

MONTHLY REPORTS – May 2024

Service Development

Transportation and Maintenance

Customer Service and HARTPlus Eligibility Report

Capital Development

Procurement Tracking

Risk Department

Communications and Marketing

Human Resources

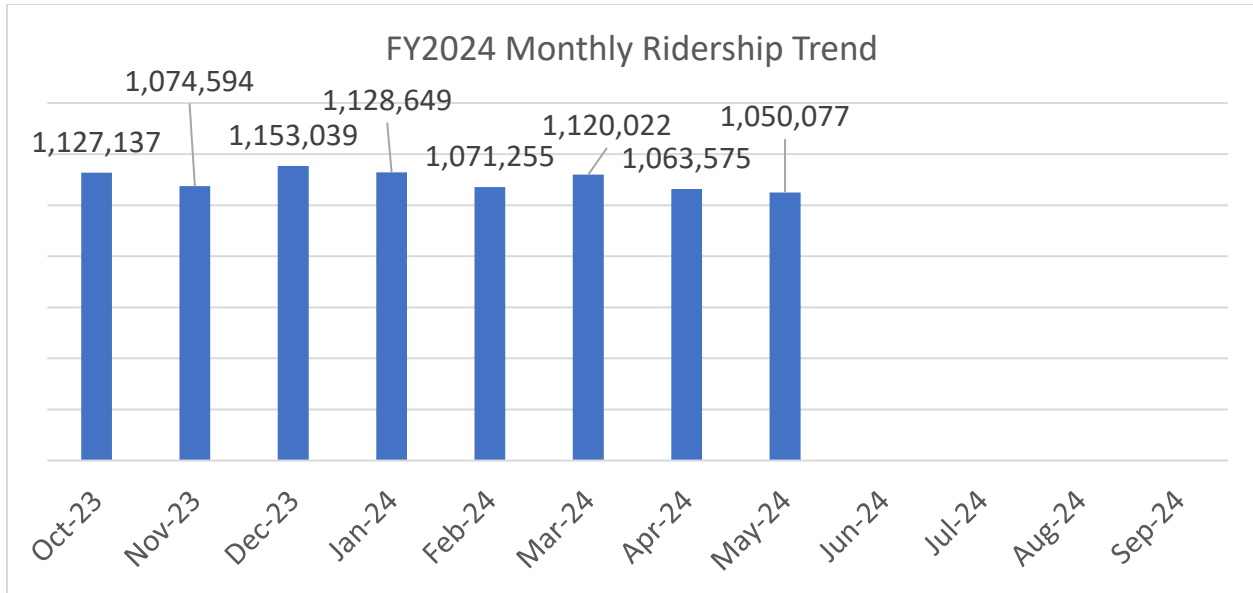
Safety, Security and Training

Information Technology

Finance

Service Development

FY2024 Ridership – All Modes



Fixed Route, Paratransit, and Streetcar Ridership		
Fixed Route Bus		925,116
TECO Streetcar		100,492
ADA Paratransit		15,716
Taxi Voucher		8,753
	Total - All Modes	1,050,077
Wheelchairs on Fixed Route		2,695
Bikes on Buses		10,705

Fixed-Route Bus Average Daily Ridership

Weekday	34,455
Saturday	21,033
Sunday	16,185

Streetcar Average Daily Ridership

Monday-Thursday	2,677
Friday	3,349
Saturday	5,527
Sunday	3,943

On-Time Performance (OTP)

Bus	70.30%
Total Trips / Trips Completed %	43,565 / 99.86%
Paratransit	97.21%
Drop-off	97.21%
Pick-up	85.77%
Total Trips / Trips Completed %	14,340 / 76.01%
Streetcar	99.57%
Total Trips / Trips Completed %	4,444 / 99.23%

Transportation & Maintenance

A. Fleet Maintenance

Mean Distance Between Failures (Bus / Van)	4,247/ 48,450
PM Compliance (Bus / Para & Flex)	97.25% / 100%

B. Sanitization / Vehicles Serviced

Fleet	5,011 (Total Vehicles)
Facility	4,316 (Hours)

C. Fleet Statistics

	Number of Vehicles	Total Miles	Preventative Maintenance Completed	Demand Work Orders Completed
Fixed Route	151	620,104	109	608
Flex Service	4	9,290	3	7
Paratransit	79	193,799	19	143
Streetcar	8	11,544	37	16

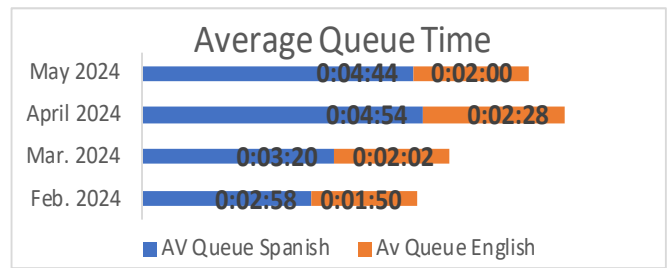
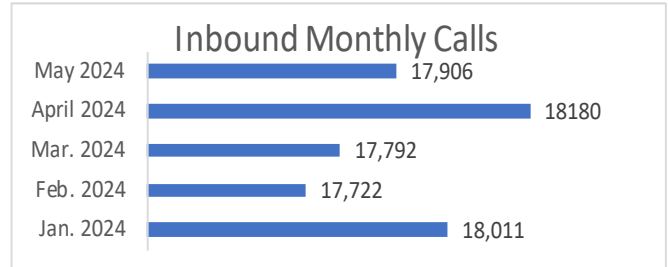
D. Facilities Maintenance

	Facility Maintenance	Passenger Amenities
Preventative Maintenance Completed	141	149
Demand Work Orders Completed	54	91
Scheduled Projects	5	1
Completed Projects	5	1

Customer Service and HARTPlus Eligibility Report

HART Customer Service Call Center Monthly Report

Monthly Inbound Calls
17,906
Avg. Handle Ratio
96%
Avg. Hold
16 Seconds
Avg. Talk Time
2 Minutes 59 Seconds
HARTPlus Trips Booked
12,623
Average Queue Time
English: 00:02:00 Spanish: 00:04:44

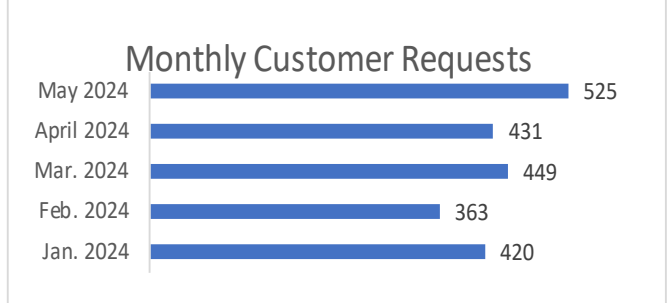
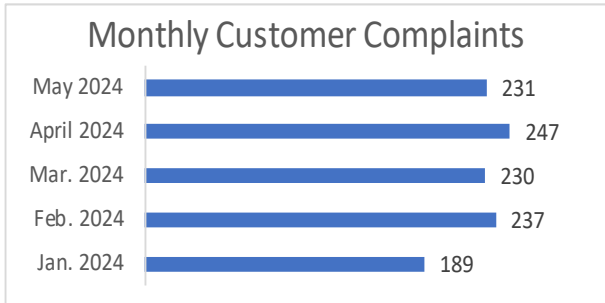


Total Requests & Complaints
756

% Closed Within 10 Days
96%

Customer Complaints	
231	
0	ADA
158	Bus
14	Building & Bus Stop Maintenance
8	Customer Service
12	Other: Env., Vehicles & Employees, OBA
9	Safety & Risk
2	TECO Line Streetcar
25	Van
3	Yellow Cab (Yellow 7 Uber 1)

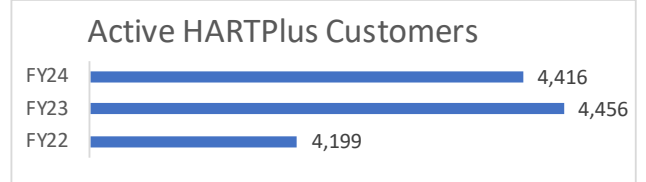
Customer Requests & Comments	
525	
19	Accounting
27	Commendations: All HART Employees &
68	Flamingo, Moovit & Token App
145	HARTPlus: Subscription, No-Show Disputes,
68	Lost Items
175	Mail Request
18	Public Comment, Service Modification &
3	Reasonable Accommodations
2	Other: Web, Marketing, Etc.



HARTPlus Eligibility Monthly Report

Activity	New	Recerts	Total
Applications Received	162	67	229
Applications Pending	45	23	68
Applications Processed	117	44	161
Conditional	14	18	32
Unconditional	39	23	62
Temporary	18	1	19
Denied	1	0	1
Withdrawn	2	0	2
Incomplete (UTP)	43	2	45

Appeals Received		0
Visitor Status		4
Suspensions		3
Monthly	113	Total Certified: 4,416



Capital Development

Basic Transit Infrastructure (BTI) Projects

Projects in Design - Bring the bus stop to ADA compliance

- Memorial Highway at George Road - In Design with Kimley-Horn
- 21st Avenue at 43rd Street - In Design with Kimley-Horn
- Hillsborough Avenue at 43rd Street - In Design with Kimley-Horn
- Main Street at Rome Avenue - In Design with McDonald & Burns
- Main Street at Willow Avenue - In Design with McDonald & Burns
- Davis Road Corridor - In Design with Ayers

Projects in Permitting - Bring the bus stop to ADA compliance

- 21st Avenue at 40th Street - In Permitting with Ayres

Total Purchased Shelters	86
Total Shelters Installed	64
Purchased by HART	79
Purchased by Developer	7

Procurements Tracking

Sole Source Awards Fiscal Year to Date

Date	Awarded To	Description of Goods/Services	No. Awards	Award Amount
10/18/2023	Power & Systems Innovations	American Power Conversion Symmetra Maintenance Renewal	1	\$ 19,558
11/3/2023	Wendel Architecture P.C.	Tank Design Services	1	\$ 55,000
11/8/2023	Power & Systems Innovations	American Power Conversion Symmetra Modular Battery Replacement	1	\$ 34,551
11/29/2023	AngeITrax	Additional Cameras to be Installed on new CNG buses	1	\$ 41,941
12/5/2023	Swiftly Inc.	Swiftly Annual Maintenance Renewal	1	\$ 235,259
12/19/2023	Trapeze Software Group, Inc.	Trapeze Annual Maintenance Renewal	1	\$ 503,636
12/19/2023	Bonfire Interactive LTD	Bonfire Procurement Software	1	\$ 34,107
1/10/2024	Microsoft Corporation	Microsoft Unified Premier Support Plan	1	\$ 103,018
1/27/2024	B2GNow	B2G Vendor Compliance System Software Renewal	1	\$ 23,940
2/2/2024	Balfour Beatty Infrastructure Inc.	Streetcar Substation Training	1	\$ 20,000
2/5/2024	Gomaco Corporation	DC/DC Converter for Streetcar	1	\$ 38,606
2/6/2024	Innovative Cloud Solutions	Microsoft Great Plains and WorkPlace Renewal	1	\$ 113,434
3/7/2024	Preteckt Connected Buses	Predictive Maintenance Hardware and Subscription Services	1	\$ 44,220
3/27/2024	Sutrak Corp	Streetcar Air Conditioning Parts	1	\$ 136,672
5/2/2024	Urban Transportation Association, Inc.	Automatic Passenger Counter, Complete System	1	\$ 29,520
5/23/2024	Trapeze Software Group, Inc.	Trapeze Training for Planning, Customer Service and Operations	1	\$ 80,461
Grand Total			16	\$ 1,513,924

Architectural & Engineering (A&E) General Consultants Task Order Awards Report Collective Not-To-Exceed \$3,000,000

A. Task Orders FY2022

Task Order No.	Award Date	Vendor	Project Description	Award Amount	Amount Remaining
Task Order #1	3/1/2022	WSP USA Inc	Planning & Scheduling	\$ 88,434.07	\$ 2,911,565.93
Task Order #2	5/5/2022	HNTB Corporation	Bus & Bus Transit Grant Application	\$ 33,472.08	\$ 2,878,093.85
Task Order #2	5/13/2022	WSP USA Inc	Transit Development Plan	\$ 219,059.30	\$ 2,659,034.55
Sub Total				\$ 340,965.45	

B. Task Orders FY2023

Task Order No.	Award Date	Vendor	Project Description	Award Amount	Amount Remaining
Task Order #2 Amended	3/2/2023	HNTB Corporation	Raise Grant Support	\$ 59,902.87	\$ 2,599,131.68
Task Order #3	8/7/2023	HNTB Corporation	Neighborhood Access and Equity (NAE) Grant Application	\$ 24,916.34	\$ 2,574,215.34
Task Order #1	8/25/2023	EXP U.S. Services Inc.	Development of Independent Cost Estimate (ICE) for Fixed Route and Paratransit Technology System	\$ 41,902.00	\$ 2,532,313.34
Sub Total				\$ 126,721.21	

C. Task Order FY2024

Task Order No.	Award Date	Vendor	Project Description	Award Amount	Amount Remaining
Task Order #1 Amendment 1	2/9/2024	EXP U.S. Services Inc.	CAD-AVL Evaluation Technical Advisor	\$ 17,581.21	\$ 2,514,732.13
Task Order #1 Amendment 2	4/18/2024	EXP U.S. Services Inc.	CAD-AVL Evaluation Technical Advisor- Additional Support	\$ 29,170.79	\$ 2,485,561.34
Sub Total				\$ 46,752.00	

Bus Transit Infrastructure (BTI) Construction Task Order Awards Report Collective Not-To-Exceed \$5,000,000

A. Task Orders FY2022

Task Order No.	Award Date	Vendor	Project Description	Award Amount	Amount Remaining
Task Order #1	8/17/2022	Flores Construction Co.	Construction landing pads Parsons Avenue Corridor	\$ 55,927.14	\$ 4,944,072.86
Task Order #1	8/24/2022	American Construction Services, Inc of Tampa	Construct bus stop with shelter pad and landing pad 30th Street at Hillsborough Avenue	\$ 59,065.35	\$ 4,885,007.51
Task Order #1	8/26/2022	AJ General Construction Services, Inc	Construct bus stop with shelter pad and landing pad Hillsborough Avenue at Orient Road	\$ 38,272.20	\$ 4,846,735.31
Sub Total				\$ 153,264.69	

B. Task Orders FY2023

Task Order No.	Award Date	Vendor	Project Description	Award Amount	Amount Remaining
Task Order #2	10/25/2022	American Construction Services, Inc of Tampa	Turn-key construction for site improvements at the Casey Road Park and Ride Facility	\$ 87,671.00	\$ 4,759,064.31
Task Order #3	12/9/2022	American Construction Services, Inc of Tampa	Installation of Bus Shelters, Street Furniture, and Amenities	\$ 35,250.00	\$ 4,723,814.31
Task Order #3	12/21/2022	AJ General Construction Services, Inc.	Installation of Bus Shelters, Street Furniture, and Amenities	\$ 27,250.00	\$ 4,696,564.31
Task Order #2	1/5/2023	Flores Construction Co.	Construction Bus Stop with Shelter and Landing Pads Shell Point Road and 24th Street Northeast	\$ 34,300.00	\$ 4,662,264.31
Task Order #4	2/27/2023	American Construction Services Inc of Tampa	Construction Removal and Installation of Bus Shelters	\$ 17,190.00	\$ 4,645,074.31
Task Order #2	3/15/2023	AJ General Construction Services, Inc.	Construction Bus Bays, Shelters Pads, and Landing Pads Tampa Bay Boulevard at Hillsborough Community College Dale Mabry	\$ 201,299.69	\$ 4,443,774.62
Task Order #3	3/16/2023	Flores Construction Co.	Construction Bus Stop with Shelter and Landing Pads West Spruce Street and North Clark Avenue	\$ 34,376.00	\$ 4,409,398.62
Task Order #4	6/23/2023	Flores Construction Co.	Construction Bus Stop with Shelter and Landing Pads, Rowlett Park Drive at Mulberry Drive	\$ 67,449.00	\$ 4,341,949.62
Task Order #5	6/23/2023	Flores Construction Co.	Construction Bus Stop with Shelter and Landing Pads, 34th Street at Lake Avenue Landings	\$ 53,347.00	\$ 4,288,602.62
Task Order #5	7/10/2023	American Construction Services, Inc. of Tampa	Construction Bus Stop with Shelter and Landing Pads, West sides of Falkenburg Road at Martin Luther King Boulevard	\$ 40,866.90	\$ 4,247,735.72
Task Order #4	8/24/2023	AJ General Construction Services, Inc.	Construction Bus Stop with Shelter and Landing Pads, West Himes at Humphrey Street	\$ 66,343.15	\$ 4,181,392.57
Sub Total				\$ 665,342.74	

C. Task Orders FY2024

Task Order No.	Award Date	Vendor	Project Description	Award Amount	Amount Remaining
Task Order #6	10/25/2023	Flores Construction Co.	Construction Bus Stop with Shelter and Landing Pads, Armenia Aveue at Waters Avenue	\$ 75,306.00	\$ 4,106,086.57
Task Order #6	12/5/2023	American Construction Services, Inc. of Tampa	Repair failed and damaged concrete areas located at Dick Greco Plaza Station	\$ 13,167.00	\$ 4,092,919.57
Task Order #7	1/18/2024	American Construction Services, Inc. of Tampa	Rehabilitation of failed and damaged concrete inlets covers at HART Operations Facility	\$ 149,918.00	\$ 3,943,001.57
Task Order #5	1/26/2024	AJ General Construction Services, Inc.	Construction Bus Stop with Shelter and Landing Pads, Columbus Drive at Florida Avenue	\$ 54,347.10	\$ 3,888,654.47
Task Order #6	2/23/2024	AJ General Construction Services, Inc.	Construction Removal and Installation of Bus Shelters	\$ 24,625.00	\$ 3,864,029.47
Task Order #7	4/2/2024	Flores Construction Co.	Construction of Bus Stop, Shelters Pads and Landing Pads, Manhattan Avenue at Oklahoma Avenue	\$ 50,005.00	\$ 3,814,024.47
Sub Total				\$ 367,368.10	

**Bus Transit Infrastructure (BTI) A&E Design Services Task Order Awards Report
Collective Not-To-Exceed \$2,000,000**

A. Task Orders FY2024

Task Order No.	Award Date	Vendor	Project Description	Award Amount	Amount Remaining
Task Order #1	2/13/2024	Kimley-Horn and Associates, Inc.	Design a Bus Stop, Shelter Pad and Landing Pad on north east corner of Hillsborough Avenue and 43rd Street	\$ 35,476.00	\$ 1,964,524.00
Task Order #2	2/26/2024	Kimley-Horn and Associates, Inc.	Stormwater Assessment - HART Operations	\$ 50,406.00	\$ 1,914,118.00
Task Order #3	2/26/2024	Kimley-Horn and Associates, Inc.	Initial Assessment Review for Documented Categorical Exclusions (DCE) - HART Operations	\$ 40,300.00	\$ 1,873,818.00
Task Order #1	4/15/2024	Burns & McDonnell Engineering Company, Inc.	Bus Stop Infrastructure Design Main Street at Willow Avenue & Rome Avenue Shelter and Landing Pads	\$ 68,102.15	\$ 1,805,715.85
Sub Total				\$ 194,284.15	

General Consultant Services – Pinellas Suncoast Transit Authority (PSTA) Piggyback - FY2024

Task Order No.	Award Date	Vendor	Project Description	Award Amount
Task Order #1	12/1/2023	WSP USA	Staff Augmentation	\$ 60,000.00
Task Order #2	12/1/2023	WSP USA	Strategic Services	\$ 30,000.00
Sub Total				\$ 90,000.00

Notice of Solicitations Issued FY24

Release Date Per Procurement Plan	Contract Description	Solicitation Method	Funding	Base Period	Option Period	Estimated Cost
10/16/2023	Streetcar Midlife Rehabilitation Services	IFB	Federal	3	2	\$ 4,105,500
10/31/2023	Chief Negotiator /CBA Negotiations	RFP	Operating	3	2	\$ 308,500
11/20/2023	Industrial, Hardware, Jantorial and Safety Supplies	RFP	Operating	3	2	\$ 1,849,000
11/30/2023	Fogmaker Fire Suppression Inspection and Repair	IFB	Operating	3	2	\$ 500,000
12/8/2023	Roof Coating - Heavy Maintenance Building	IFB	Federal	11 weeks	N/A	\$ 955,406
1/2/2024	Landscaping	RFP	Operating	2	1	\$ 225,000
1/16/2024	Vending & Fresh Micro Market	RFP	Revenue	5	N/A	N/A
2/2/2024	Cisco Webex Flex	RFQ	Operating	3	N/A	\$ 75,000
2/14/2024	Cisco Access Switches	IFB	Federal	N/A	N/A	\$ 132,366
3/8/2024	Paratransit Consultant Services	RFP	Operating	1	1	\$ 70,000
4/10/2024	Commercial Batteries	IFB	Operating	3	2	\$ 2,705,257
4/30/2024	Diesel and Unleaded Fuel	IFB	Operating	1	4	\$ 29,000,000
5/6/2024	Actuarial Services	RFP	Operating	3	2	\$ 44,625
5/24/2024	Executive Search and Recruiting Services	RFP	Operating	2	3	\$ 46,552
6/4/2024	Microsoft Enterprise Renewal	RFQ	Operating	1	N/A	\$ 325,000
6/10/2024	Ybor Boardroom AV Upgrade	RFP	Federal	6 months	N/A	\$ 333,514
7/8/2024	General Consulting Services	RFQS	Grants	3	2	\$ 5,000,000
7/11/2024	Bus Mid-Life Overhall	IFB	Federal	3	2	\$ 4,300,000
8/12/2024	Emerging Technology and Amenities	RFP	State Grant	3	2	\$ 3,713,058
Grand Total						\$ 53,688,778

Risk Department

Bodily Injury and Property Damage Claims

	April 2024	May 2024	May 2023 Comparison
Opened Claims	22	10	36
Closed Claims	26	22	56
Outstanding Reserves	\$802,642.18	\$717,652.97	\$791,003.26
Total Open Claims	123	126	227

This represents a 9% or \$73,350.29 decrease in claim reserves since May 2023.

Workers' Compensation Claims

	April 2024	May 2024	May 2023 Comparison
Opened Claims	2	2	3
Closed Claims	4	4	8
Outstanding Reserves	\$898,142.36	\$492,786.45	\$550,888.06
Total Open Claims	24	22	27

This represents a 11% or \$58,101.61 decrease in claim reserves since May 2023.

Litigation and Claims Committee

In accordance with the HART Board policy (710 Risk Management – Settlement Policy), staff is to notify the Board about all settlements for amounts greater than \$50,000.

No Risk claims were presented to the Litigation and Claims Committee in May, 2024.

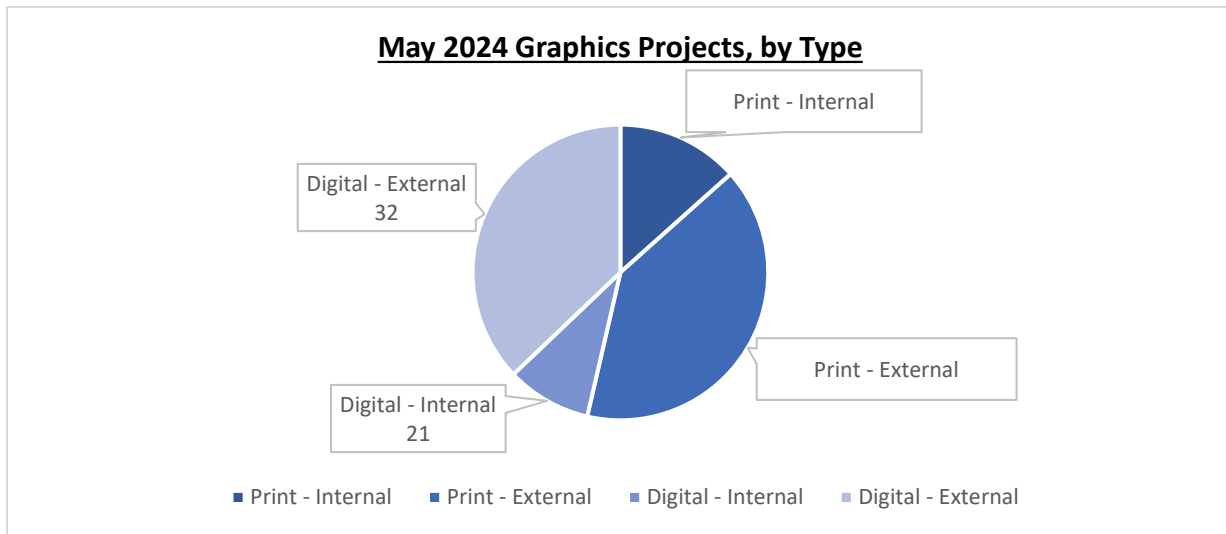
Communications and Marketing

Creative Services

	May 2024	YTD *
Graphics Projects completed **	170	1032

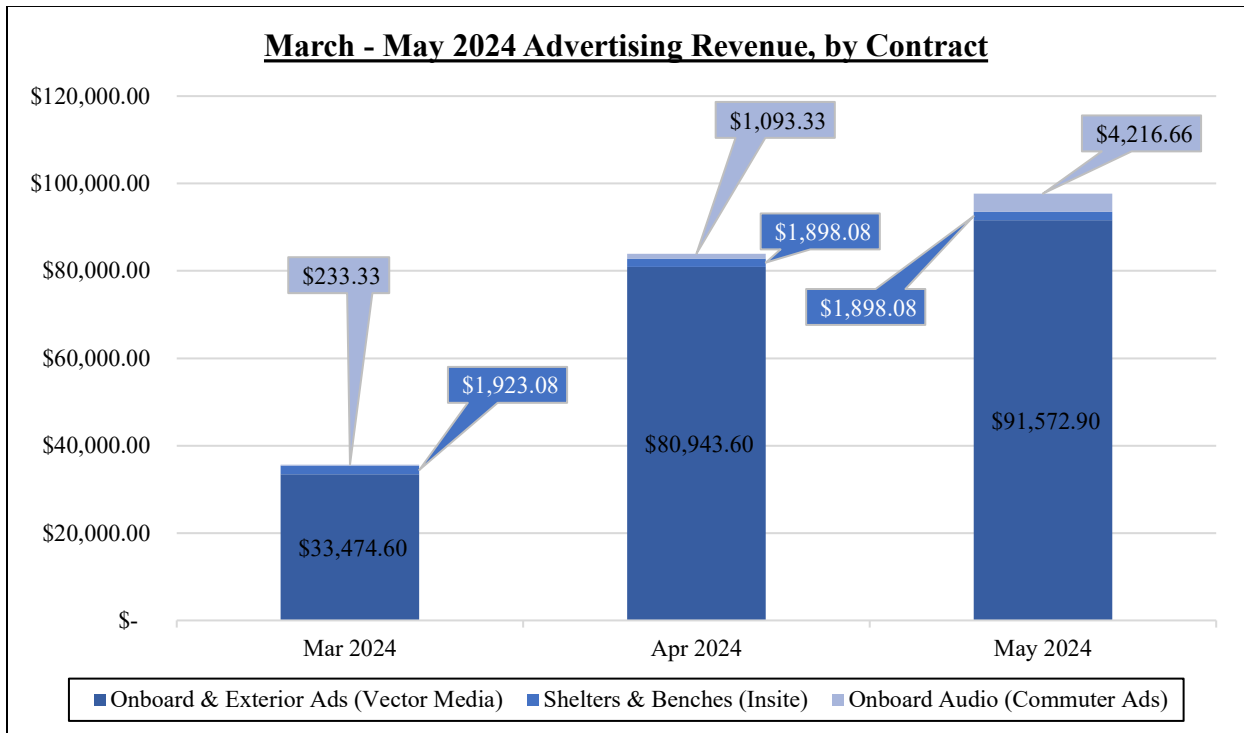
*YTD = Fiscal Year-to-Date (Oct 2023-Sept 2024)

**Developed in-house by Marketing in support of HART initiatives

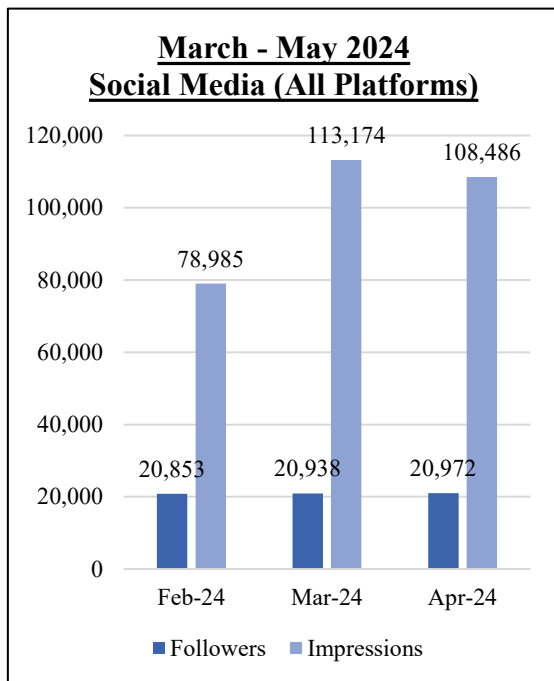


Creative Services Projects Highlights	
Thomas Dunn Memorial Event Material	FY 2024 Program of Projects Public Hearing Material
May Service Changes Collateral	Internal Monitor Graphics for Employee Recognitions
Public Service Recognition Week Material	HART Pathways to Business Expo Collateral

Transit Advertising



Social Media



Media/External Communication

Press Releases/Community Communication	Date
Media Release - HART to Implement Service Changes on Sunday, May 12, 2024	5/8/24
E-Blast - HART Service Changes Go into Effect Sunday, May 12, 2024	5/9/24
Media Release - HART Remembers Operator Thomas Dunn Five Years Later	5/17/24

Recent Media Coverage	URL
Rep. Kathy Castor	U.S. Rep. Kathy Castor Announces Support for 15 Community Priority Grants U.S. Representative Kathy Castor (house.gov)
Tampa Bay Business Journal	HART grapples with end of Covid funds in proposed budget - Tampa Bay Business Journal (bizjournals.com)
WTSP	Refund process for defunct Hillsborough transit tax likely to begin this summer wtsp.com
Creative Loafing	Tampa's streetcar concert series wraps season with gig from indie-rock band Whataboutmomma Tampa Creative Loafing Tampa Bay (cltampa.com)
WUSF	Hillsborough's 2050 plan shows residents want more public transit WUSF
Tampa Bay Business Journal	Tampa streetcar extension will move forward, mayor says - Tampa Bay Business Journal (bizjournals.com)
Tampa Bay Business Journal	Tampa Bay's regional transportation planning effort sees progress - Tampa Bay Business Journal (bizjournals.com)
WTSP	Free public transit coming to St. Pete's Kenwood neighborhood wtsp.com
WMNF 88.5	HART Requests over \$23 million in federal grant money for updates
That's So Tampa	Tampa announces the return of Boom by the Bay - That's So Tampa (thatssotampa.com)
Tampa Bay Business Journal	Tampa accepts \$20M in federal money for safer streets - Tampa Bay Business Journal (bizjournals.com)
ABC Action News	Transportation leaders urge Brightline expansion to Tampa to ease I-4 traffic (abcactionnews.com)

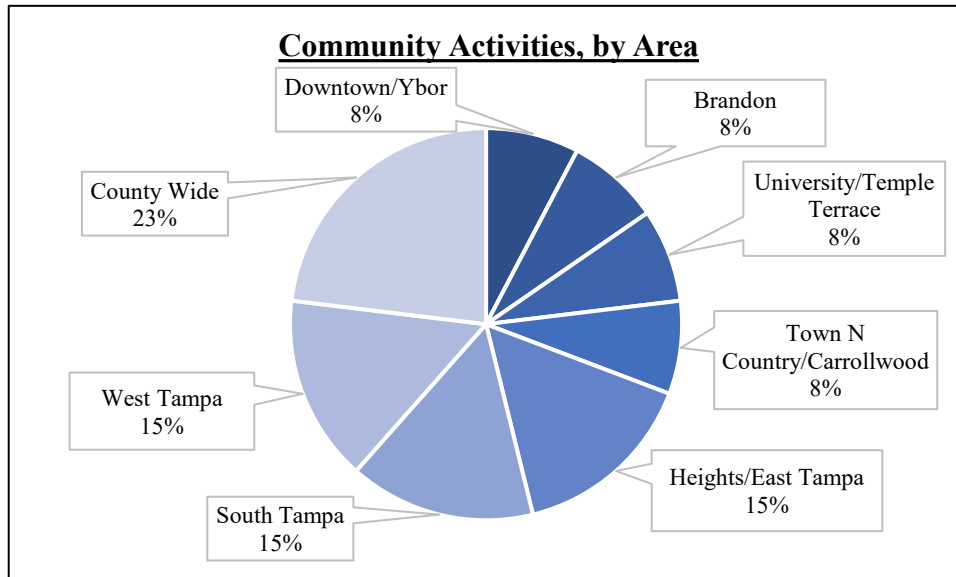
Community & Business Engagement

	May 2024	YTD *
Activities attended	13	90
# People engaged **	561	5,432
# People reached ***	2,344	31,197

*YTD = Fiscal Year-to-Date (Oct 2023-Sept 2024)

** represents who interacted directly with staff

*** represents who were exposed to HART's brand visibility through various communication channels



Community Activity Highlights	
Environmental Protection Commission 23 rd Clean Air Fair	Hurricane Preparedness Presentations
Day of Love Tampa Bay Resource Fair	Visit Tampa Bay National Travel & Tourism Luncheon
Hillsborough County Bike Fest	Town N Country Senior Center Outreach
Elderly Affairs Day	Latino Coalition of Tampa Bay Hurricane Preparedness

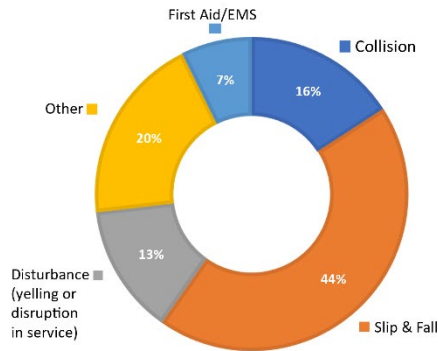
Human Resources

Employee Snapshot as of May 31, 2024	
Total Head Count	756
New Hires	17
Terminations	14
Current Vacancies	22

COVID Update	
Number of staff members who tested positive this month.	1

Safety, Security, and Training

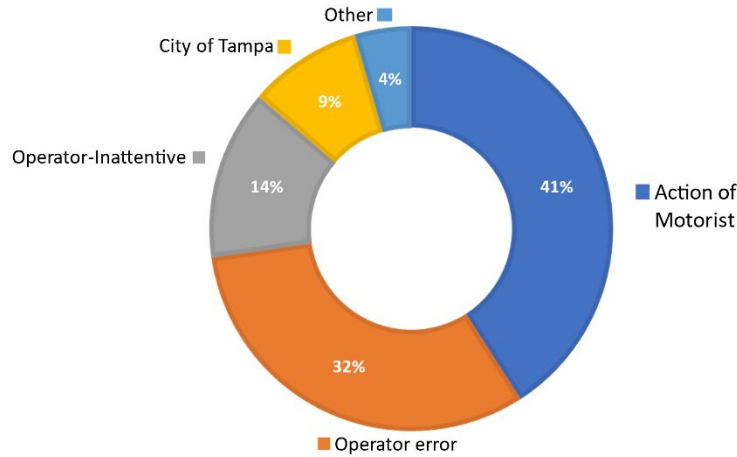
June 2024 TOP 5



<u>Nature of Incident</u>	<u>Number of Incidents</u>
Collision	13
Slip & Fall	36
Disturbance (yelling or disruption in service)	11
Other	16
First Aid/EMS	6
<i>Additional Captured Events</i>	
Assault	7
BIOHAZARD	2
Crime	1
Damage Report	5
Debris on Right of Way	5
Fare (Refusal to pay or Underpays Fare)	9
First Aid Only	2
Fixed Object/Mirror	5
HART Employee Complaint	1
HART Hits POV	1
Mirror to Mirror	3
Missed Hard Meet	4
Non- Physical Assault	2
Other	16
Patron Closed in Door	4
Pole Dewirement	4
Pov Strikes HART	3
Projectiles	1
Split Switch	1
Tree (Branches/Bushes)	1
Trespass From System	1
Violent	
Vandalism	1
Verbal Altercation Report	4
Verbal Assault	4
Weapon (must be properly identified)	1
TOTAL Number of Incidents	154

Root Cause Analysis

June 2024 TOP 5



<u>Root Cause</u>	<u>Number of Incidents</u>
Action of Motorist	9
Operator – Inattentive	3
City of Tampa	2
Imprudent Customer Actions	0
Equipment Failure	0
Other	1
Operator Error (Wrong decision was made causing incident Accident)	7
TOTAL Number of Incidents	22

Information Technology (IT)

- Currently working with FDOT and The City Tampa testing Traffic Signal Priority (TSP) pilot project on 13 fixed route buses for the initial pilot.
- Final design stage of upgrading our Streetcar interlock security cameras.
- User acceptance testing has started for our Trapeze application suite upgrade project.
- Final phase of upgrading our Automatic Passenger Counter (APC) application. This application is used by our planning and scheduling department for determining ridership data.
- Planning phase of migrating HART's DNS records to support a more redundant infrastructure.
- IT in collaboration with the maintenance department and Hillsborough County Sheriff's Office (HCSO) and Communications International (CI) (they are a consultant for the County's Radio system) to upgrade HART's radio infrastructure.
- Final deployment stage for Multifactor authentication (MFA) to support any remote connections to HART's infrastructure.
- Deployed Multifactor authentication (MFA) which will add a layer of cyber security protection to the sign-in process for HART's bargaining employees.
- Processed 406 Service Desk tickets in the month of May 2024. 252 in total were closed fast track with 133 closed in less than 24 hours. As of May 31, 2024, there were 21 Service Desk tickets pending.

Finance

BUDGET TO ACTUAL

All Mode Revenues				
	Year to Date 5/31/24			
	Annual Budget	YTD Actual	Budget to Actual Fav (Unfav)	% of Budget
<u>Operating Revenues:</u>				
Ad Valorem	\$ 72,865,413	\$ 71,785,203	\$ (1,080,210)	99%
Ad Valorem transfer to Capital	-	-	-	0%
Federal Operating Grants	33,552,108	9,313,580	(24,238,528)	28%
State Operating Grants	6,906,138	2,050,328	(4,855,810)	30%
Fare Revenues	8,797,549	6,545,383	(2,252,166)	74%
Local Operating Contributions	1,317,750	878,500	(439,250)	67%
Advertising Income	1,500,000	674,940	(825,060)	45%
Other Income	579,998	2,104,486	1,524,488	363%
Tampa Historic Streetcar, Inc.	941,012	-	(941,012)	0%
Interest Income	751,000	1,776,456	1,025,456	237%
Fund Balance Transfer to Fund Reserve	(18,522,188)	(10,000,000)	8,522,188	54%
Total Operating Revenues	\$ 108,688,780	\$ 85,128,876	\$ (23,559,904)	78%
All Mode Expenses				
	Year to Date 5/31/24			
	Annual Budget	YTD Actual	Budget to Actual Fav (Unfav)	% of Budget
<u>Operating Expenses:</u>				
Salaries and Wages	\$ 54,388,999	\$ 36,670,706	\$ 17,718,293	67%
Fringe Benefits	24,155,645	17,487,090	6,668,555	72%
Fuel and Oil	4,969,632	2,520,800	2,448,832	51%
Parts and Supplies	6,145,664	1,817,662	4,328,002	30%
Operational Contract Services	9,899,461	6,084,169	3,815,292	61%
Administrative Contract Services	2,197,416	1,767,753	429,663	80%
Legal Services	802,317	202,390	599,927	25%
Marketing and Printing	297,336	222,734	74,602	75%
Insurance Costs	3,255,064	3,965,923	(710,859)	122%
Utilities	1,117,678	728,117	389,561	65%
Taxes and Fees	264,448	94,286	170,162	36%
Administrative Other	1,195,120	1,611,072	(415,952)	135%
Total Operating Expenses	\$ 108,688,780	\$ 73,172,702	\$ 35,516,078	67%

FINANCIAL HIGHLIGHTS

Key Information Points:

- This status report covers eight months (66.7%) of the Fiscal Year 2024.
- Total year to date revenue is 78% of budget
- Total year to date operating expense is 67% of budget

2024 Revenue:

- Ad Valorem revenue is currently at 99% of budget due to the timing of the Ad Valorem taxes which are primarily received in the first 4 months of the fiscal year. Total Ad Valorem revenue for 2024 is projected to be \$74M.
- The unfavorable balance in the 2024 Federal Operating Grants YTD and 2024 State Operating Grants is due to the timing of expenditures and the requests for reimbursement.
- Fare Revenues are trending slightly above budget at 74% YTD.
- Advertising income – Unfavorable variance is due to timing of the receipt of revenue payments and the minimum guarantee being waived by the advertising contractor for 1st quarter of FY 2024 (\$185,000) due to restrictions placed on them.
- Other income favorable variance is due to \$1.4M in prior years alternative fuel tax credit being recognized in current year.
- Funding for the Tampa Historic Streetcar will be billed to the City of Tampa in the 4th quarter of FY2024. The amount billed is the reconciling amount to cover any deficits incurred in the operations of the streetcar.
- Interest income is favorable to budget due to higher than anticipated interest rates.
- Fund Balance Transfer to Reserve is projected to be complete prior to year-end.

2024 Expenses:

- Total expenses are trending on target at 67%.
- Fringe is coming in at 72% of budget. due to a higher than budgeted claims. (Fringe includes health, dental, life and accidental death & disability insurance).
- Fuel and Oil is at 51% of budget due to lower than budgeted fuel costs.
- Parts and Supplies are at 30% of budget due to a system technical issue in the Great Plains and Trapeze interface. This is being researched and will be resolved.
- Administrative Contract services are at 80% of budget due to the timing of services.
- Insurance costs are at 122% of budget due to higher than budgeted insurance claims year to date. Note: this line item is for all insurance costs excluding health, dental, life and accidental death and disability insurance as reflected in fringe benefits.
- Administrative Other are at 135% of budget due to property appraiser fees (\$298k) and tax collector commissions (\$918k). Additional projected expenses for these fees through year end are projected at \$150,000.

CASH POSITION as of May 31, 2024

HART cash is managed in two banking accounts. The tables below depict HART’s operating and reserve cash position as of May 31, 2024

The Synovus account which is used for operations, is a concentration checking account for the receipt of deposits and the management of Payroll and Accounts Payable disbursements.

The Florida PRIME accounts are used for reserves and general surplus operating cash on hand. Florida PRIME is the State of Florida’s local government investment pool. Considered low-risk and conservative in its investment strategy, Florida PRIME allows HART to attain higher yield interest compared to that of a typical bank account.

Required Reserves are based on Board policy.

	As of	As of
Operating Cash on Hand	5/31/2024	5/31/2023
General Prime	\$ 21,291,793	\$20,865,991
Checking Synovus	5,185,971	2,702,272
Operating Cash on Hand	\$ 26,477,764	\$ 23,568,263

Reserves	Bank Balance		
	As of	Required	Surplus
	5/31/2024	Reserves	(Deficit)
Restricted for Capital	\$ 4,854,084	\$ 4,500,000	\$ 354,084
Restricted for Operating Reserves	28,517,217	27,172,195	1,345,022
Restricted for Self-Insurance Risk Reserve	3,600,236	3,523,000	77,236
Restricted for Self-Insurance Medical Reserve	626,000	626,000	-
Restricted for FTA Liability	1,312,683	-	1,312,683
Total Reserves	\$ 38,910,220	\$ 35,821,195	\$ 3,089,025

TOTAL CASH (operating and reserves) \$ 65,387,984

Reserves for Capital is set aside for capital program matching funds.

Per policy, the Restricted for Operating reserves account should equal 90 days of operating expense or \$27,172,195. Per the 2024 budget, an additional \$18,552,188 will be added to the operating reserve in FY24. As of May 31, 2024, \$10M of the FY24 budgeted \$18,552,188 has been added to the reserve resulting in a balance of \$28,517,217.

Self-insurance for risk and self-insurance for medical are calculated annually based on the actuarial report.

Reserves for FTA liability is not required by Board policy but is set aside for repayment to FTA in the event of loss or destroyed federally funded assets.