



**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. February 21, 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://youtube.com/live/3eyQ9Jrl0G8?feature=share>.

AGENDA

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- IX. Board Chair’s Report
- X. Other Business
- XI. Adjourn

**MINUTES
JANUARY 17, 2023
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
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
John Zinzarella, Chief Financial and Administrative Officer
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
Dexter Hurt, Director of Information Systems
Sam Sink, Director of Planning & Schedules
Tonya Thompson, Director of Procurement
Von Tisdale, Executive Director, RideFinders
Monica Carter, Safety and Service Compliance Manager
Antionette Haynes, Procurement Services Administrator
Jean Lombos, ITS Project Implementation Manager
Ashley Mason, Manager of Organizational Advancement
Kesha Reed, Senior Budget and Financial Analyst
Janice Witt, Executive Assistant
Richard Hankins, RVA Rapid Transit
David Ware, NEXT

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 January 17, 2023, 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/FCKEiXUU_Y4.

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this January 17, 2023, 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 Ashley Mason 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.

No public comments were received.

III. Information Items

A. Updated List of Recent and Upcoming Procurements

Planning has added one procurement the Downtown Transfer Center Study. GRTC would like a consultant to help support us in evaluating site requirements for a permanent location, the economic impact of the transfer center and the potential for a joint development.

IV. Action Item

A. Microtransit Implementation Plan

Finished Phase I which identified the five zones. The five zones are Ashland, Powhatan, Washington Park – Azalea, Sandston – Elko, North Chesterfield West. GRTC aims to implement the pilot in FY24. 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. Staff recommends that the Board authorize 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. Mr. Schmitt motioned to accept staff's request, Ms. Smith seconded, and the motion carried unanimously.

V. 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 – John Zinzarella

VI. Board Subcommittee Reports

A. Finance Subcommittee Report

The Finance Subcommittee met on January 12 and the following items were discussed:

- *FY2024 Proposed Baseline Budget*

The FY2024 Proposed Baseline Operating Budget is \$71.6M. The key assumptions were: zero fare continues through June 30, 2024, no growth in service, headcount 520 positions which is an increase of 5 positions, health insurance, CPI-U Index, DRPT Trip Grant, DRPT, CVTA, City of Richmond, Henrico, and Chesterfield Contributions.

- *Multi-Year Capital Plan – FY2024 Project List*

At the meeting on Thursday with the Finance Subcommittee, the following items were reviewed: the five-year capital plan and FY24 state application request. The total for FY24 projects was \$27.2M and our state match request was \$15.1M.

- *Petersburg Area Transit Federal Formula Split*

Ms. Adams will be reaching out to Petersburg this week. In the past there was a 90/10 split, 90% going to GRTC and 10% to Petersburg. GRTC has challenged them over the past couple of years to take this into formula driven split following how funds are allocated from CVTA. GRTC's number now is about 94/6 and Petersburg came back with an 85/15 split and GRTC has requested methodology for those numbers.

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

- Joe Dillard is working with Delegate McQuinn on a house bill for operator assaults to make it a class 6 felony and working with the Union to get them involved with this. We have requested this before and it failed but there has been an increase in Operator assaults and GRTC is hoping this will be successful.

- Joe Dillard is working on a house bill with Delegate Tata to help find Microtransit funding.

VIII. Approval of December 20, 2022 Board Meeting Minutes

Mr. Saunders motioned to approve the December 20, 2022 Board Meeting minutes, Mr. Ingle seconded, and the motion carried unanimously.

IX. 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. Anderson motioned to approve the Consent Agenda, Mr. Addison seconded, and the motion carried unanimously.

X. Executive Session

- A. Personnel Subcommittee

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. Schmitt, 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.

XI. Adjourn

There being no further business, the meeting adjourned at 9:54AM

APPROVED:

Tyrone E. Nelson, Chair
GRTC Board of Directors

Date

GRTC Transit System

Consent Agenda

Meeting Date: February 21, 2023

CONSENT AGENDA ITEMS

- Real – Time Passenger Information (RTPI) Signage – Dexter Hurt
- Transit Strategic Plan (TSP) Task Order – Sam Sink
- Support Vehicles – Tony Byrd
- Media Buys: Extending to June 30, 2023 – Mike Hurt

GRTC Transit System

Consent Agenda

Meeting Date: February 21, 2023

Item Title: Real-Time Passenger Information (RTPI) Signage

BACKGROUND:

Operations at GRTC's downtown transfer plaza is set to commence in May 2023. To provide accurate, timely passenger information, GRTC seeks to pilot a real-time passenger information signage system, known as ePaper signs, to transmit bus arrival estimates, bus route information, and alerts across the system. The proposed ePaper equipment would improve the organization's communication strategy and deliver a better customer experience for GRTC's ridership.

As a result, staff issued a Request for Proposals (RFP) on November 10, 2022.

HIGHLIGHTS:

- One proposal was received from Connectpoint, Inc. Staff provided adequate notice to encourage competition by placing classified ads in two local papers, sending advanced notices to prospective vendors, and transmitting the RFP to 113 vendors via eVA, the state of Virginia's e-procurement website. In the event of a single bid, the Federal Transit Administration (FTA) requires an analysis be performed to ensure the price received is fair and reasonable.
- GRTC's independent cost estimate for a five-year agreement with 2, 1-year options was \$1,300,000. Connectpoint's initial fee proposal for the same period was \$1,379,301. After oral discussions, Connectpoint presented GRTC with a Best and Final Offer (BAFO) of \$1,291,414. Staff performed a price analysis and determined that Connectpoint's fee is fair and reasonable.
- This is an Indefinite Delivery, Indefinite Quantity agreement with a minimum spend of \$1,000 and a maximum contract value of \$1,840,000 allowing staff to issue task orders for various sizes of ePaper equipment ranging from 13 to 42 inches in size.
- GRTC will launch a pilot program at the transfer plaza. The pilot consists of twelve, 13-inch signs, one at each bay, affixed to free-standing poles and two, stand alone, 32-inch signs.

- Timeline for delivery and installation of the initial order of ePaper signage is tentatively scheduled for April 2023, prior to the commencement of operations at the plaza.
- ePaper Signs are managed and monitored remotely via a cloud-based content management system.
- All signs are ADA compliant and include an ADA capability button.
- All ePaper purchases will include delivery, installation, service support and a five (5) year warranty period. This purchase will be funded with federal, state, and local funds.

| | | | |
|---------------------|--------------|------------|-----------|
| Grant: 1458-2022-03 | Federal: 80% | State: 16% | Local: 4% |
| | \$1,472,000 | \$294,400 | \$73,600 |

RECOMMENDATION:

That the Board of Directors authorizes the CEO to execute a contract with Connectpoint, Inc. for the purchase, delivery, installation, support, and warranty of ePaper signage at a not-to-exceed contract value of \$1,840,000.

 Barbara Smith, Secretary
 GRTC Board of Directors

 Date

GRTC Transit System

Consent Agenda

Meeting Date: February 21, 2023
Item Title: Transit Strategic Plan

BACKGROUND:

GRTC is required to create its first Transit Strategic Plan (TSP), according to guidelines promulgated by the Virginia Department of Rail and Public Transportation (DRPT). The scope of work will include the administration of a full passenger intercept origin-destination survey and planning activities necessary to meet DRPT requirements and obtain approval of the GRTC Board of Directors. The TSP will be the successor document to the Transit Development Plan (TDP) and is intended to serve as a strategic blueprint outlining desired changes that will improve the provision of transit services throughout GRTC's service area within existing funding structures.

To create this plan, GRTC requires assistance from consultants to coordinate public and stakeholder engagement, conduct an origin-destination survey of passengers, outline a strategic vision, analyze system performance, develop a plan of system improvements and modifications, and create financial and implementation plans. Additionally, the consultant will be charged with developing a Commuter Assistance Program Strategic Plan and developing the FY25 Regional Public Transportation Plan Update as required by CVTA. These tasks are closely tied to the TSP and being done in coordination with the TSP to reduce duplication of effort.

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 proposed fee came in under the Initial Cost Estimate prepared by GRTC staff and was deemed fair and reasonable.
- Term: the task order shall be 12 months from the task order notice to proceed.
- A combination of DRPT Technical Assistance grants and CVTA funds will be used to pay for this task order.
- The total task order value is \$621,106.07.

RECOMMENDATION:

Staff recommends that the Board of Directors authorizes the CEO to award a task order for a Transit Strategic Plan in the amount of \$621,106.07 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: February 21, 2023
Item Title: Support Vehicles

BACKGROUND:

In an effort to provide clean, safe and reliable transportation to GRTC's customers in the Richmond region, staff evaluates the age and condition of its fleet to identify vehicles eligible for replacement. Part of this evaluation is the consideration of funding and future replacement opportunities. There are 7 support vehicles that will be eligible for replacement now. At this time, staff would like to place an order for 7 support vehicles.

HIGHLIGHTS:

- The price for a 2023 Ford Explorer is \$40,000.00 for a total cost of \$250,000.00 for (6) vehicles and 42,000.00 for (1) 2023 Ford F-150.
- The price for the 6 vehicles includes a 3yrs- 36,000-mile basic warranty, covering materials and defects, a five-year/60,000-mile powertrain warranty.
- If approved, the Contractor will be given notice to produce 6 vehicles as soon as available.
- Currently, the production lead time is (6 to 9 months) if not sooner.
- This purchase will be funded with federal and local funding as described below:

| Source | Federal 5307 (80%) | State (0%) | Local (20%) |
|------------|--------------------|------------|-------------|
| Grant # | | | |
| VA2016-021 | \$67,200 | | \$16,800 |
| VA2016-027 | \$67,200 | | \$16,800 |
| VA2020-009 | \$99,200 | | \$24,800 |

RECOMMENDATION:

That the Board of Directors authorizes the CEO to issue a purchase order to Sheehy Ford in the amount of \$295,000 for the purchase of 7 support vehicles.

Barbara Smith, Secretary
GRTC Board of Directors

Date

GRTC Transit System

Consent Agenda

Meeting Date: February 21, 2023

Item Title: GRTC “Now Hiring” Marketing Series Extension April 2023 – June 2023

BACKGROUND:

GRTC continues to fall below the number of operators needed to return service to pre-pandemic levels. Over the last two years, GRTC has implemented tactics and initiatives that have positively offset this critical need. These tactics and initiatives have included an on-going recruitment campaign to attract new operators and mechanics, internal process changes like on-site CDL testing, continuous training, new hire sign-on bonuses, and an incentive bonus program. In September 2022, the board approved spending \$1,129,887 for a recruitment campaign media buy (commercials and digital advertisements) to run from October 2022 – March 2023. This media buy has proven effective in increasing the operator and mechanic applicant pool. The below table provides data on the average number of applicants from January 2022 – December 2022. To continue the momentum of the current media buy, it is GRTC’s recommendation to extend this media buy until June 30, 2023. The budgeted amount for this extension is not to exceed \$555,430.

| Target | Jan. '22 | Feb. '22 | Mar. '22 | April '22 | May '22 | June '22 | Oct. '22 | Nov. '22 | Dec. '22 |
|----------|----------|----------|----------|-----------|---------|----------|----------|----------|----------|
| Operator | 93 | 75 | 47 | 45 | 57 | 45 | 59 | 69 | 68 |
| Mechanic | 19 | 19 | 10 | 14 | 17 | 16 | 5 | 11 | 10 |

Despite attracting applicants and hiring new employees, GRTC continues to lose operators due to retirement, attrition, and disciplinary action. GRTC is currently about 50 operators below returning service to pre-pandemic levels, and 70 below the projected need for expansion. As the Spring and early Summer months are identified as strong months in targeted TV advertising, GRTC will continue to track the success of the advertisements monthly and may end or adjust the targeted strategy as data is collected. GRTC is recommending funding this initiative with COVID relief dollars. The media buys are detailed below.

NBC12 - Budget \$160,000

Split Minimum split: 50% TV – 50% Digital

Tactics

TV campaigns on NBC12 + CW: programs include local news, prime time programming, and special event programming.

Display Ads on NBC12 Website and Apps

Video Ads on NBC12 Website, Apps, and Streaming

Targeted Display Ads

(Tactics: Site Re-Targeting, Keyword Targeting, Geo-Fencing)

Streaming Campaign (Targeting: Job Seekers)

Splash Ads on NBC12 News App

CBS6 - Budget \$130,500

Split Minimum split: 46% TV – 56% Digital

Tactics

TV campaigns include local news, CBS Basketball coverage on the weekend, VCU games, the NCAA Basketball Tournament, and prime CBS programming.

Commercials on CBS 6 Weather Extra at no additional charge

Targeted Recruitment E Blasts

OTT Targeted commercials

WRIC8 - Budget \$139,680

Split 60% TV – 40% Digital

Tactics

TV campaign: Programming including local news, prime ABC programs, daytime ABC programs, NBA sports, and NBA Finals

Digital campaign: Pre-roll video (non-skippable) and Social Display ads on WRIC.com, CTV and OTT targeted video, pre-roll video (non-skippable) on premium websites and mobile apps, and targeted email.

YouTube TrueView

FOX35 - Budget \$125,250

Split 60% TV – 40% Digital

Tactics

TV campaign includes programming on local news, MLB, FIFA World Cup, NASCAR, USFL, The Masters, PBA Players Championship, Compulsive Sports OTT, College Basketball, WWE Smackdown

RECOMMENDATION:

The Board of Directors authorizes the CEO to execute Purchase Orders not to exceed \$555,430 for the period between April 2023 through June 2023 using COVID Relief funds for the purpose of ongoing recruitment efforts.

Barbara K. Smith, Secretary
GRTC Board of Directors

Date

GRTC Transit System

Information Item

Meeting Date: February 21, 2023
Item Title: Recent and Upcoming Procurements

BACKGROUND:

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

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

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

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

CURRENT STATUS:

Upcoming Procurements

| TITLE | DEPT | BUDGET | ANTICIPATED AWARD DATE | INCLUDED IN BUDGET (YES/NO) | GRANT STATUS (EXISTING/PENDING/PLANNED) |
|---|----------------|-----------|------------------------|-------------------------------------|---|
| Roof Repairs | Facilities | \$50,000 | 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 |

| | | | | | |
|---|-------------------------|--------------|-------------|---------|----------|
| Bus Wrap Repair, Removal, and Installation Services | Marketing | TBD | Winter 2023 | TBD | Planned |
| General Printing Services | Marketing | TBD | Spring 2023 | TBD | Planned |
| Bus Wash Upgrades | Facilities | \$162,000 | Winter 2023 | Y- FY22 | Existing |
| Engineering for Articulated Vehicle Station Modifications | Planning | \$125,000 | Winter 2023 | Y | Existing |
| Security Assessment | Risk Management /Safety | \$30,000 | Winter 2023 | Y- FY23 | Planned |
| Landing Pad Construction Documentation | Planning | TBD | Spring 2023 | TBD | Existing |
| Paratransit Vehicles | Maintenance | \$3,675,000 | Winter 2023 | Y | Planned |
| (19) New Fixed Route Buses | Maintenance | \$11,850,000 | Winter 2023 | Y | Pending |
| 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 |
| Dedicated Lanes Study | Planning | \$460,000 | Summer 2023 | Y | Existing |

KEY

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

GRTC Transit System Staff Report

Meeting Date: February 21, 2023
Item Title: Safety Performance

BACKGROUND:

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

CURRENT STATUS:

| Performance Indicator | Agency Averages | January (GRTC) |
|---|-----------------|----------------|
| Miles Between Total NTD Defined Events | 11,540 | 11,656 |
| NTD Defined Event Rate Per 1,000,000 miles | 3.5 | 3.0 |
| <i>(Averages taken from other agencies with similar amount of annual VRM to GRTC)</i> | | |

Fixed Route – Trend Report

| <u>Traffic Incidents</u> | June | July | August | September | October | November | December | January | February | March | April | May |
|--------------------------|------|------|--------|-----------|---------|----------|----------|---------|----------|-------|-------|-----|
| Passenger Incident | 10 | 14 | 10 | 16 | 11 | 12 | 11 | 10 | | | | |
| Pedestrian | 2 | 1 | 2 | 1 | 1 | 1 | 0 | 2 | | | | |
| Bicycle | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | |
| Vehicle Rear End | 3 | 2 | 3 | 2 | 2 | 2 | 5 | 2 | | | | |
| Fixed Objects | 5 | 11 | 6 | 7 | 5 | 8 | 7 | 5 | | | | |
| Improper Turning | 3 | 3 | 4 | 0 | 3 | 3 | 2 | 0 | | | | |
| Bus Rear end Vehicle | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Bus Hit Parked Vehicle | 2 | 3 | 2 | 0 | 2 | 2 | 0 | 2 | | | | |
| Total | 25 | 34 | 27 | 26 | 25 | 26 | 25 | 22 | | | | |

Specialized Transportation – Trend Report

| <u>Traffic Incidents</u> | June | July | August | September | October | November | December | January | February | March | April | May |
|--------------------------|----------|----------|----------|-----------|----------|----------|----------|-----------|----------|-------|-------|-----|
| Passenger Incident | 0 | 0 | 0 | 1 | 3 | 2 | 3 | 2 | | | | |
| Pedestrian | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Bicycle | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Vehicle Rear End | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 1 | | | | |
| Fixed Objects | 0 | 1 | 1 | 0 | 1 | 5 | 4 | 4 | | | | |
| Improper Turning | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | | | | |
| Bus Rear end Vehicle | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| Bus Hit Parked Vehicle | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 2 | | | | |
| Total | 0 | 4 | 4 | 1 | 4 | 8 | 7 | 10 | | | | |

| <u>Assaults</u> | <u>Bus-Related</u> | <u>Specialized-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.

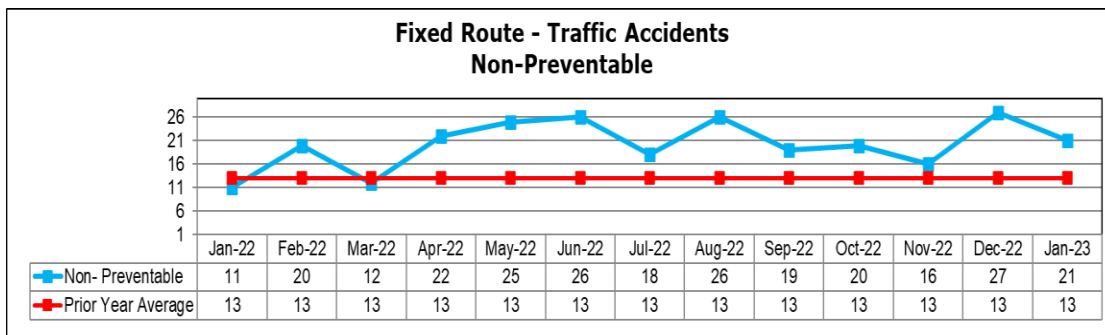
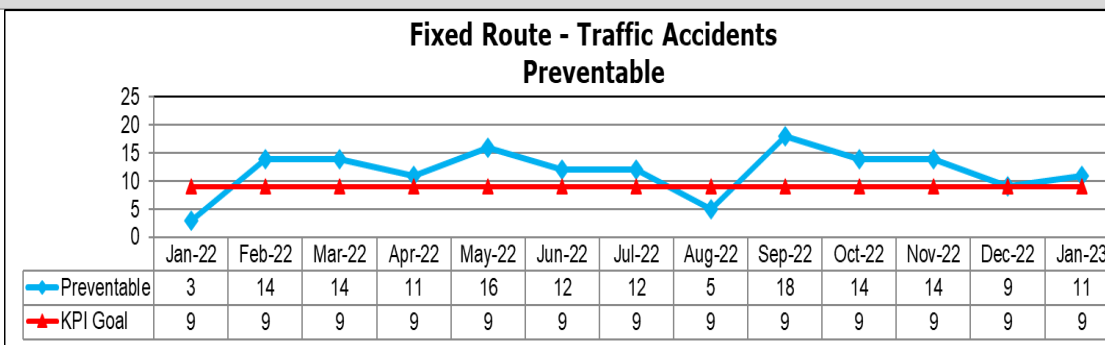
Preventable Passenger Incident: A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors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

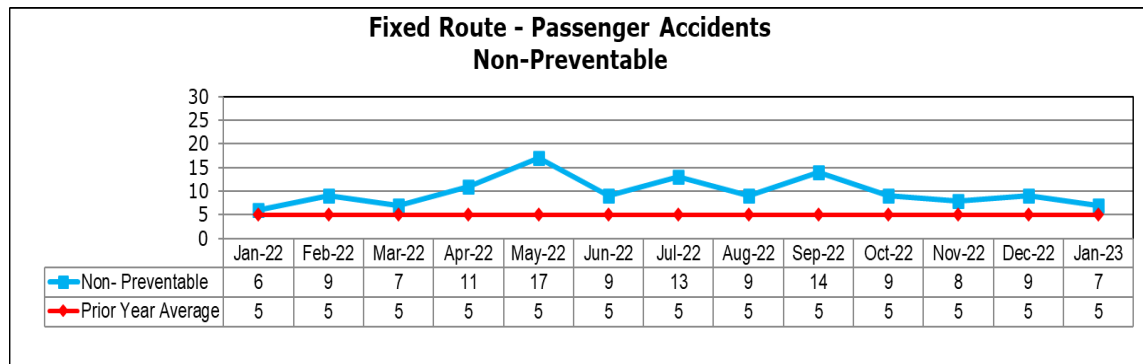
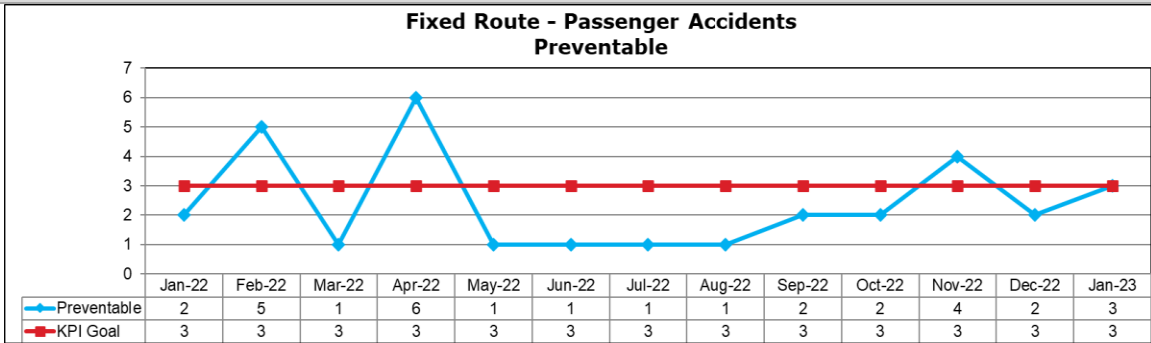
Verbal Assault: – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

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

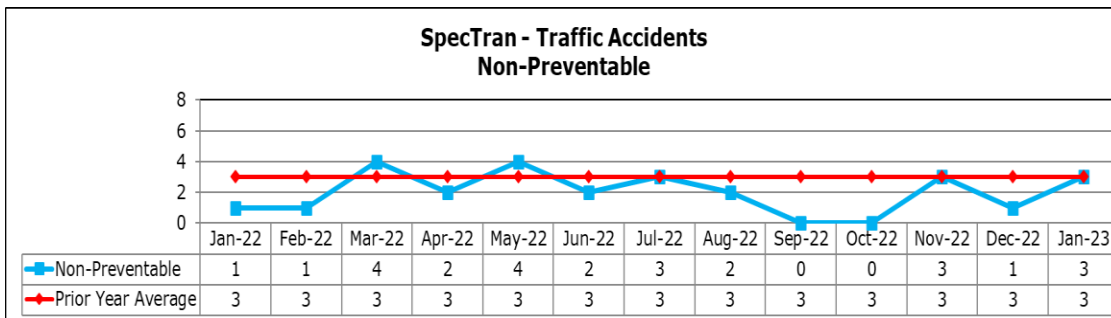
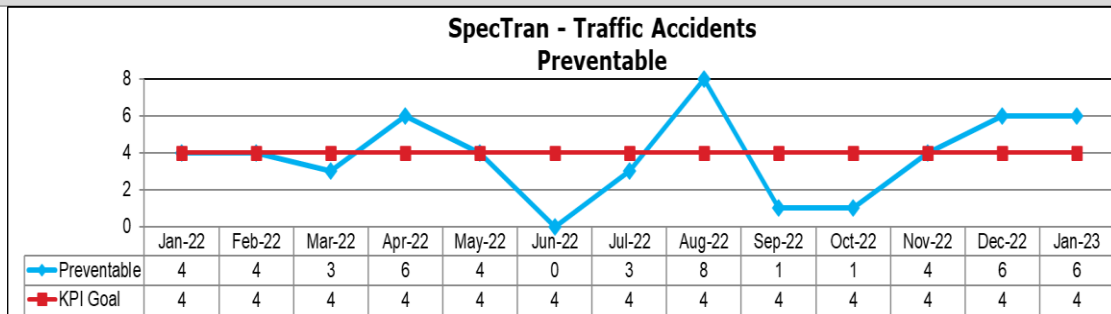
Fixed Route – Traffic Accident Data



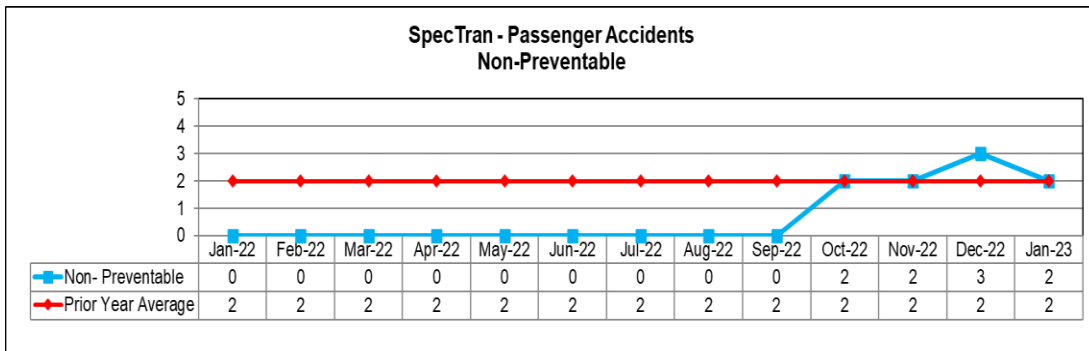
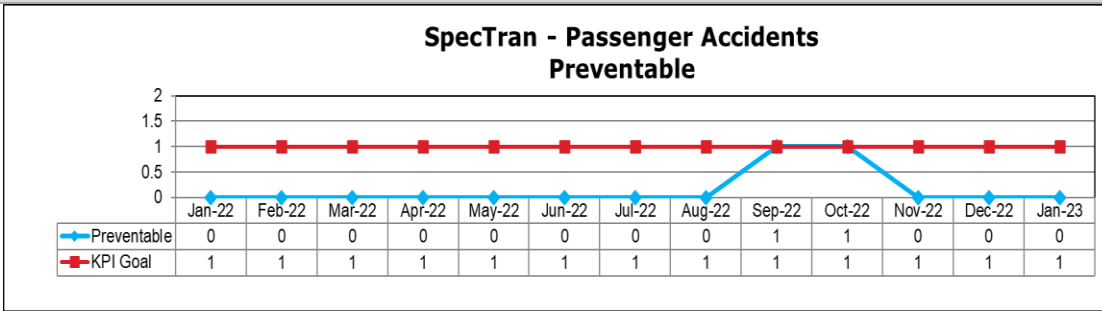
Fixed Route – Passenger Accident Data



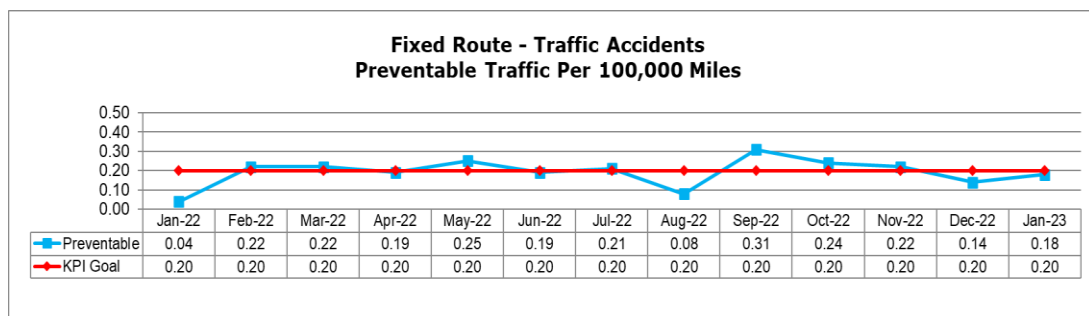
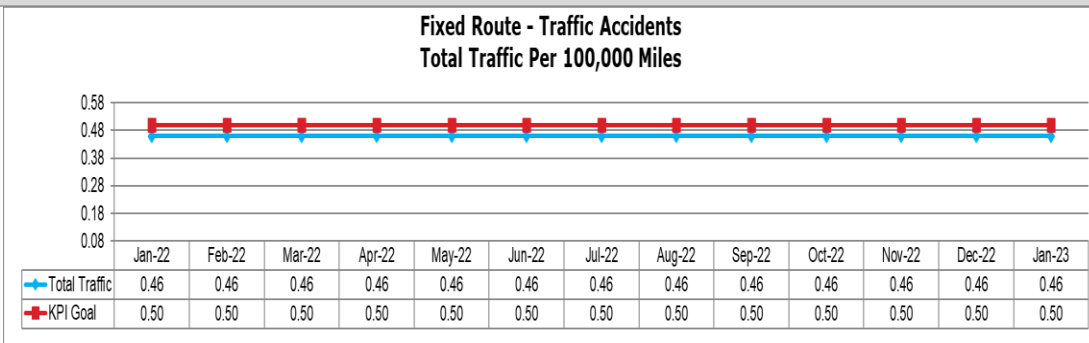
Specialized Transportation – Traffic Accident Data



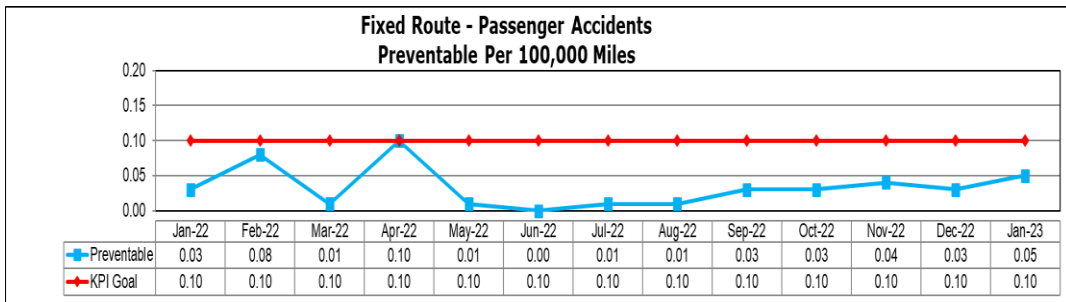
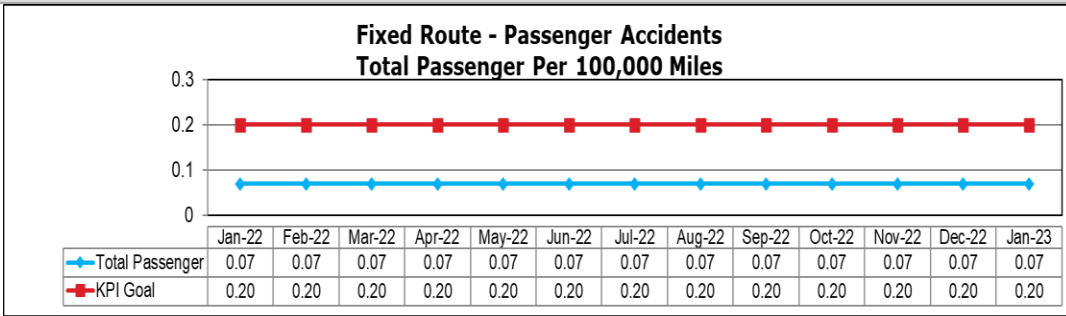
Specialized Transportation – Passenger Accident Data



Fixed Route – Traffic Accidents per 100,000 Miles



Fixed Route – Passenger Accidents per 100,000 Mile



GRTC Transit System Staff Report

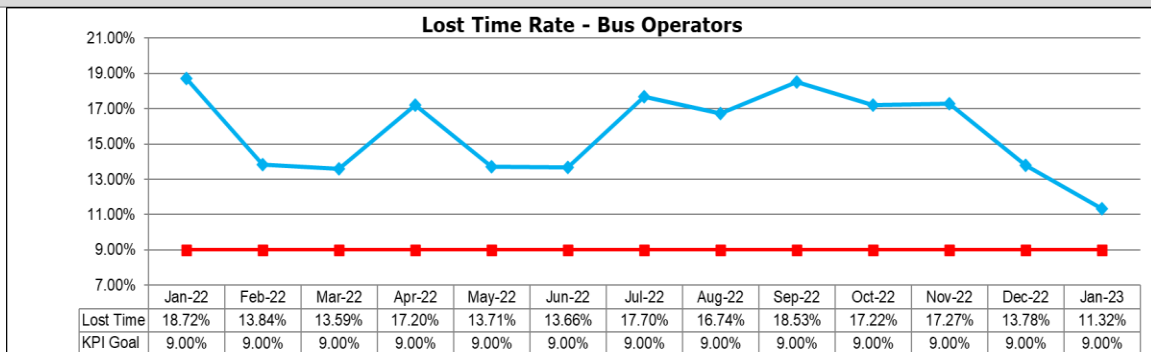
Meeting Date: February 21, 2023
Item Title: Operating Performance

HIGHLIGHTS:

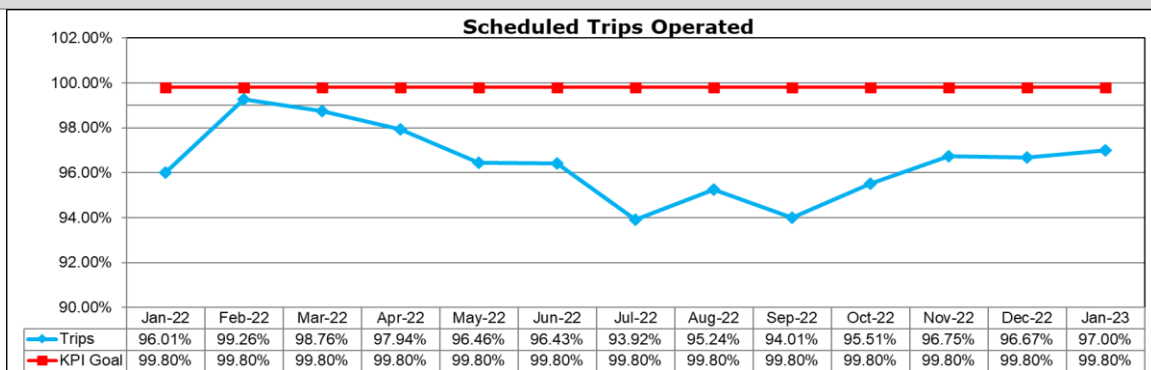
Attached are the monthly operating statistics through January 31, 2023. Current operator staffing is 232 full-time, 28 part-time operators with 12 operators in training. At the end of December 31, 2022 the staff was 236 full-time, 27 part-time operators with 11 operators in training. That results in a net loss of 3.5 operators.

CURRENT STATUS:

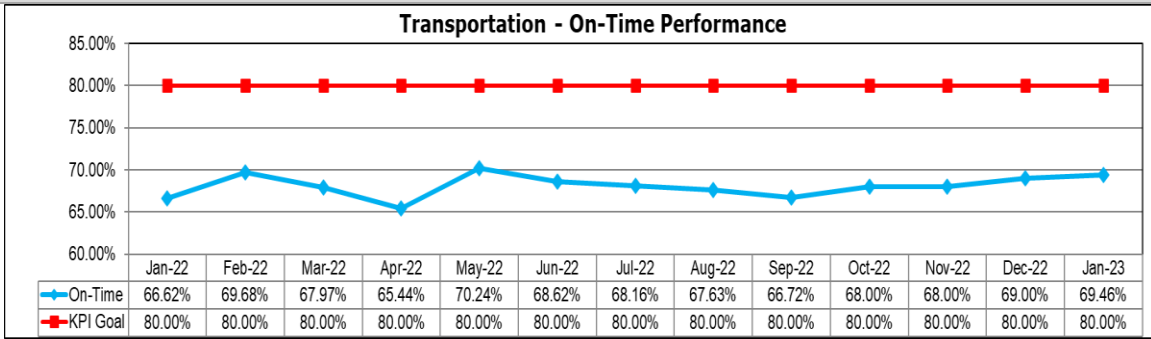
Fixed Route Performance – Lost Time Rate – Bus Operators



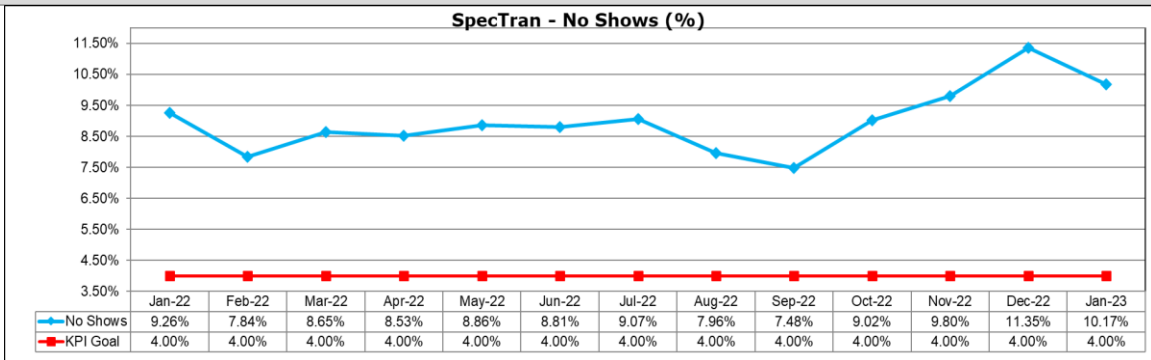
Fixed Route Performance – Scheduled Trips Operated



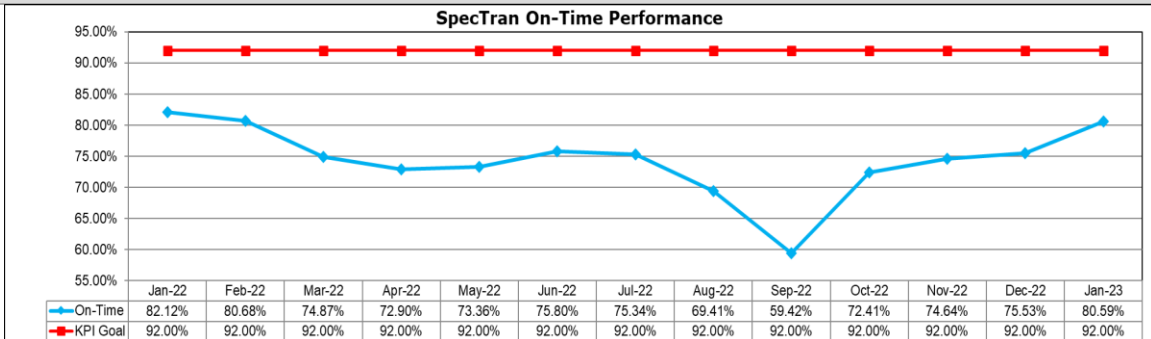
Fixed Route Performance – On-Time Performance



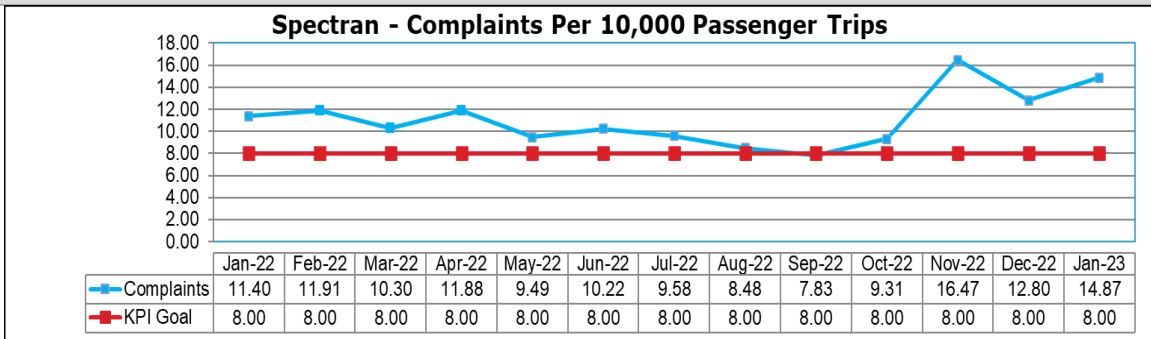
Specialized Transportation – No Shows



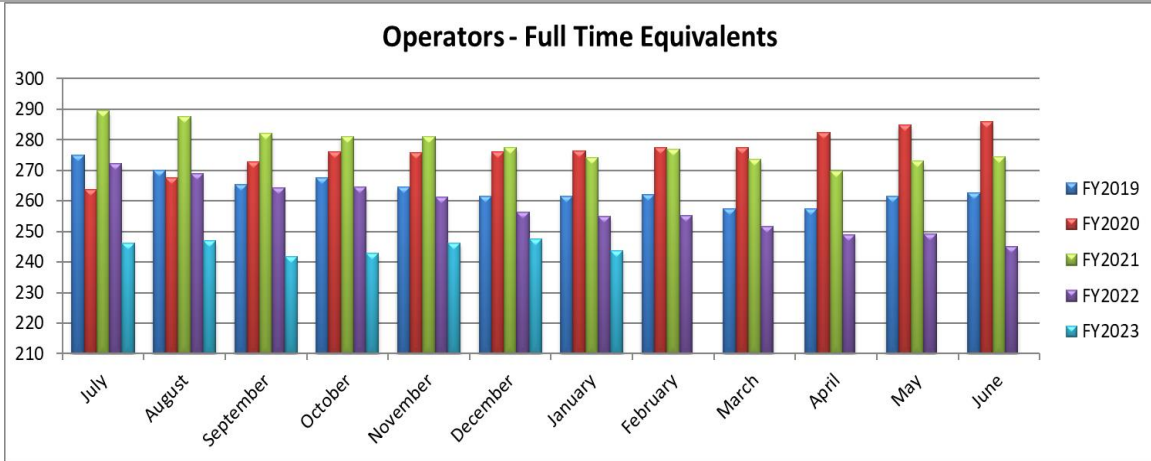
Specialized Transportation – On-Time Performance



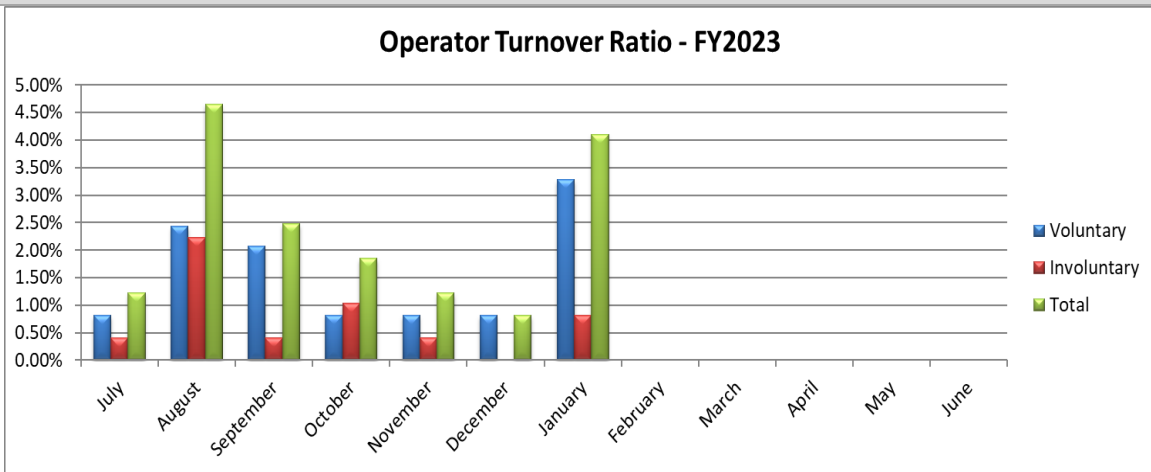
Specialized Transportation – Complaints Per 10,000 Passenger Trips



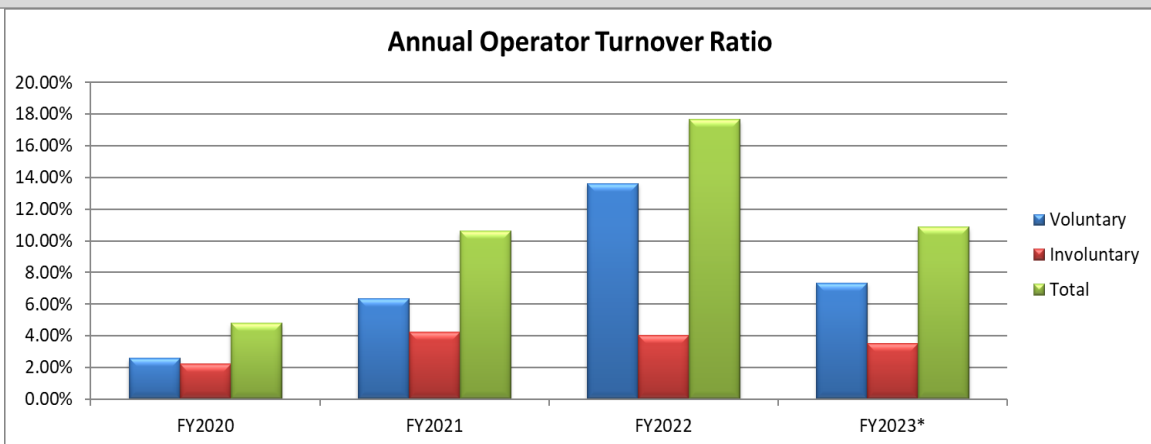
Operators – Full Time Equivalents



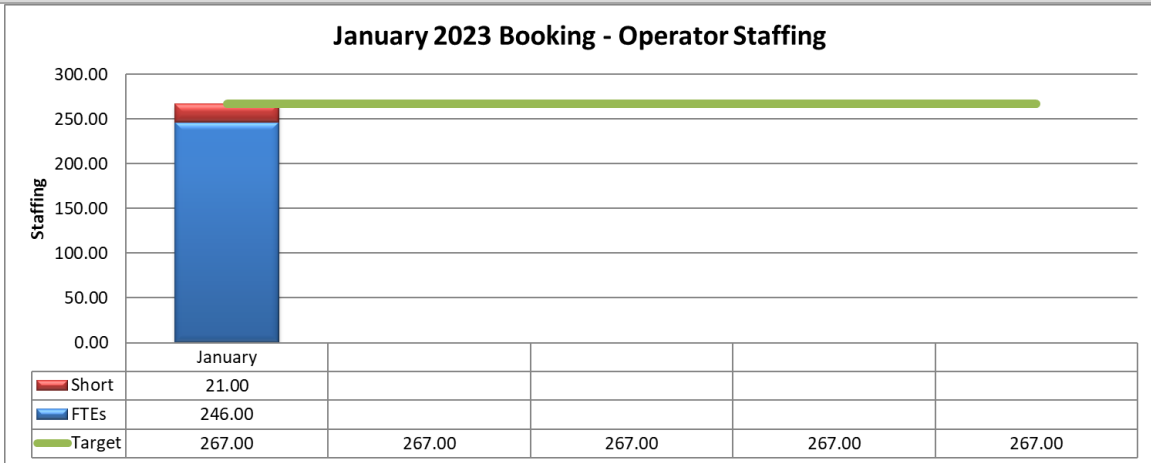
Operator Turnover Ratio – FY2023



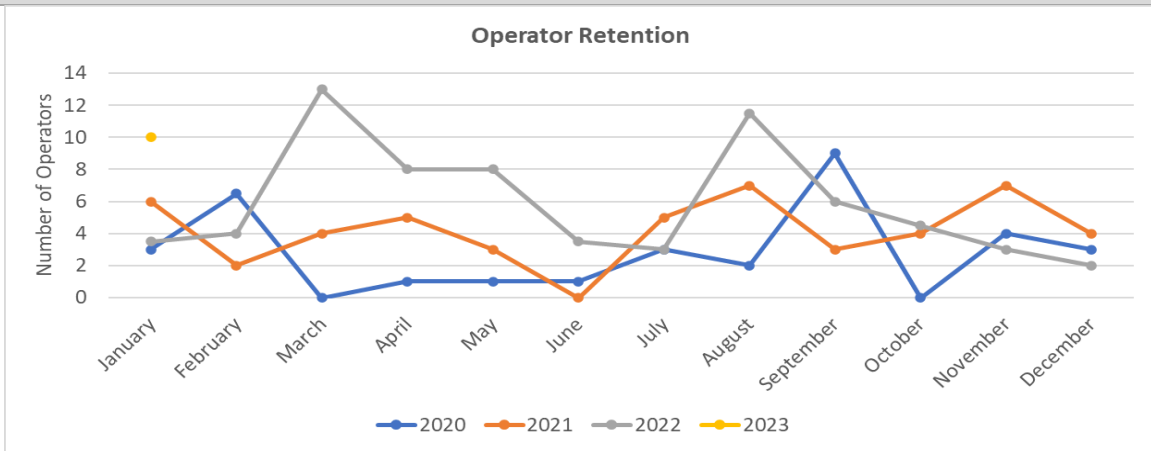
Annual Operator Turnover Ratio



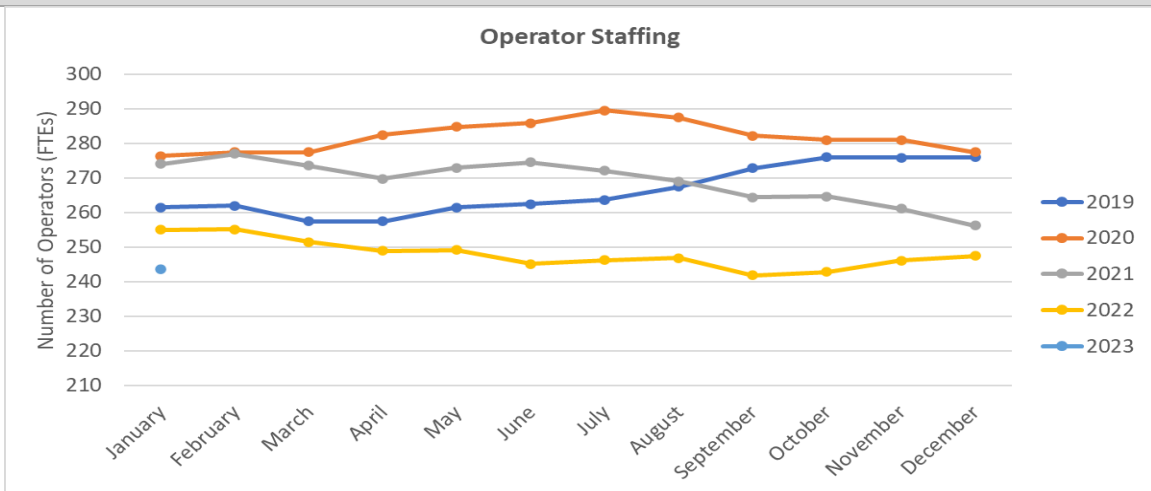
January 2023 Booking – Operator Staffing



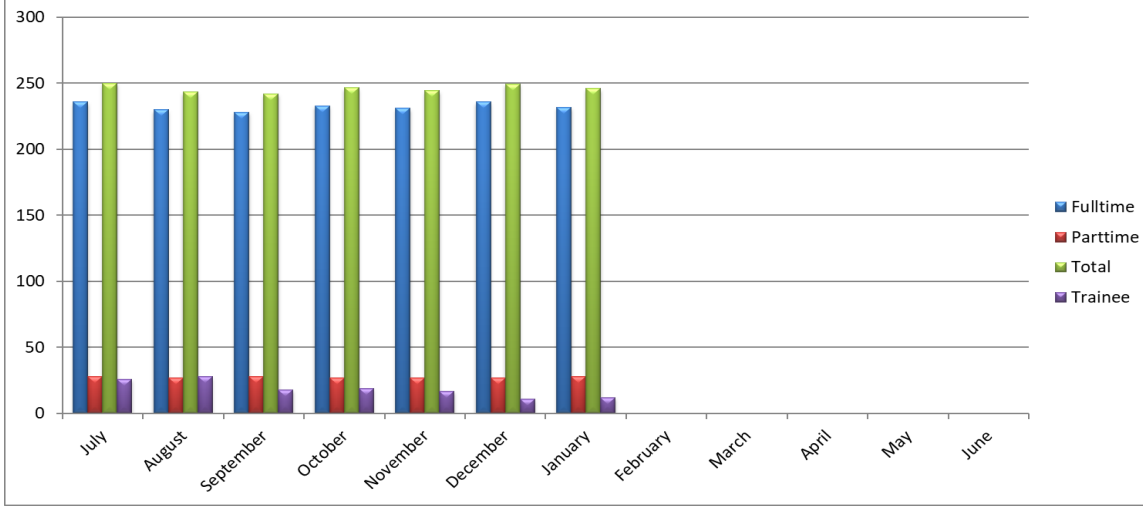
Operator Retention



Operator Staffing



Operator Staffing - FY2023



GRTC Transit System

Staff Report

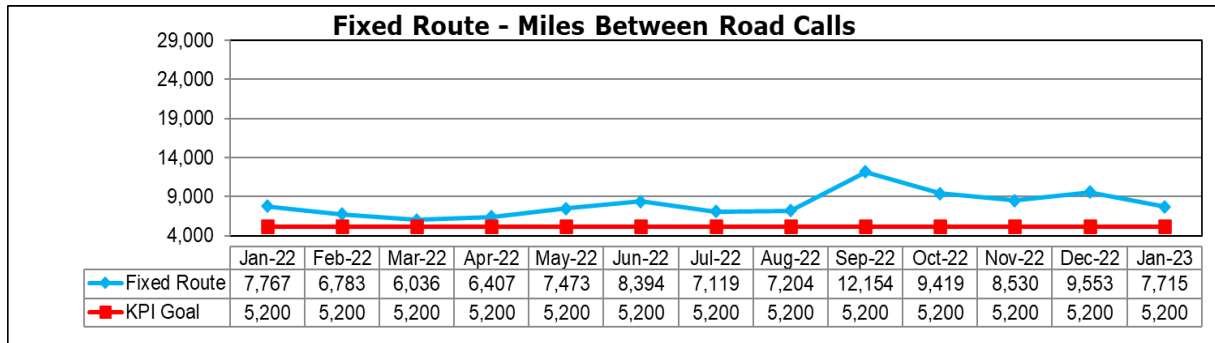
Meeting Date: February 21, 2023
Item Title: Maintenance Performance

BACKGROUND:

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

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 January was 94% with a goal of 80%.

Currently, 18% 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. Engines are scheduled to arrive in March.

Current Staffing Levels:

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

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: February 21, 2023
Item Title: Monthly Ridership Report

BACKGROUND:

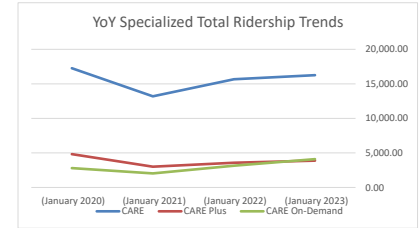
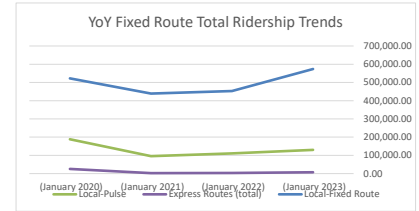
The “Monthly Ridership Report” (MRR), includes comparisons between the ridership of the current month, prior month, year prior (during COVID pandemic), and years prior (pre-COVID pandemic) to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services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

UPDATES:

Ridership update for the month of January 2023 will be provided by Sam Sink.

MONTHLY RIDERSHIP REPORT January 2023

| | (January 2023) | (December 2022) | MoM% | (January 2022) | YoY % (2021) | (January 2021) | YoY % (2020) | (January 2020) | YoY % (2019) |
|-----------------------------------|----------------|-----------------|--------------|----------------|---------------|----------------|---------------|----------------|---------------|
| Fixed Route | | | | | | | | | |
| Local-Fixed Route | 573,859 | 554,052 | 3.57% | 452,838 | 26.73% | 438,989 | 30.72% | 522,338 | 9.86% |
| - Richmond (fixed) | 472,164 | 455,305 | 3.70% | 377,592 | 25.05% | 368,812 | 28.02% | 441,847 | 6.86% |
| -Henrico (fixed) | 101,695 | 98,747 | 2.99% | 75,246 | 35.15% | 70,177 | 44.91% | 80,491 | 26.34% |
| Local-Pulse | 130,217 | 123,567 | 5.38% | 111,120 | 17.19% | 95,671 | 36.11% | 188,381 | -30.88% |
| Express Routes (total) | 7,215 | 5,630 | 28.14% | 3,626 | 98.96% | 2,514 | 186.98% | 25,574 | -71.79% |
| Total Fixed Route | 711,290 | 683,249 | 4.10% | 567,584 | 25.32% | 548,118 | 29.77% | 740,996 | -4.01% |
| Specialized Transportation | | | | | | | | | |
| CARE | 16,267 | 15,077 | 7.89% | 15,676 | 3.77% | 13,197 | 23.26% | 17,268 | -5.80% |
| - Richmond (care) | 9,761 | 9,209 | 5.99% | 9,293 | 5.04% | 8,186 | 19.24% | 10,418 | -6.31% |
| - Chesterfield (care) | 137 | 133 | 3.01% | 150 | -8.67% | 156 | n/a | na | n/a |
| -Henrico (care) | 6,369 | 5,735 | 11.05% | 6,233 | 2.18% | 4,855 | 31.18% | 6,850 | -7.02% |
| CARE Plus | 3,885 | 3,640 | 6.73% | 3,573 | 8.73% | 3,007 | 29.20% | 4,828 | -19.53% |
| - Richmond (care plus) | 530 | 550 | -3.64% | 513 | 3.31% | 267 | 98.50% | 465 | 13.98% |
| -Henrico (care plus) | 3,355 | 3,090 | 8.58% | 3,060 | 9.64% | 2,740 | 22.45% | 4,363 | -23.10% |
| CARE On-Demand | 4,102 | 4,302 | -4.65% | 3,154 | 30.06% | 2,036 | 101.47% | 2,807 | 46.13% |
| - Richmond (care On-Demand) | 1,742 | 1,798 | -3.11% | 1,360 | 28.09% | 1,079 | 61.45% | 1,175 | 48.26% |
| -Henrico (care On-Demand) | 2,360 | 2,504 | -5.75% | 1,794 | 31.55% | 957 | 146.60% | 1,632 | 44.61% |
| Total Specialized | 24,254 | 23,019 | 5.37% | 22,403 | 8.26% | 18,240 | 32.97% | 24,903 | -2.61% |



| | | | | | | | | | |
|--|----------------|----------------|--------------|----------------|---------------|----------------|---------------|----------------|---------------|
| TOTAL FIXED ROUTE & SPECIALIZED | 735,544 | 706,268 | 4.15% | 589,987 | 24.67% | 566,358 | 29.87% | 765,899 | -3.96% |
|--|----------------|----------------|--------------|----------------|---------------|----------------|---------------|----------------|---------------|

| | 2023 FYTD | 2022 FYTD (July '21 - January '22) | YoY %' (FY2022) | 2021 FYTD (July '20 - January '20) | YoY %' (FY2021) | 2020 FYTD (July '19 - January '19) | YoY % (FY2020) |
|--|------------------|------------------------------------|-----------------|------------------------------------|-----------------|------------------------------------|----------------|
| Fixed Route | | | | | | | |
| Local-Fixed Route | 4,283,594 | 3,796,866 | 12.82% | 3,637,753 | 17.75% | 3,834,197 | 11.72% |
| Local-Pulse | 983,529 | 957,452 | 2.72% | 768,013 | 28.06% | 1,360,393 | -27.70% |
| Express Routes (total) | 56,687 | 47,387 | 19.63% | 33,138 | 71.06% | 206,120 | -72.50% |
| Total Fixed Route | 5,323,810 | 4,801,705 | 10.87% | 4,438,904 | 19.94% | 5,400,710 | -1.42% |
| Specialized Transportation | | | | | | | |
| CARE/CARE Plus | 141,725 | 149,928 | -5.47% | 120,555 | 17.56% | 165,750 | -14.49% |
| CARE On-Demand | 29,070 | 20,752 | 40.08% | 13,822 | 110.32% | 18,409 | 57.91% |
| Total Specialized | 170,795 | 170,680 | 0.07% | 134,377 | 27.10% | 184,931 | -7.64% |
| TOTAL FIXED ROUTE & SPECIALIZED | 5,494,605 | 4,972,385 | 10.50% | 4,573,281 | 20.15% | 5,586,390 | -1.64% |

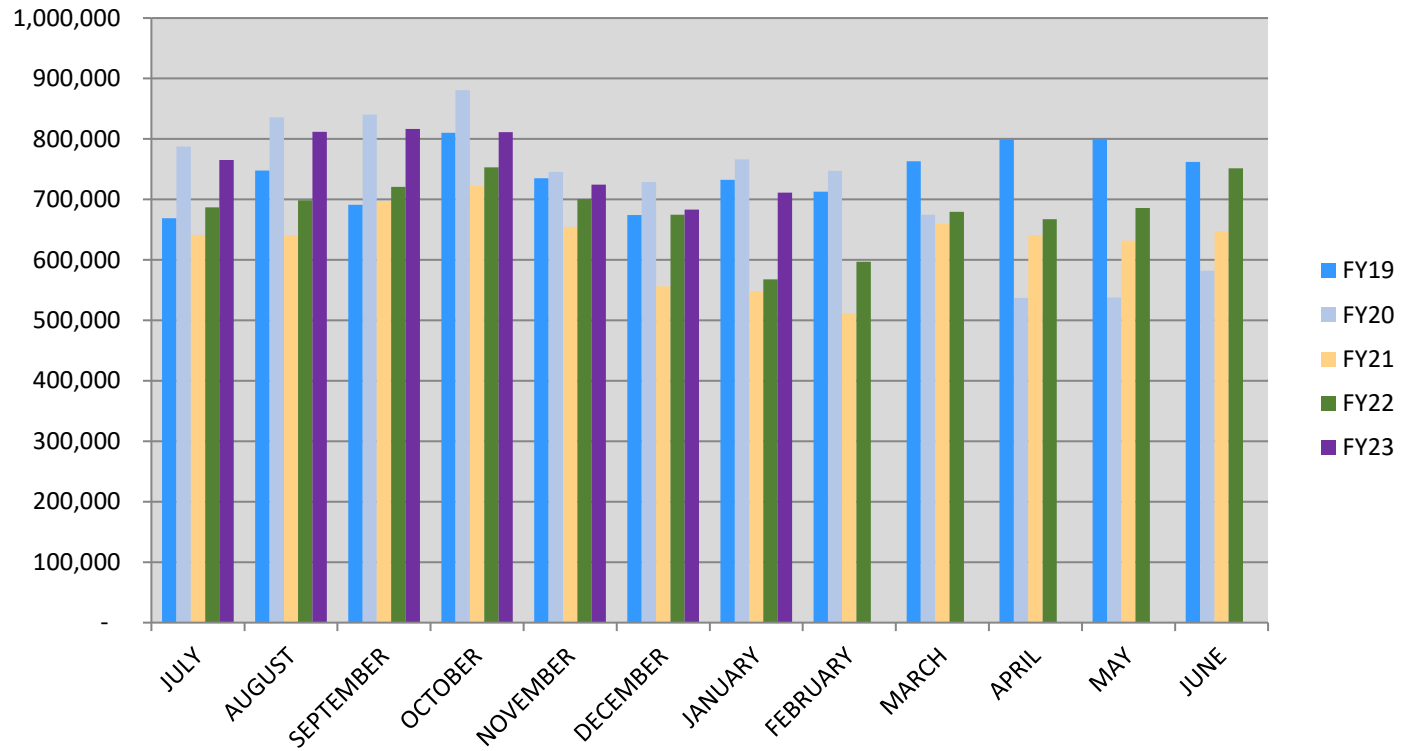
| | (December '22) | (December '21) | YoY % (FY2022) | (December '19) | YoY % (FY2020) |
|-----------------|----------------|----------------|----------------|----------------|----------------|
| Van Pool | | | | | |
| Van Pool | 11,502 | 9,312 | 23.52% | 162,595 | -92.93% |

**Vanpool data is received a month behind

| | 2023 FYTD | 2022 FYTD (July '21 - December '21) | YoY % (FY2022) | 2020 FYTD (July '19 - December '19) | YoY % (FY2020) |
|--------------------|------------------|-------------------------------------|----------------|-------------------------------------|----------------|
| TOTAL TRIPS | 5,506,107 | 5,020,778 | 9.67% | 5,748,985 | -4.22% |

Systemwide Ridership Five Year Comparison

Source: RideCheck Plus APC Data



GRTC Transit System

Staff Report

Meeting Date: February 21, 2023

Item Title: Rider Comments

CURRENT STATUS:

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

January Report

| Complaint | Verified | Non-Verified | Questionable | Beyond GRTC Control | Under Investigation | Total |
|--------------------------------|-----------|--------------|--------------|---------------------|---------------------|------------|
| Rude Operator | 6 | 13 | 1 | 0 | 0 | 20 |
| Passed Up Passenger | 13 | 36 | 3 | 2 | 0 | 54 |
| No Show | 3 | 8 | 1 | 1 | 0 | 13 |
| Late Schedule | 5 | 5 | 0 | 0 | 0 | 10 |
| Improper Operations of Vehicle | 4 | 6 | 3 | 0 | 0 | 13 |
| Early Schedule | 2 | 6 | 0 | 0 | 0 | 8 |
| Other-Miscellaneous | 4 | 5 | 5 | 8 | 10 | 32 |
| Total | 37 | 79 | 13 | 11 | 10 | 150 |

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

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 | 6 | | | | |
| Passed Up Passenger | 8 | 10 | 8 | 9 | 7 | 8 | 11 | 13 | | | | |
| No Show | 15 | 14 | 13 | 16 | 14 | 6 | 4 | 3 | | | | |
| Late Schedule | 11 | 11 | 4 | 5 | 7 | 8 | 2 | 5 | | | | |
| Improper Operations of Vehicle | 4 | 9 | 4 | 3 | 3 | 3 | 2 | 4 | | | | |
| Early Schedule | 2 | 3 | 5 | 4 | 4 | 3 | 2 | 2 | | | | |
| Other-Miscellaneous | 0 | 4 | 1 | 1 | 4 | 5 | 1 | 4 | | | | |
| Total | 48 | 56 | 40 | 45 | 40 | 39 | 25 | 37 | | | | |
| Commendations | 5 | 5 | 3 | 5 | 8 | 3 | 5 | 7 | | | | |

GRTC Transit System

Staff Report

Meeting Date: February 21, 2023

Item Title: December 2022 Financial Report

BACKGROUND:

Attached is the Financial Report for the six months ended December 31, 2022. John Zinzarella will highlight the key points.

Financial Report
For the Six Months Ending December 31, 2022
Key Highlights

Revenues

| | |
|---|-------------------|
| Year to date Revenues unfavorable to budget | \$ (3,697,049.55) |
| Year to Date Actual Revenues | \$ 31,779,851.64 |
| Year to Date Budgeted Revenues | \$ 35,476,901.19 |

Unfavorable Federal Funds revenue due to lower than budgeted operating expenditures (\$3.70M)

Operating Expenditures

| | |
|---|------------------|
| Year to date Operating Expenditures lower than budgeted amounts | \$ 3,397,001.61 |
| Year to date Actual Operating Expenditures | \$ 29,137,339.80 |
| Year to Date Budgeted Operating Expenditures | \$ 32,534,341.41 |

Lower than budgeted expenses primarily the result of lower than budgeted headcount in Transportation, Maintenance and Administration (\$1.80M), and lower than budgeted materials and supplies (\$0.63M) due favorable budgeted fuel prices versus actual prices and timing of purchases, lower than budgeted purchased transportation expenses due to lower demand (\$0.27M), and due to the timing of consulting projects (\$0.25M) and the timing of booking self insured provision liability (\$0.38M).

Net Operating Position - Surplus / (Deficit) \$ 2,636,512.84

Balance Sheet and Cash Flow

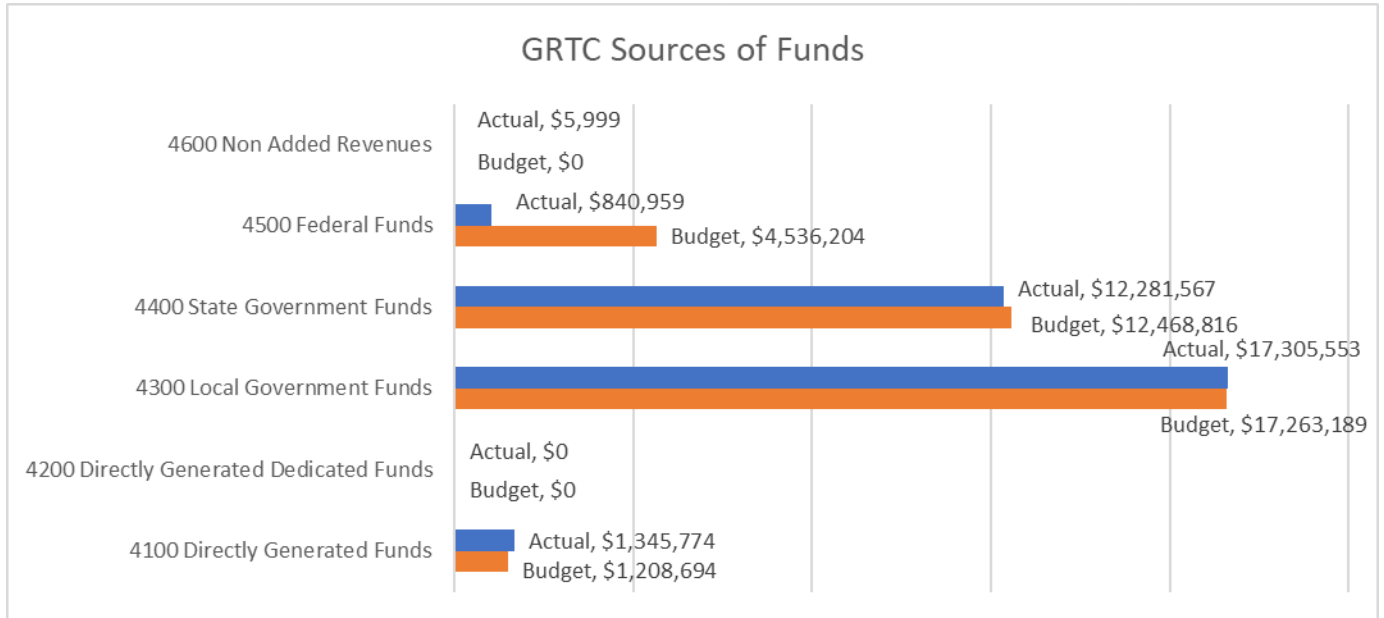
| | | |
|--|-------------|-------------|
| Strong balance sheet with cash position of | | \$9,311,177 |
| Operating Cash Account | \$5,450,256 | |
| Capital Cash Account | \$3,860,921 | |

**GRTC Transit System
Source of Funds
Year to Date December 31, 2022**

| | Month Ended December 31, 2022 | | | Year to Date December 31, 2022 | | |
|---|-------------------------------|------------------------|---------------------------|--------------------------------|-------------------------|---------------------------|
| | Actual | Budget | Variance Fav / (Unfav) | Actual | Budget | Variance Fav / (Unfav) |
| 4100 Directly Generated Funds | \$ 235,634.77 | \$ 198,247.15 | \$ 37,387.62 | \$ 1,345,773.97 | \$ 1,208,693.50 | \$ 137,080.47 |
| 4110 Total Passenger Fares | 111,409.33 | 112,409.33 | (1,000.00) | 669,457.66 | 674,456.00 | (4,998.34) |
| 4120 Park and Ride Parking Revenues | - | - | - | - | - | - |
| 4130 Non Public Transportation Revenue | - | - | - | - | - | - |
| 4140 Auxiliary Transportation Revenue | 38,667.00 | 45,416.67 | (6,749.67) | 232,002.00 | 272,500.00 | (40,498.00) |
| 4150 Other Agency Revenues | 85,558.44 | 40,421.15 | 45,137.29 | 444,314.31 | 261,737.50 | 182,576.81 |
| 4160 Revenues Accrued Through a Purchased Transportation Agreement | - | - | - | - | - | - |
| 4170 Subsidy from Other Sectors of Operations | - | - | - | - | - | - |
| 4180 Extraordinary or Special Items | - | - | - | - | - | - |
| 4190 Total Recoveries | - | - | - | - | - | - |
| 4200 Directly Generated Dedicated Funds | | | | | | |
| 4300 Local Government Funds | \$ 2,879,792.19 | \$ 2,877,198.11 | \$ 2,594.08 | \$ 17,305,552.81 | \$ 17,263,188.63 | \$ 42,364.18 |
| 4310 General Revenues of the Local Government | 2,879,792.19 | 2,877,198.11 | 2,594.08 | 17,305,552.81 | 17,263,188.63 | 42,364.18 |
| 4400 State Government Funds | \$ 2,017,765.61 | \$ 2,078,135.92 | \$ (60,370.31) | \$ 12,281,566.74 | \$ 12,468,815.50 | \$ (187,248.76) |
| 4410 General Revenues of the State Government | 2,017,765.61 | 2,078,135.92 | (60,370.31) | 12,281,566.74 | 12,468,815.50 | (187,248.76) |
| 4500 Federal Funds | \$ 70,165.20 | \$ 896,080.16 | \$ (825,914.96) | \$ 840,959.12 | \$ 4,536,203.56 | \$ (3,695,244.44) |
| 5307 FTA Urbanized Area Formula Program | 17,787.20 | 896,080.16 | (878,292.96) | 208,196.12 | 4,536,203.56 | (4,328,007.44) |
| 5307 CARES Act Urbanized Area Program Funds | 52,378.00 | - | 52,378.00 | 632,763.00 | - | 632,763.00 |
| 4600 Non Added Revenues | \$ - | \$ - | \$ - | \$ 5,999.00 | \$ - | \$ 5,999.00 |
| 4630 Sales and Disposals of Assets | - | - | - | 5,999.00 | - | 5,999.00 |
| Total Sources of Funds | \$ 5,203,357.77 | \$ 6,049,661.34 | \$ (846,303.57) | \$ 31,779,851.64 | \$ 35,476,901.19 | \$ (3,697,049.55) |

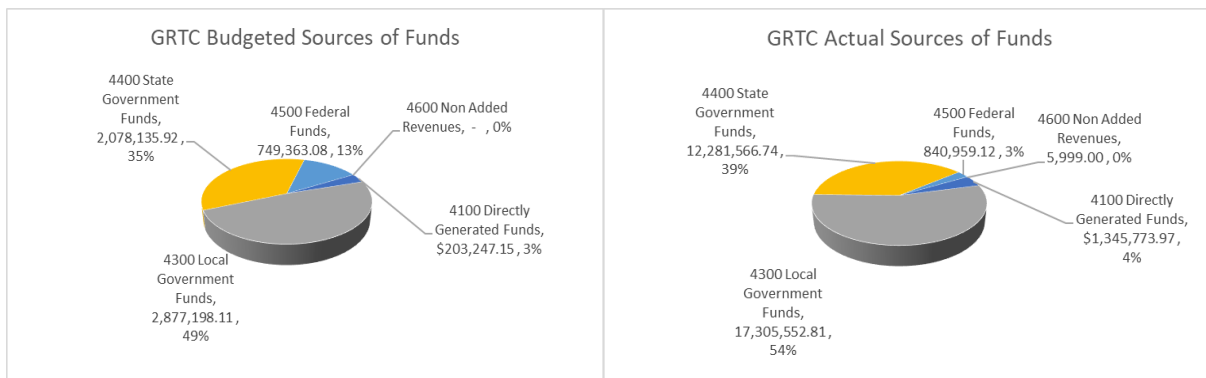
GRTC Transit System Year to Date December 31, 2022

| Source of Funds | Budget | Actual | Over (Under) | % of Budget |
|---|-------------------------|-------------------------|--------------------------|----------------|
| 4100 Directly Generated Funds | \$ 1,208,693.50 | \$ 1,345,773.97 | \$ 137,080.47 | 11.34% |
| 4200 Directly Generated Dedicated Funds | - | - | - | n/a |
| 4300 Local Government Funds | 17,263,188.63 | 17,305,552.81 | 42,364.18 | 0.25% |
| 4400 State Government Funds | 12,468,815.50 | 12,281,566.74 | (187,248.76) | -1.50% |
| 4500 Federal Funds | 4,536,203.56 | 840,959.12 | (3,695,244.44) | -81.46% |
| 4600 Non Added Revenues | - | 5,999.00 | 5,999.00 | n/a |
| | <u>\$ 35,476,901.19</u> | <u>\$ 31,779,851.64</u> | <u>\$ (3,697,049.55)</u> | <u>-10.42%</u> |



Revenues are unfavorable versus budget by \$3.70M or 10.42% as a result of:

- Below budget operating expenses year to date, combined with timing of spending versus the budget assumptions for federal reimbursement \$3.70M.



**GRTC Transit System
Operating Expenses
Year to Date December 31, 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) |
| Total Operating Costs | | | | | | | | | | | | | | | |
| 5010. LABOR | \$ 13,695,345.28 | \$ 14,728,336.03 | \$ 1,032,990.75 | \$ 2,234,860.45 | \$ 2,111,844.78 | \$ (123,015.67) | \$ 566,001.32 | \$ 675,582.52 | \$ 109,581.20 | \$ 3,550,819.23 | \$ 4,332,138.72 | \$ 781,319.49 | \$ 20,047,026.28 | \$ 21,847,902.05 | \$ 1,800,875.77 |
| 01. Operator Salaries and Wages | 7,793,407.41 | 7,975,651.65 | 182,244.24 | - | - | - | - | - | - | - | - | - | 7,793,407.41 | 7,975,651.65 | 182,244.24 |
| 02. Operator's Paid Absences | 940,247.84 | 971,630.90 | 31,383.06 | - | - | - | - | - | - | - | - | - | 940,247.84 | 971,630.90 | 31,383.06 |
| Operator Vacation | 382,996.31 | 401,417.42 | 18,421.11 | - | - | - | - | - | - | - | - | - | 382,996.31 | 401,417.42 | 18,421.11 |
| Operator Sick | 234,019.18 | 251,297.62 | 17,278.44 | - | - | - | - | - | - | - | - | - | 234,019.18 | 251,297.62 | 17,278.44 |
| Holiday | 323,232.35 | 318,915.86 | (4,316.49) | - | - | - | - | - | - | - | - | - | 323,232.35 | 318,915.86 | (4,316.49) |
| Operator FMLA or other leave | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 03. Other Salaries and Wages (Non revenue vehicle operator personnel) | 943,458.33 | 1,083,812.20 | 140,353.87 | 1,471,039.10 | 1,267,271.25 | (203,767.85) | 398,678.38 | 495,235.63 | 96,557.25 | 2,453,030.02 | 2,902,413.88 | 449,383.86 | 5,266,205.83 | 5,748,732.94 | 482,527.11 |
| Dispatch | 122,871.31 | 187,768.24 | 64,896.93 | - | - | - | - | - | - | - | - | - | 122,871.31 | 187,768.24 | 64,896.93 |
| Operations Supervision | 820,587.02 | 896,043.96 | 75,456.94 | - | - | - | - | - | - | - | - | - | 820,587.02 | 896,043.96 | 75,456.94 |
| Maintenance | - | - | - | 1,471,039.10 | 1,267,271.25 | (203,767.85) | 398,678.38 | 495,235.63 | 96,557.25 | 2,453,030.02 | 2,902,413.88 | 449,383.86 | 1,869,717.48 | 1,762,506.87 | (107,210.61) |
| Administration | - | - | - | - | - | - | - | - | - | - | - | - | 2,453,030.02 | 2,902,413.88 | 449,383.86 |
| 04. Other Paid Absences (Non revenue vehicle operator personnel) | - | - | - | 89,843.75 | 151,232.88 | 61,389.13 | 38,175.21 | - | (38,175.21) | - | - | - | 128,018.96 | 151,232.88 | 23,213.92 |
| Vacation | - | - | - | 39,405.30 | - | (39,405.30) | 16,512.18 | - | (16,512.18) | - | - | - | 55,917.48 | - | (55,917.48) |
| Sick | - | - | - | 17,597.34 | 151,232.88 | 133,635.54 | 4,206.75 | - | (4,206.75) | - | - | - | 21,804.09 | 151,232.88 | 129,428.79 |
| Holiday | - | - | - | 31,330.61 | - | (31,330.61) | 13,923.75 | - | (13,923.75) | - | - | - | 45,254.36 | - | (45,254.36) |
| FMLA or other leave | - | - | - | 1,510.50 | - | (1,510.50) | 3,532.53 | - | (3,532.53) | - | - | - | 5,043.03 | - | (5,043.03) |
| 05. Fringe Benefits | 4,018,231.70 | 4,697,241.28 | 679,009.58 | 673,977.60 | 693,340.66 | 19,363.06 | 129,147.73 | 180,346.89 | 51,199.16 | 1,097,789.21 | 1,429,724.84 | 331,935.63 | 5,919,146.24 | 7,000,653.67 | 1,081,507.43 |
| Employment Taxes | 694,332.67 | 752,087.45 | 57,754.78 | 116,905.83 | 105,204.77 | (11,701.06) | 31,683.61 | 41,112.86 | 9,429.26 | 194,946.21 | 240,949.03 | 46,002.82 | 1,037,868.32 | 1,139,354.12 | 101,485.80 |
| Health and Welfare Expenses | 1,788,108.75 | 2,205,150.59 | 417,041.85 | 301,066.53 | 308,464.61 | 7,398.07 | 81,594.51 | 120,544.57 | 38,950.05 | 502,043.25 | 706,472.24 | 204,428.99 | 2,672,813.04 | 3,340,632.00 | 667,818.96 |
| Retirement Costs/Pension Plans | 1,178,754.88 | 1,262,203.36 | 83,448.48 | 185,138.53 | 200,506.34 | 15,367.81 | 310.34 | - | (310.34) | 305,065.07 | 372,770.76 | 67,705.69 | 1,669,268.82 | 1,835,480.46 | 166,211.64 |
| Workers Compensation | 153,679.06 | 153,473.21 | (205.85) | 25,875.17 | 21,468.40 | (4,406.77) | 7,012.64 | 8,389.61 | 1,376.97 | 43,148.12 | 49,168.78 | 6,020.66 | 229,715.00 | 232,500.00 | 2,785.00 |
| Other Fringe Benefits | 203,356.33 | 324,326.66 | 120,970.33 | 44,991.54 | 57,696.55 | 12,705.01 | 8,546.62 | 10,299.85 | 1,753.22 | 52,586.56 | 60,364.03 | 7,777.47 | 309,481.06 | 452,687.09 | 143,206.03 |
| 5020. SERVICES | \$ 20,895.00 | \$ 30,000.00 | \$ 9,105.00 | \$ - | \$ - | \$ - | \$ 427,061.93 | \$ 341,250.00 | \$ (85,811.93) | \$ 493,119.45 | \$ 818,625.50 | \$ 325,506.05 | \$ 941,076.38 | \$ 1,189,875.50 | \$ 248,799.12 |
| 03. Professional and Technical Services | - | - | - | - | - | - | - | - | - | 129,361.75 | 590,905.00 | 461,543.25 | 129,361.75 | 590,905.00 | 461,543.25 |
| 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 | - | - | - | - | - | - | - | - | - | 41,971.00 | 24,990.00 | (16,981.00) | 41,971.00 | 24,990.00 | (16,981.00) |
| Human Resources Consulting | - | - | - | - | - | - | - | - | - | 27,270.00 | 27,990.00 | 720.00 | 27,270.00 | 27,990.00 | 720.00 |
| Planning and Scheduling Consulting | - | - | - | - | - | - | - | - | - | 10,354.29 | 307,500.00 | 297,145.71 | 10,354.29 | 307,500.00 | 297,145.71 |
| Computer Consulting | - | - | - | - | - | - | - | - | - | 62.50 | 3,000.00 | 2,937.50 | 62.50 | 3,000.00 | 2,937.50 |
| Advertising and Promotion | - | - | - | - | - | - | - | - | - | (667.04) | 167,425.00 | 168,092.04 | (667.04) | 167,425.00 | 168,092.04 |
| 05. Contract Maintenance Services | - | - | - | - | - | - | 427,061.93 | 341,250.00 | (85,811.93) | 215,471.67 | 24,990.00 | (190,481.67) | 642,533.60 | 366,240.00 | (276,293.60) |
| Vehicle Maintenance | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Computer Maintenance | - | - | - | - | - | - | - | - | - | 215,471.67 | 24,990.00 | (190,481.67) | 215,471.67 | 24,990.00 | (190,481.67) |
| BRT Station Maintenance | - | - | - | - | - | - | 80,152.96 | 98,000.00 | 17,847.04 | - | - | - | 80,152.96 | 98,000.00 | 17,847.04 |
| Building Maintenance | - | - | - | - | - | - | 346,908.97 | 243,250.00 | (103,658.97) | - | - | - | 346,908.97 | 243,250.00 | (103,658.97) |
| 09. Other Services | 20,895.00 | 30,000.00 | 9,105.00 | - | - | - | - | - | - | 148,286.03 | 202,730.50 | 54,444.47 | 169,181.03 | 232,730.50 | 63,549.47 |
| Advertising | - | - | - | - | - | - | - | - | - | 7,852.26 | 11,600.00 | 3,747.74 | 7,852.26 | 11,600.00 | 3,747.74 |
| Ad commission Lottery Updates | - | - | - | - | - | - | - | - | - | 69,273.05 | 89,850.00 | 20,576.95 | 69,273.05 | 89,850.00 | 20,576.95 |
| ADA Ride | - | - | - | - | - | - | - | - | - | 32,466.00 | 33,505.50 | 1,039.50 | 32,466.00 | 33,505.50 | 1,039.50 |
| Drug and Alcohol Testing | 7,720.00 | - | (7,720.00) | - | - | - | - | - | - | - | - | - | 7,720.00 | - | (7,720.00) |
| Medical Exam Testing | 13,175.00 | 30,000.00 | 16,825.00 | - | - | - | - | - | - | - | - | - | 13,175.00 | 30,000.00 | 16,825.00 |
| Misc | - | - | - | - | - | - | - | - | - | 38,694.72 | 67,775.00 | 29,080.28 | 38,694.72 | 67,775.00 | 29,080.28 |
| 5030. MATERIALS AND SUPPLIES CONSUMED | \$ 1,032,624.89 | \$ 1,653,540.82 | \$ 620,915.93 | \$ 1,361,143.53 | \$ 1,529,518.68 | \$ 168,375.15 | \$ 109,650.66 | \$ 143,566.83 | \$ 33,916.17 | \$ 920,453.73 | \$ 731,760.00 | \$ (188,693.73) | \$ 3,423,872.81 | \$ 4,058,386.33 | \$ 634,513.52 |
| 01. Fuel and Lubricants | 750,135.39 | 1,363,540.82 | 613,405.43 | 39,861.54 | 41,854.71 | 1,993.17 | - | - | - | 6,245.09 | - | (6,245.09) | 796,242.02 | 1,405,395.53 | 609,153.51 |
| 02. Tires and Tubes | 282,489.50 | 290,000.00 | 7,510.50 | - | - | - | - | - | - | - | - | - | 282,489.50 | 290,000.00 | 7,510.50 |
| 09. Other Materials and Supplies | - | - | - | 1,321,281.99 | 1,487,663.97 | 166,381.98 | 109,650.66 | 143,566.83 | 33,916.17 | 914,208.64 | 731,760.00 | (182,448.64) | 2,345,141.29 | 2,362,990.80 | 17,849.51 |
| Vehicle Equip. and Parts Supplies (inc Cares Act) | - | - | - | 1,321,281.99 | 1,487,663.97 | 166,381.98 | 1,466.71 | - | (1,466.71) | 1,322,748.70 | - | 1,487,663.97 | 1,649,915.27 | 1,487,663.97 | 164,915.27 |
| Other Equipment and Supplies | - | - | - | - | - | - | 458,524.81 | 255,200.00 | (203,324.81) | 568,175.47 | 398,766.83 | (169,408.64) | 568,175.47 | 398,766.83 | (169,408.64) |
| Office Equipment | - | - | - | - | - | - | 439,705.18 | 462,960.00 | 23,254.82 | 439,705.18 | 462,960.00 | 23,254.82 | 439,705.18 | 462,960.00 | 23,254.82 |
| Admin. Supplies | - | - | - | - | - | - | 14,511.94 | 13,600.00 | (911.94) | 14,511.94 | 13,600.00 | (911.94) | 14,511.94 | 13,600.00 | (911.94) |
| 5040. UTILITIES | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 453,184.11 | \$ 484,974.50 | \$ 31,790.39 | \$ 453,184.11 | \$ 484,974.50 | \$ 31,790.39 |
| Telecommunication | - | - | - | - | - | - | - | - | - | 106,957.11 | 124,800.00 | 17,842.89 | 106,957.11 | 124,800.00 | 17,842.89 |
| Utilities | - | - | - | - | - | - | 346,227.00 | 360,174.50 | 13,947.50 | 346,227.00 | 360,174.50 | 13,947.50 | 346,227.00 | 360,174.50 | 13,947.50 |
| 5050. CASUALTIES AND LIABILITY COSTS | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 551,791.94 | \$ 936,432.68 | \$ 384,640.74 | \$ 551,791.94 | \$ 936,432.68 | \$ 384,640.74 |
| General Liability | - | - | - | 369,027.00 | - | (369,027.00) | - | - | - | 541,622.10 | 541,622.10 | - | 369,027.00 | 541,622.10 | 172,595.10 |
| Auto Liability | - | - | - | - | - | - | - | - | - | 22,397.52 | 22,398.00 | 0.48 | 22,397.52 | 22,398.00 | 0.48 |
| Physical Damage | - | - | - | - | - | - | - | - | - | 45,644.29 | 257,490.00 | 211,845.71 | 45,644.29 | 257,490.00 | 211,845.71 |
| All Other | - | - | - | (369,027.00) | - | 369,027.00 | - | - | - | 483,750.13 | 114,922.58 | (368,827.55) | 114,723.13 | 114,922.58 | 199.45 |
| 5060. TAXES | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 5100. PURCHASED TRANSPORTATION SERVICE | \$ 3,351,903.41 | \$ 3,621,780.50 | \$ 269,877.09 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,351,903.41 | \$ 3,621,780.50 | \$ 269,877.09 |
| 01. Purchased Transportation - SpecTran | 2,860,116.53 | 3,097,120.50 | 237,003.97 | - | - | - | - | - | - | - | - | - | 2,860,116.53 | 3,097,120.50 | 237,003.97 |
| 02. Purchased Transportation VanPool | 491,786.88 | 524,660.00 | 32,873.12 | - | - | - | - | - | - | - | - | - | 491,786.88 | 524,660.00 | 32,873.12 |
| 5090. MISCELLANEOUS EXPENSES | \$ 48,912.51 | \$ 50,000.00 | \$ 1,087.49 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 319,572.36 | \$ 344,989.86 | \$ 25,417.50 | \$ 368,484.87 | \$ 394,989.86 | \$ 26,504.99 |
| 02. Travel and Meetings | - | - | - | -</ | | | | | | | | | | | |

GRTC Transit System
Operating Expenses
Year to Date December 31, 2022

| | Total GRTC | | |
|--|-------------------------|-------------------------|---------------------------|
| | Actual | Budget | Variance Fav / (Unfav) |
| Total Operating Costs | | | |
| 5010. LABOR | \$ 20,047,026.28 | \$ 21,847,902.05 | \$ 1,800,875.77 |
| 01. Operator Salaries and Wages | <u>7,793,407.41</u> | <u>7,975,651.65</u> | <u>182,244.24</u> |
| 02. Operator's Paid Absences | <u>940,247.84</u> | <u>971,630.90</u> | <u>31,383.06</u> |
| Operator Vacation | 382,996.31 | 401,417.42 | 18,421.11 |
| Operator Sick | 234,019.18 | 251,297.62 | 17,278.44 |
| Holiday | 323,232.35 | 318,915.86 | (4,316.49) |
| Operator FMLA or other leave | - | - | |
| 03. Other Salaries and Wages (Non revenue vehicle operator personnel) | <u>5,266,205.83</u> | <u>5,748,732.94</u> | <u>482,527.11</u> |
| Dispatch | 122,871.31 | 187,768.24 | 64,896.93 |
| Operations Supervision | 820,587.02 | 896,043.96 | 75,456.94 |
| Maintenance | 1,869,717.48 | 1,762,506.87 | (107,210.61) |
| Administration | 2,453,030.02 | 2,902,413.88 | 449,383.86 |
| 04. Other Paid Absences (Non revenue vehicle operator personnel) | <u>128,018.96</u> | <u>151,232.88</u> | <u>23,213.92</u> |
| Vacation | 55,917.48 | - | (55,917.48) |
| Sick | 21,804.09 | 151,232.88 | 129,428.79 |
| Holiday | 45,254.36 | - | (45,254.36) |
| FMLA or other leave | 5,043.03 | - | (5,043.03) |
| 05. Fringe Benefits | <u>5,919,146.24</u> | <u>7,000,653.67</u> | <u>1,081,507.43</u> |
| Employment Taxes | 1,037,868.32 | 1,139,354.12 | 101,485.80 |
| Health and Welfare Expenses | 2,672,813.04 | 3,340,632.00 | 667,818.96 |
| Retirement Costs/Pension Plans | 1,669,268.82 | 1,835,480.46 | 166,211.64 |
| Workers Compensation | 229,715.00 | 232,500.00 | 2,785.00 |
| Other Fringe Benefits | 309,481.06 | 452,687.09 | 143,206.03 |
| 5020. SERVICES | \$ 941,076.38 | \$ 1,189,875.50 | \$ 248,799.12 |
| 03. Professional and Technical Services | <u>129,361.75</u> | <u>590,905.00</u> | <u>461,543.25</u> |
| BRT Fare Collection and Security Services | - | - | - |
| Audit Fees | 50,371.00 | 60,000.00 | 9,629.00 |
| Legal Fees | 41,971.00 | 24,990.00 | (16,981.00) |
| Human Resources Consulting | 27,270.00 | 27,990.00 | 720.00 |
| Planning and Scheduling Consulting | 10,354.29 | 307,500.00 | 297,145.71 |
| Computer Consulting | 62.50 | 3,000.00 | 2,937.50 |
| Advertising and Promotion | (667.04) | 167,425.00 | 168,092.04 |
| 05. Contract Maintenance Services | <u>642,533.60</u> | <u>366,240.00</u> | <u>(276,293.60)</u> |
| Vehicle Maintenance | - | - | - |
| Computer Maintenance | 215,471.67 | 24,990.00 | (190,481.67) |
| BRT Station Maintenance | 80,152.96 | 98,000.00 | 17,847.04 |
| Building Maintenance | 346,908.97 | 243,250.00 | (103,658.97) |
| 09. Other Services | <u>169,181.03</u> | <u>232,730.50</u> | <u>63,549.47</u> |
| Advertising | 7,852.26 | 11,600.00 | 3,747.74 |
| Ad commission Lottery Updates | 69,273.05 | 89,850.00 | 20,576.95 |
| ADA Ride | 32,466.00 | 33,505.50 | 1,039.50 |
| Drug and Alcohol Testing | 7,720.00 | - | (7,720.00) |
| Medical Exam Testing | 13,175.00 | 30,000.00 | 16,825.00 |
| Misc | 38,694.72 | 67,775.00 | 29,080.28 |
| 5030. MATERIALS AND SUPPLIES CONSUMED | \$ 3,423,872.81 | \$ 4,058,386.33 | \$ 634,513.52 |
| 01. Fuel and Lubricants | <u>796,242.02</u> | <u>1,405,395.53</u> | <u>609,153.51</u> |
| 02. Tires and Tubes | <u>282,489.50</u> | <u>290,000.00</u> | <u>7,510.50</u> |
| 09. Other Materials and Supplies | <u>2,345,141.29</u> | <u>2,362,990.80</u> | <u>17,849.51</u> |
| Vehicle Equip. and Parts Supplies (inc Cares Act) | 1,322,748.70 | 1,487,663.97 | 164,915.27 |
| Other Equipment and Supplies | 568,175.47 | 398,766.83 | (169,408.64) |
| Office Equipment | 439,705.18 | 462,960.00 | 23,254.82 |
| Admin. Supplies | 14,511.94 | 13,600.00 | (911.94) |

**GRTC Transit System
Operating Expenses
Year to Date December 31, 2022**

| | Total GRTC | | |
|--|---------------------|---------------------|---------------------------|
| | Actual | Budget | Variance Fav / (Unfav) |
| 5040. UTILITIES | \$ 453,184.11 | \$ 484,974.50 | \$ 31,790.39 |
| Telecommunication | 106,957.11 | 124,800.00 | 17,842.89 |
| Utilities | 346,227.00 | 360,174.50 | 13,947.50 |
| 5050. CASUALTIES AND LIABILITY COSTS | \$ 551,791.94 | \$ 936,432.68 | \$ 384,640.74 |
| General Liability | 369,027.00 | 541,622.10 | 172,595.10 |
| Auto Liability | 22,397.52 | 22,398.00 | 0.48 |
| Physical Damage | 45,644.29 | 257,490.00 | 211,845.71 |
| All Other | 114,723.13 | 114,922.58 | 199.45 |
| 5060. TAXES | \$ - | \$ - | \$ - |
| 5100. PURCHASED TRANSPORTATION SERVICE | \$ 3,351,903.41 | \$ 3,621,780.50 | \$ 269,877.09 |
| 01. Purchased Transportation - SpecTran | <u>2,860,116.53</u> | <u>3,097,120.50</u> | <u>237,003.97</u> |
| 02. Purchased Transportation VanPool | <u>491,786.88</u> | <u>524,660.00</u> | <u>32,873.12</u> |
| 5090. MISCELLANEOUS EXPENSES | \$ 368,484.87 | \$ 394,989.86 | \$ 26,504.99 |
| 02. Travel and Meetings | <u>26,313.62</u> | <u>70,010.00</u> | <u>43,696.38</u> |
| 08. Advertising/Promotion Media | <u>6,638.67</u> | <u>13,186.86</u> | <u>6,548.19</u> |
| 09. Other Miscellaneous Expenses | <u>335,532.58</u> | <u>311,793.00</u> | <u>(23,739.58)</u> |
| 5120. LEASES AND RENTALS | \$ - | \$ - | \$ - |
| 5900 ADA Expenses | \$ - | \$ - | \$ - |
| Total Expenses | \$ 29,137,339.80 | \$ 32,534,341.41 | \$ 3,397,001.61 |
| | 100.00% | 100.00% | |

**GRTC Transit System
Operating Expenses
Year to Date December 31, 2022**

| | | | | Vehicle Operations | | |
|--|--|--|--|---------------------------|-------------------------|-----------------------------------|
| | | | | Actual | Budget | Variance Fav / (Unfav) |
| Total Operating Costs | | | | | | |
| 5010. LABOR | | | | \$ 13,695,345.28 | \$ 14,728,336.03 | \$ 1,032,990.75 |
| 01. Operator Salaries and Wages | | | | <u>7,793,407.41</u> | <u>7,975,651.65</u> | <u>182,244.24</u> |
| 02. Operator's Paid Absences | | | | <u>940,247.84</u> | <u>971,630.90</u> | <u>31,383.06</u> |
| Operator Vacation | | | | 382,996.31 | 401,417.42 | 18,421.11 |
| Operator Sick | | | | 234,019.18 | 251,297.62 | 17,278.44 |
| Holiday | | | | 323,232.35 | 318,915.86 | (4,316.49) |
| Operator FMLA or other leave | | | | - | | |
| 03. Other Salaries and Wages (Non revenue vehicle operator personnel) | | | | <u>943,458.33</u> | <u>1,083,812.20</u> | <u>140,353.87</u> |
| Dispatch | | | | 122,871.31 | 187,768.24 | 64,896.93 |
| Operations Supervision | | | | 820,587.02 | 896,043.96 | 75,456.94 |
| Maintenance | | | | | | - |
| Administration | | | | - | - | - |
| 04. Other Paid Absences (Non revenue vehicle operator personnel) | | | | <u>-</u> | <u>-</u> | <u>-</u> |
| Vacation | | | | | | - |
| Sick | | | | | | - |
| Holiday | | | | | | - |
| FMLA or other leave | | | | | | - |
| 05. Fringe Benefits | | | | <u>4,018,231.70</u> | <u>4,697,241.28</u> | <u>679,009.58</u> |
| Employment Taxes | | | | 694,332.67 | 752,087.45 | 57,754.78 |
| Health and Welfare Expenses | | | | 1,788,108.75 | 2,205,150.59 | 417,041.85 |
| Retirement Costs/Pension Plans | | | | 1,178,754.88 | 1,262,203.36 | 83,448.48 |
| Workers Compensation | | | | 153,679.06 | 153,473.21 | (205.85) |
| Other Fringe Benefits | | | | 203,356.33 | 324,326.66 | 120,970.33 |
| 5020. SERVICES | | | | \$ 20,895.00 | \$ 30,000.00 | \$ 9,105.00 |
| 03. Professional and Technical Services | | | | <u>-</u> | <u>-</u> | <u>-</u> |
| BRT Fare Collection and Security Services | | | | - | - | - |
| Audit Fees | | | | | | - |
| Legal Fees | | | | | | - |
| Human Resources Consulting | | | | | | - |
| Planning and Scheduling Consulting | | | | | | - |
| Computer Consulting | | | | | | - |
| Advertising and Promotion | | | | | | - |
| 05. Contract Maintenance Services | | | | <u>-</u> | <u>-</u> | <u>-</u> |
| Vehicle Maintenance | | | | | | - |
| Computer Maintenance | | | | | | - |
| BRT Station Maintenance | | | | | | - |
| Building Maintenance | | | | | | - |
| 09. Other Services | | | | <u>20,895.00</u> | <u>30,000.00</u> | <u>9,105.00</u> |
| Advertising | | | | | | - |
| Ad commission Lottery Updates | | | | | | - |
| ADA Ride | | | | | | - |
| Drug and Alcohol Testing | | | | 7,720.00 | - | (7,720.00) |
| Medical Exam Testing | | | | 13,175.00 | 30,000.00 | 16,825.00 |
| Misc | | | | - | - | - |
| 5030. MATERIALS AND SUPPLIES CONSUMED | | | | \$ 1,032,624.89 | \$ 1,653,540.82 | \$ 620,915.93 |
| 01. Fuel and Lubricants | | | | <u>750,135.39</u> | <u>1,363,540.82</u> | <u>613,405.43</u> |
| 02. Tires and Tubes | | | | <u>282,489.50</u> | <u>290,000.00</u> | <u>7,510.50</u> |
| 09. Other Materials and Supplies | | | | <u>-</u> | <u>-</u> | <u>-</u> |
| Vehicle Equip. and Parts Supplies (inc Cares Act) | | | | | | - |
| Other Equipment and Supplies | | | | - | - | - |
| Office Equipment | | | | | | - |
| Admin. Supplies | | | | | | - |

**GRTC Transit System
Operating Expenses
Year to Date December 31, 2022**

| | Vehicle Operations | | |
|---|---------------------|---------------------|---------------------------|
| | Actual | Budget | Variance Fav / (Unfav) |
| 5040. UTILITIES | \$ - | \$ - | \$ - |
| Telecommunication | | | - |
| Utilities | | | - |
| 5050. CASUALTIES AND LIABILITY COSTS | \$ - | \$ - | \$ - |
| General Liability | | | - |
| Auto Liability | | | - |
| Physical Damage | | | - |
| All Other | | | - |
| 5060. TAXES | \$ - | \$ - | \$ - |
| 5100. PURCHASED TRANSPORTATION SERVICE | \$ 3,351,903.41 | \$ 3,621,780.50 | \$ 269,877.09 |
| 01. Purchased Transportation - SpecTran | <u>2,860,116.53</u> | <u>3,097,120.50</u> | <u>237,003.97</u> |
| 02. Purchased Transportation VanPool | <u>491,786.88</u> | <u>524,660.00</u> | <u>32,873.12</u> |
| 5090. MISCELLANEOUS EXPENSES | \$ 48,912.51 | \$ 50,000.00 | \$ 1,087.49 |
| 02. Travel and Meetings | | | - |
| 08. Advertising/Promotion Media | | | - |
| 09. Other Miscellaneous Expenses | <u>48,912.51</u> | <u>50,000.00</u> | <u>1,087.49</u> |
| 5120. LEASES AND RENTALS | | | \$ - |
| 5900 ADA Expenses | | | \$ - |
| Total Expenses | \$ 18,149,681.09 | \$ 20,083,657.36 | \$ 1,933,976.26 |
| | 62.29% | 61.73% | |

GRTC Transit System
Operating Expenses
Year to Date December 31, 2022

| | Vehicle Maintenance | | |
|--|----------------------------|------------------------|-----------------------------------|
| | Actual | Budget | Variance Fav / (Unfav) |
| Total Operating Costs | | | |
| 5010. LABOR | \$ 2,234,860.45 | \$ 2,111,844.78 | \$ (123,015.67) |
| 01. Operator Salaries and Wages | | | - |
| 02. Operator's Paid Absences | - | - | - |
| Operator Vacation | | | - |
| Operator Sick | | | - |
| Holiday | | | - |
| Operator FMLA or other leave | | | |
| 03. Other Salaries and Wages (Non revenue vehicle operator personnel) | <u>1,471,039.10</u> | <u>1,267,271.25</u> | <u>(203,767.85)</u> |
| Dispatch | | | - |
| Operations Supervision | | | - |
| Maintenance | 1,471,039.10 | 1,267,271.25 | (203,767.85) |
| Administration | | | - |
| 04. Other Paid Absences (Non revenue vehicle operator personnel) | <u>89,843.75</u> | <u>151,232.88</u> | <u>61,389.13</u> |
| Vacation | 39,405.30 | - | (39,405.30) |
| Sick | 17,597.34 | 151,232.88 | 133,635.54 |
| Holiday | 31,330.61 | - | (31,330.61) |
| FMLA or other leave | 1,510.50 | - | (1,510.50) |
| 05. Fringe Benefits | <u>673,977.60</u> | <u>693,340.66</u> | <u>19,363.06</u> |
| Employment Taxes | 116,905.83 | 105,204.77 | (11,701.06) |
| Health and Welfare Expenses | 301,066.53 | 308,464.61 | 7,398.07 |
| Retirement Costs/Pension Plans | 185,138.53 | 200,506.34 | 15,367.81 |
| Workers Compensation | 25,875.17 | 21,468.40 | (4,406.77) |
| Other Fringe Benefits | 44,991.54 | 57,696.55 | 12,705.01 |
| 5020. SERVICES | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| 03. Professional and Technical Services | - | - | - |
| BRT Fare Collection and Security Services | | | - |
| Audit Fees | | | - |
| Legal Fees | | | - |
| Human Resources Consulting | | | - |
| Planning and Scheduling Consulting | | | - |
| Computer Consulting | | | - |
| Advertising and Promotion | | | - |
| 05. Contract Maintenance Services | - | - | - |
| Vehicle Maintenance | | | - |
| Computer Maintenance | | | - |
| BRT Station Maintenance | | | - |
| Building Maintenance | | | - |
| 09. Other Services | - | - | - |
| Advertising | | | - |
| Ad commission Lottery Updates | | | - |
| ADA Ride | | | - |
| Drug and Alcohol Testing | | | - |
| Medical Exam Testing | | | - |
| Misc | | | - |
| 5030. MATERIALS AND SUPPLIES CONSUMED | <u>\$ 1,361,143.53</u> | <u>\$ 1,529,518.68</u> | <u>\$ 168,375.15</u> |
| 01. Fuel and Lubricants | <u>39,861.54</u> | <u>41,854.71</u> | <u>1,993.17</u> |
| 02. Tires and Tubes | | | - |
| 09. Other Materials and Supplies | <u>1,321,281.99</u> | <u>1,487,663.97</u> | <u>166,381.98</u> |
| Vehicle Equip. and Parts Supplies (inc Cares Act) | 1,321,281.99 | 1,487,663.97 | 166,381.98 |
| Other Equipment and Supplies | | | - |
| Office Equipment | | | - |
| Admin. Supplies | | | - |

**GRTC Transit System
Operating Expenses
Year to Date December 31, 2022**

| | Vehicle Maintenance | | |
|---|---------------------|-----------------|---------------------------|
| | Actual | Budget | Variance Fav / (Unfav) |
| 5040. UTILITIES | \$ - | \$ - | \$ - |
| Telecommunication | | | - |
| Utilities | | | - |
| 5050. CASUALTIES AND LIABILITY COSTS | \$ - | \$ - | \$ - |
| General Liability | 369,027.00 | 541,622.10 | 172,595.10 |
| Auto Liability | | | - |
| Physical Damage | | | - |
| All Other | (369,027.00) | (541,622.10) | (172,595.10) |
| 5060. TAXES | | | \$ - |
| 5100. PURCHASED TRANSPORTATION SERVICE | \$ - | \$ - | \$ - |
| 01. Purchased Transportation - SpecTran | | | - |
| 02. Purchased Transportation VanPool | | | - |
| 5090. MISCELLANEOUS EXPENSES | \$ - | \$ - | \$ - |
| 02. Travel and Meetings | | | - |
| 08. Advertising/Promotion Media | | | - |
| 09. Other Miscellaneous Expenses | | | - |
| 5120. LEASES AND RENTALS | \$ - | \$ - | \$ - |
| 5900 ADA Expenses | \$ - | \$ - | \$ - |
| Total Expenses | \$ 3,596,003.98 | \$ 3,641,363.46 | \$ 45,359.48 |
| | 12.34% | 11.19% | |

GRTC Transit System
Operating Expenses
Year to Date December 31, 2022

| | Facility Maintenance | | |
|--|----------------------|----------------------|---------------------------|
| | Actual | Budget | Variance Fav / (Unfav) |
| Total Operating Costs | | | |
| 5010. LABOR | \$ 566,001.32 | \$ 675,582.52 | \$ 109,581.20 |
| 01. Operator Salaries and Wages | | | - |
| 02. Operator's Paid Absences | - | - | - |
| Operator Vacation | | | - |
| Operator Sick | | | - |
| Holiday | | | - |
| Operator FMLA or other leave | | | |
| 03. Other Salaries and Wages (Non revenue vehicle operator personnel) | 398,678.38 | 495,235.63 | 96,557.25 |
| Dispatch | | | - |
| Operations Supervision | | | - |
| Maintenance | 398,678.38 | 495,235.63 | 96,557.25 |
| Administration | | | - |
| 04. Other Paid Absences (Non revenue vehicle operator personnel) | 38,175.21 | - | (38,175.21) |
| Vacation | 16,512.18 | - | (16,512.18) |
| Sick | 4,206.75 | - | (4,206.75) |
| Holiday | 13,923.75 | - | (13,923.75) |
| FMLA or other leave | 3,532.53 | - | (3,532.53) |
| 05. Fringe Benefits | 129,147.73 | 180,346.89 | 51,199.16 |
| Employment Taxes | 31,683.61 | 41,112.86 | 9,429.26 |
| Health and Welfare Expenses | 81,594.51 | 120,544.57 | 38,950.05 |
| Retirement Costs/Pension Plans | 310.34 | - | (310.34) |
| Workers Compensation | 7,012.64 | 8,389.61 | 1,376.97 |
| Other Fringe Benefits | 8,546.62 | 10,299.85 | 1,753.22 |
| 5020. SERVICES | \$ 427,061.93 | \$ 341,250.00 | \$ (85,811.93) |
| 03. Professional and Technical Services | - | - | - |
| BRT Fare Collection and Security Services | | | - |
| Audit Fees | | | - |
| Legal Fees | | | - |
| Human Resources Consulting | | | - |
| Planning and Scheduling Consulting | | | - |
| Computer Consulting | | | - |
| Advertising and Promotion | | | - |
| 05. Contract Maintenance Services | 427,061.93 | 341,250.00 | (85,811.93) |
| Vehicle Maintenance | | | - |
| Computer Maintenance | | | - |
| BRT Station Maintenance | 80,152.96 | 98,000.00 | 17,847.04 |
| Building Maintenance | 346,908.97 | 243,250.00 | (103,658.97) |
| 09. Other Services | - | - | - |
| Advertising | | | - |
| Ad commission Lottery Updates | | | - |
| ADA Ride | | | - |
| Drug and Alcohol Testing | | | - |
| Medical Exam Testing | | | - |
| Misc | | | - |
| 5030. MATERIALS AND SUPPLIES CONSUMED | \$ 109,650.66 | \$ 143,566.83 | \$ 33,916.17 |
| 01. Fuel and Lubricants | | | - |
| 02. Tires and Tubes | | | - |
| 09. Other Materials and Supplies | 109,650.66 | 143,566.83 | 33,916.17 |
| Vehicle Equip. and Parts Supplies (inc Cares Act) | | | - |
| Other Equipment and Supplies | 109,650.66 | 143,566.83 | 33,916.17 |
| Office Equipment | | | - |
| Admin. Supplies | | | - |

**GRTC Transit System
Operating Expenses
Year to Date December 31, 2022**

| | Facility Maintenance | | | |
|---|----------------------|-----------------|---------------------------|---|
| | Actual | Budget | Variance Fav / (Unfav) | |
| 5040. UTILITIES | \$ - | \$ - | \$ - | |
| Telecommunication | | | | - |
| Utilities | | | | - |
| 5050. CASUALTIES AND LIABILITY COSTS | \$ - | \$ - | \$ - | |
| General Liability | | | | - |
| Auto Liability | | | | - |
| Physical Damage | | | | - |
| All Other | | | | - |
| 5060. TAXES | | | \$ - | |
| 5100. PURCHASED TRANSPORTATION SERVICE | \$ - | \$ - | \$ - | |
| 01. Purchased Transportation - SpecTran | | | | - |
| 02. Purchased Transportation VanPool | | | | - |
| 5090. MISCELLANEOUS EXPENSES | \$ - | \$ - | \$ - | |
| 02. Travel and Meetings | | | | - |
| 08. Advertising/Promotion Media | | | | - |
| 09. Other Miscellaneous Expenses | | | | - |
| 5120. LEASES AND RENTALS | \$ - | \$ - | \$ - | |
| 5900 ADA Expenses | \$ - | \$ - | \$ - | |
| Total Expenses | \$ 1,102,713.91 | \$ 1,160,399.34 | \$ 57,685.44 | |
| | 3.78% | 3.57% | | |

GRTC Transit System
Operating Expenses
Year to Date December 31, 2022

| | General Administration | | |
|--|------------------------|------------------------|---------------------------|
| | Actual | Budget | Variance Fav / (Unfav) |
| Total Operating Costs | | | |
| 5010. LABOR | \$ 3,550,819.23 | \$ 4,332,138.72 | \$ 781,319.49 |
| 01. Operator Salaries and Wages | | | - |
| 02. Operator's Paid Absences | - | - | - |
| Operator Vacation | | | - |
| Operator Sick | | | - |
| Holiday | | | - |
| Operator FMLA or other leave | | | - |
| 03. Other Salaries and Wages (Non revenue vehicle operator personnel) | <u>2,453,030.02</u> | <u>2,902,413.88</u> | <u>449,383.86</u> |
| Dispatch | | | - |
| Operations Supervision | | | - |
| Maintenance | | | - |
| Administration | 2,453,030.02 | 2,902,413.88 | 449,383.86 |
| 04. Other Paid Absences (Non revenue vehicle operator personnel) | - | - | - |
| Vacation | | | - |
| Sick | | | - |
| Holiday | | | - |
| FMLA or other leave | | | - |
| 05. Fringe Benefits | <u>1,097,789.21</u> | <u>1,429,724.84</u> | <u>331,935.63</u> |
| Employment Taxes | 194,946.21 | 240,949.03 | 46,002.82 |
| Health and Welfare Expenses | 502,043.25 | 706,472.24 | 204,428.99 |
| Retirement Costs/Pension Plans | 305,065.07 | 372,770.76 | 67,705.69 |
| Workers Compensation | 43,148.12 | 49,168.78 | 6,020.66 |
| Other Fringe Benefits | 52,586.56 | 60,364.03 | 7,777.47 |
| 5020. SERVICES | \$ 493,119.45 | \$ 818,625.50 | \$ 325,506.05 |
| 03. Professional and Technical Services | <u>129,361.75</u> | <u>590,905.00</u> | <u>461,543.25</u> |
| BRT Fare Collection and Security Services | - | - | - |
| Audit Fees | 50,371.00 | 60,000.00 | 9,629.00 |
| Legal Fees | 41,971.00 | 24,990.00 | (16,981.00) |
| Human Resources Consulting | 27,270.00 | 27,990.00 | 720.00 |
| Planning and Scheduling Consulting | 10,354.29 | 307,500.00 | 297,145.71 |
| Computer Consulting | 62.50 | 3,000.00 | 2,937.50 |
| Advertising and Promotion | (667.04) | 167,425.00 | 168,092.04 |
| 05. Contract Maintenance Services | <u>215,471.67</u> | <u>24,990.00</u> | <u>(190,481.67)</u> |
| Vehicle Maintenance | | | - |
| Computer Maintenance | 215,471.67 | 24,990.00 | (190,481.67) |
| BRT Station Maintenance | | | - |
| Building Maintenance | | | - |
| 09. Other Services | <u>148,286.03</u> | <u>202,730.50</u> | <u>54,444.47</u> |
| Advertising | 7,852.26 | 11,600.00 | 3,747.74 |
| Ad commission Lottery Updates | 69,273.05 | 89,850.00 | 20,576.95 |
| ADA Ride | 32,466.00 | 33,505.50 | 1,039.50 |
| Drug and Alcohol Testing | | | - |
| Medical Exam Testing | | | - |
| Misc | 38,694.72 | 67,775.00 | 29,080.28 |
| 5030. MATERIALS AND SUPPLIES CONSUMED | \$ 920,453.73 | \$ 731,760.00 | \$ (188,693.73) |
| 01. Fuel and Lubricants | <u>6,245.09</u> | <u>-</u> | <u>(6,245.09)</u> |
| 02. Tires and Tubes | | | - |
| 09. Other Materials and Supplies | <u>914,208.64</u> | <u>731,760.00</u> | <u>(182,448.64)</u> |
| Vehicle Equip. and Parts Supplies (inc Cares Act) | 1,466.71 | - | (1,466.71) |
| Other Equipment and Supplies | 458,524.81 | 255,200.00 | (203,324.81) |
| Office Equipment | 439,705.18 | 462,960.00 | 23,254.82 |
| Admin. Supplies | 14,511.94 | 13,600.00 | (911.94) |

**GRTC Transit System
Operating Expenses
Year to Date December 31, 2022**

| | General Administration | | |
|---|-------------------------------|------------------------|-----------------------------------|
| | Actual | Budget | Variance Fav / (Unfav) |
| 5040. UTILITIES | \$ 453,184.11 | \$ 484,974.50 | \$ 31,790.39 |
| Telecommunication | 106,957.11 | 124,800.00 | 17,842.89 |
| Utilities | 346,227.00 | 360,174.50 | 13,947.50 |
| 5050. CASUALTIES AND LIABILITY COSTS | \$ 551,791.94 | \$ 936,432.68 | \$ 384,640.74 |
| General Liability | | | - |
| Auto Liability | 22,397.52 | 22,398.00 | 0.48 |
| Physical Damage | 45,644.29 | 257,490.00 | 211,845.71 |
| All Other | 483,750.13 | 656,544.68 | 172,794.55 |
| 5060. TAXES | \$ - | \$ - | \$ - |
| 5100. PURCHASED TRANSPORTATION SERVICE | \$ - | \$ - | \$ - |
| 01. Purchased Transportation - SpecTran | | | - |
| 02. Purchased Transportation VanPool | | | - |
| 5090. MISCELLANEOUS EXPENSES | \$ 319,572.36 | \$ 344,989.86 | \$ 25,417.50 |
| 02. Travel and Meetings | <u>26,313.62</u> | <u>70,010.00</u> | <u>43,696.38</u> |
| 08. Advertising/Promotion Media | <u>6,638.67</u> | <u>13,186.86</u> | <u>6,548.19</u> |
| 09. Other Miscellaneous Expenses | <u>286,620.07</u> | <u>261,793.00</u> | <u>(24,827.07)</u> |
| 5120. LEASES AND RENTALS | \$ - | \$ - | \$ - |
| 5900 ADA Expenses | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| Total Expenses | \$ 6,288,940.82 | \$ 7,648,921.25 | \$ 1,359,980.43 |
| | 21.58% | 23.51% | |

GRTC Transit System Year to Date December 31, 2022

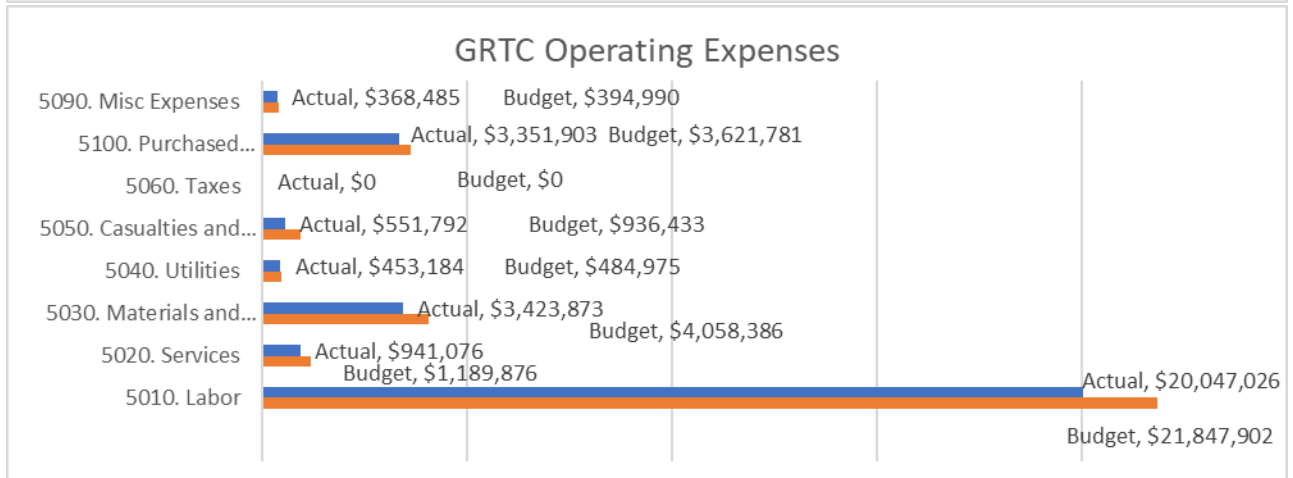
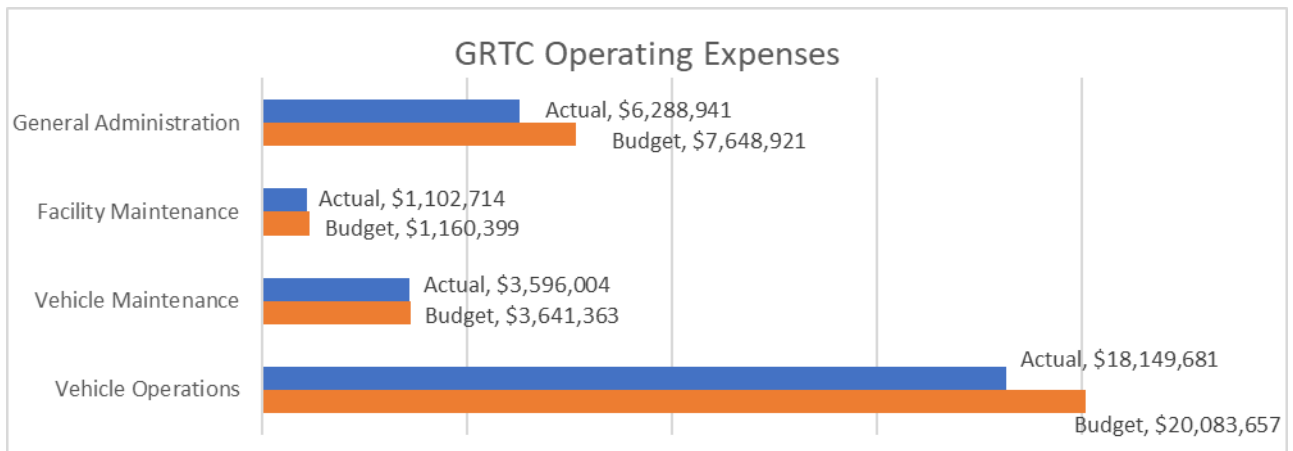
Operating Expenses

| | Budget | Actual | (Over) Under | % of Budget |
|------------------------|---------------------|---------------------|---------------------|---------------|
| Vehicle Operations | \$ 20,083,657.36 | \$ 18,149,681.09 | \$ 1,933,976.26 | 90.37% |
| Vehicle Maintenance | 3,641,363.46 | 3,596,003.98 | 45,359.48 | 98.75% |
| Facility Maintenance | 1,160,399.34 | 1,102,713.91 | 57,685.44 | 95.03% |
| General Administration | <u>7,648,921.25</u> | <u>6,288,940.82</u> | <u>1,359,980.43</u> | <u>82.22%</u> |
| Total GRTC | \$ 32,534,341.41 | \$ 29,137,339.80 | \$ 3,397,001.61 | 89.56% |

| | Budget | Actual | (Over) Under | % of Budget |
|--|-------------------|-------------------|------------------|---------------|
| 5010. Labor | \$ 21,847,902.05 | \$ 20,047,026.28 | \$ 1,800,875.77 | 91.76% |
| 5020. Services | 1,189,875.50 | 941,076.38 | 248,799.12 | 79.09% |
| 5030. Materials and Supplies Consumed | 4,058,386.33 | 3,423,872.81 | 634,513.52 | 84.37% |
| 5040. Utilities | 484,974.50 | 453,184.11 | 31,790.39 | 93.44% |
| 5050. Casualties and Liability Costs | 936,432.68 | 551,791.94 | 384,640.74 | 58.92% |
| 5060. Taxes | - | - | - | 0.00% |
| 5100. Purchased Transportation Service | 3,621,780.50 | 3,351,903.41 | 269,877.09 | 92.55% |
| 5090. Misc Expenses | <u>394,989.86</u> | <u>368,484.87</u> | <u>26,504.99</u> | <u>93.29%</u> |
| Total GRTC | \$ 32,534,341.41 | \$ 29,137,339.80 | \$ 3,397,001.61 | 89.56% |

| | | |
|----------------------------|--------------|--------------|
| Total Fleet Service Miles | 2,641,015.13 | 2,539,986.75 |
| Operating Expense per Mile | \$ 12.32 | \$ 11.47 |

| | | |
|----------------------------|------------|------------|
| Total Fleet Service Hours | 238,920.34 | 229,513.99 |
| Operating Expense per Hour | \$ 136.17 | \$ 126.95 |



Operating Expenses are favorable versus budget by \$3.40M or 10.44% as a result of:

- Lower than budgeted labor expenses of \$1.80M 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 \$248.80k due to timing of consulting services versus budget
- Favorable materials and supplies of \$634.51k as a result of the timing of purchases versus budget calendarization combined with favorable fuel pricing versus budgeted rates.
- Slight favorable Utilities expenses of \$31.79k.
- Favorable casualties and liability expense of \$384.64k is due to timing of policy expense versus budget calendarization and the timing of booking uninsured provision liability.
- Favorable purchased transportation services of \$269.88k due actual demand differing from budgetary assumptions

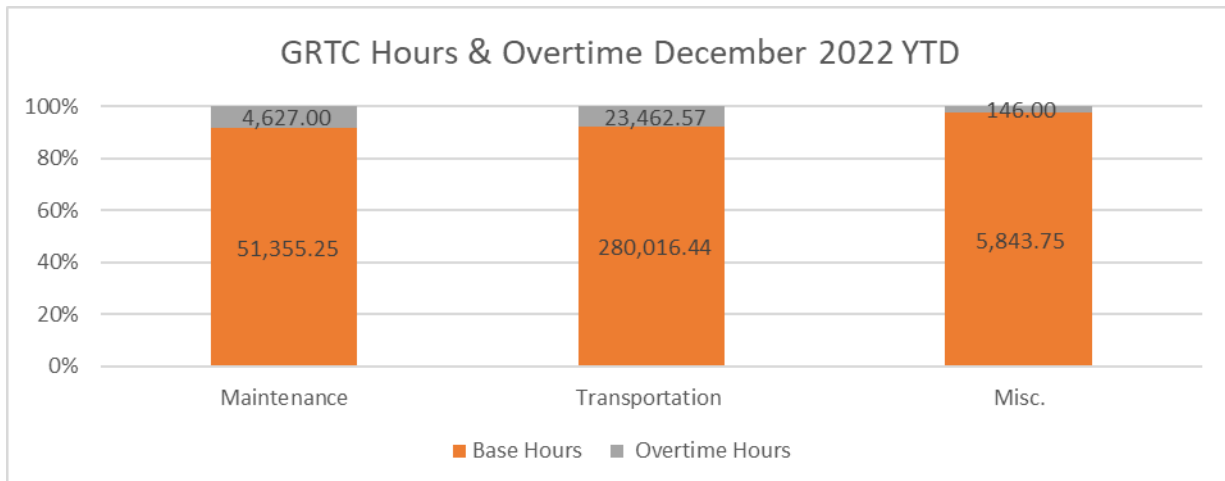
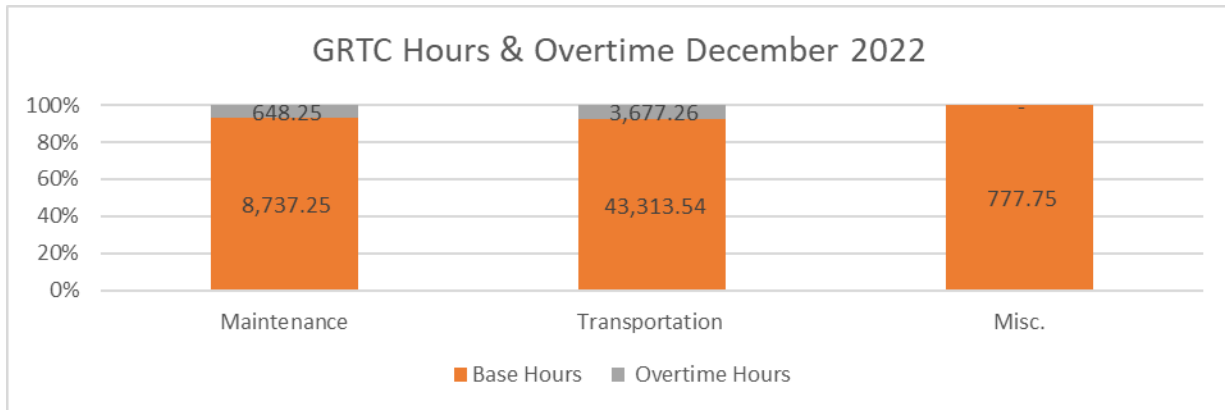
| <u>Operating Expense per Mile</u> | Budget | Actual |
|-----------------------------------|---------------|---------------|
| Vehicle Operations | \$ 7.60 | \$ 7.15 |
| Vehicle Maintenance | 1.38 | 1.42 |
| Facility Maintenance | 0.44 | 0.43 |
| General Administration | 2.90 | 2.48 |
| Total GRTC | \$ 12.32 | \$ 11.47 |

| <u>Operating Expense per Mile</u> | Budget | Actual |
|--|---------------|---------------|
| 5010. Labor | \$ 8.27 | \$ 7.89 |
| 5020. Services | 0.45 | 0.37 |
| 5030. Materials and Supplies Consumed | 1.54 | 1.35 |
| 5040. Utilities | 0.18 | 0.18 |
| 5050. Casualties and Liability Costs | 0.35 | 0.22 |
| 5060. Taxes | - | - |
| 5100. Purchased Transportation Service | 1.37 | 1.32 |
| 5090. Misc Expenses | 0.15 | 0.15 |
| Total GRTC | \$ 12.32 | \$ 11.47 |

| <u>Operating Expense per Hour</u> | Budget | Actual |
|-----------------------------------|---------------|---------------|
| Vehicle Operations | \$ 84.06 | \$ 79.08 |
| Vehicle Maintenance | 15.24 | 15.67 |
| Facility Maintenance | 4.86 | 4.80 |
| General Administration | <u>32.01</u> | <u>27.40</u> |
| Total GRTC | \$ 136.17 | \$ 126.95 |

| <u>Operating Expense per Hour</u> | Budget | Actual |
|--|---------------|---------------|
| 5010. Labor | \$ 91.44 | \$ 87.35 |
| 5020. Services | 4.98 | 4.10 |
| 5030. Materials and Supplies Consumed | 16.99 | 14.92 |
| 5040. Utilities | 2.03 | 1.97 |
| 5050. Casualties and Liability Costs | 3.92 | 2.40 |
| 5060. Taxes | - | - |
| 5100. Purchased Transportation Service | 15.16 | 14.60 |
| 5090. Misc Expenses | <u>1.65</u> | <u>1.61</u> |
| Total GRTC | \$ 136.17 | \$ 126.95 |

| GRTC Headcount @ December 31, 2022 | Budget | Actual | (Over) Under | % of Budget |
|---|---------------|---------------|---------------------|--------------------|
| Equipment & Facility Maintenance | 71 | 67 | 4 | 94.37% |
| Transportation | 357 | 306 | 51 | 85.71% |
| Planning, Scheduling & Marketing | 19 | 19 | - | 100.00% |
| Insurance & Safety | 9 | 11 | (2) | 122.22% |
| General & Administrative | <u>53</u> | <u>47</u> | <u>6</u> | <u>88.68%</u> |
| | 509 | 450 | 59 | 88.41% |



GRTC Transit System
STATEMENT OF INCOME
BUDGET VS. ACTUAL
For the Six Months Ending December 31, 2022

| | Current Month | | | Fav/ (Unfav) | Year To Date | | | Fav/ (Unfav) | FY 2023 Annual Budget |
|---|---------------------|---------------------|---------------------|-----------------|----------------------|----------------------|-----------------------|-----------------|-----------------------------|
| | Budget | Actual | Difference | | Budget | Actual | Difference | | |
| Operating Revenue: | | | | | | | | | |
| Customer Revenue - Fixed Route | \$ - | \$ - | \$ - | F | \$ - | \$ - | \$ - | F | \$ - |
| Pass Program Revenue | 112,409 | 111,409 | (1,000) | U | 674,456 | 669,458 | (4,998) | U | 1,348,912 |
| Charter Revenue | - | - | - | F | - | - | - | F | - |
| Advertising Revenue | 45,417 | 38,667 | (6,750) | U | 272,500 | 232,002 | (40,498) | U | 605,000 |
| Other Operating Revenue | - | - | - | F | - | - | - | F | - |
| Total Operating Revenue | \$ 157,826 | \$ 150,076 | \$ (7,750) | U | \$ 946,956 | \$ 901,460 | \$ (45,496) | U | \$ 1,953,912 |
| Other Income: | | | | | | | | | |
| Ridefinders | 38,421 | 39,284 | 863 | F | 249,738 | 254,273 | 4,536 | F | 499,475 |
| Interest Income | 1,500 | 45,266 | 43,766 | F | 9,000 | 186,934 | 177,934 | F | 18,000 |
| Non-Transportation Income | 500 | 1,008 | 508 | F | 3,000 | 3,108 | 108 | F | 6,000 |
| Total Other Income | \$ 40,421 | \$ 85,558 | \$ 45,137 | F | \$ 261,738 | \$ 444,314 | \$ 182,577 | F | \$ 523,475 |
| Operating Contributions: | | | | | | | | | |
| COVID Relief Acts VA2020-023 | - | 52,378 | 52,378 | F | - | 632,763 | 632,763 | F | - |
| FFCRA Credit | - | - | - | F | - | - | - | F | - |
| Oper contrib - Federal | 896,080 | 17,787 | (878,293) | U | 4,536,204 | 202,492 | (4,333,711) | U | 9,822,082 |
| Oper contrib - State | 2,078,136 | 2,018,640 | (59,496) | U | 12,468,816 | 12,310,168 | (158,647) | U | 24,937,631 |
| Oper contrib - CVTA | 1,784,583 | 1,784,583 | (0) | U | 10,707,500 | 10,707,500 | (0) | U | 21,415,000 |
| Oper contrib - Richmond | 712,876 | 714,463 | 1,587 | F | 4,277,255 | 4,296,323 | 19,069 | F | 8,554,510 |
| Oper contrib - Henrico | 342,334 | 342,334 | - | F | 2,054,003 | 2,054,003 | - | F | 4,108,005 |
| Oper contrib - Petersburg | 16,667 | 16,667 | 0 | F | 100,000 | 100,000 | 0 | F | 200,000 |
| Oper contrib - Chesterfield | 20,739 | 20,871 | 133 | F | 124,431 | 124,830 | 398 | F | 248,863 |
| Total Operating Contributions: | \$ 5,851,414 | \$ 4,967,723 | \$ (883,691) | U | \$ 34,268,208 | \$ 30,428,079 | \$ (3,840,129) | U | \$ 69,286,090 |
| Net Operating Revenue | \$ 6,049,661 | \$ 5,203,358 | \$ (846,304) | U | \$ 35,476,901 | \$ 31,773,853 | \$ (3,703,049) | U | \$ 71,763,478 |
| Operating Expenses: | | | | | | | | | |
| Equipment & Facility Maintenance | 1,087,897 | 960,134 | (127,763) | F | 6,470,526 | 5,932,231 | (538,295) | F | 12,855,827 |
| Transportation | 1,906,848 | 1,860,371 | (46,477) | F | 11,437,194 | 10,947,951 | (489,244) | F | 22,576,502 |
| Planning, Scheduling & Marketing | 221,717 | 104,148 | (117,569) | F | 1,280,664 | 713,864 | (566,800) | F | 2,518,315 |
| Insurance and Safety | 294,167 | 133,210 | (160,957) | F | 1,587,067 | 1,142,282 | (444,785) | F | 3,198,822 |
| General and Administrative | 1,268,689 | 1,021,597 | (247,092) | F | 6,994,255 | 6,011,093 | (983,162) | F | 13,825,123 |
| Purchase of Service - Spectran & Van Pool | 603,630 | 650,004 | 46,374 | U | 3,621,781 | 3,351,903 | (269,877) | F | 7,243,561 |
| Operating Taxes and Licenses | 192,540 | 173,757 | (18,783) | F | 1,142,854 | 1,038,015 | (104,839) | F | 2,267,132 |
| Total Operating Expenses | \$ 5,575,488 | \$ 4,903,220 | \$ (672,267) | F | \$ 32,534,341 | \$ 29,137,340 | \$ (3,397,002) | F | \$ 64,485,283 |
| Change in Net Postion | \$ 474,174 | \$ 300,137 | \$ (174,036) | U | \$ 2,942,560 | \$ 2,636,513 | \$ (306,047) | U | \$ 7,278,195 |
| Operating Ratio | 10.37% | 12.55% | 2.19% 50 | | 10.72% | 12.44% | 1.72% | | |
| Farebox Recovery Ratio | 2.26% | 2.62% | 0.36% | | 2.33% | 2.60% | 0.26% | | |

GRTC Transit System
Balance Sheet
As of December 31, 2022

| | Current Month December 31, 2022 | Prior Month November 30, 2022 | Prior Year End June 30, 2022 |
|--|------------------------------------|----------------------------------|---------------------------------|
| ASSETS | | | |
| Current Assets: | | | |
| Cash | \$9,311,177 | \$9,301,348 | \$10,854,007 |
| Working Funds | 118,266 | 118,266 | 118,266 |
| Capital Funds | 6,147,036 | 6,103,758 | 5,969,360 |
| Accounts Receivable, net | 5,788,179 | 9,413,427 | 11,189,036 |
| Motor Bus Parts Inventory | 994,153 | 991,514 | 997,470 |
| Gasoline Inventory | 17,552 | 8,997 | 8,485 |
| Diesel Fuels Inventory | 25,290 | 24,327 | 15,068 |
| Lubricants Inventory | 51,648 | 19,673 | 25,718 |
| Prepayments | <u>817,268</u> | <u>795,031</u> | <u>741,455</u> |
| Total Current Assets | \$23,270,569 | \$26,776,341 | \$29,918,865 |
| Tangible Property: | | | |
| Property and Equipment | 172,756,221 | 172,340,327 | 169,134,398 |
| Accumulated Depreciation | <u>(90,859,611)</u> | <u>(90,459,611)</u> | <u>(88,459,611)</u> |
| Net Property | \$81,896,610 | \$81,880,716 | \$80,674,787 |
| Other Assets: | | | |
| Restricted Funds (LGIP) | 8,492,752 | 8,492,752 | 8,492,752 |
| Restricted Funds (CVTA Special Fund) | 28,065,025 | 25,293,117 | 25,960,952 |
| Intangible Asset - Software, net of amortization | 975,137 | 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>64,257,732</u> | <u>61,433,446</u> | <u>61,868,836</u> |
| TOTAL ASSETS | <u>\$169,424,911</u> | <u>\$170,090,503</u> | <u>\$172,462,488</u> |
| LIABILITIES AND CAPITAL | | | |
| Current Liabilities: | | | |
| Accounts Payable | 4,544,389 | 5,198,843 | 11,276,118 |
| Wages Payable | 1,971,218 | 1,780,341 | 3,940,563 |
| Taxes Accrued | 100,379 | 83,310 | 240,310 |
| Deferred Revenues CVTA | 29,005,769 | 28,018,444 | 26,697,984 |
| Other Current Liabilities | <u>772,892</u> | <u>1,920,354</u> | <u>723,034</u> |
| Total Current Liabilities | \$36,394,647 | \$37,001,292 | \$42,878,009 |
| Non-current Liabilities: | | | |
| N/P City, OPEB and GASB 68 | \$ 87,383,777 | \$ 87,383,777 | \$ 87,383,777 |
| Reserves: | | | |
| 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> |
| TOTAL LIABILITIES | 124,109,249 | 124,715,894 | 130,592,611 |
| Capital: | | | |
| Common Stock | 50,005 | 50,005 | 50,005 |
| Paid-In Capital | 117,927,664 | 117,511,749 | 114,349,393 |
| Fund Balance - Accumulated Depreciation | (89,004,669) | (88,604,669) | (86,604,669) |
| Fund Balance - GASB 68 | (36,089,951) | (36,089,951) | (36,089,951) |
| Fund Balance | <u>52,432,613</u> | <u>52,507,475</u> | <u>50,165,099</u> |
| Total Capital | \$ 51,453,156 | \$ 45,374,609 | \$ 41,869,877 |
| TOTAL LIABILITIES AND CAPITAL | <u>\$ 169,424,911</u> | <u>\$ 170,090,503</u> | <u>\$ 172,462,488</u> |

Greater Richmond Transit Company
Cash Flow Projection
February 21, 2023

| | Actual December | Actual January | Expected February | Expected March |
|---|----------------------------|---------------------------|------------------------------|---------------------------|
| <u>Beginning Balance</u> | \$ 5,441,608 | \$ 5,450,256 | \$ 9,001,178 | \$ 11,780,056 |
| Payroll | \$ 2,260,155 | \$ 2,368,239 | \$ 2,502,030 | \$ 3,217,283 |
| Insurance | \$ 222,082 | \$ 236,970 | \$ - | \$ - |
| Medical & Benefits | \$ 871,166 | \$ 909,731 | \$ 948,979 | \$ 1,737,966 |
| Parts/Supplies/Fuel | \$ 379,358 | \$ 511,462 | \$ 346,280 | \$ 346,280 |
| SpecTran/Care-On-Demand | \$ 1,218,530 | \$ 470,606 | \$ 495,933 | \$ 479,598 |
| Marketing/Utilities | \$ 306,885 | \$ 388,562 | \$ 370,000 | \$ 134,270 |
| Other | \$ 397,826 | \$ 368,624 | \$ 390,000 | \$ 28,692 |
| Vehicle Technology Equipment | \$ 127,270 | \$ 38,988 | \$ - | \$ - |
| Transfer Center | \$ 66,946 | \$ 946,274 | \$ - | \$ - |
| <u>Operating Transfer into Capital</u> | \$ - | \$ - | \$ - | \$ - |
| Actual/Expected Expenses | \$ 5,850,217 | \$ 6,239,456 | \$ 5,053,221 | \$ 5,944,089 |
| Conservative Gross Excess/(Deficiency) | \$ (408,609) | \$ (789,199) | \$ 3,947,957 | \$ 5,835,967 |
| Federal | \$ - | \$ - | \$ - | \$ 1,317,743 |
| State | \$ 1,782,558 | \$ 1,623,895 | \$ 5,759,854 | \$ 1,621,591 |
| CVTA | \$ - | \$ 5,353,750 | \$ - | \$ - |
| Richmond | \$ 3,913,197 | \$ 2,728,278 | \$ - | \$ - |
| Henrico | \$ - | \$ - | \$ 1,047,382 | \$ - |
| Chesterfield | \$ 62,614 | \$ - | \$ 62,614 | \$ - |
| Petersburg | \$ - | \$ 16,667 | \$ 33,334 | \$ 16,667 |
| VCU | \$ - | \$ - | \$ 668,456 | \$ - |
| Other | \$ 100,496 | \$ 67,788 | \$ 260,459 | \$ 247,928 |
| <u>Reserve Transfer into Revenue</u> | \$ - | \$ - | \$ - | \$ - |
| Actual/ Expected Revenues | \$ 5,858,865 | \$ 9,790,378 | \$ 7,832,099 | \$ 3,203,929 |
| Conservative Excess/(Deficiency) | \$ 5,450,256 | \$ 9,001,178 | \$ 11,780,056 | \$ 9,039,896 |

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

| | | | |
|---|----|-----------|-----------------------------|
| Beginning Balance @ September 30, 2022 | | \$ | <u>28,087,724.75</u> |
| 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) |
| GRTC Operating and Capital Expense | | | |
| 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> |
| Subtotal GRTC Operating and Capital Expense | | \$ | (5,455,605.75) |
| Ending Balance @ December 31, 2022 | | \$ | <u>28,065,025.29</u> |

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

GRTC TRANSIT SYSTEM

Board Subcommittee

Meeting Date: February 21, 2023
Item Title: Finance Subcommittee

CURRENT STATUS:

The Finance Subcommittee met on Thursday, February 9, 2023 at 3PM.

AGENDA:

- Approval of Draft Minutes
- December 2022 Financial Report
- Finance Report (Operations FY2024)
- Petersburg Area Transit (PAT) Split Letter

UPDATES:

- Surplus of \$4M - \$5M and the future of saving surplus funds to later address fare-alternatives as needed. It was suggested that surplus funds need to be placed in an interest-bearing account.
- Mike Hurt presented recruitment campaign and media buys and the Finance Subcommittee recommended approval of the \$555,430 request for extending media buys. Members requested a detailed cost analysis of each impression/person. It was estimated that we were spending \$3k per applicant in media buys.
- 3rd Party desired to complete the negotiation of Petersburg Area Transit split letter for FTA. Staff is working on a 10-year Memorandum of Understanding. 5307 - \$17M; 5334 - \$97M; and 5339 - \$1.4M

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

GRTC TRANSIT SYSTEM

Board Subcommittee

Meeting Date: February 21, 2023
Item Title: Operations Subcommittee

CURRENT STATUS:

The Operations Subcommittee met on Thursday, February 9, 2023 at 12:30PM.

AGENDA:

- Approval of Draft Minutes
- Operations Report
- Maintenance Report
- Safety Report

UPDATES:

- Goal should be set at 100 Operators per year to put us in 80-85 range of new Operators to help with service delivery.

The Chair, Ellen Robertson, will provide an update of the meeting.

GRTC TRANSIT SYSTEM

Board Subcommittee

Meeting Date: February 21, 2023
Item Title: Development Subcommittee

CURRENT STATUS:

The Development Subcommittee met on Wednesday, February 8, 2023 at 1:30PM.

AGENDA:

- Approval of Draft Minutes
- Title VI Overview
- Transit Advisory Group
- Expansion Initiative Updates
- Regional Coordination Structure

UPDATES:

- Presentation on Title VI impacts and the Subcommittee recommended approval of the Title VI Report/changes.
- Ensure that Board Transit Advisory Group (TAG) has proper representation of its ridership. Chesterfield will give one of its two seats to Richmond for TAG. This will result in Richmond having three seats on the TAG Board.
- Request for outline of transfer site needs from a high level. (Site Needs 101)
Members want a new focus with support from new Board members to ensure transit is at the table for any future plans.
- Membership roster request of North-South BRT Advisory Committee.
- Mike Hurt presented on recruitment campaign and made a request for media buys. The next cycle of media buys would cost the agency \$555,430 and the committee referred the presentation to the Finance Subcommittee.

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