

A regular meeting of the Board of Directors of the GRTC, Old Dominion Transit Management Company (ODTMC), and RideFinders will be held concurrently at 8:00 a.m. October 22, 2024, at GRTC, 301 East Belt Boulevard, 3rd Floor Conference Room, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://youtube.com/live/OrTTdk1qzYw?feature=share>.

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Meeting Date: October 22, 2024
Board of Directors: GRTC Shareholders Meeting Update

UPDATE:

The Annual meeting of GRTC Shareholders was held on October 16, 2024. The following were appointed to the GRTC Board of Directors:

- Andreas Addison (City of Richmond)
- Ellen Robertson (City of Richmond)
- Lincoln Saunders (City of Richmond)
- Dave Anderson (County of Chesterfield)
- Jim Ingle (County of Chesterfield)
- Barb Smith (County of Chesterfield)
- Todd Eure (County of Henrico)
- Tyrone Nelson (County of Henrico)
- Daniel Schmitt (County of Henrico)



Meeting Date: October 22, 2024
Board of Directors: GRTC Election of Board Officers

UPDATE:

The GRTC Board of Directors will nominate and elect new Board Officers.

**MINUTES
SEPTEMBER 17, 2024
GRTC BOARD OF DIRECTORS
BOARD MEETING/RETREAT**

Members Present: Tyrone E. Nelson, Chair, Henrico County
Andreas Addison, Vice Chair, City of Richmond
Barbara K. Smith, Secretary, Chesterfield County
Dave Anderson, Chesterfield County
Todd Eure, Henrico County
Jim Ingle, Chesterfield County
Ellen Robertson, City of Richmond (Virtual)
Lincoln Saunders, City of Richmond
Dan Schmitt, County of Henrico

Others Present: Bonnie Ashley, General Counsel
Sheryl Adams, Chief Executive Officer
Adrienne Torres, Chief of Staff
John Zinzarella, Chief Administrative Financial Officer
Kevin Hernandez, Chief Operating Officer
Joe Dillard, Director of Government and External Affairs
Dexter Hurt, Director of Information Systems
Cherika Ruffin, Interim Executive Director of RideFinders
Ashley Mason, Employee Engagement Manager
Scudder Wagg, Jarrett Walker + Associates
Faith Walker, RVA Rapid Transit
Stephanie Power, RVA Rapid Transit

Routine Board Meeting Items

I. **Call to Order & Introductions**

This meeting of the Board of Directors of the GRTC, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on September 17, 2024, by Mr. Nelson at 8: 20AM. GRTC, 3rd Floor Conference Room, 301 East Belt Boulevard, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address:

<https://www.youtube.com/watch?v=5I-UdKWmKk8>.

Ms. Robertson requested to participate remotely due to a family members illness that requires her care. Mr. Saunders motioned to approve remote participation. Mr. Ingle seconded, and the motion carried unanimously.

II. **Public Comments**

The public notice, meeting agenda, and agenda attachments for this September 17, 2024 meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com.

There were no public comments.

III. Board Meeting Minutes - August 29, 2024

Mr. Anderson motioned to approve the August 29, 2024 Board Meeting minutes. Mr. Saunders seconded, and the motion carried unanimously.

IV. Consent Agenda

A. October Schedule Change Service Equity Analysis (Title VI)

B. Executive Director of RideFinders

Mr. Eure motioned to approve the Consent Agenda, Mr. Ingle seconded, and the motion was carried unanimously.

V. Information Item

A. Task Order Purchases

B. Recent & Upcoming Procurements

Mr. Nelson requested more detail on the information items. Ms. Adams responded that the first task order was under RK&K contract and issued a task order for the engineering and inspection services for the environmental and remediation for 325 E. Belt Boulevard in the amount \$323,540. The second task order was under Colonial Webb contract where plumbing services was performed \$313,240. Ms. Adams concluded with the Recent and Upcoming Procurements with making the Board aware that the Board Chairman has signed that is over \$50K but less than \$100K, which was for the business management research which is support services for Procurement for \$65,000.

Board Retreat

I. FY2024 Year in Review

Mr. Nelson requested a copy of the celebrations and accomplishments.

The GRTC Board watched a video of GRTC's 50th anniversary celebrations.

Ms. Torres provided an overview of the FY24 accomplishments including meeting goal to hire over 300 operators; brought service levels back to what we thought were strategically necessary; implemented all five microtransit pilot zones; started the next phase of North/South BRT and the BRT Western Extension, closed out first phase; did some shelter installations and put in another by the end of the year; began a kick-off of the study for Downtown Transfer Station; continued with zero fares and had our first funding partner of Sheltering Arms for our transit access partnership program; completed a new union contract in record time; set-up a contract for a new microtransit division establishing a MOU with the union; held successful rodeo and revamped our rider advisory committee; purchased 19 new buses with money from a FTA grant; awarded a grant to extend service in Chesterfield to Walmart Way/Chesterfield Town Center; increased service on the Route 19 to every 15 minutes; extended service to the Sheltering Arms in Goochland; ridership record of 10.5M riders; triennial annual review with the FTA with minimal findings; managed largest operating budget in GRTC's history with over 50M in grants for capital and operating; replaced HVAC system at GRTC; and Finance and HR departments were expanded and restructured.

The Board took a poll, describing FY24 in one word. Board Members reviewed GRTC staffs' descriptions of FY24.

The Board watched video of FY24 accomplishments and reviewed system ridership of FY24.

II. FY2025 Projects and Plans

Ms. Torres provided an overview of the expansion planned for FY25 including Route 1 going to Virginia Center Commons in October; Route 7A/B 15-minute frequency increase; and two additional microtransit zones coming on-line.

Ms. Torres provided an overview of the projects for FY25 including demo and paving at 325 E. Belt Boulevard for fleet storage; BRT station modifications with completion expected Spring 2025; installation of 50 shelters Winter 2024; BRT Western Expansion NEPA/station locations/30% Design expected in nine months; and N/S BRT NEPA/station locations.

Ms. Torres highlighted the 10-Year Service Priorities identified in the Transit Strategic Plan including a Route 92 Parham Connector; N/S BRT Parham extension; airport express route; and a robust microtransit network.

Ms. Torres also reviewed the 10-Year Capital Priorities including BRT Replacement and Expansion with 20 articulated buses; addition of bus amenities up to 75%; 325 E. Belt Blvd Facility and TOD Development; N/S BRT; BRT Western Expansion; Western BRT Transfer Station/Park and Ride; Permanent Downtown Transfer Station; Northside Transfer Station/Maintenance Facility; and Southside Transfer Station.

Mr. Anderson inquired about amenities, above shelters. Ms. Torres responded at this point it is shelters and benches but that is something we continue to explore at the Downtown Transfer Station.

III. FY2025 – FY2035 (Service priorities, major projects and funding discussion)

Mr. Wagg provided a presentation on expansion of service and funding in FY25. Mr. Wagg highlighted funding for limited expansion comparing what that expansion of service looks like with funding sources. Mr. Anderson clarified the costs go way up in 2026-2027. Mr. Wagg disclosed the funding gap that would occur over time with service expansion and inflation Local share forecasted out on an approximate 3% basis. Costs are forecasted on about a 3% – 4% basis based on state guidelines. Mr. Saunders stated that it does not look like local contributions are changing any from 2026 forward. Mr. Wagg said they are not growing dramatically because they are starting from a fairly small base and the other revenues are just a larger slice. Mr. Ingle asked if we could expand what you have from the government. Mr. Wagg responded potentially, but it is hard to predict the federal government because the formulas for federal government are weighted on how much population there is in urban areas. Mr. Saunders re-stated that local contributions would not increase as we did expansion. Mr. Addison asked how other jurisdictions are handling this expansion planning. What is required to think forward to adjust this gap or collaborate as a region. Mr. Wagg replied other regions are looking at expansion in investment to help continue expand services. Mr. Saunders stated we can go back and ask for the tools that we did not ask the CVTA like rideshare, taxation, etc. Mr. Eure inquired about the capital side, assuming that for major expansion to achieve that, that's tapping into the other 35% CVTA regional or that match? Mr. Wagg replied that we have made no assumptions about where you get the capital funding for those major projects, at this moment, we do not know. Mr. Addison responded how infrastructure funding supports this just beyond operating buses.

Mr. Wagg stated the purpose of this sort of scenario is long-term operation of the system, not so much on the capital investment. In terms of what the General Assembly is willing to do, long term and adjusting the funding, he is not sure. Mr. Addison inquired if GRTC could think about if the General Assembly would be supportive of this in terms of infrastructure and street maintenance. Mr. Wagg replied that's a bigger conversation with the TPO, the localities, with the state. Ms. Smith asked if with the TRIP funding you could do it twice, like the agency and the MPO. Ms. Torres replied it is either the TPO or CVTA so technically yes, we could do it but do not know if you could keep pushing that down the line. Mr. Addison added that he gets the question all the time about fare free, I would hate to get about four to five years and bringing back fares is seen as making up the difference, that is something that we need to think about, regards to people free flowing around the region, we need to think about other ways that is not being jeopardized just because of money.

Slide – Policy Questions

The Board took a poll to determine if the CVTA dollars should be used to support all services. Seven Board members voted yes, one voted no. Mr. Eure asked for clarification that we are talking about the dedicated 15%? Mr. Wagg responded, yes, we are talking about the dedicated 15% going to GRTC.

Slide – What should be the minimum reserve amount of CVTA funding?

Mr. Saunders asked why is this question specifically related to CVTA funding and not the overall reserve? Ms. Adams replied that we have a policy that the Board adopted. Mr. Schmitt asked if this was for what? Ms. Adams replied 25% of the budget. Mr. Schmitt asked of annual? Ms. Adams replied yes. Mr. Saunders inquired if this would be in condition of that 25%, there should be an addition to that reserve just of CVTA funds. Mr. Saunders asked if we are spending last year's CVTAs collections this fiscal year? Mr. Nelson stated we can pull some members together from this Board, and talk about some of it, make a little sub-committee.

Slide - How to Fill the Gap Alternatives?

The Board discussed how to fill the funding gap. Mr. Addison stated, so this would be breaking it up by the gap. The gap is \$17.5M in a couple of years. Mr. Wagg stated given the numbers, the pie does not change dramatically, shifts a bit but not a complete change. Mr. Addison stated connecting us with economic development is such an important piece because that's where first floor retail thrives is around strategic bus stops and connections between bus routes and that's what I think we need to also elevate in terms of what we do as well. Mr. Eure inquired about assumptions, for example express service. Mr. Wagg replied, the pie chart is taking a route and splitting it geographically, the length of the line. Express routes are not going to change the map a lot. Ms. Robertson asked how much impact does expansion have on the gap? Mr. Wagg responded that expansion grows the gap, but the gap grows after 2027 without expansion.

Slide - Cost of Additional Services?

The Board discussed applying the cost of expanded service to jurisdictions where service runs, if effectively ask to take on some or all of the costs of the new service and keep the costs of what we are doing now based on CVTA, federal funding.

Slide - Operating Cost and Contributions

The Board reviewed slides that represented the total operating of service in each jurisdiction in 2025 plus those expanded services. The Board discussed the possibility of some of the jurisdictions trying to back out the money they are contributing via the CVTA money. The Board discussed an alternative where CVTA money could be a regional pot spread across all the jurisdictions.

Slide – Should local jurisdictions contribute to fill the gap?

The Board took a poll, thinking if a jurisdiction should contribute based on a set percentage of service amount; contribution based on some percentage of some of the expanded service; other idea for contribution; or no, jurisdictions should not contribute. Board discussed poll results. The majority of Board members agreed that yes, contribute a set percentage by service amount.

Slide – Rank Major Capital Projects

The Board took a poll ranking the projects outlined in the TSP by priority including the N/S BRT; BRT Western Expansion; TOD Development of 325 E. Belt Boulevard; Downtown Transfer Station TOD; and Henrico Transfer Station/Park and Ride. Ranking the Board determined first was N/S BRT; second was Downtown Transfer Station TOD; third was BRT Western expansion; fourth was Henrico Transfer Station/Park and Ride; and fifth was TOD Development of 325 E. Belt Boulevard.

Open Discussion

Mr. Schmitt requested that GRTC continue to plan and strategize as we have been doing but with financial feasibility. Fare replacement should be advertising and sponsorship. Identify low performing or low value routes. Maximize the value to our regional constituents. Continue to strengthen the reserve, put the money away. Prioritize goals, what is financially feasible. Mr. Addison added there needs to be conversation around economic development, growth. Mr. Saunders mentioned Northern Virginia has a tax on rideshare, we did not ask the General Assembly for that taxation mix for the CVTA should analyze it, get a sense of what kind of revenue it would create, how that aligns with our map and start if the elected officials around the region would support broadly. Recommendation to research and see if this is something we want to pursue seriously. How much money is rideshare creating?

Mr. Nelson inquired about plans for bus safety. Is the idea to focus on areas we have seen issues? Do new shelters have capacity for cameras? Mr. Addison stated in the City need to think about street light coverage, 14ft lighting, Smart City lighting. Does our bus shelter focus on easy movability of bus stops? Mr. Schmitt requested one of the key priorities for the new security and safety position to budget for heat map of issues. Put emphasis on camera capture and monitoring, and immediate dispatch of law enforcement instead of an armed security force. Signage should be overt. The standard package for a bus stop is a bench, shelter, trash can and two solar lights. Mr. Nelson requested to look at this from a budget perspective next time, beefing up security dollars.

Mr. Anderson suggested having people, organizations sponsor bus stops/shelters, to help fill the funding gap.

Mr. Addison asked about adding trashcans and recycling bins around stops.

Ms. Robertson asked if we finalized the N/S BRT route. Ms. Torres said the downtown section has not been finalized but the other portions have been finalized.

IV. Adjourn

There being no further business, the meeting adjourned at 10:40AM.

APPROVED:

Tyrone E. Nelson, Chair
GRTC Board of Directors

Date

Meeting Date: October 22, 2024

CONSENT AGENDA ITEMS

- Route 1 Expansion Media Buys – Mike Hurt
- HASTUS Annual Maintenance and Support Agreement – Dexter Hurt
- Pest Control Services – Tony Byrd
- Commuter Assistance Program Strategic Plan (CAPSP) – Cherika Ruffin
- Environmental Remediation/Demolition of Church Building – Steve McNally



Meeting Date: October 22, 2024
Consent Agenda: GRTC Route 1 to Virginia Center Commons Extension

BACKGROUND:

The new Route 1 runs from Downtown Richmond to Virginia Center Commons - with connections to Reynolds Community College Parham Campus - 7 days a week, expanding the freedom of transit access to thousands of new riders in Henrico and across the region. This new 15.5-mile, \$4.4M investment in transit service along U.S. 1 will continue to connect the Richmond Region.

GRTC is recommending purchasing additional media buys for the months of November through January 2025. The not to exceed amount for this media buy is \$228,525.00 GRTC will use this opportunity to market the new expansion and promote public transportation from downtown to Virginia Center Commons. GRTC will track these efforts monthly and may adjust the targeted strategy as data is collected. GRTC is recommending funding this initiative with grant funded dollars. The media buys are detailed below. The funds will be split between broadcast and streaming efforts with targeted zip codes to reach the target audience along the new route.

NBC12:

Budget \$50,000.00

Split Minimum: 70% TV – 30% Digital

Tactics

TV Campaign Summary

- Reach – 94% of viewers in Central Virginia
- Frequency – 5.3 times each
- # of People Reached – 466,219
- # of Times Seen – 2,472,100

Digital Campaign Summary

- # of Times Seen – 700,000
- Targeting – Geography, Demographics, Behavioral
- Platforms – Display, Pre-Roll, Streaming

CBS6:

Budget \$50,000.00

Split Minimum split: 30% TV – 70% Digital

Tactics

10 Weeks 11/1-1/3/2025 (based on budget approval and creative arrival)

Targeted Streaming to Zips on new 1extension – 2,862,000 impressions/\$35K

Targeted Streaming 392,000 – radius and zips relative to the new route

Mobile, 1,000,000 impressions with tracking of the 16 new bus stop usage

5 - WTVR Local eblast – 525,000

9 - Homepage Takeovers – 100% share of voice WTVR.com – 945,000 impressions

TV Plan – 11/11/24-12.29.24 - 1,152,000 impressions/\$15,000

72 :30 spots

Early Morning news

Virginia This Morning

VA This Morning segment

6PM News
Entertainment Tonight
Two NFL Football spots

WRIC8:

Budget \$50,000.00

Split 53% TV – 47% Digital

Tactics Target Audience Adults 18+

• Total of 468 spots running November 2024 – December 2024

• **Programming:**

- Local News
- Daytime
- Late Fringe
- Showcase Richmond

FOX35:

Budget \$53,525.00

Split 63% TV – 37% Digital

Tactics

TV campaign includes programming on local news, MLB, NFL, College Football, Compulsive Sports OTT, News, Late Fringe, Datetime

- Broadcast
- Streaming – Compulse video product estimated 550K+ impressions
- OTT Sports and CDV OTT

Effectv

Budget \$25,000.00

Split 50%TV 50% Digital/ Streaming

Tactics

TV campaign focusing on LIVE sports to reach a large and diverse audience

- Est. Total TV Impressions: 244,480

Digital and streaming focusing on geo-targeted video delivery of zip codes along and off the route

Total Streaming Video Impressions (442,545)

- 210,000 impressions targeting Owns Entry/Economy car AND HHI <\$50K
- 90,000 impressions targeting Primary Language: Spanish
- 141,545 impressions targeting Adults 18-54 AND HHI <\$50K
- Total Campaign Impression 687,025

The total of Fox 35, ABC 8, CBS 6, and NBC12 and Effectv the total is \$228,525.00

RECOMMENDATION:

The Board of Directors authorizes the CEO to execute purchase orders not to exceed \$228,525 for the period of November 2024 through January 2025 for the Route 1 expansion.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: October 22, 2024
Consent Agenda: HASTUS Annual Maintenance and Support Agreement

BACKGROUND:

In April 2003, the Board of Directors authorized the CEO to execute a contract with Giro, Inc. to purchase an automated scheduling, run cutting, rostering, and operator management system. The system also included components for automated trip planning for customer service and the website.

Each year, GRTC must renew the Software Maintenance Agreement with Giro. This agreement covers the cost of additional customizations to the Hastus software and any support requirements to address issues.

HIGHLIGHTS:

- Since Giro can only provide this support, GRTC has classified this purchase as a sole source procurement. FTA regulations for sole source procurements require GRTC to analyze whether the quoted price is fair and reasonable. Staff conducted the required analysis and have made such a determination.
- Annual licensing is applied yearly to the maintenance and support contract, allowing GRTC to upgrade to a newer version of HASTUS software at its convenience.
- The maintenance and support agreement includes unlimited telephone and electronic mail support and ten days for modifications.
- 2025 maintenance and support fees are \$184,115, an increase of 5% over last year’s cost of \$175,187.
- This purchase is fully funded with federal, state, and local grant funds.

Grant: 000-111-01-866	Federal (28%)	State (68%)	Local (4%)
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RECOMMENDATION:

The Board of Directors authorizes the CEO to issue a purchase order to GIRO not exceeding \$184,115 to renew the maintenance and software support agreement for HASTUS 2025.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: October 22, 2024
Consent Agenda: GRTC Pest Control Facility and Vehicles

BACKGROUND:

To provide clean, safe and reliable transportation to GRTC’s customers, pest control services need to be added to the Pest Control Contract to keep the fleet free of bugs. Currently we have a contract with Mitchell Pest Control to exterminate in the facility.

CURRENT STATUS:

- This is a change order to all additional funds to the existing contract.
- The price for a 3-year contract is \$150,000 to cover the entire fleet and the facility.
- If approved, the Contractor will be given notice to exterminate vehicles on call as well the facility.

This purchase is funded with federal, state and local funding.

RECOMMENDATION:

That the Board of Directors authorizes the CEO to issue an updated purchase order to Mitchell Pest Control, in the amount of \$150,000 for a 3-year contract for pest control service to include the entire fleet.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: October 22, 2024

Consent Agenda: Commuter Assistance Program Strategic Plan (CAPSP)

BACKGROUND:

The Virginia Department of Rail and Public Transportation (DRPT) requires agencies operating a Commuter Assistance Program (CAP) and seeking funding to develop a Commuter Assistance Program Strategic Plan (CAPSP). The CAPSP ensures that commuter assistance programs are designed to better meet their communities' mobility needs in the most efficient and cost-effective way. It provides a strategic framework for CAPs to evaluate and update their programs and services in response to changes in travel demand, mobility, and transportation needs. The plan also serves as the foundation for future funding requests, guiding each agency's programming process in the years following its adoption.

The primary goal of the CAPSP is to create a detailed plan for operating services and allocating resources in a way that maximizes the reduction of single-occupant vehicle trips in the most cost-effective manner. Developing RideFinders CAPSP involved gathering input from the community, stakeholders, and RideFinders staff. This memo provides a summary of the CAPSP's goals, objectives, programming, and funding.

GOALS AND OBJECTIVES:

The CAPSP identified the following three overarching goals that guide seven distinct objectives for the organization over the next five years.

GOAL 1: ESTABLISH RIDEFINDERS AS THE MOBILITY MANAGER FOR THE RICHMOND REGION

This plan prioritizes the reduction of SOV trips; accordingly, this goal and its accompanying objectives promote organizational planning and partnerships to maximize RideFinders' impact on mode shift. By streamlining operations within GRTC and leveraging partnerships with key destinations for non-commuter travel, RideFinders aims to reach more people with more transportation solutions.

OBJECTIVE 1.1 – CONDUCT AN ORGANIZATIONAL ASSESSMENT TO IDENTIFY AND ADDRESS ANY CAPACITY LIMITATIONS

An organizational assessment provides an opportunity for RideFinders to:

- Review and document processes, ensuring continuity throughout organizational changes.
- Evaluate staffing needs (e.g., potential opportunities to modify roles and/or hire new personnel to maximize operational efficiency).
- Assess the Advisory Board's role and membership, ensuring it represents the region's diverse travel needs and provides appropriate direction to staff.
- Benchmark RideFinders against its peers, applying industry best practices to the identification of opportunities for process improvements.

OBJECTIVE 1.2 – ENHANCE PARTNERSHIP WITH GRTC

Continue to cultivate an even more collaborative relationship with GRTC’s transit operations and planning efforts to not only enhance the customer experience but also create novel service opportunities.

A more synergistic partnership between RideFinders and GRTC would also allow for more cohesive transportation services and infrastructure, including:

- Unified branding/wayfinding
- Complementary services (e.g., connections between transit and carpools/vanpools)
- Expansion into target markets
- Special event coverage (e.g., concerts and tourism)
- RideFinders program information on GRTC communications (e.g., printed schedules)

OBJECTIVE 1.3 – EXPAND PROGRAMMING FOR NON-WORK TRIPS

Leveraging technology to understand travel patterns and connect travelers with transportation options enables the expansion of RideFinders programming beyond work commutes.

GOAL 2: ENHANCE COMMUNICATIONS

Enhancing how RideFinders communicates programming ensures the most relevant information is easily accessible to all.

OBJECTIVE 2.1 – OPTIMIZE MARKETING MATERIALS, ENSURING ACCESSIBILITY AND EASY ACCESS TO PROGRAM INFORMATION

A review and revision, where appropriate, of marketing materials presents an opportunity to ensure they connect customers with program information easily and equitably. Revising the website to meet the latest Web Content Accessibility Guidelines (WCAG) Version 228 means that anyone, regardless of ability, would have access to information on RideFinders’ services. Additionally, refreshing RideFinders’ communication templates (e.g., updates to local elected officials and other stakeholders, monthly recaps, and annual reports) to include more visual elements promotes awareness of the organization’s accomplishments.

OBJECTIVE 2.2 – PILOT DATA-DRIVEN, CUSTOMIZED OUTREACH

Applying demographic insights to marketing efforts allows for precise targeting of specific populations, including targeting people who do not use transit, carpool, or vanpool, and targeting the promotion of different modes in different parts of RideFinders’ service area. A pilot program provides an opportunity to determine the cost-effectiveness of this approach to promoting RideFinders’ programming.

In 2023, DRPT launched Connecting VA, an application that allows users to browse travel options including transit, carpools, vanpools, and active transportation. RideFinders’ TDM services are integrated in this application, but additional opportunities exist for the organization to leverage this as a principal utility for engaging with customers and connecting them with transportation options. Specifically, this might include training folks on how to interact with the application and coordinating with DRPT to share feedback on its functionality, ensuring it meets RideFinders’ needs.

GOAL 3: EXPAND EXTERNAL PARTNERSHIPS AND DIVERSIFY REVENUE STREAMS

New partnerships and revenue streams facilitate the expansion of markets for RideFinders' services and support the long-term viability of operations.

OBJECTIVE 3.1 – ENHANCE ENGAGEMENT WITH MUNICIPALITIES, GOVERNING BODIES, AND ORGANIZATIONS

Demonstrate RideFinders' value to other agencies and organizations through engagement; this promotes the identification of new markets and supports ongoing efforts to secure additional funding. Engagement opportunities include:

Collaborating with municipalities and organizations with event-specific TDM needs.
Partnering to mitigate traffic impacts (e.g., the Virginia Department of Transportation could require contractors to implement TDM strategies surrounding large construction projects).
Providing localities with more data on RideFinders' program activity within their jurisdiction.
Developing and implementing a system to assign tiers to employers based on their efforts to reduce the number of employees commuting via SOV.

OBJECTIVE 3.2 – PURSUE NEW SOURCES OF REVENUE

Continuing to identify and pursue new sources of funding ensures the long-term viability of RideFinders operations.

PROGRAMMING:

The CAPSP describes opportunities for RideFinders to continue providing its award-winning services while exploring new services to achieve the goals and objectives.

Table 27: Overview of RideFinders Focus Areas

Focus Area	Description
Mobility Management	Encouraging the use of non-SOV modes through carpool and vanpool assistance, as well as personalized commuter assistance.
Employer Assistance	Aiding employers in the identification of sustainable transportation and benefits appropriate for their worksite.
Marketing, Education, and Outreach	Marketing RideFinders services through media posts, educational campaigns, and direct outreach.

MOBILITY MANAGEMENT

RideFinders' Mobility Management services inform commuters about travel options, emphasizing opportunities that do not involve driving alone, and provide specific assistance to increase carpool and vanpool use. This plan expects RideFinders to build on existing Mobility Management services with new partnerships, all-day carpooling and vanpooling, and special events coverage. In addition, the plan looks to expand operations at the Commuter Store, a storefront in Downtown Richmond staffed to provide personalized trip planning.

PLANNED MOBILITY MANAGEMENT SERVICES

- **FY 2025 – Commuter Store Pop-Ups:** Host pop-ups to provide personalized Mobility Management services to travelers throughout the region in collaboration with GRTC’s public engagement team, focusing on the Northwest, Tri-Cities, and Southeast areas.
- **FY 2026 – All Day Carpool and Vanpool Assistance:** Match travelers, regardless of travel time, who share similar starting points and destinations. Building on RideFinders’ current focus on “9-5” commutes, these new rideshares will focus on serving non-work trips, as well as work trips occurring outside of typical commuting hours.
- **FY 2027 – RVA Bike Share Rewards:** Expand rewards programming to include active transportation services in collaboration with RVA Bike Share. This will include incentive programs for travelers who record their bikeshare trips, allowing them to earn points redeemable for rewards including restaurant coupons, retailer discounts, and tickets to shows and attractions.
- **FY 2028 – Special Events Coverage:** Provide TDM planning for large events in the Richmond Region (e.g., elections, concerts, sporting events, etc.). This will promote the use of non-SOV travel surrounding these events, while also introducing new markets to RideFinders. Additionally, it provides an opportunity for RideFinders to establish a new source of revenue.

EMPLOYER ASSISTANCE

RideFinders’ Employer Assistance services support employer’s efforts to reduce SOV travel to their worksites. These employer-based services provide tailored information and programming to employers and their employees, as well as administrative support for the implementation of transportation benefits programs. Planning for this focus area includes actions to provide more tailored employer outreach alongside enhancing programming for participating employers.

PLANNED EMPLOYER ASSISTANCE SERVICES

- **FY 2025-29 – Employer Partnerships:** Provide enhanced opportunities for employers to engage with RideFinders based on a tiered system (e.g., bronze, silver, gold, platinum status) that rewards employers who engage more heavily with RideFinders’ employer services. This enhanced programming will gamify workplace engagement to encourage the promotion of sustainable transportation options.

MARKETING, EDUCATION, AND OUTREACH

RideFinders’ Marketing, Education, and Outreach services include an annual Clean Air Campaign to improve air quality throughout the Richmond Region, ensure awareness of Mobility Management and Employer Assistance services, and promote awareness of other TDM efforts. In addition to continuing existing efforts within this focus area, the plan outlines opportunities to enhance services through enhanced stakeholder reporting and targeted outreach supported by demographic and travel behavior data.

PLANNED MARKETING, EDUCATION, AND OUTREACH SERVICES

- **FY 2025 – RideFinders Community Partners:** Expand outreach in the Northwest, Tri-Cities, and Southeast areas by partnering with community organizations (e.g., libraries, neighborhood groups, recreation centers, etc.) interested in and capable of providing high-level commuter assistance. These partnerships will provide a means of sharing regionally tailored information on travel options in areas without Commuter Store Pop-Ups.

- **FY 2025 – Stakeholder Snapshots:** Deliver customized reports to stakeholders on an annual basis as a means of providing them with information relevant to their interests, including summaries of local engagement efforts, the number and type of trips RideFinders facilitated in their jurisdiction or service area, and photographs/testimonials. In addition to keeping these stakeholders aware of RideFinders’ activity, this will regularly demonstrate the organization’s value.
- **FY 2025-29 – Education, Residential, and Hospitality Outreach:** Engage in direct outreach to higher education institutions, multi-unit residential properties, and hotels to promote RideFinders.
- **FY 2025-29 – Targeted Campaigns:** Explore opportunities for additional targeted campaigns based on marketing analyses conducted as part of this plan.
- **FY 2026 – Active Transportation Outreach:** Collaborate with local bike shops and advocacy groups to promote any classes, events, or rewards programs intended to encourage walking, bicycling, and the use of micromobility devices. This will complement a partnership with RVA Bike Share planned for FY 2027.

RideFinders tracks program performance using metrics aligned with DRPT’s qualifications standards for TDM Operating Assistance grants: serve the public, reduce SOV trips, and increase carpooling, vanpooling, teleworking, and transit use.

RideFinders plans to track and review monthly metrics to measure short-term success and identify/implement improvements in a timely manner. Monthly performance metrics will also be supplied to DRPT in fulfillment of grant reporting requirements. On an annual basis, RideFinders will summarize all metrics in their Annual Report, a publicly shared document.

FUNDING

Most of the Congestion Mitigation and Air Quality (CMAQ) Improvement Program funding RideFinders receives comes from the Richmond Regional Transportation Planning Organization (RRTPO). For the past several years, RideFinders’ CMAQ allocation from the RRTPO has been \$509,000. RideFinders anticipates this allocation remaining constant through FY 2027. The Crater District Planning Commission has provided RideFinders with \$35,000. RideFinders anticipates this allocation remaining constant through FY 2030.

RideFinders also receives local funding from Henrico County, Chesterfield County and the City of Richmond.

KEY PROGRAMMING AND SERVICES REQUIRING ADDITIONAL FUNDING

Several of the new services identified can be implemented with existing staffing and resources. This plan also identifies new and expanded RideFinders services, requiring additional funding. In these cases, the implementation and scale of new and expanded services is subject to change based on funding availability. The following identifies these services and potential funding sources.

PLANNED MOBILITY MANAGEMENT SERVICES POTENTIALLY REQUIRING ADDITIONAL FUNDING

- All Day Carpool and Vanpool Assistance Potential Funding Source: DRPT Commuter Assistance Program Project Assistance funding
- RVA Bike Share Rewards: Potential Funding Sources: Local jurisdictions and other and partnerships

PLANNED EMPLOYER ASSISTANCE SERVICES POTENTIALLY REQUIRING ADDITIONAL FUNDING

Employer Partnerships: Potential Funding Source: DRPT Employer Trip Reduction Project Grant

PLANNED EMPLOYER ASSISTANCE SERVICES POTENTIALLY REQUIRING ADDITIONAL FUNDING

- Education, Residential, and Hospitality Outreach: Potential Funding Source: DRPT Workforce Development Grant Program
- Targeted Campaigns: Potential Funding Source: DRPT Transit Marketing Projects Grant
- Active Transportation Outreach: Potential Funding Source: VCTF’s Capital Trail Equity Fund Grant

HIGHLIGHTS:

- This is RideFinders first Commuter Assistance Program Strategic Plan (CAPSP), as required by the Virginia Department of Rail and Public Transportation.
- The CAPSP has helped RideFinders thoroughly review and assess its programs and services which included hosting a stakeholder workshop to develop a strengths, weaknesses, opportunities, and threats (SWOT) analysis.
- Foursquare ITP, the same consultants who completed GRTC's Transit Strategic Plan (TSP), also completed the CAPSP.
- Through the CAPSP, RideFinders has developed focus areas and financial recommendations to achieve its goals and objectives.
- The CAPSP sets the stage for continued success and improved travel demand, mobility, and transportation needs for travelers across a five-year horizon.

RECOMMENDATION:

That the Board of Directors approves RideFinders’ Commuter Assistance Program Strategic Plan (CAPSP) to serve as a strategic roadmap that will enable the organization to evaluate and adjust its programs and services in response to the changes of mobility and transportation needs throughout its service area.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: October 22, 2024
Consent Agenda: Services Contract for Environmental Remediation/Demolition of Church Building

BACKGROUND:

This project is to provide environmental abatement and demolition of the Church building and limited surrounding site areas at the 325 E. Belt Blvd. property. Known as the Church Building and lot, the Church structure is a 35,500 square foot one-story structure comprised of bow roof trusses, steel columns, CMU block infill covered with a thin stucco finish. The building along with a deteriorated asphalt parking directly in front of the building, is sited on approximately 2 acres of the total four-acre property purchased by GRTC in 2016. Generally, the building is dilapidated, is a safety concern due to its poor structural condition, is a health concern due to mold and asbestos and has exceeded its useful life. Staff is proposing demolition to clear the building footprint area and allow bus storage and future redevelopment uses.

HIGHLIGHTS

- Based on environmental testing a Hazardous Material Assessment was developed along with the plans and specifications for demolition of the 35,500 sf Church building and surrounding site areas. Based on the findings detailed within the Assessment, an Asbestos Remediation Plan along with a Health and Safety Plan was developed according to OSHA, EPA, and Department of Labor Standards and Regulations. All such documentation was included within the bid set of environmental/demolition plans. GRTC staff estimated project cost at \$2,035,605.
- An Invitation for Bid was issued on August 16, 2024. A well-attended pre-bid conference was held in person as well as online on August 29, 2024. GRTC Procurement staff received two bids, one from Waco, Inc. and a second bid from S B Cox. A public bid opening was held on September 30, 2024.
- S B Cox submitted the lowest bid at \$534,922.00. Upon request, S B Cox verified their bid, and it was determined to be responsive and responsible. If approved by Board, a Notice to Proceed is expected to be issued by early November 2024 with a completion date by end of April 2025.
- Funding is provided by federal, state and local grants.

RECOMMENDATION:

Staff recommends that the Board of Directors approve a contract for construction services for Environmental Remediation/Demolition of Church Building at 325 E. Belt Blvd. to S.B. Cox for \$534,922 and a contingency amount not to exceed \$150,000 for additional amenities such as improved fencing. Total approved amount of \$684,922 which is the total of the remaining balance on the grants.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: October 22, 2024
Item Title: Operational Performance

UPDATES:

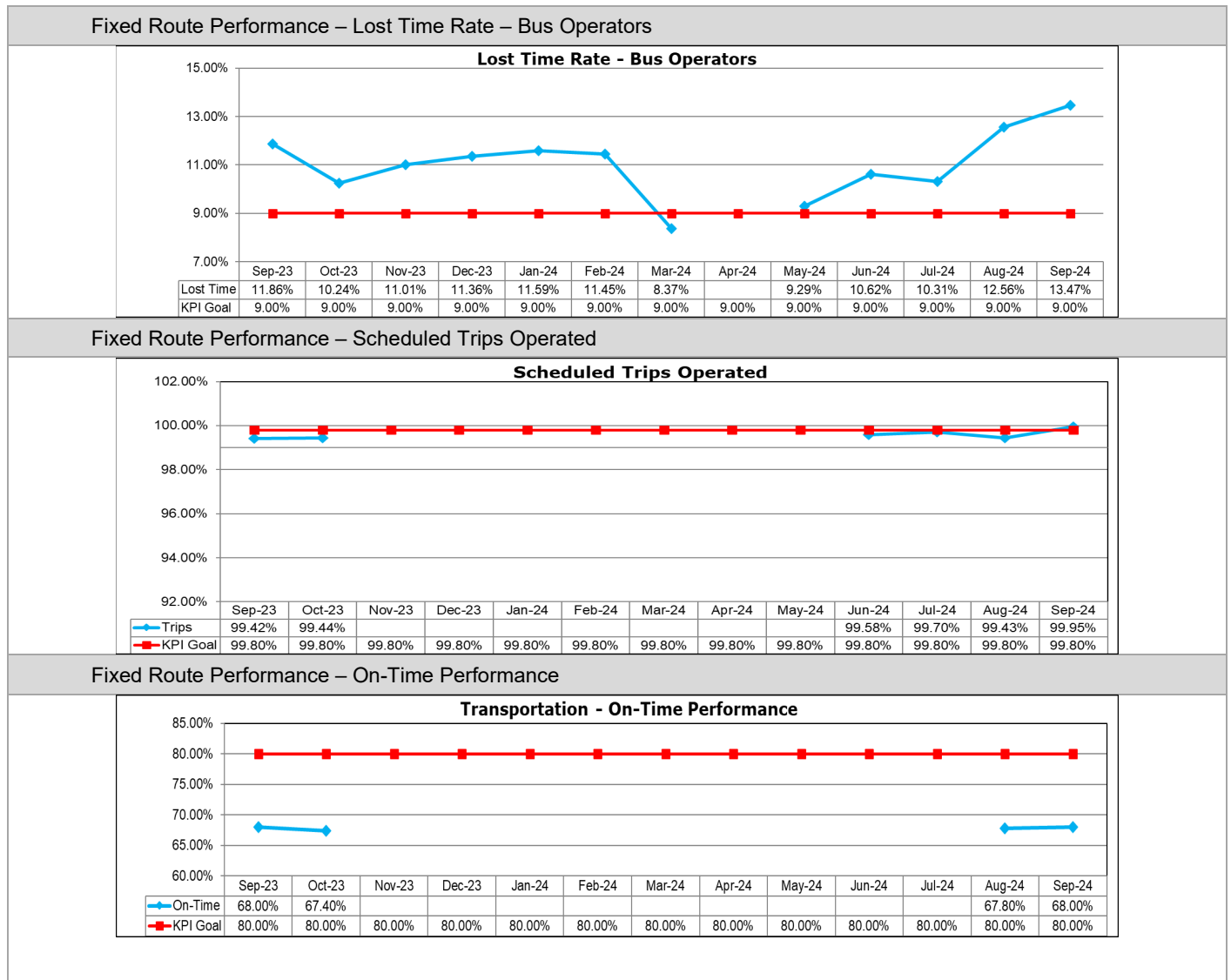
Mr. Hernandez will provide highlights for the Operational Performance for the month of September. The following Departments will be included: Transportation, Risk Management, Maintenance, and Customer Service.

Meeting Date: October 22, 2024
 Item Title: Operating Performance

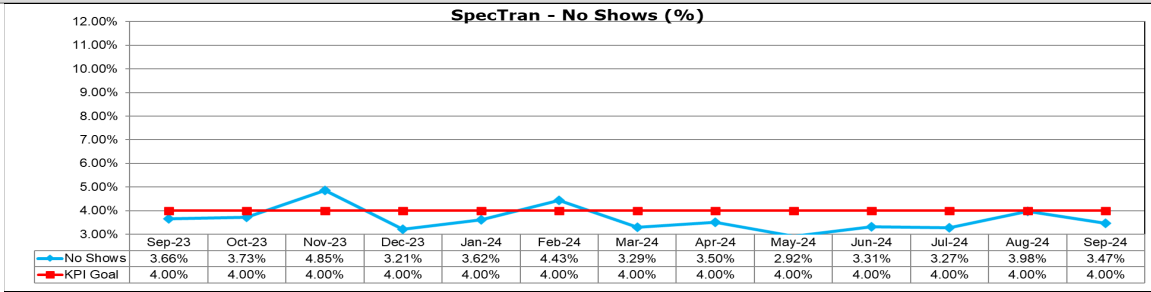
HIGHLIGHTS:

The current staffing is 314 full-time operators and 26 part-time fixed route operators and 20 microtransit operators with 19 fixed route operators in training for the month of September. At the end of August 2024, the operator staffing was 312 full-time and 26 part-time operators with 16 fixed route operators and 22 microtransit operators in service. The result is a net gain of 2 fixed route operators and a net loss of 2 microtransit operators.

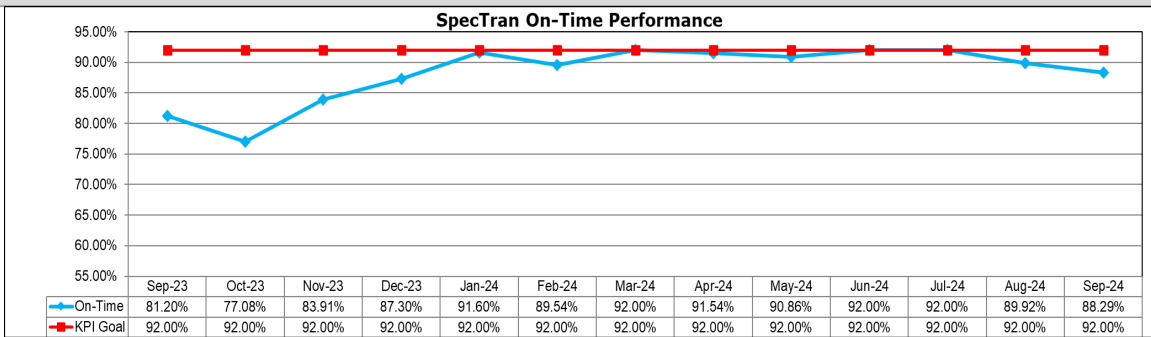
CURRENT STATUS:



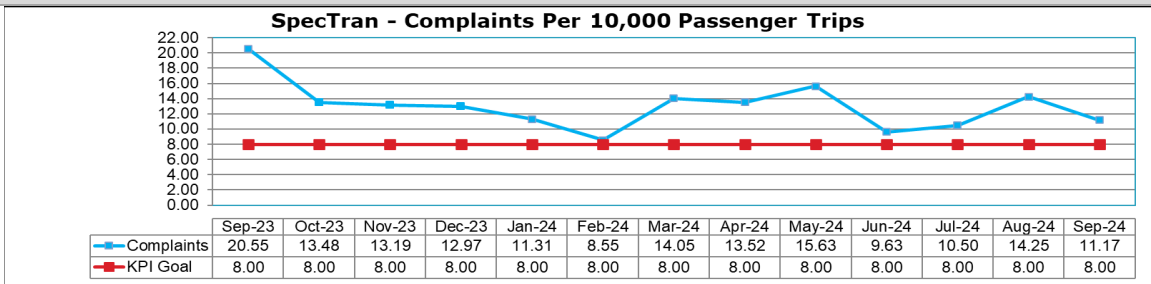
Specialized Transportation – No Shows



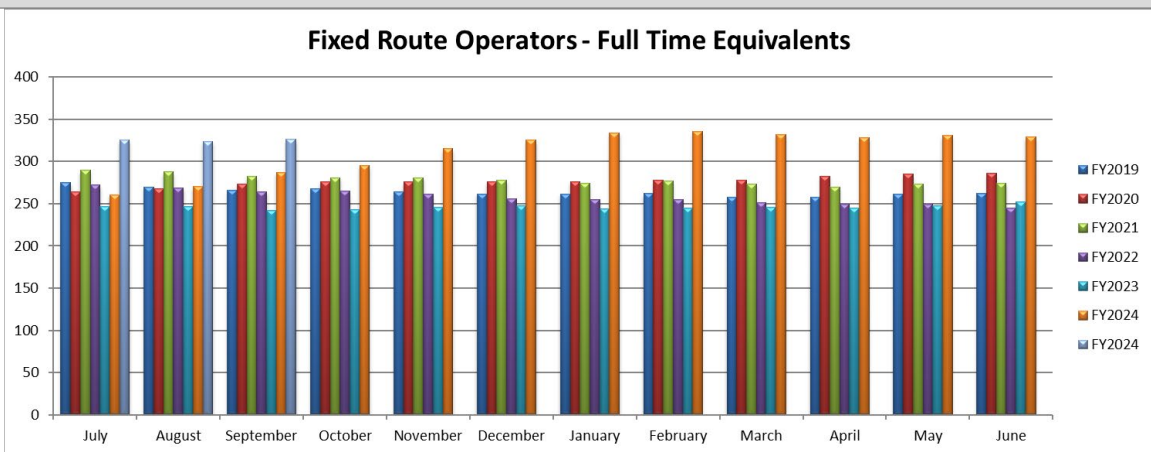
Specialized Transportation – On-Time Performance

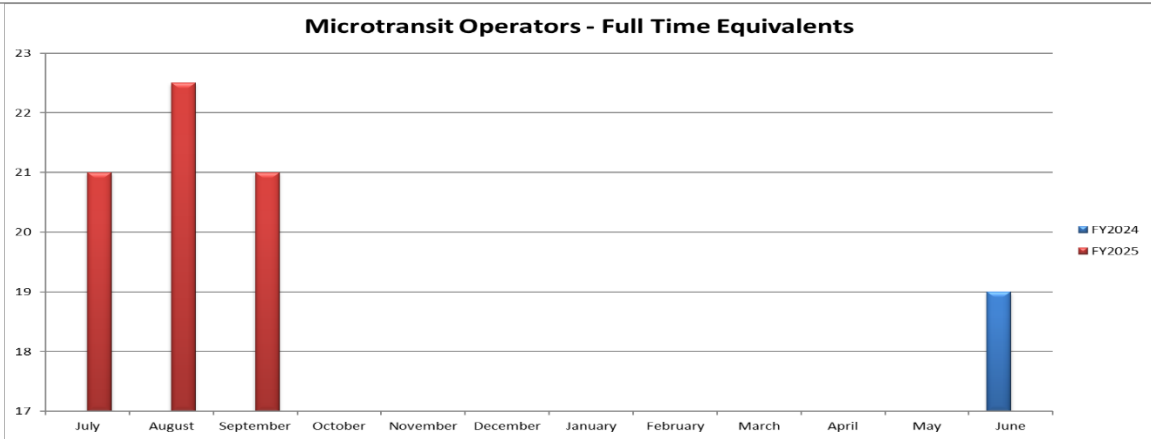


Specialized Transportation – Complaints Per 10,000 Passenger Trips

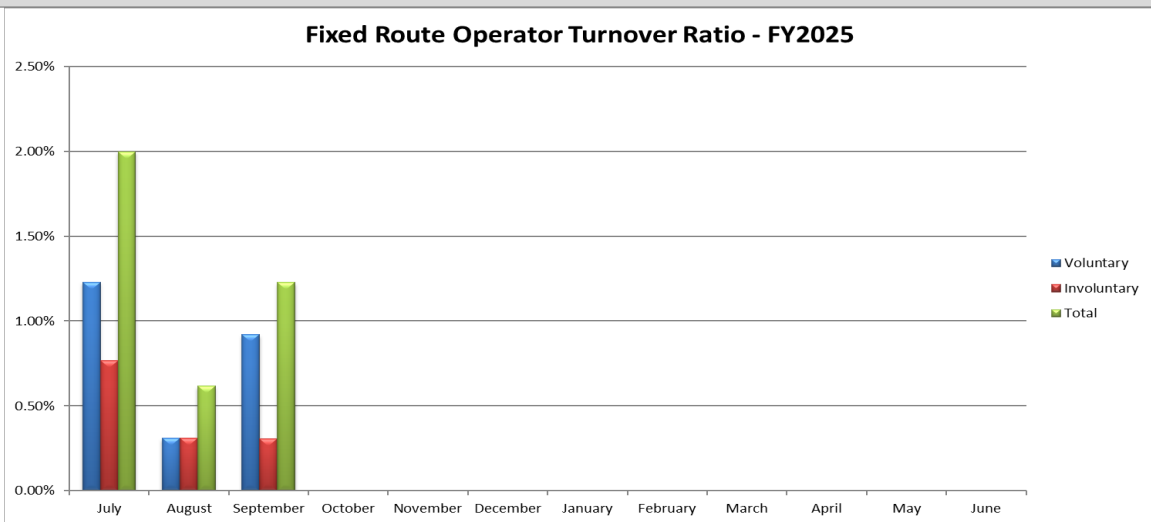


Operators – Full Time Equivalents

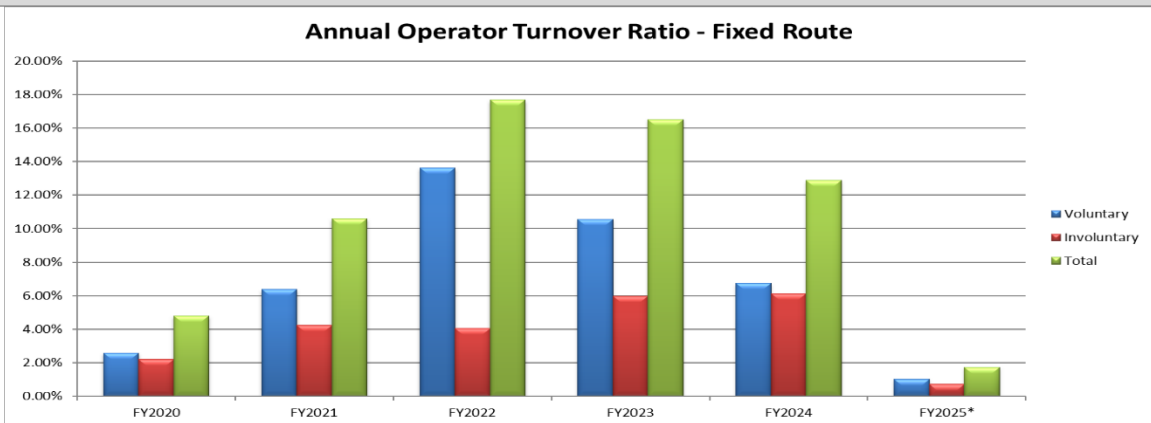




Operator Turnover Ratio – FY2025



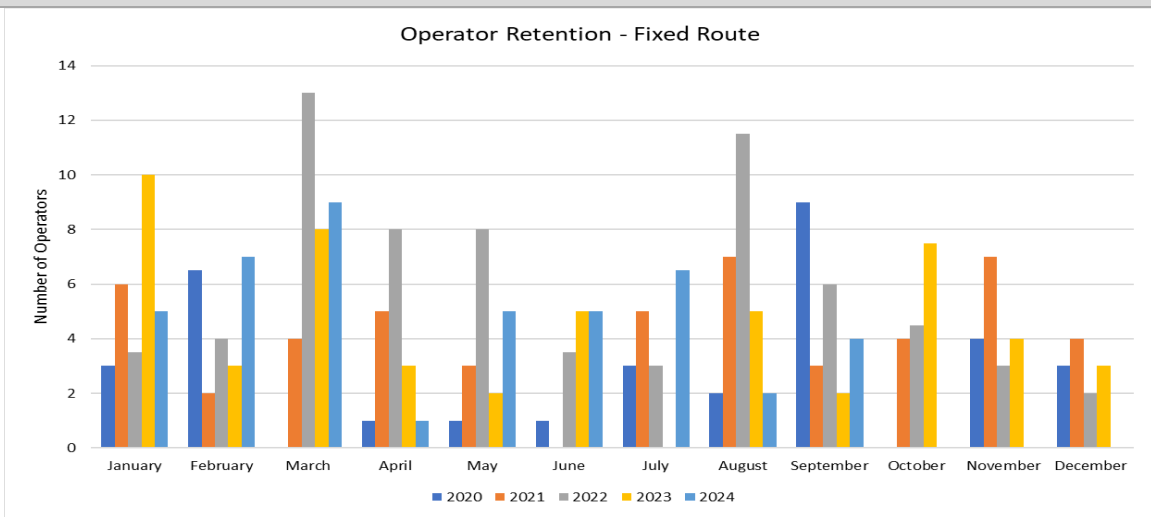
Annual Operator Turnover Ratio

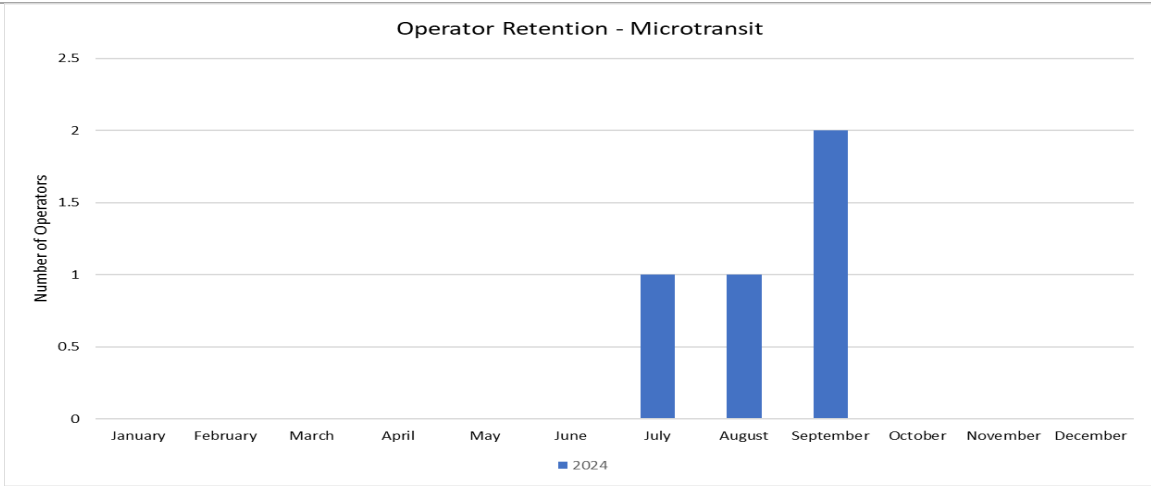


June 2024 Booking – Operator Staffing (Fixed Route and Microtransit)

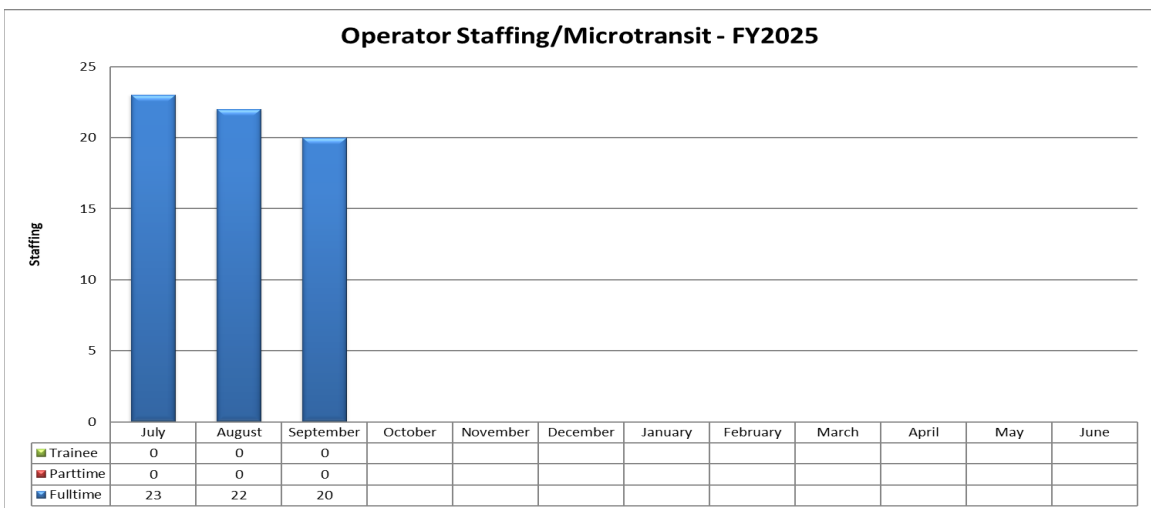
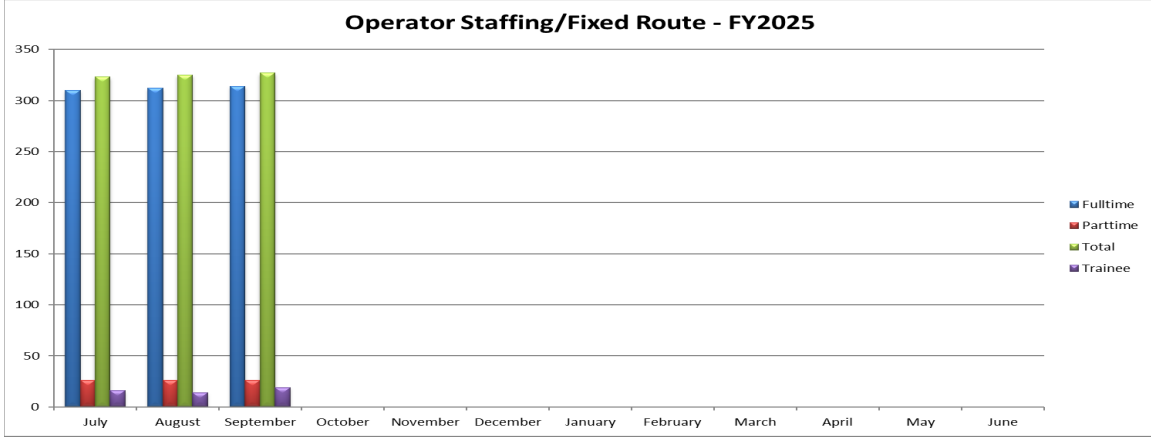


Operator Retention





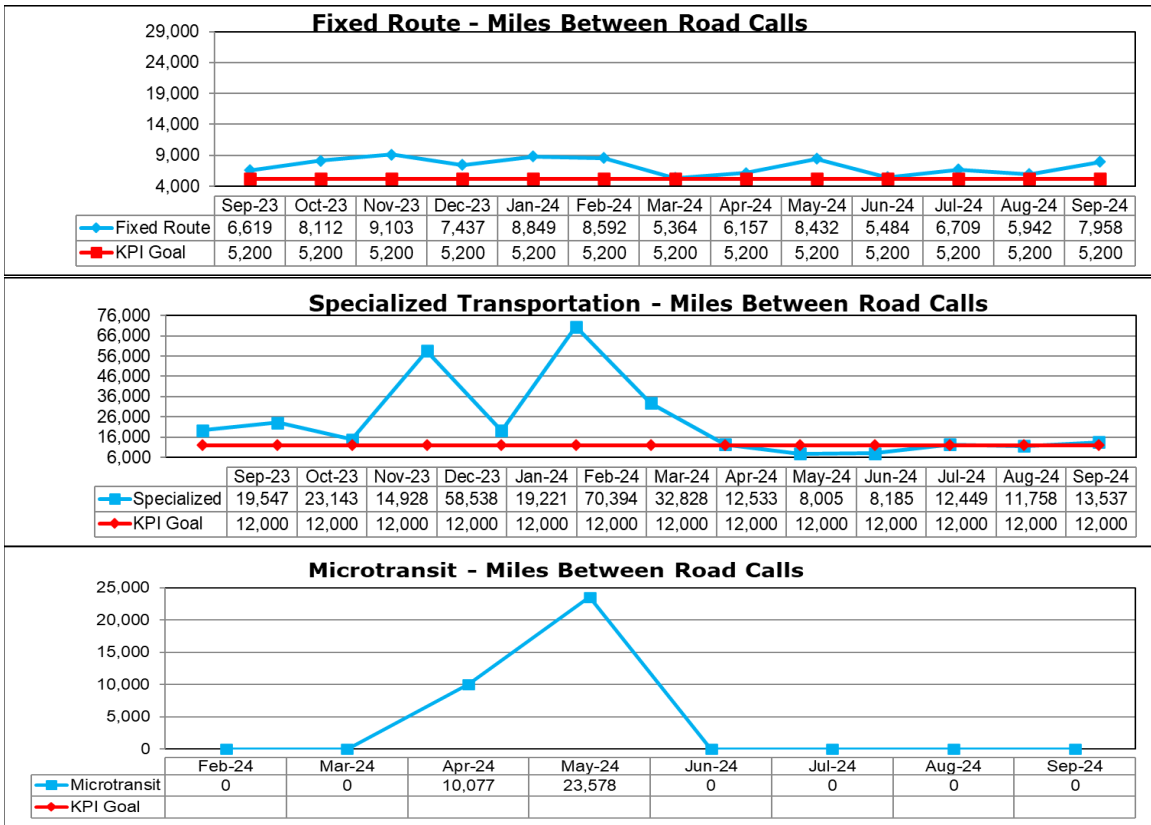
Operator Staffing



Meeting Date: October 22, 2024
 Staff Report: Maintenance Performance

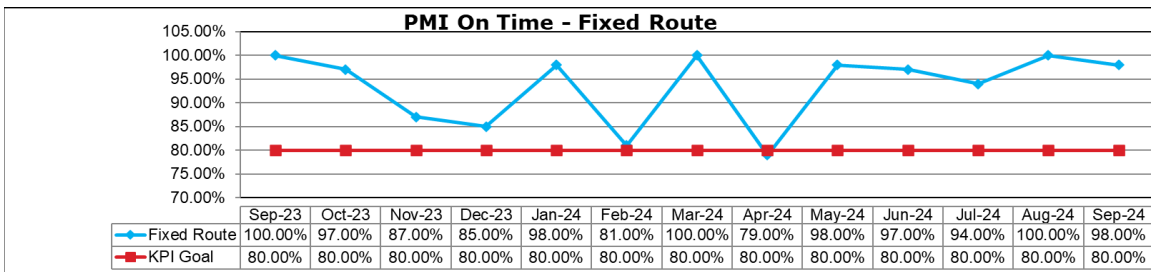
CURRENT STATUS

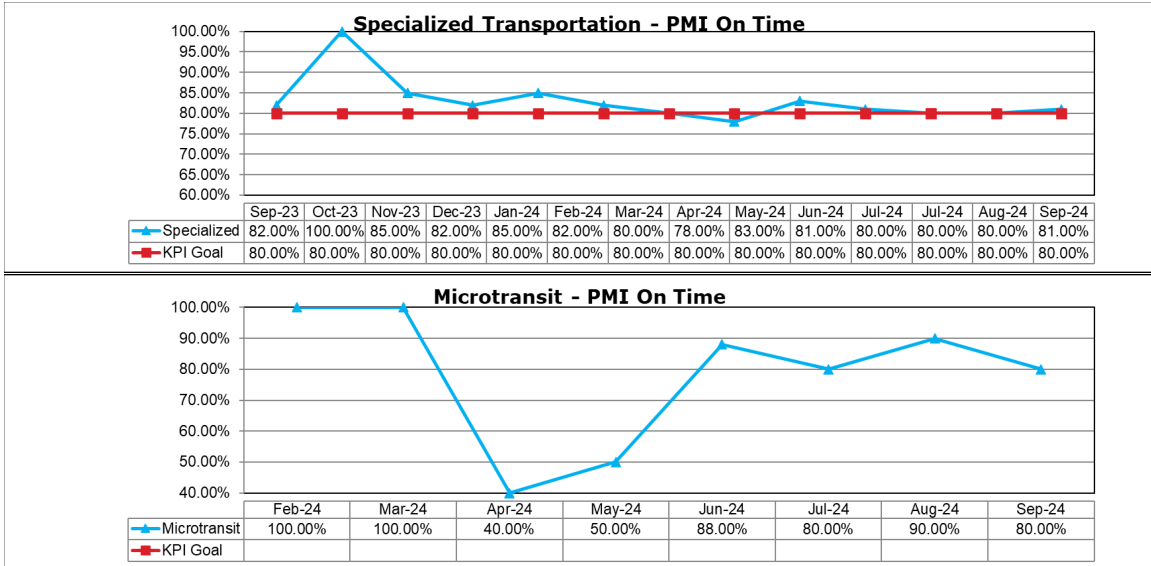
GRTC maintains a bus fleet of 142 vehicles for our fixed route service and 88 vans for our paratransit service.



PREVENTIVE MAINTENANCE

Preventive Maintenance for the month of September was 98% with a goal of 80%. For the month of September, 12% of the fleet was down for service repairs with a spare ratio of 20%.





CURRENT STAFFING LEVELS

Mechanics Vacancies – 1
 General Utilities Vacancies – 0

We continue to train all new employees to optimize our workflow. We continue to clean and disinfect the entire fleet daily and clean and power wash the bus shelters, bus stops and BRT platforms.



Meeting Date: October 22, 2024
Staff Report: Risk Management Performance

CURRENT STATUS:

Performance Indicator	Agency Averages	September (GRTC)
Miles Between Total NTD Defined Events	10,234	8,958
NTD Defined Event Rate Per 1,000,000 miles	3.1	2.9

(Averages taken from other agencies with similar amount of annual VRM to GRTC)

Fixed Route Traffic Incidents – Trend Report

Traffic Incidents	September	October	November	December	January	February	March	April	May	June	July	August	September
Passenger Incident	17	15	16	14	17	15	13	9	10	11	15	17	17
Pedestrian	1	0	0	0	0	0	0	0	0	0	0	0	0
Bicycle	1	1	0	0	0	0	0	0	0	0	1	0	0
Vehicle Rear End	2	3	1	2	3	1	2	3	3	3	2	1	1
Fixed Objects	21	19	17	16	13	16	8	7	9	6	13	9	13
Improper Turning	4	5	4	3	4	7	3	3	2	3	7	4	3
Company Vehicle	0	1	3	0	2	2	3	6	2	1	4	1	2
Bus Rear End Vehicle	0	0	0	0	0	0	1	1	1	0	0	1	1
Bus Hit Parked Vehicle	4	6	5	3	5	6	6	3	2	5	3	5	2
Total	50	50	46	38	44	47	36	32	29	29	49	38	39

Assaults	Bus-Related
Verbal	3
Physical	0

Specialized Related Incidents – Trend Report

Traffic Incidents	September	October	November	December	January	February	March	April	May	June	July	August	September
Passenger Incident	2	0	2	0	1	2	1	1	1	4	2	1	2
Pedestrian	0	0	0	0	0	0	0	0	0	0	0	0	0
Bicycle	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Rear Ended	0	1	0	0	1	0	1	0	0	1	0	0	0
Fixed Objects	2	2	1	3	2	1	5	3	3	1	3	6	2
Improper Turning	1	0	1	0	2	0	1	1	0	1	1	1	2
Van Rear ended Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0
Company Vehicle	0	0	0	0	0	0	0	1	0	0	0	0	0
Van Hit Parked Vehicle	0	1	2	1	0	1	0	1	0	1	1	0	0
Total	5	4	4	4	5	4	8	7	4	7	4	9	6

<u>Assaults</u>	<u>Specialized-Related</u>
Verbal	0
Physical	0

Micro transit Related Incidents – Trend Report

<u>Traffic Incidents</u>	September	October	November	December	January	February	March	April	May	June	July	August	September
Passenger Incident	0	0	0	0	0	0	0	0	0	0	0	0	0
Pedestrian	0	0	0	0	0	0	0	0	0	0	0	0	0
Bicycle	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Rear Ended	0	0	0	0	0	0	0	0	0	0	0	0	0
Fixed Objects	0	0	0	0	1	0	1	0	0	1	0	0	0
Improper Turning	0	0	0	0	0	0	1	0	1	0	0	1	0
Van Rear ended Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0
Company Vehicle	0	0	0	0	0	0	0	1	0	0	1	0	0
Van Hit Parked Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	1	0	2	1	1	1	1	1	0

<u>Assaults</u>	<u>Micro transit</u>
Verbal	0
Physical	0

DEFINITIONS:

Assault: Any act of aggression, verbal or physical, towards an operator or rider which stops operations and in which supervision and/or police are involved in response.

Bicycle Incident: Bicycle comes into contact with the bus.

Incident: An event or occurrence of an accident or impact.

National Transit Database (NTD) Defined Event: Collision involving on a roadway transit vehicle where any (including private) vehicle is towed away or passenger or driver is transported from scene for medical attention.

Non-Preventable Passenger Incident: A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances and unrelated to GRTC vehicle movement.

Non-Preventable Traffic Incident: A motor vehicle collision in which the Operator committed no driving error and reacted reasonably to the error of others.

Passenger Incidents: Any accident involving a passenger's slip, trip or fall while boarding, alighting or on board the bus.

Pedestrian Incident: Pedestrian comes into contact with the bus.

Physical Assault: Any assault involving physical harm or unwanted physical contact towards an operator or between riders and in which supervision and /or police are requested/required to respond.

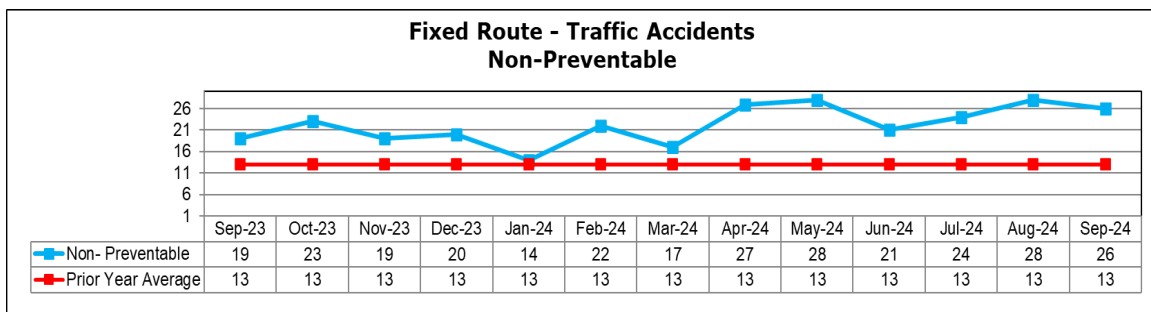
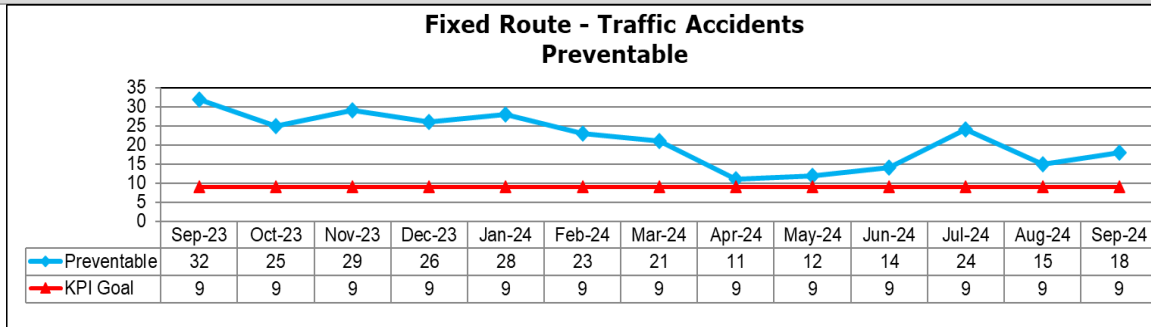
Preventable Passenger Incident: A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors of others.

Preventable Traffic Incident: A motor vehicle collision in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors of others.

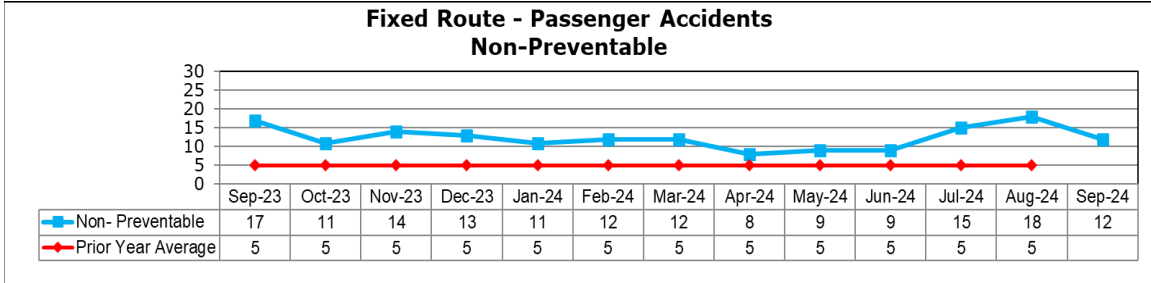
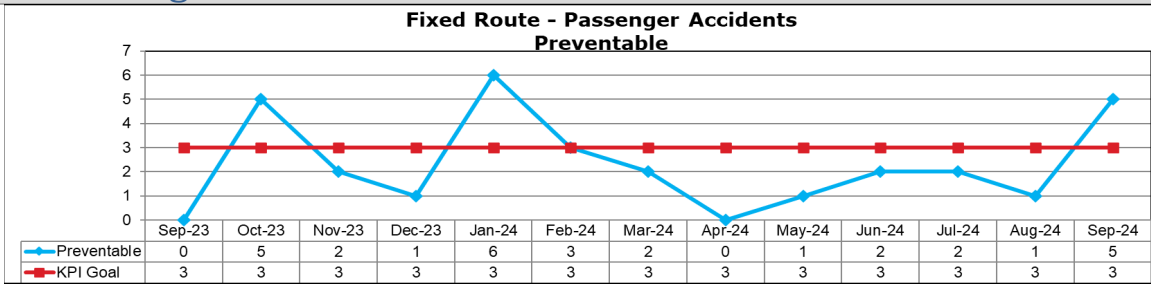
Verbal Assault: – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

VRM/Vehicle Revenue Miles: The number of miles traveled by transit vehicles in revenue service.

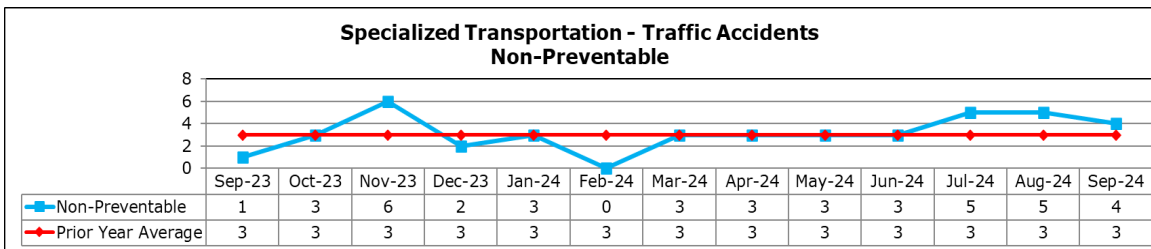
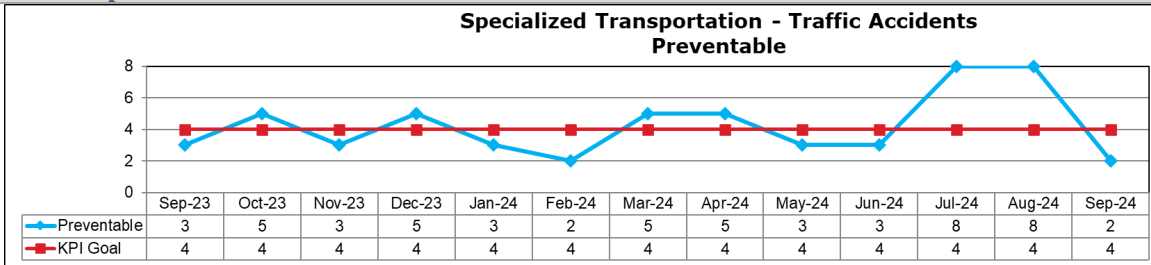
Fixed Route – Traffic Accident Data



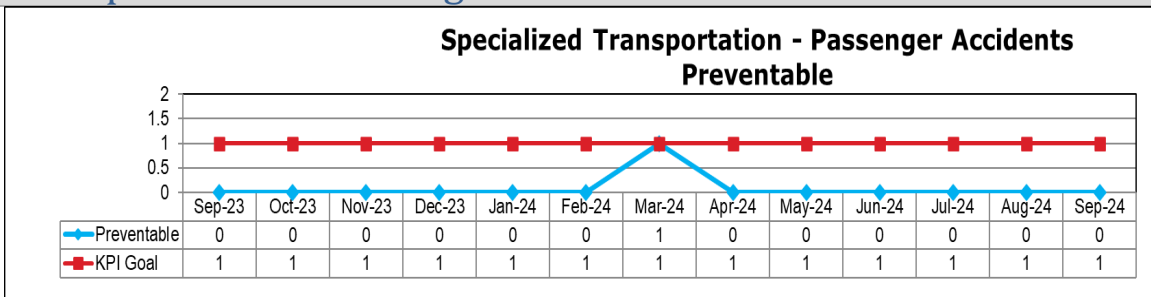
Fixed Route – Passenger Accident Data

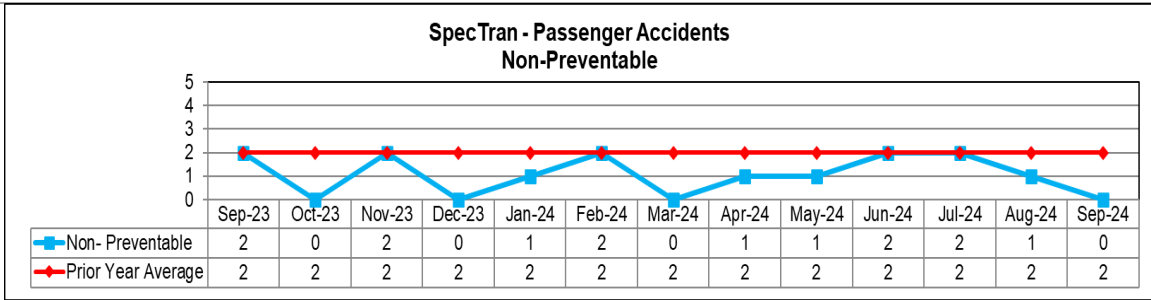


Specialized Transportation – Traffic Accident Data

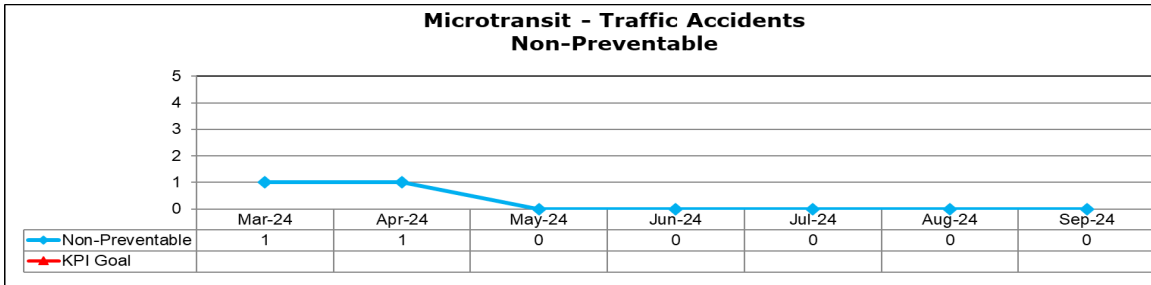
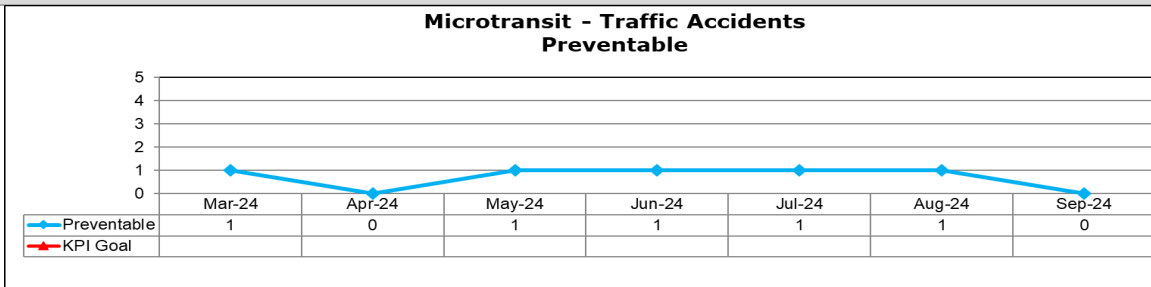


Specialized Transportation – Passenger Accident Data

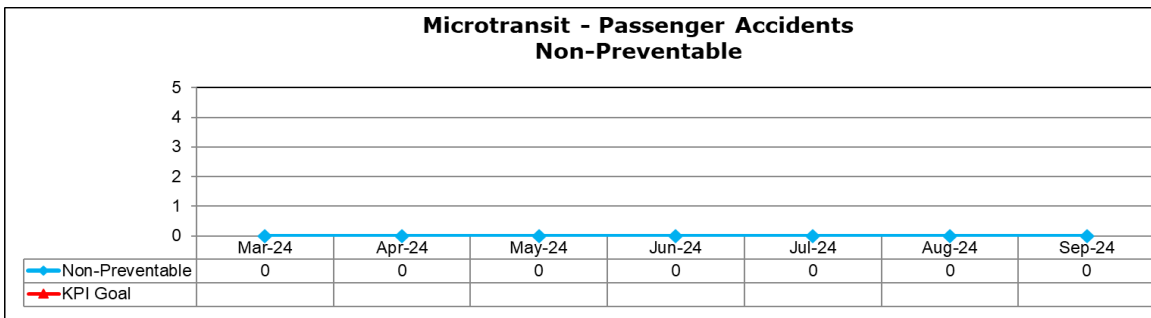
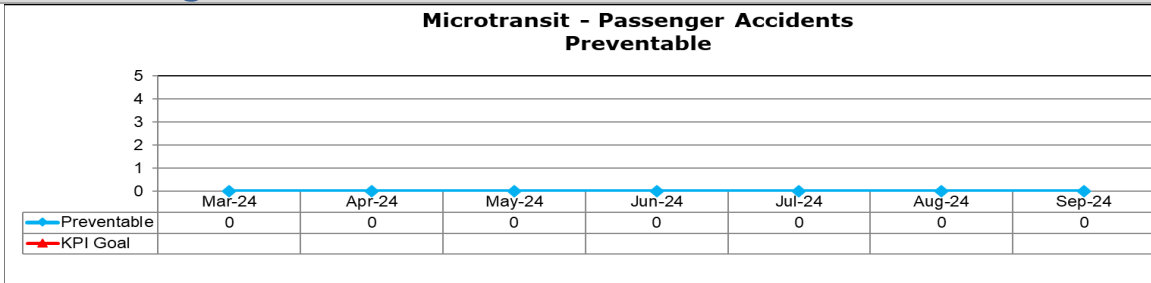




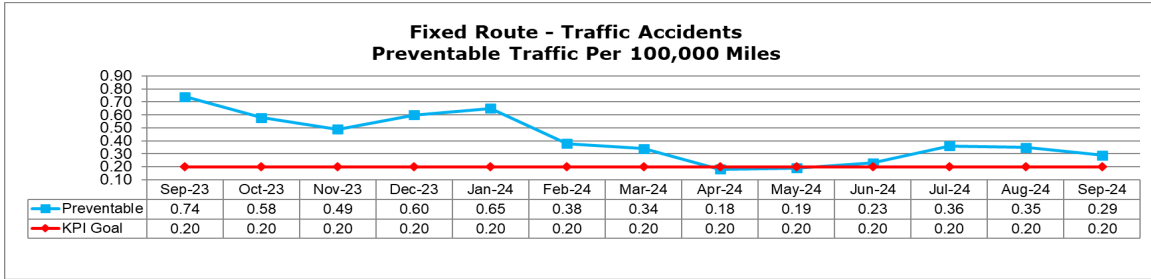
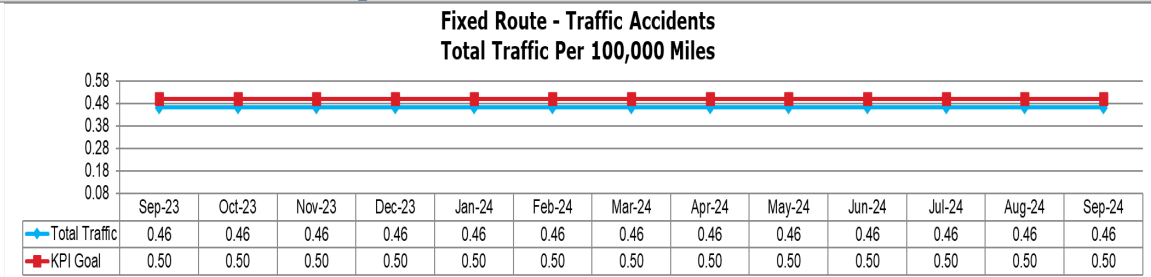
Microtransit - Traffic Accident Data



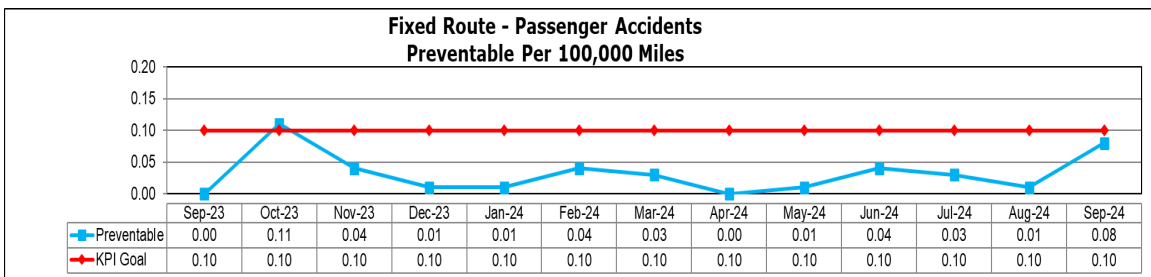
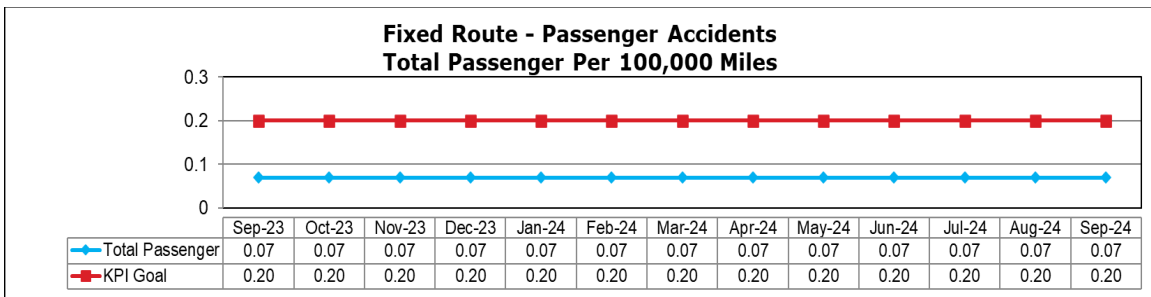
Microtransit - Passenger Accident Data



Fixed Route – Traffic Accidents per 100,000 Miles



Fixed Route – Passenger Accidents per 100,000 Mile





Meeting Date: October 22, 2024
Staff Report: Fixed Route, Microtransit, and Specialized Transportation - Rider Comments

FIXED ROUTE SEPTEMBER REPORT

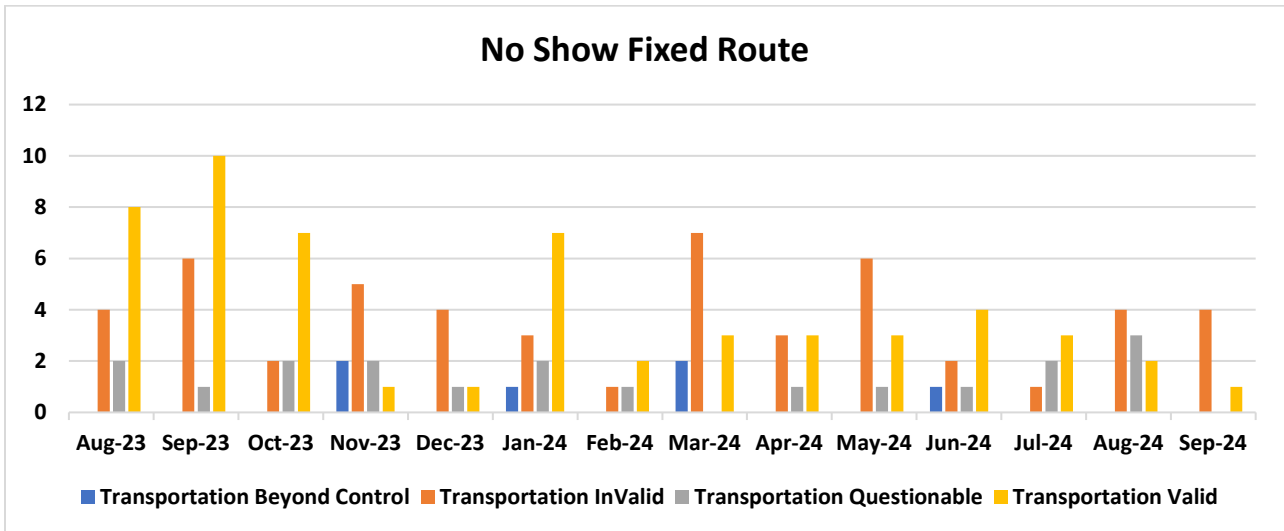
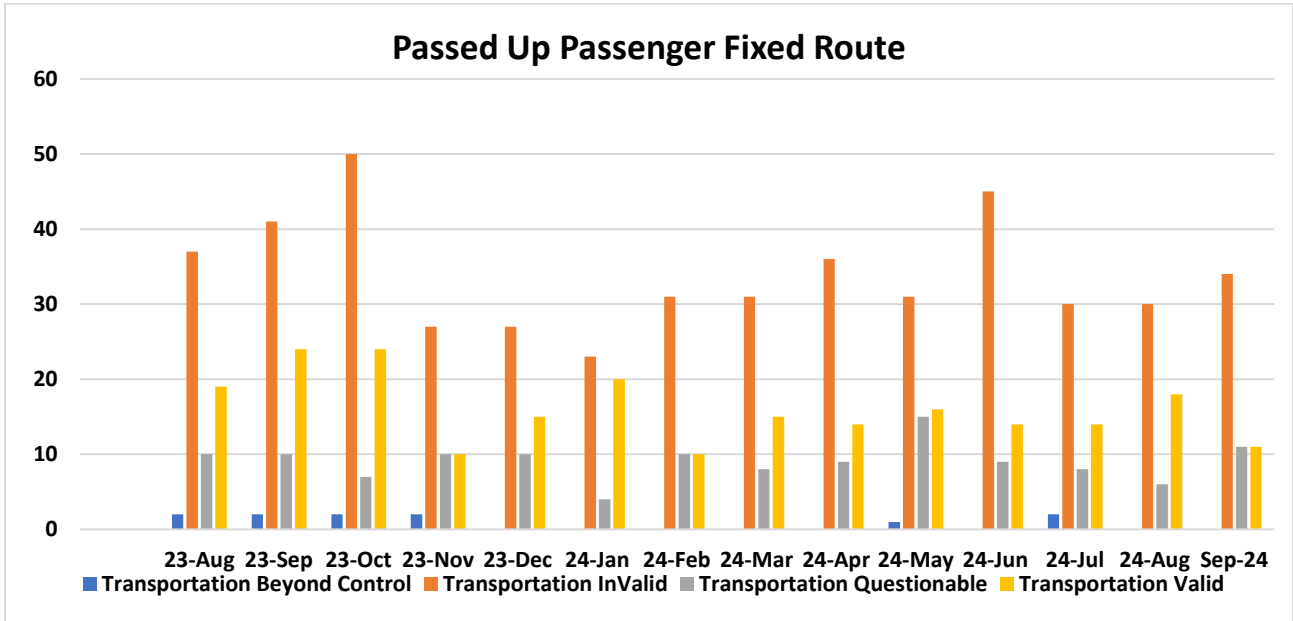
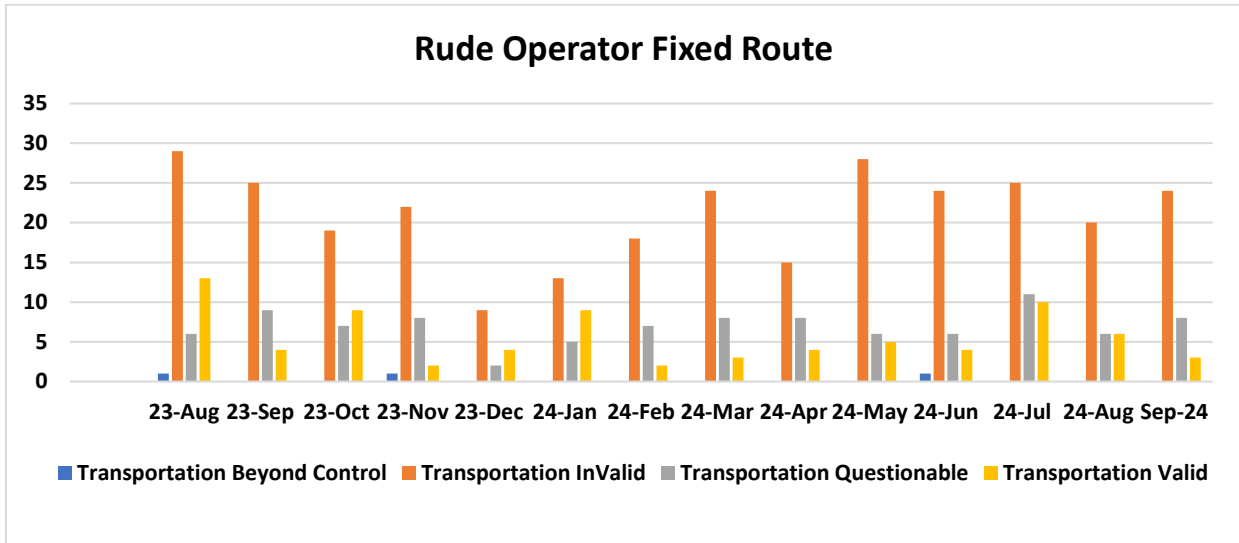
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	3	24	8	0	0	35
Passed Up Passenger	11	34	11	0	0	56
No Show	1	4	0	0	0	5
Late Schedule	1	6	4	1	0	12
Improper Operations of Vehicle	0	8	1	0	0	9
Early Schedule	3	4	0	0	0	7
Planning/Scheduling	0	1	0	0	8	9
IT/Mobile App	0	0	0	0	0	0
Other - Miscellaneous	6	16	21	10	0	53
Total	25	97	45	11	8	186

DEFINITIONS FOR COMPLAINTS

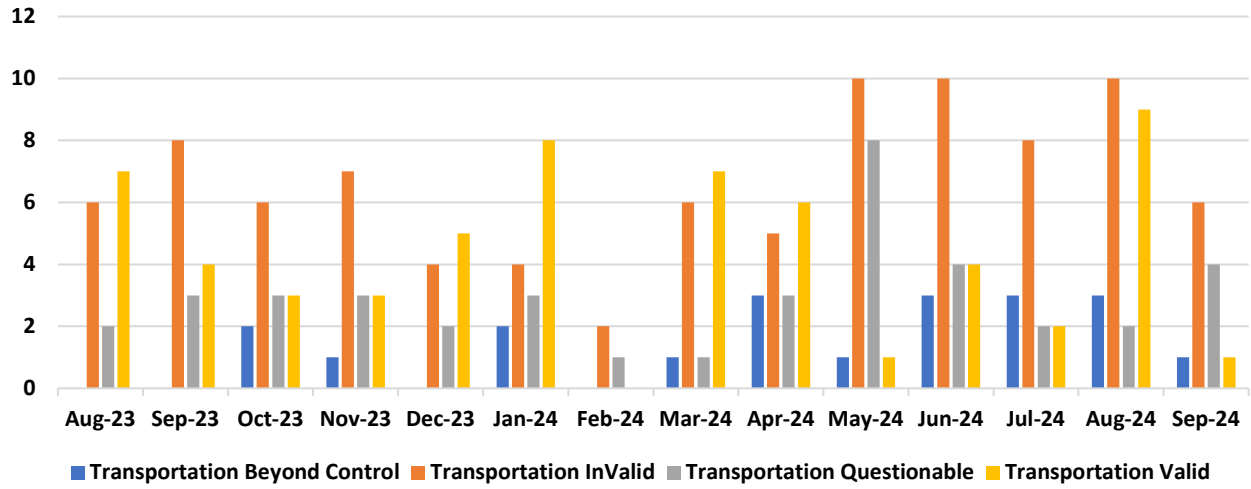
Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC's control
Under Investigation – more research is needed based on information provided

FIXED ROUTE TREND REPORT

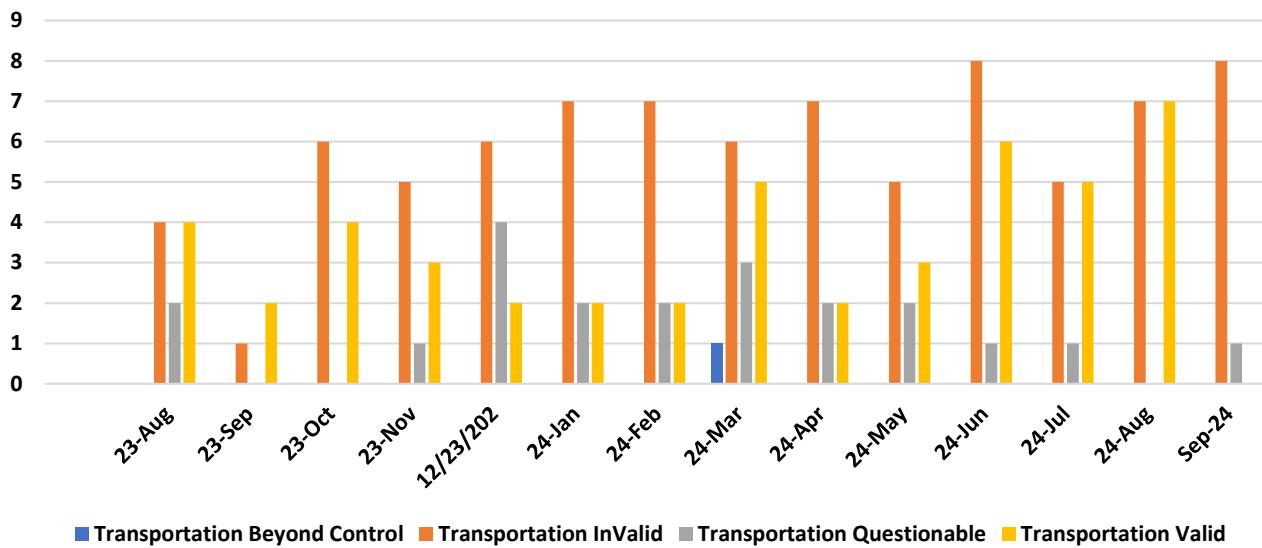
Complaint	September	October	November	December	January	February	March	April	May	June	July	August	September
Rude Operator	4	9	2	4	9	2	3	4	5	4	10	6	3
Passed Up Passenger	24	24	10	15	20	10	15	14	16	14	14	18	11
No Show	10	7	1	1	7	2	3	3	3	4	3	2	1
Late Schedule	4	3	3	5	8	0	7	6	1	4	2	9	1
Improper Operations of Vehicle	2	4	3	2	2	1	5	2	3	6	5	7	0
Early Schedule	9	3	3	3	5	3	10	6	6	4	5	6	3
Planning/Scheduling	0	1	2	0	0	1	0	0	0	0	0	0	0
IT/Mobile App	0	0	0	0	0	0	0	0	0	0	0	0	0
Other – Misc.	8	9	8	4	4	13	13	11	7	6	0	5	6
Total	61	60	32	34	55	32	56	46	41	42	39	53	25
Commendations	6	7	8	4	4	10	6	6	8	6	7	10	11



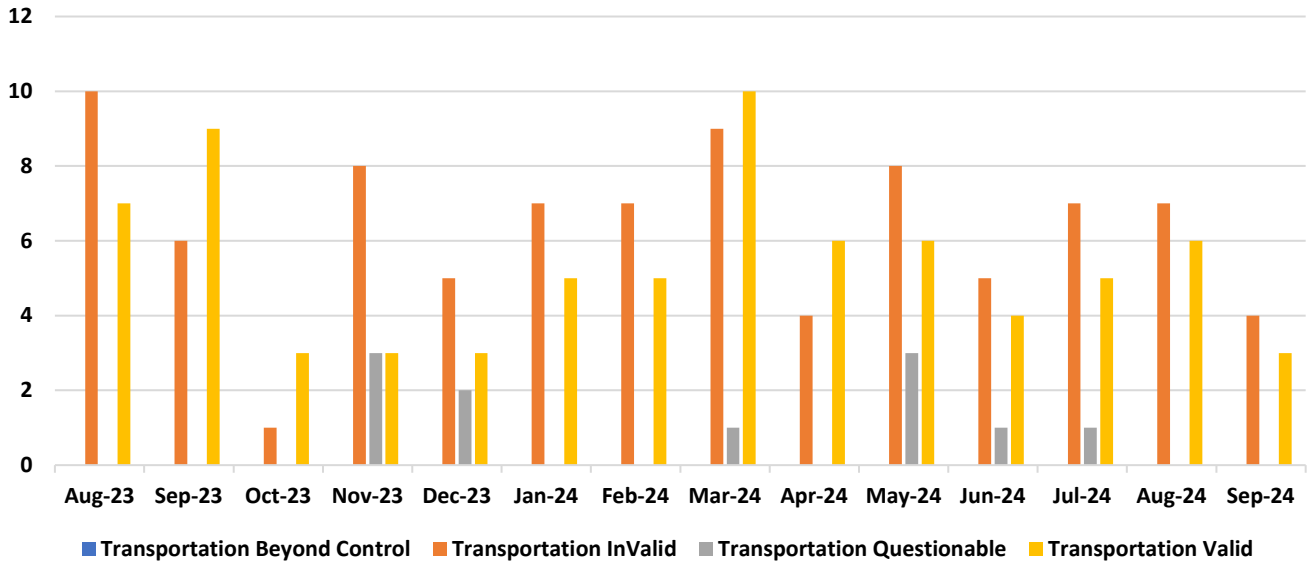
Late Schedule Fixed Route



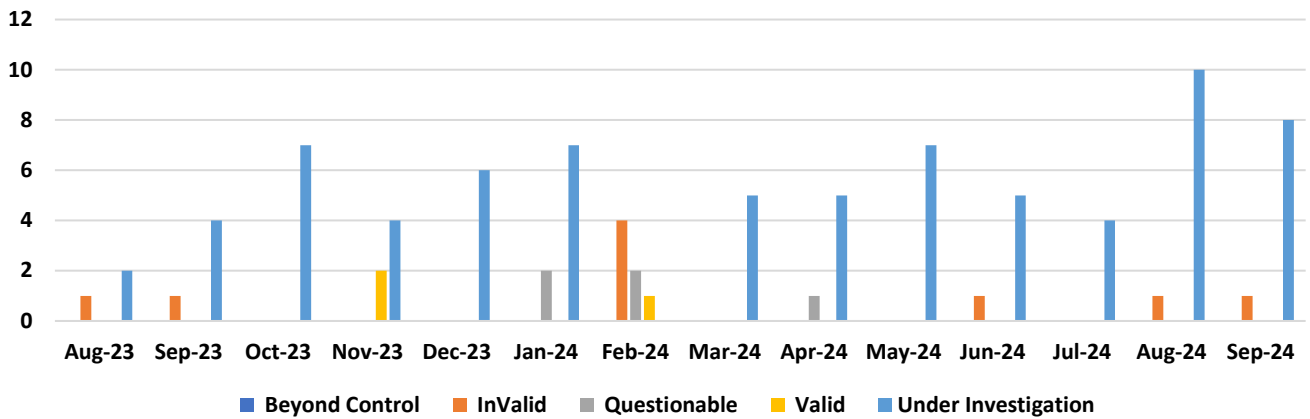
Improper Operation of Vehicle



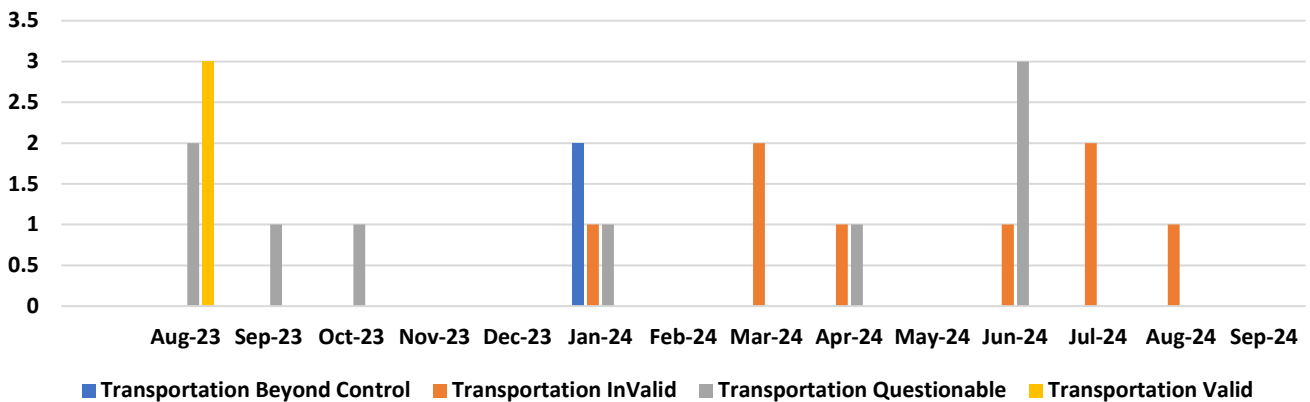
Early Schedule Fixed Route



Planning- Scheduling Fixed Route



IT Mobile App Fixed Route



SPECIALIZED TRANSPORTATION SEPTEMBER REPORT

Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	1	2	1	0	0	4
Passed Up Passenger	0	0	0	0	0	0
No Show	0	0	0	0	0	0
Late Schedule	8	0	0	0	0	8
Improper Operations of Vehicle	0	1	1	0	0	2
Early Schedule	0	1	0	0	0	1
Planning/Scheduling	0	0	0	0	0	0
IT/Mobile App	0	0	0	0	0	0
Other - Miscellaneous	5	3	1	0	0	9
Total	14	7	3	0	0	24

DEFINITIONS FOR COMPLAINTS

Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC's control
Under Investigation – more research is needed based on information provided

SPECIALIZED TRANSPORTATION TREND REPORT

Complaint	September	October	November	December	January	February	March	April	May	June	July	August	September
Rude Operator	4	2	2	2	0	0	4	2	4	0	2	2	1
Passed Up Passenger	0	0	0	0	0	0	2	0	0	0	0	0	0
No Show	4	1	5	2	2	3	3	5	4	0	0	2	0
Late Schedule	12	14	7	9	5	1	1	5	8	4	4	10	8
Improper Operations of Vehicle	1	1	4	3	4	0	0	3	4	3	0	0	0
Early Schedule	1	0	1	0	0	0	1	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	2	18	0	0	0	0	0	0
IT/Mobile App	0	0	0	0	1	10	32	1	1	0	0	0	0
Other – Misc.	14	6	6	9	12	18	0	13	14	13	5	4	5
Total	36	24	25	25	24	34	61	29	35	20	11	18	14
Commendations	2	2	1	5	3	6	7	7	7	3	2	3	1

MICROTRANSIT SEPTEMBER REPORT

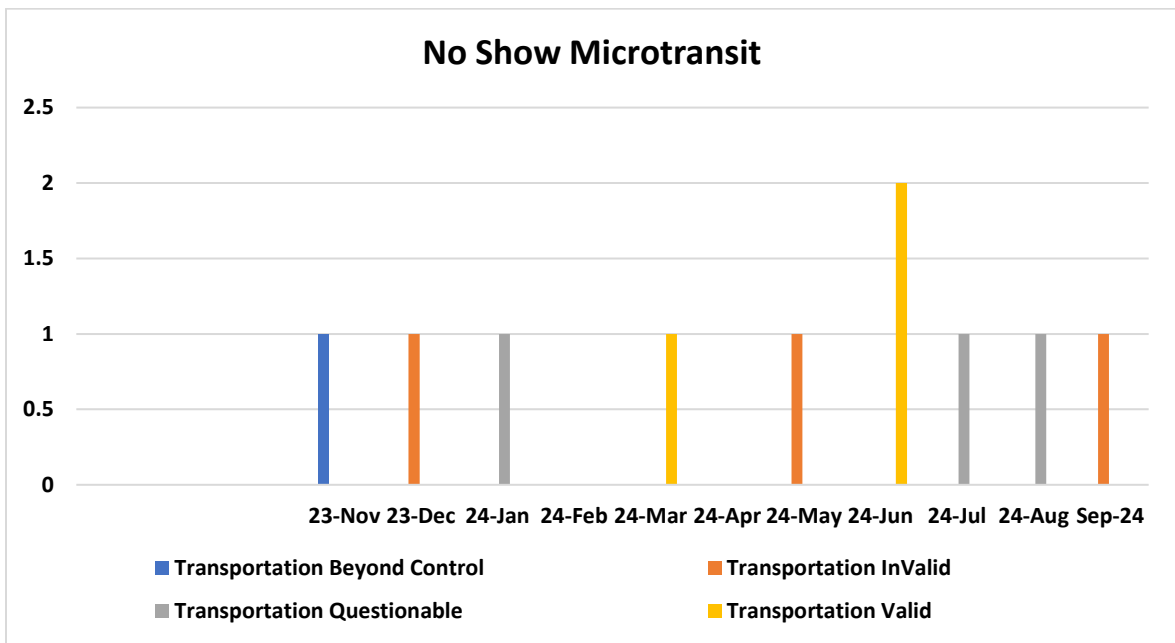
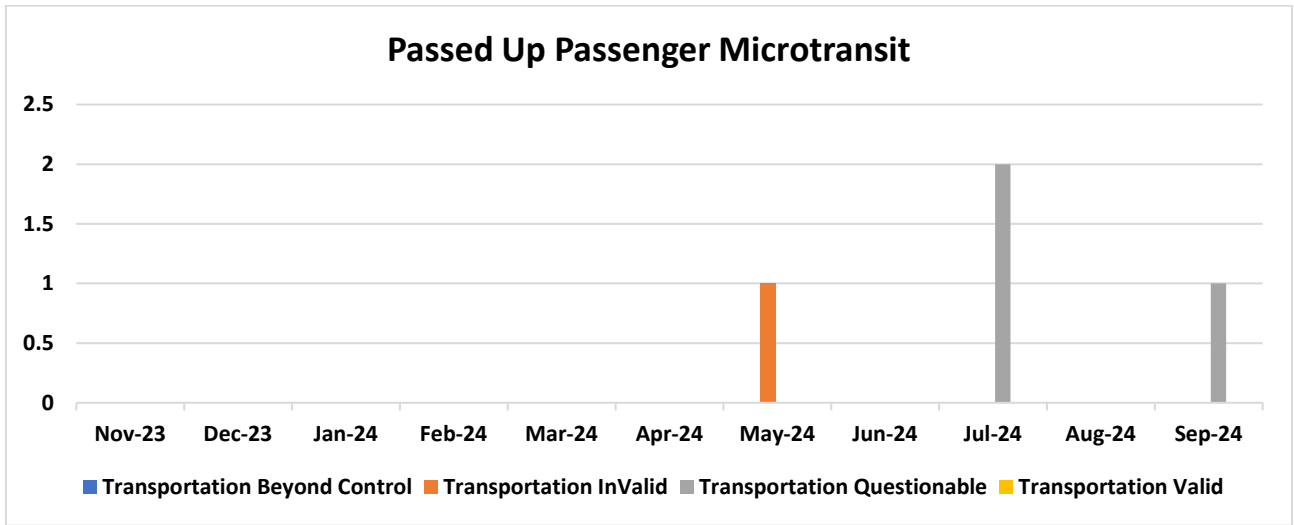
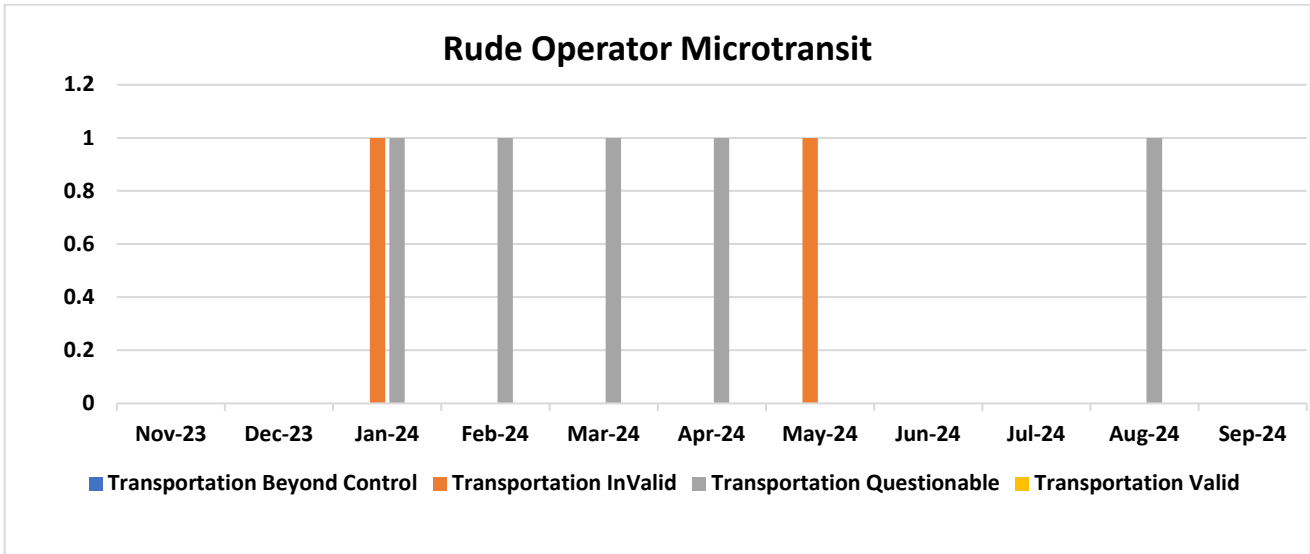
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	0	0	0	0	0	0
Passed Up Passenger	0	0	1	0	0	1
No Show	0	1	0	0	0	1
Late Schedule	0	0	0	0	0	0
Improper Operations of Vehicle	0	0	0	0	0	0
Early Schedule	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0
IT/Mobile App	0	0	0	0	0	0
Other - Miscellaneous	0	1	1	0	0	2
Total	0	2	2	0	0	4

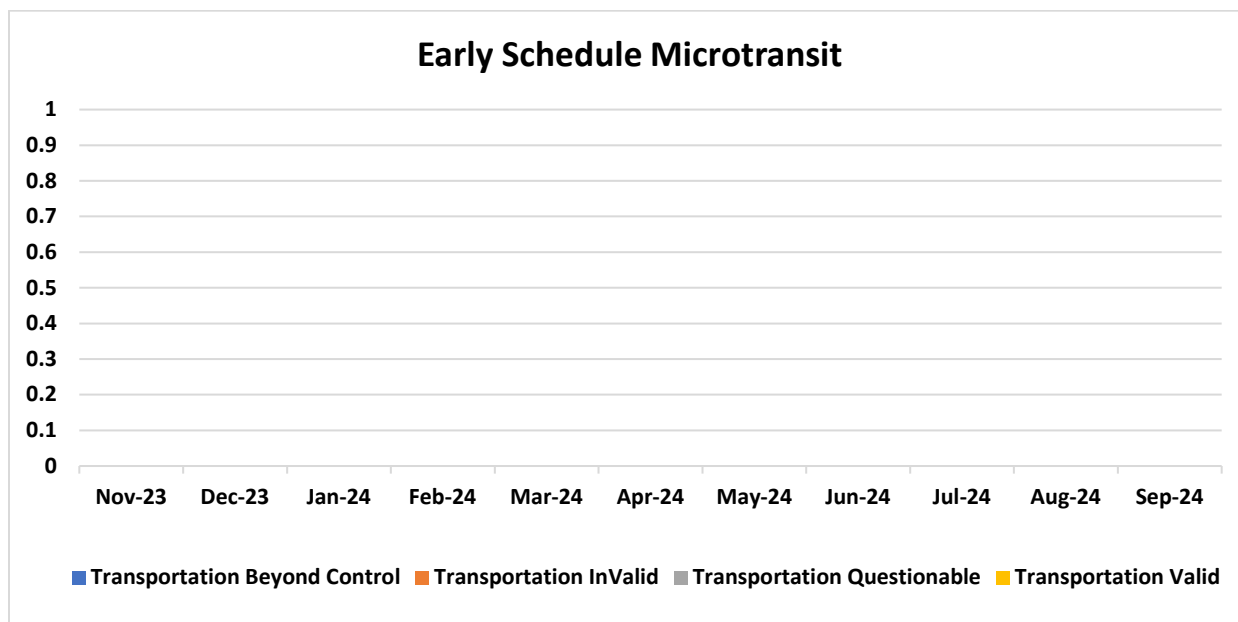
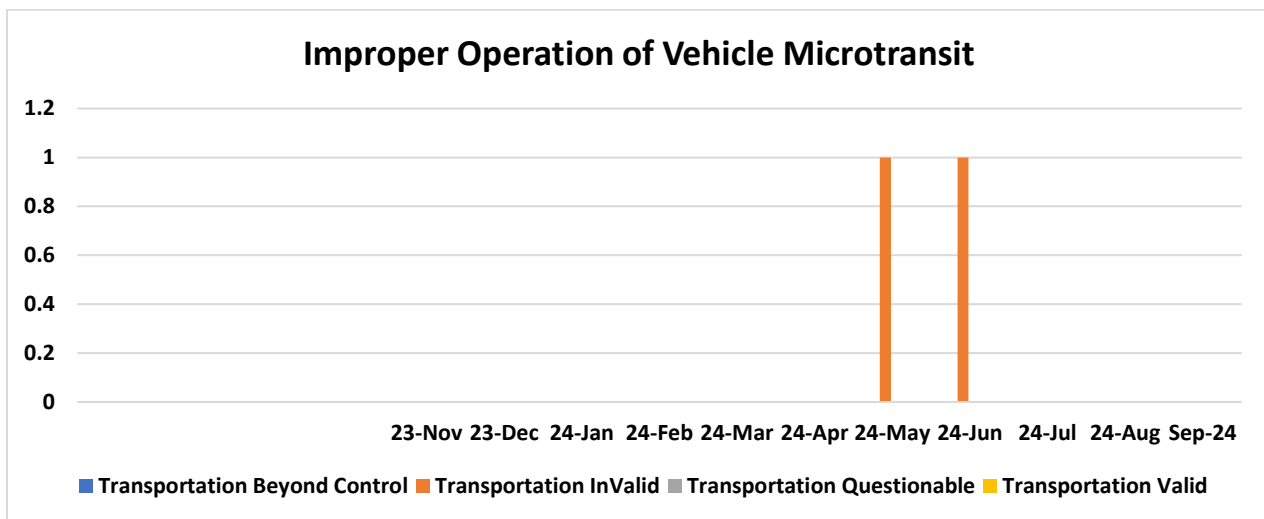
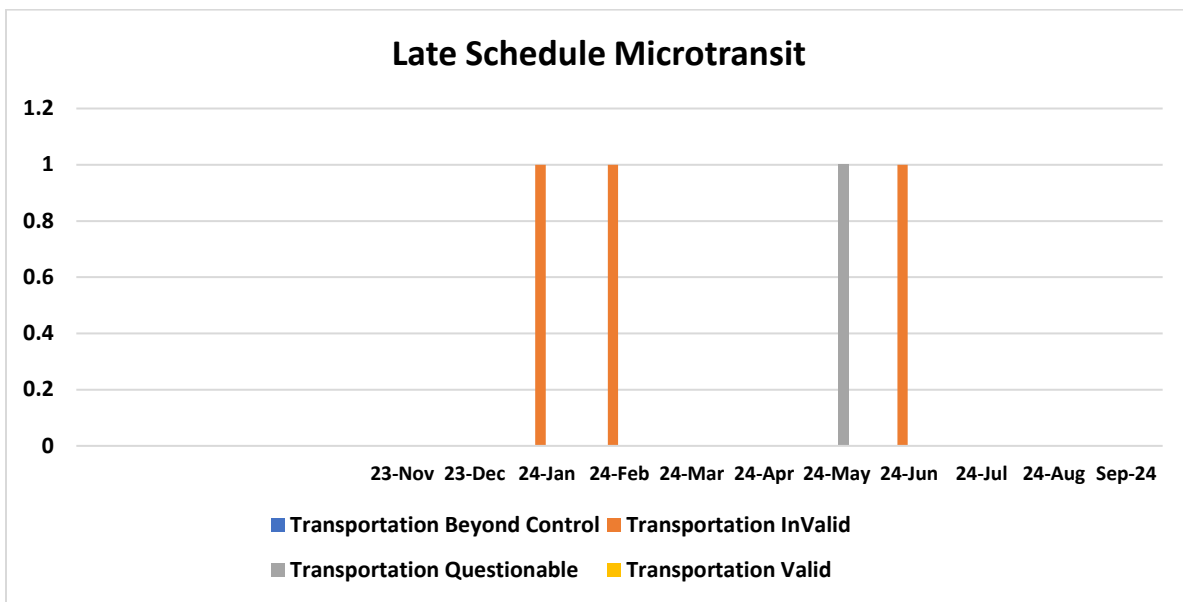
DEFINITIONS FOR COMPLAINTS

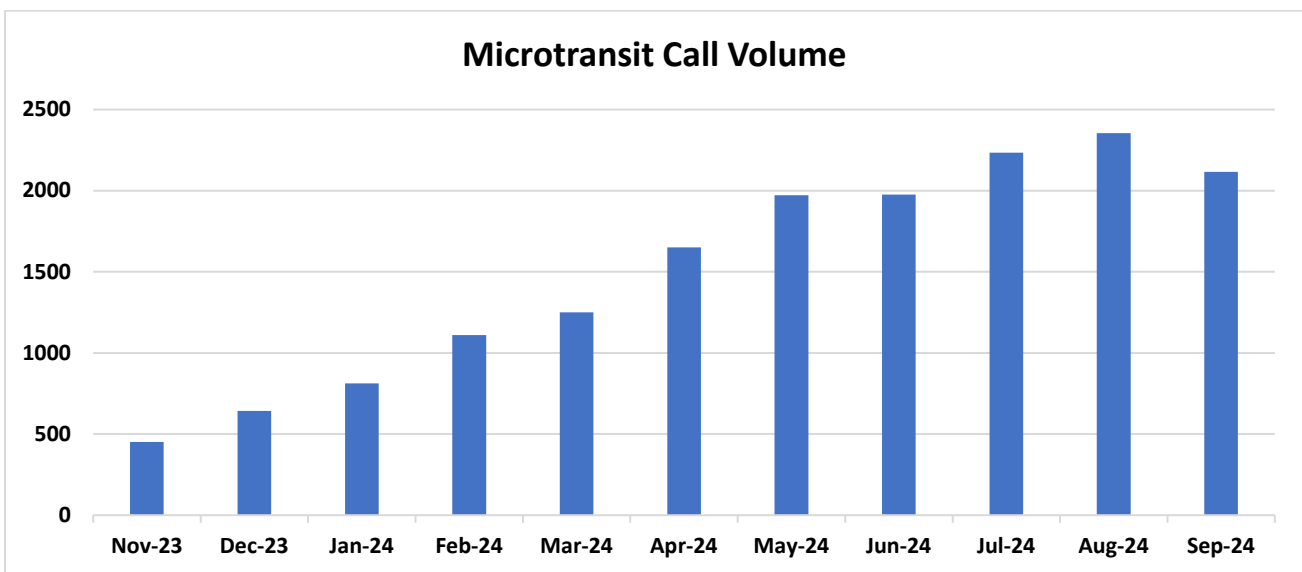
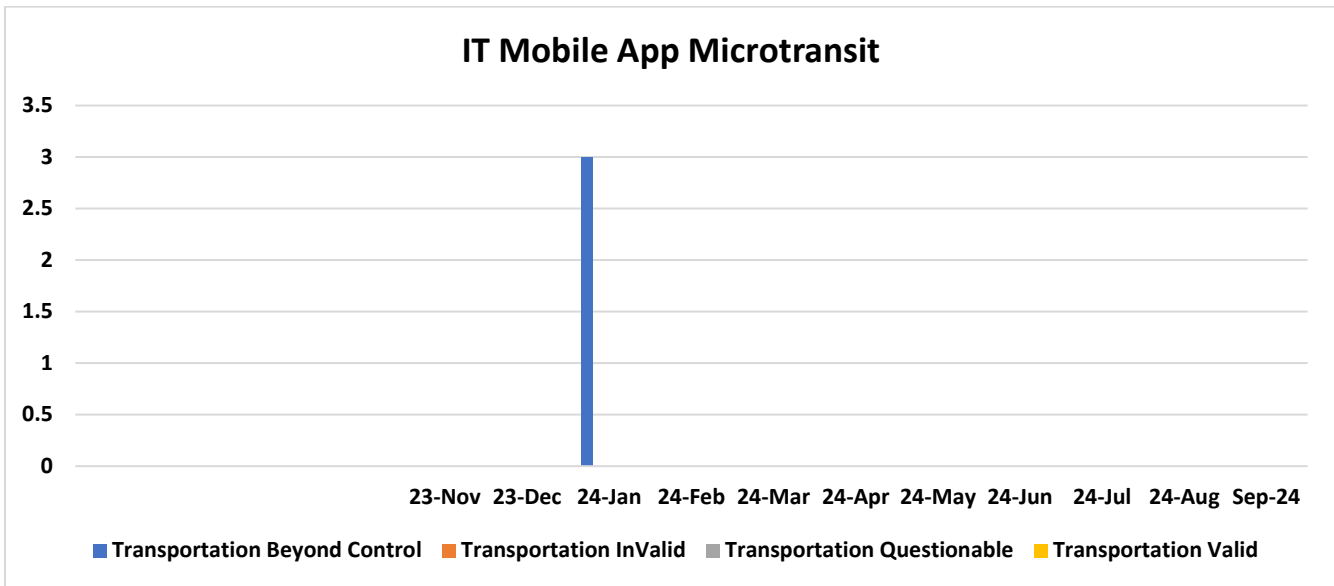
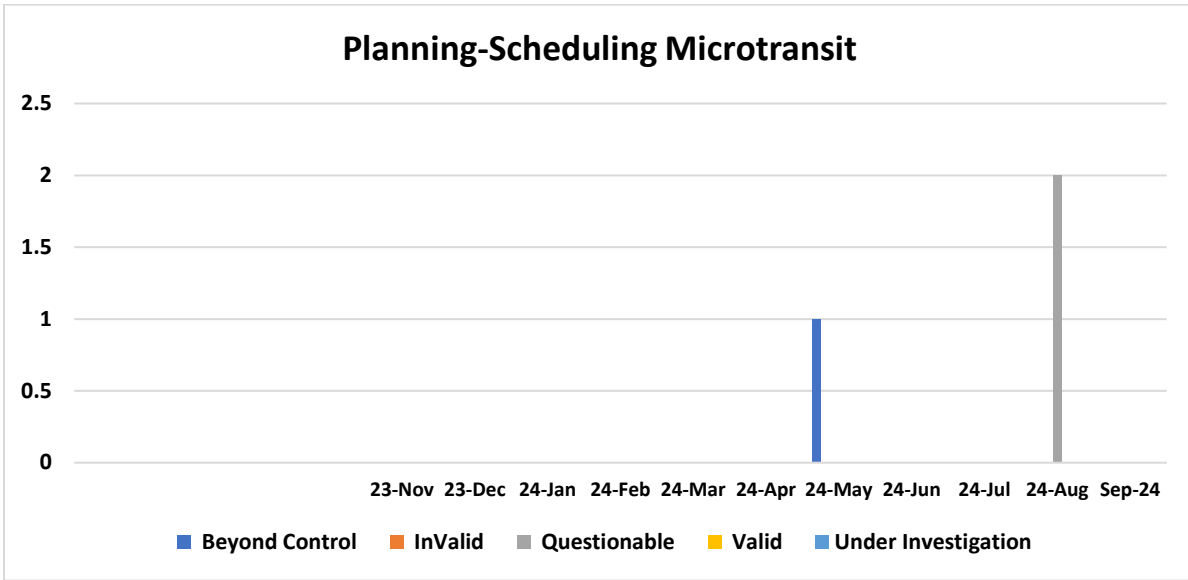
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Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC’s control
Under Investigation – more research is needed based on information provided

MICROTRANSIT TREND REPORT

Complaint	November	December	January	February	March	April	May	June	July	August	September
Rude Operator	0	0	0	0	0	0	0	0	0	0	0
Passed Up Passenger	0	0	0	0	0	0	0	0	0	0	0
No Show	0	0	0	0	1	0	0	2	0	0	0
Late Schedule	0	0	0	0	0	0	0	0	0	0	0
Improper Operations of Vehicle	0	0	0	0	0	0	0	0	0	0	0
Early Schedule	0	0	0	0	0	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0	0	0	0	0	0
IT/Mobile (VIA)	0	0	0	0	0	0	0	0	0	0	0
Other – Misc.	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	1	0	0	2	0	0	0
Commendations	0	0	0	0	0	0	0	1	0	0	2









Meeting Date: October 22, 2024
Staff Report: Monthly Ridership Report

BACKGROUND:

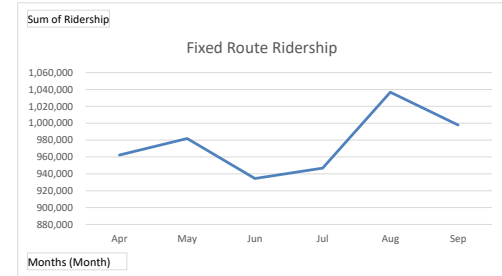
The “Monthly Ridership Report” (MRR) includes comparisons between the ridership of the current month, prior month, year prior to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services GRTC offers including fixed route (local, express, and Pulse), specialized transportation (CARE, CARE Plus, and CARE On-Demand), and Van Pool. Fixed route and specialized transportation data is shown as system-wide totals as well as broken down by mode, route, and jurisdiction; each of which has an accompanying supplemental graph to aid in visualizing trends.

UPDATES:

Ridership update for the month of September 2024 will be provided by Patricia Robinson.

GRTC TRANSIT SYSTEM
MONTHLY RIDERSHIP REPORT September 2024

	(September 2024)	(August 2024)	MoM%	(September 2023)	YoY % (FY2024)	(September 2022)	YoY % (FY2023)
Fixed Route							
Local-Fixed Route	830,351	850,740	-2.40%	705,011	17.78%	650,232	27.70%
- Richmond (fixed)	674,054	689,775	-2.28%	581,285	15.96%	539,459	24.95%
-Henrico (fixed)	156,296	160,965	-2.90%	123,726	26.32%	110,772	41.10%
Local-Pulse	183,390	176,563	3.87%	152,217	20.48%	157,319	16.57%
Express Routes (total)	8,061	9,452	-14.71%	7,745	4.08%	9,126	-11.67%
Total Fixed Route	1,021,802	1,036,755	-1.44%	864,973	18.13%	816,677	25.12%
Specialized Transportation							
CARE/CARE Plus	21,484	22,447	-4.29%	17,510	22.70%	20,416	5.23%
CARE On-Demand	3,805	3,746	1.58%	3,605	5.55%	4,466	-14.80%
Total Specialized	25,289	26,193	-3.45%	21,115	19.77%	24,882	1.64%
Microtransit							
Total Microtransit	6,192	6,859	-9.72%				
TOTAL Fixed Route, Specialized, & Micro	1,053,283	1,069,807	-1.54%	886,088	18.87%	841,559	25.16%



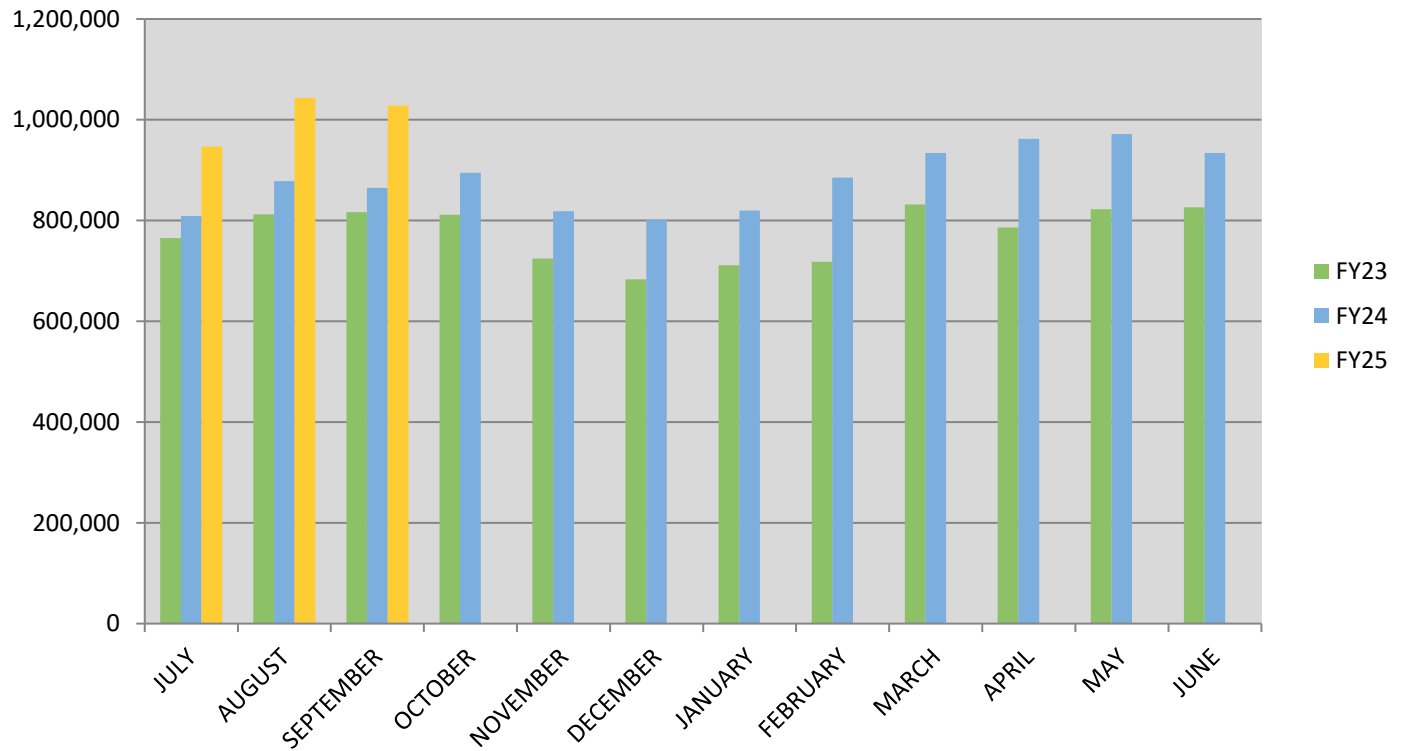
	2025 FYTD	2024 FYTD (July '23 - Sep '23)	YoY % (FY2024)	2023 FYTD (July '22 - Sep '22)	YoY % (FY2023)
Fixed Route					
Local- Fixed Route	2,458,818	2,078,370	18.31%	1,921,123	27.99%
Local- Pulse	520,219	449,721	15.68%	444,434	17.05%
Express Routes (total)	26,385	24,043	9.74%	28,166	36.26%
Total Fixed Route	3,005,421	2,552,134	17.76%	2,393,723	25.55%
Specialized Transportation					
CARE/CARE Plus	65,843	56,489	16.56%	63,677	3.40%
CARE On-Demand	11,205	10,162	10.26%	12,073	-7.19%
Total Specialized	77,048	66,651	15.60%	75,750	1.71%
Microtransit					
Total Microtransit	19,528				
TOTAL FIXED ROUTE, SPECIALIZED & MICROTRANSIT	3,101,997	2,618,785	18.45%	2,469,473	25.61%

	(Aug '24)	YoY % (FY2024)	YoY % (Aug '22) (FY2023)
Van Pool			
Van Pool	14,415	4.62%	16.08%

**Vanpool data is received a month behind

Systemwide Ridership Three Year Comparison

Source: RideCheck Plus APC Data





Meeting Date: October 22, 2024
Staff Report: Quarterly Performance

The presentation will provide a detailed review of the FY25 1st Quarter Performance Metric Report by route category.



Ridership Performance Quarterly Report

Board of Directors Meeting

Tuesday, October 22nd, 2024

BRT-Ridership & Productivity

Route	Route Name	Jurisdiction	Ridership	YoY% Q1 (FY24-FY25)	Productivity		YoY% Q1 (FY24-FY25)
					Pass/Trip	Total\$/ Pass	
Pulse	Pulse	Richmond/Henrico	520,219	16%	26	\$ 2.96	10.6%

Arterial-Ridership & Productivity

Route	Route Name	Jurisdiction	Ridership	YoY% Q1 (FY24-FY25)	Productivity		Total\$/ Pass	YoY% Q1 (FY24-FY25)
					Pass/Trip	YoY% (FY24- FY25)		
1	Chamberlayne/Hull/Southside Plaza	Richmond	270,188	24%	25	-4.3%	\$ 3.86	44.7%
1A	Chamberlayne/Hull/Midlothian	Richmond	175,350	46%	11	6.6%	\$ 6.29	19.2%
1B	Chamberlayne/Hull/Warwick	Richmond	51,073	-21%	19	-36.3%	\$ 7.35	24.7%
1C	Chamberlayne/Hull/Elkhardt	Richmond	128,349	20%	21	-9.9%	\$ 4.15	-21.6%
2A	North Ave/Forest Hill	Richmond	84,153	12%	23	-12.9%	\$ 7.07	-19.6%
2B	North Ave/Jahnke/Midlothian	Richmond	89,820	2%	18	-20.0%	\$ 6.79	-8.1%
2C	North Ave/Midlothian/Belt Blvd	Richmond	113,638	6%	19	-18.0%	\$ 8.00	-8.6%
3A	Highland/Route 1/Harwood	Richmond	90,043	4%	28	-19.0%	\$ 4.72	-13.9%
3B	Highland/ Route 1	Richmond/Chesterfield	133,066	11%	26	-14.3%	\$ 7.87	-8.7%
3C	Highland/ Route 1	Richmond	67,584	15%	19	-15.0%	\$ 6.31	-19.4%
5	Cary/Main/Whitcomb	Richmond	241,592	42%	12	-25.2%	\$ 3.66	35.8%
14	Hermitage/East Main	Richmond	98,704	6%	16	-19.1%	\$ 8.20	34.7%
50	Broad Street	Richmond	74,485	27%	23	-0.8%	\$ 3.80	-37.6%
7A	Nine Mile Henrico	Henrico	92,014	14%	23	-19.8%	\$ 5.23	26.3%
7B	Nine Mile Henrico	Henrico	89,607	18%	13	-16.7%	\$ 5.58	-47.1%
19	West Broad Street	Henrico	171,427	54%	13	-35.0%	\$ 10.60	81.7%
			1,971,095	17%	19	-16.2%	\$ 6.22	5.2%

Community Radial-Ridership & Productivity

Route	Route Name	Jurisdiction	Ridership	YoY% Q1 (FY24-FY25)	Productivity		Total\$/ Pass	YoY% Q1 (FY24-FY25)
					Pass/Trip	YoY% Q1 (FY24-FY25)		
12	Church Hill	Richmond	143,809	9%	17	-18.2%	\$ 3.48	-31.5%
20	Orbital	Richmond	70,506	46%	12	-6.1%	\$ 10.61	2.8%
76	Patterson	Richmond	10,880	-2%	3	-25.3%	\$ 22.58	-30.1%
77	Grove	Richmond	12,192	-10%	4	-28.2%	\$ 19.53	36.7%
78	Cary/Maymont	Richmond	35,742	-4%	8	-19.3%	\$ 8.46	-34.8%
87	Bellemeade/Hopkins	Richmond	32,820	12%	10	-6.6%	\$ 12.67	-3.0%
56	South Laburnum	Henrico	3,815	-2%	6	-38.5%	\$ 19.57	-31.3%
79	Patterson/Parham	Henrico	15,070	6%	7	-15.3%	\$ 17.31	-33.2%
			324,832	7%	8	-19.7%	\$ 14.27	-15.5%

Circulator/Feeder/Connector-Ridership & Productivity

Route	Route Name	Jurisdiction	Ridership	YoY% Q1 (FY24-FY25)	Productivity		Total\$/ Pass	YoY% Q1 (FY24-FY25)
					Pass/Trip	YoY% Q1 (FY24-FY25)		
4A	Montrose	Richmond	16,789	-16%	5	-25.6%	\$ 12.68	21.0%
4B	Darbytown	Richmond	29,226	3%	8	-22.7%	\$ 6.96	-6.9%
86	Broad Rock/Walmsley	Richmond	23,499	13%	6	-9.5%	\$ 8.09	4.2%
88	Belt/Bells/Ruffin	Richmond	3,865	-26%	3	-37.0%	\$ 28.16	-4.1%
18	Henrico Government Center	Henrico	15,738	7%	7	2.1%	\$ 13.98	36.3%
91	Laburnum Connector	Henrico	73,773	26%	17	-21.3%	\$ 8.97	10.6%
			162,891	1%	8	-19.0%	\$ 13.14	10.2%

Express-Ridership & Productivity

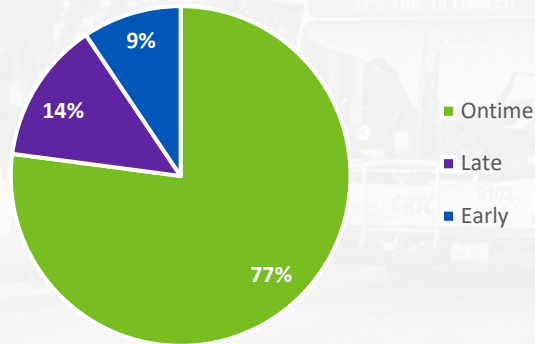
Route	Route Name	Jurisdiction	Ridership	YoY% Q1 (FY24-FY25)	Productivity		Total\$/ Pass	YoY% Q1 (FY24-FY25)
					Pass/Trip	YoY% Q1 (FY24-FY25)		
29	Gaskins Express	Henrico	12,711	21%	13	-24.2%	\$ 17.26	-37.0%
64	Stony Point Express	Richmond	3,275	-17%	6	-34.9%	\$ 20.23	-73.9%
82	Commonwlth 20 Exp	Chesterfield	5,434	0%	22	-0.6%	\$ 24.72	-29.1%
95	Richmond / Petersburg Express	Petersburg	4,964	19%	10	-9.3%	\$ 35.01	-42.8%
			26,384	6%	13	-17%	\$ 24.30	-46%

On Time Performance (OTP)

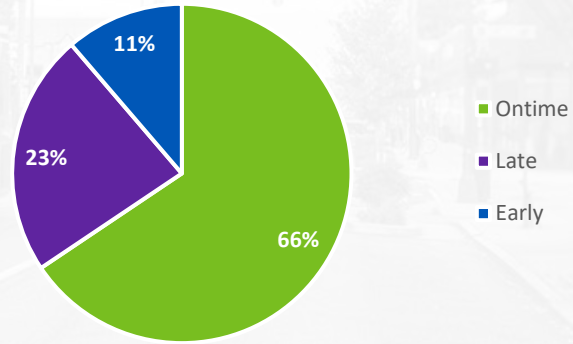
Defined as a bus leaving a predetermined bus stop (timepoint) along its route within a time that is no more than 1 minute earlier and no more than 5 minutes later than a published schedule time.

System On Time Performance

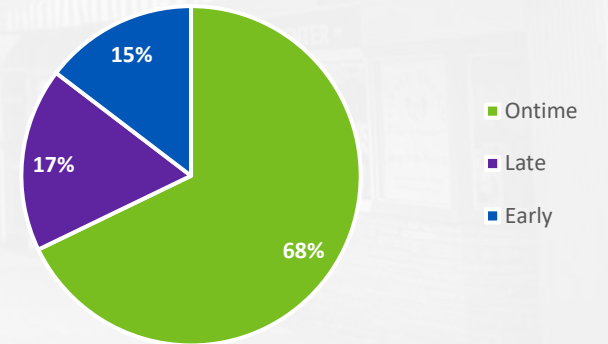
BRT OTP FY25 Q1



Local OTP FY25 Q1



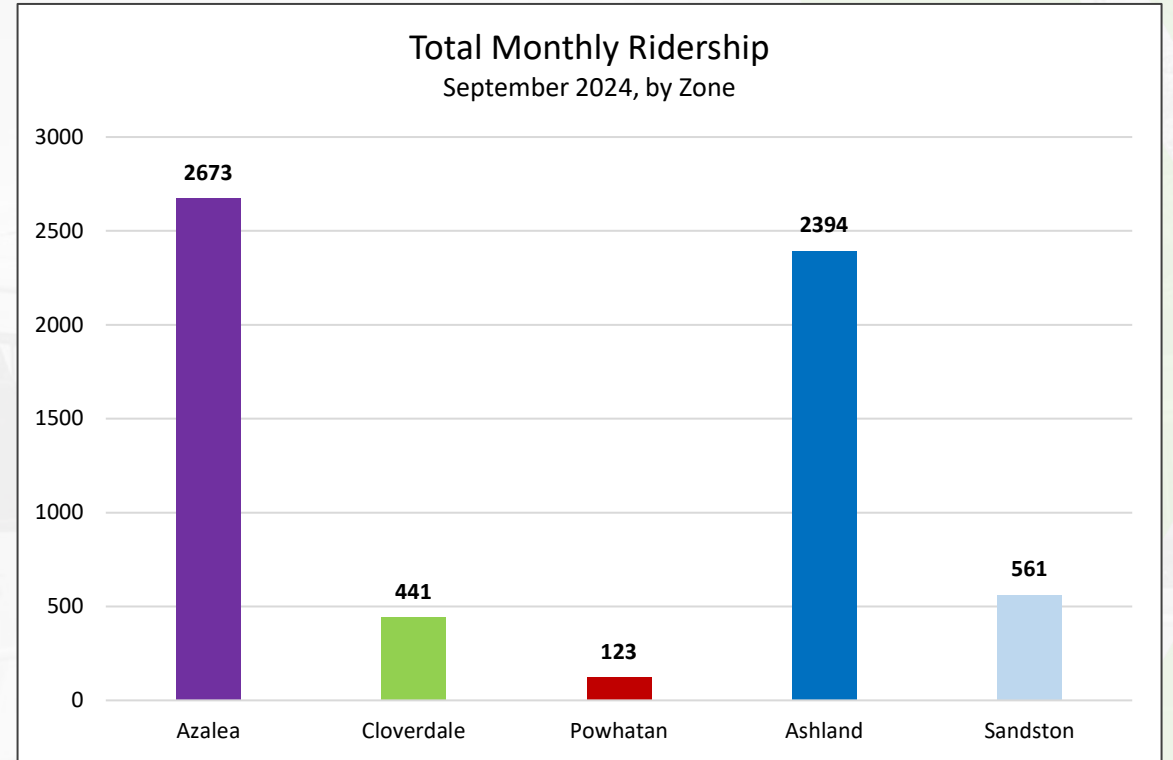
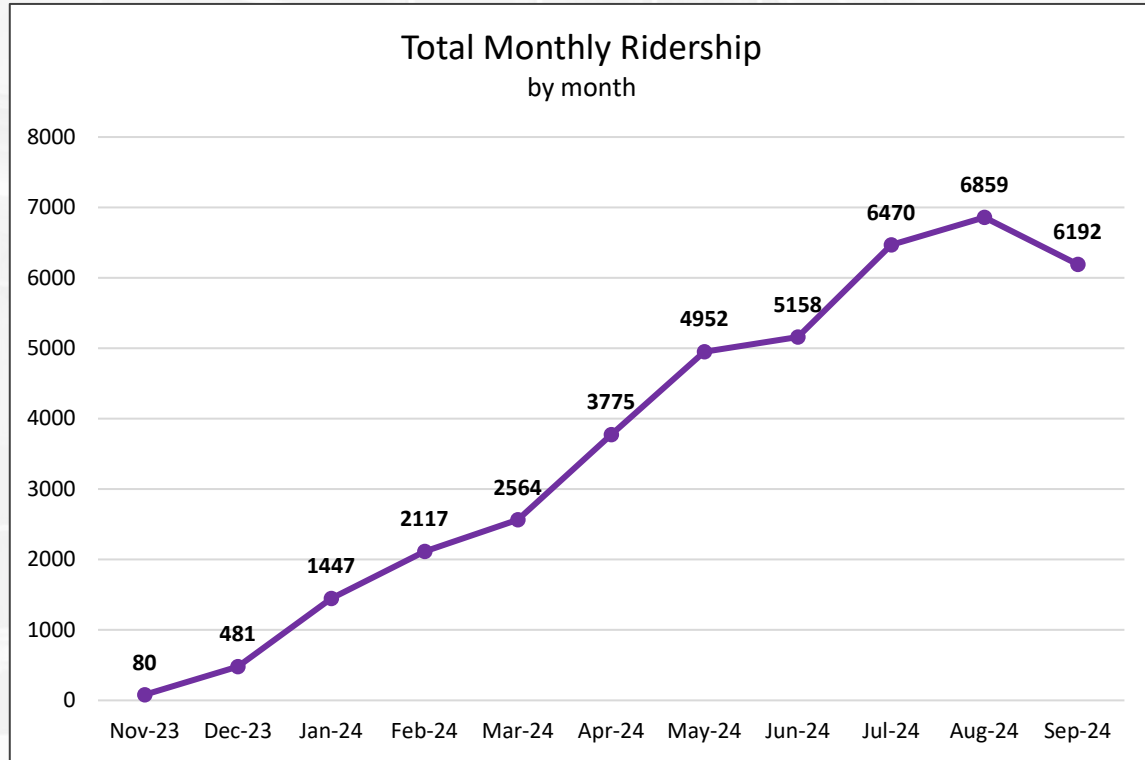
Express OTP FY25 Q1



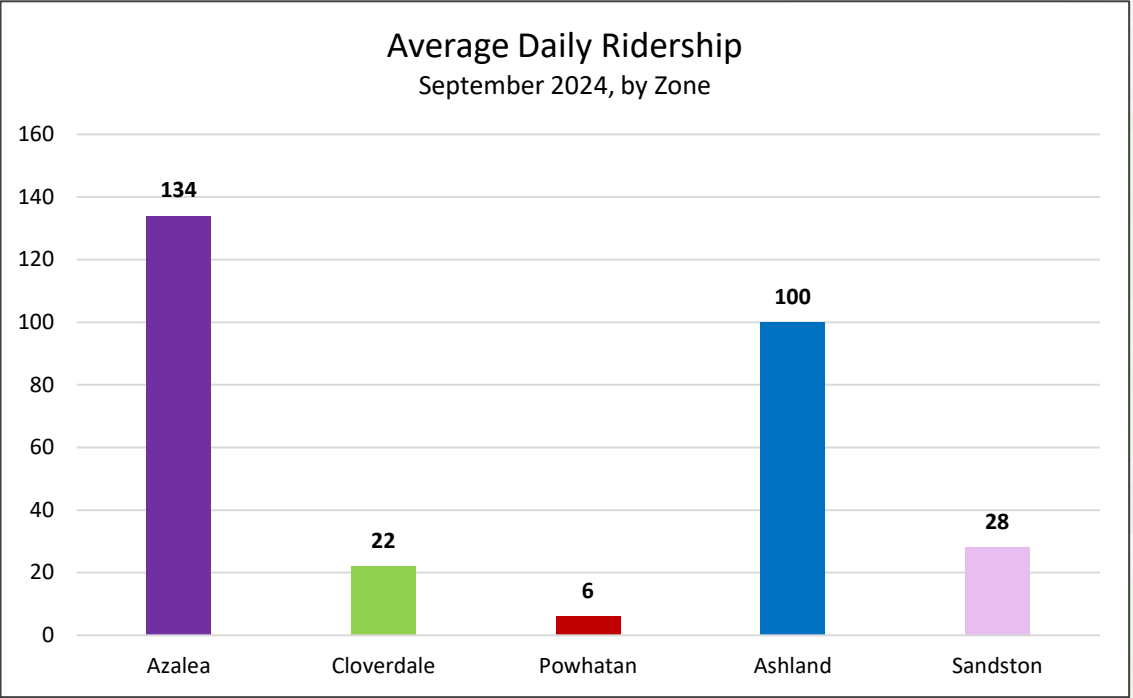
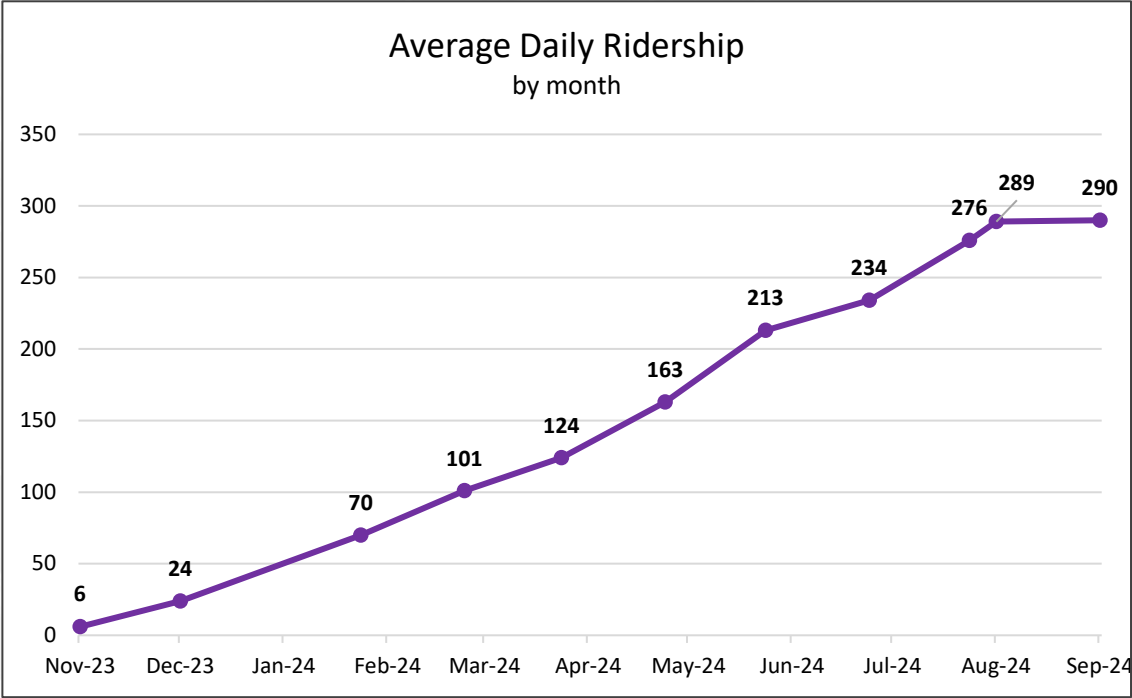


Microtransit (LINK)

Monthly Ridership

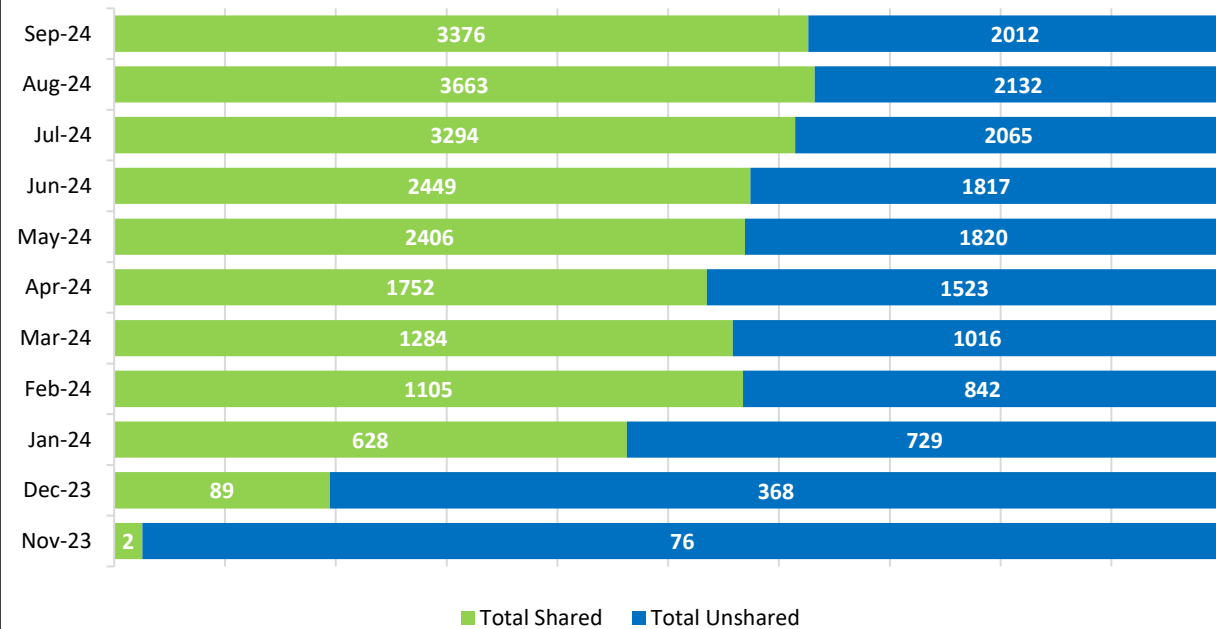


Daily Ridership

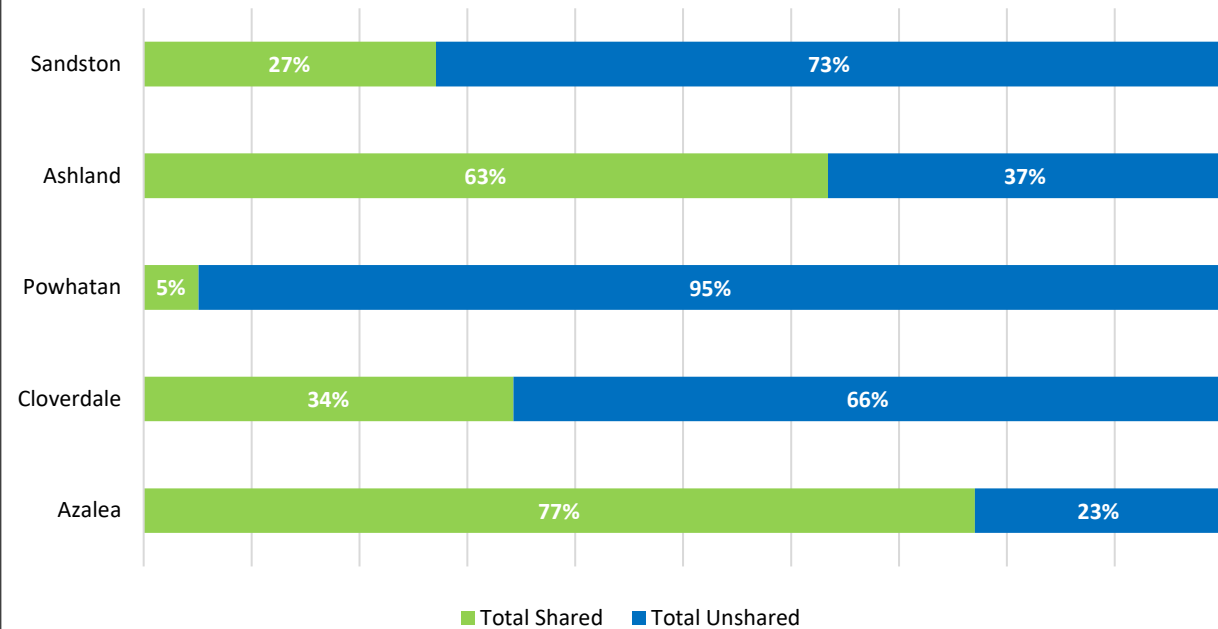


Shared vs. Unshared Trips

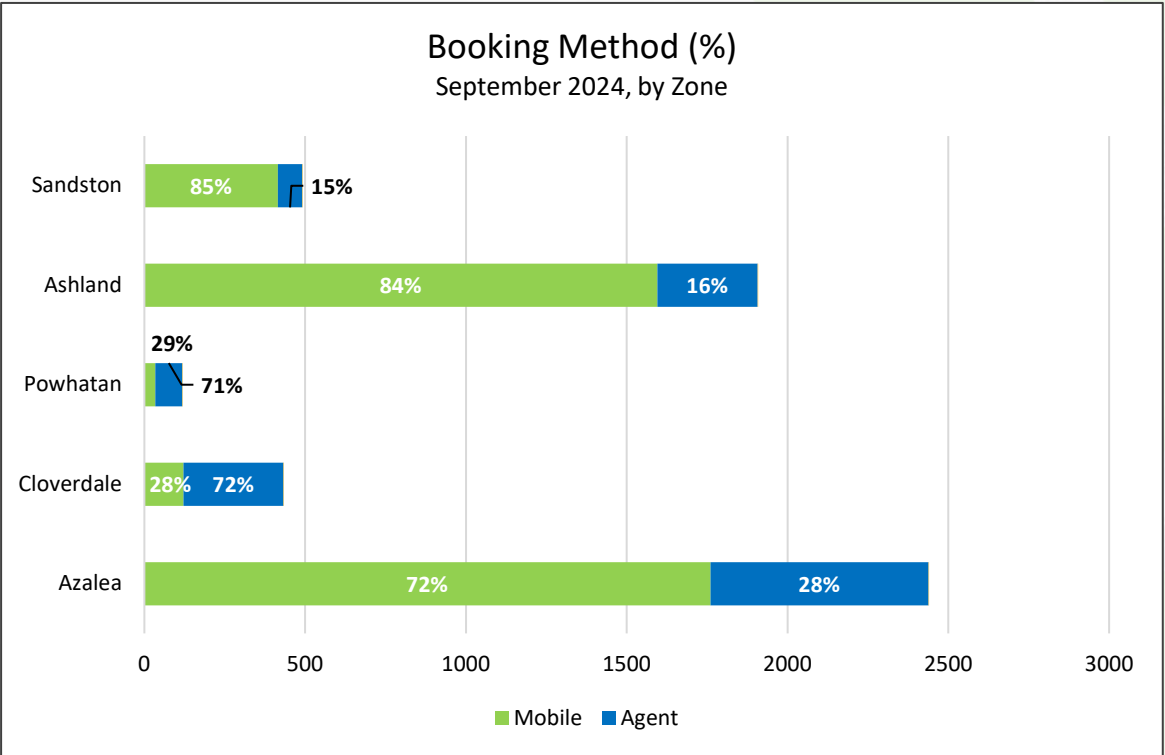
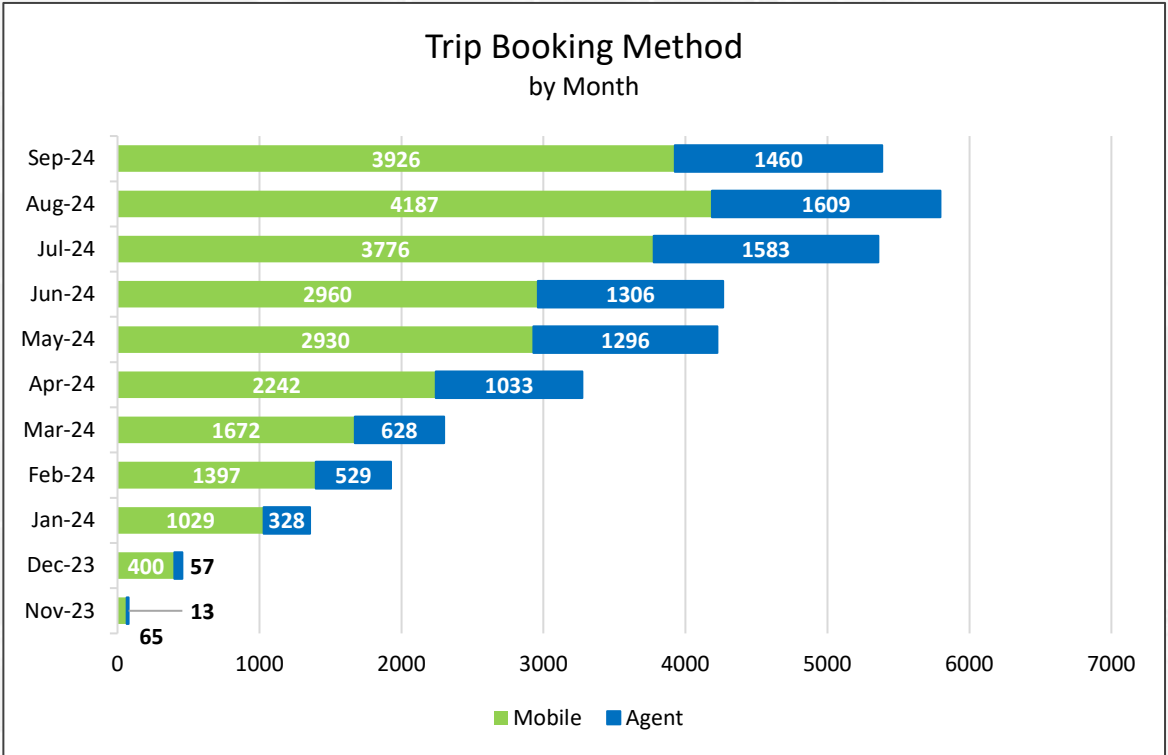
Shared vs Unshared Trips
by Month



Shared vs Unshared Trips (%)
September 2024, by Zone

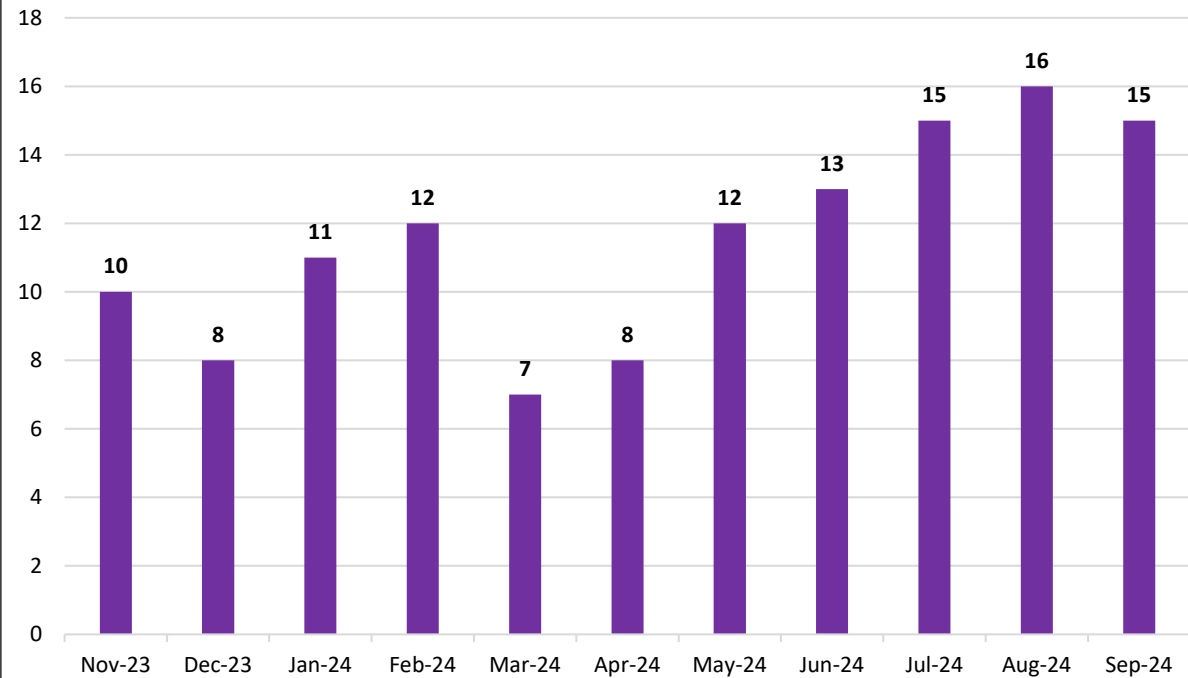


Booking Method

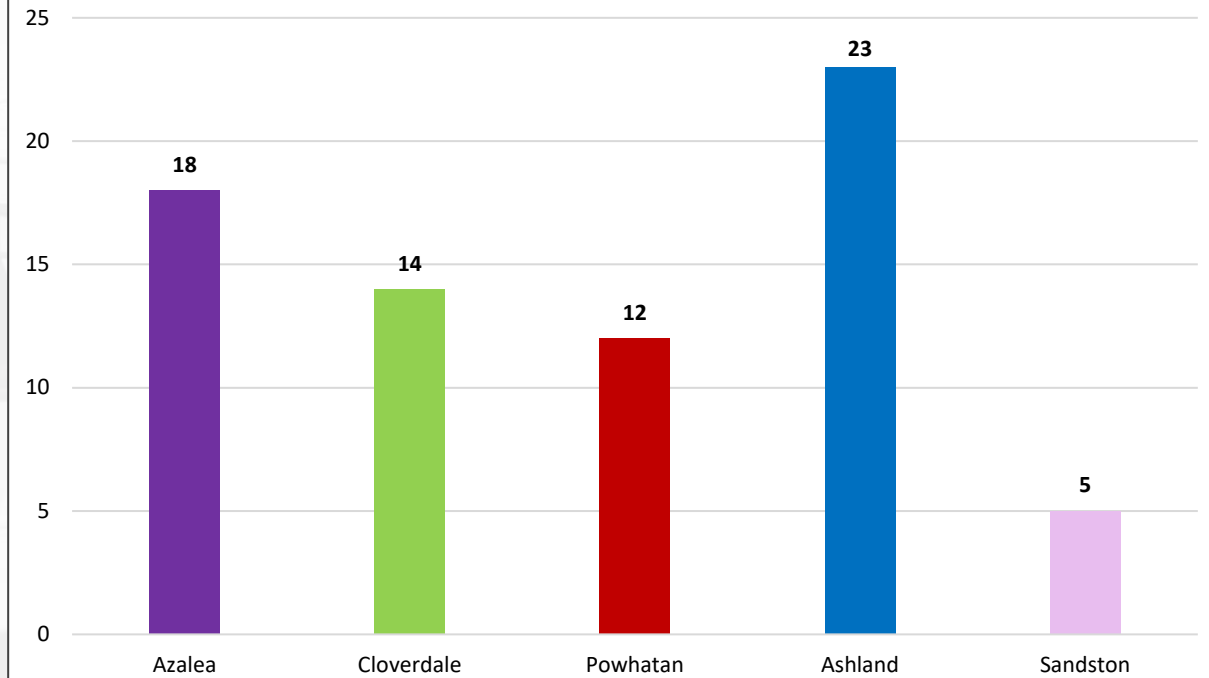


Wait Times

Average Wait Time
in Minutes, MoM



Average Wait Time
in Minutes, September 2024 by Zone



A purple-tinted photograph of a city street. In the center, a white bus is driving towards the viewer. The bus has a sign on its front that reads "YOUR NEW GRTC IT'S TIME TO CONNECT!" and the number "2103" on its front. To the left of the bus, there is a sign for "DOWNTOWN" with a phone number "4-640-4000". On the right side of the street, there is a building with a striped awning and a sign that reads "GAYTON WISOM CENTER". The word "Questions?" is overlaid in large white text in the center of the image.

Questions?



Meeting Date: October 22, 2024
Information Item: Project Updates

BACKGROUND:

GRTC has several major capital projects underway. A full list of active projects is included in the board packet for reference and is reviewed with the Development Committee. At the board meetings, staff will highlight the projects where significant updates have occurred or plan to occur over the next month.

HIGHLIGHTS:

Pulse Station Modifications

Modifications to River Front Stations East and West have been completed and put back into service. The Contractors began work at the Rocketts Landing stop on Tuesday, October 15, 2024, and expect to have it complete by October 21. The Contractor expects to begin work at the next three stops on the dates listed:

- Shockoe Bottom EB: October 21
- Main Street Station EB: October 28
- Main Street Station WB: November 4

Pulse Western Extension

GRTC staff and consultants held a public meeting on Tuesday, October 1 at the Libbie Mill branch of the Henrico County Public Library. Attendance was robust, with more than 60 people dropping in over the course of the meeting. Since then, staff and consultants have also met with the Federal Transit Administration and the Virginia Department of Historic Resources to discuss addressing any potential impacts to cultural resources.

Pulse North/South Route: Three public meetings will have taken place by October 22:

- Richmond Urban Ministry Institute, October 16, 9-11 AM. Public turnout was modest, but attendees came with specific questions and were ready to learn about the project.
- First Baptist Church of South Richmond, October 17, 9-11 AM
- Richmond Public Library Main Branch, October 17, 2-4 PM

325 E. Belt Boulevard

As Steve McNally submitted in his action item, GRTC recommends approval of a contract for construction services for environmental remediation and demolition of the church building. We expect work to begin in November 2024, and to be complete in April 2025.

Project	Project Overview	Update Date	Update	Current Phase Budget	Expected Completion Date	Status
Pulse Station Modifications for Articulated Vehicles	Modification of the 26 Pulse stations to accommodate 60 foot vehicles. Capacity issues on-board the 40 foot vehicles are requiring a fleet transition to 60 foot vehicles. GRTC has ordered 4 vehicles that will arrive in March 2025. 8 additional vehicles are in the process of being procured.	10/8/2024	1st station completed within scheduled time (10 days)- onto second station as of 10/7. Plan to move to Rockett's on 10/14.	\$ 1,500,000.00	End of April	On-time
Fleet Storage Lot - Church Demo and Compressed Gravel	GRTC purchased 325 E. Belt Blvd for purposes of fleet storage related to capacity issues with vehicle expansion. The current structure on the site will be demolished and filled in with gravel in preparation for plans for future structure.	10/8/2024	SB Cox selected for construction. RKK set for CM/CEI - recommendation to reduce based on actual cost that came in from SB Cox - significantly less than STV cost estimate. Meeting set for 10/10 to determine additional improvements needed for the project.	\$ 900,000.00	Early April	On-time
Conceptual Design and NEPA for 325 E. Belt Future Development (TOD/ Transfer Station/ Admin)	GRTC plans to develop 325 E. Belt Blvd into a mixed used development that would include alternatives for admin space, transfer station, employee parking, and fleet storage.	10/8/2024	Scope of work needed - Timmons, HR&A, Wendell/KH - End of next week	\$ 300,000.00		Not Started
Repair of Temporary DTS Pavement/Concrete	The temporary transfer station in downtown Richmond has experienced issues with pavement deterioration under the pressure of the running buses. The current recommendation is to reinforce all the bays with concrete.	10/8/2024	Meeting set for Friday 10/11- KH planned to do the design work and determine phasing schedule to still utilize the site. Issue that 6 of the 12 bays and the concrete aprons at entrance are failing under the pressure of the buses. Plan to issue work order for design next week and have ready for bid in December.	TBD	End of 2025	Planning
Western Pulse Extension	Extension of the western terminus of the Pulse to Parham from Willow Lawn.	10/8/2024	Progressing on time - need to determine delivery decision by end of November.	\$ 1,400,000.00	End of June 2025	On-time
BRT Extension End of line Parham - Transfer Station/Park-n-Ride (Design)	Development of a transfer station/park-n-ride at the intersection of Old Parham/Parham. This station would be the end of the line for the Pulse western extension.	10/8/2024	Acquisition and Development NEPA - have met with FTA at end of September 2024.	TBD	End of June 2025	Not Started
N/S Pulse	Development of a new Pulse line that travels N/S on Chamberlayne from Azalea avenue through downtown Richmond, across 9th street bridge, Commerce road, Hull Street, Belt Blvd, to Midlothian Turnpike at Stonebridge.	10/8/2024	Neighborhood meetings set for Oct 16/17th. May 2025 set task order for Wendell/KH for 0-30% Design. Plan for NEPA/30% Phase 2 May 2025. Fall of 2025 for delivery method.	\$ 3,600,000.00	End of June 2026	On-time
23rd Franklin Accessibility Improvements	Current accessibility concerns crossing Main Street at 24th Street to access local stops from Pulse. The cross walk is not protected, and is a risk for those crossing the street. Additionally layover is not ideal on 23rd street, so schedule alternatives are being considered to minimize bus layover. The site also needs to be assessed for amenities.	10/8/2024	Scope of work being developed to submit as a task order to consultant.	\$ 115,000.00		Not Started
Permanent Downtown Transfer Station - NEPA/ Design	GRTC has partnered with the City of Richmond to identify a location and steps forward for a permanent downtown transfer station. A study was completed in May 2024 identifying the current temp site, and the public safety building site, with a preference for the public safety building. The transfer station would be part of a mixed used development.	10/8/2024	MOU for public safety building site approved by GRTC board in August, and set to go before City Council in November.	\$ 3,000,000.00		Planning
N/S BRT Transit Oriented Development (TOD)	Accompanying study to the N/S BRT to review current zoning and evaluate need for zoning changes based on the potential for TOD around the proposed stations.	10/8/2024	Scope of work being developed to submit as a task order to consultant.	\$ 750,000.00		Not Started
Transit Stop Improvements - Shelter, Benches, Trash Can, ADA	Implementation of transit stop improvements for accessibility and waiting infrastructure	10/8/2024	All 1,700 stops being assessed for ADA and shelter/bench/trash can placement. Roughly 140 assessed so far. Engineering underway for 50 shelters in lot for City of Richmond and Henrico. Additional order will be placed for 75 shelters, 50 benches, and 106 trash cans	\$10,000,000		On-time
Dedicated Lane Study - BRT and Fixed Route	Evaluate dedicated lane opportunities that would improve the performance of the Pulse, and review opportunities for dedicated lanes for fixed route.	10/8/2024	Study Complete	\$ 460,000.00		Complete



Meeting Date: October 22, 2024
Staff Report: August 2024 Financial Report

BACKGROUND

Attached is the Financial Report for the two months ended August 31, 2024.

Financial Report
For the Two Months Ending August 31, 2024
Key Highlights

Revenues

Year to date Revenues unfavorable to budget	\$ (376,202.35)
Year to Date Actual Revenues	\$ 13,419,638.45
Year to Date Budgeted Revenues	\$ 13,795,840.80

Unfavorable State funds (\$1.374M) are due to the timing of VDOT reimbursement for routes 19 & 7a/7b, offset by favorable Federal Funds \$0.749M due to the timing grant funded projects versus budgetary assumptions, favorable local share match due to the timing of grant funded projects versus budgetary assumptions (offsets budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$0.173M YTD)) and due to favorable Directly Generated Funds \$84.07k due to favorable interest income relative to budget.

Operating Expenditures

Year to date Operating Expenditures lower than budgeted amounts	\$ 2,676,928.13
Year to date Actual Operating Expenditures	\$ 12,210,281.84
Year to Date Budgeted Operating Expenditures	\$ 14,887,209.97

Favorable labor \$0.542M as a result of lower than budgeted FTEs in General & Administrative functions, favorable services \$1.130M due timing of planning projects, favorable materials and supplies \$1.141M, and favorable utilities \$31.24k offset by unfavorable insurance premium expense (\$41.11k) unfavorable purchased transportation (\$0.182M) due to higher demand for GRTC programs (CARE and CARE on demand).

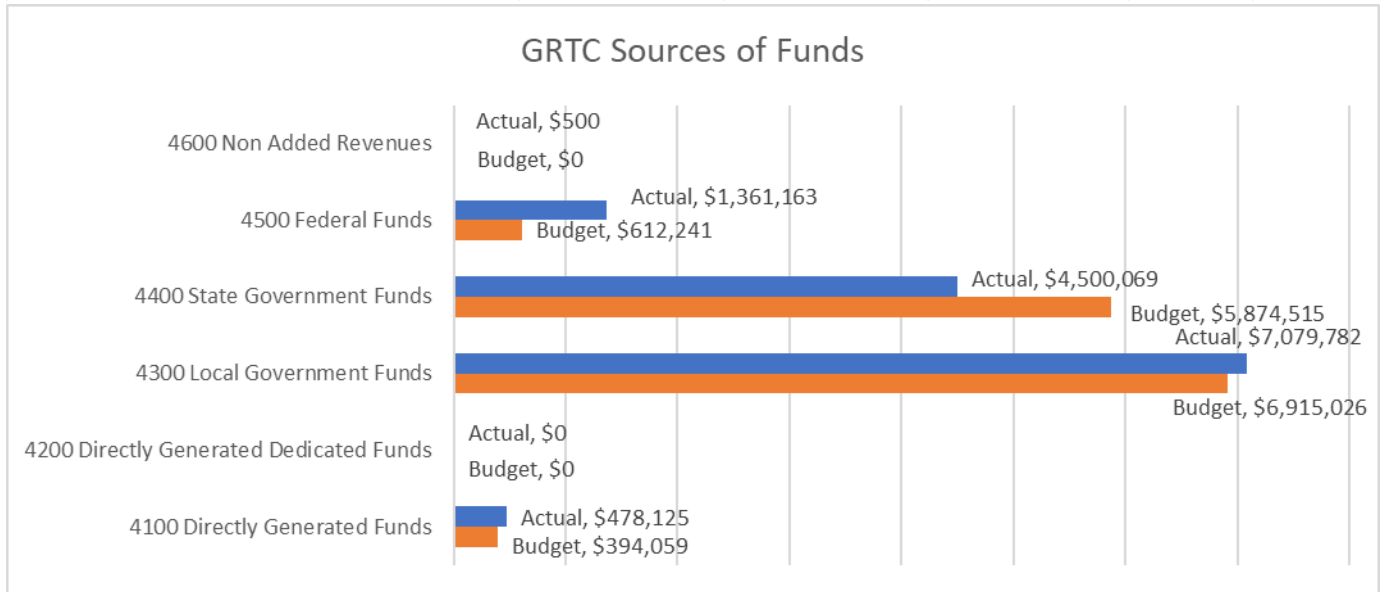
<u>Net Operating Position - Surplus / (Deficit)</u>	\$ 1,208,856.61
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**GRTC Transit System
Source of Funds
Year to Date August 31, 2024**

	Month Ended August 31, 2024			Year to Date August 31, 2024		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
4100 Directly Generated Funds	\$ 252,845.24	\$ 197,779.68	\$ 55,065.56	\$ 478,124.79	\$ 394,059.36	\$ 84,065.43
4110 Total Passenger Fares	100,000.00	100,000.00	-	200,000.00	200,000.00	-
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	15,600.00	-	15,600.00	15,600.00	-	15,600.00
4140 Auxiliary Transportation Revenue	-	-	-	-	-	-
4150 Other Agency Revenues	137,245.24	97,779.68	39,465.56	262,524.79	194,059.36	68,465.43
4160 Revenues Accrued Through a Purchased Transportation Agreement	-	-	-	-	-	-
4170 Subsidy from Other Sectors of Operations	-	-	-	-	-	-
4180 Extraordinary or Special Items	-	-	-	-	-	-
4190 Total Recoveries	-	-	-	-	-	-
4200 Directly Generated Dedicated Funds						
4300 Local Government Funds	\$ 3,401,725.16	\$ 3,457,513.09	\$ (55,787.93)	\$ 7,079,782.26	\$ 6,915,026.18	\$ 164,756.08
4310 General Revenues of the Local Government	3,401,725.16	3,457,513.09	(55,787.93)	7,079,782.26	6,915,026.18	164,756.08
4400 State Government Funds	\$ 2,248,376.90	\$ 2,937,257.27	\$ (688,880.37)	\$ 4,500,068.58	\$ 5,874,514.54	\$ (1,374,445.96)
4410 General Revenues of the State Government	2,248,376.90	2,937,257.27	(688,880.37)	4,500,068.58	5,874,514.54	(1,374,445.96)
4500 Federal Funds	\$ 124,384.95	\$ 309,008.31	\$ (184,623.36)	\$ 1,361,162.82	\$ 612,240.72	\$ 748,922.10
5307 FTA Urbanized Area Formula Program	-	274,352.89	(274,352.89)	1,118,020.17	548,705.78	569,314.39
5307 CARES Act Urbanized Area Program Funds	124,384.95	34,655.42	89,729.53	243,142.65	63,534.94	179,607.71
4600 Non Added Revenues	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -	\$ 500.00
4630 Sales and Disposals of Assets	500.00	-	500.00	500.00	-	500.00
Total Sources of Funds	\$ 6,027,832.25	\$ 6,901,558.35	\$ (873,726.10)	\$ 13,419,638.45	\$ 13,795,840.80	\$ (376,202.35)

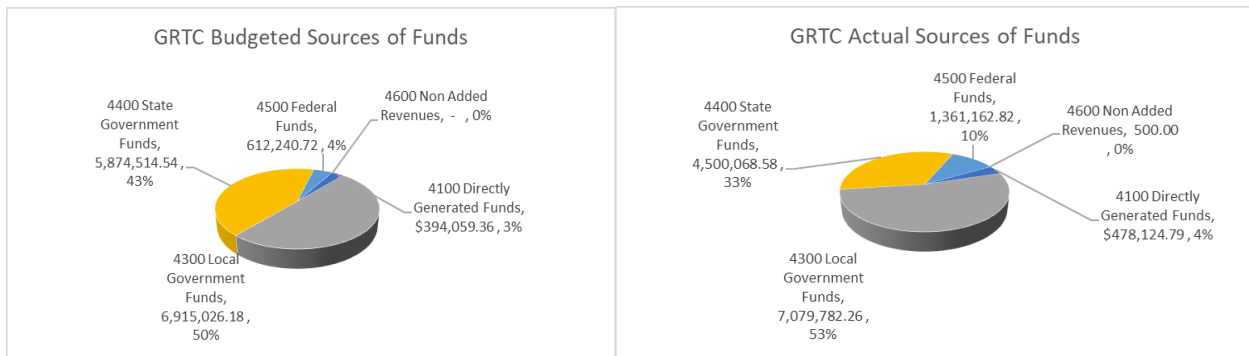
GRTC Transit System Year to Date August 31, 2024

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 394,059.36	\$ 478,124.79	\$ 84,065.43	21.33%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	6,915,026.18	7,079,782.26	164,756.08	2.38%
4400 State Government Funds	5,874,514.54	4,500,068.58	(1,374,445.96)	-23.40%
4500 Federal Funds	612,240.72	1,361,162.82	748,922.10	122.32%
4600 Non Added Revenues	-	500.00	500.00	n/a
	<u>\$ 13,795,840.80</u>	<u>\$ 13,419,638.45</u>	<u>\$ (376,202.35)</u>	<u>-2.73%</u>



Revenues are unfavorable versus budget by \$0.376M or 2.73% as a result of:

- Unfavorable State funds (\$1.374M) are due to the timing of VDOT reimbursement for routes 19 & 7a/7b, offset by favorable Federal Funds \$0.749M due to the timing grant funded projects versus budgetary assumptions, favorable local share match due to the timing of grant funded projects versus budgetary assumptions (offsets budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$0.173M YTD)) and due to favorable Directly Generated Funds \$84.07k due to favorable interest income relative to budget.



**GRTC Transit System
Operating Expenses
Year to Date August 31, 2024**

	Vehicle Operations			Vehicle Maintenance			Facility Maintenance			General Administration			Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs															
5010. LABOR	\$ 6,467,011.60	\$ 6,702,488.88	\$ 235,477.28	\$ 884,022.83	\$ 953,962.66	\$ 69,939.83	\$ 306,850.33	\$ 312,551.90	\$ 5,701.57	\$ 1,459,626.32	\$ 1,690,546.56	\$ 230,920.24	\$ 9,117,511.08	\$ 9,659,549.99	\$ 542,038.91
01. Operator Salaries and Wages	3,719,941.44	4,154,193.82	434,252.38	-	-	-	-	-	-	-	-	-	3,719,941.44	4,154,193.82	434,252.38
02. Operator's Paid Absences	514,593.94	-	(514,593.94)	-	-	-	-	-	-	-	-	-	514,593.94	-	(514,593.94)
Operator Vacation	195,086.64	-	(195,086.64)	-	-	-	-	-	-	-	-	-	195,086.64	-	(195,086.64)
Operator Sick	116,433.09	-	(116,433.09)	-	-	-	-	-	-	-	-	-	116,433.09	-	(116,433.09)
Holiday	203,074.21	-	(203,074.21)	-	-	-	-	-	-	-	-	-	203,074.21	-	(203,074.21)
Operator FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	378,010.31	478,240.48	100,230.17	571,452.33	645,363.66	73,911.33	220,818.96	239,030.92	18,211.96	1,025,850.47	1,173,632.98	147,782.51	2,196,132.07	2,536,268.04	340,135.97
Dispatch	39,755.71	52,683.52	12,927.81	-	-	-	-	-	-	-	-	-	39,755.71	52,683.52	12,927.81
Operations Supervision	338,254.60	425,556.96	87,302.36	-	-	-	-	-	-	-	-	-	338,254.60	425,556.96	87,302.36
Maintenance	-	-	-	571,452.33	645,363.66	73,911.33	220,818.96	239,030.92	18,211.96	-	-	-	792,271.29	884,394.58	92,123.29
Administration	-	-	-	-	-	-	-	-	-	1,025,850.47	1,173,632.98	147,782.51	1,025,850.47	1,173,632.98	147,782.51
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-	32,824.00	-	(32,824.00)	18,531.65	-	(18,531.65)	-	-	-	51,355.65	-	(51,355.65)
Vacation	-	-	-	15,684.88	-	(15,684.88)	7,080.16	-	(7,080.16)	-	-	-	22,765.04	-	(22,765.04)
Sick	-	-	-	6,540.24	-	(6,540.24)	4,014.93	-	(4,014.93)	-	-	-	10,555.17	-	(10,555.17)
Holiday	-	-	-	10,598.88	-	(10,598.88)	7,436.56	-	(7,436.56)	-	-	-	18,035.44	-	(18,035.44)
FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
05. Fringe Benefits	1,854,465.91	2,070,054.58	215,588.67	279,746.50	308,599.00	28,852.50	67,499.72	73,520.98	6,021.26	433,775.85	516,913.58	83,137.73	2,635,487.98	2,969,088.13	333,600.15
Employment Taxes	323,323.90	358,360.69	35,036.79	45,086.96	49,924.72	4,837.75	17,422.37	18,491.20	1,068.83	80,938.48	90,791.13	9,852.65	466,771.72	517,567.74	50,796.02
Health and Welfare Expenses	856,551.77	1,000,126.05	143,574.29	119,444.67	139,331.71	19,887.04	46,155.47	51,605.92	5,450.46	214,422.74	253,383.18	38,960.44	1,236,574.64	1,444,446.87	207,872.23
Retirement Costs/Pension Plans	577,874.34	613,296.76	35,422.42	97,323.50	100,831.88	3,508.38	-	-	-	120,194.90	155,928.30	35,733.40	795,392.74	870,056.94	74,664.20
Workers Compensation	73,182.68	66,354.41	(6,828.27)	10,205.20	9,244.11	(961.09)	3,943.46	3,423.85	(519.61)	18,320.00	16,810.97	(1,509.03)	105,651.34	95,833.34	(9,818.00)
Other Fringe Benefits	23,533.22	31,916.66	8,383.44	7,686.17	9,266.58	1,580.41	(21.58)	-	21.58	(100.27)	-	100.27	31,097.54	41,183.24	10,085.70
5020. SERVICES	\$ 12,767.50	\$ 13,333.34	\$ 565.84	\$ -	\$ -	\$ -	\$ 177,386.04	\$ 164,583.32	\$ (12,802.72)	\$ 146,808.66	\$ 1,288,782.86	\$ 1,141,974.20	\$ 336,962.20	\$ 1,466,699.52	\$ 1,129,737.32
03. Professional and Technical Services	-	-	-	-	-	-	-	-	-	111,207.06	1,162,984.36	1,051,777.30	111,207.06	1,162,984.36	1,051,777.30
BRT Fare Collection and Security Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Fees	-	-	-	-	-	-	-	-	-	9,235.00	5,000.00	(4,235.00)	9,235.00	5,000.00	(4,235.00)
Legal Fees	-	-	-	-	-	-	-	-	-	3,109.80	25,000.00	21,890.20	3,109.80	25,000.00	21,890.20
Human Resources Consulting	-	-	-	-	-	-	-	-	-	4,095.00	11,666.66	7,571.66	4,095.00	11,666.66	7,571.66
Planning and Scheduling Consulting	-	-	-	-	-	-	-	-	-	11,850.10	804,755.20	792,905.10	11,850.10	804,755.20	792,905.10
Computer Consulting	-	-	-	-	-	-	-	-	-	-	1,000.00	1,000.00	-	1,000.00	1,000.00
Advertising and Promotion	-	-	-	-	-	-	-	-	-	82,917.16	315,562.50	232,645.34	82,917.16	315,562.50	232,645.34
05. Contract Maintenance Services	-	-	-	-	-	-	177,386.04	164,583.32	(12,802.72)	11,346.23	75,000.00	63,653.77	188,732.27	239,583.32	50,851.05
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Maintenance	-	-	-	-	-	-	-	-	-	11,346.23	75,000.00	63,653.77	11,346.23	75,000.00	63,653.77
BRT Station Maintenance	-	-	-	-	-	-	30,217.11	36,666.66	6,449.55	-	-	-	30,217.11	36,666.66	6,449.55
Building Maintenance	-	-	-	-	-	-	147,168.93	127,916.66	(19,252.27)	147,168.93	127,916.66	(19,252.27)	147,168.93	127,916.66	(19,252.27)
09. Other Services	12,767.50	13,333.34	565.84	-	-	-	-	-	-	24,255.37	50,798.50	26,543.13	37,022.87	64,131.84	27,108.97
Advertising	-	-	-	-	-	-	-	-	-	3,121.49	8,166.66	5,045.17	3,121.49	8,166.66	5,045.17
Ad commission Lottery Updates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ADA Ride	-	-	-	-	-	-	-	-	-	15,141.42	15,141.50	0.08	15,141.42	15,141.50	0.08
Drug and Alcohol Testing	5,342.50	5,833.34	490.84	-	-	-	-	-	-	-	-	-	5,342.50	5,833.34	490.84
Medical Exam Testing	7,425.00	7,500.00	75.00	-	-	-	-	-	-	-	-	-	7,425.00	7,500.00	75.00
Misc	-	-	-	-	-	-	-	-	-	5,992.46	27,490.34	21,497.88	5,992.46	27,490.34	21,497.88
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 150,884.12	\$ 573,367.94	\$ 422,483.82	\$ 68,833.18	\$ 689,166.66	\$ 620,333.48	\$ 44,272.16	\$ 44,062.52	\$ (209.64)	\$ 222,567.04	\$ 321,126.18	\$ 98,559.14	\$ 486,556.50	\$ 1,627,723.30	\$ 1,141,166.80
01. Fuel and Lubricants	99,781.18	498,367.94	398,586.76	12,071.09	13,416.66	1,345.57	-	-	-	1,949.75	-	(1,949.75)	113,802.02	511,784.60	397,982.58
02. Tires and Tubes	51,102.94	75,000.00	23,897.06	-	-	-	-	-	-	-	-	-	51,102.94	75,000.00	23,897.06
09. Other Materials and Supplies	-	-	-	56,762.09	675,750.00	618,987.91	44,272.16	44,062.52	(209.64)	220,617.29	321,126.18	100,508.89	321,651.54	1,040,938.70	719,287.16
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-	56,762.09	675,750.00	618,987.91	-	-	-	1,820.42	-	(1,820.42)	58,582.51	675,750.00	617,167.49
Other Equipment and Supplies	-	-	-	-	-	-	44,272.16	44,062.52	(209.64)	89,561.40	120,166.66	30,605.26	133,833.56	164,229.18	30,395.62
Office Equipment	-	-	-	-	-	-	-	-	-	121,825.34	194,353.18	72,527.84	121,825.34	194,353.18	72,527.84
Admin. Supplies	-	-	-	-	-	-	-	-	-	7,410.13	6,606.34	(803.79)	7,410.13	6,606.34	(803.79)
5040. UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 143,505.96	\$ 174,750.00	\$ 31,244.04	\$ 143,505.96	\$ 174,750.00	\$ 31,244.04
Telecommunication	-	-	-	-	-	-	-	-	-	29,915.08	45,000.00	15,084.92	29,915.08	45,000.00	15,084.92
Utilities	-	-	-	-	-	-	-	-	-	113,590.88	129,750.00	16,159.12	113,590.88	129,750.00	16,159.12
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 379,196.64	\$ 338,083.34	\$ (41,113.30)	\$ 379,196.64	\$ 338,083.34	\$ (41,113.30)
General Liability	-	-	-	-	-	-	-	-	-	217,186.34	182,500.00	(34,686.34)	217,186.34	182,500.00	(34,686.34)
Auto Liability	-	-	-	-	-	-	-	-	-	10,693.66	10,000.00	(693.66)	10,693.66	10,000.00	(693.66)
Physical Damage	-	-	-	-	-	-	-	-	-	126,695.52	104,166.66	(22,528.86)	126,695.52	104,166.66	(22,528.86)
All Other	-	-	-	-	-	-	-	-	-	24,621.12	41,416.68	16,795.56	24,621.12	41,416.68	16,795.56
5060. TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 1,648,485.77	\$ 1,466,425.32	\$ (182,060.45)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,648,485.77	\$ 1,466,425.32	\$ (182,060.45)
01. Purchased Transportation - SpecTran	1,476,971.01	1,265,868.45	(211,102.56)	-	-	-	-	-	-	-	-	-	1,476,971.01	1,265,868.45	(211,102.56)
02. Purchased Transportation VanPool	171,514.76	200,556.87	29,042.11	-	-	-	-	-	-	-	-	-	171,514.76	200,556.87	29,042.11
5090. MISCELLANEOUS EXPENSES	\$ 14,248.00	\$ 18,333.34	\$ 4,085.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,815.69	\$ 135,645.16	\$ 51,829.47	\$ 98,063.69	\$ 153,978.50	\$ 55,914.81
02. Travel and Meetings	-	-	-	-	-	-	-	-	-	20,749.77	25,852.32	5,102.55	20,749.77	25,852.32	5,102.55
08. Advertising/Promotion Media	-	-	-	-	-	-	-	-	-	1,137.50	6,817.50	5,680.00	1,137.50	6,817.50	5,680.00
09. Other Miscellaneous Expenses	14,248.00	18,333.34	4,085.34	-	-	-	-	-	-	61,928.42	102,975.34	41,046.92	76,176.42	121,308.68	45,132.26
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 8,293,396.99	\$ 8,773,948.82	\$ 480,551.83	\$ 952,856.01	\$ 1,643,129.32	\$ 690,273.31	\$ 528,508.53	\$ 521,197.74	\$ (7,310.79)	\$ 2,435,520.31	\$ 3,948,934.10	\$ 1,513,413.79	\$ 12,210,281.84	\$ 14,887,209.97	\$ 2,676,928.13
	67.92%	58.94%		7.80%	11.04%		4.33%	3.50%		19.95%	26.53%		100.00%	100.00%	

GRTC Transit System
Operating Expenses
Year to Date August 31, 2024

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 9,117,511.08	\$ 9,659,549.99	\$ 542,038.91
01. Operator Salaries and Wages	<u>3,719,941.44</u>	<u>4,154,193.82</u>	<u>434,252.38</u>
02. Operator's Paid Absences	<u>514,593.94</u>	<u>-</u>	<u>(514,593.94)</u>
Operator Vacation	195,086.64	-	(195,086.64)
Operator Sick	116,433.09	-	(116,433.09)
Holiday	203,074.21	-	(203,074.21)
Operator FMLA or other leave	-	-	
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>2,196,132.07</u>	<u>2,536,268.04</u>	<u>340,135.97</u>
Dispatch	39,755.71	52,683.52	12,927.81
Operations Supervision	338,254.60	425,556.96	87,302.36
Maintenance	792,271.29	884,394.58	92,123.29
Administration	1,025,850.47	1,173,632.98	147,782.51
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>51,355.65</u>	<u>-</u>	<u>(51,355.65)</u>
Vacation	22,765.04	-	(22,765.04)
Sick	10,555.17	-	(10,555.17)
Holiday	18,035.44	-	(18,035.44)
FMLA or other leave	-	-	
05. Fringe Benefits	<u>2,635,487.98</u>	<u>2,969,088.13</u>	<u>333,600.15</u>
Employment Taxes	466,771.72	517,567.74	50,796.02
Health and Welfare Expenses	977,190.11	1,033,425.48	56,235.37
Retirement Costs/Pension Plans	795,392.74	870,056.94	74,664.20
Workers Compensation	105,651.34	95,833.34	(9,818.00)
Other Fringe Benefits	290,482.07	452,204.63	161,722.56
5020. SERVICES	\$ 336,962.20	\$ 1,466,699.52	\$ 1,129,737.32
03. Professional and Technical Services	<u>111,207.06</u>	<u>1,162,984.36</u>	<u>1,051,777.30</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	9,235.00	5,000.00	(4,235.00)
Legal Fees	3,109.80	25,000.00	21,890.20
Human Resources Consulting	4,095.00	11,666.66	7,571.66
Planning and Scheduling Consulting	11,850.10	804,755.20	792,905.10
Computer Consulting	-	1,000.00	1,000.00
Advertising and Promotion	82,917.16	315,562.50	232,645.34
05. Contract Maintenance Services	<u>188,732.27</u>	<u>239,583.32</u>	<u>50,851.05</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	11,346.23	75,000.00	63,653.77
BRT Station Maintenance	30,217.11	36,666.66	6,449.55
Building Maintenance	147,168.93	127,916.66	(19,252.27)
09. Other Services	<u>37,022.87</u>	<u>64,131.84</u>	<u>27,108.97</u>
Advertising	3,121.49	8,166.66	5,045.17
Ad commission Lottery Updates	-	-	-
ADA Ride	15,141.42	15,141.50	0.08
Drug and Alcohol Testing	5,342.50	5,833.34	490.84
Medical Exam Testing	7,425.00	7,500.00	75.00
Misc	5,992.46	27,490.34	21,497.88
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 486,556.50	\$ 1,627,723.30	\$ 1,141,166.80
01. Fuel and Lubricants	<u>113,802.02</u>	<u>511,784.60</u>	<u>397,982.58</u>
02. Tires and Tubes	<u>51,102.94</u>	<u>75,000.00</u>	<u>23,897.06</u>
09. Other Materials and Supplies	<u>321,651.54</u>	<u>1,040,938.70</u>	<u>719,287.16</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	56,762.09	675,750.00	618,987.91
Other Equipment and Supplies	135,653.98	164,229.18	28,575.20
Office Equipment	121,825.34	194,353.18	72,527.84
Admin. Supplies	7,410.13	6,606.34	(803.79)

**GRTC Transit System
Operating Expenses
Year to Date August 31, 2024**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 143,505.96	\$ 174,750.00	\$ 31,244.04
Telecommunication	29,915.08	45,000.00	15,084.92
Utilities	113,590.88	129,750.00	16,159.12
5050. CASUALTIES AND LIABILITY COSTS	\$ 379,196.64	\$ 338,083.34	\$ (41,113.30)
General Liability	217,186.34	182,500.00	(34,686.34)
Auto Liability	10,693.66	10,000.00	(693.66)
Physical Damage	126,695.52	104,166.66	(22,528.86)
All Other	24,621.12	41,416.68	16,795.56
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 1,648,485.77	\$ 1,466,425.32	\$ (182,060.45)
01. Purchased Transportation - SpecTran	<u>1,476,971.01</u>	<u>1,265,868.45</u>	<u>(211,102.56)</u>
02. Purchased Transportation VanPool	<u>171,514.76</u>	<u>200,556.87</u>	<u>29,042.11</u>
5090. MISCELLANEOUS EXPENSES	\$ 98,063.69	\$ 153,978.50	\$ 55,914.81
02. Travel and Meetings	<u>20,749.77</u>	<u>25,852.32</u>	<u>5,102.55</u>
08. Advertising/Promotion Media	<u>1,137.50</u>	<u>6,817.50</u>	<u>5,680.00</u>
09. Other Miscellaneous Expenses	<u>76,176.42</u>	<u>121,308.68</u>	<u>45,132.26</u>
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 12,210,281.84	\$ 14,887,209.97	\$ 2,676,928.13
	100.00%	100.00%	

**GRTC Transit System
Operating Expenses
Year to Date August 31, 2024**

	Vehicle Operations		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 6,467,011.60	\$ 6,702,488.88	\$ 235,477.28
01. Operator Salaries and Wages	<u>3,719,941.44</u>	<u>4,154,193.82</u>	<u>434,252.38</u>
02. Operator's Paid Absences	<u>514,593.94</u>	<u>-</u>	<u>(514,593.94)</u>
Operator Vacation	195,086.64	-	(195,086.64)
Operator Sick	116,433.09	-	(116,433.09)
Holiday	203,074.21	-	(203,074.21)
Operator FMLA or other leave	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>378,010.31</u>	<u>478,240.48</u>	<u>100,230.17</u>
Dispatch	39,755.71	52,683.52	12,927.81
Operations Supervision	338,254.60	425,556.96	87,302.36
Maintenance	-	-	-
Administration	-	-	-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>-</u>	<u>-</u>	<u>-</u>
Vacation	-	-	-
Sick	-	-	-
Holiday	-	-	-
FMLA or other leave	-	-	-
05. Fringe Benefits	<u>1,854,465.91</u>	<u>2,070,054.58</u>	<u>215,588.67</u>
Employment Taxes	323,323.90	358,360.69	35,036.79
Health and Welfare Expenses	676,881.03	715,537.39	38,656.37
Retirement Costs/Pension Plans	577,874.34	613,296.76	35,422.42
Workers Compensation	73,182.68	66,354.41	(6,828.27)
Other Fringe Benefits	203,203.96	316,505.32	113,301.36
5020. SERVICES	\$ 12,767.50	\$ 13,333.34	\$ 565.84
03. Professional and Technical Services	<u>-</u>	<u>-</u>	<u>-</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	-	-	-
Legal Fees	-	-	-
Human Resources Consulting	-	-	-
Planning and Scheduling Consulting	-	-	-
Computer Consulting	-	-	-
Advertising and Promotion	-	-	-
05. Contract Maintenance Services	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	-	-	-
BRT Station Maintenance	-	-	-
Building Maintenance	-	-	-
09. Other Services	<u>12,767.50</u>	<u>13,333.34</u>	<u>565.84</u>
Advertising	-	-	-
Ad commission Lottery Updates	-	-	-
ADA Ride	-	-	-
Drug and Alcohol Testing	5,342.50	5,833.34	490.84
Medical Exam Testing	7,425.00	7,500.00	75.00
Misc	-	-	-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 150,884.12	\$ 573,367.94	\$ 422,483.82
01. Fuel and Lubricants	<u>99,781.18</u>	<u>498,367.94</u>	<u>398,586.76</u>
02. Tires and Tubes	<u>51,102.94</u>	<u>75,000.00</u>	<u>23,897.06</u>
09. Other Materials and Supplies	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-
Other Equipment and Supplies	-	-	-
Office Equipment	-	-	-
Admin. Supplies	-	-	-

**GRTC Transit System
Operating Expenses
Year to Date August 31, 2024**

	Vehicle Operations		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other			-
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 1,648,485.77	\$ 1,466,425.32	\$ (182,060.45)
01. Purchased Transportation - SpecTran	<u>1,476,971.01</u>	<u>1,265,868.45</u>	<u>(211,102.56)</u>
02. Purchased Transportation VanPool	<u>171,514.76</u>	<u>200,556.87</u>	<u>29,042.11</u>
5090. MISCELLANEOUS EXPENSES	\$ 14,248.00	\$ 18,333.34	\$ 4,085.34
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>14,248.00</u>	<u>18,333.34</u>	<u>4,085.34</u>
5120. LEASES AND RENTALS			\$ -
5900 ADA Expenses			\$ -
Total Expenses	\$ 8,293,396.99	\$ 8,773,948.82	\$ 480,551.83
	67.92%	58.94%	

**GRTC Transit System
Operating Expenses
Year to Date August 31, 2024**

				Vehicle Maintenance		
				Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs						
5010. LABOR				\$ 884,022.83	\$ 953,962.66	\$ 69,939.83
01. Operator Salaries and Wages						-
02. Operator's Paid Absences				-	-	-
Operator Vacation						-
Operator Sick						-
Holiday						-
Operator FMLA or other leave						
03. Other Salaries and Wages (Non revenue vehicle operator personnel)				571,452.33	645,363.66	73,911.33
Dispatch						-
Operations Supervision						-
Maintenance				571,452.33	645,363.66	73,911.33
Administration						-
04. Other Paid Absences (Non revenue vehicle operator personnel)				32,824.00	-	(32,824.00)
Vacation				15,684.88	-	(15,684.88)
Sick				6,540.24	-	(6,540.24)
Holiday				10,598.88	-	(10,598.88)
FMLA or other leave				-	-	-
05. Fringe Benefits				279,746.50	308,599.00	28,852.50
Employment Taxes				45,086.96	49,924.72	4,837.75
Health and Welfare Expenses				94,389.90	99,684.49	5,294.59
Retirement Costs/Pension Plans				97,323.50	100,831.88	3,508.38
Workers Compensation				10,205.20	9,244.11	(961.09)
Other Fringe Benefits				32,740.94	48,913.81	16,172.87
5020. SERVICES				\$ -	\$ -	\$ -
03. Professional and Technical Services				-	-	-
BRT Fare Collection and Security Services						-
Audit Fees						-
Legal Fees						-
Human Resources Consulting						-
Planning and Scheduling Consulting						-
Computer Consulting						-
Advertising and Promotion						-
05. Contract Maintenance Services				-	-	-
Vehicle Maintenance						-
Computer Maintenance						-
BRT Station Maintenance						-
Building Maintenance						-
09. Other Services				-	-	-
Advertising						-
Ad commission Lottery Updates						-
ADA Ride						-
Drug and Alcohol Testing						-
Medical Exam Testing						-
Misc						-
5030. MATERIALS AND SUPPLIES CONSUMED				\$ 68,833.18	\$ 689,166.66	\$ 620,333.48
01. Fuel and Lubricants				12,071.09	13,416.66	1,345.57
02. Tires and Tubes						-
09. Other Materials and Supplies				56,762.09	675,750.00	618,987.91
Vehicle Equip. and Parts Supplies (inc Cares Act)				56,762.09	675,750.00	618,987.91
Other Equipment and Supplies						-
Office Equipment						-
Admin. Supplies						-

**GRTC Transit System
Operating Expenses
Year to Date August 31, 2024**

	Vehicle Maintenance			
	Actual	Budget	Variance Fav / (Unfav)	
5040. UTILITIES	\$ -	\$ -	\$ -	-
Telecommunication				-
Utilities				-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -	-
General Liability				-
Auto Liability				-
Physical Damage				-
All Other	-	-		-
5060. TAXES			\$ -	-
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -	-
01. Purchased Transportation - SpecTran				-
02. Purchased Transportation VanPool				-
5090. MISCELLANEOUS EXPENSES	\$ -	\$ -	\$ -	-
02. Travel and Meetings				-
08. Advertising/Promotion Media				-
09. Other Miscellaneous Expenses				-
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -	-
5900 ADA Expenses	\$ -	\$ -	\$ -	-
Total Expenses	\$ 952,856.01	\$ 1,643,129.32	\$ 690,273.31	
	7.80%	11.04%		

**GRTC Transit System
Operating Expenses
Year to Date August 31, 2024**

	Facility Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 306,850.33	\$ 312,551.90	\$ 5,701.57
01. Operator Salaries and Wages			-
02. Operator's Paid Absences	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>220,818.96</u>	<u>239,030.92</u>	<u>18,211.96</u>
Dispatch			-
Operations Supervision			-
Maintenance	220,818.96	239,030.92	18,211.96
Administration			-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>18,531.65</u>	<u>-</u>	<u>(18,531.65)</u>
Vacation	7,080.16	-	(7,080.16)
Sick	4,014.93	-	(4,014.93)
Holiday	7,436.56	-	(7,436.56)
FMLA or other leave	-	-	-
05. Fringe Benefits	<u>67,499.72</u>	<u>73,520.98</u>	<u>6,021.26</u>
Employment Taxes	17,422.37	18,491.20	1,068.83
Health and Welfare Expenses	36,473.87	36,921.31	447.44
Retirement Costs/Pension Plans	-	-	-
Workers Compensation	3,943.46	3,423.85	(519.61)
Other Fringe Benefits	9,660.01	14,684.61	5,024.60
5020. SERVICES	\$ 177,386.04	\$ 164,583.32	\$ (12,802.72)
03. Professional and Technical Services	-	-	-
BRT Fare Collection and Security Services			-
Audit Fees			-
Legal Fees			-
Human Resources Consulting			-
Planning and Scheduling Consulting			-
Computer Consulting			-
Advertising and Promotion			-
05. Contract Maintenance Services	<u>177,386.04</u>	<u>164,583.32</u>	<u>(12,802.72)</u>
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance	30,217.11	36,666.66	6,449.55
Building Maintenance	147,168.93	127,916.66	(19,252.27)
09. Other Services	-	-	-
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	-	-	-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 44,272.16	\$ 44,062.52	\$ (209.64)
01. Fuel and Lubricants			-
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>44,272.16</u>	<u>44,062.52</u>	<u>(209.64)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	44,272.16	44,062.52	(209.64)
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System
Operating Expenses
Year to Date August 31, 2024**

	Facility Maintenance			
	Actual	Budget	Variance Fav / (Unfav)	
5040. UTILITIES	\$ -	\$ -	\$ -	-
Telecommunication				-
Utilities				-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -	-
General Liability				-
Auto Liability				-
Physical Damage				-
All Other				-
5060. TAXES			\$ -	-
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -	-
01. Purchased Transportation - SpecTran				-
02. Purchased Transportation VanPool				-
5090. MISCELLANEOUS EXPENSES	\$ -	\$ -	\$ -	-
02. Travel and Meetings				-
08. Advertising/Promotion Media				-
09. Other Miscellaneous Expenses				-
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -	-
5900 ADA Expenses	\$ -	\$ -	\$ -	-
Total Expenses	\$ 528,508.53	\$ 521,197.74	\$ (7,310.79)	
	4.33%	3.50%		

GRTC Transit System
Operating Expenses
Year to Date August 31, 2024

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 1,459,626.32	\$ 1,690,546.56	\$ 230,920.24
01. Operator Salaries and Wages			-
02. Operator's Paid Absences	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>1,025,850.47</u>	<u>1,173,632.98</u>	<u>147,782.51</u>
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	1,025,850.47	1,173,632.98	147,782.51
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
05. Fringe Benefits	<u>433,775.85</u>	<u>516,913.58</u>	<u>83,137.73</u>
Employment Taxes	80,938.48	90,791.13	9,852.65
Health and Welfare Expenses	169,445.31	181,282.29	11,836.97
Retirement Costs/Pension Plans	120,194.90	155,928.30	35,733.40
Workers Compensation	18,320.00	16,810.97	(1,509.03)
Other Fringe Benefits	44,877.16	72,100.89	27,223.73
5020. SERVICES	\$ 146,808.66	\$ 1,288,782.86	\$ 1,141,974.20
03. Professional and Technical Services	<u>111,207.06</u>	<u>1,162,984.36</u>	<u>1,051,777.30</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	9,235.00	5,000.00	(4,235.00)
Legal Fees	3,109.80	25,000.00	21,890.20
Human Resources Consulting	4,095.00	11,666.66	7,571.66
Planning and Scheduling Consulting	11,850.10	804,755.20	792,905.10
Computer Consulting	-	1,000.00	1,000.00
Advertising and Promotion	82,917.16	315,562.50	232,645.34
05. Contract Maintenance Services	<u>11,346.23</u>	<u>75,000.00</u>	<u>63,653.77</u>
Vehicle Maintenance			-
Computer Maintenance	11,346.23	75,000.00	63,653.77
BRT Station Maintenance			-
Building Maintenance			-
09. Other Services	<u>24,255.37</u>	<u>50,798.50</u>	<u>26,543.13</u>
Advertising	3,121.49	8,166.66	5,045.17
Ad commission Lottery Updates	-	-	-
ADA Ride	15,141.42	15,141.50	0.08
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	5,992.46	27,490.34	21,497.88
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 222,567.04	\$ 321,126.18	\$ 98,559.14
01. Fuel and Lubricants	<u>1,949.75</u>	<u>-</u>	<u>(1,949.75)</u>
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>220,617.29</u>	<u>321,126.18</u>	<u>100,508.89</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-
Other Equipment and Supplies	91,381.82	120,166.66	28,784.84
Office Equipment	121,825.34	194,353.18	72,527.84
Admin. Supplies	7,410.13	6,606.34	(803.79)

**GRTC Transit System
Operating Expenses
Year to Date August 31, 2024**

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 143,505.96	\$ 174,750.00	\$ 31,244.04
Telecommunication	29,915.08	45,000.00	15,084.92
Utilities	113,590.88	129,750.00	16,159.12
5050. CASUALTIES AND LIABILITY COSTS	\$ 379,196.64	\$ 338,083.34	\$ (41,113.30)
General Liability	217,186.34	182,500.00	(34,686.34)
Auto Liability	10,693.66	10,000.00	(693.66)
Physical Damage	126,695.52	104,166.66	(22,528.86)
All Other	24,621.12	41,416.68	16,795.56
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
5090. MISCELLANEOUS EXPENSES	\$ 83,815.69	\$ 135,645.16	\$ 51,829.47
02. Travel and Meetings	20,749.77	25,852.32	5,102.55
08. Advertising/Promotion Media	1,137.50	6,817.50	5,680.00
09. Other Miscellaneous Expenses	61,928.42	102,975.34	41,046.92
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 2,435,520.31	\$ 3,948,934.10	\$ 1,513,413.79
	19.95%	26.53%	

GRTC Transit System Year to Date August 31, 2024

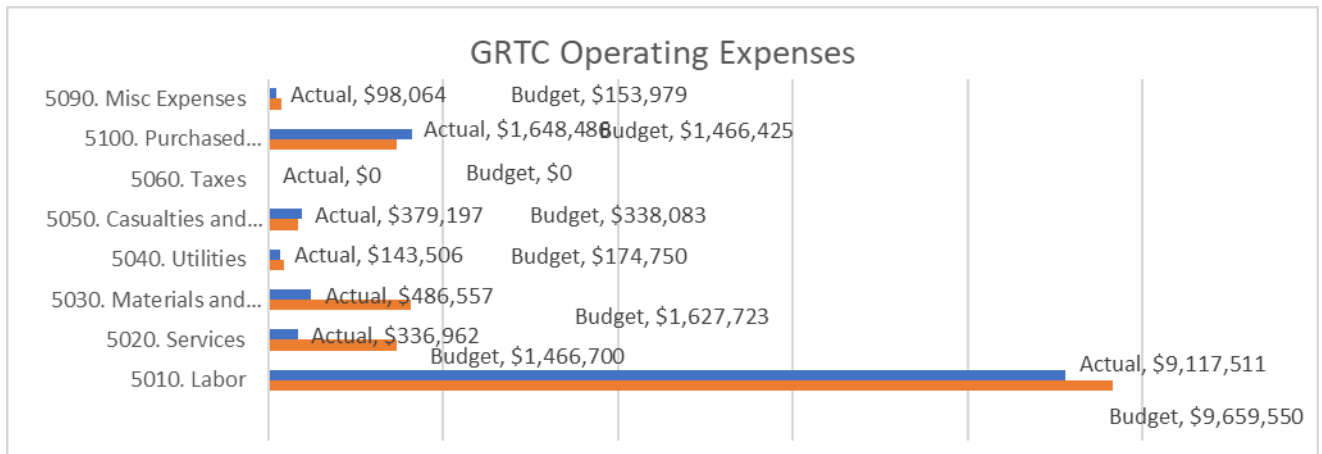
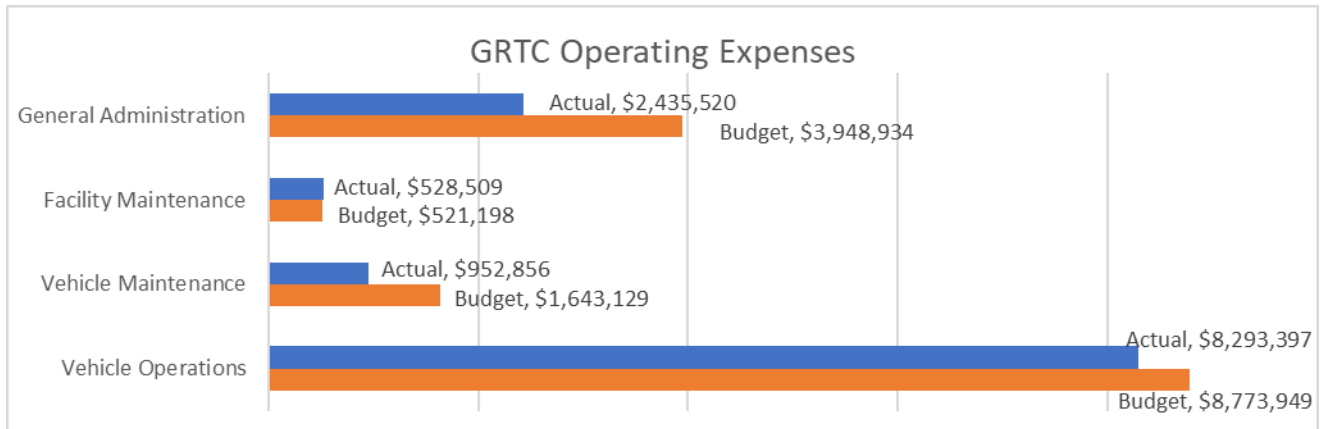
Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 8,773,948.82	\$ 8,293,396.99	\$ 480,551.83	94.52%
Vehicle Maintenance	1,643,129.32	952,856.01	690,273.31	57.99%
Facility Maintenance	521,197.74	528,508.53	(7,310.79)	101.40%
General Administration	3,948,934.10	2,435,520.31	1,513,413.79	61.68%
Total GRTC	\$ 14,887,209.97	\$ 12,210,281.84	\$ 2,676,928.13	82.02%

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 9,659,549.99	\$ 9,117,511.08	\$ 542,038.91	94.39%
5020. Services	1,466,699.52	336,962.20	1,129,737.32	22.97%
5030. Materials and Supplies Consumed	1,627,723.30	486,556.50	1,141,166.80	29.89%
5040. Utilities	174,750.00	143,505.96	31,244.04	82.12%
5050. Casualties and Liability Costs	338,083.34	379,196.64	(41,113.30)	112.16%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	1,466,425.32	1,648,485.77	(182,060.45)	112.42%
5090. Misc Expenses	153,978.50	98,063.69	55,914.81	63.69%
Total GRTC	\$ 14,887,209.97	\$ 12,210,281.84	\$ 2,676,928.13	82.02%

Total Fleet Service Miles	1,117,334.92	1,113,458.77
Operating Expense per Mile	\$ 13.32	\$ 10.97

Total Fleet Service Hours	97,000.31	96,706.01
Operating Expense per Hour	\$ 153.48	\$ 126.26



Operating Expenses are favorable versus budget by \$2.677M or 17.98% as a result of:

- Favorable labor expenses of \$542.039k due to higher than budgeted vacancy factor in the general and administrative groups.
- Favorable purchased services of \$1.130M due to the timing of consulting services versus budget.
- Favorable materials and supplies of \$1.141M due to timing of purchases versus budget assumptions.
- Favorable Utilities expenses of \$31.244k.
- Unfavorable casualties and liability expense of \$41.113k is due workers compensation audit premium adjustments.
- Unfavorable purchased transportation services of \$0.182M due to actual demand differing from budgetary assumptions for CARE and CARE on demand services.
- Favorable Miscellaneous expense of \$55.915k due to timing of travel expense versus budget.

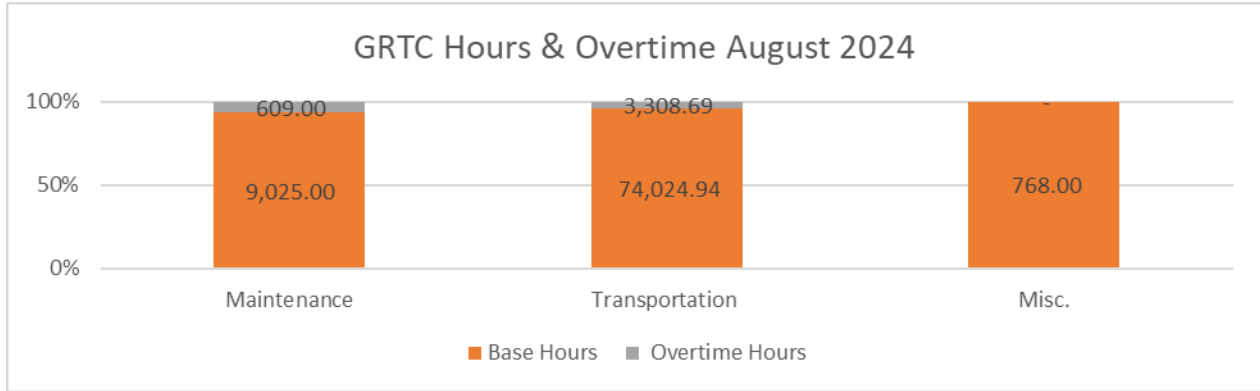
<u>Operating Expense per Mile</u>	Budget	Actual
Vehicle Operations	\$ 7.85	\$ 7.45
Vehicle Maintenance	1.47	0.86
Facility Maintenance	0.47	0.47
General Administration	3.53	2.19
Total GRTC	\$ 13.32	\$ 10.97

<u>Operating Expense per Mile</u>	Budget	Actual
5010. Labor	\$ 8.65	\$ 8.19
5020. Services	1.31	0.30
5030. Materials and Supplies Consumed	1.46	0.44
5040. Utilities	0.16	0.13
5050. Casualties and Liability Costs	0.30	0.34
5060. Taxes	-	-
5100. Purchased Transportation Service	1.31	1.48
5090. Misc Expenses	0.14	0.09
Total GRTC	\$ 13.32	\$ 10.97

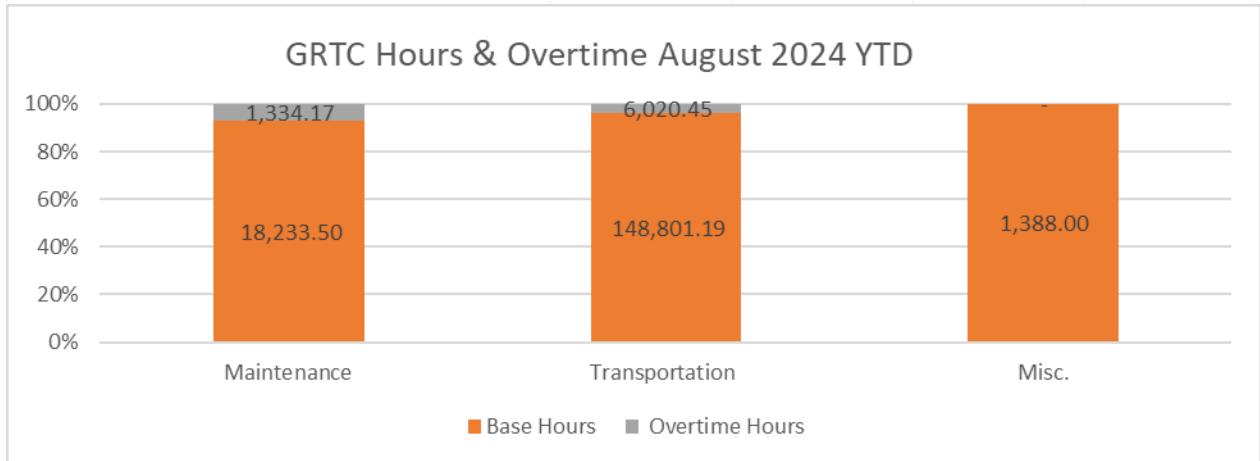
<u>Operating Expense per Hour</u>	Budget	Actual
Vehicle Operations	\$ 90.45	\$ 85.76
Vehicle Maintenance	16.94	9.85
Facility Maintenance	5.37	5.47
General Administration	40.71	25.18
Total GRTC	\$ 153.48	\$ 126.26

<u>Operating Expense per Hour</u>	Budget	Actual
5010. Labor	\$ 99.58	\$ 94.28
5020. Services	15.12	3.48
5030. Materials and Supplies Consumed	16.78	5.03
5040. Utilities	1.80	1.48
5050. Casualties and Liability Costs	3.49	3.92
5060. Taxes	-	-
5100. Purchased Transportation Service	15.12	17.05
5090. Misc Expenses	1.59	1.01
Total GRTC	\$ 153.48	\$ 126.26

GRTC Headcount @ August 31, 2024	Budget	Actual	(Over) Under	% of Budget
Equipment & Facility Maintenance	78	73	5	93.59%
Transportation	416	396	20	95.19%
Planning, Scheduling & Marketing	23	20	3	86.96%
Insurance & Safety	10	11	(1)	110.00%
General & Administrative	63	50	13	79.37%
Reflects Actual Total Heads (Not FTEs)	590	550	40	93.22%



GRTC Hours & Overtime (7/28/24-8/24/2024)	Total Hours	Base Hours	Overtime Hours	OT %
Maintenance	9,634.00	9,025.00	609.00	6.75%
Transportation	77,333.63	74,024.94	3,308.69	4.47%
Misc.	768.00	768.00	-	0.00%
	87,735.63	83,817.94	3,917.69	4.67%



GRTC Hours & Overtime (6/30/24-8/24/2024)	Total Hours	Base Hours	Overtime Hours	OT %
Maintenance	19,567.67	18,233.50	1,334.17	7.32%
Transportation	154,821.64	148,801.19	6,020.45	4.05%
Misc.	1,388.00	1,388.00	-	0.00%
	175,777.31	168,422.69	7,354.62	4.37%

GRTC Transit System
STATEMENT OF INCOME
BUDGET VS. ACTUAL

For the Two Months Ending August 31, 2024

	Current Month			Fav/ (Unfav)	Year To Date			Fav/ (Unfav)	FY 2024 Annual Budget
	Budget	Actual	Difference		Budget	Actual	Difference		
Operating Revenue:									
Customer Revenue - Fixed Route	\$ -	\$ -	\$ -	F	\$ -	\$ -	\$ -	F	\$ -
Pass Program Revenue	100,000	100,000	-	F	200,000	200,000	-	F	1,200,000
Charter Revenue	-	15,600	15,600	F	-	15,600	15,600	F	-
Advertising Revenue	-	-	-	F	-	-	-	F	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
Total Operating Revenue	\$ 100,000	\$ 115,600	\$ 15,600	F	\$ 200,000	\$ 215,600	\$ 15,600	F	\$ 1,805,000
Other Income:									
Ridefinders	45,863	40,971	(4,892)	U	91,726	68,529	(23,197)	U	540,000
Interest Income	51,500	96,259	44,759	F	101,500	193,971	92,471	F	500,000
Non-Transportation Income	417	15	(402)	U	833	25	(808)	U	5,000
Total Other Income	\$ 97,780	\$ 137,245	\$ 39,466	F	\$ 194,059	\$ 262,525	\$ 68,465	F	\$ 1,045,000
Operating Contributions:									
COVID Relief Acts VA2020-023	34,655	124,385	89,730	F	63,535	243,143	179,608	F	346,554
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	274,353	-	(274,353)	U	548,706	1,118,020	569,314	F	9,023,680
Oper contrib - State	2,937,257	2,248,377	(688,880)	U	5,874,515	4,500,313	(1,374,202)	U	37,651,002
Oper contrib - CVTA	2,045,587	2,045,587	-	F	4,091,174	4,091,174	-	F	24,547,044
Oper contrib - Richmond	757,717	773,129	15,412	F	1,515,434	1,825,573	310,139	F	9,092,606
Oper contrib - Henrico	363,867	363,867	-	F	727,735	727,735	-	F	4,366,407
Oper contrib - Petersburg	16,667	16,667	-	F	33,333	33,333	-	F	200,000
Oper contrib - Chesterfield	187,008	202,475	15,467	F	374,017	401,723	27,706	F	1,252,994
Oper Contrib Local	-	-	-	F	-	-	-	F	-
Oper contrib - GRTC Fund Balance	86,667	-	(86,667)	U	173,333	-	(173,333)	U	1,040,000
Total Operating Contributions:	\$ 6,703,779	\$ 5,774,487	\$ (929,292)	U	\$ 13,401,781	\$ 12,941,014	\$ (460,768)	U	\$ 87,520,287
Net Operating Revenue	\$ 6,901,558	\$ 6,027,332	\$ (874,226)	U	\$ 13,795,841	\$ 13,419,138	\$ (376,702)	U	\$ 90,370,287
Operating Expenses:									
Equipment & Facility Maintenance	1,376,566	666,416	(710,150)	F	2,751,802	1,568,195	(1,183,607)	F	15,776,609
Transportation	2,654,839	2,915,452	260,613	U	5,309,679	5,268,889	(40,790)	F	32,243,249
Planning, Scheduling & Marketing	721,429	238,356	(483,074)	F	1,414,171	383,138	(1,031,033)	F	9,381,004
Insurance and Safety	284,540	310,722	26,182	U	569,080	618,275	49,195	U	3,400,596
General and Administrative	1,431,748	1,135,768	(295,980)	F	2,858,484	2,256,430	(602,054)	F	17,310,026
Purchase of Service - Spectran & Van Pool	729,036	823,838	94,802	U	1,466,425	1,648,486	182,060	U	9,135,771
Operating Taxes and Licenses	258,784	258,240	(543)	F	517,568	466,869	(50,699)	F	3,123,032
Total Operating Expenses	\$ 7,456,942	\$ 6,348,792	\$ (1,108,150)	F	\$ 14,887,210	\$ 12,210,282	\$ (2,676,928)	F	\$ 90,370,288
Change in Net Postion	\$ (555,384)	\$ (321,460)	\$ 233,924	F	\$ (1,091,369)	\$ 1,208,857	\$ 2,300,226	F	\$ (1)
Operating Ratio	10.26%	13.17%	29.0%		10.27%	13.44%	3.17%		
Farebox Recovery Ratio	1.49%	1.81%	0.32%		1.49%	1.89%	0.40%		

**GRTC Transit System
Balance Sheet
As of August 31, 2024**

	Current Month August 31, 2024	Prior Month July 31, 2024	Prior Year End June 30, 2024
ASSETS			
Current Assets:			
Cash	\$6,395,496	\$10,071,678	\$3,362,190
Working Funds	64,522	64,522	64,522
Capital Funds	7,448,459	7,366,179	7,266,566
Accounts Receivable, net	7,164,288	9,848,313	9,659,338
Motor Bus Parts Inventory	2,184,890	2,105,873	1,037,453
Gasoline Inventory	15,843	847	10,821
Diesel Fuels Inventory	45,806	32,244	27,372
Lubricants Inventory	117,155	60,688	70,306
Prepayments	<u>998,022</u>	<u>957,453</u>	<u>374,605</u>
Total Current Assets	\$24,434,481	\$30,507,798	\$21,873,172
Tangible Property:			
Property and Equipment	193,815,494	193,482,309	192,223,418
Accumulated Depreciation	<u>(102,371,917)</u>	<u>(101,971,917)</u>	<u>(101,571,917)</u>
Net Property	\$91,443,577	\$91,510,392	\$90,651,501
Other Assets:			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	47,175,985	44,112,834	47,175,056
Intangible Asset - Software, net of amortization	3,972,539	3,972,539	3,972,539
Right of Use Asset	94,423	94,423	94,423
Deferred Outflows GASB 68	29,977,146	29,977,146	29,977,146
Deferred Outflows GASB 75	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Assets	<u>89,712,844</u>	<u>86,649,694</u>	<u>89,711,916</u>
TOTAL ASSETS	<u>\$205,590,903</u>	<u>\$208,667,884</u>	<u>\$202,236,588</u>
LIABILITIES AND CAPITAL			
Current Liabilities:			
Accounts Payable	3,769,633	5,358,579	3,651,295
Wages Payable	2,098,512	2,618,434	2,729,823
Taxes Accrued	20,006	71,793	82,878
Deferred Revenues CVTA	47,656,974	46,639,410	45,610,458
Other Current Liabilities	<u>3,102,178</u>	<u>3,704,836</u>	<u>1,577,915</u>
Total Current Liabilities	\$56,647,303	\$58,393,053	\$53,652,369
Non-current Liabilities:			
N/P City, OPEB and GASB 68	\$ 93,017,327	\$ 93,017,327	\$ 93,017,327
Reserves:			
Injuries, Loss, and Damage	<u>1,304,295</u>	<u>1,320,700</u>	<u>1,320,700</u>
Total Reserves	<u>\$1,304,295</u>	<u>\$1,320,700</u>	<u>\$1,320,700</u>
TOTAL LIABILITIES	150,968,926	152,731,080	147,990,396
Capital:			
Common Stock	50,005	50,005	50,005
Paid-In Capital	134,275,505	134,257,454	134,221,481
Fund Balance - Accumulated Depreciation	(97,004,669)	(96,604,669)	(96,204,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>53,391,087</u>	<u>54,323,965</u>	<u>52,269,326</u>
Total Capital	\$ 85,546,211,977	\$ 55,936,804	\$ 54,246,192
TOTAL LIABILITIES AND CAPITAL	<u>\$ 205,590,903</u>	<u>\$ 208,667,884</u>	<u>\$ 202,236,588</u>

**Greater Richmond Transit Company
Cash Flow Projection
October 22, 2024**

	Actual									Expected		
	Apr-23	May-23	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	
Beginning Balance	8,928,744	10,125,726	1,748,479	4,486,813	2,279,146	3,507,441	4,709,835	2,759,740	1,084,403	6,978,466	6,340,055	
Revenue												
Advertising Revenue	-	-										
CVTA	5,353,750	-	5,728,513			6,136,761			6,136,761			
Federal			2,983,763	460,880	10,008,487			3,581,558	1,893,574	1,896,074	1,205,364	
State												
Operating Assistance	1,621,591	1,621,591	1,459,189	1,520,993	1,459,167	1,695,693	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179	
Capital	18,464	-	1,088,496	365,870	877,234	4,066,009	2,150,641	1,008,951	948,210	948,210	948,210	
Zero Fare/VDOT	-	361,737							2,500,000	1,050,000	1,050,000	
Local - Chesterfield	62,614		365,372	553,101		373,984	65,472	177,424	175,000	240,472	175,000	
LOCAL - COR		1,978,278		2,156,485	95,000		2,322,505			2,273,152		
LOCAL - HNCO	-			1,058,234		1,091,602			1,091,602			
LOCAL - Peterburg	16,667	16,667	16,667	16,667	16,667		33,333		33,334	16,667	16,667	
LOCAL -Bon Secours												
Ridefinders	100,611	41,247	40,657	27,137	30,486	32,402	27,558	40,971	35,000	35,000	35,000	
Other Income		6,082	43,370	22,263	18,551	85,670	18,679	167,588				
VCU	-	-						600,000				
	\$ 7,173,697	\$ 4,025,602	\$ 11,726,026	\$ 6,181,630	\$ 12,505,592	\$ 13,482,120	\$ 6,307,367	\$ 7,265,671	\$ 14,502,660	\$ 8,148,754	\$ 5,119,420	
Expenses												
Wages & Benefits	3,856,722	3,515,254	4,324,894	3,970,589	4,218,181	4,295,361	5,325,375	5,128,315	4,916,350	5,123,347	5,056,004	
SGR / Maintenance	562,680	695,904	308,024	155,679	484,067	769,062	555,933	843,359	519,354	554,576	621,058	
Materials and Supplies	35,557	51,149	670,978	454,979	111,305	209,758	421,729	94,267	327,170	269,868	239,016	
Casualty & Insurance	304,463	63,442	257,150	100,000	28,220	339,373	429,815	507,594	277,025	280,338	310,394	
Services	305,862	384,836	223,504	136,499	117,856	95,769	187,008	146,027	151,111	139,045	139,469	
Purchased Services	111,760	1,239,321	1,392,095	789,096	802,725	26,718	68,550	765,107	800,000	800,000	800,000	
Utilities	94,613	81,363	96,259	84,835	76,443	72,132	103,847	65,504	83,170	80,989	80,347	
Travel & Training	15,747	1,048	3,651	255	7,403	7,582	15,976	16,400	8,545	9,360	10,878	
Miscellaneous	27,255	4,124	3,255	29,143	43,435	42,619	13,414	23,369	25,872	29,642	29,725	
Capital	662,056	675,193	1,707,881	2,668,222	5,387,662	6,421,352	1,135,813	1,351,066	1,500,000	1,500,000	1,500,000	
	\$ 5,976,715	\$ 6,711,634	\$ 8,987,693	\$ 8,389,296	\$ 11,277,297	\$ 12,279,727	\$ 8,257,462	\$ 8,941,008	\$ 8,608,597	\$ 8,787,164	\$ 8,786,893	
Cash Position	\$ 10,125,726	\$ 7,439,693	\$ 4,486,813	\$ 2,279,146	\$ 3,507,441	\$ 4,709,835	\$ 2,759,740	\$ 1,084,403	\$ 6,978,466	\$ 6,340,055	\$ 2,672,582	

GRTC Transit System
CVTA Special Fund Quarterly Report
For the Quarter Ended September 30, 2024

Beginning Balance @ June 30, 2024 \$ 47,175,055.81

Receipts:

July 29, 2024 GRTC 15% Funds Distribution - Month of June 2024	\$	3,047,648.41	
August 23, 2024 GRTC 15% Funds Distribution - Month of July 2024	\$	2,851,760.01	
GRTC 15% Funds Distribution - Month of August 2024*			
July 1, 2024 Interest Income WF Treasury Sweep June 2024	\$	89,121.81	
July 31, 2024 Interest Income LGIP EM- July 2024	\$	85,532.23	
July 31, 2024 July 2024 LGIP EM Share unrealized gain/(loss)	\$	95,155.28	
August 1, 2024 Interest Income WF Treasury Sweep July 2024	\$	76,783.59	
August 31, 2024 Interest Income LGIP EM- August 2024	\$	86,857.99	
August 31, 2024 August 2024 LGIP EM Share unrealized gain/(loss)	\$	47,748.88	
September 1, 2024 Interest Income WF Treasury Sweep August 2024	\$	90,793.95	
September 30, 2024 Interest Income LGIP EM- September 2024	\$	83,754.32	
September 30, 2024 September 2024 LGIP EM Share unrealized gain/(loss)	\$	<u>47,922.42</u>	
			\$ 6,603,078.89

Uses:

Costs incurred in preparing GRTC Regional Public Transportation Plan \$ -

Costs incurred in preparing GRTC Micromobility Plan \$ -

GRTC Operating and Capital Expense

GRTC Operating Expense Qtr 1 FY2025 Draw	\$	(6,136,761.00)	
GRTC Capital Expense Qtr 1 FY2025 Local Share Draw	\$	<u>(242,918.25)</u>	
Subtotal GRTC Operating and Capital Expense			\$ (6,379,679.25)

Ending Balance @ September 30, 2024 \$ 47,398,455.45

Fund Balance Composition @ September 30, 2024

Unrestricted Funds	\$	-	
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$	22,250.69	
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$	-	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	99,312.65	
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$	125,000.00	
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$	125,000.00	
Restricted Funds: GRTC FY2025/FY2026 GRTC Operating and Capital Expenses	\$	<u>46,626,892.11</u>	
		<u>\$ 47,398,455.45</u>	

CVTA Funds:

Balance @ September 30, 2024 in Wells Fargo	\$	100,000.00	
Balance @ September 30, 2024 in Wells Fargo Treasury Sweep	\$	23,181,607.57	
Balance @ September 30, 2024 in LGIP EM	\$	<u>24,116,847.88</u>	
		<u>\$ 47,398,455.45</u>	

Wells Fargo Balance at September 30, 2024	\$	<u>23,281,607.57</u>	
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$	22,250.69	
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$	-	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	99,312.65	
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$	125,000.00	
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$	125,000.00	
Surplus - Available for Investment - Treasury Sweep or LGIP	\$	<u>22,510,044.23</u>	87

* Received October 2, 2024



Meeting Date: October 22, 2024
Information Item: Recent and Upcoming Procurements

BACKGROUND:

The Board Chair is authorized to sign contracts on behalf of the full GRTC Board for contracts valued over \$50,000 and under \$100,000. Any contract signed by the Board Chair shall be reported at the next full Board Meeting.

The Procurement Department maintains a rolling list of upcoming procurement items anticipated for the coming year. At least three months prior to initiation of the procurement process, staff will update the Board prior to releasing requests for proposals, quotes, invitations for bids, or other methods of procurement.

The Recent and Upcoming Procurement report ensures full transparency in contracting.

The following is a list of procurements approved by GRTC’s board chair falling below the \$100,000 threshold requiring majority approval by GRTC’s Board of Directors but above the CEO’s authority of \$50,000.

Date	Purchase Order #	Vendor	Purpose	Amount	Requested by	Approved by
10/8/24	116971	Overhead Door of Central VA	Replacement shop door motors and components	\$58,208	Joey Agee	CEO and Board Chair
09/20/24	116967	Cradlepoint Routers and Antennas	Items are for New Paratransit Vans	\$52,180	Ernesto Leon	CEO and Board Chair

CURRENT STATUS:

Upcoming Procurements

TITLE	DEPT	BUDGET	ANTICIPATED AWARD DATE	INCLUDED IN BUDGET (YES/NO)	GRANT STATUS (EXISTING/PENDING/PLANNED)
General Printing Services	Marketing	TBD	Summer 2024	TBD	Planned
Occupational Health Services	Human Resources	\$225,000	2024	Y	Planned
Hastus Training for Schedulers	Planning	\$91,000	2024	TBD	Pending
Support Truck	Maintenance	\$240,000	Q4-2024	Y	Pending

Bus Parts	Maintenance	\$2.5M	Q4-2024	Y	Planned
Paratransit Parts	Maintenance	\$300,000	FY-2025	Y	Planned
Motorized Entrance Gates	Risk Management	TBD	TBD	Y	Planned
Microtransit HASTUS Software	IT	\$133,000	Fall 2024	Y	Pending
Fleet Vehicles Camera Retrofit	IT	\$720,000	Fall 2024	Y	Pending
Fleet Fixed Route Passenger Awareness Monitor	IT	TBD	Fall 2024	Y	Pending
BRT Station Real Time Passenger Information Upgrade	IT	\$1,560,000	Q2-2025	Y	Pending
Conference Room Redesign Project	IT	\$80,000	Fall 2024	Y	Ready
ERP Implementation Services	IT	\$1,500,000	Spring 2025	Y	Pending
Refuse Collection Services	Facilities	\$150,000	Fall 2024	Y	Ready
Armed Security Services	Safety and Security	\$1,700,000	Winter 2024	Y	Ready
ESRI License Expansion Services	Planning	\$45,000	Winter 2024	Y	Planned
Website Change Request	IT	\$15,000	Fall 2024	Y	Planned
Procurement Software	Procurement	TBD	Fall 2024	Y	Planned

Ready	Project approved and funds are available.
Existing	Project approved and funds to be applied to federal grant.
Pending	Awaiting approval of funds.
Planned	Project is in planning phase and funding to be applied for in future.