

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. August 15, 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/1Joi8RfXfAo?feature=share>.

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MINUTES
JULY 18, 2023
GRTC BOARD OF DIRECTORS
BOARD MEETING/RETREAT

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

Others Present: Bonnie Ashley, General Counsel
Sheryl Adams, Chief Executive Officer
Adrienne Torres, Chief of Staff
John Zinzarella, Chief Financial and Administrative Officer
Joe Dillard, Director of Equitable Innovation & Legislative Policy
Dexter Hurt, Director of Information Systems
Von Tisdale, Executive Director RideFinders
Henry Benton, Communications Specialist
Ashley Mason, Manager of Organizational Advancement
Janice Witt, Executive Assistant
Faith Walker, RVA Rapid Transit

1. Call to Order & Introductions

This Meeting/Retreat of the Board of Directors and the GRTC Transit System, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on July 18, 2023, by Chairman Nelson, at 9:00AM. The meeting was held at Bon Secours Training Camp, 2401 West Leigh Street, 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/VnAJXfOdJ2k?feature=share>.

2. Public Comments

The public notice, meeting agenda, and agenda attachments for this July 18, 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 Henry Bento 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.

3. Approval of June 20, 2023 Board Meeting Minutes – Tyrone Nelson

Mr. Schmitt motioned to approve the June 20, 2023 Board Meeting minutes, Mr. Addison seconded, and the motion carried unanimously.

4. Consent Agenda

- a. Services for Installation, Removal, Repair of Vehicles Decals
- b. ADA Paratransit Client Certification Services
- c. Tire Lease Services Contract
- d. Annual Liability Insurance Premium Contract

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

5. Staff Report/May 2023 Financial Review – John Zinzarella

6. Board Retreat Opening Remarks – Sheryl Adams and Tyrone Nelson

- a. 50th Anniversary - Ms. Adams stated that this is the year for celebration, GRTC is celebrating 50 years! GRTC was purchased on April 12, 1973; originally it was Virginia Transit Company and then it became a public agency which was purchased by the City of Richmond in 1973. In 1989, Chesterfield purchased 50% of Greater Richmond Transit Company from the City of Richmond. In 2000, Greater Richmond Transit Company became known as GRTC Transit System. GRTC moved into the new facility on East Belt Boulevard in 2010. GRTC received CNG vehicles in 2012 and in 2018 the Pulse Line started and Henrico expanded their service. In 2020, GRTC expanded the Board. In 2023, GRTC has a lot planned; for example, wrap a bus with GRTC history, change channel cards inside the bus with GRTC's history, transit museum, social media campaign (which has started), purchasing GRTC swag specifically for the 50th Anniversary, change email signatures to use new logo recognizing 50 years, yearbook with past and present employees, family event (carnival), and a gala.

To kickoff GRTC's 50th Anniversary on July 1 GRTC put out a video, 50 Years of Moving the Richmond Region. As was mentioned earlier, Greater Richmond Transit Company became GRTC Transit System in 2000. In 2023, we would like to be known as GRTC. We feel that GRTC Transit System is reductant because GRTC stands for Greater Richmond Transit Company. We would like to have a new brand with GRTC and a new tag line, "Connecting the Richmond Region."

7. Workshop Overview

- a. Exercise – Three questions were asked of the Board.
 1. What does public transportation mean to you as a member of a transit agency's governing Board?

Here are some of the responses from the Board: visitors, residence, business owners, workers, being able to connect to places in our region, being able to get from home to retail, airport, physician, an amenity, work, school, that is what public transportation should mean to the residents, to have an opportunity to get around and those with transportation having another way to get around, competitiveness with other regions which is an important part of being seen as vibrant in metropolitan areas, public, be available to people in the region, transportation, multi-modal, giving options to people who drive, striving to serve the entire region, would like it to be a choice for those that might not necessarily need it but that it is a first-class experience that they would want, commitment from local government to move people around, having tools available and let people know they can take transportation.

2. Having been on the GRTC Board for roughly a year, what is something you learned about GRTC that is beneficial to the region?

Responses: on-time performance in depth and communication of on-time performance, would like to see GRTC get to the point that the buses communicated exactly what time they would be arriving, micro-transit and people should know more about these other opportunities, public comments and having success stories out there regarding GRTC from choice riders or riders that do not have a choice, learning what is needed and what is required to run a transit company, surveying the public and being able to get customer service ratings that this company has been successful in getting, different types of riders, roads, multi-faceted operation, having elected officials on the Board and having influence to move GRTC forward quickly and advocate for GRTC with Council and Supervisors, being able to work together as a regional Board.

3. What are you hoping to get out of today?

Responses: Shared vision, create choice riders, marketing GRTC as the best transportation source that the region has to offer, innovative, aspirational, and ideas

8. Structure and Strategy

a. Brand - Ms. Torres highlighted the difference in tag lines and stated the old tag line was "Getting Ready to Connect" and the criticism was why are you always getting ready and never successful in connecting; therefore, we wanted to change it to read to mean we are "Connecting the Richmond Region."

b. Mission, Vision, and Core Values - The Executive Leadership Team met with GRTC staff and had an interactive communication of changing GRTC's Mission Statement, Vision, and Core Values.

- Today the Executive Team is proposing the following mission statement: *Connecting people to opportunities by providing safe, sustainable, and equitable transit.*

After discussions, the Board suggested adding efficiency, leaving sustainable, and considering changing transit back to transportation.

- The Proposed Vision Statement is *"Become the region's first-choice, well-integrated transportation options that transforms economic development, access to jobs, healthcare, and education for the betterment of our community."*

The Board mentioned that this seems that it is not inclusive of people from out of area, adding recreation after education, too long, be the first choice, want to ride regardless of circumstances, transit can connect you to wherever you want to go, remove economic development it is not necessary, be the first choice. The Board requested that staff review their suggestions, rewrite, and bring back to the Board members.

- The Proposed Core Values are Safety, Respect, Teamwork, Reliability, Integrity.

The Board made no changes.

c. Objectives and Initiatives - Ms. Torres listed the following objectives:

For employees: improve retention and recruitment; improve quality of life; improve employee experience; encourage intellectual curiosity; improve communications; cultivate diversity, equity, and inclusion; improve professional development.

For Processes: improve efficiency; improve sustainability; enhance safety; enhance internal quality control; improve state of good repair.

For Finances: manage strong cashflow position; maintain strategic planning focus; expand revenue sources; maintain fiscal stewardship.

For Riders: improve public image; improve quality of life; improve rider experience; improve communication.

When the Executive Leadership Team met with staff, a SWOT Analysis was also done and a list of strengths, weaknesses, opportunities, and threats were compiled from staff input.

- d. Organizational Chart - Ms. Torres reviewed the organizational chart with the Board, which included Board Committees, vacancies, and restructuring of GRTC's Human Resources Department.
- e. GRTC Modes of Service - GRTC's services are local, BRT, Express, Rideshare, Paratransit, Microtransit (coming soon), carpool and vanpool.

9. Riders

- a. Origin and Destination - Ms. Torres reviewed the ridership activity for the local routes, BRT, and Specialized Transportation. An origin/destination survey was completed and the analysis has not been completed; however, she shared a quick comparison from 2019 to 2023 for the following: reason for trip, household income, race/ethnicity and zero fare.

10. GRTC Performance

Ms. Torres reviewed fixed route, local route, BRT, express route, ridership for fiscal years 2018 through 2023 and reviewed the on-time performance (OTP) for the same period. The productivity total cost per passenger was reviewed for the routes.

11. Growth and Expansion

a. Service Expansion

Vision: Become the region's first-choice well-integrated transportation option that transforms economic development, access to jobs, healthcare, and education for the betterment of our community.

Goal: Improve overall quality of life for riders in the region.

A good transit system provides transit freedom and transit freedom is to go where you want to go and go when you want to go. Transit freedom is provided by reliability, accessibility, frequency, and a connected network that is multimodal.

Ms. Torres asked the Board to rank the following goals of growth and expansion.

- Extending/adding routes to reach more destinations.
- Improving frequencies to allow for more reliable connections.
- Improving connection hubs to improve ease of access.
- Improving infrastructure (sidewalks/bus stops) to improve accessibility.

After Board discussions, they all agreed that all of these are equally important for growth and expansion.

A list was provided of expansion priorities for the Regional Public Transportation Plan, which included the jurisdiction, route enhancement, description, fiscal year, funding source, and the estimated planning cost.

b. Capital Projects

Temporary Downtown Transfer Station – It will have 12 bus bays in a sawtooth configuration and Operator restrooms with Operator access only. Originally it was scheduled to open in May and there were delays, shelters are scheduled to arrive in August and we are hoping to open mid-August.

Articulated Buses and Pulse Station Modifications – GRTC secured grants from VDRPT SMARTSCALE to purchase 60' articulated buses to carry greater loads. All 26 Pulse stations will need minor modifications to accommodate these longer vehicles.

North-South BRT Line – Various regional studies have identified a need for a North-South BRT line to connect to and complement the existing Pulse. The Study will be complete by the end of the summer. Stakeholder Advisory and Technical Advisory meetings are scheduled and then we will roll into the next Phase Study which is Environmental Engineering.

Addition of Malvern Pulse Station – Funding has been awarded to add Malvern BRT Station with engineering beginning in FY2025. This will add a dedicated lane and an additional station on Broad Street near Malvern Avenue. This is funded through the SMARTSCALE grant application applied for by the City of Richmond through the Richmond Region Transportation Planning Organization (RRTPO).

Western Pulse Extension – The 2017 Greater RVA Transit Vision Plan (TVP) identified an extension of the Pulse to Short Pump as a logical extension to pursue based on ridership projections and the transit-supported characteristics of the corridor. GRTC worked with PlanRVA to identify a logical first segment to extend service westward along Broad Street. The results of the study identified Parham as the next end of the line. Phase 2 Study is scheduled to kick off in FY2024.

Microtransit – GRTC will be launching Link, on-demand Microtransit in the Fall of 2023. A phased implementation of a total of five pilot zones are planned to be in place by June 2024. The five zones are Washington Park/Azalea Avenue, Ashland, North Chesterfield West, Powhatan, and Sandston/New Kent. GRTC has been awarded funding through DRPT TRIP Regional Significance for three zones and DRPT MERIT Demonstration funds for two zones.

Fleet Storage Facility – GRTC Facilities Master Plan has been underway since May. The Plan has focused on the current needs of the facility, and the future needs based on the planned growth related to vehicle and service expansion. GRTC is currently working on a remediation plan and demo plan. GRTC Plans to expand the parking footprint once the building is removed. GRTC Plans to move forward with engineering and construction for a structure on the property incorporated into the storage facility needs. Conceptual designs from the facilities master plan will include options for expanded administrative space, as well as a Southside Neighborhood Transfer Center.

Shelters and Benches – Essential Transit Infrastructure is intended to provide comfort, convenience, accessibility, safety, and dignity to riders. In 2022, GRTC committed to a goal of having a bench or shelter at 75% of its bus stops within five years as part of the ETI Plan. GRTC has been awarded over \$5M to get this project underway in FY2024 and will be applying for additional grants and coordinating with jurisdictions. The estimated need is greater than \$20M.

12. Transit Oriented Development

In 2020, the City Council requested City Staff work with GRTC to find a permanent location for a permanent transfer station. The strategy was to develop a committee that included city, businesses, and community. In November 2020, a survey was conducted and 59% agreed that the next steps should be to identify a feasible site to be acquired and Transit Oriented Development was an important aspect of this project and 83% strongly agreed. Efforts with the committee were put on delay when GRTC was told they had to evacuate the temporary right of way location adjacent to the public safety building due to the City selling the property and a temporary solution was made. Transit Oriented Development is key to success for many revitalized cities and there is infrastructure funding from the federal level available for improvements.

13. Financial Projections

Mr. Zinzarella reviewed in detail the long-range forecast model for the baseline revenue and baseline expense. He discussed the cost impact for service expansion, priorities for CVTA expenses and CVTA legislation.

14. Board Engagement Discussion - Mr. Dillard stated that the Board should have received an email from him regarding the ridegrtc email addresses for each of you. We are trying to make this agency more efficient. Soon, the Board will stop receiving calendar invites and GRTC will have a Board of Directors Portal that each of you will be able to access. This portal will be a central location for GRTC's Board of Directors and its committees and all-important documents.

Areas for Follow Up/Champion – We have a new Board and it is not the same as it has been in the past and it is advantageous for us to have the elected officials on our Board. One of the projects that we can use some support for is the Permanent Transfer Station. We have everything we need at the base but there is one thing that we need and it is relationships. Central Virginia is based on relationships and you all have different doors and can make things happen faster than we can here at GRTC. We would like to make sure that when we need increases in funding and different resources that we have the Board to help with that.

15. Adjourn

There being no further business, the meeting adjourned at 1:30PM.

APPROVED:

Tyrone E. Nelson, Chair
GRTC Board of Directors

Date



Meeting Date: August 15, 2023

CONSENT AGENDA ITEMS:

- Microsoft Software Product Suite Renewal – Dexter Hurt
- Pumping Services at Restrooms DTS – Steve McNally
- Bus Wash - Tony Byrd
- Tire Maintenance Services and Mileage Leasing – Tony Byrd



Meeting Date: August 15, 2023
Consent Agenda: Microsoft Software Licensing Renewal

BACKGROUND:

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

HIGHLIGHTS:

- The Microsoft licensing provides best-in-class productivity applications and advanced security, compliance, voice, and analytical capabilities. This is the framework of GRTC’s IT growth plan for future technology improvements.
- This purchase includes an upgrade of licenses to provide additional staff functionality and provides necessary features required for security and data recovery compliance. This renewal includes licenses to support providing email accounts to Operators, Mechanics and Board members for improved communication and access to company published information.
- This purchase is deemed sole source procurement as the awarded vendor supplies the required licenses as well as possessing institutional knowledge and skillset to provide data infrastructure configuration and setup for license use. This is critical to the business continuity of GRTC users without interruption of service.
- The staff’s independent cost estimate was \$116,700 based on historical pricing from the previous software licensing purchases and published pricing. The total renewal license cost is \$115,000.
- This contract will be completely funded with federal and local grants.

Grant #	Federal (80%)	State (0%)	Local (20%)
VA2023-008	\$92,000	-	\$23,000

RECOMMENDATION:

That the Board of Directors authorizes the CEO to issue a purchase order to GHA Technologies in the amount of \$115,000 for the purchase of Microsoft license renewal and setup of licenses within the GRTC infrastructure.

Barb K. Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: August 15, 2023

Consent Agenda: Pumping Services at Portable Restrooms for Downtown Transfer Center

BACKGROUND:

GRTC Transit Systems is constructing a Downtown Bus Transfer Center at 808 E. Clay Street on the old City of Richmond parking lot. Construction is approximately 87% complete with Bus Operations currently scheduled to begin on September 10, 2023. Operations start date is pending project completion. It is anticipated GRTC will need to provide porta-potties as temporary until the restrooms are installed. Use of the Transfer Center will be from 5:30AM - 1:30AM on weekdays with reduced hours on weekends.

GRTC has contracted for purchase and manufacture of a portable restroom (trailer type portable restrooms) with delivery expected the first week of September 2023. The Comae Corporation, Inc. NIU CBOX20 ADA unit is the selected restroom. Restrooms are for GRTC Bus Operators only. Not for public use.

Employee card-readers will control access. Exterior lighting and cameras will also be installed. The restrooms have single-occupancy men and women restrooms separated by a centrally located mechanical room containing a 300-gal wastewater tank and a 200-gal freshwater tank plus stainless-steel fixtures, touchless hand dryers and soap dispensers, and typical ADA features. The wastewater tank will need to be pumped every two to three days depending on usage.

HIGHLIGHTS:

- The proposed contract consists of a 3- year term with 2-1-year renewal options.
- One bid was received for these services.
- The independent cost estimate for Pumping Services at Portable Restrooms for GRTC's Downtown Transfer Center is \$330,720.00. The proposed contract has a not to exceed amount of \$131,952.15. Based on the independent cost estimate and cost analysis, staff determined that United Site Services of Maryland, Inc., offer is fair and reasonable.
- The proposed contract consists of Pumping 300-gal wastewater tank every two days or three days depending on use. Providing fresh water to the 200-gal freshwater tank every two or three days depending on use.

- This contract is funded completely with federal funds.

RECOMMENDATION:

That the Board of Directors authorizes the CEO to execute a 3- year term with 2-1-year renewal options with United Site Services of Maryland, Inc. for pumping service for a total not-to-exceed value of \$131,952.15.

Barb Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: August 15, 2023
Consent Agenda: Bus Wash

BACKGROUND:

In an effort to provide clean, safe and reliable transportation to GRTC’s customers in the Richmond region, staff evaluates the age and condition of its exterior Bus Wash system. Part of this evaluation is the consideration of funding and future replacement opportunities. The Bus Wash is 14 years old. It is antiquated and needs upgrading. At this time, staff would like to upgrade one side of the Bus wash.

HIGHLIGHTS:

- A Request for Quotes was submitted to multiple vendors with the technical capacity to complete the upgrade. With limited equipment distribution options, InterClean is the sole bidder for the equipment and installation.
- InterClean Equipment, LLC is a pioneer in the field of large vehicle cleaning and water recycling applications. InterClean is committed to providing their customers with innovative wash system technology and new product capabilities to revolutionize their vehicle wash processes.
- The original bus wash equipment installed in our wash bays was manufactured by InterClean.
- Once this project is successful, GRTC will proceed with a second lane upgrade.
- This purchase will be funded with Federal, State and Local funding as described below:

Source	Federal 5307 (28%)	State (68%)	Local (4%)
Grant #	Va. 2022-007, Va. 2023-008	000-111-01-866 000-111-01-868	
Amount Funded	\$69,550.60	\$168,908.60	\$9,935.80

RECOMMENDATION:

That the Board of Directors authorizes the CEO to issue a purchase order to InterClean for \$248,395.00 to upgrade the existing bus wash for the exterior of the fleet.

Barb Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: August 15, 2023
Consent Agenda: Tire Lease Services

BACKGROUND:

GRTC currently has 160 vehicles in its fleet which require various tire sizes and have different replacement schedules. The 3-year base term of the Michelin contract has expired. Staff issued an Invitation for Bids (IFB) on June 26, 2023 with the vendor notice to proceed date being October 1, 2023.

Michelin North America, Inc. is the current provider of tire lease services for GRTC's vehicle fleet and will service the fleet until September 30, 2023. This will allow enough time to transition to a new vendor to take over the tire maintenance and mileage leasing services.

HIGHLIGHTS:

- The proposed contract consists of a variable rate per tire type based on actual mileage driven and a fixed rate for support personnel.
- Three (3) bids were received:
 - Michelin North America, Inc.
 - The Goodyear Tire & Rubber Company
 - Bridgestone Americas Tire Operations LLC
- The proposed contract consists of a 3- year term with 2-1-year renewal options.
- The independent cost estimate conducted by staff for tire maintenance and mileage leasing services is 1,657,429. It was determined that the offer is fair and reasonable, based on the three (3) bids received and the price analysis.
- This contract is funded completely from the operating budget.

RECOMMENDATION:

That the Board of Directors authorizes the CEO to execute a 3- year term with 2-1-year renewal options with The Goodyear Tire & Rubber Company. The total value of the contract is \$1,957,670.02.

Barb Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: August 15, 2023

Board Action Item: Permanent Downtown Transfer Station Transit Oriented Development

BACKGROUND:

The majority of GRTC riders' destination or connection point is in downtown Richmond. GRTC facilitates upward of 5,000 connections a day at the temporary transfer site on 9th street. Recognizing the need for a permanent facility that is designed for the ease of transit connections and comfort to passengers, GRTC has sought to acquire, or partner on development of several sites over the last 15 years unsuccessfully. The City of Richmond has supported GRTC by providing temporary sites for GRTC over this time. In September 2023 GRTC will be relocating from its temporary location on 9th Street adjacent to the Public Safety building to a new temporary location at the 8th and Clay surface parking lot under a five (5) year lease agreement.

GRTC has partnered with the City of Richmond to identify a permanent location. In Fall 2020, GRTC worked with the City of Richmond Office of Equitable Transit and Mobility to engage stakeholders and narrow in on the area for the permanent location. This relationship and initiative was formalized by City Council through the FY2021 GRTC/City of Richmond Grant Contract. An Ad hoc Committee was established, and out of the first meeting, the priorities of identifying a feasible site that included Transit Oriented Development (TOD) were identified. GRTC and the City of Richmond set the below priorities for next steps.

1. BRT Expansion study Winter 2022, set to continue for two (2) years.
2. Identify Permanent Location and design that will benefit region and riders, as well as provide the best economic leverage to the Downtown City Center.
3. Align the Pulse, the new N/S BRT and Transfer Center strategically to be considered for implementation with other regional projects in the future.

HIGHLIGHTS:

This action item is for consultant services to help identify appropriate sites and development types for a permanent transfer station and Transit Oriented Development incorporating the efforts currently being done by the City of Richmond through the implementation of the Richmond 300 with effective public engagement. The study is scoped at six (6) months and includes:

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

GRTC prepared an RFP and received four (4) proposals. After review, the selection team consisting of GRTC and City of Richmond staff recommends contracting with HR&A Advisors based on related work experience, staff profiles, and technical approach. The total cost by funding source for their services is displayed in the following table.

	State/50%	Fed/46%	Local/4%	Total
Funding	221,420	203,706	17,714	442,840

RECOMMENDATION:

Staff recommends that the Board of Directors authorizes the CEO to contract with HR&A Advisors for consultant services related to a permanent location for a transfer facility and transit-oriented development in downtown Richmond for \$442,840.

 Barb Smith, Secretary
 GRTC Board of Directors

 Date



Meeting Date: August 15, 2023
Information Item: Recent and Upcoming Procurements

BACKGROUND:

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

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

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

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

CURRENT STATUS:

Upcoming Procurements

TITLE	DEPT	BUDGET	ANTICIPATED AWARD DATE	INCLUDED IN BUDGET (YES/NO)	GRANT STATUS (EXISTING/PENDING/PLANNED)
Interior Painting	Facilities	\$250,000	TBD	Y – FY21	Pending
Actuarial Services	Finance	TBD	Spring 2023	N – FY22 Pension Plan Reimbursement	
General Printing Services	Marketing	TBD	Summer 2023	TBD	Planned
Paratransit Vehicles	Maintenance	\$3,675,000	Winter 2023	Y	Planned
Wheel Alignment Machine for Specialized Transportation Vehicles	Maintenance	\$75,000	Spring 2023	Y	Existing
Vehicle Yard Management Infrastructure	IT	\$200,000	Winter 2023	TBD	Pending

Western BRT Phase I Environmental Clearance and Conceptual Design	Planning	\$1,100,000	Fall 2023	N	Planned
North South BRT Phase 2 Study	Planning	\$	Winter 2023	Y – FY 2024	Planned
Construction for BRT Station Modifications	Planning	\$700,000	Winter 2023	Y – FY 2024	Planned
Demo of the Church Lot	Planning	\$2,000,000	Winter 2023	Y-FY 2024	Planned
Office Furniture	Facilities				Planned
Occupational Health Services	Human Resources				Planned
Articulated Vehicles	Maintenance	\$3,000,000			Planned
Transit Vans	Maintenance	\$375,000	Fall 2023	Y	
Auditing Services	Finance				
Pension Administration Services	Finance				
SmartYard – Solar Equipment	IT	\$217,711	Winter 2023	Y – FY24	Existing
Mobile Application Replacement	IT	\$30,000	Spring 2023	Y – FY23	Ready
Bus Passenger Awareness Monitor Pilot	IT	\$45,000	Fall 2023	Y – FY23	Ready
ERP Denovo Support Services – Change Order	IT	TBD	Summer 2023	Y – FY24	Ready
Scheduling Training	Planning	\$91,000	Summer 2023	TBD	Pending
Janitorial	Facilities	\$447,590	Fall 2023	FY23	Operating

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.



Meeting Date: August 15, 2023
Staff Report: Safety Performance

BACKGROUND:

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

CURRENT STATUS:

Performance Indicator	Agency Averages	July (GRTC)
Miles Between Total NTD Defined Events	11,540	9,438
NTD Defined Event Rate Per 1,000,000 miles	3.5	4.3

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

Fixed Route Traffic Incidents – Trend Report

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

CARE Related Incidents – Trend Report

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

Assaults	Bus-Related	Care-Related
Verbal	2	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.

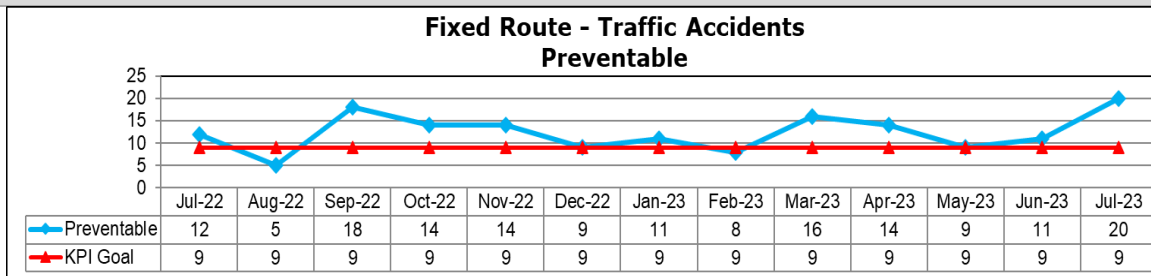
Preventable Passenger Incident: A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors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

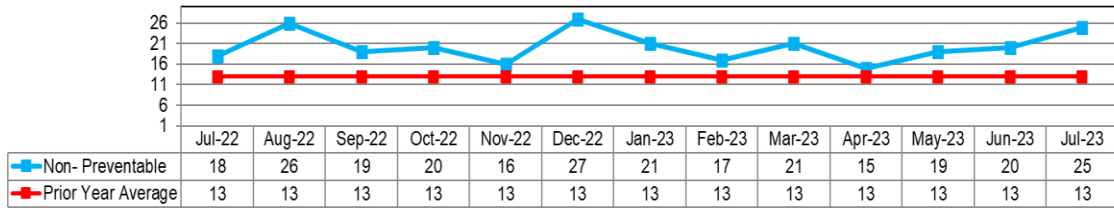
Verbal Assault: – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

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

Fixed Route – Traffic Accident Data

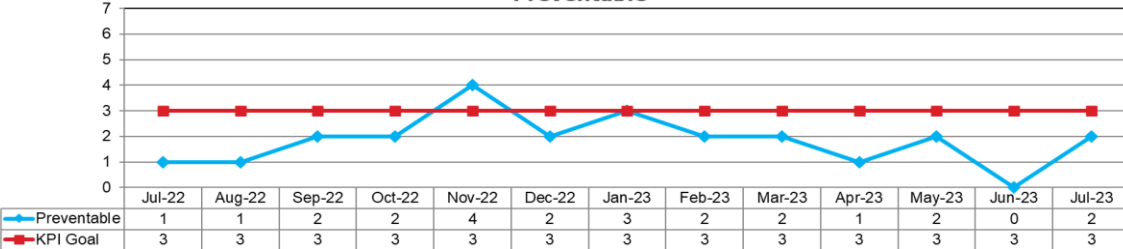


Fixed Route - Traffic Accidents Non-Preventable

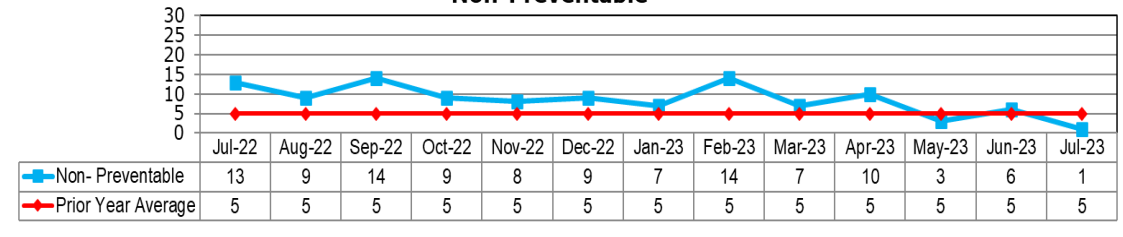


Fixed Route – Passenger Accident Data

Fixed Route - Passenger Accidents Preventable

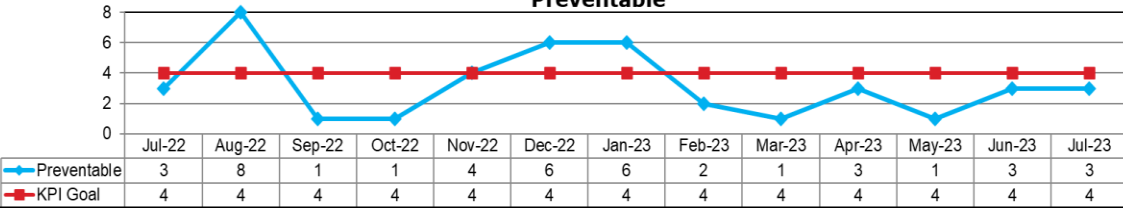


Fixed Route - Passenger Accidents Non-Preventable

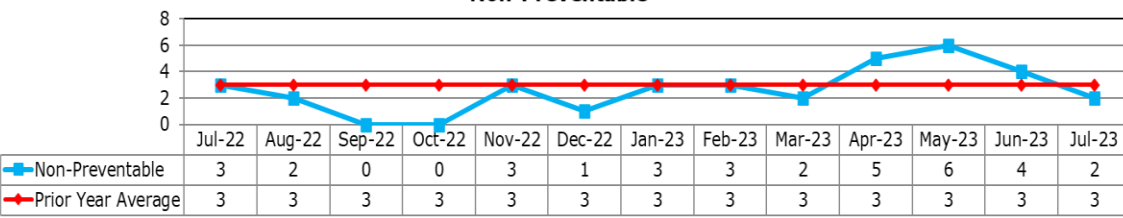


Specialized Transportation – Traffic Accident Data

SpecTran - Traffic Accidents Preventable

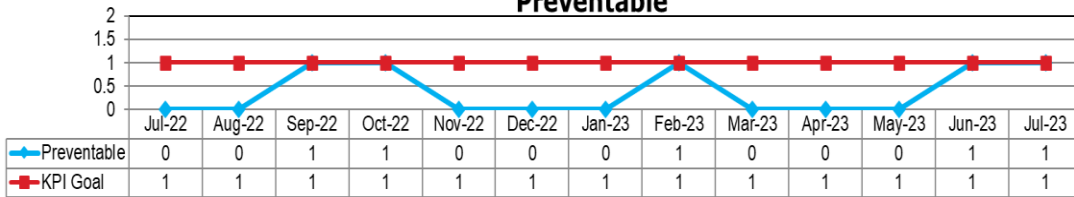


SpecTran - Traffic Accidents Non-Preventable

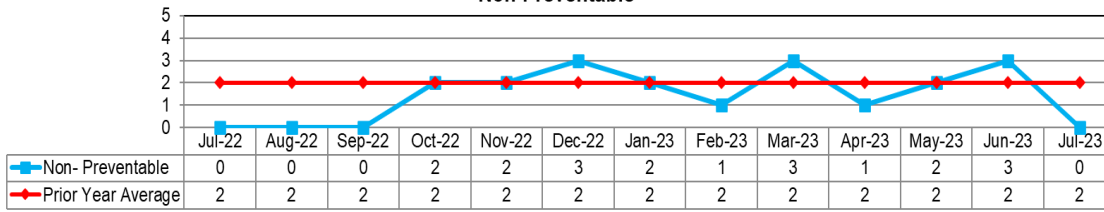


Specialized Transportation – Passenger Accident Data

SpecTran - Passenger Accidents Preventable

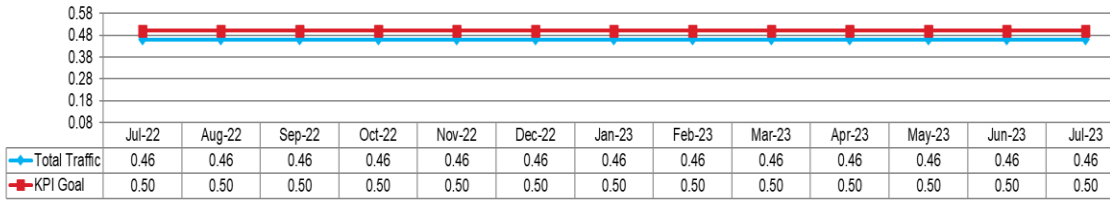


SpecTran - Passenger Accidents Non-Preventable

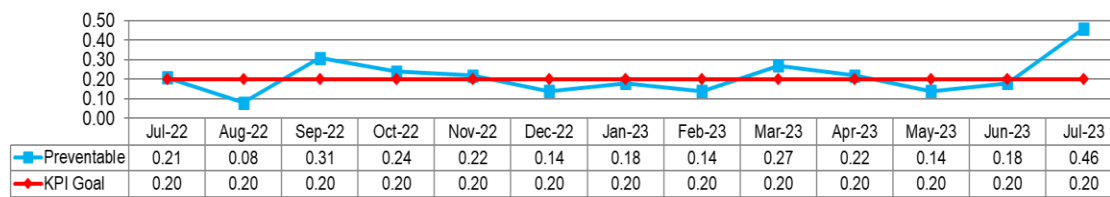


Fixed Route – Traffic Accidents per 100,000 Miles

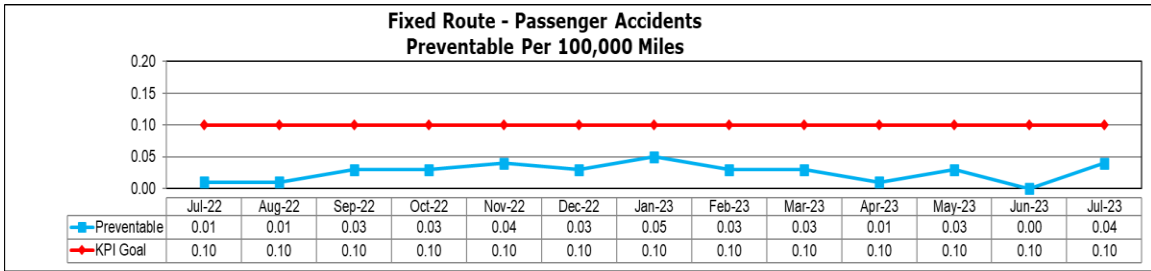
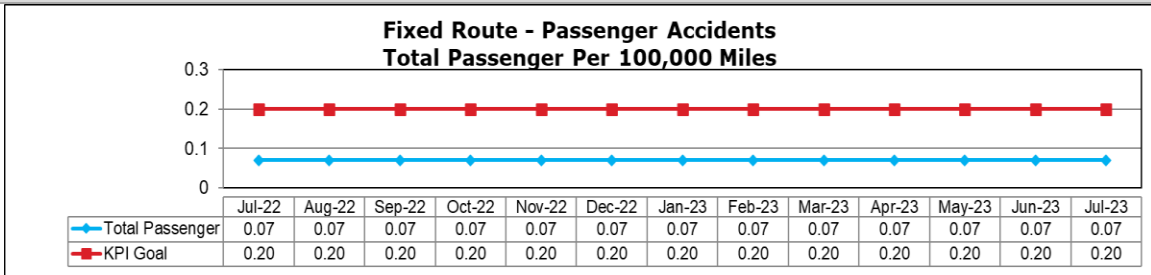
Fixed Route - Traffic Accidents Total Traffic Per 100,000 Miles



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



Fixed Route – Passenger Accidents per 100,000 Mile





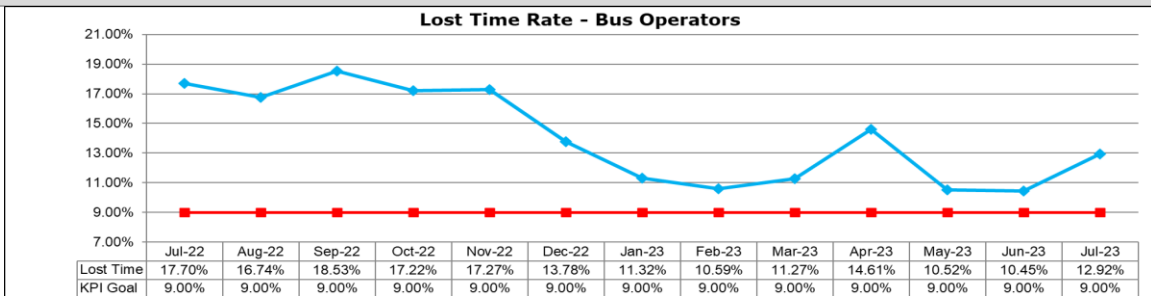
Meeting Date: August 15, 2023
Staff Report: Operating Performance

HIGHLIGHTS:

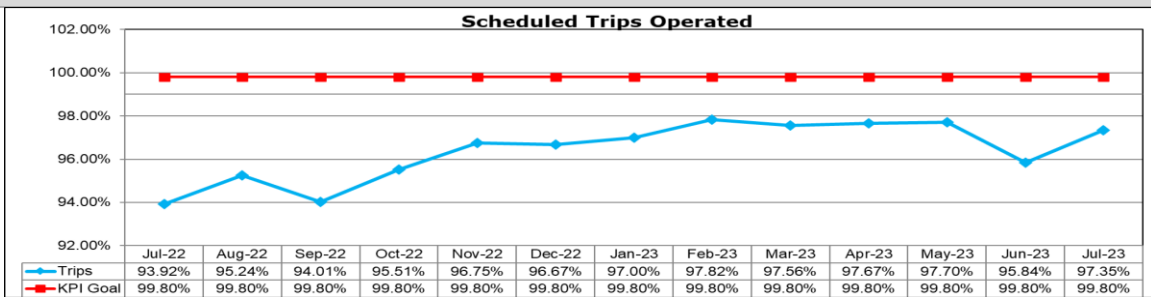
The current operator staffing is 251 full-time, 29 part-time operators with 71 operators in training. At the end of June 2023, the staffing was 238 full-time, 28 part-time operators with 55 operators in training. The result is a net gain of 13.5 operators. From January 1, 2023, through July 31, 2023, there have been 122 new operators who have started training.

CURRENT STATUS:

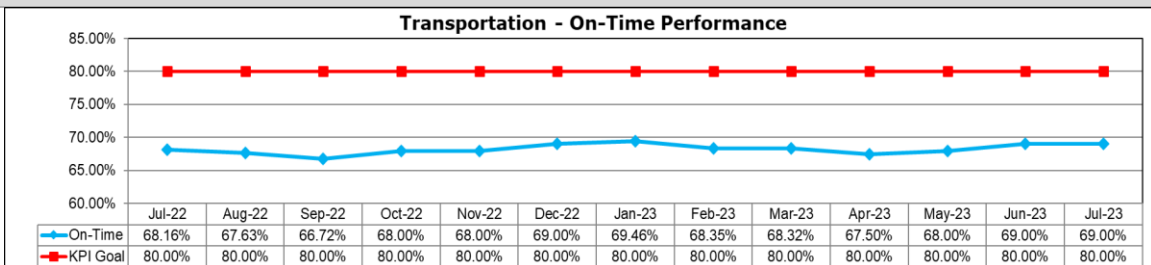
Fixed Route Performance – Lost Time Rate – Bus Operators



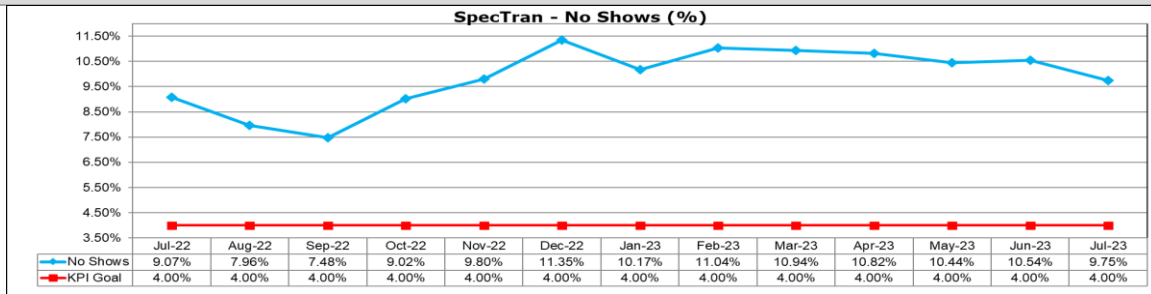
Fixed Route Performance – Scheduled Trips Operated



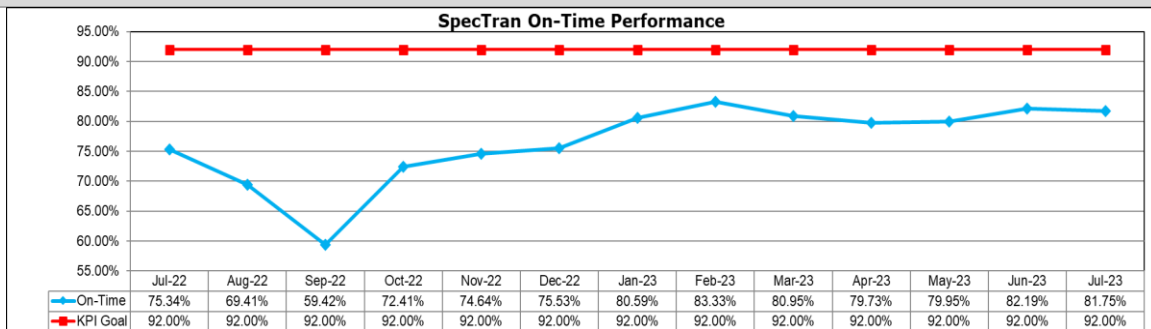
Fixed Route Performance – On-Time Performance



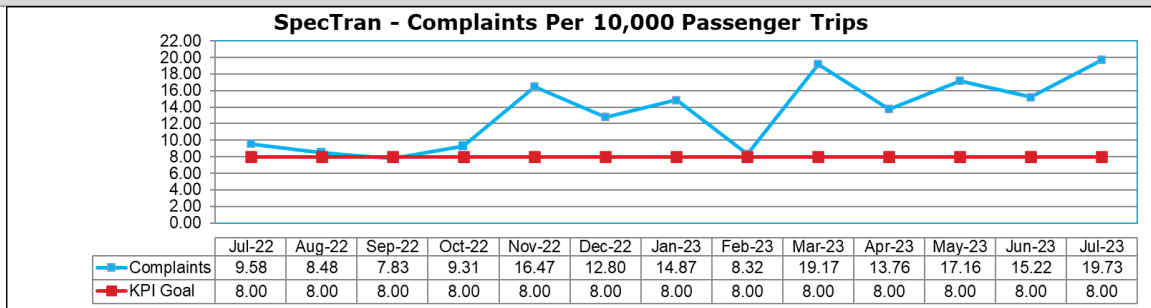
Specialized Transportation – No Shows



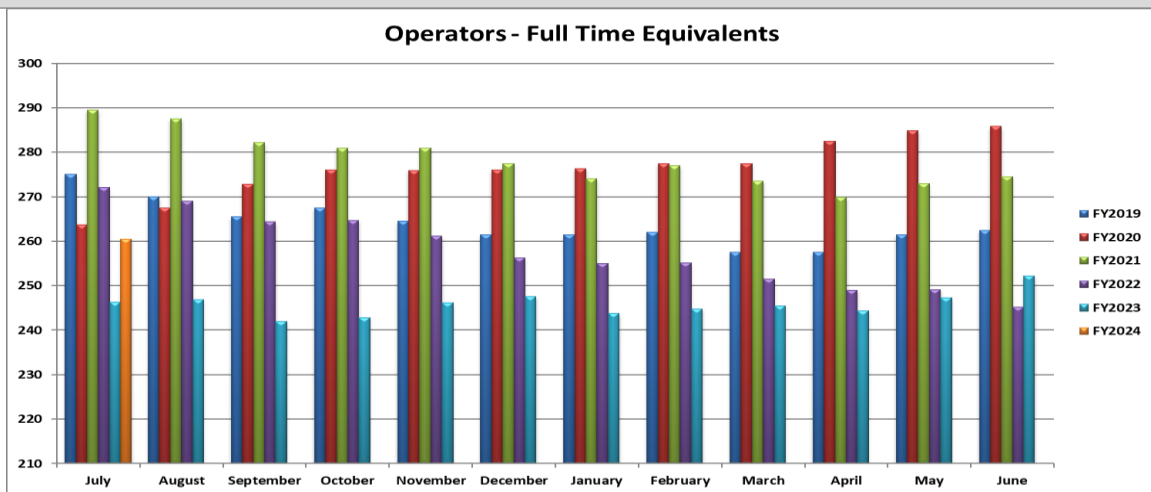
Specialized Transportation – On-Time Performance



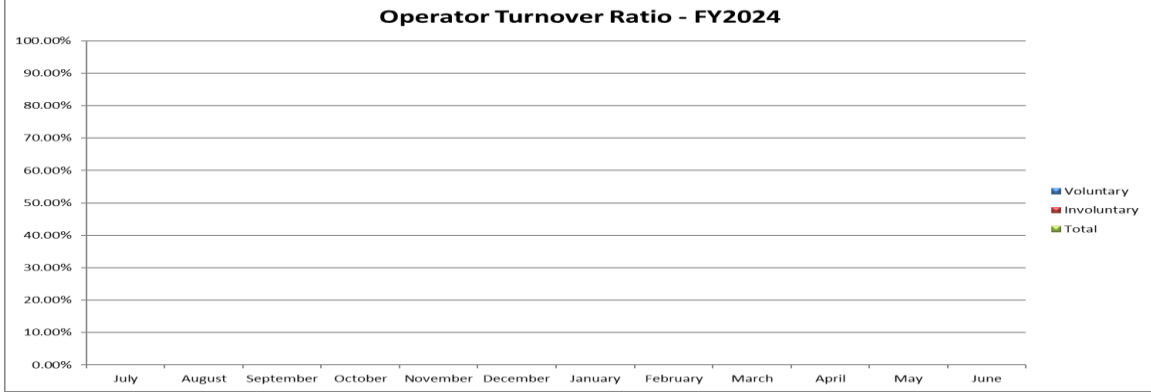
Specialized Transportation – Complaints Per 10,000 Passenger Trips



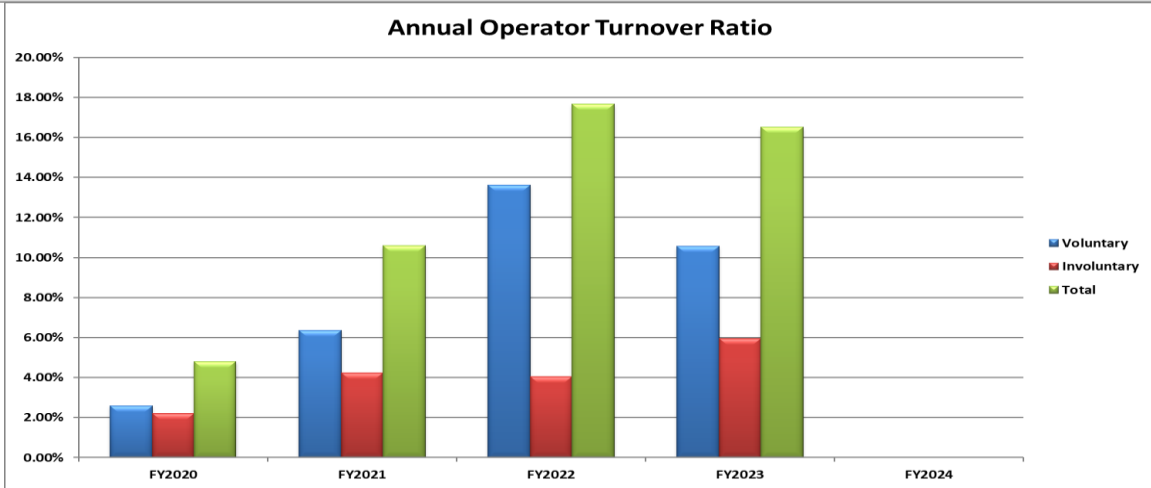
Operators – Full Time Equivalents



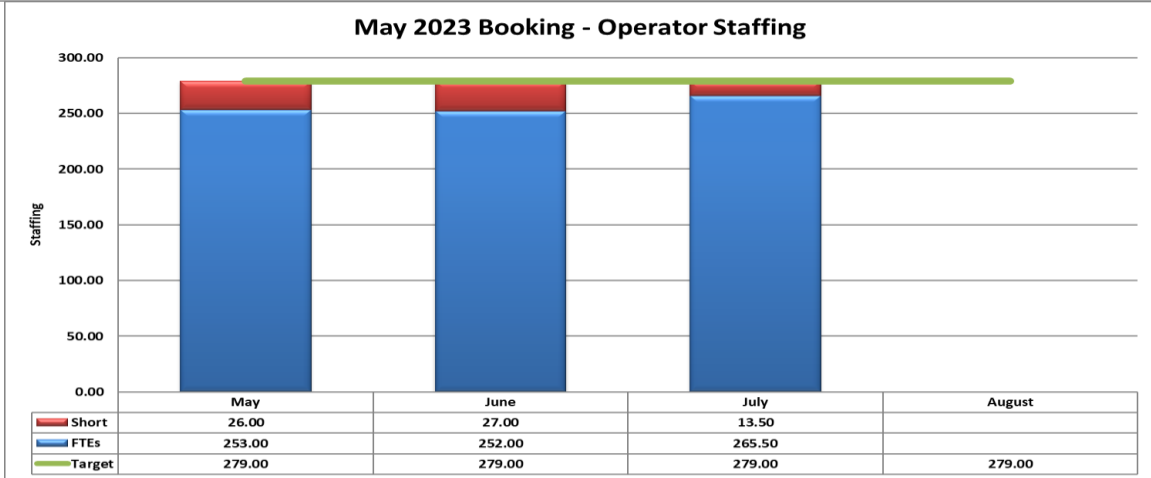
Operator Turnover Ratio – FY2024



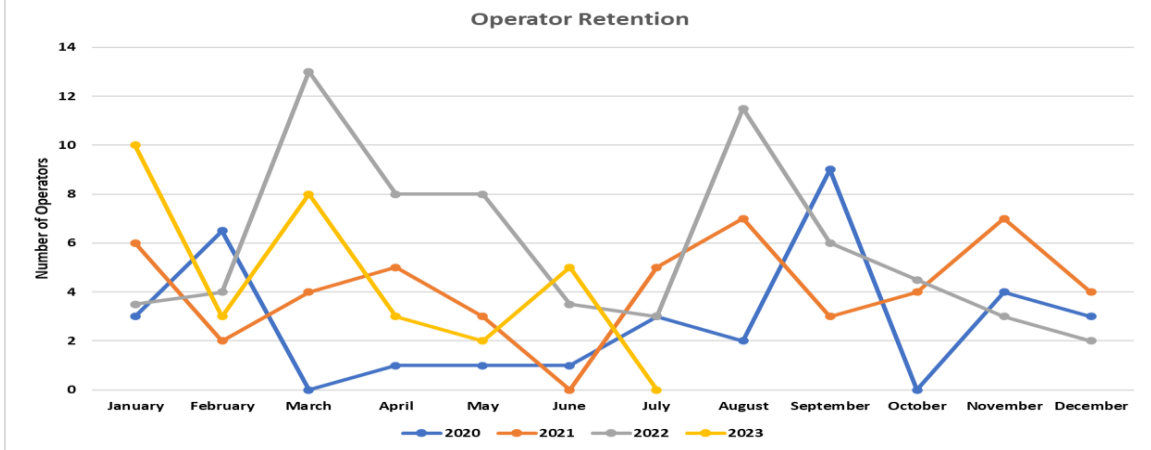
Annual Operator Turnover Ratio



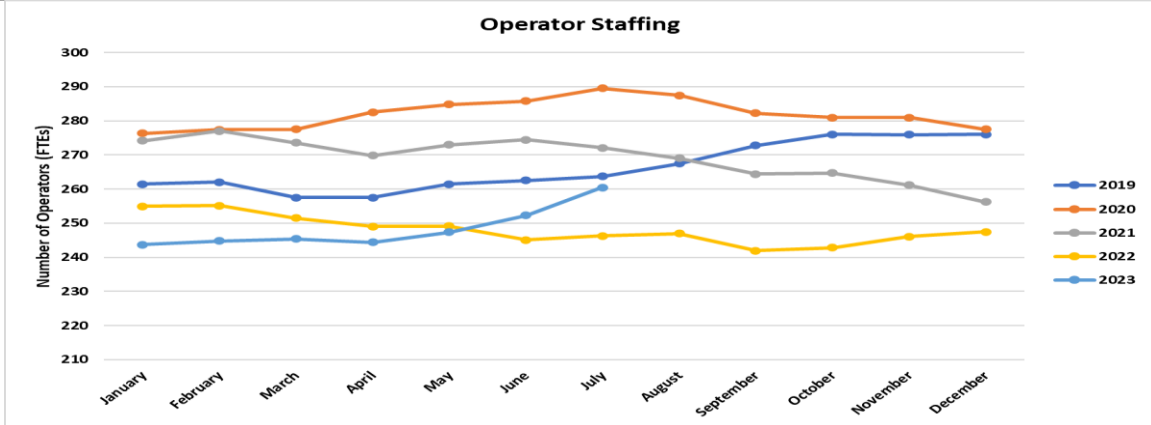
May 2023 Booking – Operator Staffing



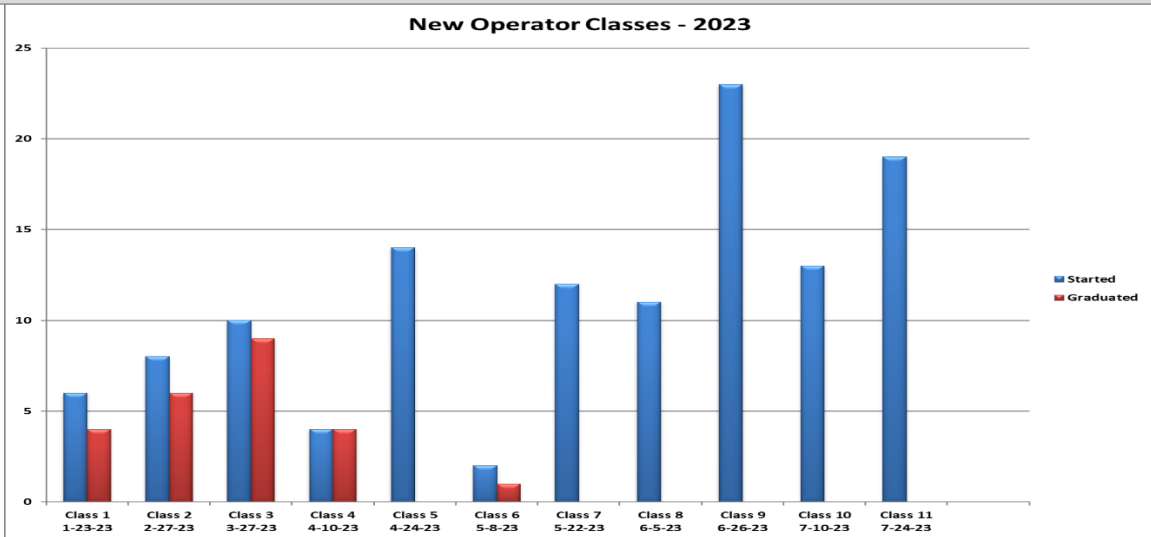
Operator Retention



Operator Staffing



New Operator Classes - 2023





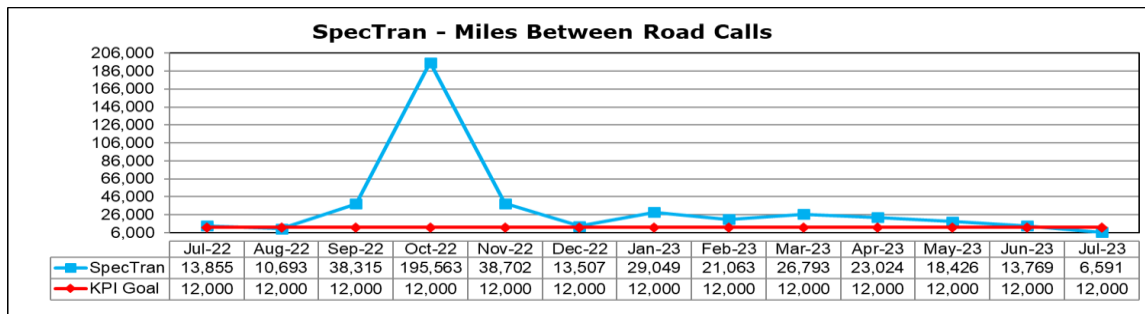
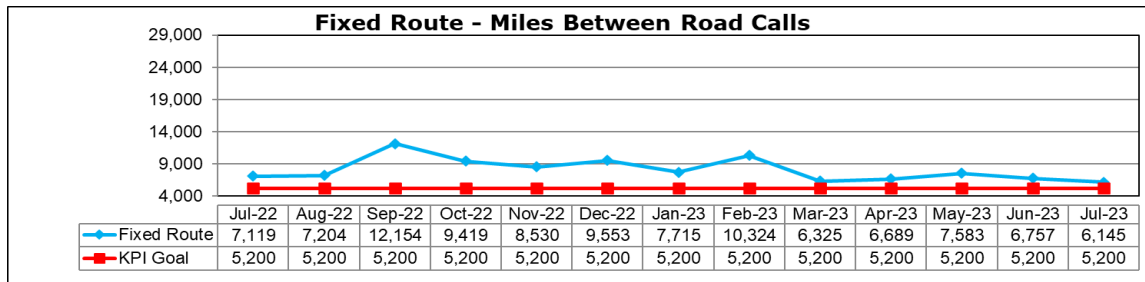
Meeting Date: August 15, 2023
Staff Report: Maintenance Performance

BACKGROUND:

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

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 July was 88% with a goal of 80%. For the month of July, 14% of the fleet was down for service repairs with a spare ratio of 20%. We have a 15% contingency fleet.

Current Staffing Levels

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

We continue to train all the new employees to optimize our workflow. We continue to clean and disinfect the entire fleet daily and clean and power wash the bus shelters, bus stops and BRT platforms.



Meeting Date: August 15, 2023
Staff Report: Monthly Ridership Report

BACKGROUND:

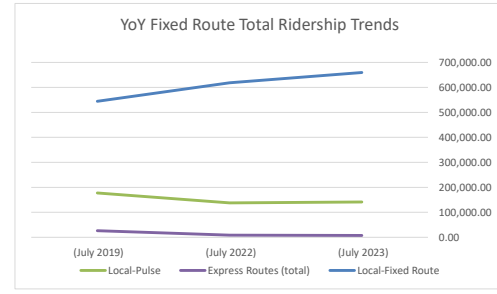
The “Monthly Ridership Report” (MRR), includes comparisons between the ridership of the current month, prior month, year prior (during COVID pandemic), and years prior (pre-COVID pandemic) to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services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

UPDATES:

Ridership update for the month of August 2023 will be provided by Patricia Robinson.

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

	(July 2023)	(June 2023)	MoM%	(July 2022)	YoY % (2022)	(July 2019)	YoY % (2019)
Fixed Route							
Local-Fixed Route	659,716	671,301	-1.73%	618,399	6.68%	544,552	21.15%
- Richmond (fixed)	545,191	554,191	-1.62%	513,631	6.14%	457,541	19.16%
- Henrico (fixed)	114,524	117,109	-2.21%	104,768	9.31%	87,011	31.62%
Local-Pulse	141,612	146,920	-3.61%	137,818	2.75%	177,533	-20.23%
Express Routes (total)	7,462	7,763	-3.87%	8,826	-15.46%	26,403	-71.74%
Total Fixed Route	808,789	825,984	-2.08%	765,043	5.72%	761,439	6.22%
Specialized Transportation							
CARE/CARE Plus	19,762	20,353	-2.90%	20,868	-5.30%	23,566	-16.14%
CARE On-Demand	**NA	4,084	#VALUE!	3,622	#VALUE!	2,512	#VALUE!
Total Specialized	19,762	20,353	-2.90%	24,490	-19.31%	26,078	-24.22%



****MRR will be updated when CARE On-Demand data is made available**

TOTAL FIXED ROUTE & SPECIALIZED	828,551	846,337	-2.10%	789,533	4.94%	787,517	5.21%
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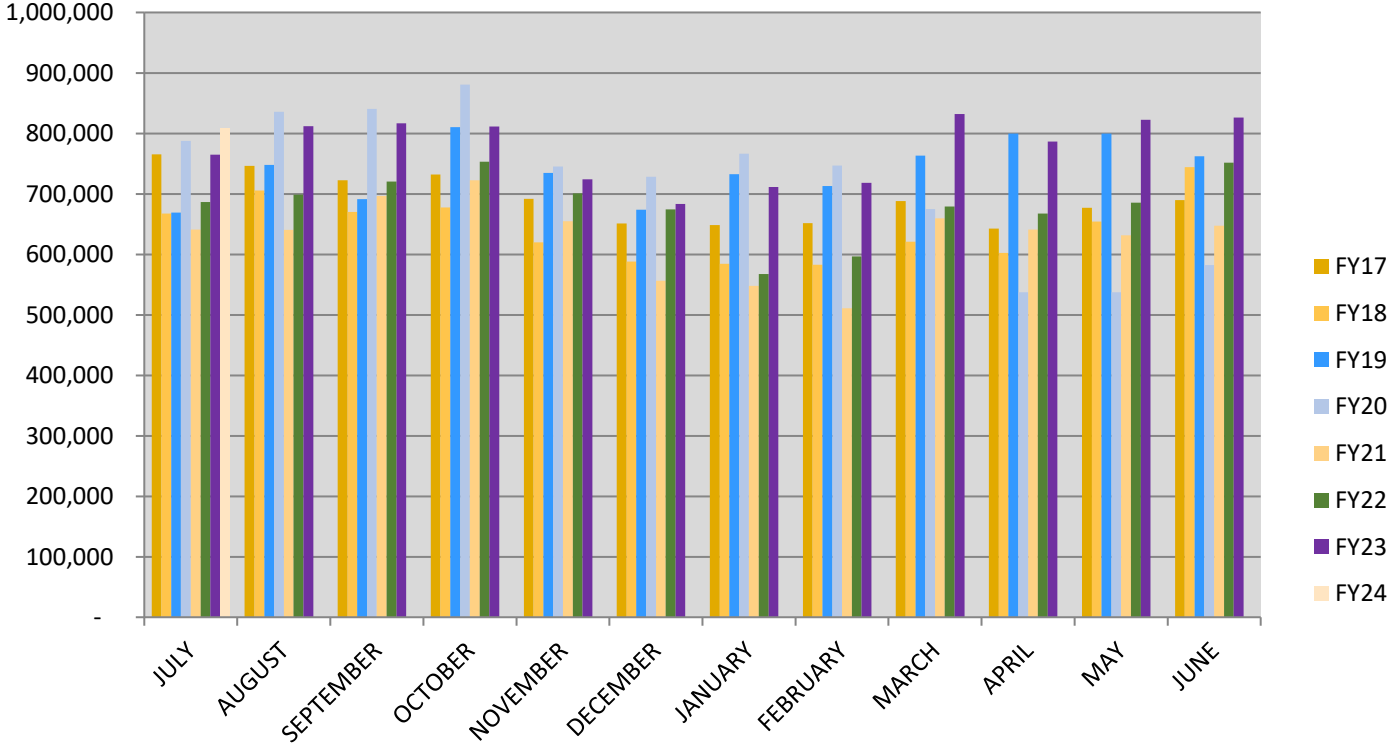
	2024 FYTD	2023 FYTD (July '23 - July '23)	YoY % (FY2023)	2020 FYTD (July '19 - July '19)	YoY % (FY2020)
Fixed Route					
Local- Fixed Route	659,716	618,399	6.68%	545,854	20.86%
Local- Pulse	141,612	137,818	2.75%	177,533	-20.23%
Express Routes (total)	7,462	8,826	-15.46%	38,052	-80.39%
Total Fixed Route	808,789	765,043	5.72%	761,439	6.22%
Specialized Transportation					
CARE/CARE Plus	19,762	20,868	-5.30%	23,566	-16.14%
CARE On-Demand	0	3,622	-100.00%	2,420	-100.00%
Total Specialized	19,762	24,490	-19.31%	26,758	-26.15%
TOTAL FIXED ROUTE & SPECIALIZED	828,551	789,533	4.94%	788,197	5.12%

Van Pool	(June '23)	YoY % (June '22) (FY2022)	YoY % (June '19) (FY2019)
Van Pool	12,684	11.48%	-57.96%

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

Systemwide Ridership Eight Year Comparison

Source: RideCheck Plus APC Data





Meeting Date: August 15, 2023
Staff Report: Quarterly Performance

BACKGROUND:

The 4th 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 4th Quarter Performance Metric Report by route category.

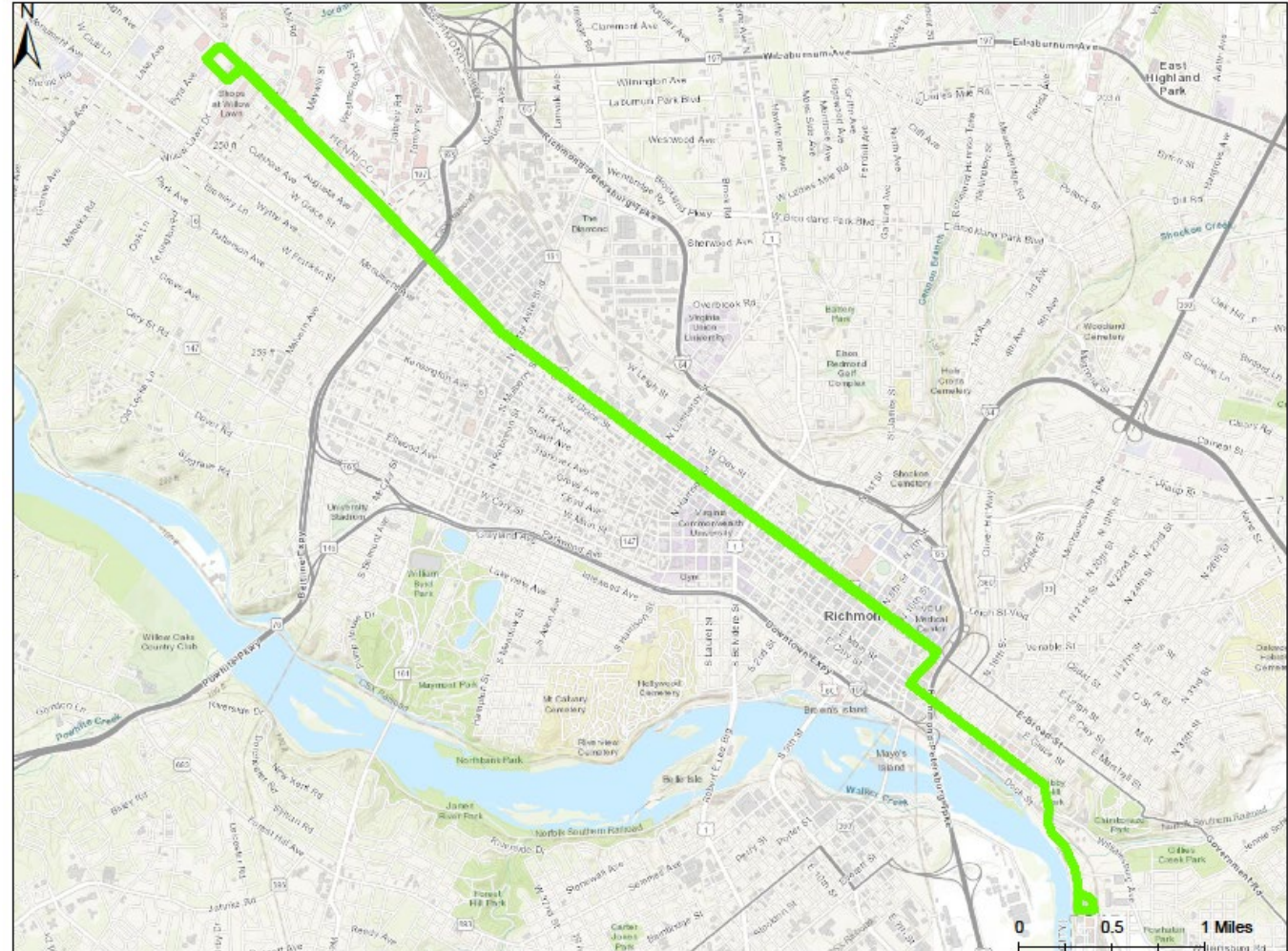


Quarterly Productivity Report: Quarter 4

July 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.



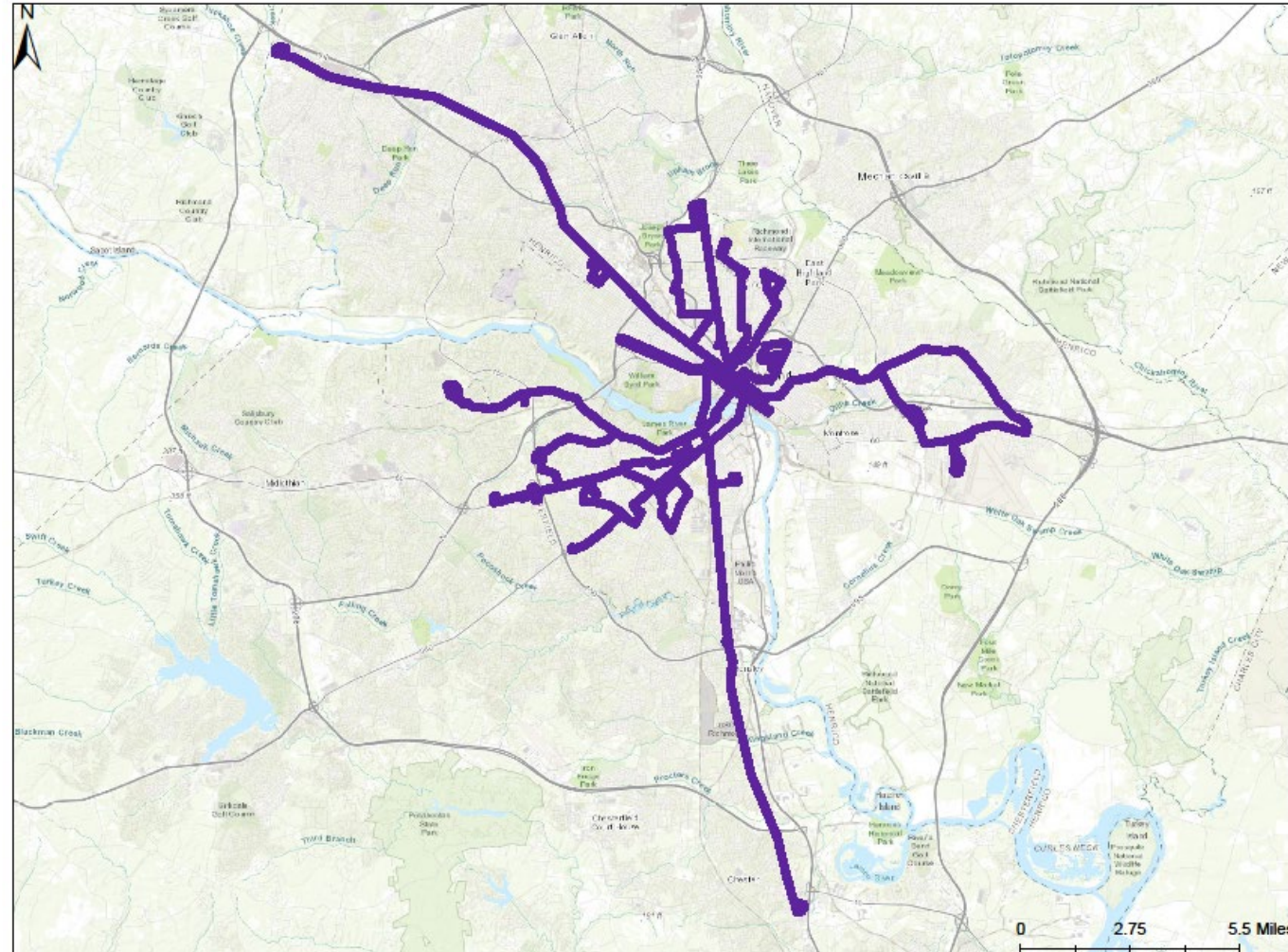
BRT – Ridership, Miles, Productivity

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% Q4 (FY22-FY23)	Service Miles	YoY% Q4 (FY22-FY23)	Productivity					
						Pass/Trip	YoY% Q4 (FY22-FY23)	Total\$/ Pass	YoY% Q4 (FY22-FY23)	AvgMax Load @Peak	YoY% Q4 (FY22-FY23)
Pulse	Richmond/Henrico	434,287	16%	99,029	0%	36	8.1%	\$ 2.60	-5.9%	30	11.1%
		434,287		99,029							

Category - Arterial

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



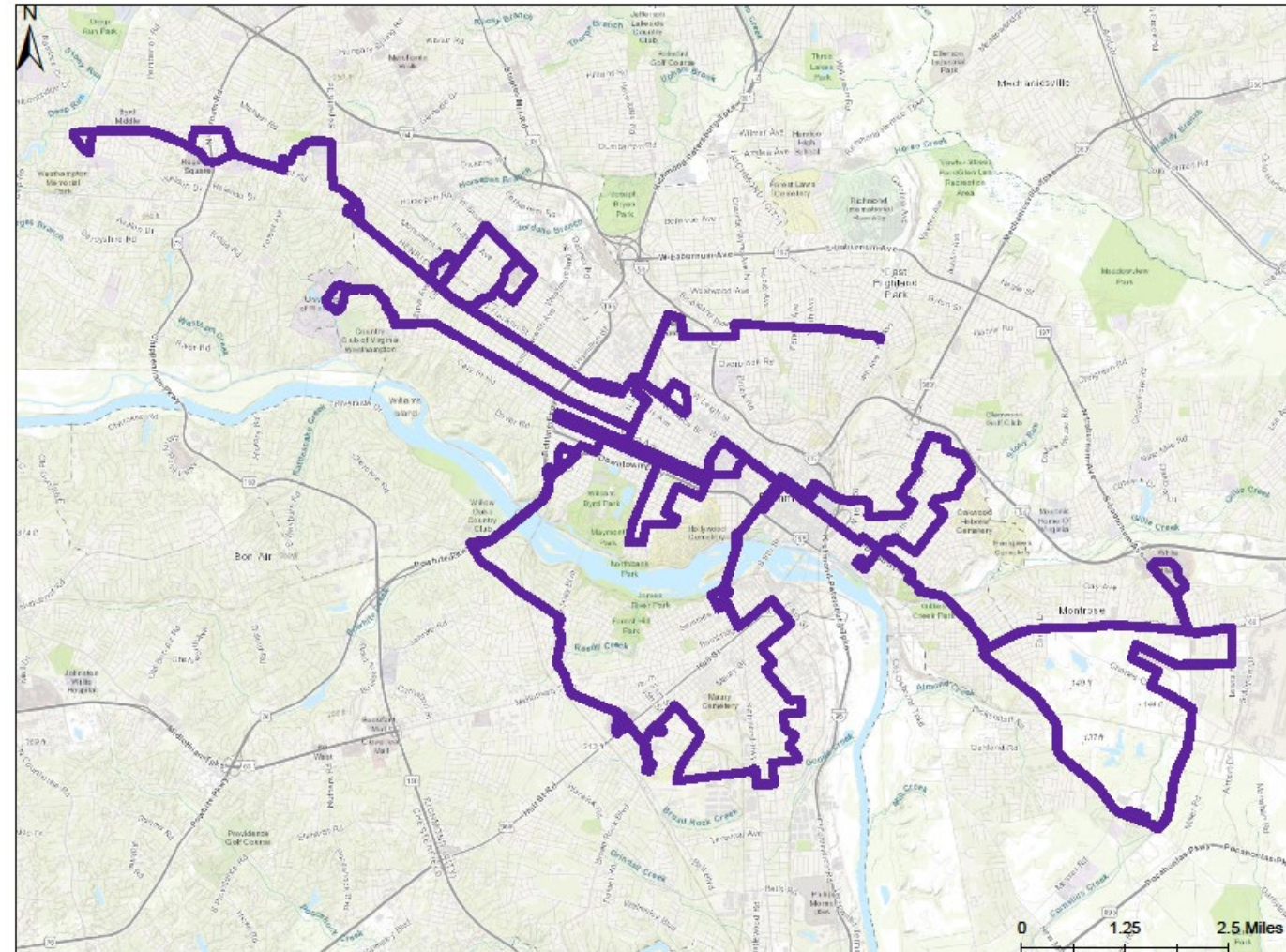
Arterial – Ridership, Miles, Productivity

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% Q4 (FY22-FY23)	Service Miles	YoY% Q4 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q4 (FY22-FY23)	Total\$/ Pass	YoY% Q4 (FY22-FY23)	AvgMax Load @Peak	YoY% Q4 (FY22-FY23)
1	Chamberlayne/Hull/Southside Plaza	Richmond	215,858	542%	55,660	444.8%	25	-43.6%	\$ 2.75	-13.2%	18	-8.7%
1A	Chamberlayne/Hull/Midlothian	Richmond	117,464	-40%	45,173	-29.9%	17	-39.3%	\$ 4.10	20.2%	24	15.6%
1B	Chamberlayne/Hull/Warwick	Richmond	62,324	-6%	30,046	19.8%	21	-56.8%	\$ 5.50	40.1%	15	-17.7%
1C	Chamberlayne/Hull/Elkhardt	Richmond	103,321	-5%	42,405	9.1%	26	-39.4%	\$ 4.68	25.4%	18	-16.0%
2A	North Ave/Forest Hill	Richmond	75,586	10%	49,492	0.8%	30	15.3%	\$ 7.46	0.3%	20	22.0%
2B	North Ave/Jahnke/Midlothian	Richmond	86,481	15%	48,819	1.8%	23	18.9%	\$ 6.44	-2.8%	19	13.2%
2C	North Ave/Midlothian/Belt Blvd	Richmond	106,229	21%	65,489	4.2%	22	22.4%	\$ 7.03	-5.7%	15	18.7%
3A	Highland/Route 1/Harwood	Richmond	84,171	18%	30,981	1.5%	32	18.2%	\$ 4.20	-6.1%	15	13.9%
3B	Highland/ Route 1	Richmond/Chesterfield	118,869	21%	78,472	-5.3%	29	21.0%	\$ 7.53	-14.4%	19	20.6%
3C	Highland/ Route 1	Richmond	52,801	13%	31,858	-3.1%	27	6.3%	\$ 6.88	-5.9%	16	8.3%
5	Cary/Main/Whitcomb	Richmond	152,378	13%	44,205	3.1%	18	10.6%	\$ 3.31	0.1%	20	13.4%
14	Hermitage/East Main	Richmond	90,839	20%	57,002	2.9%	12	31.3%	\$ 7.15	-6.2%	13	6.5%
50	Broad Street	Richmond	51,640	6%	22,892	-3.3%	26	11.7%	\$ 5.05	-0.4%	13	4.4%
7A	Nine Mile Henrico	Henrico	72,686	15%	36,461	-0.8%	27	18.3%	\$ 5.72	-5.6%	23	14.3%
7B	Nine Mile Henrico	Henrico	70,842	24%	36,492	-8.7%	21	22.7%	\$ 5.87	-19.5%	23	20.8%
19	West Broad Street	Henrico	106,448	18%	66,268	-1.1%	21	23.1%	\$ 7.10	-7.9%	21	17.3%
			1,567,936	9%	741,715	27%	24	2.5%	\$ 5.67	-0.1%	18	9.2%
							Pass (Less than 40% Below)		\$ 5.67		18	
							Watch		\$ 7.94		11	
							Underperforming		\$ 8.51		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.



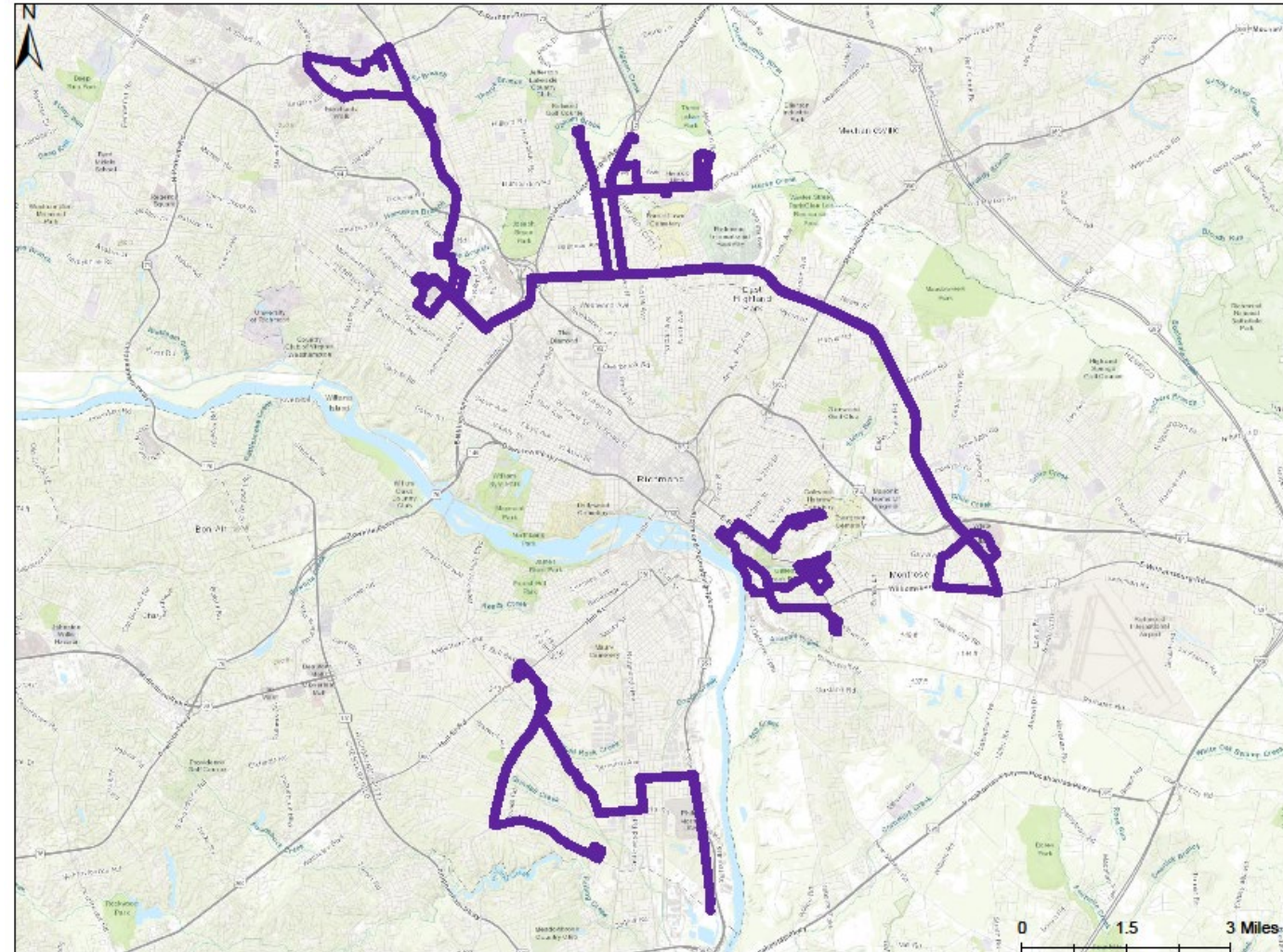
Community Radial – Ridership, Miles, Productivity

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% Q4 (FY22-FY23)	Service Miles	YoY% Q4 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q4 (FY22-FY23)	Total\$/ Pass	YoY% Q4 (FY22-FY23)	AvgMax Load @Peak	YoY% Q4 (FY22-FY23)
12	Church Hill	Richmond	120,205	15%	41,152	-1.1%	21	14.9%	\$ 3.90	-5.8%	19	16.0%
20	Orbital	Richmond	48,489	-8%	50,057	-6.4%	12	-3.1%	\$ 11.77	11.0%	10	0.4%
76	Patterson	Richmond	9,845	6%	18,327	2.6%	4	-13.6%	\$ 21.22	6.3%	4	-14.8%
77	Grove	Richmond	10,455	-17%	17,042	-5.0%	4	-22.5%	\$ 18.58	26.0%	6	-2.2%
78	Cary/Maymont	Richmond	28,069	7%	21,624	8.2%	9	5.2%	\$ 8.78	10.1%	10	13.0%
87	Bellemeade/Hopkins	Richmond	28,781	8%	33,787	0.9%	10	4.8%	\$ 13.38	1.8%	11	4.9%
56	South Laburnum	Henrico	3,451	-14%	5,334	3.3%	8	-22.8%	\$ 17.62	31.9%	9	-4.1%
79	Patterson/Parham	Henrico	14,351	17%	19,939	1.8%	9	35.1%	\$ 15.84	-5.2%	8	8.1%
			263,646	2%	207,263	1%	10	-0.3%	\$ 13.89	9.5%	10	2.7%
							Pass (Less than 40% Below)	10	\$ 13.89		10	
							Watch	6	\$ 19.44		6	
							Underperforming	5	\$ 20.83		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.



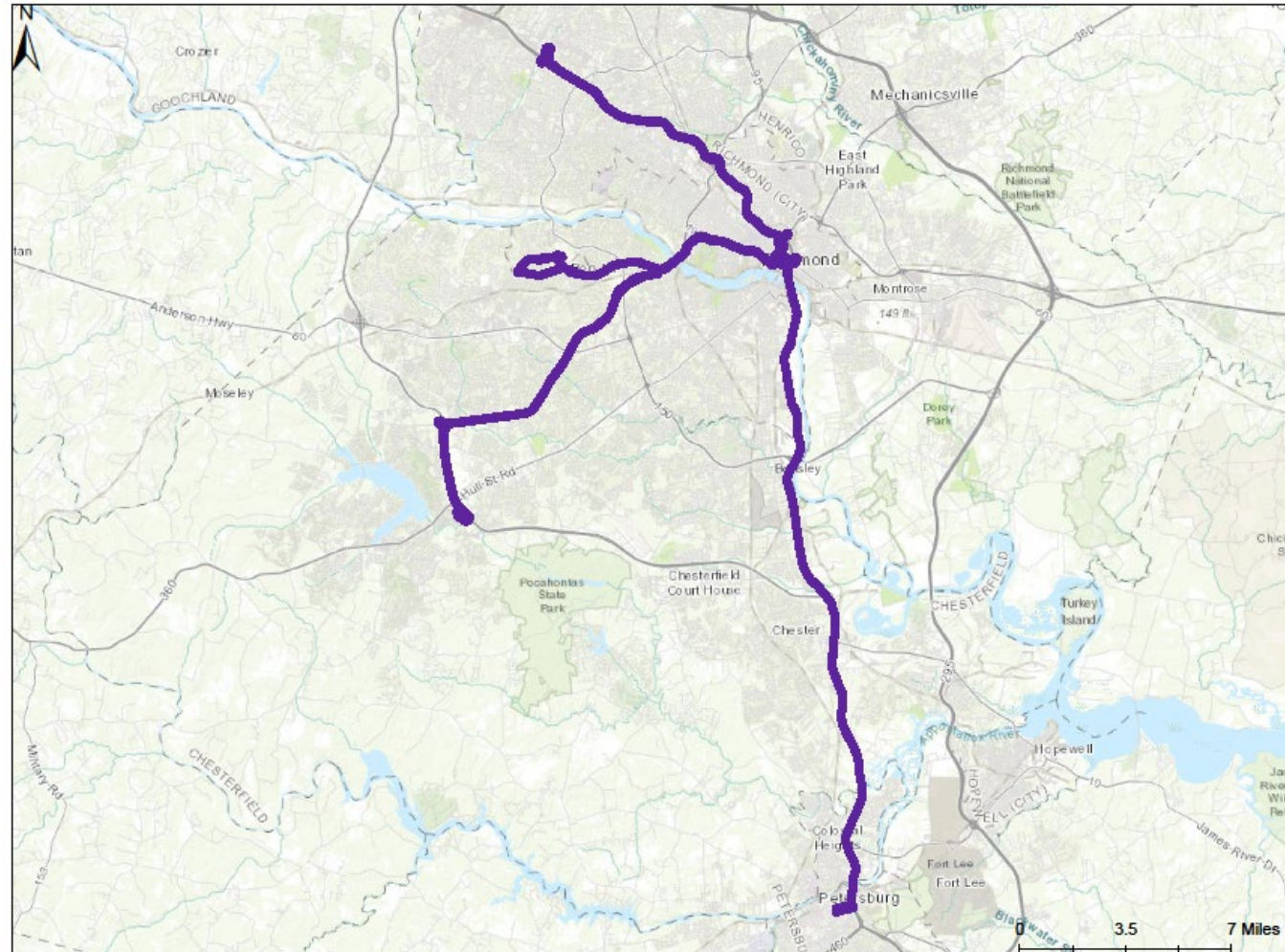
Circulator/Feeder/Connector– Ridership, Miles, Productivity

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% Q4 (FY22-FY23)	Service Miles	YoY% Q4 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q4 (FY22-FY23)	Total\$/ Pass	YoY% Q4 (FY22-FY23)	AvgMax Load @Peak	YoY% Q4 (FY22-FY23)
4A	Montrose	Richmond	16,800	22%	12,101	33.4%	6	12.8%	\$ 8.21	19.2%	8	15.1%
4B	Darbytown	Richmond	21,864	12%	12,237	23.3%	7	18.9%	\$ 6.38	20.0%	9	2.4%
13	Oakwood	Richmond	9,734	-51%	7,259	-42.3%	3	-25.2%	\$ 8.50	29.8%	6	-3.0%
86	Broad Rock/Walmsley	Richmond	18,258	7%	15,530	0.1%	6	-0.8%	\$ 9.70	2.2%	8	4.0%
88	Belt/Bells/Ruffin	Richmond	5,244	0%	9,355	-10.4%	4	-3.5%	\$ 20.34	-1.4%	7	27.4%
18	Henrico Government Center	Henrico	11,904	31%	14,451	23.2%	6	6.5%	\$ 13.84	3.1%	7	-8.4%
91	Laburnum Connector	Henrico	57,218	17%	36,897	-2.9%	22	18.2%	\$ 7.35	-9.1%	19	3.8%
93	Azalea Connector	Henrico	4,775	-7%	7,661	1.8%	4	-18.5%	\$ 18.29	20.0%	4	-16.0%
			145,797	4%	115,490	3%	7	1.1%	\$ 11.58	10.5%	9	3.2%
			Pass (Less than 40% Below)				7		\$ 11.58		9	
			Watch				4		\$ 16.21		5	
			Underperforming				4		\$ 17.36		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% Q4 (FY22-FY23)	Service Miles	YoY% Q4 (FY22-FY23)	Productivity					
							Pass/Trip	YoY% Q4 (FY22-FY23)	Total\$/ Pass	YoY% Q4 (FY22-FY23)	AvgMax Load @Peak	YoY% Q4 (FY22-FY23)
29	Gaskins Express	Henrico	10,715	30%	11,052	3.4%	16	11.2%	\$ 11.76	-12.8%	15	32.2%
64	Stony Point Express	Richmond	4,008	15%	4,224	2.7%	10	3.4%	\$ 12.01	-2.6%	14	38.7%
82	Commonwlth 20 Exp	Chesterfield	4,922	7%	6,237	2.0%	25	-17.4%	\$ 14.44	4.7%	13	-0.8%
95	Richmond / Petersbrg Express	Petersburg	3,425	-3%	12,850	2.2%	8	-3.3%	\$ 42.78	14.7%	8	-7.1%
			23,070	12%	34,363	3%	15	-1%	\$ 20.25	1%	12	16%
			Pass (Less than 40% Below)				15		\$ 20.25		12	
			Watch				9		\$ 28.35		7	
			Underperforming				7		\$ 30.37		6	

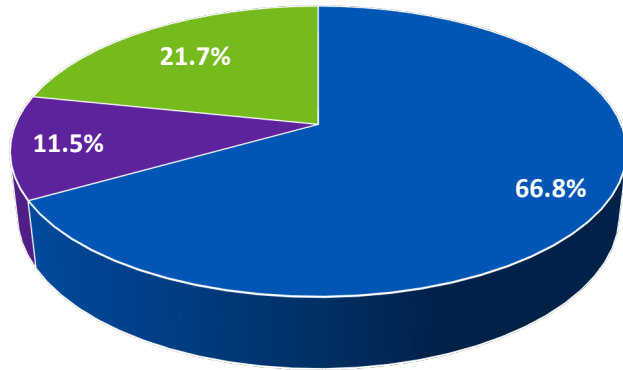
On Time Performance (OTP)

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 4 System Performance: 68.1%

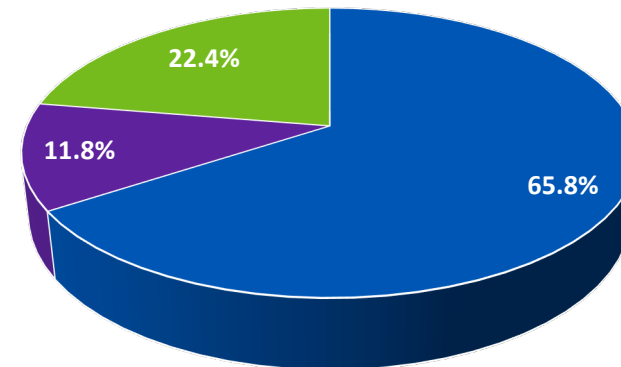
Overall OTP 1/1/2023-3/31/2023

Weekday OTP FY2023 Q4



■ On-time ■ Early ■ Late

Weekend OTP FY2023 Q4



■ On-time ■ Early ■ Late

Questions?



Meeting Date: August 15, 2023
Staff Report: 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 July as provided below.

July Report

<u>Complaint</u>	<u>Verified</u>	<u>Non-Verified</u>	<u>Questionable</u>	<u>Beyond GRTC Control</u>	<u>Under Investigation</u>	<u>Total</u>
Rude Operator	5	11	10	0	0	26
Passed Up Passenger	22	41	14	2	0	79
No Show	13	9	1	2	0	25
Late Schedule	3	7	3	2	0	15
Improper Operations of Vehicle	4	8	5	0	0	17
Early Schedule	6	8	1	0	0	15
Planning/Scheduling	0	1	1	0	8	10
IT/Mobile App	0	2	1	0	0	3
Other - Miscellaneous	7	6	16	5	2	36
	60	93	52	11	10	226

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	4	5										
Passed Up Passenger	19	22										
No Show	7	13										
Late Schedule	3	3										
Improper Operations of Vehicle	3	4										
Early Schedule	1	6										
Planning/Scheduling	0	0										
IT/Mobile App	2	0										
Other - Miscellaneous	8	7										
Commendations	6	5										



Meeting Date: August 15, 2023
Staff Report: 2023 Financial Report

BACKGROUND:

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

Financial Report
For the Twelve Months Ending June 30, 2023
Key Highlights

Revenues

Year to date Revenues unfavorable to budget	\$ (3,620,757.42)
Year to Date Actual Revenues	\$ 68,142,719.69
Year to Date Budgeted Revenues	\$ 71,763,477.11

Unfavorable Federal Funds revenue due to lower than budgeted operating expenditures (\$4.392M) (non ARPA funded expenditures) offset by favorable interest income (\$0.555M).

Operating Expenditures

Year to date Operating Expenditures lower than budgeted amounts	\$ 810,613.37
Year to date Actual Operating Expenditures	\$ 63,674,668.88
Year to Date Budgeted Operating Expenditures	\$ 64,485,282.25

Lower than budgeted expenses primarily the result of lower than budgeted headcount in Transportation and Administration \$2.003M and favorable claims experience and policy pricing \$0.224M offset by higher than budgeted materials and supplies (\$1.15M) due to COVID Funded expenses (Advertising), cost increases in parts due to supply chain impacts net of favorable budgeted fuel prices versus actual prices \$0.640M, unfavorable services (\$0.124M) due to Oracle license expenses (COVID Funded), and unfavorable purchased transportation (\$0.154M) due to higher demand for GRTC programs (CARE and CARE on demand).

Net Operating Position - Surplus / (Deficit) \$ 4,458,951.81

Balance Sheet and Cash Flow

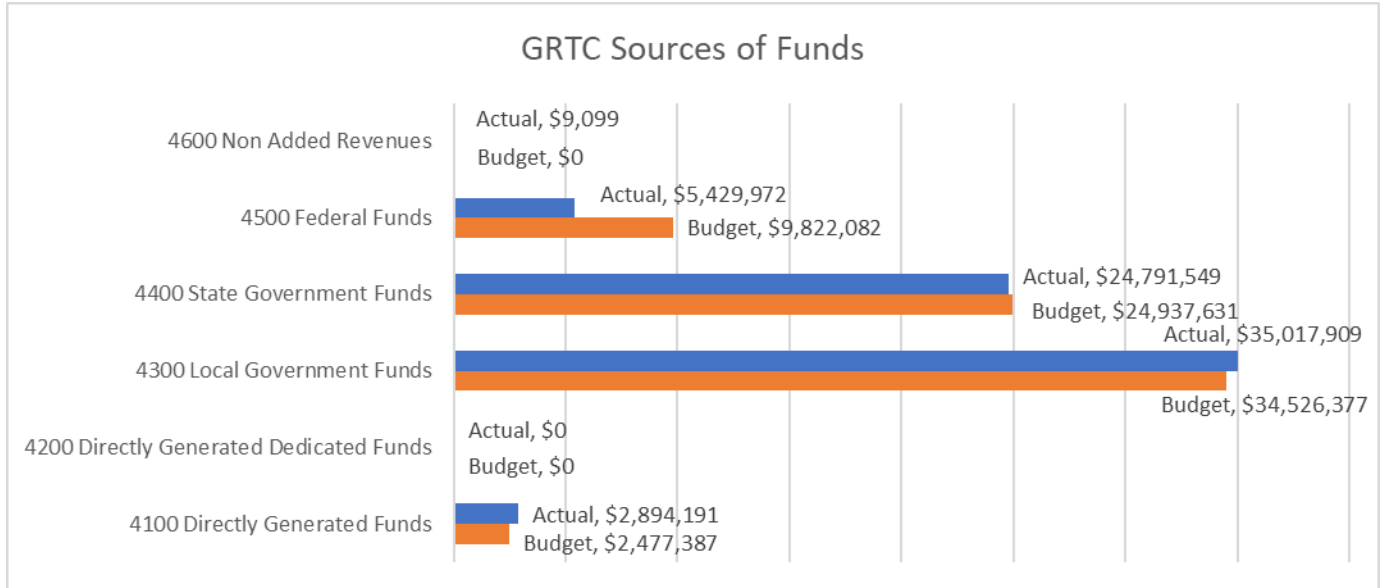
Strong balance sheet with cash position of		\$12,068,516
Operating Cash Account	\$7,985,031	
Capital Cash Account	\$4,083,485	

**GRTC Transit System
Source of Funds
Year to Date June 30, 2023**

	Month Ended June 30, 2023			Year to Date June 30, 2023		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
4100 Directly Generated Funds	\$ 286,632.15	\$ 208,247.15	\$ 78,385.00	\$ 2,894,190.96	\$ 2,477,387.00	\$ 416,803.96
4110 Total Passenger Fares	111,409.33	112,409.33	(1,000.00)	1,337,913.65	1,348,912.00	(10,998.35)
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	-	-	-	-	-	-
4140 Auxiliary Transportation Revenue	38,667.00	55,416.67	(16,749.67)	464,004.00	605,000.00	(140,996.00)
4150 Other Agency Revenues	136,555.82	40,421.15	96,134.67	1,092,273.31	523,475.00	568,798.31
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	\$ 3,009,914.22	\$ 2,877,198.11	\$ 132,716.11	\$ 35,017,908.68	\$ 34,526,377.26	\$ 491,531.42
4310 General Revenues of the Local Government	3,009,914.22	2,877,198.11	132,716.11	35,017,908.68	34,526,377.26	491,531.42
4400 State Government Funds	\$ 2,087,840.55	\$ 2,078,135.92	\$ 9,704.63	\$ 24,791,548.83	\$ 24,937,631.00	\$ (146,082.17)
4410 General Revenues of the State Government	2,087,840.55	2,078,135.92	9,704.63	24,791,548.83	24,937,631.00	(146,082.17)
4500 Federal Funds	\$ 1,937,955.37	\$ 878,349.32	\$ 1,059,606.05	\$ 5,429,972.22	\$ 9,822,081.85	\$ (4,392,109.63)
5307 FTA Urbanized Area Formula Program	94,639.84	878,349.32	(783,709.48)	1,593,430.26	9,822,081.85	(8,228,651.59)
5307 CARES Act Urbanized Area Program Funds	1,843,315.53	-	1,843,315.53	3,836,541.96	-	3,836,541.96
4600 Non Added Revenues	\$ 2,100.00	\$ -	\$ 2,100.00	\$ 9,099.00	\$ -	\$ 9,099.00
4630 Sales and Disposals of Assets	2,100.00	-	2,100.00	9,099.00	-	9,099.00
Total Sources of Funds	\$ 7,324,442.29	\$ 6,041,930.50	\$ 1,282,511.79	\$ 68,142,719.69	\$ 71,763,477.11	\$ (3,620,757.42)

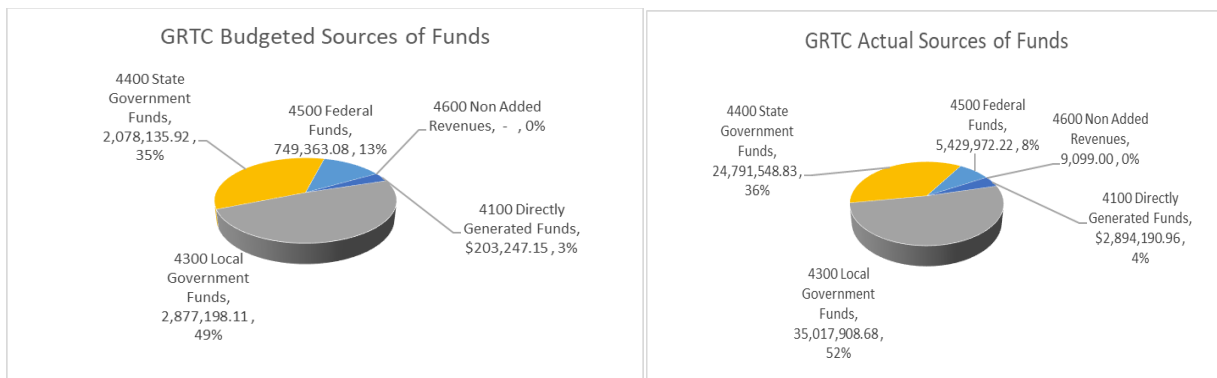
GRTC Transit System Year to Date June 30, 2023

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 2,477,387.00	\$ 2,894,190.96	\$ 416,803.96	16.82%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	34,526,377.26	35,017,908.68	491,531.42	1.42%
4400 State Government Funds	24,937,631.00	24,791,548.83	(146,082.17)	-0.59%
4500 Federal Funds	9,822,081.85	5,429,972.22	(4,392,109.63)	-44.72%
4600 Non Added Revenues	-	9,099.00	9,099.00	n/a
	<u>\$ 71,763,477.11</u>	<u>\$ 68,142,719.69</u>	<u>\$ (3,620,757.42)</u>	<u>-5.05%</u>



Revenues are unfavorable versus budget by \$3.621M or 5.05% as a result of:

- Below budget operating expenses year to date (excluding COVID reimbursed expenses) resulted in unfavorable Federal Funds revenue \$4.392M, offset by favorable interest income \$0.555M and local share of grant funded projects \$0.492M.



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

	Vehicle Operations			Vehicle Maintenance			Facility Maintenance			General Administration			Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs															
5010. LABOR	\$ 28,417,823.63	\$ 29,143,492.75	\$ 725,669.12	\$ 4,801,283.37	\$ 4,195,581.70	\$ (605,701.68)	\$ 1,154,247.91	\$ 1,342,421.92	\$ 257,447.61	\$ 6,912,016.05	\$ 8,606,959.11	\$ 1,694,943.06	\$ 41,285,370.97	\$ 43,288,455.48	\$ 2,003,084.51
01. Operator Salaries and Wages	16,073,386.04	15,821,265.51	(252,120.53)	-	-	-	-	-	-	-	-	-	16,073,386.04	15,821,265.51	(252,120.53)
02. Operator's Paid Absences	1,935,706.97	1,927,420.00	(8,286.97)	-	-	-	-	-	-	-	-	-	1,935,706.97	1,927,420.00	(8,286.97)
Operator Vacation	748,535.03	796,290.00	47,754.97	-	-	-	-	-	-	-	-	-	748,535.03	796,290.00	47,754.97
Operator Sick	483,727.29	498,498.00	14,770.71	-	-	-	-	-	-	-	-	-	483,727.29	498,498.00	14,770.71
Holiday	703,444.65	632,632.00	(70,812.65)	-	-	-	-	-	-	-	-	-	703,444.65	632,632.00	(70,812.65)
Operator FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	1,940,759.45	2,149,953.54	209,194.09	3,136,445.83	2,513,880.46	(622,565.37)	818,762.41	982,396.76	163,634.35	4,774,092.68	5,757,505.79	983,413.11	10,670,060.37	11,403,736.55	733,676.18
Dispatch	219,306.69	372,475.04	153,168.35	-	-	-	-	-	-	-	-	-	219,306.69	372,475.04	153,168.35
Operations Supervision	1,721,452.76	1,777,478.50	56,025.74	-	-	-	-	-	-	-	-	-	1,721,452.76	1,777,478.50	56,025.74
Maintenance	-	-	-	3,136,445.83	2,513,880.46	(622,565.37)	818,762.41	982,396.76	163,634.35	4,774,092.68	5,757,505.79	983,413.11	3,955,208.24	3,496,277.22	(458,931.02)
Administration	-	-	-	-	-	-	-	-	-	-	-	-	4,774,092.68	5,757,505.79	983,413.11
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-	192,524.63	300,000.00	107,475.37	69,182.60	-	91.00	-	-	-	261,707.23	300,000.00	38,292.77
Vacation	-	-	-	81,445.30	-	(81,445.30)	25,545.38	-	(25,545.38)	-	-	-	106,990.68	-	(106,990.68)
Sick	-	-	-	45,794.90	300,000.00	254,205.10	8,441.87	-	(8,441.87)	-	-	-	54,236.77	300,000.00	245,763.23
Holiday	-	-	-	62,369.43	-	(62,369.43)	27,153.19	-	(27,153.19)	-	-	-	89,522.62	-	(89,522.62)
FMLA or other leave	-	-	-	2,915.00	-	(2,915.00)	8,042.16	-	(8,042.16)	-	-	-	10,957.16	-	(10,957.16)
05. Fringe Benefits	8,467,971.17	9,244,853.70	776,882.53	1,472,312.91	1,381,701.23	(90,611.68)	266,302.90	360,025.16	93,722.26	2,137,923.37	2,849,453.33	711,529.95	12,344,510.36	13,836,033.42	1,491,523.06
Employment Taxes	1,412,158.88	1,491,912.61	79,753.73	245,871.21	208,694.24	(37,176.97)	64,184.15	81,555.41	17,371.26	374,249.08	477,969.55	103,720.47	2,096,463.32	2,260,131.81	163,668.49
Health and Welfare Expenses	4,151,157.29	4,787,167.36	636,010.07	722,758.68	669,646.64	(53,112.04)	188,674.59	261,690.52	73,015.93	1,100,135.98	1,533,682.48	433,546.50	6,162,726.54	7,252,187.00	1,089,460.46
Retirement Costs/Pension Plans	2,470,188.75	2,503,827.32	33,638.57	416,720.78	397,743.55	(18,977.23)	1,060.18	-	(1,060.18)	591,328.98	739,463.74	148,134.76	3,479,298.69	3,641,034.61	161,735.92
Workers Compensation	272,761.54	306,946.42	34,184.88	47,490.56	42,936.80	(4,553.76)	12,397.31	16,779.23	4,381.92	72,287.02	98,337.56	26,050.54	404,936.42	465,000.00	60,063.58
Other Fringe Benefits	161,704.72	155,000.00	(6,704.72)	39,471.68	62,680.00	23,208.32	(13.32)	-	13.32	(77.69)	-	77.69	201,085.39	217,680.00	16,594.61
5020. SERVICES	\$ 63,152.00	\$ 60,000.00	\$ (3,152.00)	\$ -	\$ -	\$ -	\$ 914,926.86	\$ 682,498.00	\$ (232,428.86)	\$ 1,462,301.41	\$ 1,573,886.00	\$ 111,584.59	\$ 2,440,380.27	\$ 2,316,384.00	\$ (123,996.27)
03. Professional and Technical Services	-	-	-	-	-	-	-	-	-	692,988.19	1,119,425.00	426,436.81	692,988.19	1,119,425.00	426,436.81
BRT Fare Collection and Security Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Fees	-	-	-	-	-	-	-	-	-	72,171.00	60,000.00	(12,171.00)	72,171.00	60,000.00	(12,171.00)
Legal Fees	-	-	-	-	-	-	-	-	-	57,300.40	50,000.00	(7,300.40)	57,300.40	50,000.00	(7,300.40)
Human Resources Consulting	-	-	-	-	-	-	-	-	-	49,200.25	56,000.00	6,799.75	49,200.25	56,000.00	6,799.75
Planning and Scheduling Consulting	-	-	-	-	-	-	-	-	-	464,931.29	615,000.00	150,068.71	464,931.29	615,000.00	150,068.71
Computer Consulting	-	-	-	-	-	-	-	-	-	312.50	6,000.00	5,687.50	312.50	6,000.00	5,687.50
Advertising and Promotion	-	-	-	-	-	-	-	-	-	49,072.75	332,425.00	283,352.25	49,072.75	332,425.00	283,352.25
05. Contract Maintenance Services	-	-	-	-	-	-	914,926.86	682,498.00	(232,428.86)	456,662.77	50,000.00	(406,662.77)	1,371,589.63	732,498.00	(639,091.63)
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Maintenance	-	-	-	-	-	-	-	-	-	456,662.77	50,000.00	(406,662.77)	456,662.77	50,000.00	(406,662.77)
BRT Station Maintenance	-	-	-	-	-	-	-	-	-	213,086.89	196,000.00	(17,086.89)	213,086.89	196,000.00	(17,086.89)
Building Maintenance	-	-	-	-	-	-	-	-	-	701,839.97	486,498.00	(215,341.97)	701,839.97	486,498.00	(215,341.97)
09. Other Services	63,152.00	60,000.00	(3,152.00)	-	-	-	-	-	-	312,650.45	404,461.00	91,810.55	375,802.45	464,461.00	88,658.55
Advertising	-	-	-	-	-	-	-	-	-	20,065.11	23,000.00	2,934.89	20,065.11	23,000.00	2,934.89
Ad commission Lottery Updates	-	-	-	-	-	-	-	-	-	138,312.06	179,700.00	41,387.94	138,312.06	179,700.00	41,387.94
ADA Ride	-	-	-	-	-	-	-	-	-	64,932.00	67,011.00	2,079.00	64,932.00	67,011.00	2,079.00
Drug and Alcohol Testing	24,525.00	-	(24,525.00)	-	-	-	-	-	-	-	-	-	24,525.00	-	(24,525.00)
Medical Exam Testing	38,627.00	60,000.00	21,373.00	-	-	-	-	-	-	-	-	-	38,627.00	60,000.00	21,373.00
Misc	-	-	-	-	-	-	-	-	-	89,341.28	134,750.00	45,408.72	89,341.28	134,750.00	45,408.72
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 2,580,057.61	\$ 3,284,850.00	\$ 704,792.39	\$ 2,828,022.18	\$ 3,034,807.00	\$ 206,784.82	\$ 242,426.39	\$ 286,888.00	\$ 44,461.61	\$ 3,558,689.79	\$ 1,448,789.00	\$ (2,109,900.79)	\$ 9,209,195.97	\$ 8,055,334.00	\$ (1,153,861.97)
01. Fuel and Lubricants	2,039,376.70	2,704,850.00	665,473.30	98,711.08	83,027.00	(15,684.08)	-	-	-	9,326.10	-	(9,326.10)	2,147,413.88	2,787,877.00	640,463.12
02. Tires and Tubes	540,680.91	580,000.00	39,319.09	-	-	-	-	-	-	-	-	-	540,680.91	580,000.00	39,319.09
09. Other Materials and Supplies	-	-	-	2,729,311.10	2,951,780.00	222,468.90	242,426.39	286,888.00	44,461.61	3,549,363.69	1,448,789.00	(2,100,574.69)	6,521,101.18	4,687,457.00	(1,833,644.18)
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-	2,729,311.10	2,951,780.00	222,468.90	-	-	-	2,563,005.23	-	(2,563,005.23)	5,292,316.33	2,951,780.00	(2,340,536.33)
Other Equipment and Supplies	-	-	-	-	-	-	242,426.39	286,888.00	44,461.61	181,359.43	495,600.00	314,240.57	423,785.82	782,488.00	358,702.18
Office Equipment	-	-	-	-	-	-	-	-	-	708,265.56	925,989.00	217,723.44	708,265.56	925,989.00	217,723.44
Admin. Supplies	-	-	-	-	-	-	-	-	-	96,733.47	27,200.00	(69,533.47)	96,733.47	27,200.00	(69,533.47)
5040. UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,014,908.87	\$ 970,349.00	\$ (44,559.87)	\$ 1,014,908.87	\$ 970,349.00	\$ (44,559.87)
Telecommunication	-	-	-	-	-	-	-	-	-	236,115.05	250,000.00	13,884.95	236,115.05	250,000.00	13,884.95
Utilities	-	-	-	-	-	-	-	-	-	778,793.82	720,349.00	(58,444.82)	778,793.82	720,349.00	(58,444.82)
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,668,869.77	\$ 1,892,600.06	\$ 223,730.29	\$ 1,668,869.77	\$ 1,892,600.06	\$ 223,730.29
General Liability	-	-	-	-	-	-	-	-	-	842,967.00	1,100,000.42	257,033.42	842,967.00	1,100,000.42	257,033.42
Auto Liability	-	-	-	-	-	-	-	-	-	46,987.90	44,999.65	(1,988.25)	46,987.90	44,999.65	(1,988.25)
Physical Damage	-	-	-	-	-	-	-	-	-	553,495.45	515,000.00	(38,495.45)	553,495.45	515,000.00	(38,495.45)
All Other	-	-	-	-	-	-	-	-	-	225,419.42	232,599.99	7,180.57	225,419.42	232,599.99	7,180.57
5060. TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 7,397,422.13	\$ 7,243,561.00	\$ (153,861.13)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,397,422.13	\$ 7,243,561.00	\$ (153,861.13)
01. Purchased Transportation - SpecTran	6,416,634.03	6,194,241.00	(222,393.03)	-	-	-	-	-	-	-	-	-	6,416,634.03	6,194,241.00	(222,393.03)
02. Purchased Transportation VanPool	980,788.10	1,049,320.00	68,531.90	-	-	-	-	-	-	-	-	-	980,788.10	1,049,320.00	68,531.90
5090. MISCELLANEOUS EXPENSES	\$ 99,740.44	\$ 100,000.00	\$ 259.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 558,780.46	\$ 618,598.71	\$ 59,818.25	\$ 658,520.90	\$ 718,598.71	\$ 60,077.81
02. Travel and Meetings	-	-	-	-	-	-	-	-	-	54,016.98	139,000.00	84,983.02	54,016.98	139,000.00	84,983.02
08. Advertising/Promotion Media	-	-	-	-	-	-	-	-	-	10,910.46	26,373.71	15,463.25	10,910.46	26,373.71	15,463.25
09. Other Miscellaneous Expenses	99,740.44	100,000.00	259.56	-	-	-	-	-	-	493,853.02	453,225.00	(40,628.02)	593,593.46	553,225.00	(40,368.46)
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$									

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

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 41,285,370.97	\$ 43,288,455.48	\$ 2,003,084.51
01. Operator Salaries and Wages	<u>16,073,386.04</u>	<u>15,821,265.51</u>	<u>(252,120.53)</u>
02. Operator's Paid Absences	<u>1,935,706.97</u>	<u>1,927,420.00</u>	<u>(8,286.97)</u>
Operator Vacation	748,535.03	796,290.00	47,754.97
Operator Sick	483,727.29	498,498.00	14,770.71
Holiday	703,444.65	632,632.00	(70,812.65)
Operator FMLA or other leave	-	-	
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>10,670,060.37</u>	<u>11,403,736.55</u>	<u>733,676.18</u>
Dispatch	219,306.69	372,475.04	153,168.35
Operations Supervision	1,721,452.76	1,777,478.50	56,025.74
Maintenance	3,955,208.24	3,496,277.22	(458,931.02)
Administration	4,774,092.68	5,757,505.79	983,413.11
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>261,707.23</u>	<u>300,000.00</u>	<u>38,292.77</u>
Vacation	106,990.68	-	(106,990.68)
Sick	54,236.77	300,000.00	245,763.23
Holiday	89,522.62	-	(89,522.62)
FMLA or other leave	10,957.16	-	(10,957.16)
05. Fringe Benefits	<u>12,344,510.36</u>	<u>13,836,033.42</u>	<u>1,491,523.06</u>
Employment Taxes	2,096,463.32	2,260,131.81	163,668.49
Health and Welfare Expenses	5,503,831.70	6,681,303.00	1,177,471.30
Retirement Costs/Pension Plans	3,479,298.69	3,641,034.61	161,735.92
Workers Compensation	404,936.42	465,000.00	60,063.58
Other Fringe Benefits	859,980.23	788,564.00	(71,416.23)
5020. SERVICES	\$ 2,440,380.27	\$ 2,316,384.00	\$ (123,996.27)
03. Professional and Technical Services	<u>692,988.19</u>	<u>1,119,425.00</u>	<u>426,436.81</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	72,171.00	60,000.00	(12,171.00)
Legal Fees	57,300.40	50,000.00	(7,300.40)
Human Resources Consulting	49,200.25	56,000.00	6,799.75
Planning and Scheduling Consulting	464,931.29	615,000.00	150,068.71
Computer Consulting	312.50	6,000.00	5,687.50
Advertising and Promotion	49,072.75	332,425.00	283,352.25
05. Contract Maintenance Services	<u>1,371,589.63</u>	<u>732,498.00</u>	<u>(639,091.63)</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	456,662.77	50,000.00	(406,662.77)
BRT Station Maintenance	213,086.89	196,000.00	(17,086.89)
Building Maintenance	701,839.97	486,498.00	(215,341.97)
09. Other Services	<u>375,802.45</u>	<u>464,461.00</u>	<u>88,658.55</u>
Advertising	20,065.11	23,000.00	2,934.89
Ad commission Lottery Updates	138,312.06	179,700.00	41,387.94
ADA Ride	64,932.00	67,011.00	2,079.00
Drug and Alcohol Testing	24,525.00	-	(24,525.00)
Medical Exam Testing	38,627.00	60,000.00	21,373.00
Misc	89,341.28	134,750.00	45,408.72
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 9,209,195.97	\$ 8,055,334.00	\$ (1,153,861.97)
01. Fuel and Lubricants	<u>2,147,413.88</u>	<u>2,787,877.00</u>	<u>640,463.12</u>
02. Tires and Tubes	<u>540,680.91</u>	<u>580,000.00</u>	<u>39,319.09</u>
09. Other Materials and Supplies	<u>6,521,101.18</u>	<u>4,687,457.00</u>	<u>(1,833,644.18)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	3,435,603.51	2,951,780.00	(483,823.51)
Other Equipment and Supplies	2,280,498.64	782,488.00	(1,498,010.64)
Office Equipment	708,265.56	925,989.00	217,723.44
Admin. Supplies	96,733.47	27,200.00	(69,533.47)

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

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 1,014,908.87	\$ 970,349.00	\$ (44,559.87)
Telecommunication	236,115.05	250,000.00	13,884.95
Utilities	778,793.82	720,349.00	(58,444.82)
5050. CASUALTIES AND LIABILITY COSTS	\$ 1,668,869.77	\$ 1,892,600.06	\$ 223,730.29
General Liability	842,967.00	1,100,000.42	257,033.42
Auto Liability	46,987.90	44,999.65	(1,988.25)
Physical Damage	553,495.45	515,000.00	(38,495.45)
All Other	225,419.42	232,599.99	7,180.57
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 7,397,422.13	\$ 7,243,561.00	\$ (153,861.13)
01. Purchased Transportation - SpecTran	<u>6,416,634.03</u>	<u>6,194,241.00</u>	<u>(222,393.03)</u>
02. Purchased Transportation VanPool	<u>980,788.10</u>	<u>1,049,320.00</u>	<u>68,531.90</u>
5090. MISCELLANEOUS EXPENSES	\$ 658,520.90	\$ 718,598.71	\$ 60,077.81
02. Travel and Meetings	<u>54,016.98</u>	<u>139,000.00</u>	<u>84,983.02</u>
08. Advertising/Promotion Media	<u>10,910.46</u>	<u>26,373.71</u>	<u>15,463.25</u>
09. Other Miscellaneous Expenses	<u>593,593.46</u>	<u>553,225.00</u>	<u>(40,368.46)</u>
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 63,674,668.88	\$ 64,485,282.25	\$ 810,613.37
	100.00%	100.00%	

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

	Vehicle Operations		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 28,417,823.63	\$ 29,143,492.75	\$ 725,669.12
01. Operator Salaries and Wages	<u>16,073,386.04</u>	<u>15,821,265.51</u>	<u>(252,120.53)</u>
02. Operator's Paid Absences	<u>1,935,706.97</u>	<u>1,927,420.00</u>	<u>(8,286.97)</u>
Operator Vacation	748,535.03	796,290.00	47,754.97
Operator Sick	483,727.29	498,498.00	14,770.71
Holiday	703,444.65	632,632.00	(70,812.65)
Operator FMLA or other leave	-		
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>1,940,759.45</u>	<u>2,149,953.54</u>	<u>209,194.09</u>
Dispatch	219,306.69	372,475.04	153,168.35
Operations Supervision	1,721,452.76	1,777,478.50	56,025.74
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>8,467,971.17</u>	<u>9,244,853.70</u>	<u>776,882.53</u>
Employment Taxes	1,412,158.88	1,491,912.61	79,753.73
Health and Welfare Expenses	3,707,331.64	4,410,326.93	702,995.29
Retirement Costs/Pension Plans	2,470,188.75	2,503,827.32	33,638.57
Workers Compensation	272,761.54	306,946.42	34,184.88
Other Fringe Benefits	605,530.37	531,840.43	(73,689.95)
5020. SERVICES	\$ 63,152.00	\$ 60,000.00	\$ (3,152.00)
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>63,152.00</u>	<u>60,000.00</u>	<u>(3,152.00)</u>
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing	24,525.00	-	(24,525.00)
Medical Exam Testing	38,627.00	60,000.00	21,373.00
Misc	-	-	-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 2,580,057.61	\$ 3,284,850.00	\$ 704,792.39
01. Fuel and Lubricants	<u>2,039,376.70</u>	<u>2,704,850.00</u>	<u>665,473.30</u>
02. Tires and Tubes	<u>540,680.91</u>	<u>580,000.00</u>	<u>39,319.09</u>
09. Other Materials and Supplies	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	-	-	-
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System
Operating Expenses
Year to Date June 30, 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	\$ 7,397,422.13	\$ 7,243,561.00	\$ (153,861.13)
01. Purchased Transportation - SpecTran	<u>6,416,634.03</u>	<u>6,194,241.00</u>	<u>(222,393.03)</u>
02. Purchased Transportation VanPool	<u>980,788.10</u>	<u>1,049,320.00</u>	<u>68,531.90</u>
5090. MISCELLANEOUS EXPENSES	\$ 99,740.44	\$ 100,000.00	\$ 259.56
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>99,740.44</u>	<u>100,000.00</u>	<u>259.56</u>
5120. LEASES AND RENTALS			\$ -
5900 ADA Expenses			\$ -
Total Expenses	\$ 38,558,195.81	\$ 39,831,903.75	\$ 1,273,707.94
	60.56%	61.77%	

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

	Vehicle Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 4,801,283.37	\$ 4,195,581.70	\$ (605,701.68)
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>3,136,445.83</u>	<u>2,513,880.46</u>	<u>(622,565.37)</u>
Dispatch			-
Operations Supervision			-
Maintenance	3,136,445.83	2,513,880.46	(622,565.37)
Administration			-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>192,524.63</u>	<u>300,000.00</u>	<u>107,475.37</u>
Vacation	81,445.30	-	(81,445.30)
Sick	45,794.90	300,000.00	254,205.10
Holiday	62,369.43	-	(62,369.43)
FMLA or other leave	2,915.00	-	(2,915.00)
05. Fringe Benefits	<u>1,472,312.91</u>	<u>1,381,701.23</u>	<u>(90,611.68)</u>
Employment Taxes	245,871.21	208,694.24	(37,176.97)
Health and Welfare Expenses	645,484.12	616,932.81	(28,551.31)
Retirement Costs/Pension Plans	416,720.78	397,743.55	(18,977.23)
Workers Compensation	47,490.56	42,936.80	(4,553.76)
Other Fringe Benefits	116,746.24	115,393.83	(1,352.41)
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	\$ 2,828,022.18	\$ 3,034,807.00	\$ 206,784.82
01. Fuel and Lubricants	<u>98,711.08</u>	<u>83,027.00</u>	<u>(15,684.08)</u>
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>2,729,311.10</u>	<u>2,951,780.00</u>	<u>222,468.90</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	2,729,311.10	2,951,780.00	222,468.90
Other Equipment and Supplies			-
Office Equipment			-
Admin. Supplies			-

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

	Vehicle Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other	-	-	-
5060. TAXES			\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
5090. MISCELLANEOUS EXPENSES	\$ -	\$ -	\$ -
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses			-
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 7,629,305.55	\$ 7,230,388.70	\$ (398,916.86)
	11.98%	11.21%	

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

	Facility Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 1,154,247.91	\$ 1,342,421.92	\$ 188,174.01
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>818,762.41</u>	<u>982,396.76</u>	<u>163,634.35</u>
Dispatch			-
Operations Supervision			-
Maintenance	818,762.41	982,396.76	163,634.35
Administration			-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>69,182.60</u>	<u>-</u>	<u>(69,182.60)</u>
Vacation	25,545.38	-	(25,545.38)
Sick	8,441.87	-	(8,441.87)
Holiday	27,153.19	-	(27,153.19)
FMLA or other leave	8,042.16	-	(8,042.16)
05. Fringe Benefits	<u>266,302.90</u>	<u>360,025.16</u>	<u>93,722.26</u>
Employment Taxes	64,184.15	81,555.41	17,371.26
Health and Welfare Expenses	168,502.24	241,090.54	72,588.30
Retirement Costs/Pension Plans	1,060.18	-	(1,060.18)
Workers Compensation	12,397.31	16,779.23	4,381.92
Other Fringe Benefits	20,159.03	20,599.98	440.95
5020. SERVICES	\$ 914,926.86	\$ 682,498.00	\$ (232,428.86)
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>914,926.86</u>	<u>682,498.00</u>	<u>(232,428.86)</u>
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance	213,086.89	196,000.00	(17,086.89)
Building Maintenance	701,839.97	486,498.00	(215,341.97)
09. Other Services	-	-	-
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc			-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 242,426.39	\$ 286,888.00	\$ 44,461.61
01. Fuel and Lubricants			-
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>242,426.39</u>	<u>286,888.00</u>	<u>44,461.61</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	242,426.39	286,888.00	44,461.61
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System
Operating Expenses
Year to Date June 30, 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	\$ 2,311,601.16	\$ 2,311,807.92	\$ 206.76	
	3.63%	3.59%		

GRTC Transit System
Operating Expenses
Year to Date June 30, 2023

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 6,912,016.05	\$ 8,606,959.11	\$ 1,694,943.06
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>4,774,092.68</u>	<u>5,757,505.79</u>	<u>983,413.11</u>
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	4,774,092.68	5,757,505.79	983,413.11
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
05. Fringe Benefits	<u>2,137,923.37</u>	<u>2,849,453.33</u>	<u>711,529.95</u>
Employment Taxes	374,249.08	477,969.55	103,720.47
Health and Welfare Expenses	982,513.71	1,412,952.72	430,439.01
Retirement Costs/Pension Plans	591,328.98	739,463.74	148,134.76
Workers Compensation	72,287.02	98,337.56	26,050.54
Other Fringe Benefits	117,544.59	120,729.76	3,185.17
5020. SERVICES	\$ 1,462,301.41	\$ 1,573,886.00	\$ 111,584.59
03. Professional and Technical Services	<u>692,988.19</u>	<u>1,119,425.00</u>	<u>426,436.81</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	72,171.00	60,000.00	(12,171.00)
Legal Fees	57,300.40	50,000.00	(7,300.40)
Human Resources Consulting	49,200.25	56,000.00	6,799.75
Planning and Scheduling Consulting	464,931.29	615,000.00	150,068.71
Computer Consulting	312.50	6,000.00	5,687.50
Advertising and Promotion	49,072.75	332,425.00	283,352.25
05. Contract Maintenance Services	<u>456,662.77</u>	<u>50,000.00</u>	<u>(406,662.77)</u>
Vehicle Maintenance			-
Computer Maintenance	456,662.77	50,000.00	(406,662.77)
BRT Station Maintenance			-
Building Maintenance			-
09. Other Services	<u>312,650.45</u>	<u>404,461.00</u>	<u>91,810.55</u>
Advertising	20,065.11	23,000.00	2,934.89
Ad commission Lottery Updates	138,312.06	179,700.00	41,387.94
ADA Ride	64,932.00	67,011.00	2,079.00
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	89,341.28	134,750.00	45,408.72
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 3,558,689.79	\$ 1,448,789.00	\$ (2,109,900.79)
01. Fuel and Lubricants	<u>9,326.10</u>	-	<u>(9,326.10)</u>
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>3,549,363.69</u>	<u>1,448,789.00</u>	<u>(2,100,574.69)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	706,292.41	-	(706,292.41)
Other Equipment and Supplies	2,038,072.25	495,600.00	(1,542,472.25)
Office Equipment	708,265.56	925,989.00	217,723.44
Admin. Supplies	96,733.47	27,200.00	(69,533.47)

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

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 1,014,908.87	\$ 970,349.00	\$ (44,559.87)
Telecommunication	236,115.05	250,000.00	13,884.95
Utilities	778,793.82	720,349.00	(58,444.82)
5050. CASUALTIES AND LIABILITY COSTS	\$ 1,668,869.77	\$ 1,892,600.06	\$ 223,730.29
General Liability	842,967.00	1,100,000.42	257,033.42
Auto Liability	46,987.90	44,999.65	(1,988.25)
Physical Damage	553,495.45	515,000.00	(38,495.45)
All Other	225,419.42	232,599.99	7,180.57
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
5090. MISCELLANEOUS EXPENSES	\$ 558,780.46	\$ 618,598.71	\$ 59,818.25
02. Travel and Meetings	54,016.98	139,000.00	84,983.02
08. Advertising/Promotion Media	10,910.46	26,373.71	15,463.25
09. Other Miscellaneous Expenses	493,853.02	453,225.00	(40,628.02)
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	-	-	-
Total Expenses	\$ 15,175,566.35	\$ 15,111,181.89	\$ (64,384.47)
	23.83%	23.43%	

GRTC Transit System Year to Date June 30, 2023

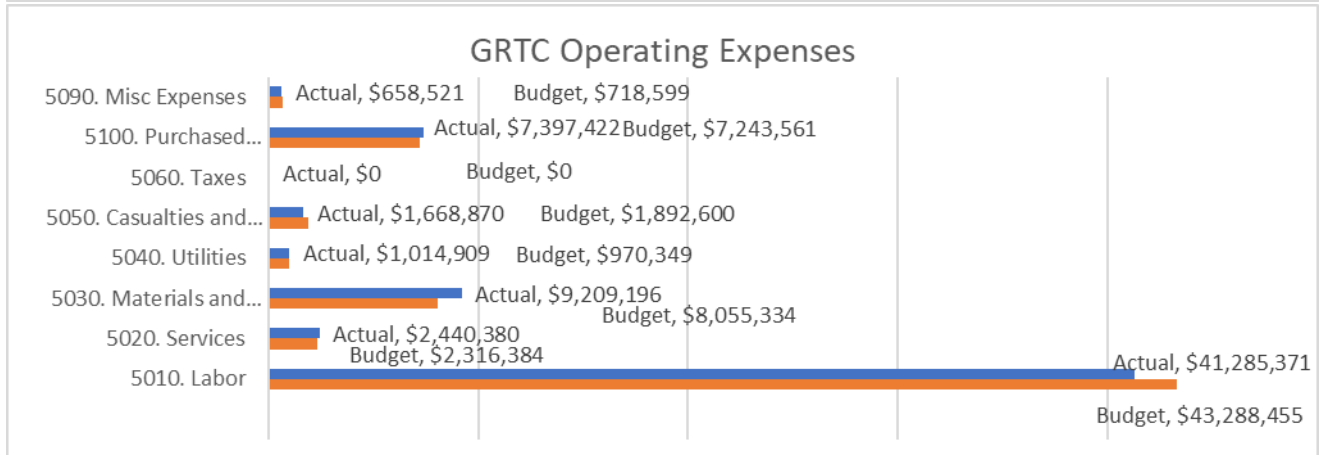
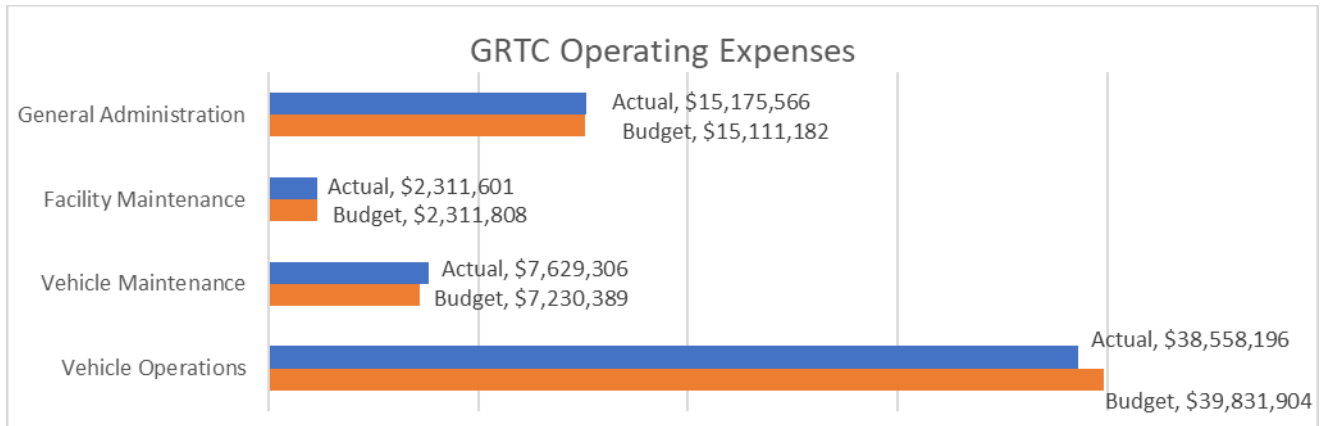
Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 39,831,903.75	\$ 38,558,195.81	\$ 1,273,707.94	96.80%
Vehicle Maintenance	7,230,388.70	7,629,305.55	(398,916.86)	105.52%
Facility Maintenance	2,311,807.92	2,311,601.16	206.76	99.99%
General Administration	<u>15,111,181.89</u>	<u>15,175,566.35</u>	<u>(64,384.47)</u>	<u>100.43%</u>
Total GRTC	\$ 64,485,282.25	\$ 63,674,668.88	\$ 810,613.37	98.74%

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 43,288,455.48	\$ 41,285,370.97	\$ 2,003,084.51	95.37%
5020. Services	2,316,384.00	2,440,380.27	(123,996.27)	105.35%
5030. Materials and Supplies Consumed	8,055,334.00	9,209,195.97	(1,153,861.97)	114.32%
5040. Utilities	970,349.00	1,014,908.87	(44,559.87)	104.59%
5050. Casualties and Liability Costs	1,892,600.06	1,668,869.77	223,730.29	88.18%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	7,243,561.00	7,397,422.13	(153,861.13)	102.12%
5090. Misc Expenses	<u>718,598.71</u>	<u>658,520.90</u>	<u>60,077.81</u>	<u>91.64%</u>
Total GRTC	\$ 64,485,282.25	\$ 63,674,668.88	\$ 810,613.37	98.74%

Total Fleet Service Miles	5,359,128.64	5,194,561.88
Operating Expense per Mile	\$ 12.03	\$ 12.26

Total Fleet Service Hours	479,884.76	464,449.06
Operating Expense per Hour	\$ 134.38	\$ 137.10



Operating Expenses are favorable versus budget by \$0.811M or 1.26% as a result of:

- Lower than budgeted labor expenses of \$2.003M due to below budgeted headcount levels in transportation function offset by higher wage rate variance and higher than budgeted vacancy factor in the general and administrative groups.
- Unfavorable purchased services of \$124.00k due to Oracle license expense (COVID funded) offset by the timing of consulting services versus budget.
- Unfavorable materials and supplies of \$1.154M due to recruiting advertisements (COVID funded), cost increases in parts due to supply chain impacts offset by favorable fuel pricing versus budgeted rates \$640.46k.
- Slight unfavorable Utilities expenses of \$44.56k.
- Favorable casualties and liability expense of \$223.73k is due to favorable policy pricing and losses compared to budgeted assumptions.
- Slight unfavorable purchased transportation services of \$153.86k due to actual demand differing from budgetary assumptions.

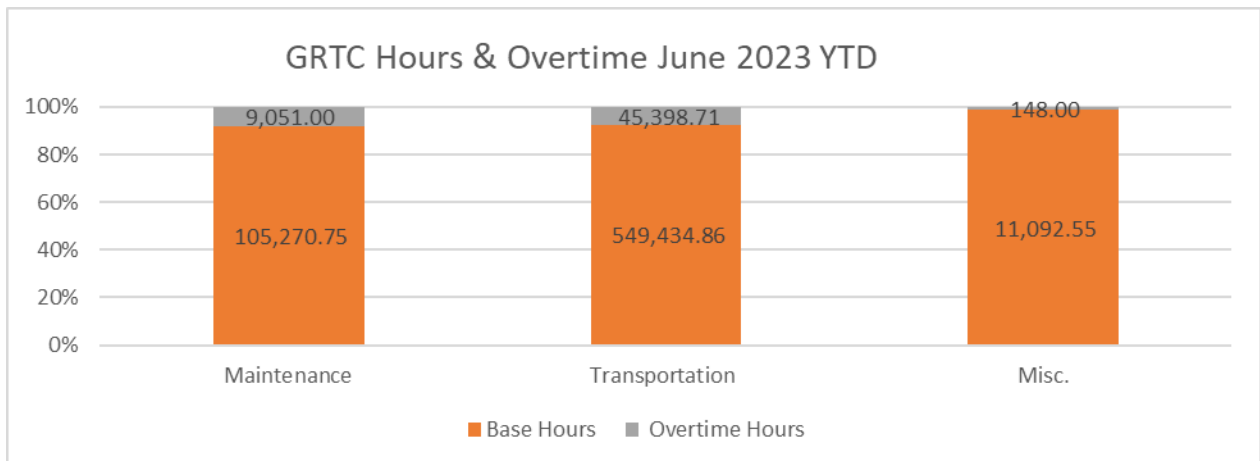
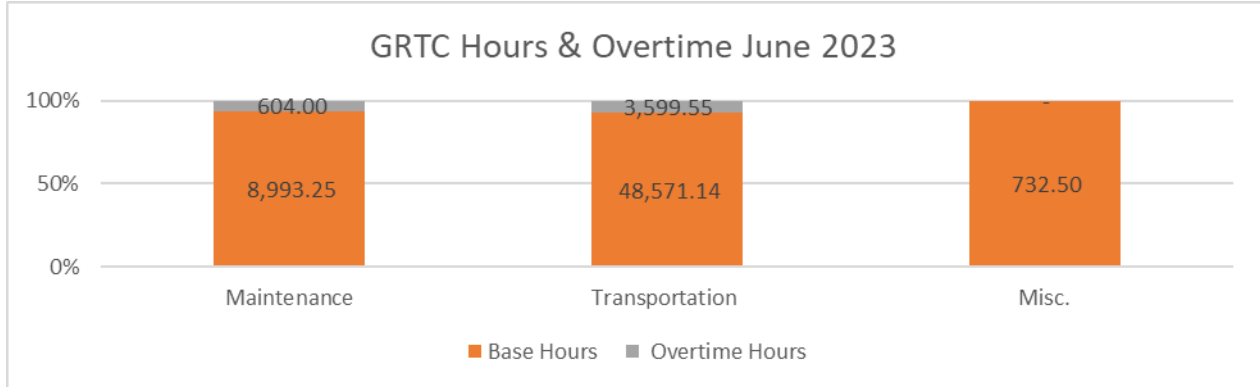
<u>Operating Expense per Mile</u>	Budget	Actual
Vehicle Operations	\$ 7.43	\$ 7.42
Vehicle Maintenance	1.35	1.47
Facility Maintenance	0.43	0.45
General Administration	<u>2.82</u>	<u>2.92</u>
Total GRTC	\$ 12.03	\$ 12.26

<u>Operating Expense per Mile</u>	Budget	Actual
5010. Labor	\$ 8.08	\$ 7.95
5020. Services	0.43	0.47
5030. Materials and Supplies Consumed	1.50	1.77
5040. Utilities	0.18	0.20
5050. Casualties and Liability Costs	0.35	0.32
5060. Taxes	-	-
5100. Purchased Transportation Service	1.35	1.42
5090. Misc Expenses	<u>0.13</u>	<u>0.13</u>
Total GRTC	\$ 12.03	\$ 12.26

<u>Operating Expense per Hour</u>	Budget	Actual
Vehicle Operations	\$ 83.00	\$ 83.02
Vehicle Maintenance	15.07	16.43
Facility Maintenance	4.82	4.98
General Administration	31.49	32.67
Total GRTC	\$ 134.38	\$ 137.10

<u>Operating Expense per Hour</u>	Budget	Actual
5010. Labor	\$ 90.21	\$ 88.89
5020. Services	4.83	5.25
5030. Materials and Supplies Consumed	16.79	19.83
5040. Utilities	2.02	2.19
5050. Casualties and Liability Costs	3.94	3.59
5060. Taxes	-	-
5100. Purchased Transportation Service	15.09	15.93
5090. Misc Expenses	1.50	1.42
Total GRTC	\$ 134.38	\$ 137.10

GRTC Headcount @ June 30, 2023	Budget	Actual	(Over) Under	% of Budget
Equipment & Facility Maintenance	71	71	-	100.00%
Transportation	357	318	39	89.08%
Planning, Scheduling & Marketing	19	17	2	89.47%
Insurance & Safety	9	9	-	100.00%
General & Administrative	53	44	9	83.02%
	509	459	50	90.18%



GRTC Transit System
STATEMENT OF INCOME
BUDGET VS. ACTUAL
For the Twelve Months Ending June 30, 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	1,348,912	1,337,914	(10,998)	U	1,348,912
Charter Revenue	-	-	-	F	-	-	-	F	-
Advertising Revenue	55,417	38,667	(16,750)	U	605,000	464,004	(140,996)	U	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
Total Operating Revenue	\$ 167,826	\$ 150,076	\$ (17,750)	U	\$ 1,953,912	\$ 1,801,918	\$ (151,994)	U	\$ 1,953,912
Other Income:									
Ridefinders	38,421	37,764	(657)	U	499,475	514,767	15,292	F	499,475
Interest Income	1,500	98,130	96,630	F	18,000	572,638	554,638	F	18,000
Non-Transportation Income	500	662	162	F	6,000	4,868	(1,132)	U	6,000
Total Other Income	\$ 40,421	\$ 136,556	\$ 96,135	F	\$ 523,475	\$ 1,092,273	\$ 568,798	F	\$ 523,475
Operating Contributions:									
COVID Relief Acts VA2020-023	-	1,843,316	1,843,316	F	-	3,836,542	3,836,542	F	-
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	878,349	94,640	(783,709)	U	9,822,082	1,587,726	(8,234,356)	U	9,822,082
Oper contrib - State	2,078,136	2,101,245	23,109	F	24,937,631	24,854,572	(83,059)	U	24,937,631
Oper contrib - CVTA	1,784,583	1,874,646	90,063	F	21,415,000	21,505,063	90,063	F	21,415,000
Oper contrib - Richmond	712,876	735,198	22,322	F	8,554,510	8,784,332	229,822	F	8,554,510
Oper contrib - Henrico	342,334	349,127	6,794	F	4,108,005	4,200,197	92,192	F	4,108,005
Oper contrib - Petersburg	16,667	16,667	0	F	200,000	200,000	0	F	200,000
Oper contrib - Chesterfield	20,739	20,871	133	F	248,863	270,998	22,135	F	248,863
Total Operating Contributions:	\$ 5,833,683	\$ 7,035,710	\$ 1,202,027	F	\$ 69,286,090	\$ 65,239,430	\$ (4,046,660)	U	\$ 69,286,090
Net Operating Revenue	\$ 6,041,930	\$ 7,322,342	\$ 1,280,412	F	\$ 71,763,477	\$ 68,133,621	\$ (3,629,856)	U	\$ 71,763,478
Operating Expenses:									
Equipment & Facility Maintenance	1,059,487	3,069,115	2,009,627	U	12,855,827	14,729,776	1,873,949	U	12,855,827
Transportation	1,846,492	2,147,087	300,595	U	22,576,502	22,578,801	2,298	U	22,576,502
Planning, Scheduling & Marketing	183,190	490,953	307,764	U	2,518,315	1,840,349	(677,966)	F	2,518,315
Insurance and Safety	305,570	463,951	158,382	U	3,198,822	2,801,880	(396,943)	F	3,198,822
General and Administrative	1,166,404	1,350,868	184,465	U	13,825,123	12,230,828	(1,594,295)	F	13,825,123
Purchase of Service - Spectran & Van Pool	603,630	742,087	138,456	U	7,243,561	7,397,422	153,861	U	7,243,561
Operating Taxes and Licenses	186,348	188,100	1,752	U	2,267,132	2,095,613	(171,518)	F	2,267,132
Total Operating Expenses	\$ 5,351,120	\$ 8,452,161	\$ 3,101,041	U	\$ 64,485,282	\$ 63,674,669	\$ (810,613)	F	\$ 64,485,283
Change in Net Postion	\$ 690,811	\$ (1,129,818)	\$ (1,820,629)	U	\$ 7,278,195	\$ 4,458,952	\$ (2,819,243)	U	\$ 7,278,195
Operating Ratio	10.99%	7.97%	-3.02% 67		10.91%	11.74%	0.83%		
Farebox Recovery Ratio	2.37%	1.44%	-0.92%		2.36%	2.38%	0.02%		

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

	Current Month June 30, 2023	Prior Month May 31, 2023	Prior Year End June 30, 2022
ASSETS			
Current Assets:			
Cash	\$12,068,516	\$11,511,566	\$10,854,007
Working Funds	118,181	118,181	118,266
Capital Funds	6,468,577	6,415,166	5,969,360
Accounts Receivable, net	5,113,218	7,789,451	11,189,036
Motor Bus Parts Inventory	1,014,500	1,070,411	997,470
Gasoline Inventory	4,715	3,329	8,485
Diesel Fuels Inventory	61,056	80,637	15,068
Lubricants Inventory	39,951	82,194	25,718
Prepayments	<u>578,990</u>	<u>480,993</u>	<u>741,455</u>
Total Current Assets	\$25,467,704	\$27,551,928	\$29,918,865
Tangible Property:			
Property and Equipment	175,736,158	175,432,993	169,134,398
Accumulated Depreciation	<u>(93,259,611)</u>	<u>(92,859,611)</u>	<u>(88,459,611)</u>
Net Property	\$82,476,547	\$82,573,382	\$80,674,787
Other Assets:			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	36,106,151	33,379,999	25,960,952
Intangible Asset - Software, net of amortization	1,295,783	1,322,209	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>72,619,504</u>	<u>69,919,778</u>	<u>61,868,836</u>
TOTAL ASSETS	<u>\$180,563,755</u>	<u>\$180,045,088</u>	<u>\$172,462,488</u>
LIABILITIES AND CAPITAL			
Current Liabilities:			
Accounts Payable	5,616,513	3,771,765	11,276,118
Wages Payable	1,846,989	1,455,990	3,940,563
Taxes Accrued	30,411	28,782	240,310
Deferred Revenues CVTA	37,246,471	36,317,403	26,697,984
Other Current Liabilities	<u>181,433</u>	<u>1,832,257</u>	<u>723,034</u>
Total Current Liabilities	\$44,921,817	\$43,406,197	\$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>621,450</u>	<u>330,825</u>	<u>330,825</u>
Total Reserves	<u>\$621,450</u>	<u>\$330,825</u>	<u>\$330,825</u>
TOTAL LIABILITIES	132,927,044	131,120,799	130,592,611
Capital:			
Common Stock	50,005	50,005	50,005
Paid-In Capital	120,448,172	120,208,035	114,349,393
Fund Balance - Accumulated Depreciation	(91,404,669)	(91,004,669)	(86,604,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>54,633,154</u>	<u>55,760,869</u>	<u>50,165,099</u>
Total Capital	\$ 68,476,366,711	\$ 48,924,289	\$ 41,869,877
TOTAL LIABILITIES AND CAPITAL	<u>\$ 180,563,755</u>	<u>\$ 180,045,088</u>	<u>\$ 172,462,488</u>

Greater Richmond Transit Company

Cash Flow Projection

August 15, 2023

	Actual						Expected	
	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23
Beginning Balance	5,450,256	9,001,178	11,167,380	8,928,744	10,125,726	7,439,693	7,985,031	10,783,081
Revenue								
Advertising Revenue	1,250	5,250	4,500	-	-	-	-	-
CVTA	5,353,750	-	-	5,353,750	-	-	5,728,513	-
Federal	-	-	1,832,438			3,605,372		2,106,015
State								
Operating Assistance	1,621,591	1,621,591	1,621,591	1,621,591	1,621,591	1,621,590	1,459,189	1,459,189
Capital	2,304	690	264,042	18,464	-	1,469,576	261,692	334,708
Zero Fare	-	4,138,263	-	-	361,737	-	-	-
Local - Chesterfield	-	62,614	-	62,614			63,471	
LOCAL - COR	2,728,278	-	-		1,978,278	250		2,078,666
LOCAL - HNCO	-	1,047,382	31,000	-		-	1,047,382	1,058,234
LOCAL - Peterburg	16,667	16,667	33,333	16,667	16,667	16,667	16,667	16,667
LOCAL -Bon Secours	-	212,500	-			-		
Ridefinders	39,284	-	39,284	100,611	41,247	41,588	37,764	41,588
Other Income	1,109	568	31,404		6,082	47,428	1,895	-
VCU	-	668,456	-	-	-	-	-	302,500
	9,764,233	7,773,981	3,857,592	7,173,697	4,025,602	6,802,471	8,616,572	7,397,566
Expenses								
Wages & Benefits	3,281,464	3,647,826	3,558,538	3,856,722	3,515,254	3,654,575	3,022,471	3,654,587
SGR / Maintenance	508,464	456,106	767,648	562,680	695,904	483,829	575,197	584,977
Materials and Supplies	98,383	62,625	17,880	35,557	51,149	63,491	382,242	50,066
Casualty & Insurance	248,245	121,320	22,638	304,463	63,442	42,422	297,877	52,932
Services	255,403	238,260	314,203	305,862	384,836	448,478	341,400	391,571
Purchased Services	476,981	652,313	1,270,205	111,760	1,239,321	708,313	653,060	680,687
Utilities	97,052	98,787	78,144	94,613	81,363	44,336	74,149	66,616
Travel & Training	6,318	-	9,107	15,747	1,048	41,339	7,363	15,000
Miscellaneous	15,765	14,737	7,070	27,255	4,124	6,648	27,801	12,802
Capital	1,225,237	315,805	50,794	662,056	675,193	763,703	436,961	750,000
	6,213,311	5,607,779	6,096,228	5,976,715	6,711,634	6,257,133	5,818,522	6,259,238

Cash Position	\$ 9,001,178	\$ 11,167,380	\$ 8,928,744	\$ 10,125,726	\$ 7,439,693	\$ 7,985,031	\$ 10,783,081	\$ 11,921,409
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**GRTC Transit System
CVTA Special Fund Quarterly Report
For the Quarter Ended June 30, 2023**

Beginning Balance @ March 31, 2023	<u>\$ 33,452,369.75</u>
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Receipts:

April 25, 2023 GRTC 15% Funds Distribution - Month of March 2023	\$ 2,542,650.30	
May 26, 2023 GRTC 15% Funds Distribution - Month of April 2023	\$ 2,740,177.64	
June 26, 2023 GRTC 15% Funds Distribution - Month of May 2023	\$ 2,623,327.92	
April 30, 2023 Interest Income LGIP EM- April 2023	\$ 63,140.56	
April 30, 2023 April 2023 LGIP EM Share unrealized gain/(loss)	\$ -	
May 1, 2023 Interest Income WF Treasury Sweep April 2023	\$ 4,134.18	
May 31, 2023 Interest Income LGIP EM- May 2023	\$ 68,285.72	
May 31, 2023 May 2023 LGIP EM Share unrealized gain/(loss)	\$ (22,654.01)	
June 1, 2023 Interest Income WF Treasury Sweep May 2023	\$ 34,715.46	
June 30, 2023 Interest Income LGIP EM- June 2023	\$ 68,107.73	
June 30, 2023 June 2023 LGIP EM Share unrealized gain/(loss)	<u>\$ -</u>	
		\$ 8,121,885.50

Uses:

Costs incurred in preparing GRTC Regional Public Transportation Plan		\$ -
Costs incurred in preparing GRTC Micromobility Plan		\$ (12,499.25)
GRTC Operating and Capital Expense		
GRTC Operating Expense Qtr 4 FY2023 Draw	\$ (5,353,750.00)	
GRTC Capital Expense Qtr 4 FY2023 Local Share Draw	<u>\$ (101,855.75)</u>	
Subtotal GRTC Operating and Capital Expense		\$ (5,455,605.75)

Ending Balance @ June 30, 2023	<u>\$ 36,106,150.25</u>
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Meeting Date: August 15, 2023
Board Subcommittee: Finance

CURRENT STATUS:

The Finance Subcommittee met on Thursday, August 10, 2023 at 3PM. Video and audio of the meeting was streamed live online and can be viewed at the following web address: <https://youtube.com/live/-p5fDch4njA?feature=share>.

AGENDA:

- Approval of Draft Minutes
- June/July 2023 Financial Review

UPDATES:

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