

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. November 21, 2023, at GRTC, 301 East Belt Boulevard, 3<sup>rd</sup> 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/IVVrj\\_keSV4?feature=share](https://youtube.com/live/IVVrj_keSV4?feature=share).

## Agenda

- I. Call to Order & Introductions
  
- II. Public Comments – Henry Bendon
  
- III. Approval of October 24, 2023 Board Meeting Minutes – Tyrone Nelson.....2
  
- IV. Action Items
  - A. January Service Changes – Patricia Robinson.....6
  - B. GRTC Financial Audit – John Zinzarella.....31
  - C. RideFinders Financial Audit – John Zinzarella.....32
  
- V. Information Items
  - A. Updated List of Recent and Upcoming Procurements – Tonya Thompson.....33
  - B. Public Transportation Agency Safety Plan (PTASP) – Tony Carter.....36
  
- VI. Staff Reports
  - A. Safety Report – Tony Carter.....44
  - B. Service Report and Operator Staffing – Tim Barham.....49
  - C. Vehicle/Facility Report – Tony Byrd.....54
  - D. Ridership Report – Patricia Robinson.....56
  - E. Rider Comments – Monica Carter.....59
  - F. Financial Report – John Zinzarella.....64
  
- VII. Chief Executive Officer’s Report – Sheryl Adams
  
- VIII. Board Chair’s Report
  
- IX. Other Business
  
- X. Adjourn

**MINUTES  
OCTOBER 24, 2023  
GRTC BOARD OF DIRECTORS  
BOARD MEETING**

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

Members Absent: Dave Anderson, County of Chesterfield

Others Present: Bonnie Ashley, General Counsel  
Sheryl Adams, Chief Executive Officer  
Adrienne Torres, Chief of Staff  
John Zinzarella, Chief Financial and Administrative Officer  
Stefan Marks, Chief Development Officer  
Tim Barham, Chief of Transit Operations  
Tony Byrd, Director of Maintenance  
Anthony Carter, Director of Safety  
Joe Dillard, Director of Equitable Innovation & Legislative Policy  
Dexter Hurt, Director of Information Systems  
Michael Hurt, Interim Director of Marketing and Communications  
Marc Renee, Director of Finance  
Tonya Thompson, Director of Procurement  
Von Tisdale, Executive Director RideFinders  
Raquel Aguirre, Bus Stop and Amenities Program Manager  
Henry Benton, Communications Specialist  
Marlon Buck, Bus Operator  
Monica Carter, Safety and Service Compliance Manager  
Jamel Harper, Procurement Specialist  
Antionette Haynes, Procurement Specialist  
Ashley Mason, Manager of Organizational Advancement  
Patricia Robinson, Planning Manager  
Maurice Wilkins, Capital Improvement Project Manager  
Brenda Wilson, Procurement  
Janice Witt, Executive Assistant  
Richard Hankins, RVA Rapid Transit  
Ken Lantz, PlanRVA  
Jon Oliver, Kimley-Horn  
Sam Sink, Kimley-Horn

I. Call to Order & Introductions

This meeting of the Board of Directors and the GRTC Transit System, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on October 24, 2023, by Vice Chairman Addison, at 8AM. The meeting was held at GRTC, 3<sup>rd</sup> 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://youtube.com/live/-xreh9q3ecQ?feature=share>.

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this October 24, 2023, Board meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com. Per the meeting notice, all written comments received via email by Henry Benton prior to 5PM on the day preceding a meeting were provided to all members of the Board the night before the meeting and will be made a part of the meeting minutes. Mr. Benton received two written comments (below) and there were no in-person public comments.

**Alyssa**

The free fare has affected me tremendously. I take either the 79 or the 76 to get back to where I'm living. It's kind of hard because right now I'm staying in a shelter and I don't have that type of money to be paying for bus fare. So it's good that they have the free fare because they make it easier for me. I wouldn't be able to get to work if it wasn't for the free fare. Because I can't afford Ubers and Lyfts. So it has affected me in the best way possible. I hope they keep it going.

**Mr. Holland**

For the bus stop location at Kent and Broad, they need to put a shelter over top of the bench. The one at Hamilton and Broad you have no bench and you have no shelter there to protect people when it starts raining and snowing. And, you have a lot of senior citizens there.

III. Board Meeting Minutes – October 12, 2023

Ms. Robertson motioned to approve the October 12, 2023 Board Meeting minutes, Mr. Schmitt seconded, and the motion carried unanimously.

IV. Staff Reports

Staff discussed the Reports provided in the Board Packet as follows with no significant changes from the prior month to report and no new significant issues pending:

- A. Safety Performance – Tony Carter
- B. Service Report and Operator Staffing – Tim Barham
- C. Vehicle/Facility Report – Tony Byrd
- D. Ridership Report – Patricia Robinson
- E. Quarterly Report – Patricia Robinson
- F. Rider Comments – Monica Carter
- G. Financial Report – John Zinzarella

Mr. Zinzarella introduced GRTC's Director of Finance, Marc Rene, who joined us October 1.

V. Board Subcommittee Reports

A. Development Subcommittee Report – Barb Smith

- The Development Subcommittee met on October 12.
- The main topic was the update on the North/South BRT recommended corridor. Phase two study will involve developing more details regarding operation and capital improvements for the recommended corridor.
- Discussed the roll out of the first Microtransit service in the region.
- Discussed upcoming grant opportunities.

VI. GRTC Board of Directors

A. Annual Shareholder Meeting Report / Board Membership – Tyrone Nelson

The Shareholders met on October 18, 2023, at 10AM; nominations were submitted and approved.

B. Nominations and Elections of Officers – Barb Smith

Serving on the nominating committee were Ms. Smith, Mr. Eure, and Ms. Robertson and they met on October 12. Ms. Smith moved that the following officers be elected for the coming year October 2023 – October 2024; Tyrone Nelson, Chair; Andreas Addison, Vice Chair; and Barb Smith, Secretary/Treasurer, Mr. Schmitt seconded, and the motion carried unanimously.

VII. Consent Agenda

A. Corporate Banking Resolutions

B. Diesel Fuel

C. Clever Devices SmartYard System Solar Power Hardware

D. Bus Stop Shelters

Mr. Schmitt motioned to approve the Consent Agenda, Ms. Robertson seconded, and the motion carried unanimously.

VIII. Updated List of Recent and Upcoming Procurements – Tonya Thompson

There were three procurements approved by the Board Chair and they were 1) Essential Transit Infrastructure for \$95,446, awarded to STV, Inc; 2) Surveillance Cameras for Paratransit Vehicles for \$97,000, awarded to TSI Video; and 3) Ring Central Phone Services Maintenance Renewal for \$73,320, awarded to Ring Central. There were nine new projects added this month and they are Microtransit Services, Facility Lawn Care Services, Rooftop Units and Building Automation System Replacement, Equipment Storage Structure, Bus Stop Sign Manufacturing, Amenities Engineering Services, Headquarters Signage, Pavement Repair Services, and Support Vehicles.

IX. Chief Executive Officer Report – Sheryl Adams

- A. Ms. Adams introduced Operator Marlon Buck. Operator Buck was one of the first Employee of the Month recipients when we started that program in August. On Saturday, October 14, Operator Buck was operating the Route 7 heading towards



the airport when he noticed that a passenger on his bus had a rifle and because of his quick action in calling the authorities when the bus arrived at the airport and the passenger got off the bus and entered the airport, he was immediately apprehended so we wanted to recognize him this morning. Richmond International Airport also wanted to recognize Mr. Buck and they sent a card that read: "Countless communities across the United States are grappling with rising gun violence and the devastation that follows and because of the actions taken by your employee, Mr. Marlon Buck, on Saturday, October 14, Richmond is not numbered among those communities. A safety culture starts at the top so thank you for your commitment to safety and additionally please pass along this token of our sincere thank you for Mr. Buck's commitment to helping us safely move people, business, commerce, and advance the Richmond region. Mr. Buck, please come forward. GRTC would like to thank you so much for your dedication to safety, and our passengers and our region. Thank you.

- B. Ms. Adams announced that Von Tisdale, RideFinders Executive Director, will be retiring after 26 years here with us at GRTC. Ms. Tisdale started in 1997 at RideFinders, worked with our Specialized Transportation Service in 2006 and then returned to RideFinders in 2008 where she will be officially retiring at the end of November. We are presenting to Von this morning, an engraved vase with flowers. We will miss Von, her beautiful smile, hard work, and dedication. Ms. Tisdale thanked everyone for the opportunities, having met great people, the opportunity to grow and the opportunity to contribute to this region. I feel I've left a good legacy and expect things to be so. Thank you so much for trusting me.

X. Board Chair's Report

The Chair reminded the Board that as discussed prior the Board appointments are for one year, October 2023 to October 2024, and moving forward the appointments will be for two-year terms.

XI. Adjourn

There being no further business, the meeting adjourned at 8:51AM.

APPROVED:

---

Tyrone E. Nelson, Chair  
GRTC Board of Directors

---

Date



**Meeting Date:** November 21, 2023

**Action Item:** Title VI Analysis of January 2024 Service Changes

---

## **BACKGROUND:**

GRTC plans to make service adjustments on January 14, 2024. Per FTA regulations, GRTC is required to conduct an equity analysis for any fare or major service change following the methodology outlined in GRTC's Title VI Program. As GRTC receives federal funding, it must comply with Title VI of the Civil Rights Act of 1964 which prevents discrimination based on race, color, or national origin. This analysis ensures changes are fair for all customers based on set thresholds. This document summarizes the major service changes being made in January 2024. The equity analysis concluded that these changes did not result in a disparate impact to minority populations or disproportionate burden to low-income populations and are deemed equitable.

## **HIGHLIGHTS:**

### Changes:

- **PULSE**
  - Increased Weekday frequency to 10-minute service until 7:00 pm.
  - Increased Saturday frequency to 15-minute service until 12:00 am.
- **Route 1A – Hull/Midlothian via Southside Plaza**
  - Extending service further south on Midlothian Turnpike to Wal-Mart Way.
  - Increased Sunday frequency from 45-minute service to 40-minute service all day.
- **Route 5 – Cary/Main/Whitcomb**
  - Increased frequency from 30-minute service to 15-minute service until 7:00 pm on Saturday.
- **Route 19 – West Broad Street**
  - Extending service further west on Broad Street to Wilkes Ridge Drive.
  - Increased Weekday and Saturday frequency from 30-minute service to 15-minute service, servicing Wilkes Ridge Drive loop every other trip.
- **Route 20 – Orbital**
  - Increased Weekday frequency from 30-minute peak and 60-minute off peak service to 30-minute service all day.

- **Route 29x Gaskins Express**
  - Adding westbound trip at 3:40 pm.
  - Adjusting 4:15 pm trip to 4:35 pm.
  - Adjusting 5:35 pm trip to 5:40 pm.
- **Route 91 – Laburnum Connector**
  - Increased frequency from 60-minute service to 30-minute service all day.
- **Route 93 – Azalea Connector**
  - Replaced with the Azalea Microtransit zone that extends service to Mechanicsville and provides all day service with on-demand vans instead of peak fixed-route service.

Impact:

- No disparate impact or disproportionate burden to GRTC riders.

**RECOMMENDATION:**

The recommendation is that the Board of Directors acknowledge and concur with the results of the Title VI equity analysis, which identifies that the January 2024 service changes will not result in a disparate impact to minority populations or disproportionate burden to low-income populations.

---

Barb Smith, Secretary  
GRTC Board of Directors

---

Date



Major Change  
and  
Service Equity Analysis

January 2024 Schedule Changes



This Page Intentionally Left Blank

## Table of Contents

Overview .....	5
Service and Fare Equity (SAFE).....	5
Identifying Fare Change .....	5
Identifying Major Service Change.....	5
a. Change in number of trips (route level) – Major Change .....	<b>Error! Bookmark not defined.</b>
b. Change in service span (route level) – N/A .....	<b>Error! Bookmark not defined.</b>
c. Redirecting a route (route level) – N/A .....	<b>Error! Bookmark not defined.</b>
d. Change in total miles serviced by the route (route level) – N/A .....	<b>Error! Bookmark not defined.</b>
e. Shortlining or longlining (route level) – N/A .....	<b>Error! Bookmark not defined.</b>
f. Eliminating routes (route level) – N/A .....	8
g. Adding new route(s) (system level) – N/A .....	7
h. Change total daily revenue hours (system level) N/A .....	7
Disparate Impact Analysis .....	7
Methodology.....	8
Results.....	8
Disproportionate Burden Analysis .....	9
Methodology.....	9
Results.....	9
Public Comment.....	9
Conclusion .....	10
Board Approval Signatures.....	11



This Page Intentionally Left Blank

## Overview

This report summarizes the results of the Major Change and Service Equity analysis conducted on the January 2024 proposed service changes. The proposed service changes for January 2024 includes a change to the number of trips on Routes 1A, 5, 19, 20, 29x, 91, and the Pulse. There are proposed extensions that would change the total miles serviced on Routes 1A and 19. Additionally, the Microtransit Azalea zone 201 would replace the current fixed route service in that area and Route 93 would be eliminated. These changes are identified as Major and Minor Service Changes and the analysis results determined that the new schedule will not have a disparate impact on minority populations or impose a disproportionate burden on low-income populations.

## Service and Fare Equity (SAFE)

GRTC has a fare and service equity analysis policy and process to evaluate proposed service and fare changes. The Service and Fare Equity (SAFE) process shall be performed in any and all of the following conditions:

- Any fare change (increase or reduction) is considered on one or more routes or services (local, express, specialized or other)
- A major service change (increase or reduction) is considered on one or more routes or services

All major service changes shall undergo a service equity analysis to ensure that these changes do not have disparate impacts on minority populations, or impose a disproportionate on low-income populations, consistent with the intent and requirements of FTA Circular 4702.1B and Title VI of the Civil Rights Act of 1964.

## Identifying Fare Change

There are no proposed fare changes with this schedule.

## Identifying Major Service Change

The table below lists the metrics and thresholds that identify whether a service change is identified as major. There are six metrics (a-f) that determine if a change to an individual route is a major change, and two metrics (g-h) that determine if a change is a system level major change. The table describes the metric, the threshold, provides an example, and lists the identified major changes respective to each metric. All metrics that were triggered as major changes have the route listed in red in the table. The full analysis for each metric follows the table.



Major Change Analysis - Route Level Metrics

Route Level Metric	Level of Change Required to be Classified as a Major Change	Example	January 2024 Proposed Changes
a. Change in number of trips	25% change in number of scheduled one-way trips on the Weekday, Saturday or Sunday schedule.	Decreasing number of trips from 80 daily one-way trips to 50 one-way trips.	<ul style="list-style-type: none"> <li>• Route 1A – Above 25% Change</li> <li>• Route 5 – Above 25% Change</li> <li>• Route 19 – Above 25% Change</li> <li>• Route 20 – Above 25% Change</li> <li>• Route 29 – Below 25% Change</li> <li>• Route 91 – Above 25% Change</li> <li>• Pulse – Above 25% Change</li> </ul>
b. Change in service span	25% change in the number of hours between the beginning and end of the Weekday, Saturday or Sunday schedule, in either direction.	Changing Weekday span on a route from 20 hours to 15 hours or less.	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
c. Re-directing a route	Rerouting at least 25% of a route’s path onto a different street or road, measured in single-direction route miles.	Moving two miles of an eight-mile route to another street or road (even if the new routing is very near the current routing).	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
d. Change in total miles serviced by the route	25% change in total miles on a route’s path	Extending or shortening a line.	<ul style="list-style-type: none"> <li>• Route 1A – Above 25% Change</li> <li>• Route 19 – Below 25% Change</li> </ul>
e. Shortlining or Longlining	25% change in number of scheduled one-way trips ending at a route’s terminal points.	On a route originally going from points A to B to C, terminating certain trips at B. On a route originally going from A to B, extending certain trips to travel all the way to point C.	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
f. Eliminating Route(s)	Eliminating one or more routes.	Discontinuing an existing route (even if replacing this route with nearby service).	<ul style="list-style-type: none"> <li>• Route 93</li> </ul>

Figure 1

**Major Change Analysis - System Level Metrics**

System Level Metric	Level of Change Required to be Classified as a Major Change	Example	January 2024 Major Changes
g. Adding new route(s)	Adding one or more new routes.	Creating a new route to reaching a previously unserved area.	• N/A
h. Change total daily revenue hours	25% change in revenue hours over the system on the Weekday, Saturday, or Sunday schedule.	Reduction of 30% of weekday revenue hours due to a budget shortfall.	• N/A

Figure 2

**a. Change in number of trips (route level) – Major Change**

Routes 1A, 5, 19, 20, 91, and the Pulse are above the threshold of 25 percent.

Change in Number of Trips											
Jurisdiction	Route	Weekday			Saturday			Sunday			Change Category
		Current	New	% Change	Current	New	% Change	Current	New	% Change	
Richmond	1A	65	70	8%	61	68	11%	46	58	26%	Major
Richmond	5				72	125	74%				Major
Henrico	19	69	139	101%	70	139	99%				Major
Richmond	20	53	71	34%							Major
Henrico	29	15	17	13%							Minor
Henrico	91	34	48	41%							Major
Richmond/ Henrico	108	188	212	13%				106	149	41%	Major

Figure 3

**d. Change in total miles serviced by the route (route level) – Major Change**

Route 1A is above the threshold of 25 percent.

Change in Total Miles Serviced by the Route					
Jurisdiction	Route	Current	New	% Change	Change Category
Richmond	1A	8.16	14.28	75%	Major
Henrico	19	11.5	11.81	3%	Minor

Figure 4

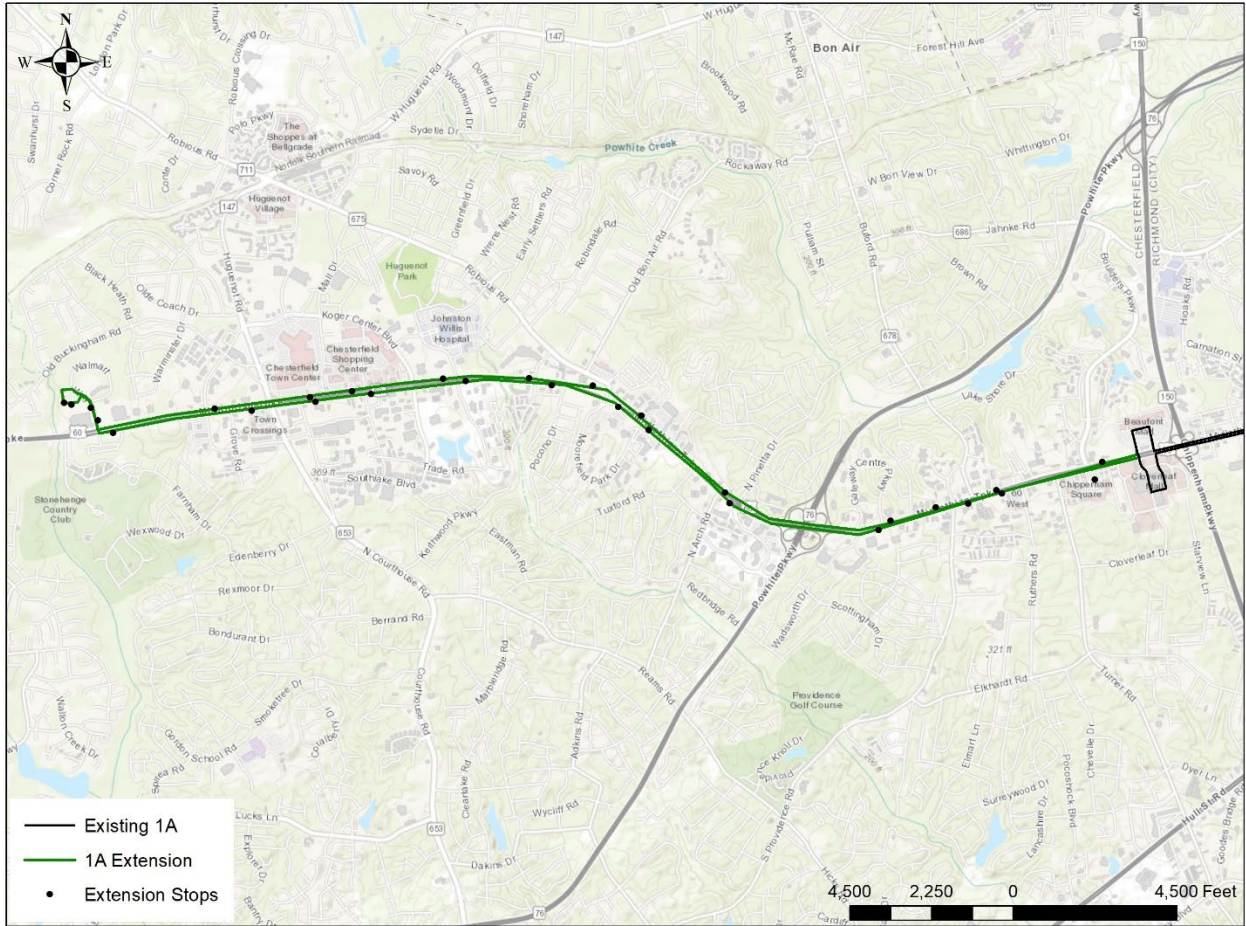


Figure 5

f. Eliminating routes (route level) – Major Change

Route 93 is proposed to be eliminated with the low ridership fixed route service being replaced with LINK GRTC’s Microtransit service that launched in November 2023. This will give riders the ability to have on demand rides for customized trip planning.

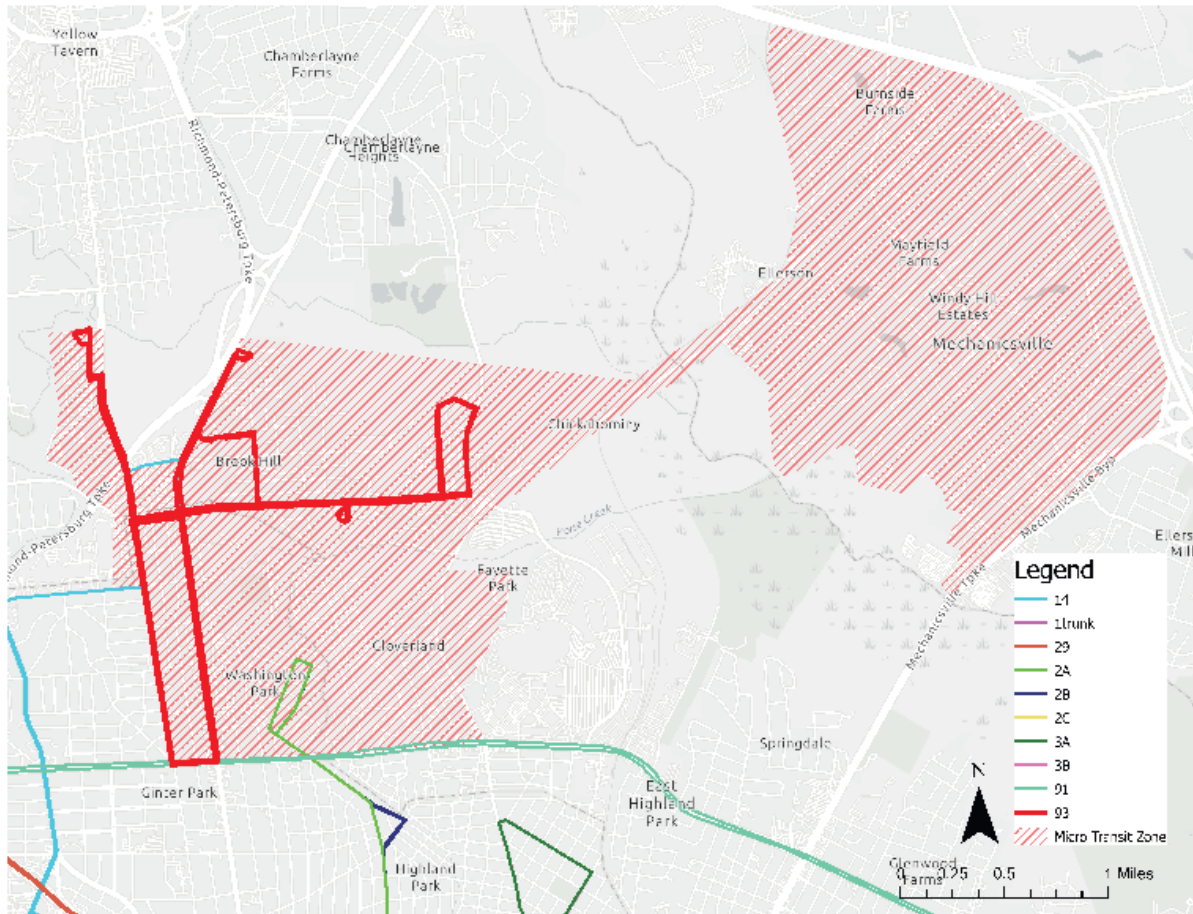


Figure 6

### Disparate Impact Analysis

“Disparate impact refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient’s policy or practice lacks a substantial legitimate justification and where there exist one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin.” (FTA) Title VI of the Civil Rights Act prevents discrimination based on race, color and national origin in federally funded programs or activities. GRTC will ensure that all service changes will be equitable in terms of Title VI. In order to ensure equity in access to transit service across the service area, major service changes shall not adversely affect minority populations more than non-minority populations, by more than the threshold defined below. Furthermore, service changes that result in increases in service shall not benefit non-minority populations more than minority populations, by more than that same threshold defined below. If the difference in measured effects on minority and non-minority populations is greater than the set threshold, the proposed change would be considered to have a **disparate impact** on minority populations.

The threshold shall be a **20-percentage point** difference between:

1. The percentage of impacts borne by minority populations in the proposed service changes.
2. The percentage of minority populations in GRTC’s service area.



Given that minorities are approximately 55.7% of the population within one-quarter of a mile of the GRTC service area. This means that:

- If service increases, minorities must receive at least 35.7% of the benefit.
- If service decreases, minorities cannot bear more than 75.7% of the burden.

### Methodology

GRTC uses the methodology of people trips to analyze the burden of service change borne by minority populations. The 4/5<sup>th</sup> rule is used identifying 20% as the threshold against the system minority average based on ACS census block ground data. GRTC’s service area includes Henrico County, City of Richmond, and Chesterfield County. 2018 ACS 5-year estimates were used as the data source for population. Total population by block group is identified using line for local routes and stop for express routes. Total minority population is identified, and non-minority. These population numbers are multiplied by the number of annual trips traveling through each block group and aggregated. This process is done for both the status quo service scenario and the service change scenario. The resultant changes in minority and non-minority people trips between scenarios is contrasted. The minority burden of the change is identified. This number is subtracted from the route minority average. If the difference between two numbers is less than 20% then the proposed scenario service change does not have a disparate impact on the minority population. Transit Boardings Estimation and Simulation Tool (TBEST) was used in the Service Equity Analysis.

### Results

The disparate impact for the system is below 20%.

Route	Minority Population	Minority Burden/Benefit of Change	Disparate Impact	Disparate Impact Threshold
System	55.7	45.6	10.1	20

Figure 7

### Disproportionate Burden Analysis

“Disproportionate burden refers to a neutral policy or practice that disproportionately affects low-income populations more than non-low-income populations. A finding of disproportionate burden requires the recipient to evaluate alternatives and mitigate burdens where practicable.” (FTA)

Per the requirements of FTA Circular 4702.1B and understanding the linked nature of civil rights and environmental justice issues, GRTC will also ensure that all service changes will be equitable with respect to low-income populations. In order to ensure equity in access to transit service across the service area, major service changes shall not adversely affect low-income populations more than non-low-income populations, by more than the threshold defined below.

Furthermore, service changes that result in increases in service shall not benefit non-low-income populations more than low-income populations, by more than that same threshold defined below. If the difference in measured effects on minority and non-minority populations is greater than the set threshold, the proposed change would be considered to have a **disproportionate burden** on low-income populations. GRTC shall also describe alternatives available to low-income passengers affected by the service changes.

The threshold shall be a **20-percentage point** difference between:

1. The percentage of impacts borne by low-income populations in the proposed service change.

2. The percentage of low-income populations in GRTC’s service area.

Given that low-income populations are approximately 31% of the population within one-quarter of a mile of the GRTC service area. This means that:

- If service increases, low-income populations must receive at least 11% of the benefit.
- If service decreases, low-income populations cannot bear more than 51% of the burden.

### Methodology

GRTC uses the methodology of people trips to analyze the burden of service change borne by low-income populations. The 4/5<sup>th</sup> rule is used identifying 20% as the threshold against the system low-income average based on ACS census block group data. GRTC’s service area includes Henrico County, City of Richmond, and Chesterfield County. 2018 ACS 5-year estimates were used as the data source for population. Total population by block group is identified using line for local routes and stop for express routes. Total low-income population is identified, and non-low income. These population numbers are multiplied by the number of annual trips traveling through each block group and aggregated. This process is done for both the status quo service scenario and the service change scenario. The resultant changes in low-income and non-low-income people trips between scenarios is contrasted. The low-income burden of the change is identified. This number is subtracted from the system low-income average. If the difference between two numbers is less than 20% then the proposed scenario service change does not have a disproportionate burden on the low-income population. Transit Boardings Estimation and Simulation Tool (TBEST) was used in the Service Equity Analysis.

### Results

The disproportionate burden for the system is below 20%.

Route	Low-income Population	Low-income Burden/Benefit of Change	Disproportionate Burden	Disproportionate Burden Threshold
System	31	27.8	3.2	20

Figure 8

### Public Comment

A public meeting was held on November 18<sup>th</sup>, 2023, from 10:00 AM – 12:00 PM at Main Public Library, located at 101 E Franklin Street, Richmond, VA. The proposed changes and Title VI impacts were presented, and the following feedback was received from the public:

*Comments will be added after 11/18/2023*

### Conclusion

The proposed changes to Routes 1A, 5, 19, 20, 91, and the Pulse for January 2024 were identified as major changes, triggering one of the six route level major change thresholds. The change identification did require GRTC to perform a fare and service equity analysis to determine if the changes would cause a disparate impact for minority populations or disproportionate burden for low-income populations. The results of the analysis determined that the proposed alternative is not a burden to minority or low-income populations.

### Board Approval Signatures

The GRTC Board of Directors has reviewed the Major Change and Service and Fare Equity Analysis and agrees with its findings, acknowledging that there is not a disparate impact borne by minority populations,

nor a disproportionate burden on low-income populations due to the service changes planned with the January 2024 schedule. Based on the positive results of the analysis, the GRTC board of directors approves the schedule changes proposed for January 2024.

---

**Tyrone Nelson**  
**President/ Chair (Henrico County)**

---

**Date**

---

**Andreas Addison**  
**Vice-President/ Vice-Chair (City of Richmond)**

---

**Date**

Draft



# January 2024 Service Updates

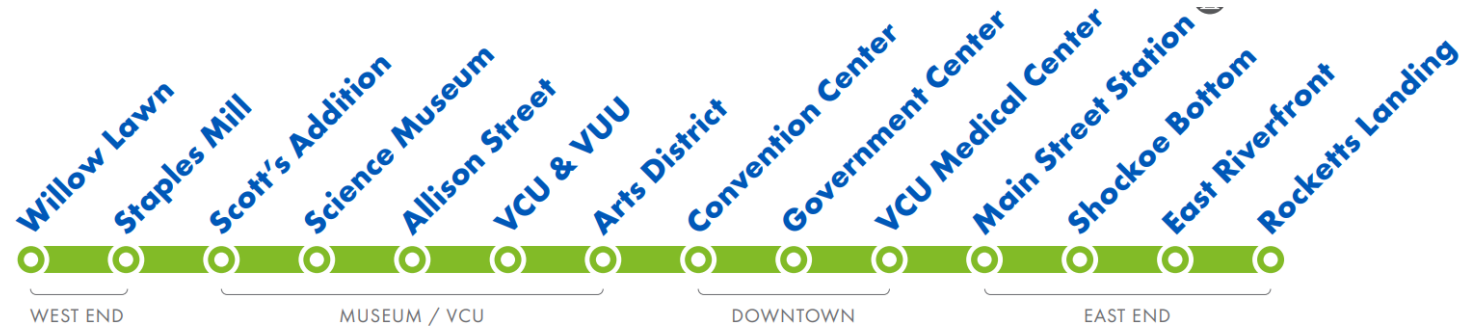
## Development Committee Meeting

October 12<sup>th</sup>, 2023



## Current

- Weekday
  - 10-min AM/PM peak
  - 15-min midday and off peak
  - 30-min late night
- Sunday
  - 15-min AM/PM peak
  - 30-min midday, off peak, and late night



## High Frequency

Buses every 15 minutes (or better) early morning to late night, Monday–Saturday

	AM PEAK 6:00–9:00 am	MIDDAY 9:00 am–4:00 pm	PM PEAK 4:00–7:00 pm	OFF PEAK Night	LATE NIGHT 11:30 pm–1:00 am
<b>Weekday</b> 5:00 am–1:00 am	<b>10</b> MINUTES	<b>15</b> MINUTES	<b>10</b> MINUTES	<b>15</b> MINUTES	<b>30</b> MINUTES
<b>Saturday</b> 6:00 am – 1:00 am	<b>15</b> MINUTES	<b>15</b> MINUTES	<b>15</b> MINUTES	<b>15</b> MINUTES	<b>30</b> MINUTES
<b>Sunday</b> 6:00 am – 1:00 am	<b>15</b> MINUTES	<b>30</b> MINUTES	<b>15</b> MINUTES	<b>30</b> MINUTES	<b>30</b> MINUTES

## Proposed

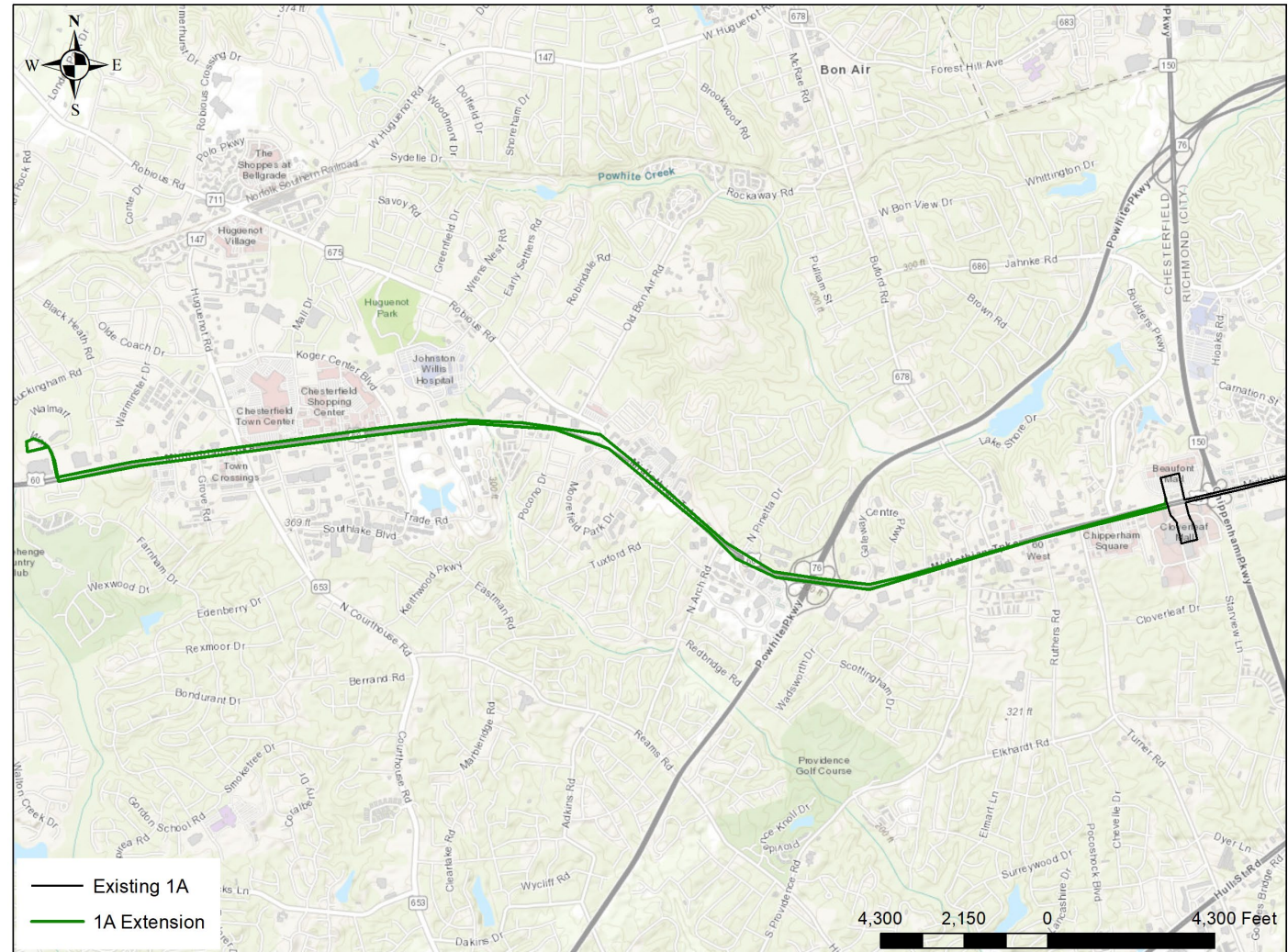
- Increase weekday frequency to 10-min service until 7:00pm
- Increase Sunday frequency to 15-min service until midnight

## Current

- Weekday & Saturday
  - 30-min until 7:00pm
  - 60-min late night
  - EOL is Spring Rock Green
- Sunday
  - 45-min all day

## Proposed

- Weekday & Saturday
  - 30-min until 7:00pm
  - 60-min late night
  - Extend service, EOL at Wal-Mart Way
- Sunday
  - Extend service, EOL at Wal-Mart Way
  - 40-min all day



## Current

- Saturday
  - 30-min all day

## Proposed

- Saturday
  - 15-min until 7:00pm
  - 30-min until end of service



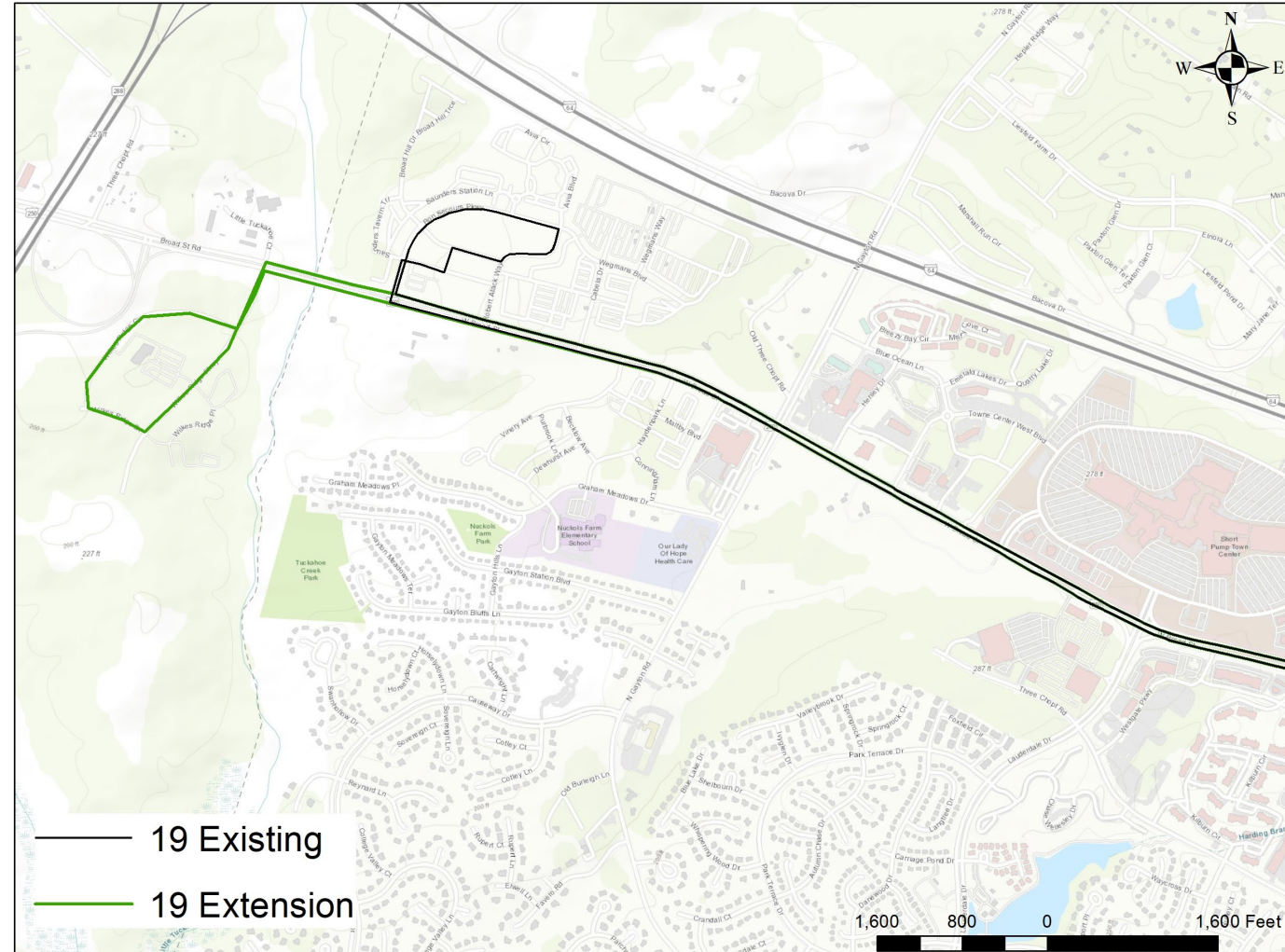


### Current

- EOL is at Aldi & Bon Secours
- Weekday, Saturday, Sunday all have 30-min service

### Proposed

- Extend service to Sheltering Arms Institute in Goochland
- Every other trip will service Sheltering Arms
- Weekday & Saturday increase frequency to 15-min service





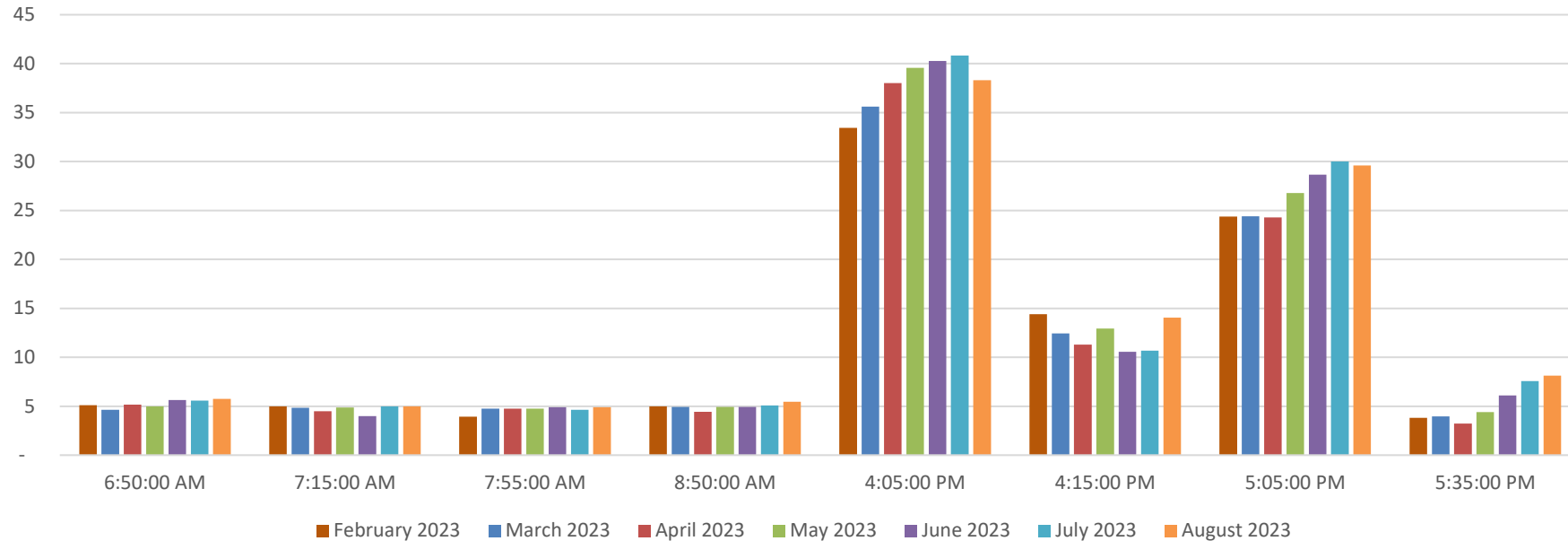
### Current

- High max loads on the 4:05pm and 5:05pm trips

### Proposed

- Adding westbound trip at 3:40pm
- Adjusting 4:15pm trip to 4:35pm
- Adjusting 5:35pm trip to 5:40pm

Route 29 - Average Max Load Westbound

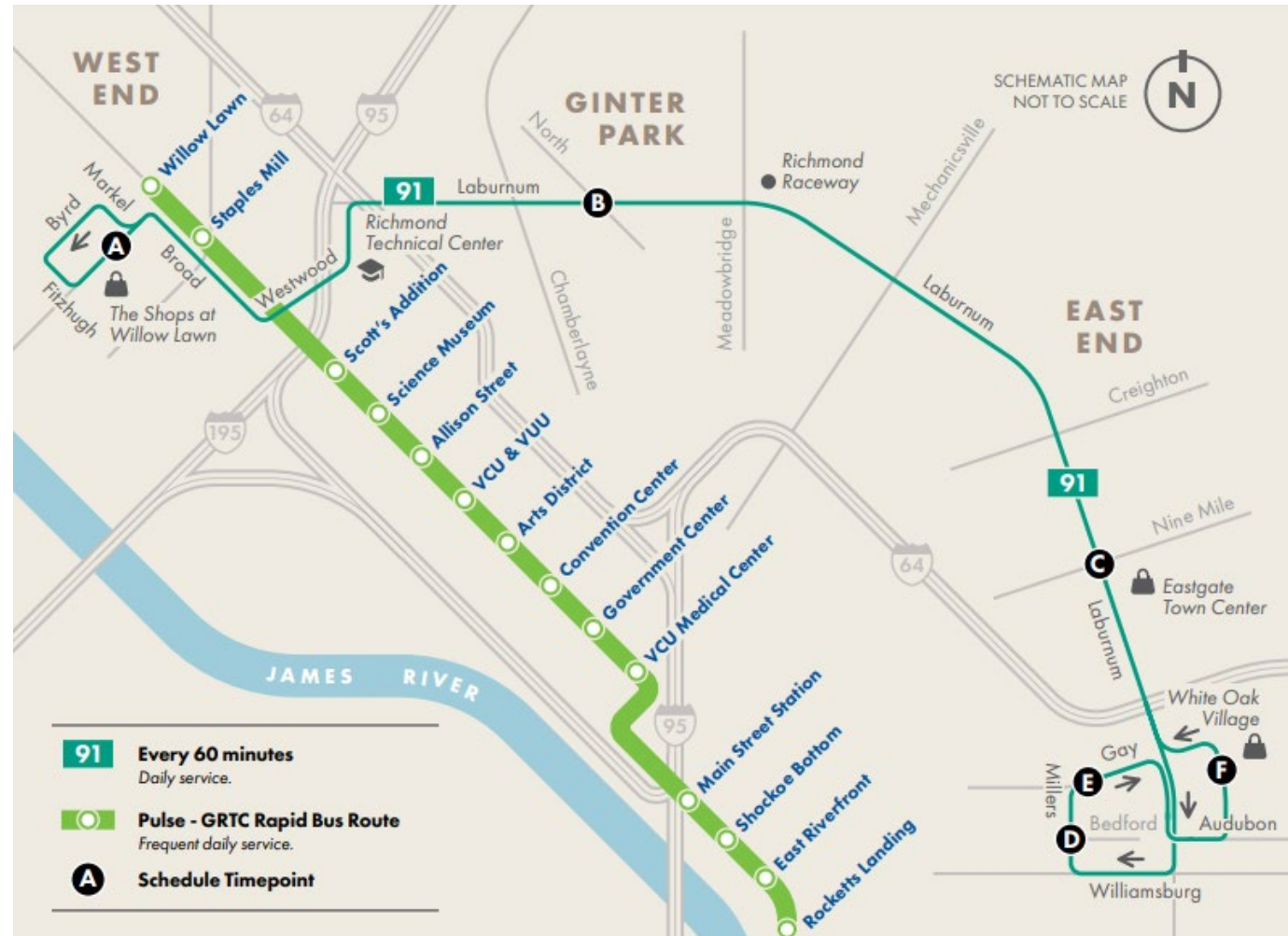


### Current

- Weekday
  - 60-min service all day

### Proposed

- Weekday
  - 30-min peak service



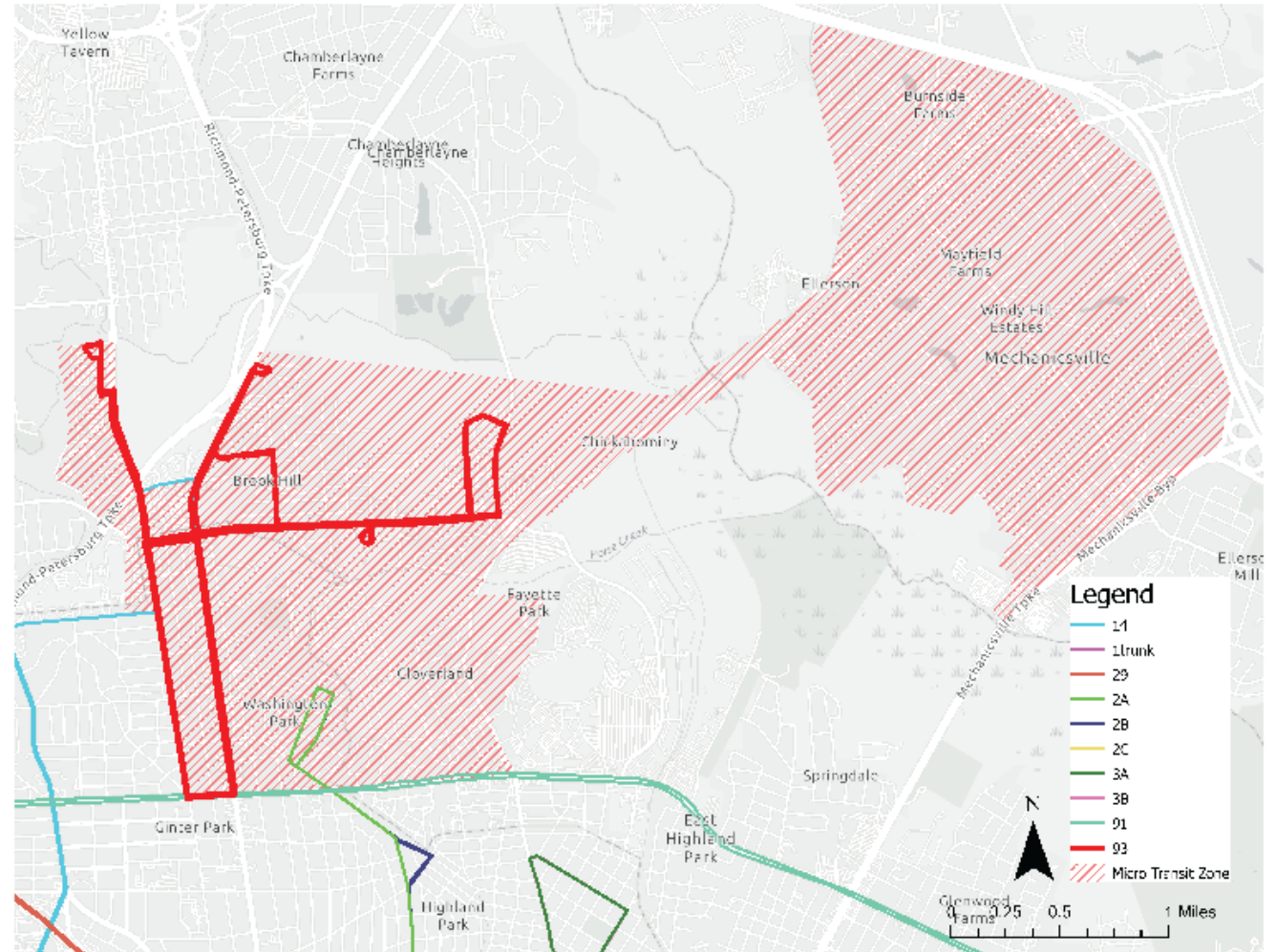


### Current

- Weekday
  - Limited service
- Microtransit zone launched!
  - Duplicative service will run until 1/14/2023

### Proposed

- Eliminate Route 93







# **GRTC** | Questions?



**Meeting Date:** November 21, 2023  
**Action Item:** GRTC Annual Financial Audit

---

**BACKGROUND:**

According to the Articles of Incorporation, GRTC books and financial records shall be audited after each fiscal year. The Auditors shall present the results of the audit to the Board of Directors.

**CURRENT STATUS:**

Brown, Edwards & Company, L.L.P. conducted GRTC’s audit of financial statements which comprise the statement of financial position as of June 30, 2023, for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.

Leslie Roberts, CPA, Partner, Brown Edwards & Company, will present the Financial Audit report.

**RECOMMENDATION:**

That the Board of Directors accepts GRTC’s Annual Audit report as presented.

\_\_\_\_\_  
Barb Smith, Secretary  
GRTC Board of Directors

\_\_\_\_\_  
Date



**Meeting Date:** November 21, 2023

**Action Item:** RideFinders Annual Financial Audit

---

## **BACKGROUND:**

According to RideFinders Amended and Restated Bylaws, the Corporation's books and financial records should be audited after each fiscal year. The Auditors shall present the results of the audit to the Board of Directors.

## **CURRENT STATUS:**

Brown, Edwards & Company, L.L.P. conducted RideFinders' audit of financial statements which comprise the statement of financial position as of June 30, 2023, for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.

Leslie Roberts, CPA, Partner, Brown Edwards & Company, will present the Financial Audit report.

## **RECOMMENDATION:**

That the Board of Directors accepts RideFinders Annual Audit report as presented.

\_\_\_\_\_  
Barb Smith, Secretary  
GRTC Board of Directors

\_\_\_\_\_  
Date



**Meeting Date:** November 21, 2023  
**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.

Tonya Thompson, Director of Procurement, will review and answer questions on the list of upcoming procurements as follows:

**CURRENT STATUS:**

Upcoming Procurements

TITLE	DEPT	BUDGET	ANTICIPATED AWARD DATE	INCLUDED IN BUDGET (YES/NO)	GRANT STATUS (EXISTING/PENDING/PLANNED)
Interior Painting	Facilities	\$250,000	TBD	Y – FY 2021	Existing
Actuarial Services	Finance	TBD	Winter 2023	N – FY 2022 Pension Plan Reimbursement	
General Printing Services	Marketing	TBD	Winter 2023	TBD	Planned
Paratransit Vehicles	Maintenance	\$3,675,000	Winter 2023	Y	Planned
Wheel Alignment Machine for Specialized Transportation Vehicles	Maintenance	\$75,000	Spring 2023	Y	Existing
Vehicle Yard Management Infrastructure	IT	\$200,000	Winter 2023	TBD	Pending

Western BRT Phase I Environmental Clearance and Conceptual Design	Planning	\$1,300,000	Winter 2024	N	Planned
North South BRT Phase 2 Study	Planning	\$	Winter 2024	Y – FY 2024	Planned
Construction for BRT Station Modifications	Planning	\$700,000	Winter 2024	Y – FY 2024	Planned
Demo of the Church Lot	Planning	\$2,000,000	Winter 2024	Y – FY 2024	Planned
Occupational Health Services	Human Resources	\$225,000	Winter 2023	Y	Planned
Articulated Vehicles (4)	Maintenance	\$3,000,000			Planned
Transit Vans	Maintenance	\$375,000	Fall 2023	Y	
Auditing Services	Finance				
Pension Administration Services	Finance				
Bus Passenger Awareness Monitor Pilot	IT	\$45,000	Fall 2023	Y – FY 2023	Ready
Scheduling Training	Planning	\$91,000	Summer 2023	TBD	Pending
Janitorial Services	Facilities	\$447,590	Fall 2023	FY 2023	Operating
Micro Transit Services	Transportation	\$5,312,938.84	January 2024	Y	Existing
Facility Lawncare Services	Facilities	\$63,750	January 2024	Y	Operating
Rooftop Units and Building Automation System Replacement	Facilities	\$1,100,000	Winter 2023	Y	Pending
Equipment Storage Structure	Facilities	\$100,000	Spring 2024	Y	Pending
Bus Stop Sign Manufacturing	Planning	\$30,000	Spring 2024	Y	Pending
Amenities Engineering Services	Planning				
Headquarters' Signage	Marketing	\$30,000	TBD	Y	Existing
Pavement Repair Services	Facilities	\$350,000	Spring 2024	Y	Pending
Support Vehicles	Maintenance	\$350,000	Summer 2024	Y	Planned
Bus Parts	Maintenance	\$2.5M	FY – 2024	Y	Planned
Paratransit Parts	Maintenance	\$300,000	FY – 2024	Y	Planned

Pulse Station Repair and Amenities Installation Services	Planning	\$300,000	Spring 2024	Y	Planned
Marketing Services	Marketing	\$150,000	Winter	Y	Pending
Motorized Entrance Gates/Fence	Risk Management	\$250,000	Spring 2024	Y	Pending

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.



**Meeting Date:** November 21, 2023  
**Information Item:** Review Safety Performance Targets

---

## **HISTORY/OVERVIEW:**

On July 19, 2018, FTA published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS).

- The PTASP rule became effective on July 19, 2019.
- FTA published a Notice of Enforcement Discretion on April 22, 2020 effectively extending the PTASP compliance deadline from July 20, 2020 to December 31, 2020.
- FTA published a second Notice of Enforcement Discretion on December 11, 2020 effectively extending the PTASP compliance deadline to July 20, 2021.
- FTA published the Final compliance date of December 31, 2022.

The plan must include safety performance targets which are created by GRTC based on prior safety performance data. These targets are based on diverse types of incidents defined by the Federal Transportation Agency, and the targets are evaluated annually. These targets give GRTC guidance as to how they are performing. This will give GRTC an idea of what targeted area they may or may not need to improve. The plan also outlines ways to promote safety. The plan outlines methods of risk management, hazard identification and management of change. The plan outlines ways for the customers as well as the employees to notify management of potential hazards.

The rule applies to all operators of public transportation systems that are recipients and sub-recipients of federal financial assistance under the Urbanized Area Formula Program (49 U.S.C. § 5307). However, FTA is deferring applicability of this requirement for operators that only receive funds through FTA's Enhanced Mobility of Seniors and Individuals with Disabilities Formula Program (Section 5310) and/or Rural Area Formula Program (Section 5311).

GRTC's Board of Directors approved GRTC's Agency Safety Plan by the compliance date of December 31<sup>st</sup> 2022. Moving forward GRTC's staff will present any changes to the Agency Safety Plan and request approval from the Board of Directors. GRTC staff will also annually present the Safety Performance Targets to the Board of Directors for informational purposes only to keep in compliance with FTA requirements.





# Public Transit Agency Safety Plan Safety Performance Targets

# Safety Report

- Generally, an agency sets safety performance targets that represent its goals for the upcoming year (calendar, fiscal, or National Transit Database (NTD) reporting year).
- These goals could embody maintaining current safety performance levels or improvement over current safety performance. FTA has not specified how transit providers must set their targets nor established a required methodology.

# Safety Report

- GRTC's Safety Performance Targets were formed from data that was collected both from the Risk Management and Maintenance Departments.
- The data was collected and reviewed over a 5-year sample and broken down into a monthly average. The monthly average is based on what GRTC has to report to NTD on a monthly basis.



# GRTC's Safety Performance Targets Breakdown

## Safety Performance Targets

The targets listed below are based on reviews of the previous five years of GRTC's safety performance data.

Mode of Transit Service	Fatalities (total)	Fatalities (per 100 thousand VRM)	Injuries (total)	Injuries (per 100 thousand VRM)	Safety Events (total)	Safety Events (per 100 thousand VRM)	System Reliability (VRM / failures)
Fixed Route Bus	0	0	15	0.21	12	0.28	9,500
Demand Response/Spectran	0	0	3	0.05	5	0.09	22,000

# Safety Performance Targets from other Agencies (Spectran)

Agencies	Fatalities	Fatalities (Per 100,000 VRM)	Injuries	Injuries (Per 100,000 VRM)	Safety Events	Safety Events (Per 100,000 VRM)	System Reliability (VRM/Failures)
Central Area Region State College (PA)	0	0	2	.15	3	.15	22,453
Lexington Transit (Lexington KY)	0	0	5	.22	4	.17	23,453
Douglasville County (GA)	0	0	3	.11	0	.00	25,983
Regional Transit (Rochester NY)	0	0	1	.15	2	.15	19,342
GRTC	0	0	3	.24	5	.31	20,864

# Safety Performance Targets from other Agencies

Agencies	Fatalities	Fatalities (Per 100,000 VRM)	Injuries	Injuries (Per 100,000 VRM)	Safety Events	Safety Events (Per 100,000 VRM)	System Reliability (VRM/Failures)
Clark County (WA)	0	0	17	.44	13	.34	9,432
Pierce Co. (WA)	0	0	19	.37	17	.33	10,213
Hartford (Ct)	0	0	23	.45	13	.25	9,800
Regional Transit (Rochester NY)	0	0	19	.38	17	.34	7,200
GRTC	0	0	19	.35	15	.31	8,300



# Questions





**Meeting Date:** November 21, 2023  
**Staff Report:** Safety Performance

**BACKGROUND:**

Tony Carter, Director of Risk Management, will provide an update on safety statistics for the month of October.

**CURRENT STATUS:**

Performance Indicator	Agency Averages	October (GRTC)
Miles Between Total NTD Defined Events	11,540	5,174
NTD Defined Event Rate Per 1,000,000 miles	3.5	5.0

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

Fixed Route Traffic Incidents – Trend Report

<u>Traffic Incidents</u>	June	July	August	September	October	November	December	January	February	March	April	May
Passenger Incident	6	3	5	17	15							
Pedestrian	0	1	0	1	0							
Bicycle	0	0	0	1	1							
Vehicle Rear End	3	4	2	2	3							
Fixed Objects	8	12	15	21	19							
Improper Turning	1	5	7	4	5							
Bus Rear end Vehicle	0	0	0	0	0							
Bus Hit Parked Vehicle	1	3	6	4	6							
<b>Total</b>	<b>19</b>	<b>28</b>	<b>35</b>	<b>50</b>	<b>49</b>							

CARE Related Incidents – Trend Report

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

Assaults	Bus-Related	Care-Related
Verbal	3	0
Physical	2	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.

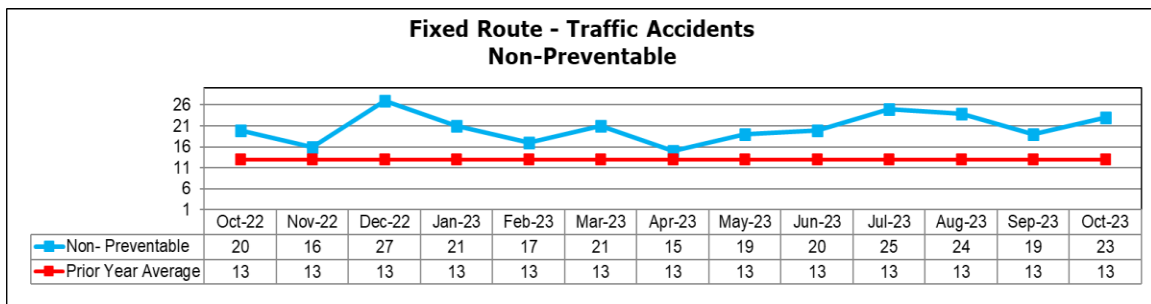
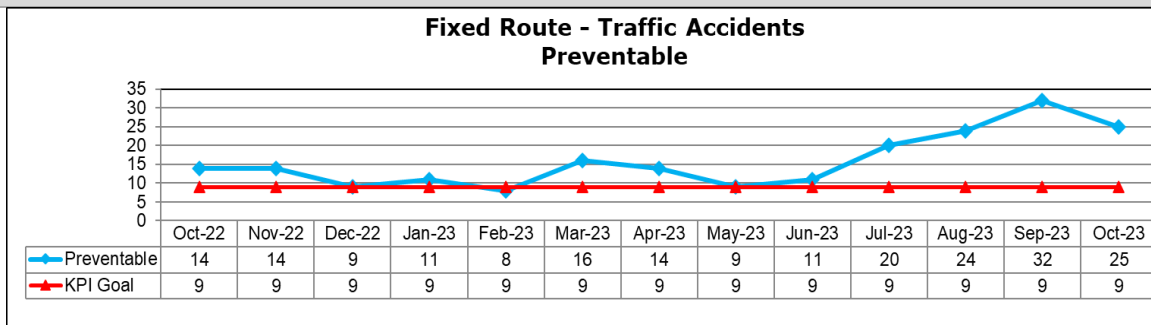
**Preventable Passenger Incident:** A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors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

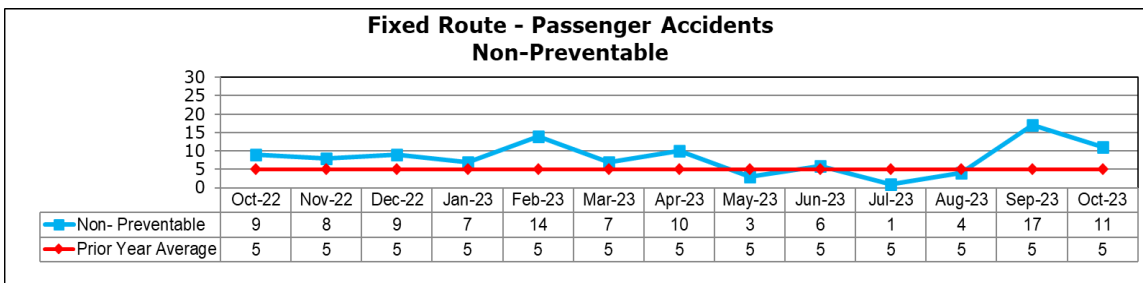
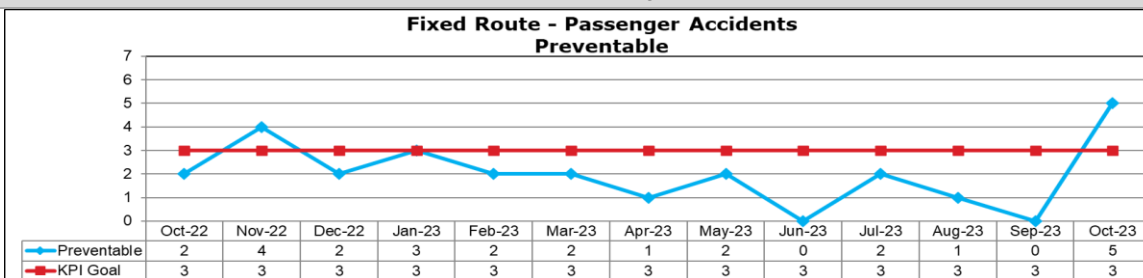
**Verbal Assault:** – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

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

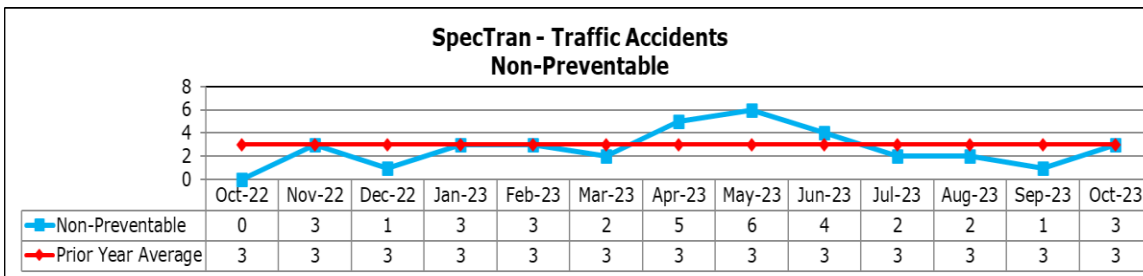
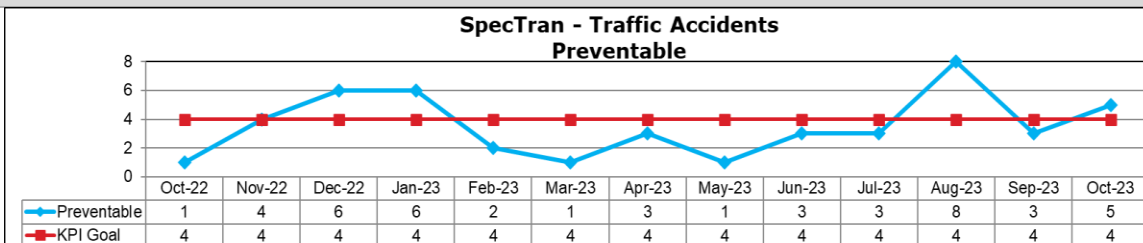
Fixed Route – Traffic Accident Data



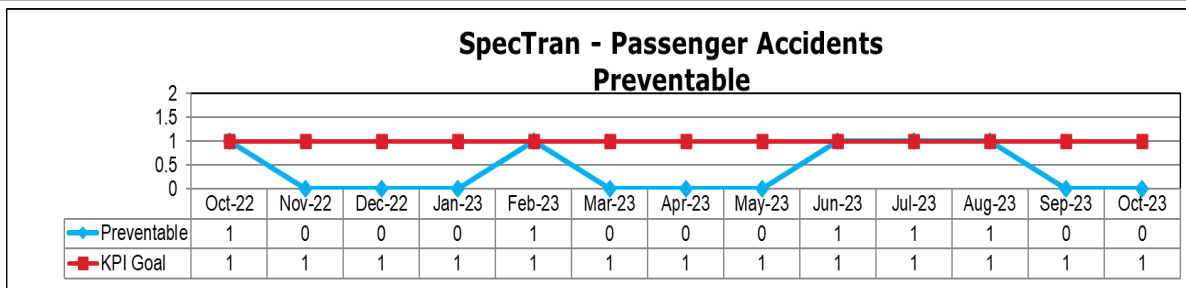
Fixed Route – Passenger Accident Data

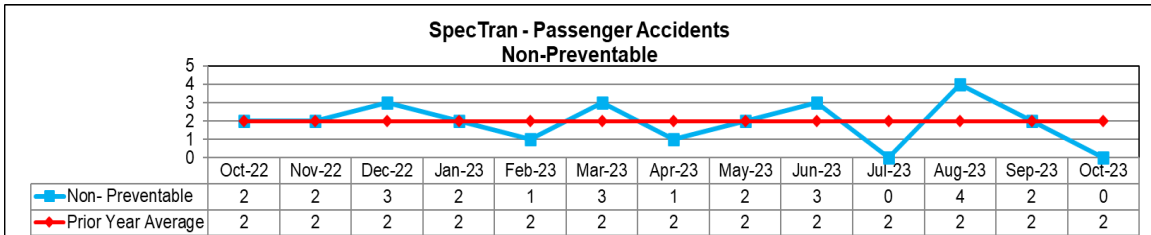


Specialized Transportation – Traffic Accident Data

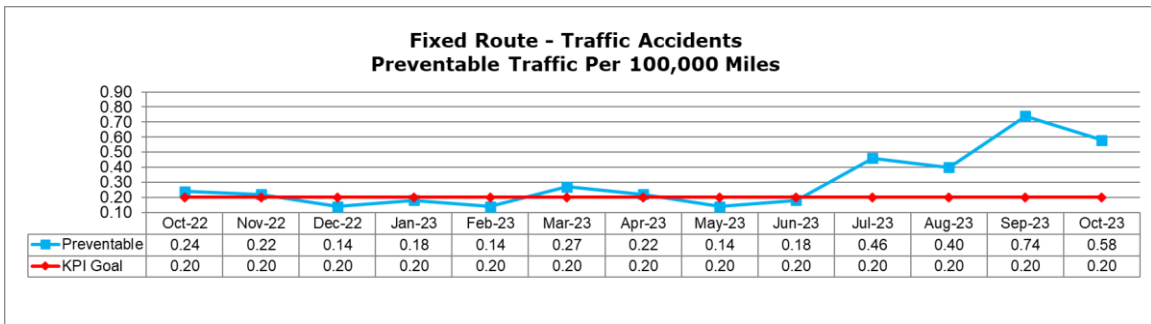
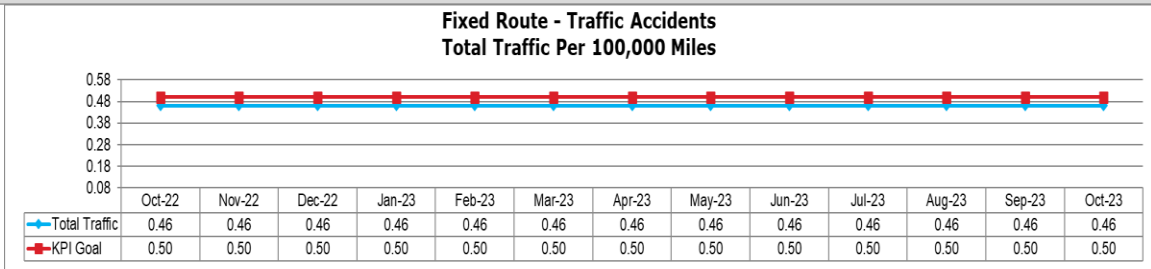


Specialized Transportation – Passenger Accident Data

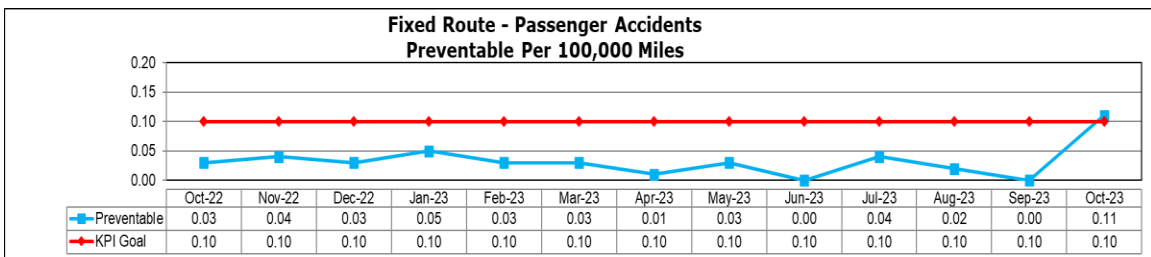
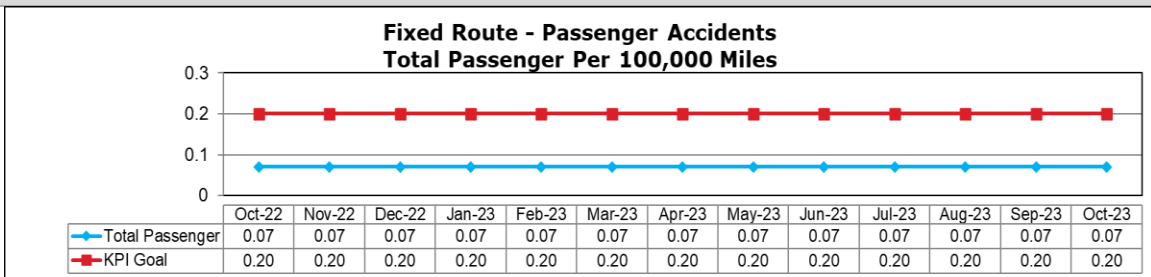




### Fixed Route – Traffic Accidents per 100,000 Miles



### Fixed Route – Passenger Accidents per 100,000 Mile





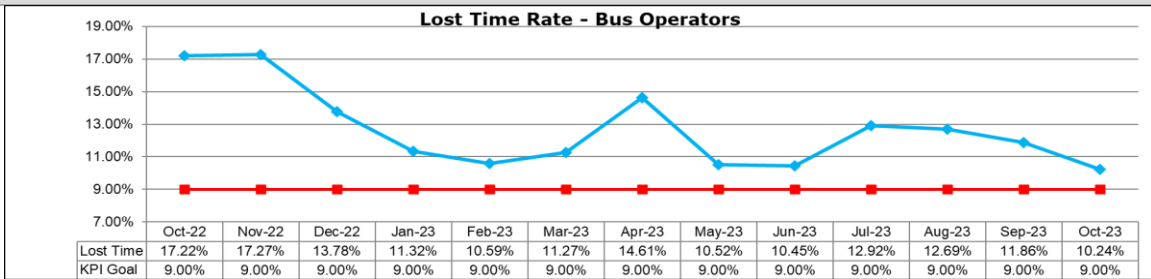
**Meeting Date:** November 21, 2023  
**Item Title:** Operating Performance

**HIGHLIGHTS:**

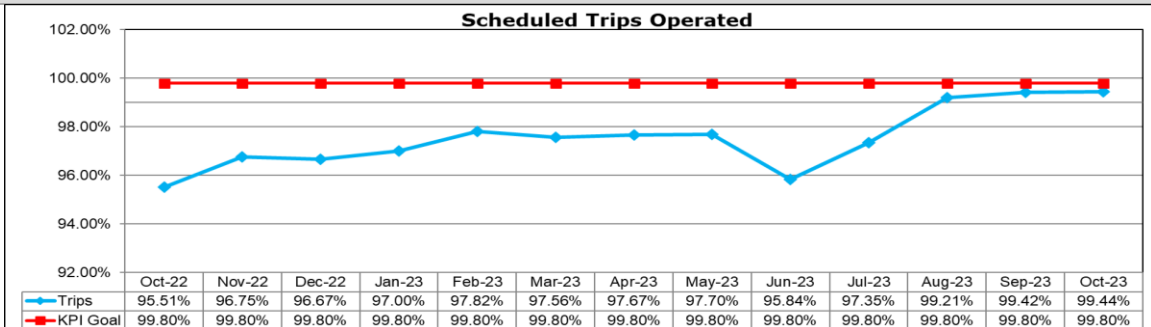
The current staffing is 297 full-time operators and 27 part-time operators with 49 operators in training for the month of October. At the end of September 2023, the operator staffing was 277 full-time and 27 part-time with 72 operators in training. The result is a net gain of 21 operators. From January 1, 2023, through October 31, 2023, there have been 168 new operators who have started training.

**CURRENT STATUS:**

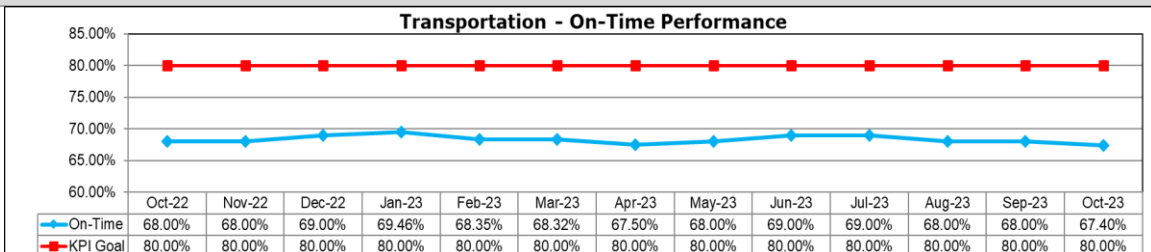
Fixed Route Performance – Lost Time Rate – Bus Operators



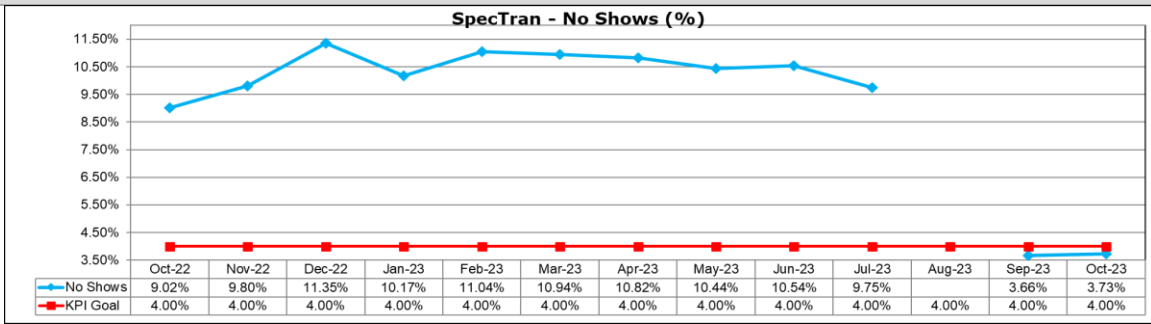
Fixed Route Performance – Scheduled Trips Operated



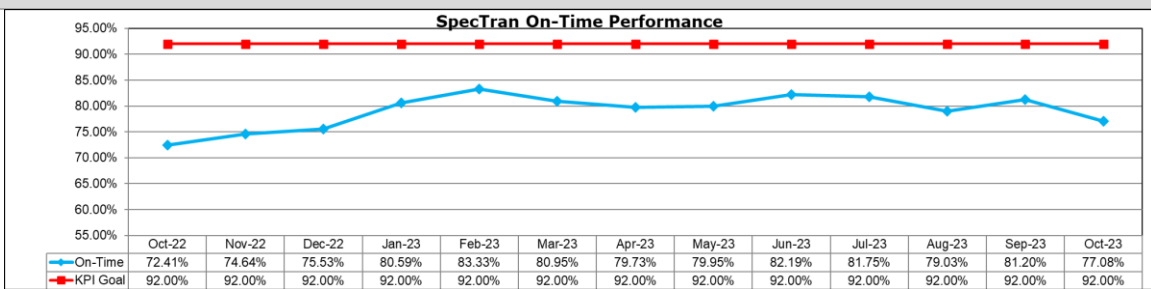
Fixed Route Performance – On-Time Performance



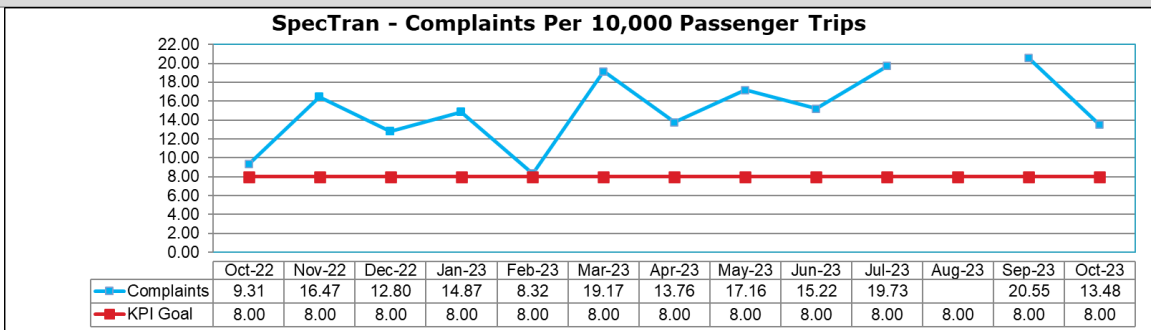
Specialized Transportation – No Shows



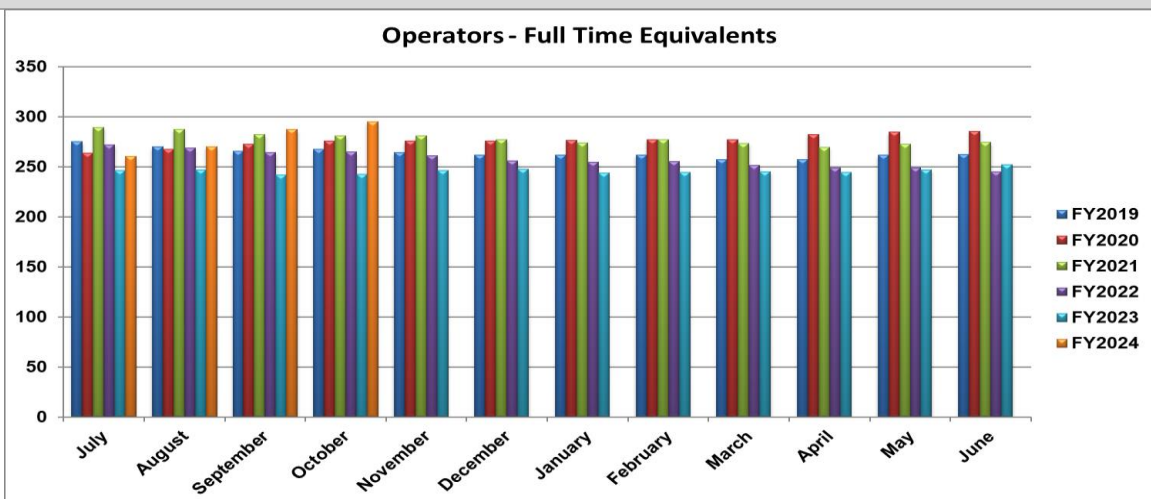
Specialized Transportation – On-Time Performance



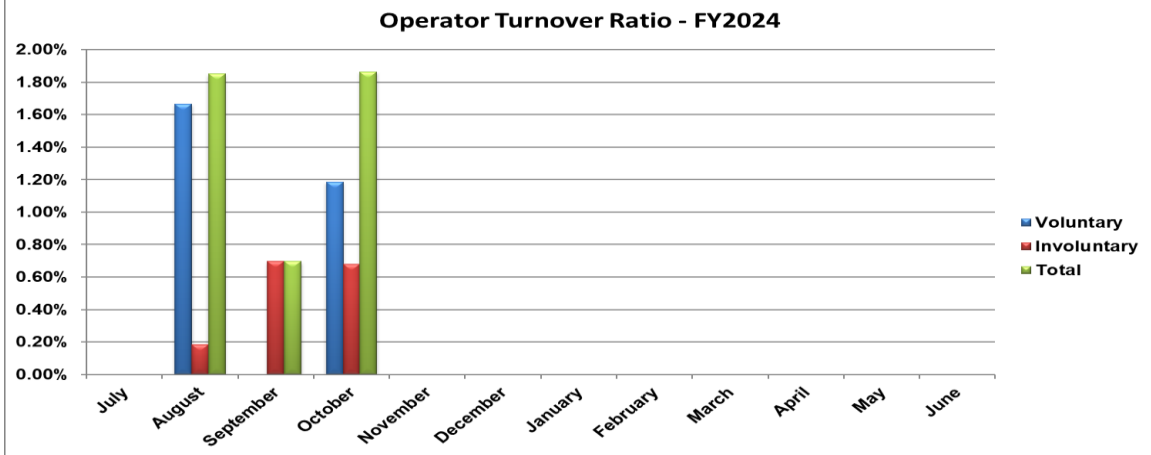
Specialized Transportation – Complaints Per 10,000 Passenger Trips



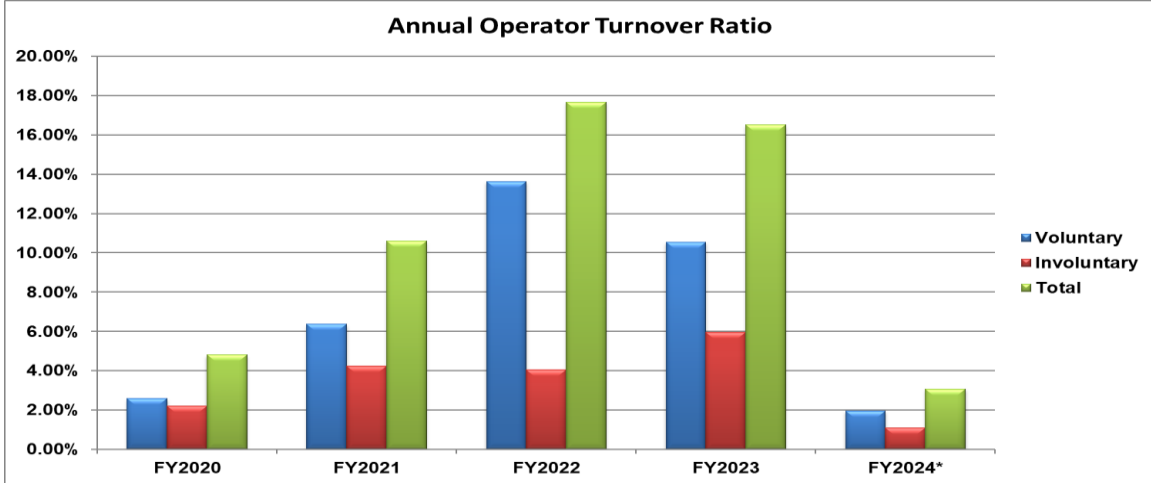
Operators – Full Time Equivalents



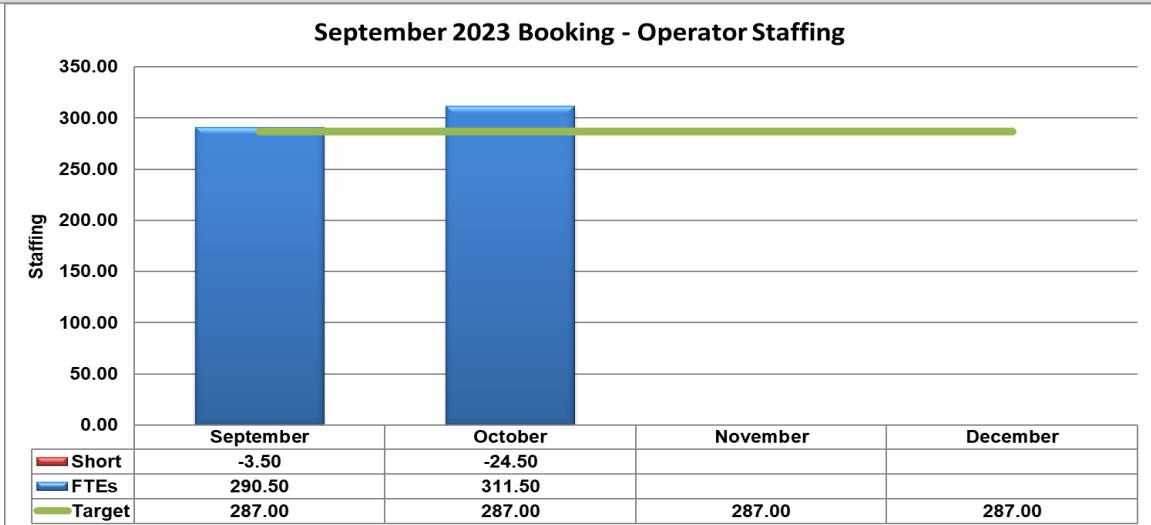
Operator Turnover Ratio – FY2024



Annual Operator Turnover Ratio

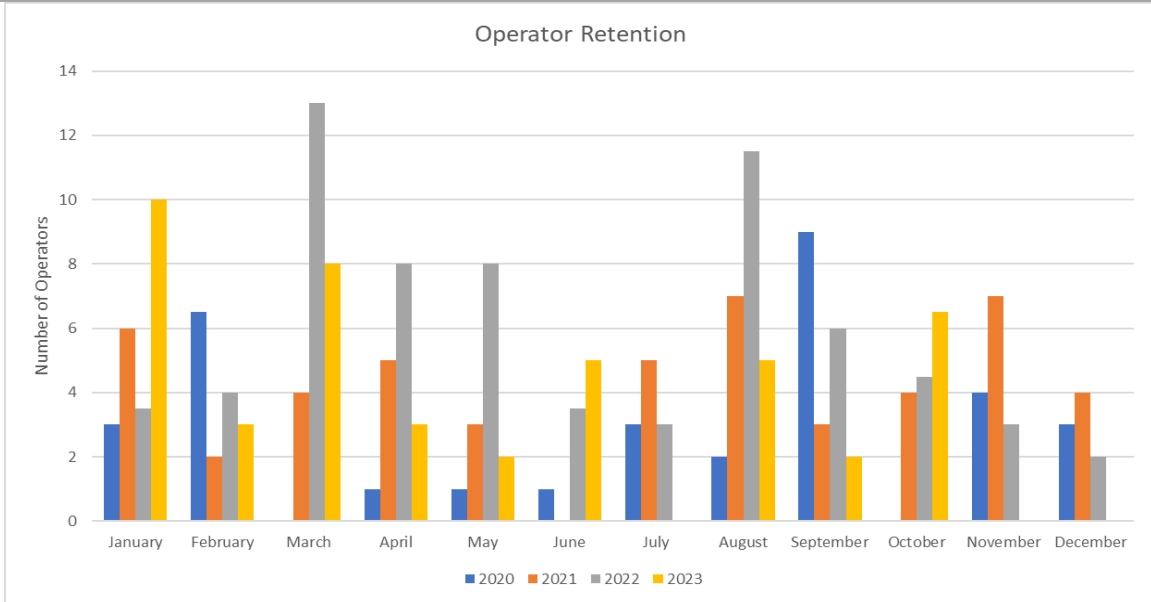


September 2023 Booking – Operator Staffing

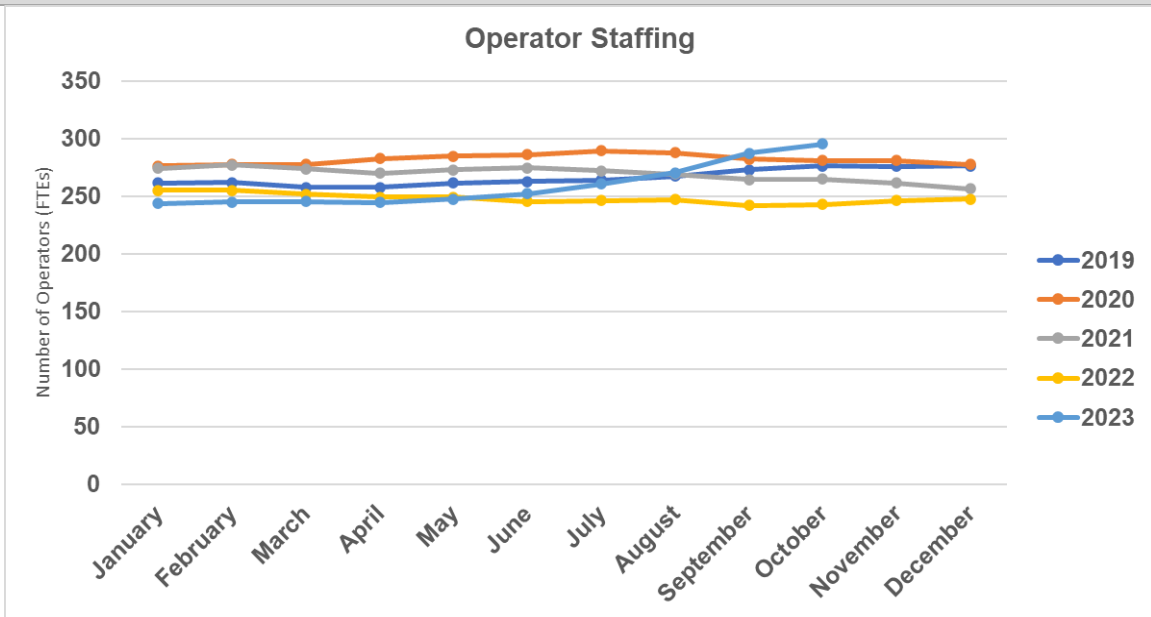




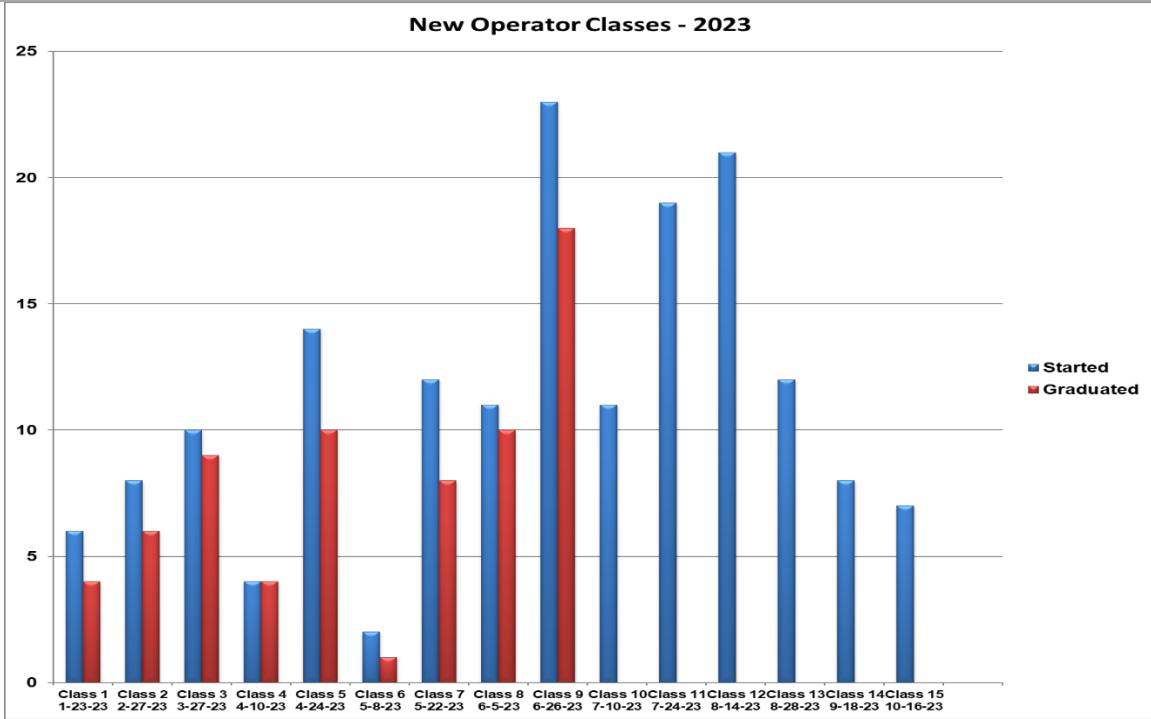
### Operator Retention



### Operator Staffing



New Operator Classes - 2023





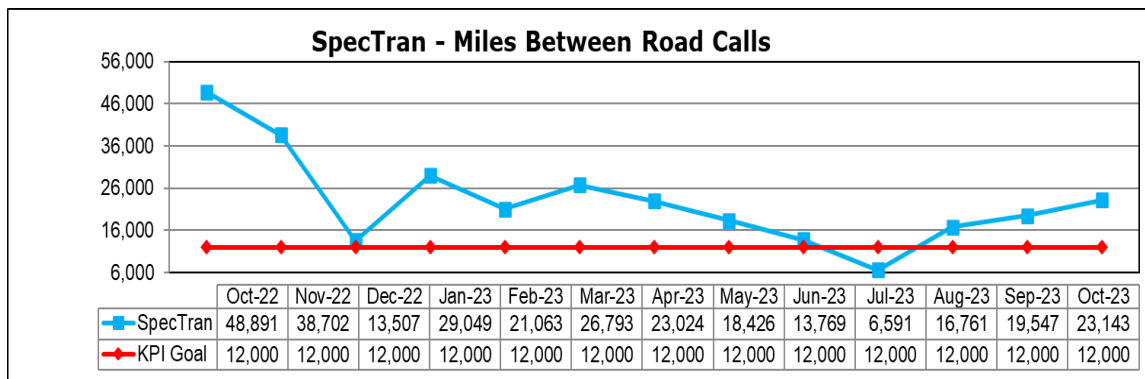
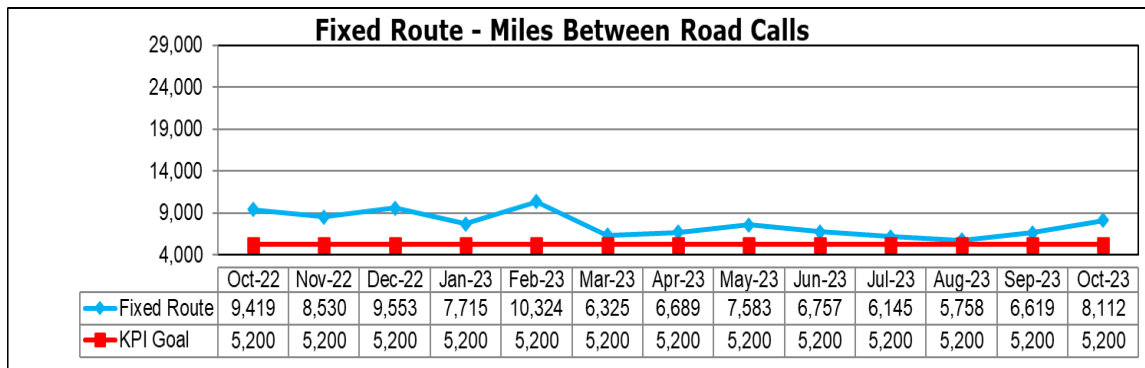
**Meeting Date:** November 21, 2023  
**Staff Report:** Maintenance Performance

**BACKGROUND:**

Tony Byrd, Director of Maintenance, will provide an update on maintenance statistics for the month of October.

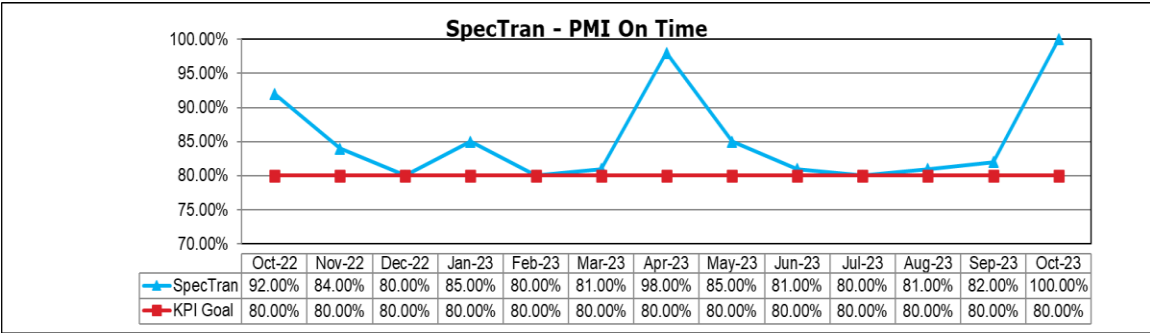
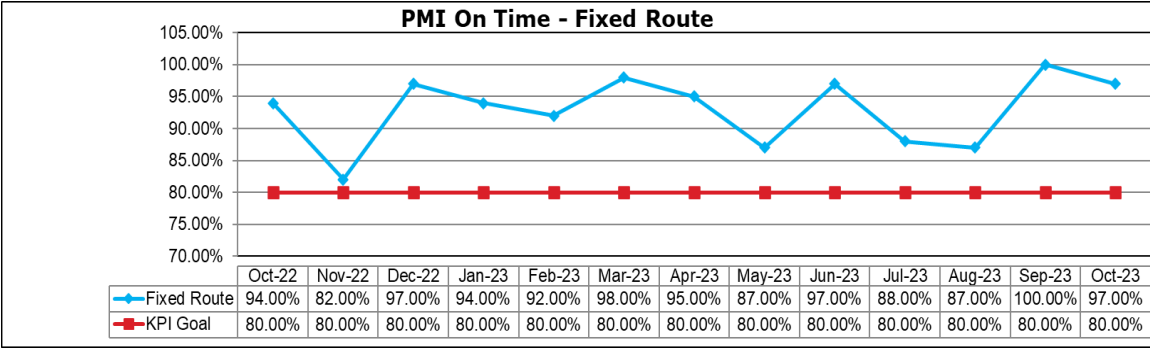
**CURRENT STATUS:**

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 October was 97% with a goal of 80%. For the month of October, 11% of the fleet was down for service repairs with a spare ratio of 20%. We have a 15% contingency fleet.



**CURRENT STAFFING LEVELS:**

- Mechanics          Vacancies – 1
- General Property   Vacancies – 1

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:** November 21, 2023  
**Staff Report:** Monthly Ridership Report

---

## **BACKGROUND:**

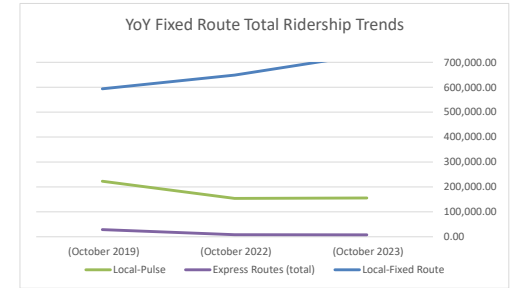
The “Monthly Ridership Report” (MRR), includes comparisons between the ridership of the current month, prior month, year prior (during COVID pandemic), and years prior (pre-COVID pandemic) to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services 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 October 2023 will be provided by Patricia Robinson.

**GRTC TRANSIT SYSTEM  
MONTHLY RIDERSHIP REPORT October 2023**

	(October 2023)	(September 2023)	MoM%	(October 2022)	YoY % (FY2023)	(October 2019)	YoY % (FY2020)
<b>Fixed Route</b>							
Local-Fixed Route	731,545	705,011	3.76%	648,813	12.75%	593,640	23.23%
- Richmond (fixed)	599,461	581,285	3.13%	535,039	12.04%	497,247	20.56%
- Henrico (fixed)	132,083	123,726	6.75%	113,774	16.09%	96,393	37.03%
Local-Pulse	155,566	152,217	2.20%	153,913	-1.07%	222,916	-30.21%
Express Routes (total)	7,781	7,745	0.47%	8,531	-8.79%	28,800	-72.98%
<b>Total Fixed Route</b>	<b>894,893</b>	<b>864,973</b>	<b>3.46%</b>	<b>811,256</b>	<b>10.31%</b>	<b>856,007</b>	<b>4.54%</b>
<b>Specialized Transportation</b>							
CARE/CARE Plus	17,802	16,328	9.03%	20,371	-12.61%	25,201	-29.36%
CARE On-Demand	3,984	3,605	10.51%	4,360	-8.62%	2,895	37.62%
<b>Total Specialized</b>	<b>21,786</b>	<b>19,933</b>	<b>9.30%</b>	<b>24,731</b>	<b>-11.91%</b>	<b>28,096</b>	<b>-22.46%</b>



<b>TOTAL FIXED ROUTE &amp; SPECIALIZED</b>	<b>916,679</b>	<b>884,906</b>	<b>3.59%</b>	<b>835,987</b>	<b>9.65%</b>	<b>884,103</b>	<b>3.68%</b>
--	----------------	----------------	--------------	----------------	--------------	----------------	--------------

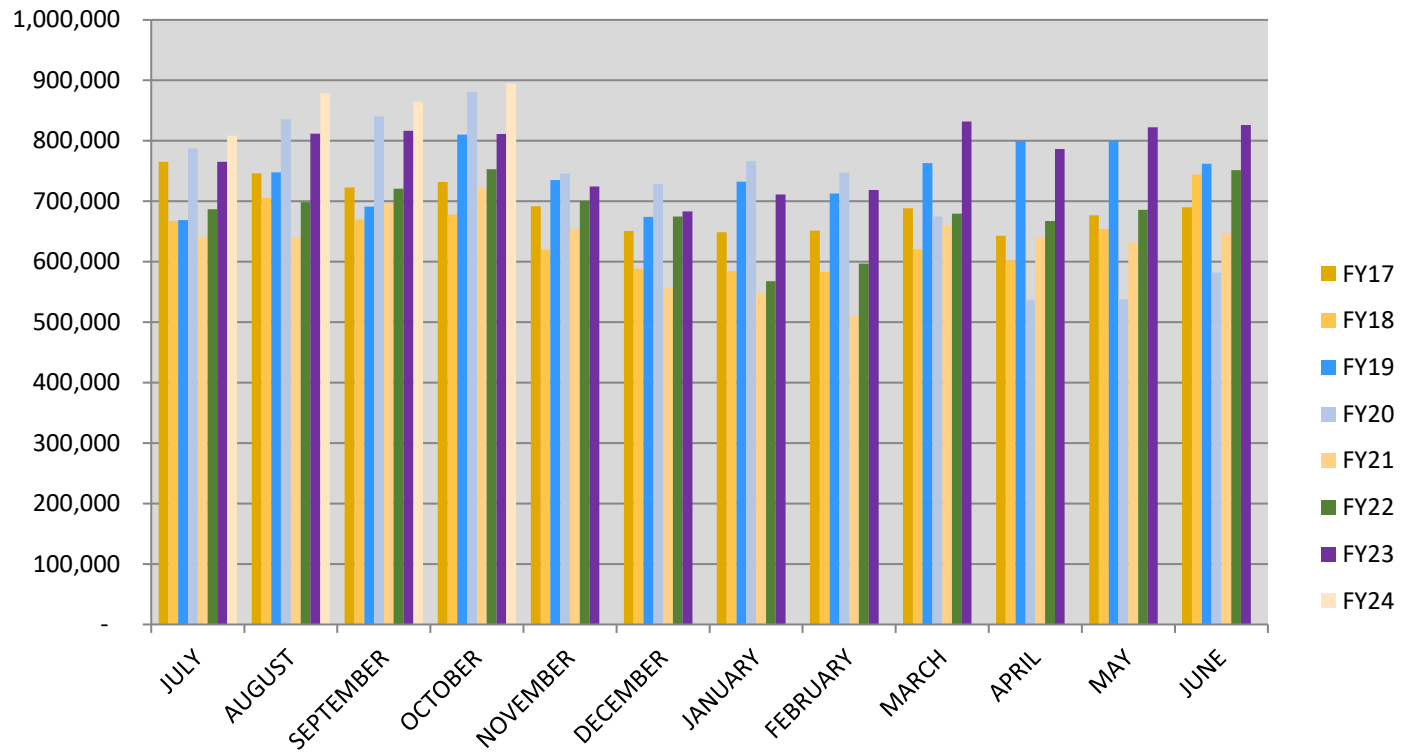
	2024 FYTD	2023 FYTD (July '22 - October '22)	YoY % (FY2023)	2020 FYTD (July '19 - October '19)	YoY % (FY2020)
<b>Fixed Route</b>					
Local- Fixed Route	2,809,915	2,569,935	9.34%	2,289,298	22.74%
Local- Pulse	605,288	598,347	1.16%	601,168	0.69%
Express Routes (total)	31,825	36,697	-13.28%	150,343	-78.83%
<b>Total Fixed Route</b>	<b>3,447,028</b>	<b>3,204,979</b>	<b>7.55%</b>	<b>3,040,809</b>	<b>13.36%</b>
<b>Specialized Transportation</b>					
CARE/CARE Plus	74,488	84,048	-11.37%	97,653	-23.72%
CARE On-Demand	14,146	16,433	-13.92%	10,455	35.30%
<b>Total Specialized</b>	<b>88,634</b>	<b>100,481</b>	<b>-11.79%</b>	<b>108,108</b>	<b>-18.01%</b>
<b>TOTAL FIXED ROUTE &amp; SPECIALIZED</b>	<b>3,535,662</b>	<b>3,305,460</b>	<b>6.96%</b>	<b>3,148,917</b>	<b>12.28%</b>

Van Pool	(September '23)	YoY % (September '22) (FY2023)	(September '19) (FY2020)	YoY % (FY2020)
Van Pool	12,876	4.56%	31,280	-58.84%

\*\*Vanpool data is received a month behind

## Systemwide Ridership Eight Year Comparison

Source: RideCheck Plus APC Data





**Meeting Date:** November 21, 2023  
**Staff Report:** Rider Comments

**OCTOBER:**

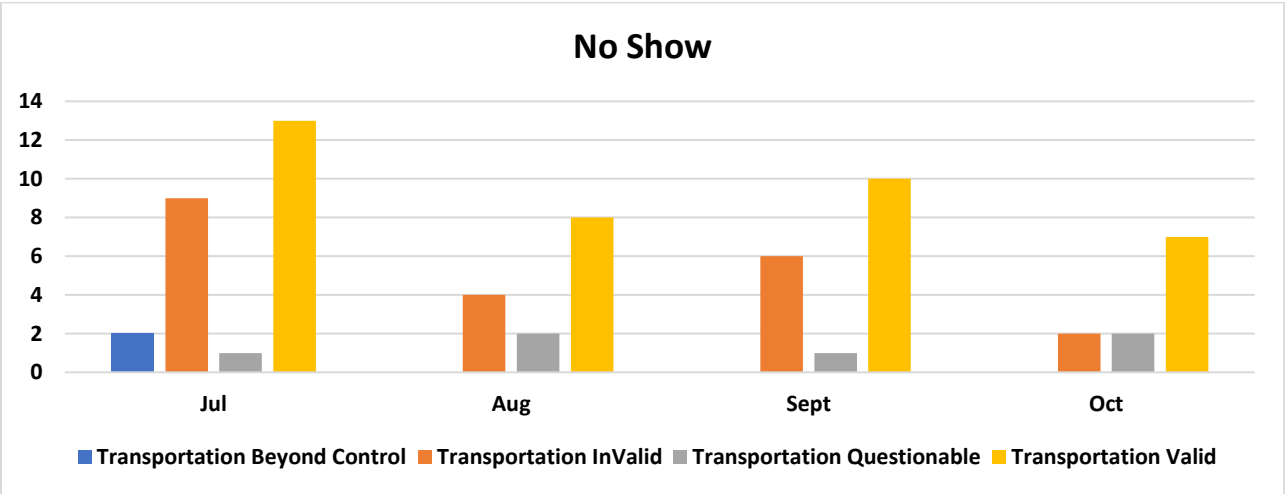
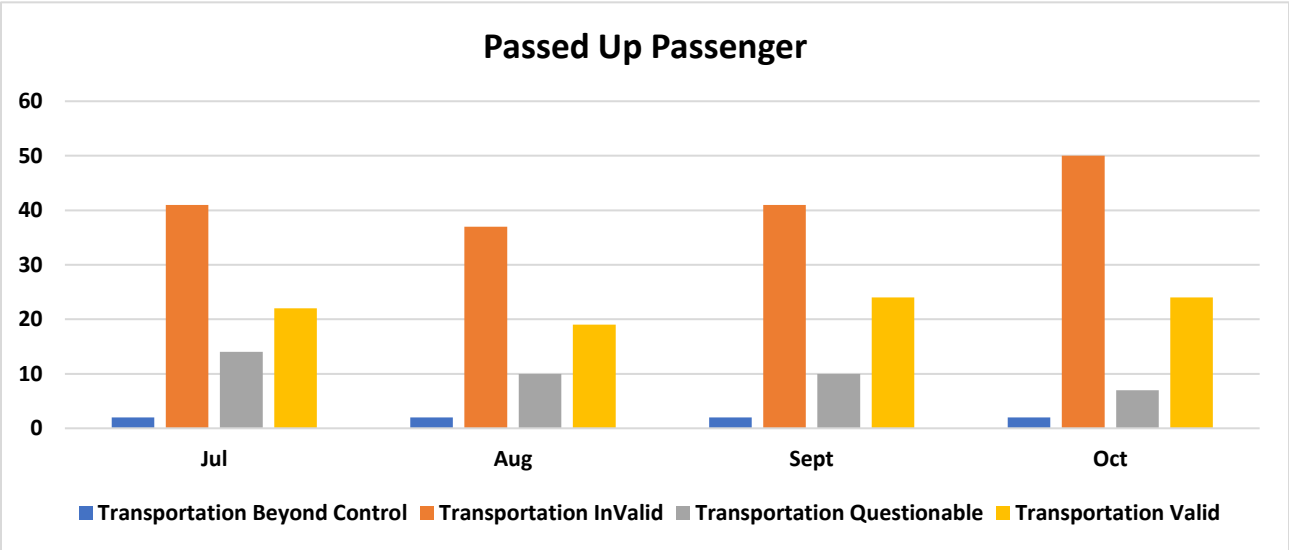
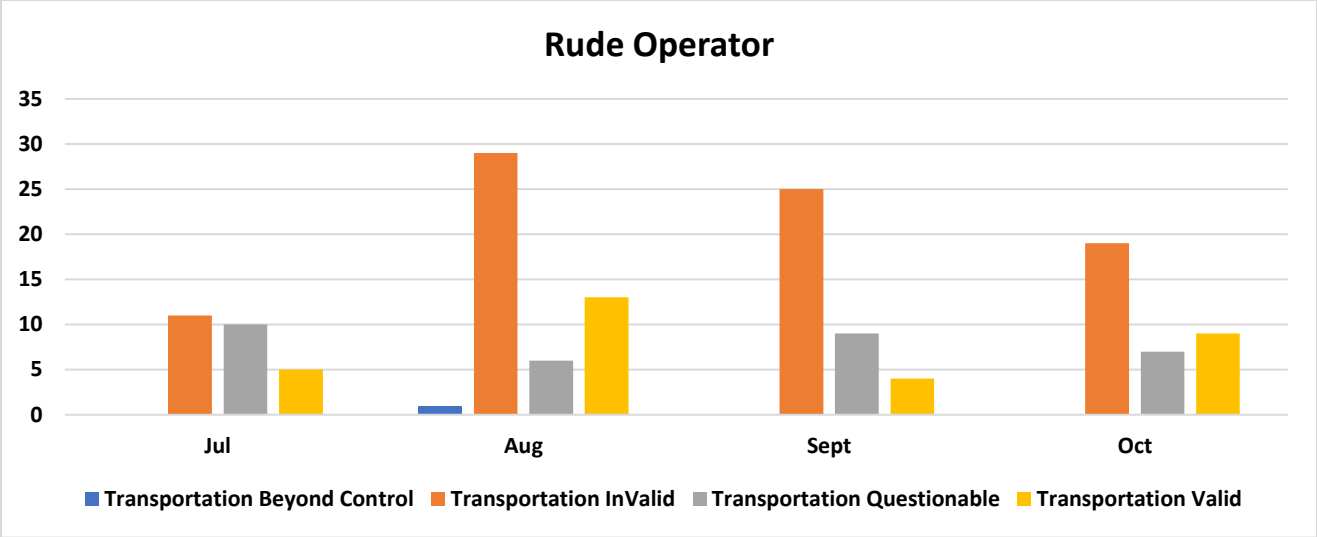
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	9	19	7	0	0	35
Passed Up Passenger	24	50	7	2	0	83
No Show	7	2	0	0	0	9
Late Schedule	3	6	3	2	0	14
Improper Operations of Vehicle	4	6	0	0	0	10
Early Schedule	3	1	0	0	0	4
Planning/Scheduling	1	0	0	0	7	8
IT/Mobile App	0	0	1	0	0	1
Other-Miscellaneous	9	19	16	6	0	50
	60	103	34	10	7	214

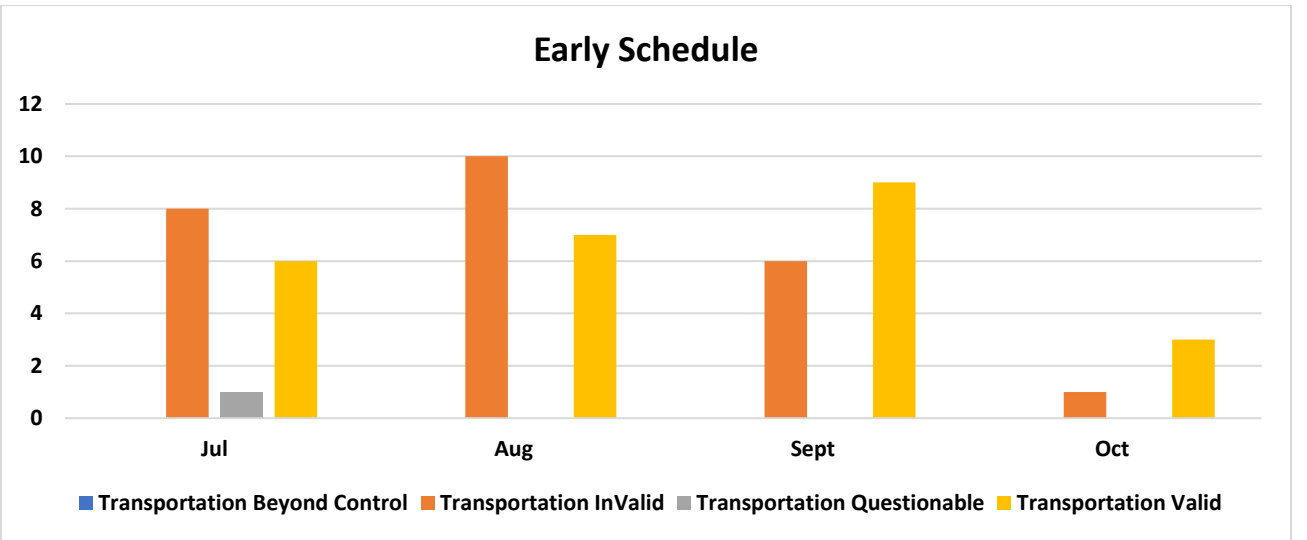
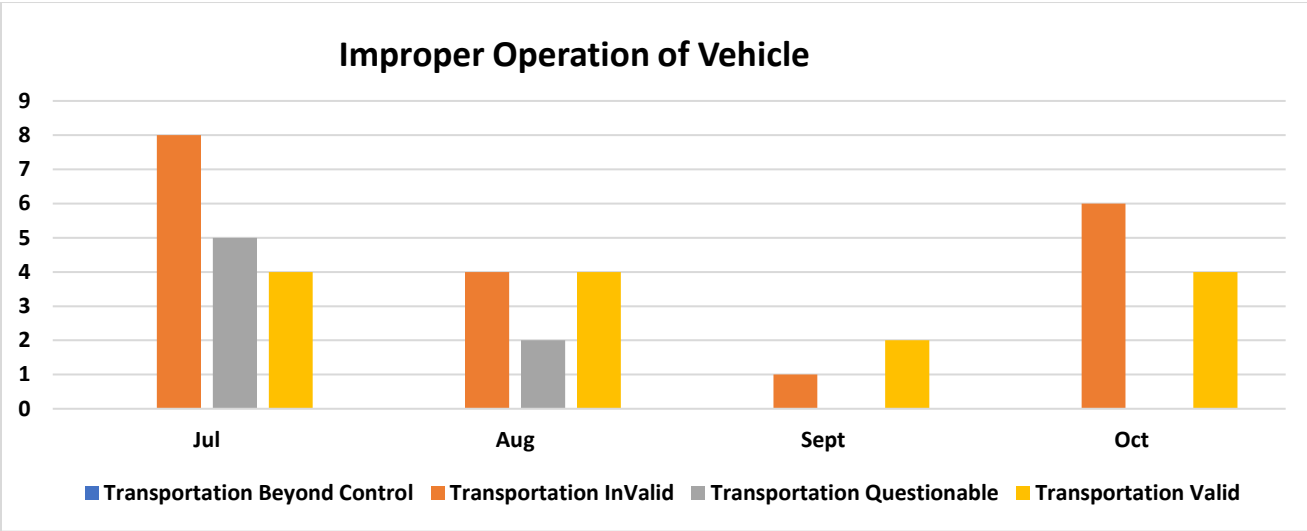
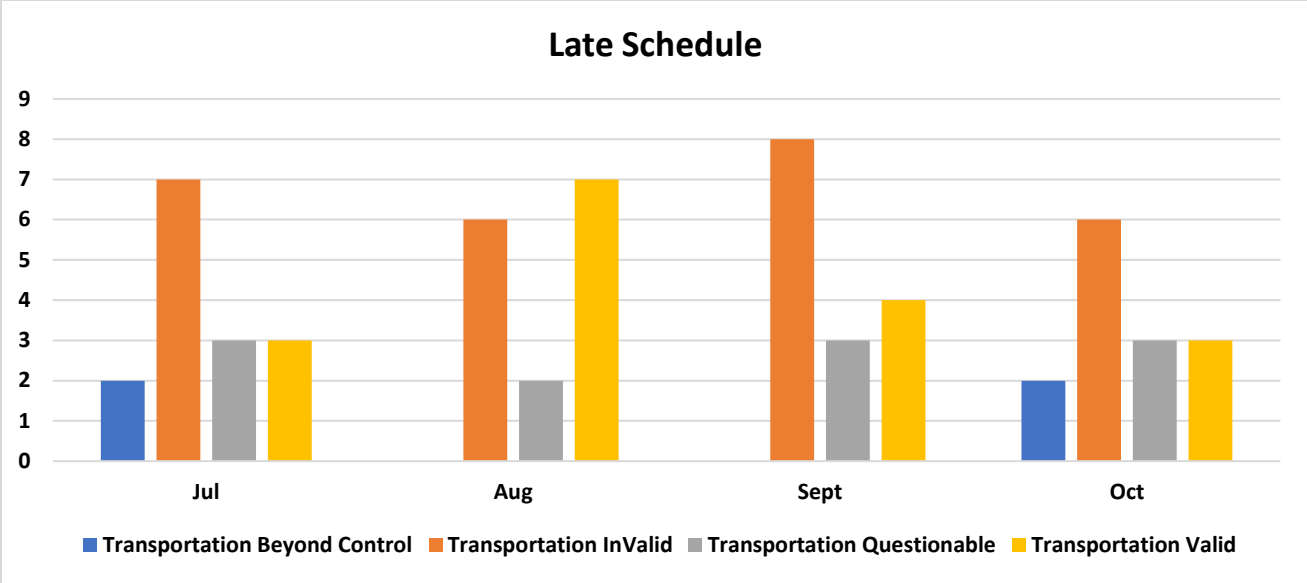
<b>DEFINITIONS</b>
Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC’s control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

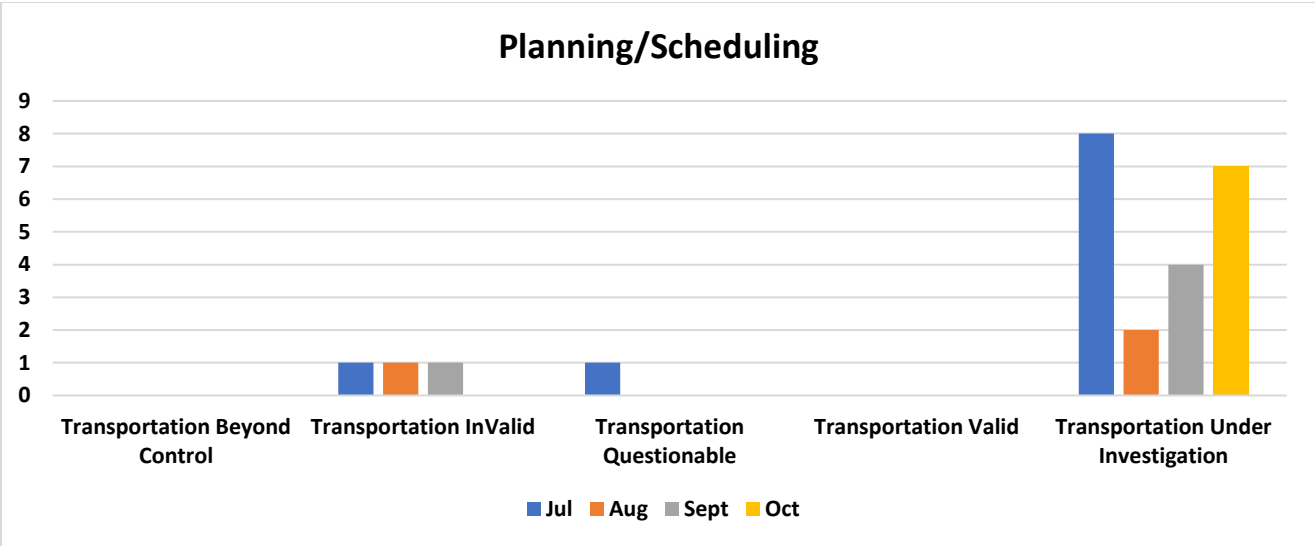
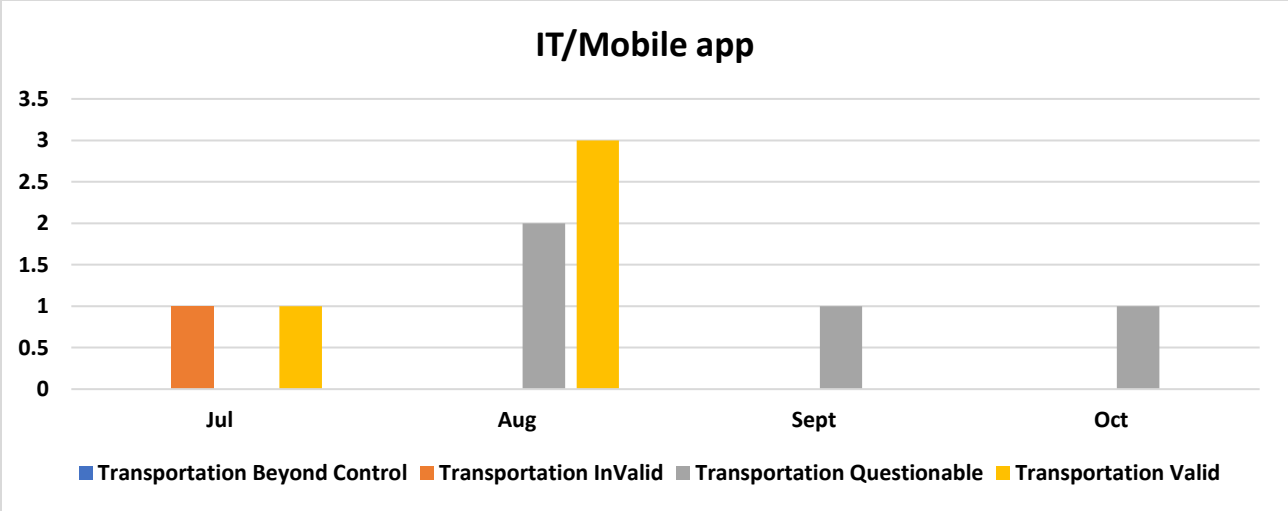


## TREND REPORT

Complaint	June	July	August	September	October	November	December	January	February	March	April	May
Rude Operator	4	5	13	4	9							
Passed Up Passenger	19	22	19	24	24							
No Show	7	13	8	10	7							
Late Schedule	3	3	7	4	3							
Improper Operations of Vehicle	3	4	4	2	4							
Early Schedule	1	6	7	9	3							
Planning/Scheduling	0	0	0	0	1							
IT/Mobile App	2	0	1	0	0							
Other- Miscellaneous	8	7	10	8	9							
Commendations	6	5	7	6	7							









**Meeting Date:** November 21, 2023  
**Staff Report:** September 2023 Financial Report

---

**BACKGROUND:**

Attached is the Financial Report for the three months ended September 30, 2023. John Zinzarella will highlight the key points.

**Financial Report**  
**For the Three Months Ending September 30, 2023**  
**Key Highlights**

**Revenues**

Year to date Revenues unfavorable to budget	\$ 498,937.79
Year to Date Actual Revenues	\$ 18,741,024.59
Year to Date Budgeted Revenues	\$ 18,242,086.80

Favorable Federal Funds revenue \$384.581k due to ARPA funding for Operator Trainees wages and favorable Directly Generated Funds of \$168.27k due to favorable interest income due to higher treasury rates and investment balances versus budget assumptions offset by unfavorable Local Funds (\$102.01k) due to budgetary assumption of TRIP Match contribution from GRTC Fund Balance

**Operating Expenditures**

Year to date Operating Expenditures lower than budgeted amounts	\$ 1,822,911.59
Year to date Actual Operating Expenditures	\$ 17,410,611.69
Year to Date Budgeted Operating Expenditures	\$ 19,233,523.28

Lower than budgeted expenses primarily the result of favorable labor \$342.904k as a result lower than budgeted headcount in Administration offset by unfavorable labor expenses in Operations and Maintenance due to the number of trainees on staff, favorable services \$972.90k due timing of planning projects, and favorable materials and supplies \$474.461k offset by unfavorable purchased transportation (\$53.475k) due to higher demand for GRTC programs (CARE and CARE on demand) and unfavorable utilities (\$42.243k) due to irregularly high consumption of water which is under investigation.

<b><u>Net Operating Position - Surplus / (Deficit)</u></b>	<b>\$ 1,304,010.74</b>
--	------------------------

**Balance Sheet and Cash Flow**

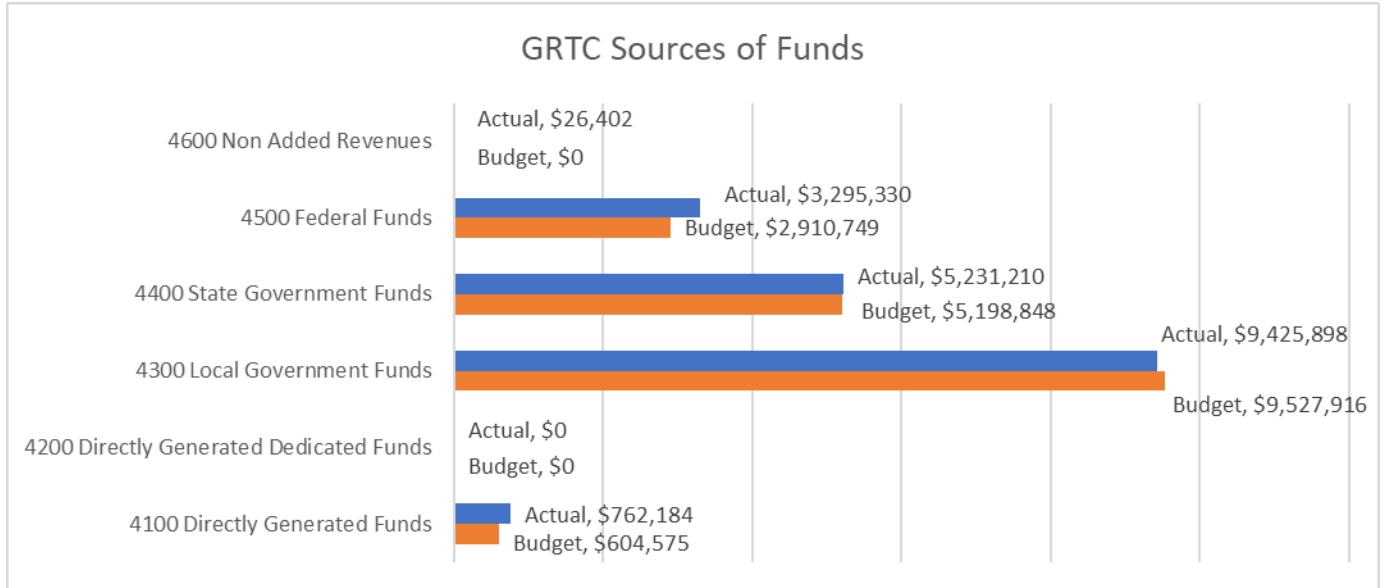
Balance sheet with cash position of		\$6,375,749
Operating Cash Account	\$2,121,780	
Capital Cash Account	\$4,253,969	

**Source of Funds**  
**Year to Date September 30, 2023**

	Month Ended September 30, 2023			Year to Date September 30, 2023		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
<b>4100 Directly Generated Funds</b>	<b>\$ 260,920.82</b>	<b>\$ 210,618.79</b>	<b>\$ 50,302.03</b>	<b>\$ 762,184.23</b>	<b>\$ 604,575.08</b>	<b>\$ 157,609.15</b>
4110 Total Passenger Fares	100,000.00	100,000.00	-	311,409.33	312,409.00	(999.67)
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	-	-	-	18,550.00	-	18,550.00
4140 Auxiliary Transportation Revenue	-	9,000.00	(9,000.00)	3,250.00	27,000.00	(23,750.00)
4150 Other Agency Revenues	160,920.82	101,618.79	59,302.03	428,974.90	265,166.08	163,808.82
4160 Revenues Accrued Through a Purchased Transportation Agreement	-	-	-	-	-	-
4170 Subsidy from Other Sectors of Operations	-	-	-	-	-	-
4180 Extraordinary or Special Items	-	-	-	-	-	-
4190 Total Recoveries	-	-	-	-	-	-
<b>4200 Directly Generated Dedicated Funds</b>						
<b>4300 Local Government Funds</b>	<b>\$ 3,162,865.27</b>	<b>\$ 3,175,971.83</b>	<b>\$ (13,106.56)</b>	<b>\$ 9,425,898.41</b>	<b>\$ 9,527,915.50</b>	<b>\$ (102,017.09)</b>
4310 General Revenues of the Local Government	3,162,865.27	3,175,971.83	(13,106.56)	9,425,898.41	9,527,915.50	(102,017.09)
<b>4400 State Government Funds</b>	<b>\$ 1,778,553.21</b>	<b>\$ 1,750,162.66</b>	<b>\$ 28,390.55</b>	<b>\$ 5,231,210.21</b>	<b>\$ 5,198,847.66</b>	<b>\$ 32,362.55</b>
4410 General Revenues of the State Government	1,778,553.21	1,750,162.66	28,390.55	5,231,210.21	5,198,847.66	32,362.55
<b>4500 Federal Funds</b>	<b>\$ 1,995,552.06</b>	<b>\$ 1,013,075.12</b>	<b>\$ 982,476.94</b>	<b>\$ 3,295,329.58</b>	<b>\$ 2,910,748.57</b>	<b>\$ 384,581.01</b>
5307 FTA Urbanized Area Formula Program	581,346.20	913,104.64	(331,758.44)	1,323,656.66	2,752,914.04	(1,429,257.38)
5307 CARES Act Urbanized Area Program Funds	1,414,205.86	99,970.48	1,314,235.38	1,971,672.92	157,834.53	1,813,838.39
<b>4600 Non Added Revenues</b>	<b>\$ 4,000.00</b>	<b>\$ -</b>	<b>\$ 4,000.00</b>	<b>\$ 26,402.16</b>	<b>\$ -</b>	<b>\$ 26,402.16</b>
4630 Sales and Disposals of Assets	4,000.00	-	4,000.00	26,402.16	-	26,402.16
<b>Total Sources of Funds</b>	<b>\$ 7,201,891.36</b>	<b>\$ 6,149,828.40</b>	<b>\$ 1,052,062.96</b>	<b>\$ 18,741,024.59</b>	<b>\$ 18,242,086.80</b>	<b>\$ 498,937.79</b>

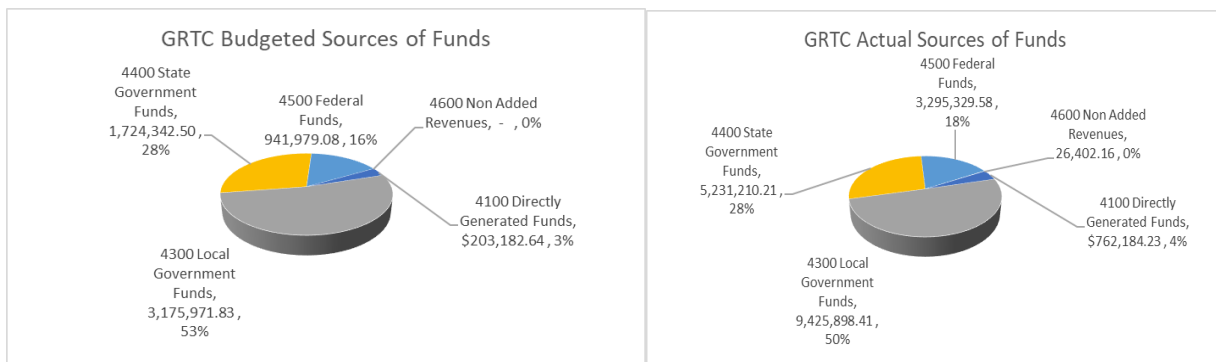
## GRTC Transit System Year to Date September 30, 2023

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 604,575.08	\$ 762,184.23	\$ 157,609.15	26.07%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	9,527,915.50	9,425,898.41	(102,017.09)	-1.07%
4400 State Government Funds	5,198,847.66	5,231,210.21	32,362.55	0.62%
4500 Federal Funds	2,910,748.57	3,295,329.58	384,581.01	13.21%
4600 Non Added Revenues	-	26,402.16	26,402.16	n/a
	<u>\$ 18,242,086.80</u>	<u>\$ 18,741,024.59</u>	<u>\$ 498,937.79</u>	<u>2.74%</u>



Revenues are favorable versus budget by \$498.937k or 2.74% as a result of:

- Favorable Federal Funds revenue \$384.581k due to ARPA funding for Operator Trainees wages and favorable Directly Generated funds of \$168.27k due to favorable interest income due to higher treasury rates and investment balances versus budget assumptions offset by unfavorable Local Funds (\$102.01k) due to budgetary assumption of TRIP Match contribution from GRTC Fund Balance.





**GRTC Transit System  
Operating Expenses  
Year to Date September 30, 2023**

	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)
<b>Total Operating Costs</b>															
<b>5010. LABOR</b>	\$ 8,818,011.34	\$ 8,660,791.86	\$ (157,219.48)	\$ 1,402,525.90	\$ 1,246,922.02	\$ (155,603.89)	\$ 306,778.84	\$ 442,601.48	\$ 154,312.57	\$ 1,706,219.95	\$ 2,226,124.30	\$ 519,904.34	\$ 12,233,536.03	\$ 12,576,439.65	\$ 342,903.62
01. Operator Salaries and Wages	5,270,577.29	5,376,101.97	105,524.68	-	-	-	-	-	-	-	-	-	5,270,577.29	5,376,101.97	105,524.68
02. Operator's Paid Absences	539,535.55	-	(539,535.55)	-	-	-	-	-	-	-	-	-	539,535.55	-	(539,535.55)
Operator Vacation	204,700.96	-	(204,700.96)	-	-	-	-	-	-	-	-	-	204,700.96	-	(204,700.96)
Operator Sick	127,304.81	-	(127,304.81)	-	-	-	-	-	-	-	-	-	127,304.81	-	(127,304.81)
Holiday	207,529.78	-	(207,529.78)	-	-	-	-	-	-	-	-	-	207,529.78	-	(207,529.78)
Operator FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	537,549.24	587,684.16	50,134.92	941,438.35	834,524.80	(106,913.55)	223,244.02	335,391.24	112,147.22	1,206,538.74	1,532,678.09	326,139.35	2,908,770.35	3,290,278.29	381,507.94
Dispatch	53,855.69	54,903.27	1,047.58	-	-	-	-	-	-	-	-	-	53,855.69	54,903.27	1,047.58
Operations Supervision	483,693.55	532,780.88	49,087.33	-	-	-	-	-	-	-	-	-	483,693.55	532,780.88	49,087.33
Maintenance	-	-	-	941,438.35	834,524.80	(106,913.55)	223,244.02	335,391.24	112,147.22	-	-	-	1,164,682.37	1,169,916.04	5,233.67
Administration	-	-	-	-	-	-	-	-	-	1,206,538.74	1,532,678.09	326,139.35	1,206,538.74	1,532,678.09	326,139.35
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-	49,957.91	-	(49,957.91)	18,398.93	-	91.00	-	-	-	68,356.84	-	(68,356.84)
Vacation	-	-	-	24,967.52	-	(24,967.52)	7,832.80	-	(7,832.80)	-	-	-	32,800.32	-	(32,800.32)
Sick	-	-	-	8,166.23	-	(8,166.23)	2,135.25	-	(2,135.25)	-	-	-	10,301.48	-	(10,301.48)
Holiday	-	-	-	16,133.76	-	(16,133.76)	7,064.64	-	(7,064.64)	-	-	-	23,198.40	-	(23,198.40)
FMLA or other leave	-	-	-	690.40	-	(690.40)	1,366.24	-	(1,366.24)	-	-	-	2,056.64	-	(2,056.64)
05. Fringe Benefits	2,470,349.26	2,697,005.74	226,656.48	411,129.64	412,397.22	1,267.57	65,135.89	107,210.24	42,074.35	499,681.21	693,446.20	193,764.99	3,446,296.00	3,910,059.39	463,763.39
Employment Taxes	452,241.08	454,538.54	2,297.45	73,303.69	63,604.51	(9,699.18)	17,382.56	25,562.33	8,179.76	93,945.33	116,815.26	22,869.93	636,872.67	660,520.63	23,647.96
Health and Welfare Expenses	1,154,110.90	1,363,229.30	209,118.41	187,069.66	190,759.47	3,689.81	44,359.98	76,665.25	32,305.28	239,746.76	350,346.52	110,599.76	1,625,287.29	1,981,000.54	355,713.25
Retirement Costs/Pension Plans	744,838.39	751,888.34	7,049.95	125,645.90	129,010.32	3,364.42	(47.43)	-	47.43	147,393.19	203,514.56	56,121.37	1,017,830.05	1,084,413.22	66,583.17
Workers Compensation	89,788.88	88,599.56	(1,189.32)	14,553.87	12,397.92	(2,155.95)	3,451.17	4,982.66	1,531.49	18,652.10	22,769.86	4,117.76	126,446.01	128,750.00	2,303.99
Other Fringe Benefits	29,370.02	38,750.00	9,379.98	10,556.53	16,625.00	6,068.47	(10.39)	10.39	-	(56.17)	56.17	-	39,859.98	55,375.00	15,515.02
<b>5020. SERVICES</b>	\$ 19,950.00	\$ 18,750.00	\$ (1,200.00)	\$ -	\$ -	\$ -	\$ 142,169.98	\$ 193,164.25	\$ 50,994.27	\$ 284,252.86	\$ 1,207,360.74	\$ 923,107.88	\$ 446,372.84	\$ 1,419,274.99	\$ 972,902.15
03. Professional and Technical Services	-	-	-	-	-	-	-	-	-	205,788.70	1,074,570.74	868,782.04	205,788.70	1,074,570.74	868,782.04
BRT Fare Collection and Security Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Fees	-	-	-	-	-	-	-	-	-	27,252.00	30,000.00	2,748.00	27,252.00	30,000.00	2,748.00
Legal Fees	-	-	-	-	-	-	-	-	-	7,497.60	37,500.00	30,002.40	7,497.60	37,500.00	30,002.40
Human Resources Consulting	-	-	-	-	-	-	-	-	-	13,635.00	16,195.74	2,560.74	13,635.00	16,195.74	2,560.74
Planning and Scheduling Consulting	-	-	-	-	-	-	-	-	-	119,459.08	775,525.00	656,065.92	119,459.08	775,525.00	656,065.92
Computer Consulting	-	-	-	-	-	-	-	-	-	-	1,500.00	1,500.00	-	1,500.00	1,500.00
Advertising and Promotion	-	-	-	-	-	-	-	-	-	37,945.02	213,850.00	175,904.98	37,945.02	213,850.00	175,904.98
05. Contract Maintenance Services	-	-	-	-	-	-	142,169.98	193,164.25	50,994.27	26,060.05	20,000.00	(6,060.05)	168,230.03	213,164.25	44,934.22
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Maintenance	-	-	-	-	-	-	-	-	-	26,060.05	20,000.00	(6,060.05)	26,060.05	20,000.00	(6,060.05)
BRT Station Maintenance	-	-	-	-	-	-	16,255.44	50,740.00	34,484.56	-	-	-	16,255.44	50,740.00	34,484.56
Building Maintenance	-	-	-	-	-	-	125,914.54	142,424.25	16,509.71	-	-	-	125,914.54	142,424.25	16,509.71
09. Other Services	19,950.00	18,750.00	(1,200.00)	-	-	-	-	-	-	52,404.11	112,790.00	60,385.89	72,354.11	131,540.00	59,185.89
Advertising	-	-	-	-	-	-	-	-	-	6,856.21	5,750.00	(1,106.21)	6,856.21	5,750.00	(1,106.21)
Ad commission Lottery Updates	-	-	-	-	-	-	-	-	-	-	12,500.00	12,500.00	-	12,500.00	12,500.00
ADA Ride	-	-	-	-	-	-	-	-	-	19,768.34	18,428.00	(1,340.34)	19,768.34	18,428.00	(1,340.34)
Drug and Alcohol Testing	10,060.00	-	(10,060.00)	-	-	-	-	-	-	-	-	-	10,060.00	-	(10,060.00)
Medical Exam Testing	9,890.00	18,750.00	8,860.00	-	-	-	-	-	-	-	-	-	9,890.00	18,750.00	8,860.00
Misc	-	-	-	-	-	-	-	-	-	25,779.56	76,112.00	50,332.44	25,779.56	76,112.00	50,332.44
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	\$ 669,839.66	\$ 952,153.01	\$ 282,313.35	\$ 795,828.91	\$ 959,274.75	\$ 163,445.84	\$ 71,022.90	\$ 80,125.00	\$ 9,102.10	\$ 425,004.30	\$ 444,604.00	\$ 19,599.70	\$ 1,961,695.77	\$ 2,436,156.76	\$ 474,460.99
01. Fuel and Lubricants	535,480.78	748,403.01	212,922.23	23,930.47	22,106.55	(1,823.92)	-	-	-	1,395.55	-	(1,395.55)	560,806.80	770,509.56	209,702.76
02. Tires and Tubes	134,358.88	203,750.00	69,391.12	-	-	-	-	-	-	-	-	-	134,358.88	203,750.00	69,391.12
09. Other Materials and Supplies	-	-	-	771,898.44	937,168.20	165,269.76	71,022.90	80,125.00	9,102.10	423,608.75	444,604.00	20,995.25	1,266,530.09	1,461,897.20	195,367.11
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-	771,898.44	937,168.20	165,269.76	-	-	-	98,677.72	-	(98,677.72)	937,576.16	937,168.20	66,592.04
Other Equipment and Supplies	-	-	-	-	-	-	71,022.90	80,125.00	9,102.10	18,497.76	116,500.00	98,002.24	89,520.66	196,625.00	107,104.34
Office Equipment	-	-	-	-	-	-	-	-	-	293,490.48	320,000.00	26,509.52	293,490.48	320,000.00	26,509.52
Admin. Supplies	-	-	-	-	-	-	-	-	-	12,942.79	8,104.00	(4,838.79)	12,942.79	8,104.00	(4,838.79)
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 294,150.59	\$ 251,907.75	\$ (42,242.84)	\$ 294,150.59	\$ 251,907.75	\$ (42,242.84)
Telecommunication	-	-	-	-	-	-	-	-	-	69,652.57	67,500.00	(2,152.57)	69,652.57	67,500.00	(2,152.57)
Utilities	-	-	-	-	-	-	-	-	-	224,498.02	184,407.75	(40,090.27)	224,498.02	184,407.75	(40,090.27)
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 438,514.38	\$ 438,514.38	\$ 73,749.67	\$ 364,764.71	\$ 438,514.38	\$ 73,749.67
General Liability	-	-	-	-	-	-	-	-	-	224,054.01	243,750.00	19,695.99	224,054.01	243,750.00	19,695.99
Auto Liability	-	-	-	-	-	-	-	-	-	12,514.50	12,513.00	(1.50)	12,514.50	12,513.00	(1.50)
Physical Damage	-	-	-	-	-	-	-	-	-	95,171.83	125,000.00	29,828.17	95,171.83	125,000.00	29,828.17
All Other	-	-	-	-	-	-	-	-	-	33,024.37	57,251.38	24,227.01	33,024.37	57,251.38	24,227.01
<b>5060. TAXES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 1,967,561.81	\$ 1,914,087.25	\$ (53,474.56)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,967,561.81	\$ 1,914,087.25	\$ (53,474.56)
01. Purchased Transportation - SpecTran	1,820,902.82	1,623,795.00	(197,107.82)	-	-	-	-	-	-	-	-	-	1,820,902.82	1,623,795.00	(197,107.82)
02. Purchased Transportation VanPool	146,658.99	290,292.25	143,633.26	-	-	-	-	-	-	-	-	-	146,658.99	290,292.25	143,633.26
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 21,103.75	\$ 25,000.00	\$ 3,896.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 121,426.19	\$ 172,142.50	\$ 50,716.31	\$ 142,529.94	\$ 197,142.50	\$ 54,612.56
02. Travel and Meetings	-	-	-	-	-	-	-	-	-	5,593.86	38,023.75	32,429.89	5,593.86	38,023.75	32,429.89
08. Advertising/Promotion Media	-	-	-	-	-	-	-	-	-	5,970.83	6,250.00	279.17	5,970.83	6,250.00	279.17
09. Other Miscellaneous Expenses	21,103.75	25,000.00	3,896.25	-	-	-	-	-	-	109,861.50	127,868.75	18,007.25	130,965.25	152,868.75	21,903.50
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ 11,496,466.56	\$ 11,570,782.12	\$ 74,315.57	\$ 2,198,354.81	\$ 2,206,196.77	\$ 7,841.96	\$ 519,971.72	\$ 715,890.73	\$ 214,408.94	\$ 3,195,818.60	\$ 4,740,653.67	\$ 1,544,835.06	\$ 17,410,611.69	\$ 19,233,523.28	\$ 1,822,911.59
	66.03%	60.16%		12.63%	11.47%		2.99%	3.72%		18.36%	24.6				

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date September 30, 2023**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 12,233,536.03</b>	<b>\$ 12,576,439.65</b>	<b>\$ 342,903.62</b>
<b>01. Operator Salaries and Wages</b>	<u>5,270,577.29</u>	<u>5,376,101.97</u>	<u>105,524.68</u>
<b>02. Operator's Paid Absences</b>	<u>539,535.55</u>	<u>-</u>	<u>(539,535.55)</u>
Operator Vacation	204,700.96	-	(204,700.96)
Operator Sick	127,304.81	-	(127,304.81)
Holiday	207,529.78	-	(207,529.78)
Operator FMLA or other leave	-	-	
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>2,908,770.35</u>	<u>3,290,278.29</u>	<u>381,507.94</u>
Dispatch	53,855.69	54,903.27	1,047.58
Operations Supervision	483,693.55	532,780.88	49,087.33
Maintenance	1,164,682.37	1,169,916.04	5,233.67
Administration	1,206,538.74	1,532,678.09	326,139.35
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>68,356.84</u>	<u>-</u>	<u>(68,356.84)</u>
Vacation	32,800.32	-	(32,800.32)
Sick	10,301.48	-	(10,301.48)
Holiday	23,198.40	-	(23,198.40)
FMLA or other leave	2,056.64	-	(2,056.64)
<b>05. Fringe Benefits</b>	<u>3,446,296.00</u>	<u>3,910,059.39</u>	<u>463,763.39</u>
Employment Taxes	636,872.67	660,520.63	23,647.96
Health and Welfare Expenses	1,383,000.15	1,771,837.18	388,837.03
Retirement Costs/Pension Plans	1,017,830.05	1,084,413.22	66,583.17
Workers Compensation	126,446.01	128,750.00	2,303.99
Other Fringe Benefits	282,147.12	264,538.36	(17,608.76)
<b>5020. SERVICES</b>	<u>\$ 446,372.84</u>	<u>\$ 1,419,274.99</u>	<u>\$ 972,902.15</u>
<b>03. Professional and Technical Services</b>	<u>205,788.70</u>	<u>1,074,570.74</u>	<u>868,782.04</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	27,252.00	30,000.00	2,748.00
Legal Fees	7,497.60	37,500.00	30,002.40
Human Resources Consulting	13,635.00	16,195.74	2,560.74
Planning and Scheduling Consulting	119,459.08	775,525.00	656,065.92
Computer Consulting	-	1,500.00	1,500.00
Advertising and Promotion	37,945.02	213,850.00	175,904.98
<b>05. Contract Maintenance Services</b>	<u>168,230.03</u>	<u>213,164.25</u>	<u>44,934.22</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	26,060.05	20,000.00	(6,060.05)
BRT Station Maintenance	16,255.44	50,740.00	34,484.56
Building Maintenance	125,914.54	142,424.25	16,509.71
<b>09. Other Services</b>	<u>72,354.11</u>	<u>131,540.00</u>	<u>59,185.89</u>
Advertising	6,856.21	5,750.00	(1,106.21)
Ad commission Lottery Updates	-	12,500.00	12,500.00
ADA Ride	19,768.34	18,428.00	(1,340.34)
Drug and Alcohol Testing	10,060.00	-	(10,060.00)
Medical Exam Testing	9,890.00	18,750.00	8,860.00
Misc	25,779.56	76,112.00	50,332.44
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<u>\$ 1,961,695.77</u>	<u>\$ 2,436,156.76</u>	<u>\$ 474,460.99</u>
<b>01. Fuel and Lubricants</b>	<u>560,806.80</u>	<u>770,509.56</u>	<u>209,702.76</u>
<b>02. Tires and Tubes</b>	<u>134,358.88</u>	<u>203,750.00</u>	<u>69,391.12</u>
<b>09. Other Materials and Supplies</b>	<u>1,266,530.09</u>	<u>1,461,897.20</u>	<u>195,367.11</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	870,576.16	937,168.20	66,592.04
Other Equipment and Supplies	89,520.66	196,625.00	107,104.34
Office Equipment	293,490.48	320,000.00	26,509.52
Admin. Supplies	12,942.79	8,104.00	(4,838.79)

**GRTC Transit System  
Operating Expenses  
Year to Date September 30, 2023**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>5040. UTILITIES</b>	\$ 294,150.59	\$ 251,907.75	\$ (42,242.84)
Telecommunication	69,652.57	67,500.00	(2,152.57)
Utilities	224,498.02	184,407.75	(40,090.27)
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ 364,764.71	\$ 438,514.38	\$ 73,749.67
General Liability	224,054.01	243,750.00	19,695.99
Auto Liability	12,514.50	12,513.00	(1.50)
Physical Damage	95,171.83	125,000.00	29,828.17
All Other	33,024.37	57,251.38	24,227.01
<b>5060. TAXES</b>	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 1,967,561.81	\$ 1,914,087.25	\$ (53,474.56)
01. Purchased Transportation - SpecTran	<u>1,820,902.82</u>	<u>1,623,795.00</u>	<u>(197,107.82)</u>
02. Purchased Transportation VanPool	<u>146,658.99</u>	<u>290,292.25</u>	<u>143,633.26</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 142,529.94	\$ 197,142.50	\$ 54,612.56
02. Travel and Meetings	<u>5,593.86</u>	<u>38,023.75</u>	<u>32,429.89</u>
08. Advertising/Promotion Media	<u>5,970.83</u>	<u>6,250.00</u>	<u>279.17</u>
09. Other Miscellaneous Expenses	<u>130,965.25</u>	<u>152,868.75</u>	<u>21,903.50</u>
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ 17,410,611.69	\$ 19,233,523.28	\$ 1,822,911.59
	100.00%	100.00%	

**GRTC Transit System  
Operating Expenses  
Year to Date September 30, 2023**

<b>Vehicle Operations</b>			
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 8,818,011.34</b>	<b>\$ 8,660,791.86</b>	<b>\$ (157,219.48)</b>
<b>01. Operator Salaries and Wages</b>	<u>5,270,577.29</u>	<u>5,376,101.97</u>	<u>105,524.68</u>
<b>02. Operator's Paid Absences</b>	<u>539,535.55</u>	<u>-</u>	<u>(539,535.55)</u>
Operator Vacation	204,700.96	-	(204,700.96)
Operator Sick	127,304.81	-	(127,304.81)
Holiday	207,529.78	-	(207,529.78)
Operator FMLA or other leave	-	-	-
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>537,549.24</u>	<u>587,684.16</u>	<u>50,134.92</u>
Dispatch	53,855.69	54,903.27	1,047.58
Operations Supervision	483,693.55	532,780.88	49,087.33
Maintenance	-	-	-
Administration	-	-	-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>-</u>	<u>-</u>	<u>-</u>
Vacation	-	-	-
Sick	-	-	-
Holiday	-	-	-
FMLA or other leave	-	-	-
<b>05. Fringe Benefits</b>	<u>2,470,349.26</u>	<u>2,697,005.74</u>	<u>226,656.48</u>
Employment Taxes	452,241.08	454,538.54	2,297.45
Health and Welfare Expenses	982,063.63	1,219,293.14	237,229.51
Retirement Costs/Pension Plans	744,838.39	751,888.34	7,049.95
Workers Compensation	89,788.88	88,599.56	(1,189.32)
Other Fringe Benefits	201,417.28	182,686.17	(18,731.11)
<b>5020. SERVICES</b>	<b>\$ 19,950.00</b>	<b>\$ 18,750.00</b>	<b>\$ (1,200.00)</b>
<b>03. Professional and Technical Services</b>	<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	-	-	-
<b>05. Contract Maintenance Services</b>	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	-	-	-
BRT Station Maintenance	-	-	-
Building Maintenance	-	-	-
<b>09. Other Services</b>	<u>19,950.00</u>	<u>18,750.00</u>	<u>(1,200.00)</u>
Advertising	-	-	-
Ad commission Lottery Updates	-	-	-
ADA Ride	-	-	-
Drug and Alcohol Testing	10,060.00	-	(10,060.00)
Medical Exam Testing	9,890.00	18,750.00	8,860.00
Misc	-	-	-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 669,839.66</b>	<b>\$ 952,153.01</b>	<b>\$ 282,313.35</b>
<b>01. Fuel and Lubricants</b>	<u>535,480.78</u>	<u>748,403.01</u>	<u>212,922.23</u>
<b>02. Tires and Tubes</b>	<u>134,358.88</u>	<u>203,750.00</u>	<u>69,391.12</u>
<b>09. Other Materials and Supplies</b>	<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 September 30, 2023**

	<b>Vehicle Operations</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other			-
<b>5060. TAXES</b>	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 1,967,561.81	\$ 1,914,087.25	\$ (53,474.56)
01. Purchased Transportation - SpecTran	<u>1,820,902.82</u>	<u>1,623,795.00</u>	<u>(197,107.82)</u>
02. Purchased Transportation VanPool	<u>146,658.99</u>	<u>290,292.25</u>	<u>143,633.26</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 21,103.75	\$ 25,000.00	\$ 3,896.25
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>21,103.75</u>	<u>25,000.00</u>	<u>3,896.25</u>
<b>5120. LEASES AND RENTALS</b>			\$ -
5900 ADA Expenses			\$ -
<b>Total Expenses</b>	\$ 11,496,466.56	\$ 11,570,782.12	\$ 74,315.57
	66.03%	60.16%	

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date September 30, 2023**

	Vehicle Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 1,402,525.90</b>	<b>\$ 1,246,922.02</b>	<b>\$ (155,603.89)</b>
<b>01. Operator Salaries and Wages</b>			-
<b>02. Operator's Paid Absences</b>	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>941,438.35</u>	<u>834,524.80</u>	<u>(106,913.55)</u>
Dispatch			-
Operations Supervision			-
Maintenance	941,438.35	834,524.80	(106,913.55)
Administration			-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>49,957.91</u>	<u>-</u>	<u>(49,957.91)</u>
Vacation	24,967.52	-	(24,967.52)
Sick	8,166.23	-	(8,166.23)
Holiday	16,133.76	-	(16,133.76)
FMLA or other leave	690.40	-	(690.40)
<b>05. Fringe Benefits</b>	<u>411,129.64</u>	<u>412,397.22</u>	<u>1,267.57</u>
Employment Taxes	73,303.69	63,604.51	(9,699.18)
Health and Welfare Expenses	159,182.55	170,618.19	11,435.64
Retirement Costs/Pension Plans	125,645.90	129,010.32	3,364.42
Workers Compensation	14,553.87	12,397.92	(2,155.95)
Other Fringe Benefits	38,443.64	36,766.28	(1,677.36)
<b>5020. SERVICES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>03. Professional and Technical Services</b>	-	-	-
BRT Fare Collection and Security Services			-
Audit Fees			-
Legal Fees			-
Human Resources Consulting			-
Planning and Scheduling Consulting			-
Computer Consulting			-
Advertising and Promotion			-
<b>05. Contract Maintenance Services</b>	-	-	-
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance			-
Building Maintenance			-
<b>09. Other Services</b>	-	-	-
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc			-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 795,828.91</b>	<b>\$ 959,274.75</b>	<b>\$ 163,445.84</b>
<b>01. Fuel and Lubricants</b>	<u>23,930.47</u>	<u>22,106.55</u>	<u>(1,823.92)</u>
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>771,898.44</u>	<u>937,168.20</u>	<u>165,269.76</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	771,898.44	937,168.20	165,269.76
Other Equipment and Supplies			-
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System  
Operating Expenses  
Year to Date September 30, 2023**

	Vehicle Maintenance			
	Actual	Budget	Variance Fav / (Unfav)	
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -	-
Telecommunication				-
Utilities				-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -	-
General Liability				-
Auto Liability				-
Physical Damage				-
All Other	-	-		-
<b>5060. TAXES</b>			\$ -	-
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ -	\$ -	\$ -	-
01. Purchased Transportation - SpecTran				-
02. Purchased Transportation VanPool				-
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ -	\$ -	\$ -	-
02. Travel and Meetings				-
08. Advertising/Promotion Media				-
09. Other Miscellaneous Expenses				-
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -	-
5900 ADA Expenses	\$ -	\$ -	\$ -	-
<b>Total Expenses</b>	\$ 2,198,354.81	\$ 2,206,196.77	\$ 7,841.95	
	12.63%	11.47%		

**GRTC Transit System  
Operating Expenses  
Year to Date September 30, 2023**

	Facility Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 306,778.84</b>	<b>\$ 442,601.48</b>	<b>\$ 135,822.64</b>
<b>01. Operator Salaries and Wages</b>			-
<b>02. Operator's Paid Absences</b>	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>223,244.02</u>	<u>335,391.24</u>	<u>112,147.22</u>
Dispatch			-
Operations Supervision			-
Maintenance	223,244.02	335,391.24	112,147.22
Administration			-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>18,398.93</u>	<u>-</u>	<u>(18,398.93)</u>
Vacation	7,832.80	-	(7,832.80)
Sick	2,135.25	-	(2,135.25)
Holiday	7,064.64	-	(7,064.64)
FMLA or other leave	1,366.24	-	(1,366.24)
<b>05. Fringe Benefits</b>	<u>65,135.89</u>	<u>107,210.24</u>	<u>42,074.35</u>
Employment Taxes	17,382.56	25,562.33	8,179.76
Health and Welfare Expenses	37,747.08	68,570.57	30,823.49
Retirement Costs/Pension Plans	(47.43)	-	47.43
Workers Compensation	3,451.17	4,982.66	1,531.49
Other Fringe Benefits	6,602.50	8,094.68	1,492.18
<b>5020. SERVICES</b>	<b>\$ 142,169.98</b>	<b>\$ 193,164.25</b>	<b>\$ 50,994.27</b>
<b>03. Professional and Technical Services</b>	-	-	-
BRT Fare Collection and Security Services			-
Audit Fees			-
Legal Fees			-
Human Resources Consulting			-
Planning and Scheduling Consulting			-
Computer Consulting			-
Advertising and Promotion			-
<b>05. Contract Maintenance Services</b>	<u>142,169.98</u>	<u>193,164.25</u>	<u>50,994.27</u>
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance	16,255.44	50,740.00	34,484.56
Building Maintenance	125,914.54	142,424.25	16,509.71
<b>09. Other Services</b>	-	-	-
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc			-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 71,022.90</b>	<b>\$ 80,125.00</b>	<b>\$ 9,102.10</b>
<b>01. Fuel and Lubricants</b>			-
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>71,022.90</u>	<u>80,125.00</u>	<u>9,102.10</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	71,022.90	80,125.00	9,102.10
Office Equipment			-
Admin. Supplies			-



**GRTC Transit System  
Operating Expenses  
Year to Date September 30, 2023**

	Facility Maintenance			
	Actual	Budget	Variance Fav / (Unfav)	
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -	-
Telecommunication				-
Utilities				-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -	-
General Liability				-
Auto Liability				-
Physical Damage				-
All Other				-
<b>5060. TAXES</b>			\$ -	-
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ -	\$ -	\$ -	-
01. Purchased Transportation - SpecTran				-
02. Purchased Transportation VanPool				-
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ -	\$ -	\$ -	-
02. Travel and Meetings				-
08. Advertising/Promotion Media				-
09. Other Miscellaneous Expenses				-
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -	-
5900 ADA Expenses	\$ -	\$ -	\$ -	-
<b>Total Expenses</b>	\$ 519,971.72	\$ 715,890.73	\$ 195,919.01	
	2.99%	3.72%		

**GRTC Transit System  
Operating Expenses  
Year to Date September 30, 2023**

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 1,706,219.95</b>	<b>\$ 2,226,124.30</b>	<b>\$ 519,904.34</b>
<b>01. Operator Salaries and Wages</b>			-
<b>02. Operator's Paid Absences</b>	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>1,206,538.74</u>	<u>1,532,678.09</u>	<u>326,139.35</u>
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	1,206,538.74	1,532,678.09	326,139.35
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
<b>05. Fringe Benefits</b>	<u>499,681.21</u>	<u>693,446.20</u>	<u>193,764.99</u>
Employment Taxes	93,945.33	116,815.26	22,869.93
Health and Welfare Expenses	204,006.89	313,355.28	109,348.39
Retirement Costs/Pension Plans	147,393.19	203,514.56	56,121.37
Workers Compensation	18,652.10	22,769.86	4,117.76
Other Fringe Benefits	35,683.70	36,991.23	1,307.54
<b>5020. SERVICES</b>	<b>\$ 284,252.86</b>	<b>\$ 1,207,360.74</b>	<b>\$ 923,107.88</b>
<b>03. Professional and Technical Services</b>	<u>205,788.70</u>	<u>1,074,570.74</u>	<u>868,782.04</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	27,252.00	30,000.00	2,748.00
Legal Fees	7,497.60	37,500.00	30,002.40
Human Resources Consulting	13,635.00	16,195.74	2,560.74
Planning and Scheduling Consulting	119,459.08	775,525.00	656,065.92
Computer Consulting	-	1,500.00	1,500.00
Advertising and Promotion	37,945.02	213,850.00	175,904.98
<b>05. Contract Maintenance Services</b>	<u>26,060.05</u>	<u>20,000.00</u>	<u>(6,060.05)</u>
Vehicle Maintenance			-
Computer Maintenance	26,060.05	20,000.00	(6,060.05)
BRT Station Maintenance			-
Building Maintenance			-
<b>09. Other Services</b>	<u>52,404.11</u>	<u>112,790.00</u>	<u>60,385.89</u>
Advertising	6,856.21	5,750.00	(1,106.21)
Ad commission Lottery Updates	-	12,500.00	12,500.00
ADA Ride	19,768.34	18,428.00	(1,340.34)
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	25,779.56	76,112.00	50,332.44
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 425,004.30</b>	<b>\$ 444,604.00</b>	<b>\$ 19,599.70</b>
<b>01. Fuel and Lubricants</b>	<u>1,395.55</u>	<u>-</u>	<u>(1,395.55)</u>
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>423,608.75</u>	<u>444,604.00</u>	<u>20,995.25</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	98,677.72	-	(98,677.72)
Other Equipment and Supplies	18,497.76	116,500.00	98,002.24
Office Equipment	293,490.48	320,000.00	26,509.52
Admin. Supplies	12,942.79	8,104.00	(4,838.79)

**GRTC Transit System  
Operating Expenses  
Year to Date September 30, 2023**

	<b>General Administration</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>5040. UTILITIES</b>	<b>\$ 294,150.59</b>	<b>\$ 251,907.75</b>	<b>\$ (42,242.84)</b>
Telecommunication	69,652.57	67,500.00	(2,152.57)
Utilities	224,498.02	184,407.75	(40,090.27)
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	<b>\$ 364,764.71</b>	<b>\$ 438,514.38</b>	<b>\$ 73,749.67</b>
General Liability	224,054.01	243,750.00	19,695.99
Auto Liability	12,514.50	12,513.00	(1.50)
Physical Damage	95,171.83	125,000.00	29,828.17
All Other	33,024.37	57,251.38	24,227.01
<b>5060. TAXES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
<b>5090. MISCELLANEOUS EXPENSES</b>	<b>\$ 121,426.19</b>	<b>\$ 172,142.50</b>	<b>\$ 50,716.31</b>
02. Travel and Meetings	5,593.86	38,023.75	32,429.89
08. Advertising/Promotion Media	5,970.83	6,250.00	279.17
09. Other Miscellaneous Expenses	109,861.50	127,868.75	18,007.25
<b>5120. LEASES AND RENTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5900 ADA Expenses	-	-	-
<b>Total Expenses</b>	<b>\$ 3,195,818.60</b>	<b>\$ 4,740,653.67</b>	<b>\$ 1,544,835.06</b>
	18.36%	24.65%	

## GRTC Transit System Year to Date September 30, 2023

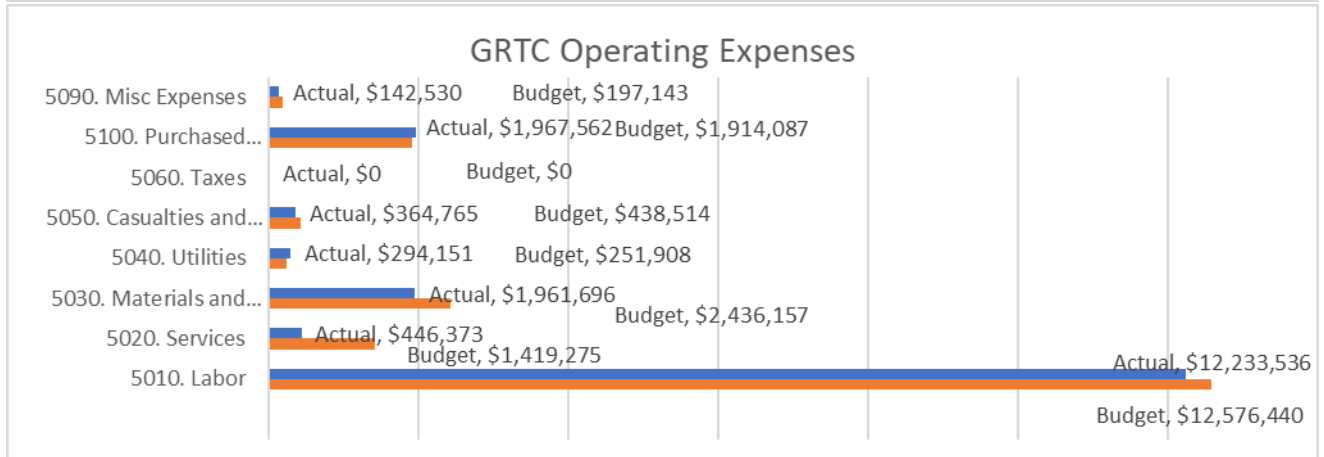
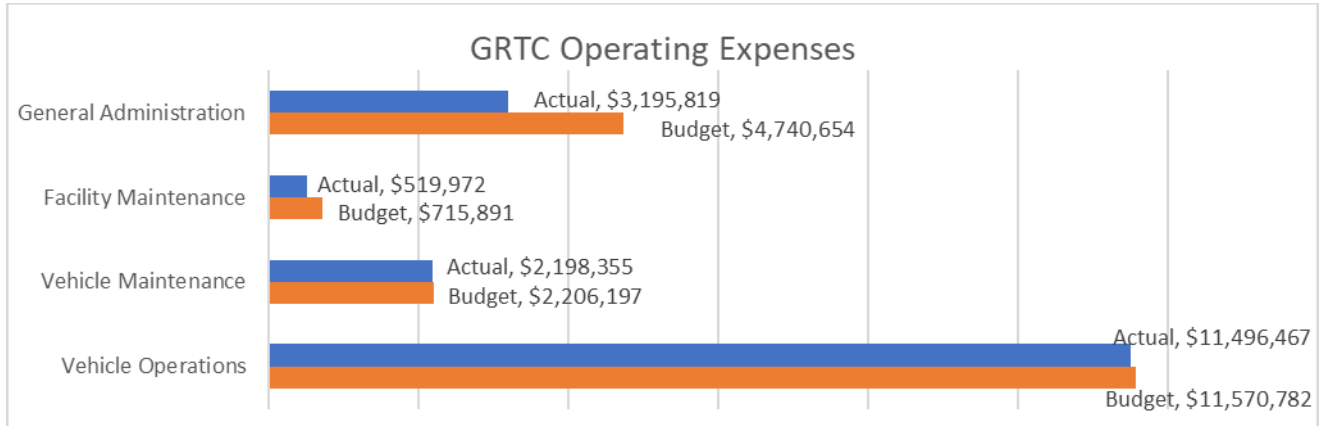
### Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 11,570,782.12	\$ 11,496,466.56	\$ 74,315.57	99.36%
Vehicle Maintenance	2,206,196.77	2,198,354.81	7,841.95	99.64%
Facility Maintenance	715,890.73	519,971.72	195,919.01	72.63%
General Administration	4,740,653.67	3,195,818.60	1,544,835.06	67.41%
<b>Total GRTC</b>	<b>\$ 19,233,523.28</b>	<b>\$ 17,410,611.69</b>	<b>\$ 1,822,911.59</b>	<b>90.52%</b>

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 12,576,439.65	\$ 12,233,536.03	\$ 342,903.62	97.27%
5020. Services	1,419,274.99	446,372.84	972,902.15	31.45%
5030. Materials and Supplies Consumed	2,436,156.76	1,961,695.77	474,460.99	80.52%
5040. Utilities	251,907.75	294,150.59	(42,242.84)	116.77%
5050. Casualties and Liability Costs	438,514.38	364,764.71	73,749.67	83.18%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	1,914,087.25	1,967,561.81	(53,474.56)	102.79%
5090. Misc Expenses	197,142.50	142,529.94	54,612.56	72.30%
<b>Total GRTC</b>	<b>\$ 19,233,523.28</b>	<b>\$ 17,410,611.69</b>	<b>\$ 1,822,911.59</b>	<b>90.52%</b>

Total Fleet Service Miles	1,371,594.87	1,353,196.43
Operating Expense per Mile	\$ 14.02	\$ 12.87

Total Fleet Service Hours	123,537.94	121,814.84
Operating Expense per Hour	\$ 155.69	\$ 142.93



Operating Expenses are favorable versus budget by \$1.823M or 9.48% as a result of:

- Lower than budgeted labor expenses of \$342.904k due to higher than budgeted vacancy factor in the general and administrative groups.
- Favorable purchased services of \$972.902k due to the timing of consulting services versus budget.
- Favorable materials and supplies of \$474.461k timing of purchases versus budget assumptions.
- Slight unfavorable Utilities expenses of \$42.243k driven by irregularly high consumption of water which is under investigation.
- Slight favorable casualties and liability expense of \$73.750k is due to timing of self-insured provision charges.
- Unfavorable purchased transportation services of \$53.475k due to actual demand differing from budgetary assumptions.
- Favorable Miscellaneous expense of \$54.612k due to timing of expense versus budget.

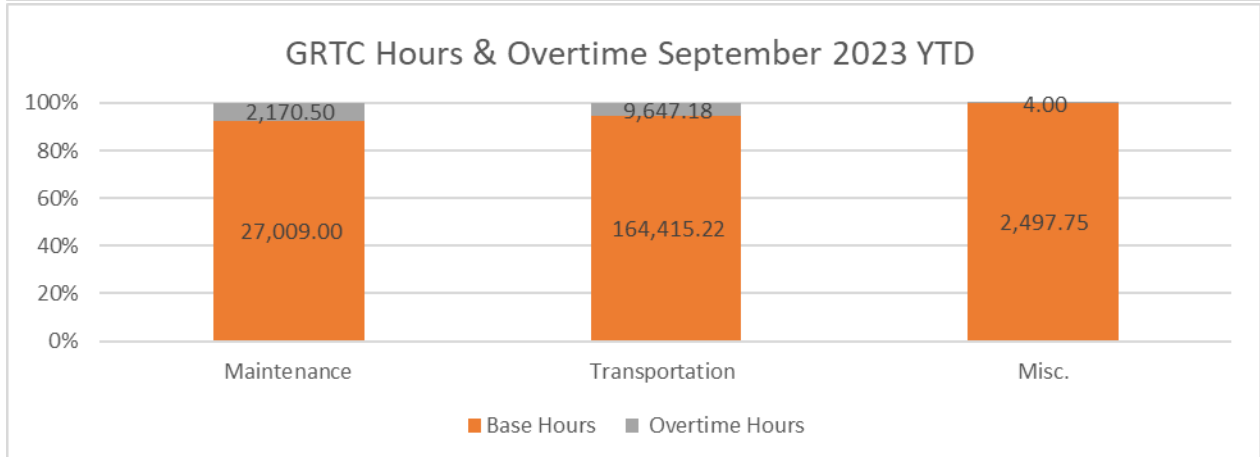
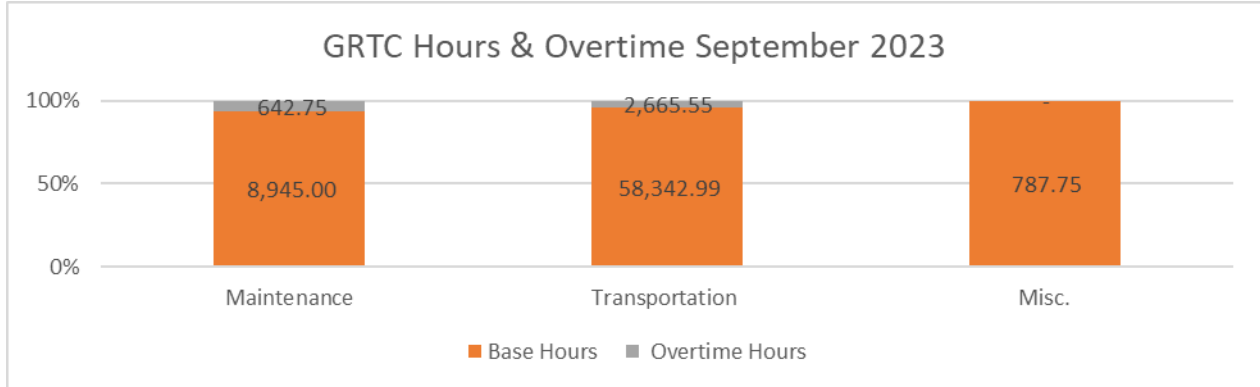
<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 8.44	\$ 8.50
Vehicle Maintenance	1.61	1.62
Facility Maintenance	0.52	0.38
General Administration	3.46	2.36
Total GRTC	\$ 14.02	\$ 12.87

<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 9.17	\$ 9.04
5020. Services	1.03	0.33
5030. Materials and Supplies Consumed	1.78	1.45
5040. Utilities	0.18	0.22
5050. Casualties and Liability Costs	0.32	0.27
5060. Taxes	-	-
5100. Purchased Transportation Service	1.40	1.45
5090. Misc Expenses	0.14	0.11
Total GRTC	\$ 14.02	\$ 12.87

<u>Operating Expense per Hour</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 93.66	\$ 94.38
Vehicle Maintenance	17.86	18.05
Facility Maintenance	5.79	4.27
General Administration	38.37	26.24
<b>Total GRTC</b>	<b>\$ 155.69</b>	<b>\$ 142.93</b>

<u>Operating Expense per Hour</u>	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 101.80	\$ 100.43
5020. Services	11.49	3.66
5030. Materials and Supplies Consumed	19.72	16.10
5040. Utilities	2.04	2.41
5050. Casualties and Liability Costs	3.55	2.99
5060. Taxes	-	-
5100. Purchased Transportation Service	15.49	16.15
5090. Misc Expenses	1.60	1.17
<b>Total GRTC</b>	<b>\$ 155.69</b>	<b>\$ 142.93</b>

<b>GRTC Headcount @ September 30, 2023</b>	<b>Budget</b>	<b>Actual</b>	<b>(Over) Under</b>	<b>% of Budget</b>
Equipment & Facility Maintenance	72	69	3	95.83%
Transportation	362	387	(25)	106.91%
Planning, Scheduling & Marketing	20	16	4	80.00%
Insurance & Safety	10	11	(1)	110.00%
General & Administrative	60	45	15	75.00%
<b>Reflects Actual Total Heads (Not FTEs)</b>	<b>524</b>	<b>528</b>	<b>(4)</b>	<b>100.76%</b>



**GRTC Transit System**  
**STATEMENT OF INCOME**  
**BUDGET VS. ACTUAL**

**For the Three Months Ending September 30, 2023**

	Current Month			Fav/ (Unfav)	Year To Date			Fav/ (Unfav)	FY 2024 Annual Budget
	Budget	Actual	Difference		Budget	Actual	Difference		
<b>Operating Revenue:</b>									
Customer Revenue - Fixed Route	\$ -	\$ -	\$ -	F	\$ -	\$ -	\$ -	F	\$ -
Pass Program Revenue	100,000	100,000	-	F	312,409	311,409	(1,000)	U	1,212,409
Charter Revenue	-	-	-	F	-	18,550	18,550	F	-
Advertising Revenue	9,000	-	(9,000)	U	27,000	3,250	(23,750)	U	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
<b>Total Operating Revenue</b>	<b>\$ 109,000</b>	<b>\$ 100,000</b>	<b>\$ (9,000)</b>	U	<b>\$ 339,409</b>	<b>\$ 333,209</b>	<b>\$ (6,200)</b>	U	<b>\$ 1,817,409</b>
<b>Other Income:</b>									
Ridefinders	59,535	57,222	(2,313)	U	138,916	133,989	(4,927)	U	515,974
Interest Income	41,667	102,985	61,318	F	125,000	293,259	168,259	F	500,000
Non-Transportation Income	417	714	297	F	1,250	1,727	477	F	5,000
<b>Total Other Income</b>	<b>\$ 101,619</b>	<b>\$ 160,921</b>	<b>\$ 59,302</b>	F	<b>\$ 265,166</b>	<b>\$ 428,975</b>	<b>\$ 163,809</b>	F	<b>\$ 1,020,974</b>
<b>Operating Contributions:</b>									
COVID Relief Acts VA2020-023	99,970	1,414,206	1,314,235	F	157,835	1,971,673	1,813,838	F	1,764,174
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	913,105	581,346	(331,758)	U	2,752,914	1,323,657	(1,429,257)	U	13,379,153
Oper contrib - State	1,750,163	1,779,613	29,450	F	5,198,848	5,238,314	39,466	F	24,827,905
Oper contrib - CVTA	1,909,504	1,909,504	0	F	5,728,513	5,728,513	0	F	22,914,050
Oper contrib - Richmond	734,555	813,169	78,614	F	2,203,666	2,387,513	183,847	F	8,814,665
Oper contrib - Henrico	352,745	390,344	37,600	F	1,058,234	1,148,531	90,297	F	4,232,935
Oper contrib - Petersburg	16,667	16,667	0	F	50,000	50,000	0	F	200,000
Oper contrib - Chesterfield	21,157	32,121	10,964	F	63,471	89,802	26,331	F	1,244,989
Oper Contrib Local	-	-	-	F	-	14,436	14,436	F	-
Oper contrib - GRTC Fund Balance	141,344	-	(141,344)	U	424,032	-	(424,032)	U	1,696,129
<b>Total Operating Contributions:</b>	<b>\$ 5,939,210</b>	<b>\$ 6,936,971</b>	<b>\$ 997,761</b>	F	<b>\$ 17,637,512</b>	<b>\$ 17,952,438</b>	<b>\$ 314,926</b>	F	<b>\$ 79,074,000</b>
<b>Net Operating Revenue</b>	<b>\$ 6,149,828</b>	<b>\$ 7,197,891</b>	<b>\$ 1,048,063</b>	F	<b>\$ 18,242,087</b>	<b>\$ 18,714,622</b>	<b>\$ 472,536</b>	F	<b>\$ 81,912,383</b>
<b>Operating Expenses:</b>									
Equipment & Facility Maintenance	1,265,304	1,135,915	(129,389)	F	3,843,823	3,369,492	(474,332)	F	15,352,868
Transportation	2,228,095	2,373,977	145,882	U	6,829,083	7,180,464	351,380	U	27,099,134
Planning, Scheduling & Marketing	702,689	244,396	(458,293)	F	1,371,185	457,342	(913,843)	F	10,663,128
Insurance and Safety	251,548	204,710	(46,838)	F	761,221	664,810	(96,410)	F	3,051,314
General and Administrative	1,316,894	990,213	(326,682)	F	3,851,854	3,134,070	(717,784)	F	15,462,045
Purchase of Service - Spectran & Van Pool	638,029	610,081	(27,948)	F	1,914,087	1,967,562	53,475	U	7,656,349
Operating Taxes and Licenses	215,970	206,762	(9,208)	F	662,271	636,873	(25,398)	F	2,627,544
<b>Total Operating Expenses</b>	<b>\$ 6,618,529</b>	<b>\$ 5,766,053</b>	<b>\$ (852,476)</b>	F	<b>\$ 19,233,523</b>	<b>\$ 17,410,612</b>	<b>\$ (1,822,912)</b>	F	<b>\$ 81,912,383</b>
<b>Change in Net Postion</b>	<b>\$ (468,701)</b>	<b>\$ 1,431,838</b>	<b>\$ 1,900,539</b>	F	<b>\$ (991,436)</b>	<b>\$ 1,304,011</b>	<b>\$ 2,295,447</b>	F	<b>\$ (0)</b>
Operating Ratio	9.08%	11.30%	82.22%		9.24%	11.11%	1.87%		
Farebox Recovery Ratio	1.67%	1.94%	0.27%		1.80%	2.02%	0.21%		

**GRTC Transit System**  
**Balance Sheet**  
**As of September 30, 2023**

	Current Month September 30, 2023	Prior Month August 31, 2023	Prior Year End June 30, 2023
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash	\$6,375,749	\$10,092,394	\$12,067,738
Working Funds	118,181	118,181	118,181
Capital Funds	6,636,468	6,577,401	6,451,925
Accounts Receivable, net	12,989,912	9,690,152	5,349,811
Motor Bus Parts Inventory	1,027,784	1,058,617	1,014,500
Gasoline Inventory	10,753	3,946	4,715
Diesel Fuels Inventory	66,629	73,869	61,056
Lubricants Inventory	74,953	61,952	39,951
Prepayments	<u>873,293</u>	<u>1,015,411</u>	<u>534,355</u>
Total Current Assets	\$28,173,722	\$28,691,923	\$25,642,232
<b>Tangible Property:</b>			
Property and Equipment	172,543,645	170,354,239	169,904,905
Accumulated Depreciation	<u>(93,041,278)</u>	<u>(92,641,278)</u>	<u>(91,841,278)</u>
Net Property	\$79,502,367	\$77,712,961	\$78,063,627
<b>Other Assets:</b>			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	38,482,411	35,752,895	36,106,151
Intangible Asset - Software, net of amortization	1,307,331	1,299,482	1,299,482
Deferred Outflows GASB 68	17,313,743	17,313,743	17,313,743
Deferred Outflows GASB 75	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Assets	<u>65,596,237</u>	<u>62,858,872</u>	<u>63,212,128</u>
<b>TOTAL ASSETS</b>	<b><u>\$173,272,326</u></b>	<b><u>\$169,263,756</u></b>	<b><u>\$166,917,987</u></b>
<b>LIABILITIES AND CAPITAL</b>			
<b>Current Liabilities:</b>			
Accounts Payable	5,062,361	5,077,561	6,027,435
Wages Payable	2,050,708	2,987,465	2,366,311
Taxes Accrued	48,006	136,328	93,068
Deferred Revenues CVTA	38,372,576	37,552,564	35,816,483
Other Current Liabilities	<u>3,978,723</u>	<u>1,977,879</u>	<u>579,311</u>
Total Current Liabilities	\$49,512,374	\$47,731,797	\$44,882,608
<b>Non-current Liabilities:</b>			
N/P City, OPEB and GASB 68	\$ 75,725,285	\$ 75,725,285	\$ 75,725,285
<b>Reserves:</b>			
Injuries, Loss, and Damage	<u>621,450</u>	<u>621,450</u>	<u>621,450</u>
Total Reserves	<u>\$621,450</u>	<u>\$621,450</u>	<u>\$621,450</u>
<b>TOTAL LIABILITIES</b>	125,859,109	124,078,532	121,229,343
<b>Capital:</b>			
Common Stock	50,005	50,005	50,005
Paid-In Capital	122,623,685	121,511,026	121,129,047
Fund Balance - Accumulated Depreciation	(92,604,669)	(92,204,669)	(91,404,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>53,434,147</u>	<u>51,918,813</u>	<u>52,004,212</u>
Total Capital	\$ 83,474,132,217	\$ 45,185,224	\$ 45,688,644
<b>TOTAL LIABILITIES AND CAPITAL</b>	<b><u>\$ 173,272,326</u></b>	<b><u>\$ 169,263,756</u></b>	<b><u>\$ 166,917,987</u></b>



**Greater Richmond Transit Company**  
**Cash Flow Projection**  
**November 21, 2023**

	Actual						Expected	
	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23
Beginning Balance	8,928,744	10,125,726	7,439,693	7,984,254	10,329,366	4,965,018	2,121,781	4,781,257
<b>Revenue</b>								
Advertising Revenue	-	-	-	-	-	-	-	-
CVTA	5,353,750	-	-	5,728,513	-	-	5,728,513	-
Federal			3,605,372			2,418,712	1,313,857	2,547,734
State								
Operating Assistance	1,621,591	1,621,591	1,621,590	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189
Capital	18,464	-	1,469,576	261,692	-	-	646,143	572,760
Zero Fare	-	361,737	-	-	-	-	-	-
Local - Chesterfield	62,614			63,471			63,471	-
LOCAL - COR		1,978,278	250		250,000			4,502,730
LOCAL - HNCO	-		-	1,047,382		1,058,234	1,058,234	-
LOCAL - Peterburg	16,667	16,667	16,667	16,667	16,667	16,667		33,333
LOCAL -Bon Secours			-					
Ridefinders	100,611	41,247	41,588	37,764	38,736	38,031	57,222	38,421
Other Income		6,082	47,428	29,812	90,449	81,906	27,410	25,000
VCU	-	-	-	-	600,000			-
	<b>\$ 7,173,697</b>	<b>\$ 4,025,602</b>	<b>\$ 6,802,471</b>	<b>\$ 8,644,489</b>	<b>\$ 2,455,040</b>	<b>\$ 5,072,738</b>	<b>\$ 10,354,038</b>	<b>\$ 9,179,168</b>
<b>Expenses</b>								
Wages & Benefits	3,856,722	3,515,254	3,654,575	3,509,863	4,749,065	4,171,605	4,149,409	4,111,990
SGR / Maintenance	562,680	695,904	483,829	568,592	274,508	274,558	311,899	286,988
Materials and Supplies	35,557	51,149	63,491	382,242	366,225	235,201	232,773	278,066
Casualty & Insurance	304,463	63,442	42,422	297,877	310,669	17,645	(33,150)	400,500
Services	305,862	384,836	448,478	341,400	425,786	286,682	764,730	492,399
Purchased Services	111,760	1,239,321	708,313	653,060	68,794	666,882	647,805	657,344
Utilities	94,613	81,363	44,336	74,149	165,795	59,212	87,969	81,363
Travel & Training	15,747	1,048	41,339	7,363	5,715	3,739	12,574	7,343
Miscellaneous	27,255	4,124	7,425	27,869	6,978	4,711	5,292	5,661
Capital	662,056	675,193	763,703	436,961	1,445,853	2,195,741	1,515,262	1,817,952
	<b>\$ 5,976,715</b>	<b>\$ 6,711,634</b>	<b>\$ 6,257,910</b>	<b>\$ 6,299,377</b>	<b>\$ 7,819,388</b>	<b>\$ 7,915,975</b>	<b>\$ 7,694,562</b>	<b>\$ 8,139,606</b>

<b>Cash Position</b>	<b>\$ 10,125,726</b>	<b>\$ 7,439,693</b>	<b>\$ 7,984,254</b>	<b>\$ 10,329,366</b>	<b>\$ 4,965,018</b>	<b>\$ 2,121,781</b>	<b>\$ 4,781,257</b>	<b>\$ 5,820,819</b>
----------------------	----------------------	---------------------	---------------------	----------------------	---------------------	---------------------	---------------------	---------------------

**GRTC Transit System  
CVTA Special Fund Quarterly Report  
For the Quarter Ended December 31, 2023**

**Data through November 1, 2023**

**Beginning Balance @ September 30, 2023** **\$ 38,482,410.76**

**Receipts:**

November 1, 2023 GRTC 15% Funds Distribution - Month of September 2023	\$	2,798,401.56	
GRTC 15% Funds Distribution - Month of October 2023			
GRTC 15% Funds Distribution - Month of November 2023			
October 1, 2023 Interest Income WF Treasury Sweep September 2023	\$	47,722.02	
Interest Income LGIP EM- October 2023			
October 2023 LGIP EM Share unrealized gain/(loss)			
Interest Income WF Treasury Sweep October 2023			
Interest Income LGIP EM- November 2023			
November 2023 LGIP EM Share unrealized gain/(loss)			
Interest Income WF Treasury Sweep November 2023			
Interest Income LGIP EM- December 2023			
December 2023 LGIP EM Share unrealized gain/(loss)			
			\$ 2,846,123.58

**Uses:**

<b>Costs incurred in preparing GRTC Regional Public Transportation Plan</b>			\$ -
Michael Baker International Invoice 114XXXX - RPTP			
Michael Baker International Invoice 114XXXX - RPTP			
Michael Baker International Invoice 114XXXX - RPTP			
<b>Costs incurred in preparing GRTC Micromobility Plan</b>			\$ (46,962.70)
Four Square Invoice 06451 Microtransit Implementation Plan	\$	(17,598.78)	
Four Square Invoice 06623 Microtransit Implementation Plan	\$	(23,025.17)	
Four Square Invoice 06624 Microtransit Implementation Plan	\$	(6,338.75)	
<b>GRTC Operating and Capital Expense</b>			
GRTC Operating Expense Qtr 2 FY2024 Draw	\$	(5,728,512.50)	
GRTC Capital Expense Qtr 2 FY2024 Local Share Draw	\$	<u>(123,658.75)</u>	
<b>Subtotal GRTC Operating and Capital Expense</b>			\$ (5,852,171.25)

**Ending Balance @ October 31, 2023** **\$ 35,429,400.39**

**Central Virginia Transportation Authority  
Annual Certification of Expenditures  
Greater Richmond Transit Company (GRTC)**

Central Virginia Transportation Authority (CVTA) member jurisdictions and the Greater Richmond Transit Company (GRTC), which receive revenues from the Central Virginia Transportation Fund (Fund), must annually provide sufficient documentation as required by the CVTA showing that they used the revenues distributed to them under Chapter 37, Title 33.2 of the *Code of Virginia* (§33.2-3701) for purposes set forth therein.

Fund revenues returned to member jurisdictions must be used to improve local mobility, which may include construction, maintenance, or expansion of roads, sidewalks, trails, mobility services, or transit located in the locality.

Fund revenues distributed to GRTC must be used to provide transit and mobility services in Planning District 15 as defined in GRTC’s Regional Public Transportation Plan developed in conformance with guidelines required by the Code of Virginia (§33.2-286) and approved by CVTA pursuant to the Chapter 1235.

GRTC has submitted documentation sufficient to meet the requirements of Chapter 37, Title 33.2 of the *Code of Virginia* (§33.2-3701), including its Regional Public Transportation Plan, quarterly reports to the CVTA, and this Annual Certification Report.

Pursuant to and in compliance with these requirements and in conjunction with the documentation submitted as part of this Annual Certification, I hereby certify, on behalf of GRTC that all revenues distributed to GRTC from the Fund were used in compliance with the applicable provisions of Chapter 37, Title 33.2 of the *Code of Virginia* (§33.2-3701) as shown by the submitted documentation.

Signed:

---

Sheryl Adams  
Chief Executive Officer

November 9, 2023

Date



**GRTC Transit System  
CVTA Special Fund Annual Certification Report  
For the Year Ended June 30, 2023  
Full Year Summary**

<b>Beginning Balance @ June 30, 2022</b>		<b>\$ <u>25,960,951.67</u></b>
<b>Receipts:</b>		
<b>Subtotal Receipts</b>		\$ 32,057,684.73
<b>Uses:</b>		
<b>Subtotal Costs Incurred in preparing GRTC Regional Public transportation Plan</b>		\$ (16,421.06)
<b>Subtotal Costs Incurred in preparing GRTC Micromobility Plan</b>		\$ (73,642.09)
<u>GRTC Operating and Capital Expense</u>		
GRTC Operating Expense	(21,415,000.00)	
GRTC Capital Expense	<u>(407,423.00)</u>	
<b>Subtotal GRTC Operating and Capital Expense</b>		<b>\$ (21,822,423.00)</b>
<b>Ending Balance @ June 30, 2023</b>		<b>\$ <u>36,106,150.25</u></b>

## Breakdown by Quarter 1st Quarter Activity

<b>Beginning Balance @ June 30, 2022</b>	<b><u>\$ 25,960,951.67</u></b>
--	--------------------------------

**Receipts:**

July 29, 2022 GRTC 15% Funds Distribution - Month of June 2022	\$	2,629,414.64
August 30, 2022 GRTC 15% Funds Distribution - Month of July 2022		2,526,836.37
September 27, 2022 GRTC 15% Funds Distribution - Month of August 2022		2,518,675.21
July 29, 2022 Interest Income LGIP EM- July 2022		16,582.89
July 29, 2022 July 2022 LGIP EM Share unrealized gain/(loss)		36,734.33
August 31, 2022 Interest Income LGIP EM- August 2022		22,322.18
August 31, 2022 August 2022 LGIP EM Share unrealized gain/(loss)		(55,152.04)
September 30, 2022 Interest Income LGIP EM- September 2022		26,958.47
September 30, 2022 September 2022 LGIP EM Share unrealized gain/(loss)		<u>(73,626.78)</u>

<b>Subtotal Receipts</b>	<b>\$ 7,648,745.27</b>
--------------------------	------------------------

**Uses:**

Costs incurred in preparing GRTC Regional Public Transportation Plan

Michael Baker International Invoice 1144626 - RPTP	\$	(9,176.90)
Michael Baker International Invoice 1141615 - RPTP		(3,557.36)
Michael Baker International Invoice 1146636 - RPTP		<u>(3,686.80)</u>

<b>Subtotal Costs Incurred in preparing GRTC Regional Public transportation Plan</b>	<b>\$ (16,421.06)</b>
--	-----------------------

Costs incurred in preparing GRTC Micromobility Plan

Michael Baker International Invoice 1154590- Micromobility	\$	(16,771.30)
Michael Baker International Invoice 1153035 - Micromobility		(4,704.51)
Michael Baker International Invoice 1141613 - Micromobility		(20,343.92)
Michael Baker International Invoice 1157185 - Micromobility		<u>(8,125.65)</u>

<b>Subtotal Costs Incurred in preparing GRTC Micromobility Plan</b>	<b>\$ (49,945.38)</b>
---	-----------------------

GRTC Operating and Capital Expense

GRTC Operating Expense Qtr 1 FY2023 Draw	\$	(5,353,750.00)
GRTC Capital Expense Qtr 1 FY2023 Local Share Draw		<u>(101,855.75)</u>

<b>Subtotal GRTC Operating and Capital Expense</b>	<b>\$ (5,455,605.75)</b>
--	--------------------------

<b>Ending Balance @ September 30, 2022</b>	<b><u>\$ 28,087,724.75</u></b>
--	--------------------------------

## Breakdown by Quarter 2nd Quarter Activity

<b>Beginning Balance @ September 30, 2022</b>	<b><u>\$ 28,087,724.75</u></b>
---	--------------------------------

**Receipts:**

October 31, 2022 GRTC 15% Funds Distribution - Month of September 2022	\$	2,595,498.47
December 1, 2022 GRTC 15% Funds Distribution - Month of October 2022		2,689,437.09
October 31, 2022 Interest Income LGIP EM- October 2022		36,370.34
October 31, 2022 October 2022 LGIP EM Share unrealized gain/(loss)		(18,434.21)
November 30, 2022 Interest Income LGIP EM- November 2022		40,033.95
November 30, 2022 November 2022 LGIP EM Share unrealized gain/(loss)		18,471.36
December 30, 2022 Interest Income LGIP EM- December 2022		45,446.92
December 30, 2022 December 2022 LGIP EM Share unrealized gain/(loss)		<u>37,024.41</u>

<b>Subtotal Receipts</b>	<b>\$ 5,443,848.33</b>
--------------------------	------------------------

**Uses:**

Costs incurred in preparing GRTC Regional Public Transportation Plan

<b>Subtotal Costs Incurred in preparing GRTC Regional Public transportation Plan</b>	<b>\$ -</b>
--	-------------

Costs incurred in preparing GRTC Micromobility Plan

Michael Baker International Invoice 1150249- Micromobility	\$	(7,656.30)
Michael Baker International Invoice 1160157 - Micromobility		<u>(3,285.74)</u>

<b>Subtotal Costs Incurred in preparing GRTC Micromobility Plan</b>	<b>\$ (10,942.04)</b>
---	-----------------------

GRTC Operating and Capital Expense

GRTC Capital Expense Qtr 2 FY2023 Local Share Draw	\$	(5,353,750.00)
Subtotal GRTC Operating and Capital Expense		<u>(101,855.75)</u>

<b>Subtotal GRTC Operating and Capital Expense</b>	<b>\$ (5,455,605.75)</b>
--	--------------------------

<b>Ending Balance @ December 31, 2022</b>	<b><u>\$ 28,065,025.29</u></b>
---	--------------------------------

## Breakdown by Quarter 3rd Quarter Activity

<b>Beginning Balance @ December 31, 2022</b>		<b>\$</b>	<b>28,065,025.29</b>
<b>Receipts:</b>			
January 9, 2023 GRTC 15% Funds Distribution - Month of November 2022	\$	2,577,372.85	
January 24, 2023 GRTC 15% Funds Distribution - Month of December 2022		2,543,225.58	
February 27, 2023 GRTC 15% Funds Distribution - Month of January 2023		3,013,470.43	
March 24, 2023 GRTC 15% Funds Distribution - Month of February 2023		2,437,201.66	
January 31, 2023 Interest Income LGIP EM- January 2023		50,302.12	
January 31, 2023 January 2023 LGIP EM Share unrealized gain/(loss)		37,116.97	
February 28, 2023 Interest Income LGIP EM- February 2023		54,353.78	
February 28, 2023 February 2023 LGIP EM Share unrealized gain/(loss)		(22,471.40)	
March 31, 2023 Interest Income LGIP EM- March 2023		62,526.88	
March 31, 2023 March 2023 LGIP EM Share unrealized gain/(loss)		90,106.76	
<b>Subtotal Receipts</b>			<b>\$ 10,843,205.63</b>
<b>Uses:</b>			
<u>Costs incurred in preparing GRTC Regional Public Transportation Plan</u>			
<b>Subtotal Costs Incurred in preparing GRTC Regional Public transportation Plan</b>			<b>\$ -</b>
<u>Costs incurred in preparing GRTC Micromobility Plan</u>			
Michael Baker International Invoice 115XXXX- Micromobility	\$	(255.42)	
<b>Subtotal Costs Incurred in preparing GRTC Micromobility Plan</b>			<b>\$ (255.42)</b>
<u>GRTC Operating and Capital Expense</u>			
GRTC Operating Expense Qtr 3 FY2023 Draw	\$	(5,353,750.00)	
GRTC Capital Expense Qtr 3 FY2023 Local Share Draw		(101,855.75)	
<b>Subtotal GRTC Operating and Capital Expense</b>			<b>\$ (5,455,605.75)</b>
<b>Ending Balance @ March 31, 2023</b>			<b>\$ 33,452,369.75</b>

## Breakdown by Quarter 4th Quarter Activity

<b>Beginning Balance @ March 31, 2023</b>		<b>\$</b>	<u><u>33,452,369.75</u></u>
<b><u>Receipts:</u></b>			
April 25, 2023 GRTC 15% Funds Distribution - Month of March 2023	\$	2,542,650.30	
May 26, 2023 GRTC 15% Funds Distribution - Month of April 2023		2,740,177.64	
June 26, 2023 GRTC 15% Funds Distribution - Month of May 2023		2,623,327.92	
April 30, 2023 Interest Income LGIP EM- April 2023		63,140.56	
April 30, 2023 April 2023 LGIP EM Share unrealized gain/(loss)		-	
May 1, 2023 Interest Income WF Treasury Sweep April 2023		4,134.18	
May 31, 2023 Interest Income LGIP EM- May 2023		68,285.72	
May 31, 2023 May 2023 LGIP EM Share unrealized gain/(loss)		(22,654.01)	
June 1, 2023 Interest Income WF Treasury Sweep May 2023		34,715.46	
June 30, 2023 Interest Income LGIP EM- June 2023		68,107.73	
June 30, 2023 June 2023 LGIP EM Share unrealized gain/(loss)		-	
		<hr/>	
<b>Subtotal Receipts</b>			<b>\$ 8,121,885.50</b>
<b><u>Uses:</u></b>			
<u>Costs incurred in preparing GRTC Regional Public Transportation Plan</u>			
<b>Subtotal Costs Incurred in preparing GRTC Regional Public Transportation Plan</b>			<b>\$ -</b>
<u>Costs incurred in preparing GRTC Micromobility Plan</u>			
Michael Baker International Invoice 1170939- Micromobility	\$	(4,862.51)	
Michael Baker International Invoice 1165025 - Micromobility	\$	(7,636.74)	
		<hr/>	
<b>Subtotal Costs Incurred in preparing GRTC Micromobility Plan</b>			<b>\$ (12,499.25)</b>
<u>GRTC Operating and Capital Expense</u>			
GRTC Operating Expense Qtr 4 FY2023 Draw	\$	(5,353,750.00)	
GRTC Capital Expense Qtr 4 FY2023 Local Share Draw		(101,855.75)	
		<hr/>	
<b>Subtotal GRTC Operating and Capital Expense</b>			<b>\$ (5,455,605.75)</b>
<b>Ending Balance @ June 30, 2023</b>		<b>\$</b>	<u><u>36,106,150.25</u></u>