



**MEETING  
BOARD OF DIRECTORS  
GRTC Transit System**

A regular meeting of the Board of Directors of the GRTC Transit System, Old Dominion Transit Management Company (ODTMC), and RideFinders will be held concurrently at 8:00 a.m. January 17, 2023, at GRTC Transit System, 301 East Belt Boulevard, Operator’s Lounge, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: [https://youtu.be/FCKEiXUU\\_Y4](https://youtu.be/FCKEiXUU_Y4).

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X. Board Chair’s Report

XI. Executive Session

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XII. Other Business

XIII. Adjourn

**MINUTES  
DECEMBER 20, 2022  
BOARD OF DIRECTORS  
GRTC TRANSIT COMPANY**

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

Others Present: Bonnie Ashley, General Counsel  
Sheryl Adams, Interim Chief Executive Officer  
Adrienne Torres, Chief Development Officer  
Dawn Bailey, Controller  
Tim Barham, Chief of Transit Operations  
Tony Byrd, Director of Maintenance  
Anthony Carter, Director of Risk Management  
Joe Dillard, Director of Equitable Innovation & Legislative Policy  
Mike Frontiero, Director of Communications  
Antionette Haynes, Procurement Services Administrator  
Jean Lombos, ITS Project Implementation Manager  
Cherika Ruffin, Program Manager, RideFinders  
Sam Sink, Director of Planning & Schedules  
Brandon Butler, Procurement Specialist  
Monica Carter, Safety and Service Compliance Manager  
Jamel Harper, Procurement Specialist  
Maurice Carter, President – Local 1220, Amalgamated Transit Union  
Dironna Clarke, City of Richmond  
Faith Walker, RVA Rapid Transit  
William Betehold, Citizen  
Barry Green, RVA Rapid Transit  
Ken Lantz, RVA Rapid Transit  
Richard Hankins, RVA Rapid Transit  
Jon Rigby, Virginia JPL  
Tundun Oladipo, Citizen

I. Call to Order & Introductions

This meeting of the Board of Directors of the GRTC Transit System, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on December 20, 2022, by the Chair, Tyrone Nelson, at 8:00AM. The meeting was held at GRTC Transit System, Operators Lounge, 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://youtu.be/uhWFy\\_c-4KI](https://youtu.be/uhWFy_c-4KI).

## II. Public Comments

The public notice, meeting agenda, and agenda attachments for this December 20, 2022, standing meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com. Per the meeting notice, all written comments received via email by Mike Frontiero prior to 5:00PM on the day preceding a meeting were provided to all members of the Board the night before the meeting, are read during the Public Comment Period of the meeting by staff following the two-minute speaking limit and will be included in the minutes of the meeting.

### ***Cezar Carvalhaes***

I live in the Woodland Heights neighborhood of Southside Richmond. I am in full support of a North-South BRT with frequent service, dedicated lanes, and sheltered stations. Transit is a pillar of an economically resilient & flourishing region, as each dollar spent on transit brings \$5 in economic benefits, and is necessary for us to build safe and thriving communities. Being so close to Semmes Avenue, I see on a daily basis the impacts that our focus on single cars has on people. It's a dangerous corridor, and only a convenient, predictable transit service can help mitigate our dependence on cars. Not only are there obvious benefits due to reduced emissions, but decreased gasoline consumption reduces our dependence on foreign oil. There is also an equity component: 90% of those on public assistance do not own a car. Many elderly folks and those with disabilities also cannot drive - a second BRT could double their accessible world.

### ***Dan Miltenberger***

I'm a second-year mechanical engineering student at VCU. Keeping the buses fare-free is really important to me because of the countless adventures I've gotten to go on throughout the city. I'm an out-of-state student, and when I explore the city I either walk, run, bike or ride the bus. Because of the free fares, I've gone from campus to Rocketts landing, Martin Luther King Jr Middle School for after-school mentorship programs, and to the VMFA for a first date, and we're still together! I did the classic "yawn and put your arm around her" on a bus bench waiting for our ride back: the one time I was glad the bus was running late. But of course, the benefits of Zero-Fare go beyond some young college student going on a date. It extends to people who need to get to work. It extends to people who need to run errands. It extends to families who want to go for a walk along the river. From personal experience, it extends to a student getting groceries for the week. From a monetary standpoint, I've gone to Carytown directly because of the quick and free transportation. I love the watermelon festival. Students don't mind spending the cash on board games or thrifted clothes in Cary, but they may balk at a fee there and a fee back. It's like buying something online but you change your mind once you see the shipping. Smart online retailers will make shipping free and I'll use that service much more - and GRTC is doing a great job following this example. I've had a lot of great memories in this city, and they all had a bus ride involved. From the moment I arrived at VCU, I got off the train from Philly with a backpack and a duffel and took the bus to Monroe Park. I'm glad I didn't have to drop my duffel and turn my backpack upside down looking for loose change. I firmly believe that we should match the grant and continue this wonderful experience of zero-fare in our city!

### **William Benton**

I write in support of the extension of the GRTC's zero-fare status. I believe that it supports both city growth and citizen equity. Having no barrier to entry allows people to use our public transit system without worrying about cards, change, or the general financial stress of managing this sort of payment. It also makes the city more approachable and navigable for tourists and city workers who reside in the suburbs (ie easier to expand park-and-ride). I take the Pulse with my daughter from Church Hill to the Science Museum of Virginia, from my office at VCU back home to Church Hill, and to other points around the city as needed. I am very excited that there are plans for a north-south express bus service as well. In conversations with VCU Parking and Transportation Services, I have heard their active interest in directing students to take GRTC rather than duplicating service with a second network of buses (thus limiting RamRide and RamSafe). For students unfamiliar with city life,



being able to hop on a bus is an important part of college life. On the last field trip I planned, my students met me at the MCV complex via Pulse - it's actively woven into the life of the Monroe Park and MCV campuses. So, keeping GRTC zero-fare is important, the service that GRTC offers to a growing city is important, and I appreciate your work in keeping Richmond on the move.

***Jim Somerville***

I am pastor of Richmond's First Baptist Church and a big fan of public transportation. I moved here from Washington, DC, where I took the Metro to work every day. It was quick, clean, easy, and convenient. I was able to give up my car, and because of that I saved money that gave me resources on those few occasions when I needed to take a cab. My daughter has epilepsy and is unable to drive. She took the Metro everywhere in Washington, and when she moved with us to Richmond back in 2008 she was able to take GRTC to her job at the University of Richmond. Recently she was in the hospital for a full week of testing, and I was able to walk from the church to Broad Street each day at lunch, get on the PULSE, and ride to VCU Medical Center for free to see her. Please help us keep GRTC free. During the difficult days of the Pandemic, and in these months of recovery, having free, clean, efficient transportation has been a lifesaver.

***Tony Haynes***

I'm a huge supporter of zero fare for the GRTC! I work with many wonderful people who utilize public transportation and to know that they can continue to, without the financial fear of losing that right, would mean so much. This is obviously also a wonderful way to take more cars off our streets and allow for pedestrians to feel safe walking in our beautiful city. Please know that this is a popular opinion and that we should keep the GRTC zero fare going.

***Sarah Rose***

I believe the GRTC bus should remain free to all who want to use it. The GRTC provides essential transport to our citizens to schools, grocery stores, jobs, healthcare, and courthouses. People should continue to have access to these places free of charge. By charging for transportation, it would be cutting off essential, lifesaving resources to many of our at-risk population who need it the most. Many cannot afford the cost of transportation and rely on the zero fare offering of the GRTC to survive. If taken away, these people will be plunged into further poverty. Further, the GRTC buses reduce pollution by providing an alternative to individually-owned cars and trucks. Please keep the GRTC fare free.

***Eric Mason***

I am a resident of the museum district in Richmond. I am here today to advocate for zero fare. It is important to me to have public transportation as accessible as possible. Keeping the cost prohibitive factors out of the equation has proven to be helpful to the community, myself included, and increased ridership overall. I personally use the Pulse frequently to get around. Knowing that it is free, encourages me to use the public transportation system instead of ride- share/car-based transport. Please continue zero fare into the future.

***Richard Barrett***

It is really important to keep the free fares as it has helped so many low-income riders. They are able to get to work and not worry about bus fare. It has also helped many seniors get around the city. I noticed an increase in ridership because of the free fare. Please keep the free fares for now.

***Courtney C. Rogers***

I am a Ph.D. Candidate and Graduate Research Assistant in UVa's School of Engineering and Applied Sciences. Over the past three years, I have been studying how transportation affordability and availability affects access to maternal health services in the Greater Richmond Region. As you may know, the maternal mortality and morbidity rates among low-income women of color in this country are highly inequitable. In conducting qualitative research with birthing individuals across the city, I

have heard many stories about the financial tradeoffs individuals have had to make about their transportation options. When asked about zero fare, participants have told me that because of this policy, they have been able to access maternal health services more frequently without having to make decisions about whether they can pay for essential items for their children. This work is currently in preparation for publication, but I am happy to share the preliminary results if it is of interest. As you are weighing your decision, know that it is essential for the promotion of maternal health equity to continue zero-fare.

***Ben Wong***

I am a Richmond resident and reentry case manager at OAR of Richmond. We serve people recently released from incarceration and help connect them with local resources and services to achieve their goal of getting re-established in the community. The zero fare policy has been tremendously beneficial for OAR's hundreds of clients, allowing them to get back on their feet and start contributing to their families, workplaces, and neighborhoods more quickly. It also increases their ability to access crucial social services scattered across the city (e.g., healthcare, food pantries, employment assistance) that are essential for meeting their basic needs, and thus for gaining stability and avoiding homelessness. A majority of our clients are rebuilding their lives from scratch after incarceration and are tasked with seemingly endless challenges, such as finding safe and permanent housing and a living wage job with a criminal background, managing the ups and downs of mental illness and recovery from substance abuse, and repaying enormous amounts of court restitution. Not having to worry about transportation costs is a blessing. Reinstating bus fares would put a significant hurdle in front of the reentry population and make it less likely that they break out of the cycle of poverty, homelessness, and incarceration. I urge you to do everything in your power to maintain zero fare.

***Robert Sullivan***

I am a City of Richmond resident and urge the Board to approve funding to keep GRTC fare free in 2024. I'm a retiree with limited access to an auto, and I ride the bus several times each week. Boarding is much easier without having to fumble for a fare - I am convinced it helps buses stay on time and makes life much easier for drivers. It's also a matter of financial equity: many riders make less than the median income and are more likely to be carless. Further, public transit is a critical part of our response to climate change; we must improve infrastructure and provide incentives to take automobiles off the streets. Finally, Zero-Fare has been a huge success. Richmond has received national attention with our post-pandemic ridership, and other localities are following our lead.

***Elle De La Cancela***

I currently live in Church Hill. I'm an advocate with RVA Rapid Transit. When I am within city limits, I try my best to only utilize the bus or ride my bike. I go from the grocery store to the public library, from friends in Bryant Park to Blackwell. This freedom of mobility is enabled by the Pulse, which often acts as my transfer line. GRTC's remaining zero fare has made it possible to travel all across the city within my budget. If it was not free, I would be stuck on my bike in all sorts of weather to avoid the price of such frequent trips with so many transfers. But zero fare isn't just for me. Over half of GRTC riders make under \$25,000 a year and they deserve the same freedom of movement as Richmond's wealthiest. I urge the GRTC to continue to prioritize and protect those who are already vulnerable. Extend zero fare so I and others can continue to explore and live in the city we love.

***Fronkie L'Heureux***

I'm writing to make a public comment to keep bus fares free. I think movements like these are what all cities will need going forward to make transportation (and therefore jobs, voting, groceries, etc) accessible for all, and promote the use of public transportation to reduce carbon emissions. As a mother of 2 children I think about the future they could face after I'm gone, and I know that if we don't drastically reduce our carbon footprint right now, they may struggle in ways no generation has for centuries. Already we can see the dramatic consequences facing communities all around the world. We've all been under a lot of stress these past 2 years, and it just continues. This past year, I was

stricken with regular and debilitating migraines occurring every 2 weeks. The amount of revenue I lost in my business from my inability to work could buy a very nice car with cash in hand. I wanted to apply for disability, but the benefits from social security wouldn't cover my bills, and mine is not an industry that offers disability insurance. Riding the bus to work helped me trim the fat in my decreased budget and even helped alleviate some of the stress of driving and parking. I'm so grateful for the success of the Zero-Fare program and hope to see it continue.

***Zach Outzen***

I am a resident of Jackson Ward. I am writing to express my support for GRTC's zero-fare program and ask the GRTC Board to vote in favor of providing matching funds for the program. The GRTC has been a critical part of my life in Richmond. Like many other Americans, I have been personally impacted by traffic violence, with several of my family members and friends having been severely injured or killed in vehicular accidents. As a result, I have anxiety around driving, and try to avoid it as much as possible. In some regions of our country, that could be very isolating. But, in Richmond, because the GRTC is there and easily accessible, it is easy to still be able to see my friends, family, and explore the city. All told, the zero-fare program helps me - and others like me - save around \$60 each month. Every month, I put that extra money right back into our community by shopping at small businesses and dining at our local restaurants. Not only does the zero-fare program help me feel more connected with my community, it helps me support my community's economic development, as well. Beyond my experience with the GRTC, I believe that the program is important for economic justice and social equity. By providing free bus service to all passengers, the zero-fare program ensures that everyone has access to public transportation, regardless of their ability to pay. This is especially important for low-income individuals and communities of color, who are often disproportionately impacted by inadequate and unequal transportation systems. Car ownership and operation costs over \$10,000/year, a prohibitively high cost for a significant number of Richmond residents. Perhaps that is why so many low-income residents rely on GRTC - over half of GRTC riders make under \$25,000. Zero-fare removes a financial barrier for these residents to fully participate in our economy as workers and households, and we have a normative obligation not to reinstitute that financial barrier. Additionally, I believe that the zero-fare program will free up funding for GRTC. Collecting fares is expensive. Collecting and enforcing fares takes up 24% of revenue raised by fares. Eliminating these costs will allow the agency to redirect those funds towards other important priorities, such as improving service, increasing accessibility, and expanding the transit network. I urge the Greater Richmond Transit Company to continue supporting the zero-fare program, and to match the funding provided by the state. This program is an important step towards a more equitable and sustainable transportation system in Richmond, and I hope that the company will continue to prioritize it.

***Barbara Branch***

I am a city of Richmond resident. Prior to COVID, I used GRTC a lot more. Have not used it since due to age...will be 82 on Dec 23rd. Will be giving up driving when I feel that continuing will put me and others at risk and hope Zero Fare will be available.

***Emily McCrary-Ruiz-Esparza***

I'm a GRTC rider writing to express my support for extending Zero-Fare service. I use the bus to get to coffee shops, bookstores, the VMFA, the Library of Virginia, the grocery store — you name it! I've loved Zero-Fare for the obvious fact that it saves me money; I also love the Zero-Fare program because it's the right thing to do. People should not be limited by their ability to pay for transport. I lived in Manchester for three years and recently moved to the Museum District, and with each move, the location of GRTC stops was a factor in my decision. In fact, when my husband and I moved to Richmond in 2019, the excellent GRTC service sealed the deal on our becoming a single-car household, and whenever we can, we prefer to walk or to use the GRTC.

***Ainsley Walker***

I am a resident of the Fan who uses the bus to get to work downtown and I am writing in support of keeping GRTC fare free. I believe that the lost revenue to GRTC from not charging fares more than makes up for itself in the good that is provided to Richmond from a free service. This is true for both choice riders and riders that rely on GRTC service. As service levels have not returned to pre-pandemic levels, the zero-fare has kept me using the bus. Fare free boarding is much more efficient and allows the bus to proceed much faster. Please continue to keep this vital service free.

***Ashley Bautista***

I am a recent graduate from VCU. Before the bus became zero-fare, I had free fare with my student ID and the zero-fare was enacted two years after I started living in Richmond. I do think that having the bus zero-fare has benefited me greatly, especially at a time where I am entering the work force and need reliable transportation. With traffic, parking, and all the other maintenance that comes along with having a car, I have decided to not have a car in Richmond. The only way that I am able to do that is by having access to the bus. I think public transportation is a necessity when it comes to an urban city environment. It allows people to have access to transportation that is reliable, eco-friendly, and sustainable. I have been able to go to many more places than I thought I was able to because the bus had routes that took me into various places in the city. With climate change issues and emission of greenhouse gases, public transportation helps all of us decrease the amount of pollution that is going into the atmosphere. We can further encourage the use of public transportation by keeping it free. People are less likely to take the bus if they are charged a fee and would likely end up taking an Uber or car. Buses can hold about ten times more people than a car and if more people had the opportunity to take the bus for free, then we could lessen the impact we have on the environment. I believe that by continuing to make the zero-fare option available to Richmond residents, we are able to give back to the people that live here and foster an incredible community.

***Tundun Oladipo (In-Person)***

Good morning Mr. Chair and Members of the Board my name is Tundun Oladipo, I am a student at the University of Richmond School of Law and I'm here to speak on support of zero fare. I moved to Richmond in the summer of 2021 and right off the bat I arrived at the train station and I was able to take a bus all the way down to Willow Lawn and the zero fare has really made my experience here and my ability to settle into Richmond much easier than it normally would. I am a lifelong, in my short life, bus rider, I always take public transit in Richmond and the zero-fare quality by far has been one of the best. As a student who has no income it was very helpful when going to get groceries, going to get furniture to move into my apartment, and just get to school functions and then over the summer when I was working as an intern at the federal public defender it was helpful to get to work all the way downtown while living pretty much all the way at the end western and it also helped other students who came from other states to Richmond as well who were also at the internship to be able to get to work from their various accommodations so because of that and because of the benefits that this is given to other students like myself, I would humbly ask that you do continue the zero fare program. Thank you.

***Barry Green (In-Person)***

Good morning Mr. Chair and Members of the Board, my name is Barry Green I'm a constituent in the 9th district on the Southside and serve on the Board of RVA Rapid Transit. \$776 the cost of owning my vehicle each month covering everything from taxes, parking fees, gas, insurance, licenses, and car payment; that is \$9,312 each year. I'm very fortunate that I have had the opportunity to opt for life without a vehicle and bring up monthly costs and now being able to put that money into my community. Malcolm Blanchard's makes My Americanos and Aaron over at Second Auto and Church Hill know how to pick out a solid red, I'm no longer working to live in this City, I'm working to truly experience it. Well, what does this mean to you I make six figures a year and I use it to be on the bus on average 10-15 times a month. Our lead times are the only reason I don't use it more often but I'm here to put a face to it. I'm also a father of a 10-month-old baby girl whom I hope will see the benefits

of public transit and one day help negate the stigma typically associated with bus ridership, regardless of financial status extending free fare will show me that those efforts aren't overlooked. Thank you.

III. Approval of November 15, 2022 Board Meeting Minutes

Mr. Saunders motioned to approve the November 15, 2022 Board Meeting minutes, Mr. Ingle seconded, and the motion carried unanimously.

IV. Consent Agenda

- A. Server Hardware for Data Center
- B. Specialized Transportation Scheduling Software
- C. Copiers
- D. Major Change for January Booking
- E. Agency Safety Plan

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

V. Information Items

- A. Updated List of Recent and Upcoming Procurements
- B. DRPT Compliance Review Report

VI. Staff Reports

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

- A. Safety Performance – Tony Carter
- B. Service Report and Operator Staffing – Tim Barham
- C. Vehicle/Facility Report and Maintenance Staffing – Tony Byrd
- D. Ridership Report – Sam Sink
- E. Rider Comments – Monica Carter
- F. Financial Report – Dawn Bailey

VII. Board Subcommittee Reports

A. Finance Subcommittee Report

Mr. Ingle reported that the Finance Subcommittee met on December 15, 2022. A zero-fare alternative study was presented to the Subcommittee. Following the presentation, the Finance Subcommittee went into a closed session. After the closed session, the Subcommittee came back with a recommendation to be made to the full Board. The Chair of the Finance Subcommittee, Mr. Ingle, moved that the GRTC Board of Directors authorize GRTC to continue the Zero Fare Program for FY24, with further consideration of a study the following year. The motion was seconded by Mr. Saunders, the motion carried unanimously.

B. Operations Subcommittee Report

Mr. Schmitt reported that the Operations Subcommittee met on December 15, 2022. Ellen Robertson (City) was elected to serve as Chair and Dave Anderson (Chesterfield) was elected as Vice Chair. The following items were reviewed/discussed during the meeting: Operations Report and items that were being tracked (training classes, graduation rates, turnover ratio), it was all good information for operations and personnel. The Maintenance Report and the numbers and the position vacancies, and the progress of the Maintenance Department, is stellar. The Agency Safety Plan which was approved earlier in this meeting on the Consent Agenda. The key performance indicators (KPIs) were reviewed, and the Subcommittee will be working on updating some of those KPIs, if necessary. Discussed the exit interviews, recruiting, retention, rewarding which will continue to be a discussion of personnel and operational needs and will provide those to the Finance Subcommittee to make decisions on what is affordable and what is not.

C. Development Subcommittee Report

Ms. Smith reported that the Development Subcommittee met on December 7. The following items were reviewed/discussed during the meeting: Title VI impact with the January booking and there were no burdens identified, update on the zero-fare study, talked about a multitude of studies and projects that are underway including the downtown transfer station which will open in April, North/South BRT Study which should be completed in early fall, zero emission vehicle study which is under the facilities master plan, the neighborhood transfer station study, dedicated lane study, and the Microtransit study which GRTC was successful in getting a DRPT grant for the first pilot and the money has already been set aside for that pilot and the pilot will be extended. Ms. Torres gave a brief update on the Microtransit study.

VIII. Interim Chief Executive Officer's Report – Sheryl Adams

- Notice was received from Federal Transit Administration (FTA) that they will begin conducting the Triennial Review virtually. Staff will be busy gathering information and it will all be due to FTA by February 3.

IX. Board Chair's Report  
No Report.

X. Executive Session

A. Personnel Committee

Mr. Saunders moved that GRTC's Board of Directors hold a closed meeting pursuant to Section 2.2-3711(A)(1) of the Code of Virginia for the discussion and consideration of prospective candidates for employment as Chief Executive Officer of the Greater Richmond Transit Company. The motion was seconded by Mr. Anderson, and the motion carried unanimously.

Mr. Saunders moved that this closed meeting was convened pursuant to the Virginia Freedom of Information Act and that, according to Sections 2.2-3712 of the Code of Virginia, it was conducted in conformity with Virginia law and that nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. Mr. Nelson requested a Roll Call Vote which was unanimous.

Mr. Nelson stated that there will be a Personnel Subcommittee meeting tonight off-site at Fleming's Restaurant at 7:45PM. The meeting will be called to order and then immediately will go into closed session.

XI. Adjourn

There being no further business, the meeting adjourned at 9:37AM

APPROVED:

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Tyrone E. Nelson, Chair  
GRTC Board of Directors

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Date

# **GRTC Transit System**

## **Consent Agenda**

**Meeting Date:** January 17, 2023

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### **CONSENT AGENDA ITEMS**

- HASTUS Annual Maintenance and Support Agreement – Dexter Hurt
- Radio System Console Upgrade – Dexter Hurt
- Zero Emission Vehicle Transition Plan – Sam Sink
- East End Transfer Hub Study – Sam Sink
- Office Space Utilization – Sam Sink
- Medical Health Insurance Renewal – John Zinzarella

# GRTC Transit System

## Consent Agenda

**Meeting Date:** January 17, 2023

**Item Title:** HASTUS Annual Maintenance and Support Agreement

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### **BACKGROUND:**

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

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

### **HIGHLIGHTS:**

- Since this support can only be provided by Giro, GRTC has classified this purchase as a sole source procurement. FTA regulations for sole source procurements require GRTC to conduct an analysis to determine the quoted price is fair and reasonable. Staff conducted the required analysis and has made such a determination.
- Annual licensing is applied each year to the maintenance and support contract allowing GRTC to upgrade to a newer version of HASTUS software at its convenience.
- The maintenance and support agreement includes unlimited telephone, electronic mail support and ten days for modifications.
- 2023 maintenance and support fees are \$169,402 an increase of 4.6% over last year's cost of \$161,936.
- This purchase is fully funded with federal, state and local grant funds

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

That the Board of Directors authorizes the Interim CEO to issue a purchase order to GIRO for a not to exceed amount of \$169,402 to renew the maintenance and software support agreement for HASTUS 2023.

\_\_\_\_\_  
Barbara K. Smith, Secretary  
GRTC Board of Directors

\_\_\_\_\_  
Date

# GRTC Transit System

## Consent Agenda

**Meeting Date:** January 17, 2023  
**Item Title:** Radio System Console Upgrade

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### **BACKGROUND:**

GRTC's radio systems are supported by a framework of aging technology which has been in use for over 12 years. This radio infrastructure is the backbone of communication between our fleet operators and the dispatch team serving as a critical resource to service our customers.

Since 2010, GRTC has used the MIP5000 radio system console for Bus Rapid Transit (BRT) and specialized transportation services, which is no longer supported by the manufacturer, Motorola. The system and hardware are outdated and no longer covered under warranty, presenting a risk for GRTC.

The radio equipment configuration must be compatible with GRTC's Computer Aided Dispatch (CAD) and Automatic Vehicle Location (AVL) systems provided by Clever Devices. The Virginia Information Technologies Agency (VITA) has a contract with RCV (Contract # VA-170418-RCV), that GRTC is authorized to utilize. RCV can provide Motorola AVTEC software which integrates with Clever's CAD/AVL software. This software is the most recent Motorola console release and is recommended as a replacement for the MIP5000 console.

### **HIGHLIGHTS:**

- The new system to be used by operations and the Mobile Command Unit requires the replacement of all hardware and software.
- The new radio system offers the following benefits and features:
  - The number of radio channels will be increased from six to eight to allow other departments such as the facility and BRT maintenance teams to have private channels.
  - The capability of adding cellular radio talk to fixed route operations, extending radio communications beyond the Richmond and Henrico areas.
  - Improved voice quality, allowing operations to quickly adapt and resolve performance issues due to software and hardware end of life.

- Staff's independent cost estimate for this upgrade is \$267,670. RCV's price proposal is \$259,874.21 and includes hardware and software installation for fixed route, specialized transportation, and the Mobile Command Unit operations. Staff has performed a price analysis and has determined that RCV's fee proposal is fair and reasonable.
- This contract will be completely funded with federal, state, and local grants.

Federal (28%)	State (68%)	Local (4%)
\$72,765	\$176,714	\$10,395

**RECOMMENDATION:**

That the Board of Directors authorize the Interim CEO to issue a purchase order to Radio Communications of Virginia for a total cost of \$259,874.21 for radio hardware and software, warranty, and installation services.

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

\_\_\_\_\_  
 Date

# GRTC Transit System

## Consent Agenda

**Meeting Date:** January 17, 2023

**Item Title:** Zero Emission Vehicle Transition Plan

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### **BACKGROUND:**

GRTC needs to develop a zero emissions vehicle (ZEV) fleet transition plan to guide future GRTC capital investments and to qualify for funding under the Bipartisan Infrastructure Law's Low or No Emissions Program (49 U.S.C. § 5339(c)) and the Grants for Buses and Bus Facilities Competitive Program (49 U.S.C. § 5339(b)). This work is being issued as a task order through the existing Architecture and Engineering Services on-call contract. The task will be carried out in two distinct phases. The first phase will include an evaluation of available ZEV technologies with respect to GRTC's future needs, culminating in the selection of a preferred technology or technologies. The second phase of work will be the creation of a fleet transition plan. This plan will be inclusive of revenue and non-revenue fleet.

### **HIGHLIGHTS:**

- GRTC requested a task order proposal through its Architecture and Engineering (A&E) Services Contract, currently held by STV Inc. STV's proposal was responsive to the requested scope and the needs of GRTC.
- Schedule: The plan will take approximately six (6) months to complete from issuance of the Notice to Proceed.
- ARPA funds will be used to pay for this task order with no local match required.
- The total task order value is \$293,308.56.

### **RECOMMENDATION:**

Staff recommends that the Board of Directors authorizes the Interim CEO to award a task order for a Zero Emission Vehicle Transition Plan in the amount of \$293,308.56 to STV Inc. through GRTC's Architecture and Engineering Services contract.

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Barbara Smith, Secretary  
GRTC Board of Directors

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Date

# GRTC Transit System

## Consent Agenda

**Meeting Date:** January 17, 2023  
**Item Title:** East End Transfer Hub Study

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### BACKGROUND:

The bus stop at 23rd and Franklin is one of the top five transfer locations for GRTC riders. Routes 12, 13, 14, 4A, 4B and the Pulse all connect at this location requiring individuals to transfer to travel to their final destination. The bus stop is located at the top of a steep hill, which makes accessibility difficult. The grade of the bus stop also makes it challenging to install much needed amenities such as shelters. The stop currently has two benches installed; however, their angle makes them not ideal for sitting. The street is in constant need of repair due to significant bus traffic damaging the asphalt. Additionally, the street is narrow, which makes sight clearance difficult when buses are lined up. Currently, this site is not an ideal transfer point for riders.

To address these deficiencies, GRTC seeks consultant services to conduct a study identifying an alternative site for relocation of this transfer hub. The site selection process will include identifying and engaging with stakeholders to ensure the search is targeted and meets all needs, analysis of potential sites, and conceptual design and layout of a preferred site.

### HIGHLIGHTS:

- GRTC requested a task order proposal through its General Planning Consultant (GPC) Contract, currently held by Foursquare ITP. Foursquare's proposal was responsive to the requested scope and the needs of GRTC.
- Staff conducted an Independent Cost Estimate. The proposed fee came in under our estimate and determined to be fair and reasonable.
- The period of performance shall be six (6) months from the task order notice to proceed.
- GRTC will utilize funds from a Technical Assistance grant through DRPT, supplemented with state and local monies to fund the study.

Federal (46%)	State (50%)	Local (4%)
\$69,125.96	\$75,136.92	\$6,010.95

- The total task order value is \$150,273.83.

**RECOMMENDATION:**

Staff recommends that the Board of Directors authorizes the Interim CEO to award a task order for an East End Transfer Hub Study in the amount of \$150,273.83 to Foursquare ITP through GRTC's General Planning Consultant contract.

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

\_\_\_\_\_  
Date

# GRTC Transit System Consent Agenda

**Meeting Date:** January 17, 2023  
**Item Title:** Medical Health Insurance Renewal

## BACKGROUND

Marsh McLennan is the broker of record for GRTC Transit System’s employee benefits policies (medical, dental, vision, short-term & long-term disability and life insurance). Marsh McLennan working with GRTC leadership and Human Resources in 2021 developed, marketed and introduced coverage for a Consumer Driven Wellness Plan with an HSA (CDWP hereafter) as an option for active GRTC employees to consider in addition to the traditional Open Access Plan (OAP).

For the upcoming benefit year, GRTC intends to offer both options for all eligible employees. The below table highlights the key components of the proposed medical offerings for the upcoming period of March 1, 2023 – February 2024.

	OAP	CDWP w HSA
Accumulators	Calendar	Calendar
Deductible (Ind/Fam)	None	\$3,000/\$6,000
Out of Pocket Max (Ind/Fam)	\$4,500/\$9,000	\$4,000/\$8,000
Embedded or Non Embedded OOP	Embedded	Embedded
Coinsurance	100%	100%
PCP/Specialist Office Visit	\$25/\$50	0% after ded
Preventive Care	No Cost	No Cost
Urgent Care	\$25	0% after ded
Emergency Room	Facility: \$250, Doctor: No charge	0% after ded
Inpatient Hospital	Facility: \$350/day up to 5 day max (\$1750), Doctor: No charge	0% after ded
Outpatient Surgery	Facility: \$300, Doctor: No charge	0% after ded
Labs	Office: \$25/\$50 Outpatient or independent lab: No charge	0% after ded
X-rays	Office: \$25/\$50 Outpatient hospital: No charge	0% after ded
Advanced Diagnostic Imaging	20% coinsurance	0% after ded
Telemedicine	\$25	0% after ded
Vision Exam	\$15	\$15

Marsh McLennan marketed the two medical plan designs in 2021 and received pricing from GRTC’s incumbent carrier, Cigna, and three additional firms (Aetna, Anthem and Optima). It was determined that based upon proposed plan design, network coverage and pricing, that

Cigna would be selected as the carrier for the Plan Year from March 2022 to February 2023 as their quote provided a reduction from the policy premiums that existed for the period of March 2021 to February 2022 and contained a rate increase cap of 13% for the subsequent renewal period.

Due to medical claims experience during the current benefit period, renewal projections were to exceed 20% as claims through three quarters are far above the targeted loss ratio of 85%. Accordingly, renewals with entities other than Cigna would yield a premium increase in excess of the 13% cap which was negotiated in 2021.

The below table reflects the impact on coverage premiums by coverage class for monthly premiums.

	Existing		March 2023 - February 2022	
	Cigna OAP National Network	Cigna CDWP	Cigna OAP National Network	Cigna CDWP
Employee Only	\$1,152.46	\$699.67	\$1,302.04	\$790.39
Employee + Child(ren)	\$1,961.96	\$1,191.28	\$2,217.67	\$1,345.69
Employee + Spouse	\$2,227.55	\$1,352.42	\$2,516.66	\$1,527.76
Employee + Family	\$3,499.15	\$2,124.48	\$3,953.28	\$2,399.91
<b>Monthly Premium</b>	<b>\$506,716</b>	<b>\$42,443</b>	<b>\$572,538</b>	<b>\$47,946</b>
<b>Annual Premium</b>	<b>\$6,080,591</b>	<b>\$509,318</b>	<b>\$6,870,461</b>	<b>\$575,349</b>
<b>Combined Annual Premium</b>	<b>\$6,589,909</b>		<b>\$7,445,810</b>	
<b>% Change</b>			<b>13.0%</b>	
<b>\$ Change</b>			<b>\$855,901</b>	

The OAP medical plan is a fully insured medical plan and pricing is based upon GRTC claims experience whereas a CDWP is fully insurance medical plan but due to the deductibles and accompanying HSA funded accounts, the premiums for these types of policies are more cost effective but provide the same healthcare network. Accordingly, GRTC Management is recommending the below employee contribution percentages and HSA funding for the active employees who opt for the CDWP:

	Existing			March 2023 - February 2024		
	Cigna OAP National Network	Cigna OAP National Network	GRTC HSA Funding for CDWP	Cigna OAP National Network	Cigna CDWP	GRTC HSA Funding for CDWP
Employee Only	15.0%	0.0%	\$2,400.00	15.0%	0.0%	\$2,400.00
Employee + Child(ren)	15.0%	10.0%	\$3,900.00	15.0%	10.0%	\$3,900.00
Employee + Spouse	15.0%	10.0%	\$3,900.00	15.0%	10.0%	\$3,900.00
Employee + Family	15.0%	10.0%	\$3,900.00	15.0%	10.0%	\$3,900.00



It is management's intention to continue the level of HSA funding noted above in the future renewal periods. In future renewal periods, the GRTC employer HSA contributions may be modified to have both a fixed and variable funding component based upon the eligible employee's achievement of pre-determined wellness and healthcare goals such as annual wellness physical compliance, and age-appropriate preventive care goals (mammograms, colonoscopies, adult vaccinations, vision appointments, dental appointments etc.). The employee's opportunity for GRTC contributions to the HSA will not be lower than the introductory year funding levels.

Management is recommending that Cigna be contracted to offer both the OAP and CDWP coverages for the policy year March 1, 2023 – February 28, 2024.

## **RECOMMENDATION**

That the Board of Directors authorize the Interim Chief Executive Officer (1) to provide the dual offering of an OAP and CDWP medical plans for the open enrollment period for the upcoming medical benefit period of March 1, 2023 – February 28, 2024, (2) execute a contract with Cigna to provide the OAP and CDWP medical plans for the medical benefit period of March 1, 2023 – February 28, 2024, and (3) authorize the HSA GRTC Employer funding contribution levels of Employee only coverage of \$2,400, Employee plus Children, Employee plus spouse and Employee plus family of \$3,900 per year for eligible employees who enroll in the CDWP for the medical benefit period of March 1, 2023 – February 28, 2024.

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Barbara Smith, Secretary  
GRTC Board of Directors

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Date

# GRTC Transit System

## Board Information Item

**Meeting Date:** January 17, 2023  
**Item Title:** Recent and Upcoming Procurements

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### BACKGROUND:

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

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

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

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

### CURRENT STATUS:

#### Upcoming Procurements

TITLE	DEPT	BUDGET	ANTICIPATED AWARD DATE	INCLUDED IN BUDGET (YES/NO)	GRANT STATUS (EXISTING/PENDING/PLANNED)
Roof Repairs	Facilities	\$125,000	Winter 2023	Y – FY22	Pending
Interior Painting	Facilities	\$250,000	TBD	Y – FY21	Pending
Actuarial Services	Finance	TBD	Spring 2023	N – FY22 Pension Plan Reimbursement	
Facilities Master Plan	Planning	\$430,000	Winter 2023	Y – FY22	Existing
CARE-ON-DEMAND and Overflow Service Providers	Transportation	TBD	Winter 2023		Planned

On-Call Marketing Services – Photography, Graphics, Videography, Consulting, Web Design, etc.	Marketing	TBD	Winter 2023	TBD	Planned
Bus Wash Upgrades	Facilities	\$162,000	Winter 2023	Y- FY22	Existing
E-Sign Pilot Program	Technology	\$1,300,000	Winter 2023	Y-FY23	Pending
Engineering for Articulated Vehicle Station Modifications	Planning	\$125,000	Winter 2023	Y	Existing
Transit Strategic Plan	Planning	\$565,000	Winter 2023	Y	Existing
Security Assessment	Risk Management /Safety	\$30,000	Winter 2023	Y- FY23	Planned
Bus Stop Infrastructure Engineering Evaluation Services	Planning	TBD	Winter 2023	TBD	Planned and Existing
Landing Pad Construction Documentation	Planning	TBD	Spring 2023	TBD	Existing
Regional Public Transportation Plan	Planning	\$200,000	Winter 2023	Y	Ready
Paratransit Vehicles	Maintenance	\$3,675,000	Winter 2023	Y	Planned
(19) New Fixed Route Buses	Maintenance	\$11,850,000	Winter 2023	Y	Pending
(7) Support Vehicles	Maintenance	\$322,000	Winter 2023	Y	Existing
Flat Bed Wrecker	Maintenance	\$252,000	Winter 2023	Y	Existing
Wheel Alignment Machine for Specialized Transportation Vehicles	Maintenance	\$75,000	Spring 2023	Y	Existing
Vehicle Yard Management Infrastructure	IT	\$200,000	Spring 2023	TBD	Pending
Western BRT Phase I Environmental Clearance and Conceptual Design	Planning	\$1,100,000	Summer 2023	N	Planned

Downtown Transfer Center Study	Planning	\$560,000	Summer 2023	Y	Planned
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**KEY**

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.

# GRTC Transit System

## Board Action Item

**Meeting Date:** January 17, 2023  
**Item Title:** Microtransit Implementation Plan

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### BACKGROUND:

Through Phase I of the Richmond Region Microtransit Study, GRTC has identified five distinct zones to implement through a three-year on-demand microtransit pilot. These five zones were prioritized by the Technical Advisory Committee (TPO) out of 30 candidate zones based on several factors. These factors included suitability, unmet transportation need, political support, and resources to market and educate. GRTC aims to implement the pilot in FY24.

In support of this goal, GRTC requires assistance from consultants to refine the five pilot zones and develop a phased implementation plan. This includes confirming zone boundaries and the appropriate operating model, developing detailed implementation and communication plans, estimating the operating and capital costs of microtransit service, establishing service standards and a reporting structure, and supporting GRTC throughout the procurement and implementation process.

### HIGHLIGHTS:

- GRTC requested a task order proposal through its General Planning Consultant (GPC) Contract, currently held by Foursquare ITP. Foursquare's proposal was responsive to the requested scope and the needs of GRTC.
- The period of performance shall be 36 months from the task order notice to proceed. Months 1-7 include planning activities and procurement support while months 8-36 include implementation support.
- Central Virginia Transportation Authority (CVTA) funds will be used to pay for this task order.
- The total task order value is a fixed price not to exceed \$185,234.63.

### RECOMMENDATION:

Staff recommends that the Board of Directors authorizes the Interim CEO to award a task order for a Microtransit Implementation Plan in the amount of \$185,234.63 to Foursquare ITP through GRTC's General Planning Consultant contract.

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Barbara Smith, Secretary  
GRTC Board of Directors

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Date



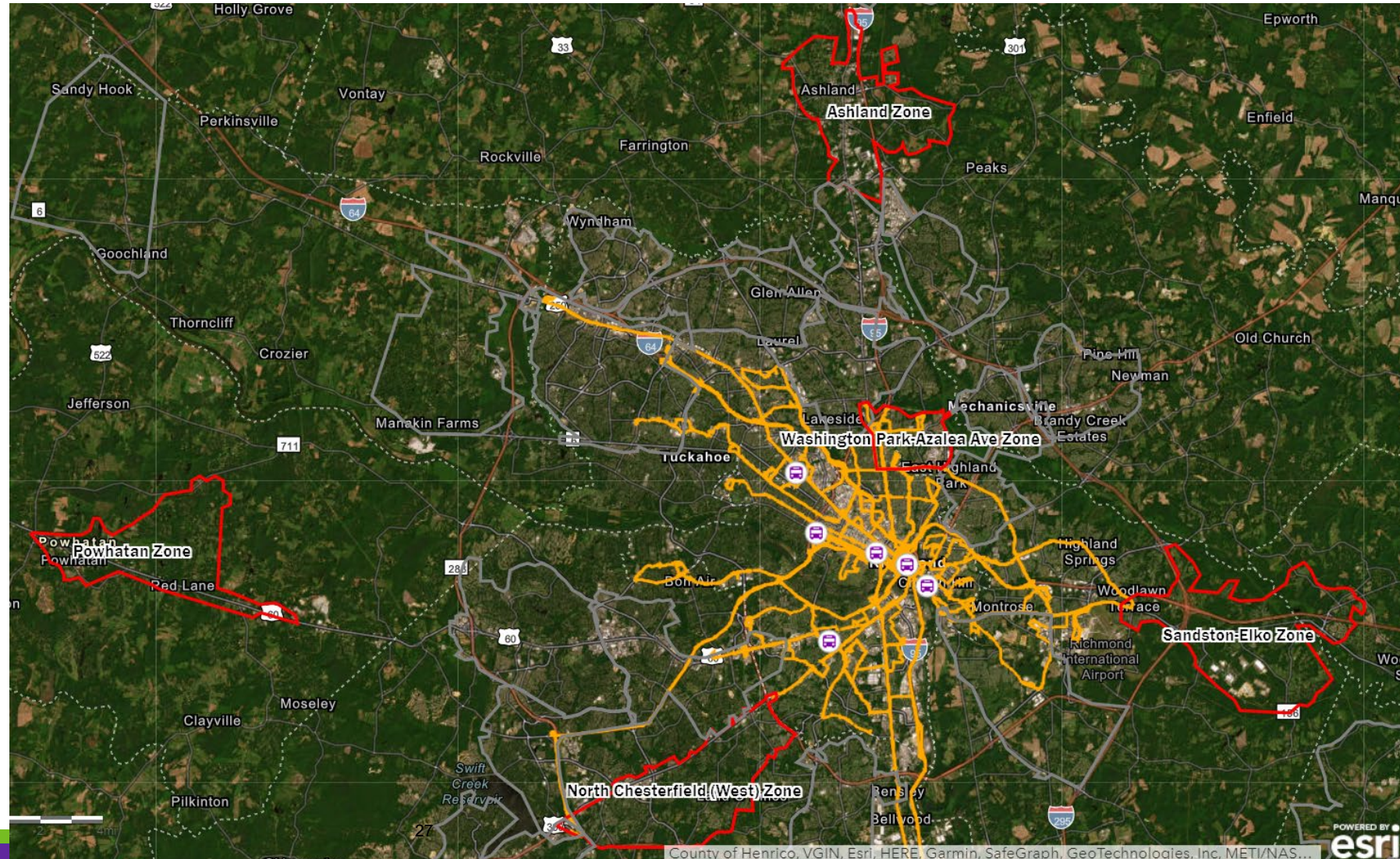
# Micro-transit Pilot Program

## Zone Identification and Implementation Plan



# Pilot Zones

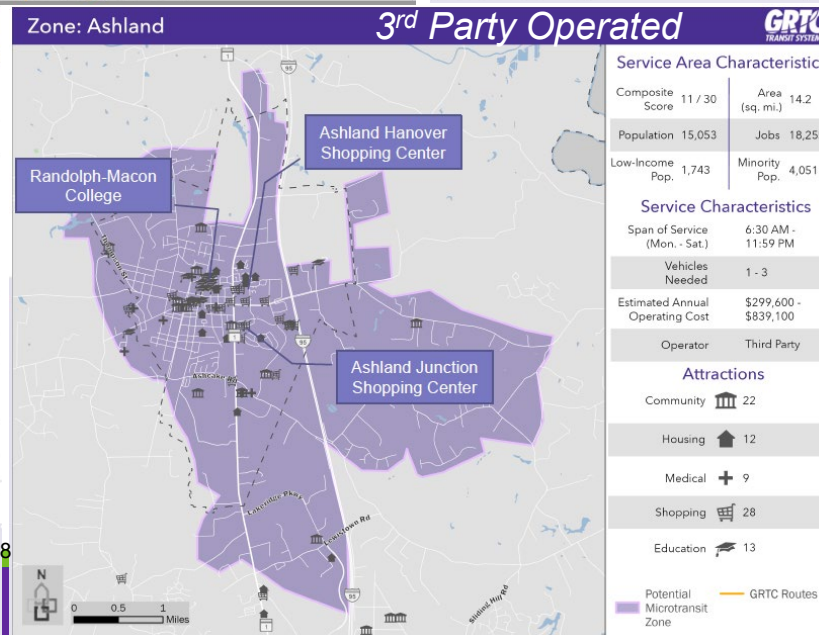
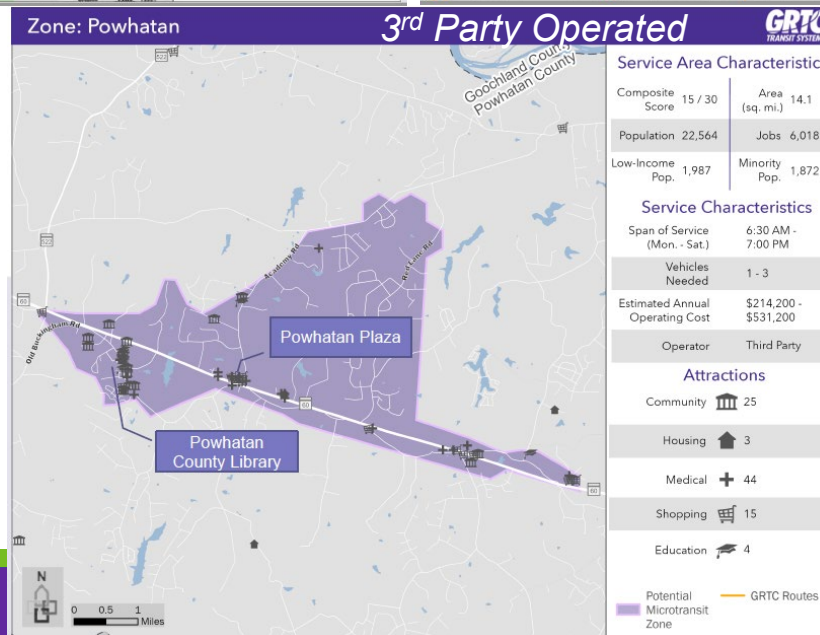
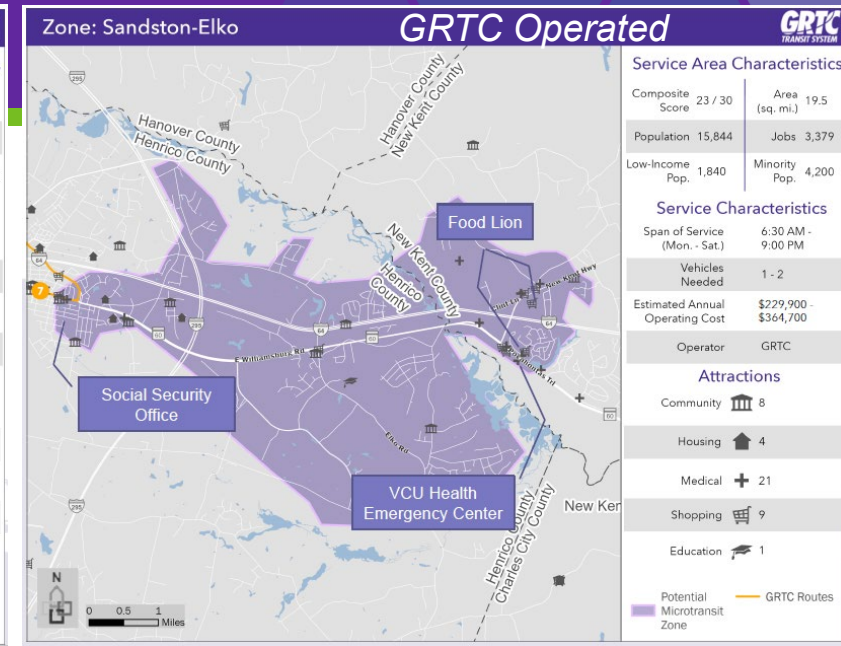
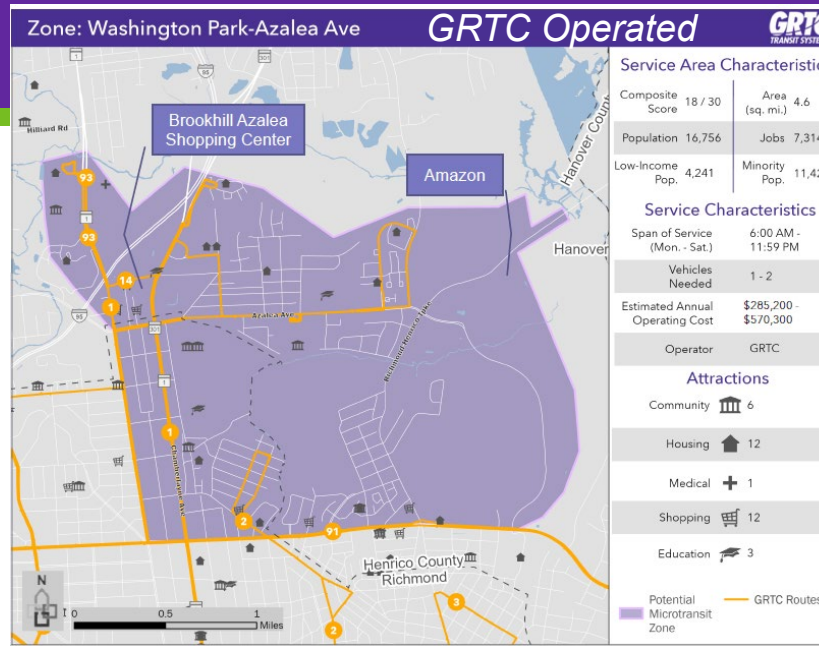
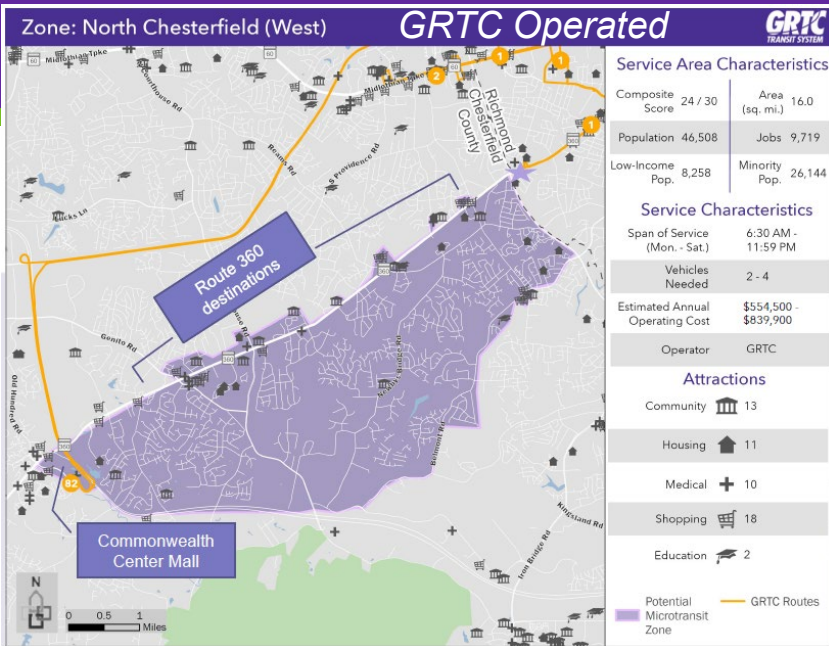
- 30 Zones Identified
- Narrowed to 10
- 5 Recommended for Pilot Program
  - Ashland Zone
  - Powhatan Zone
  - Washington Park – Azalea Zone
  - Sandston – Elko Zone
  - North Chesterfield West Zone
- Provided Updates
  - TPO - November
  - CVTA - December





# Pilot Zones

Top Row: GRTC Operated  
Bottom Row: 3rd Party Operated





# Costs

Type	Category	Year 1	Year 2	Year 3
Operating	Powhatan	\$ 531,200	\$ 547,136	\$ 563,550
	Washington Park - Azalea Ave*	\$ 570,300	\$ 587,409	\$ 605,031
	North Chesterfield (West)*	\$ 839,900	\$ 865,097	\$ 891,050
	Sandston-Elko*	\$ 364,700	\$ 375,641	\$ 386,910
	Ashland	\$ 839,100	\$ 864,273	\$ 890,201
	<b>Zone Operational Costs</b>	<b>\$ 3,145,200</b>	<b>\$ 3,239,556</b>	<b>\$ 3,336,743</b>
Operating	Micro-transit Manager	\$ 75,000	\$ 77,250	\$ 79,568
Operating	Software	\$ 164,500		
Operating	Marketing	\$ 250,000		
Capital	Infrastructure	\$ 712,800		
	<b>Start-up and Support Costs</b>	<b>\$ 1,202,300</b>	<b>\$ 77,250</b>	<b>\$ 79,568</b>
		<b>\$ 4,347,500</b>	<b>\$ 3,316,806</b>	<b>\$ 3,416,310</b>

Funding Source	Year 1	Year 2	Year 3
TRIP Program DRPT* (3 Zones)	\$ 2,325,760	\$ 1,143,238	\$ 588,768
ARPA (COVID Relief)	\$ 2,021,740	\$ 2,173,568	\$ 2,827,543
<b>Total</b>	<b>\$ 4,347,500</b>	<b>\$ 3,316,806</b>	<b>\$ 3,416,310</b>

## Additional Funding Considerations

- Current TRIP funding is step down at 80/60/30
- HB 1609 proposes an increase up to 80 annually
- Applying for DRPT Demo funds for Powhatan and Ashland for Year 1
- Apply for TRIP funding for Powhatan and Ashland in Year 2

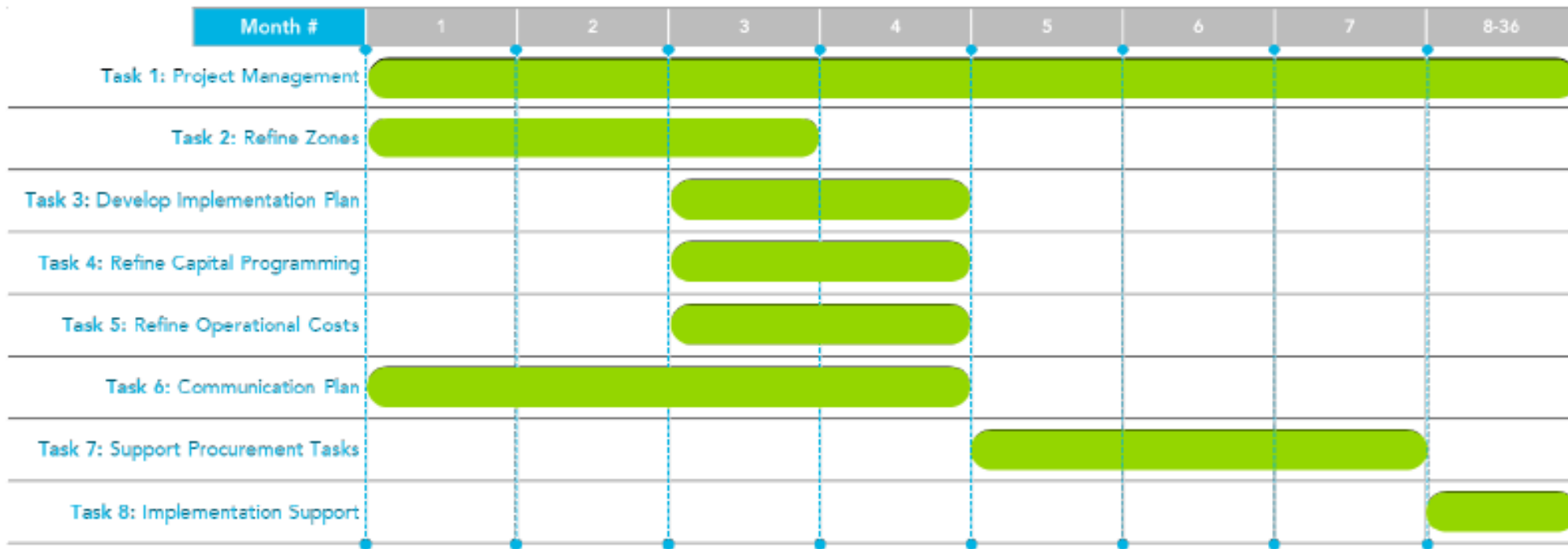
# Next Steps

- Develop Implementation Plan (Phase 2 Study – CVTA Funded)
  - Refine Zones
    - Stakeholder input - meetings with jurisdictions
    - Operational method for each jurisdiction
    - Service standards and reporting structure
    - Policy recommendations
    - Zone Profiles
  - Refine Operational and Capital Costs
  - Communication Plan
    - Discovery
    - Brand Creation
    - Marketing toolkit
- Procurement Support
- Implementation Support



# Next Steps

## Timeline



- Phased Service Launch Summer/Fall 2023 through Spring 2024

# Action Item

- Discussion
- Action Item
  - Phase 2 Study
    - Consultant: Four Square
    - Cost: \$185,235
    - Funding Source: CVTA

# GRTC Transit System

## Staff Report

**Meeting Date:** January 17, 2023  
**Item Title:** Safety Performance

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### BACKGROUND:

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

### CURRENT STATUS:

Performance Indicator	Agency Averages	December (GRTC)
Miles Between Total NTD Defined Events	11,540	10,999
NTD Defined Event Rate Per 1,000,000 miles	3.5	3.1
<i>(Averages taken from other agencies with similar amount of annual VRM to GRTC)</i>		
<u>Passenger, Pedestrian, Bicycle Incidents</u>	<u>Bus-Related</u>	<u>Care-Related</u>
Non-Preventable	9	2
Passenger Incident	9	2
Preventable	2	0
Passenger Incident	2	0
Pedestrian (reported)	0	0
Bicycle (reported)	0	0
<u>Traffic Incidents</u>	<u>Bus-Related</u>	<u>Care-Related</u>
Non-Preventable	14	3
Vehicle Rear Ended Bus	3	0
Preventable	16	4
Fixed Objects (Tree Limbs, Street Signs)	7	3
Improper Turning	4	0
Bus Rear ended Vehicle	0	0
Bus hit Parked Vehicle	2	0
<u>Assaults</u>	<u>Bus-Related</u>	<u>Care-Related</u>
Verbal	1	0
Physical	0	0

## **DEFINITIONS:**

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

Bicycle Incident: Bicycle comes into contact with the bus.

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

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

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

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

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

Pedestrian Incident: Pedestrian comes into contact with the bus.

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

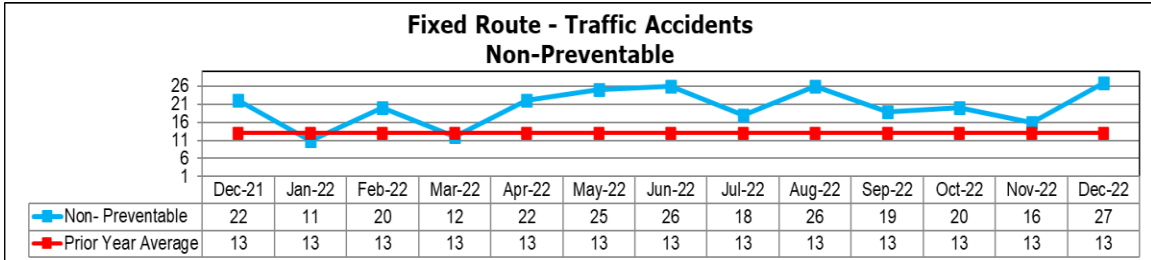
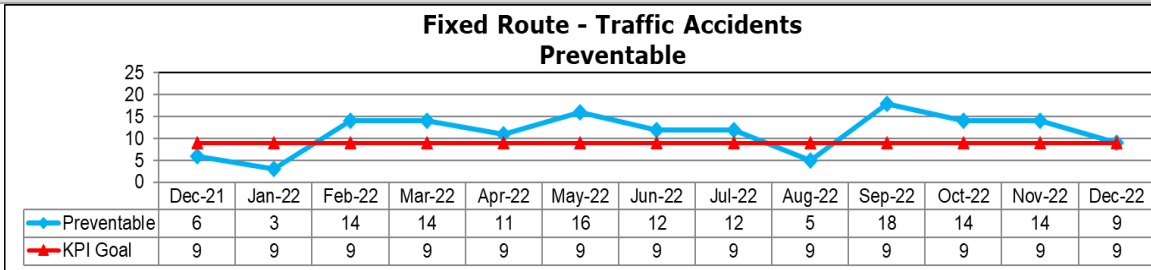
Preventable Passenger Incident: A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors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

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

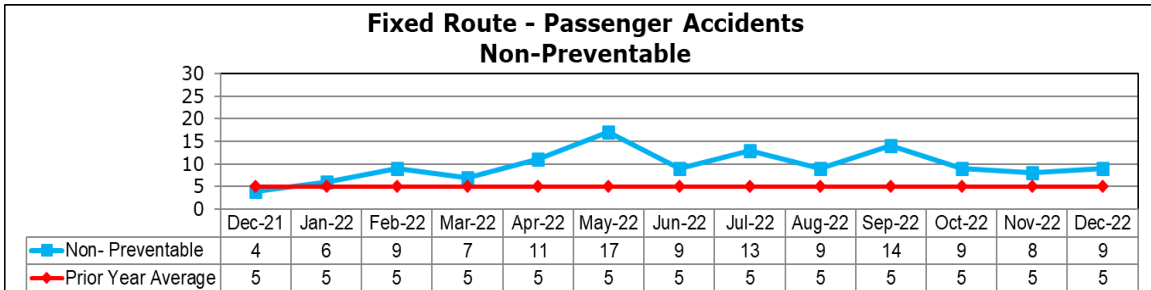
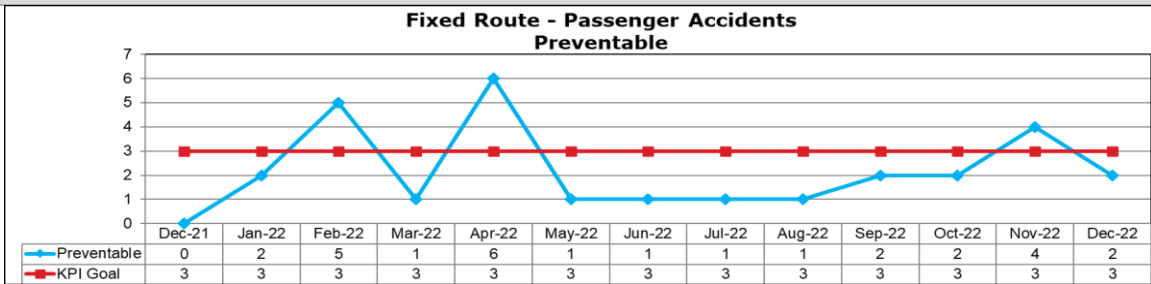
Verbal Assault: – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

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

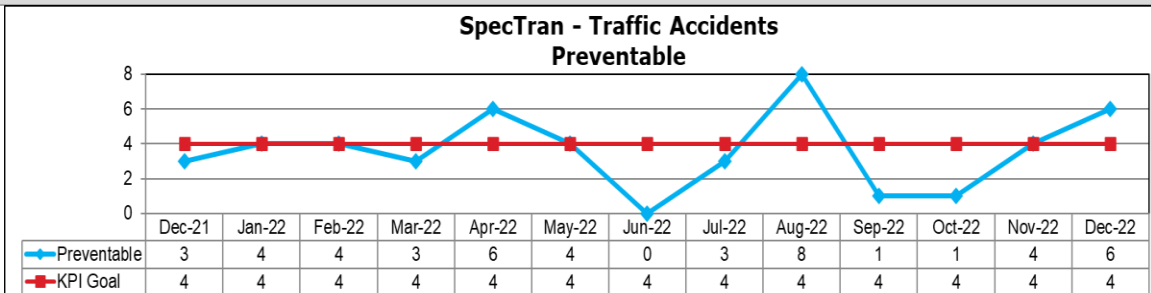
Fixed Route – Traffic Accident Data

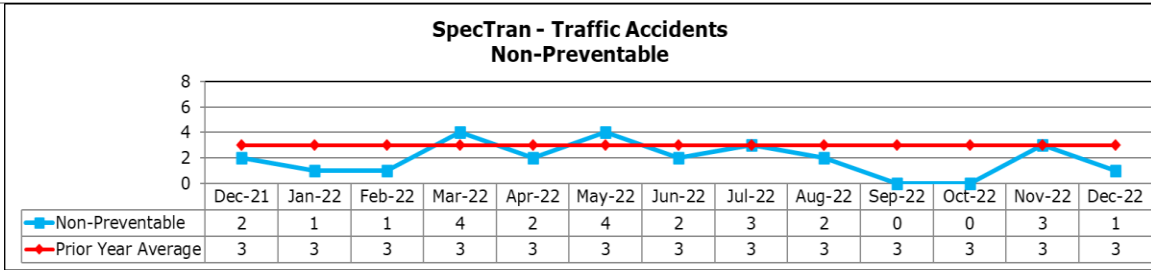


Fixed Route – Passenger Accident Data

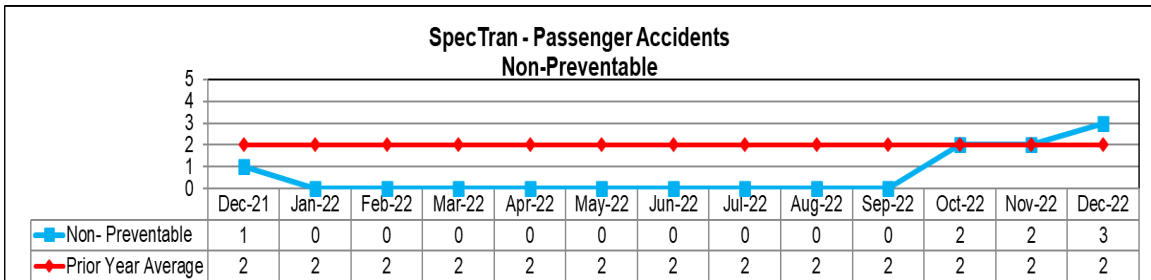
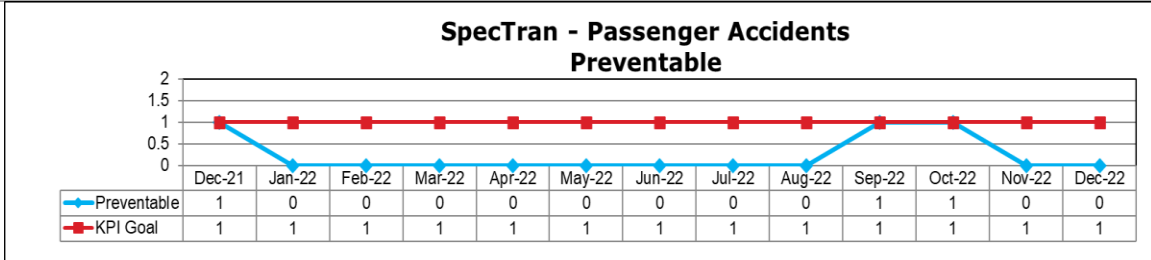


Specialized Transportation – Traffic Accident Data

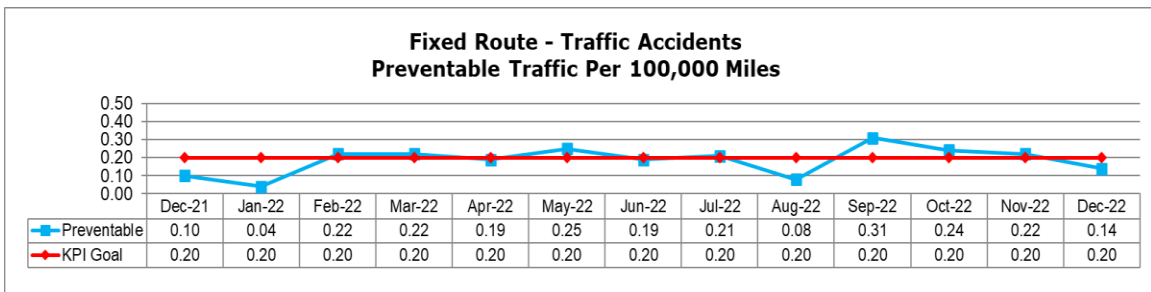
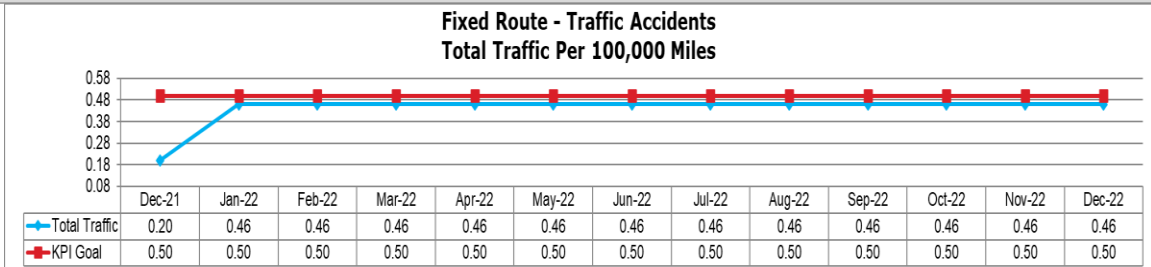




## Specialized Transportation – Passenger Accident Data

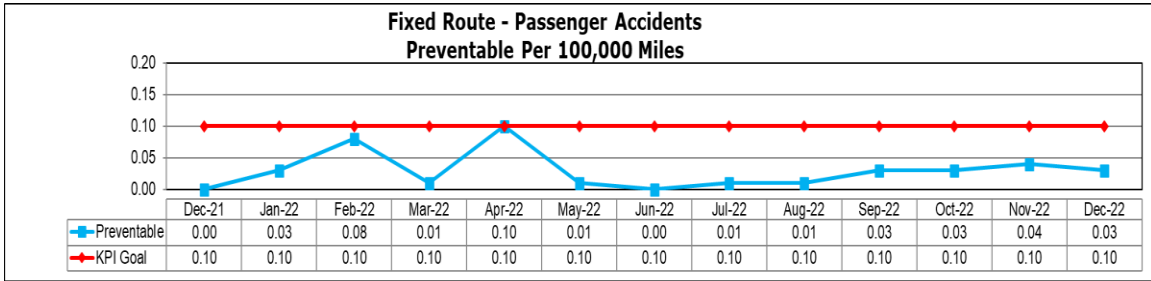
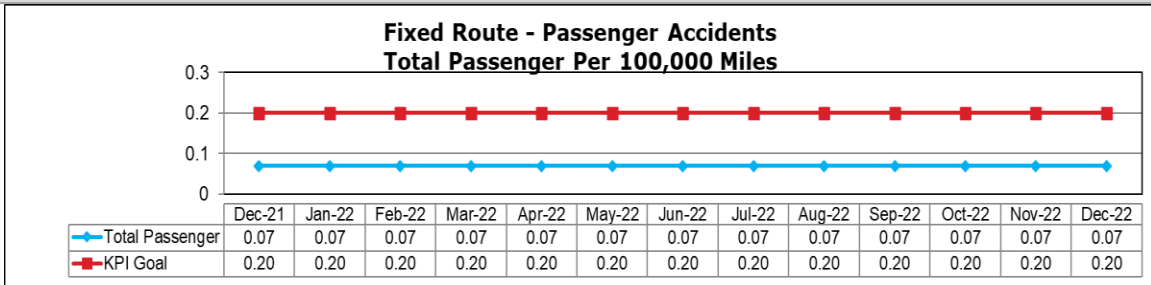


## Fixed Route – Traffic Accidents per 100,000 Miles





Fixed Route – Passenger Accidents per 100,000 Mile



# GRTC Transit System Staff Report

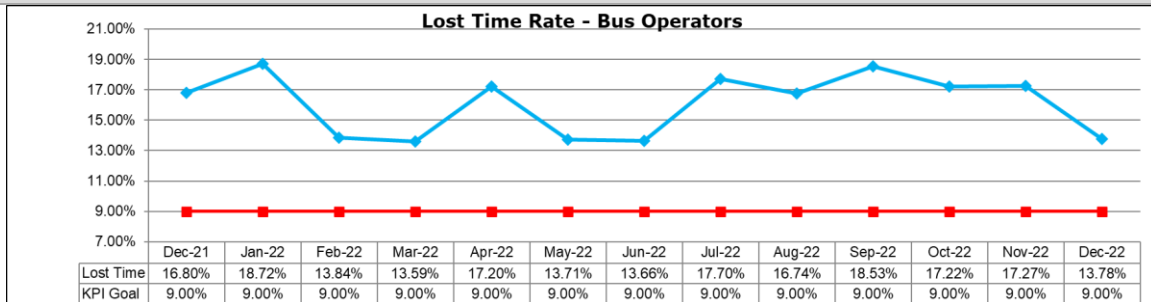
**Meeting Date:** January 17, 2023  
**Item Title:** Operating Performance

## HIGHLIGHTS:

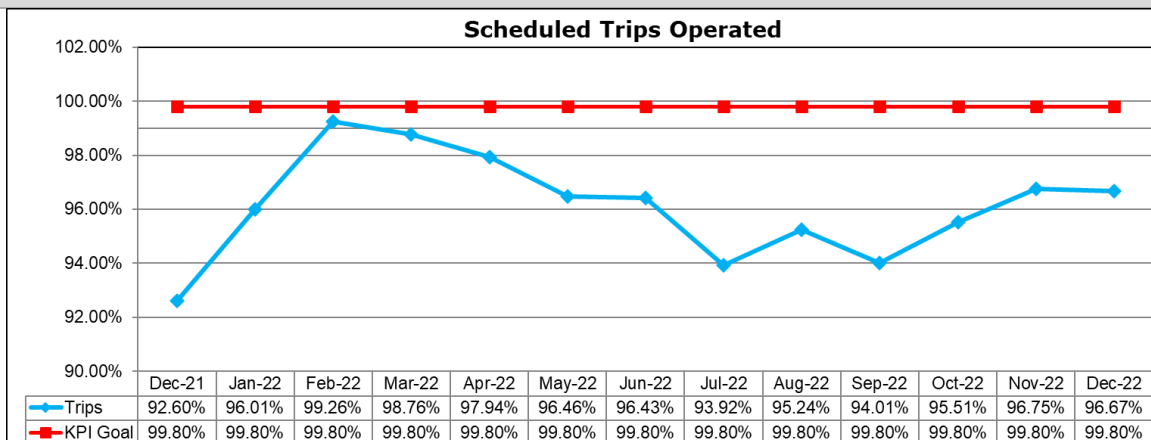
Attached are the monthly operating statistics through December 31, 2022. Current operator staffing is 236 full-time, 27 part-time operators with 11 operators in training.

## CURRENT STATUS:

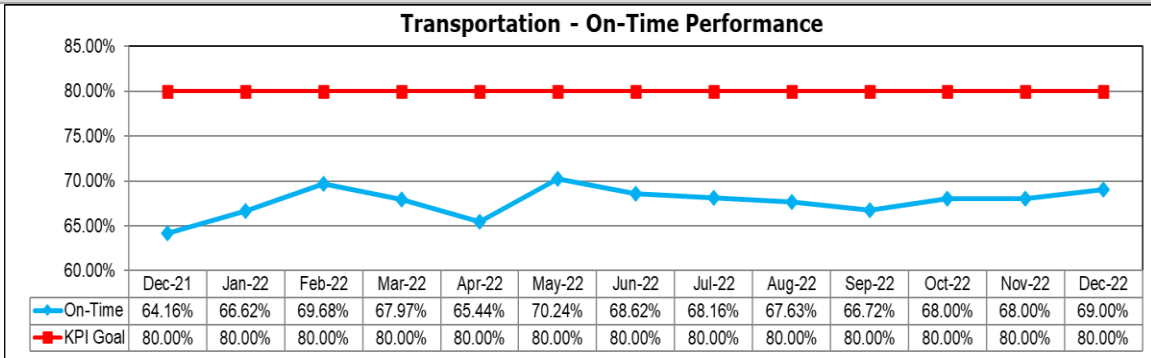
Fixed Route Performance – Lost Time Rate – Bus Operators



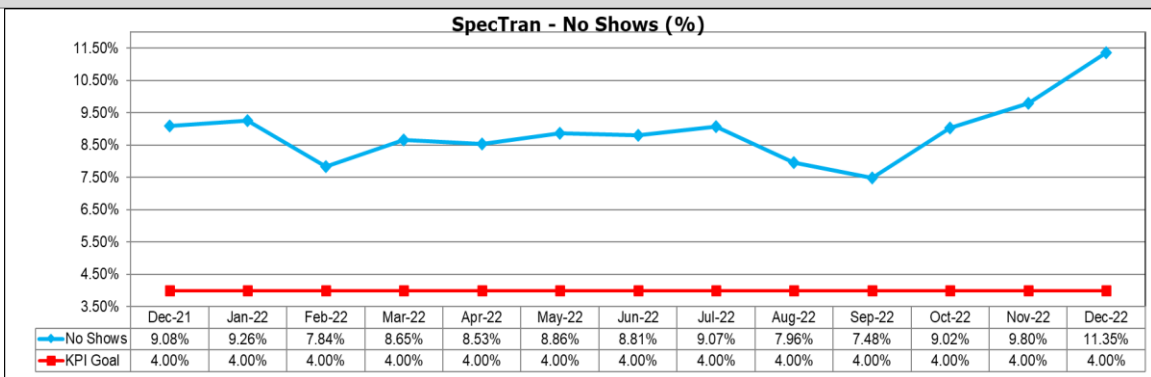
Fixed Route Performance – Scheduled Trips Operated



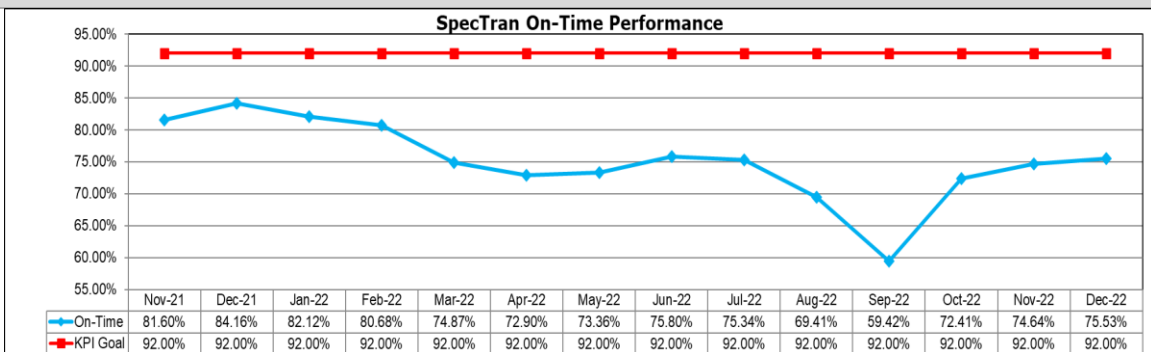
Fixed Route Performance – On-Time Performance



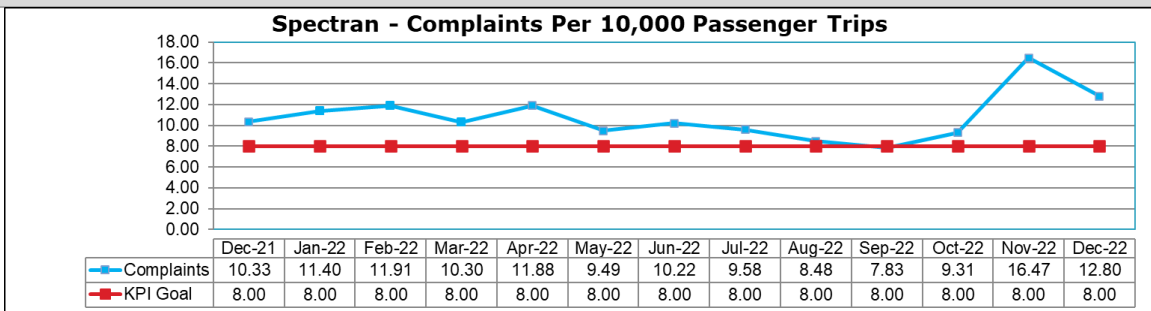
Specialized Transportation – No Shows



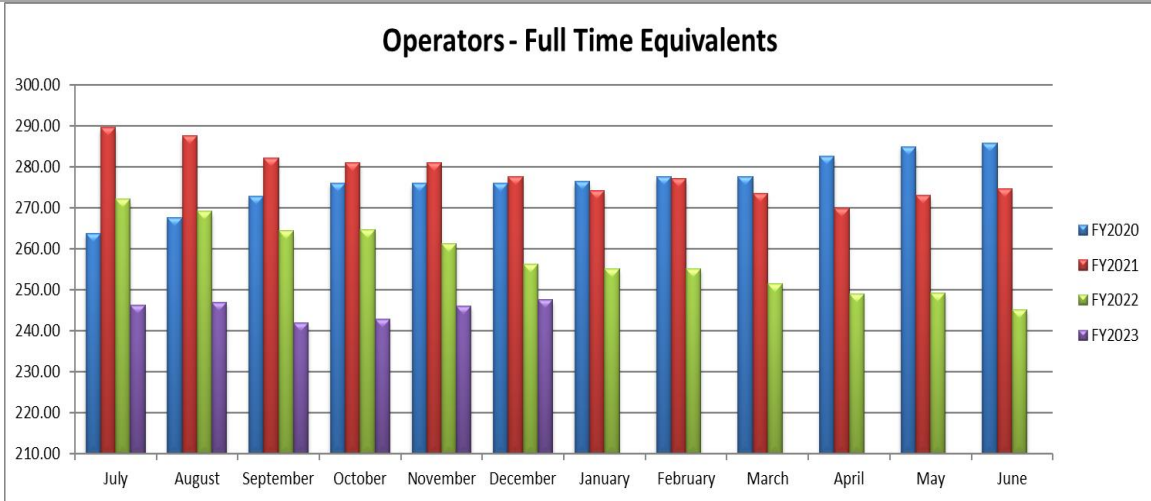
Specialized Transportation – On-Time Performance



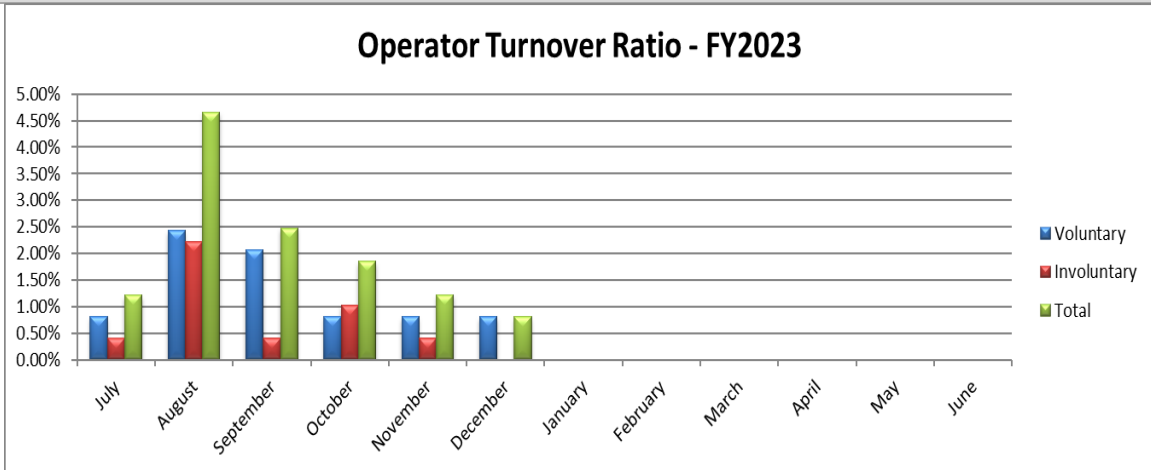
Specialized Transportation – Complaints Per 10,000 Passenger Trips



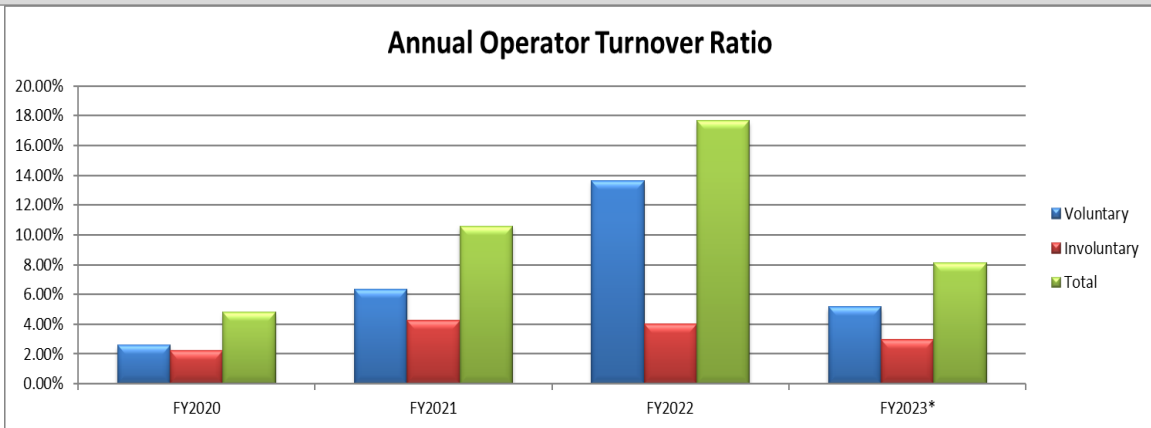
Operators – Full Time Equivalents



Operator Turnover Ratio – FY2023



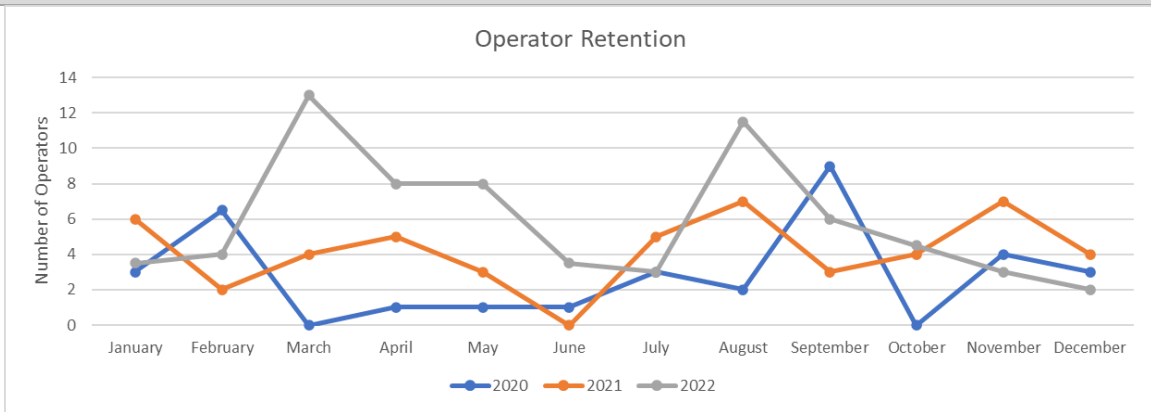
Annual Operator Turnover Ratio



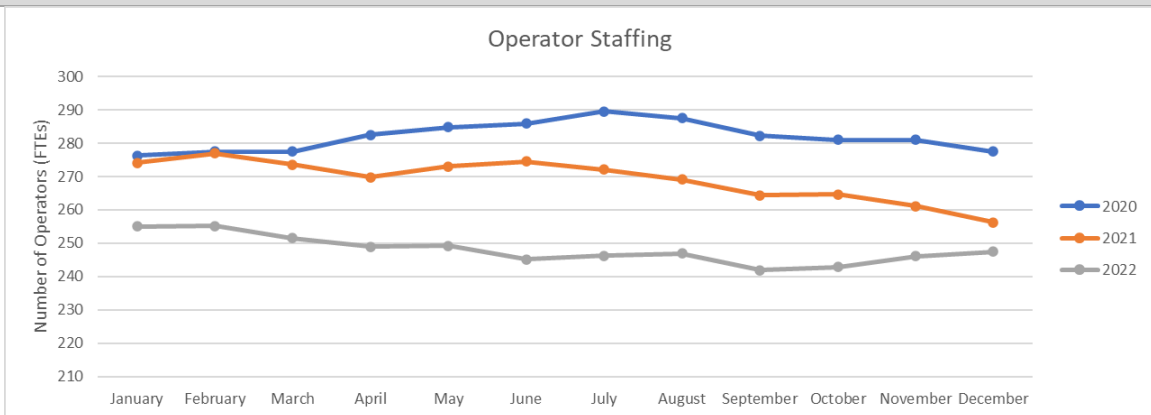
September 2022 Booking – Operator Staffing



Operator Retention



Operator Staffing



# GRTC Transit System Staff Report

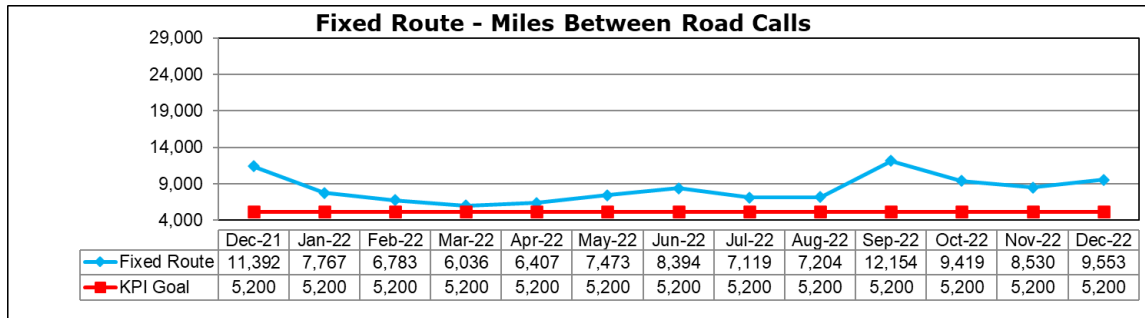
**Meeting Date:** January 17, 2023  
**Item Title:** Maintenance Performance

## BACKGROUND:

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

## CURRENT STATUS:

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



Preventive Maintenance for the month of December was 97% with a goal of 80%.

Currently, 12% of the fleet is down for service repairs with a spare ratio of 20%. We have a 15% contingency fleet. 98% of the fleet Catalytic converter upgrades are complete, we will have 100% when the last of the engines arrive for replacement.

### Current Staffing Levels:

Mechanics            Vacancies – 1  
 Body Shop            Vacancies – 0  
 General Utility       Vacancies – 0

We continue to clean and disinfect the entire fleet daily and clean and power wash the bus shelters daily.

# GRTC Transit System

## Staff Report

**Meeting Date:** January 17, 2023  
**Item Title:** Monthly Ridership Report

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### **BACKGROUND:**

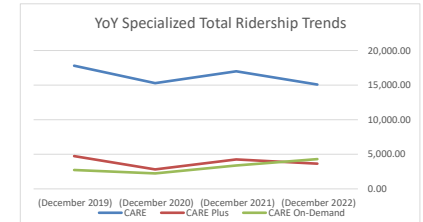
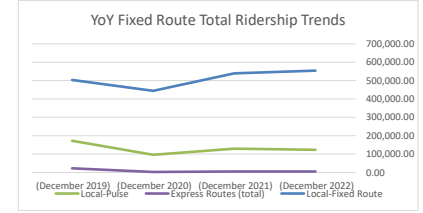
The “Monthly Ridership Report” (MRR), includes comparisons between the ridership of the current month, prior month, year prior (during COVID pandemic), and years prior (pre-COVID pandemic) to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services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

### **UPDATES:**

Ridership update for the month of December 2022 will be provided by Sam Sink.

**GRTC TRANSIT SYSTEM  
MONTHLY RIDERSHIP REPORT December 2022**

	(December 2022)	(November 2022)	MoM%	(December 2021)	YoY % (2021)	(December 2020)	YoY % (2020)	(December 2019)	YoY % (2019)
<b>Fixed Route</b>									
Local-Fixed Route	554,052	585,747	-5.41%	539,148	2.76%	444,298	24.70%	503,029	10.14%
- Richmond (fixed)	455,305	482,960	-5.73%	449,273	1.34%	369,849	23.11%	421,525	8.01%
-Henrico (fixed)	98,747	102,787	-3.93%	89,874	9.87%	74,449	32.64%	81,505	21.15%
Local-Pulse	123,567	131,399	-5.96%	129,808	-4.81%	96,117	28.56%	172,525	-28.38%
Express Routes (total)	5,630	7,146	-21.21%	5,538	1.66%	2,739	105.55%	22,575	-75.06%
<b>Total Fixed Route</b>	<b>683,249</b>	<b>724,292</b>	<b>-5.67%</b>	<b>674,493</b>	<b>1.30%</b>	<b>556,236</b>	<b>22.83%</b>	<b>747,489</b>	<b>-8.59%</b>
<b>Specialized Transportation</b>									
CARE	15,077	14,883	1.30%	16,985	-11.23%	15,285	-1.36%	17,804	-15.32%
- Richmond (care)	9,209	9,036	1.91%	10,006	-7.97%	9,371	-1.73%	11,105	-17.07%
- Chesterfield (care)	133	153	-13.07%	157	-15.29%	140	n/a	na	n/a
-Henrico (care)	5,735	5,694	0.72%	6,822	-15.93%	5,774	-0.68%	6,699	-14.39%
CARE Plus	3,640	3,925	-7.26%	4,259	-14.53%	2,811	29.49%	4,738	-23.17%
- Richmond (care plus)	550	550	0.00%	667	-17.54%	291	89.00%	425	29.41%
-Henrico (care plus)	3,090	3,375	-8.44%	3,592	-13.98%	2,520	22.62%	4,313	-28.36%
CARE On-Demand	4,302	4,233	1.63%	3,385	27.09%	2,234	92.57%	2,727	57.76%
- Richmond (care On-Demand)	1,798	1,832	-1.86%	1,415	27.07%	1,165	54.33%	1,190	51.09%
-Henrico (care On-Demand)	2,504	2,401	4.29%	1,970	27.11%	1,069	134.24%	1,537	62.91%
<b>Total Specialized</b>	<b>23,019</b>	<b>23,041</b>	<b>-0.10%</b>	<b>24,629</b>	<b>-6.54%</b>	<b>20,330</b>	<b>13.23%</b>	<b>25,269</b>	<b>-8.90%</b>



<b>TOTAL FIXED ROUTE &amp; SPECIALIZED</b>	<b>706,268</b>	<b>747,333</b>	<b>-5.49%</b>	<b>699,122</b>	<b>1.02%</b>	<b>576,566</b>	<b>22.50%</b>	<b>772,758</b>	<b>-8.60%</b>
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	2023 FYTD	2022 FYTD (July '21 - December '21)	YoY %' (FY2022)	2021 FYTD (July '20 - December '20)	YoY %' (FY2021)	2020 FYTD (July '19 - December '19)	YoY % (FY2020)
<b>Fixed Route</b>							
Local- Fixed Route	3,709,734	3,344,028	10.94%	3,187,820	16.37%	3,307,156	12.17%
Local- Pulse	853,313	846,332	0.82%	672,342	26.92%	1,172,012	-27.19%
Express Routes (total)	49,472	43,761	13.05%	30,624	61.55%	180,545	-72.60%
<b>Total Fixed Route</b>	<b>4,612,520</b>	<b>4,234,121</b>	<b>8.94%</b>	<b>3,890,786</b>	<b>18.55%</b>	<b>4,659,713</b>	<b>-1.01%</b>
<b>Specialized Transportation</b>							
CARE/CARE Plus	121,573	133,623	-9.02%	104,531	16.30%	143,054	-15.02%
CARE On-Demand	24,968	17,598	41.88%	11,786	111.84%	15,602	60.03%
<b>Total Specialized</b>	<b>146,541</b>	<b>151,221</b>	<b>-3.09%</b>	<b>116,317</b>	<b>25.98%</b>	<b>159,428</b>	<b>-8.08%</b>
<b>TOTAL FIXED ROUTE &amp; SPECIALIZED</b>	<b>4,759,061</b>	<b>4,385,342</b>	<b>8.52%</b>	<b>4,007,103</b>	<b>18.77%</b>	<b>4,819,890</b>	<b>-1.26%</b>

	(November '22)	(November '21)	YoY % (FY2022)	(November '20)	YoY % (FY2021)	(November '19)	YoY % (FY2020)
<b>Van Pool</b>							
Van Pool	12,506	9,312	34.30%	10,001	25.05%	162,595	-92.31%

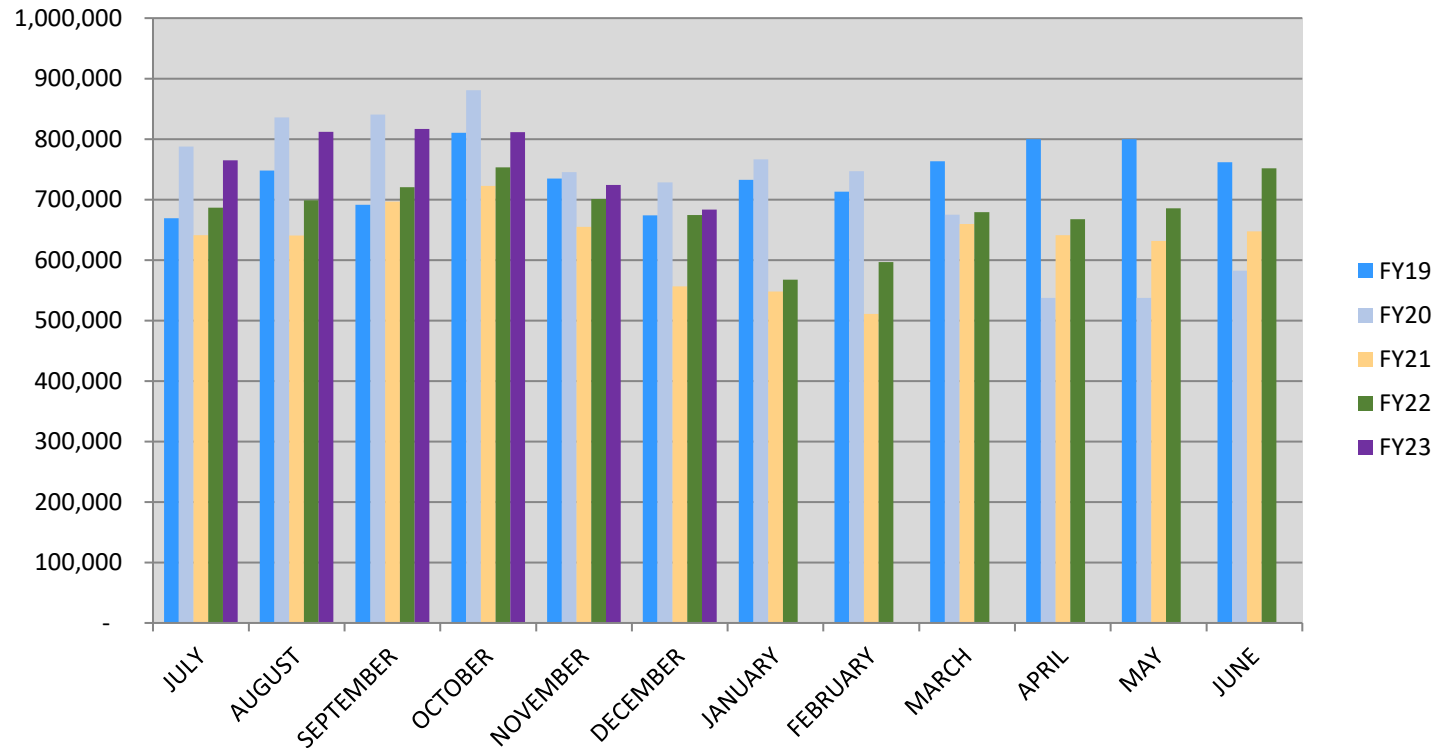
\*\*Vanpool data is received a month behind

	2023 FYTD	2022 FYTD (July '21 - December '21)	YoY % (FY2022)	2021 FYTD (July '20 - December '20)	YoY % (FY2021)	2021 FYTD (July '19 - December '19)	YoY % (FY2020)
<b>TOTAL TRIPS</b>	<b>4,771,567</b>	<b>4,433,735</b>	<b>7.62%</b>	<b>4,056,429</b>	<b>17.63%</b>	<b>4,982,485</b>	<b>-4.23%</b>



# Systemwide Ridership Five Year Comparison

Source: RideCheck Plus APC Data



# GRTC Transit System

## Staff Report

**Meeting Date:** January 17, 2023  
**Item Title:** Quarterly Performance

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### **BACKGROUND:**

The 2nd Quarter Performance Metric Report provides a snapshot of system performance at the category and route level. This report includes trend analysis of performance. This tool plays a key role in identifying routes that are underperforming and may need schedule adjustments as well as routes that are high performers.

### **UPDATES:**

Presentation will provide a detailed review of the FY23 2nd Quarter Performance Metric Report by route category.

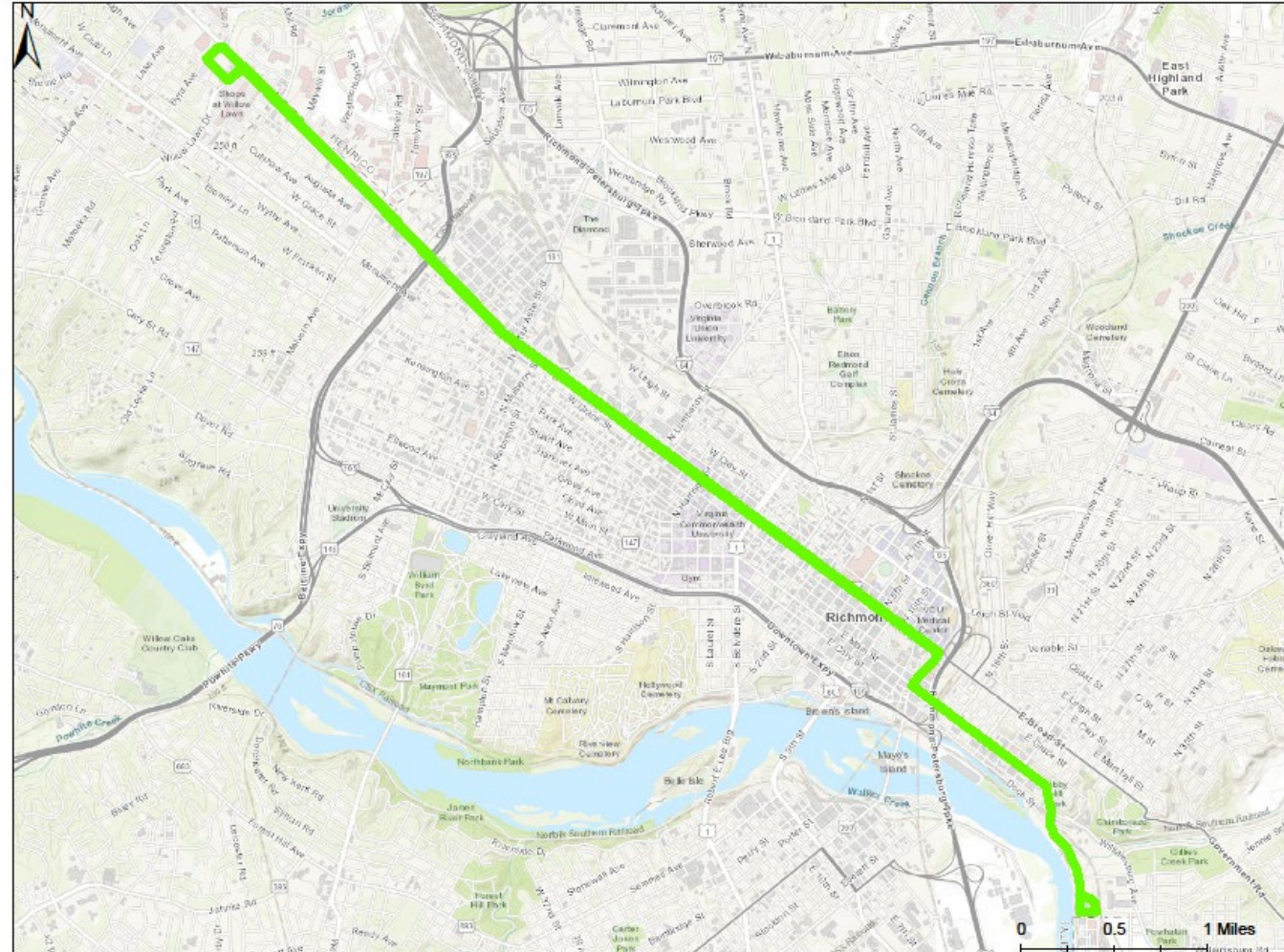


# Productivity Quarterly Report: Quarter 2

January 2023 Board Update

# Category - BRT

The routes in this category travel along a major corridor/thoroughfare and operate at high frequencies and capacities. Terminus stops area major activity centers and route intersections.



# BRT – Ridership, Miles, Productivity

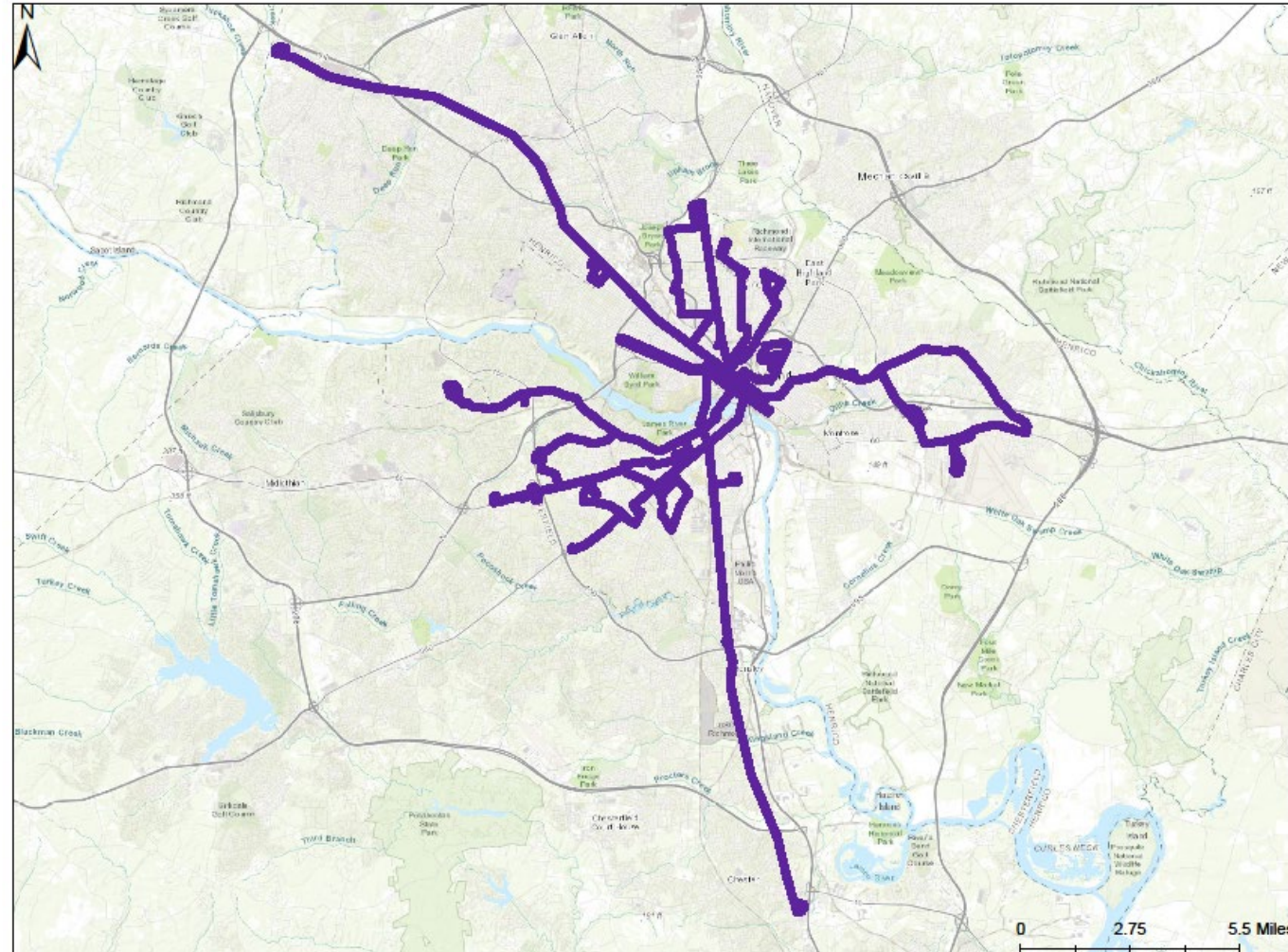
**BRT: The routes in this category travel along a major corridor/ thoroughfare and operate at high frequencies and capacities. Terminus stops are major activity centers and route intersections.**

Route Name	Jurisdiction	Ridership	YoY% Q2 (FY22-FY23)	Service Miles	YoY% Q2 (FY22-FY23)	Productivity					
						Pass/Trip	YoY% Q2 (FY22-FY23)	Total\$/ Pass	YoY% Q2 (FY22-FY23)	AvgMax Load @Peak	YoY% Q2 (FY22-FY23)
Pulse	Richmond/Henrico	408,878	-4%	99,565	-14%	30	5.2%	\$ 2.60	-3.5%	28	14.2%
		<b>408,878</b>		<b>99,565</b>							



# Category - Arterial

The routes in this category travel more than 50% of their route on major corridor/ thoroughfare. Terminus stops are major activity centers.



# Arterial – Ridership, Miles, Productivity

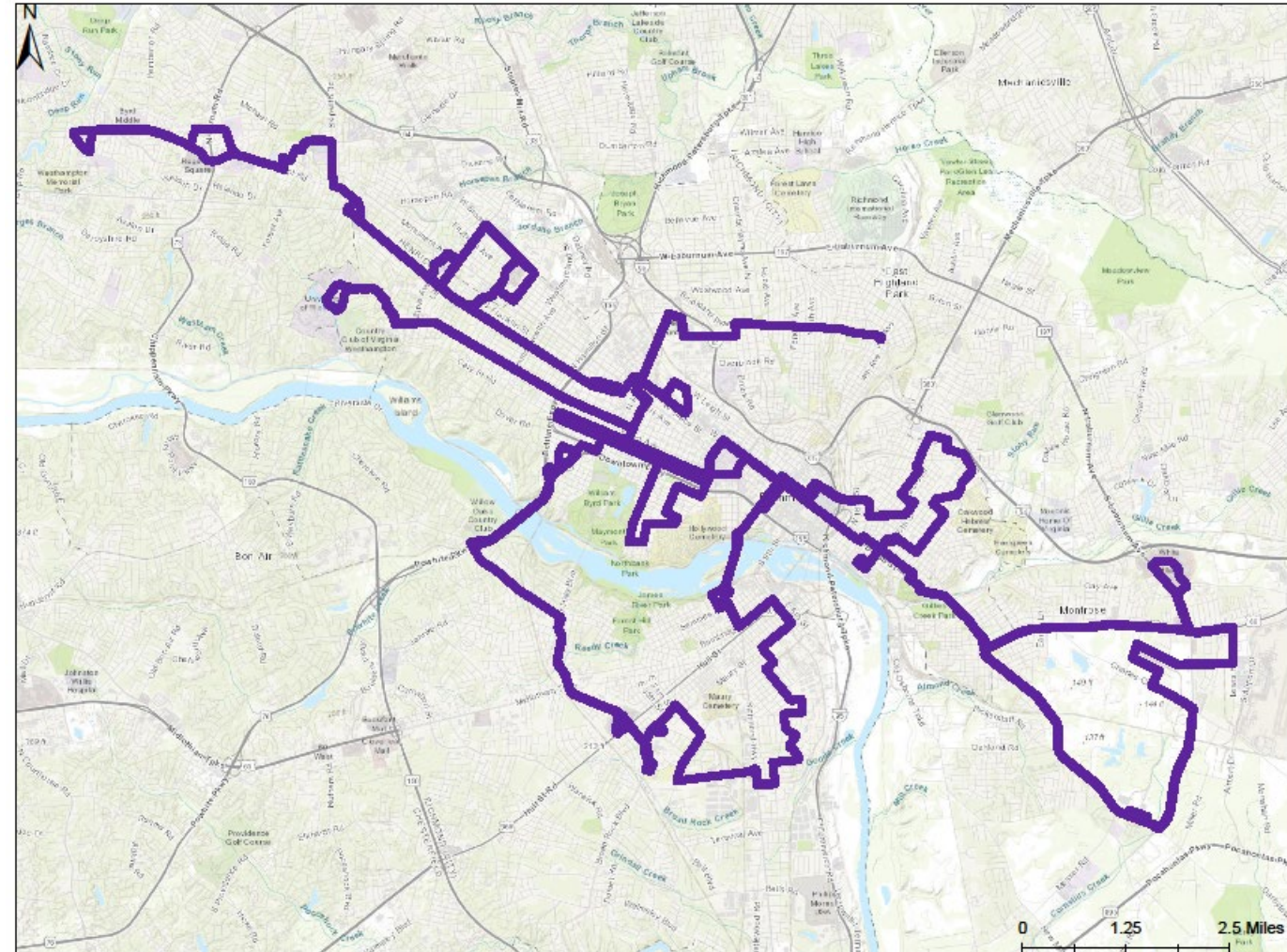
**Arterial: The routes in this category travel more than 50% of their route on major corridor/ thoroughfare. Terminus stops are major activity centers.**

Route	Route Name	Jurisdiction	Ridership	YoY% Q2 (FY22-FY23)	Service Miles	YoY% Q2 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q2 (FY22-FY23)	Total\$/ Pass	YoY% Q2 (FY22-FY23)	AvgMax Load @Peak	YoY% Q2 (FY22-FY23)
1	Chamberlayne/Hull/Southside Plaza	Richmond	33,190	15%	9,207	-4.2%	45	32.9%	\$ 2.96	-10.9%	21	10.1%
1A	Chamberlayne/Hull/Midlothian	Richmond	196,469	4%	64,987	5.9%	43	10.3%	\$ 3.53	8.5%	21	-2.6%
1B	Chamberlayne/Hull/Warwick	Richmond	74,446	8%	26,307	2.9%	36	2.1%	\$ 3.77	1.8%	19	-4.0%
1C	Chamberlayne/Hull/Elkhardt	Richmond	112,518	11%	37,781	-2.7%	22	8.2%	\$ 3.58	-6.0%	23	2.6%
2A	North Ave/Forest Hill	Richmond	67,875	1%	49,495	0.3%	25	-0.6%	\$ 7.77	5.7%	18	7.7%
2B	North Ave/Jahnke/Midlothian	Richmond	75,762	2%	46,953	-1.4%	20	1.2%	\$ 6.61	3.4%	17	1.3%
2C	North Ave/Midlothian/Belt Blvd	Richmond	94,592	5%	63,209	1.7%	20	6.6%	\$ 7.12	3.1%	14	-6.7%
3A	Highland/Route 1/Harwood	Richmond	78,372	5%	31,350	8.3%	29	0.1%	\$ 4.26	9.8%	14	-4.7%
3B	Highland/ Route 1	Richmond/Chesterfield	109,606	11%	78,010	-4.0%	22	5.3%	\$ 7.59	-7.2%	18	0.3%
3C	Highland/ Route 1	Richmond	45,132	4%	32,720	-11.0%	19	14.1%	\$ 7.73	-8.4%	13	1.2%
5	Cary/Main/Whitcomb	Richmond	140,829	-14%	42,069	-32.0%	13	2.3%	\$ 3.18	-15.2%	20	43.8%
14	Hermitage/East Main	Richmond	80,960	1%	56,411	-1.1%	12	-5.5%	\$ 7.43	5.1%	12	-8.4%
50	Broad Street	Richmond	53,352	50%	23,700	2.4%	24	46.2%	\$ 4.74	-27.0%	13	25.5%
7A	Nine Mile Henrico	Henrico	68,165	14%	36,186	0.0%	24	8.1%	\$ 5.66	-6.1%	20	5.9%
7B	Nine Mile Henrico	Henrico	64,322	12%	36,759	-4.9%	17	9.8%	\$ 6.09	-9.6%	25	11.0%
19	West Broad Street	Henrico	96,275	11%	68,824	6.1%	17	-0.1%	\$ 7.62	2.1%	18	4.6%
			<b>1,391,865</b>	<b>8%</b>	<b>703,969</b>	<b>-2%</b>	<b>24</b>	<b>8.8%</b>	<b>\$ 5.60</b>	<b>-3.2%</b>	<b>18</b>	<b>5.5%</b>
							<b>Pass(Less than 40% Below)</b>	<b>24</b>	<b>\$ 5.60</b>		<b>18</b>	
							<b>Watch</b>	<b>15</b>	<b>\$ 7.84</b>		<b>11</b>	
							<b>Underperforming</b>	<b>12</b>	<b>\$ 8.40</b>		<b>9</b>	



# Category – Community Radial

The routes in this category serve as the neighborhood network. These routes travel through the neighborhoods for the majority of their service, connecting neighborhoods to the main corridors.





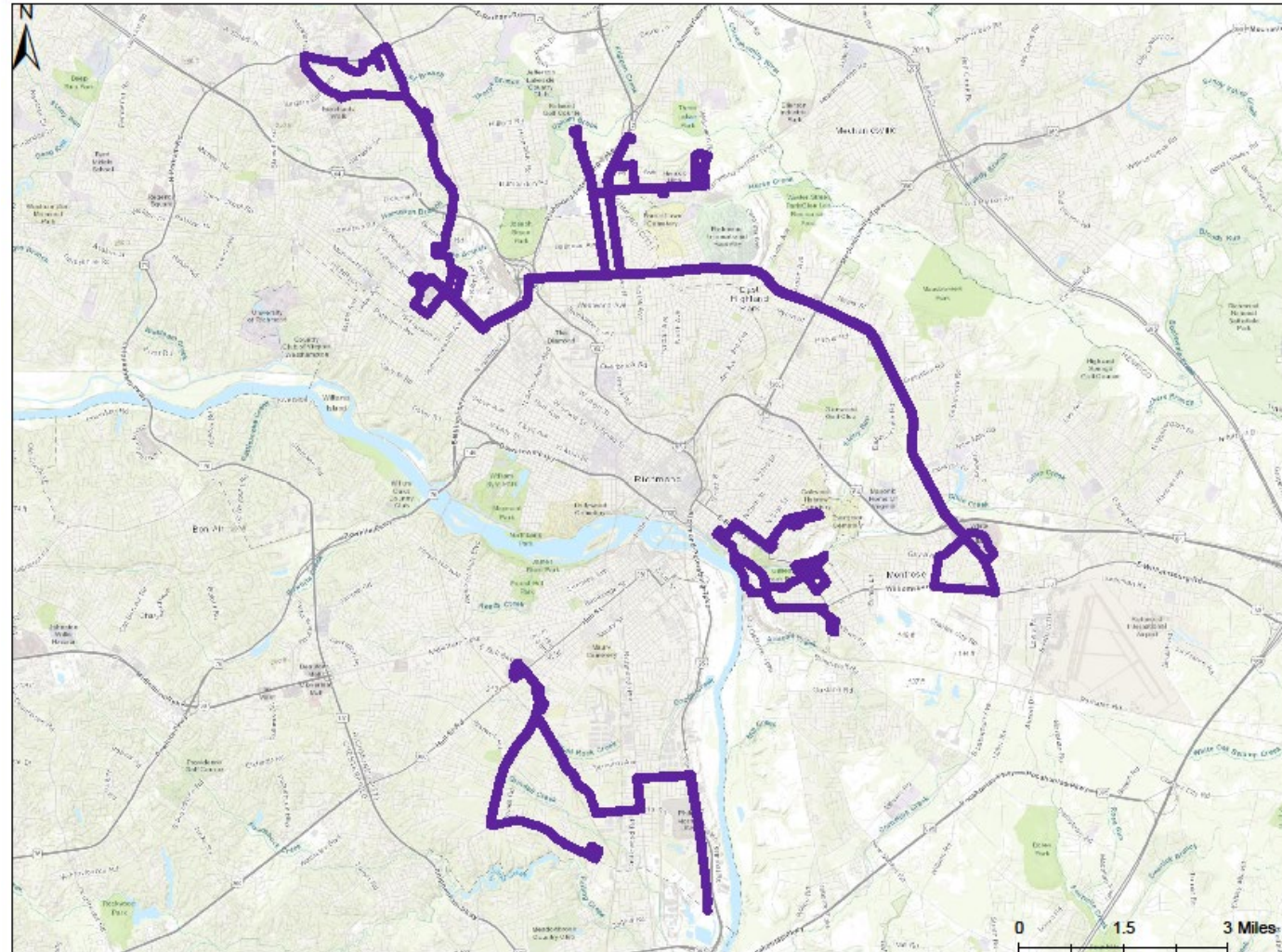
# Community Radial – Ridership, Miles, Productivity

**Community Radial:** The routes in this category serve as the neighborhood network. These routes travel through the neighborhoods for the majority of their service, connecting neighborhoods to the main corridors.

Route	Route Name	Jurisdiction	Ridership	YoY% Q2 (FY22-FY23)	Service Miles	YoY% Q2 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q2 (FY22-FY23)	Total\$/ Pass	YoY% Q2 (FY22-FY23)	AvgMax Load @Peak	YoY% Q2 (FY22-FY23)
12	Church Hill	Richmond	105,282	14%	41,896	2.6%	17	10.3%	\$ 4.24	-3.9%	17	15.9%
20	Orbital	Richmond	45,678	-25%	51,268	-24.2%	10	-13.1%	\$ 11.96	8.3%	9	-0.8%
76	Patterson	Richmond	10,907	19%	18,308	-7.7%	4	23.1%	\$ 17.89	-16.8%	4	-11.5%
77	Grove	Richmond	14,347	56%	18,940	-3.8%	5	64.1%	\$ 14.07	-34.2%	7	38.2%
78	Cary/Maymont	Richmond	28,106	14%	20,727	-8.2%	8	16.3%	\$ 7.86	-14.1%	8	5.7%
87	Bellemeade/Hopkins	Richmond	26,629	3%	33,316	-1.9%	10	-0.4%	\$ 13.34	1.5%	10	-0.2%
56	South Laburnum	Henrico	3,512	4%	5,211	4.2%	9	-7.2%	\$ 15.82	7.2%	8	-4.2%
79	Patterson/Parham	Henrico	12,720	-10%	19,464	-1.2%	6	-8.2%	\$ 16.31	18.0%	7	-3.0%
			<b>247,181</b>	<b>9%</b>	<b>209,130</b>	<b>-5%</b>	<b>9</b>	<b>10.6%</b>	<b>\$ 12.69</b>	<b>-4.3%</b>	<b>9</b>	<b>5.0%</b>
							<b>Pass</b> (Less than 40% Below)	<b>9</b>	<b>\$ 12.69</b>		<b>9</b>	
							<b>Watch</b>	<b>5</b>	<b>\$ 17.76</b>		<b>5</b>	
							<b>Underperforming</b>	<b>4</b>	<b>\$ 19.03</b>		<b>4</b>	

# Category – Circulator/Feeder/Connector

Circulator/Feeder/Connector:  
Routes in this category connect outlying sections of the service area to each other. The routes have a stop at an activity center at one or both terminus. This stop additionally allows for connection to an arterial or core arterial route.



# Circulator/Feeder/Connector– Ridership, Miles, Productivity

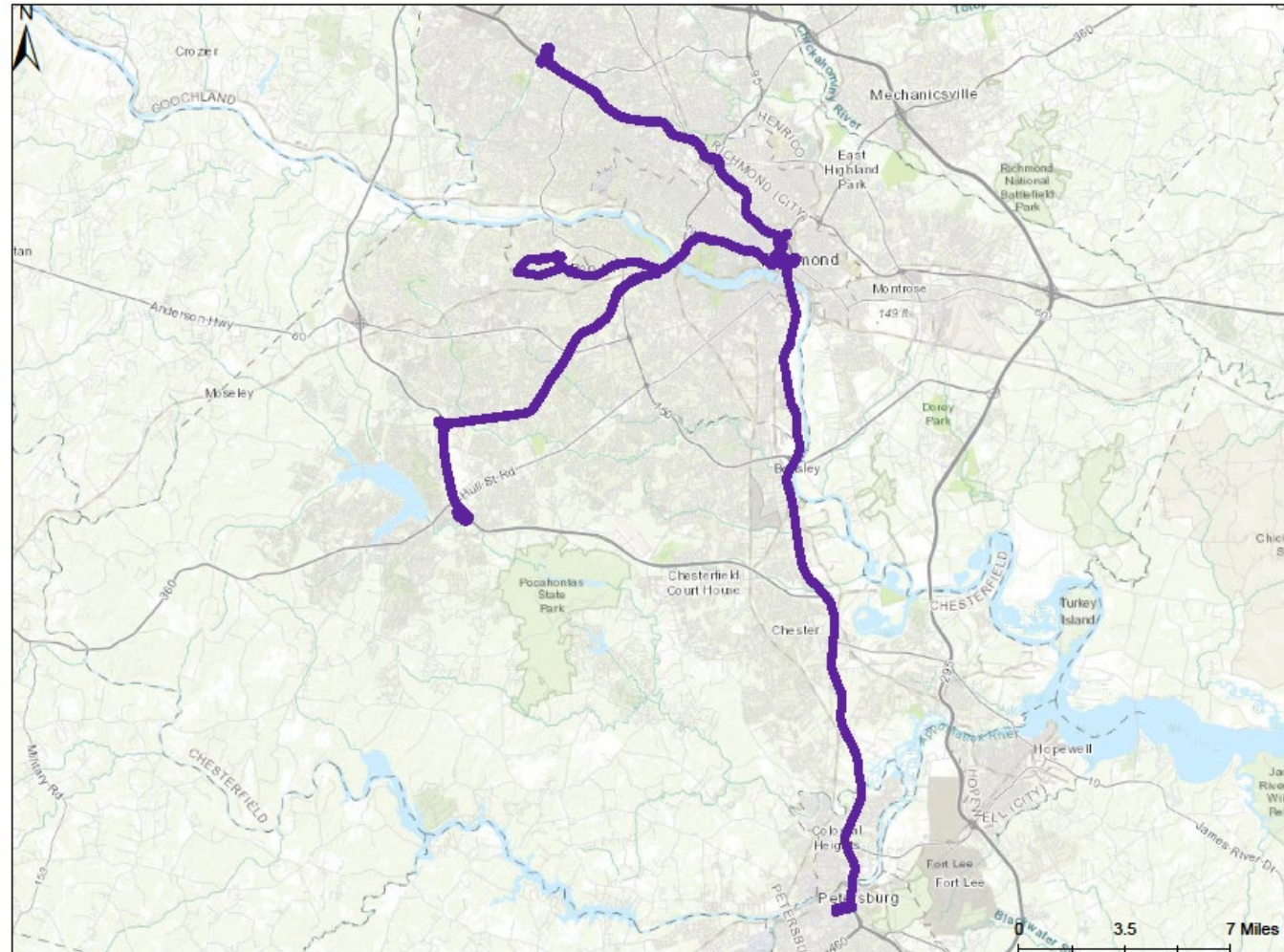
**Circulator/Feeder/Connector:** Routes in this category connect outlying sections of the service area to each other. The routes have a stop at an activity center at one or both terminus. This stop additionally allows for connection to an arterial or core arterial route.

Route	Route Name	Jurisdiction	Ridership	YoY% Q2 (FY22-FY23)	Service Miles	YoY% Q2 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q2 (FY22-FY23)	Total\$/ Pass	YoY% Q2 (FY22-FY23)	AvgMax Load @Peak	YoY% Q2 (FY22-FY23)
4A	Montrose	Richmond	16,290	31%	8,990	-23.7%	5	56.3%	\$ 5.88	-37.9%	8	27.3%
4B	Darbytown	Richmond	18,539	-5%	9,989	-20.9%	5	7.4%	\$ 5.74	-11.0%	9	21.3%
13	Oakwood	Richmond	21,008	8%	13,293	-4.1%	4	11.6%	\$ 6.74	-5.1%	7	7.7%
86	Broad Rock/Walmsley	Richmond	17,709	20%	15,628	3.2%	6	14.7%	\$ 9.41	-7.8%	8	-10.7%
88	Belt/Bells/Ruffin	Richmond	5,704	-7%	9,309	-32.2%	4	8.2%	\$ 17.40	-21.7%	6	22.4%
18	Henrico Government Center	Henrico	9,358	10%	11,757	-3.4%	6	12.0%	\$ 13.39	-6.0%	8	11.9%
91	Laburnum Connector	Henrico	54,882	22%	37,708	0.8%	21	18.7%	\$ 7.32	-12.0%	20	24.1%
93	Azalea Connector	Henrico	6,075	45%	7,422	-2.8%	5	48.1%	\$ 13.02	-28.3%	5	26.8%
			149,565	16%	114,095	-10%	7	22.1%	\$ 9.86	-16.2%	9	16.4%
			<b>Pass</b> (Less than 40% Below)				7		\$ 9.86		9	
			<b>Watch</b>				4		\$ 13.81		5	
			<b>Underperforming</b>				3		\$ 14.80		4	



# Category – Express

Routes in this category serve an origination point, such as a park and ride, and travel downtown with few or no stops in between. This service is only offered on weekdays, during peak hours.



# Express– Ridership, Miles, Productivity

**Express:** Routes in this category serve an origination point, such as a park and ride, and travel downtown with few or no stops in between. This service is only offered on weekdays, during peak hours

Route	Route Name	Jurisdiction	Ridership	YoY% Q2 (FY22-FY23)	Service Miles	YoY% Q2 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q2 (FY22-FY23)	Total\$/ Pass	YoY% Q2 (FY22-FY23)	AvgMax Load @Peak	YoY% Q2 (FY22-FY23)
29	Gaskins Express	Henrico	9,214	53%	10,744	-1.0%	16	37.6%	\$ 12.43	-30.8%	14	65.2%
64	Stony Point Express	Richmond	4,195	37%	4,159	-1.9%	11	37.2%	\$ 10.57	-23.4%	14	37.7%
82	Commonwlth 20 Exp	Chesterfield	4,412	9%	6,139	19.7%	24	6.2%	\$ 14.83	17.9%	13	26.0%
95	Richmond / Petersbrg Express	Petersburg	3,486	-10%	12,681	-2.6%	9	-20.0%	\$ 38.78	15.7%	8	-14.5%
			<b>21,307</b>	<b>22%</b>	<b>33,723</b>	<b>4%</b>	<b>15</b>	<b>15%</b>	<b>\$ 19.15</b>	<b>-5%</b>	<b>12</b>	<b>29%</b>
			<b>Pass</b> (Less than 40% Below)				<b>15</b>		<b>\$ 19.15</b>		<b>12</b>	
			<b>Watch</b>				<b>9</b>		<b>\$ 26.81</b>		<b>7</b>	
			<b>Underperforming</b>				<b>7</b>		<b>\$ 28.73</b>		<b>6</b>	

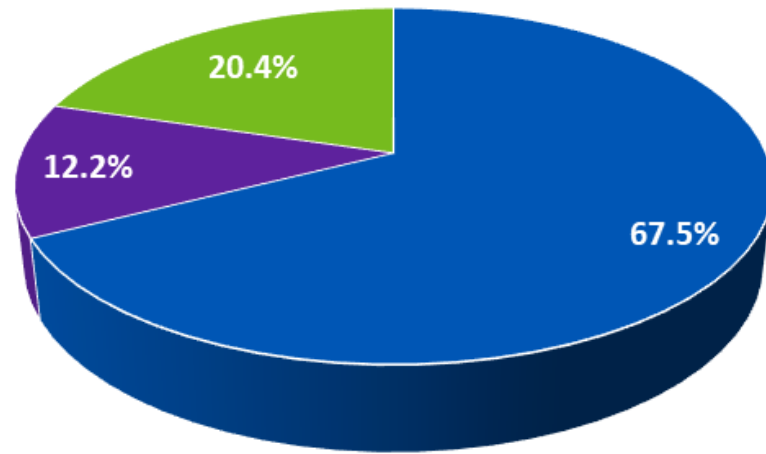
# On Time Performance (OTP)

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

**Quarter 2 System Performance: 67%**

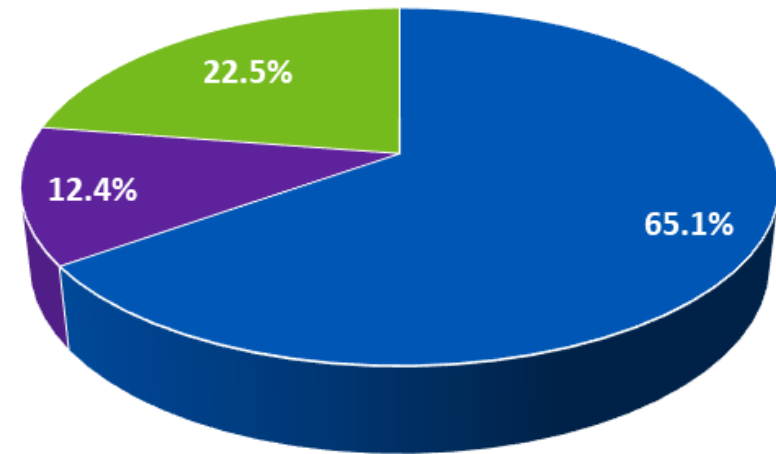
# Overall OTP 10/1/2022-12/31/2022

## Weekday OTP FY2023 Q2



■ On-time ■ Early ■ Late

## Weekend OTP FY2023 Q2



■ On-time ■ Early ■ Late

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# Questions?

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# GRTC Transit System

## Staff Report

**Meeting Date:** January 17, 2023  
**Item Title:** Rider Comments

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### CURRENT STATUS:

Safety and Service Compliance Manager, Monica Carter, will answer any questions on the summary of rider comments for the month of December as provided below.

### November Report

<u>Complaint</u>	<u>Verified</u>	<u>Non-Verified</u>	<u>Questionable</u>	<u>Beyond GRTC Control</u>	<u>Under Investigation</u>	<u>Total</u>
Rude Operator	3	8	1	0	0	12
Passed Up Passenger	11	9	3	0	0	23
No Show	4	3	1	0	0	8
Late Schedule	2	9	1	0	0	12
Improper Operations of Vehicle	2	4	0	0	0	6
Early Schedule	2	2	0	0	0	4
Other-Miscellaneous	1	8	8	4	2	23
<b>Total</b>	<b>25</b>	<b>43</b>	<b>14</b>	<b>4</b>	<b>2</b>	<b>88</b>

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

## Trend Report

<u>Complaint</u>	June	July	August	September	October	November	December	January	February	March	April	May
Rude Operator	8	5	5	7	1	6	3					
Passed Up Passenger	8	10	8	9	7	8	11					
No Show	15	14	13	16	14	6	4					
Late Schedule	11	11	4	5	7	8	2					
Improper Operations of Vehicle	4	9	4	3	3	3	2					
Early Schedule	2	3	5	4	4	3	2					
Other-Miscellaneous	0	4	1	1	4	5	1					
Total	48	56	40	45	40	39	25					
Commendations	5	5	3	5	8	3	5					

# GRTC Transit System

## Staff Report

**Meeting Date:** January 17, 2023

**Item Title:** November 2022 Financial Report

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### **BACKGROUND:**

Attached is the Financial Report for the five months ended November 30, 2022. John Zinzarella will highlight the key points.

**Financial Report**  
**For the Five Months Ending November 30, 2022**  
**Key Highlights**

**Revenues**

Year to date Revenues unfavorable to budget	\$ (2,850,745.99)
Year to Date Actual Revenues	\$ 26,576,493.87
Year to Date Budgeted Revenues	\$ 29,427,239.86

Unfavorable Federal Funds revenue due to lower than budgeted operating expenditures (\$2.57M)

**Operating Expenditures**

Year to date Operating Expenditures lower than budgeted amounts	\$ 2,724,734.36
Year to date Actual Operating Expenditures	\$ 24,234,119.51
Year to Date Budgeted Operating Expenditures	\$ 26,958,853.87

Lower than budgeted expenses primarily the result of lower than budgeted headcount in Transportation, Maintenance and Administration (\$1.50M), and lower than budgeted materials and supplies (\$0.42M) due favorable budgeted fuel prices versus actual prices and timing of purchases and lower than budgeted purchased transportation expenses due to lower demand (\$0.32M).

**Net Operating Position - Surplus / (Deficit)** \$ 2,336,375.36

**Balance Sheet and Cash Flow**

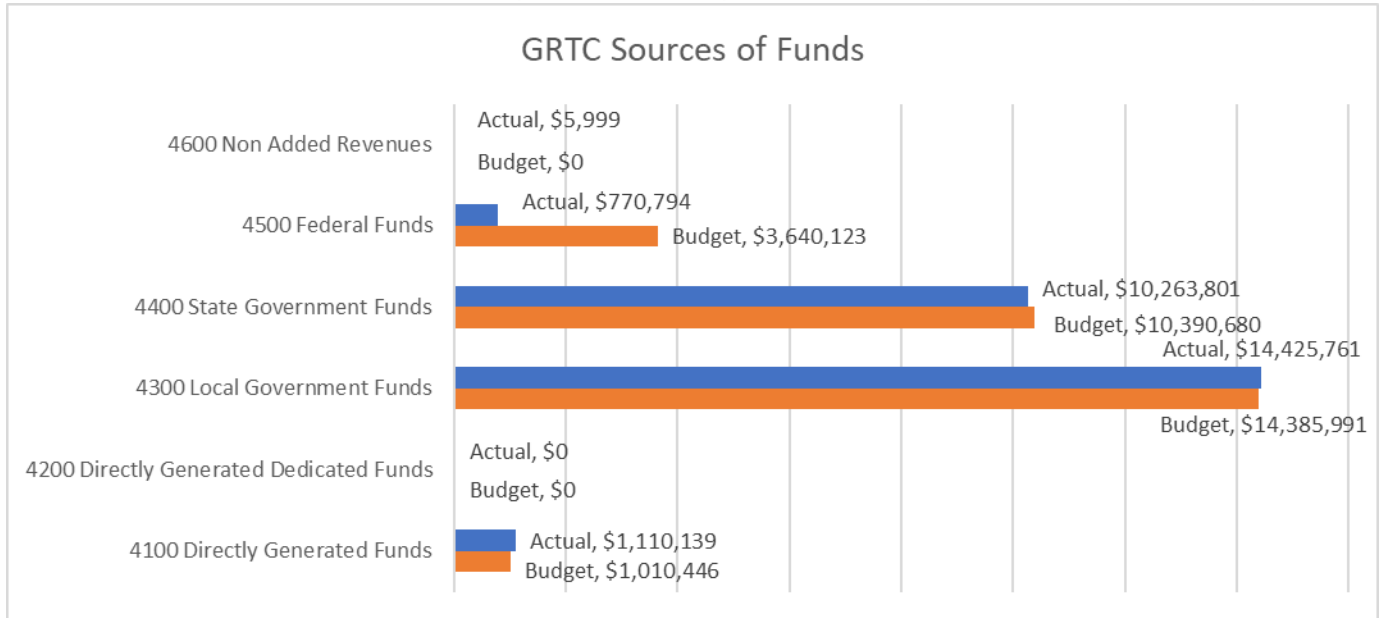
Strong balance sheet with cash position of		\$9,301,348
Operating Cash Account	\$5,441,608	
Capital Cash Account	\$3,859,740	

**GRTC Transit System  
Source of Funds  
Year to Date November 30, 2022**

	Month Ended November 30, 2022			Year to Date November 30, 2022		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
<b>4100 Directly Generated Funds</b>	<b>\$ 228,948.85</b>	<b>\$ 198,247.15</b>	<b>\$ 30,701.70</b>	<b>\$ 1,110,139.20</b>	<b>\$ 1,010,446.35</b>	<b>\$ 99,692.85</b>
4110 Total Passenger Fares	111,409.33	112,409.33	(1,000.00)	558,048.33	562,046.67	(3,998.34)
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	-	-	-	-	-	-
4140 Auxiliary Transportation Revenue	38,667.00	45,416.67	(6,749.67)	193,335.00	227,083.33	(33,748.33)
4150 Other Agency Revenues	78,872.52	40,421.15	38,451.37	358,755.87	221,316.35	137,439.52
4160 Revenues Accrued Through a Purchased Transportation Agreement	-	-	-	-	-	-
4170 Subsidy from Other Sectors of Operations	-	-	-	-	-	-
4180 Extraordinary or Special Items	-	-	-	-	-	-
4190 Total Recoveries	-	-	-	-	-	-
<b>4200 Directly Generated Dedicated Funds</b>						
<b>4300 Local Government Funds</b>	<b>\$ 2,890,282.59</b>	<b>\$ 2,877,198.11</b>	<b>\$ 13,084.48</b>	<b>\$ 14,425,760.62</b>	<b>\$ 14,385,990.53</b>	<b>\$ 39,770.09</b>
4310 General Revenues of the Local Government	2,890,282.59	2,877,198.11	13,084.48	14,425,760.62	14,385,990.53	39,770.09
<b>4400 State Government Funds</b>	<b>\$ 2,138,975.61</b>	<b>\$ 2,078,135.92</b>	<b>\$ 60,839.69</b>	<b>\$ 10,263,801.13</b>	<b>\$ 10,390,679.58</b>	<b>\$ (126,878.45)</b>
4410 General Revenues of the State Government	2,138,975.61	2,078,135.92	60,839.69	10,263,801.13	10,390,679.58	(126,878.45)
<b>4500 Federal Funds</b>	<b>\$ 658,813.88</b>	<b>\$ 713,500.08</b>	<b>\$ (54,686.20)</b>	<b>\$ 770,793.92</b>	<b>\$ 3,640,123.40</b>	<b>\$ (2,869,329.48)</b>
5307 FTA Urbanized Area Formula Program	78,428.88	713,500.08	(635,071.20)	190,408.92	3,640,123.40	(3,449,714.48)
5307 CARES Act Urbanized Area Program Funds	580,385.00	-	580,385.00	580,385.00	-	580,385.00
<b>4600 Non Added Revenues</b>	<b>\$ 4,999.00</b>	<b>\$ -</b>	<b>\$ 4,999.00</b>	<b>\$ 5,999.00</b>	<b>\$ -</b>	<b>\$ 5,999.00</b>
4630 Sales and Disposals of Assets	4,999.00	-	4,999.00	5,999.00	-	5,999.00
<b>Total Sources of Funds</b>	<b>\$ 5,922,019.93</b>	<b>\$ 5,867,081.26</b>	<b>\$ 54,938.67</b>	<b>\$ 26,576,493.87</b>	<b>\$ 29,427,239.86</b>	<b>\$ (2,850,745.99)</b>

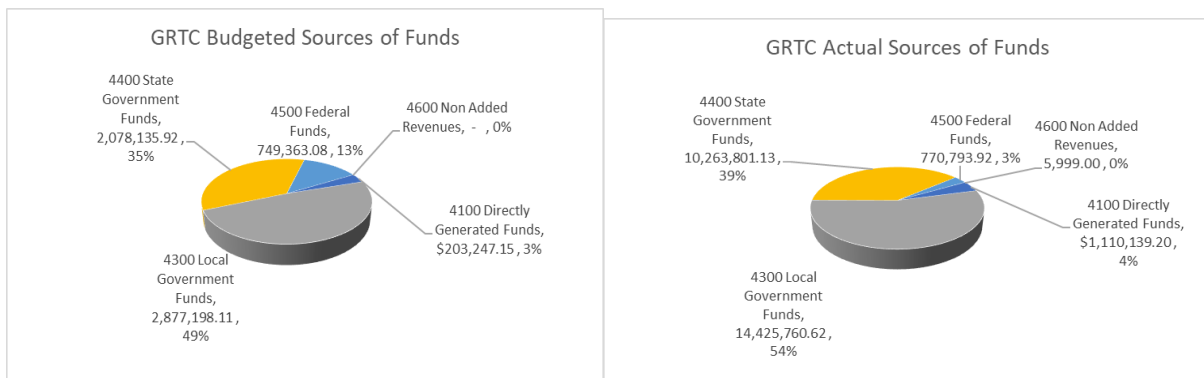
## GRTC Transit System Year to Date November 30, 2022

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 1,010,446.35	\$ 1,110,139.20	\$ 99,692.85	9.87%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	14,385,990.53	14,425,760.62	39,770.09	0.28%
4400 State Government Funds	10,390,679.58	10,263,801.13	(126,878.45)	-1.22%
4500 Federal Funds	3,640,123.40	770,793.92	(2,869,329.48)	-78.83%
4600 Non Added Revenues	-	5,999.00	5,999.00	n/a
	<u>\$ 29,427,239.86</u>	<u>\$ 26,576,493.87</u>	<u>\$ (2,850,745.99)</u>	<u>-9.69%</u>



Revenues are unfavorable versus budget by \$2.85M or 9.69% as a result of:

- Below budget operating expenses year to date, combined with timing of spending versus the budget assumptions for federal reimbursement \$2.87M.



**GRTC Transit System  
Operating Expenses  
Year to Date November 30, 2022**

	Vehicle Operations			Vehicle Maintenance			Facility Maintenance			General Administration			Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>	<b>\$ 11,405,210.06</b>	<b>\$ 12,271,261.71</b>	<b>\$ 866,051.64</b>	<b>\$ 1,825,747.69</b>	<b>\$ 1,756,740.41</b>	<b>\$ (69,007.29)</b>	<b>\$ 474,168.97</b>	<b>\$ 562,013.79</b>	<b>\$ 87,844.82</b>	<b>\$ 2,986,598.61</b>	<b>\$ 3,603,745.79</b>	<b>\$ 617,147.19</b>	<b>\$ 16,691,725.33</b>	<b>\$ 18,193,761.69</b>	<b>\$ 1,502,036.36</b>
<b>5010. LABOR</b>	<b>\$ 6,489,233.45</b>	<b>\$ 6,631,927.73</b>	<b>\$ 142,694.28</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,489,233.45</b>	<b>\$ 6,631,927.73</b>	<b>\$ 142,694.28</b>
01. Operator Salaries and Wages	888,325.51	807,932.22	19,606.71	-	-	-	-	-	-	-	-	-	888,325.51	807,932.22	19,606.71
02. Operator's Paid Absences	324,716.86	333,787.32	9,070.46	-	-	-	-	-	-	-	-	-	324,716.86	333,787.32	9,070.46
Operator Vacation	195,432.41	208,959.44	13,527.03	-	-	-	-	-	-	-	-	-	195,432.41	208,959.44	13,527.03
Operator Sick	268,176.24	265,185.47	(2,990.77)	-	-	-	-	-	-	-	-	-	268,176.24	265,185.47	(2,990.77)
Holiday	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operator FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<b>785,842.42</b>	<b>901,213.40</b>	<b>115,370.98</b>	<b>1,203,059.27</b>	<b>1,053,763.59</b>	<b>(149,295.68)</b>	<b>334,285.27</b>	<b>411,799.19</b>	<b>77,513.92</b>	<b>2,056,817.95</b>	<b>2,413,420.23</b>	<b>356,602.28</b>	<b>4,380,004.91</b>	<b>4,780,196.42</b>	<b>400,191.51</b>
Dispatch	104,821.73	156,133.37	51,311.64	-	-	-	-	-	-	-	-	-	104,821.73	156,133.37	51,311.64
Operations Supervision	681,020.69	745,080.03	64,059.34	-	-	-	-	-	-	-	-	-	681,020.69	745,080.03	64,059.34
Maintenance	-	-	-	1,203,059.27	1,053,763.59	(149,295.68)	334,285.27	411,799.19	77,513.92	2,056,817.95	2,413,420.23	356,602.28	1,537,344.54	1,465,562.78	(71,781.76)
Administration	-	-	-	-	-	-	-	-	-	-	-	-	2,056,817.95	2,413,420.23	356,602.28
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>69,932.23</b>	<b>125,753.42</b>	<b>55,821.19</b>	<b>31,152.42</b>	<b>-</b>	<b>(31,152.42)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>101,084.65</b>	<b>125,753.42</b>	<b>24,668.77</b>
Vacation	-	-	-	27,191.70	-	(27,191.70)	13,074.18	-	(13,074.18)	-	-	-	40,265.88	-	(40,265.88)
Sick	-	-	-	15,396.14	125,753.42	110,357.28	4,120.35	-	(4,120.35)	-	-	-	19,516.49	125,753.42	106,236.93
Holiday	-	-	-	25,953.89	-	(25,953.89)	11,429.19	-	(11,429.19)	-	-	-	37,383.08	-	(37,383.08)
FMLA or other leave	-	-	-	1,390.50	-	(1,390.50)	2,528.70	-	(2,528.70)	-	-	-	3,919.20	-	(3,919.20)
<b>05. Fringe Benefits</b>	<b>3,341,808.68</b>	<b>3,930,188.35</b>	<b>588,379.67</b>	<b>552,756.19</b>	<b>577,223.39</b>	<b>24,467.20</b>	<b>108,731.28</b>	<b>150,214.60</b>	<b>41,483.32</b>	<b>929,780.66</b>	<b>1,190,325.56</b>	<b>260,544.90</b>	<b>4,933,076.81</b>	<b>5,847,951.90</b>	<b>914,875.09</b>
Employment Taxes	578,373.32	625,377.07	47,003.74	95,644.00	87,480.05	(8,163.95)	26,575.90	34,186.24	7,610.34	163,518.38	200,354.36	36,835.98	864,111.61	947,397.72	83,286.11
Health and Welfare Expenses	1,488,534.51	1,837,625.49	349,090.98	246,154.85	257,053.84	10,898.98	68,397.25	100,453.80	32,056.56	420,840.22	588,726.86	167,886.65	2,223,926.83	2,783,860.00	559,933.17
Retirement Costs/Pension Plans	975,189.25	1,049,549.53	74,360.28	150,993.99	166,725.38	15,731.39	312.65	-	(312.65)	262,693.61	309,966.99	47,273.39	1,389,189.50	1,526,241.91	137,052.41
Workers Compensation	132,260.21	127,894.34	(4,365.87)	21,871.51	17,890.33	(3,981.17)	6,077.28	6,991.34	914.07	37,392.76	40,973.98	3,581.22	197,601.75	193,750.00	(3,851.75)
Other Fringe Benefits	167,451.39	289,741.92	122,290.53	38,091.84	48,073.79	9,981.95	7,368.20	8,583.21	1,215.00	45,335.69	50,303.36	4,967.67	258,247.12	396,702.27	138,455.15
<b>5020. SERVICES</b>	<b>\$ 16,795.00</b>	<b>\$ 25,000.00</b>	<b>\$ 8,205.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 385,544.37</b>	<b>\$ 284,375.00</b>	<b>\$ (101,169.37)</b>	<b>\$ 403,117.60</b>	<b>\$ 685,633.75</b>	<b>\$ 282,516.15</b>	<b>\$ 805,456.97</b>	<b>\$ 995,008.75</b>	<b>\$ 189,551.78</b>
<b>03. Professional and Technical Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>113,653.24</b>	<b>505,325.00</b>	<b>391,671.76</b>	<b>113,653.24</b>	<b>505,325.00</b>	<b>391,671.76</b>
BRT Fare Collection and Security Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Fees	-	-	-	-	-	-	-	-	-	50,371.00	60,000.00	9,629.00	50,371.00	60,000.00	9,629.00
Legal Fees	-	-	-	-	-	-	-	-	-	33,969.20	20,825.00	(13,144.20)	33,969.20	20,825.00	(13,144.20)
Human Resources Consulting	-	-	-	-	-	-	-	-	-	21,825.00	23,325.00	1,500.00	21,825.00	23,325.00	1,500.00
Planning and Scheduling Consulting	-	-	-	-	-	-	-	-	-	8,092.58	256,250.00	248,157.42	8,092.58	256,250.00	248,157.42
Computer Consulting	-	-	-	-	-	-	-	-	-	62.50	2,500.00	2,437.50	62.50	2,500.00	2,437.50
Advertising and Promotion	-	-	-	-	-	-	-	-	-	(667.04)	142,425.00	143,092.04	(667.04)	142,425.00	143,092.04
<b>05. Contract Maintenance Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>385,544.37</b>	<b>284,375.00</b>	<b>(101,169.37)</b>	<b>178,903.30</b>	<b>20,825.00</b>	<b>(158,078.30)</b>	<b>564,447.67</b>	<b>305,200.00</b>	<b>(259,247.67)</b>
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Maintenance	-	-	-	-	-	-	-	-	-	178,903.30	20,825.00	(158,078.30)	178,903.30	20,825.00	(158,078.30)
BRT Station Maintenance	-	-	-	-	-	-	71,444.15	81,666.67	10,222.52	-	-	-	71,444.15	81,666.67	10,222.52
Building Maintenance	-	-	-	-	-	-	314,100.22	202,708.33	(111,391.89)	-	-	-	314,100.22	202,708.33	(111,391.89)
<b>09. Other Services</b>	<b>16,795.00</b>	<b>25,000.00</b>	<b>8,205.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>110,561.06</b>	<b>159,483.75</b>	<b>48,922.69</b>	<b>127,356.06</b>	<b>184,483.75</b>	<b>57,127.69</b>
Advertising	-	-	-	-	-	-	-	-	-	5,822.06	9,500.00	3,677.94	5,822.06	9,500.00	3,677.94
Ad commission Lottery Updates	-	-	-	-	-	-	-	-	-	58,648.05	74,875.00	16,226.95	58,648.05	74,875.00	16,226.95
ADA Ride	-	-	-	-	-	-	-	-	-	27,055.00	27,921.25	866.25	27,055.00	27,921.25	866.25
Drug and Alcohol Testing	6,000.00	-	(6,000.00)	-	-	-	-	-	-	-	-	-	6,000.00	-	(6,000.00)
Medical Exam Testing	10,795.00	25,000.00	14,205.00	-	-	-	-	-	-	-	-	-	10,795.00	25,000.00	14,205.00
Misc	-	-	-	-	-	-	-	-	-	19,035.95	47,187.50	28,151.55	19,035.95	47,187.50	28,151.55
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 873,910.67</b>	<b>\$ 1,375,480.50</b>	<b>\$ 501,569.83</b>	<b>\$ 1,166,850.31</b>	<b>\$ 1,271,906.64</b>	<b>\$ 105,056.33</b>	<b>\$ 103,509.09</b>	<b>\$ 119,611.73</b>	<b>\$ 16,102.64</b>	<b>\$ 778,992.58</b>	<b>\$ 574,800.00</b>	<b>\$ (204,192.58)</b>	<b>\$ 2,923,262.65</b>	<b>\$ 3,341,798.87</b>	<b>\$ 418,536.22</b>
<b>01. Fuel and Lubricants</b>	<b>632,221.29</b>	<b>1,133,813.84</b>	<b>501,592.55</b>	<b>36,260.14</b>	<b>34,803.10</b>	<b>(1,457.04)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,153.36</b>	<b>-</b>	<b>(6,153.36)</b>	<b>674,634.79</b>	<b>1,168,616.93</b>	<b>493,982.14</b>
<b>02. Tires and Tubes</b>	<b>241,689.38</b>	<b>241,666.67</b>	<b>(22.71)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>241,689.38</b>	<b>241,666.67</b>	<b>(22.71)</b>
<b>09. Other Materials and Supplies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,130,590.17</b>	<b>1,237,103.54</b>	<b>106,513.37</b>	<b>103,509.09</b>	<b>119,611.73</b>	<b>16,102.64</b>	<b>772,839.22</b>	<b>574,800.00</b>	<b>(198,039.22)</b>	<b>2,006,938.48</b>	<b>1,931,515.27</b>	<b>(75,423.21)</b>
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-	1,130,590.17	1,237,103.54	106,513.37	1,466.71	(1,466.71)	-	1,132,056.88	1,237,103.54	105,046.66	1,132,056.88	1,237,103.54	105,046.66
Other Equipment and Supplies	-	-	-	-	-	-	363,077.99	177,666.67	(185,411.32)	466,587.08	395,800.00	70,787.08	466,587.08	395,800.00	70,787.08
Office Equipment	-	-	-	-	-	-	395,951.10	385,800.00	(10,151.10)	395,951.10	385,800.00	(10,151.10)	395,951.10	385,800.00	(10,151.10)
Admin. Supplies	-	-	-	-	-	-	12,343.42	11,333.33	(1,010.09)	12,343.42	11,333.33	(1,010.09)	12,343.42	11,333.33	(1,010.09)
<b>5040. UTILITIES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 374,933.19</b>	<b>\$ 404,137.08</b>	<b>\$ 29,203.89</b>	<b>\$ 374,933.19</b>	<b>\$ 404,137.08</b>	<b>\$ 29,203.89</b>
Telecommunication	-	-	-	-	-	-	94,043.23	104,000.00	9,956.77	94,043.23	104,000.00	9,956.77	94,043.23	104,000.00	9,956.77
Utilities	-	-	-	-	-	-	280,889.96	300,137.08	19,247.12	280,889.96	300,137.08	19,247.12	280,889.96	300,137.08	19,247.12
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 508,155.09</b>	<b>\$ 777,393.02</b>	<b>\$ 269,237.93</b>	<b>\$ 508,155.09</b>	<b>\$ 777,393.02</b>	<b>\$ 269,237.93</b>
General Liability	-	-	-	369,027.00	-	(369,027.00)	-	-	-	448,557.88	448,557.88	-	369,027.00	448,557.88	79,530.88
Auto Liability	-	-	-	-	-	-	18,664.60	18,665.00	0.40	18,664.60	18,665.00	0.40	18,664.60	18,665.00	0.40
Physical Damage	-	-	-	-	-	-	24,942.97	214,575.00	189,632.03	24,942.97	214,575.00	189,632.03	24,942.97	214,575.00	189,632.03
All Other	-	-	-	(369,027.00)	-	369,027.00	464								



**GRTC Transit System**  
**Operating Expenses**  
**Year to Date November 30, 2022**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 16,691,725.33</b>	<b>\$ 18,193,761.69</b>	<b>\$ 1,502,036.36</b>
<b>01. Operator Salaries and Wages</b>	<u>6,489,233.45</u>	<u>6,631,927.73</u>	<u>142,694.28</u>
<b>02. Operator's Paid Absences</b>	<u>788,325.51</u>	<u>807,932.22</u>	<u>19,606.71</u>
Operator Vacation	324,716.86	333,787.32	9,070.46
Operator Sick	195,432.41	208,959.44	13,527.03
Holiday	268,176.24	265,185.47	(2,990.77)
Operator FMLA or other leave	-	-	
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>4,380,004.91</u>	<u>4,780,196.42</u>	<u>400,191.51</u>
Dispatch	104,821.73	156,133.37	51,311.64
Operations Supervision	681,020.69	745,080.03	64,059.34
Maintenance	1,537,344.54	1,465,562.78	(71,781.76)
Administration	2,056,817.95	2,413,420.23	356,602.28
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>101,084.65</u>	<u>125,753.42</u>	<u>24,668.77</u>
Vacation	40,265.88	-	(40,265.88)
Sick	19,516.49	125,753.42	106,236.93
Holiday	37,383.08	-	(37,383.08)
FMLA or other leave	3,919.20	-	(3,919.20)
<b>05. Fringe Benefits</b>	<u>4,933,076.81</u>	<u>5,847,951.90</u>	<u>914,875.09</u>
Employment Taxes	864,111.61	947,397.72	83,286.11
Health and Welfare Expenses	2,223,926.83	2,783,860.00	559,933.17
Retirement Costs/Pension Plans	1,389,189.50	1,526,241.91	137,052.41
Workers Compensation	197,601.75	193,750.00	(3,851.75)
Other Fringe Benefits	258,247.12	396,702.27	138,455.15
<b>5020. SERVICES</b>	<b>\$ 805,456.97</b>	<b>\$ 995,008.75</b>	<b>\$ 189,551.78</b>
<b>03. Professional and Technical Services</b>	<u>113,653.24</u>	<u>505,325.00</u>	<u>391,671.76</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	50,371.00	60,000.00	9,629.00
Legal Fees	33,969.20	20,825.00	(13,144.20)
Human Resources Consulting	21,825.00	23,325.00	1,500.00
Planning and Scheduling Consulting	8,092.58	256,250.00	248,157.42
Computer Consulting	62.50	2,500.00	2,437.50
Advertising and Promotion	(667.04)	142,425.00	143,092.04
<b>05. Contract Maintenance Services</b>	<u>564,447.67</u>	<u>305,200.00</u>	<u>(259,247.67)</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	178,903.30	20,825.00	(158,078.30)
BRT Station Maintenance	71,444.15	81,666.67	10,222.52
Building Maintenance	314,100.22	202,708.33	(111,391.89)
<b>09. Other Services</b>	<u>127,356.06</u>	<u>184,483.75</u>	<u>57,127.69</u>
Advertising	5,822.06	9,500.00	3,677.94
Ad commission Lottery Updates	58,648.05	74,875.00	16,226.95
ADA Ride	27,055.00	27,921.25	866.25
Drug and Alcohol Testing	6,000.00	-	(6,000.00)
Medical Exam Testing	10,795.00	25,000.00	14,205.00
Misc	19,035.95	47,187.50	28,151.55
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 2,923,262.65</b>	<b>\$ 3,341,798.87</b>	<b>\$ 418,536.22</b>
<b>01. Fuel and Lubricants</b>	<u>674,634.79</u>	<u>1,168,616.93</u>	<u>493,982.14</u>
<b>02. Tires and Tubes</b>	<u>241,689.38</u>	<u>241,666.67</u>	<u>(22.71)</u>
<b>09. Other Materials and Supplies</b>	<u>2,006,938.48</u>	<u>1,931,515.27</u>	<u>(75,423.21)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	1,132,056.88	1,237,103.54	105,046.66
Other Equipment and Supplies	466,587.08	297,278.39	(169,308.69)
Office Equipment	395,951.10	385,800.00	(10,151.10)
Admin. Supplies	12,343.42	11,333.33	(1,010.09)

**GRTC Transit System  
Operating Expenses  
Year to Date November 30, 2022**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>5040. UTILITIES</b>	\$ 374,933.19	\$ 404,137.08	\$ 29,203.89
Telecommunication	94,043.23	104,000.00	9,956.77
Utilities	280,889.96	300,137.08	19,247.12
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ 508,155.09	\$ 777,393.02	\$ 269,237.93
General Liability	369,027.00	448,557.88	79,530.88
Auto Liability	18,664.60	18,665.00	0.40
Physical Damage	24,942.97	214,575.00	189,632.03
All Other	95,520.52	95,595.14	74.62
<b>5060. TAXES</b>	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 2,701,899.76	\$ 3,018,150.42	\$ 316,250.66
<b>01. Purchased Transportation - SpecTran</b>	<u>2,296,035.63</u>	<u>2,580,933.75</u>	<u>284,898.12</u>
<b>02. Purchased Transportation VanPool</b>	<u>405,864.13</u>	<u>437,216.67</u>	<u>31,352.54</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 228,686.52	\$ 228,604.05	\$ (82.47)
<b>02. Travel and Meetings</b>	<u>20,079.62</u>	<u>54,058.33</u>	<u>33,978.71</u>
<b>08. Advertising/Promotion Media</b>	<u>5,945.75</u>	<u>10,989.05</u>	<u>5,043.30</u>
<b>09. Other Miscellaneous Expenses</b>	<u>202,661.15</u>	<u>163,556.67</u>	<u>(39,104.48)</u>
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -
<b>5900 ADA Expenses</b>	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ 24,234,119.51	\$ 26,958,853.87	\$ 2,724,734.36
	100.00%	100.00%	

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date November 30, 2022**

<b>Vehicle Operations</b>			
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 11,405,210.06</b>	<b>\$ 12,271,261.71</b>	<b>\$ 866,051.64</b>
<b>01. Operator Salaries and Wages</b>	<u>6,489,233.45</u>	<u>6,631,927.73</u>	<u>142,694.28</u>
<b>02. Operator's Paid Absences</b>	<u>788,325.51</u>	<u>807,932.22</u>	<u>19,606.71</u>
Operator Vacation	324,716.86	333,787.32	9,070.46
Operator Sick	195,432.41	208,959.44	13,527.03
Holiday	268,176.24	265,185.47	(2,990.77)
Operator FMLA or other leave	-		
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>785,842.42</u>	<u>901,213.40</u>	<u>115,370.98</u>
Dispatch	104,821.73	156,133.37	51,311.64
Operations Supervision	681,020.69	745,080.03	64,059.34
Maintenance			-
Administration	-	-	-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>-</u>	<u>-</u>	<u>-</u>
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
<b>05. Fringe Benefits</b>	<u>3,341,808.68</u>	<u>3,930,188.35</u>	<u>588,379.67</u>
Employment Taxes	578,373.32	625,377.07	47,003.74
Health and Welfare Expenses	1,488,534.51	1,837,625.49	349,090.98
Retirement Costs/Pension Plans	975,189.25	1,049,549.53	74,360.28
Workers Compensation	132,260.21	127,894.34	(4,365.87)
Other Fringe Benefits	167,451.39	289,741.92	122,290.53
<b>5020. SERVICES</b>	<b>\$ 16,795.00</b>	<b>\$ 25,000.00</b>	<b>\$ 8,205.00</b>
<b>03. Professional and Technical Services</b>	<u>-</u>	<u>-</u>	<u>-</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees			-
Legal Fees			-
Human Resources Consulting			-
Planning and Scheduling Consulting			-
Computer Consulting			-
Advertising and Promotion			-
<b>05. Contract Maintenance Services</b>	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance			-
Building Maintenance			-
<b>09. Other Services</b>	<u>16,795.00</u>	<u>25,000.00</u>	<u>8,205.00</u>
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing	6,000.00	-	(6,000.00)
Medical Exam Testing	10,795.00	25,000.00	14,205.00
Misc	-	-	-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 873,910.67</b>	<b>\$ 1,375,480.50</b>	<b>\$ 501,569.83</b>
<b>01. Fuel and Lubricants</b>	<u>632,221.29</u>	<u>1,133,813.84</u>	<u>501,592.55</u>
<b>02. Tires and Tubes</b>	<u>241,689.38</u>	<u>241,666.67</u>	<u>(22.71)</u>
<b>09. Other Materials and Supplies</b>	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	-	-	-
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System  
Operating Expenses  
Year to Date November 30, 2022**

	Vehicle Operations		
	Actual	Budget	Variance Fav / (Unfav)
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other			-
<b>5060. TAXES</b>	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 2,701,899.76	\$ 3,018,150.42	\$ 316,250.66
01. Purchased Transportation - SpecTran	<u>2,296,035.63</u>	<u>2,580,933.75</u>	<u>284,898.12</u>
02. Purchased Transportation VanPool	<u>405,864.13</u>	<u>437,216.67</u>	<u>31,352.54</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 31,808.62	\$ 41,666.67	\$ 9,858.05
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>31,808.62</u>	<u>41,666.67</u>	<u>9,858.05</u>
<b>5120. LEASES AND RENTALS</b>			\$ -
5900 ADA Expenses			\$ -
<b>Total Expenses</b>	\$ 15,029,624.11	\$ 16,731,559.29	\$ 1,701,935.18
	62.02%	62.06%	

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date November 30, 2022**

			Vehicle Maintenance		
			Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>					
<b>5010. LABOR</b>			<b>\$ 1,825,747.69</b>	<b>\$ 1,756,740.41</b>	<b>\$ (69,007.29)</b>
<b>01. Operator Salaries and Wages</b>					-
<b>02. Operator's Paid Absences</b>			-	-	-
Operator Vacation					-
Operator Sick					-
Holiday					-
Operator FMLA or other leave					
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>			<u>1,203,059.27</u>	<u>1,053,763.59</u>	<u>(149,295.68)</u>
Dispatch					-
Operations Supervision					-
Maintenance			1,203,059.27	1,053,763.59	(149,295.68)
Administration					-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>			<u>69,932.23</u>	<u>125,753.42</u>	<u>55,821.19</u>
Vacation			27,191.70	-	(27,191.70)
Sick			15,396.14	125,753.42	110,357.28
Holiday			25,953.89	-	(25,953.89)
FMLA or other leave			1,390.50	-	(1,390.50)
<b>05. Fringe Benefits</b>			<u>552,756.19</u>	<u>577,223.39</u>	<u>24,467.20</u>
Employment Taxes			95,644.00	87,480.05	(8,163.95)
Health and Welfare Expenses			246,154.85	257,053.84	10,898.98
Retirement Costs/Pension Plans			150,993.99	166,725.38	15,731.39
Workers Compensation			21,871.51	17,890.33	(3,981.17)
Other Fringe Benefits			38,091.84	48,073.79	9,981.95
<b>5020. SERVICES</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>03. Professional and Technical Services</b>			-	-	-
BRT Fare Collection and Security Services					-
Audit Fees					-
Legal Fees					-
Human Resources Consulting					-
Planning and Scheduling Consulting					-
Computer Consulting					-
Advertising and Promotion					-
<b>05. Contract Maintenance Services</b>			-	-	-
Vehicle Maintenance					-
Computer Maintenance					-
BRT Station Maintenance					-
Building Maintenance					-
<b>09. Other Services</b>			-	-	-
Advertising					-
Ad commission Lottery Updates					-
ADA Ride					-
Drug and Alcohol Testing					-
Medical Exam Testing					-
Misc					-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>			<b>\$ 1,166,850.31</b>	<b>\$ 1,271,906.64</b>	<b>\$ 105,056.33</b>
<b>01. Fuel and Lubricants</b>			<u>36,260.14</u>	<u>34,803.10</u>	<u>(1,457.04)</u>
<b>02. Tires and Tubes</b>					-
<b>09. Other Materials and Supplies</b>			<u>1,130,590.17</u>	<u>1,237,103.54</u>	<u>106,513.37</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			1,130,590.17	1,237,103.54	106,513.37
Other Equipment and Supplies					-
Office Equipment					-
Admin. Supplies					-

**GRTC Transit System  
Operating Expenses  
Year to Date November 30, 2022**

	<b>Vehicle Maintenance</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -
General Liability	369,027.00	448,557.88	79,530.88
Auto Liability			-
Physical Damage			-
All Other	(369,027.00)	(448,557.88)	(79,530.88)
<b>5060. TAXES</b>			\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ -	\$ -	\$ -
<b>01. Purchased Transportation - SpecTran</b>			-
<b>02. Purchased Transportation VanPool</b>			-
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ -	\$ -	\$ -
<b>02. Travel and Meetings</b>			-
<b>08. Advertising/Promotion Media</b>			-
<b>09. Other Miscellaneous Expenses</b>			-
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -
<b>5900 ADA Expenses</b>	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ 2,992,598.00	\$ 3,028,647.04	\$ 36,049.04
	12.35%	11.23%	

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date November 30, 2022**

		Facility Maintenance		
		Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>				
<b>5010. LABOR</b>		<b>\$ 474,168.97</b>	<b>\$ 562,013.79</b>	<b>\$ 87,844.82</b>
<b>01. Operator Salaries and Wages</b>				-
<b>02. Operator's Paid Absences</b>		-	-	-
Operator Vacation				-
Operator Sick				-
Holiday				-
Operator FMLA or other leave				
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>		<u>334,285.27</u>	<u>411,799.19</u>	<u>77,513.92</u>
Dispatch				-
Operations Supervision				-
Maintenance		334,285.27	411,799.19	77,513.92
Administration				-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>		<u>31,152.42</u>	-	<u>(31,152.42)</u>
Vacation		13,074.18	-	(13,074.18)
Sick		4,120.35	-	(4,120.35)
Holiday		11,429.19	-	(11,429.19)
FMLA or other leave		2,528.70	-	(2,528.70)
<b>05. Fringe Benefits</b>		<u>108,731.28</u>	<u>150,214.60</u>	<u>41,483.32</u>
Employment Taxes		26,575.90	34,186.24	7,610.34
Health and Welfare Expenses		68,397.25	100,453.80	32,056.56
Retirement Costs/Pension Plans		312.65	-	(312.65)
Workers Compensation		6,077.28	6,991.34	914.07
Other Fringe Benefits		7,368.20	8,583.21	1,215.00
<b>5020. SERVICES</b>		<b>\$ 385,544.37</b>	<b>\$ 284,375.00</b>	<b>\$ (101,169.37)</b>
<b>03. Professional and Technical Services</b>		-	-	-
BRT Fare Collection and Security Services				-
Audit Fees				-
Legal Fees				-
Human Resources Consulting				-
Planning and Scheduling Consulting				-
Computer Consulting				-
Advertising and Promotion				-
<b>05. Contract Maintenance Services</b>		<u>385,544.37</u>	<u>284,375.00</u>	<u>(101,169.37)</u>
Vehicle Maintenance				-
Computer Maintenance				-
BRT Station Maintenance		71,444.15	81,666.67	10,222.52
Building Maintenance		314,100.22	202,708.33	(111,391.89)
<b>09. Other Services</b>		-	-	-
Advertising				-
Ad commission Lottery Updates				-
ADA Ride				-
Drug and Alcohol Testing				-
Medical Exam Testing				-
Misc		-	-	-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>		<b>\$ 103,509.09</b>	<b>\$ 119,611.73</b>	<b>\$ 16,102.64</b>
<b>01. Fuel and Lubricants</b>				-
<b>02. Tires and Tubes</b>				-
<b>09. Other Materials and Supplies</b>		<u>103,509.09</u>	<u>119,611.73</u>	<u>16,102.64</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)				-
Other Equipment and Supplies		103,509.09	119,611.73	16,102.64
Office Equipment				-
Admin. Supplies				-



**GRTC Transit System  
Operating Expenses  
Year to Date November 30, 2022**

	Facility Maintenance			
	Actual	Budget	Variance Fav / (Unfav)	
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -	
Telecommunication				-
Utilities				-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -	
General Liability				-
Auto Liability				-
Physical Damage				-
All Other				-
<b>5060. TAXES</b>			\$ -	
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ -	\$ -	\$ -	
01. Purchased Transportation - SpecTran				-
02. Purchased Transportation VanPool				-
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ -	\$ -	\$ -	
02. Travel and Meetings				-
08. Advertising/Promotion Media				-
09. Other Miscellaneous Expenses				-
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -	
5900 ADA Expenses	\$ -	\$ -	\$ -	
<b>Total Expenses</b>	\$ 963,222.43	\$ 966,000.51	\$ 2,778.08	
	3.97%	3.58%		

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date November 30, 2022**

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 2,986,598.61</b>	<b>\$ 3,603,745.79</b>	<b>\$ 617,147.19</b>
<b>01. Operator Salaries and Wages</b>			-
<b>02. Operator's Paid Absences</b>	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			-
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>2,056,817.95</u>	<u>2,413,420.23</u>	<u>356,602.28</u>
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	2,056,817.95	2,413,420.23	356,602.28
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
<b>05. Fringe Benefits</b>	<u>929,780.66</u>	<u>1,190,325.56</u>	<u>260,544.90</u>
Employment Taxes	163,518.38	200,354.36	36,835.98
Health and Welfare Expenses	420,840.22	588,726.86	167,886.65
Retirement Costs/Pension Plans	262,693.61	309,966.99	47,273.39
Workers Compensation	37,392.76	40,973.98	3,581.22
Other Fringe Benefits	45,335.69	50,303.36	4,967.67
<b>5020. SERVICES</b>	<b>\$ 403,117.60</b>	<b>\$ 685,633.75</b>	<b>\$ 282,516.15</b>
<b>03. Professional and Technical Services</b>	<u>113,653.24</u>	<u>505,325.00</u>	<u>391,671.76</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	50,371.00	60,000.00	9,629.00
Legal Fees	33,969.20	20,825.00	(13,144.20)
Human Resources Consulting	21,825.00	23,325.00	1,500.00
Planning and Scheduling Consulting	8,092.58	256,250.00	248,157.42
Computer Consulting	62.50	2,500.00	2,437.50
Advertising and Promotion	(667.04)	142,425.00	143,092.04
<b>05. Contract Maintenance Services</b>	<u>178,903.30</u>	<u>20,825.00</u>	<u>(158,078.30)</u>
Vehicle Maintenance			-
Computer Maintenance	178,903.30	20,825.00	(158,078.30)
BRT Station Maintenance			-
Building Maintenance			-
<b>09. Other Services</b>	<u>110,561.06</u>	<u>159,483.75</u>	<u>48,922.69</u>
Advertising	5,822.06	9,500.00	3,677.94
Ad commission Lottery Updates	58,648.05	74,875.00	16,226.95
ADA Ride	27,055.00	27,921.25	866.25
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	19,035.95	47,187.50	28,151.55
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 778,992.58</b>	<b>\$ 574,800.00</b>	<b>\$ (204,192.58)</b>
<b>01. Fuel and Lubricants</b>	<u>6,153.36</u>	<u>-</u>	<u>(6,153.36)</u>
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>772,839.22</u>	<u>574,800.00</u>	<u>(198,039.22)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	1,466.71	-	(1,466.71)
Other Equipment and Supplies	363,077.99	177,666.67	(185,411.32)
Office Equipment	395,951.10	385,800.00	(10,151.10)
Admin. Supplies	12,343.42	11,333.33	(1,010.09)

**GRTC Transit System  
Operating Expenses  
Year to Date November 30, 2022**

	<b>General Administration</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>5040. UTILITIES</b>	<b>\$ 374,933.19</b>	<b>\$ 404,137.08</b>	<b>\$ 29,203.89</b>
Telecommunication	94,043.23	104,000.00	9,956.77
Utilities	280,889.96	300,137.08	19,247.12
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	<b>\$ 508,155.09</b>	<b>\$ 777,393.02</b>	<b>\$ 269,237.93</b>
General Liability			-
Auto Liability	18,664.60	18,665.00	0.40
Physical Damage	24,942.97	214,575.00	189,632.03
All Other	464,547.52	544,153.02	79,605.50
<b>5060. TAXES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
<b>5090. MISCELLANEOUS EXPENSES</b>	<b>\$ 196,877.90</b>	<b>\$ 186,937.38</b>	<b>\$ (9,940.52)</b>
02. Travel and Meetings	<u>20,079.62</u>	<u>54,058.33</u>	<u>33,978.71</u>
08. Advertising/Promotion Media	<u>5,945.75</u>	<u>10,989.05</u>	<u>5,043.30</u>
09. Other Miscellaneous Expenses	<u>170,852.53</u>	<u>121,890.00</u>	<u>(48,962.53)</u>
<b>5120. LEASES AND RENTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5900 ADA Expenses	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses</b>	<b>\$ 5,248,674.97</b>	<b>\$ 6,232,647.02</b>	<b>\$ 983,972.06</b>
	21.66%	23.12%	

## GRTC Transit System Year to Date November 30, 2022

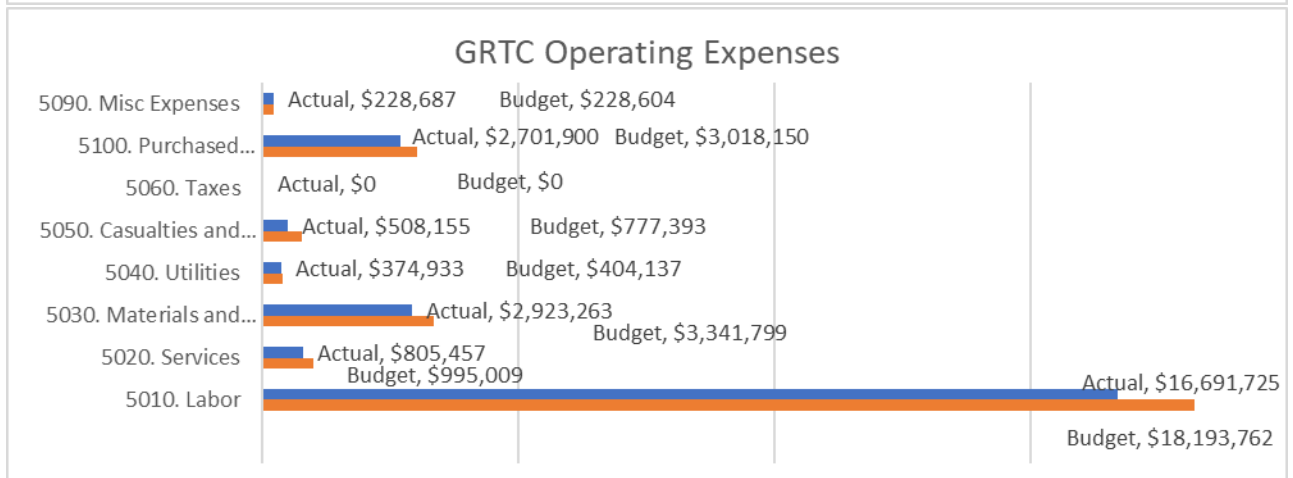
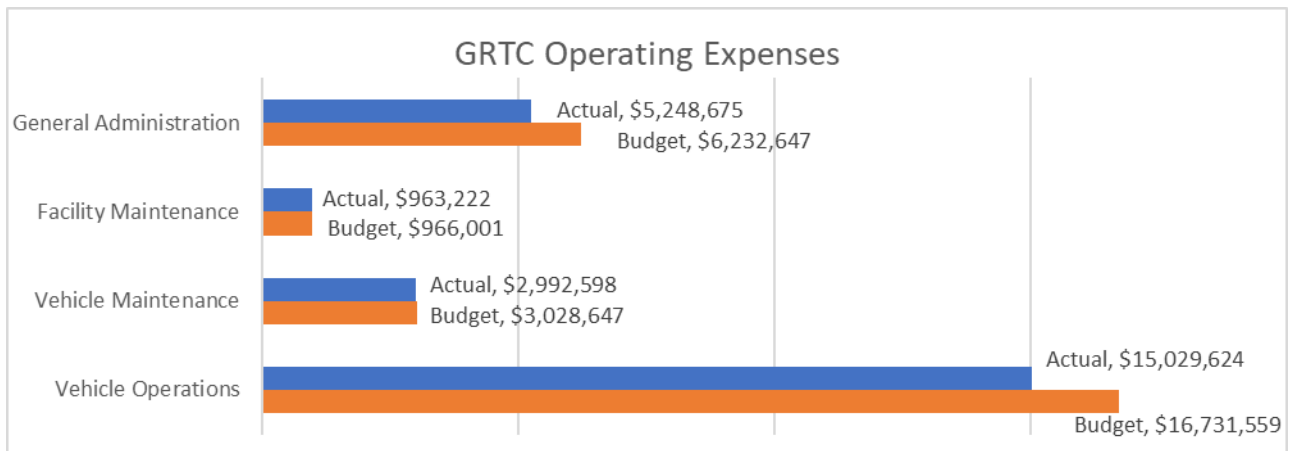
### Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 16,731,559.29	\$ 15,029,624.11	\$ 1,701,935.18	89.83%
Vehicle Maintenance	3,028,647.04	2,992,598.00	36,049.04	98.81%
Facility Maintenance	966,000.51	963,222.43	2,778.08	99.71%
General Administration	<u>6,232,647.02</u>	<u>5,248,674.97</u>	<u>983,972.06</u>	<u>84.21%</u>
Total GRTC	\$ 26,958,853.87	\$ 24,234,119.51	\$ 2,724,734.36	89.89%

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 18,193,761.69	\$ 16,691,725.33	\$ 1,502,036.36	91.74%
5020. Services	995,008.75	805,456.97	189,551.78	80.95%
5030. Materials and Supplies Consumed	3,341,798.87	2,923,262.65	418,536.22	87.48%
5040. Utilities	404,137.08	374,933.19	29,203.89	92.77%
5050. Casualties and Liability Costs	777,393.02	508,155.09	269,237.93	65.37%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	3,018,150.42	2,701,899.76	316,250.66	89.52%
5090. Misc Expenses	<u>228,604.05</u>	<u>228,686.52</u>	<u>(82.47)</u>	<u>100.04%</u>
Total GRTC	\$ 26,958,853.87	\$ 24,234,119.51	\$ 2,724,734.36	89.89%

Total Fleet Service Miles	2,193,752.61	2,105,512.43
Operating Expense per Mile	\$ 12.29	\$ 11.51

Total Fleet Service Hours	198,817.14	190,635.59
Operating Expense per Hour	\$ 135.60	\$ 127.12



Operating Expenses are favorable versus budget by \$2.72M or 10.11% as a result of:

- Lower than budgeted labor expenses of \$1.50M as a result of below budgeted headcount levels in transportation and equipment and facility maintenance groups and higher than budgeted vacancy factor in the general and administrative groups
- Favorable purchased services of \$189.55k due to timing of consulting services versus budget
- Favorable materials and supplies of \$418.54k as a result of the timing of purchases versus budget calendarization combined with favorable fuel pricing versus budgeted rates.
- Slight favorable Utilities expenses of \$29.20k.
- Favorable casualties and liability expense of \$269.24k is due to timing of policy expense versus budget calendarization.
- Favorable purchased transportation services of \$316.25k due actual demand differing from budgetary assumptions

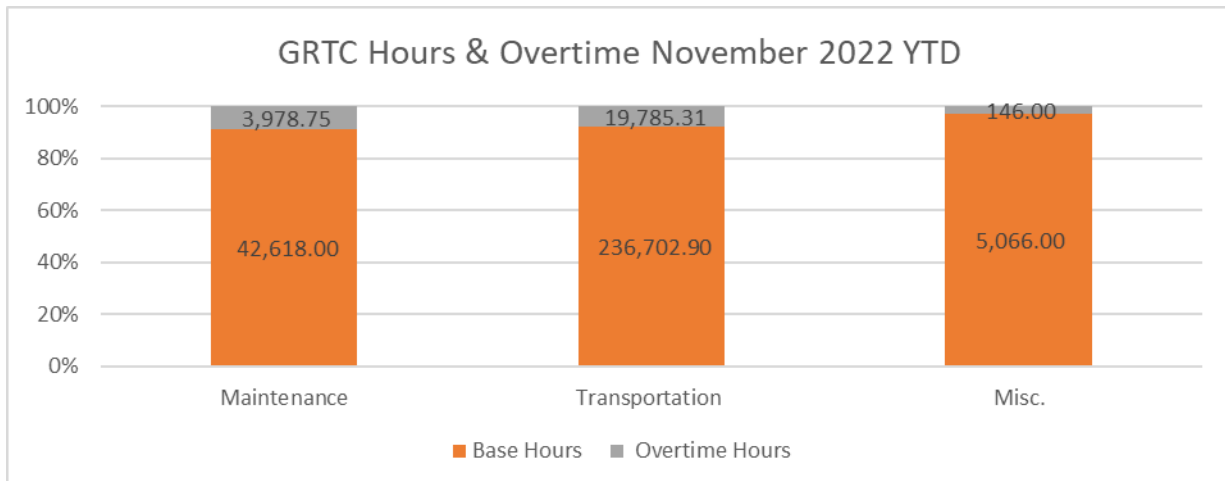
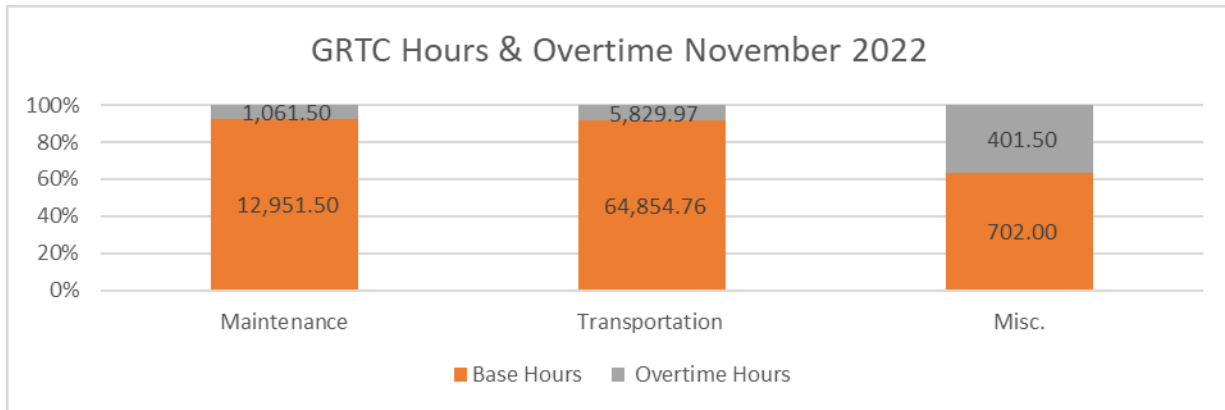
<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 7.63	\$ 7.14
Vehicle Maintenance	1.38	1.42
Facility Maintenance	0.44	0.46
General Administration	2.84	2.49
Total GRTC	\$ 12.29	\$ 11.51

<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 8.29	\$ 7.93
5020. Services	0.45	0.38
5030. Materials and Supplies Consumed	1.52	1.39
5040. Utilities	0.18	0.18
5050. Casualties and Liability Costs	0.35	0.24
5060. Taxes	-	-
5100. Purchased Transportation Service	1.38	1.28
5090. Misc Expenses	0.10	0.11
Total GRTC	\$ 12.29	\$ 11.51

<u>Operating Expense per Hour</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 84.16	\$ 78.84
Vehicle Maintenance	15.23	15.70
Facility Maintenance	4.86	5.05
General Administration	<u>31.35</u>	<u>27.53</u>
Total GRTC	\$ 135.60	\$ 127.12

<u>Operating Expense per Hour</u>	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 91.51	\$ 87.56
5020. Services	5.00	4.23
5030. Materials and Supplies Consumed	16.81	15.33
5040. Utilities	2.03	1.97
5050. Casualties and Liability Costs	3.91	2.67
5060. Taxes	-	-
5100. Purchased Transportation Service	15.18	14.17
5090. Misc Expenses	<u>1.15</u>	<u>1.20</u>
Total GRTC	\$ 135.60	\$ 127.12

<b>GRTC Headcount @ November 30, 2022</b>	<b>Budget</b>	<b>Actual</b>	<b>(Over) Under</b>	<b>% of Budget</b>
Equipment & Facility Maintenance	71	68	3	95.77%
Transportation	357	306	51	85.71%
Planning, Scheduling & Marketing	19	18	1	94.74%
Insurance & Safety	9	11	(2)	122.22%
General & Administrative	<u>53</u>	<u>46</u>	<u>7</u>	<u>86.79%</u>
	509	449	60	88.21%



**GRTC Transit System**  
**STATEMENT OF INCOME**  
**BUDGET VS. ACTUAL**  
**For the Five Months Ending November 30, 2022**

	Current Month			Fav/ (Unfav)	Year To Date			Fav/ (Unfav)	FY 2023 Annual Budget
	Budget	Actual	Difference		Budget	Actual	Difference		
<b>Operating Revenue:</b>									
Customer Revenue - Fixed Route	\$ -	\$ -	\$ -	F	\$ -	\$ -	\$ -	F	\$ -
Pass Program Revenue	112,409	111,409	(1,000)	U	562,047	558,048	(3,998)	U	1,348,912
Charter Revenue	-	-	-	F	-	-	-	F	-
Advertising Revenue	45,417	38,667	(6,750)	U	227,083	193,335	(33,748)	U	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
<b>Total Operating Revenue</b>	<b>\$ 157,826</b>	<b>\$ 150,076</b>	<b>\$ (7,750)</b>	U	<b>\$ 789,130</b>	<b>\$ 751,383</b>	<b>\$ (37,747)</b>	U	<b>\$ 1,953,912</b>
<b>Other Income:</b>									
Ridefinders	38,421	39,284	863	F	211,316	214,989	3,673	F	499,475
Interest Income	1,500	39,459	37,959	F	7,500	141,668	134,168	F	18,000
Non-Transportation Income	500	130	(370)	U	2,500	2,099	(401)	U	6,000
<b>Total Other Income</b>	<b>\$ 40,421</b>	<b>\$ 78,873</b>	<b>\$ 38,451</b>	F	<b>\$ 221,316</b>	<b>\$ 358,756</b>	<b>\$ 137,440</b>	F	<b>\$ 523,475</b>
<b>Operating Contributions:</b>									
COVID Relief Acts VA2020-023	-	580,385	580,385	F	-	580,385	580,385	F	-
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	713,500	78,429	(635,071)	U	3,640,123	184,705	(3,455,418)	U	9,822,082
Oper contrib - State	2,078,136	2,141,582	63,446	F	10,390,680	10,291,528	(99,151)	U	24,937,631
Oper contrib - CVTA	1,784,583	1,784,583	(0)	U	8,922,917	8,922,917	(0)	U	21,415,000
Oper contrib - Richmond	712,876	723,221	10,346	F	3,564,379	3,581,861	17,481	F	8,554,510
Oper contrib - Henrico	342,334	342,334	-	F	1,711,669	1,711,669	-	F	4,108,005
Oper contrib - Petersburg	16,667	16,667	0	F	83,333	83,333	0	F	200,000
Oper contrib - Chesterfield	20,739	20,871	133	F	103,693	103,958	266	F	248,863
<b>Total Operating Contributions:</b>	<b>\$ 5,668,834</b>	<b>\$ 5,688,072</b>	<b>\$ 19,238</b>	F	<b>\$ 28,416,794</b>	<b>\$ 25,460,356</b>	<b>\$ (2,956,438)</b>	U	<b>\$ 69,286,090</b>
<b>Net Operating Revenue</b>	<b>\$ 5,867,081</b>	<b>\$ 5,917,021</b>	<b>\$ 49,940</b>	F	<b>\$ 29,427,240</b>	<b>\$ 26,570,495</b>	<b>\$ (2,856,745)</b>	U	<b>\$ 71,763,478</b>
<b>Operating Expenses:</b>									
Equipment & Facility Maintenance	1,059,481	1,157,529	98,047	U	5,382,629	4,972,096	(410,533)	F	12,855,827
Transportation	1,846,492	1,878,194	31,702	U	9,530,346	9,087,580	(442,766)	F	22,576,502
Planning, Scheduling & Marketing	298,186	123,468	(174,718)	F	1,058,947	609,716	(449,231)	F	2,518,315
Insurance and Safety	262,130	142,077	(120,053)	F	1,292,900	1,009,072	(283,828)	F	3,198,822
General and Administrative	1,149,508	1,116,854	(32,653)	F	5,725,566	4,989,496	(736,070)	F	13,825,123
Purchase of Service - Spectran & Van Pool	603,630	656,303	52,673	U	3,018,150	2,701,900	(316,251)	F	7,243,561
Operating Taxes and Licenses	186,348	178,046	(8,301)	F	950,314	864,259	(86,056)	F	2,267,132
<b>Total Operating Expenses</b>	<b>\$ 5,405,775</b>	<b>\$ 5,252,472</b>	<b>\$ (153,303)</b>	F	<b>\$ 26,958,854</b>	<b>\$ 24,234,120</b>	<b>\$ (2,724,734)</b>	F	<b>\$ 64,485,283</b>
<b>Change in Net Postion</b>	<b>\$ 461,306</b>	<b>\$ 664,549</b>	<b>\$ 203,243</b>	F	<b>\$ 2,468,386</b>	<b>\$ 2,336,375</b>	<b>\$ (132,011)</b>	U	<b>\$ 7,278,195</b>
Operating Ratio	10.69%	11.59%	0.90% 81		10.79%	12.42%	1.63%		
Farebox Recovery Ratio	2.34%	2.42%	0.08%		2.35%	2.59%	0.24%		

**GRTC Transit System**  
**Balance Sheet**  
**As of November 30, 2022**

	Current Month November 30, 2022	Prior Month October 31, 2022	Prior Year End June 30, 2022
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash	\$9,301,348	\$10,350,255	\$10,854,007
Working Funds	118,266	118,266	118,266
Capital Funds	6,103,758	6,066,277	5,969,360
Accounts Receivable, net	9,413,427	9,789,935	11,189,036
Motor Bus Parts Inventory	991,514	982,531	997,470
Gasoline Inventory	8,997	15,900	8,485
Diesel Fuels Inventory	24,327	22,486	15,068
Lubricants Inventory	19,673	25,228	25,718
Prepayments	<u>795,031</u>	<u>831,588</u>	<u>741,455</u>
Total Current Assets	\$26,776,341	\$28,202,466	\$29,918,865
<b>Tangible Property:</b>			
Property and Equipment	172,340,327	172,047,468	169,134,398
Accumulated Depreciation	<u>(90,459,611)</u>	<u>(90,059,611)</u>	<u>(88,459,611)</u>
Net Property	\$81,880,716	\$81,987,857	\$80,674,787
<b>Other Assets:</b>			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	25,293,117	25,234,612	25,960,952
Intangible Asset - Software, net of amortization	922,759	922,759	690,314
Deferred Outflows GASB 68	26,724,818	26,724,818	26,724,818
Deferred Outflows GASB 75	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Assets	<u>61,433,446</u>	<u>61,374,941</u>	<u>61,868,836</u>
<b>TOTAL ASSETS</b>	<b><u>\$170,090,503</u></b>	<b><u>\$171,565,264</u></b>	<b><u>\$172,462,488</u></b>
<b>LIABILITIES AND CAPITAL</b>			
<b>Current Liabilities:</b>			
Accounts Payable	5,198,843	4,587,800	11,276,118
Wages Payable	1,780,341	1,560,731	3,940,563
Taxes Accrued	83,310	64,419	240,310
Deferred Revenues CVTA	28,018,444	29,744,522	26,697,984
Other Current Liabilities	<u>893,353</u>	<u>2,053,983</u>	<u>723,034</u>
Total Current Liabilities	\$35,974,291	\$38,011,455	\$42,878,009
<b>Non-current Liabilities:</b>			
N/P City, OPEB and GASB 68	\$ 87,383,777	\$ 87,383,777	\$ 87,383,777
<b>Reserves:</b>			
Injuries, Loss, and Damage	<u>330,825</u>	<u>330,825</u>	<u>330,825</u>
Total Reserves	<u>\$330,825</u>	<u>\$330,825</u>	<u>\$330,825</u>
<b>TOTAL LIABILITIES</b>	<b>123,688,893</b>	<b>125,726,057</b>	<b>130,592,611</b>
<b>Capital:</b>			
Common Stock	50,005	50,005	50,005
Paid-In Capital	117,511,749	117,218,890	114,349,393
Fund Balance - Accumulated Depreciation	(88,604,669)	(88,204,669)	(86,604,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>53,534,476</u>	<u>52,864,932</u>	<u>50,165,099</u>
Total Capital	\$ 82,464,401,610	\$ 45,839,207	\$ 41,869,877
<b>TOTAL LIABILITIES AND CAPITAL</b>	<b><u>\$ 170,090,503</u></b>	<b><u>\$ 171,565,264</u></b>	<b><u>\$ 172,462,488</u></b>



**Greater Richmond Transit Company**  
**Cash Flow Projection**  
**January 17, 2023**

	<b>Actual October</b>	<b>Preliminary November</b>	<b>Expected December</b>	<b>Expected January</b>
<u>Beginning Balance</u>	\$ 3,114,542	\$ 6,491,690	\$ 5,441,608	\$ 5,800,954
Payroll	\$ 2,491,978	\$ 2,320,150	\$ 2,225,008	\$ 2,221,800
Insurance	\$ -	\$ -	\$ 381,200	\$ -
Medical & Benefits	\$ 1,127,863	\$ 1,328,580	\$ 1,414,578	\$ 1,081,700
Parts/Supplies/Fuel	\$ 1,022,065	\$ 839,726	\$ 1,202,588	\$ 1,091,280
National Express/Care-On-Demand	\$ 624,227	\$ 520,762	\$ 701,591	\$ 682,972
Vehicle Purchases	\$ -	\$ -	\$ -	\$ -
Marketing/Utilities	\$ 21,241	\$ 94,043	\$ 134,270	\$ 134,270
Other	\$ 432	\$ 41,356	\$ 29,172	\$ 28,692
<u>Operating Transfer into Capital</u>		\$ -		
Actual/Expected Expenses	\$ 5,287,806	\$ 5,144,617	\$ 6,088,406	\$ 5,240,713
<b>Conservative Gross Excess/(Deficiency)</b>	<b>\$ (2,173,264)</b>	<b>\$ 1,347,073</b>	<b>\$ (646,798)</b>	<b>\$ 560,240</b>
Federal	\$ -	\$ 1,777,448	\$ -	\$ 1,317,743
State	\$ 2,041,175	\$ 1,797,879	\$ 1,782,558	\$ 1,621,591
CVTA	\$ 5,353,750	\$ -	\$ -	\$ 5,353,750
Richmond	\$ -	\$ -	\$ 3,913,000	\$ 1,934,919
Henrico	\$ 1,047,382	\$ -	\$ -	\$ 1,047,382
Chesterfield	\$ -	\$ -	\$ 62,216	\$ 62,216
Petersburg	\$ 16,667	\$ 16,667	\$ 16,667	\$ 16,667
VCU	\$ -	\$ -	\$ 212,500	\$ -
Other	\$ 205,980	\$ 502,541	\$ 460,811	\$ 460,428
<u>Reserve Transfer into Revenue</u>	\$ -	\$ -		
Actual/ Expected Revenues	\$ 8,664,954	\$ 4,094,535	\$ 6,447,752	\$ 11,814,695
<b>Conservative Excess/(Deficiency)</b>	<b>\$ 6,491,690</b>	<b>\$ 5,441,608</b>	<b>\$ 5,800,954</b>	<b>\$ 12,374,935</b>
Reserve Monthly Use for Cash Flow	\$ -	\$ -	\$ -	\$ -

**GRTC Transit System  
CVTA Special Fund Quarterly Report  
For the Quarter Ended December 31, 2022**

**Beginning Balance @ September 30, 2022** **\$ 28,087,724.75**

**Receipts:**

October 31, 2022 GRTC 15% Funds Distribution - Month of September 2022	\$	2,595,498.47	
December 1, 2022 GRTC 15% Funds Distribution - Month of October 2022	\$	2,689,437.09	
GRTC 15% Funds Distribution - Month of November 2022 *			
October 31, 2022 Interest Income LGIP EM- October 2022	\$	36,370.34	
October 31, 2022 October 2022 LGIP EM Share unrealized gain/(loss)	\$	(18,434.21)	
November 30, 2022 Interest Income LGIP EM- November 2022	\$	40,033.95	
November 30, 2022 November 2022 LGIP EM Share unrealized gain/(loss)	\$	18,471.36	
December 30, 2022 Interest Income LGIP EM- December 2022	\$	45,446.92	
December 30, 2022 December 2022 LGIP EM Share unrealized gain/(loss)	\$	<u>37,024.41</u>	
			\$ 5,443,848.33

**Uses:**

Costs incurred in preparing GRTC Regional Public Transportation Plan			\$ -
Costs incurred in preparing GRTC Micromobility Plan			\$ (10,942.04)
<b>GRTC Operating and Capital Expense</b>			
GRTC Operating Expense Qtr 2 FY2023 Draw	\$	(5,353,750.00)	
GRTC Capital Expense Qtr 2 FY2023 Local Share Draw	\$	<u>(101,855.75)</u>	
<b>Subtotal GRTC Operating and Capital Expense</b>			\$ (5,455,605.75)

**Ending Balance @ December 31, 2022** **\$ 28,065,025.29**

**Fund Balance Composition @ December 31, 2022**

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	\$	35,354.73	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	100,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	100,000.00	
Restricted Funds: GRTC FY2023/FY2024 GRTC Operating and Capital Expenses	\$	<u>27,607,419.87</u>	
			<u>\$ 28,065,025.29</u>

**CVTA Funds:**

Balance @ December 31, 2022 in Wells Fargo	\$	9,840,591.89	
Balance @ December 31, 2022 in LGIP EM	\$	<u>18,224,433.40</u>	
			<u>\$ 28,065,025.29</u>

<b>Wells Fargo Balance at December 31, 2022</b>	<b>\$</b>	<b><u>9,840,591.89</u></b>	
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	\$	35,354.73	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	100,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	100,000.00	
Surplus - Available for Investment	84	\$	<u>9,382,986.47</u>

\* Note \$2,577,372.85 was received on January 9, 2023

# **GRTC TRANSIT SYSTEM**

## **Board Committee**

**Meeting Date:** January 17, 2023  
**Item Title:** Finance Committee

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### **CURRENT STATUS:**

The Finance Committee will meet Thursday, January 12, 2023 at 3PM.

### **AGENDA:**

- Approval of Draft Minutes
- Zero Fare Alternative Study Further Explanation
- Petersburg Area Transit Federal Formula Split
- FY2024 Capital and Operation Budgets (presentations attached)
- Personnel - Executive Session (Closed Session)

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



# Proposed FY24 Baseline Budget

John Zinzarella – January 12, 2023 Finance Committee Meeting  
January 17, 2023 Board Meeting

- Collective Bargaining Unit
  - Current contract expires September 30, 2023
    - Q1 FY2024 wage rate schedule is covered by the current contract term
    - Q2-Q4 FY2024 wage rate schedule assumptions to be negotiated
    - Specific FY2024 budgetary assumptions regarding Collective Bargaining Unit wage rate and benefit assumptions are to be discussed only in Executive Session
  - Assumptions for Collective Bargaining Unit Agreement
    - GRTC and Amalgamated Transit Union Local 1220 will agree to terms for a new contract during FY2024 and those wages will be effective October 1, 2023
      - Top wage rate will increase based upon external market factors
      - Defined Benefit Pension Plan will continue to be jointly funded by employees and GRTC as a rate no less than Employee 12% and GRTC 15% of eligible compensation
      - Medical Benefit Choices will be offered to all employees
        - Cigna Open Access Plan (OAP)
        - Cigna Consumer Driven Wellness Program (CDWP) with HSA

- Headcount – increase of 5 authorized position from FY2023 Adopted Budget
  - 67 vacant positions – inclusive of 53 vacant operators to bring full time operator headcount to 300 authorized positions
- Insurance and Safety
  - Reflects participation in Virginia Transit Liability Pool
- No growth in service
  - Revenue miles and revenue hours consistent with FY2023
- Investment in GRTC workforce
  - Market adjustment in wages and salaries
  - Staff training and development programs
  - National recruiting advertisement programs

- Medical Benefits premiums increasing 13% due to claims experience and maintaining same contribution allocation between GRTC and employee

	Existing		March 2023 - February 2022	
	Cigna OAP National Network	Cigna CDWP	Cigna OAP National Network	Cigna CDWP
Employee Only	\$1,152.46	\$699.67	\$1,302.04	\$790.39
Employee + Child(ren)	\$1,961.96	\$1,191.28	\$2,217.67	\$1,345.69
Employee + Spouse	\$2,227.55	\$1,352.42	\$2,516.66	\$1,527.76
Employee + Family	\$3,499.15	\$2,124.48	\$3,953.28	\$2,399.91
<b>Monthly Premium</b>	<b>\$506,716</b>	<b>\$42,443</b>	<b>\$572,538</b>	<b>\$47,946</b>
<b>Annual Premium</b>	<b>\$6,080,591</b>	<b>\$509,318</b>	<b>\$6,870,461</b>	<b>\$575,349</b>
<b>Combined Annual Premium</b>	<b>\$6,589,909</b>		<b>\$7,445,810</b>	
<b>% Change</b>			<b>13.0%</b>	
<b>\$ Change</b>			<b>\$855,901</b>	

	Existing			March 2023 - February 2024		
	Cigna OAP National Network	Cigna OAP National Network	GRTC HSA Funding for CDWP	Cigna OAP National Network	Cigna CDWP	GRTC HSA Funding for CDWP
Employee Only	15.0%	0.0%	\$2,400.00	15.0%	0.0%	\$2,400.00
Employee + Child(ren)	15.0%	10.0%	\$3,900.00	15.0%	10.0%	\$3,900.00
Employee + Spouse	15.0%	10.0%	\$3,900.00	15.0%	10.0%	\$3,900.00
Employee + Family	15.0%	10.0%	\$3,900.00	15.0%	10.0%	\$3,900.00



# FY2024 Proposed Baseline Budget

## Draft Operating Expenses

Operating Expenses By Department	Actuals			Budget		
	FY2019	FY2020	FY2021	FY2022 Approved	FY2023 Approved	FY2024 Proposed Baseline
Operations	\$ 20,495,299	\$ 22,533,856	\$ 22,807,880	\$ 24,474,954	\$ 25,240,816	\$ 29,097,536
Maintenance	9,550,775	10,968,179	11,488,510	11,645,905	11,698,219	14,226,741
Benefits	9,844,092	10,155,746	11,928,485	13,438,549	13,402,822	14,671,430
Insurance and Safety	3,425,764	3,300,724	2,825,415	3,512,367	3,198,822	3,205,314
Planning & Scheduling	1,074,748	762,794	775,810	956,401	1,644,836	1,081,313
Communications & Marketing	2,199,426	1,656,730	1,658,667	2,071,253	1,646,056	1,398,592
Information Technology	1,719,086	2,086,219	1,895,954	1,736,279	2,023,685	2,136,524
Administrative	2,203,169	2,282,480	2,294,194	3,193,796	3,369,892	3,273,400
Operating Taxes & Licenses	1,715,158	1,922,796	1,634,854	2,186,260	2,260,132	2,573,468
<b>Total Operating Expenses</b>	<b>\$ 52,227,516</b>	<b>\$ 55,669,524</b>	<b>\$ 57,309,768</b>	<b>\$ 63,215,764</b>	<b>\$ 64,485,282</b>	<b>\$ 71,664,318</b>



Operating Expenses by Cost Category	Actuals			Budget		
	FY2019	FY2020	FY2021	FY2022 Approved	FY2023 Approved	FY2024 Proposed Baseline
Wages & Benefits	\$ 33,602,809	\$ 36,669,558	\$ 39,037,219	\$ 42,945,494	\$ 42,838,956	\$ 48,881,550
SGR / Maintenance	4,094,015	5,135,817	5,815,357	5,697,891	5,188,936	6,626,710
Fuel & Lubricants	1,821,941	1,673,262	1,501,708	1,714,870	2,438,657	2,488,375
Services	8,082,480	7,402,442	6,317,822	8,195,669	9,083,322	8,562,341
Casualty & Insurance	2,512,758	2,424,682	2,264,776	2,709,300	2,297,600	2,205,300
Materials and Supplies	1,117,761	1,269,102	1,180,808	681,765	1,036,862	1,454,900
Utilities	813,060	892,897	945,752	926,475	1,070,349	872,631
Travel and Training	37,672	59,603	75,114	116,550	179,000	207,511
Miscellaneous	145,022	142,161	171,213	227,750	351,600	365,000
<b>Total Operating Expenses</b>	<b>\$ 52,227,516</b>	<b>\$ 55,669,524</b>	<b>\$ 57,309,768</b>	<b>\$ 63,215,764</b>	<b>\$ 64,485,282</b>	<b>\$ 71,664,318</b>

- Zero Fare continue through June 30, 2024
- No growth in service
  - Service miles and service hours consistent with FY2023
- DRPT Zero Fare Grant
  - \$2.5M DRPT
  - \$3.0M Matching Zero Fare Contributions – To be determined
- DRPT Operating Contribution \$20.04M for FY2024
- CVTA Operating Contribution \$22.82M for FY2024

- Operating Contributions – City of Richmond, Henrico and Chesterfield Counties
- Assumption of 0.5% CPI-U indexing (growth as of February 2023 vs June 2022 CPI-U index) in compliance with Code of Virginia § 33.2-3712. “Continued responsibilities for local transit funding”



# FY2024 Proposed Baseline Budget

## Operating Revenue Assumptions

CPI for All Urban Consumers (CPI-U)														
Original Data Value														
Series Id:		CUUR0000SA0												
Not Seasonally Adjusted														
Series Title:		All items in U.S. city average, all urban consumers, not												
Area:		U.S. city average												
Item:		All items												
Base Period:		1982-84=100												
Years:		2012 to 2022												
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2012	226.665	227.663	229.392	230.085	229.815	229.478	229.104	230.379	231.407	231.317	230.221	229.601	228.850	230.338
2013	230.280	232.166	232.773	232.531	232.945	233.504	233.596	233.877	234.149	233.546	233.069	233.049	232.366	233.548
2014	233.916	234.781	236.293	237.072	237.900	238.343	238.250	237.852	238.031	237.433	236.151	234.812	236.384	237.088
2015	233.707	234.722	236.119	236.599	237.805	238.638	238.654	238.316	237.945	237.838	237.336	236.525	236.265	237.769
2016	236.916	237.111	238.132	239.261	240.229	241.018	240.628	240.849	241.428	241.729	241.353	241.432	238.778	241.237
2017	242.839	243.603	243.801	244.524	244.733	244.955	244.786	245.519	246.819	246.663	246.669	246.524	244.076	246.163
2018	247.867	248.991	249.554	250.546	251.588	251.989	252.006	252.146	252.439	252.885	252.038	251.233	250.089	252.125
2019	251.712	252.776	254.202	255.548	256.092	256.143	256.571	256.558	256.759	257.346	257.208	256.974	254.412	256.903
2020	257.971	258.678	258.115	256.389	256.394	257.797	259.101	259.918	260.280	260.388	260.229	260.474	257.557	260.065
2021	261.582	263.014	264.877	267.054	269.195	271.696	273.003	273.567	274.310	276.589	277.948	278.802	266.236	275.703
2022	281.148	283.716	287.504	289.109	292.296	296.311	296.276	296.171	296.808	298.012	297.711	296.797	288.347	
2023														
	2/14/2023	3/14/2023												
	release dates													
						Jun-22	296.311							
						Dec-22	296.797							
						Index June 2022 to Dec 2022			0.16%					

FY2024 operating budget will utilize February 2023 vs June 2022 to determine local operating contributions

- Sponsorship Revenue
  - Naming Sponsorship TBD \$425k
  - Sponsor/Partner program \$180k
- Use of FTA 5307 Flex for qualified Preventative Maintenance and ADA Expenses
- VCU business partnership is not renewed
- GRTC Operations Reserve funded to 25% of projected operating expense



# FY2024 Proposed Baseline Budget

## Draft Operating Revenue

	Actuals			Budget		
	FY2019	FY2020	FY2021	FY2022 Approved	FY2023 Approved	FY2024 Proposed Baseline
<b>Operating Revenues</b>						
FTA	8,431,201	8,349,969	3,382,438	6,814,651	9,502,968	11,511,313
DRPT	9,801,751	11,488,634	12,028,253	12,144,780	19,459,091	20,042,864
Op Exp Reimbursement Grant Federal			443,348	661,228	319,117	300,000
Op Exp Reimbursement Grant State					978,540	900,000
City of Richmond	15,166,251	15,938,865	7,957,684	7,749,653	7,681,833	8,725,242
County of Henrico	8,357,290	8,590,702	4,245,179	4,157,860	4,169,147	4,189,993
County of Chesterfield	121,746	434,159	925,974	1,212,455	252,567	251,307
City of Petersburg	200,000	200,000	200,000	200,000	200,000	200,000
Business Partnerships	-	-	1,669,954	2,261,912	1,953,912	717,409
Zero Fare Grant & Match	8,181,473	5,107,099		5,800,000	5,500,000	5,500,000
Other Sources	1,051,088	888,080	688,977	713,225	523,475	820,974
Federal COVID Relief		3,102,536	25,883,499	2,537,032	-	-
CVTA				18,962,968	21,415,000	22,817,485
GRTC Operations Reserve					(7,470,367)	(4,312,270)
<b>Total Operating Revenue</b>	<b>\$ 51,310,800</b>	<b>\$ 54,100,044</b>	<b>\$ 57,425,305</b>	<b>\$ 63,215,764</b>	<b>\$ 64,485,282</b>	<b>\$ 71,664,318</b>

# Multi-Year Capital Plan FY2024 Project List

# Agenda

- Sources of Capital Funds
- Budget Policy Assumptions
- Funding Priorities
- Multi-Year Capital Plan
- FY2024 DRPT State Match Request
  - Capital & Technical Assistance
  - Workforce Development (Intern)



# Sources of Capital Funds

## Federal

- 5307 and 5339 Formula Funds (From FTA)
  - Formula funds predominately based on ridership.
- CMAQ and STBG Funds (From TPO)
  - CMAQ - Congestion Mitigation and Air Quality (CMAQ) - Eligible activities include Bus Replacements, Park and Rides, and other projects that would result in a reduction of vehicle congestion and an associated improvement of local or regional air quality
  - STBG - Surface Transportation Block Grant (STBG) - Eligible Activities include a wide range of capital projects, engineering, planning studies, and similar activities

## Virginia

- Smart Scale, other Discretionary Grants (From DRPT)

## Local

- General Fund, Bonds (Local City/County)

## Regional

- CVTA

# Budget Policy Assumptions

1. The Capital budget is separate from the Operating budget. The Capital funds roll over from one year to the next. The Capital budget is very limited as most of the allocation (approximately 64%) goes toward Preventive Maintenance.
2. Use 5339 dollars and the majority of our 5307 dollars to fund capital plan with assumption of 68% State and 4% Local match – Technical Assistance grants, through DRPT, are assumed as 50% state and 4% Local match.
3. Continue to apply for CMAQ, STBG, and other discretionary grants to fund annual bus replacement and expansions needs in plan.
4. Use Local, Advertising, CVTA and other non-federal dollars to match state capital dollars where possible.
5. Currently, \$640k of CVTA funds are planned to be used for Capital projects for FY2024.

# Funding Priorities

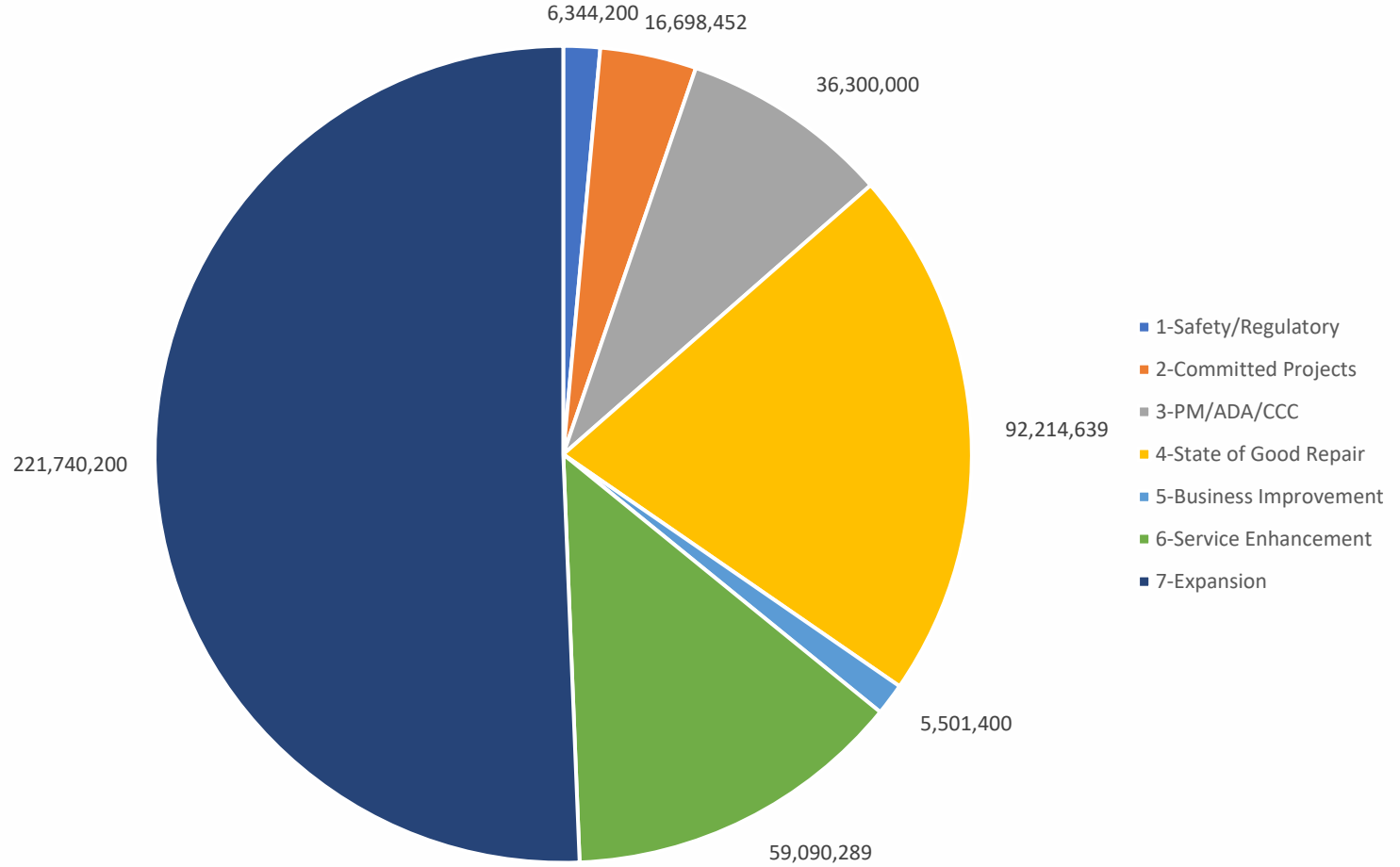
Identified Projects are categorized in the following order of priority.

1. Safety / Regulatory / Training
2. Committed Projects
3. Transfer of Federal Capital Funds to Operational Preventative Maintenance and ADA
4. State of Good Repair (SGR)
5. Business Improvements
6. Service Improvements
7. System Expansion / High-Capacity Transit Development

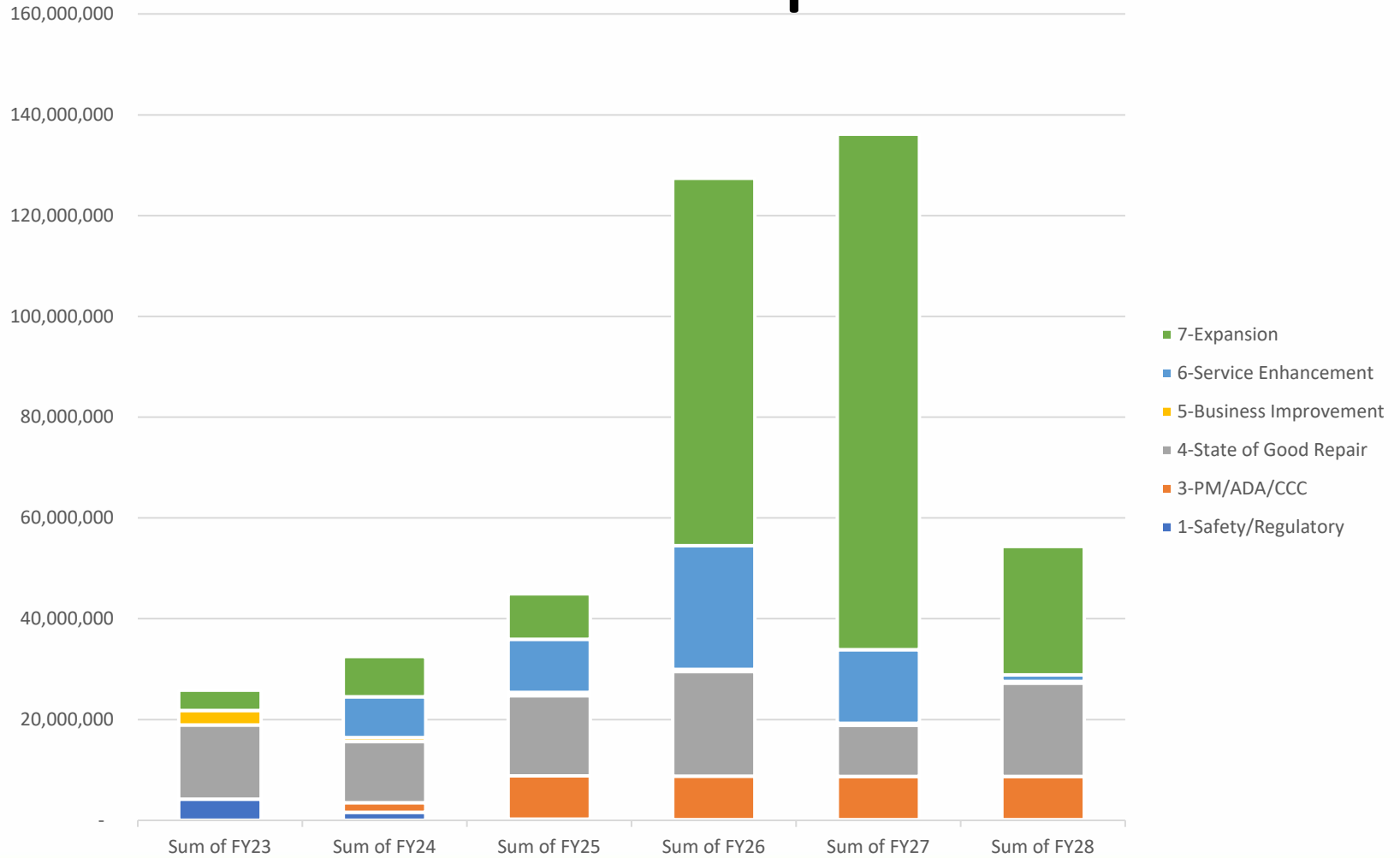
# Summary of Multi-Year Capital Plan

Priority	Values						
	FY16-FY22	Sum of FY23	Sum of FY24	Sum of FY25	Sum of FY26	Sum of FY27	Sum of FY28
1-Safety/Regulatory		4,173,700	1,576,500	226,600	135,700	115,800	115,900
2-Committed Projects	16,698,452						
3-PM/ADA/CCC		-	1,900,000	8,600,000	8,600,000	8,600,000	8,600,000
4-State of Good Repair		14,726,958	12,166,237	15,896,435	20,772,493	10,148,677	18,503,839
5-Business Improvement		2,897,000	785,000	678,600	433,600	353,600	353,600
6-Service Enhancement		-	8,108,119	10,493,238	24,567,599	14,652,333	1,269,000
7-Expansion		4,040,200	7,950,000	9,050,000	72,900,000	102,300,000	25,500,000
<b>Grand Total</b>	<b>16,698,452</b>	<b>25,837,858</b>	<b>32,485,856</b>	<b>44,944,873</b>	<b>127,409,392</b>	<b>136,170,410</b>	<b>54,342,339</b>

# Multi-Year Capital Plan



# Multi-Year Capital Plan



# Multi-year Capital Plan (Priority 1 - 3)

Priority	Category	Sum of FY16-FY22	Sum of FY23	Sum of FY24	Sum of FY25	Sum of FY26	Sum of FY27	Sum of FY28
1-Safety/Regulatory	Amenities		100,000		100,000	100,000	100,000	100,000
	Hardware		43,700	800,000				
	Infrastructure		35,000	75,000				
	Safety		20,000	600,000				
	Shop Equipment (Lifts)		3,600,000					
	Software		100,000	101,500	126,600	35,700	15,800	15,900
	Third-Party Study		275,000					
<b>1-Safety/Regulatory Total</b>			<b>4,173,700</b>	<b>1,576,500</b>	<b>226,600</b>	<b>135,700</b>	<b>115,800</b>	<b>115,900</b>
2-Committed	Various	16,698,452						
<b>2-Committed Total</b>			<b>16,698,452</b>					
3-PM/ADA/CCC	Transfer			1,900,000	8,600,000	8,600,000	8,600,000	8,600,000
<b>3-PM/ADA/CCC Total</b>				<b>1,900,000</b>	<b>8,600,000</b>	<b>8,600,000</b>	<b>8,600,000</b>	<b>8,600,000</b>

# Multi-year Capital Plan (Priority 4 & 5)

Priority	Category	Sum of FY16-FY22	Sum of FY23	Sum of FY24	Sum of FY25	Sum of FY26	Sum of FY27	Sum of FY28
4-State of Good Repair	Amenities		152,667	33,237	34,185	35,114	36,048	37,310
	Construction							5,000,000
	Hardware		95,000	310,000	771,000	170,000	185,000	400,000
	Infrastructure		620,000	1,103,000	2,600,000	2,100,000	600,000	50,000
	Software		1,213,291	1,370,000	1,278,000	1,297,279	1,312,279	1,312,279
	Support Vehides			275,000	189,870	77,650		500,000
	Third-Party Study			225,000	750,000		500,000	
	Various Shop Equipment/Tools		106,000	375,000	298,380	67,450	90,350	54,250
	Bus Replacement (Fixed Route)		12,540,000	4,800,000	7,350,000	14,400,000	4,800,000	6,600,000
	Van Replacement (Para-Transit)			3,675,000	2,625,000	2,625,000	2,625,000	4,550,000
<b>4-State of Good Repair Total</b>			<b>14,726,958</b>	<b>12,166,237</b>	<b>15,896,435</b>	<b>20,772,493</b>	<b>10,148,677</b>	<b>18,503,839</b>
5-Business Improvement	Hardware			30,000	378,600	3,600	3,600	3,600
	Infrastructure		15,000					
	Software		2,782,000	400,000	300,000	430,000	350,000	350,000
	Third-Party Study		100,000	300,000				
	Various Shop Equipment/Tools			55,000				
<b>5-Business Improvement Total</b>			<b>2,897,000</b>	<b>785,000</b>	<b>678,600</b>	<b>433,600</b>	<b>353,600</b>	<b>353,600</b>



# Multi-year Capital Plan (Priority 6 & 7)

Priority	Category	Sum of FY16-FY22	Sum of FY23	Sum of FY24	Sum of FY25	Sum of FY26	Sum of FY27	Sum of FY28
6-Service Enhancement	Amenities			5,779,119	7,174,738	8,582,599	9,410,333	1,000,000
	Construction						5,000,000	
	Hardware			950,000	600,000	945,000	200,000	225,000
	Software			816,000	93,500	40,000	42,000	44,000
	Third-Party Study			563,000	2,625,000	15,000,000		
<b>6-Service Enhancement Total</b>				<b>8,108,119</b>	<b>10,493,238</b>	<b>24,567,599</b>	<b>14,652,333</b>	<b>1,269,000</b>
7-Expansion	Articulated Buses		2,850,000	2,850,000		2,850,000		
	Construction		1,190,200			68,700,000	102,300,000	18,000,000
	Infrastructure			1,500,000				
	Land Acquisition				2,500,000			5,000,000
	Third-Party Study			3,600,000	6,550,000	1,350,000		2,500,000
<b>7-Expansion Total</b>			<b>4,040,200</b>	<b>7,950,000</b>	<b>9,050,000</b>	<b>72,900,000</b>	<b>102,300,000</b>	<b>25,500,000</b>

# FY2024 – DRPT State match request

## Capital & Technical Assistance

Priority	Values			
	Sum of Federal - FY24	Sum of State - FY24	Sum of Local - FY24	Sum of FY24
1-Safety/Regulatory	414,200	1,003,000	59,300	1,476,500
3-PM/ADA/CCC	1,520,000	80,000	300,000	1,900,000
4-State of Good Repair	3,749,746	7,824,241	592,249	12,166,237
5-Business Improvement	130,200	316,200	18,600	465,000
6-Service Enhancement	2,235,505	5,081,633	304,881	7,622,019
7-Expansion	1,656,000	1,800,000	144,000	3,600,000
<b>Grand Total</b>	<b>9,705,652</b>	<b>16,105,074</b>	<b>1,419,030</b>	<b>27,229,756</b>

## Workforce Development (Intern)

The Planning Department is requesting funding, \$83K (State 80%/Local 20%) to continue to fund 2 individuals.

# Projects for State Match Request - \$27.2M

## Safety/Regulatory - \$1.5M

- Replacement of Bus Training Simulator
- Radio System Upgrade

## State of Good Repair- \$12.1M

- Replacement Fixed Route buses
- Replacement Para-Transit vehicles
- Annual IT Software maintenance contracts
- Infrastructure (RTU units, Shop Door Replacement)

# Projects for State Match Request - \$27.2M

## Business Improvements - \$465k

- Spec Tran Software

## Service Enhancements - \$8M

- Essential Transit Infrastructure (Shelters, etc.)
- Bus Safety Monitors
- Wireless Designation Sign Upgrade
- Permanent Downtown Transfer Center Study

## Expansion - \$7.5M

- North/South BRT Environmental Clearance & Prelim Eng.
- Western BRT Extension Study

# Comments and Discussion

