

A regular meeting of the Board of Directors of the GRTC, Old Dominion Transit Management Company (ODTMC), and RideFinders will be held concurrently at 8:00 a.m. November 19, 2024, at GRTC, 301 East Belt Boulevard, 3<sup>rd</sup> Floor Conference Room, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://youtube.com/live/L4UkKn4bhCI?feature=share>.

## Agenda

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VII.	Chief Executive Officer’s Report – Sheryl Adams	
VIII.	Board Chair’s Report	
IX.	Other Business	
X.	Adjourn	

**MINUTES  
OCTOBER 22, 2024  
GRTC BOARD OF DIRECTORS  
BOARD MEETING**

Members Present: Tyrone E. Nelson, Chair, Henrico County  
Andreas Addison, Vice Chair, City of Richmond  
Dave Anderson, Chesterfield County  
Todd Eure, Henrico County  
Jim Ingle, Chesterfield County  
Ellen Robertson, City of Richmond  
Lincoln Saunders, City of Richmond  
Dan Schmitt, County of Henrico

Others Present: Bonnie Ashley, General Counsel  
Sheryl Adams, Chief Executive Officer  
John Zinzarella, Chief Administrative Financial Officer  
Kevin Hernandez, Chief Operating Officer  
Tim Barham, Director of Transportation  
Tony Byrd, Director of Maintenance  
Tony Carter, Director of Risk Management  
Joe Dillard, Director of Government and External Affairs  
Dexter Hurt, Director of Information Systems  
Mike Hurt, Director of Marketing & Communications  
Cherika Ruffin, Interim Executive Director of RideFinders  
Tonya Thompson, Director of Procurement  
Henry Bendon, Communications Specialist  
Monica Carter, Interim Director of Safety and Security  
Dylan Farris, Lead Transportation Supervisor  
Sheronda Hill, Transportation Administrative Manager  
Kevin Louard, Shop Foreman  
Steve McNally, CIP Project Manager  
Patricia Robinson, Assistant Director of Planning & Scheduling  
Lora Toothman, Capital Improvement Program Manager  
Janice Witt, Executive Assistant  
Ken Lantz, PlanRVA  
Faith Walker, RVA Rapid Transit

I. Call to Order & Introductions

This meeting of the Board of Directors of the GRTC, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on October 22, 2024, by Mr. Nelson at 8AM at GRTC, 3rd Floor Conference Room, 301 East Belt Boulevard, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://youtube.com/live/OrTTdk1qzYw?feature=share>.

II. GRTC Board of Directors

A. Annual Shareholders Meeting Report/Board Membership – The Shareholder’s Meeting was held Wednesday, October 16, 2024. Chairman Nelson stated that the same nine Board Members were appointed to the Board for the term October 16, 2024 through October 15, 2025.

B. Nominations and Election of Officers – Mr. Eure stated that the recommendations from the Nominating Committee for the slate of officers were as follows: Chair – Tyrone Nelson, Vice Chair – Jim Ingle, and Secretary/Treasurer – Ellen Robertson. Mr. Schmitt motioned to approve the recommendation, Mr. Saunders seconded, and the motion carried unanimously.

III. Public Comments

The public notice, meeting agenda, and agenda attachments for this September 17, 2024 meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com. The following were written public comments:

**Bryan**

I'm going back and forth through programs and a homeless shelter. Currently getting my ID and birth certificate and all that. Can't work at the moment, but soon, within a month or two I will thanks to the zero bus fares. Hoping that it gets extended longer.

**George Sinkler**

I'm resident of Richmond, Virginia. With Zero-fare, I can have a better lifestyle because I can accomplish more living necessities. Without Zero-Fare I won't have the funds to go to many endeavors I need to because of limited monetary resources from Social Security Benefits. I am an everyday transit rider and know many others like me. So for our lifestyle this would benefit us.

**Domtrious Gordine**

As we are close to the second extension of Route 1 going to Virginia Center Commons, I have noticed the situation that involves the designation since late June since the route extends to Reynolds at that time. I have spoken with a few residents as well as passengers, and they told me that even though the designation sign shows up as Chamberlayne/Reynolds (soon to be either Chamberlayne/VCC or Chamberlayne/Brook/VCC), they don't know if the route will go all the way up to the northern terminus or short-turn to Azalea (Chamberlayne/Azalea), in which the designation sign should maintain for that purpose. The solution I believe should be similar to Rt. 19, where the designation sign shows up as either Short Pump or Sheltering Arms.

IV. Board Meeting Minutes – September 17, 2024

Mr. Ingle motioned to approve the September 17, 2024 Board Meeting minutes. Mr. Saunders seconded, and the motion carried unanimously.

V. Consent Agenda

- A. Route 1 Expansion Media Buys
- B. HASTUS Annual Maintenance and Support Agreement
- C. Pest Control Services
- D. Commuter Assistance Program Strategic Plan (CAPSP)
- E. Environmental Remediation/Demolition of Church Building

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

VI. Operations Updates

A. Operational Performance – Mr. Hernandez gave a presentation on Operations and here are a few of the highlights.

- Transportation
  - There are 325 full-time Operators and 19 trainees that are in various stages of training.
  - ATU and GRTC have launched a partnership mentorship program called M.E.E.T. (Mentoring, Educational, Employment, and Training) that mirrors national efforts with other agencies for retention. The first mentorship meetings took place at the end of August.
- Microtransit
  - Staffing and operations of microtransit remain stable and consistent.
- Safety and Security Department
  - Fixed Route overall decreased in reportable events, Specialized is consistent with year-over-year reportable incidents; Microtransit remains consistent with an average of one event per month.

- No physical assaults reported in September, three verbal assaults reported for fixed route, and none reported for paratransit and microtransit.
- Customer Service had almost a 50% decrease in complaints month-over-month for fixed route which is the lowest figure in over a year and there were 14 overall commendations received for the entire system.
- Fleet Maintenance and Facilities
  - Continue to meet preventative maintenance goals of 80% or better on all system vehicles.
  - Miles between failures increased on specialized transportation due to age of vehicle and increase in service; fixed route met goal.
  - Ongoing projects: exterior lighting improvements, building repainting, completion of HVAC and hot water system replacement and technology upgrades to better monitor system, and employee fitness center.

B. Ridership Performance – Ms. Robinson gave a detailed presentation on the 1<sup>st</sup> Quarterly performance report. The on-time performance is defined as a bus leaving a predetermined bus stop along its route within a time that is no more than one minute earlier and no more than five minutes later than a published schedule time. The on-time performance for BRT is 77%; local fixed route is 66% and the express routes is 68%.

VII. Development Updates

A. Project Updates – Ms. Toothman, GRTC’s new Capital Improvement Program Manager, updated the Board on the following projects: Pulse Station Modifications, Pulse Western Extension, Pulse North/South Route, and 325 East Belt Boulevard.

VIII. Financial Updates

A. Financials – Mr. Zinzarella reviewed the August financial statements.

IX. Chief Executive Officer’s Report

Ms. Adams congratulated and introduced the Employees of the Month - Kevin Louard (Shop Foreman), Sheronda Hill (Transportation Administrative Manager), Dylan Farris (Lead Supervisor), and Cherika Ruffin (Executive Director of RideFinders).

X. Board Chair’s Report

XI. Other Business

XII. Adjourn

There being no further business, the meeting adjourned at 8:39AM.

APPROVED:

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Tyrone E. Nelson, Chair  
GRTC Board of Directors

\_\_\_\_\_  
Date



**Meeting Date:** November 19, 2024

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## **CONSENT AGENDA ITEMS**

- Fixed Fleet Video Camera Equipment Retrofit – Dexter Hurt
- Public Safety Officers – Tony Carter
- Professional Landscaping & Lawn Care – Tony Byrd



**Meeting Date:** November 19, 2024  
**Consent Agenda:** Fixed Fleet Video Camera Equipment Retrofit

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**BACKGROUND:**

GRTC equips all its vehicles with an onboard camera system that visually and audibly monitors and records events in and around them. The previous video equipment used in GRTC vehicles was sourced from Transit Solutions, LLC. This surveillance system and its software technology provide high-quality onboard video surveillance. GRTC plans to continue utilizing its existing investment in TSI technology, provided that the equipment's performance meets or exceeds industry standards. The price analysis for such equipment indicates that the ongoing investment is fair and reasonable.

The project is designed to create a standardized approach across our vehicle fleet by implementing a unified control system and streamlined processes for managing camera equipment on 115 vehicles to bring into compliance. This initiative will replace outdated hardware and technology with a modern, reliable, and adaptable Video Surveillance System. The new system will be user-friendly, making it easier for our staff to operate and enhance our ability to monitor real-time conditions within the transportation environment. By improving the reliability and functionality of our surveillance capabilities, we aim to foster a safer and more efficient system for managing transportation operations.

**HIGHLIGHTS:**

- This purchase includes new cameras, NVR recorders, associated parts, and installation for retrofitting approximately 115 fleet vehicles currently equipped with outdated hardware and technology.
- This purchase includes a 2-year warranty for all new equipment and components.
- At no additional charge, TSI LLC offers unlimited technical support with updates for license-free secure camera management software.
- The total cost for installation, cameras, accessories, and warranty is \$807,415. A cost analysis has been performed, and staff determined the price to be fair and reasonable.
- This purchase is fully funded with federal, state, and local grant funds.

Grant #	Federal (28%)	State (68%)	Local (4%)
1458-2024-2	\$226,076.20	\$549,042.20	\$32,296.60

**RECOMMENDATION:**

The Board of Directors authorizes the CEO to issue a purchase order to Transit Solutions, LLC to purchase cameras, NVR hardware, associated components, and installation services for retrofitting GRTC fleet service vehicles for \$807,415.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date



**Meeting Date:** November 19, 2024  
**Consent Agenda:** Public Safety Officers

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## **BACKGROUND:**

To foster a safe, welcoming, and protected environment for all passengers and employees, GRTC proposes the introduction of Public Safety Officers as part of a holistic safety enhancement plan. In response to growing safety concerns on public transit, and after receiving feedback from riders, transit staff, and law enforcement partners, GRTC has developed a strategy to provide greater visibility, support, and reassurance across our system.

In recent years, occasional incidents involving both passengers and transit staff, especially during late-night hours and on high-demand routes, have raised concerns about the overall safety of our transit environment. To address these concerns thoughtfully, we propose deploying uniformed, armed Public Safety Officers at key locations within the system. These officers will serve as a reassuring presence, dedicated to promoting a calm and secure environment and ensuring quick assistance when needed.

## **HIGHLIGHTS:**

- The firm selected, known for its extensive experience with transit agencies and commitment to community-oriented practices, will provide safety personnel specifically trained for public transit environments.
- Officers will undergo comprehensive training, including customer service, de-escalation techniques, first aid, and emergency response.
- Although armed, their primary role is not enforcement but rather enhancing the daily transit experience by offering assistance, calmly managing disruptions, and creating a safe, comfortable environment for all passengers and staff. This initiative aligns with additional safety measures that GRTC is implementing, including upgrades to camera systems and real-time monitoring to improve observation, deterrence, and proactive response capabilities.
- GRTC will also deploy Transit Safety Ambassadors to provide a friendly, supportive presence across the system, assisting with customer questions, promoting a positive transit atmosphere, and complementing the role of Public Safety Officers.
- GRTC will integrate other proven deterrence mechanisms based on industry best practices, identified in collaboration with transit safety experts, to further strengthen a secure and welcoming transit environment.
- Through these combined efforts, GRTC is committed to fostering a transit system where passengers and employees feel protected and valued. By enhancing our overall presence and support, we are working to build a secure transit experience that prioritizes community trust, accessibility, and operational excellence.
- This purchase will be funded with federal, state and local funds.

**RECOMMENDATION:**

GRTC staff request that the Board of Directors approve the CEO to enter into a five-year agreement with Allied Universal Security for the services of Public Safety Officers on GRTC's facilities, buses, and high-risk locations. Total amount for the five-year agreement is \$4,815,619.92.

\_\_\_\_\_  
Ellen Robertson, Secretary  
GRTC Board of Directors

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Date



**Meeting Date:** November 19, 2024  
**Consent Agenda:** Professional Landscaping & Lawn Care

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## **BACKGROUND:**

The current contract for Professional Landscaping and Lawn Service expires on November 30, 2024 and GRTC must now obtain services for continuous landscaping and lawn service. The services includes mowing, weeding, mulching, fertilizing, trash collection, aeration and seeding. As a result, staff issued an Invitation for Bids for Professional Landscaping and Lawn Care Services on September 19, 2024.

## **HIGHLIGHTS:**

- Bids were distributed to over 10,000 qualified companies. Seven companies attended the optional pre-proposal conference and staff received three proposals.
- MLWlawn, LLC submitted the lowest, responsive and responsible bid at a total cost of \$211,959.92 for a 3-year base term and 2-1-year options.
- The contractor shall provide the highest quality of landscape maintenance services and materials. The contractor agrees to provide the highest quality commercially accepted methods, procedures, and scientific controls for landscape maintenance. “Scientific Controls” is understood to mean practices based upon the recommendations of the Virginia Cooperative Extension, The United States Environmental Protection Agency, the National Organic Program, the Organic Materials Review Institute (OMRI), and information in standard industry references.
- Properties covered by this contract include
  - GRTC’s current Maintenance and Operations Facility, at 301 East Belt Boulevard
  - GRTC’s Specialized Transportation Vehicle Storage site, at 325 East Belt Boulevard
  - The GRTC Annex site, adjacent to the western edge of the Maintenance and Operations Facility, at 4800 Old Midlothian Turnpike.
- The staff’s independent cost estimate for this project was \$342,850.00 over a five-year period.
- MLWlawn, LLC is certified by the Virginia Department of Small Business and Supplier Diversity as a Minority Owned SWaM Business Enterprise.
- This contract will be funded completely from the operating budget.

**RECOMMENDATION:**

That the Board of Directors authorizes the CEO to enter a three-year contract with MLWlawn LLC, for a total cost of \$\$164,202.56 for the provision of Professional Landscaping and Lawn Care Services. Authorizes the CEO to renew options years under this contract.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date



**Meeting Date:** November 19, 2024  
**Item Title:** Operational Performance

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**UPDATES:**

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

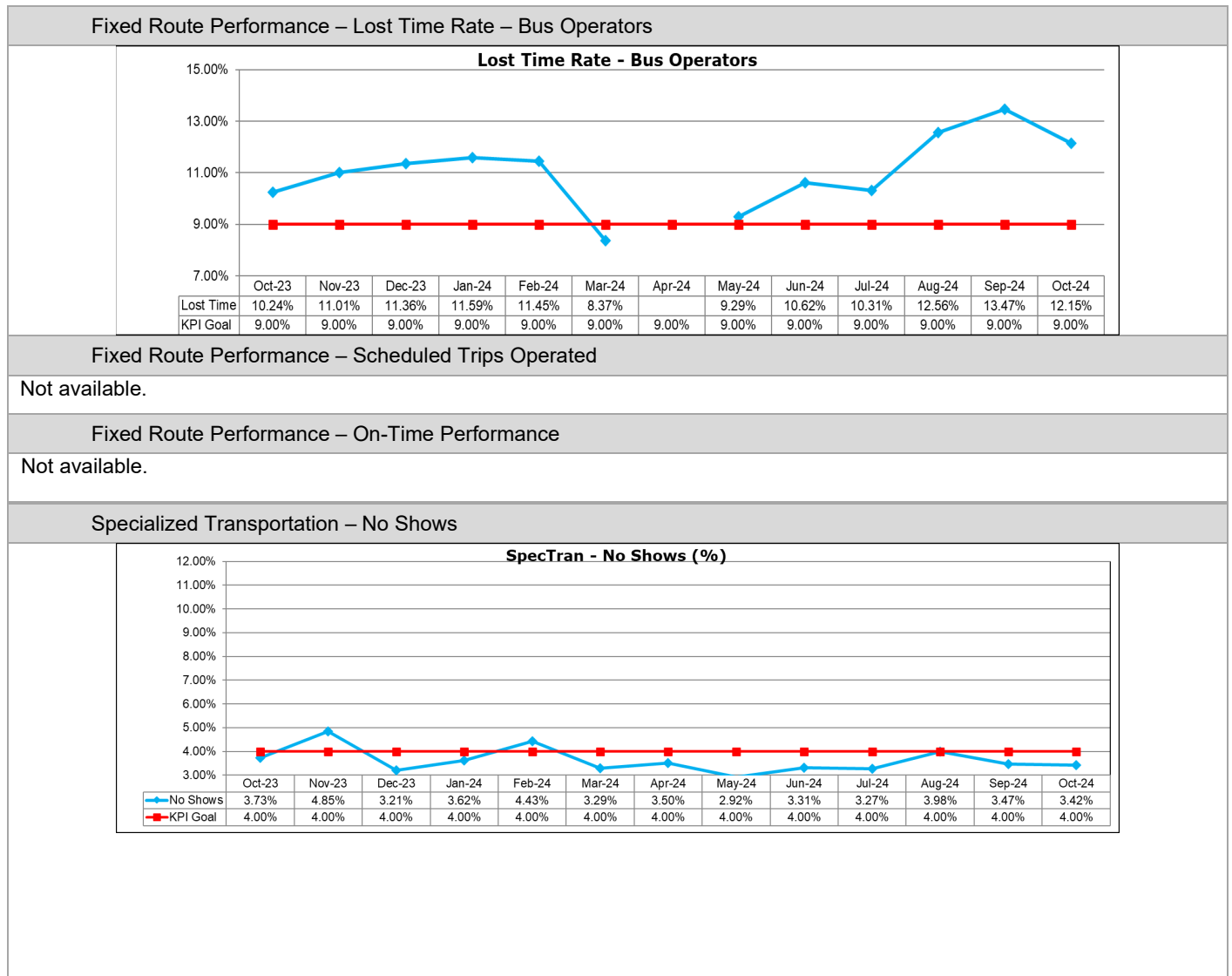


**Meeting Date:** November 19, 2024  
**Item Title:** Operating Performance

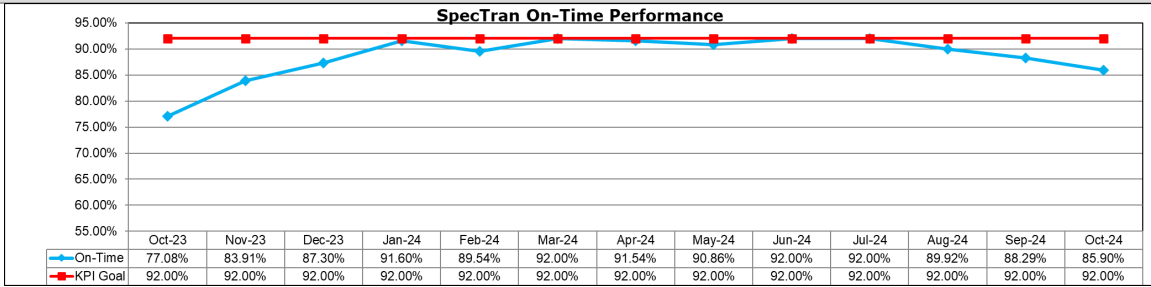
## HIGHLIGHTS:

The current staffing is 318 full-time operators and 26 part-time fixed route operators and 18 microtransit operators with 19 fixed route operators in training for the month of October. At the end of September 2024, the operator staffing was 314 full-time and 26 part-time operators fixed route operators and 20 microtransit operators with 19 fixed route operators in training. The result is a net gain of 4 fixed route operators and a net loss of 2 microtransit operators.

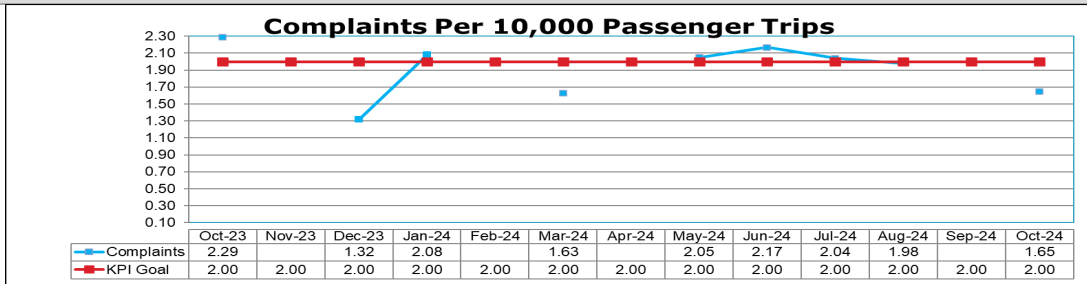
## CURRENT STATUS:



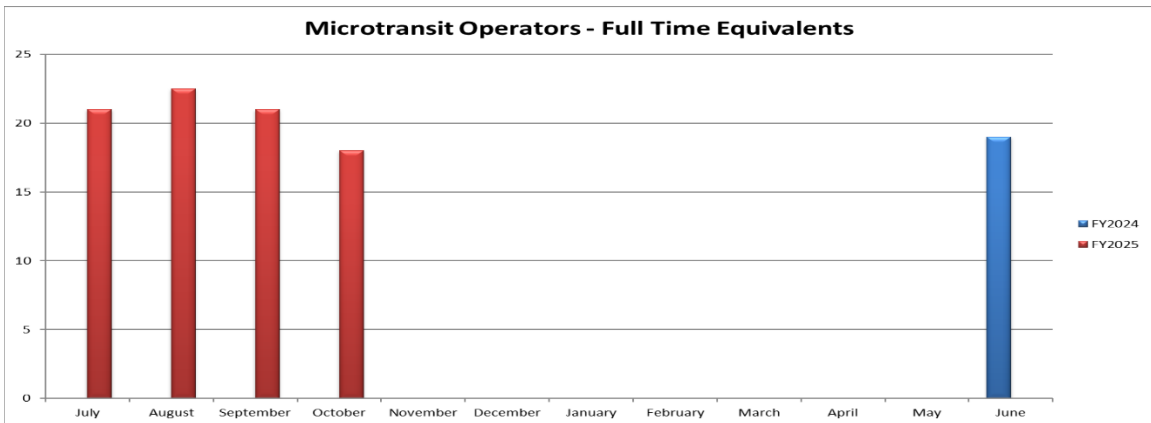
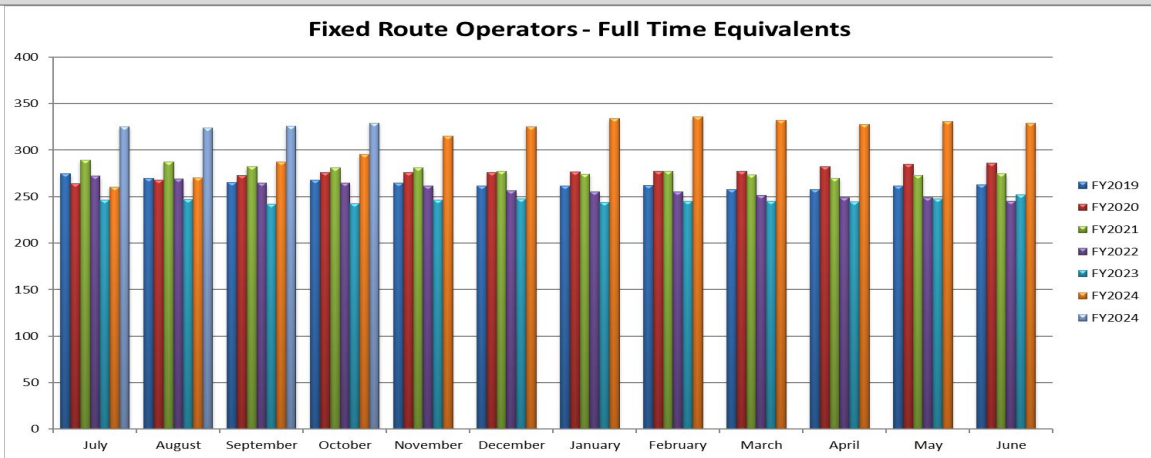
Specialized Transportation – On-Time Performance



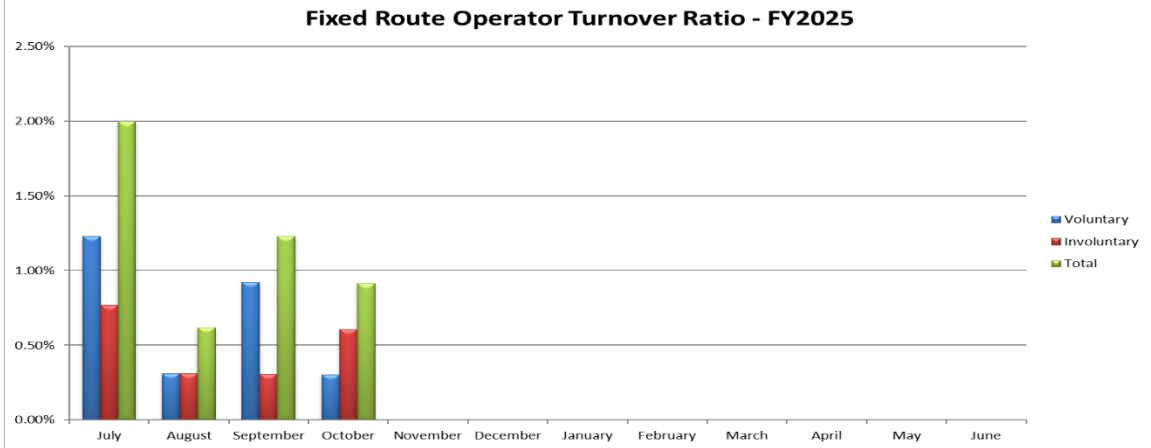
Specialized Transportation – Complaints Per 10,000 Passenger Trips



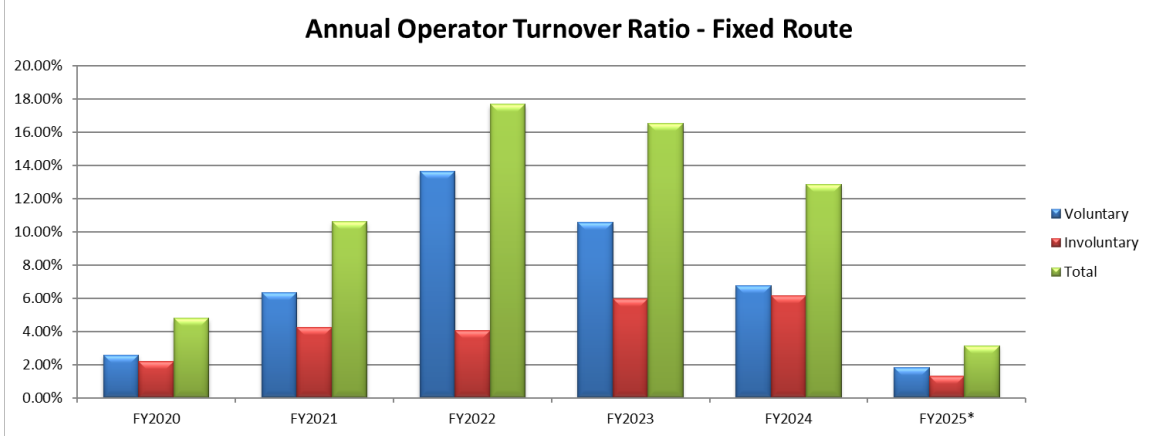
Operators – Full Time Equivalents (Fixed Route and Microtransit)



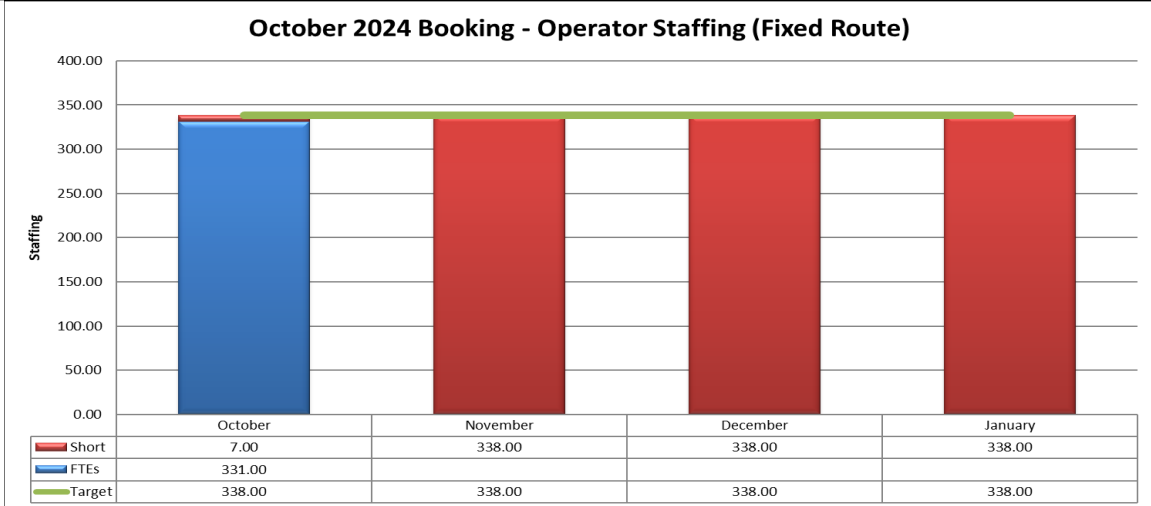
Operator Turnover Ratio – FY2025



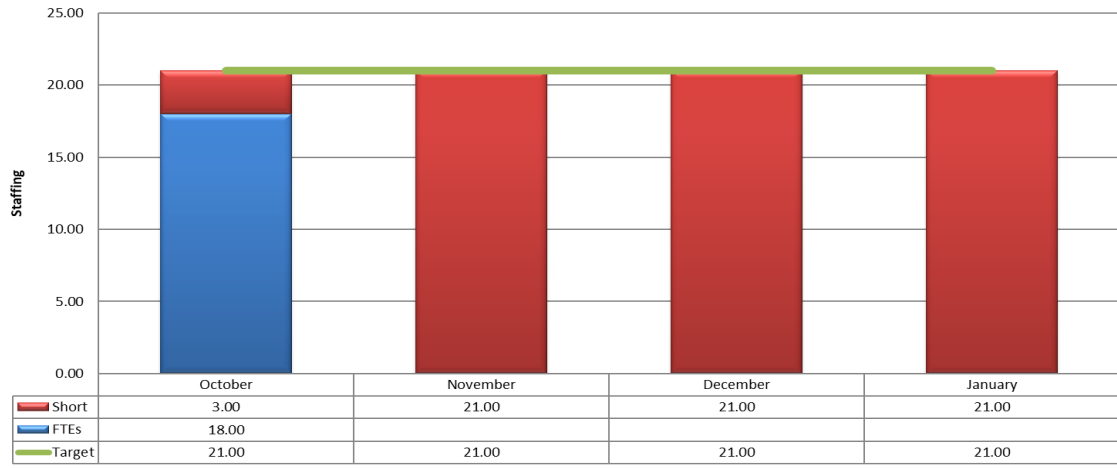
Annual Operator Turnover Ratio



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

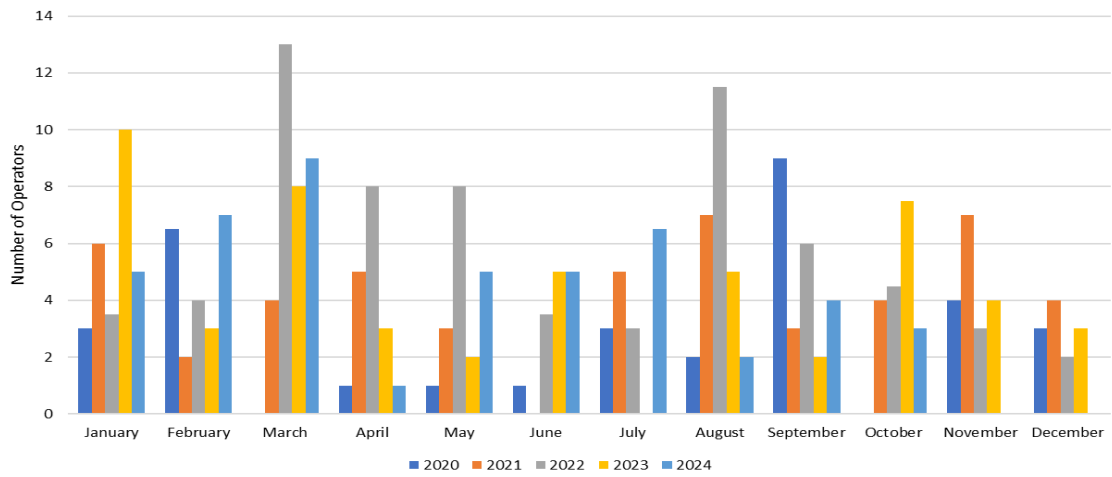


### October 2024 Booking - Operator Staffing (Microtransit)

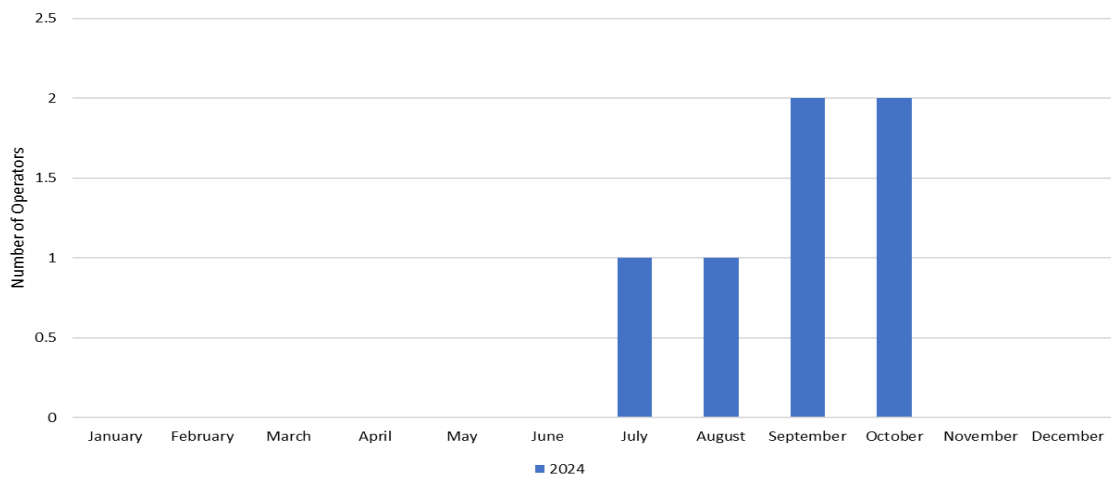


### Operator Retention (Fixed Route and Microtransit)

#### Operator Retention - Fixed Route

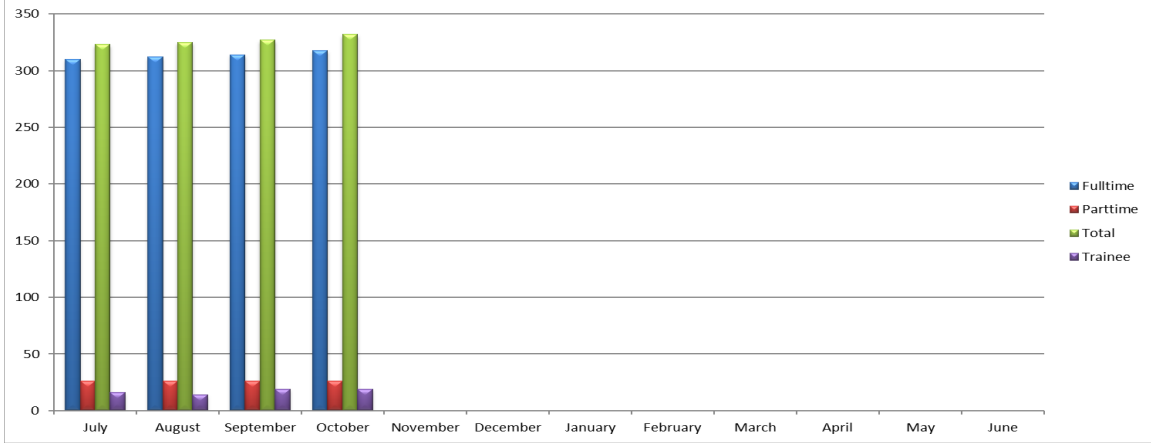


#### Operator Retention - Microtransit

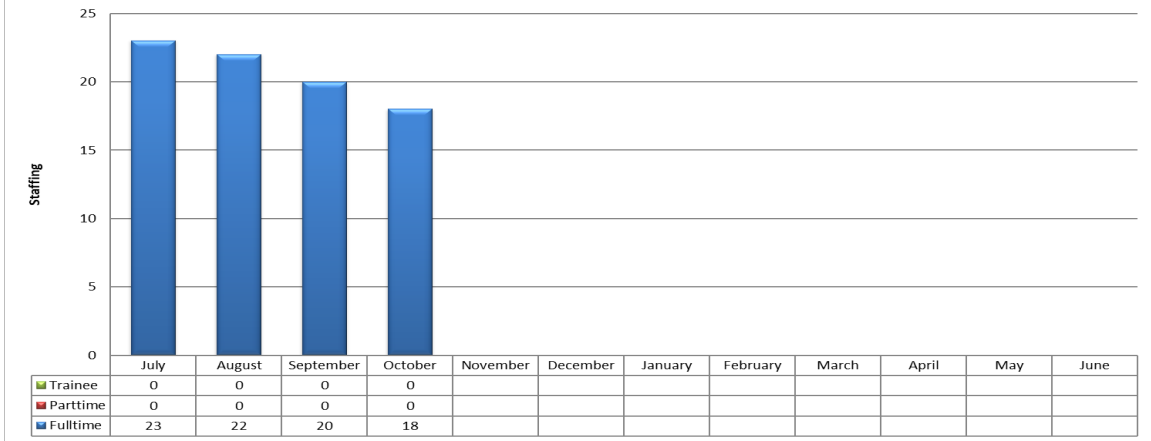


Operator Staffing (Fixed Route and Microtransit)

Operator Staffing/Fixed Route - FY2025



Operator Staffing/Microtransit - FY2025





**Meeting Date:** November 19, 2024  
**Staff Report:** Risk Management Performance

**CURRENT STATUS:**

Performance Indicator	Agency Averages	September (GRTC)
Miles Between Total NTD Defined Events	10,234	9,035
NTD Defined Event Rate Per 1,000,000 miles	3.1	3.0

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

**Fixed Route Traffic Incidents – Trend Report**

Traffic Incidents	October	November	December	January	February	March	April	May	June	July	August	September	October
Passenger Incident	15	16	14	17	15	13	9	10	11	15	17	17	17
Pedestrian	0	0	0	0	0	0	0	0	0	0	0	0	1
Bicycle	1	0	0	0	0	0	0	0	0	1	0	0	0
Vehicle Rear End	3	1	2	3	1	2	3	3	3	2	1	1	2
Fixed Objects	19	17	16	13	16	8	7	9	6	13	9	13	11
Improper Turning	5	4	3	4	7	3	3	2	3	7	4	3	2
Company Vehicle	1	3	0	2	2	3	6	2	1	4	1	2	4
Bus Rear End Vehicle	0	0	0	0	0	1	1	1	0	0	1	1	1
Bus Hit Parked Vehicle	6	5	3	5	6	6	3	2	5	3	5	2	1
Total	50	46	38	44	47	36	32	29	29	49	38	39	39

Assaults	Bus-Related
Verbal	4
Physical	0

**Specialized Related Incidents – Trend Report**

Traffic Incidents	October	November	December	January	February	March	April	May	June	July	August	September	October
Passenger Incident	0	2	0	1	2	1	1	1	4	2	1	2	3
Pedestrian	0	0	0	0	0	0	0	0	0	0	0	0	0
Bicycle	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Rear Ended	1	0	0	1	0	1	0	0	1	0	0	0	0
Fixed Objects	2	1	3	2	1	5	3	3	1	3	6	2	2
Improper Turning	0	1	0	2	0	1	1	0	1	1	1	2	1
Van Rear ended Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0
Company Vehicle	0	0	0	0	0	0	1	0	0	0	0	0	0
Van Hit Parked Vehicle	1	2	1	0	1	0	1	0	1	1	0	0	1
Total	4	4	4	5	4	8	7	4	7	4	9	6	7

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

**Micro transit Related Incidents – Trend Report**

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

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

**DEFINITIONS:**

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

Bicycle Incident: Bicycle comes into contact with the bus.

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

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

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

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

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

Pedestrian Incident: Pedestrian comes into contact with the bus.

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

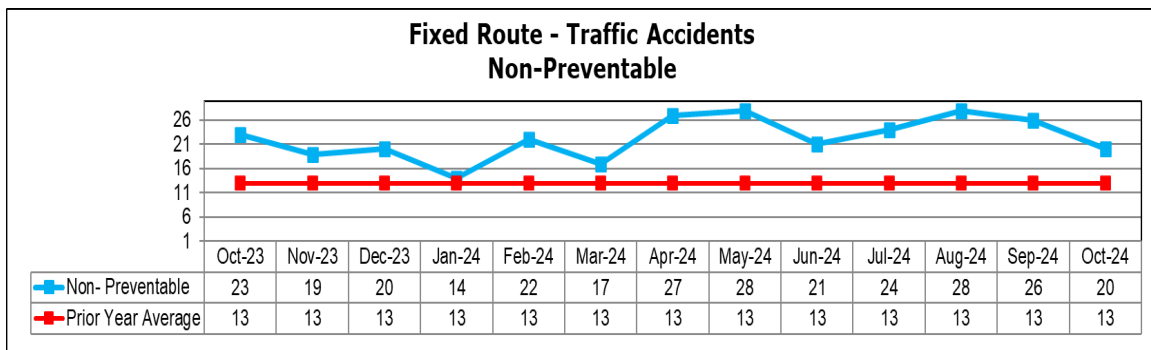
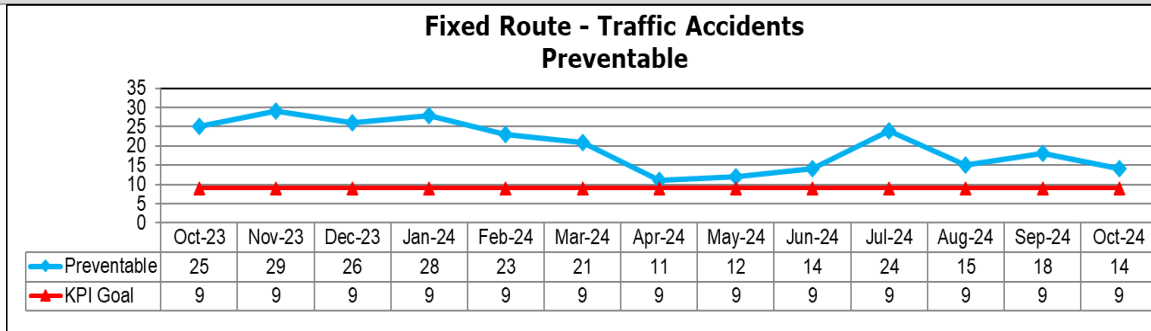
**Preventable Passenger Incident:** A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors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

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

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

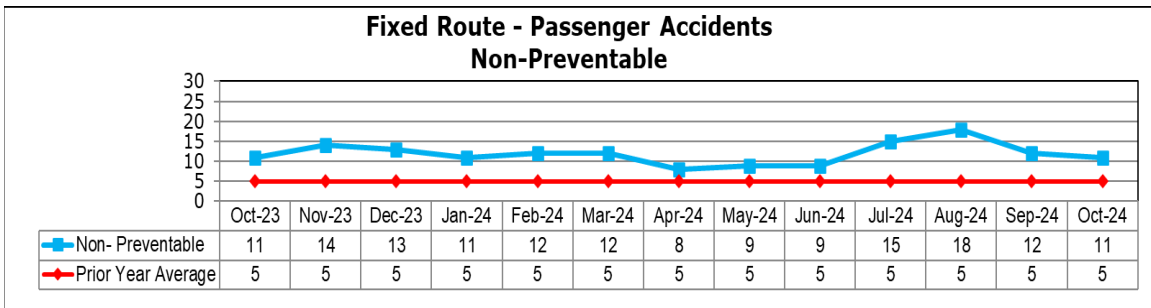
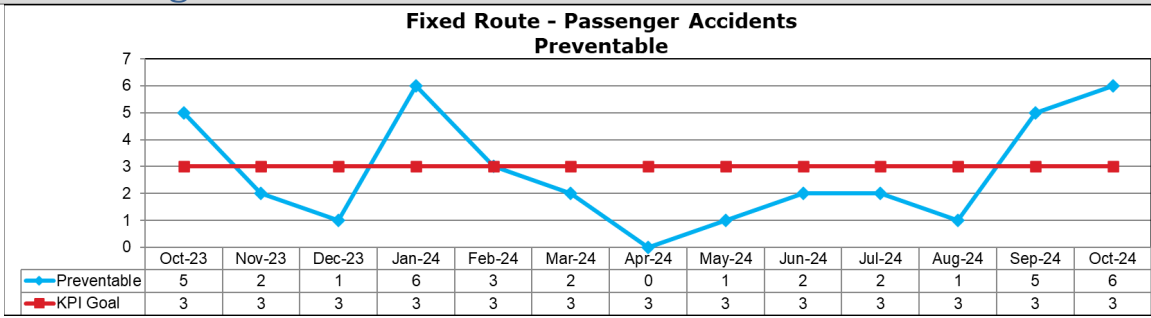
**VRM/Vehicle Revenue Miles:** The number of miles traveled by transit vehicles in revenue service.

## Fixed Route – Traffic Accident Data

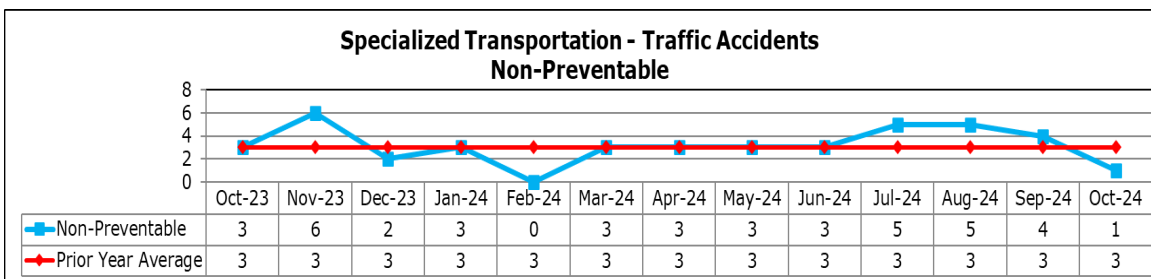
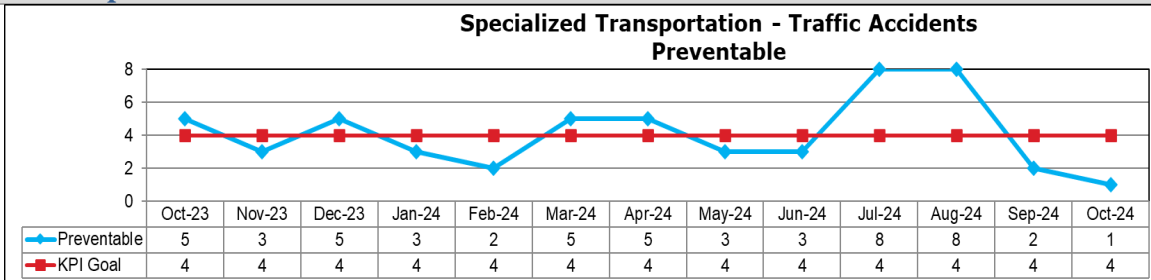




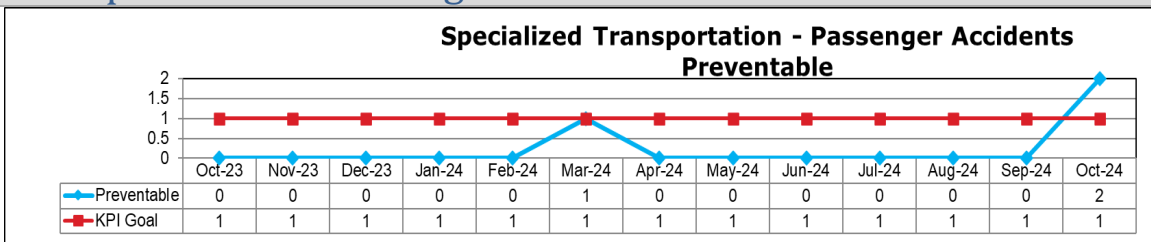
## Fixed Route – Passenger Accident Data

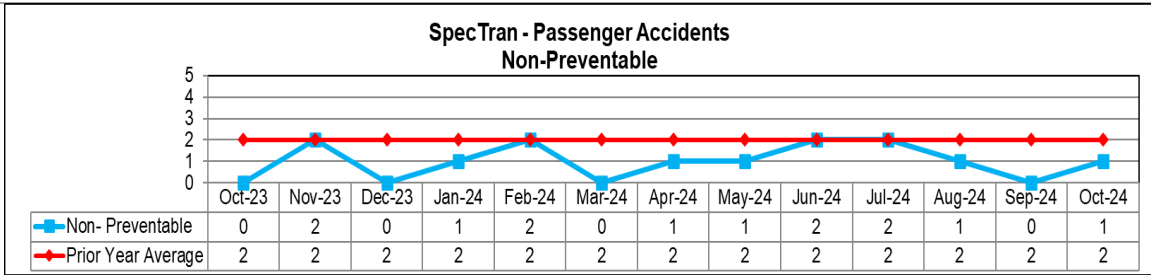


## Specialized Transportation – Traffic Accident Data

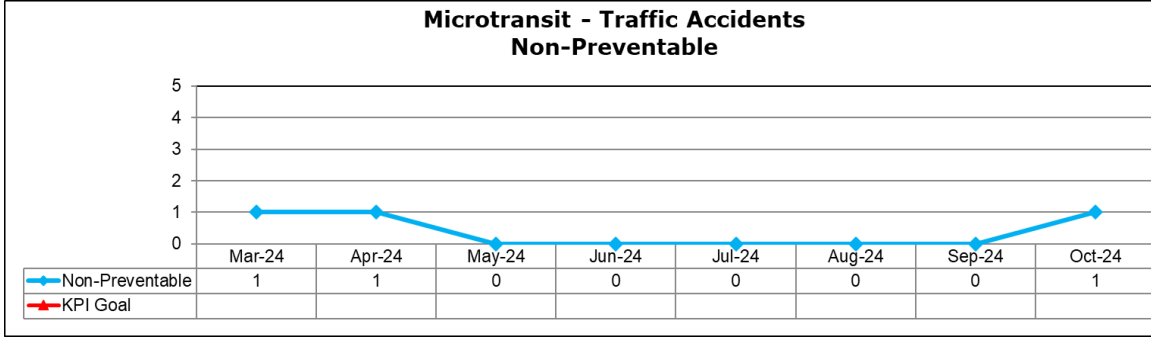
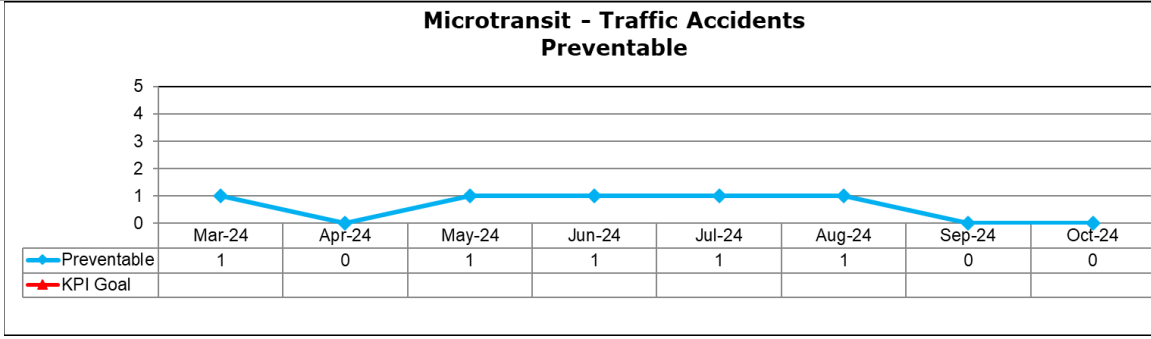


## Specialized Transportation – Passenger Accident Data

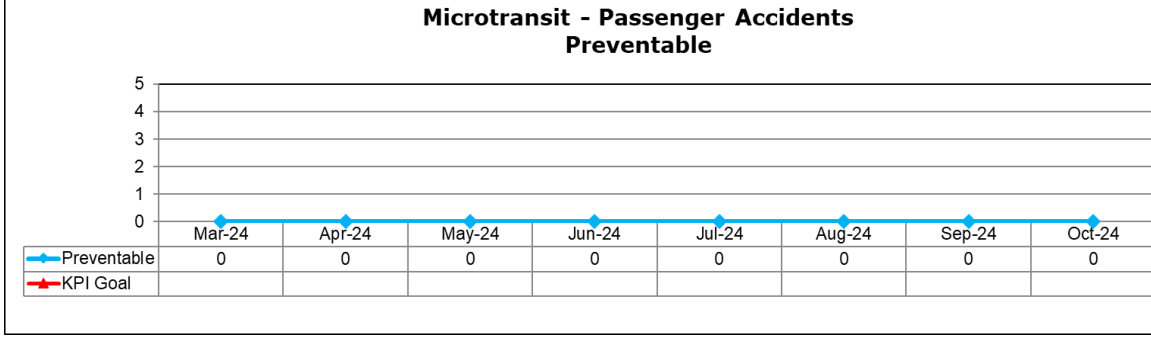




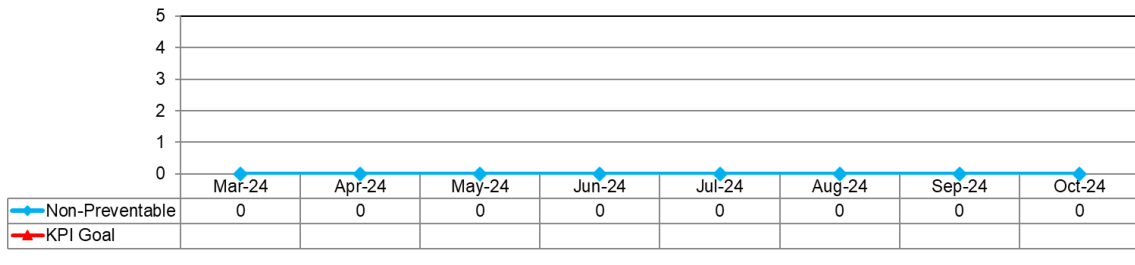
## Microtransit - Traffic Accident Data



## Microtransit - Passenger Accident Data

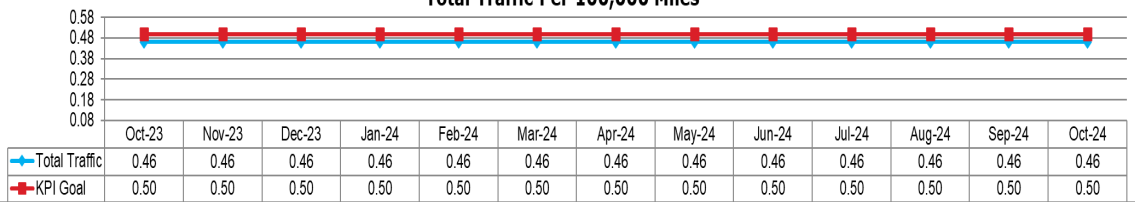


### Microtransit - Passenger Accidents Non-Preventable

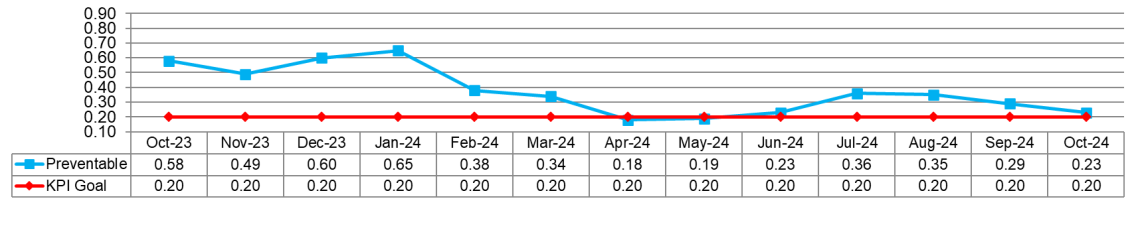


## Fixed Route - Traffic Accidents per 100,000 Miles

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

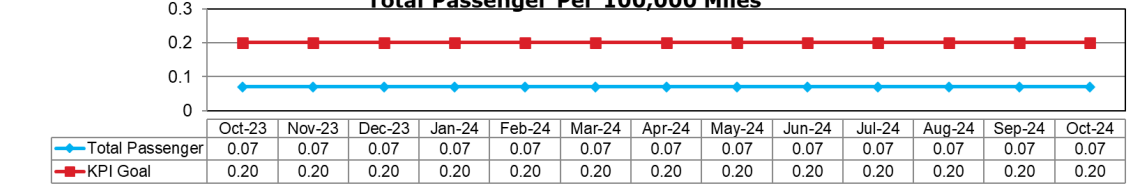


### Fixed Route - Traffic Accidents Preventable Traffic Per 100,000 Miles

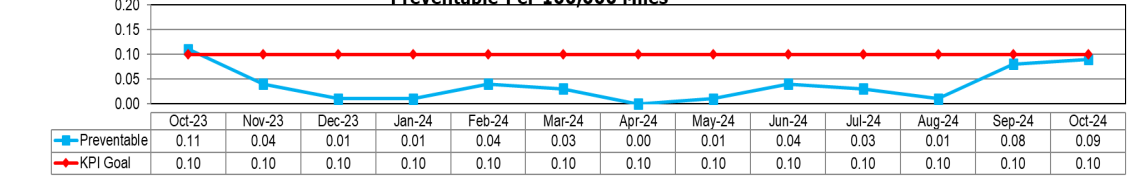


## Fixed Route - Passenger Accidents per 100,000 Mile

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



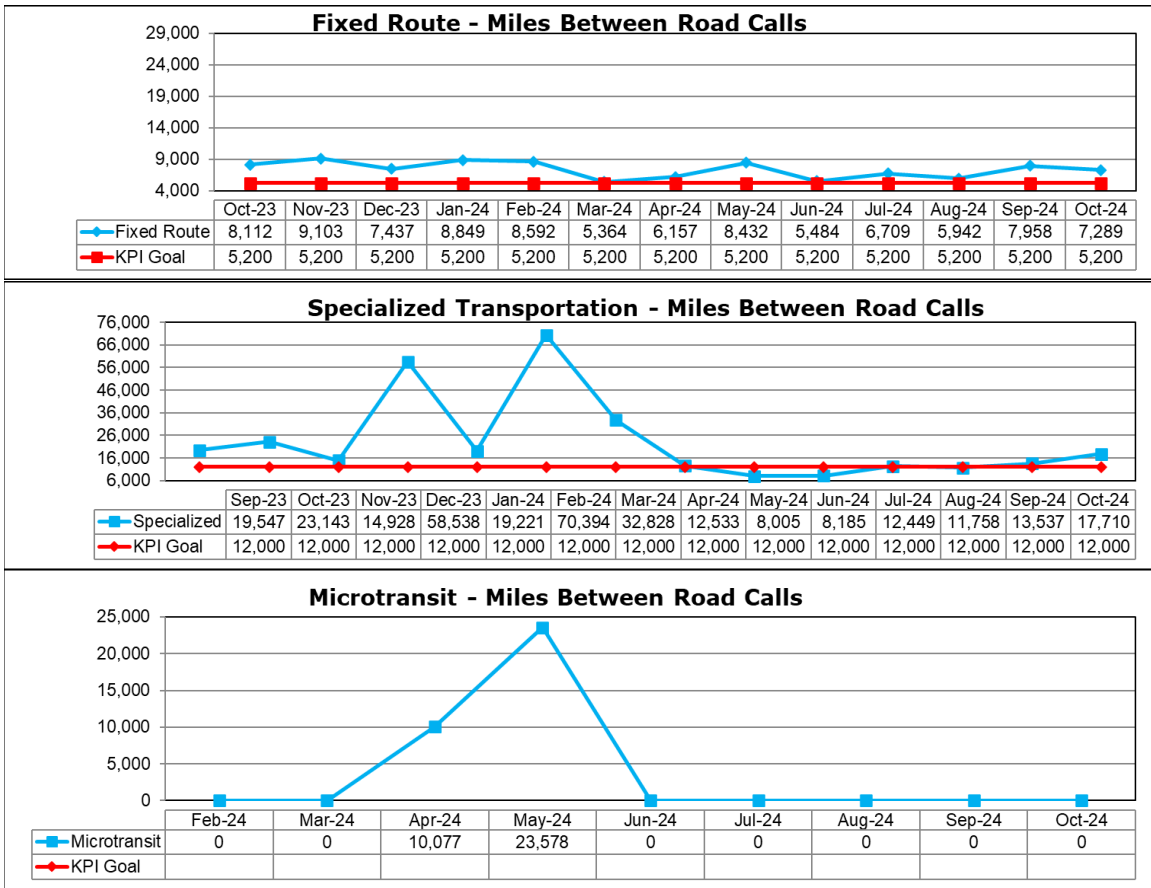
### Fixed Route - Passenger Accidents Preventable Per 100,000 Miles



**Meeting Date:** November 19, 2024  
**Staff Report:** Maintenance Performance

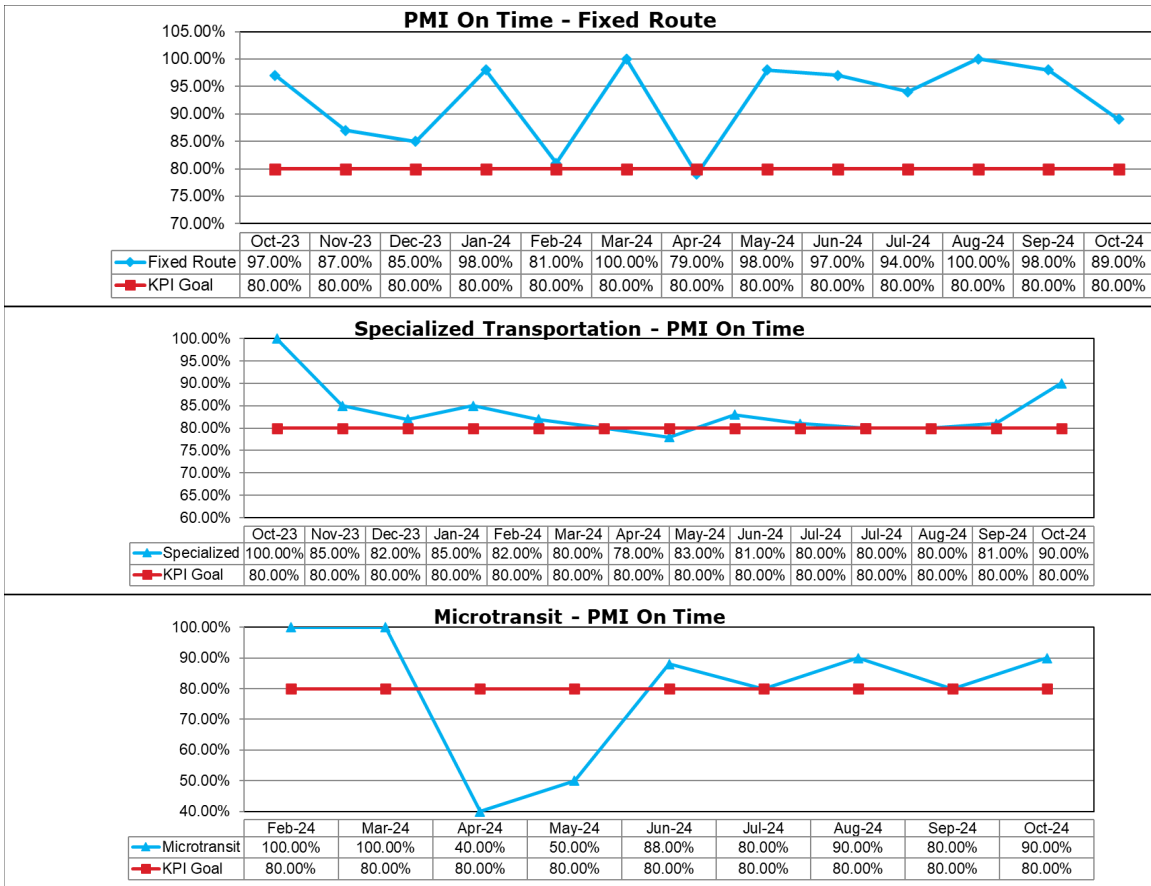
## CURRENT STATUS

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



## PREVENTIVE MAINTENANCE

Preventive Maintenance for the month of October was 89% with a goal of 80%. For the month of October, 13% of the fleet was down for service repairs with a spare ratio of 20%.



## CURRENT STAFFING LEVELS

Mechanics      Vacancies – 0  
 General Utilities Vacancies – 1

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



**Meeting Date:** November 19, 2024

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

### FIXED ROUTE OCTOBER REPORT

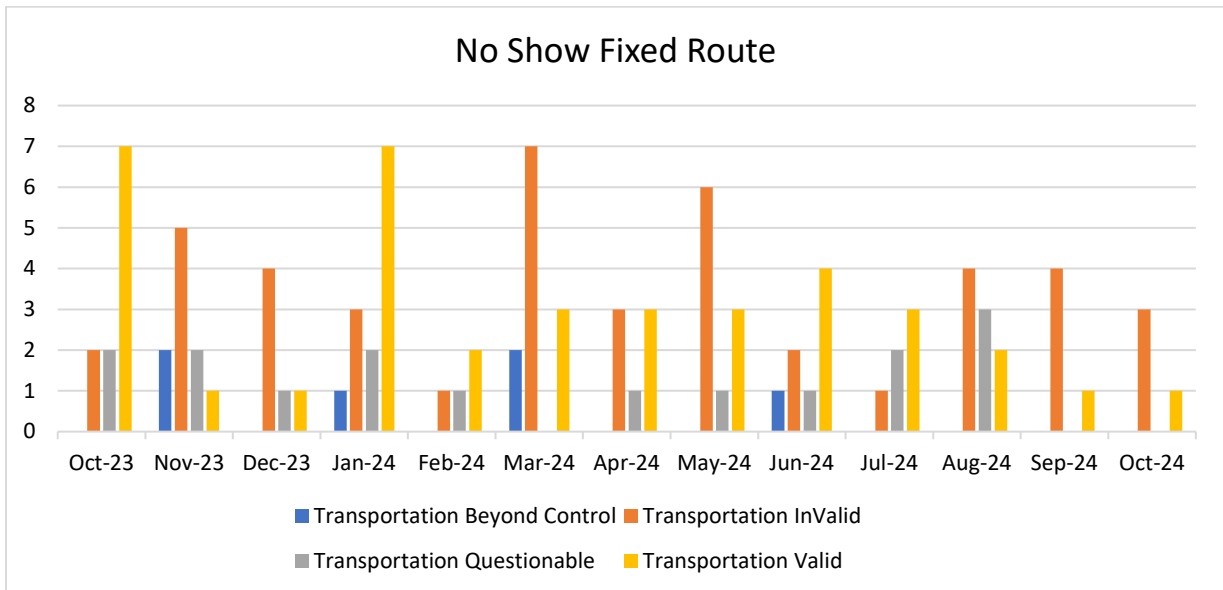
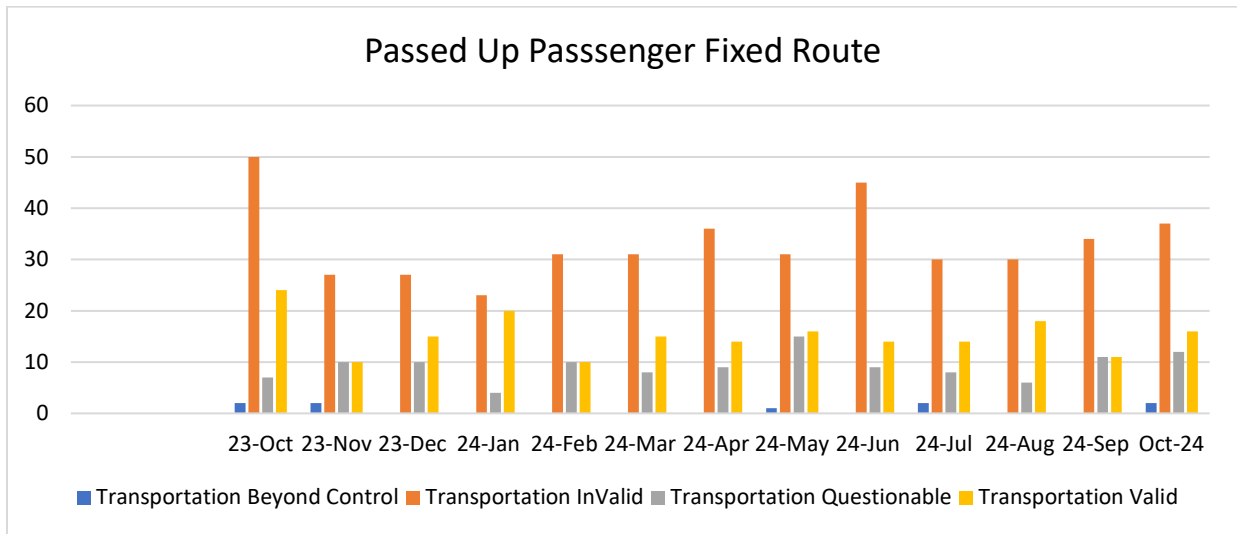
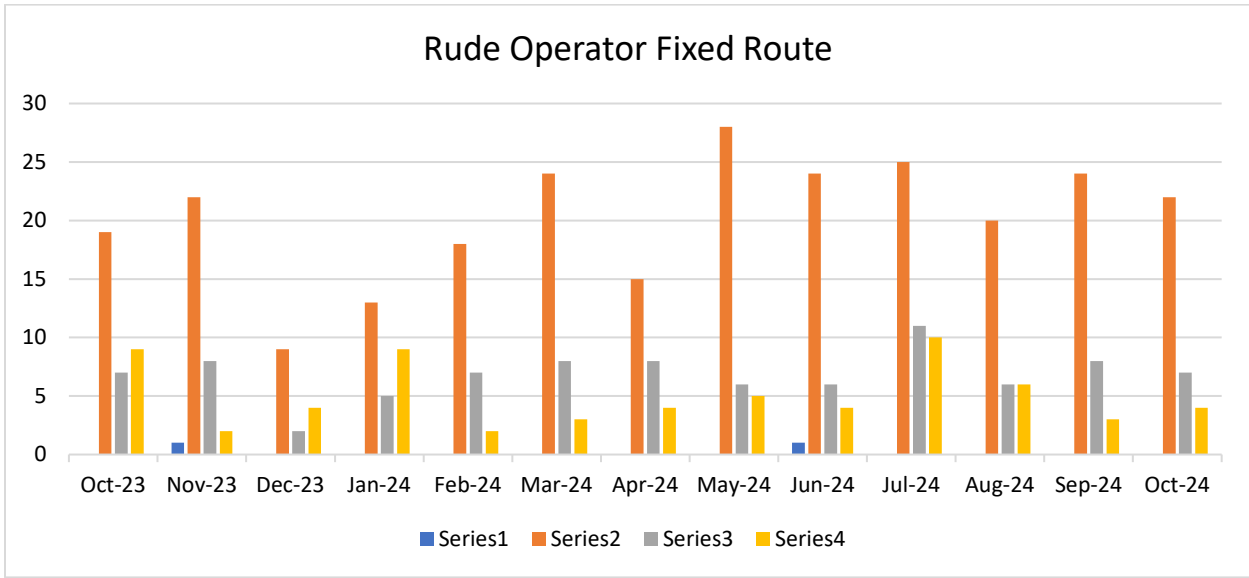
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	4	22	7	0	0	33
Passed Up Passenger	16	37	12	2	0	67
No Show	1	3	0	0	0	4
Late Schedule	3	5	4	1	0	13
Improper Operations of Vehicle	2	9	6	0	0	17
Early Schedule	3	10	1	0	0	14
Planning/Scheduling	0	0	0	0	10	10
IT/Mobile App	0	0	0	0	0	0
Other - Miscellaneous	11	11	18	1	0	41
<b>Total</b>	<b>40</b>	<b>97</b>	<b>48</b>	<b>4</b>	<b>10</b>	<b>199</b>

### DEFINITIONS FOR COMPLAINTS

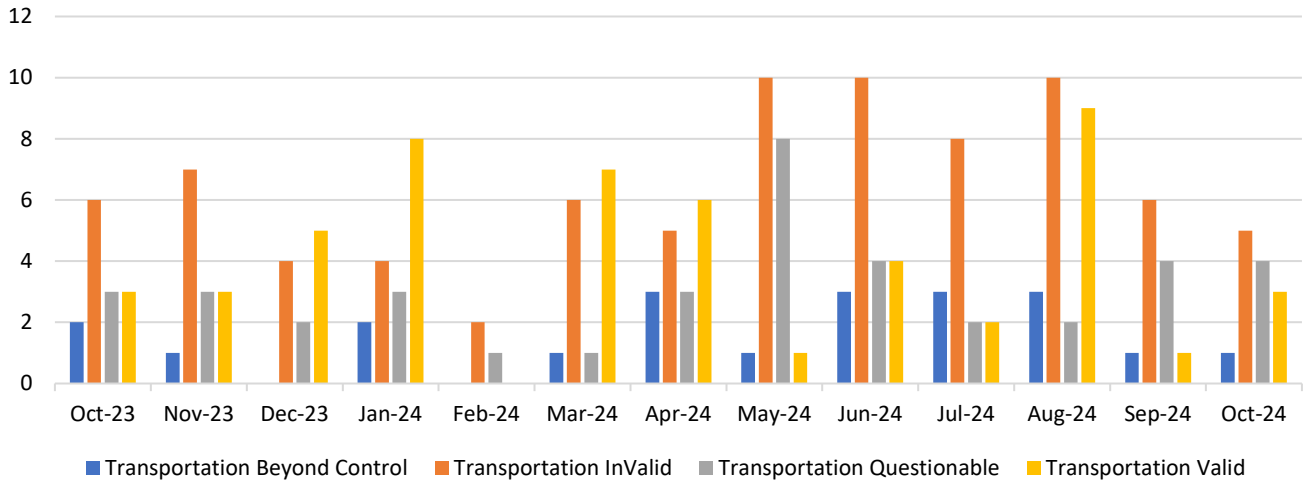
Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC’s control
Under Investigation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

### FIXED ROUTE TREND REPORT

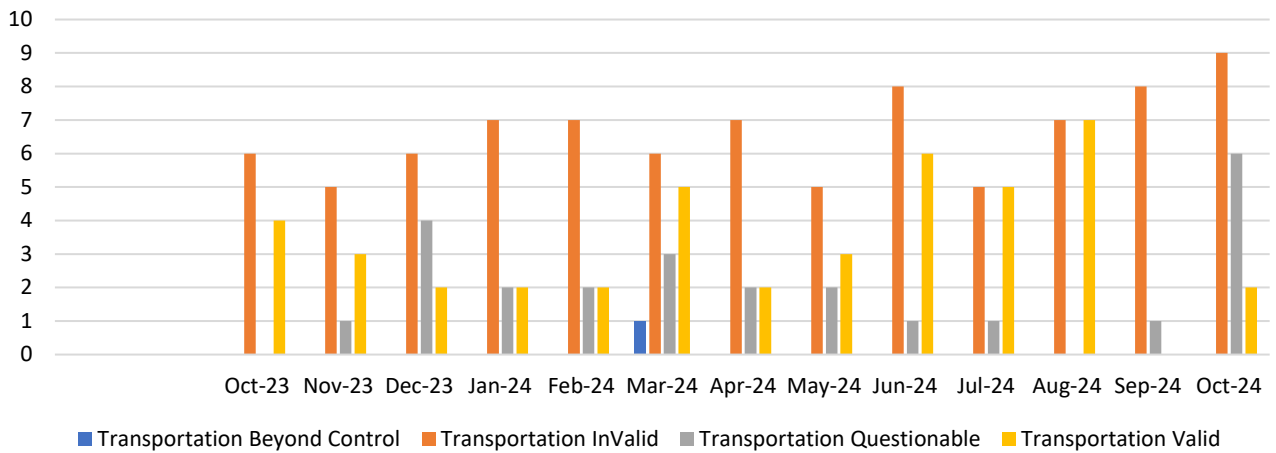
Complaint	October	November	December	January	February	March	April	May	June	July	August	September	October
Rude Operator	9	2	4	9	2	3	4	5	4	10	6	3	4
Passed Up Passenger	24	10	15	20	10	15	14	16	14	14	18	11	16
No Show	7	1	1	7	2	3	3	3	4	3	2	1	1
Late Schedule	3	3	5	8	0	7	6	1	4	2	9	1	3
Improper Operations of Vehicle	4	3	2	2	1	5	2	3	6	5	7	0	2
Early Schedule	3	3	3	5	3	10	6	6	4	5	6	3	3
Planning/Scheduling	1	2	0	0	1	0	0	0	0	0	0	0	10
IT/Mobile App	0	0	0	0	0	0	0	0	0	0	0	0	0
Other – Misc.	9	8	4	4	13	13	11	7	6	0	5	6	11
<b>Total</b>	<b>60</b>	<b>32</b>	<b>34</b>	<b>55</b>	<b>32</b>	<b>56</b>	<b>46</b>	<b>41</b>	<b>42</b>	<b>39</b>	<b>53</b>	<b>25</b>	<b>40</b>
Commendations	7	8	4	4	10	6	6	8	6	7	10	11	9



### Late Schedule Fixed Route

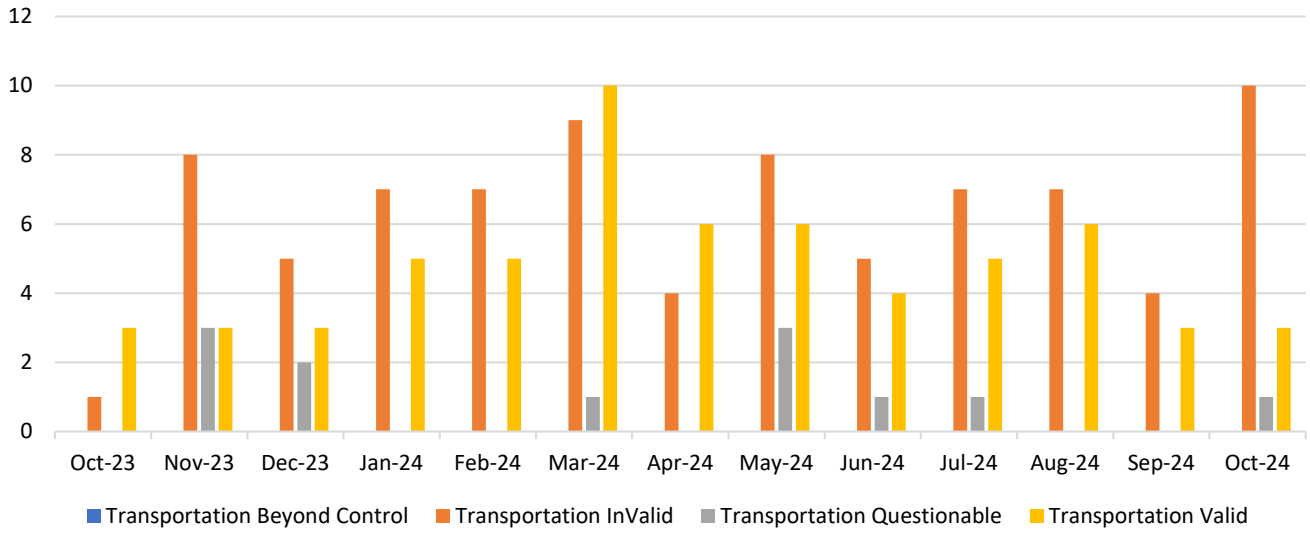


### Improper Operation of Vehicle

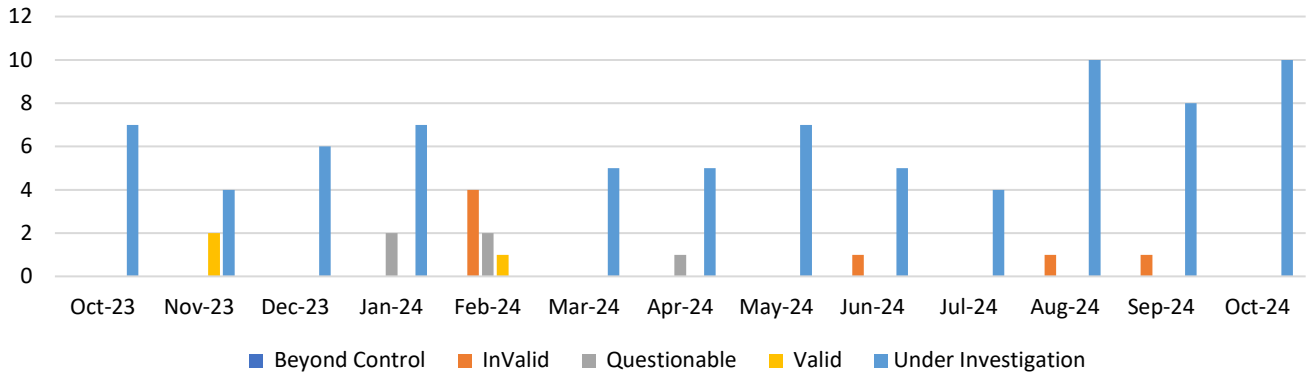




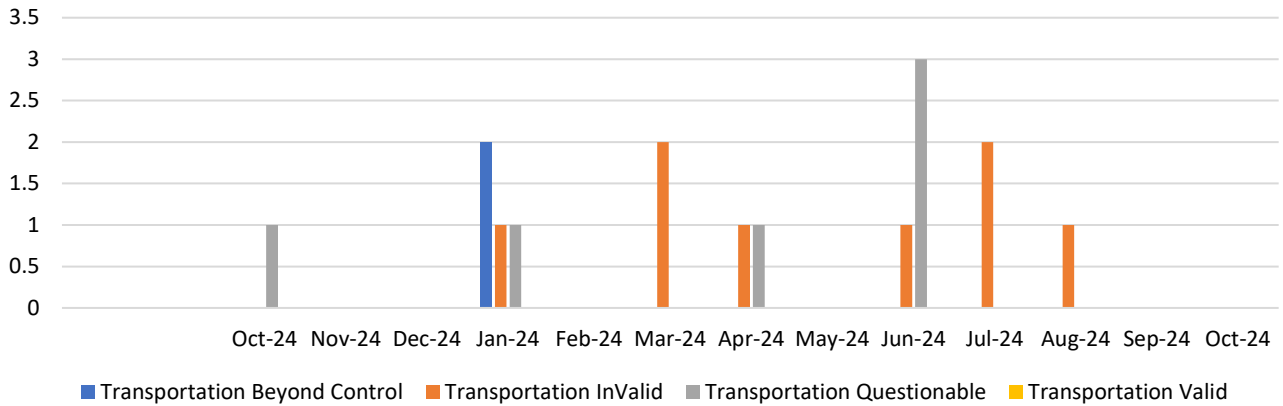
### Early Schedule Fixed Route



### Planning- Scheduling Fixed Route



### IT Mobile App Fixed Route



## SPECIALIZED TRANSPORTATION OCTOBER REPORT

Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	1	1	2	0	0	4
Passed Up Passenger	0	0	0	0	0	0
No Show	2	2	0	0	0	4
Late Schedule	9	0	0	0	0	9
Improper Operations of Vehicle	0	2	2	0	0	4
Early Schedule	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0
IT/Mobile App	1	0	0	0	0	1
Other - Miscellaneous	3	1	0	0	0	4
Total	16	6	4	0	0	26

## DEFINITIONS FOR COMPLAINTS

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

## SPECIALIZED TRANSPORTATION TREND REPORT

Complaint	October	November	December	January	February	March	April	May	June	July	August	September	October
Rude Operator	2	2	2	0	0	4	2	4	0	2	2	1	1
Passed Up Passenger	0	0	0	0	0	2	0	0	0	0	0	0	0
No Show	1	5	2	2	3	3	5	4	0	0	2	0	2
Late Schedule	14	7	9	5	1	1	5	8	4	4	10	8	9
Improper Operations of Vehicle	1	4	3	4	0	0	3	4	3	0	0	0	0
Early Schedule	0	1	0	0	0	1	0	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	2	18	0	0	0	0	0	0	0
IT/Mobile App	0	0	0	1	10	32	1	1	0	0	0	0	1
Other – Misc.	6	6	9	12	18	0	13	14	13	5	4	5	3
Total	24	25	25	24	34	61	29	35	20	11	18	14	16
Commendations	2	1	5	3	6	7	7	7	3	2	3	1	1

## MICROTRANSIT OCTOBER REPORT

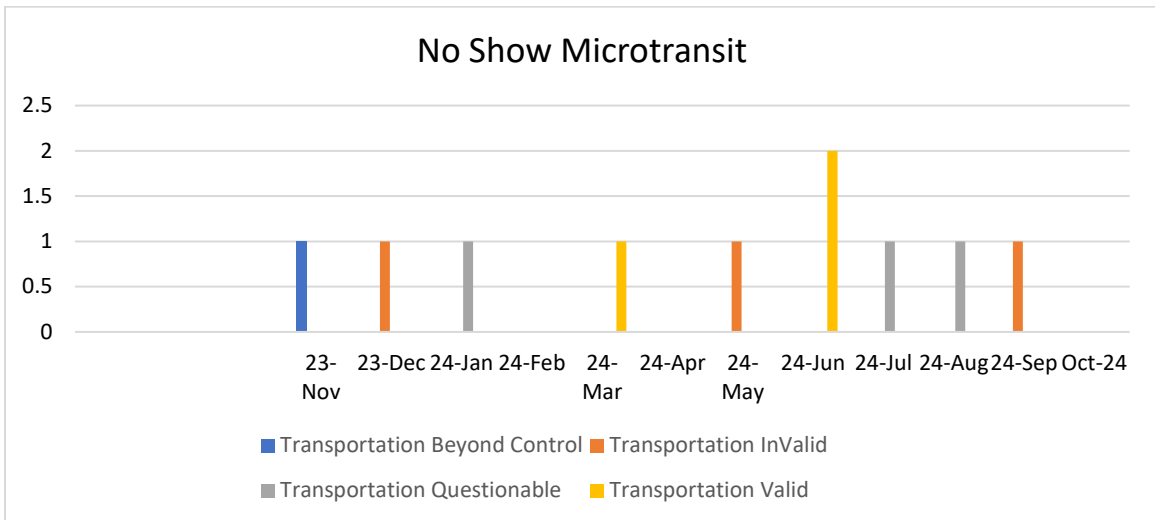
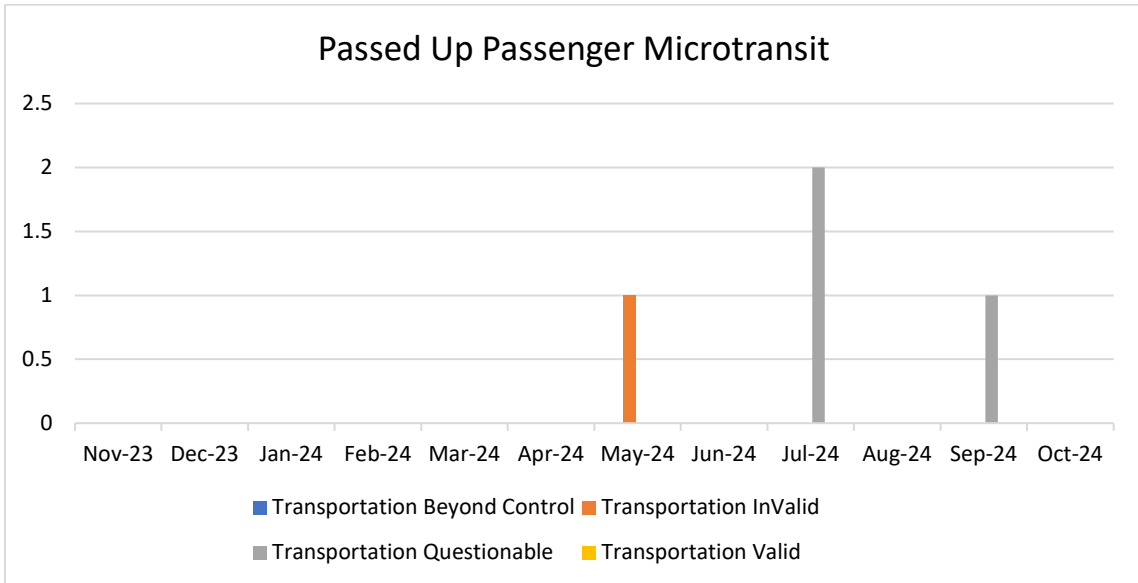
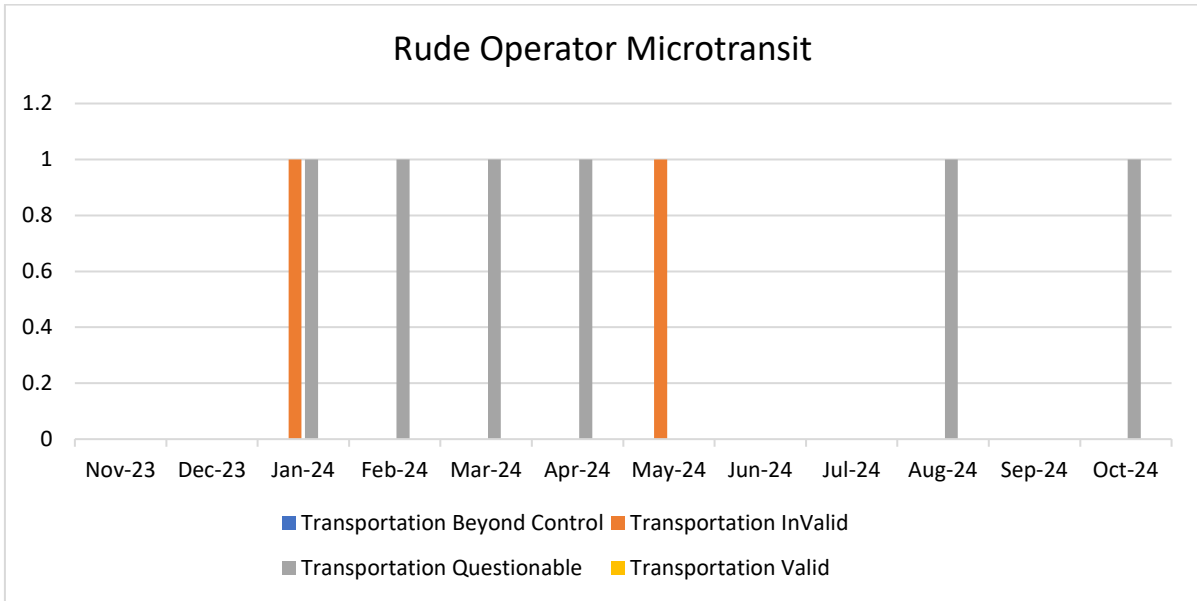
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	0	0	1	0	0	1
Passed Up Passenger	0	0	0	0	0	0
No Show	0	0	0	0	0	0
Late Schedule	0	0	0	0	0	0
Improper Operations of Vehicle	1	1	0	0	0	2
Early Schedule	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0
IT/Mobile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

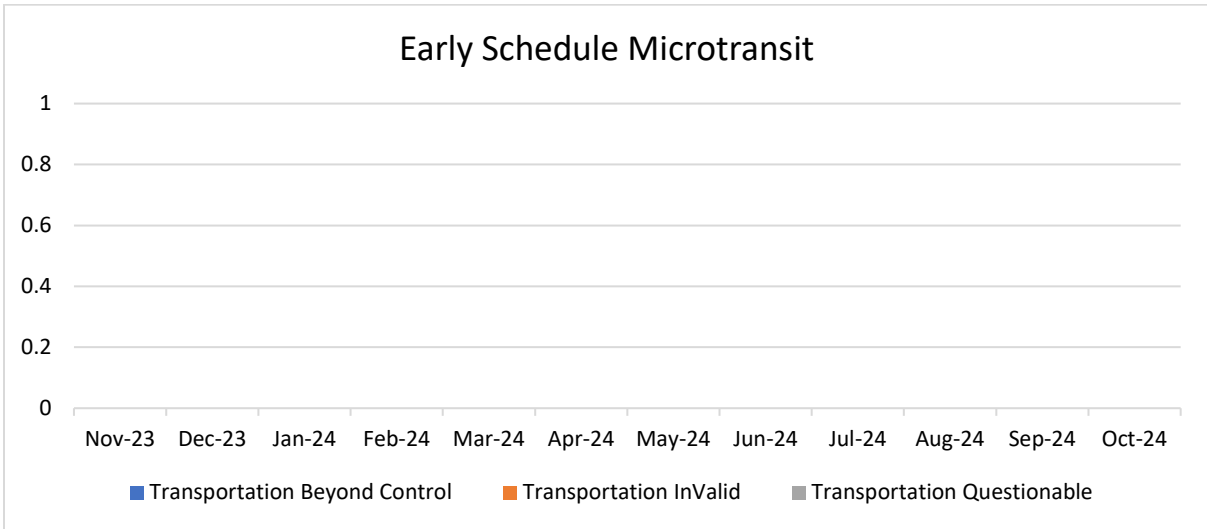
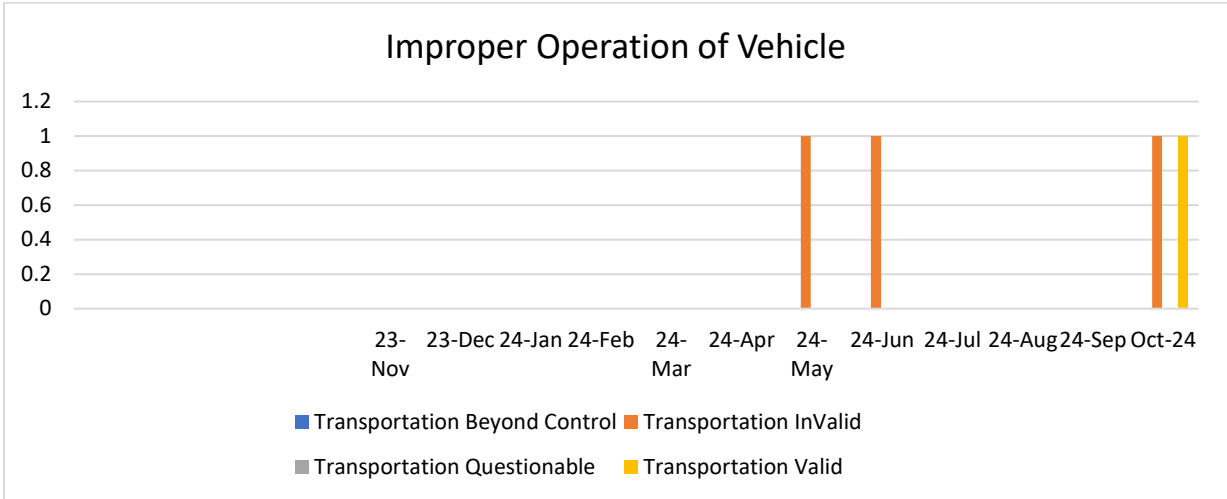
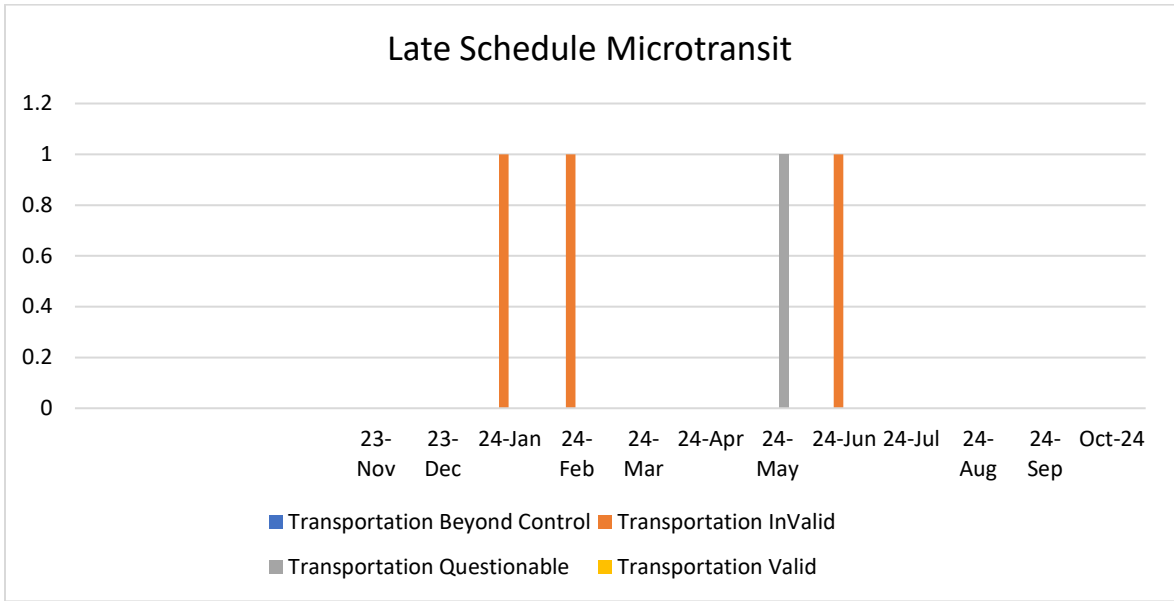
## DEFINITIONS FOR COMPLAINTS

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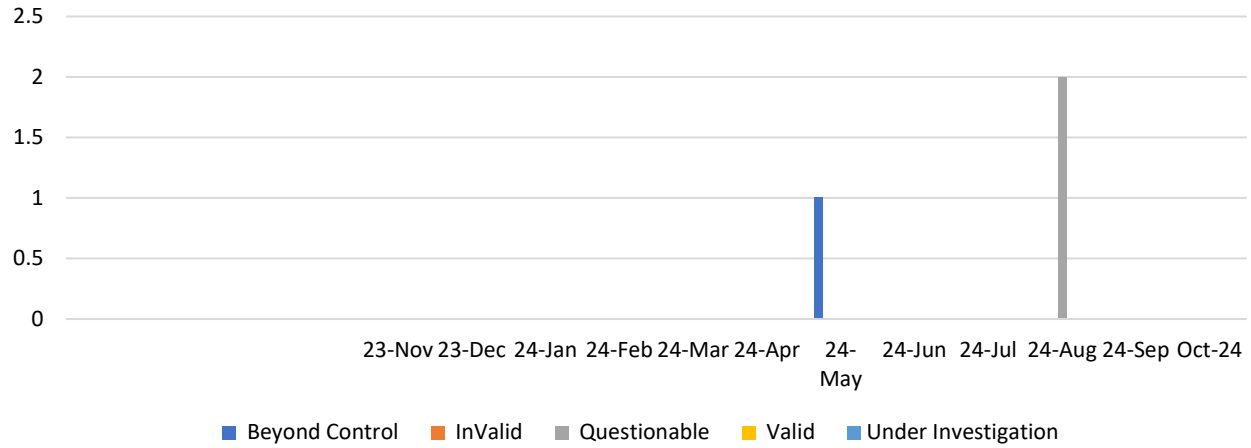
## MICROTRANSIT TREND REPORT

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

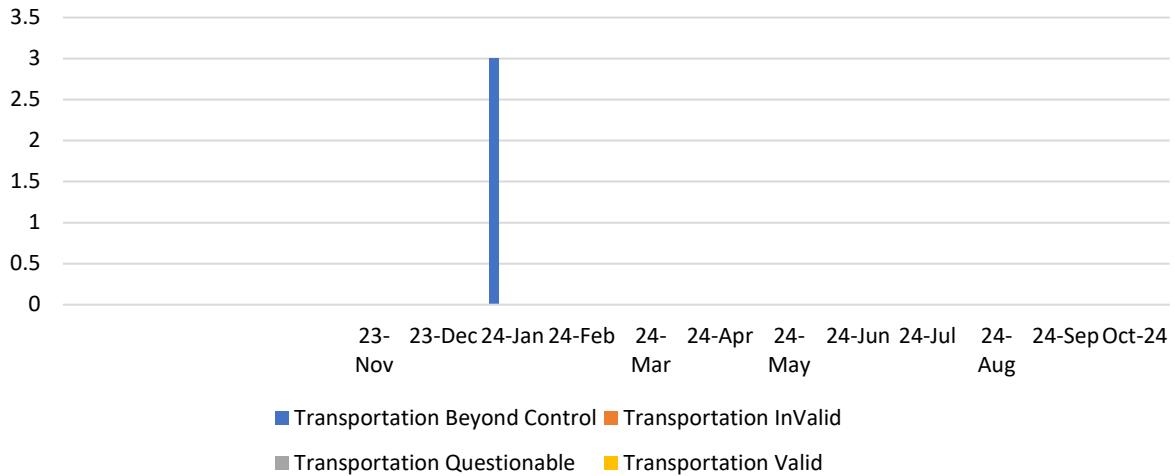




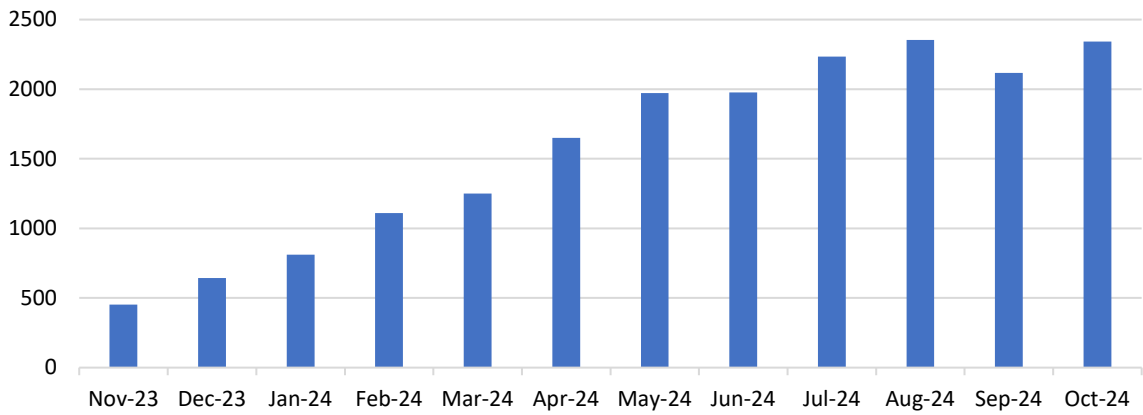
### Planning - Scheduling Microtransit



### IT Mobile App Microtransit



### Microtransit Call Volume





**Meeting Date:** November 19, 2024  
**Staff Report:** Monthly Ridership Report

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## **BACKGROUND:**

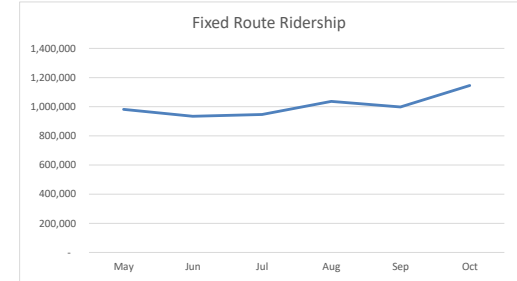
The “Monthly Ridership Report” (MRR) includes comparisons between the ridership of the current month, prior month, year prior to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services GRTC offers including fixed route (local, express, and Pulse), 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 October 2024 will be provided by Frank Adarkwa.

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

	(October 2024)	(September 2024)	MoM%	(October 2023)	YoY % (FY2024)	(October 2022)	YoY % (FY2023)
<b>Fixed Route</b>							
Local-Fixed Route	896,268	830,351	7.94%	731,545	22.52%	648,813	38.14%
- Richmond (fixed)	720,885	674,054	6.95%	599,461	20.26%	535,039	34.74%
-Henrico (fixed)	175,383	156,296	12.21%	132,083	32.78%	113,774	54.15%
Local-Pulse	192,603	183,390	5.02%	155,566	23.81%	153,913	25.14%
Express Routes (total)	8,714	8,061	8.10%	7,781	11.99%	8,531	2.15%
<b>Total Fixed Route</b>	<b>1,097,585</b>	<b>1,021,802</b>	<b>7.42%</b>	<b>894,893</b>	<b>22.65%</b>	<b>811,256</b>	<b>35.29%</b>
<b>Specialized Transportation</b>							
CARE/CARE Plus	24,475	21,484	13.92%	19,151	27.80%	20,371	20.15%
CARE On-Demand	4,103	3,805	7.83%	3,984	2.99%	4,360	-5.89%
<b>Total Specialized</b>	<b>28,578</b>	<b>25,289</b>	<b>13.01%</b>	<b>23,135</b>	<b>23.53%</b>	<b>24,731</b>	<b>15.56%</b>
<b>Microtransit</b>							
<b>Total Microtransit</b>	<b>7,442</b>	<b>6,192</b>	<b>20.19%</b>				
<b>TOTAL Fixed Route, Specialized, &amp; Micro</b>	<b>1,133,605</b>	<b>1,053,283</b>	<b>7.63%</b>	<b>918,028</b>	<b>23.48%</b>	<b>835,987</b>	<b>35.60%</b>



	2025 FYTD	2024 FYTD (July '23 - Oct '23)	YoY %' (FY2024)	2023 FYTD (July '22 - Oct '22)	YoY % (FY2023)
<b>Fixed Route</b>					
Local- Fixed Route	3,398,077	2,809,915	20.93%	2,569,935	32.22%
Local- Pulse	717,214	605,288	18.49%	598,347	19.87%
Express Routes (total)	35,099	31,825	10.29%	36,697	27.83%
<b>Total Fixed Route</b>	<b>4,150,390</b>	<b>3,447,028</b>	<b>20.40%</b>	<b>3,204,979</b>	<b>29.50%</b>
<b>Specialized Transportation</b>					
CARE/CARE Plus	90,318	75,640	19.41%	84,048	7.46%
CARE On-Demand	15,308	14,146	8.21%	16,433	-6.85%
<b>Total Specialized</b>	<b>105,626</b>	<b>89,786</b>	<b>17.64%</b>	<b>100,481</b>	<b>5.12%</b>
<b>Microtransit</b>					
<b>Total Microtransit</b>	<b>26,970</b>				
<b>TOTAL FIXED ROUTE, SPECIALIZED &amp; MICROTRANSIT</b>	<b>4,282,986</b>	<b>3,536,814</b>	<b>21.10%</b>	<b>3,305,460</b>	<b>29.57%</b>

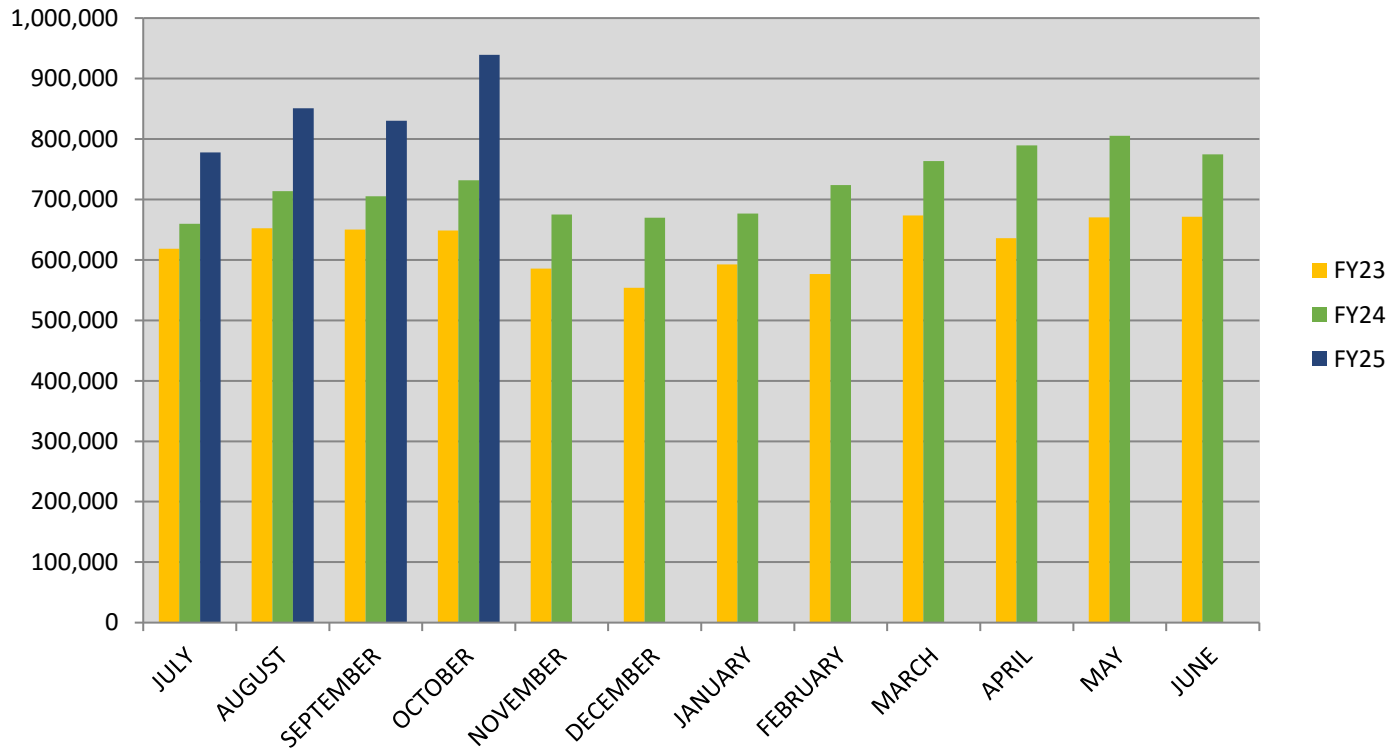
Van Pool	(Sep '24)	YoY % (Sep '23) (FY2024)	YoY % (Sep '22) (FY2023)
Van Pool	13,410	4.15%	8.90%

\*\*Vanpool data is received a month behind



# Local Route Ridership Three Year Comparison

Source: RideCheck Plus APC Data





**Meeting Date:** November 19, 2024  
**Board Subcommittee:** Finance

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## **CURRENT STATUS:**

The Finance Subcommittee met on Thursday, November 14, 2024 at 3PM. Video and audio of the meeting was streamed live online and can be viewed at the following web address: <https://www.youtube.com/watch?v=x0AUM-EZG5M>.

## **AGENDA:**

- Approval of August 8, 2024 Meeting Minutes
- Required – Auditor Communications and Review of Audited Financial Statements by Leslie Roberts, Brown Edwards (GRTC and RideFinders Audited Financials)
- Review Financial Statements for September 2024 – John Zinzarella

## **UPDATES:**

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



**Meeting Date:** November 19, 2024

**Staff Report:** September 2024 Financial Report

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## **BACKGROUND**

Attached is the Financial Report for the three months ended September 30, 2024.

**Financial Report**  
**For the Three Months Ending September 30, 2024**  
**Key Highlights**

**Revenues**

Year to date Revenues unfavorable to budget	\$ (942,680.39)
Year to Date Actual Revenues	\$ 21,461,067.17
Year to Date Budgeted Revenues	\$ 22,403,747.56

Unfavorable State funds (\$2.320M) are due to the timing of VDOT reimbursement for routes 19 & 7a/7b, offset by favorable Federal Funds \$1.191M due to the timing grant funded projects versus budgetary assumptions, favorable local share match due to the timing of grant funded projects versus budgetary assumptions (offsets budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$0.260M YTD)) and due to favorable Directly Generated Funds \$101.60k due to favorable interest income relative to budget.

**Operating Expenditures**

Year to date Operating Expenditures lower than budgeted amounts	\$ 3,885,387.22
Year to date Actual Operating Expenditures	\$ 18,259,630.94
Year to Date Budgeted Operating Expenditures	\$ 22,145,018.16

Favorable labor \$0.771M as a result of lower than budgeted FTEs in General & Administrative functions, favorable services \$1.827M due timing of planning projects, favorable materials and supplies \$1.389M, and favorable utilities \$9.86k, favorable insurance premium expense \$105.39k, offset by unfavorable purchased transportation (\$0.265M) due to higher demand for GRTC programs (CARE and CARE on demand).

**Net Operating Position - Surplus / (Deficit)** \$ 3,200,936.23

**Balance Sheet and Cash Flow**

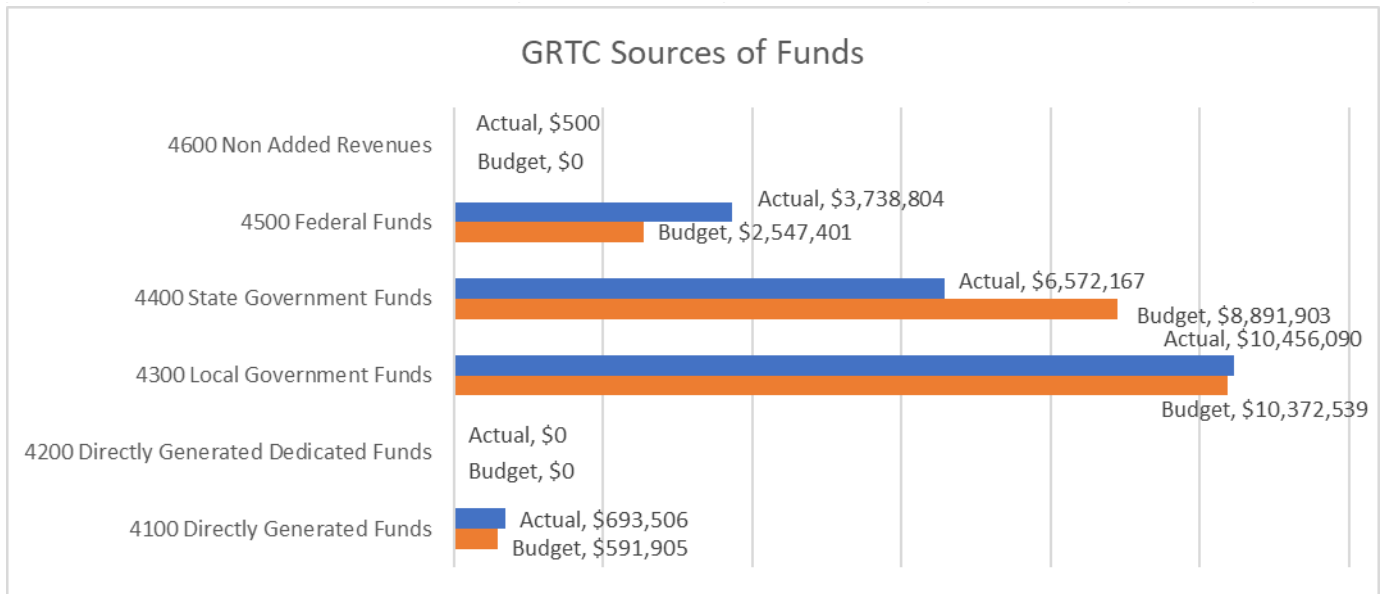
Balance sheet with cash position of		\$4,923,504
Operating Cash Account	\$967,704	
Capital Cash Account	\$3,955,800	

**GRTC Transit System  
Source of Funds  
Year to Date September 30, 2024**

	Month Ended September 30, 2024			Year to Date September 30, 2024		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
<b>4100 Directly Generated Funds</b>	<b>\$ 215,381.13</b>	<b>\$ 197,845.23</b>	<b>\$ 17,535.90</b>	<b>\$ 693,505.92</b>	<b>\$ 591,904.59</b>	<b>\$ 101,601.33</b>
4110 Total Passenger Fares	100,000.00	100,000.00	-	300,000.00	300,000.00	-
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	-	-	-	15,600.00	-	15,600.00
4140 Auxiliary Transportation Revenue	-	-	-	-	-	-
4150 Other Agency Revenues	115,381.13	97,845.23	17,535.90	377,905.92	291,904.59	86,001.33
4160 Revenues Accrued Through a Purchased Transportation Agreement	-	-	-	-	-	-
4170 Subsidy from Other Sectors of Operations	-	-	-	-	-	-
4180 Extraordinary or Special Items	-	-	-	-	-	-
4190 Total Recoveries	-	-	-	-	-	-
<b>4200 Directly Generated Dedicated Funds</b>						
<b>4300 Local Government Funds</b>	<b>\$ 3,376,307.87</b>	<b>\$ 3,457,513.09</b>	<b>\$ (81,205.22)</b>	<b>\$ 10,456,090.13</b>	<b>\$ 10,372,539.27</b>	<b>\$ 83,550.86</b>
4310 General Revenues of the Local Government	3,376,307.87	3,457,513.09	(81,205.22)	10,456,090.13	10,372,539.27	83,550.86
<b>4400 State Government Funds</b>	<b>\$ 2,072,098.55</b>	<b>\$ 3,017,388.20</b>	<b>\$ (945,289.65)</b>	<b>\$ 6,572,167.13</b>	<b>\$ 8,891,902.74</b>	<b>\$ (2,319,735.61)</b>
4410 General Revenues of the State Government	2,072,098.55	3,017,388.20	(945,289.65)	6,572,167.13	8,891,902.74	(2,319,735.61)
<b>4500 Federal Funds</b>	<b>\$ 2,377,641.17</b>	<b>\$ 1,935,160.24</b>	<b>\$ 442,480.93</b>	<b>\$ 3,738,803.99</b>	<b>\$ 2,547,400.96</b>	<b>\$ 1,191,403.03</b>
5307 FTA Urbanized Area Formula Program	1,314,247.17	1,893,573.74	(579,326.57)	2,432,267.34	2,442,279.52	(10,012.18)
5307 CARES Act Urbanized Area Program Funds	1,063,394.00	41,586.50	1,021,807.50	1,306,536.65	105,121.44	1,201,415.21
<b>4600 Non Added Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500.00</b>	<b>\$ -</b>	<b>\$ 500.00</b>
4630 Sales and Disposals of Assets	-	-	-	500.00	-	500.00
<b>Total Sources of Funds</b>	<b>\$ 8,041,428.72</b>	<b>\$ 8,607,906.76</b>	<b>\$ (566,478.04)</b>	<b>\$ 21,461,067.17</b>	<b>\$ 22,403,747.56</b>	<b>\$ (942,680.39)</b>

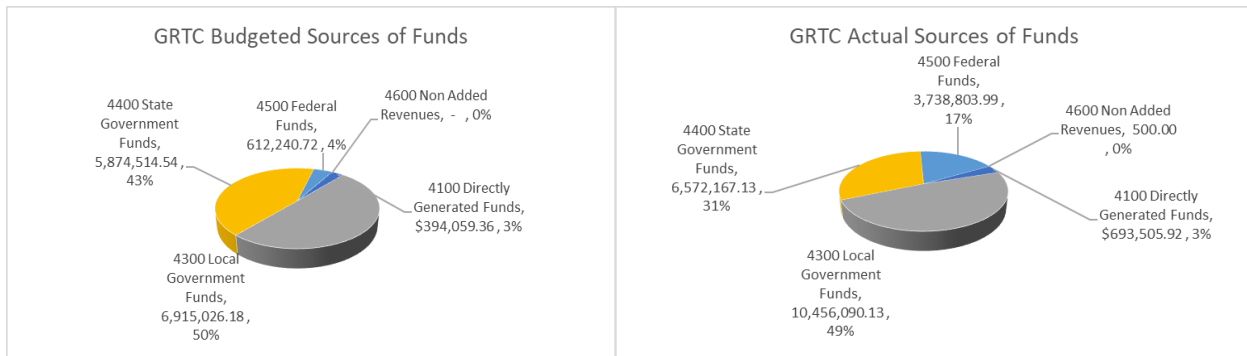
## GRTC Transit System Year to Date September 30, 2024

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 591,904.59	\$ 693,505.92	\$ 101,601.33	17.17%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	10,372,539.27	10,456,090.13	83,550.86	0.81%
4400 State Government Funds	8,891,902.74	6,572,167.13	(2,319,735.61)	-26.09%
4500 Federal Funds	2,547,400.96	3,738,803.99	1,191,403.03	46.77%
4600 Non Added Revenues	-	500.00	500.00	n/a
	<u>\$ 22,403,747.56</u>	<u>\$ 21,461,067.17</u>	<u>\$ (942,680.39)</u>	<u>-4.21%</u>



Revenues are unfavorable versus budget by \$0.943M or 4.21% as a result of:

- Unfavorable State funds (\$2.320M) are due to the timing of VDOT reimbursement for routes 19 & 7a/7b, offset by favorable Federal Funds \$1.191M due to the timing grant funded projects versus budgetary assumptions, favorable local share match due to the timing of grant funded projects versus budgetary assumptions (offsets budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$0.260M YTD)) and due to favorable Directly Generated Funds \$101.60k due to favorable interest income relative to budget.



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

	Vehicle Operations			Vehicle Maintenance			Facility Maintenance			General Administration			Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>															
<b>5010. LABOR</b>	\$ 9,639,358.32	\$ 9,963,348.48	\$ 323,990.16	\$ 1,342,976.08	\$ 1,418,121.27	\$ 75,145.19	\$ 430,020.49	\$ 464,674.45	\$ 34,653.96	\$ 2,175,414.33	\$ 2,512,911.87	\$ 337,497.54	\$ 13,587,769.22	\$ 14,359,056.06	\$ 771,286.84
01. Operator Salaries and Wages	5,534,963.95	6,164,287.60	629,323.65	-	-	-	-	-	-	-	-	-	5,534,963.95	6,164,287.60	629,323.65
02. Operator's Paid Absences	727,173.51	-	(727,173.51)	-	-	-	-	-	-	-	-	-	727,173.51	-	(727,173.51)
Operator Vacation	267,399.84	-	(267,399.84)	-	-	-	-	-	-	-	-	-	267,399.84	-	(267,399.84)
Operator Sick	161,601.56	-	(161,601.56)	-	-	-	-	-	-	-	-	-	161,601.56	-	(161,601.56)
Holiday	298,172.11	-	(298,172.11)	-	-	-	-	-	-	-	-	-	298,172.11	-	(298,172.11)
Operator FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	529,608.22	709,647.17	180,038.95	864,157.36	957,636.41	93,479.05	305,724.48	354,691.04	48,966.56	1,523,976.08	1,741,519.90	217,543.82	3,223,466.14	3,763,494.52	540,028.38
Dispatch	57,892.30	78,175.55	20,283.25	-	-	-	-	-	-	-	-	-	57,892.30	78,175.55	20,283.25
Operations Supervision	471,715.92	631,471.62	159,755.70	-	-	-	-	-	-	-	-	-	471,715.92	631,471.62	159,755.70
Maintenance	-	-	-	864,157.36	957,636.41	93,479.05	305,724.48	354,691.04	48,966.56	1,523,976.08	1,741,519.90	217,543.82	1,169,881.84	1,312,327.45	142,445.61
Administration	-	-	-	-	-	-	-	-	-	-	-	-	1,523,976.08	1,741,519.90	217,543.82
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-	47,514.70	-	(47,514.70)	27,277.58	-	(27,277.58)	-	-	-	74,792.28	-	(74,792.28)
Vacation	-	-	-	21,702.72	-	(21,702.72)	10,946.00	-	(10,946.00)	-	-	-	32,648.72	-	(32,648.72)
Sick	-	-	-	9,332.22	-	(9,332.22)	5,756.62	-	(5,756.62)	-	-	-	15,088.84	-	(15,088.84)
Holiday	-	-	-	16,479.76	-	(16,479.76)	10,574.96	-	(10,574.96)	-	-	-	27,054.72	-	(27,054.72)
FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
05. Fringe Benefits	2,847,612.64	3,089,413.71	241,801.07	431,304.02	460,484.86	29,180.84	97,018.43	109,983.41	12,964.98	651,438.25	771,391.97	119,953.72	4,027,373.34	4,431,273.94	403,900.60
Employment Taxes	475,558.23	531,761.03	56,202.81	67,763.58	74,081.84	6,318.26	23,973.63	27,438.56	3,464.93	119,503.79	134,722.32	15,218.53	686,799.23	768,003.75	81,204.52
Health and Welfare Expenses	1,339,807.73	1,500,192.82	160,385.09	190,912.84	208,998.09	18,085.25	67,541.78	77,409.08	9,867.29	336,682.44	380,075.71	43,393.28	1,934,944.79	2,166,675.70	231,730.91
Retirement Costs/Pension Plans	863,529.93	910,053.25	46,523.32	144,505.57	149,621.51	5,115.94	167,820.54	231,377.48	63,556.94	167,820.54	231,377.48	63,556.94	1,175,856.04	1,291,052.24	115,196.20
Workers Compensation	109,733.74	99,531.62	(10,202.12)	15,636.26	13,866.16	(1,770.10)	5,531.85	5,135.77	(396.07)	27,575.17	25,216.46	(2,358.71)	158,477.01	143,750.01	(14,727.00)
Other Fringe Benefits	58,983.01	47,874.99	(11,108.02)	12,485.77	13,917.25	1,431.48	(143.68)	28.82	28.82	61,296.27	58,143.68	(3,152.59)	71,296.27	61,992.24	(9,504.03)
<b>5020. SERVICES</b>	\$ 12,842.50	\$ 20,000.01	\$ 7,157.51	\$ -	\$ -	\$ -	\$ 225,249.19	\$ 243,124.98	\$ 17,875.79	\$ 238,131.57	\$ 2,040,008.66	\$ 1,801,877.09	\$ 476,223.26	\$ 2,303,133.65	\$ 1,826,910.39
03. Professional and Technical Services	-	-	-	-	-	-	-	-	-	174,124.61	1,852,310.91	1,678,186.30	174,124.61	1,852,310.91	1,678,186.30
BRT Fare Collection and Security Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Fees	-	-	-	-	-	-	-	-	-	37,269.00	30,000.00	(7,269.00)	37,269.00	30,000.00	(7,269.00)
Legal Fees	-	-	-	-	-	-	-	-	-	3,372.60	37,500.00	34,127.40	3,372.60	37,500.00	34,127.40
Human Resources Consulting	-	-	-	-	-	-	-	-	-	13,035.00	17,499.99	4,464.99	13,035.00	17,499.99	4,464.99
Planning and Scheduling Consulting	-	-	-	-	-	-	-	-	-	18,510.44	1,243,698.42	1,225,187.98	18,510.44	1,243,698.42	1,225,187.98
Computer Consulting	-	-	-	-	-	-	-	-	-	-	1,500.00	1,500.00	-	1,500.00	1,500.00
Advertising and Promotion	-	-	-	-	-	-	-	-	-	101,937.57	522,112.50	420,174.93	101,937.57	522,112.50	420,174.93
05. Contract Maintenance Services	-	-	-	-	-	-	225,249.19	243,124.98	17,875.79	21,752.86	112,500.00	90,747.14	247,002.05	355,624.98	108,622.93
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Maintenance	-	-	-	-	-	-	-	-	-	21,752.86	112,500.00	90,747.14	21,752.86	112,500.00	90,747.14
BRT Station Maintenance	-	-	-	-	-	-	31,908.15	54,999.99	23,091.84	-	-	-	31,908.15	54,999.99	23,091.84
Building Maintenance	-	-	-	-	-	-	193,341.04	188,124.99	(5,216.05)	193,341.04	188,124.99	(5,216.05)	193,341.04	188,124.99	(5,216.05)
09. Other Services	12,842.50	20,000.01	7,157.51	-	-	-	-	-	-	42,254.10	75,197.75	32,943.65	55,096.60	95,197.76	40,101.16
Advertising	-	-	-	-	-	-	-	-	-	3,740.44	12,249.99	8,509.55	3,740.44	12,249.99	8,509.55
Ad commission	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lottery Updates	-	-	-	-	-	-	-	-	-	22,712.13	22,712.25	0.12	22,712.13	22,712.25	0.12
ADA Ride	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Drug and Alcohol Testing	5,417.50	8,750.01	3,332.51	-	-	-	-	-	-	5,417.50	8,750.01	3,332.51	5,417.50	8,750.01	3,332.51
Medical Exam Testing	7,425.00	11,250.00	3,825.00	-	-	-	-	-	-	7,425.00	11,250.00	3,825.00	7,425.00	11,250.00	3,825.00
Misc	-	-	-	-	-	-	-	-	-	15,801.53	40,235.51	24,433.98	15,801.53	40,235.51	24,433.98
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	\$ 390,632.72	\$ 862,028.09	\$ 471,395.37	\$ 107,707.89	\$ 901,499.99	\$ 793,792.10	\$ 60,638.55	\$ 66,093.78	\$ 5,455.23	\$ 363,518.02	\$ 481,689.27	\$ 118,171.25	\$ 922,497.18	\$ 2,311,311.13	\$ 1,388,813.95
01. Fuel and Lubricants	307,633.70	745,028.09	437,394.39	27,390.35	20,124.99	(7,265.36)	-	-	-	2,717.27	-	(2,717.27)	337,741.32	765,153.08	427,411.76
02. Tires and Tubes	82,999.02	117,000.00	34,000.98	-	-	-	-	-	-	-	-	-	82,999.02	117,000.00	34,000.98
09. Other Materials and Supplies	-	-	-	80,317.54	881,375.00	801,057.46	60,638.55	66,093.78	5,455.23	360,800.75	481,689.27	120,888.52	501,756.84	1,429,158.05	927,401.21
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-	80,317.54	881,375.00	801,057.46	-	-	-	27,745.93	(27,745.93)	-	108,063.47	881,375.00	773,311.53
Other Equipment and Supplies	-	-	-	-	-	-	60,638.55	66,093.78	5,455.23	136,743.85	180,249.99	43,506.14	197,382.40	246,343.77	48,961.37
Office Equipment	-	-	-	-	-	-	-	-	-	188,175.14	291,529.77	103,354.63	188,175.14	291,529.77	103,354.63
Admin. Supplies	-	-	-	-	-	-	-	-	-	8,135.83	9,909.51	1,773.68	8,135.83	9,909.51	1,773.68
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 252,260.57	\$ 262,125.00	\$ 9,864.43	\$ 252,260.57	\$ 262,125.00	\$ 9,864.43
Telecommunication	-	-	-	-	-	-	-	-	-	87,386.37	67,500.00	(19,886.37)	87,386.37	67,500.00	(19,886.37)
Utilities	-	-	-	-	-	-	-	-	-	164,874.20	194,625.00	29,750.80	164,874.20	194,625.00	29,750.80
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 401,736.28	\$ 507,125.01	\$ 105,388.73	\$ 401,736.28	\$ 507,125.01	\$ 105,388.73
General Liability	-	-	-	-	-	-	-	-	-	308,411.01	273,750.00	(34,661.01)	308,411.01	273,750.00	(34,661.01)
Auto Liability	-	-	-	-	-	-	-	-	-	16,040.49	15,000.00	(1,040.49)	16,040.49	15,000.00	(1,040.49)
Physical Damage	-	-	-	-	-	-	-	-	-	135,971.81	156,249.99	20,278.18	135,971.81	156,249.99	20,278.18
All Other	-	-	-	-	-	-	-	-	-	(58,687.03)	62,125.02	120,812.05	(58,687.03)	62,125.02	120,812.05
<b>5060. TAXES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 2,436,050.39	\$ 2,171,299.56	\$ (264,750.83)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,436,050.39	\$ 2,171,299.56	\$ (264,750.83)
01. Purchased Transportation - SpecTran	2,184,604.76	1,862,695.05	(321,909.71)	-	-	-	-	-	-	-	-	-	2,184,604.76	1,862,695.05	(321,909.71)
02. Purchased Transportation VanPool	251,445.63	308,604.51	57,158.88	-	-	-	-	-	-	-	-	-	251,445.63	308,604.51	57,158.88
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 38,015.25	\$ 27,500.01	\$ (10,515.24)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 145,078.79	\$ 203,467.74	\$ 58,388.95	\$ 183,094.04	\$ 230,967.75	\$ 47,873.71
02. Travel and Meetings	-	-	-	-	-	-	-	-	-	36,485.51	38,778.48	2,292.97	36,485.51	38,778.48	2,292.97
08. Advertising/Promotion Media	-	-	-	-	-	-	-	-	-	1,137.50	10,226.25	9,088.75	1,137.50	10,226.25	9,088.75
09. Other Miscellaneous Expenses	38,015.25	27,500.01	(10,515.24)	-	-	-	-	-	-	107,455.78	154,463.01	47,007.23	145,471.03	181,963.02	36,491.99
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ 12,516,899.18	\$ 13,044,176.15	\$ 527,276.97	\$ 1,450,683.97	\$ 2,319,621.26	\$ 868,937.29	\$ 715,908.23	\$ 773,893.21	\$ 57,984.98	\$ 3,576,139.56	\$ 6				

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

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 13,587,769.22</b>	<b>\$ 14,359,056.06</b>	<b>\$ 771,286.84</b>
<b>01. Operator Salaries and Wages</b>	<u>5,534,963.95</u>	<u>6,164,287.60</u>	<u>629,323.65</u>
<b>02. Operator's Paid Absences</b>	<u>727,173.51</u>	<u>-</u>	<u>(727,173.51)</u>
Operator Vacation	267,399.84	-	(267,399.84)
Operator Sick	161,601.56	-	(161,601.56)
Holiday	298,172.11	-	(298,172.11)
Operator FMLA or other leave	-	-	-
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>3,223,466.14</u>	<u>3,763,494.52</u>	<u>540,028.38</u>
Dispatch	57,892.30	78,175.55	20,283.25
Operations Supervision	471,715.92	631,471.62	159,755.70
Maintenance	1,169,881.84	1,312,327.45	142,445.61
Administration	1,523,976.08	1,741,519.90	217,543.82
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>74,792.28</u>	<u>-</u>	<u>(74,792.28)</u>
Vacation	32,648.72	-	(32,648.72)
Sick	15,088.84	-	(15,088.84)
Holiday	27,054.72	-	(27,054.72)
FMLA or other leave	-	-	-
<b>05. Fringe Benefits</b>	<u>4,027,373.34</u>	<u>4,431,273.94</u>	<u>403,900.60</u>
Employment Taxes	686,799.23	768,003.75	81,204.52
Health and Welfare Expenses	1,488,547.11	1,550,141.99	61,594.88
Retirement Costs/Pension Plans	1,175,856.04	1,291,052.24	115,196.20
Workers Compensation	158,477.01	143,750.01	(14,727.00)
Other Fringe Benefits	517,693.95	678,325.95	160,632.00
<b>5020. SERVICES</b>	<b>\$ 476,223.26</b>	<b>\$ 2,303,133.65</b>	<b>\$ 1,826,910.39</b>
<b>03. Professional and Technical Services</b>	<u>174,124.61</u>	<u>1,852,310.91</u>	<u>1,678,186.30</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	37,269.00	30,000.00	(7,269.00)
Legal Fees	3,372.60	37,500.00	34,127.40
Human Resources Consulting	13,035.00	17,499.99	4,464.99
Planning and Scheduling Consulting	18,510.44	1,243,698.42	1,225,187.98
Computer Consulting	-	1,500.00	1,500.00
Advertising and Promotion	101,937.57	522,112.50	420,174.93
<b>05. Contract Maintenance Services</b>	<u>247,002.05</u>	<u>355,624.98</u>	<u>108,622.93</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	21,752.86	112,500.00	90,747.14
BRT Station Maintenance	31,908.15	54,999.99	23,091.84
Building Maintenance	193,341.04	188,124.99	(5,216.05)
<b>09. Other Services</b>	<u>55,096.60</u>	<u>95,197.76</u>	<u>40,101.16</u>
Advertising	3,740.44	12,249.99	8,509.55
Ad commission Lottery Updates	-	-	-
ADA Ride	22,712.13	22,712.25	0.12
Drug and Alcohol Testing	5,417.50	8,750.01	3,332.51
Medical Exam Testing	7,425.00	11,250.00	3,825.00
Misc	15,801.53	40,235.51	24,433.98
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 922,497.18</b>	<b>\$ 2,311,311.13</b>	<b>\$ 1,388,813.95</b>
<b>01. Fuel and Lubricants</b>	<u>337,741.32</u>	<u>765,153.08</u>	<u>427,411.76</u>
<b>02. Tires and Tubes</b>	<u>82,999.02</u>	<u>117,000.00</u>	<u>34,000.98</u>
<b>09. Other Materials and Supplies</b>	<u>501,756.84</u>	<u>1,429,158.05</u>	<u>927,401.21</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	80,317.54	881,375.00	801,057.46
Other Equipment and Supplies	225,128.33	246,343.77	21,215.44
Office Equipment	188,175.14	291,529.77	103,354.63
Admin. Supplies	8,135.83	9,909.51	1,773.68



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

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>5040. UTILITIES</b>	\$ 252,260.57	\$ 262,125.00	\$ 9,864.43
Telecommunication	87,386.37	67,500.00	(19,886.37)
Utilities	164,874.20	194,625.00	29,750.80
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ 401,736.28	\$ 507,125.01	\$ 105,388.73
General Liability	308,411.01	273,750.00	(34,661.01)
Auto Liability	16,040.49	15,000.00	(1,040.49)
Physical Damage	135,971.81	156,249.99	20,278.18
All Other	(58,687.03)	62,125.02	120,812.05
<b>5060. TAXES</b>	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 2,436,050.39	\$ 2,171,299.56	\$ (264,750.83)
01. Purchased Transportation - SpecTran	<u>2,184,604.76</u>	<u>1,862,695.05</u>	<u>(321,909.71)</u>
02. Purchased Transportation VanPool	<u>251,445.63</u>	<u>308,604.51</u>	<u>57,158.88</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 183,094.04	\$ 230,967.75	\$ 47,873.71
02. Travel and Meetings	<u>36,485.51</u>	<u>38,778.48</u>	<u>2,292.97</u>
08. Advertising/Promotion Media	<u>1,137.50</u>	<u>10,226.25</u>	<u>9,088.75</u>
09. Other Miscellaneous Expenses	<u>145,471.03</u>	<u>181,963.02</u>	<u>36,491.99</u>
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ 18,259,630.94	\$ 22,145,018.16	\$ 3,885,387.22
	100.00%	100.00%	

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

	<b>Vehicle Operations</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 9,639,358.32</b>	<b>\$ 9,963,348.48</b>	<b>\$ 323,990.16</b>
<b>01. Operator Salaries and Wages</b>	<u>5,534,963.95</u>	<u>6,164,287.60</u>	<u>629,323.65</u>
<b>02. Operator's Paid Absences</b>	<u>727,173.51</u>	<u>-</u>	<u>(727,173.51)</u>
Operator Vacation	267,399.84	-	(267,399.84)
Operator Sick	161,601.56	-	(161,601.56)
Holiday	298,172.11	-	(298,172.11)
Operator FMLA or other leave	-	-	-
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>529,608.22</u>	<u>709,647.17</u>	<u>180,038.95</u>
Dispatch	57,892.30	78,175.55	20,283.25
Operations Supervision	471,715.92	631,471.62	159,755.70
Maintenance	-	-	-
Administration	-	-	-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>-</u>	<u>-</u>	<u>-</u>
Vacation	-	-	-
Sick	-	-	-
Holiday	-	-	-
FMLA or other leave	-	-	-
<b>05. Fringe Benefits</b>	<u>2,847,612.64</u>	<u>3,089,413.71</u>	<u>241,801.07</u>
Employment Taxes	475,558.23	531,761.03	56,202.81
Health and Welfare Expenses	1,030,709.99	1,073,308.70	42,598.71
Retirement Costs/Pension Plans	863,529.93	910,053.25	46,523.32
Workers Compensation	109,733.74	99,531.62	(10,202.12)
Other Fringe Benefits	368,080.75	474,759.11	106,678.36
<b>5020. SERVICES</b>	<b>\$ 12,842.50</b>	<b>\$ 20,000.01</b>	<b>\$ 7,157.51</b>
<b>03. Professional and Technical Services</b>	<u>-</u>	<u>-</u>	<u>-</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	-	-	-
Legal Fees	-	-	-
Human Resources Consulting	-	-	-
Planning and Scheduling Consulting	-	-	-
Computer Consulting	-	-	-
Advertising and Promotion	-	-	-
<b>05. Contract Maintenance Services</b>	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	-	-	-
BRT Station Maintenance	-	-	-
Building Maintenance	-	-	-
<b>09. Other Services</b>	<u>12,842.50</u>	<u>20,000.01</u>	<u>7,157.51</u>
Advertising	-	-	-
Ad commission Lottery Updates	-	-	-
ADA Ride	-	-	-
Drug and Alcohol Testing	5,417.50	8,750.01	3,332.51
Medical Exam Testing	7,425.00	11,250.00	3,825.00
Misc	-	-	-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 390,632.72</b>	<b>\$ 862,028.09</b>	<b>\$ 471,395.37</b>
<b>01. Fuel and Lubricants</b>	<u>307,633.70</u>	<u>745,028.09</u>	<u>437,394.39</u>
<b>02. Tires and Tubes</b>	<u>82,999.02</u>	<u>117,000.00</u>	<u>34,000.98</u>
<b>09. Other Materials and Supplies</b>	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-
Other Equipment and Supplies	-	-	-
Office Equipment	-	-	-
Admin. Supplies	-	-	-

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

	Vehicle Operations		
	Actual	Budget	Variance Fav / (Unfav)
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other			-
<b>5060. TAXES</b>	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 2,436,050.39	\$ 2,171,299.56	\$ (264,750.83)
01. Purchased Transportation - SpecTran	<u>2,184,604.76</u>	<u>1,862,695.05</u>	<u>(321,909.71)</u>
02. Purchased Transportation VanPool	<u>251,445.63</u>	<u>308,604.51</u>	<u>57,158.88</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 38,015.25	\$ 27,500.01	\$ (10,515.24)
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>38,015.25</u>	<u>27,500.01</u>	<u>(10,515.24)</u>
<b>5120. LEASES AND RENTALS</b>			\$ -
5900 ADA Expenses			\$ -
<b>Total Expenses</b>	\$ 12,516,899.18	\$ 13,044,176.15	\$ 527,276.97
	68.55%	58.90%	

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

				<b>Vehicle Maintenance</b>		
				<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>Total Operating Costs</b>						
<b>5010. LABOR</b>				<b>\$ 1,342,976.08</b>	<b>\$ 1,418,121.27</b>	<b>\$ 75,145.19</b>
<b>01. Operator Salaries and Wages</b>						-
<b>02. Operator's Paid Absences</b>				-	-	-
Operator Vacation						-
Operator Sick						-
Holiday						-
Operator FMLA or other leave						
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>				864,157.36	957,636.41	93,479.05
Dispatch						-
Operations Supervision						-
Maintenance				864,157.36	957,636.41	93,479.05
Administration						-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>				47,514.70	-	(47,514.70)
Vacation				21,702.72	-	(21,702.72)
Sick				9,332.22	-	(9,332.22)
Holiday				16,479.76	-	(16,479.76)
FMLA or other leave				-	-	-
<b>05. Fringe Benefits</b>				431,304.02	460,484.86	29,180.84
Employment Taxes				67,763.58	74,081.84	6,318.26
Health and Welfare Expenses				146,868.67	149,527.09	2,658.43
Retirement Costs/Pension Plans				144,505.57	149,621.51	5,115.94
Workers Compensation				15,636.26	13,866.16	(1,770.10)
Other Fringe Benefits				56,529.94	73,388.25	16,858.31
<b>5020. SERVICES</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>03. Professional and Technical Services</b>				-	-	-
BRT Fare Collection and Security Services						-
Audit Fees						-
Legal Fees						-
Human Resources Consulting						-
Planning and Scheduling Consulting						-
Computer Consulting						-
Advertising and Promotion						-
<b>05. Contract Maintenance Services</b>				-	-	-
Vehicle Maintenance						-
Computer Maintenance						-
BRT Station Maintenance						-
Building Maintenance						-
<b>09. Other Services</b>				-	-	-
Advertising						-
Ad commission Lottery Updates						-
ADA Ride						-
Drug and Alcohol Testing						-
Medical Exam Testing						-
Misc						-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>				<b>\$ 107,707.89</b>	<b>\$ 901,499.99</b>	<b>\$ 793,792.10</b>
<b>01. Fuel and Lubricants</b>				27,390.35	20,124.99	(7,265.36)
<b>02. Tires and Tubes</b>						-
<b>09. Other Materials and Supplies</b>				80,317.54	881,375.00	801,057.46
Vehicle Equip. and Parts Supplies (inc Cares Act)				80,317.54	881,375.00	801,057.46
Other Equipment and Supplies						-
Office Equipment						-
Admin. Supplies						-

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

	Vehicle Maintenance			
	Actual	Budget	Variance Fav / (Unfav)	
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -	-
Telecommunication				-
Utilities				-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -	-
General Liability				-
Auto Liability				-
Physical Damage				-
All Other	-	-		-
<b>5060. TAXES</b>			\$ -	-
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ -	\$ -	\$ -	-
01. Purchased Transportation - SpecTran				-
02. Purchased Transportation VanPool				-
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ -	\$ -	\$ -	-
02. Travel and Meetings				-
08. Advertising/Promotion Media				-
09. Other Miscellaneous Expenses				-
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -	-
5900 ADA Expenses	\$ -	\$ -	\$ -	-
<b>Total Expenses</b>	\$ 1,450,683.97	\$ 2,319,621.26	\$ 868,937.29	
	7.94%	10.47%		

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

	Facility Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 430,020.49</b>	<b>\$ 464,674.45</b>	<b>\$ 34,653.96</b>
<b>01. Operator Salaries and Wages</b>			-
<b>02. Operator's Paid Absences</b>	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>305,724.48</u>	<u>354,691.04</u>	<u>48,966.56</u>
Dispatch			-
Operations Supervision			-
Maintenance	305,724.48	354,691.04	48,966.56
Administration			-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>27,277.58</u>	<u>-</u>	<u>(27,277.58)</u>
Vacation	10,946.00	-	(10,946.00)
Sick	5,756.62	-	(5,756.62)
Holiday	10,574.96	-	(10,574.96)
FMLA or other leave	-	-	-
<b>05. Fringe Benefits</b>	<u>97,018.43</u>	<u>109,983.41</u>	<u>12,964.98</u>
Employment Taxes	23,973.63	27,438.56	3,464.93
Health and Welfare Expenses	51,959.69	55,382.11	3,422.42
Retirement Costs/Pension Plans	-	-	-
Workers Compensation	5,531.85	5,135.77	(396.07)
Other Fringe Benefits	15,553.27	22,026.97	6,473.70
<b>5020. SERVICES</b>	<b>\$ 225,249.19</b>	<b>\$ 243,124.98</b>	<b>\$ 17,875.79</b>
<b>03. Professional and Technical Services</b>	-	-	-
BRT Fare Collection and Security Services			-
Audit Fees			-
Legal Fees			-
Human Resources Consulting			-
Planning and Scheduling Consulting			-
Computer Consulting			-
Advertising and Promotion			-
<b>05. Contract Maintenance Services</b>	<u>225,249.19</u>	<u>243,124.98</u>	<u>17,875.79</u>
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance	31,908.15	54,999.99	23,091.84
Building Maintenance	193,341.04	188,124.99	(5,216.05)
<b>09. Other Services</b>	-	-	-
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	-	-	-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 60,638.55</b>	<b>\$ 66,093.78</b>	<b>\$ 5,455.23</b>
<b>01. Fuel and Lubricants</b>			-
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>60,638.55</u>	<u>66,093.78</u>	<u>5,455.23</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	60,638.55	66,093.78	5,455.23
Office Equipment			-
Admin. Supplies			-

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

	Facility Maintenance			
	Actual	Budget	Variance Fav / (Unfav)	
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -	-
Telecommunication				-
Utilities				-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -	-
General Liability				-
Auto Liability				-
Physical Damage				-
All Other				-
<b>5060. TAXES</b>			\$ -	-
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ -	\$ -	\$ -	-
01. Purchased Transportation - SpecTran				-
02. Purchased Transportation VanPool				-
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ -	\$ -	\$ -	-
02. Travel and Meetings				-
08. Advertising/Promotion Media				-
09. Other Miscellaneous Expenses				-
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -	-
5900 ADA Expenses	\$ -	\$ -	\$ -	-
<b>Total Expenses</b>	\$ 715,908.23	\$ 773,893.21	\$ 57,984.98	
	3.92%	3.49%		

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

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 2,175,414.33</b>	<b>\$ 2,512,911.87</b>	<b>\$ 337,497.54</b>
<b>01. Operator Salaries and Wages</b>			-
<b>02. Operator's Paid Absences</b>	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>1,523,976.08</u>	<u>1,741,519.90</u>	<u>217,543.82</u>
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	1,523,976.08	1,741,519.90	217,543.82
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
<b>05. Fringe Benefits</b>	<u>651,438.25</u>	<u>771,391.97</u>	<u>119,953.72</u>
Employment Taxes	119,503.79	134,722.32	15,218.53
Health and Welfare Expenses	259,008.77	271,924.09	12,915.32
Retirement Costs/Pension Plans	167,820.54	231,377.48	63,556.94
Workers Compensation	27,575.17	25,216.46	(2,358.71)
Other Fringe Benefits	77,529.98	108,151.62	30,621.64
<b>5020. SERVICES</b>	<b>\$ 238,131.57</b>	<b>\$ 2,040,008.66</b>	<b>\$ 1,801,877.09</b>
<b>03. Professional and Technical Services</b>	<u>174,124.61</u>	<u>1,852,310.91</u>	<u>1,678,186.30</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	37,269.00	30,000.00	(7,269.00)
Legal Fees	3,372.60	37,500.00	34,127.40
Human Resources Consulting	13,035.00	17,499.99	4,464.99
Planning and Scheduling Consulting	18,510.44	1,243,698.42	1,225,187.98
Computer Consulting	-	1,500.00	1,500.00
Advertising and Promotion	101,937.57	522,112.50	420,174.93
<b>05. Contract Maintenance Services</b>	<u>21,752.86</u>	<u>112,500.00</u>	<u>90,747.14</u>
Vehicle Maintenance			-
Computer Maintenance	21,752.86	112,500.00	90,747.14
BRT Station Maintenance			-
Building Maintenance			-
<b>09. Other Services</b>	<u>42,254.10</u>	<u>75,197.75</u>	<u>32,943.65</u>
Advertising	3,740.44	12,249.99	8,509.55
Ad commission Lottery Updates	-	-	-
ADA Ride	22,712.13	22,712.25	0.12
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	15,801.53	40,235.51	24,433.98
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 363,518.02</b>	<b>\$ 481,689.27</b>	<b>\$ 118,171.25</b>
<b>01. Fuel and Lubricants</b>	<u>2,717.27</u>	<u>-</u>	<u>(2,717.27)</u>
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>360,800.75</u>	<u>481,689.27</u>	<u>120,888.52</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-
Other Equipment and Supplies	164,489.78	180,249.99	15,760.21
Office Equipment	188,175.14	291,529.77	103,354.63
Admin. Supplies	8,135.83	9,909.51	1,773.68



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

	<b>General Administration</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>5040. UTILITIES</b>	<b>\$ 252,260.57</b>	<b>\$ 262,125.00</b>	<b>\$ 9,864.43</b>
Telecommunication	87,386.37	67,500.00	(19,886.37)
Utilities	164,874.20	194,625.00	29,750.80
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	<b>\$ 401,736.28</b>	<b>\$ 507,125.01</b>	<b>\$ 105,388.73</b>
General Liability	308,411.01	273,750.00	(34,661.01)
Auto Liability	16,040.49	15,000.00	(1,040.49)
Physical Damage	135,971.81	156,249.99	20,278.18
All Other	(58,687.03)	62,125.02	120,812.05
<b>5060. TAXES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
<b>5090. MISCELLANEOUS EXPENSES</b>	<b>\$ 145,078.79</b>	<b>\$ 203,467.74</b>	<b>\$ 58,388.95</b>
02. Travel and Meetings	36,485.51	38,778.48	2,292.97
08. Advertising/Promotion Media	1,137.50	10,226.25	9,088.75
09. Other Miscellaneous Expenses	107,455.78	154,463.01	47,007.23
<b>5120. LEASES AND RENTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5900 ADA Expenses	-	-	-
<b>Total Expenses</b>	<b>\$ 3,576,139.56</b>	<b>\$ 6,007,327.55</b>	<b>\$ 2,431,187.99</b>
	19.58%	27.13%	

## GRTC Transit System Year to Date September 30, 2024

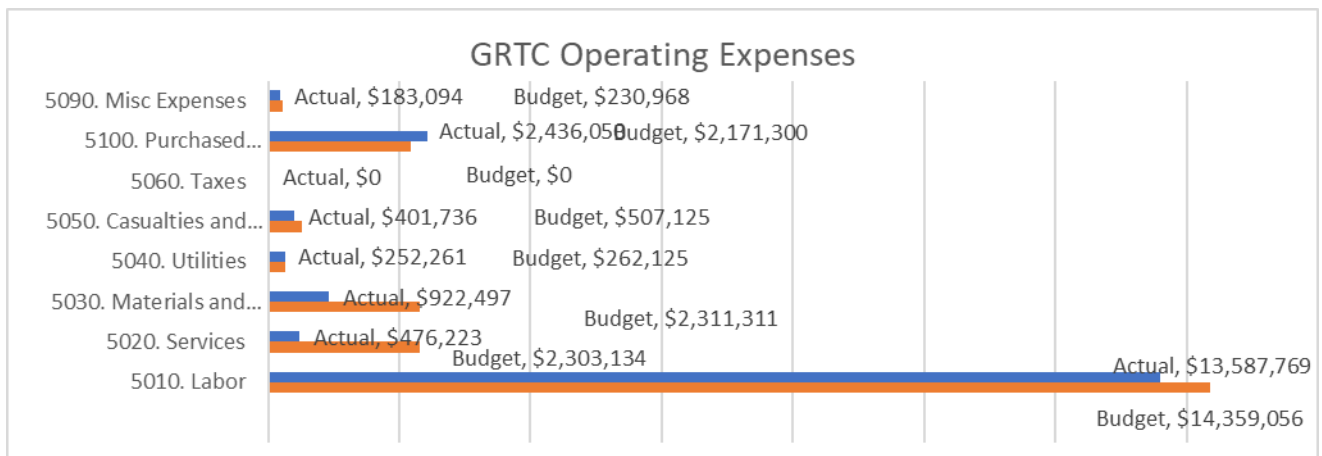
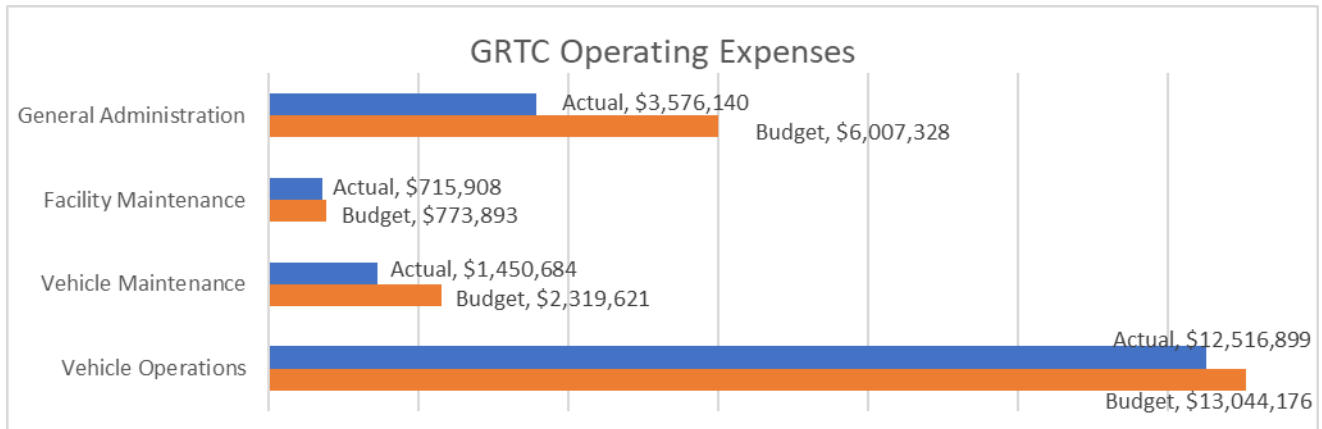
### Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 13,044,176.15	\$ 12,516,899.18	\$ 527,276.97	95.96%
Vehicle Maintenance	2,319,621.26	1,450,683.97	868,937.29	62.54%
Facility Maintenance	773,893.21	715,908.23	57,984.98	92.51%
General Administration	6,007,327.55	3,576,139.56	2,431,187.99	59.53%
<b>Total GRTC</b>	<b>\$ 22,145,018.16</b>	<b>\$ 18,259,630.94</b>	<b>\$ 3,885,387.22</b>	<b>82.45%</b>

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 14,359,056.06	\$ 13,587,769.22	\$ 771,286.84	94.63%
5020. Services	2,303,133.65	476,223.26	1,826,910.39	20.68%
5030. Materials and Supplies Consumed	2,311,311.13	922,497.18	1,388,813.95	39.91%
5040. Utilities	262,125.00	252,260.57	9,864.43	96.24%
5050. Casualties and Liability Costs	507,125.01	401,736.28	105,388.73	79.22%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	2,171,299.56	2,436,050.39	(264,750.83)	112.19%
5090. Misc Expenses	230,967.75	183,094.04	47,873.71	79.27%
<b>Total GRTC</b>	<b>\$ 22,145,018.16</b>	<b>\$ 18,259,630.94</b>	<b>\$ 3,885,387.22</b>	<b>82.45%</b>

Total Fleet Service Miles	1,650,502.65	1,644,198.53
Operating Expense per Mile	\$ 13.42	\$ 11.11

Total Fleet Service Hours	143,259.23	142,779.54
Operating Expense per Hour	\$ 154.58	\$ 127.89



Operating Expenses are favorable versus budget by \$3.885M or 17.55% as a result of:

- Favorable labor expenses of \$771.287k due to higher than budgeted vacancy factor in the general and administrative groups.
- Favorable purchased services of \$1.827M due to the timing of consulting services versus budget.
- Favorable materials and supplies of \$1.389M due to timing of purchases versus budget assumptions.
- Favorable Utilities expenses of \$9.864k.
- Favorable casualties and liability expense of \$105.388k is due to the timing of the booking of the self-insured liability.
- Unfavorable purchased transportation services of \$0.265M due to actual demand differing from budgetary assumptions for CARE and CARE on demand services.
- Favorable Miscellaneous expense of \$47.873k due to timing of travel expense versus budget.

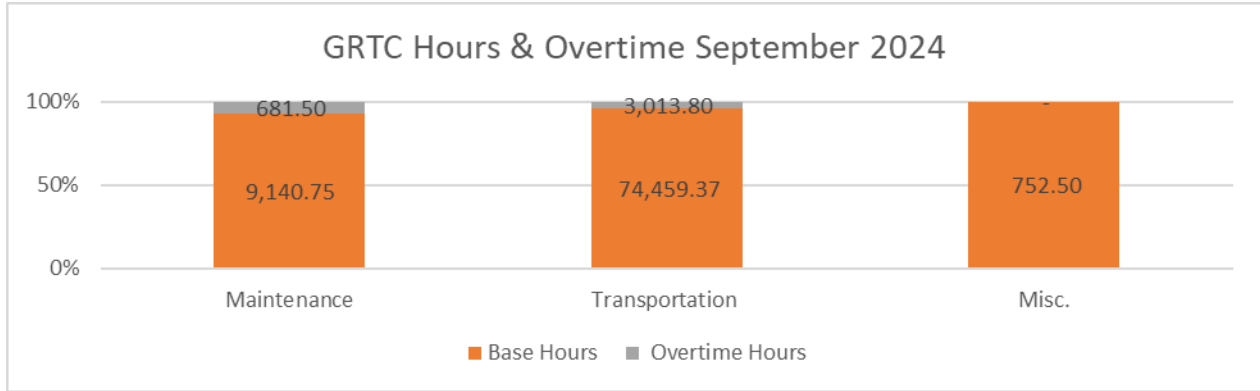
<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 7.90	\$ 7.61
Vehicle Maintenance	1.41	0.88
Facility Maintenance	0.47	0.44
General Administration	3.64	2.18
Total GRTC	\$ 13.42	\$ 11.11

<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 8.70	\$ 8.26
5020. Services	1.40	0.29
5030. Materials and Supplies Consumed	1.40	0.56
5040. Utilities	0.16	0.15
5050. Casualties and Liability Costs	0.31	0.24
5060. Taxes	-	-
5100. Purchased Transportation Service	1.32	1.48
5090. Misc Expenses	0.14	0.11
Total GRTC	\$ 13.42	\$ 11.11

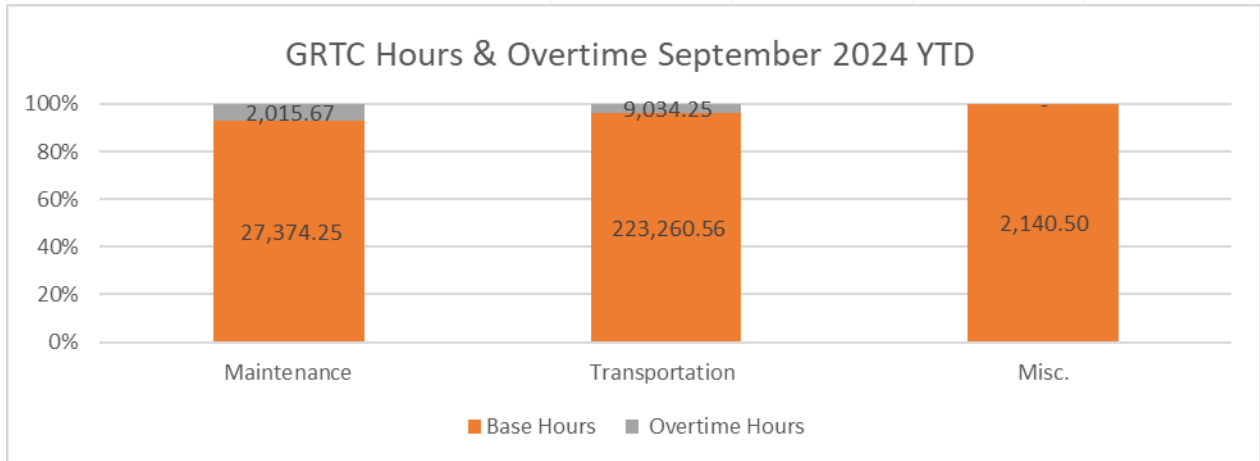
<u>Operating Expense per Hour</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 91.05	\$ 87.67
Vehicle Maintenance	16.19	10.16
Facility Maintenance	5.40	5.01
General Administration	41.93	25.05
Total GRTC	\$ 154.58	\$ 127.89

<u>Operating Expense per Hour</u>	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 100.23	\$ 95.17
5020. Services	16.08	3.34
5030. Materials and Supplies Consumed	16.13	6.46
5040. Utilities	1.83	1.77
5050. Casualties and Liability Costs	3.54	2.81
5060. Taxes	-	-
5100. Purchased Transportation Service	15.16	17.06
5090. Misc Expenses	1.61	1.28
<b>Total GRTC</b>	<b>\$ 154.58</b>	<b>\$ 127.89</b>

<b>GRTC Headcount @ September 30, 2024</b>	<b>Budget</b>	<b>Actual</b>	<b>(Over) Under</b>	<b>% of Budget</b>
Equipment & Facility Maintenance	78	73	5	93.59%
Transportation	416	404	12	97.12%
Planning, Scheduling & Marketing	23	19	4	82.61%
Insurance & Safety	10	10	-	100.00%
General & Administrative	63	52	11	82.54%
<b>Reflects Actual Total Heads (Not FTEs)</b>	<b>590</b>	<b>558</b>	<b>32</b>	<b>94.58%</b>



<b>GRTC Hours &amp; Overtime (8/24/24-9/21/2024)</b>	<b>Total Hours</b>	<b>Base Hours</b>	<b>Overtime Hours</b>	<b>OT %</b>
Maintenance	9,822.25	9,140.75	681.50	7.46%
Transportation	77,473.17	74,459.37	3,013.80	4.05%
Misc.	752.50	752.50	-	0.00%
	<b>88,047.92</b>	<b>84,352.62</b>	<b>3,695.30</b>	<b>4.38%</b>



<b>GRTC Hours &amp; Overtime (6/30/24-9/21/2024)</b>	<b>Total Hours</b>	<b>Base Hours</b>	<b>Overtime Hours</b>	<b>OT %</b>
Maintenance	29,389.92	27,374.25	2,015.67	7.36%
Transportation	232,294.81	223,260.56	9,034.25	4.05%
Misc.	2,140.50	2,140.50	-	0.00%
	<b>263,825.23</b>	<b>252,775.31</b>	<b>11,049.92</b>	<b>4.37%</b>

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

**For the Three Months Ending September 30, 2024**

	Current Month			Fav/ (Unfav)	Year To Date			Fav/ (Unfav)	FY 2025 Annual Budget
	Budget	Actual	Difference		Budget	Actual	Difference		
<b>Operating Revenue:</b>									
Customer Revenue - Fixed Route	\$ -	\$ -	\$ -	F	\$ -	\$ -	\$ -	F	\$ -
Pass Program Revenue	100,000	100,000	-	F	300,000	300,000	-	F	1,200,000
Charter Revenue	-	-	-	F	-	15,600	15,600	F	-
Advertising Revenue	-	-	-	F	-	-	-	F	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
<b>Total Operating Revenue</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>F</b>	<b>\$ 300,000</b>	<b>\$ 315,600</b>	<b>\$ 15,600</b>	<b>F</b>	<b>\$ 1,805,000</b>
<b>Other Income:</b>									
Ridefinders	44,384	28,477	(15,907)	U	136,110	97,006	(39,104)	U	540,000
Interest Income	53,045	86,739	33,694	F	154,545	280,710	126,165	F	500,000
Non-Transportation Income	417	165	(252)	U	1,250	190	(1,060)	U	5,000
<b>Total Other Income</b>	<b>\$ 97,845</b>	<b>\$ 115,381</b>	<b>\$ 17,536</b>	<b>F</b>	<b>\$ 291,905</b>	<b>\$ 377,906</b>	<b>\$ 86,001</b>	<b>F</b>	<b>\$ 1,045,000</b>
<b>Operating Contributions:</b>									
COVID Relief Acts VA2020-023	41,587	1,063,394	1,021,808	F	105,121	1,306,537	1,201,415	F	346,554
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	1,893,574	1,314,247	(579,327)	U	2,442,280	2,432,267	(10,012)	U	9,023,680
Oper contrib - State	3,017,388	2,072,343	(945,046)	U	8,891,903	6,572,655	(2,319,247)	U	37,651,002
Oper contrib - CVTA	2,045,587	2,045,587	-	F	6,136,761	6,136,761	-	F	24,547,044
Oper contrib - Richmond	757,717	762,207	4,490	F	2,273,152	2,587,781	314,629	F	9,092,606
Oper contrib - Henrico	363,867	363,867	-	F	1,091,602	1,091,602	-	F	4,366,407
Oper contrib - Petersburg	16,667	16,667	-	F	50,000	50,000	-	F	200,000
Oper contrib - Chesterfield	187,008	187,736	727	F	561,025	589,459	28,434	F	1,252,994
Oper Contrib Local	-	-	-	F	-	-	-	F	-
Oper contrib - GRTC Fund Balance	86,667	-	(86,667)	U	260,000	-	(260,000)	U	1,040,000
<b>Total Operating Contributions:</b>	<b>\$ 8,410,062</b>	<b>\$ 7,826,048</b>	<b>\$ (584,014)</b>	<b>U</b>	<b>\$ 21,811,843</b>	<b>\$ 20,767,061</b>	<b>\$ (1,044,782)</b>	<b>U</b>	<b>\$ 87,520,287</b>
<b>Net Operating Revenue</b>	<b>\$ 8,607,907</b>	<b>\$ 8,041,429</b>	<b>\$ (566,478)</b>	<b>U</b>	<b>\$ 22,403,748</b>	<b>\$ 21,460,567</b>	<b>\$ (943,180)</b>	<b>U</b>	<b>\$ 90,370,287</b>
<b>Operating Expenses:</b>									
Equipment & Facility Maintenance	1,223,308	917,474	(305,835)	F	3,975,111	2,485,669	(1,489,442)	F	15,776,609
Transportation	2,571,081	2,530,120	(40,961)	F	7,880,759	7,799,009	(81,751)	F	32,243,249
Planning, Scheduling & Marketing	788,296	167,207	(621,089)	F	2,202,467	550,346	(1,652,122)	F	9,381,004
Insurance and Safety	282,556	134,094	(148,462)	F	851,637	752,370	(99,267)	F	3,400,596
General and Administrative	1,437,257	1,292,765	(144,492)	F	4,295,741	3,549,195	(746,546)	F	17,310,026
Purchase of Service - Spectran & Van Pool	704,874	787,565	82,690	U	2,171,300	2,436,050	264,751	U	9,135,771
Operating Taxes and Licenses	250,436	220,125	(30,312)	F	768,004	686,993	(81,011)	F	3,123,032
<b>Total Operating Expenses</b>	<b>\$ 7,257,808</b>	<b>\$ 6,049,349</b>	<b>\$ (1,208,459)</b>	<b>F</b>	<b>\$ 22,145,018</b>	<b>\$ 18,259,631</b>	<b>\$ (3,885,387)</b>	<b>F</b>	<b>\$ 90,370,288</b>
<b>Change in Net Postion</b>	<b>\$ 1,350,099</b>	<b>\$ 1,992,080</b>	<b>\$ 641,981</b>	<b>F</b>	<b>\$ 258,729</b>	<b>\$ 3,200,936</b>	<b>\$ 2,942,207</b>	<b>F</b>	<b>\$ (1)</b>
Operating Ratio	10.55%	12.95%	57.41%		10.36%	13.28%	2.92%		
Farebox Recovery Ratio	1.53%	1.90%	0.37%		1.50%	1.90%	0.39%		

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

	Current Month September 30, 2024	Prior Month August 31, 2024	Prior Year End June 30, 2024
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash	\$4,923,504	\$6,395,496	\$3,362,190
Working Funds	39,381	64,522	64,522
Capital Funds	7,528,032	7,448,459	7,266,566
Accounts Receivable, net	8,701,519	7,164,288	9,659,338
Motor Bus Parts Inventory	2,167,423	2,184,890	1,037,453
Gasoline Inventory	15,229	15,843	10,821
Diesel Fuels Inventory	36,188	45,806	27,372
Lubricants Inventory	105,672	117,155	70,306
Prepayments	<u>1,024,990</u>	<u>998,022</u>	<u>374,605</u>
Total Current Assets	\$24,541,937	\$24,434,481	\$21,873,172
<b>Tangible Property:</b>			
Property and Equipment	194,572,956	193,815,494	192,223,418
Accumulated Depreciation	<u>(102,771,917)</u>	<u>(102,371,917)</u>	<u>(101,571,917)</u>
Net Property	\$91,801,039	\$91,443,577	\$90,651,501
<b>Other Assets:</b>			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	47,398,455	47,175,985	47,175,056
Intangible Asset - Software, net of amortization	3,972,539	3,972,539	3,972,539
Right of Use Asset	94,423	94,423	94,423
Deferred Outflows GASB 68	29,977,146	29,977,146	29,977,146
Deferred Outflows GASB 75	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Assets	<u>89,935,315</u>	<u>89,712,844</u>	<u>89,711,916</u>
<b>TOTAL ASSETS</b>	<b><u>\$206,278,291</u></b>	<b><u>\$205,590,903</u></b>	<b><u>\$202,236,588</u></b>
<b>LIABILITIES AND CAPITAL</b>			
<b>Current Liabilities:</b>			
Accounts Payable	3,348,596	3,769,633	3,651,295
Wages Payable	1,877,184	2,098,512	2,729,823
Taxes Accrued	31,216	20,006	82,878
Deferred Revenues CVTA	45,833,857	47,656,974	45,610,458
Other Current Liabilities	<u>1,397,537</u>	<u>3,102,178</u>	<u>1,577,915</u>
Total Current Liabilities	\$52,488,391	\$56,647,303	\$53,652,369
<b>Non-current Liabilities:</b>			
N/P City, OPEB and GASB 68	\$ 93,017,327	\$ 93,017,327	\$ 93,017,327
<b>Reserves:</b>			
Injuries, Loss, and Damage	<u>1,304,295</u>	<u>1,304,295</u>	<u>1,320,700</u>
Total Reserves	<u>\$1,304,295</u>	<u>\$1,304,295</u>	<u>\$1,320,700</u>
TOTAL LIABILITIES	146,810,014	150,968,926	147,990,396
<b>Capital:</b>			
Common Stock	50,005	50,005	50,005
Paid-In Capital	134,293,621	134,275,505	134,221,481
Fund Balance - Accumulated Depreciation	(97,404,669)	(97,004,669)	(96,204,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>58,619,271</u>	<u>53,391,087</u>	<u>52,269,326</u>
Total Capital	\$ 58,594,682,278	\$ 54,621,977	\$ 54,246,192
<b>TOTAL LIABILITIES AND CAPITAL</b>	<b><u>\$ 206,278,291</u></b>	<b><u>\$ 205,590,903</u></b>	<b><u>\$ 202,236,588</u></b>

**Greater Richmond Transit Company  
Cash Flow Projection  
November 19, 2024**

	Actual						Expected		
	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25
Beginning Balance	4,486,813	2,279,146	3,507,441	4,709,835	2,759,740	1,084,403	3,154,919	2,891,933	2,251,294
<b>Revenue</b>									
Advertising Revenue									
CVTA			6,136,761			6,136,761			6,136,761
Federal	460,880	10,008,487			3,581,558		1,896,074	1,205,364	1,240,621
State									
Operating Assistance	1,520,993	1,459,167	1,695,693	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179
Capital	365,870	877,234	4,066,009	2,150,641	1,008,951	1,524,840	948,210	948,210	948,210
Zero Fare								3,550,000	1,050,000
Local - Chesterfield	553,101		373,984	65,472	177,424	246,124	175,000	175,000	175,000
LOCAL - COR	2,156,485	95,000		2,322,505			2,273,152		
LOCAL - HNCO	1,058,234		1,091,602				1,091,602		1,091,602
LOCAL - Peterburg	16,667	16,667		33,333		33,333	16,667	16,667	16,667
LOCAL -Bon Secours									
Ridefinders	27,137	30,486	32,402	27,558	40,971	57,814	35,000	35,000	35,000
Other Income	22,263	18,551	85,670	18,679	167,588	73,612			
VCU					600,000				
	<b>\$ 6,181,630</b>	<b>\$ 12,505,592</b>	<b>\$ 13,482,120</b>	<b>\$ 6,307,367</b>	<b>\$ 7,265,671</b>	<b>\$ 9,761,662</b>	<b>\$ 8,124,883</b>	<b>\$ 7,619,420</b>	<b>\$ 12,383,040</b>
<b>Expenses</b>									
Wages & Benefits	3,970,589	4,218,181	4,295,361	5,325,375	5,128,315	3,818,535	4,757,408	4,568,086	4,381,343
SGR / Maintenance	155,679	484,067	769,062	555,933	843,359	648,986	576,181	646,265	673,298
Materials and Supplies	454,979	111,305	209,758	421,729	94,267	176,437	244,746	209,707	226,107
Casualty & Insurance	100,000	28,220	339,373	429,815	507,594	71,464	246,078	270,424	310,791
Services	136,499	117,856	95,769	187,008	146,027	108,264	131,904	131,138	133,352
Purchased Services	789,096	802,725	26,718	68,550	765,107	1,614,276	800,000	800,000	800,000
Utilities	84,835	76,443	72,132	103,847	65,504	134,420	89,530	90,313	92,624
Travel & Training	255	7,403	7,582	15,976	16,400	25,646	12,210	14,203	15,336
Miscellaneous	29,143	43,435	42,619	13,414	23,369	26,891	29,812	29,923	27,671
Capital	2,668,222	5,387,662	6,421,352	1,135,813	1,351,066	1,066,226	1,500,000	1,500,000	1,500,000
	<b>\$ 8,389,296</b>	<b>\$ 11,277,297</b>	<b>\$ 12,279,727</b>	<b>\$ 8,257,462</b>	<b>\$ 8,941,008</b>	<b>\$ 7,691,146</b>	<b>\$ 8,387,870</b>	<b>\$ 8,260,059</b>	<b>\$ 8,160,523</b>
<b>Cash Position</b>	<b>\$ 2,279,146</b>	<b>\$ 3,507,441</b>	<b>\$ 4,709,835</b>	<b>\$ 2,759,740</b>	<b>\$ 1,084,403</b>	<b>\$ 3,154,919</b>	<b>\$ 2,891,933</b>	<b>\$ 2,251,294</b>	<b>\$ 6,473,810</b>

**GRTC Transit System**  
**CVTA Special Fund Quarterly Report**  
**For the Quarter Ended December 31, 2024**

**Data through November 4, 2024**

**Beginning Balance @ September 30, 2024** **\$ 47,398,455.45**

**Receipts:**

October 2, 2024 GRTC 15% Funds Distribution - Month of August 2024	\$	2,639,793.68	
November 4, 2024 GRTC 15% Funds Distribution - Month of September 2024	\$	2,862,122.33	
GRTC 15% Funds Distribution - Month of October 2024	\$	-	
GRTC 15% Funds Distribution - Month of November 2024	\$	-	
October 1, 2024 Interest Income WF Treasury Sweep September 2024	\$	94,737.60	
October 31, 2024 Interest Income LGIP EM- October 2024	\$	84,380.61	
October 31, 2024 October 2024 LGIP EM Share unrealized gain/(loss)	\$	(72,134.14)	
November 1, 2024 Interest Income WF Treasury Sweep October 2024	\$	78,331.71	
Interest Income LGIP EM- November 2024			
November 2024 LGIP EM Share unrealized gain/(loss)			
Interest Income WF Treasury Sweep November 2024			
Interest Income LGIP EM- December 2024			
December 2024 LGIP EM Share unrealized gain/(loss)			
			\$ 5,687,231.79

**Uses:**

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

**Costs incurred in preparing GRTC Micromobility Plan** \$ -

**GRTC Operating and Capital Expense**

GRTC Operating Expense Qtr 2 FY2025 Draw	\$	(6,136,761.00)	
GRTC Capital Expense Qtr 2 FY2025 Local Share Draw	\$	(242,918.25)	
<b>Subtotal GRTC Operating and Capital Expense</b>			<b>\$ (6,379,679.25)</b>

**Ending Balance @ November 4, 2024** **\$ 46,706,007.99**

**Fund Balance Composition @ November 4, 2024**

Unrestricted Funds	\$	-	
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$	22,250.69	
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$	-	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	99,312.65	
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$	125,000.00	
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$	125,000.00	
Restricted Funds: GRTC FY2025/FY2026 GRTC Operating and Capital Expenses	\$	45,934,444.65	
	\$	46,706,007.99	

**CVTA Funds:**

Balance @ November 4, 2024 in Wells Fargo	\$	100,000.00	
Balance @ November 4, 2024 in Wells Fargo Treasury Sweep	\$	22,476,913.64	
Balance @ November 4, 2024 in LGIP EM	\$	24,129,094.35	
	\$	46,706,007.99	

**Wells Fargo Balance at November 4, 2024** **\$ 22,576,913.64**

Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$	22,250.69	
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$	-	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	99,312.65	
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$	125,000.00	
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$	125,000.00	
Surplus - Available for Investment - Treasury Sweep or LGIP	\$	21,805,350.30	





**Meeting Date:** November 19, 2024  
**Information Item:** Recent and Upcoming Procurements

**BACKGROUND:**

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

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

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

There were no procurements approved by GRTC’s board chair falling below the \$100,000 threshold requiring majority approval by GRTC’s Board of Directors but above the CEO’s authority of \$50,000 this month.

**CURRENT STATUS:**

Upcoming Procurements

TITLE	DEPT	BUDGET	ANTICIPATED AWARD DATE	INCLUDED IN BUDGET (YES/NO)	GRANT STATUS (EXISTING/ PENDING/ PLANNED)
General Printing Services	Marketing	TBD	Summer 2024	TBD	Planned
Occupational Health Services	Human Resources	\$225,000	2024	Y	Planned
Hastus Training for Schedulers	Planning	\$91,000	2024	TBD	Pending
Support Truck	Maintenance	\$240,000	Q4-2024	Y	Pending
Bus Parts	Maintenance	\$2.5M	Q4-2024	Y	Planned
Paratransit Parts	Maintenance	\$300,000	FY-2025	Y	Planned
Motorized Entrance Gates	Risk Management	TBD	TBD	Y	Planned
Microtransit HASTUS Software	IT	\$133,000	Fall 2024	Y	Pending

Fleet Vehicles Camera Retrofit	IT	\$720,000	Fall 2024	Y	Pending
Fleet Fixed Route Passenger Awareness Monitor	IT	TBD	Fall 2024	Y	Pending
BRT Station Real Time Passenger Information Upgrade	IT	\$1,560,000	Q2-2025	Y	Pending
Conference Room Redesign Project	IT	\$80,000	Fall 2024	Y	Ready
ERP Implementation Services	IT	\$1,500,000	Spring 2025	Y	Pending
Refuse Collection Services	Facilities	\$150,000	Fall 2024	Y	Ready
ESRI License Expansion Services	Planning	\$45,000	Winter 2024	Y	Planned

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:** November 19, 2024

**Action Item:** Acceptance of Fiscal Year ended June 30, 2024 External Audit Reports – GRTC and RideFinders

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**BACKGROUND:**

The firm of Brown, Edwards & Company L.L.P. was retained to form the external financial audits for the Fiscal Year ended June 30, 2024 for GRTC and RideFinders. The Finance Committee at its November 14, 2024 meeting was briefed by Danielle Nikolaisen, Director, and Christy Turner, Manager, on the GRTC and RideFinders Audited Financial Statements for the fiscal year ended June 30, 2024.

**RECOMMENDATION:**

That the Board of Directors, following the recommendation of the Finance Committee, accept the audit reports for both GRTC and RideFinders for the fiscal year ended June 30, 2024.

\_\_\_\_\_  
Ellen Robertson, Secretary  
GRTC Board of Directors

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Date