	571.52	5114
General Overtime Wages	1,253.24	5118
Holiday Work Time	47.81	5119
Holiday Leave	8,144.02	5120
Vacation Time Allocation	134,561.37	5150
Medicare Tax	28,749.93	5151
Workers Comp Insurance	70,423.78	5172
SUTA	1,961.01	5173
Health Insurance Benefit	474,504.42	5174
Dental Insurance Benefit	17,693.65	5175
Life Insurance Benefits	19,752.21	5176
Retirement	233,558.97	5181
Management and Administration Indirect	407,952.73	5199
Uniforms	2,081.01	5203
Greyhound Pass-Thru	104,618.05	5204
Driver Wages	1,212,162.83	5210
Dispatch/Customer Service Wages	119,412.67	5217

CVTD
Statement of Revenues and Expenditures - CVTD Statement of Revenue and Expenditures
From 9/1/2018 Through 8/31/2019

	<u>Current Period Actual</u>	
Driver Overtime Wages	21,098.33	5218
Dispatch/Customer Service Overtime Wages	584.64	5219
Driver Double Time	968.08	5222
Network/MIS/WEB Indirect	83,839.40	5230
Audit & Legal	17,604.33	5231
Contract Services	24,423.34	5291
Management Service Fees	141,600.00	5292
Travel-In Region	3,204.08	5309
Travel-Out of Region	17,316.77	5310
Fuel	409,721.02	5351
Lubricant, Oil, Other Fluids(except Fuel)	24,168.00	5352
Vehicle Maintenance	309,768.61	5361
Scheduled Preventative Maintenance	249.15	5362
Tires	46,540.39	5363
Rent	3,502.20	5411
Shop & Yard Space	120,000.00	5414
Facility Maintenance	1,320.88	5451
Supplies	25,451.29	5510
Supplies - Bus/Service Vehicles	18,949.84	5516
Parts Supplies	17,822.97	5520
Computers/Software	13,537.63	5622
Capital Equipment	21,198.56	5623
Tools	389.22	5629
Copier	3,465.83	5632
Insurance	95,126.34	5711
Communications - Bus	46,390.16	5712
Cell Phones	6,301.58	5713
Internet	795.62	5714
Printing	19,282.68	5721
Ads & Promotions	1,807.85	5722
Publications	411.92	5723
Fare Collection and Counting Systems	26,504.48	5730
Repeater Rental	5,485.05	5732
Training	12,569.34	5751
Dues and fees	2,776.20	5753
Vehicle Registration	411.56	5754
Communications	11,968.73	5761
Postage/freight	4,346.35	5762
Other	60,594.95	5791
Coffee Expense	1,025.19	5792
Physicals	3,895.00	5793
Safety	10,657.86	5796
Multi-Modal Supplies	12,835.89	5810
Multi-Modal Insurance	13,228.16	5811
Multi-Modal Internet	15,163.26	5814
Multi-Modal Utilities	26,467.95	5831
Multi-Modal Building Maintenance	27,602.86	5851
Multi-Modal Communications	5,292.45	5861
Transportation Toll Credits	22,403.00	6999
Total Expenditures	<u>5,264,276.35</u>	
Excess Revenue over Expenditures	<u>(71,971.62)</u>	

CVTD
Expenditure Journal
From 9/1/2018 Through 8/31/2019

Grant Code	Grant Title	Expenditures	Expenditures	Total
010	ICB Program	164,983.43	394.74	165,378.17
015	CVTD Procurement Services	2,306.73	0.00	2,306.73
018	Extended Medical Transp Program	28,516.91	0.00	28,516.91
721	Grant 721, PLN-2016-00066	0.00	12,886.50	12,886.50
737	Grant 737, CVTD Urban FY 17-18	(108,079.28)	108,489.97	410.69
738	Grant 738, CVTD Rural FY 17-18	(2,707.88)	2,892.65	184.77
748	Grant 748, RCTP-2018-CVTD-00008	34,877.95	127.36	35,005.31
751	Grant 751, Mobility Urban 5310-2017-	19,100.84	0.00	19,100.84
752	Grant 752, Mobility Rural 5310-2017-	1,015.63	0.00	1,015.63
761	Grant 761, CVTD Urban FY 18-19	2,159,536.46	1,118,419.65	3,277,956.11
762	Grant 762, CVTD Rural FY 18-19	1,239,571.19	398,863.33	1,638,434.52
767	Grant 767, Mobility Urban 5310-2017-	55,730.68	0.00	55,730.68
768	Grant 768, Mobility Rural 5310-2017-	27,349.49	0.00	27,349.49
778	Grant 778, CVTD Urban FY 19-20	(56.50)	56.50	0.00
779	Grant 779, CVTD Rural FY 19-20	(44.41)	44.41	0.00
	Report Total	<u>3,622,101.24</u>	<u>1,642,175.11</u>	<u>5,264,276.35</u>

SCHEDULE OF REVENUES BY SOURCE

September 1, 2018 - August 31, 2019

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
			Administered Federal	State											
010	ICB Program	-	-	-	52,534.51	-	9,624.91	-	103,218.75	-	-	-	165,378.17	165,378.17	-
015	CVTD Procurement Services	-	-	-	-	-	-	-	-	-	2,306.72	-	2,306.72	2,306.72	-
018	Extended Medical Transp Program	-	-	-	-	-	28,516.91	-	-	-	-	-	28,516.91	28,516.91	-
721	PLN-2016-00066	-	12,885.75	-	-	-	0.75	-	-	-	-	-	12,886.50	12,886.50	-
737	CVTD Urban FY 17-18	(492.00)	-	-	-	-	902.69	-	-	-	-	-	410.69	410.69	-
738	CVTD Rural FY 17-18	-	-	-	-	-	184.77	-	-	-	-	-	184.77	184.77	-
748	RCTP-2018-CVTD-00008	-	35,000.00	-	-	-	5.31	-	-	-	-	-	35,005.31	35,005.31	-
751	Mobility Urban 5310-2017-00029	-	10,951.00	-	-	-	5,959.84	-	-	-	-	2,190.00	19,100.84	19,100.84	-
752	Mobility Rural 5310-2017-00029	-	716.00	-	-	-	134.63	-	-	-	-	165.00	1,015.63	1,015.63	-
761	CVTD Urban FY 18-19	1,690,125.00	-	362,789.00	129,925.51	29,253.72	256,410.95	172,816.00	-	8,130.50	544,983.82	-	3,194,434.50	3,277,956.11	(83,521.62)
762	CVTD Rural FY 18-19	-	730,158.00	469,166.00	1,615.25	1,300.00	-	20,572.00	-	1,239.00	417,934.27	8,000.00	1,649,984.52	1,638,434.52	11,550.00
767	Mobility Urban 5310-2017-2021-044	-	40,000.00	-	-	-	7,629.45	-	-	-	101.23	8,000.00	55,730.68	55,730.68	-
768	Mobility Rural 5310-2017-2021-044	-	20,000.00	-	-	-	3,301.49	-	-	-	-	4,048.00	27,349.49	27,349.49	-
		<u>1,689,633.00</u>	<u>849,710.75</u>	<u>831,955.00</u>	<u>184,075.27</u>	<u>30,553.72</u>	<u>312,671.70</u>	<u>193,388.00</u>	<u>103,218.75</u>	<u>9,369.50</u>	<u>965,326.04</u>	<u>22,403.00</u>	<u>5,192,304.73</u>	<u>5,264,276.34</u>	<u>(71,971.62)</u>

Notes

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
TOTAL EXPENSE		244,955.47	256,610.61	232,207.98	269,725.14	248,535.22	254,377.23	260,857.72	384,161.46	289,772.37	297,544.66	257,899.34	281,719.60	3,278,366.80	2,427,462.00	3,397,544.82	119,178.02
Urban - 5307	Grant 761	URB 1901 (07)															
STATE-U-2018-00053	STATE	Period 9/1/18 thru 10/31/19															
Preventative Maint	11.7A.00	2,232.00	3,433.00	5,102.00	4,558.00	4,423.00	3,433.00	18,227.00	-	-	-	800.00	8,103.00	50,311.00	-	65,339.00	15,028.00
Third Party Contract	11.71.11	5,286.00	5,286.00	5,286.00	5,286.00	5,286.00	5,286.00	5,286.00	5,286.00	5,286.00	5,286.00	3,780.00	-	56,640.00	-	56,640.00	-
Operating	30.09.01	103,132.00	101,187.00	51,519.00	-	-	-	-	-	-	-	-	-	255,838.00	-	255,838.00	-
TOTAL		110,650.00	109,906.00	61,907.00	9,844.00	9,709.00	8,719.00	23,513.00	5,286.00	5,286.00	5,286.00	4,580.00	8,103.00	362,789.00	-	377,817.00	15,028.00
TX-2017-084-01-00 Y221	Grant 737,761	Grant Award started September 2017															
Operations	30.09.01	93,025.00	56,970.00	-	-	-	25,000.00	240.00	-	-	-	-	-	175,235.00	588,282.00	763,517.00	-
ADA	11.7C.00	-	-	-	-	-	-	-	-	-	-	-	-	-	284,746.00	284,746.00	-
Prev Maint	11.7.00	-	5,258.00	2,540.00	-	-	-	-	19,454.00	32,528.00	31,710.00	32,850.00	-	124,340.00	94,995.00	247,667.00	28,332.00
Capital Bus Equip	11.42.10	-	-	-	-	4,000.00	-	-	-	17,203.00	-	-	-	21,203.00	-	21,203.00	-
Employee Training	11.7D.02	-	1,586.00	-	-	-	-	-	-	-	1,827.00	10.00	853.00	4,276.00	-	5,186.00	910.00
Cap Lease	11.46.01	-	187.00	79.00	79.00	79.00	79.00	79.00	83.00	83.00	83.00	79.00	67.00	977.00	4,437.00	5,414.00	-
Lease Yards	11.46.05	-	-	-	-	-	-	-	-	-	-	-	-	-	96,000.00	96,000.00	-
TOTAL	CFDA 20.507	93,025.00	64,001.00	2,619.00	79.00	4,079.00	25,079.00	319.00	19,537.00	49,814.00	33,620.00	32,939.00	920.00	326,031.00	1,068,460.00	1,423,733.00	29,242.00
TX-2018-068-01-00 Y259	Grant 761	Grant Award started September 2018															
Operations	30.09.01	-	26,065.00	63,158.00	96,160.00	77,658.00	43,427.00	71,307.00	84,320.00	79,923.00	86,623.00	83,904.00	81,976.00	794,521.00	-	874,345.00	79,824.00
ADA	11.7C.00	-	16,976.00	31,169.00	16,462.00	17,478.00	21,983.00	33,484.00	38,317.00	34,279.00	21,688.00	25,525.00	32,793.00	290,154.00	-	290,154.00	-
Project Admin	11.7A.00	260.00	-	-	-	-	73.00	-	-	-	-	-	-	333.00	-	333.00	-
Prev Maint	11.79.00	12,654.00	13,734.00	24,056.00	25,275.00	24,642.00	19,651.00	5,378.00	-	-	-	-	40,235.00	165,625.00	-	189,804.00	24,179.00
ADP Software	11.42.08	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cap Lease	11.46.01	-	-	-	-	-	-	-	-	-	-	-	11.00	11.00	-	138.00	127.00
Lease Yards	11.46.05	-	-	-	-	-	-	-	96,000.00	-	-	-	-	96,000.00	-	96,000.00	-
TOTAL	CFDA 20.507	12,914.00	56,775.00	118,383.00	137,897.00	119,778.00	85,134.00	110,169.00	218,637.00	114,202.00	108,311.00	109,429.00	155,015.00	1,346,644.00	-	1,450,774.00	104,130.00
FTA TX-90-Y123	Grant 656,681,711,737,761	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	-	-	-	-	-	6,388.00	-	-	-	-	-	-	6,388.00	39,861.00	48,147.00	1,898.00
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	-
TOTAL	CFDA 20.507	10,570.00	-	-	-	-	6,388.00	-	-	-	-	-	-	16,958.00	1,359,002.00	1,378,170.00	2,210.00
Total Government Funding		227,159.00	230,682.00	182,909.00	147,820.00	133,566.00	125,320.00	134,001.00	243,460.00	169,302.00	147,217.00	146,948.00	164,038.00	2,052,422.00	2,427,462.00	4,630,494.00	150,610.00
OTHER REVENUE																	
Program Revenue		10,006.17	12,197.38	9,612.56	11,162.86	11,439.31	9,302.29	11,294.85	12,595.51	11,105.78	10,068.07	10,114.50	11,026.23	129,925.51	-	129,507.60	(417.91)
Charter		100.00	1,740.00	5,102.08	5,290.00	900.00	920.00	1,100.00	3,110.00	2,740.00	3,916.64	1,050.00	3,285.00	29,253.72	-	28,637.00	(616.72)
Area Agency on Aging		-	90.00	180.00	210.00	-	45.00	22.50	-	457.50	667.50	592.50	1,087.50	3,352.50	-	3,352.50	-
Tom Green		-	-	-	-	-	54,480.22	-	-	-	-	-	-	54,480.22	-	54,480.22	-
Sale of Equipment		-	-	-	-	-	-	-	-	1,000.00	20,872.00	-	(14,372.00)	7,500.00	-	21,872.00	14,372.00
TML Insurance		-	-	-	500.00	-	-	-	-	-	-	-	-	500.00	-	500.00	-
Ram Tram		6,440.00	6,720.00	5,320.00	4,830.00	4,900.00	6,685.00	7,870.00	6,440.00	5,065.00	2,310.00	3,080.00	6,094.00	65,754.00	-	75,357.60	9,603.60
Advertising		-	-	6,012.50	-	-	1,387.50	100.00	-	-	525.00	-	575.00	8,600.00	-	8,600.00	-
COSA Funds		-	-	-	39,030.56	86,767.44	36,032.84	105,322.63	130,993.53	-	-	-	-	398,147.00	-	398,147.00	-
Other		-	-	-	663.60	-	6,000.00	-	-	1,500.00	-	1,184.00	655.00	10,002.60	-	855.00	(9,147.60)
Medical		-	-	499.00	-	403.69	-	-	24.20	80,290.70	93,068.45	35,189.80	47,837.80	257,313.64	-	295,609.90	38,296.26
CVEDD		25,984.00	16,604.00	24,528.00	21,672.00	10,024.00	13,020.00	-	-	4,844.00	18,900.00	20,496.00	16,744.00	172,816.00	-	172,816.00	-
FGP		432.00	384.00	362.00	296.00	334.00	366.00	278.00	368.00	418.00	-	134.00	162.00	3,534.00	-	3,534.00	-
SCP		70.00	92.00	118.00	78.00	106.00	116.00	166.00	180.00	142.00	-	88.00	88.00	1,244.00	-	1,244.00	-
TOTAL OTHER REVENUE		43,032.17	37,827.38	51,734.14	83,733.02	114,874.44	128,354.85	126,153.98	153,711.24	107,562.98	150,327.66	71,928.80	73,182.53	1,142,423.19	-	1,194,512.82	52,089.63
Total Urban Excess/(Shortage)		25,235.70	11,898.77	2,435.16	(38,172.12)	(94.78)	(702.38)	(702.74)	13,009.78	(12,907.39)	-	(39,022.54)	(44,499.07)	(83,521.62)	-	-	-

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
TOTAL EXPENSE		129,147.33	134,742.90	116,786.12	132,519.73	134,264.84	128,354.94	129,209.81	144,664.43	134,202.91	152,147.13	141,878.59	160,700.56	1,638,619.29	-	1,973,010.79	334,391.50
Rural 5311	Grant 762	Suffix Period: 04/23/19 thru 08/31/2020															
5311-2019-CVTD-00060	SAF																
Administrative	11.79.00	-	-	-	-	-	-	-	-	-	-	-	25,753.00	25,753.00	-	30,000.00	4,247.00
Preventative Maint	11.7A.00	-	-	-	-	-	-	-	-	-	-	-	15,841.00	15,841.00	-	40,000.00	24,159.00
Operating	30.09.01	-	-	-	-	-	-	-	-	-	-	-	65,091.00	65,091.00	-	375,231.00	310,140.00
TOTAL	CFDA 20.509	-	-	-	-	-	-	-	-	-	-	-	106,685.00	106,685.00	-	445,231.00	338,546.00
Rural 5311	Grant 762	Suffix Period: 04/30/18 thru 08/31/19															
5311-2018-CVTD-00042	SAF																
Administrative	11.79.00	23,221.00	3,207.00	2,816.00	756.00	-	-	2,407.00	2,163.00	1,529.00	2,225.00	1,676.00	-	40,000.00	-	40,000.00	-
Preventative Maint	11.7A.00	1,306.00	7,340.00	5,011.00	3,440.00	6,933.00	4,708.00	5,012.00	6,250.00	-	-	-	-	40,000.00	-	40,000.00	-
TD Credits (PM)	TDCs	261.00	1,468.00	1,002.00	688.00	1,387.00	942.00	1,002.00	1,250.00	-	-	-	-	8,000.00	-	8,000.00	-
Operating	30.09.01	45,719.00	57,875.00	51,670.00	61,527.00	45,223.00	57,517.00	58,076.00	61,454.00	61,592.00	26,791.00	-	-	527,444.00	-	527,444.00	-
TOTAL	CFDA 20.509	70,507.00	69,890.00	60,499.00	66,411.00	53,543.00	63,167.00	66,497.00	71,117.00	63,121.00	29,016.00	1,676.00	-	615,444.00	-	615,444.00	-
Rural 5311	Grant 762	Suffix Period: 06/27/19 thru 08/31/19															
5311-2016-CVTD-00291	SAF																
Administrative	11.79.00	-	-	-	-	-	-	-	-	-	-	16,029.00	-	16,029.00	-	16,029.00	-
TOTAL	CFDA 20.509	-	-	-	-	-	-	-	-	-	-	16,029.00	-	16,029.00	-	16,029.00	-
Rural	Grant 762	RUR 1902 (07)															
STATE-R-2018-00055	STATE	Period: 09/11/18 thru 08/31/19															
Preventative Maint	11.7A.00	-	-	-	-	-	-	-	-	2,673.00	3,000.00	-	-	5,673.00	-	5,673.00	-
Project Admin	11.79.00	5,805.00	801.00	704.00	189.00	25,036.00	2,038.00	601.00	540.00	382.00	556.00	811.00	-	37,463.00	-	37,463.00	-
Third Party Contract	11.71.11	4,153.00	4,153.00	4,153.00	1,981.00	-	-	-	-	-	4,153.00	326.00	-	18,919.00	-	18,919.00	-
Operating	30.09.01	45,719.00	57,875.00	51,670.00	61,527.00	45,223.00	57,517.00	58,076.00	14,887.00	-	-	14,617.00	-	407,111.00	-	407,111.00	-
TOTAL		55,677.00	62,829.00	56,527.00	63,697.00	70,259.00	59,555.00	58,677.00	15,427.00	3,055.00	7,709.00	15,754.00	-	469,166.00	-	469,166.00	-
Total Government Funding		126,184.00	132,719.00	117,026.00	130,108.00	123,802.00	122,722.00	125,174.00	86,544.00	66,176.00	36,725.00	33,459.00	106,685.00	1,207,324.00	-	1,545,870.00	338,546.00
OTHER REVENUE																	
Program Revenue		1,319.70	278.45	17.10	-	-	-	-	-	-	-	-	-	1,615.25		1,615.25	-
FGP/SCP		20.00	22.00	6.00	-	4.00	6.00	4.00	24.00	4.00	-	-	10.00	100.00		90.00	(10.00)
Sale of Equipment		-	-	-	-	-	-	-	-	-	18,591.00	-	14,372.00	32,963.00		18,591.00	(14,372.00)
Other		-	-	-	515.35	2,200.00	4,729.00	532.00	1,900.00	1,634.00	1,990.30	1,757.00	6,179.20	21,436.85		20,120.18	(1,316.67)
Advertising		-	-	-	-	-	-	-	-	-	-	-	-	-		-	-
County Overage		-	-	990.46	-	-	-	70.43	-	-	-	-	-	1,060.89		1,060.89	-
Medicaid		-	-	-	-	184.77	-	-	-	-	-	-	-	184.77		184.77	-
County Cash Match		-	-	-	-	7,613.53	123.76	-	48,097.55	66,417.91	90,926.83	105,626.59	44,967.36	363,773.53		363,767.70	(5.83)
CVEDD		6,068.00	2,664.00	2,553.00	888.00	1,628.00	1,369.00	370.00	74.00	1,221.00	2,664.00	1,036.00	37.00	20,572.00		20,572.00	-
Trans Aging		1,139.00	-	-	-	-	-	-	-	-	-	-	-	1,139.00		1,139.00	-
TOTAL OTHER REVENUE		8,546.70	2,964.45	3,566.56	1,403.35	11,630.30	6,227.76	976.43	50,095.55	69,276.91	114,172.13	108,419.59	65,565.56	442,845.29		427,140.79	(15,704.50)
Total Rural Excess/(Shortage)		5,583.37	940.55	3,806.44	(1,008.38)	1,167.46	594.82	(3,059.38)	(8,024.88)	1,250.00	(1,250.00)	-	11,550.00	11,550.00		-	

CONCHO VALLEY TRANSIT DISTRICT
September 2018 through August 2019

PLANNING PROJECTS		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Request	BUDGET	Variance	
PLN-2016-00066		Period: 11/22/2016 thru 4/30/2019																
5304	Grant 721																	
Planning	44.24.00	-	-	-	-	3,905.75	-	-	-	8,980.00	-	-	-	12,885.75	33,836.25	100,000.00	53,278.00	
Medical Funds		-	-	-	-	0.75	-	-	-	-	-	-	-	0.75	-	-	(0.75)	
TOTAL	CFDA 20.505	-	-	-	-	3,906.50	-	-	-	8,980.00	-	-	-	12,886.50	33,836.25	100,000.00	53,277.25	
RCTP-2018-CVTD-00008		Period: 11/22/17 thru 8/31/2019																
5304	Grant 748																	
Regional Planning	44.24.00	1,631.00	2,208.37	2,778.17	5,189.53	5,167.93	5,930.82	3,377.97	4,802.21	3,016.00	473.00	299.00	126.00	35,000.00	25,000.00	60,000.00	-	
Medical Funds		0.57	0.45	0.48	0.19	0.71	0.46	0.10	0.04	0.17	0.54	0.24	1.36	5.31	61.22	-	(66.53)	
TOTAL	CFDA 20.505	1,631.57	2,208.82	2,778.65	5,189.72	5,168.64	5,931.28	3,378.07	4,802.25	3,016.17	473.54	299.24	127.36	35,005.31	25,061.22	60,000.00	(66.53)	
RCTP-2019-CVTD-00022		Period: 7/10/19 thru 8/31/2020																
5304	Grant 777																	
Regional Planning	44.24.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000.00	35,000.00
Medical Funds		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	CFDA 20.505	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000.00	35,000.00
ED PROJECTS		SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	TOTAL	Less Previous Request	BUDGET	Variance	
5310-2017-00029		Period: 09/26/2017 thru 12/31/2018																
5310	Grant 751																	
Mobility Management-U	11.7L.00	3,903.00	5,291.00	1,757.00	-	-	-	-	-	-	-	-	-	10,951.00	29,049.00	40,000.00	-	
TD Credits	TDCs	781.00	1,058.00	351.00	-	-	-	-	-	-	-	-	-	2,190.00	5,810.00	8,000.00	-	
Medical Funds		631.16	2,134.06	3,194.62	-	-	-	-	-	-	-	-	-	5,959.84	4,701.39	6,468.00	(4,193.23)	
TOTAL	CFDA 20.513	5,315.16	8,483.06	5,302.62	-	-	-	-	-	-	-	-	-	19,100.84	39,560.39	54,468.00	(4,193.23)	
5310-2017-00029		Period: 09/26/2017 thru 12/31/2018																
5310	Grant 752																	
Mobility Management-Rural	11.7L.00	-	696.00	20.00	-	-	-	-	-	-	-	-	-	716.00	19,284.00	20,000.00	-	
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)	
5310-2017-50029		Period: 09/6/2018 thru 12/31/2019																
5310	Grant 767																	
Mobility Management-U	11.7L.00	-	890.00	956.00	4,933.00	2,262.00	2,579.00	4,034.00	9,567.00	8,163.00	4,745.00	1,871.00	-	40,000.00	-	40,000.00	-	
TD Credits	TDCs	-	178.00	191.00	987.00	452.00	516.00	807.00	1,913.00	1,633.00	949.00	374.00	-	8,000.00	-	8,000.00	-	
Medical Funds		-	145.48	156.57	806.43	370.07	421.84	659.63	1,561.58	1,334.65	775.53	1,498.90	-	7,730.68	-	8,000.00	269.32	
TOTAL	CFDA 20.513	-	1,213.48	1,303.57	6,726.43	3,084.07	3,516.84	5,500.63	13,041.58	11,130.65	6,469.53	3,743.90	-	55,730.68	-	56,000.00	269.32	
5310-2017-50029		Period: 09/6/2018 thru 12/31/2019																
5310	Grant 768																	
Mobility Management-Rural	11.7L.00	-	867.00	2,705.00	3,033.00	3,140.00	4,100.00	4,784.00	1,295.00	-	76.00	-	-	20,000.00	-	20,000.00	-	
TD Credits	TDCs	-	173.00	589.00	607.00	628.00	820.00	957.00	259.00	-	15.00	-	-	4,048.00	-	4,000.00	(48.00)	
Medical Funds		-	142.76	441.49	496.25	513.25	670.85	782.78	208.48	-	45.63	-	-	3,301.49	-	3,268.00	(33.49)	
TOTAL	CFDA 20.513	-	1,182.76	3,735.49	4,136.25	4,281.25	5,590.85	6,523.78	1,762.48	-	136.63	-	-	27,349.49	-	27,268.00	(81.49)	

