



**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. April 18, 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/JX3QR6hbbH0?feature=share>.

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

**MINUTES
MARCH 21, 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
Ellen Robertson, City of Richmond
Daniel Schmitt, County of Henrico

Others Present: Bonnie Ashley, General Counsel
Sheryl Adams, Chief Executive Officer
Adrienne Torres, Chief of Staff
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
Monica Carter, Safety and Service Compliance Manager
Antionette Haynes, Procurement Services Administrator
Ashley Mason, Manager of Organizational Advancement
Cherika Ruffin, Program Manager
Maurice Carter, Local 1220, Amalgamated Transit Union
Diana Hall, Citizen
Richard Hankins, RVA Rapid Transit
Ken Lantz, PlanRVA
Dan Motta, PlanRVA

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 March 21, 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://youtube.com/live/lRoQqSDnLZ4?feature=share>.

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this March 21, 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 written public comments were received.

III. Approval of February 21, 2023 Board Meeting Minutes

Mr. Schmitt motioned to approve the February 21, 2023 Board Meeting minutes, Mr. Addison seconded, and the motion carried unanimously.

IV. Consent Agenda

- A. Procurement of Flat Bed Wrecker
- B. Facilities Master Plan Task Order
- C. Title VI Program Resolution
- D. Pulse Station Modifications
- E. Procurement Threshold Updates

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

V. Information Items

A. Updated List of Recent and Upcoming Procurements

Listed below are four new procurements Ms. Thompson highlighted:

- Tire Lease Services for GRTC's transit vehicles. The current contract is with Michelin North America, Inc., and it will expire on May 31. Staff is pursuing other contracts through the invitation for bids process. The estimated value of this contract is \$3,080,000 over a five-year period and we anticipate an award in the Spring.
- Mechanical, Electrical, Plumbing, Fire & Sprinkler Services – the facilities team would like to contract for preventive maintenance repair and replacement services for all these systems. The estimated value of this contract is \$2,100,000 over a three-year period.
- Website Redesign Services – Staff is seeking to update GRTC's website in order to make it more rider focused and to properly support the organization's needs for activities such as paratransit eligibility certification, employment offerings, developer data portal and current contracting opportunities. Staff has budgeted \$100,000 for these services and anticipate bringing this to the Board in the Spring.
- Downtown Transfer Center Restrooms – This will be to bring restroom facilities to our drivers at the Downtown Transfer Center. The estimated cost of the structure is \$200,000 and anticipate bringing this to the Board in the Spring for approval.

VI. Staff Reports

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

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

Ms. Carter presented the Rider Comments for February and reported that there were 46 complaints that were non-verified. The Board has concerns over the number of non-verified complaints and asked that staff look into this.

- F. Financial Report – John Zinzarella

VII. Board Subcommittee Reports

A. Finance Subcommittee Report - The Finance Subcommittee met on March 9 and discussed the following:

- Ms. Thompson, Director of Procurement, presented Procurement Threshold Updates to the Subcommittee and it was recommended to the Board of Directors at the March Board meeting to approve the increases.

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

- Mrs. Adams is requiring administrative staff to ride the bus quarterly with the purpose of gaining a better understanding of where our routes travel, what our operators experience daily, and to provide support to our frontline employees. This program will begin in April.

IX. Board Chair's Report

- Chairman Nelson stated that Ms. Adams and Ms. Torres gave a presentation to the Henrico Board of Supervisors and it was well received and suggested that Chesterfield and the City of Richmond should invite them to present to the Chesterfield Board of Supervisors and Richmond City Council.

X. Adjourn

There being no further business, the meeting adjourned at 8:45AM

APPROVED:

Tyrone E. Nelson, Chair
GRTC Board of Directors

Date

GRTC Transit System

Consent Agenda

Meeting Date: April 18, 2023

CONSENT AGENDA ITEMS:

- Clever Maintenance Renewal – Dexter Hurt
- Real-Time Passenger Information Signage (RTPI) – Dexter Hurt
- Fixed Route Buses – Tony Byrd
- Transfer Center Restrooms – Sam Sink
- FY24 Regional Public Transportation Plan – Adrienne Torres
- Wage Rates – Sheryl Adams
- GRTC and RideFinders Corporate Bank Resolution Revisions – John Zinzarella

GRTC Transit System

Consent Agenda

Meeting Date: April 18, 2023

Item Title: Advanced Communication System (ACS) Software Maintenance and Extended Hardware Support Agreement

BACKGROUND:

This Support Agreement with Clever Devices is an annual agreement supporting the hardware and software that runs the Clever Computer Aided Dispatch and Automated Vehicle Locator (CAD/AVL) system. GRTC must now renew the agreement to continue support of this technology, obtain service upgrades, and continue rights to utilize the products.

The products and services utilized on GRTC's fixed route buses are:

- Automatic Voice Annunciation (AVA) system on GRTC's fixed route buses

This technology has given GRTC consistent compliance with the Americans with Disabilities Act (ADA) and avoided compliance lawsuits. The ADA requires transit operators to provide information on board a bus to enable a person with hearing or visual impairment to orient themselves in relation to destination and stop location.

- Automatic Vehicle Monitoring (AVM) system on GRTC's fixed route buses

This technology gives the Maintenance Department critical faults on major components on the bus to be proactive in maintaining the current fleet. This information allows us to repair buses before they break down, which increases customer service and decreases costs on road calls.

- Automatic Passenger Counter (APC) System

This technology gives statistically sound data to the Planning and Scheduling Department. Planning is able to use this information in analyzing route performance in relation to customer use. Scheduling is able to use the same data to analyze on time performance for each route/run they develop.

- Automatic Vehicle Locating (AVL) System

AVL has been deployed to various levels within GRTC to monitor the location of all vehicles. The product has been installed in the Transportation and Customer Service departments and shows vehicle location in real time. Future real time information will be deployed to customers via website and with signs at bus stops.

- Computer Aided Dispatch (CAD) System

Communication to all buses has been successful utilizing a combination of limited bandwidth phone lines and high-speed cellular modem communication.

- Clever Reports Software Package

Clever Reports is a reporting system for the overall Clever Devices system that ties all the Clever databases together and allows GRTC to analyze many different types of data that the Clever system captures from the fixed route service operation.

- Clever Works Server

Allows GRTC's Planning and Scheduling Department to manage the booking process in-house rather than contract these services with Clever Devices.

HIGHLIGHTS:

- These services can only be provided by Clever Devices. GRTC has classified this purchase as a sole source procurement. FTA regulations for sole source procurements require GRTC to conduct a cost analysis to determine that the quoted price is fair and reasonable. Staff has conducted the required analysis and has made such a determination.
- The number of vehicles covered by Clever Devices' IVN system hardware with APC equipment remains at 143 vehicles.
- The hardware maintenance portion of the contract covers all onboard equipment and bus time signs.
- This project is completely funded with Federal, State and local funds.

Grant #	Federal (28%)	State (68%)	Local (4%)
VA2022-007	\$67,040.08	\$162,811.61	\$9,577.15

RECOMMENDATION:

That the Board of Directors authorizes the CEO to enter into a one-year Software Maintenance and Extended Hardware Support Agreement with Clever Devices and issue a purchase order for \$239,428.84.

 Barbara Smith, Secretary
 GRTC Board of Directors

 Date

GRTC Transit System

Consent Agenda

Meeting Date: April 18, 2023

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

BACKGROUND:

Operations at GRTC’s downtown transfer plaza are set to commence in May 2023. To provide accurate, timely passenger information, GRTC seeks to purchase 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 customers.

In February 2023, the Board of Directors authorized the CEO to execute a contract with Connectpoint Inc. to purchase Real-Time Passenger Information Signage (RTPI).

HIGHLIGHTS:

- 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.
- The timeline for delivery and installation of the initial order of ePaper signage is tentatively scheduled for May 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: VA2023-007	Federal: 80% \$160,612	State: 16% \$32,122	Local: 4% \$8,031
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RECOMMENDATION:

That the Board of Directors authorizes the CEO to issue a purchase order to Connectpoint, Inc. for the purchase, delivery, installation, support, and warranty of ePaper signage at a not-to-exceed contract value of \$200,765.

Barbara Smith, Secretary
GRTC Board of Directors

Date

GRTC Transit System

Consent Agenda

Meeting Date: April 18, 2023
Item Title: Fixed Route Buses

BACKGROUND:

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. GRTC's fixed route buses have a life cycle of 12 years and there are nineteen (19), Gillig 2010 models in the fleet that are eligible for replacement currently.

HIGHLIGHTS:

- The Washington State Department of Enterprise Services has a cooperative purchasing agreement for transit buses and is authorized to make their contract (Contract No. 06719) available to other local or federal government agencies or entities. Staff has reviewed the agreement and determined it complies with all federal laws and requirements and includes the vehicles and options GRTC needs for its fleet.
- After conducting a route and fleet analysis staff concluded that five (5), 35-foot and fourteen (14), 40-foot vehicles will meet service needs.
- Vehicle pricing is as follows:

Bus	Unit Price	Total
(5) 2023 Gillig 35-Foot Transit Vehicle	\$604,473	\$3,022,365
(14) 2023 Gillig 40-Foot Transit Vehicle	\$611,283	\$8,557,962

- Pricing includes a 60-month, 300,000-mile engine warranty.
- With this purchase GRTC's fixed route fleet would be 85% CNG-powered.
- Vehicle delivery can be expected 12 to 14 months after Notice to Proceed.

- This purchase will be funded with federal, state, and local funding as described below:

Source	Federal 5307 (80%)	State VA2023-005 (16%)	Local (4%)
Amount Funded	\$9,264,261	\$1,852,852	\$463,214

RECOMMENDATION:

That the Board of Directors authorizes the CEO to issue a purchase order to Gillig, Inc. in the amount of \$11,580,327 for the purchase of 19 CNG-powered transit vehicles.

Barbara Smith, Secretary
GRTC Board of Directors

Date

GRTC Transit System

Consent Agenda

Meeting Date: April 18, 2023

Item Title: Portable Restrooms for Downtown Transfer Center

BACKGROUND:

Construction of the temporary Downtown Transfer Center is approximately 85% complete. GRTC has begun Operator training at the site in anticipation of Operations start date of May 21, 2023, pending project construction completion and GRTC acceptance.

Portable restrooms at the Transfer Center will enable and support Operator comfort and schedules while also providing a clean, private, and secure environment. Portable restrooms will enable GRTC to maintain flexibility and utilize the restrooms at a future alternative site. After an extensive procurement search, GRTC has located the NIU CBOX 20 ADA restrooms manufactured by Comac Corporation, Inc, from Montreal, Canada.

HIGHLIGHTS:

- NIU CBOX20 ADA portable restrooms have single-occupancy Men and Women's restrooms meeting all ADA standards and includes a 13ft. steel ADA ramp with handrails. Sample features include two full ADA equipped restrooms, separated by a center located mechanical room containing a 200 gal freshwater tank and a 300gal wastewater tank, 100 amp electric panel w/control panel, central AC/heat and winterization package, stainless steel fixtures, touchless hand dryers and soap dispensers, interior and exterior lighting, fire & smoke sensors, pre-installed GRTC provided exterior camera with GRTC card reader door access and control, Exterior is grey steel finish with two 36" wide steel doors.
- In 2021 Kimley-Horn prepared a cost estimate of \$175,526 for a similar portable restroom. In January 2023, GRTC staff prepared an independent cost estimate of \$205,052 for portable restrooms with similar features.
- Comac Corporation's restroom matched or exceeded GRTC's list of features. Cost includes the restroom unit, ADA ramp, transport, turnkey installation with off-loading, setting, tie-in termination of existing electrical and communications cable. Delivery is 6 to 9 weeks from Notice To Proceed.
- A cost analysis was performed and determined the cost at \$183,600 was fair and reasonable. This contract will be funded from Operations account.

RECOMMENDATION:

That the Board of Directors authorize the CEO to issue a purchase order to Comac Corporation, Inc., for a total cost of \$183,600 for the NIU CBOX 20 ADA portable restroom unit.

Barbara Smith, Secretary
GRTC Board of Directors

Date

GRTC Transit System

Consent Agenda

Meeting Date: April 18, 2023
Item Title: FY2024 Regional Public Transportation Plan

BACKGROUND:

In the Spring of 2020, the Virginia General Assembly passed House Bill 1541 which created the Central Virginia Transportation Authority (CVTA) and enacted dedicated sales and fuel taxes to support transportation improvements within the Greater Richmond Region (Planning District 15). The legislation includes a provision that 15% of the new revenues for the CVTA should go toward public transportation through GRTC. The legislation directs GRTC to develop a plan, in collaboration with the Richmond Regional Transportation Planning Organization (RRTPO), for regional public transportation within Planning District 15.

“The GRTC shall develop a plan for regional public transportation within Planning District 15 in collaboration with the Richmond Regional Transportation Planning Organization in conformance with the guidelines required by [§33.2-286](#)”

The plan is an annual requirement, identifying how GRTC plans to spend CVTA funds in the upcoming fiscal year. GRTC proposes to use FY2023 CVTA funds for FY2024 expenditures to ensure the funds have accrued for expenses. Consistent with previous year plans, GRTC recommends prioritizing CVTA funds towards maintenance of service, local match for capital projects for the next fiscal year and planning studies. GRTC has coordinated the plan priorities with the RRTPO regional partners.

OVERVIEW:

GRTC's Regional Public Transportation Plan for FY2024 addresses the following priorities:

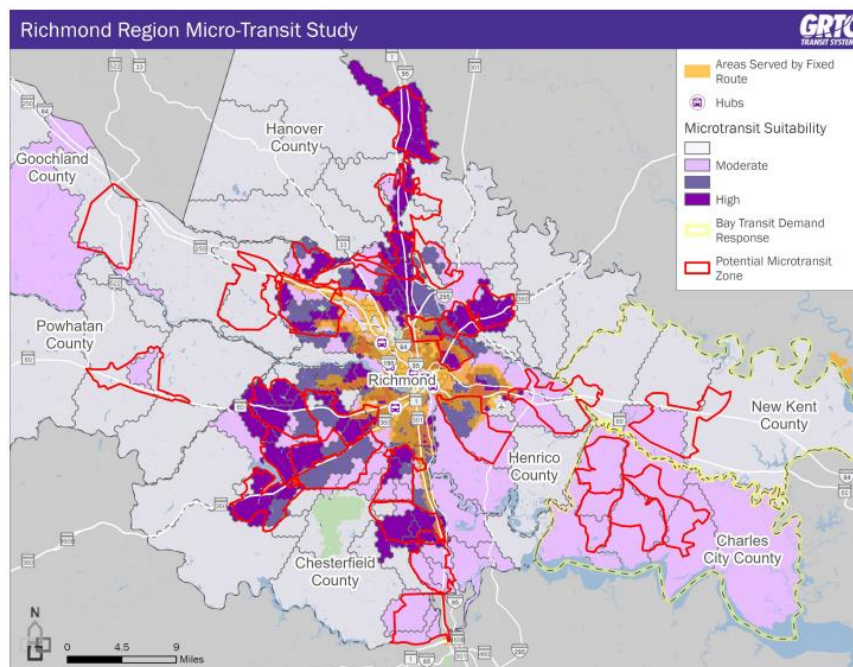
- Ensure the stability and maintenance of transit operations at the levels operated in FY2023;
- Prioritize the return of transit operations to pre-pandemic service levels.
- Prioritize capital requirements to maintain assets in a state of good repair and to provide targeted rider and business efficiencies and improvements.
- Advance planning studies for operational and capital mobility priorities and needs in the RVA region; and
- Prepare for expansion initiatives in FY2024.

As of April 2023, GRTC proposes FY2024 operational expenses equal \$74.1M GRTC has estimated that the total funding need from CVTA generated revenues for FY2024 operations is \$22,914,050 to maintain existing service levels and return service to pre-pandemic levels. GRTC prioritizes returning service on the Pulse, Route 5, and Routes 4A/4B. The service levels on these routes have remained reduced, as GRTC continues to aggressively recruit and retain operators to pre-pandemic levels. GRTC currently has 235 full-time operators, in contrast to a pre-pandemic number of 280 full-time operators. As operator numbers increase, GRTC will strategically reinstate service levels.

As of April 2023, GRTC proposes FY2024 capital plan expenses equal \$22.1M. GRTC recommends CVTA funds to be used for a 2% match for a portion of the local match requirement. The total funding need from CVTA for capital match is \$500,000.

Priority	Total FY24	Federal - FY24	State - FY24	Local - FY24	CVTA FY24
1-Safety/Regulatory	675,000	189,000	459,000	13,500	13,500
4-State of Good Repair	9,401,237	2,969,826	5,951,521	239,945	239,945
5-Business Improvement	448,000	125,440	304,640	8,960	8,960
6-Service Enhancement	8,006,019	2,343,025	5,342,753	160,120	160,120
7-Expansion	3,605,500	1,658,530	1,802,750	72,110	72,110
Grand Total	22,135,756	7,285,822	13,860,664	494,635	494,635

Over the last two years, GRTC has been working in coordination with the jurisdictions to identify micro-transit opportunities around the region. In a phase 1 study, GRTC worked with all nine (9) regional jurisdictions to prioritize five (5) out of thirty (30) zones for a pilot to be launched in FY24. GRTC is currently working with consultants on a phase 2 study to develop an implementation plan, which includes refining the zone boundaries with the jurisdictions, refining operational and capital costs, updating policies, refining performance standards, and developing marketing and communication toolkits. The zones will be implemented in a phased approach in FY24, with the first to be launched in the Fall, and the last to be launched by Spring. A phase 3 study is proposed to begin in FY24 to support the prioritization and implementation of additional zones in the following years. GRTC recommends using \$200,000 for the phase 3 micro-transit study. The map below identifies all the potential zones that were considered in the phase 1 study.



GRTC is currently conducting a Transit Strategic Plan which will evaluate the current network and expansion initiatives strategically over a ten-year period. The FY25 Regional Public Transportation Plan will be produced as part of this study. GRTC recommends using \$50,000 to fund the FY25 Regional Public Transportation Plan as part of the Transit Strategic Plan.

GRTC has worked with the jurisdictions to identify priority expansion initiatives to be considered for implementation in future years. Four initiatives are identified for expansion in FY2024 (see below).

Jurisdiction	Enhancement	Description	Potential Yr	Funding Source
Chesterfield	Route 60	Extend to walmart way on Midlothian Turnpike - 1A	FY24	1 Yr Demo Grant - DRPT
Chesterfield	3B - Extend to Colbrook	Extend 3B from BrightPoint to Colbrook	FY24	TBD
Henrico	Route 1	Extend route 1 to Brook and Parham	FY24	TBD
Goochland	Route 19 - Extension Goochland	Extend route 19 to Goochland	FY24	N/A
Henrico	Route 1	Extend route 1 to Green Cities/VCCS	FY25	TBD
Richmond	5 Increase and interline 77	Increase route 5 to 10 minutes frequency	FY25	TBD
Henrico/Richmond	7 to 15 Minutes	Increase frequency on the 7s to 15 mins	FY25	I-64 Funds (3 years)
Richmond	86 and 87	Increase frequency on routes 86 and 87	FY25	TBD
Henrico	Route 19 - 15/20 Min	Increase route 19 to 20 minute frequency	FY25	I-64 Funds (3 years)
Henrico	Route 3	Route 3 extenderd to Azalea	FY25	TBD
Henrico	Express to Short Pump	Add Express route to Short Pump	FY25	I-64 Funds (3 years)
Richmond	Route 87	Increase Frequency 30	FY25	TBD
Richmond	Route 20	Increase Frequency to 15	FY25	TBD
Chesterfield	86 - Hopkins	Extend into Chesterfield	FY26	TBD
Chesterfield	84 - Walmsley	Establish new route to Walmsley	FY26	TBD
Henrico	18-79 Western	Interline and increase frequency	FY26	TBD
Chesterfield	85 - Route 10	Establish new route to Route 10	FY27	TBD
Henrico	18-79 Western (weekend svc)	Add weekend service to the interlined route	FY27	TBD
Henrico	Innsbrook - 29x	Route 29x serve Innsbrook	FY27	TBD
Henrico	Pulse	Pulse Extension Brook/Parham	FY27	TBD
Henrico	Pulse	N/S BRT	FY28	TBD

FY2024 CVTA TRANSIT FUNDING:

GRTC recommends using FY23 CVTA dollars to fund the FY24 plan. The total estimated FY2023 CVTA transit funding to have accrued by June 30, 2023, is \$33,120,000. GRTC recommends restricting the remaining estimated fund balance of \$9,461,315 in CVTA into a reserve. The total estimated FY2024 CVTA transit funding to have accrued by June 30, 2024, is \$34,200,000 (December 2022 VDOT Projections). GRTC recommends restricting the FY2024 funds into a reserve for future use in next year's plan (FY2025).

GRTC recommends the following priorities for investment of the CVTA Transit Funds for FY2024.

1. Maintain Existing Fixed Route and Paratransit Services: Allocate \$22.9 million of FY2023 CVTA funds.
2. Fund key capital needs: Allocate \$494,635 of FY2023 CVTA funds for matching federal and state grants.
3. FY2024 Regional Public Transportation Plan - \$50,000
4. Phase III Micro-transit Implementation- \$200,000

The table below summarizes the GRTC FY2024 budget funding that needs to be supported from FY2023 CVTA dedicated transit revenues.

	FY 2024
Support for Existing Operations	\$22,914,050
Support for Capital to Leverage State and Federal Grants	\$494,635
Development of FY2024 Regional Transportation Plan	\$50,000
Phase III Micro Transit Implementation	\$200,000
Total FY2023 CVTA Revenues Budgetary Requirements	\$23,658,685
Rolling Reserve Total	\$9,461,315

RECOMENDATION:

Staff recommends that the Board of Directors support the GRTC FY2023 Regional Public Transportation Plan and direct GRTC CEO to advance the plan to the Full CVTA Board for approval of:

- FY2023 CVTA dollars to fund the estimated need of \$23,658,685 for operating and capital needs identified above in FY2024;
- Placement of the remaining balance of \$9,461,315 of FY2023 dollars into a restricted reserve;
- Placement of all FY2023 CVTA funds projected at \$34.2 million into a reserve for approvals by the GRTC and CVTA Boards.

Barbara Smith, Secretary
GRTC Board of Directors

Date

GRTC Transit System

Consent Agenda

Meeting Date: April 18, 2023
Item Title: Wage Rates

BACKGROUND:

Since the beginning of the COVID pandemic, health and economic conditions have significantly slowed recruitment and retention across the workforce nationally and have caused a significant increase in competitive salary and wage rates in the industry. GRTC has been affected by this national trend, and staffing levels continue to decrease or remain static, which has significant negative impacts on all levels of service and management. GRTC management worked with ATU Local 1220 on a new wage rate scale that will have positive impacts of higher pay that will increase staffing and service levels.

The new pay wage rate for collective bargaining unit (CBU) members was presented to and reviewed by the Amalgamated Transit Union (ATU) Local 1220 collective bargaining unit during an open negotiation process. At the conclusion of negotiations, the agreed upon increase is \$2.50 an hour across the board. The new operator's pay once an operator successfully completes training will be 85% of operator pay - \$24.91. This rate will be the highest in the region. This agreement is memorialized in a Memorandum of Understanding (MOU) between ODTMC and ATU Local 1220.

NEW PAY PROGRAM:

	10/1/2020	10/1/2021	10/1/2022	4/9/2023
Top Pay	24.79	25.78	26.81	29.31

**\$2.50 Proposed Increase*

Pay Rate	Current		4/9/2023	
	%	Pay	%	Pay
Trainee	n/a	n/a	75%	21.98
6 mos	65%	17.43	85%	24.91
1 year	70%	18.77	90%	26.38
1.5 year	75%	20.11	95%	27.84
2 year	80%	21.45	100%	29.31
3.5 year	85%	22.79		
4 year	90%	24.13		
4.5 year	95%	25.47		
5 year	100%	26.81		

The current \$2 an hour incentive pay for hours worked will remain in effect.

New Bus Operators

- Currently making less than 85% pay, immediately advance to 85% Operator pay.
- Current trainees will immediately advance to 75% Operator pay.

Hiring Operator Bonus Changes

- Currently all new hires receive a \$5,000 hiring bonus.
- New bonus structure will be:
 - \$3,500 for new hires with a CDL and P endorsement
 - \$2,000 for new hires with a CDL but no P endorsement

GRTC estimates the budgetary impact of this new pay program to be no greater than \$1.5M and would be funded through the current operating budget. This program would be effective the first pay period in April and would extend through September FY2024.

RECOMMENDATION:

Staff recommends that the Board of Directors approve a budget authorization not to exceed \$1.5M for the remainder of FY2023 to implement the new wage rates.

Barbara Smith, Secretary
GRTC Board of Directors

Date

GRTC Transit System

Consent Agenda

Meeting Date: April 18, 2023
Item Title: GRTC & RideFinders Corporate Bank Resolution Revision

BACKGROUND:

The following is an updated list of individuals authorized to transact business on the Company's bank accounts for GRTC and RideFinders respectively:

GRTC Corporate and LGIP Bank Resolutions

Sheryl E. Adams
Adrienne Torres
John M. Zinzarella

RideFinders Corporate Bank Resolutions

Sheryl E. Adams
Adrienne Torres
John M. Zinzarella
Von Tisdale

RECOMMENDATION:

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

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

Date

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

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

Sheryl E. Adams
Adrienne Torres
John M. Zinzarella

Barbara Smith, Treasurer/Secretary
GRTC Board of Directors

Date

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

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

Sheryl E. Adams
Adrienne Torres
John M. Zinzarella

Barbara Smith, Treasurer/Secretary
GRTC Board of Directors

Date

**RIDEFINDERS
CORPORATE BANK RESOLUTION
CORPORATE CHECKING ACCOUNT**

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

Sheryl E. Adams
Adrienne Torres
John M. Zinzarella
Von Tisdale

Barbara Smith, Treasurer/Secretary
RideFinders Board of Directors

Date

GRTC Transit System Information Item

Meeting Date: April 18, 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:

Date	Purchase Order #	Vendor	Purpose	Amount	Requested by	Approved by
4/13/2023	113256	Routematch Software, LLC	Specialized Transportation Scheduling Software Support Agreement	\$72,294	Information Systems	Sheryl Adams/ Tyrone Nelson/ Tonya Thompson

CURRENT STATUS:

Upcoming Procurements

TITLE	DEPT	BUDGET	ANTICIPATED AWARD DATE	INCLUDED IN BUDGET (YES/NO)	GRANT STATUS (EXISTING/ PENDING/ PLANNED)
Interior Painting	Facilities	\$250,000	TBD	Y – FY21	Pending
Actuarial Services	Finance	TBD	Spring 2023	N – FY22 Pension Plan Reimbursement	
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
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
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
Tire Lease Services	Maintenance	\$3,080,000	Spring 2023	Y	
Mechanical, Electrical, Plumbing, Fire & Sprinkler Services	Facilities	\$2,100,000	Spring 2023	Y	
Website Redesign Services	Marketing	\$100,000	Spring 2023	Y	Planned
Paratransit Scheduling Software License Renewal	Information Systems	\$65,000	Spring 2023	Y	Existing

KEY

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

GRTC Transit System

Staff Report

Meeting Date: April 18, 2023
Item Title: Safety Performance

BACKGROUND:

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

CURRENT STATUS:

Performance Indicator	Agency Averages	February (GRTC)
Miles Between Total NTD Defined Events	11,540	10,643
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 Traffic Incidents – 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	12	9		
Pedestrian	2	1	2	1	1	1	0	2	1	1		
Bicycle	0	0	0	0	0	0	0	1	0	0		
Vehicle Rear End	3	2	3	2	2	2	5	2	5	1		
Fixed Objects	5	11	6	7	5	8	7	5	6	9		
Improper Turning	3	3	4	0	3	3	2	0	1	4		
Bus Rear end Vehicle	0	0	0	0	0	0	0	0	0	1		
Bus Hit Parked Vehicle	2	3	2	0	2	2	0	2	1	4		
Total	25	34	27	26	25	26	25	22	27	29		

CARE Related Incidents – 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	2	3		
Pedestrian	0	0	0	0	0	0	0	0	0	0		
Bicycle	0	0	0	0	0	0	0	0	0	0		
Vehicle Rear End	0	2	0	0	0	1	0	1	0	0		
Fixed Objects	0	1	1	0	1	5	4	4	3	3		
Improper Turning	0	0	0	0	0	0	0	1	0	0		
Van Rear end Vehicle	0	1	0	0	0	0	0	0	1	0		
Van Hit Parked Vehicle	0	0	3	0	0	0	0	2	1	0		
Total	0	4	4	1	4	6	7	9	7	6		

<u>Assaults</u>	<u>Bus-Related</u>	<u>Care-Related</u>
Verbal	1	0
Physical	0	0

DEFINITIONS:

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

Bicycle Incident: Bicycle comes into contact with the bus.

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

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

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

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

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

Pedestrian Incident: Pedestrian comes into contact with the bus.

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

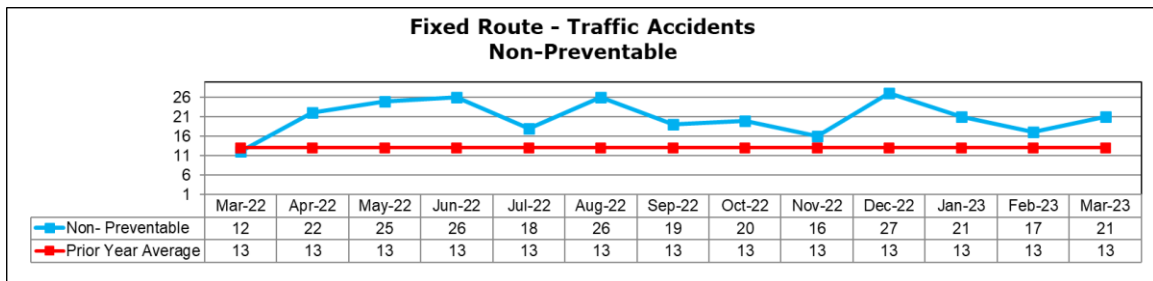
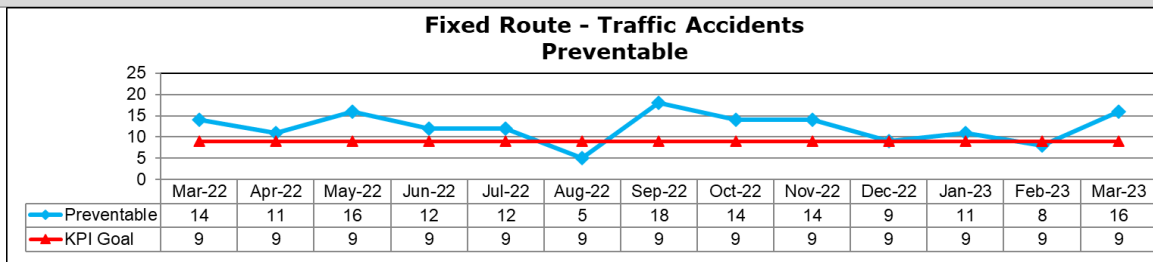
Preventable Passenger Incident: A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors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

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

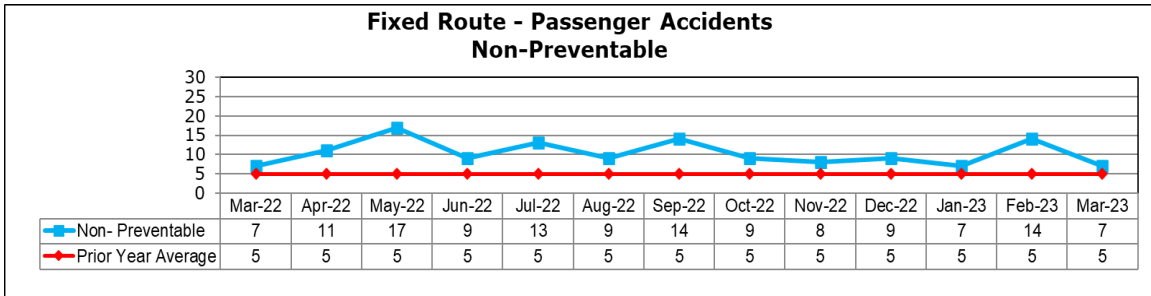
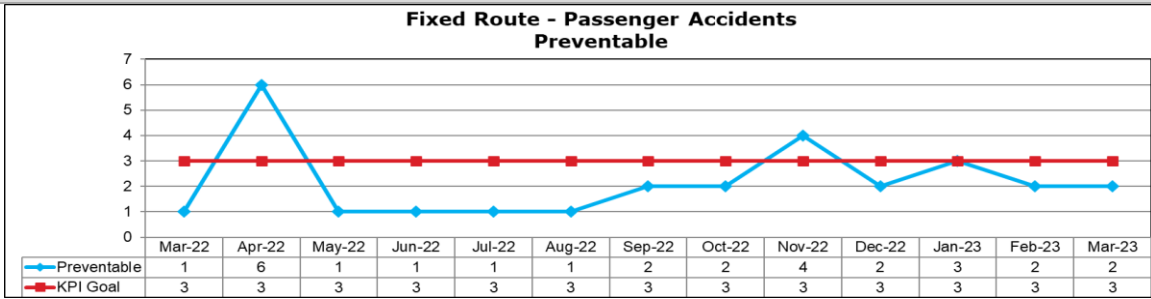
Verbal Assault: – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

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

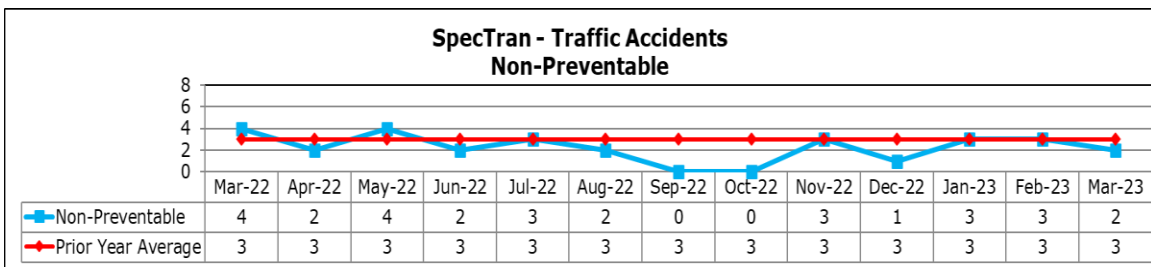
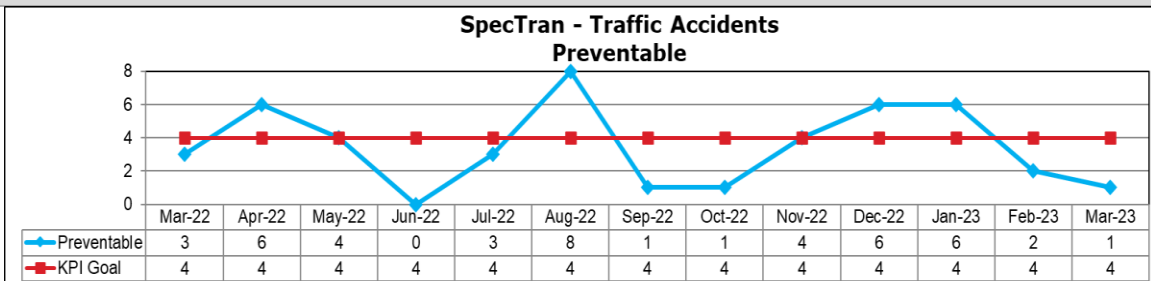
Fixed Route – Traffic Accident Data



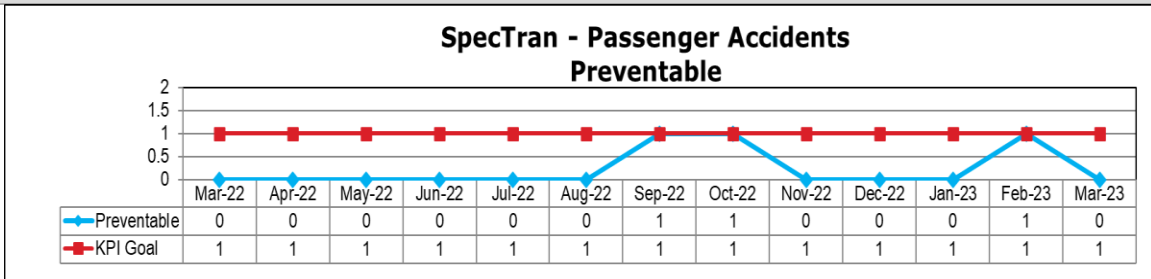
Fixed Route – Passenger Accident Data

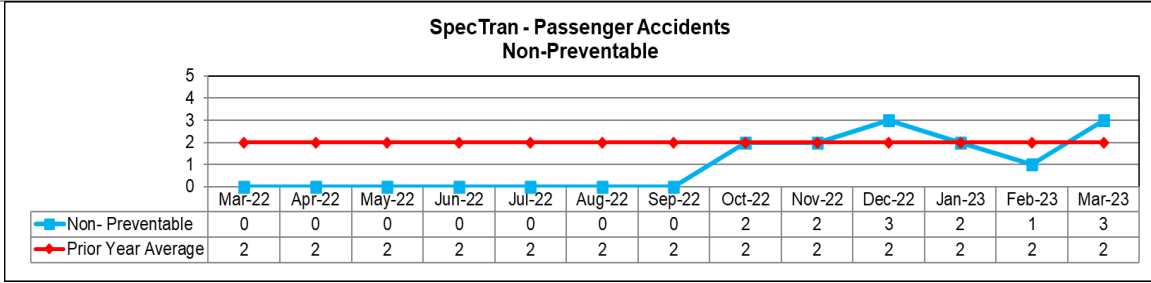


Specialized Transportation – Traffic Accident Data

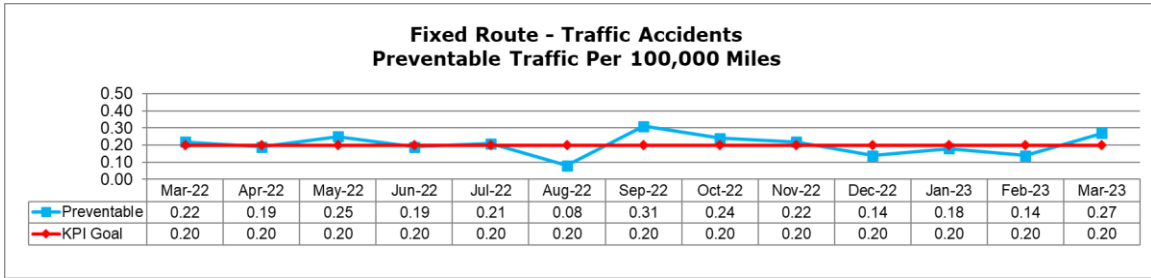
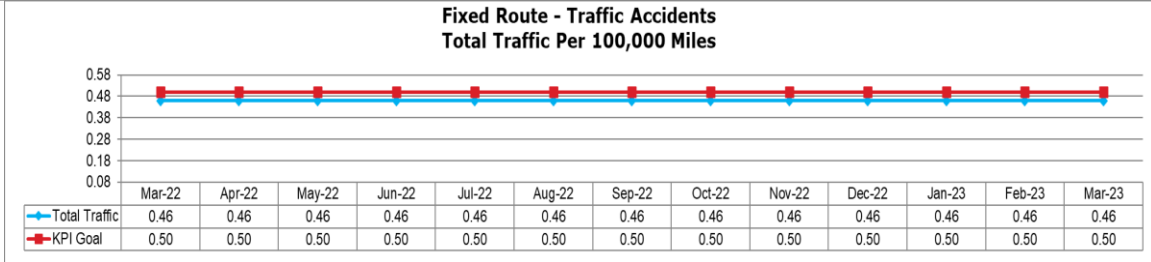


Specialized Transportation – Passenger Accident Data

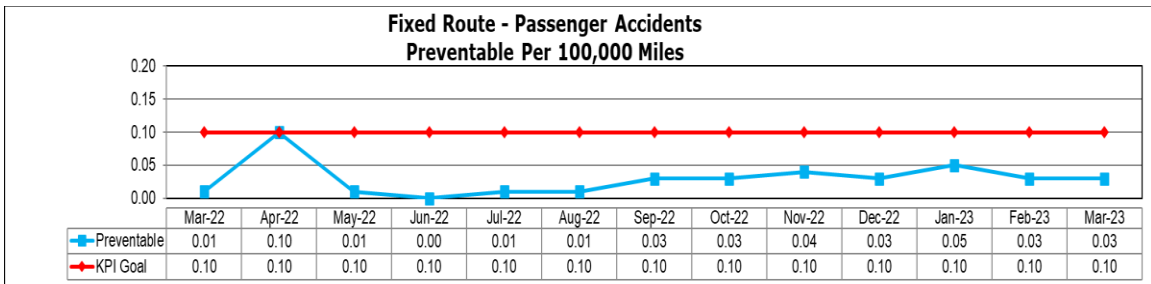
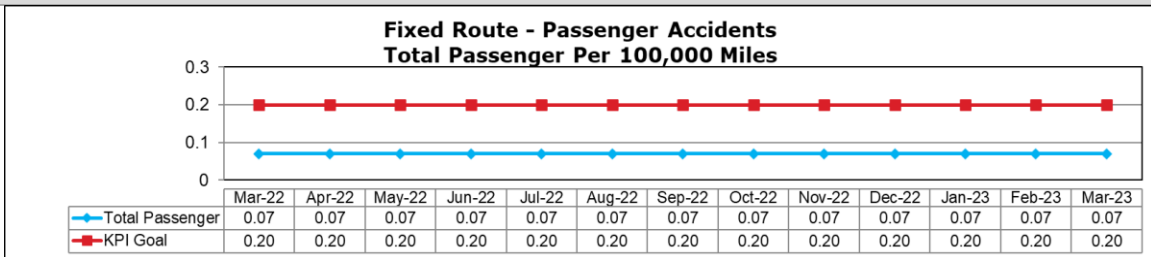




Fixed Route – Traffic Accidents per 100,000 Miles



Fixed Route – Passenger Accidents per 100,000 Mile



GRTC Transit System

Staff Report

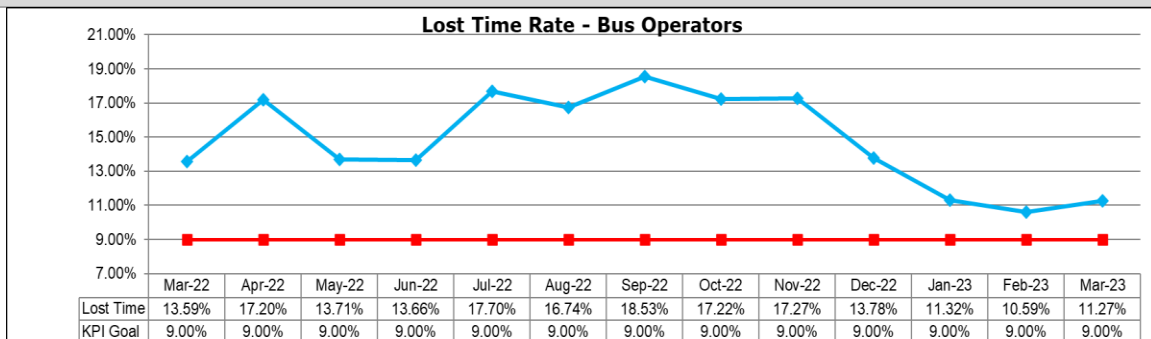
Meeting Date: April 18, 2023
Item Title: Operating Performance

HIGHLIGHTS:

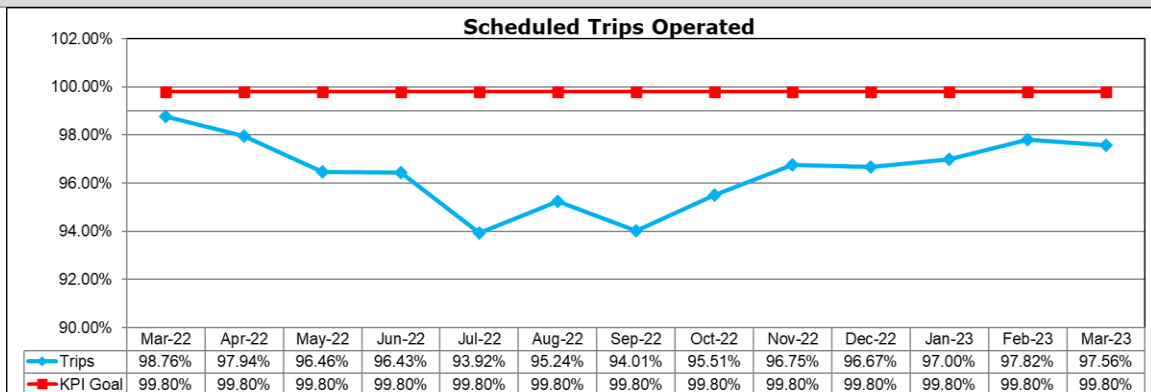
The monthly operating statistics are through March 31, 2023. The current operator staffing is 234 full-time/28 part-time operators with 16 operators in training. At the end of February 2023, the staffing was 232 full-time/28 part-time operators with 15 operators in training. That results in a net gain of 2 operators.

CURRENT STATUS:

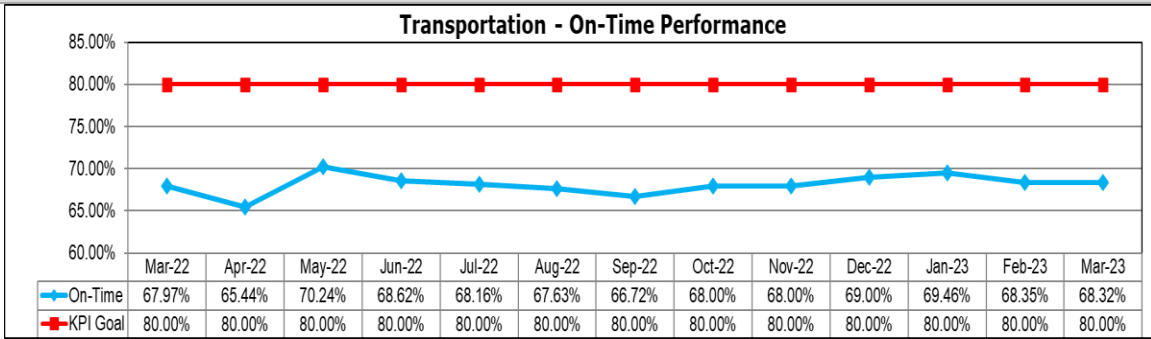
Fixed Route Performance – Lost Time Rate – Bus Operators



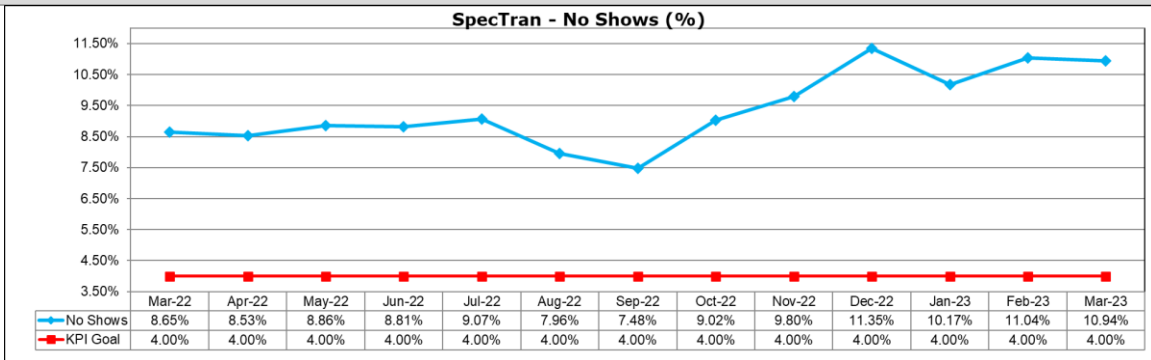
Fixed Route Performance – Scheduled Trips Operated



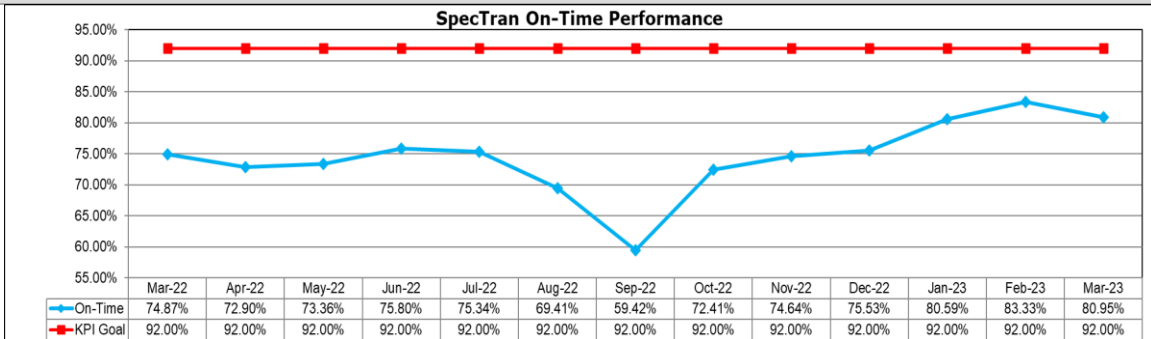
Fixed Route Performance – On-Time Performance



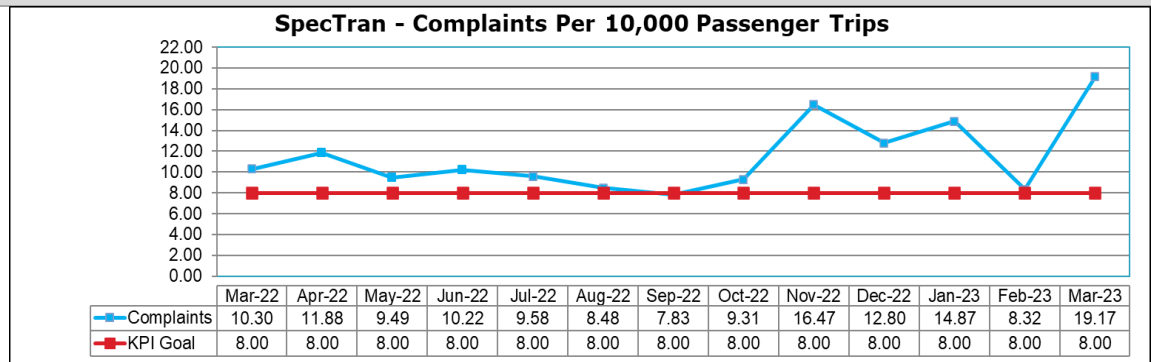
Specialized Transportation – No Shows



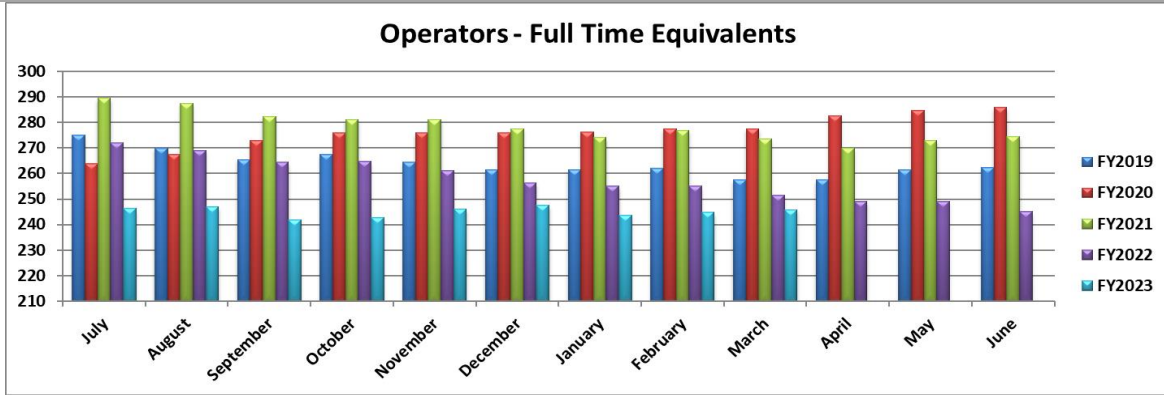
Specialized Transportation – On-Time Performance



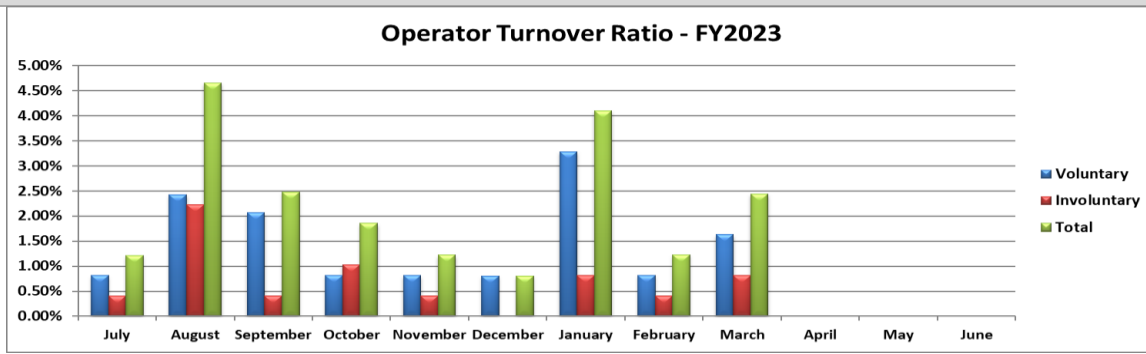
Specialized Transportation – Complaints Per 10,000 Passenger Trips



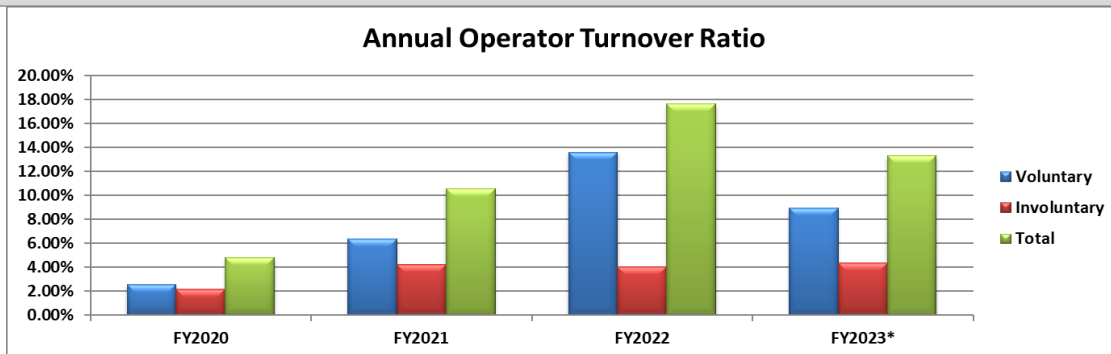
Operators – Full Time Equivalents



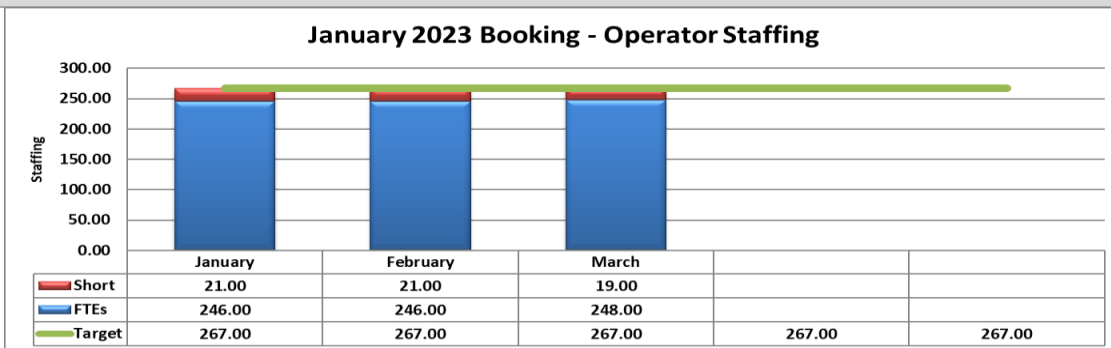
Operator Turnover Ratio – FY2023



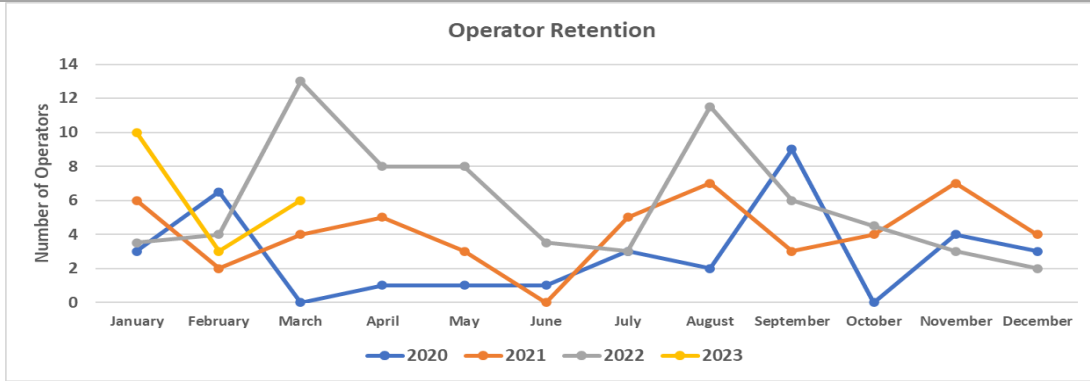
Annual Operator Turnover Ratio



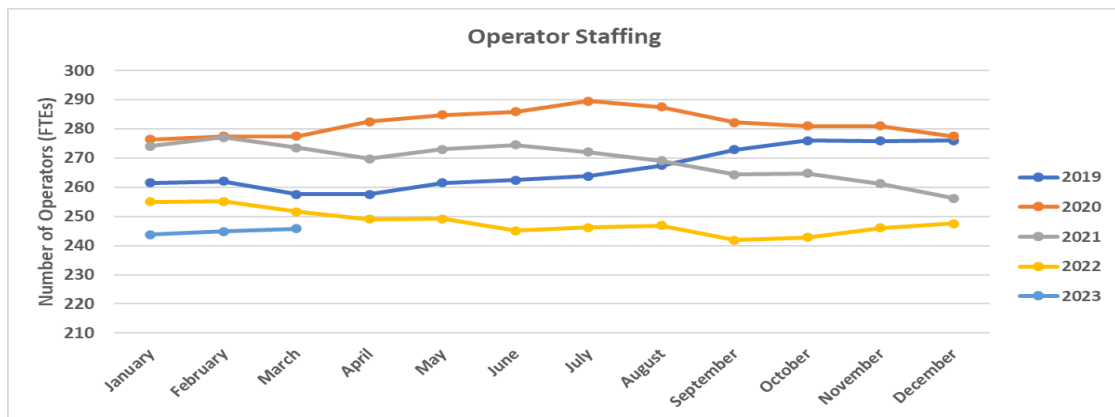
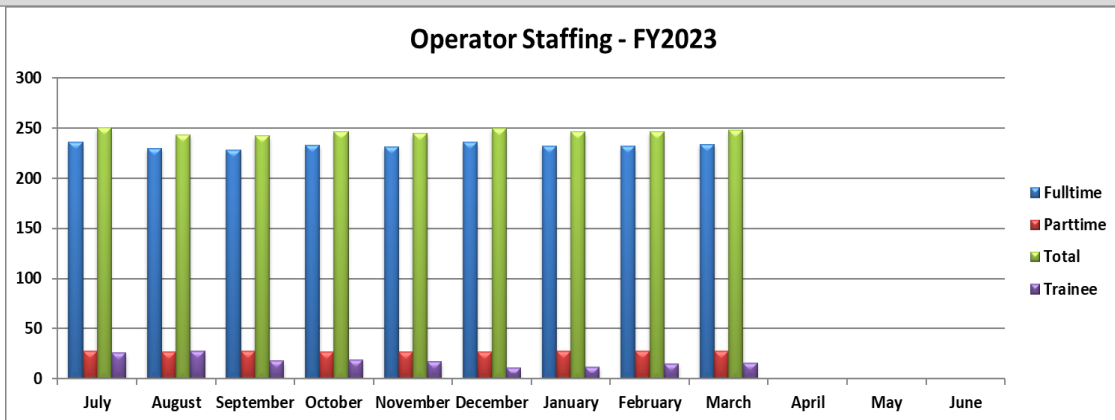
January 2023 Booking – Operator Staffing



Operator Retention



Operator Staffing



GRTC Transit System Staff Report

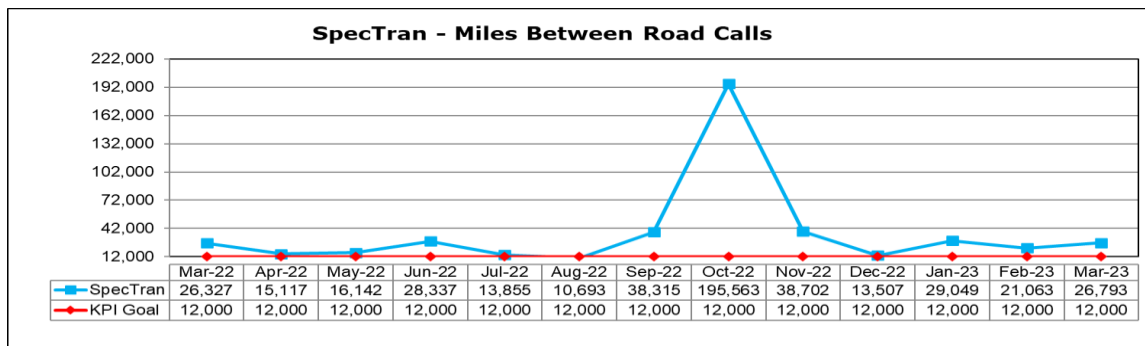
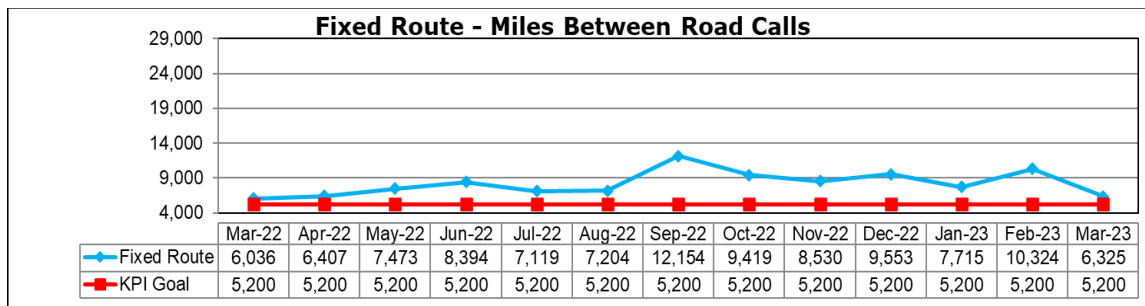
Meeting Date: April 18, 2023
Item Title: Maintenance Performance

BACKGROUND:

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

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 March was 98% with a goal of 80%. Currently, 12% of the fleet is down for service repairs with a spare ratio of 20%. We have a 15% contingency fleet. Summer changeover for the entire fleet has started.

Current Staffing Levels

Mechanics	Vacancies – 2
Body Shop	Vacancies – 0
General Utility	Vacancies – 0

Currently, we have three female technicians on the maintenance team and we are very proud.

Staff continues to clean and disinfect the entire fleet daily and clean and power wash the bus shelters daily.

GRTC Transit System

Staff Report

Meeting Date: April 18, 2023
Item Title: Monthly Ridership Report

BACKGROUND:

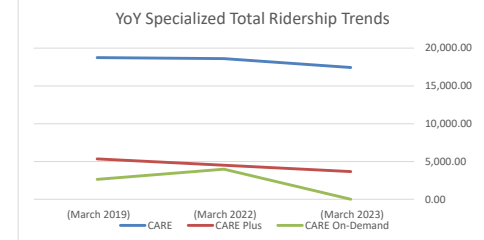
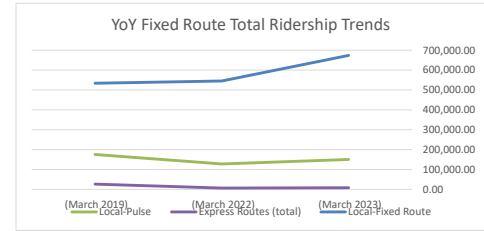
The “Monthly Ridership Report” (MRR), includes comparisons between the ridership of the current month, prior month, year prior (during COVID pandemic), and years prior (pre-COVID pandemic) to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services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

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

	(March 2023)	(February 2023)	MoM%	(March 2022)	YoY % (2022)	(March 2019)	YoY % (2019)
Fixed Route							
Local-Fixed Route	673,715	576,442	16.87%	545,345	23.54%	533,774	26.22%
- Richmond (fixed)	558,901	479,734	16.50%	453,339	23.29%	449,972	24.21%
-Henrico (fixed)	114,814	96,708	18.72%	92,006	24.79%	83,802	37.01%
Local-Pulse	149,820	135,018	10.96%	127,636	17.38%	175,361	-14.56%
Express Routes (total)	8,295	6,966	19.08%	6,372	30.18%	26,246	-68.40%
Total Fixed Route	831,830	718,426	15.79%	679,353	22.44%	736,536	12.94%
Specialized Transportation							
CARE	17,434	15,291	14.01%	18,609	-6.31%	18,745	-6.99%
- Richmond (care)	10,431	9,195	13.44%	10,728	-2.77%	11,681	-10.70%
- Chesterfield (care)	166	127	30.71%	256	-35.16%	n/a	n/a
-Henrico (care)	6,837	5,969	14.54%	7,625	-10.33%	7,064	-3.21%
CARE Plus	3,661	3,514	4.18%	4,498	-18.61%	5,342	-31.47%
- Richmond (care plus)	543	547	-0.73%	589	-7.81%	407	33.42%
-Henrico (care plus)	3,118	2,967	5.09%	3,909	-20.24%	4,935	-36.82%
CARE On-Demand	Unavailable**	4,187	#VALUE!	3,981	#VALUE!	2,638	#VALUE!
- Richmond (care On-Demand)		1,772	-100.00%	1,714	-100.00%	1,130	-100.00%
-Henrico (care On-Demand)		2,415	-100.00%	2,267	-100.00%	1,508	-100.00%
Total Specialized	21,095	22,992	-8.25%	27,088	-22.12%	26,725	-21.07%



****Updated MRR will be sent when CARE On-Demand data is available**

TOTAL FIXED ROUTE & SPECIALIZED	852,925	741,418	15.04%	706,441	20.74%	763,261	11.75%
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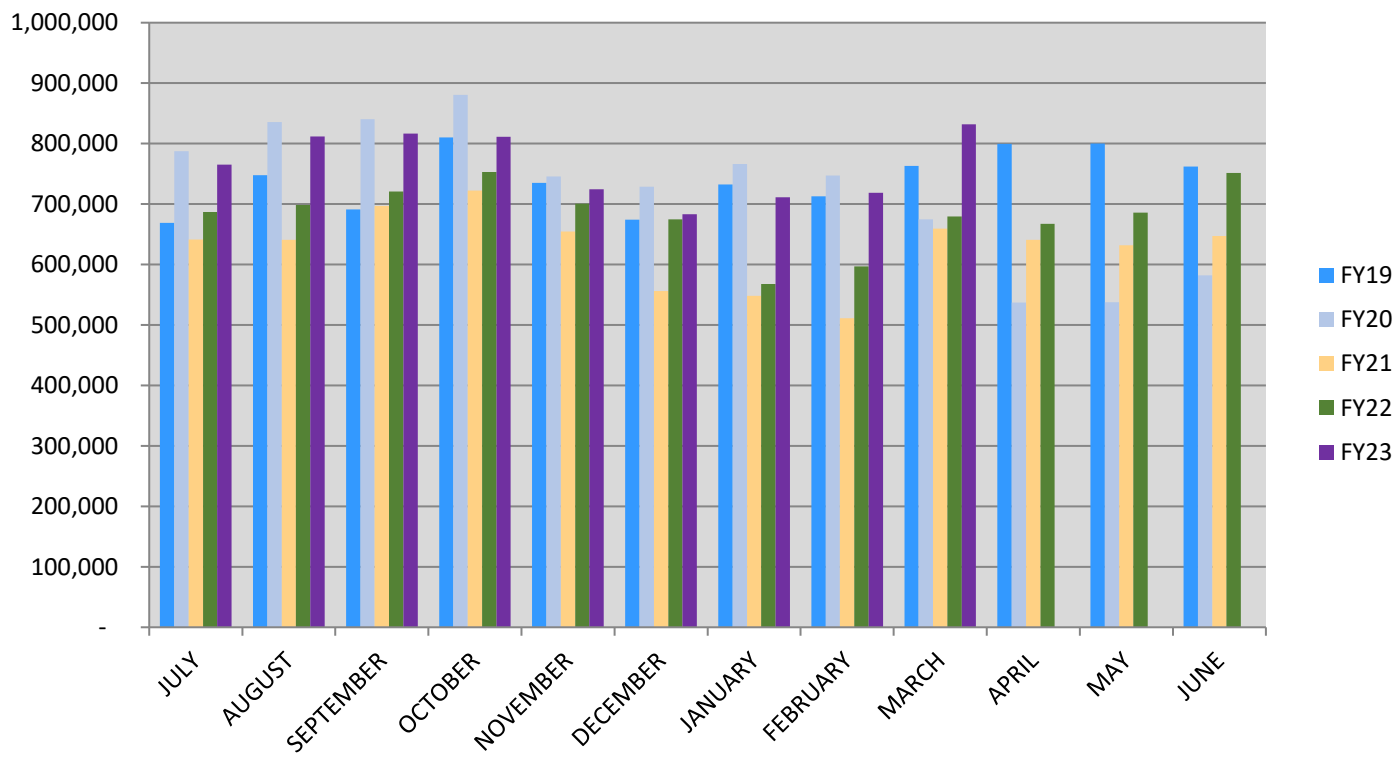
	2023 FYTD	2022 FYTD (July '21 - March '22)	YoY % (FY2022)	2019 FYTD (July '18 - March '19)	YoY % (FY2019)
Fixed Route					
Local- Fixed Route	5,533,751	4,816,164	14.90%	4,623,773	19.68%
Local- Pulse	1,268,368	1,202,976	5.44%	1,423,852	-10.92%
Express Routes (total)	71,947	58,613	22.75%	255,863	-71.88%
Total Fixed Route	6,874,066	6,077,753	13.10%	6,303,488	9.05%
Specialized Transportation					
CARE/CARE Plus	181,625	193,996	-6.38%	211,269	-14.03%
CARE On-Demand	33,257	27,998	18.78%	20,483	62.36%
Total Specialized	214,882	221,994	-3.20%	231,752	-7.28%
TOTAL FIXED ROUTE & SPECIALIZED	7,088,948	6,299,747	12.53%	6,535,989	8.46%

	(February '23)	YoY % (February '22) (FY2022)	YoY % (February '19) (FY2019)
Van Pool			
Van Pool	12,432	40.63%	-59.01%

****Vanpool data is received a month behind**

Systemwide Ridership Five Year Comparison

Source: RideCheck Plus APC Data



GRTC Transit System

Staff Report

Meeting Date: April 18, 2023
Item Title: Quarterly Performance

BACKGROUND:

The 3rd Quarter Performance Metric Report provides a snapshot of system performance at the category and route level. This report includes trend analysis of performance. This tool plays a key role in identifying routes that are underperforming and may need schedule adjustments as well as routes that are high performers.

UPDATES:

The presentation will provide a detailed review of the FY23 3rd Quarter Performance Metric Report by route category.

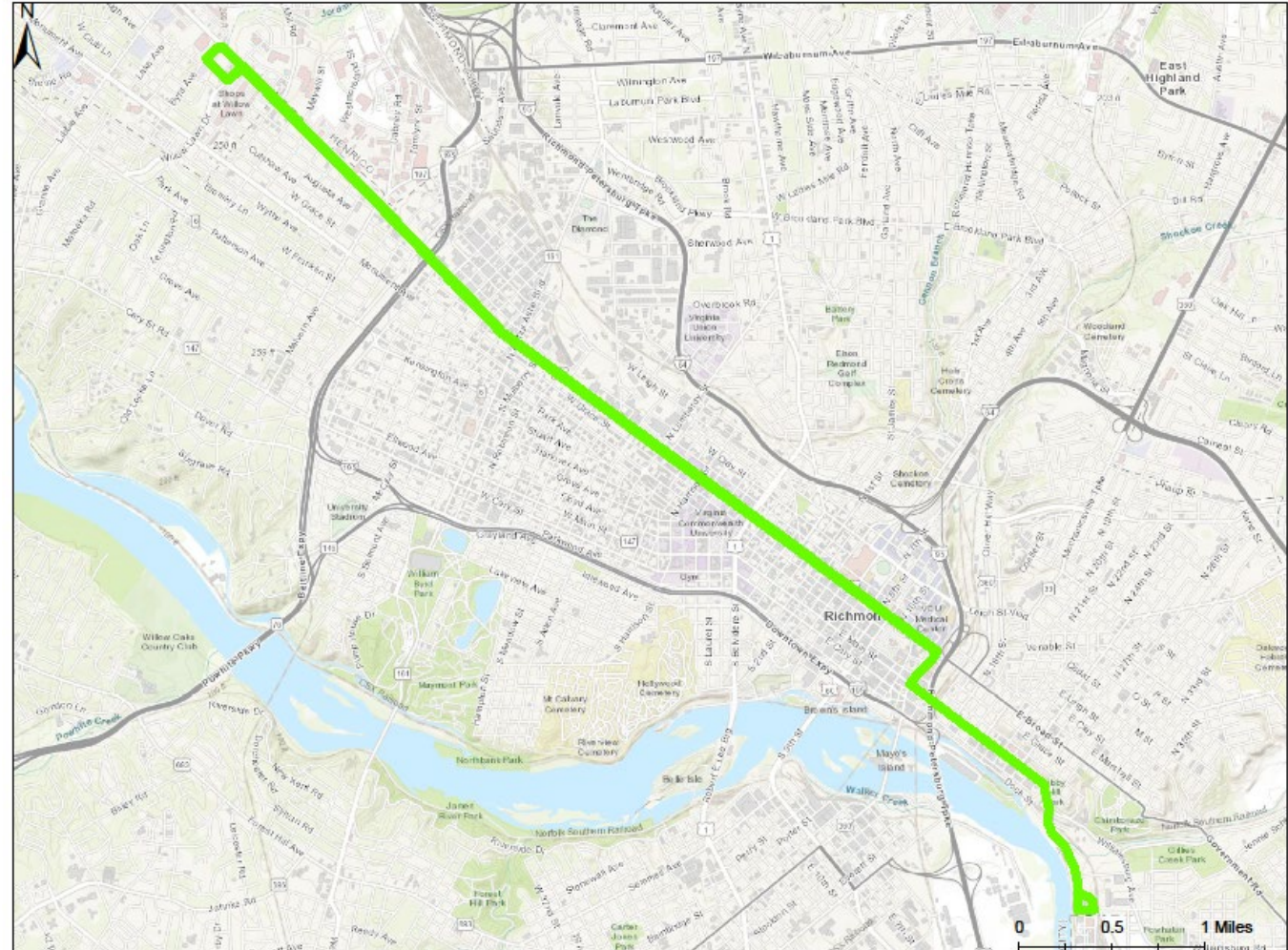


Quarterly Productivity Report: Quarter 3

April 2023

Category - BRT

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



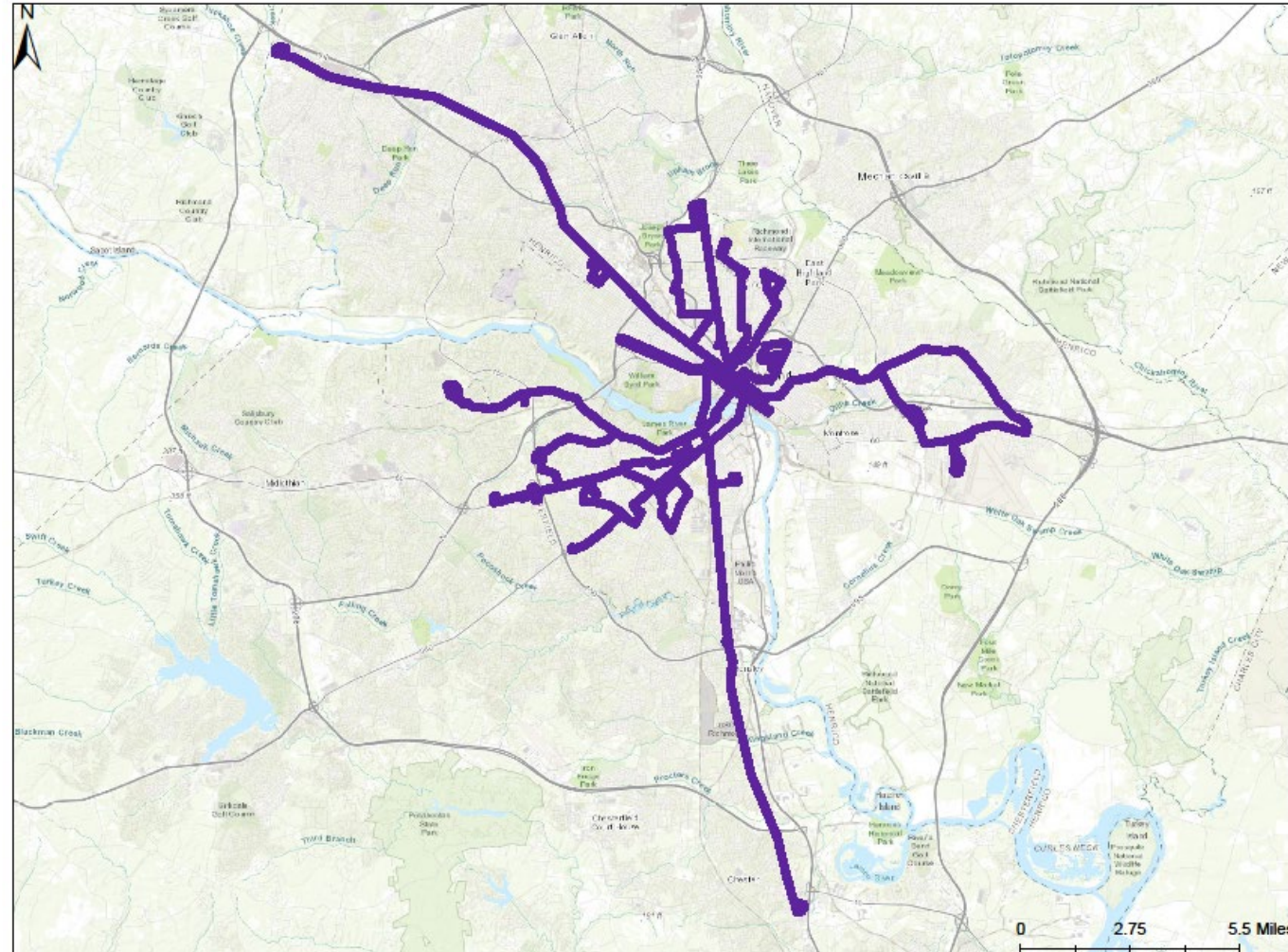
BRT – Ridership, Miles, Productivity

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

Route Name	Jurisdiction	Ridership	YoY% Q3 (FY22-FY23)	Service Miles	YoY% Q3 (FY22-FY23)	Productivity					
						Pass/Trip	YoY% Q3 (FY22-FY23)	Total\$/ Pass	YoY% Q3 (FY22-FY23)	AvgMax Load @Peak	YoY% Q3 (FY22-FY23)
Pulse	Richmond/Henrico	415,055	16%	100,829	8%	34	6.3%	\$ 2.59	-1.0%	31	7.4%
		415,055		100,829							

Category - Arterial

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



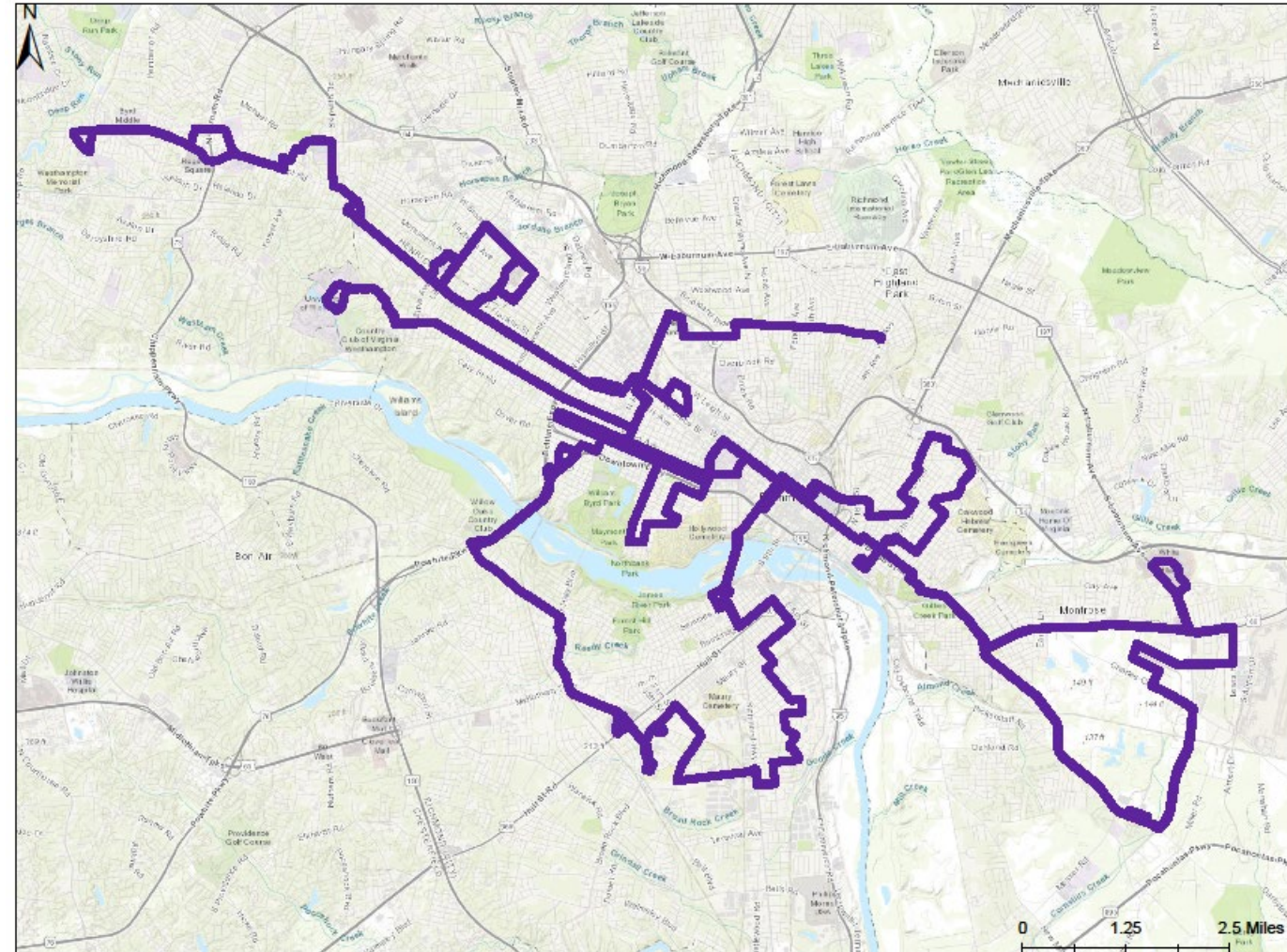
Arterial – Ridership, Miles, Productivity

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

Route	Route Name	Jurisdiction	Ridership	YoY% Q3 (FY22-FY23)	Service Miles	YoY% Q3 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q3 (FY22-FY23)	Total\$/ Pass	YoY% Q3 (FY22-FY23)	AvgMax Load @Peak	YoY% Q3 (FY22-FY23)
1	Chamberlayne/Hull/Southside Plaza	Richmond	160,259	482%	42,580	256.1%	32	-29.0%	\$ 2.83	-34.6%	21	5.1%
1A	Chamberlayne/Hull/Midlothian	Richmond	135,265	-19%	51,524	-20.9%	21	-7.5%	\$ 4.06	3.9%	21	8.5%
1B	Chamberlayne/Hull/Warwick	Richmond	63,031	10%	29,068	19.8%	24	-42.0%	\$ 4.92	16.6%	15	-10.4%
1C	Chamberlayne/Hull/Elkhardt	Richmond	99,811	5%	40,101	0.9%	23	-23.8%	\$ 4.28	2.7%	20	-15.2%
2A	North Ave/Forest Hill	Richmond	69,086	16%	50,145	0.1%	26	18.9%	\$ 7.74	-7.5%	19	26.5%
2B	North Ave/Jahnke/Midlothian	Richmond	77,218	20%	48,590	-0.9%	20	22.6%	\$ 6.71	-12.0%	18	10.6%
2C	North Ave/Midlothian/Belt Blvd	Richmond	97,515	28%	64,370	0.5%	21	27.3%	\$ 7.04	-16.1%	15	26.6%
3A	Highland/Route 1/Harwood	Richmond	80,052	25%	31,610	3.2%	30	20.3%	\$ 4.21	-11.5%	15	21.3%
3B	Highland/ Route 1	Richmond/Chesterfield	110,784	28%	79,124	-1.3%	24	24.9%	\$ 7.61	-17.8%	18	9.0%
3C	Highland/ Route 1	Richmond	42,745	28%	31,977	-9.1%	24	37.3%	\$ 7.97	-24.2%	13	14.2%
5	Cary/Main/Whitcomb	Richmond	142,158	18%	44,781	4.6%	14	13.5%	\$ 3.36	-5.2%	21	22.1%
14	Hermitage/East Main	Richmond	83,070	0%	58,600	2.7%	11	0.9%	\$ 7.52	10.0%	12	-25.1%
50	Broad Street	Richmond	51,421	28%	24,530	3.6%	25	30.4%	\$ 5.09	-13.6%	13	2.6%
7A	Nine Mile Henrico	Henrico	64,776	17%	36,186	-6.0%	25	28.0%	\$ 5.95	-13.8%	19	-7.5%
7B	Nine Mile Henrico	Henrico	66,244	42%	36,454	-7.5%	18	22.4%	\$ 5.87	-30.2%	24	25.1%
19	West Broad Street	Henrico	97,166	32%	67,791	1.3%	18	33.5%	\$ 7.44	-17.7%	20	29.8%
			1,440,601	19%	737,432	15%	22	11.1%	\$ 5.79	-10.7%	18	9.0%
							Pass (Less than 40% Below)		\$ 5.79		18	
							Watch		\$ 8.10		11	
							Underperforming		\$ 8.68		9	

Category – Community Radial

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



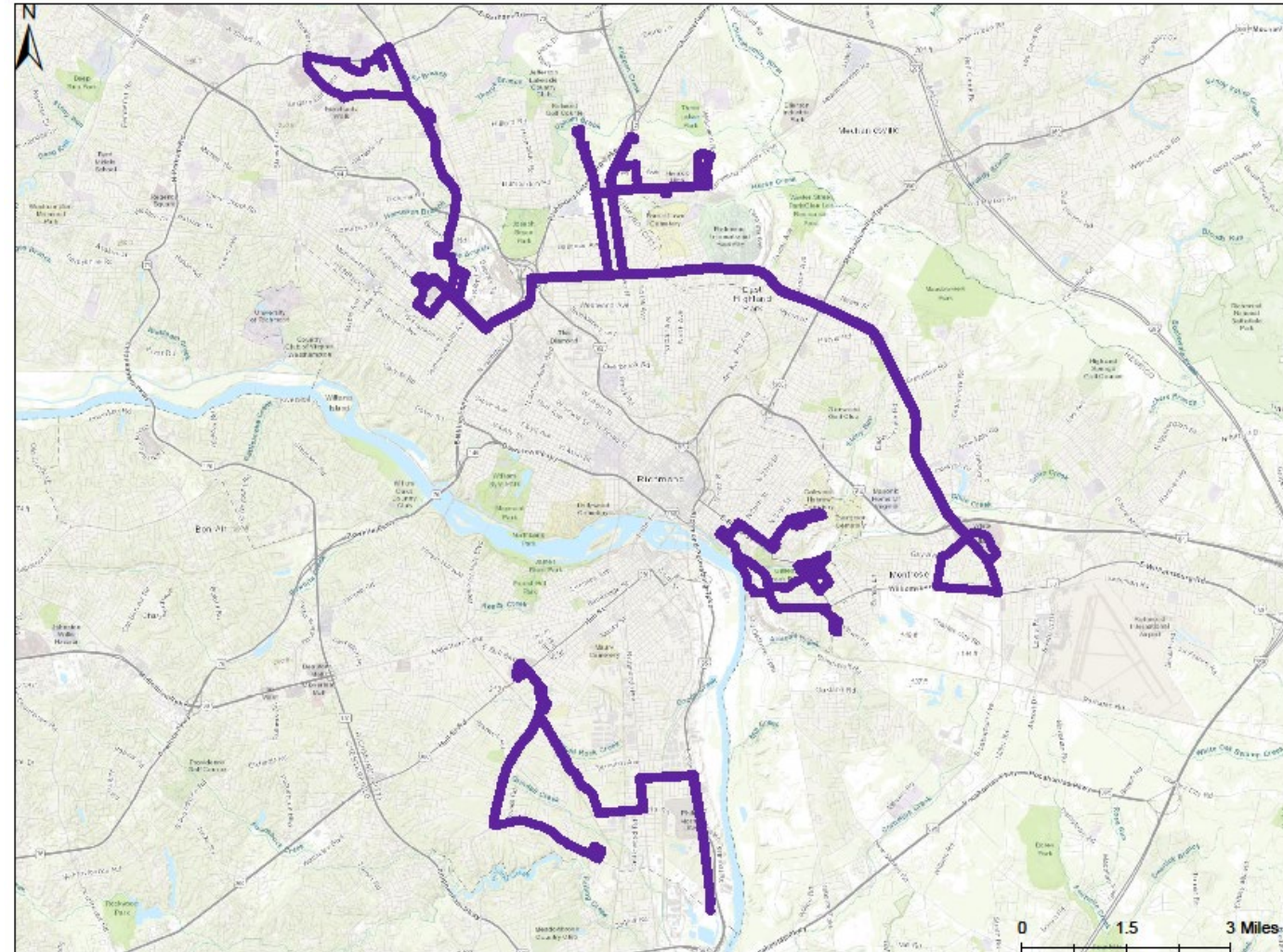
Community Radial – Ridership, Miles, Productivity

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

Route	Route Name	Jurisdiction	Ridership	YoY% Q3 (FY22-FY23)	Service Miles	YoY% Q3 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q3 (FY22-FY23)	Total\$/ Pass	YoY% Q3 (FY22-FY23)	AvgMax Load @Peak	YoY% Q3 (FY22-FY23)
12	Church Hill	Richmond	111,252	29%	42,783	3.0%	18	24.6%	\$ 4.10	-14.7%	18	27.0%
20	Orbital	Richmond	45,090	-7%	51,426	-10.2%	11	4.8%	\$ 12.16	2.9%	9	-8.2%
76	Patterson	Richmond	9,775	57%	18,355	16.9%	4	36.1%	\$ 20.02	-20.1%	4	-8.6%
77	Grove	Richmond	11,626	43%	16,980	4.7%	5	40.4%	\$ 15.57	-21.6%	7	7.9%
78	Cary/Maymont	Richmond	23,055	18%	19,763	11.0%	8	11.4%	\$ 9.14	0.7%	10	6.8%
87	Bellemeade/Hopkins	Richmond	27,032	25%	33,665	4.1%	9	15.3%	\$ 13.28	-10.9%	11	20.8%
56	South Laburnum	Henrico	3,384	2%	5,293	6.9%	8	-16.8%	\$ 16.67	12.6%	8	-6.1%
79	Patterson/Parham	Henrico	13,141	5%	19,837	6.4%	8	17.5%	\$ 16.09	8.4%	7	-8.8%
			244,354	21%	208,102	5%	9	16.7%	\$ 13.38	-5.4%	9	3.8%
							Pass <small>(Less than 40% Below)</small>		\$ 13.38		9	
							Watch		\$ 18.73		6	
							Underperforming		\$ 20.07		5	

Category – Circulator/Feeder/Connector

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



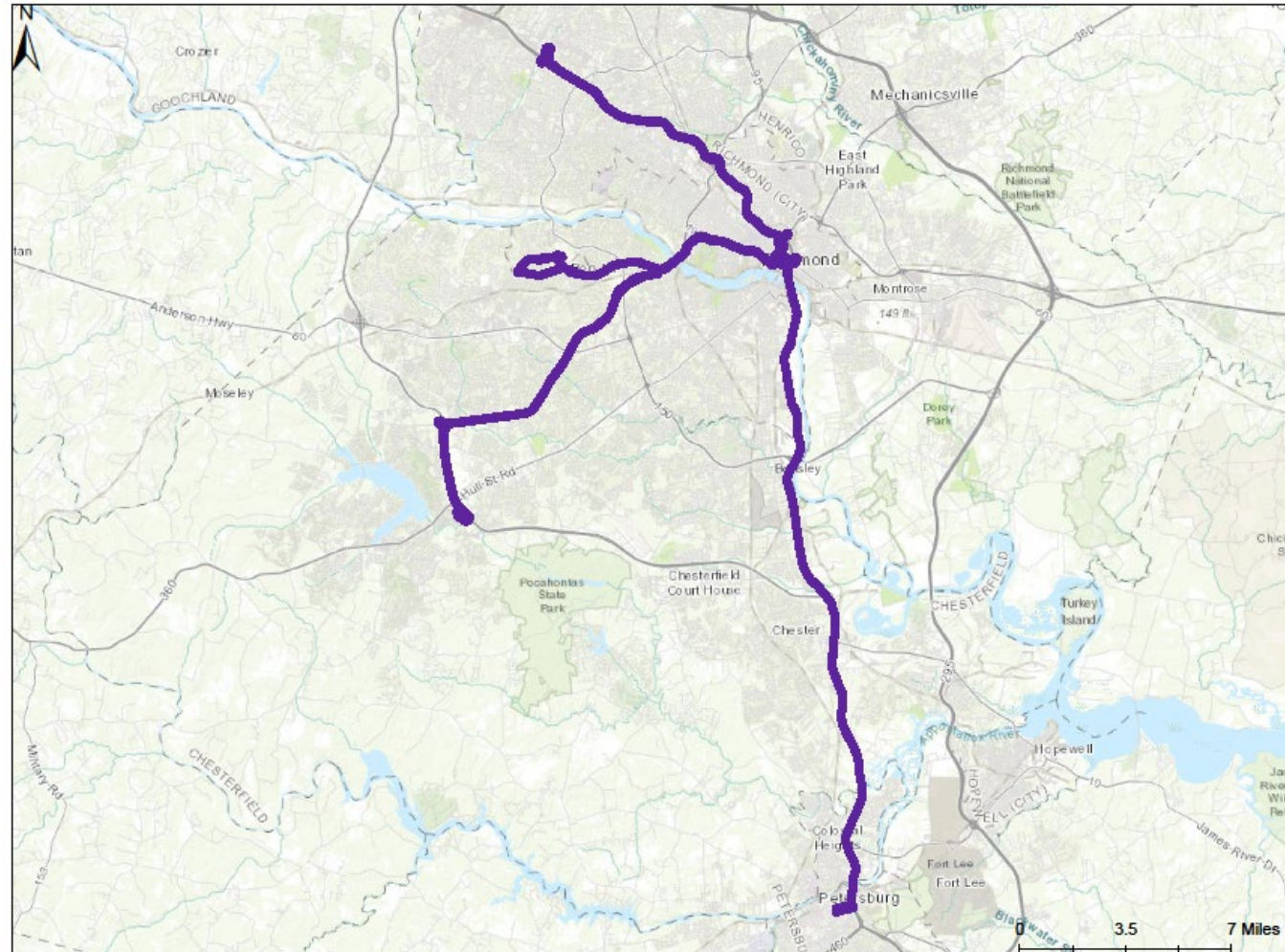
Circulator/Feeder/Connector– Ridership, Miles, Productivity

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

Route	Route Name	Jurisdiction	Ridership	YoY% Q3 (FY22-FY23)	Service Miles	YoY% Q3 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q3 (FY22-FY23)	Total\$/ Pass	YoY% Q3 (FY22-FY23)	AvgMax Load @Peak	YoY% Q3 (FY22-FY23)
4A	Montrose	Richmond	13,806	24%	8,904	-1.5%	5	23.9%	\$ 6.87	-15.0%	7	13.9%
4B	Darbytown	Richmond	17,576	12%	9,825	-2.4%	5	12.6%	\$ 5.96	-6.7%	9	15.8%
13	Oakwood	Richmond	16,779	0%	12,957	10.0%	3	-11.2%	\$ 8.23	17.3%	6	8.5%
86	Broad Rock/Walmsley	Richmond	17,169	29%	15,413	-4.7%	6	31.4%	\$ 9.57	-20.8%	8	1.8%
88	Belt/Bells/Ruffin	Richmond	5,225	-1%	9,358	-29.3%	4	33.7%	\$ 19.09	-23.3%	7	77.3%
18	Henrico Government Center	Henrico	10,013	33%	11,971	6.9%	6	31.8%	\$ 12.74	-14.0%	8	24.1%
91	Laburnum Connector	Henrico	53,636	25%	37,458	-2.4%	21	26.2%	\$ 7.44	-16.3%	20	13.8%
93	Azalea Connector	Henrico	4,856	32%	7,585	7.0%	4	26.9%	\$ 16.65	-13.3%	5	13.6%
			139,061	19%	113,470	-2%	7	21.9%	\$ 10.82	-11.5%	9	21.1%
			Pass (Less than 40% Below)				7		\$ 10.82		9	
			Watch				4		\$ 15.15		5	
			Underperforming				3		\$ 16.23		4	

Category – Express

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



Express– Ridership, Miles, Productivity

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

Route	Route Name	Jurisdiction	Ridership	YoY% Q3 (FY22-FY23)	Service Miles	YoY% Q3 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q3 (FY22-FY23)	Total\$/ Pass	YoY% Q3 (FY22-FY23)	AvgMax Load @Peak	YoY% Q3 (FY22-FY23)
29	Gaskins Express	Henrico	10,257	90%	10,975	9.5%	17	72.7%	\$ 11.41	-38.4%	14	84.6%
64	Stony Point Express	Richmond	4,089	39%	4,225	7.6%	11	26.4%	\$ 11.01	-17.0%	14	48.0%
82	Commonwlth 20 Exp	Chesterfield	4,982	34%	6,236	8.0%	23	35.4%	\$ 13.35	-13.5%	13	17.1%
95	Richmond / Petersbrg Express	Petersburg	3,148	13%	12,937	6.1%	7	24.3%	\$ 43.81	-0.1%	8	5.0%
			22,475	44%	34,373	8%	15	40%	\$ 19.89	-17%	12	39%
			Pass (Less than 40% Below)				15		\$ 19.89		12	
			Watch				9		\$ 27.85		7	
			Underperforming				7		\$ 29.84		6	

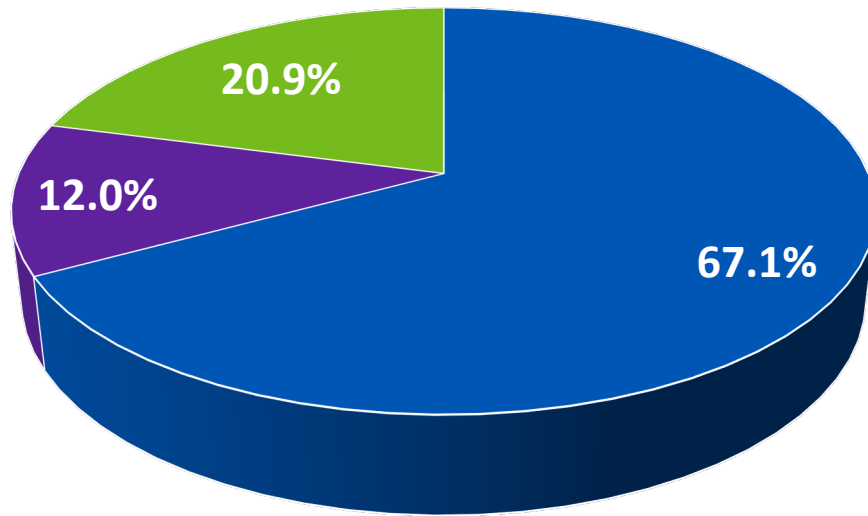
On Time Performance (OTP)

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

Quarter 3 System Performance: 69%

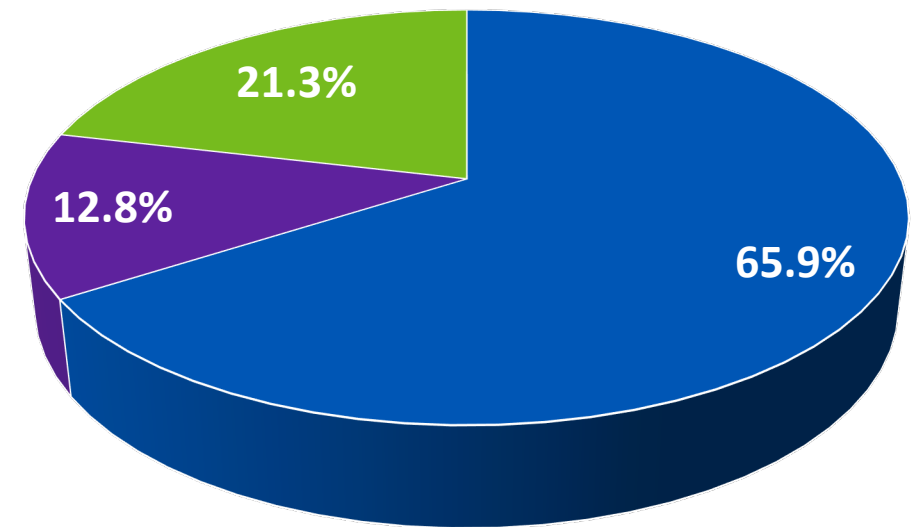
Overall OTP 1/1/2023-3/31/2023

Weekday OTP FY2023 Q3



■ On-time ■ Early ■ Late

Weekend OTP FY2023 Q3



■ On-time ■ Early ■ Late

Questions?

GRTC Transit System

Staff Report

Meeting Date: April 18, 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 March as provided below.

<u>Complaint</u>	<u>Verified</u>	<u>Non-Verified</u>	<u>Questionable</u>	<u>Beyond GRTC Control</u>	<u>Under Investigation</u>	<u>Total</u>
Rude Operator	2	22	8	0	0	32
Passed Up Passenger	13	33	9	4	0	59
No Show	8	7	2	0	0	17
Late Schedule	3	13	6	3	0	25
Improper Operations of Vehicle	2	11	2	0	0	15
Early Schedule	4	2	2	0	0	8
Planning/Scheduling	3	1	0	0	8	12
IT/Mobile App	0	2	0	0	0	2
Other-Miscellaneous	5	9	12	0	0	26
	40	100	41	7	8	196

DEFINITIONS:

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	5	2		
Passed Up Passenger	8	10	8	9	7	8	11	13	10	13		
No Show	15	14	13	16	14	6	4	3	8	8		
Late Schedule	11	11	4	5	7	8	2	5	2	3		
Improper Operations of Vehicle	4	9	4	3	3	3	2	4	1	2		
Early Schedule	2	3	5	4	4	3	2	2	9	4		
Planning/Scheduling									0	3		
IT/Mobile App									1	0		
Other-Miscellaneous	0	4	1	1	4	5	1	4	3	5		
Commendations	5	5	3	5	8	3	5	7	7	8		

*Began reporting data for Planning/Scheduling and IT/Mobile App Feb 2023

GRTC Transit System Staff Report

Meeting Date: April 18, 2023

Item Title: February 2023 Financial Report

BACKGROUND:

Attached is the Financial Report for the eight months ended February 28, 2023. John Zinzarella will highlight the key points.

Financial Report
For the Eight Months Ending February 28, 2023
Key Highlights

Revenues

Year to date Revenues unfavorable to budget	\$ (3,981,242.72)
Year to Date Actual Revenues	\$ 43,561,138.46
Year to Date Budgeted Revenues	\$ 47,542,381.18

Unfavorable Federal Funds revenue due to lower than budgeted operating expenditures (\$4.10M)

Operating Expenditures

Year to date Operating Expenditures lower than budgeted amounts	\$ 3,416,743.70
Year to date Actual Operating Expenditures	\$ 39,658,203.95
Year to Date Budgeted Operating Expenditures	\$ 43,074,947.65

Lower than budgeted expenses primarily the result of lower than budgeted headcount in Transportation, Maintenance and Administration (\$1.99M), and lower than budgeted materials and supplies (\$0.44M) due favorable budgeted fuel prices versus actual prices and timing of purchases, lower than budgeted purchased transportation expenses due to lower demand (\$0.15M), and due to the timing of consulting projects (\$0.34M) and the timing of booking self insured provision liability (\$0.42M).

Net Operating Position - Surplus / (Deficit) \$ 3,895,935.51

Balance Sheet and Cash Flow

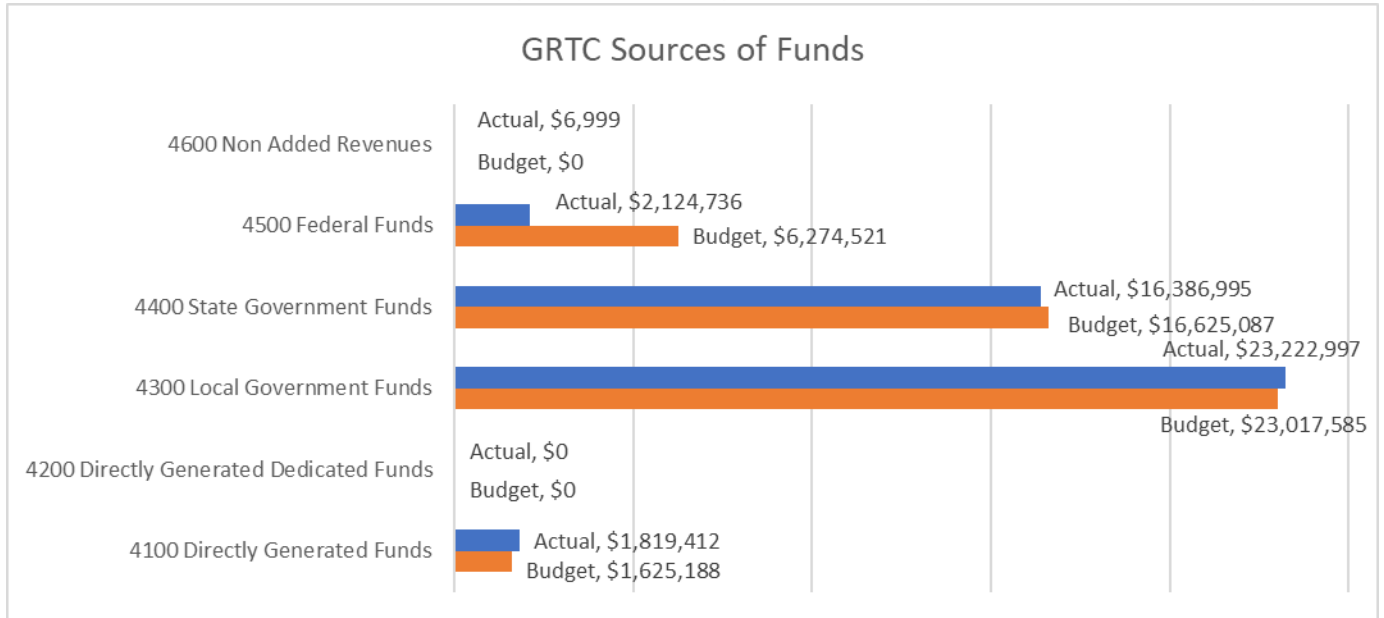
Strong balance sheet with cash position of		\$15,133,503
Operating Cash Account	\$11,167,380	
Capital Cash Account	\$3,966,123	

**GRTC Transit System
Source of Funds
Year to Date February 28, 2023**

	Month Ended February 28, 2023			Year to Date February 28, 2023		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
4100 Directly Generated Funds	\$ 235,577.44	\$ 208,247.15	\$ 27,330.29	\$ 1,819,411.93	\$ 1,625,187.81	\$ 194,224.12
4110 Total Passenger Fares	111,409.33	112,409.33	(1,000.00)	892,276.33	899,274.67	(6,998.34)
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	-	-	-	-	-	-
4140 Auxiliary Transportation Revenue	38,667.00	55,416.67	(16,749.67)	309,336.00	383,333.33	(73,997.33)
4150 Other Agency Revenues	85,501.11	40,421.15	45,079.96	617,799.60	342,579.81	275,219.79
4160 Revenues Accrued Through a Purchased Transportation Agreement	-	-	-	-	-	-
4170 Subsidy from Other Sectors of Operations	-	-	-	-	-	-
4180 Extraordinary or Special Items	-	-	-	-	-	-
4190 Total Recoveries	-	-	-	-	-	-
4200 Directly Generated Dedicated Funds						
4300 Local Government Funds	\$ 3,036,766.71	\$ 2,877,198.11	\$ 159,568.60	\$ 23,222,996.70	\$ 23,017,584.84	\$ 205,411.86
4310 General Revenues of the Local Government	3,036,766.71	2,877,198.11	159,568.60	23,222,996.70	23,017,584.84	205,411.86
4400 State Government Funds	\$ 2,086,058.44	\$ 2,078,135.92	\$ 7,922.52	\$ 16,386,994.79	\$ 16,625,087.33	\$ (238,092.54)
4410 General Revenues of the State Government	2,086,058.44	2,078,135.92	7,922.52	16,386,994.79	16,625,087.33	(238,092.54)
4500 Federal Funds	\$ 769,531.76	\$ 841,588.32	\$ (72,056.56)	\$ 2,124,736.04	\$ 6,274,521.20	\$ (4,149,785.16)
5307 FTA Urbanized Area Formula Program	769,531.76	841,588.32	(72,056.56)	999,927.04	6,274,521.20	(5,274,594.16)
5307 CARES Act Urbanized Area Program Funds	-	-	-	1,124,809.00	-	1,124,809.00
4600 Non Added Revenues	\$ -	\$ -	\$ -	\$ 6,999.00	\$ -	\$ 6,999.00
4630 Sales and Disposals of Assets	-	-	-	6,999.00	-	6,999.00
Total Sources of Funds	\$ 6,127,934.35	\$ 6,005,169.50	\$ 122,764.85	\$ 43,561,138.46	\$ 47,542,381.18	\$ (3,981,242.72)

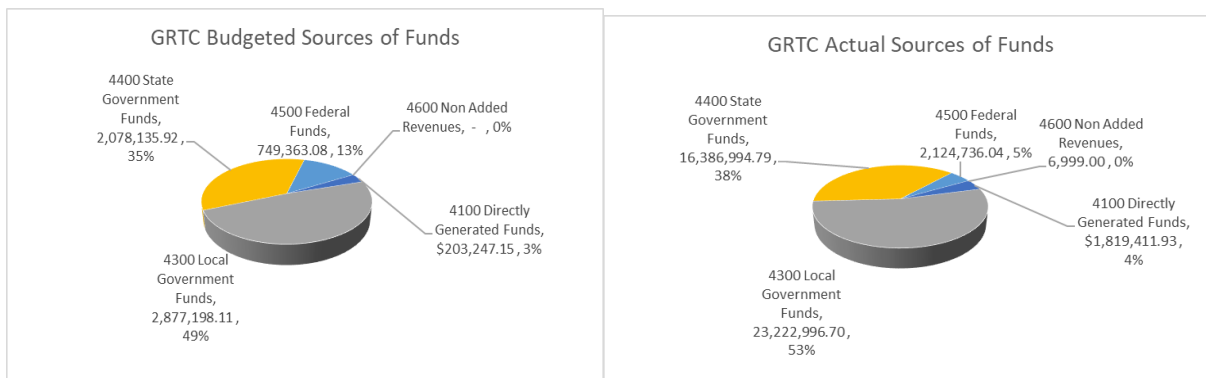
GRTC Transit System Year to Date February 28, 2023

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 1,625,187.81	\$ 1,819,411.93	\$ 194,224.12	11.95%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	23,017,584.84	23,222,996.70	205,411.86	0.89%
4400 State Government Funds	16,625,087.33	16,386,994.79	(238,092.54)	-1.43%
4500 Federal Funds	6,274,521.20	2,124,736.04	(4,149,785.16)	-66.14%
4600 Non Added Revenues	-	6,999.00	6,999.00	n/a
	<u>\$ 47,542,381.18</u>	<u>\$ 43,561,138.46</u>	<u>\$ (3,981,242.72)</u>	<u>-8.37%</u>



Revenues are unfavorable versus budget by \$3.98M or 8.37% as a result of:

- Below budget operating expenses year to date, combined with timing of spending versus the budget assumptions for federal reimbursement \$4.15M.



GRTC Transit System
Operating Expenses
Year to Date February 28, 2023

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 26,878,730.76	\$ 28,865,589.33	\$ 1,986,858.57
01. Operator Salaries and Wages	<u>10,412,304.20</u>	<u>10,533,061.70</u>	<u>120,757.50</u>
02. Operator's Paid Absences	<u>1,308,719.03</u>	<u>1,283,186.47</u>	<u>(25,532.56)</u>
Operator Vacation	488,602.53	530,132.79	41,530.26
Operator Sick	304,512.39	331,876.75	27,364.36
Holiday	515,604.11	421,176.92	(94,427.19)
Operator FMLA or other leave	-	-	
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>7,029,921.10</u>	<u>7,592,076.66</u>	<u>562,155.56</u>
Dispatch	160,452.47	247,976.53	87,524.06
Operations Supervision	1,096,540.55	1,183,362.40	86,821.85
Maintenance	2,547,793.54	2,327,658.53	(220,135.01)
Administration	3,225,134.54	3,833,079.19	607,944.65
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>176,895.25</u>	<u>199,726.03</u>	<u>22,830.78</u>
Vacation	70,106.68	-	(70,106.68)
Sick	29,902.12	199,726.03	169,823.91
Holiday	68,475.50	-	(68,475.50)
FMLA or other leave	8,410.95	-	(8,410.95)
05. Fringe Benefits	<u>7,950,891.18</u>	<u>9,257,538.48</u>	<u>1,306,647.30</u>
Employment Taxes	1,382,828.32	1,504,690.49	121,862.17
Health and Welfare Expenses	3,599,209.51	4,454,176.00	854,966.49
Retirement Costs/Pension Plans	2,276,759.11	2,424,031.26	147,272.15
Workers Compensation	288,122.14	310,000.00	21,877.86
Other Fringe Benefits	403,972.10	564,640.73	160,668.63
5020. SERVICES	\$ 1,310,912.28	\$ 1,651,609.00	\$ 340,696.72
03. Professional and Technical Services	<u>163,828.82</u>	<u>857,065.00</u>	<u>693,236.18</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	50,371.00	60,000.00	9,629.00
Legal Fees	49,050.40	33,320.00	(15,730.40)
Human Resources Consulting	31,365.00	37,320.00	5,955.00
Planning and Scheduling Consulting	10,354.29	410,000.00	399,645.71
Computer Consulting	218.75	4,000.00	3,781.25
Advertising and Promotion	22,469.38	312,425.00	289,955.62
05. Contract Maintenance Services	<u>916,545.23</u>	<u>488,320.00</u>	<u>(428,225.23)</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	290,685.86	33,320.00	(257,365.86)
BRT Station Maintenance	132,518.99	130,666.67	(1,852.32)
Building Maintenance	493,340.38	324,333.33	(169,007.05)
09. Other Services	<u>230,538.23</u>	<u>306,224.00</u>	<u>75,685.77</u>
Advertising	10,454.05	15,400.00	4,945.95
Ad commission Lottery Updates	93,350.55	119,800.00	26,449.45
ADA Ride	43,288.00	44,674.00	1,386.00
Drug and Alcohol Testing	11,325.00	-	(11,325.00)
Medical Exam Testing	20,642.00	40,000.00	19,358.00
Misc	51,478.63	86,350.00	34,871.37
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 4,914,498.12	\$ 5,354,853.59	\$ 440,355.47
01. Fuel and Lubricants	<u>1,173,132.72</u>	<u>1,856,038.66</u>	<u>682,905.94</u>
02. Tires and Tubes	<u>369,538.55</u>	<u>386,666.67</u>	<u>17,128.12</u>
09. Other Materials and Supplies	<u>3,371,826.85</u>	<u>3,112,148.27</u>	<u>(259,678.58)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	1,825,353.90	1,965,236.89	139,882.99
Other Equipment and Supplies	959,316.42	511,498.04	(447,818.38)
Office Equipment	566,760.44	617,280.00	50,519.56
Admin. Supplies	20,396.09	18,133.33	(2,262.76)

**GRTC Transit System
Operating Expenses
Year to Date February 28, 2023**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 611,045.53	\$ 646,629.33	\$ 35,583.80
Telecommunication	144,347.30	166,400.00	22,052.70
Utilities	466,698.23	480,229.33	13,531.10
5050. CASUALTIES AND LIABILITY COSTS	\$ 840,066.41	\$ 1,255,094.25	\$ 415,027.84
General Liability	527,007.00	727,750.54	200,743.54
Auto Liability	30,301.90	29,901.33	(400.57)
Physical Damage	131,474.60	343,320.00	211,845.40
All Other	151,282.91	154,122.38	2,839.47
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 4,677,862.87	\$ 4,829,040.67	\$ 151,177.80
01. Purchased Transportation - SpecTran	<u>4,024,003.93</u>	<u>4,129,494.00</u>	<u>105,490.07</u>
02. Purchased Transportation VanPool	<u>653,858.94</u>	<u>699,546.67</u>	<u>45,687.73</u>
5090. MISCELLANEOUS EXPENSES	\$ 425,087.98	\$ 472,131.47	\$ 47,043.49
02. Travel and Meetings	<u>27,836.62</u>	<u>89,633.33</u>	<u>61,796.71</u>
08. Advertising/Promotion Media	<u>7,552.51</u>	<u>17,582.47</u>	<u>10,029.96</u>
09. Other Miscellaneous Expenses	<u>389,698.85</u>	<u>364,915.67</u>	<u>(24,783.18)</u>
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 39,658,203.95	\$ 43,074,947.65	\$ 3,416,743.70
	100.00%	100.00%	

**GRTC Transit System
Operating Expenses
Year to Date February 28, 2023**

Vehicle Operations			
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 18,395,244.52	\$ 19,446,092.53	\$ 1,050,848.01
01. Operator Salaries and Wages	<u>10,412,304.20</u>	<u>10,533,061.70</u>	<u>120,757.50</u>
02. Operator's Paid Absences	<u>1,308,719.03</u>	<u>1,283,186.47</u>	<u>(25,532.56)</u>
Operator Vacation	488,602.53	530,132.79	41,530.26
Operator Sick	304,512.39	331,876.75	27,364.36
Holiday	515,604.11	421,176.92	(94,427.19)
Operator FMLA or other leave	-		
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>1,256,993.02</u>	<u>1,431,338.93</u>	<u>174,345.91</u>
Dispatch	160,452.47	247,976.53	87,524.06
Operations Supervision	1,096,540.55	1,183,362.40	86,821.85
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>5,417,228.27</u>	<u>6,198,505.44</u>	<u>781,277.17</u>
Employment Taxes	925,147.70	993,245.93	68,098.23
Health and Welfare Expenses	2,407,963.71	2,940,200.79	532,237.08
Retirement Costs/Pension Plans	1,625,964.94	1,666,931.61	40,966.67
Workers Compensation	192,761.12	204,630.95	11,869.83
Other Fringe Benefits	265,390.80	393,496.16	128,105.36
5020. SERVICES	\$ 31,967.00	\$ 40,000.00	\$ 8,033.00
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>31,967.00</u>	<u>40,000.00</u>	<u>8,033.00</u>
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing	11,325.00	-	(11,325.00)
Medical Exam Testing	20,642.00	40,000.00	19,358.00
Misc	-	-	-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 1,465,942.09	\$ 2,187,429.82	\$ 721,487.73
01. Fuel and Lubricants	<u>1,096,403.54</u>	<u>1,800,763.15</u>	<u>704,359.61</u>
02. Tires and Tubes	<u>369,538.55</u>	<u>386,666.67</u>	<u>17,128.12</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 February 28, 2023**

	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	\$ 4,677,862.87	\$ 4,829,040.67	\$ 151,177.80
01. Purchased Transportation - SpecTran	<u>4,024,003.93</u>	<u>4,129,494.00</u>	<u>105,490.07</u>
02. Purchased Transportation VanPool	<u>653,858.94</u>	<u>699,546.67</u>	<u>45,687.73</u>
5090. MISCELLANEOUS EXPENSES	\$ 62,572.76	\$ 66,666.67	\$ 4,093.91
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>62,572.76</u>	<u>66,666.67</u>	<u>4,093.91</u>
5120. LEASES AND RENTALS			\$ -
5900 ADA Expenses			\$ -
Total Expenses	\$ 24,633,589.24	\$ 26,569,229.68	\$ 1,935,640.44
	62.11%	61.68%	

GRTC Transit System
Operating Expenses
Year to Date February 28, 2023

			Vehicle Maintenance		
			Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs					
5010. LABOR			\$ 3,067,914.66	\$ 2,793,925.33	\$ (273,989.33)
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>2,013,509.45</u>	<u>1,673,624.53</u>	<u>(339,884.92)</u>
Dispatch					-
Operations Supervision					-
Maintenance			2,013,509.45	1,673,624.53	(339,884.92)
Administration					-
04. Other Paid Absences (Non revenue vehicle operator personnel)			<u>124,314.99</u>	<u>199,726.03</u>	<u>75,411.04</u>
Vacation			50,662.90	-	(50,662.90)
Sick			24,050.70	199,726.03	175,675.33
Holiday			47,166.39	-	(47,166.39)
FMLA or other leave			2,435.00	-	(2,435.00)
05. Fringe Benefits			<u>930,090.22</u>	<u>920,574.77</u>	<u>(9,515.45)</u>
Employment Taxes			159,632.03	138,938.91	(20,693.13)
Health and Welfare Expenses			415,488.40	411,286.14	(4,202.26)
Retirement Costs/Pension Plans			260,698.83	264,799.13	4,100.30
Workers Compensation			33,260.47	28,624.53	(4,635.94)
Other Fringe Benefits			61,010.48	76,926.06	15,915.58
5020. SERVICES			\$ -	\$ -	\$ -
03. Professional and Technical Services			-	-	-
BRT Fare Collection and Security Services					-
Audit Fees					-
Legal Fees					-
Human Resources Consulting					-
Planning and Scheduling Consulting					-
Computer Consulting					-
Advertising and Promotion					-
05. Contract Maintenance Services			-	-	-
Vehicle Maintenance					-
Computer Maintenance					-
BRT Station Maintenance					-
Building Maintenance					-
09. Other Services			-	-	-
Advertising					-
Ad commission Lottery Updates					-
ADA Ride					-
Drug and Alcohol Testing					-
Medical Exam Testing					-
Misc					-
5030. MATERIALS AND SUPPLIES CONSUMED			\$ 1,892,592.73	\$ 2,020,512.40	\$ 127,919.67
01. Fuel and Lubricants			<u>69,528.54</u>	<u>55,275.51</u>	<u>(14,253.03)</u>
02. Tires and Tubes					-
09. Other Materials and Supplies			<u>1,823,064.19</u>	<u>1,965,236.89</u>	<u>142,172.70</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			1,823,064.19	1,965,236.89	142,172.70
Other Equipment and Supplies					-
Office Equipment					-
Admin. Supplies					-

**GRTC Transit System
Operating Expenses
Year to Date February 28, 2023**

	Vehicle Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -
General Liability	527,007.00	727,750.54	200,743.54
Auto Liability			-
Physical Damage			-
All Other	(527,007.00)	(727,750.54)	(200,743.54)
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	\$ 4,960,507.39	\$ 4,814,437.73	\$ (146,069.66)
	12.51%	11.18%	

GRTC Transit System
Operating Expenses
Year to Date February 28, 2023

			Facility Maintenance		
			Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs					
5010. LABOR			\$ 759,633.70	\$ 893,975.17	\$ 134,341.47
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>534,284.09</u>	<u>654,034.01</u>	<u>119,749.92</u>
Dispatch					-
Operations Supervision					-
Maintenance			534,284.09	654,034.01	119,749.92
Administration					-
04. Other Paid Absences (Non revenue vehicle operator personnel)			<u>52,580.26</u>	<u>-</u>	<u>(52,580.26)</u>
Vacation			19,443.78	-	(19,443.78)
Sick			5,851.42	-	(5,851.42)
Holiday			21,309.11	-	(21,309.11)
FMLA or other leave			5,975.95	-	(5,975.95)
05. Fringe Benefits			<u>172,769.35</u>	<u>239,941.16</u>	<u>67,171.81</u>
Employment Taxes			42,358.31	54,295.79	11,937.48
Health and Welfare Expenses			110,249.72	160,726.09	50,476.37
Retirement Costs/Pension Plans			311.40	-	(311.40)
Workers Compensation			8,825.66	11,186.15	2,360.50
Other Fringe Benefits			11,024.27	13,733.13	2,708.86
5020. SERVICES			\$ 625,859.37	\$ 455,000.00	\$ (170,859.37)
03. Professional and Technical Services			-	-	-
BRT Fare Collection and Security Services					-
Audit Fees					-
Legal Fees					-
Human Resources Consulting					-
Planning and Scheduling Consulting					-
Computer Consulting					-
Advertising and Promotion					-
05. Contract Maintenance Services			<u>625,859.37</u>	<u>455,000.00</u>	<u>(170,859.37)</u>
Vehicle Maintenance					-
Computer Maintenance					-
BRT Station Maintenance			132,518.99	130,666.67	(1,852.32)
Building Maintenance			493,340.38	324,333.33	(169,007.05)
09. Other Services			<u>-</u>	<u>(0.00)</u>	<u>(0.00)</u>
Advertising					-
Ad commission Lottery Updates					-
ADA Ride					-
Drug and Alcohol Testing					-
Medical Exam Testing					-
Misc			-	(0.00)	(0.00)
5030. MATERIALS AND SUPPLIES CONSUMED			\$ 151,106.84	\$ 191,231.37	\$ 40,124.53
01. Fuel and Lubricants					-
02. Tires and Tubes					-
09. Other Materials and Supplies			<u>151,106.84</u>	<u>191,231.37</u>	<u>40,124.53</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)					-
Other Equipment and Supplies			151,106.84	191,231.37	40,124.53
Office Equipment					-
Admin. Supplies					-

**GRTC Transit System
Operating Expenses
Year to Date February 28, 2023**

	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	\$ 1,536,599.91	\$ 1,540,206.54	\$ 3,606.63	
	3.87%	3.58%		

GRTC Transit System
Operating Expenses
Year to Date February 28, 2023

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 4,655,937.88	\$ 5,731,596.31	\$ 1,075,658.42
01. Operator Salaries and Wages			-
02. Operator's Paid Absences	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>3,225,134.54</u>	<u>3,833,079.19</u>	<u>607,944.65</u>
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	3,225,134.54	3,833,079.19	607,944.65
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
05. Fringe Benefits	<u>1,430,803.34</u>	<u>1,898,517.11</u>	<u>467,713.77</u>
Employment Taxes	255,690.27	318,209.86	62,519.59
Health and Welfare Expenses	665,507.68	941,962.98	276,455.30
Retirement Costs/Pension Plans	389,783.95	492,300.52	102,516.57
Workers Compensation	53,274.89	65,558.37	12,283.48
Other Fringe Benefits	66,546.55	80,485.38	13,938.83
5020. SERVICES	\$ 653,085.91	\$ 1,156,609.00	\$ 503,523.09
03. Professional and Technical Services	<u>163,828.82</u>	<u>857,065.00</u>	<u>693,236.18</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	50,371.00	60,000.00	9,629.00
Legal Fees	49,050.40	33,320.00	(15,730.40)
Human Resources Consulting	31,365.00	37,320.00	5,955.00
Planning and Scheduling Consulting	10,354.29	410,000.00	399,645.71
Computer Consulting	218.75	4,000.00	3,781.25
Advertising and Promotion	22,469.38	312,425.00	289,955.62
05. Contract Maintenance Services	<u>290,685.86</u>	<u>33,320.00</u>	<u>(257,365.86)</u>
Vehicle Maintenance			-
Computer Maintenance	290,685.86	33,320.00	(257,365.86)
BRT Station Maintenance			-
Building Maintenance			-
09. Other Services	<u>198,571.23</u>	<u>266,224.00</u>	<u>67,652.77</u>
Advertising	10,454.05	15,400.00	4,945.95
Ad commission Lottery Updates	93,350.55	119,800.00	26,449.45
ADA Ride	43,288.00	44,674.00	1,386.00
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	51,478.63	86,350.00	34,871.37
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 1,404,856.46	\$ 955,680.00	\$ (449,176.46)
01. Fuel and Lubricants	<u>7,200.64</u>	<u>-</u>	<u>(7,200.64)</u>
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>1,397,655.82</u>	<u>955,680.00</u>	<u>(441,975.82)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	2,289.71	-	(2,289.71)
Other Equipment and Supplies	808,209.58	320,266.67	(487,942.91)
Office Equipment	566,760.44	617,280.00	50,519.56
Admin. Supplies	20,396.09	18,133.33	(2,262.76)

**GRTC Transit System
Operating Expenses
Year to Date February 28, 2023**

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 611,045.53	\$ 646,629.33	\$ 35,583.80
Telecommunication	144,347.30	166,400.00	22,052.70
Utilities	466,698.23	480,229.33	13,531.10
5050. CASUALTIES AND LIABILITY COSTS	\$ 840,066.41	\$ 1,255,094.25	\$ 415,027.84
General Liability			-
Auto Liability	30,301.90	29,901.33	(400.57)
Physical Damage	131,474.60	343,320.00	211,845.40
All Other	678,289.91	881,872.92	203,583.01
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
5090. MISCELLANEOUS EXPENSES	\$ 362,515.22	\$ 405,464.81	\$ 42,949.59
02. Travel and Meetings	<u>27,836.62</u>	<u>89,633.33</u>	<u>61,796.71</u>
08. Advertising/Promotion Media	<u>7,552.51</u>	<u>17,582.47</u>	<u>10,029.96</u>
09. Other Miscellaneous Expenses	<u>327,126.09</u>	<u>298,249.00</u>	<u>(28,877.09)</u>
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Expenses	\$ 8,527,507.41	\$ 10,151,073.70	\$ 1,623,566.29
	21.50%	23.57%	

GRTC Transit System Year to Date February 28, 2023

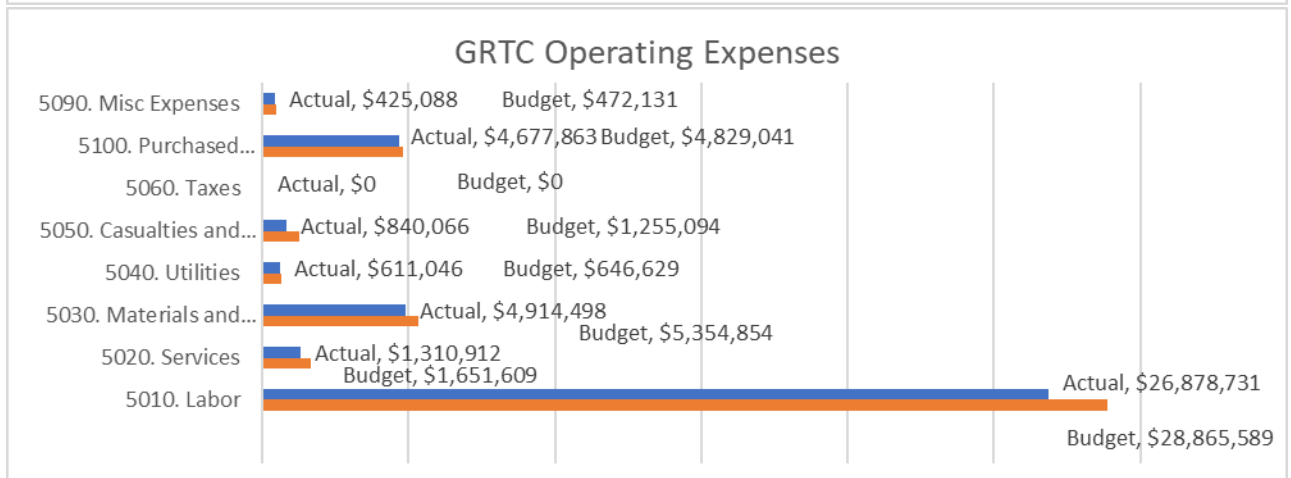
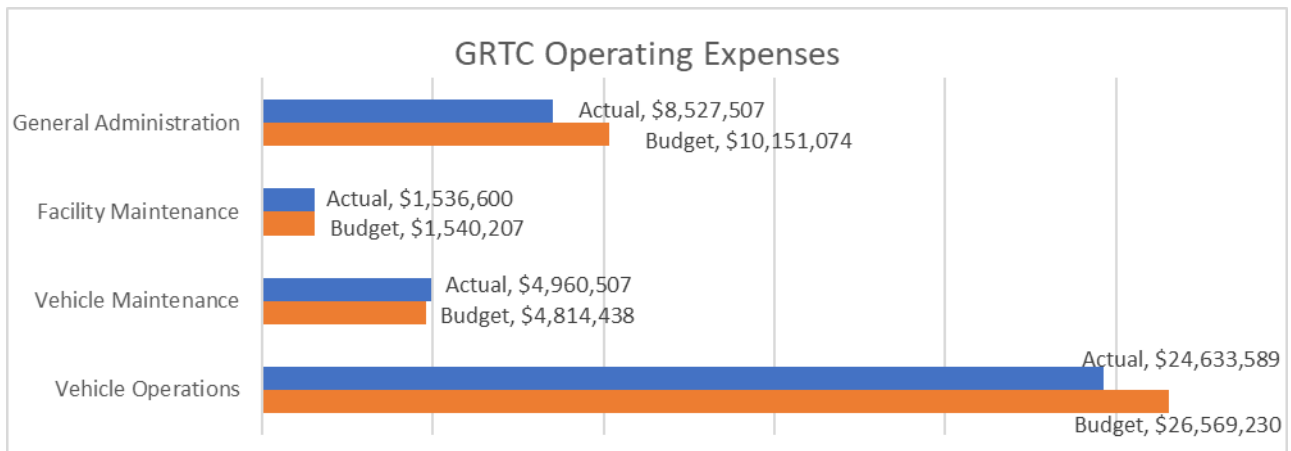
Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 26,569,229.68	\$ 24,633,589.24	\$ 1,935,640.44	92.71%
Vehicle Maintenance	4,814,437.73	4,960,507.39	(146,069.66)	103.03%
Facility Maintenance	1,540,206.54	1,536,599.91	3,606.63	99.77%
General Administration	<u>10,151,073.70</u>	<u>8,527,507.41</u>	<u>1,623,566.29</u>	<u>84.01%</u>
Total GRTC	\$ 43,074,947.65	\$ 39,658,203.95	\$ 3,416,743.70	92.07%

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 28,865,589.33	\$ 26,878,730.76	\$ 1,986,858.57	93.12%
5020. Services	1,651,609.00	1,310,912.28	340,696.72	79.37%
5030. Materials and Supplies Consumed	5,354,853.59	4,914,498.12	440,355.47	91.78%
5040. Utilities	646,629.33	611,045.53	35,583.80	94.50%
5050. Casualties and Liability Costs	1,255,094.25	840,066.41	415,027.84	66.93%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	4,829,040.67	4,677,862.87	151,177.80	96.87%
5090. Misc Expenses	<u>472,131.47</u>	<u>425,087.98</u>	<u>47,043.49</u>	<u>90.04%</u>
Total GRTC	\$ 43,074,947.65	\$ 39,658,203.95	\$ 3,416,743.70	92.07%

Total Fleet Service Miles	3,514,506.08	3,394,378.20
Operating Expense per Mile	\$ 12.26	\$ 11.68

Total Fleet Service Hours	316,216.77	304,945.77
Operating Expense per Hour	\$ 136.22	\$ 130.05



Operating Expenses are favorable versus budget by \$3.42M or 7.93% as a result of:

- Lower than budgeted labor expenses of \$1.97M 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 \$340.70k due to timing of consulting services versus budget
- Favorable materials and supplies of \$440.36k as a result of the timing of purchases versus budget calendarization combined with favorable fuel pricing versus budgeted rates.
- Slight favorable Utilities expenses of \$35.58k.
- Favorable casualties and liability expense of \$415.03k is due to timing of policy expense versus budget calendarization and the timing of booking uninsured provision liability.
- Favorable purchased transportation services of \$151.18k due actual demand differing from budgetary assumptions

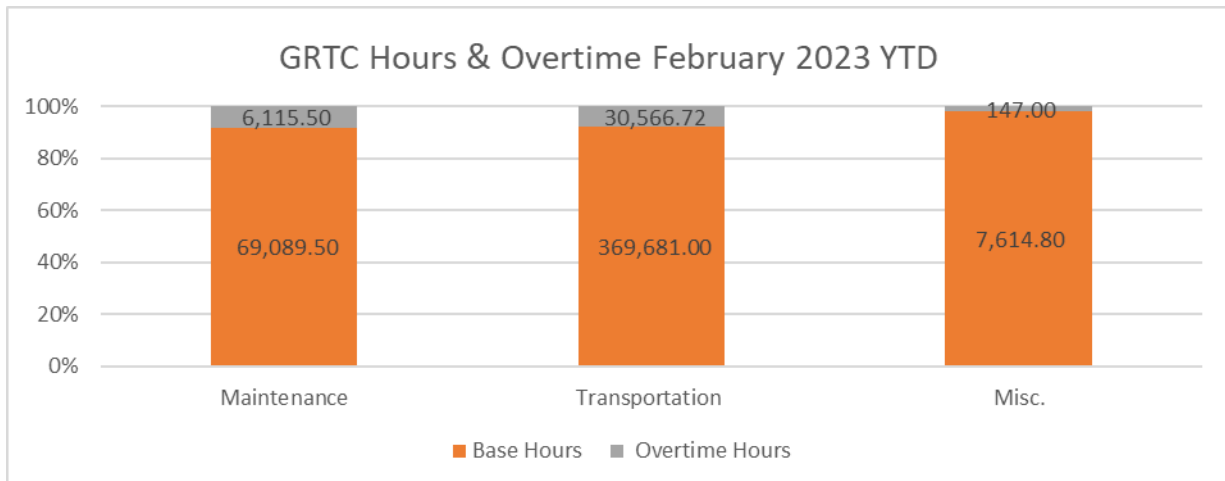
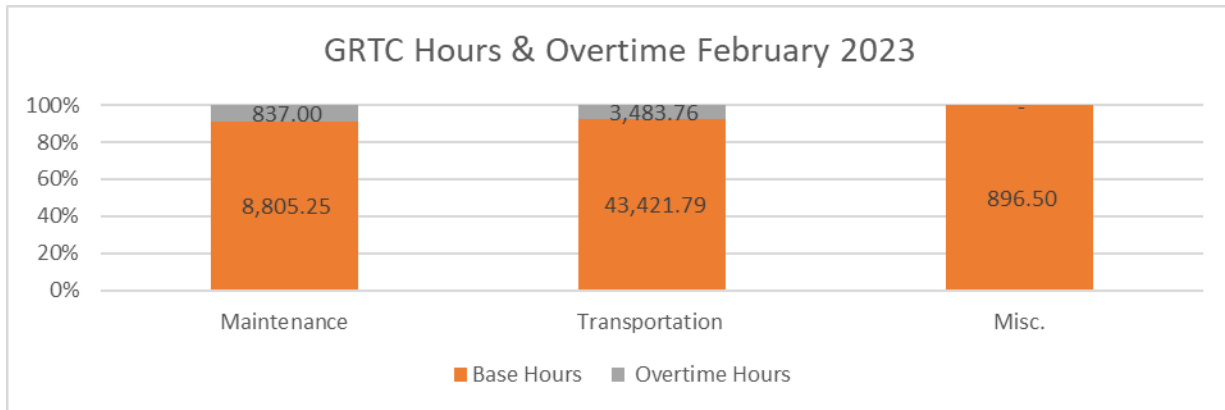
<u>Operating Expense per Mile</u>	Budget	Actual
Vehicle Operations	\$ 7.56	\$ 7.26
Vehicle Maintenance	1.37	1.46
Facility Maintenance	0.44	0.45
General Administration	<u>2.89</u>	<u>2.51</u>
Total GRTC	\$ 12.26	\$ 11.68

<u>Operating Expense per Mile</u>	Budget	Actual
5010. Labor	\$ 8.21	\$ 7.92
5020. Services	0.47	0.39
5030. Materials and Supplies Consumed	1.52	1.45
5040. Utilities	0.18	0.18
5050. Casualties and Liability Costs	0.36	0.25
5060. Taxes	-	-
5100. Purchased Transportation Service	1.37	1.38
5090. Misc Expenses	<u>0.13</u>	<u>0.13</u>
Total GRTC	\$ 12.26	\$ 11.68

<u>Operating Expense per Hour</u>	Budget	Actual
Vehicle Operations	\$ 84.02	\$ 80.78
Vehicle Maintenance	15.23	16.27
Facility Maintenance	4.87	5.04
General Administration	<u>32.10</u>	<u>27.96</u>
Total GRTC	\$ 136.22	\$ 130.05

<u>Operating Expense per Hour</u>	Budget	Actual
5010. Labor	\$ 91.28	\$ 88.14
5020. Services	5.22	4.30
5030. Materials and Supplies Consumed	16.93	16.12
5040. Utilities	2.04	2.00
5050. Casualties and Liability Costs	3.97	2.75
5060. Taxes	-	-
5100. Purchased Transportation Service	15.27	15.34
5090. Misc Expenses	<u>1.49</u>	<u>1.39</u>
Total GRTC	\$ 136.22	\$ 130.05

GRTC Headcount @ February 28, 2023	Budget	Actual	(Over) Under	% of Budget
Equipment & Facility Maintenance	71	70	1	98.59%
Transportation	357	306	51	85.71%
Planning, Scheduling & Marketing	19	16	3	84.21%
Insurance & Safety	9	11	(2)	122.22%
General & Administrative	<u>53</u>	<u>46</u>	<u>7</u>	<u>86.79%</u>
	509	449	60	88.21%



GRTC Transit System
STATEMENT OF INCOME
BUDGET VS. ACTUAL
For the Eight Months Ending February 28, 2023

	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	899,275	892,276	(6,998)	U	1,348,912
Charter Revenue	-	-	-	F	-	-	-	F	-
Advertising Revenue	55,417	38,667	(16,750)	U	383,333	309,336	(73,997)	U	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
Total Operating Revenue	\$ 167,826	\$ 150,076	\$ (17,750)	U	\$ 1,282,608	\$ 1,201,612	\$ (80,996)	U	\$ 1,953,912
Other Income:									
Ridefinders	38,421	39,284	863	F	326,580	332,841	6,261	F	499,475
Interest Income	1,500	45,839	44,339	F	12,000	281,370	269,370	F	18,000
Non-Transportation Income	500	378	(122)	U	4,000	3,589	(411)	U	6,000
Total Other Income	\$ 40,421	\$ 85,501	\$ 45,080	F	\$ 342,580	\$ 617,800	\$ 275,220	F	\$ 523,475
Operating Contributions:									
COVID Relief Acts VA2020-023	-	-	-	F	-	1,124,809	1,124,809	F	-
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	841,588	769,532	(72,057)	U	6,274,521	994,223	(5,280,298)	U	9,822,082
Oper contrib - State	2,078,136	2,088,501	10,365	F	16,625,087	16,419,463	(205,624)	U	24,937,631
Oper contrib - CVTA	1,784,583	1,784,583	(0)	U	14,276,667	14,276,667	(0)	U	21,415,000
Oper contrib - Richmond	712,876	807,041	94,166	F	5,703,007	5,818,163	115,156	F	8,554,510
Oper contrib - Henrico	342,334	390,977	48,643	F	2,738,670	2,787,313	48,643	F	4,108,005
Oper contrib - Petersburg	16,667	16,667	0	F	133,333	133,333	0	F	200,000
Oper contrib - Chesterfield	20,739	35,056	14,317	F	165,908	180,757	14,848	F	248,863
Total Operating Contributions:	\$ 5,796,922	\$ 5,892,357	\$ 95,435	F	\$ 45,917,193	\$ 41,734,728	\$ (4,182,466)	U	\$ 69,286,090
Net Operating Revenue	\$ 6,005,169	\$ 6,127,934	\$ 122,765	F	\$ 47,542,381	\$ 43,554,139	\$ (3,988,242)	U	\$ 71,763,478
Operating Expenses:									
Equipment & Facility Maintenance	1,002,666	1,179,542	176,876	U	8,561,081	8,447,502	(113,579)	F	12,855,827
Transportation	1,725,780	1,601,370	(124,409)	F	15,069,822	14,726,709	(343,113)	F	22,576,502
Planning, Scheduling & Marketing	291,124	121,102	(170,021)	F	1,778,505	940,314	(838,191)	F	2,518,315
Insurance and Safety	256,411	255,153	(1,258)	F	2,105,897	1,600,359	(505,538)	F	3,198,822
General and Administrative	1,095,605	917,927	(177,679)	F	9,221,244	7,882,482	(1,338,762)	F	13,825,123
Purchase of Service - Spectran & Van Pool	603,630	685,004	81,373	U	4,829,041	4,677,863	(151,178)	F	7,243,561
Operating Taxes and Licenses	173,963	155,387	(18,576)	F	1,509,357	1,382,975	(126,382)	F	2,267,132
Total Operating Expenses	\$ 5,149,179	\$ 4,915,485	\$ (233,694)	F	\$ 43,074,948	\$ 39,658,204	\$ (3,416,744)	F	\$ 64,485,283
Change in Net Postion	\$ 855,990	\$ 1,212,449	\$ 356,459	F	\$ 4,467,434	\$ 3,895,936	\$ (571,498)	U	\$ 7,278,195
Operating Ratio	11.42%	12.52%	1.10% 74		10.83%	12.25%	1.42%		
Farebox Recovery Ratio	2.47%	2.63%	0.16%		2.35%	2.55%	0.20%		

GRTC Transit System
Balance Sheet
As of February 28, 2023

	Current Month February 28, 2023	Prior Month January 31, 2023	Prior Year End June 30, 2022
ASSETS			
Current Assets:			
Cash	\$15,133,503	\$12,965,616	\$10,854,007
Working Funds	118,266	118,266	118,266
Capital Funds	6,236,504	6,193,164	5,969,360
Accounts Receivable, net	6,003,512	9,467,138	11,189,036
Motor Bus Parts Inventory	974,077	982,906	997,470
Gasoline Inventory	4,728	10,924	8,485
Diesel Fuels Inventory	15,951	26,967	15,068
Lubricants Inventory	39,028	44,529	25,718
Prepayments	<u>780,851</u>	<u>872,411</u>	<u>741,455</u>
Total Current Assets	\$29,306,420	\$30,681,921	\$29,918,865
Tangible Property:			
Property and Equipment	174,273,180	173,981,458	169,134,398
Accumulated Depreciation	<u>(91,659,611)</u>	<u>(91,259,611)</u>	<u>(88,459,611)</u>
Net Property	\$82,613,569	\$82,721,847	\$80,674,787
Other Assets:			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	30,862,535	27,817,181	25,960,952
Intangible Asset - Software, net of amortization	1,167,840	1,024,644	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>67,247,945</u>	<u>64,059,395</u>	<u>61,868,836</u>
TOTAL ASSETS	<u>\$179,167,934</u>	<u>\$177,463,163</u>	<u>\$172,462,488</u>
LIABILITIES AND CAPITAL			
Current Liabilities:			
Accounts Payable	4,942,482	4,692,213	11,276,118
Wages Payable	2,226,205	2,375,591	3,940,563
Taxes Accrued	112,432	117,924	240,310
Deferred Revenues CVTA	33,689,717	32,428,948	26,697,984
Other Current Liabilities	<u>2,857,721</u>	<u>3,576,353</u>	<u>723,034</u>
Total Current Liabilities	\$43,828,557	\$43,191,029	\$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	131,543,159	130,905,631	130,592,611
Capital:			
Common Stock	50,005	50,005	50,005
Paid-In Capital	119,401,354	119,146,560	114,349,393
Fund Balance - Accumulated Depreciation	(89,804,669)	(89,404,669)	(86,604,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>54,068,036</u>	<u>52,855,587</u>	<u>50,165,099</u>
Total Capital	\$ 78,476,247,775	\$ 46,557,532	\$ 41,869,877
TOTAL LIABILITIES AND CAPITAL	<u>\$ 179,167,934</u>	<u>\$ 177,463,163</u>	<u>\$ 172,462,488</u>

Greater Richmond Transit Company
Cash Flow Projection
March 9, 2023

	Actual January	Actual February	Expected March
<u>Beginning Balance</u>	\$ 5,450,256	\$ 9,001,178	\$ 11,167,380
Payroll	\$ 2,368,239	\$ 2,491,733	\$ 3,281,709
Insurance	\$ 236,970	\$ 50,058	\$ -
Medical & Benefits	\$ 909,731	\$ 1,163,860	\$ 1,790,641
Parts/Supplies/Fuel	\$ 511,462	\$ 440,634	\$ 346,280
SpecTran/Care-On-Demand	\$ 470,606	\$ 620,954	\$ 479,598
Marketing/Utilities	\$ 388,562	\$ 199,269	\$ 384,270
Other	\$ 368,624	\$ 415,487	\$ 383,213
Vehicle Technology Equipment	\$ 38,988	\$ 7,329	\$ -
Transfer Center	\$ 946,274	\$ 234,171	\$ -
<u>Operating Transfer into Capital</u>	\$ -	\$ -	\$ -
Actual/Expected Expenses	\$ 6,239,456	\$ 5,623,495	\$ 6,665,712
Conservative Gross Excess/(Deficiency)	\$ (789,199)	\$ 3,377,684	\$ 4,501,668
Federal	\$ -	\$ -	\$ 1,124,809
State	\$ 1,623,895	\$ 5,760,544	\$ 1,621,591
CVTA	\$ 5,353,750	\$ -	\$ -
Richmond	\$ 2,728,278	\$ -	\$ -
Henrico	\$ -	\$ 1,047,382	\$ -
Chesterfield	\$ -	\$ 62,614	\$ -
Petersburg	\$ 16,667	\$ 16,667	\$ 33,334
VCU	\$ -	\$ 668,456	\$ -
Other	\$ 67,788	\$ 234,034	\$ 292,080
<u>Reserve Transfer into Revenue</u>	\$ -	\$ -	\$ -
Actual/ Expected Revenues	\$ 9,790,378	\$ 7,789,696	\$ 3,071,814
Conservative Excess/(Deficiency)	\$ 9,001,178	\$ 11,167,380	\$ 7,573,483

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

Beginning Balance @ December 31, 2022 \$ 28,065,025.29

Receipts:

January 9, 2023 GRTC 15% Funds Distribution - Month of November 2022	\$ 2,577,372.85	
January 24, 2023 GRTC 15% Funds Distribution - Month of December 2022	\$ 2,543,225.58	
February 27, 2023 GRTC 15% Funds Distribution - Month of January 2023	\$ 3,013,470.43	
March 24, 2023 GRTC 15% Funds Distribution - Month of February 2023	\$ 2,437,201.66	
January 31, 2023 Interest Income LGIP EM- January 2023	\$ 50,302.12	
January 31, 2023 January 2023 LGIP EM Share unrealized gain/(loss)	\$ 37,116.97	
February 28, 2023 Interest Income LGIP EM- February 2023	\$ 54,353.78	
February 28, 2023 February 2023 LGIP EM Share unrealized gain/(loss)	\$ (22,471.40)	
March 31, 2023 Interest Income LGIP EM- March 2023	\$ 62,526.88	
March 31, 2023 March 2023 LGIP EM Share unrealized gain/(loss)	<u>\$ 90,106.76</u>	
		\$ 10,843,205.63

Uses:

Costs incurred in preparing GRTC Regional Public Transportation Plan		\$ -
Michael Baker International Invoice 114XXXX - RPTP		
Michael Baker International Invoice 114XXXX - RPTP		
Michael Baker International Invoice 114XXXX - RPTP		
Costs incurred in preparing GRTC Micromobility Plan		\$ (255.42)
Michael Baker International Invoice 115XXXX- Micromobility	\$ (255.42)	
Michael Baker International Invoice 116XXXX - Micromobility		
Michael Baker International Invoice 114XXXX - Micromobility		
Michael Baker International Invoice 115XXXX - Micromobility		
GRTC Operating and Capital Expense		
GRTC Operating Expense Qtr 3 FY2023 Draw	\$ (5,353,750.00)	
GRTC Capital Expense Qtr 3 FY2023 Local Share Draw	<u>\$ (101,855.75)</u>	
Subtotal GRTC Operating and Capital Expense		\$ (5,455,605.75)

Ending Balance @ February 28, 2023 \$ 33,452,369.75

Fund Balance Composition @ February 28, 2023

Unrestricted Funds	\$ -
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$ 22,250.69
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$ 200,000.00
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$ 35,099.31
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$ 150,000.00
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$ 150,000.00
Restricted Funds: GRTC FY2023/FY2024 GRTC Operating and Capital Expenses	<u>\$ 32,895,019.75</u>
	<u>\$ 33,452,369.75</u>

CVTA Funds:

Balance @ March 31, 2023 in Wells Fargo	\$ 11,156,001.24
Balance @ March 31, 2023 in LGIP EM	<u>\$ 22,296,368.51</u>
	<u>\$ 33,452,369.75</u>

Wells Fargo Balance at March 31, 2023	<u>\$ 11,156,001.24</u>
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$ 22,250.69
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$ 200,000.00
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$ 35,099.31
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$ 150,000.00
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$ 150,000.00
Surplus - Available for Investment	<u>\$ 10,598,651.24</u>

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

GRTC TRANSIT SYSTEM

Board Subcommittee

Meeting Date: April 18, 2023
Item Title: Development Subcommittee

CURRENT STATUS:

The Development Subcommittee met on Thursday, April 18, 2023 at 1:30PM.

AGENDA:

- Approval of Draft Minutes
- Quarterly Report
- Downtown Transfer Plaza Update
- May Booking Changes
- Title VI Analysis for May Booking

UPDATES:

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

GRTC TRANSIT SYSTEM

Board Subcommittee

Meeting Date: April 18, 2023
Item Title: Finance Subcommittee

CURRENT STATUS:

The Finance Subcommittee met on Thursday, April 13, 2023 at 3PM.

AGENDA:

- Approval of Draft Minutes
- February 2023 Financial Review
- 2024 Budget Discussion
- FY24 Regional Public Transportation Plan
- Closed Session – Personnel

UPDATES:

The committee voted in favor of supporting a recommendation of approval for the FY24 Regional Public Transportation Plan in the consent agenda to the full board.