

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. August 29, 2024, at GRTC, 301 East Belt Boulevard, 3rd Floor Conference Room, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://www.youtube.com/live/hpOoS8iwmg4>.

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MINUTES
JULY 16, 2024
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 (Virtually)
Daniel Schmitt, County of Henrico

Others Present: Bonnie Ashley, General Counsel
Sheryl Adams, Chief Executive Officer
Adrienne Torres, Chief of Staff
Kevin Hernandez, Chief Operating Officer
John Zinzarella, Chief Financial and Administrative Officer
Frank Adarkwa, Director of Planning & Schedules
Tim Barham, Director of Transportation
Joe Dillard, Director of Equitable Innovation & Legislative Policy
Dexter Hurt, Director of Information Systems
Marc René, Director of Finance
Cherika Ruffin, Interim Executive Director of RideFinders
Tonya Thompson, Director of Procurement
Henry Bendon, Marketing Communications Specialists
Monica Carter, Safety and Service Compliance Manager
Justin Samoy, Graphic Designer
Janice Witt, Executive Assistant
Maurice Carter, President ATU Local 1220
Jahmyia Davis, Partnership for the Future
Ken Lantz, PlanRVA
Stephanie Power, RVA Rapid Transit
David Ware, Specialized Transportation

Chairman Nelson has announced that Mr. Saunders has requested that he participate in this meeting by virtual attendance from Georgia, where he is traveling with family. The Chairman requested that the Board members consider Mr. Saunders participating by electronic means. Mr. Schmitt motioned to accept Mr. Saunders participating by electronic means and Mr. Ingle seconded, the motion carried unanimously.

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 July 16, 2024, by Chairman Nelson, at 8AM. The meeting was held at GRTC, 3rd Floor Conference Room, 301 East Belt Boulevard, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address:

<https://www.youtube.com/watch?v=TpMRwJXqgig>.

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this July 16, 2024 meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com.

Dometrious Gordine

There's a major issue concerning the new Sandston/Elko Zone. The major issue is that the businesses and hotels that are located on the western side of S. Laburnum Ave has been cutoff from the zone, including Kroger's. All of those businesses should be in the zone if the riders want to use the service most effectively. This also benefit the drivers as she revealed to me that she can't go outside the zone to take a break or grab something to eat. The microtransit zone may be new but this hiccup needs to be taken care of before it gets worse.

Tangilico

"My name is Tangie, well [Tangilico]. I work at 13th & Main and I live at the 3500th block of Briel Street. I get off at 5:00, it is now..6:00pm, it should not take me an hour to get home. The Pulse is a good idea, but the stops in between, you guys have made it so hard. And the buses that go in between these stops take so long and for us to get to the Pulse, we have to walk. I am 61 years old, I cannot walk all these blocks just to get to the Pulse to get home at a reasonable time. I want yall to figure out a way for us to catch the in between buses a little sooner."

Tavvaris

"My name is Tavvaris. Man, you got to ride the bus. It is the best, man. It gets you from point A to point B, it's free and the ones that don't like driving their cars and scared to go across them red lights? Get on the bus. It's the best thing smokin for ya right now, it's the best thing happening for people. It gets me to work, gets me home to my family and it's the best thing to do right now, get on the bus it's ready for you."

III. Board Meeting Minutes – June 18, 2024

Ms. Robertson motioned to approve the June 18, 2024 Board Meeting minutes, Mr. Eure seconded, and the motion carried unanimously.

IV. Consent Agenda

- A. Transit Strategic Plan
- B. Maintenance Hose and Reels
- C. Annual Liability Insurance Premium
- D. City of Richmond Smart Scale Application
- E. Short Term Disability Insurance

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

V. Operational Updates

A. Operational Performance – Mr. Hernandez updated the Board on the Operational Performance on the following departments:

- *Transportation* – Operators began new schedules the week of June 30 to coincide with the Route 1 extension along with other schedule changes and so far, the schedules are going well. We are 90% of our staffing goal on fixed route and we will be looking into a few recruiting strategies to get to that goal in the fall.
- *Maintenance* – Preventive Maintenance for June was 95% with a goal of 80%. All 19 of our new 2024 Gillig buses were placed in service as of July 1 to help with the reliability of our service. We are 100% staffed with mechanics at this time.

- *Risk Management* – There has been a decrease in accidents and incidents. We continue to work with our Operator’s in our Safety meetings to address some of these incidents/accidents with fixed objects and other hazards as well.
- *Customer Service* – There has been a slight decrease in complaints with our fixed route service and a 50% decrease in complaints with our specialized service. We are addressing these issues in our Safety meetings. There were 10 commendations across the entire system.
- *Microtransit* – Our 19 new operators started the week of June 30 and they are performing well. We had a total of 1,900 inquiries through our Call Center regarding microtransit which speaks volumes of the success of the program.

B. Ridership Performance – Mr. Adarkwa gave a review of the ridership performance. Below are a few highlights:

- *Pulse* – Ridership for June 2024 was 152,185 which was a decrease of 3.44% from May 2024 and a 3.58% increase from June 2023.
- *Express Routes* – Ridership for June 2024 was 7,488 which was a decrease of 12.49% from May 2024 and a 3.54% decrease from June 2023.
- *Local Fixed Route* – Ridership for June 2024 was 774,789 which was a decrease from May 2024 and a 15.42% increase from June 2023.
- *Link Microtransit* – There are five existing zones for the Link which are: Azalea, Cloverdale, Ashland, Powhatan, and Sandston. The total ridership for June 2024 was 5,159 which was a 4.18% increase from May 2024.

VI. Financial Updates

A. Subcommittee Report – Mr. Ingle stated that the May 2024 financials were reviewed at the committee meeting on July 11 and the previous meeting minutes were approved.

VII. Chief Executive Officer Report

- Following the September Board meeting, staff would like to have a Board Retreat for strategic planning.
- The October Board of Directors will be held on October 22, 2024 at 8AM. This is a week later than usual due to the Annual Shareholder’s meeting on October 16 at 10AM.
- The Development Subcommittee meeting will be held August 8 at 1:30PM.
- The June Employees of the Month are Ashley Easton, Mike Frazier, and Josie Bonskowski.
- Adrienne Torres, Chief of Staff, recognized for her 10 years of service. Thanked her for her hard work and dedication.

VIII. Board Chair’s Report

No report.

IX. Adjourn

There being no further business, the meeting adjourned at 8:34AM.

APPROVED:

Tyrone E. Nelson, Chair
GRTC Board of Directors

Date

Meeting Date: August 29, 2024

CONSENT AGENDA ITEMS

- Microtransit and Paratransit Onboard Communication Technology Upgrade – Dexter Hurt
- Articulated Onboard Communication Technology – Dexter Hurt
- Microsoft Software Licensing Renewal – Dexter Hurt
- GRTC & RideFinders Corporate Bank Resolutions – John Zinzarella
- Training Simulator – Tony Carter



Meeting Date: August 29, 2024

Consent Agenda: Onboard Communication Technology Upgrade – Vehicle Routers

BACKGROUND:

In September 2022, the Board approved the purchase of new communications router technology for the GRTC Fixed Route Fleet that provides enhanced communication, real-time location, and passenger WIFI.

GRTC plans to continue the progress to replace aging communication technology currently installed on all Paratransit and Microtransit vehicles with also improved WIFI-capable technology that will allow GPS location, speed, and live camera footage to be visible in real time. The safety department will have the ability to remotely connect to the video system to retrieve footage. The older technology devices currently on the vehicles will be replaced with Cradle Point R1900 5G Modems utilized on the fixed route fleet.

Clever has approved the R1900 5G Router for compatibility with the GRTC Clever Devices AVL system. The new Wi-Fi-capable modems and antennas will be installed in the planned timeframe of fall 2024, depending on when the equipment is received. Once installed, R1900 devices will be regularly checked by GRTC Electronics Technicians using cloud-based software to guarantee that there are no issues with the devices' communication links.

HIGHLIGHTS:

- This purchase includes 90 Cradlepoint R1900 5G routers, vehicle communication antennas, and cellular activation service to upgrade the entire fleet.
- The proposed retrofit project and implementation delivers fleet uniformity and a consolidated management feature-rich platform allowing easy device management.
- The total cost for routers, accessories, and warranty is \$185,000. This purchase will be funded with grant funds.

Grant #	Federal (80%)	State (0%)	Local (20%)
VA2020-009	\$148,000	0	\$37,000

RECOMMENDATION:

The Board of Directors authorizes the CEO to issue a purchase order to CDW-G for the purchase and installation of the Cradlepoint R1900 Router equipment for fleet upgrades at a not-to-exceed cost of \$185,000.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: August 29, 2024

Consent Agenda: Articulated Onboard Communication Technology and Build Changes

BACKGROUND:

On February 20, 2024, the Board of Directors authorized the CEO to issue a purchase order to New Flyer, Inc. to purchase four articulated CNG-powered transit vehicles to include on-board technology. This technology allows GRTC to manage its fixed route operations better. When new buses are ordered, the ACS technology must be added so that operations maintain optimal performance. The vendor omitted the pricing, and the final price was adjusted to include additional hardware and installation technology.

HIGHLIGHTS:

- The cost adjustment to the overall cost is a difference of \$290,560.
- This purchase is funded with federal, state, and local funds.

RECOMMENDATION:

The Board of Directors authorizes the CEO to issue a purchase order change to New Flyer, Inc. in the amount of \$290,560 for the additional cost of technology equipment, bus build changes, and installation for four Articulated CNG-powered transit vehicles.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: August 29, 2024
Consent Agenda: Microsoft Software Licensing Renewal

BACKGROUND:

GRTC utilized Microsoft Enterprise Software to provide a business suite of productivity tools for administrative staff to perform their job functions. The Microsoft Business software is a powerful suite of tools that helps staff stay organized, collaborate with colleagues, and create professional documents. The cloud-based productivity tools within the Microsoft 365 suite allow staff simplified software functionality, streamlined business collaboration, and remote accessibility.

HIGHLIGHTS:

- The Microsoft licensing provides best-in-class productivity applications and advanced security, compliance, voice, and analytical capabilities. This is the framework of GRTC’s IT growth plan for future technology improvements.
- This purchase includes an upgrade of licenses to provide additional staff functionality and the necessary features required for security and data recovery compliance. This renewal includes licenses to support providing email accounts to Operators, Mechanics, and Board staff for improved communication and access to company-published information.
- This vendor supplies the required licenses and possesses the institutional knowledge and skillset to provide data infrastructure configuration and setup for license use. This is critical to the business continuity of GRTC users without interruption of service.
- The staff’s independent cost estimate was based on historical pricing from the previous software licensing purchases and published pricing. The total renewal license cost is \$115,000.
- This contract will be funded entirely with federal and local grants.

Grant #	Federal (80%)	State (0%)	Local (20%)
VA2022-007	\$92,000	-	\$23,000

RECOMMENDATION:

The Board of Directors authorizes the CEO to issue a purchase order to Networking Technologies and Support (NTS) for \$115,000 to purchase Microsoft license renewal and set up licenses within the GRTC infrastructure.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: August 29, 2024

Consent Agenda: GRTC & RideFinders Corporate Bank Resolution Revision

BACKGROUND

The following is an updated list of individuals authorized to transact business on the Company’s bank accounts for GRTC and RideFinders respectively due to the hiring of our new Controller, Htet San:

GRTC Corporate and LGIP Bank Resolutions

- Sheryl Adams, GRTC CEO
- Adrienne Torres, GRTC Chief of Staff
- John Zinzarella, GRTC CFAO
- Marc Rene, GRTC Director of Finance
- Htet San, GRTC Controller

RideFinders Corporate Bank Resolutions

- Sheryl Adams, GRTC CEO
- Adrienne Torres, GRTC Chief of Staff
- John Zinzarella, GRTC CFAO
- Marc Rene, GRTC Director of Finance
- Htet San, GRTC Controller
- Cherika Ruffin, RideFinders Interim Executive Director

RECOMMENDATION

That the Board of Directors amend GRTC and RideFinders Corporate Bank Resolutions to authorize only the above signers as stated.

Barbara Smith, Treasurer/Secretary
GRTC & RideFinders Board of Directors

Date

**GREATER RICHMOND TRANSIT COMPANY
CORPORATE BANK RESOLUTION
CORPORATE INVESTMENT ACCOUNT**

“RESOLVED”, that an account or accounts of any of the following designated as certificates of deposit, demand time, money market, or savings account be opened and maintained with the Local Government Investment Pool (hereinafter “LGIP”), in which funds of this Corporation may be deposited subject to withdrawal or charge at any time and to the withdrawal restrictions of the LGIP; subject to the LGIP’s present and future regulations for each account; all withdrawals from any of the accounts to be upon instruments or orders for the payment of money when made, drawn or accepted by any of the following officers, employees, or agents of this Corporation. Proposed individuals authorized to transact banking business for GRTC Transit System:

Sheryl Adams, GRTC CEO
Adrienne Torres, GRTC Chief of Staff
John Zinzarella, GRTC CFAO
Marc Rene, GRTC Director of Finance
Htet San, GRTC Controller

Barbara Smith, Treasurer/Secretary
GRTC Board of Directors

Date

**GREATER RICHMOND TRANSIT COMPANY
CORPORATE BANK RESOLUTION
CORPORATE CHECKING ACCOUNT**

“RESOLVED”, that an account or accounts of any of the following designated as certificates of deposit, demand time, money market, or savings account be opened and maintained with Wells Fargo (hereinafter “Bank”), in which funds of this Corporation may be deposited subject to withdrawal or charge at any time and to the withdrawal restrictions of the Bank; subject to the Bank’s present and future regulations for each account; all withdrawals from any of the accounts to be upon instruments or orders for the payment of money when made, drawn or accepted by any two of the following officers, employees, or agents of this Corporation. Proposed individuals authorized to transact banking business for GRTC Transit System:

Sheryl Adams, GRTC CEO
Adrienne Torres, GRTC Chief of Staff
John Zinzarella, GRTC CFAO
Marc Rene, GRTC Director of Finance
Htet San, GRTC Controller

Barbara Smith, Treasurer/Secretary
GRTC Board of Directors

Date

**RIDEFINDERS
CORPORATE BANK RESOLUTION
CORPORATE CHECKING ACCOUNT**

“RESOLVED”, that an account or accounts of any of the following designated as certificates of deposit, demand time, money market, or savings account be opened and maintained with Truist (hereinafter “Bank”), in which funds of this Corporation may be deposited subject to withdrawal or charge at any time and to the withdrawal restrictions of the Bank; subject to the Bank’s present and future regulations for each account; all withdrawals from any of the accounts to be upon instruments or orders for the payment of money when made, drawn or accepted by any two of the following officers, employees, or agents of this Corporation. Proposed individuals authorized to transact banking business for RideFinders:

Sheryl Adams, GRTC CEO
Adrienne Torres, GRTC Chief of Staff
John Zinzarella, GRTC CFAO
Marc Rene, GRTC Director of Finance
Htet San, GRTC Controller
Cherika Ruffin, RideFinders Interim Executive Director

Barbara Smith, Treasurer/Secretary
RideFinders Board of Directors

Date

Meeting Date: August 29, 2024
Consent Agenda: Training Simulator

BACKGROUND:

As part of GRTC’s ongoing commitment to “Safety First Service Always.” GRTC is continuing to focus on high standards of safety and operational efficiency, it is essential to provide comprehensive training for our transit operators. A transit bus training simulator offers a cost-effective and controlled environment for training, allowing operators to practice and master their skills in a variety of scenarios without the risks associated with on-the-road training. The simulator will support our training program by:

1. **Enhancing Safety:** Providing a risk-free environment to practice emergency procedures and handling complex driving situations.
2. **Improving Training Efficiency:** Allowing multiple operators to train simultaneously and at separate times, minimizing service disruptions.
3. **Supporting Skills Development:** Offering realistic simulations that improve decision-making and operational skills in various weather and traffic conditions.

GTRC has seen these attributes developed and enforced with the use of the current training simulator. The current simulator is approximately 15 years old. With the growth that is predicted and that we have already seen at GRTC, as well as the ongoing technical problems that we have had with the current simulator due to the age, it is time for us to replace the current training simulator with a more modern and efficient one. This will enhance and make the overall training more efficient and the operation safer.

HIGHLIGHTS:

- GRTC conducted an RFP for a Transit Bus Driver Training Simulator. One bid was received from FAAC Incorporated. The committee evaluated the proposal that was submitted from FAAC, and the committee’s overall rating was excellent. A cost analysis was conducted to ensure the price of the proposal is fair and reasonable.
- The Training Simulator selected is the MB2000; it has a stand-alone cab, OEM components integration, electric bus modeling, and 340-degree field of view, this system is unrivaled. The MB2000 has a variety of vehicle types, FAAC can perform modifications to achieve a realistic feel of additional transit bus types including Paratransit Vehicles and 60-foot Articulated Buses.
- Upon the contract award, FAAC will produce a detailed project schedule to identify the project’s significant milestones. The overall process can take up to two hundred and thirty days.

- The modeling will include comparable roadway geometrics and intersection surroundings. Roads will be accurate to real life in profile and layout. Some of the areas include:
 - Willow Lawn Station
 - Downtown Transfer Station
 - VCU/VUU Eastbound station
 - Chamberlyn Ave and Brooklyn Park Blvd Intersection
- The overall cost of the Training Simulator installation, removal, training, and (5) five-year warranty total is \$1,002,166.00.
- This purchase will be funded with federal, state and local funds.

RECOMMENDATION:

That the Board of Directors authorizes the CEO to issue a purchase order to FAAC incorporated in the amount of \$1,002,166.00 for the purchase of the MB2000 Training Simulator, installation, removal, training, and (5) five-year warranty.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: August 29, 2024
Item Title: Operational Performance

UPDATES:

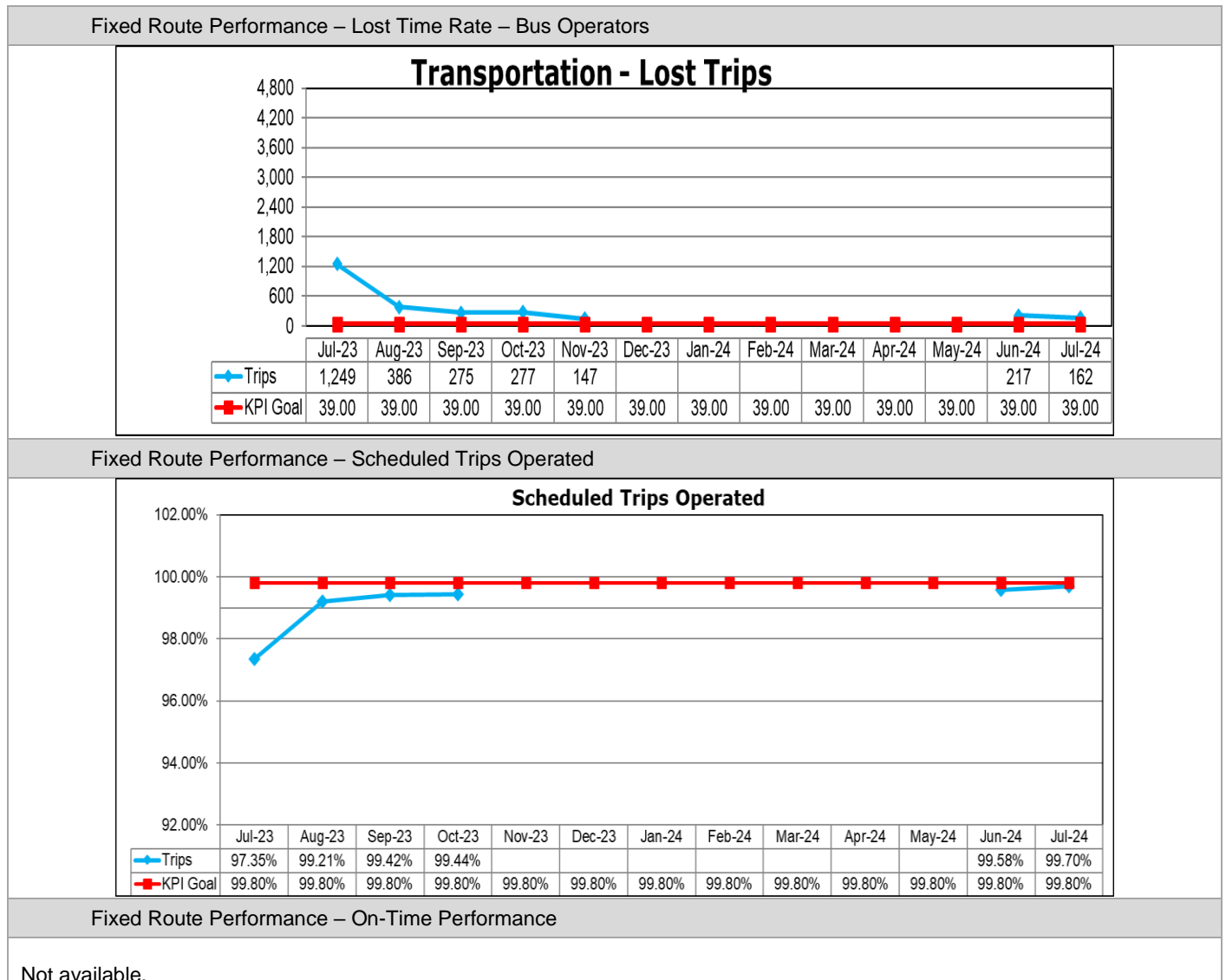
Mr. Hernandez will provide highlights for the Operational Performance for the month of July. The following Departments will be included: Transportation, Risk Management, Maintenance, and Customer Service.

Meeting Date: August 29, 2024
Item Title: Operating Performance

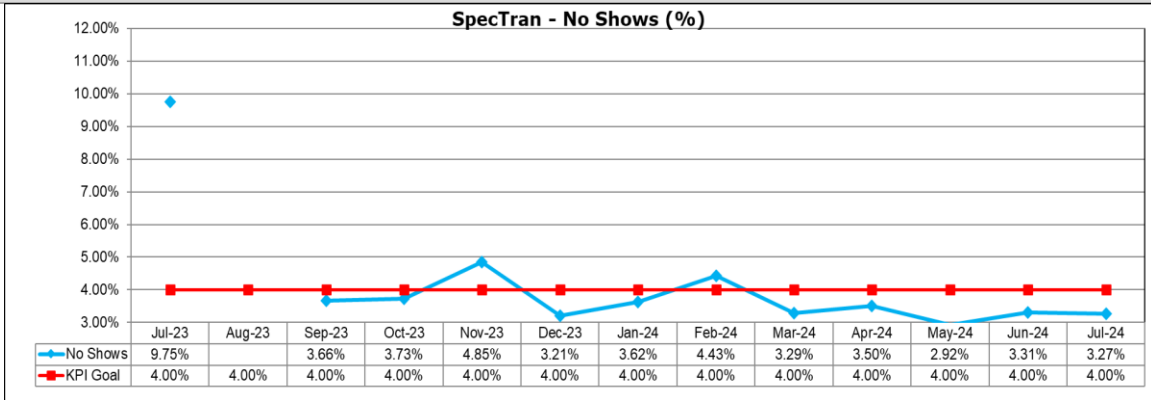
HIGHLIGHTS:

The current staffing is 310 full-time operators and 26 part-time fixed route operators and 23 microtransit operators with 16 fixed route operators in training for the month of July. At the end of June 2024, the staffing was 314 full-time and 27 part-time operators with 12 fixed route operators and 6 microtransit operators in training. The result is a net loss of 4.5 full-time operators and a new gain of 4 microtransit operators.

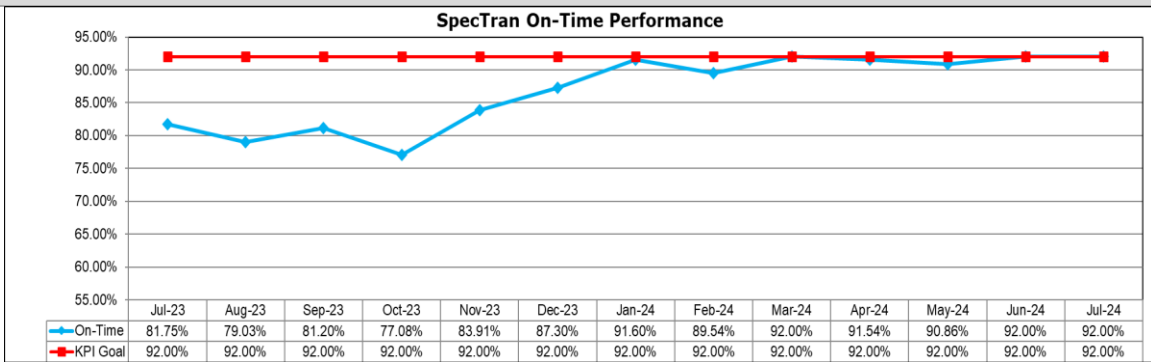
CURRENT STATUS:



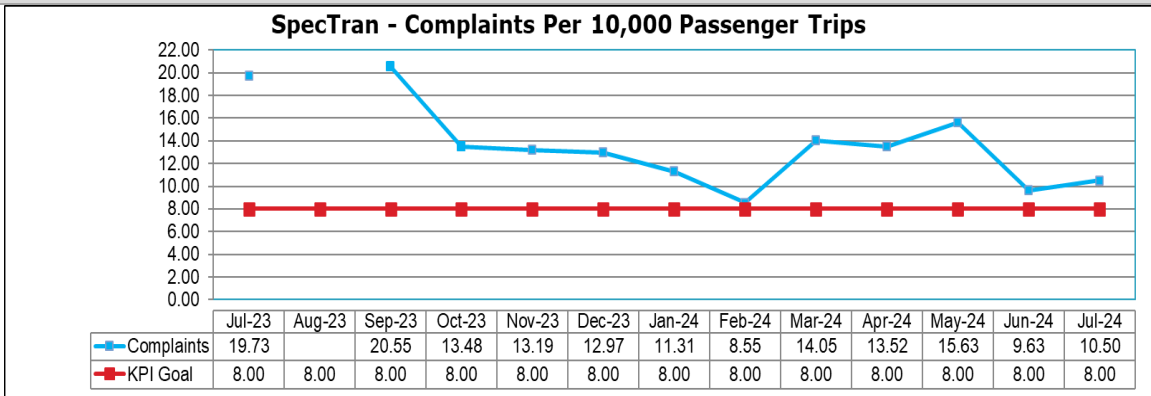
Specialized Transportation – No Shows



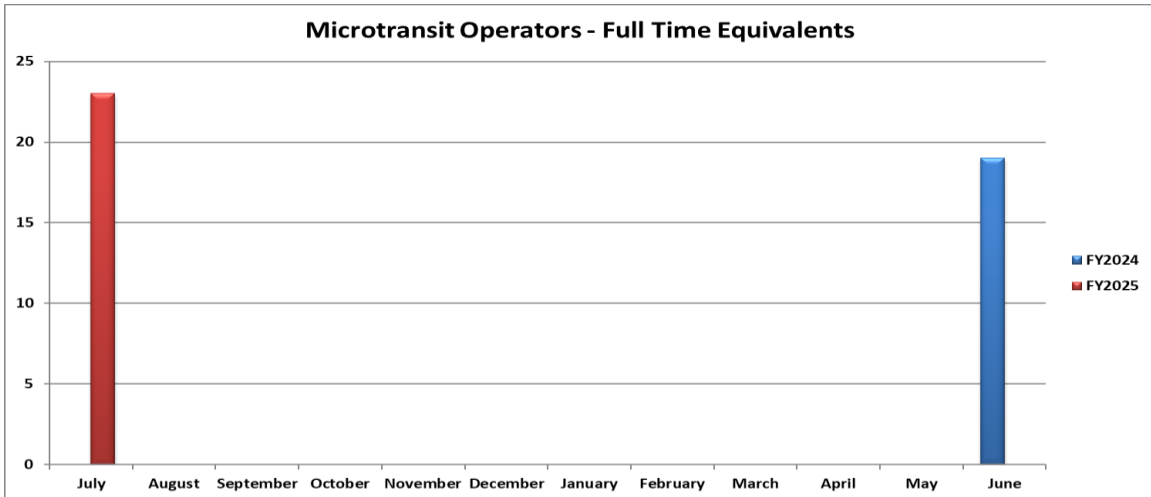
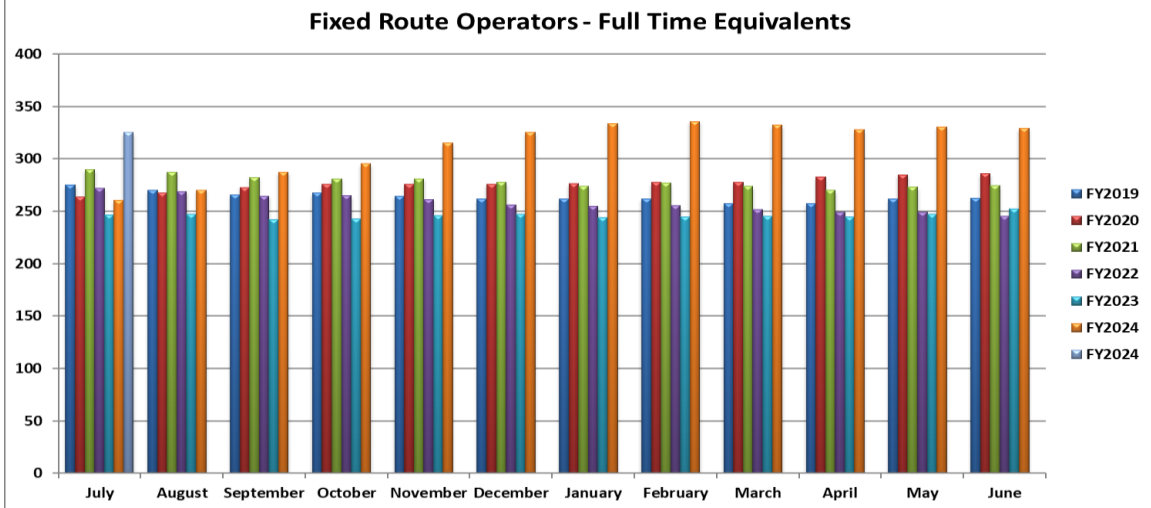
Specialized Transportation – On-Time Performance



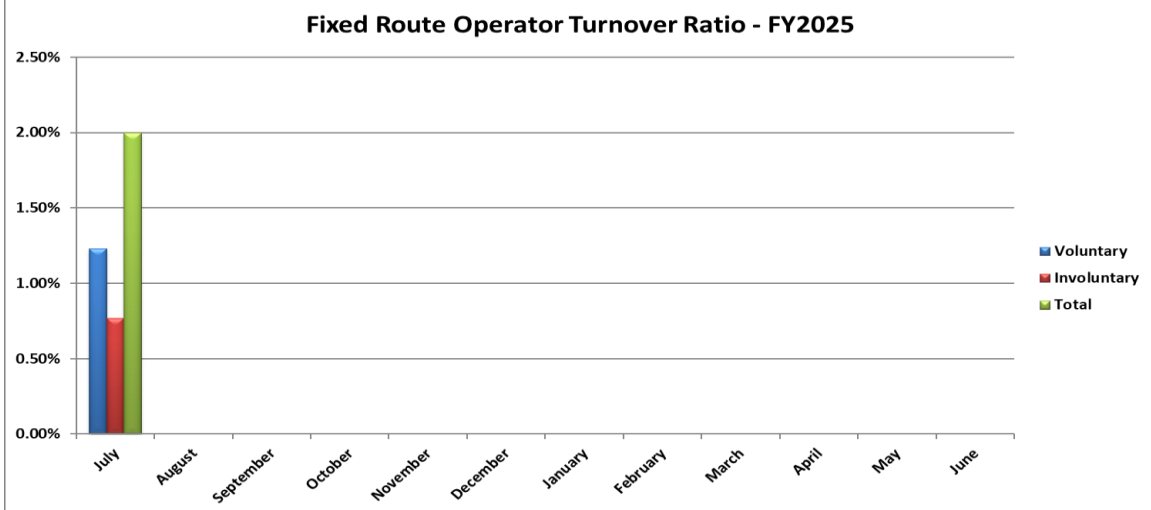
Specialized Transportation – Complaints Per 10,000 Passenger Trips



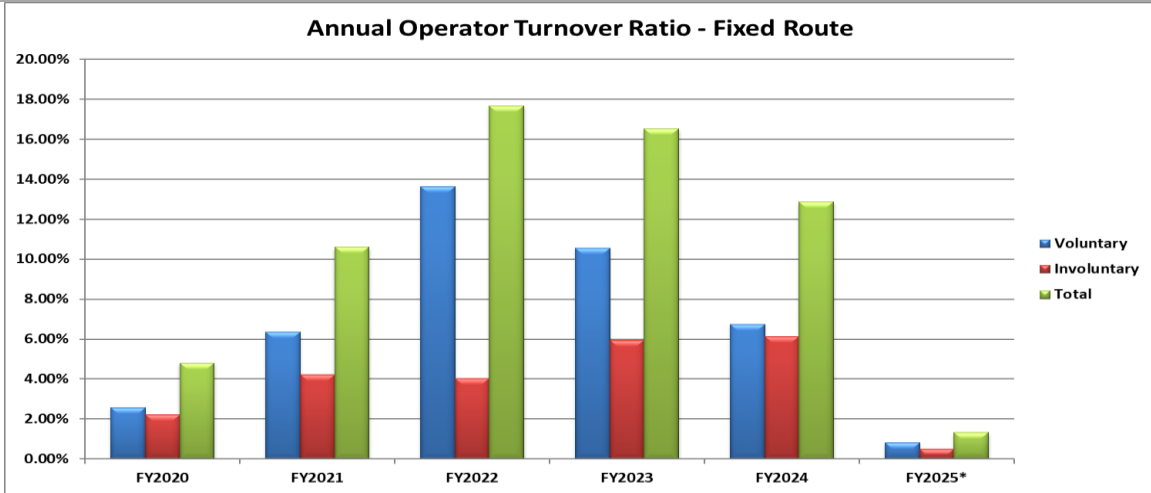
Operators – Full Time Equivalents



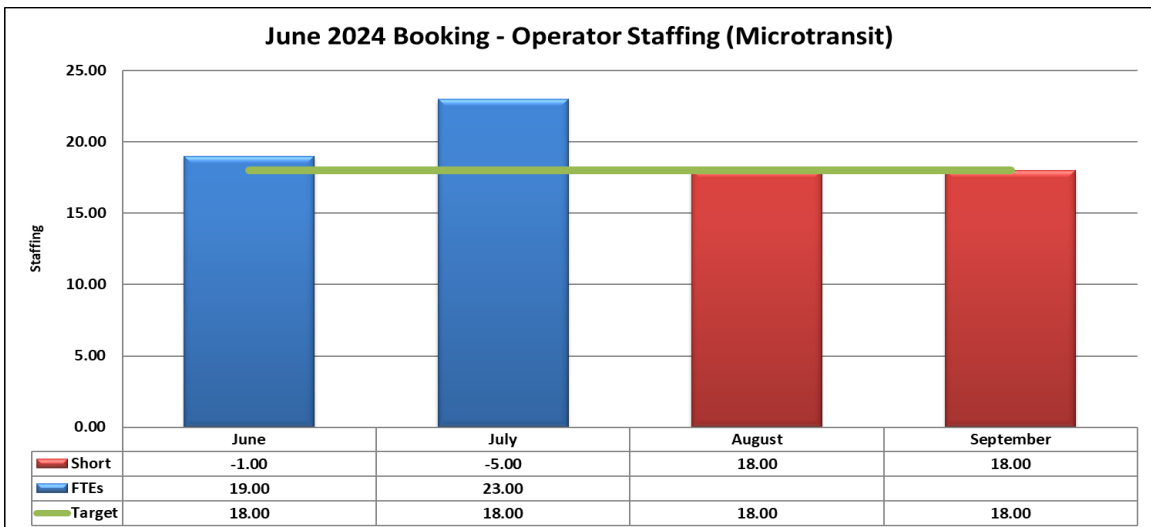
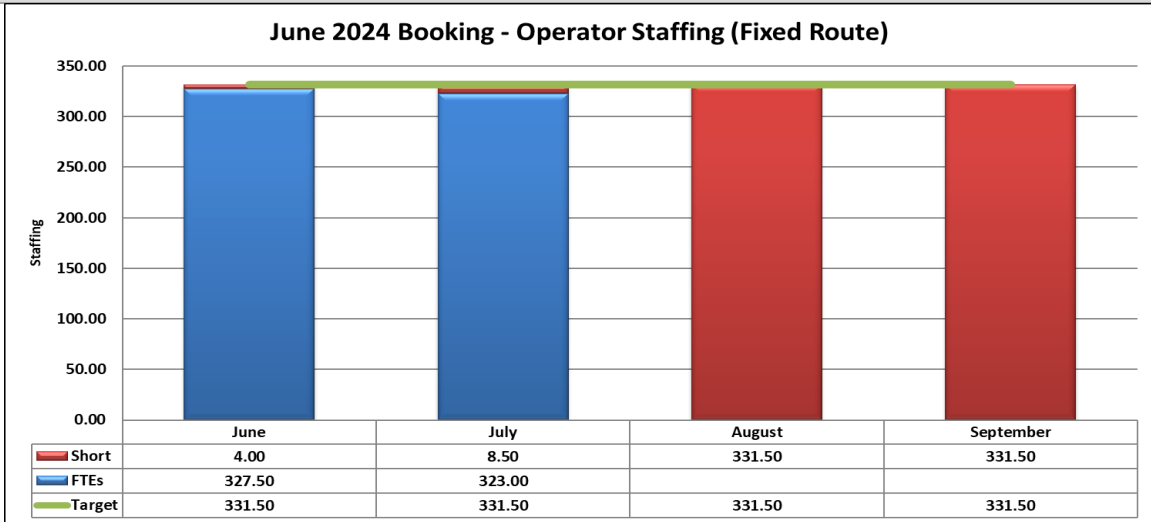
Operator Turnover Ratio – FY2025



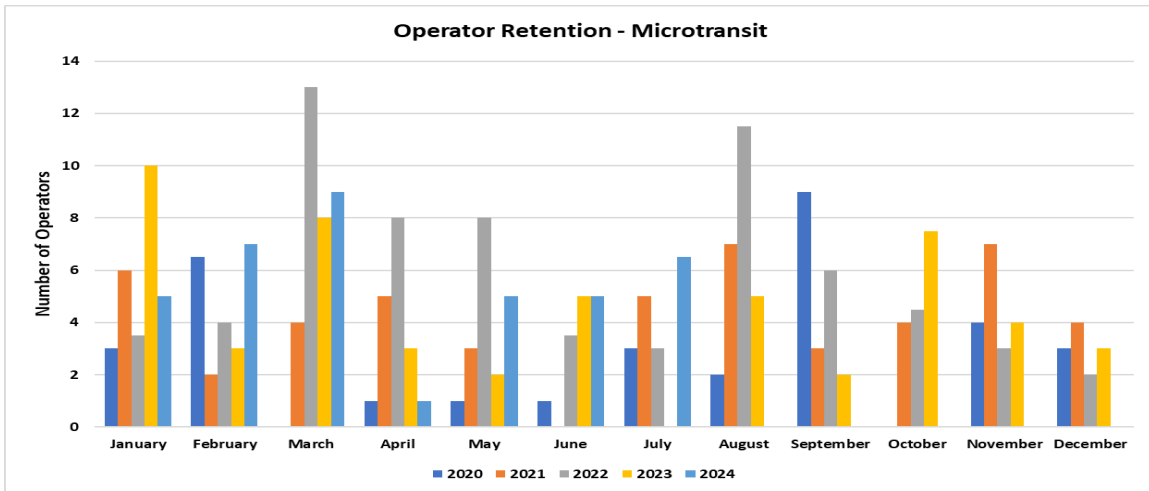
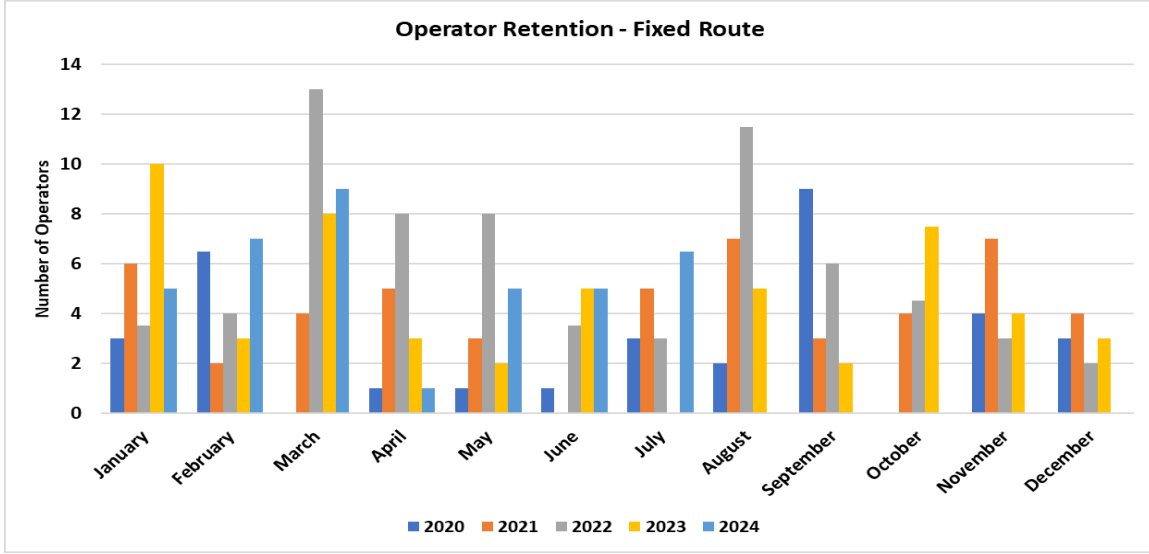
Annual Operator Turnover Ratio



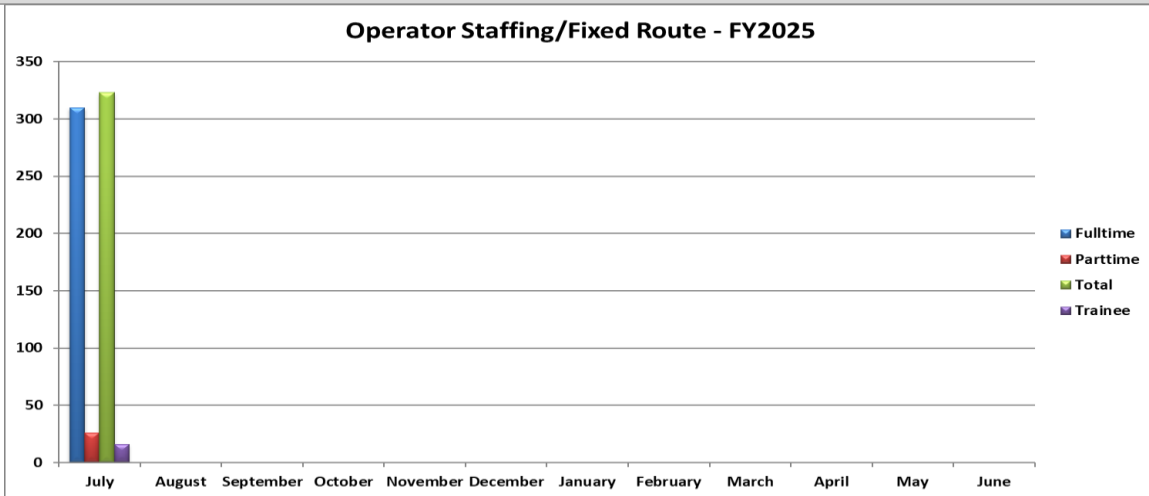
June 2024 Booking – Operator Staffing (Fixed Route and Microtransit)



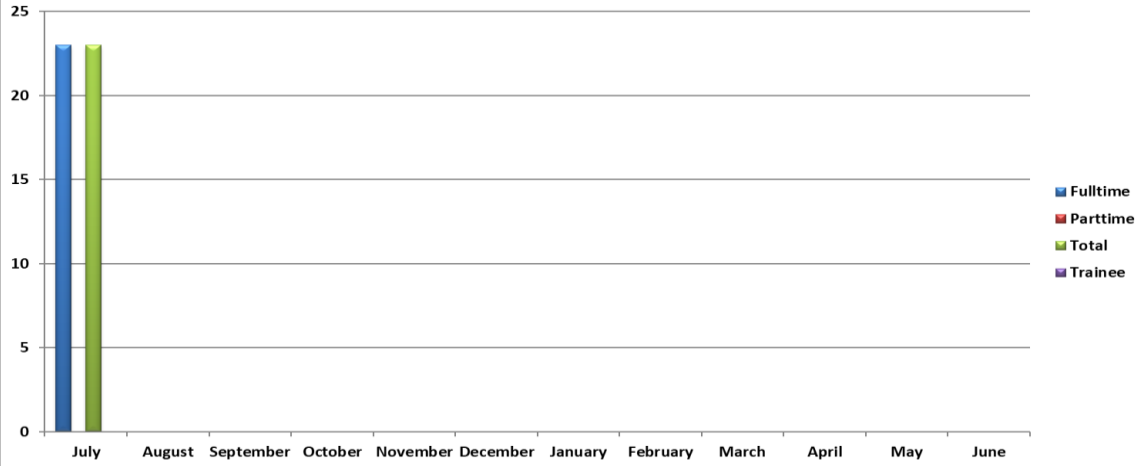
Operator Retention



Operator Staffing



Operator Staffing/Microtransit - FY2025





Meeting Date: August 29, 2024
Staff Report: Risk Management Performance

CURRENT STATUS

Performance Indicator	Agency Averages	July (GRTC)
Miles Between Total NTD Defined Events	10,234	8,289
NTD Defined Event Rate Per 1,000,000 miles	3.1	2.9

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

Fixed Route Traffic Incidents – Trend Report

Traffic Incidents	July	August	September	October	November	December	January	February	March	April	May	June	July
Passenger Incident	3	5	17	15	16	14	17	15	13	9	10	11	15
Pedestrian	1	0	1	0	0	0	0	0	0	0	0	0	0
Bicycle	0	0	1	1	0	0	0	0	0	0	0	0	1
Vehicle Rear End	4	2	2	3	1	2	3	1	2	3	3	3	2
Fixed Objects	12	15	21	19	17	16	13	16	8	7	9	6	13
Improper Turning	5	7	4	5	4	3	4	7	3	3	2	3	7
Company Vehicle	2	2	0	1	3	0	2	2	3	6	2	1	4
Bus Rear End Vehicle	0	0	0	0	0	0	0	0	1	1	1	0	0
Bus Hit Parked Vehicle	3	6	4	6	5	3	5	6	6	3	2	5	3
Total	30	37	50	50	46	38	44	47	36	32	29	29	49

Assaults	Bus-Related
Verbal	0
Physical	1

Specialized Related Incidents – Trend Report

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

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

Micro transit Related Incidents – Trend Report

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

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

DEFINITIONS

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

Bicycle Incident: Bicycle comes into contact with the bus.

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

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

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

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

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

Pedestrian Incident: Pedestrian comes into contact with the bus.

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

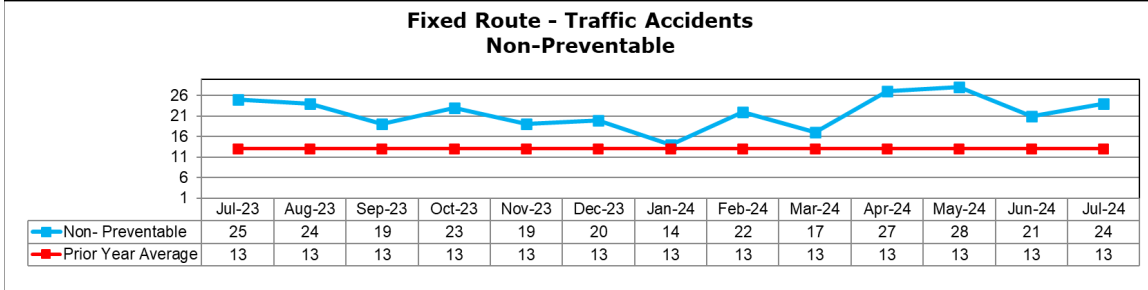
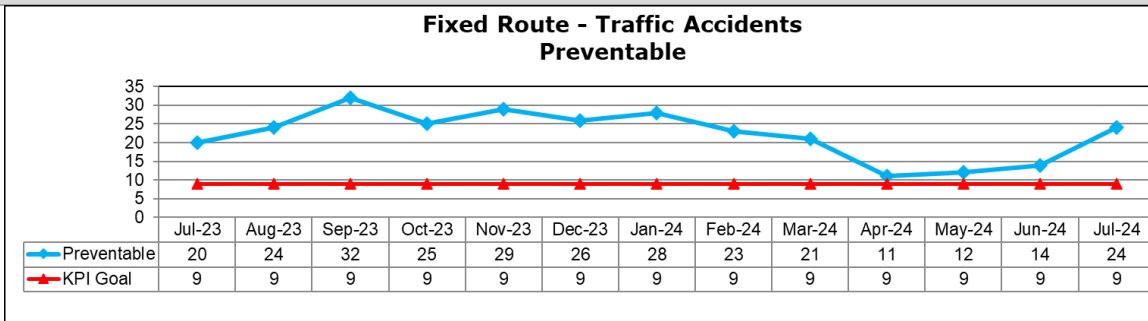
Preventable Passenger Incident: A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors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

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

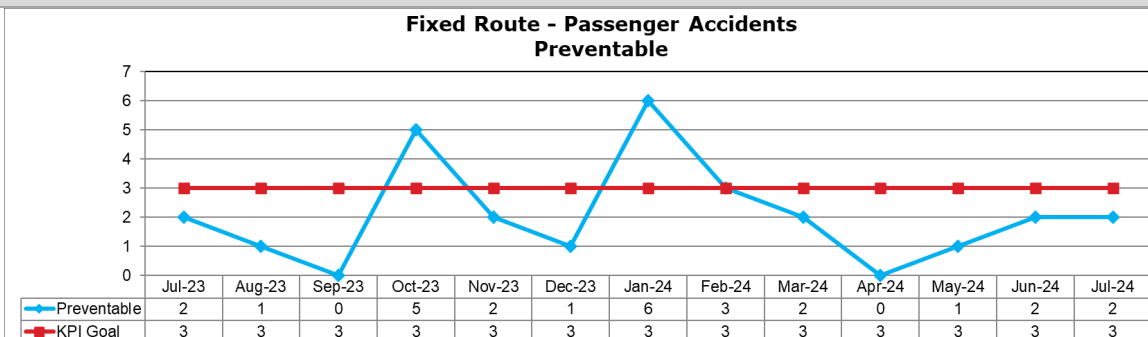
Verbal Assault: – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

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

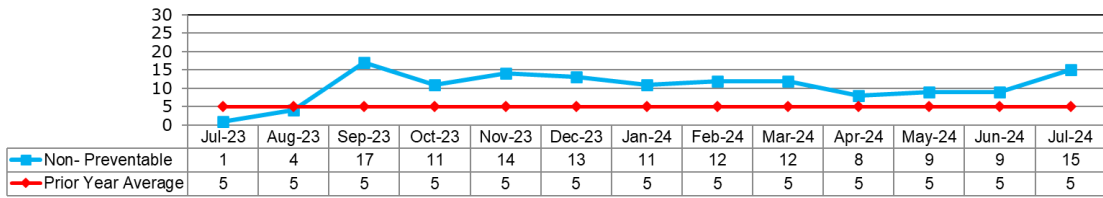
Fixed Route – Traffic Accident Data



Fixed Route – Passenger Accident Data

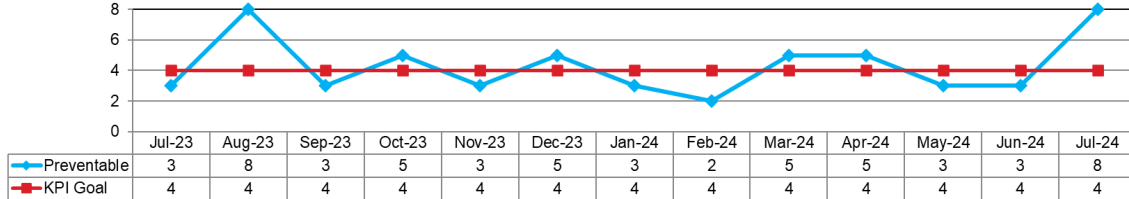


**Fixed Route - Passenger Accidents
Non-Preventable**

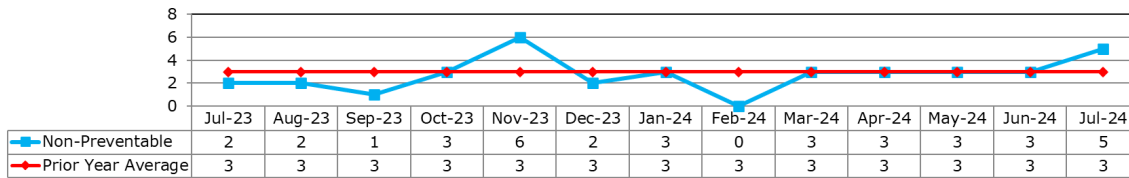


Specialized Transportation – Traffic Accident Data

**Specialized Transportation - Traffic Accidents
Preventable**

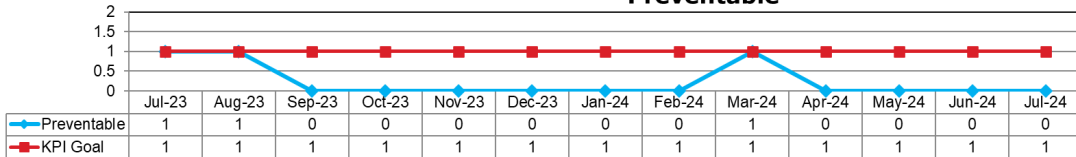


**Specialized Transportation - Traffic Accidents
Non-Preventable**

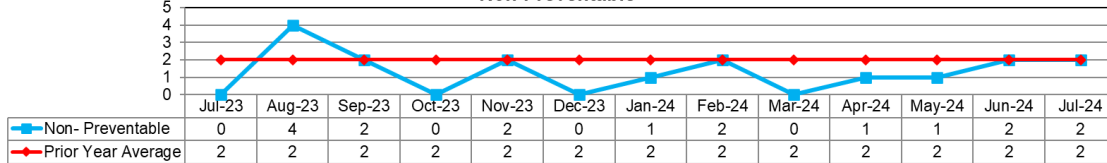


Specialized Transportation – Passenger Accident Data

**Specialized Transportation - Passenger Accidents
Preventable**

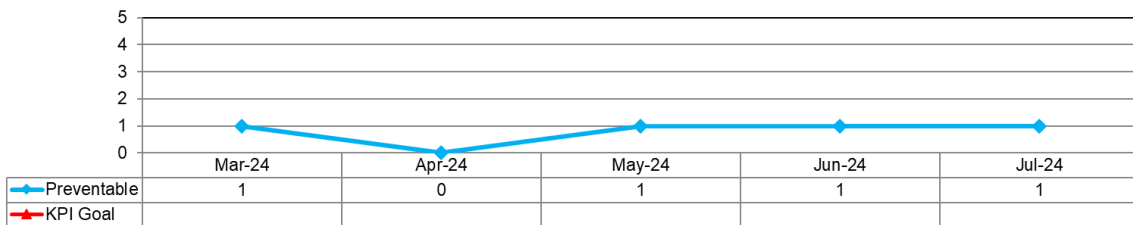


**Spec Tran - Passenger Accidents
Non-Preventable**

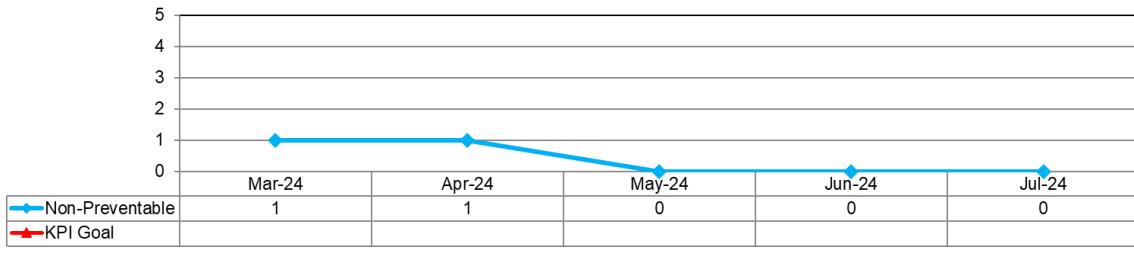


Microtransit – Traffic Accident Data

**Microtransit - Traffic Accidents
Preventable**

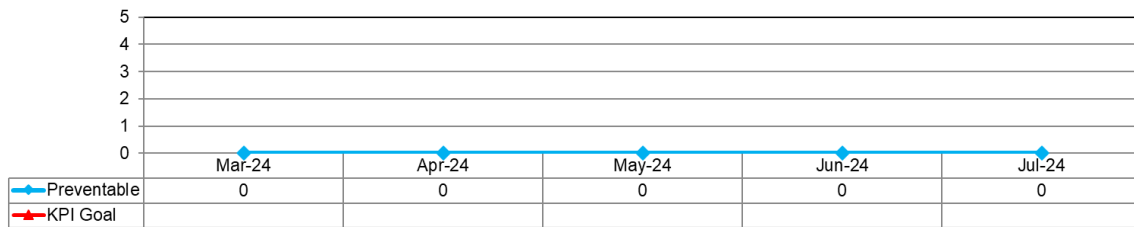


**Microtransit - Traffic Accidents
Non-Preventable**

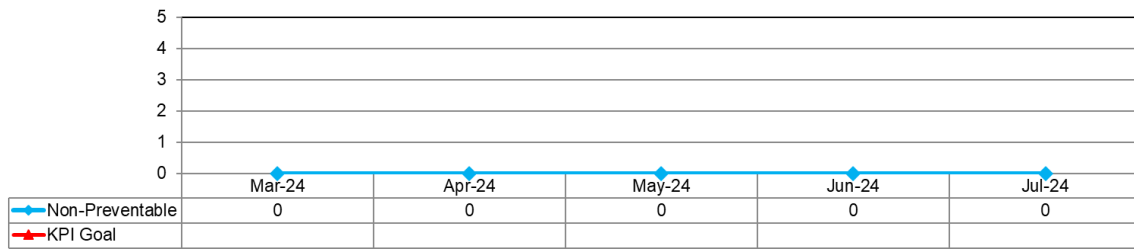


Microtransit – Passenger Accident Data

**Microtransit - Passenger Accidents
Preventable**

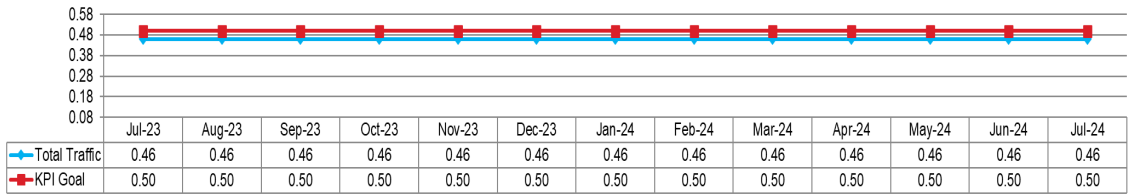


**Microtransit - Passenger Accidents
Non-Preventable**

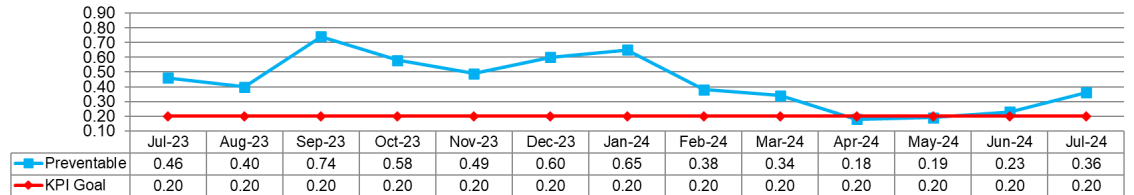


Fixed Route – Traffic Accidents per 100,000 Miles

**Fixed Route - Traffic Accidents
Total Traffic Per 100,000 Miles**

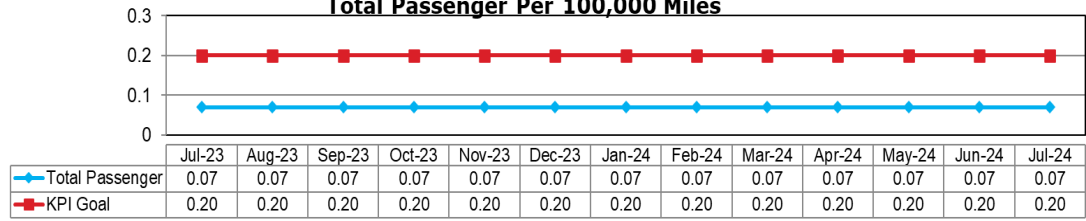


**Fixed Route - Traffic Accidents
Preventable Traffic Per 100,000 Miles**

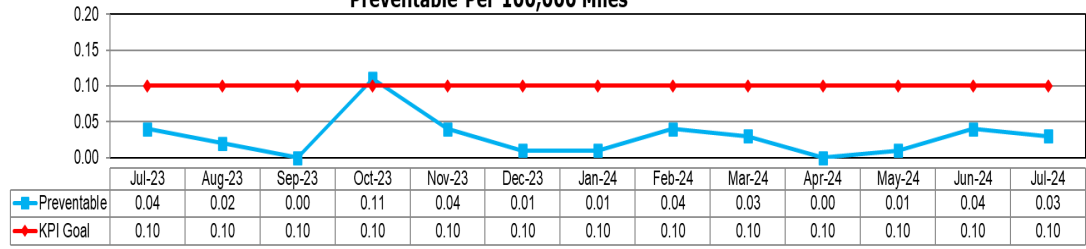


Fixed Route – Passenger Accidents per 100,000 Mile

**Fixed Route - Passenger Accidents
Total Passenger Per 100,000 Miles**



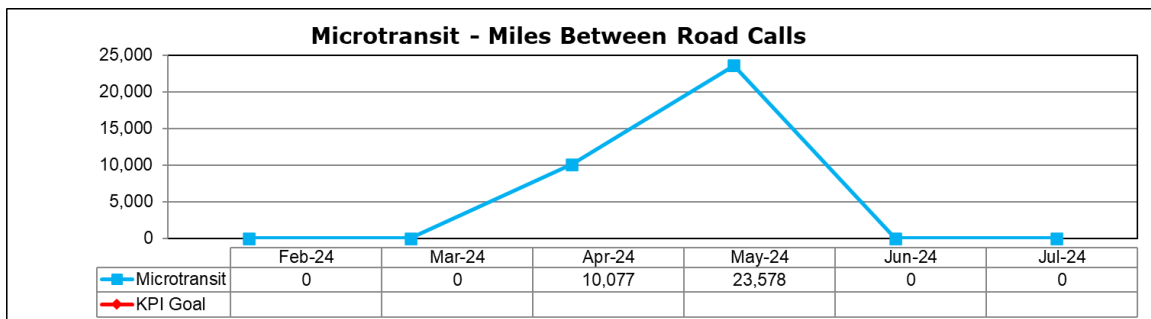
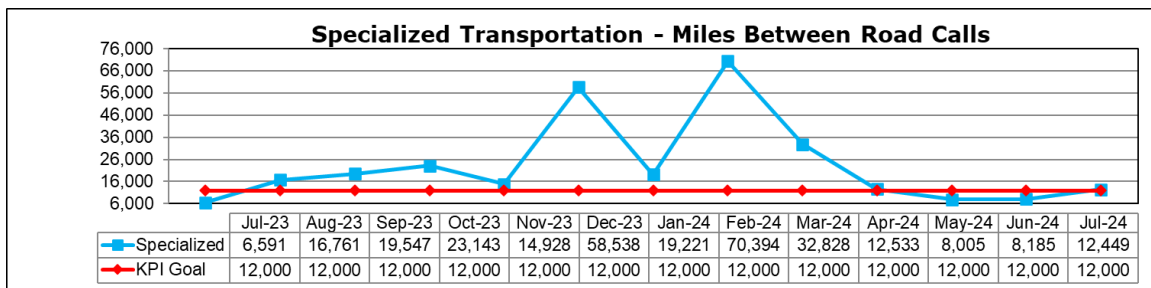
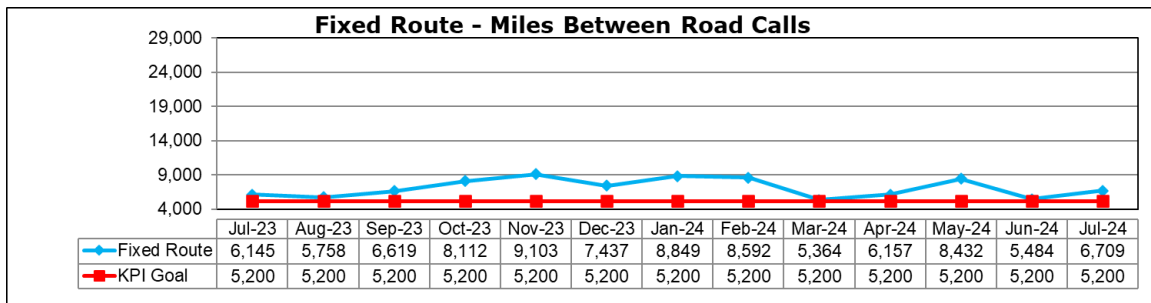
**Fixed Route - Passenger Accidents
Preventable Per 100,000 Miles**



Meeting Date: August 29, 2024
Staff Report: Maintenance Performance

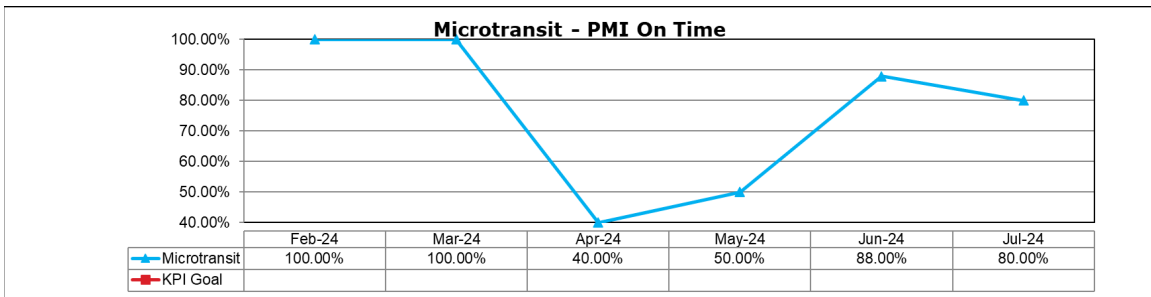
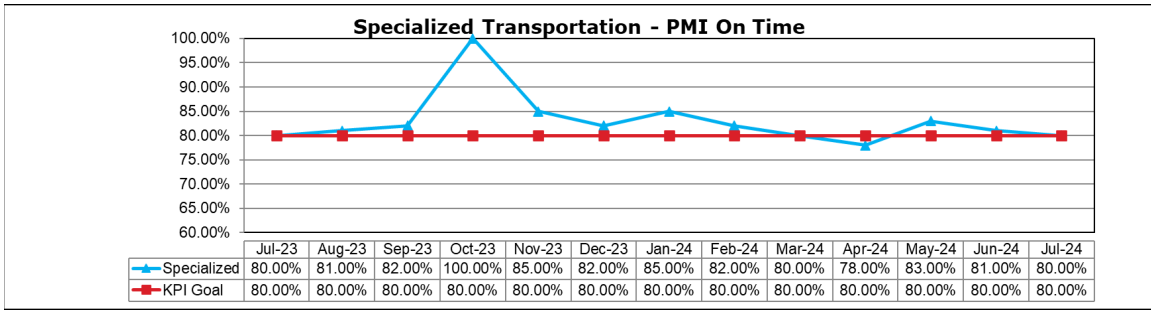
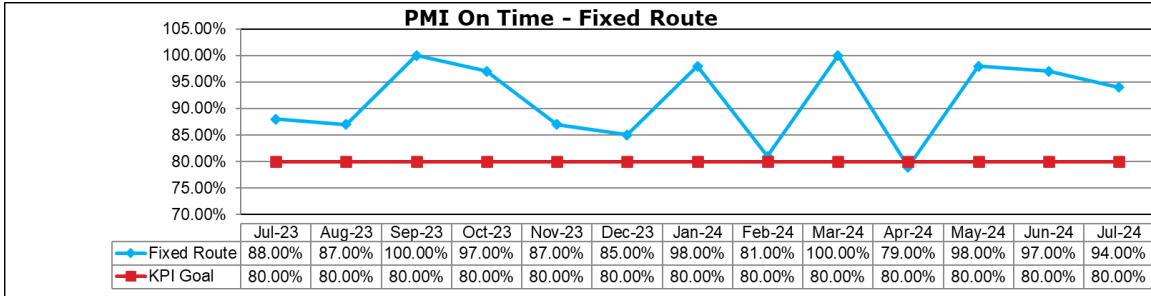
CURRENT STATUS

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



PREVENTIVE MAINTENANCE

Preventive Maintenance for the month of July was 94% with a goal of 80%. For the month of July, 7% of the fleet was down for service repairs with a spare ratio of 20%.



CURRENT STAFFING LEVELS

Mechanics Vacancies –1
 General Utilities 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: August 29, 2024

Staff Report: Fixed Route, Microtransit, and Specialized Transportation - Rider Comments

FIXED ROUTE JULY REPORT

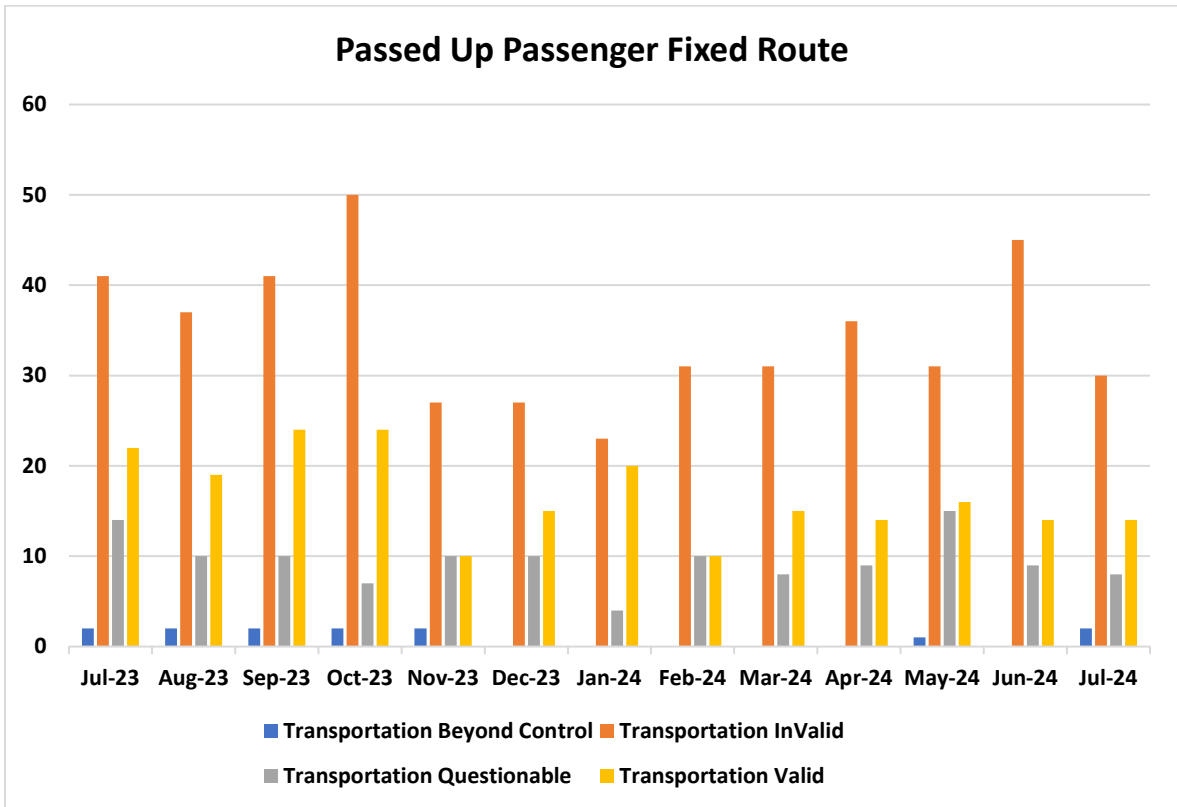
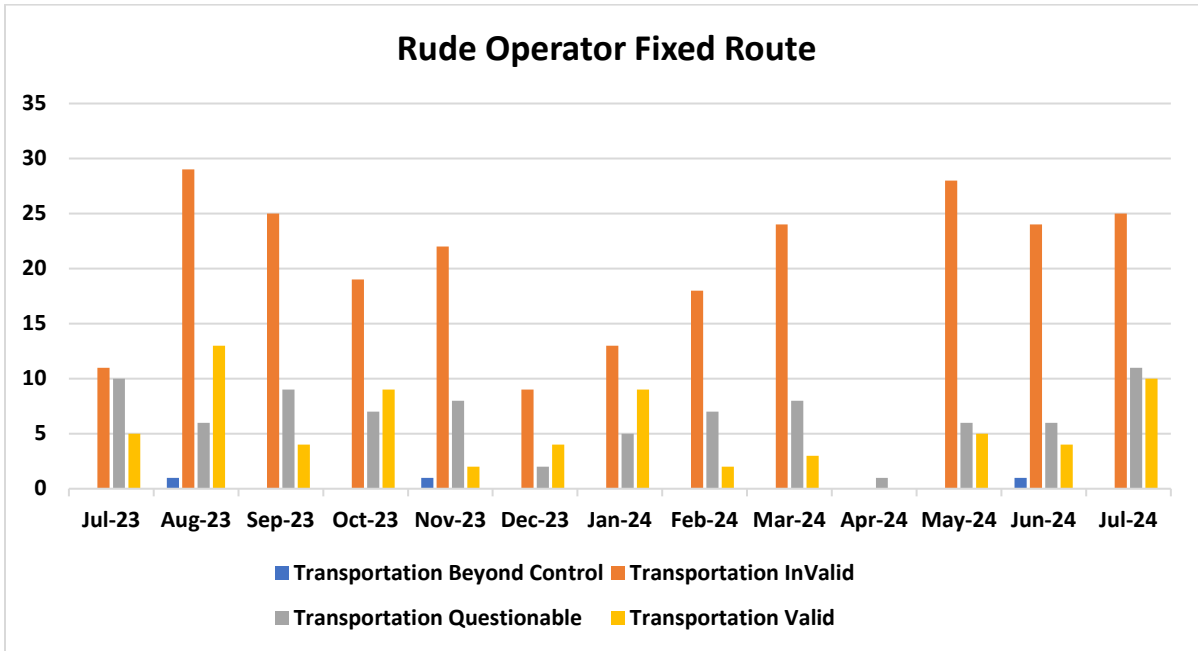
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	10	25	11	0	0	46
Passed Up Passenger	14	30	10	0	0	54
No Show	3	1	2	0	0	6
Late Schedule	2	8	2	3	0	15
Improper Operations of Vehicle	5	5	1	0	0	11
Early Schedule	7	7	1	0	0	15
Planning/Scheduling	0	0	0	0	4	4
IT/Mobile App	0	2	0	0	0	2
Other - Miscellaneous	1	15	20	10	0	46
Total	42	93	47	13	4	199

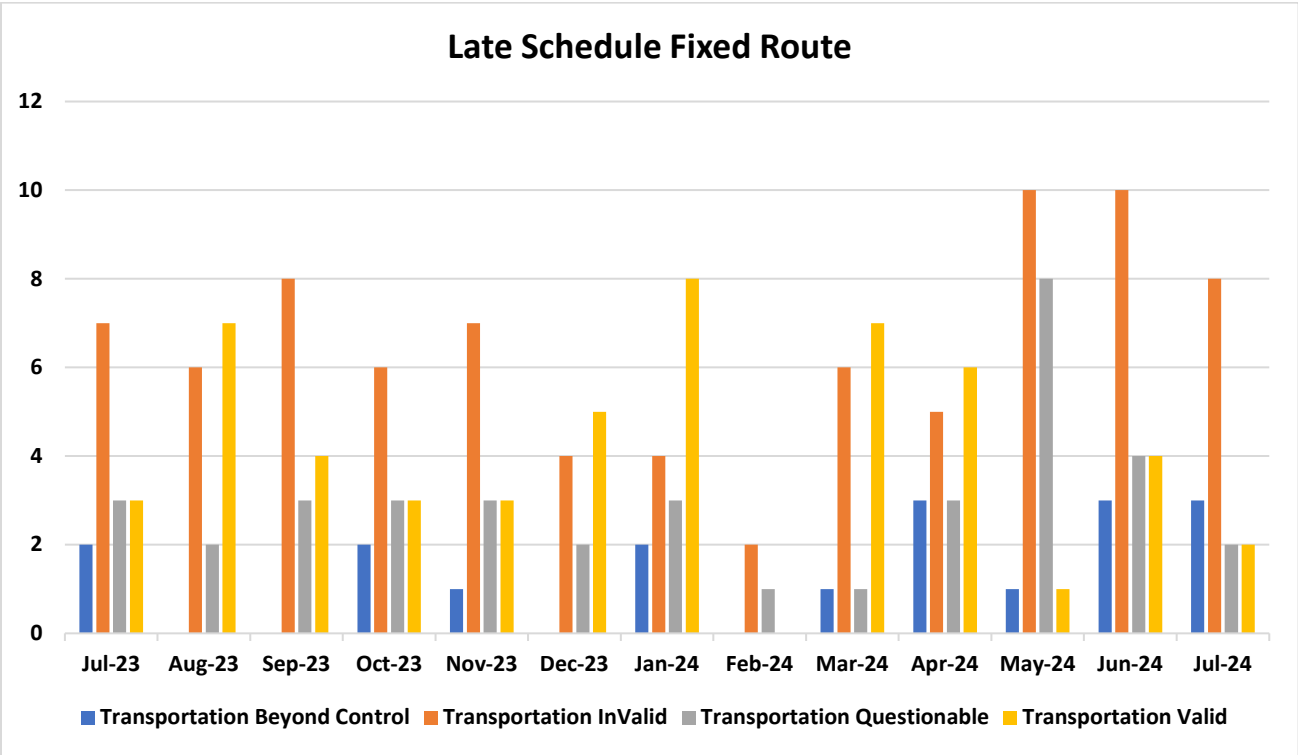
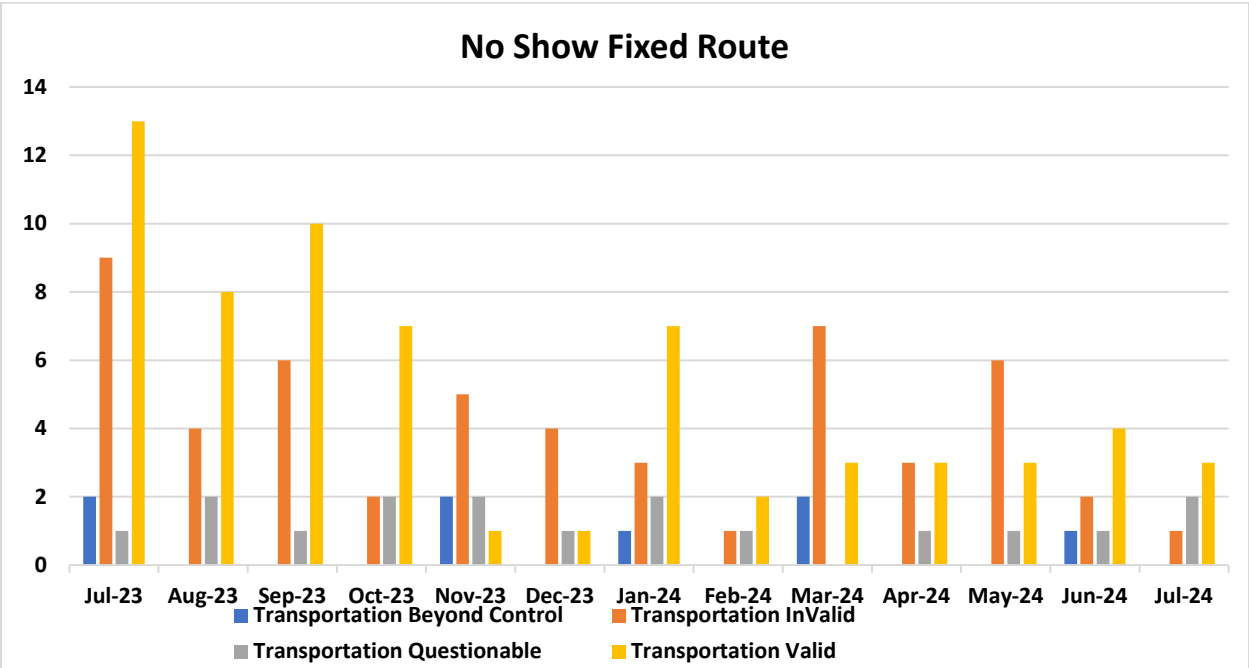
DEFINITIONS FOR COMPLAINTS

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

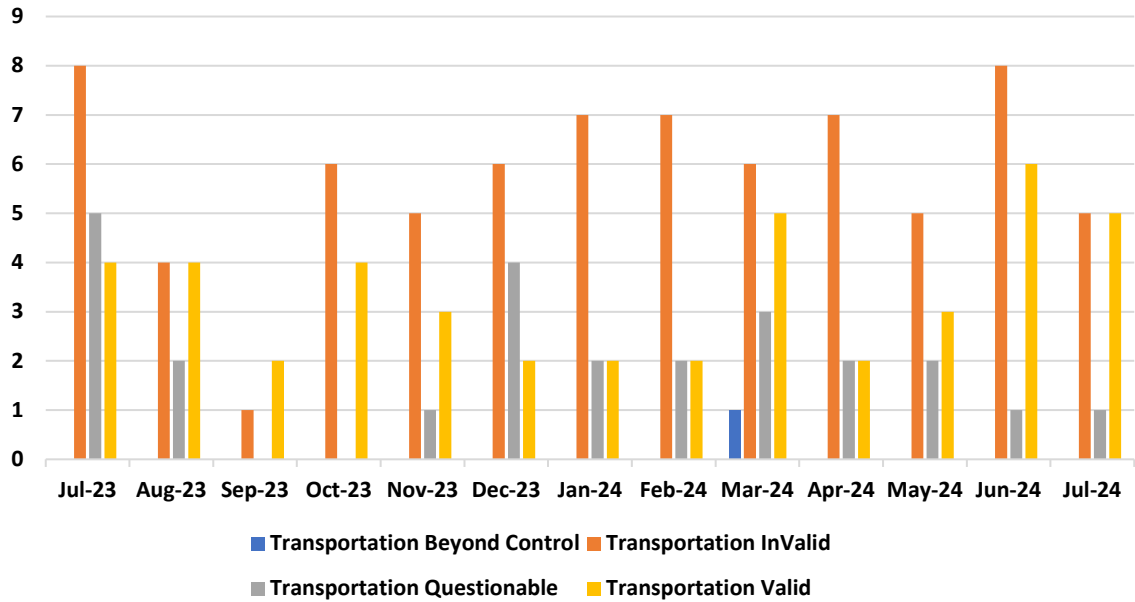
FIXED ROUTE TREND REPORT

Complaint	July	August	September	October	November	December	January	February	March	April	May	June	July
Rude Operator	5	13	4	9	2	4	9	2	3	4	5	4	10
Passed Up Passenger	22	19	24	24	10	15	20	10	15	14	16	14	14
No Show	13	8	10	7	1	1	7	2	3	3	3	4	3
Late Schedule	3	7	4	3	3	5	8	0	7	6	1	4	2
Improper Operations of Vehicle	4	4	2	4	3	2	2	1	5	2	3	6	5
Early Schedule	6	7	9	3	3	3	5	3	10	6	6	4	5
Planning/Scheduling	0	0	0	1	2	0	0	1	0	0	0	0	0
IT/Mobile App	0	1	0	0	0	0	0	0	0	0	0	0	0
Other – Misc.	7	10	8	9	8	4	4	13	13	11	7	6	0
Commendations	5	7	6	7	8	4	4	10	6	6	8	6	7

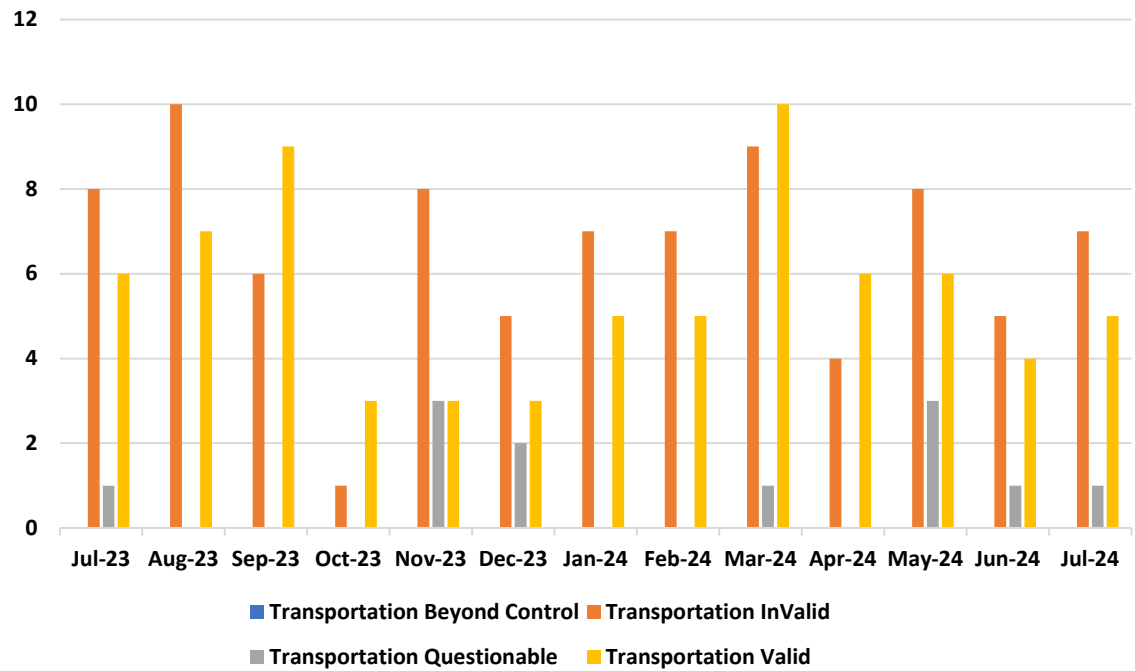


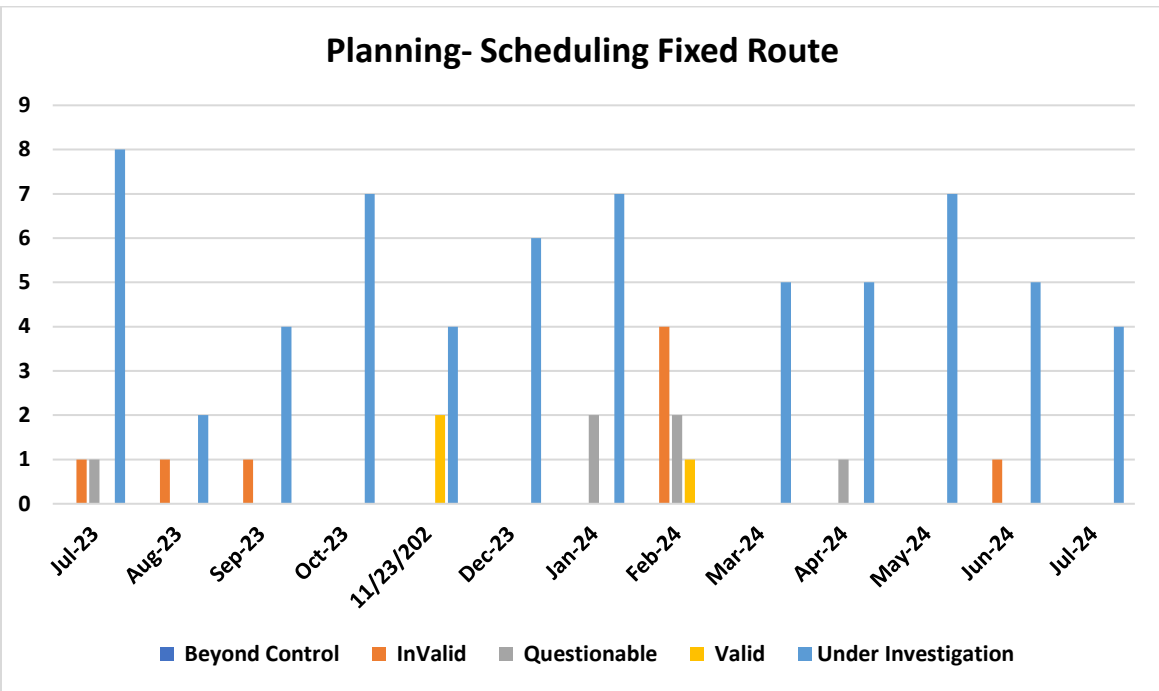
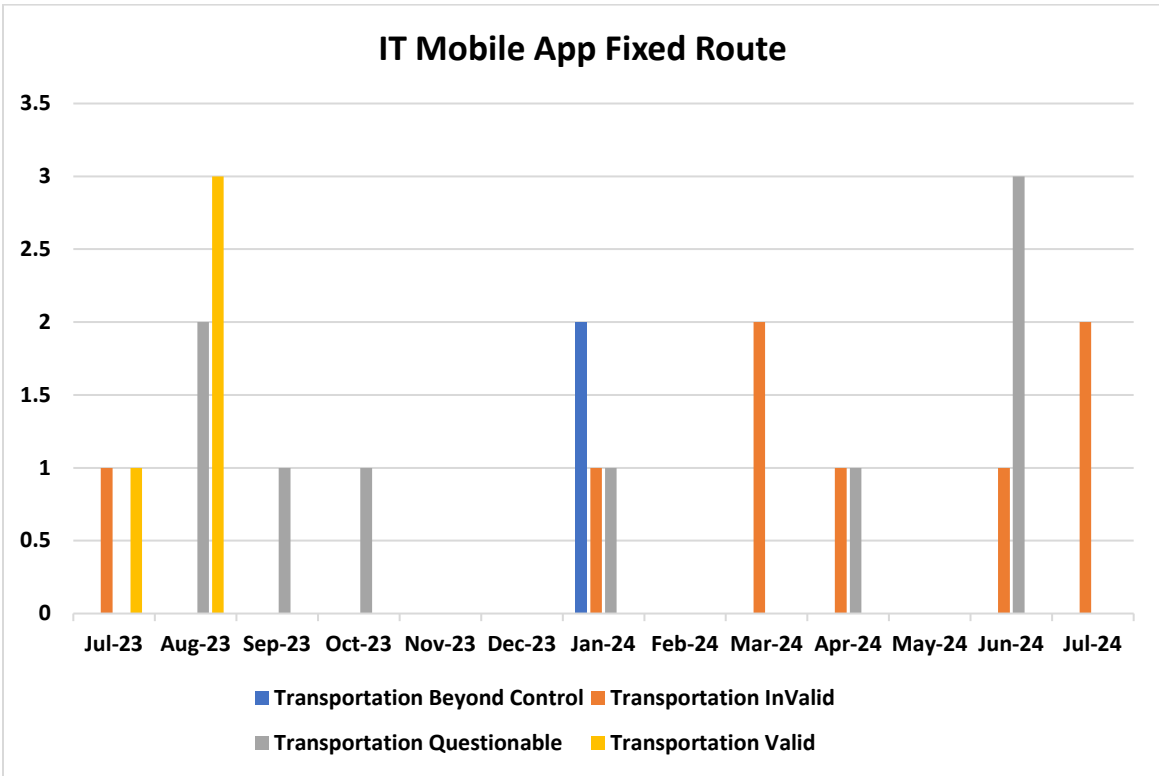


Improper Operation of Vehicle Fixed Route



Early Schedule Fixed Route





SPECIALIZED TRANSPORTATION JULY REPORT

Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	2	2	1	0	0	5
Passed Up Passenger	0	0	0	0	0	0
No Show	0	0	1	0	0	1
Late Schedule	4	0	0	0	0	4
Improper Operations of Vehicle	0	0	0	3	0	3
Early Schedule	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0
IT/Mobile App	0	1	0	3	0	4
Other - Miscellaneous	5	1	0	0	0	6
Total	11	4	2	6	0	23

DEFINITIONS FOR COMPLAINTS

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

SPECIALIZED TRANSPORTATION TREND REPORT

Complaint	July	August	September	October	November	December	January	February	March	April	May	June	July
Rude Operator	3	1	4	2	2	2	0	0	4	2	4	0	2
Passed Up Passenger	1	0	0	0	0	0	0	0	2	0	0	0	0
No Show	2	7	4	1	5	2	2	3	3	5	4	0	0
Late Schedule	22	28	12	14	7	9	5	1	1	5	8	4	4
Improper Operations of Vehicle	0	1	1	1	4	3	4	0	0	3	4	3	0
Early Schedule	0	0	1	0	1	0	0	0	1	0	0	0	0
Planning/Scheduling	0	1	0	0	0	0	0	2	18	0	0	0	0
IT/Mobile App	0	0	0	0	0	0	1	10	32	1	1	0	0
Other – Misc.	11	13	14	6	6	9	12	18	0	13	14	13	5
Total	39	51	36	24	25	25	24	34	61	29	35	20	11
Commendations	3	1	2	2	1	5	3	6	7	7	7	3	2

MICROTRANSIT JULY REPORT

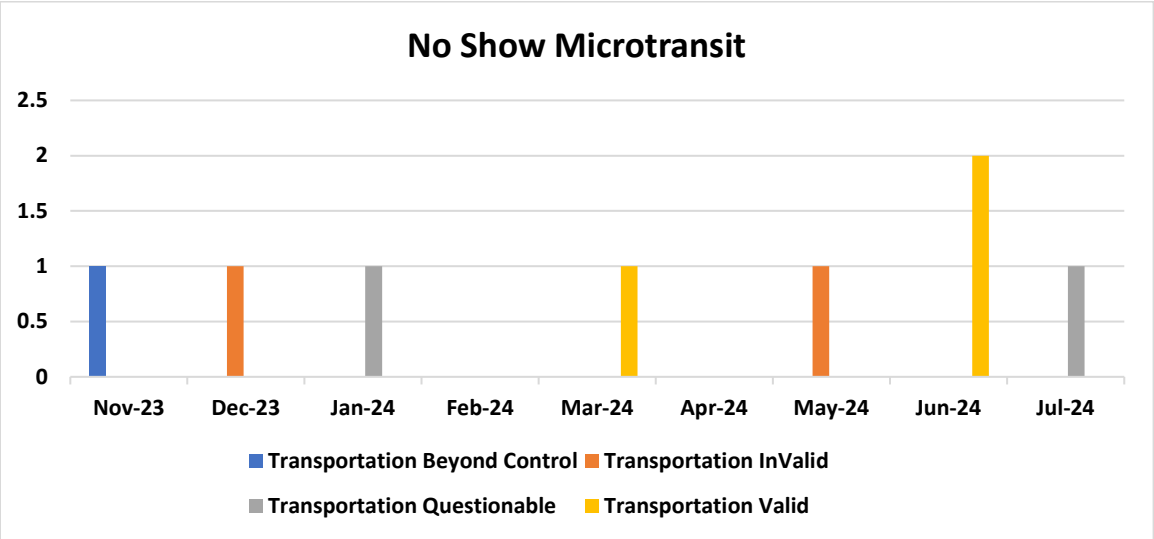
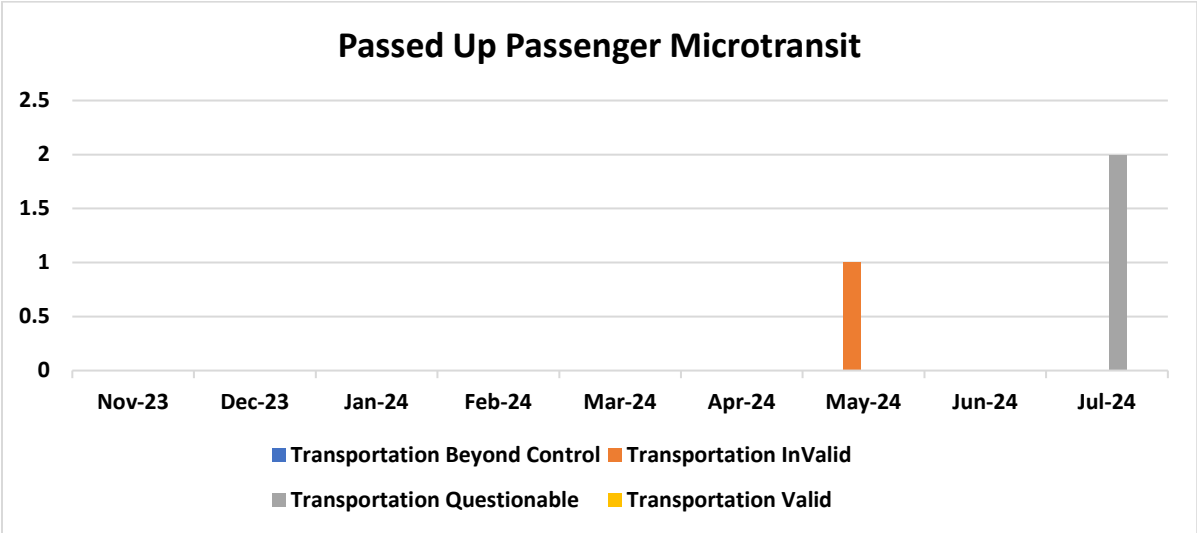
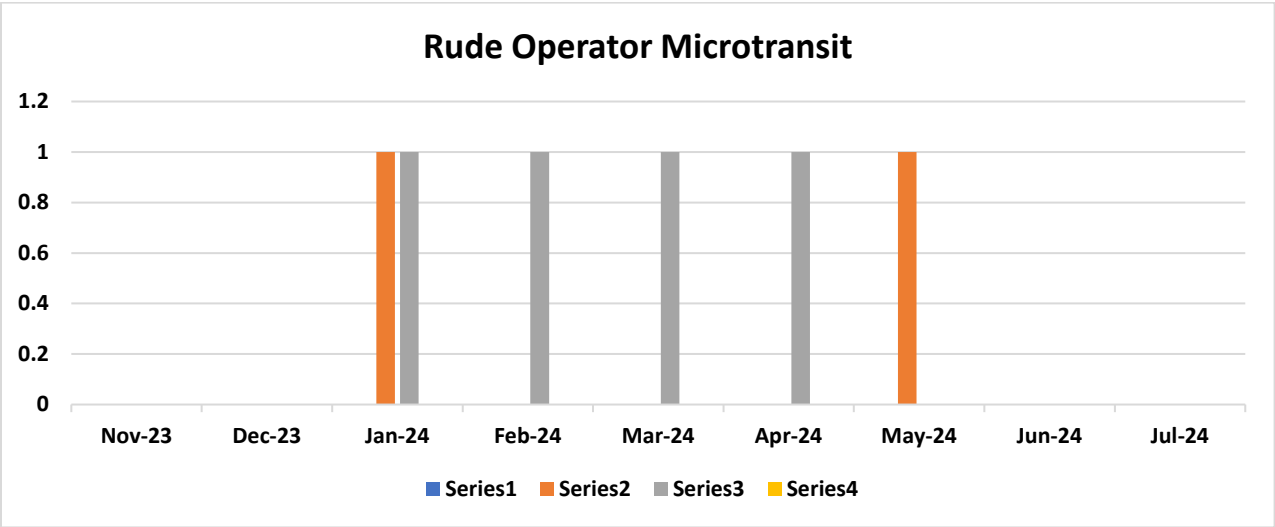
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	0	0	0	0	0	0
Passed Up Passenger	0	0	2	0	0	2
No Show	0	0	1	0	0	1
Late Schedule	0	0	0	0	0	0
Improper Operations of Vehicle	0	0	0	0	0	0
Early Schedule	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0
IT/Mobile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

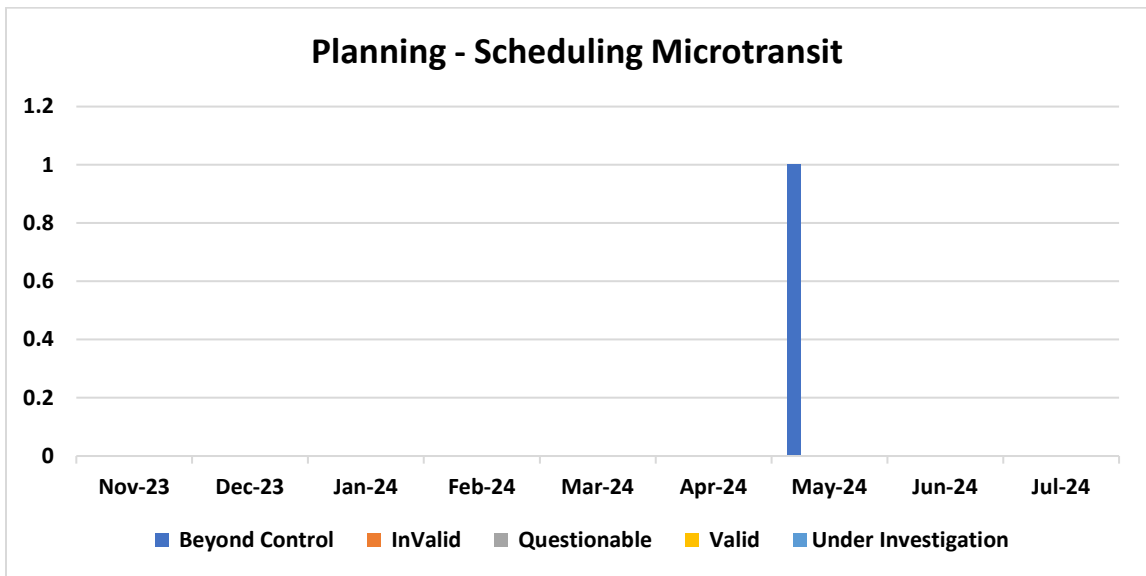
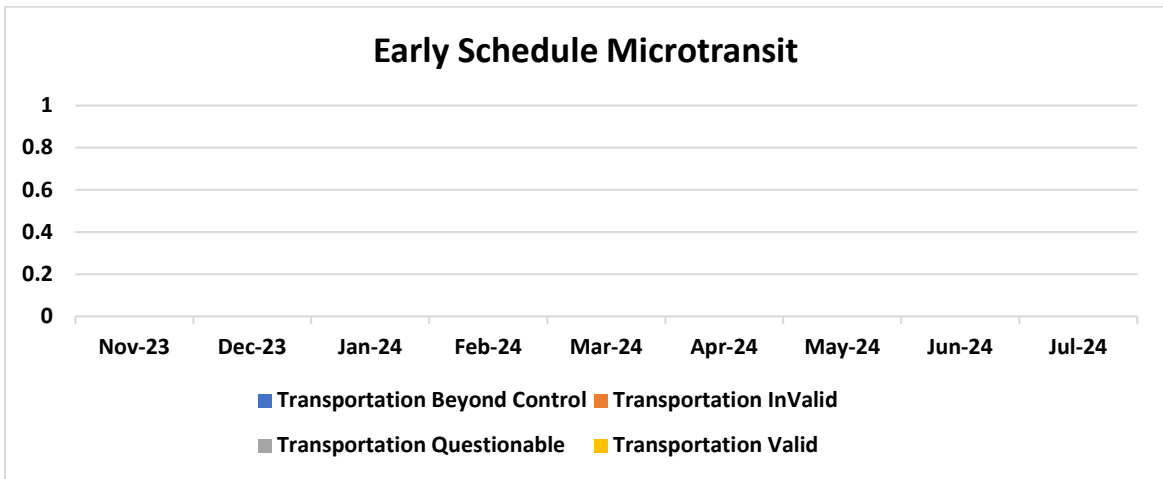
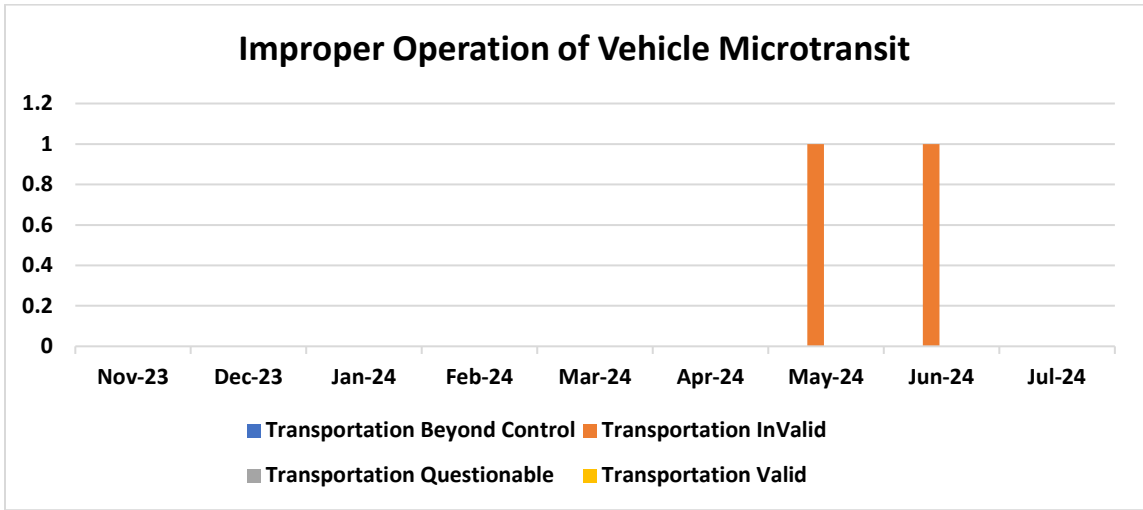
DEFINITIONS FOR COMPLAINTS

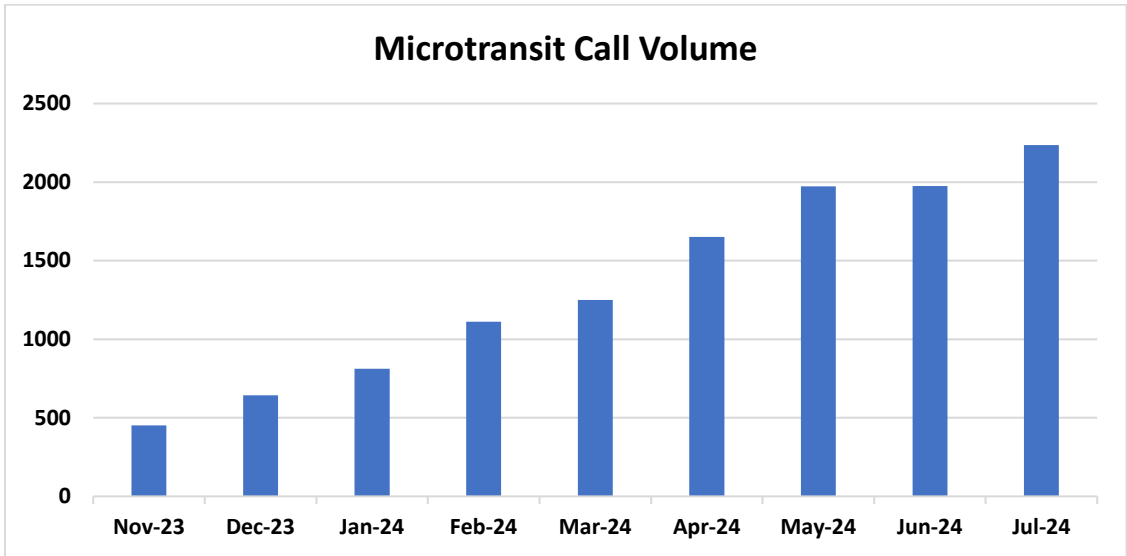
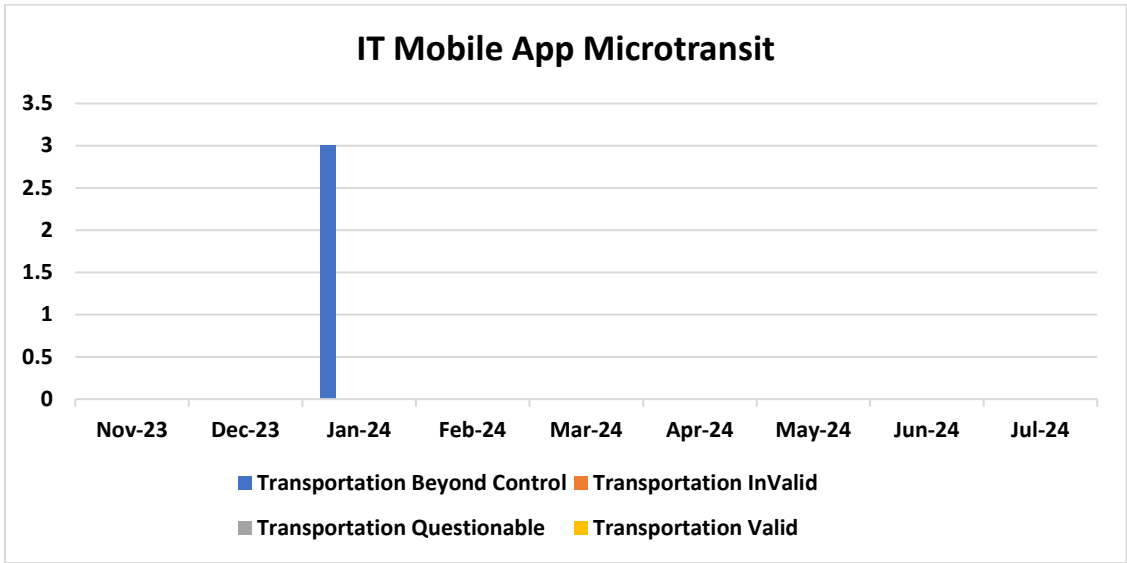
Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC’s control
Under Investigation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

MICROTRANSIT TREND REPORT

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









Meeting Date: August 29, 2024
Staff Report: Monthly Ridership Report

BACKGROUND:

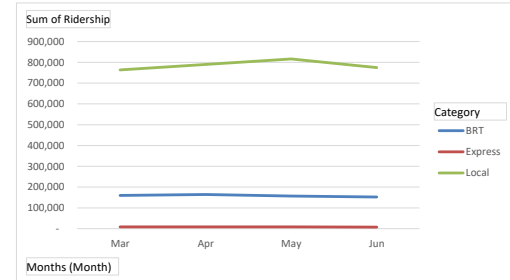
The “Monthly Ridership Report” (MRR) includes comparisons between the ridership of the current month, prior month, year prior to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services GRTC offers including fixed route (local, express, and Pulse),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

UPDATES:

Ridership update for the month of July 2024 will be provided by Frank Adarkwa.

**GRTC TRANSIT SYSTEM
MONTHLY RIDERSHIP REPORT July 2024**

	(July 2024)	(June 2024)	MoM%	(July 2023)	YoY % (FY2024)	(July 2022)	YoY % (FY2023)
Fixed Route							
Local-Fixed Route	777,727	774,789	0.38%	659,716	17.89%	618,399	25.76%
- Richmond (fixed)	633,545	630,088	0.55%	545,191	16.21%	513,631	23.35%
-Henrico (fixed)	144,182	144,701	-0.36%	114,524	25.90%	104,768	37.62%
Local-Pulse	160,266	152,185	5.31%	141,612	13.17%	137,818	16.29%
Express Routes (total)	8,871	7,488	18.46%	7,462	18.88%	8,826	0.51%
Total Fixed Route	946,864	934,462	1.33%	808,790	17.07%	765,043	23.77%
Specialized Transportation							
CARE/CARE Plus	21,912	20,760	5.55%	19,849	10.39%	20,868	5.00%
CARE On-Demand	3,654	3,593	1.70%	2,979	22.66%	3,622	0.88%
Total Specialized	25,566	24,353	4.98%	22,828	11.99%	24,490	4.39%
Microtransit							
Total Microtransit	6,470	5,159	25.41%				
TOTAL Fixed Route, Specialized, & Micro	978,900	963,974	1.55%	831,618	17.71%	789,533	23.98%



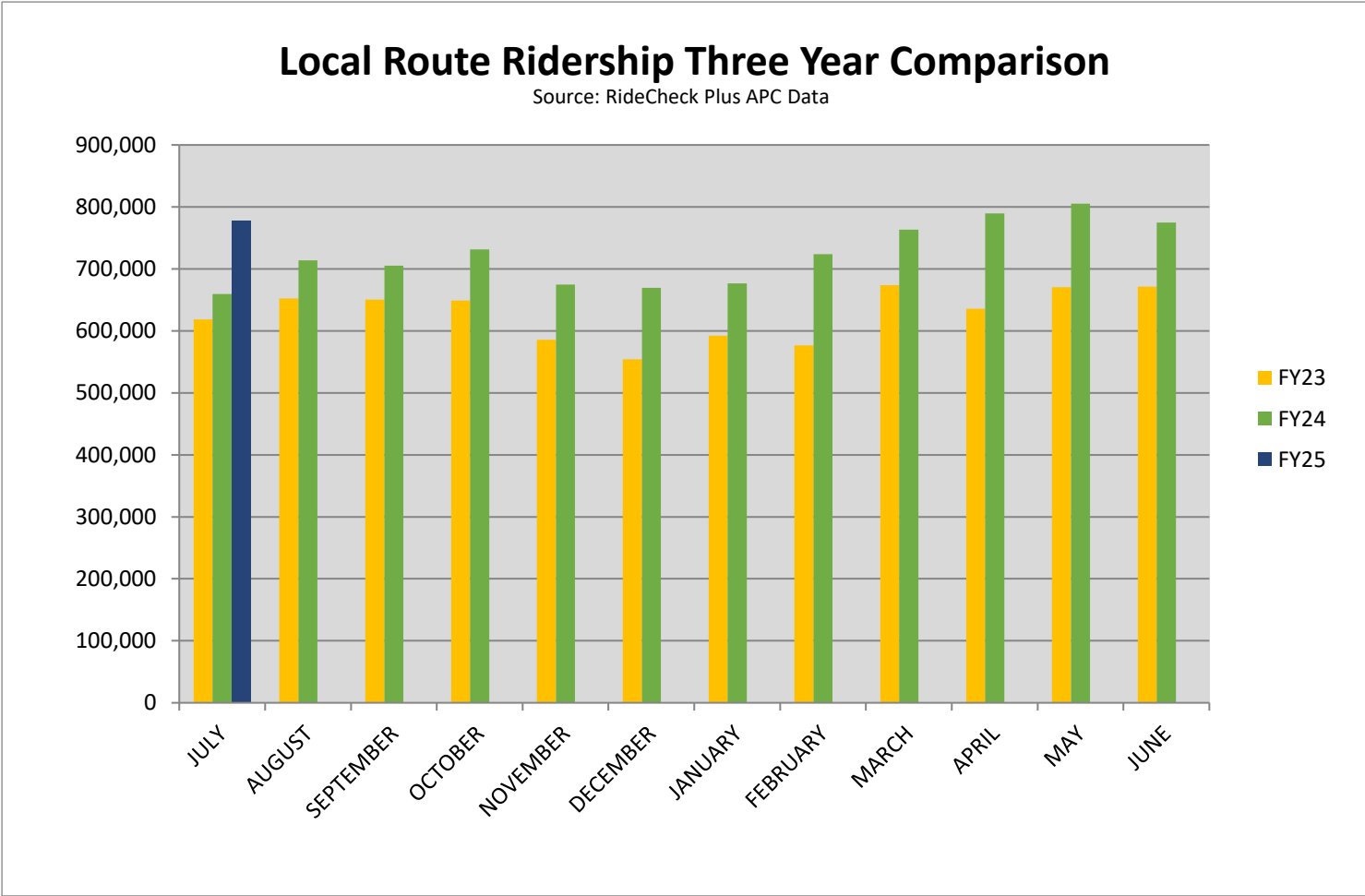
	2024 FYTD	2024 FYTD (July '23 - July '23)	YoY % (FY2024)	2023 FYTD (July '22 - July '22)	YoY % (FY2023)
Fixed Route					
Local- Fixed Route	777,727	659,716	17.89%	618,399	25.76%
Local- Pulse	160,266	141,612	13.17%	137,818	16.29%
Express Routes (total)	8,871	7,462	18.88%	8,826	0.51%
Total Fixed Route	946,864	808,789	17.07%	765,043	23.77%
Specialized Transportation					
CARE/CARE Plus	21,912	19,849	10.39%	20,868	5.00%
CARE On-Demand	3,654	2,979	22.66%	3,622	0.88%
Total Specialized	25,566	22,828	11.99%	24,490	4.39%
Microtransit					
Total Microtransit	6,470				
TOTAL FIXED ROUTE, SPECIALIZED & MICROTRANSIT	978,900	831,617	17.71%	789,533	23.98%

Van Pool	(June '24)	YoY % (June '23) (FY2023)	YoY % (June '22) (FY2022)
Van Pool	13,168	12,684 3.82%	11,378 15.73%

**Vanpool data is received a month behind

Local Route Ridership Three Year Comparison

Source: RideCheck Plus APC Data





Meeting Date: August 29, 2024
Board Subcommittee: Development

CURRENT STATUS

The Development Subcommittee met on Thursday, August 8, 2024 at 1:30PM. Video and audio of the meeting was streamed live online and can be viewed at the following web address: <https://www.youtube.com/watch?v=hQ5FaZi3eCc>.

AGENDA

- Approval of Draft Minutes
- June Changes and Performance
- Microtransit Performance
- Paratransit Performance
- FY25 Planned Changes
- Major Capital Projects/Studies

UPDATES

The Chair, Barb Smith, will provide an update of the meeting.

	Spring 2023	Summer 2023	Fall 2023	Winter 2023/2024	Spring 2024	Summer 2024	Fall 2024	Winter 2024/2025	Spring 2025	Summer 2025	Fall 2025	Winter 2025/2026	2027	2028	2029	2030	2031	2032	2033		
Microtransit	Implementation Plan		Azalea Launch		Cloverdale, Ashland, and Powhatan Launch	Sandston Launch			Launch Broad Rock Cherry Gardens - Richmond Highway Zone, and Montrose-White Oak Village Zone												
North-South BRT	Corridor Study				Environmental Clearance								PE	Design & Construction							
Western BRT	Corridor Study				Envr. Clearance				PE		Design & Construction										
Articulated Vehicles				Purchase					Delivery/In-Service												
Pulse Station Modification	Station Mod. Design					Station Mod Construction															
Fleet Storage Lot	Planning	Design				Bid Package Advertisement & Contractor Selection		Remediation/Demo/Construction													
Facilities Master Plan	Plan Creation									Design											
Zero-Emission Vehicles		Transition Plan			Purchase Pilot Vans		Purchase Pilot Buses				Design and Construction		Delivery/In-Service								
Dedicated Lanes		Planning Studies				Study Completed															
East End Transfer Hub	Planning Study				Study Completed																
Perm. Downtown Transfer Station			Study/Site Selection				Design/NEPA														



Meeting Date: August 29, 2024
Action Item: Permanent Downtown Transfer Hub MOU

BACKGROUND:

In September 2023, GRTC in partnership with the City of Richmond, kicked off a study to help identify appropriate sites and development types for a permanent transfer station in downtown Richmond with a focus on transit-oriented development (TOD). The scope included:

- (A) Assess current GRTC system structure and future expansion priorities and evaluate the need for a permanent central downtown transfer station.
- (B) Property Due Diligence/Condition Report
- (C) Perform Market Analysis in coordination with Richmond 300 of Live/Work/Play Development Opportunities for identified sites.
- (D) Prepare Preliminary/Conceptual Site Plan including timeline and estimated costs.
- (E) Identify creative and achievable sources of Transit-Oriented Development funding.

The formal study was completed in May 2024, with the former public safety building site (site 9) identified as the priority location for the permanent transfer hub, and the current temporary transfer site at 808 E. Clay Street (site 8) identified as the alternative site location. Both sites provide ease of access to the current Pulse line, adjacency to the future Pulse N/S line, accessibility to rider destinations, accessibility to local route overlaps for ease of transfer, minimal elevation for walkability, optimal parcel size for 10 bays, amenities, and private partnerships mixed used development opportunity.

Added benefits for site 9 are that it minimizes impacts to riders, as well as minimizes parking impacts by the courts on site 8, as both uses could remain on site 8 while construction is complete on site 9. The slightly larger parcel size of site 9 also allows for greater activation of the ground floor for retail.

HIGHLIGHTS:

GRTC has been awarded grant funding of \$3 Million from state/federal/local funds to progress this project forward to environmental analysis, design, and engagement. The City of Richmond has been awarded CVTA regional funds of \$6.5 Million to support the Transfer Hub project. An MOU between GRTC and the City of Richmond is needed to transfer the prioritized site to the Economic Development Authority (EDA) for further coordination, financial attainment, and development of a permanent downtown transfer hub.

RECOMMENDATION:

Staff recommends that the Board of Directors authorize the CEO to sign the Memorandum of Understanding (MOU) between the City of Richmond and GRTC to enable the construction of a permanent downtown bus transfer hub and mixed use development.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: August 29, 2024
Board Subcommittee: Finance

CURRENT STATUS

The Finance Subcommittee met on Thursday, August 8, 2024 at 3PM. Video and audio of the meeting was streamed live online and can be viewed at the following web address: https://www.youtube.com/watch?v=js_VCmvxnLY.

AGENDA

- Approval of Minutes
- June 2024 Financials

UPDATES

The Chair, Jim Ingle, will provide an update of the meeting.



Meeting Date: August 29, 2024
Staff Report: June 2024 Financial Report

BACKGROUND

Attached is the Financial Report for the twelve months ended June 30, 2024.

Financial Report
For the Twelve Months Ending June 30, 2024
Key Highlights

Revenues

Year to date Revenues unfavorable to budget	\$ (4,295,299.86)
Year to Date Actual Revenues	\$ 77,617,083.14
Year to Date Budgeted Revenues	\$ 81,912,383.00

Unfavorable Local Funds (\$117.726k) due to budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$1.696M) offset by higher than budgetary assumptions for local share match for grant funded projects, unfavorable State Funds (\$2.791M) due to the timing of grant funded projects versus budgetary assumptions, and unfavorable Federal Funds revenue (\$1.423M) due to lower than budgeted 5307 flex funds reimbursement offset by use of ARPA funds for Operator Trainees wages and lifts in maintenance (capital).

Operating Expenditures

Year to date Operating Expenditures lower than budgeted amounts	\$ 7,796,627.90
Year to date Actual Operating Expenditures	\$ 74,115,754.40
Year to Date Budgeted Operating Expenditures	\$ 81,912,382.30

Favorable services \$7.665M due timing of planning projects, favorable materials and supplies \$2.204M, and favorable utilities \$223.288k due to corrections to the GRTC water and gas consumption issued by Richmond DPU, offset by unfavorable insurance premium expense (\$320.857k) due to booking of uninsured provision versus budgetary assumptions, unfavorable labor (\$969.783k) as a result of higher FTEs in Operations and Maintenance (\$2.493M) due to the number of trainees on staff offset by lower than budgeted headcount in Administration \$1.523M, unfavorable purchased transportation (\$1.076M) due to higher demand for GRTC programs (CARE and CARE on demand).

Net Operating Position - Surplus / (Deficit) \$ 3,424,056.84

Net Operating Position FY2024 Full Year Outlook

It is expected that the above noted trends continue through June 30, 2024

Forecasted Net Operating surplus	\$3,000,000.00	to	\$3,500,000.00
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Balance Sheet and Cash Flow

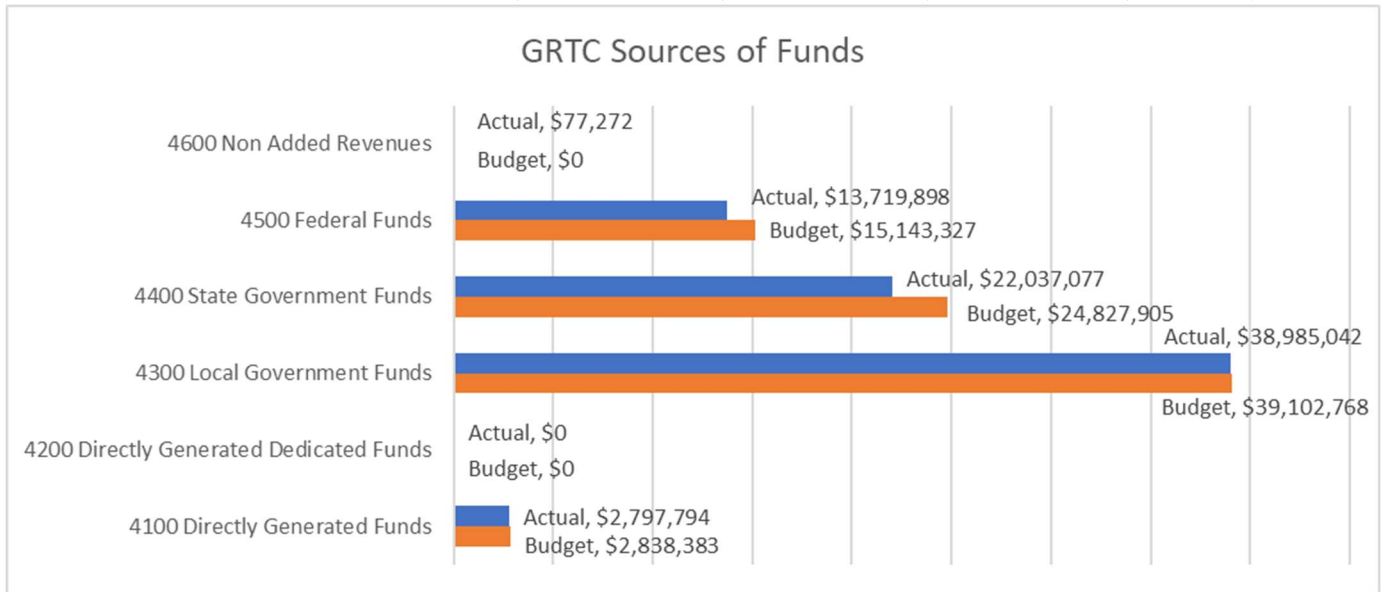
Balance sheet with cash position of	\$3,362,190
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**GRTC Transit System
Source of Funds
Year to Date June 30, 2024**

	Month Ended June 30, 2024			Year to Date June 30, 2024		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
4100 Directly Generated Funds	\$ 216,842.36	\$ 269,606.97	\$ (52,764.61)	\$ 2,797,793.56	\$ 2,838,383.00	\$ (40,589.44)
4110 Total Passenger Fares	100,000.00	100,000.00	-	1,211,409.33	1,212,409.00	(999.67)
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	600.00	-	600.00	45,529.00	-	45,529.00
4140 Auxiliary Transportation Revenue	-	87,833.33	(87,833.33)	3,250.00	605,000.00	(601,750.00)
4150 Other Agency Revenues	116,242.36	81,773.64	34,468.72	1,537,605.23	1,020,974.00	516,631.23
4160 Revenues Accrued Through a Purchased Transportation Agreement	-	-	-	-	-	-
4170 Subsidy from Other Sectors of Operations	-	-	-	-	-	-
4180 Extraordinary or Special Items	-	-	-	-	-	-
4190 Total Recoveries	-	-	-	-	-	-
4200 Directly Generated Dedicated Funds						
4300 Local Government Funds	\$ 3,542,280.27	\$ 3,175,971.83	\$ 366,308.44	\$ 38,985,042.19	\$ 39,102,768.00	\$ (117,725.81)
4310 General Revenues of the Local Government	3,542,280.27	3,175,971.83	366,308.44	38,985,042.19	39,102,768.00	(117,725.81)
4400 State Government Funds	\$ 2,122,856.29	\$ 2,344,952.65	\$ (222,096.36)	\$ 22,037,077.20	\$ 24,827,905.00	\$ (2,790,827.80)
4410 General Revenues of the State Government	2,122,856.29	2,344,952.65	(222,096.36)	22,037,077.20	24,827,905.00	(2,790,827.80)
4500 Federal Funds	\$ 641,708.88	\$ 1,485,797.61	\$ (844,088.73)	\$ 13,719,898.29	\$ 15,143,327.00	\$ (1,423,428.71)
5307 FTA Urbanized Area Formula Program	525,072.17	1,263,631.24	(738,559.07)	4,819,837.52	13,379,153.00	(8,559,315.48)
5307 CARES Act Urbanized Area Program Funds	116,636.71	222,166.38	(105,529.67)	8,900,060.77	1,764,174.00	7,135,886.77
4600 Non Added Revenues	\$ -	\$ -	\$ -	\$ 77,271.90	\$ -	\$ 77,271.90
4630 Sales and Disposals of Assets	-	-	-	77,271.90	-	77,271.90
Total Sources of Funds	\$ 6,523,687.80	\$ 7,276,329.07	\$ (752,641.27)	\$ 77,617,083.14	\$ 81,912,383.00	\$ (4,295,299.86)

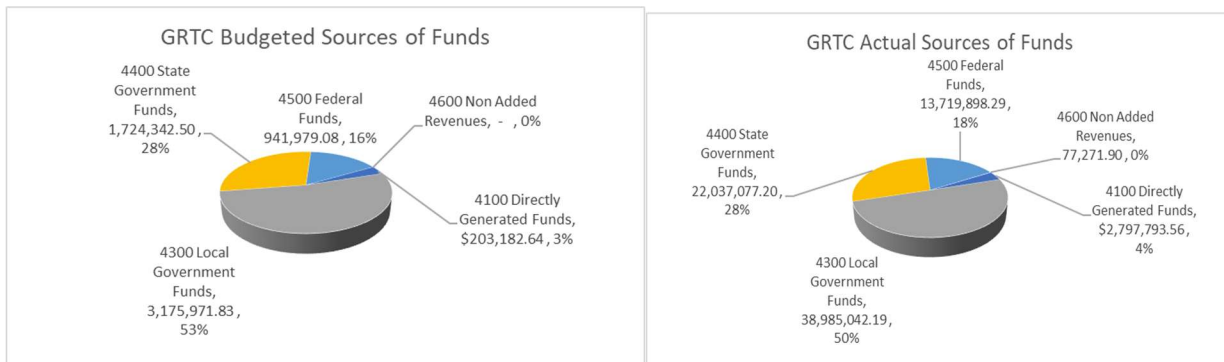
GRTC Transit System Year to Date June 30, 2024

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 2,838,383.00	\$ 2,797,793.56	\$ (40,589.44)	-1.43%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	39,102,768.00	38,985,042.19	(117,725.81)	-0.30%
4400 State Government Funds	24,827,905.00	22,037,077.20	(2,790,827.80)	-11.24%
4500 Federal Funds	15,143,327.00	13,719,898.29	(1,423,428.71)	-9.40%
4600 Non Added Revenues	-	77,271.90	77,271.90	n/a
	<u>\$ 81,912,383.00</u>	<u>\$ 77,617,083.14</u>	<u>\$ (4,295,299.86)</u>	<u>-5.24%</u>



Revenues are unfavorable versus budget by \$4.295M or 5.24% as a result of:

- Unfavorable Local Funds (\$117.726k) due to budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$1.696M) offset by higher than budgetary assumptions for local share match for grant funded projects, unfavorable State Funds (\$2.791M) due to the timing of grant funded projects versus budgetary assumptions, and unfavorable Federal Funds revenue (\$1.423M) due to lower than budgeted 5307 flex funds reimbursement offset by use of ARPA funds for Operator Trainees wages and lifts in maintenance (capital).



**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	Vehicle Operations			Vehicle Maintenance			Facility Maintenance			General Administration			Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs															
5010. LABOR	\$ 36,628,831.31	\$ 34,448,954.52	\$ (2,179,876.79)	\$ 5,667,797.23	\$ 4,959,735.47	\$ (708,061.77)	\$ 1,365,662.59	\$ 1,760,862.62	\$ 395,200.03	\$ 7,331,293.73	\$ 8,854,249.69	\$ 1,522,955.96	\$ 50,993,584.87	\$ 50,023,802.30	\$ (969,782.57)
01. Operator Salaries and Wages	21,415,301.55	21,329,100.19	(86,201.36)	-	-	-	-	-	-	-	-	-	21,415,301.55	21,329,100.19	(86,201.36)
02. Operator's Paid Absences	2,341,896.56	-	(2,341,896.56)	-	-	-	-	-	-	-	-	-	2,341,896.56	-	(2,341,896.56)
Operator Vacation	788,777.80	-	(788,777.80)	-	-	-	-	-	-	-	-	-	788,777.80	-	(788,777.80)
Operator Sick	559,659.81	-	(559,659.81)	-	-	-	-	-	-	-	-	-	559,659.81	-	(559,659.81)
Holiday	993,458.95	-	(993,458.95)	-	-	-	-	-	-	-	-	-	993,458.95	-	(993,458.95)
Operator FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	1,973,907.04	2,331,573.01	357,665.97	3,710,487.11	3,310,886.44	(399,600.67)	958,823.24	1,330,628.29	371,805.05	5,122,699.78	6,080,733.74	958,033.96	11,765,917.17	13,053,821.48	1,287,904.31
Dispatch	220,376.71	217,822.76	(2,553.95)	-	-	-	-	-	-	-	-	-	220,376.71	217,822.76	(2,553.95)
Operations Supervision	1,753,530.33	2,113,750.25	360,219.92	-	-	-	-	-	-	-	-	-	1,753,530.33	2,113,750.25	360,219.92
Maintenance	-	-	-	3,710,487.11	3,310,886.44	(399,600.67)	958,823.24	1,330,628.29	371,805.05	5,122,699.78	6,080,733.74	958,033.96	4,669,310.35	4,641,514.73	(27,795.62)
Administration	-	-	-	-	-	-	-	-	-	-	-	-	5,122,699.78	6,080,733.74	958,033.96
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-	195,826.03	-	(195,826.03)	101,077.77	-	(101,077.77)	-	-	-	296,903.80	-	(296,903.80)
Vacation	-	-	-	93,891.12	-	(93,891.12)	30,681.76	-	(30,681.76)	-	-	-	124,572.88	-	(124,572.88)
Sick	-	-	-	28,849.31	-	(28,849.31)	33,062.09	-	(33,062.09)	-	-	-	61,911.40	-	(61,911.40)
Holiday	-	-	-	72,395.20	-	(72,395.20)	35,553.44	-	(35,553.44)	-	-	-	107,948.64	-	(107,948.64)
FMLA or other leave	-	-	-	690.40	-	(690.40)	1,780.48	-	(1,780.48)	-	-	-	2,470.88	-	(2,470.88)
05. Fringe Benefits	10,897,726.16	10,788,281.33	(109,444.83)	1,761,484.09	1,648,849.02	(112,635.07)	305,761.58	430,234.33	124,472.75	2,208,593.95	2,773,515.95	564,922.00	15,173,565.79	15,640,880.63	467,314.84
Employment Taxes	1,830,942.79	1,803,332.23	(36,610.56)	291,890.34	252,343.97	(39,546.37)	75,427.09	101,415.75	25,988.66	402,983.90	463,451.87	60,467.96	2,610,244.12	2,620,543.82	10,299.70
Health and Welfare Expenses	5,182,322.44	5,492,515.60	310,193.15	822,128.74	768,578.95	(53,549.79)	212,445.46	308,887.94	96,442.48	1,135,031.22	1,411,562.75	276,531.53	7,351,927.87	7,981,545.24	629,617.37
Retirement Costs/Pension Plans	3,281,773.40	2,983,035.26	(298,738.14)	532,688.78	511,834.43	(20,854.35)	741.95	-	(741.95)	577,318.92	807,421.88	230,102.96	4,392,523.05	4,302,291.57	(90,231.48)
Workers Compensation	404,982.89	354,398.23	(50,584.66)	64,246.89	49,591.67	(14,655.21)	16,601.97	19,930.64	3,328.67	88,699.27	91,079.46	2,380.19	574,531.02	515,000.00	(59,531.02)
Other Fringe Benefits	188,704.63	155,000.00	(33,704.63)	50,529.35	66,500.00	15,970.65	545.11	-	(545.11)	4,560.63	-	(4,560.63)	244,339.73	221,500.00	(22,839.73)
5020. SERVICES	\$ 66,497.50	\$ 75,000.00	\$ 8,502.50	\$ -	\$ -	\$ -	\$ 787,126.22	\$ 772,657.00	\$ (14,469.22)	\$ 2,281,776.98	\$ 9,953,229.00	\$ 7,671,452.02	\$ 3,315,400.70	\$ 10,800,886.00	\$ 7,665,485.30
03. Professional and Technical Services	-	-	-	-	-	-	-	-	-	1,944,692.93	9,527,017.00	7,582,324.07	1,944,692.93	9,527,017.00	7,582,324.07
BRT Fare Collection and Security Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Fees	-	-	-	-	-	-	-	-	-	50,112.00	60,000.00	9,888.00	50,112.00	60,000.00	9,888.00
Legal Fees	-	-	-	-	-	-	-	-	-	33,713.50	150,000.00	116,286.50	33,713.50	150,000.00	116,286.50
Human Resources Consulting	-	-	-	-	-	-	-	-	-	59,797.73	64,800.00	5,002.27	59,797.73	64,800.00	5,002.27
Planning and Scheduling Consulting	-	-	-	-	-	-	-	-	-	1,322,610.20	7,391,317.00	6,068,706.80	1,322,610.20	7,391,317.00	6,068,706.80
Computer Consulting	-	-	-	-	-	-	-	-	-	1,397.50	6,000.00	4,602.50	1,397.50	6,000.00	4,602.50
Advertising and Promotion	-	-	-	-	-	-	-	-	-	477,062.00	1,854,900.00	1,377,838.00	477,062.00	1,854,900.00	1,377,838.00
05. Contract Maintenance Services	-	-	-	-	-	-	787,126.22	772,657.00	(14,469.22)	94,957.36	80,000.00	(14,957.36)	882,083.58	852,657.00	(29,426.58)
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Maintenance	-	-	-	-	-	-	-	-	-	94,957.36	80,000.00	(14,957.36)	94,957.36	80,000.00	(14,957.36)
BRT Station Maintenance	-	-	-	-	-	-	-	-	-	175,340.10	202,960.00	27,619.90	175,340.10	202,960.00	27,619.90
Building Maintenance	-	-	-	-	-	-	-	-	-	611,786.12	569,697.00	(42,089.12)	611,786.12	569,697.00	(42,089.12)
09. Other Services	66,497.50	75,000.00	8,502.50	-	-	-	-	-	-	242,126.69	346,212.00	104,085.31	308,624.19	421,212.00	112,587.81
Advertising	-	-	-	-	-	-	-	-	-	40,131.21	23,000.00	(17,131.21)	40,131.21	23,000.00	(17,131.21)
Ad commission Lottery Updates	-	-	-	-	-	-	-	-	-	-	50,000.00	50,000.00	-	50,000.00	50,000.00
ADA Ride	-	-	-	-	-	-	-	-	-	77,197.70	73,712.00	(3,485.70)	77,197.70	73,712.00	(3,485.70)
Drug and Alcohol Testing	38,792.50	-	(38,792.50)	-	-	-	-	-	-	-	-	-	38,792.50	-	(38,792.50)
Medical Exam Testing	27,705.00	75,000.00	47,295.00	-	-	-	-	-	-	-	-	-	27,705.00	75,000.00	47,295.00
Misc	-	-	-	-	-	-	-	-	-	124,797.78	199,500.00	74,702.22	124,797.78	199,500.00	74,702.22
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 2,103,952.33	\$ 3,819,428.00	\$ 1,715,475.67	\$ 3,186,280.03	\$ 3,850,500.00	\$ 664,219.97	\$ 273,948.14	\$ 320,500.00	\$ 46,551.86	\$ 2,001,094.71	\$ 1,778,416.00	\$ (222,678.71)	\$ 7,565,275.21	\$ 9,768,844.00	\$ 2,203,568.79
01. Fuel and Lubricants	1,572,815.53	3,004,428.00	1,431,612.47	86,477.45	88,500.00	2,022.55	-	-	-	6,149.17	-	(6,149.17)	1,665,442.15	3,092,928.00	1,427,485.85
02. Tires and Tubes	531,136.80	815,000.00	283,863.20	-	-	-	-	-	-	-	-	-	531,136.80	815,000.00	283,863.20
09. Other Materials and Supplies	-	-	-	3,099,802.58	3,762,000.00	662,197.42	273,948.14	320,500.00	46,551.86	1,994,945.54	1,778,416.00	(216,529.54)	5,368,696.26	5,860,916.00	492,219.74
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-	3,099,802.58	3,762,000.00	662,197.42	-	-	-	202,047.98	-	(202,047.98)	3,301,850.56	3,762,000.00	460,149.44
Other Equipment and Supplies	-	-	-	-	-	-	273,948.14	320,500.00	46,551.86	466,172.66	466,000.00	(172.66)	740,120.80	786,500.00	46,379.20
Office Equipment	-	-	-	-	-	-	-	-	-	1,228,705.72	1,280,000.00	51,294.28	1,228,705.72	1,280,000.00	51,294.28
Admin. Supplies	-	-	-	-	-	-	-	-	-	98,019.18	32,416.00	(65,603.18)	98,019.18	32,416.00	(65,603.18)
5040. UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 784,342.99	\$ 1,007,631.00	\$ 223,288.01	\$ 784,342.99	\$ 1,007,631.00	\$ 223,288.01
Telecommunication	-	-	-	-	-	-	-	-	-	262,444.69	270,000.00	7,555.31	262,444.69	270,000.00	7,555.31
Utilities	-	-	-	-	-	-	-	-	-	521,898.30	737,631.00	215,732.70	521,898.30	737,631.00	215,732.70
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,087,157.33	\$ 1,766,300.00	\$ (320,857.33)	\$ 2,087,157.33	\$ 1,766,300.00	\$ (320,857.33)
General Liability	-	-	-	-	-	-	-	-	-	693,808.00	975,000.00	281,192.00	693,808.00	975,000.00	281,192.00
Auto Liability	-	-	-	-	-	-	-	-	-	59,310.65	52,000.00	(7,310.65)	59,310.65	52,000.00	(7,310.65)
Physical Damage	-	-	-	-	-	-	-	-	-	1,220,494.83	500,000.00	(720,494.83)	1,220,494.83	500,000.00	(720,494.83)
All Other	-	-	-	-	-	-	-	-	-	113,543.85	239,300.00	125,756.15	113,543.85	239,300.00	125,756.15
5060. TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 8,732,245.93	\$ 7,656,349.00	\$ (1,075,896.93)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,732,245.93	\$ 7,656,349.00	\$ (1,075,896.93)
01. Purchased Transportation - SpecTran	7,692,929.97	6,495,180.00	(1,197,749.97)	-	-	-	-	-	-	7,692,929.97	6,495,180.00	(1,197,749.97)	7,692,929.97	6,495,180.00	(1,197,749.97)
02. Purchased Transportation VanPool	1,039,315.96	1,161,169.00	121,853.04	-	-	-	-	-	-	1,039,315.96	1,161,169.00	121,853.04	1,039,315.96	1,161,169.00	121,853.04
5090. MISCELLANEOUS EXPENSES	\$ 129,926.16	\$ 100,000.00	\$ (29,926.16)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 687,821.21	\$ 788,570.00	\$ 100,748.79	\$ 817,747.37	\$ 888,570.00	\$ 70,822.63

**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 50,993,584.87	\$ 50,023,802.30	\$ (969,782.57)
01. Operator Salaries and Wages	<u>21,415,301.55</u>	<u>21,329,100.19</u>	<u>(86,201.36)</u>
02. Operator's Paid Absences	<u>2,341,896.56</u>	<u>-</u>	<u>(2,341,896.56)</u>
Operator Vacation	788,777.80	-	(788,777.80)
Operator Sick	559,659.81	-	(559,659.81)
Holiday	993,458.95	-	(993,458.95)
Operator FMLA or other leave	-	-	
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>11,765,917.17</u>	<u>13,053,821.48</u>	<u>1,287,904.31</u>
Dispatch	220,376.71	217,822.76	(2,553.95)
Operations Supervision	1,753,530.33	2,113,750.25	360,219.92
Maintenance	4,669,310.35	4,641,514.73	(27,795.62)
Administration	5,122,699.78	6,080,733.74	958,033.96
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>296,903.80</u>	<u>-</u>	<u>(296,903.80)</u>
Vacation	124,572.88	-	(124,572.88)
Sick	61,911.40	-	(61,911.40)
Holiday	107,948.64	-	(107,948.64)
FMLA or other leave	2,470.88	-	(2,470.88)
05. Fringe Benefits	<u>15,173,565.79</u>	<u>15,640,880.63</u>	<u>467,314.84</u>
Employment Taxes	2,610,244.12	2,620,543.82	10,299.70
Health and Welfare Expenses	5,899,012.44	7,139,800.28	1,240,787.84
Retirement Costs/Pension Plans	4,392,523.05	4,302,291.57	(90,231.48)
Workers Compensation	574,531.02	515,000.00	(59,531.02)
Other Fringe Benefits	1,697,255.16	1,063,244.96	(634,010.20)
5020. SERVICES	\$ 3,135,400.70	\$ 10,800,886.00	\$ 7,665,485.30
03. Professional and Technical Services	<u>1,944,692.93</u>	<u>9,527,017.00</u>	<u>7,582,324.07</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	50,112.00	60,000.00	9,888.00
Legal Fees	33,713.50	150,000.00	116,286.50
Human Resources Consulting	59,797.73	64,800.00	5,002.27
Planning and Scheduling Consulting	1,322,610.20	7,391,317.00	6,068,706.80
Computer Consulting	1,397.50	6,000.00	4,602.50
Advertising and Promotion	477,062.00	1,854,900.00	1,377,838.00
05. Contract Maintenance Services	<u>882,083.58</u>	<u>852,657.00</u>	<u>(29,426.58)</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	94,957.36	80,000.00	(14,957.36)
BRT Station Maintenance	175,340.10	202,960.00	27,619.90
Building Maintenance	611,786.12	569,697.00	(42,089.12)
09. Other Services	<u>308,624.19</u>	<u>421,212.00</u>	<u>112,587.81</u>
Advertising	40,131.21	23,000.00	(17,131.21)
Ad commission Lottery Updates	-	50,000.00	50,000.00
ADA Ride	77,197.70	73,712.00	(3,485.70)
Drug and Alcohol Testing	38,792.50	-	(38,792.50)
Medical Exam Testing	27,705.00	75,000.00	47,295.00
Misc	124,797.78	199,500.00	74,702.22
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 7,565,275.21	\$ 9,768,844.00	\$ 2,203,568.79
01. Fuel and Lubricants	<u>1,665,442.15</u>	<u>3,092,928.00</u>	<u>1,427,485.85</u>
02. Tires and Tubes	<u>531,136.80</u>	<u>815,000.00</u>	<u>283,863.20</u>
09. Other Materials and Supplies	<u>5,368,696.26</u>	<u>5,860,916.00</u>	<u>492,219.74</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	3,251,720.80	3,762,000.00	510,279.20
Other Equipment and Supplies	790,250.56	786,500.00	(3,750.56)
Office Equipment	1,228,705.72	1,280,000.00	51,294.28
Admin. Supplies	98,019.18	32,416.00	(65,603.18)

**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 784,342.99	\$ 1,007,631.00	\$ 223,288.01
Telecommunication	262,444.69	270,000.00	7,555.31
Utilities	521,898.30	737,631.00	215,732.70
5050. CASUALTIES AND LIABILITY COSTS	\$ 2,087,157.33	\$ 1,766,300.00	\$ (320,857.33)
General Liability	693,808.00	975,000.00	281,192.00
Auto Liability	59,310.65	52,000.00	(7,310.65)
Physical Damage	1,220,494.83	500,000.00	(720,494.83)
All Other	113,543.85	239,300.00	125,756.15
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 8,732,245.93	\$ 7,656,349.00	\$ (1,075,896.93)
01. Purchased Transportation - SpecTran	<u>7,692,929.97</u>	<u>6,495,180.00</u>	<u>(1,197,749.97)</u>
02. Purchased Transportation VanPool	<u>1,039,315.96</u>	<u>1,161,169.00</u>	<u>121,853.04</u>
5090. MISCELLANEOUS EXPENSES	\$ 817,747.37	\$ 888,570.00	\$ 70,822.63
02. Travel and Meetings	<u>34,349.48</u>	<u>152,095.00</u>	<u>117,745.52</u>
08. Advertising/Promotion Media	<u>14,130.25</u>	<u>25,000.00</u>	<u>10,869.75</u>
09. Other Miscellaneous Expenses	<u>769,267.64</u>	<u>711,475.00</u>	<u>(57,792.64)</u>
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 74,115,754.40	\$ 81,912,382.30	\$ 7,796,627.90
	100.00%	100.00%	

**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	Vehicle Operations		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 36,628,831.31	\$ 34,448,954.52	\$ (2,179,876.79)
01. Operator Salaries and Wages	<u>21,415,301.55</u>	<u>21,329,100.19</u>	<u>(86,201.36)</u>
02. Operator's Paid Absences	<u>2,341,896.56</u>	<u>-</u>	<u>(2,341,896.56)</u>
Operator Vacation	788,777.80	-	(788,777.80)
Operator Sick	559,659.81	-	(559,659.81)
Holiday	993,458.95	-	(993,458.95)
Operator FMLA or other leave	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>1,973,907.04</u>	<u>2,331,573.01</u>	<u>357,665.97</u>
Dispatch	220,376.71	217,822.76	(2,553.95)
Operations Supervision	1,753,530.33	2,113,750.25	360,219.92
Maintenance	-	-	-
Administration	-	-	-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>-</u>	<u>-</u>	<u>-</u>
Vacation	-	-	-
Sick	-	-	-
Holiday	-	-	-
FMLA or other leave	-	-	-
05. Fringe Benefits	<u>10,897,726.16</u>	<u>10,788,281.33</u>	<u>(109,444.83)</u>
Employment Taxes	1,839,942.79	1,803,332.23	(36,610.56)
Health and Welfare Expenses	4,158,172.54	4,913,267.20	755,094.66
Retirement Costs/Pension Plans	3,281,773.40	2,983,035.26	(298,738.14)
Workers Compensation	404,982.89	354,398.23	(50,584.66)
Other Fringe Benefits	1,212,854.54	734,248.40	(478,606.14)
5020. SERVICES	\$ 66,497.50	\$ 75,000.00	\$ 8,502.50
03. Professional and Technical Services	<u>-</u>	<u>-</u>	<u>-</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	-	-	-
Legal Fees	-	-	-
Human Resources Consulting	-	-	-
Planning and Scheduling Consulting	-	-	-
Computer Consulting	-	-	-
Advertising and Promotion	-	-	-
05. Contract Maintenance Services	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	-	-	-
BRT Station Maintenance	-	-	-
Building Maintenance	-	-	-
09. Other Services	<u>66,497.50</u>	<u>75,000.00</u>	<u>8,502.50</u>
Advertising	-	-	-
Ad commission Lottery Updates	-	-	-
ADA Ride	-	-	-
Drug and Alcohol Testing	38,792.50	-	(38,792.50)
Medical Exam Testing	27,705.00	75,000.00	47,295.00
Misc	-	-	-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 2,103,952.33	\$ 3,819,428.00	\$ 1,715,475.67
01. Fuel and Lubricants	<u>1,572,815.53</u>	<u>3,004,428.00</u>	<u>1,431,612.47</u>
02. Tires and Tubes	<u>531,136.80</u>	<u>815,000.00</u>	<u>283,863.20</u>
09. Other Materials and Supplies	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-
Other Equipment and Supplies	-	-	-
Office Equipment	-	-	-
Admin. Supplies	-	-	-

**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	Vehicle Operations		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other			-
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 8,732,245.93	\$ 7,656,349.00	\$ (1,075,896.93)
01. Purchased Transportation - SpecTran	<u>7,692,929.97</u>	<u>6,495,180.00</u>	<u>(1,197,749.97)</u>
02. Purchased Transportation VanPool	<u>1,039,315.96</u>	<u>1,161,169.00</u>	<u>121,853.04</u>
5090. MISCELLANEOUS EXPENSES	\$ 129,926.16	\$ 100,000.00	\$ (29,926.16)
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>129,926.16</u>	<u>100,000.00</u>	<u>(29,926.16)</u>
5120. LEASES AND RENTALS			\$ -
5900 ADA Expenses			\$ -
Total Expenses	\$ 47,661,453.23	\$ 46,099,731.52	\$ (1,561,721.71)
	64.31%	56.28%	

**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	Vehicle Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 5,667,797.23	\$ 4,959,735.47	\$ (708,061.77)
01. Operator Salaries and Wages			-
02. Operator's Paid Absences	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>3,710,487.11</u>	<u>3,310,886.44</u>	<u>(399,600.67)</u>
Dispatch			-
Operations Supervision			-
Maintenance	3,710,487.11	3,310,886.44	(399,600.67)
Administration			-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>195,826.03</u>	<u>-</u>	<u>(195,826.03)</u>
Vacation	93,891.12	-	(93,891.12)
Sick	28,849.31	-	(28,849.31)
Holiday	72,395.20	-	(72,395.20)
FMLA or other leave	690.40	-	(690.40)
05. Fringe Benefits	<u>1,761,484.09</u>	<u>1,648,849.02</u>	<u>(112,635.07)</u>
Employment Taxes	291,890.34	252,343.97	(39,546.37)
Health and Welfare Expenses	659,656.59	687,523.54	27,866.95
Retirement Costs/Pension Plans	532,688.78	511,834.43	(20,854.35)
Workers Compensation	64,246.89	49,591.67	(14,655.21)
Other Fringe Benefits	213,001.50	147,555.41	(65,446.09)
5020. SERVICES	\$ -	\$ -	\$ -
03. Professional and Technical Services	-	-	-
BRT Fare Collection and Security Services			-
Audit Fees			-
Legal Fees			-
Human Resources Consulting			-
Planning and Scheduling Consulting			-
Computer Consulting			-
Advertising and Promotion			-
05. Contract Maintenance Services	-	-	-
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance			-
Building Maintenance			-
09. Other Services	-	-	-
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc			-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 3,186,280.03	\$ 3,850,500.00	\$ 664,219.97
01. Fuel and Lubricants	<u>86,477.45</u>	<u>88,500.00</u>	<u>2,022.55</u>
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>3,099,802.58</u>	<u>3,762,000.00</u>	<u>662,197.42</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	3,099,802.58	3,762,000.00	662,197.42
Other Equipment and Supplies			-
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	Vehicle Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other	-	-	-
5060. TAXES			\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
5090. MISCELLANEOUS EXPENSES	\$ -	\$ -	\$ -
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses			-
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 8,854,077.26	\$ 8,810,235.47	\$ (43,841.80)
	11.95%	10.76%	

**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	Facility Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 1,365,662.59	\$ 1,760,862.62	\$ 395,200.03
01. Operator Salaries and Wages			-
02. Operator's Paid Absences	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>958,823.24</u>	<u>1,330,628.29</u>	<u>371,805.05</u>
Dispatch			-
Operations Supervision			-
Maintenance	958,823.24	1,330,628.29	371,805.05
Administration			-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>101,077.77</u>	<u>-</u>	<u>(101,077.77)</u>
Vacation	30,681.76	-	(30,681.76)
Sick	33,062.09	-	(33,062.09)
Holiday	35,553.44	-	(35,553.44)
FMLA or other leave	1,780.48	-	(1,780.48)
05. Fringe Benefits	<u>305,761.58</u>	<u>430,234.33</u>	<u>124,472.75</u>
Employment Taxes	75,427.09	101,415.75	25,988.66
Health and Welfare Expenses	170,461.20	276,312.19	105,850.99
Retirement Costs/Pension Plans	741.95	-	(741.95)
Workers Compensation	16,601.97	19,930.64	3,328.67
Other Fringe Benefits	42,529.38	32,575.76	(9,953.62)
5020. SERVICES	\$ 787,126.22	\$ 772,657.00	\$ (14,469.22)
03. Professional and Technical Services	-	-	-
BRT Fare Collection and Security Services			-
Audit Fees			-
Legal Fees			-
Human Resources Consulting			-
Planning and Scheduling Consulting			-
Computer Consulting			-
Advertising and Promotion			-
05. Contract Maintenance Services	<u>787,126.22</u>	<u>772,657.00</u>	<u>(14,469.22)</u>
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance	175,340.10	202,960.00	27,619.90
Building Maintenance	611,786.12	569,697.00	(42,089.12)
09. Other Services	-	-	-
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc			-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 273,948.14	\$ 320,500.00	\$ 46,551.86
01. Fuel and Lubricants			-
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>273,948.14</u>	<u>320,500.00</u>	<u>46,551.86</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	273,948.14	320,500.00	46,551.86
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	Facility Maintenance			
	Actual	Budget	Variance Fav / (Unfav)	
5040. UTILITIES	\$ -	\$ -	\$ -	-
Telecommunication				-
Utilities				-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -	-
General Liability				-
Auto Liability				-
Physical Damage				-
All Other				-
5060. TAXES			\$ -	-
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -	-
01. Purchased Transportation - SpecTran				-
02. Purchased Transportation VanPool				-
5090. MISCELLANEOUS EXPENSES	\$ -	\$ -	\$ -	-
02. Travel and Meetings				-
08. Advertising/Promotion Media				-
09. Other Miscellaneous Expenses				-
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -	-
5900 ADA Expenses	\$ -	\$ -	\$ -	-
Total Expenses	\$ 2,426,736.95	\$ 2,854,019.62	\$ 427,282.67	
	3.27%	3.48%		

GRTC Transit System
Operating Expenses
Year to Date June 30, 2024

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 7,331,293.73	\$ 8,854,249.69	\$ 1,522,955.96
01. Operator Salaries and Wages			-
02. Operator's Paid Absences	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>5,122,699.78</u>	<u>6,080,733.74</u>	<u>958,033.96</u>
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	5,122,699.78	6,080,733.74	958,033.96
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
05. Fringe Benefits	<u>2,208,593.95</u>	<u>2,773,515.95</u>	<u>564,922.00</u>
Employment Taxes	402,983.90	463,451.87	60,467.96
Health and Welfare Expenses	910,722.12	1,262,697.36	351,975.25
Retirement Costs/Pension Plans	577,318.92	807,421.88	230,102.96
Workers Compensation	88,699.27	91,079.46	2,380.19
Other Fringe Benefits	228,869.74	148,865.39	(80,004.35)
5020. SERVICES	\$ 2,281,776.98	\$ 9,953,229.00	\$ 7,671,452.02
03. Professional and Technical Services	<u>1,944,692.93</u>	<u>9,527,017.00</u>	<u>7,582,324.07</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	50,112.00	60,000.00	9,888.00
Legal Fees	33,713.50	150,000.00	116,286.50
Human Resources Consulting	59,797.73	64,800.00	5,002.27
Planning and Scheduling Consulting	1,322,610.20	7,391,317.00	6,068,706.80
Computer Consulting	1,397.50	6,000.00	4,602.50
Advertising and Promotion	477,062.00	1,854,900.00	1,377,838.00
05. Contract Maintenance Services	<u>94,957.36</u>	<u>80,000.00</u>	<u>(14,957.36)</u>
Vehicle Maintenance			-
Computer Maintenance	94,957.36	80,000.00	(14,957.36)
BRT Station Maintenance			-
Building Maintenance			-
09. Other Services	<u>242,126.69</u>	<u>346,212.00</u>	<u>104,085.31</u>
Advertising	40,131.21	23,000.00	(17,131.21)
Ad commission Lottery Updates	-	50,000.00	50,000.00
ADA Ride	77,197.70	73,712.00	(3,485.70)
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	124,797.78	199,500.00	74,702.22
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 2,001,094.71	\$ 1,778,416.00	\$ (222,678.71)
01. Fuel and Lubricants	<u>6,149.17</u>	<u>-</u>	<u>(6,149.17)</u>
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>1,994,945.54</u>	<u>1,778,416.00</u>	<u>(216,529.54)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	151,918.22	-	(151,918.22)
Other Equipment and Supplies	516,302.42	466,000.00	(50,302.42)
Office Equipment	1,228,705.72	1,280,000.00	51,294.28
Admin. Supplies	98,019.18	32,416.00	(65,603.18)

**GRTC Transit System
Operating Expenses
Year to Date June 30, 2024**

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 784,342.99	\$ 1,007,631.00	\$ 223,288.01
Telecommunication	262,444.69	270,000.00	7,555.31
Utilities	521,898.30	737,631.00	215,732.70
5050. CASUALTIES AND LIABILITY COSTS	\$ 2,087,157.33	\$ 1,766,300.00	\$ (320,857.33)
General Liability	693,808.00	975,000.00	281,192.00
Auto Liability	59,310.65	52,000.00	(7,310.65)
Physical Damage	1,220,494.83	500,000.00	(720,494.83)
All Other	113,543.85	239,300.00	125,756.15
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
5090. MISCELLANEOUS EXPENSES	\$ 687,821.21	\$ 788,570.00	\$ 100,748.79
02. Travel and Meetings	34,349.48	152,095.00	117,745.52
08. Advertising/Promotion Media	14,130.25	25,000.00	10,869.75
09. Other Miscellaneous Expenses	639,341.48	611,475.00	(27,866.48)
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 15,173,486.95	\$ 24,148,395.69	\$ 8,974,908.74
	20.47%	29.48%	

GRTC Transit System Year to Date June 30, 2024

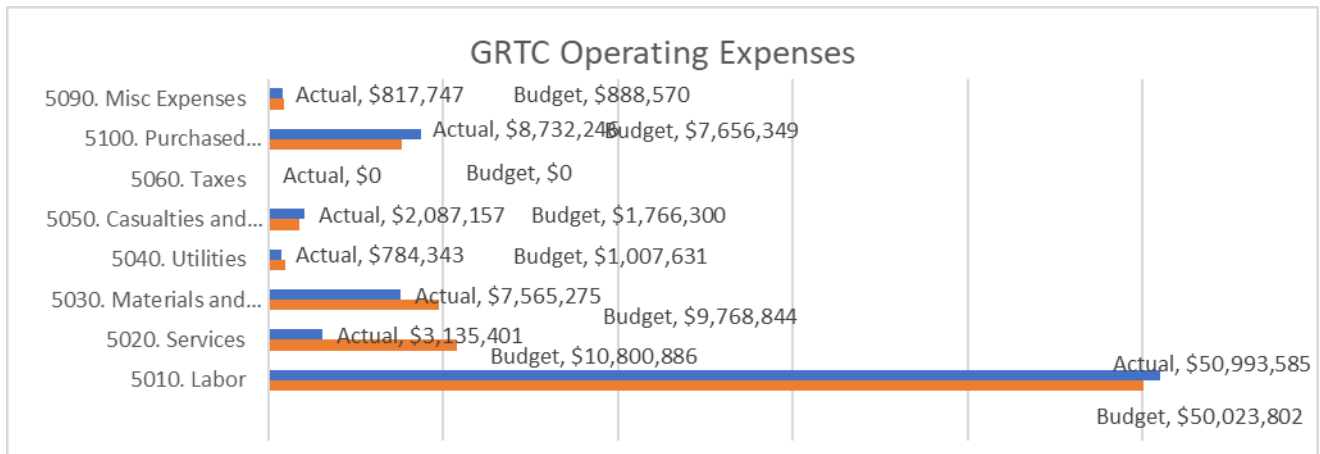
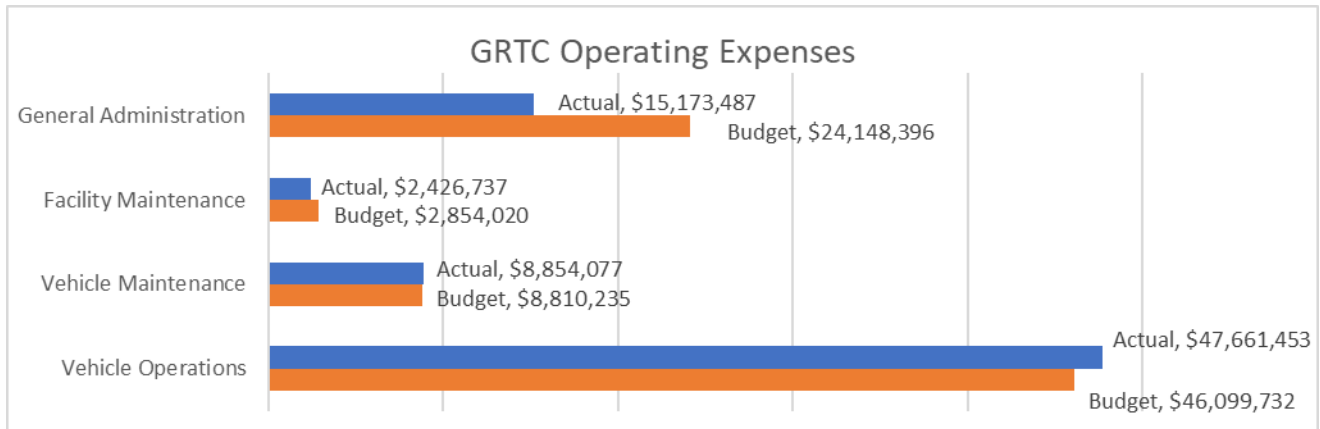
Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 46,099,731.52	\$ 47,661,453.23	\$ (1,561,721.71)	103.39%
Vehicle Maintenance	8,810,235.47	8,854,077.26	(43,841.80)	100.50%
Facility Maintenance	2,854,019.62	2,426,736.95	427,282.67	85.03%
General Administration	<u>24,148,395.69</u>	<u>15,173,486.95</u>	<u>8,974,908.74</u>	<u>62.83%</u>
Total GRTC	\$ 81,912,382.30	\$ 74,115,754.40	\$ 7,796,627.90	90.48%

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 50,023,802.30	\$ 50,993,584.87	\$ (969,782.57)	101.94%
5020. Services	10,800,886.00	3,135,400.70	7,665,485.30	29.03%
5030. Materials and Supplies Consumed	9,768,844.00	7,565,275.21	2,203,568.79	77.44%
5040. Utilities	1,007,631.00	784,342.99	223,288.01	77.84%
5050. Casualties and Liability Costs	1,766,300.00	2,087,157.33	(320,857.33)	118.17%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	7,656,349.00	8,732,245.93	(1,075,896.93)	114.05%
5090. Misc Expenses	<u>888,570.00</u>	<u>817,747.37</u>	<u>70,822.63</u>	<u>92.03%</u>
Total GRTC	\$ 81,912,382.30	\$ 74,115,754.40	\$ 7,796,627.90	90.48%

Total Fleet Service Miles	5,998,755.25	5,955,760.59
Operating Expense per Mile	\$ 13.65	\$ 12.44

Total Fleet Service Hours	525,884.00	522,679.48
Operating Expense per Hour	\$ 155.76	\$ 141.80



Operating Expenses are favorable versus budget by \$7.797M or 9.52% as a result of:

- Unfavorable labor expenses of \$969.783k due to higher than budgeted headcount in Operations due to the number of trainees on staff and higher than budgeted overtime in Maintenance offset by higher than budgeted vacancy factor in the general and administrative groups.
- Favorable purchased services of \$7.665M due to the timing of consulting services versus budget.
- Favorable materials and supplies of \$2.204M due to timing of purchases versus budget assumptions.
- Favorable Utilities expenses of \$223.288k due to corrections to the GRTC water and gas consumption/rates issued by Richmond DPU.
- Unfavorable casualties and liability expense of \$320.857k is due to the booking of self-insured provision charge for FY2024 claims.
- Unfavorable purchased transportation services of \$1.076M due to actual demand differing from budgetary assumptions for CARE and CARE on demand services.
- Favorable Miscellaneous expense of \$70.822k due to timing of travel expense versus budget.

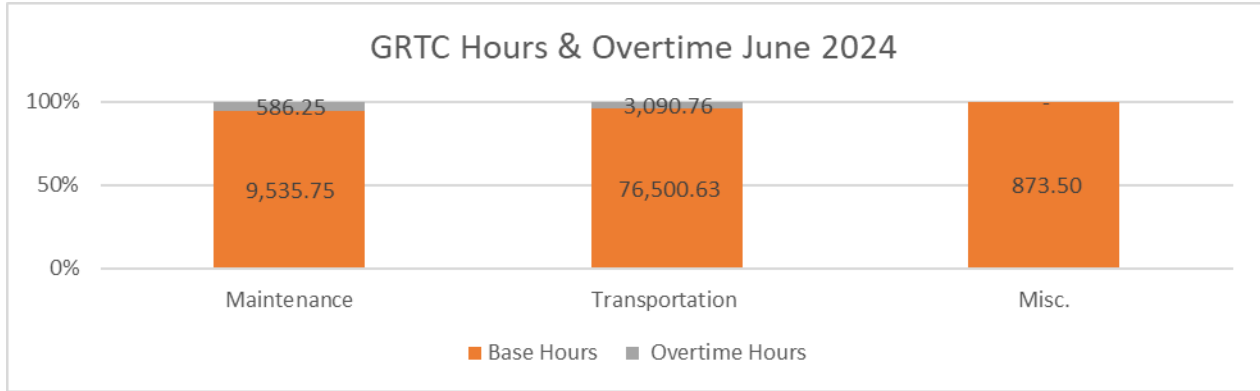
<u>Operating Expense per Mile</u>	Budget	Actual
Vehicle Operations	\$ 7.68	\$ 8.00
Vehicle Maintenance	1.47	1.49
Facility Maintenance	0.48	0.41
General Administration	4.03	2.55
Total GRTC	\$ 13.65	\$ 12.44

<u>Operating Expense per Mile</u>	Budget	Actual
5010. Labor	\$ 8.34	\$ 8.56
5020. Services	1.80	0.53
5030. Materials and Supplies Consumed	1.63	1.27
5040. Utilities	0.17	0.13
5050. Casualties and Liability Costs	0.29	0.35
5060. Taxes	-	-
5100. Purchased Transportation Service	1.28	1.47
5090. Misc Expenses	0.15	0.14
Total GRTC	\$ 13.65	\$ 12.44

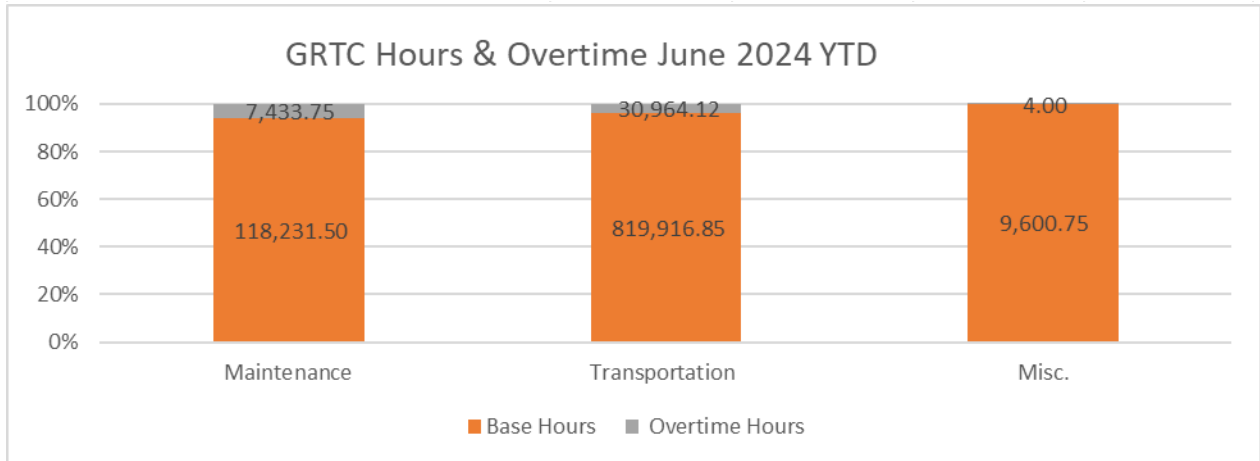
<u>Operating Expense per Hour</u>	Budget	Actual
Vehicle Operations	\$ 87.66	\$ 91.19
Vehicle Maintenance	16.75	16.94
Facility Maintenance	5.43	4.64
General Administration	45.92	29.03
Total GRTC	\$ 155.76	\$ 141.80

<u>Operating Expense per Hour</u>	Budget	Actual
5010. Labor	\$ 95.12	\$ 97.56
5020. Services	20.54	6.00
5030. Materials and Supplies Consumed	18.58	14.47
5040. Utilities	1.92	1.50
5050. Casualties and Liability Costs	3.36	3.99
5060. Taxes	-	-
5100. Purchased Transportation Service	14.56	16.71
5090. Misc Expenses	1.69	1.56
Total GRTC	\$ 155.76	\$ 141.80

GRTC Headcount @ June 30, 2024	Budget	Actual	(Over) Under	% of Budget
Equipment & Facility Maintenance	72	74	(2)	102.78%
Transportation	362	400	(38)	110.50%
Planning, Scheduling & Marketing	20	16	4	80.00%
Insurance & Safety	10	11	(1)	110.00%
General & Administrative	60	51	9	85.00%
Reflects Actual Total Heads (Not FTEs)	524	552	(28)	105.34%



GRTC Hours & Overtime (6/2/24-6/29/2024)	Total Hours	Base Hours	Overtime Hours	OT %
Maintenance	10,122.00	9,535.75	586.25	6.15%
Transportation	79,591.39	76,500.63	3,090.76	4.04%
Misc.	873.50	873.50	-	0.00%
	<u>90,586.89</u>	<u>86,909.88</u>	<u>3,677.01</u>	<u>4.23%</u>



GRTC Hours & Overtime (7/2/23-6/29/2024)	Total Hours	Base Hours	Overtime Hours	OT %
Maintenance	125,665.25	118,231.50	7,433.75	6.29%
Transportation	850,880.97	819,916.85	30,964.12	3.78%
Misc.	9,604.75	9,600.75	4.00	0.04%
	<u>986,150.97</u>	<u>947,749.10</u>	<u>38,401.87</u>	<u>4.05%</u>

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

For the Twelve Months Ending June 30, 2024

	Current Month			Fav/ (Unfav)	Year To Date			Fav/ (Unfav)	FY 2024 Annual Budget
	Budget	Actual	Difference		Budget	Actual	Difference		
Operating Revenue:									
Customer Revenue - Fixed Route	\$ -	\$ -	\$ -	F	\$ -	\$ -	\$ -	F	\$ -
Pass Program Revenue	100,000	100,000	-	F	1,212,409	1,211,409	(1,000)	U	1,212,409
Charter Revenue	-	600	600	F	-	45,529	45,529	F	-
Advertising Revenue	87,833	-	(87,833)	U	605,000	3,250	(601,750)	U	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
Total Operating Revenue	\$ 187,833	\$ 100,600	\$ (87,233)	U	\$ 1,817,409	\$ 1,260,188	\$ (557,221)	U	\$ 1,817,409
Other Income:									
Ridefinders	39,690	27,402	(12,288)	U	515,974	424,475	(91,499)	U	515,974
Interest Income	41,667	88,164	46,498	F	500,000	1,109,675	609,675	F	500,000
Non-Transportation Income	417	676	259	F	5,000	3,455	(1,545)	U	5,000
Total Other Income	\$ 81,774	\$ 116,242	\$ 34,469	F	\$ 1,020,974	\$ 1,537,605	\$ 516,631	F	\$ 1,020,974
Operating Contributions:									
COVID Relief Acts VA2020-023	222,166	116,637	(105,530)	U	1,764,174	8,900,061	7,135,887	F	1,764,174
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	1,263,631	525,072	(738,559)	U	13,379,153	4,819,838	(8,559,315)	U	13,379,153
Oper contrib - State	2,344,953	2,123,100	(221,852)	U	24,827,905	22,047,079	(2,780,826)	U	24,827,905
Oper contrib - CVTA	1,909,504	1,909,504	0	F	22,914,050	22,914,050	0	F	22,914,050
Oper contrib - Richmond	734,555	1,059,679	325,124	F	8,814,665	9,784,318	969,653	F	8,814,665
Oper contrib - Henrico	352,745	353,303	559	F	4,232,935	4,497,029	264,094	F	4,232,935
Oper contrib - Petersburg	16,667	16,667	(0)	U	200,000	200,000	-	F	200,000
Oper contrib - Chesterfield	21,157	197,883	176,726	F	1,244,989	1,560,207	315,218	F	1,244,989
Oper Contrib Local	-	5,000	5,000	F	-	19,436	19,436	F	-
Oper contrib - GRTC Fund Balance	141,344	-	(141,344)	U	1,696,129	-	(1,696,129)	U	1,696,129
Total Operating Contributions:	\$ 7,006,722	\$ 6,306,845	\$ (699,877)	U	\$ 79,074,000	\$ 74,742,018	\$ (4,331,982)	U	\$ 79,074,000
Net Operating Revenue	\$ 7,276,329	\$ 6,523,688	\$ (752,641)	U	\$ 81,912,383	\$ 77,539,811	\$ (4,372,572)	U	\$ 81,912,383
Operating Expenses:									
Equipment & Facility Maintenance	1,261,268	1,282,359	21,092	U	15,352,868	13,218,958	(2,133,910)	F	15,352,868
Transportation	2,228,095	2,526,314	298,219	U	27,099,134	29,500,028	2,400,894	U	27,099,134
Planning, Scheduling & Marketing	1,006,302	111,159	(895,143)	F	10,663,128	3,065,016	(7,598,112)	F	10,663,128
Insurance and Safety	253,019	432,655	179,637	U	3,051,314	3,405,247	353,933	U	3,051,314
General and Administrative	1,315,802	1,284,289	(31,513)	F	15,462,045	13,583,889	(1,878,156)	F	15,462,045
Purchase of Service - Spectran & Van Pool	638,029	791,478	153,449	U	7,656,349	8,732,246	1,075,897	U	7,656,349
Operating Taxes and Licenses	215,970	220,900	4,929	U	2,627,544	2,610,371	(17,173)	F	2,627,544
Total Operating Expenses	\$ 6,918,484	\$ 6,649,155	\$ (269,329)	F	\$ 81,912,382	\$ 74,115,754	\$ (7,796,628)	F	\$ 81,912,383
Change in Net Position	\$ 357,845	\$ (125,467)	\$ (483,312)	U	\$ 1	\$ 3,424,057	\$ 3,424,056	F	\$ (0)
Operating Ratio	9.54%	11.79%	62.25%		10.40%	11.76%	1.36%		
Farebox Recovery Ratio	1.59%	1.71%	0.11%		1.63%	1.85%	0.22%		

**GRTC Transit System
Balance Sheet
As of June 30, 2024**

ASSETS	Current Month June 30, 2024	Prior Month May 31, 2024	Prior Year End June 30, 2023
Current Assets:			
Cash	\$3,362,190	\$7,150,281	\$12,067,738
Working Funds	64,522	64,522	118,181
Capital Funds	7,266,566	7,196,230	6,451,925
Accounts Receivable, net	9,852,028	9,166,202	5,349,811
Motor Bus Parts Inventory	1,037,453	1,060,370	1,014,500
Gasoline Inventory	10,821	11,010	4,715
Diesel Fuels Inventory	27,372	31,419	61,056
Lubricants Inventory	70,306	24,697	39,951
Prepayments	<u>208,338</u>	<u>255,093</u>	<u>357,055</u>
Total Current Assets	\$21,899,596	\$24,959,823	\$25,464,932
Tangible Property:			
Property and Equipment	192,060,801	181,395,776	167,016,265
Accumulated Depreciation	<u>(101,571,917)</u>	<u>(101,171,917)</u>	<u>(96,771,917)</u>
Net Property	\$90,488,884	\$80,223,859	\$70,244,348
Other Assets:			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	47,175,056	41,497,215	36,106,151
Intangible Asset - Software, net of amortization	3,972,539	3,972,539	3,692,135
Right of Use Asset	94,423	94,423	94,423
Deferred Outflows GASB 68	29,977,146	29,977,146	29,977,146
Deferred Outflows GASB 75	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Assets	<u>89,711,916</u>	<u>84,034,075</u>	<u>78,362,607</u>
TOTAL ASSETS	<u>\$202,100,395</u>	<u>\$189,217,757</u>	<u>\$174,071,887</u>
LIABILITIES AND CAPITAL			
Current Liabilities:			
Accounts Payable	3,651,295	3,035,004	6,027,435
Wages Payable	2,495,673	2,339,946	2,366,311
Taxes Accrued	82,878	73,081	93,068
Deferred Revenues CVTA	46,842,125	43,073,788	35,155,297
Other Current Liabilities	<u>315,337</u>	<u>2,370,378</u>	<u>597,434</u>
Total Current Liabilities	\$53,387,307	\$50,892,197	\$44,239,545
Non-current Liabilities:			
N/P City, OPEB and GASB 68	\$ 93,017,327	\$ 93,017,327	\$ 93,017,327
Reserves:			
Injuries, Loss, and Damage	<u>1,320,700</u>	<u>1,140,800</u>	<u>621,450</u>
Total Reserves	<u>\$1,320,700</u>	<u>\$1,140,800</u>	<u>\$621,450</u>
TOTAL LIABILITIES	147,725,335	145,050,325	137,878,322
Capital:			
Common Stock	50,005	50,005	50,005
Paid-In Capital	133,810,112	123,488,476	121,129,047
Fund Balance - Accumulated Depreciation	(96,204,669)	(95,804,669)	(91,404,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>52,809,564</u>	<u>52,523,571</u>	<u>42,509,133</u>
Total Capital	\$ ⁶⁶ 54,375,061	\$ 44,167,432	\$ 36,193,565
TOTAL LIABILITIES AND CAPITAL	<u>\$ 202,100,395</u>	<u>\$ 189,217,757</u>	<u>\$ 174,071,887</u>

**Greater Richmond Transit Company
Cash Flow Projection
August 20, 2024**

	Actual										Expected		
	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
Beginning Balance	\$ 2,121,781	\$ 4,737,173	\$ 3,868,280	\$ 1,352,766	\$ 6,331,061	\$ 1,587,675	\$ 1,748,479	\$ 4,486,813	\$ 2,279,146	\$ 3,507,441	\$ 4,709,835	\$ 4,141,767	\$ 449,307
Revenue													
Advertising Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
CVTA	5,728,513	-	-	5,728,513	-	-	5,728,513	-	-	6,136,761	-	-	6,136,761
Federal	1,313,857	2,547,732	1,447,857	1,942,803	-	3,892,956	2,983,763	460,880	10,008,487	-	920,150	337,665	1,391,914
State	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating Assistance	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189	1,520,993	1,459,167	1,695,693	1,689,179	1,689,179	1,689,179
Capital	646,143	655,749	-	-	-	25,065	1,088,496	365,870	877,234	4,066,009	1,344,608	1,218,405	1,218,405
Zero Fare	-	-	-	-	-	-	-	-	-	-	-	380,000	380,000
Local - Chesterfield	63,471	-	-	63,471	-	-	365,372	553,101	-	373,984	240,472	150,000	150,000
LOCAL - COR	-	-	4,502,730	2,251,365	-	-	-	2,156,485	95,000	-	2,273,152	86,667	86,667
LOCAL - HNCO	1,058,234	-	-	-	-	1,058,234	-	1,058,234	-	1,091,602	-	-	1,091,602
LOCAL - Peterburg	-	33,333	16,667	-	16,667	33,334	16,667	16,667	16,667	-	33,334	16,667	16,667
LOCAL -Bon Secours	-	-	-	-	-	-	-	-	-	-	-	-	-
Ridefinders	57,222	38,421	38,462	37,771	30,560	26,788	40,657	27,137	30,486	32,402	45,000	45,000	45,000
Other Income	33,682	14,858	46,025	60,120	48,987	38,634	43,370	22,263	18,551	85,670	-	-	-
VCU	-	-	-	600,000	-	-	-	-	-	-	-	600,000	-
	\$ 10,360,310	\$ 4,749,282	\$ 7,510,930	\$ 12,143,232	\$ 1,555,403	\$ 6,534,200	\$ 11,726,026	\$ 6,181,630	\$ 12,505,592	\$ 13,482,121	\$ 7,145,895	\$ 3,923,583	\$ 12,206,194
Expenses													
Wages & Benefits	4,199,838	3,291,109	4,634,428	4,540,307	4,529,290	4,167,385	4,324,894	3,970,589	4,218,181	4,295,361	4,250,950	4,204,560	4,210,756
SGR / Maintenance	311,899	249,476	130,905	300,771	122,493	105,983	308,024	155,679	484,067	769,062	324,218	357,839	399,815
Materials and Supplies	232,773	370,655	379,241	206,145	235,927	318,818	670,978	454,979	111,305	209,758	333,628	349,911	355,093
Casualty & Insurance	(33,150)	136,235	236,023	250,759	131,891	147,808	257,150	100,000	28,220	339,373	167,407	173,326	177,579
Services	764,730	436,714	394,570	584,803	226,773	244,585	223,504	136,499	117,856	95,769	174,164	165,396	152,198
Purchased Services	647,733	698,372	1,241,306	747,175	742,183	798,495	1,392,095	789,096	802,725	26,718	758,552	761,280	755,078
Utilities	87,969	106,868	170,314	142,554	88,098	21,740	96,259	84,835	76,443	72,132	73,251	70,777	78,950
Travel & Training	12,574	1,848	849	4,184	4,514	4,514	3,651	255	7,403	7,582	4,653	4,676	4,703
Miscellaneous	5,292	12,947	46,041	15,265	20,321	24,068	3,255	29,143	43,435	42,619	27,140	28,277	28,978
Capital	1,515,262	313,951	2,792,768	372,974	197,299	540,000	1,707,881	2,668,222	5,387,662	6,421,352	1,600,000	1,500,000	1,500,000
	\$ 7,744,918	\$ 5,618,174	\$ 10,026,444	\$ 7,164,937	\$ 6,298,789	\$ 6,373,395	\$ 8,987,693	\$ 8,389,296	\$ 11,277,297	\$ 12,279,727	\$ 7,713,963	\$ 7,616,042	\$ 7,663,150
Cash Position	\$ 4,737,173	\$ 3,868,280	\$ 1,352,766	\$ 6,331,061	\$ 1,587,675	\$ 1,748,479	\$ 4,486,813	\$ 2,279,146	\$ 3,507,441	\$ 4,709,835	\$ 4,141,767	\$ 449,307	\$ 4,992,351

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

Updated through July 31, 2024 Activity

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

Receipts:

July 29, 2024 GRTC 15% Funds Distribution - Month of June 2024	\$	3,047,648.41	
GRTC 15% Funds Distribution - Month of July 2024			
GRTC 15% Funds Distribution - Month of August 2024			
July 1, 2024 Interest Income WF Treasury Sweep June 2024	\$	89,121.81	
Interest Income LGIP EM- July 2024	\$	85,532.23	
July 2024 LGIP EM Share unrealized gain/(loss)	\$	95,155.28	
Interest Income WF Treasury Sweep July 2024			
Interest Income LGIP EM- August 2024			
August 2024 LGIP EM Share unrealized gain/(loss)			
Interest Income WF Treasury Sweep August 2024			
Interest Income LGIP EM- September 2024			
September 2024 LGIP EM Share unrealized gain/(loss)			
			\$ 3,317,457.73

Uses:

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

GRTC Operating and Capital Expense

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

Ending Balance @ September 30, 2024 \$ 44,112,834.29

Fund Balance Composition @ July 31, 2024

Unrestricted Funds	\$	-	
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$	22,250.69	
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$	-	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	99,312.65	
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$	125,000.00	
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$	125,000.00	
Restricted Funds: GRTC FY2025/FY2026 GRTC Operating and Capital Expenses	\$	43,341,270.95	
	\$	<u>44,112,834.29</u>	

CVTA Funds:

Balance @ July 31, 2024 in Wells Fargo	\$	100,000.00	
Balance @ July 31, 2024 in Wells Fargo Treasury Sweep	\$	20,162,270.02	
Balance @ July 31, 2024 in LGIP EM	\$	<u>23,850,564.27</u>	
	\$	<u>44,112,834.29</u>	

Wells Fargo Balance at July 31, 2024 \$ 20,262,270.02

Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$	22,250.69	
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$	-	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	99,312.65	
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$	125,000.00	
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$	125,000.00	
Surplus - Available for Investment - Treasury Sweep or LGIP	\$	19,490,706.68	



Meeting Date: August 29, 2024
Information Item: Recent and Upcoming Procurements

BACKGROUND:

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

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

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

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

Date	Purchase Order #	Vendor	Purpose	Amount	Requested By	Approved By
8/01/2024	116590	Colonial Webb Contractors	Parking Lot Pole Fixture Replacement	\$62,737.51	David Wells	Board Chair
7/31/2024	116568	Michael Baker	ERP Assistance-Business Process Review & Best Practice Workflow	\$89,516.00	Adrienne Torres	Board Chair
8/8/2024	116649	Michael Baker	10-Year Financial Projections & Cost Allocation Support	\$85,250.00	Adrienne Torres	Board Chair
8/14/2024	116694	Wendel Architecture	Essential Transit Infrastructure Implementation Plan and Support	\$1,139,446.00	Adrienne Torres	Task Order Issued from Contract #2292402 for General A&E Services Approved by Board on 5/21/2024

CURRENT STATUS:

Upcoming Procurements

TITLE	DEPT	BUDGET	ANTICIPATED AWARD DATE	INCLUDED IN BUDGET (YES/NO)	GRANT STATUS (EXISTING/PENDING/PLANNED)
General Printing Services	Marketing	TBD	Summer 2024	TBD	Planned
Demo of the Church Lot	Planning	\$2,000,000	2024	Y-FY 2024	Planned
Occupational Health Services	Human Resources	\$225,000	2024	Y	Planned
Hastus Training for Schedulers	Planning	\$91,000	2024	TBD	Pending
Support Truck	Maintenance	\$70,000	Summer 2024	Y	Planned
Bus Parts	Maintenance	\$2.5M	Q2-2024	Y	Planned
Paratransit Parts	Maintenance	\$300,000	FY-2024	Y	Planned
Motorized Entrance Gates	Risk Management	\$250,000	Summer 2024	Y	Planned
Microtransit HASTUS Software	IT	\$133,000	Fall 2024	Y	Pending
Fleet Vehicles Camera Retrofit	IT	\$720,000	Fall 2024	Y	Pending
Fleet Fixed Route Passenger Awareness Monitor	IT	TBD	Fall 2024	Y	Pending
BRT Station Real Time Passenger Information Upgrade	IT	\$1,560,000	Q2-2025	Y	Pending
Conference Room Redesign Project	IT	\$80,000	Fall 2024	Y	Ready

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: August 29, 2024
Action Item: GRTC Revenue Bond Program

BACKGROUND

Based upon the request of the GRTC Finance Committee to explore the possibility of GRTC's ability to issue tax exempt revenue bonds to finance large infrastructure projects, GRTC Management consulted with bond counsel and CVTA counsel and has determined:

- It is believed that with the appropriate board approvals and following the validation process as outlined by bond counsel, GRTC does have the authority to issue tax exempt revenue bonds based upon a review of the applicable Commonwealth of Virginia and the Federal Internal Revenue Code statutes.
- GRTC will need to retain the services of a financial advisor to assist in further developing the revenue bond credit and preparation of all required documents for a revenue bond sale. GRTC management has the ability to utilize PRM through CVTA's contract with PRM. Based upon the contract the cost for the services for PRM through issuance and closing of a revenue bond sale will not exceed \$75,000.

RECOMMENDATION

The GRTC Board of Directors authorizes GRTC Management to continue to pursue the processes outlined by bond counsel to obtain the requisite approvals and initiate a bond validation proceeding for the creation of a GRTC Revenue Bond program. In addition, the GRTC Board of Directors authorizes GRTC Management to engage PFM to act as financial advisor on behalf of GRTC to assist in the establishment of the GRTC Revenue Bond Credit for a fee not to exceed \$75,000.

Barbara Smith, Secretary
GRTC Board of Directors

Date