

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. December 17, 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://www.youtube.com/user/ridegrtc>.

## Agenda

- I. Call to Order & Introductions
- II. Public Comments
- III. Approval of November 19, 2024 Board Meeting Minutes – Tyrone Nelson.....2
- IV. Consent Agenda
  - A. Additional Funding for the Focal Point Advertising Contract – Mike Hurt.....7
  - B. Support Vehicles – Tonya Thompson.....8
  - C. Gillig Bus Parts – Tonya Thompson.....9
  - D. Paratransit Vehicles Onboard Camera Equipment – Dexter Hurt.....10
  - E. Change Request: GRTC Website Redesign Services and Software – Dexter Hurt...11
  - F. Enterprise Resource Planning “ERP” Implementation Preparation Support Services – Dexter Hurt.....12
  - G. Paratransit Service Study – Kevin Hernandez.....13
  - H. Contract Modification: Microtransit Implementation Plan – Frank Adarkwa .....14
- V. Operational Updates
  - A. Operational Performance – Kevin Hernandez.....15
  - B. Ridership Performance – Frank Adarkwa.....39
- VI. Finance Update
  - A. October 2024 Financial Update – John Zinzarella.....42
- VII. Chief Executive Officer’s Report – Sheryl Adams
- VIII. Board Chair’s Report
- IX. Other Business
- X. Adjourn

**MINUTES  
NOVEMBER 19, 2024  
GRTC BOARD OF DIRECTORS  
BOARD MEETING**

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

Members Absent: Lincoln Saunders, City of Richmond  
Dan Schmitt, Henrico County

Others Present: Bonnie Ashley, General Counsel  
Sheryl Adams, Chief Executive Officer  
John Zinzarella, Chief Administrative Financial Officer  
Kevin Hernandez, Chief Operating Officer  
Frank Adarkwa, Director of Planning & Scheduling  
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  
Patricia Robinson, Assistant Director of Planning & Scheduling  
A.J. Thomas, Bus Operator  
Lora Toothman, Capital Improvement Program Manager  
Brenda Walcott, Maintenance  
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 November 19, 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://www.youtube.com/watch?v=L4UkKn4bhCI> .

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this November 19, 2024 meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com. There were no written public comments.

***Faith Walker, RVA Rapid Transit***

Good Morning Mr. Chair and members of the Board. My name is Faith Walker, I'm the Executive Director with RVA Rapid Transit and upon reading the Agenda in relation to Armed Security I think it's definitely needed. There has been a lot of unfortunate instances where it comes to violence in the past few years and it made a lot of riders uncomfortable, but I also wanted to make sure that the Board recognizes that often communities of color are often over policed and just be mindful of who is the armed guard I think some of the transit riders who saw in the report that that person would be armed they got a little uncomfortable so I think just educating the bus riders on the intentions of the security guard but also making sure that the security guard is informed in trauma I think a lot of times violence does happen at the bus stop but it's generally not the bus rider people are going to work and so I just wanted just to just make that clear and known thank you thank

III. Board Meeting Minutes – October 22, 2024

Mr. Anderson motioned to approve the October 22, 2024 Board Meeting minutes. Ms. Robertson seconded, and the motion carried unanimously.

IV. Consent Agenda

A. Fixed Fleet Video Camera Equipment Retrofit

B. Public Safety Officers

C. Professional Landscaping and Lawn Care Services

Chairman Nelson asked Mr. Carter to give an overview of the Public Safety Officers – Mr. Carter stated to have a safe, welcoming, and protected environment for all passengers and employees, GRTC is proposing the introduction of Public Safety Officers as part of a 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. 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 are proposing to deploy 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.

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

V. Operations Updates

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

- Transportation
  - There are 318 full-time Operators and 19 trainees that are in various stages of training.
  - Paratransit on-time performance for October 2024 is 85% compared to 77% for October 2023. WeDriveU is actively addressing recent staffing challenges to meet the growing ridership and demand.
- Microtransit
  - Currently, there are 18 microtransit operators with a goal of 24. Four are in training.
  - New electric vehicles/vans went into service on October 31 after training and testing. Currently, restricted to short shifts as we await long-term chargers.

- Safety and Security Department
    - Fixed Route reportable events are below national average and continue to decline year-over-year. Slight increase in report events within paratransit and microtransit.
    - PTASP Safety Performance Targets – annual targets required by FTA National Safety Plan: fatalities, injuries, safety events, and vehicle reliability.
      - Marginal increase in injuries and safety events year-over-year.
      - Current safety targets remain appropriate.
    - There were 0 physical assaults reported system-wide and four verbal assaults reported for fixed route.
    - We are conducting peer research on public safety initiatives with agencies including HRT (Hampton, VA), DASH (Alexandria, VA), Tri-Met (Portland, OR), and OCTA (Anaheim, CA).
    - Progress is ongoing in developing a transit safety ambassador program to improve system presence and visibility. Additionally, plans are underway to upgrade cameras and deterrence technology at the Downtown Transfer Station.
  - Customer Service
    - Complaints have seen a slight increase but remain lower than last year’s figures, even with the rise in overall service hours and miles.
    - Ten commendations were received for the entire system.
  - Maintenance
    - Preventative Maintenance (PM) continues to meet our 80% goal on all 247 vehicles, ensuring reliable service and extending fleet longevity.
    - There were 26 work orders created September 1 and 50 work orders created October 1 and a total of 77 work orders were completed.
    - During the month of October, the facilities team celebrated Facilities Appreciation Week.
    - Our GRTC team held our local Rodeo to determine our winners who will represent us in March 2025 at Fairfax, VA. Operator winners were 1<sup>st</sup> place – Keyon Brown, 2<sup>nd</sup> place – Rondell Dailey, 3<sup>rd</sup> place – Marlon Buck, and 4<sup>th</sup> place – Chris Blowe and 1<sup>st</sup> place Maintenance Team was Tony Harless, Jeff Williams, and Diamond Rich.
- B. Ridership Performance
- BRT average weekday ridership for October was 6,718, Saturday 4,781, and Sunday 4,752. Express Routes average ridership for October was 379. The local fixed route average ridership for weekday was 30,961, Saturday 24,275, and Sunday 21,767.
  - The following is the ridership for the five microtransit zones for October:
    - Azalea – 3,124
    - Ashland – 2,653
    - Sandston – 976
    - Cloverdale – 562
    - Powhatan - 127

## VI. Financial Updates

### A. Subcommittee Report

Mr. Ingle reported that the Finance Subcommittee reviewed the September Financials and reviewed the audited financial statements for GRTC and RideFinders with Brown, Edwards & Company, L.L.P. and it was an unmodified audit. Mr. Ingle motioned 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 ending June 30, 2024, Mr. Eure seconded, and the motion carried unanimously.

VII. Chief Executive Officer's Report

- Tiffany Robinson has been appointed the new Director of the Virginia Department of Rail and Public Transportation (DRPT).
- Ms. Adams congratulated and introduced the Employees of the Month; Arthur "AJ" Thomas – Bus Operator, Brenda Walcott – Maintenance Department, and not present for the Board meeting Johnnaca Sanders – Transportation Supervisor.

VIII. Board Chair's Report

IX. Other Business

X. Adjourn

There being no further business, the meeting adjourned at 8:37AM.

APPROVED:

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Tyrone E. Nelson, Chair  
GRTC Board of Directors

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Date

**Meeting Date:** December 17, 2024

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## **CONSENT AGENDA ITEMS**

- Additional Funding for the Focal Point Advertising – Mike Hurt
- Support Vehicles – Tonya Thompson
- Gillig Bus Parts – Tonya Thompson
- Paratransit Vehicles Onboard Camera Equipment – Dexter Hurt
- Change Request: GRTC Website Redesign Services and Software – Dexter Hurt
- Enterprise Resource Planning “ERP” Implementation Preparation Support Services – Dexter Hurt
- Paratransit Service Study – Kevin Hernandez
- Contract Modification: Microtransit Implementation Plan – Frank Adarkwa



**Meeting Date:** December 17, 2024

**Consent Agenda:** Additional Funding for the Focal Point Advertising Contract

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**BACKGROUND:**

GRTC has a contract that was awarded to Focal Point Advertising in fiscal year 2023 for the purpose of printing and maintaining the graphics and other installation needs for GRTC fleet of buses, vans, and support vehicles. The original contract totaling \$250,000 for 5 years has been depleted to approximately \$14,000 remaining on the contract. This reduction in funds in year one of this contract with Focal Point Advertising is due to the unforeseen expenses with wrapping a new fleet of LINK vehicles and selling advertising on the buses, as well as maintaining the existing fleet.

GRTC recommends adding additional funds to the existing contract in the amount of \$300,000. These additional funds will allow GRTC to continue maintaining the fleet, repair and replace damaged graphics, and provide additional resources as marketing continues to ramp up selling advertising on our buses to bring in additional revenue to go towards zero fare.

The total amount of this is \$300,000. This is funded from the operating budget.

**RECOMMENDATION:**

That the Board of Directors authorizes the CEO to execute additional funds not to exceed \$300,000. These additional funds will allow GRTC to continue maintaining the fleet, repair and replace damaged graphics, and provide additional resources as Marketing continues selling advertising on our buses to bring in additional revenue.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date



**Meeting Date:** December 17, 2024  
**Consent Agenda:** Support Vehicles

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**BACKGROUND:**

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

**HIGHLIGHTS:**

- The price for a 2025 Ford F-150 is \$46,619.00 for a total cost of \$186,476.00 for four (4) vehicles.
- The price for the four (4) vehicles includes a three-year, 36,000-mile basic warranty, covering materials and defects, and a five-year/60,000-mile powertrain warranty.
- If approved, the Contractor will be given notice to produce four (4) vehicles as soon as available.
- Currently, the production lead time is five months.
- This purchase will be funded with federal, state, and local funds.

**RECOMMENDATION:**

That the Board of Directors authorizes the CEO to issue a purchase order to Sheehy Ford in the amount of \$186,476.00 for the purchase of four (4) support vehicles.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date





**Meeting Date:** December 17, 2024  
**Consent Agenda:** Gillig Bus Parts

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**BACKGROUND:**

GRTC operates approximately 157 Gillig transit buses that are maintained by the maintenance department. A readily available supply of OEM and other non-OEM parts are required daily to maintain and repair those buses.

**HIGHLIGHTS:**

- GRTC issued an Invitation for Bids for bus parts. While two bids were received, Gillig, LLC submitted a responsive and responsible bid offering a 25% discount off MSRP for OEM and non-OEM parts.
- Gillig’s pricing was compared to staff’s Independent Cost Estimate and was determined to be fair, reasonable, and below the estimated cost.
- Use of the discount for the purchase of parts will be available immediately after notice to proceed.
- Funding for this procurement will come from the operating budget.
- The agreement includes a three-year term with a value not to exceed \$2,500,000.

**RECOMMENDATION:**

That the Board of Directors authorizes the CEO to execute an agreement with Gillig, LLC for a not to exceed amount of \$2,500,000 for bus parts.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date



**Meeting Date:** December 17, 2024  
**Consent Agenda:** Paratransit Vehicles (30) Onboard Camera Equipment

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**BACKGROUND:**

On January 9, 2024, the Board of Directors authorized the CEO to issue Sonny Merryman a purchase order to manufacture thirty (30) CNG-powered paratransit vehicles.

GRTC equips all vehicles with an onboard camera system to visually and audibly monitor and record events happening in and around the vehicles. Previous video equipment for GRTC vehicles was acquired from Transit Solutions, LLC. This surveillance system and software technology provide high-quality Onboard Video Surveillance. GRTC proposes to continue to leverage the existing investment in TSI technology if equipment performance remains up to or exceeds industry standards and the price analysis for such equipment deems the ongoing investment fair and reasonable.

**HIGHLIGHTS:**

- This purchase includes cameras, NVR recorders, associated parts, and installation for the thirty (30) CNG-powered paratransit vehicles.
- This purchase includes a two-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 \$111,307. 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%)
000-111-01-808	\$31,165.96	\$75,688.76	\$4,452.28

**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 thirty (30) CNG-powered Paratransit vehicles for \$111,307.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date



**Meeting Date:** December 17, 2024  
**Consent Agenda:** Change Request – GRTC Website Redesign Services and Software

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**BACKGROUND:**

In June 2023, the Board approved GRTC Website Redesign project. The scope included consolidating the GRTC and RideFinders websites. However, requirements have determined that the consolidation does not allow RideFinders the functionality to maintain an individual identity for advertising and promotions. A Change Request is requested to include the additional cost of implementing a separate RideFinders website from the GRTC website.

GRTC’s website, rideGRTC.com, is the primary electronic method for the public to access information about GRTC policies, services, schedules, engagement opportunities, projects, employment postings, and legal notices.

**HIGHLIGHTS:**

- The Change Request applies to the purchase order to Planeteria Media, LLC as the highest-ranked proposer. Planeteria Media’s Best and Final offer of \$128,790 for implementation and hosting services for a four-year base contract term with two one-year renewal options is amended to the same terms with a \$11,500 increase to include additional scope change.
- The proposed website design and implementation delivers Ridegrtc and RideFinders sites with ADA compliance, a feature-rich platform allowing easy site management, GTFS availability, new website module inclusion, maps, and real-time passenger information and bus tracking.
- Total cost for this change request purchase includes a site-wide redesign of the RideFinders environment with hosting, installation, and service support for a term of four (4) years with a two (2) one-year renewal options at a not-to-exceed cost of \$128,790 with change increase of \$11,440, making new purchase cost of \$140,230. This purchase will be funded with grant funds to be added to the purchase order.

Grant #	Federal (28%)	State (68%)	Local (4%)
VA2023-008	\$39,264.40	\$95,356.40	\$5,609.20

**RECOMMENDATION:**

The Board of Directors authorizes the CEO to issue a change order to Planeteria Media, LLC to include a site-wide redesign for RideFinders for additional cost of \$11,440 for a new purchase amount of \$140,230.

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

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Date



**Meeting Date:** December 17, 2024  
**Consent Agenda:** Enterprise Resource Planning (ERP) Implementation Preparation Support Services

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## **BACKGROUND:**

GRTC has purchased Oracle cloud software and is looking for consulting services for pre-implementation support to include discovery/assessment, needs/improvements of current environment, and review of scope for RFP for implementer. This effort is a reset, as GRTC needs additional support due to challenges with the previous vendor implementation team not being properly structured to support the needs related to disparate software systems and current database structures.

## **HIGHLIGHTS:**

GRTC is seeking to contract services through a GSA contract with Protiviti Government Services “Protiviti”. The total cost for the consultancy services is \$125,000 and has been budgeted as part of the overall ERP project using ARPA funds.

### Task 1: Discovery/Assessment

- Understand current operations, process characteristics and inefficiencies
- Identify and understand current pain points and challenges
- Review/understand future strategy
- Understand current implementation status, work performed to date, and review applicable artifacts

### Task 2: Identify Needs/Improvements

- Define key business requirements to drive system integrator selection process
- Or change considerations
- Data conversion considerations
- Integration considerations
- Reporting considerations
- Conduct management checkpoint

### Task 3: RFP Scope Consultation

- Review draft scope to ensure the items identified from task 2 are incorporated into the RFP.

## **RECOMMENDATION:**

Staff recommends that the Board of Directors authorizes the CEO to contract Protiviti for consultant services for ERP implementation support for a total value not to exceed \$125,000.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date



**Meeting Date:** December 17, 2024  
**Consent Agenda:** Paratransit Service Study

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## **BACKGROUND:**

GRTC operates fare-free complementary paratransit services (CARE) in compliance with FTA regulations, providing service within  $\frac{3}{4}$  of a mile of fixed-route services. Additionally, premium services, including CARE On-Demand (same-day service) and CARE Plus (service outside of the standard service area), are offered for a fee.

CARE services have traditionally been managed by a third-party contractor, with premium services administered through subcontracted providers. This operational model, while effective in the past, has grown increasingly complex due to evolving travel patterns within the ADA community following the pandemic and the growing demand for premium services.

Furthermore, the launch of GRTC's microtransit services, which are also utilized by some CARE riders, has added another layer of complexity. These factors have highlighted the need to evaluate the effectiveness, efficiency, and operational structure of GRTC's mobility services. This study will benchmark GRTC's paratransit services against current industry standards and identify opportunities for optimization, ensuring GRTC continues to meet the needs of its riders in a sustainable and compliant manner.

## **HIGHLIGHTS:**

- GRTC invited firms on the Department of Rail and Public Transportation (DRPT) state contract to submit proposals. WSP, Inc. was selected as the consultant for the assessment.
- An Independent Cost Estimate was conducted, and the proposed fee from WSP, Inc. was determined to be fair, reasonable, and below the estimated cost.
- The study will be completed within six (6) months from the notice to proceed.
- Funding for this study will come from a Technical Assistance grant through DRPT, supplemented by state and local funding (50% federal, 46% state, and 4% local).
- The total value of the assessment is \$149,958.79.

## **RECOMMENDATION:**

GRTC Staff recommends that the Board of Directors authorize the CEO to approve the assessment study conducted by WSP, Inc. for GRTC's paratransit services assessment, at a total cost of \$149,958.79.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date



**Meeting Date:** December 17, 2024  
**Consent Agenda:** Contract Modification: Microtransit Implementation Plan

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## **BACKGROUND:**

GRTC plans to allocate increased funding toward the implementation, refinement, and ongoing support of its five pilot Microtransit zones in collaboration with FourSquare ITP. This investment aims to enhance operational efficiency and ensure a high level of service delivery. With growing ridership and the continuous collection of valuable data, GRTC is committed to addressing the evolving needs and expectations of both internal and external stakeholders. The expertise and support of FourSquare ITP will play a crucial role in ensuring that each Microtransit zone operates at peak performance, meeting the goals of accessibility, efficiency, and customer satisfaction.

## **HIGHLIGHTS:**

CVTA funds were initially allocated to FourSquare to support the current contract, ensuring its successful implementation and operation. As the demand for increased support grows, additional resources are required. GRTC intends to utilize additional CVTA funds to accommodate the necessary increase in the contract value. This approach aligns with GRTC’s commitment to leveraging available funding sources to maintain and enhance the quality and effectiveness of its services.

- **Changes:**
  - Increase the funding for Task Order #2 from the initial amount of \$185,234.63 to \$321,568.61, providing an additional \$136,333.98 in financial support.
  
- **Impact:**
  - Enhanced monitoring of the five Microtransit zones to maintain optimal performance and ensure alignment with operational goals.
  - Improved responsiveness to stakeholder feedback through refined data analysis and reporting.
  - Strengthened ability to adapt to ridership trends, resulting in more reliable and efficient service.
  - Reinforced support for sustainability and accessibility initiatives, ensuring equitable service delivery across the zones.

## **RECOMMENDATION:**

That the Board of Directors acknowledge the benefits provided by FourSquare ITP and approve the increased funding amount of \$136,333.98 to enhance the implementation, refinement, and monitoring of the five pilot Microtransit zones, ensuring continued progress toward operational excellence and stakeholder satisfaction.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date



**Meeting Date:** December 17, 2024  
**Item Title:** Operational Performance

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**UPDATES:**

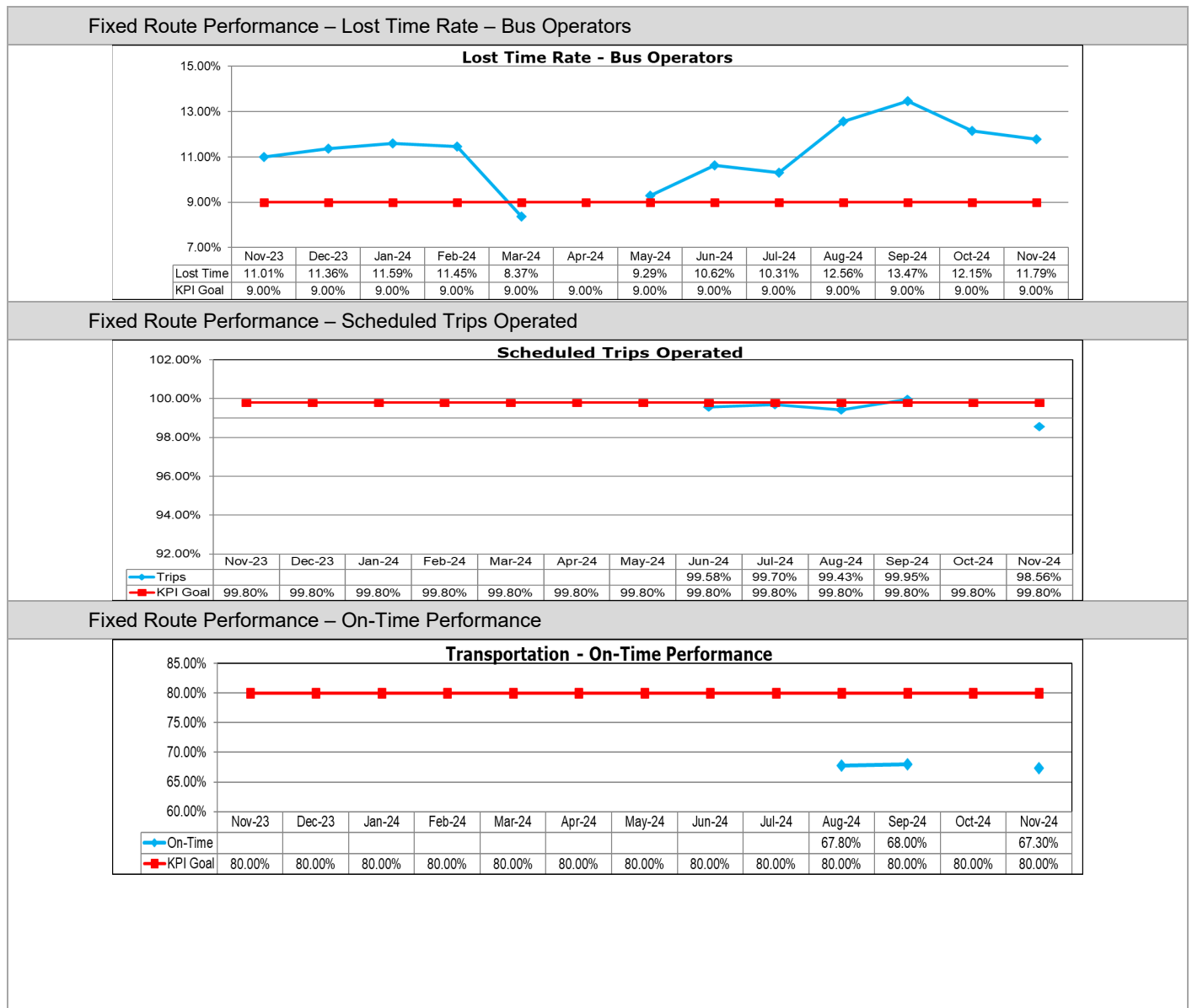
Mr. Hernandez will provide highlights for the Operational Performance for the month of November. The following Departments will be included: Transportation, Risk Management, Maintenance, and Customer Service.

**Meeting Date:** December 17, 2024  
**Item Title:** Operating Performance

### HIGHLIGHTS:

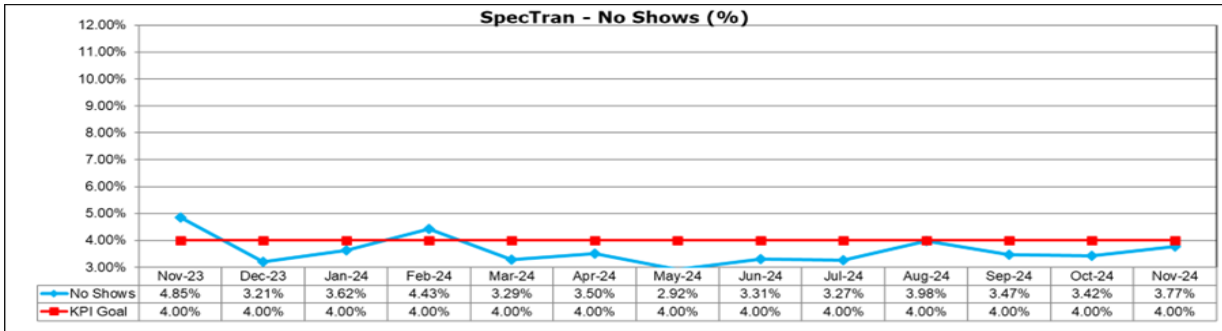
The current staffing is 317 full-time operators and 26 part-time fixed route operators with 25 fixed route operators in training. At the end of October 2024, the operator staffing was 318 full-time and 26 part-time with 19 fixed route operators in training. The result is a net loss of one fixed route operator.

### CURRENT STATUS:

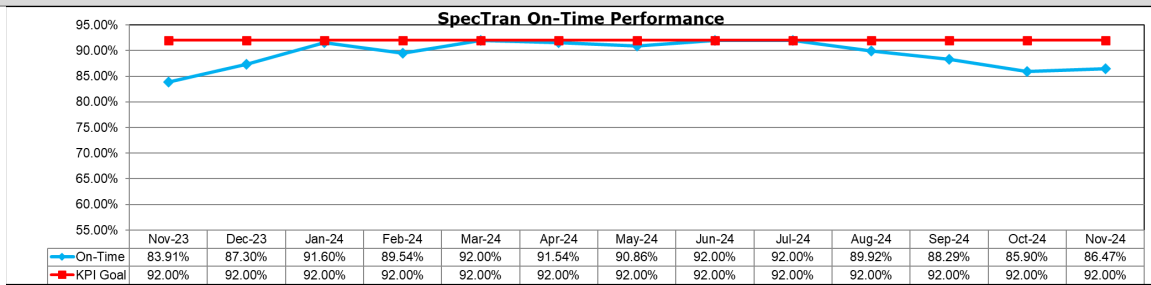




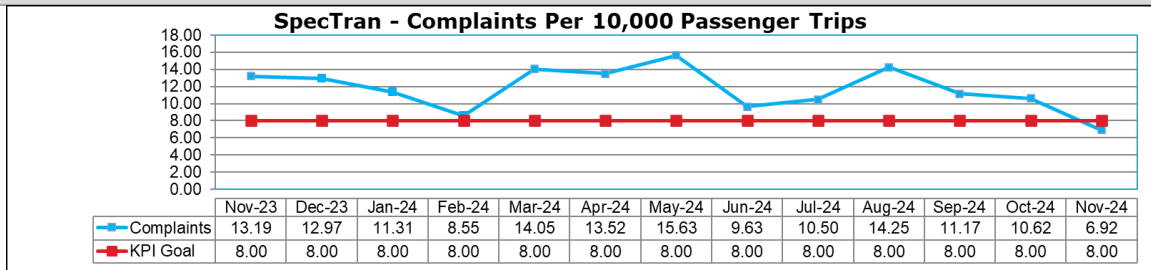
Specialized Transportation – No Shows



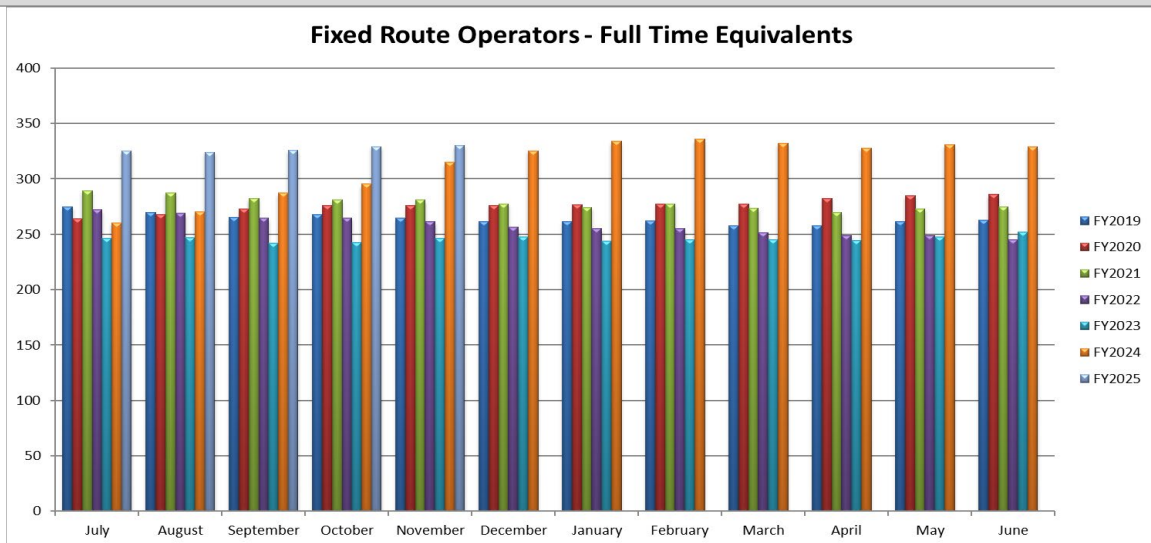
Specialized Transportation – On-Time Performance

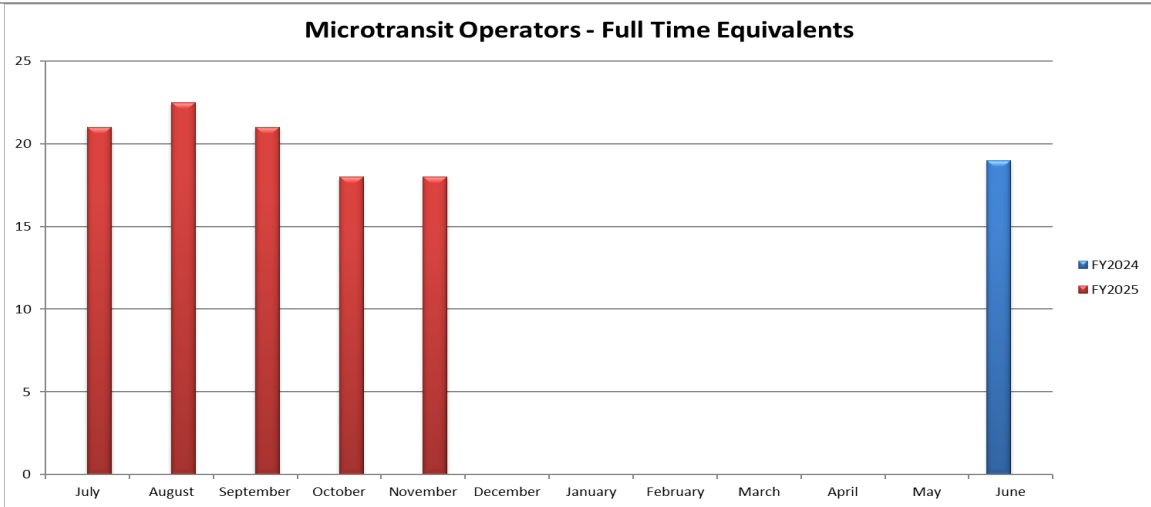


Specialized Transportation – Complaints Per 10,000 Passenger Trips

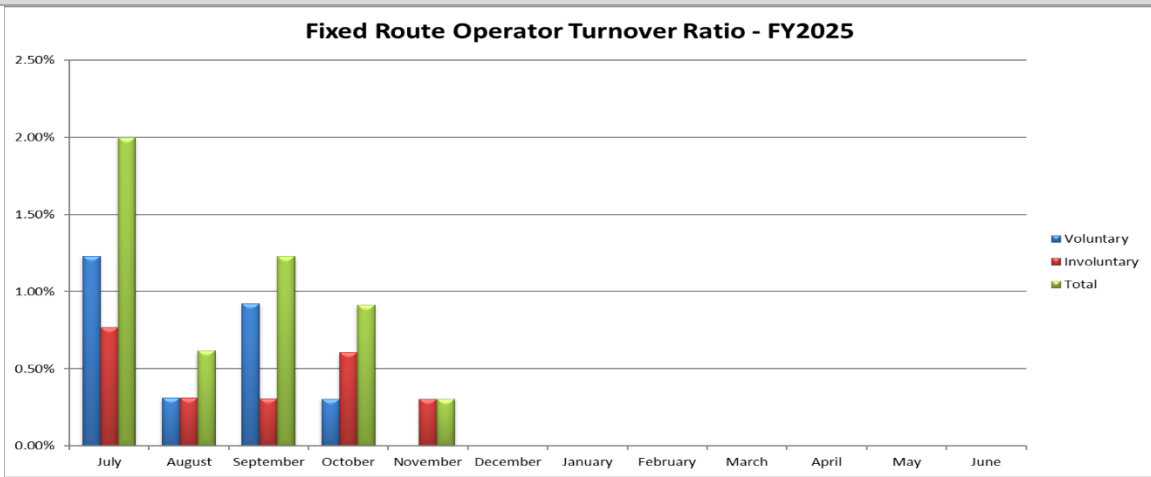


Operators – Full Time Equivalents (Fixed Route and Microtransit)

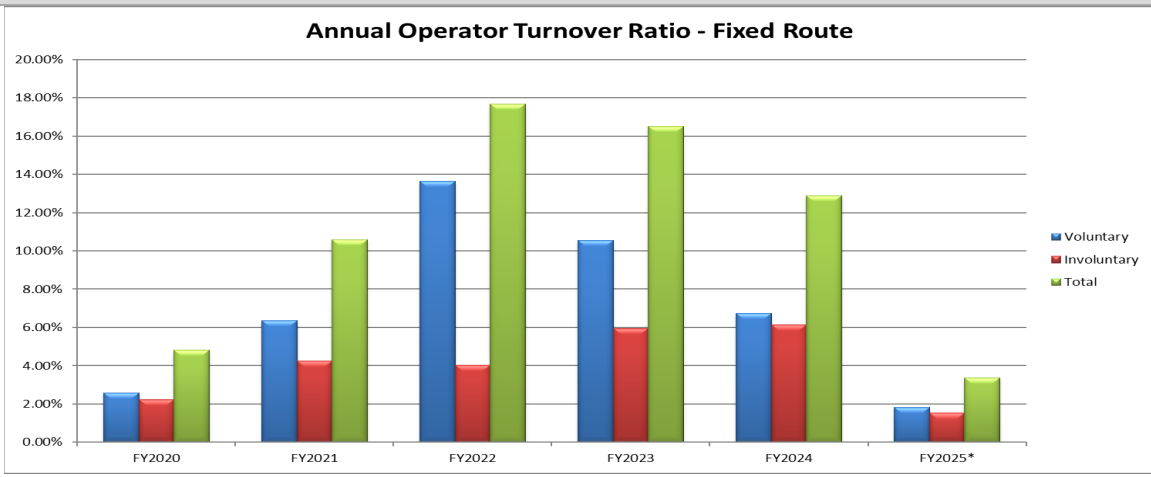




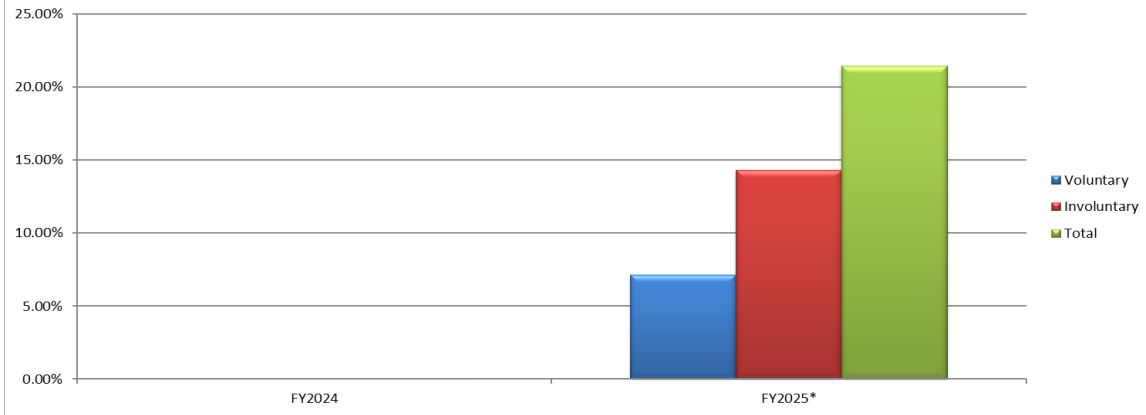
**Operator Turnover Ratio – FY2025**



**Annual Operator Turnover Ratio (Fixed Route and Microtransit)**

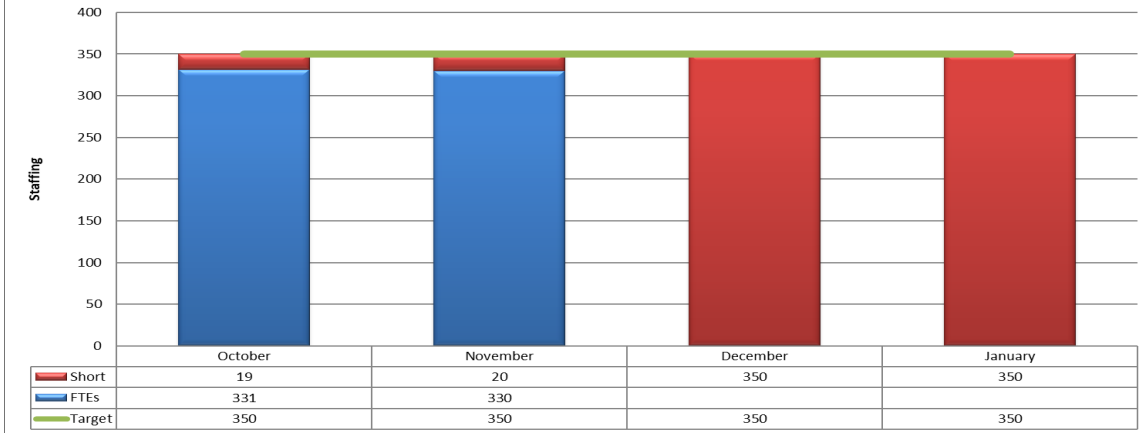


### Annual Operator Turnover Ratio - Microtransit

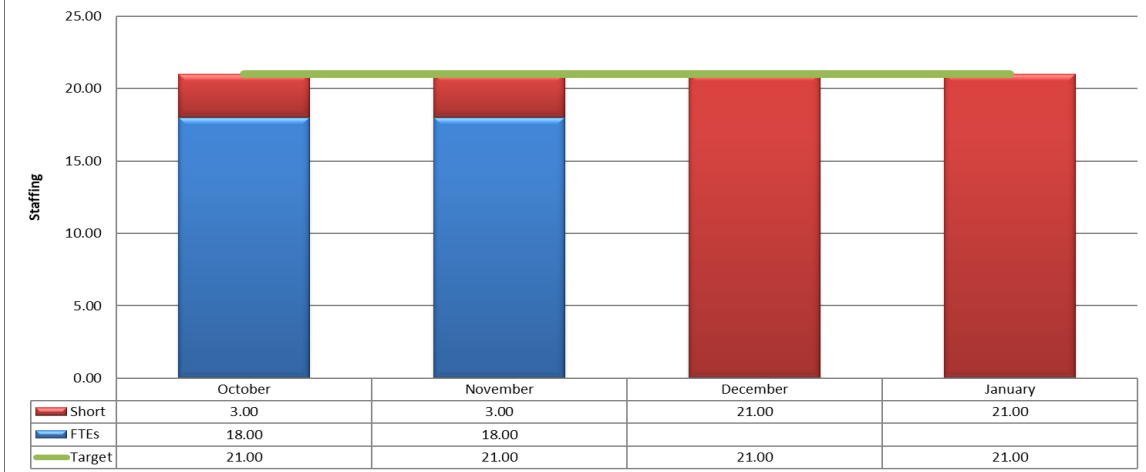


### October 2024 Booking – Operator Staffing (Fixed Route and Microtransit)

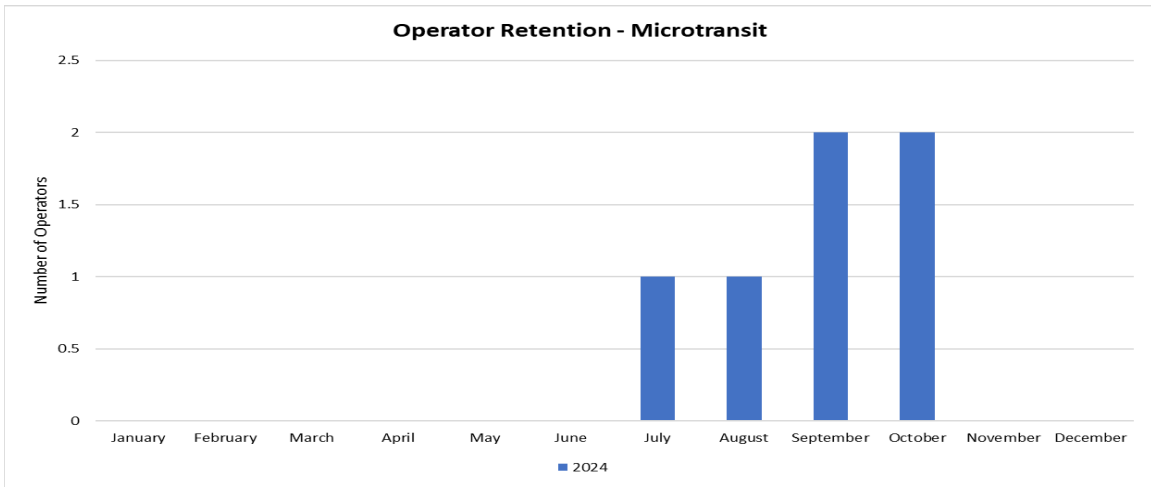
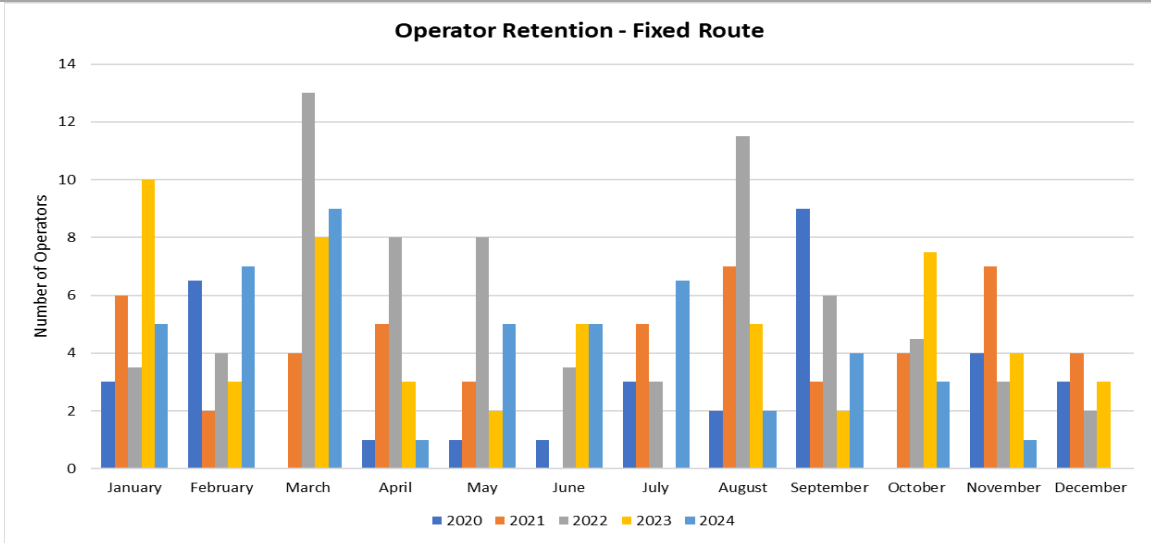
#### October 2024 Booking - Operator Staffing (Fixed Route)



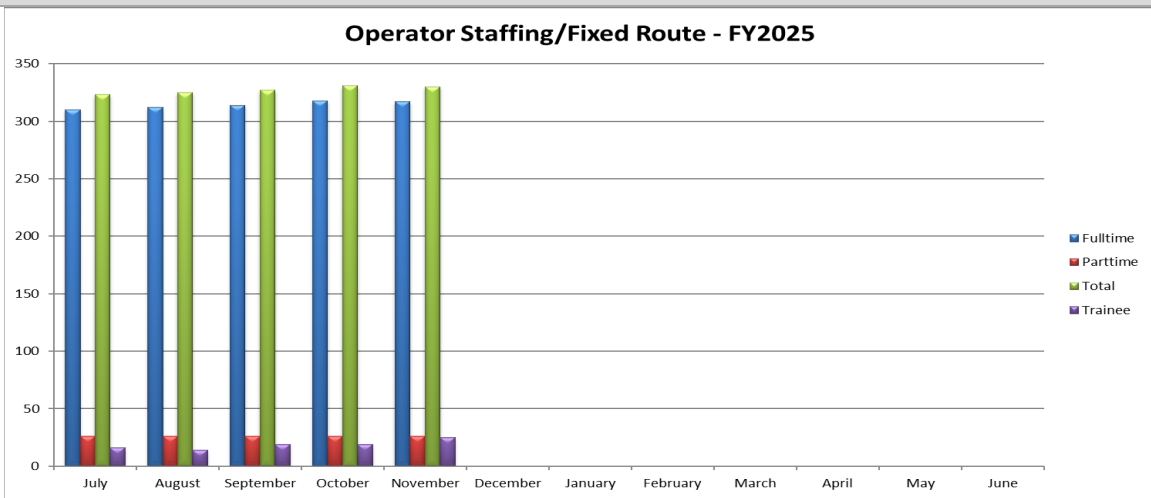
#### October 2024 Booking - Operator Staffing (Microtransit)



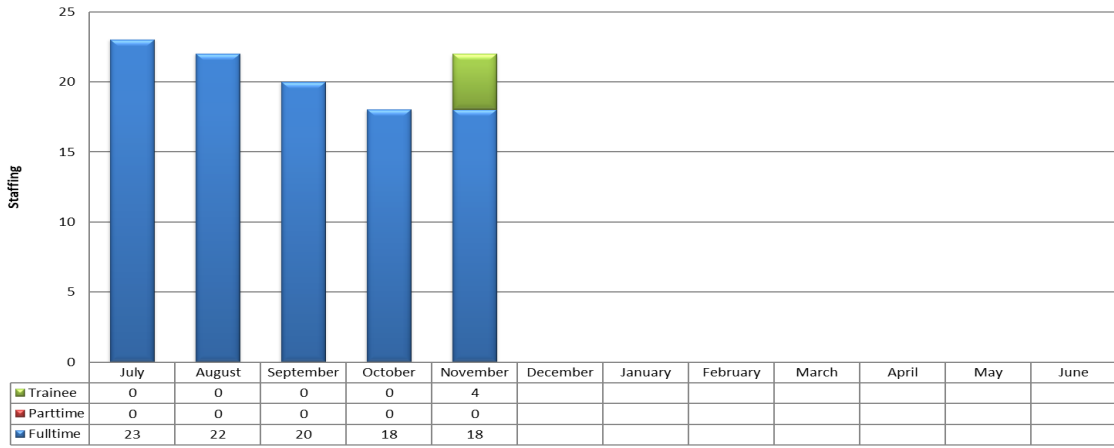
Operator Retention (Fixed Route)



Operator Staffing (Fixed Route)



**Operator Staffing/Microtransit - FY2025**





**Meeting Date:** December 17, 2024  
**Staff Report:** Risk Management Performance

**CURRENT STATUS:**

Performance Indicator	Agency Averages	November (GRTC)
Miles Between Total NTD Defined Events	10,985	10,098
NTD Defined Event Rate Per 1,000,000 miles	3.5	3.2

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

**Fixed Route Traffic Incidents – Trend Report**

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

Assaults	Bus-Related
Verbal	2
Physical	0

**Specialized Related Incidents – Trend Report**

Traffic Incidents	November	December	January	February	March	April	May	June	July	August	September	October	November
Passenger Incident	2	0	1	2	1	1	1	4	2	1	2	3	1
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	1	0	1	0	0	1	0	0	0	0	3
Fixed Objects	1	3	2	1	5	3	3	1	3	6	2	2	3
Improper Turning	1	0	2	0	1	1	0	1	1	1	2	1	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	1	0	0	0	0	0	0	0
Van Hit Parked Vehicle	2	1	0	1	0	1	0	1	1	0	0	1	2
<b>Total</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>8</b>	<b>7</b>	<b>4</b>	<b>7</b>	<b>4</b>	<b>9</b>	<b>6</b>	<b>7</b>	<b>10</b>

<u>Assaults</u>	<u>Specialized-Related</u>
Verbal	1
Physical	0

**Micro transit Related Incidents – Trend Report**

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

<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.

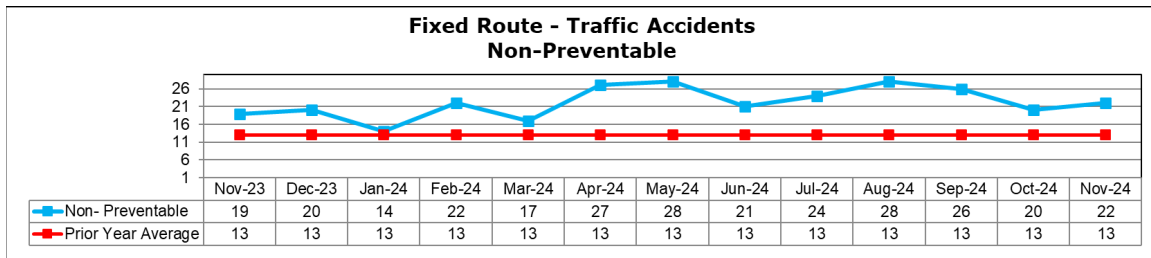
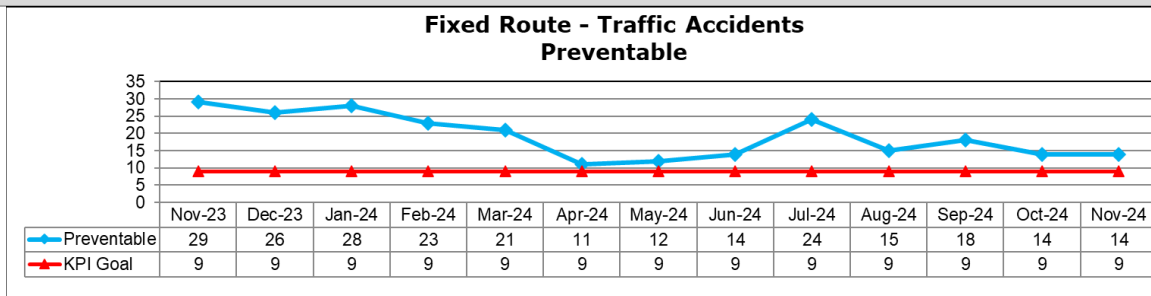
**Preventable Passenger Incident:** A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors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

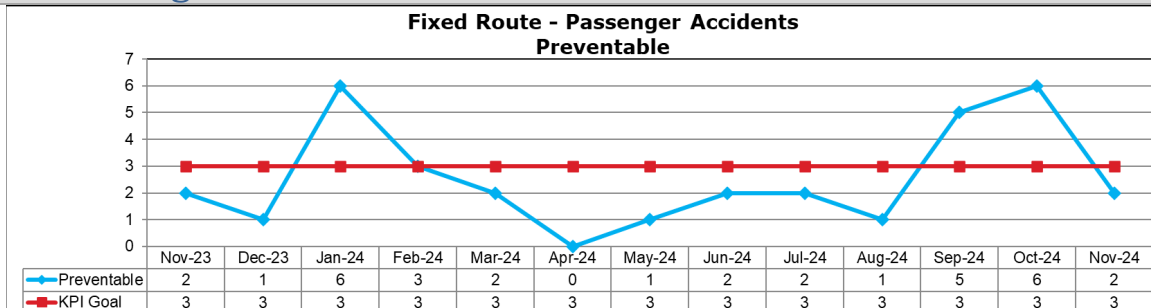
**Verbal Assault:** – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

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

## Fixed Route – Traffic Accident Data

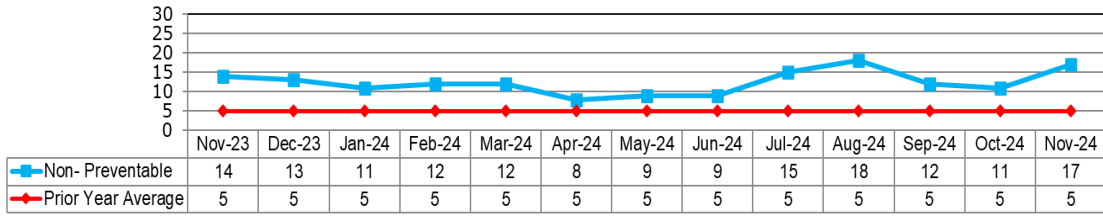


## Fixed Route – Passenger Accident Data



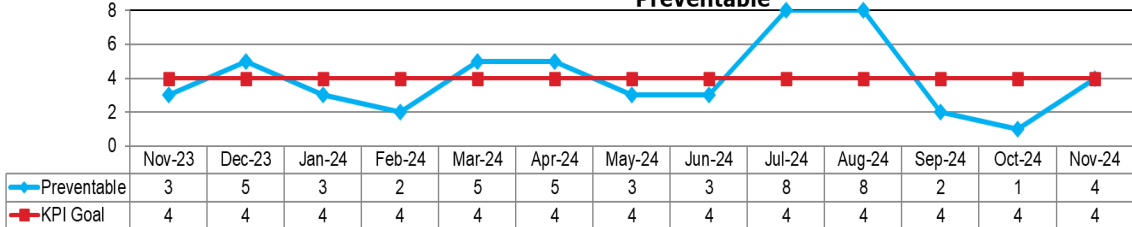


### Fixed Route - Passenger Accidents Non-Preventable

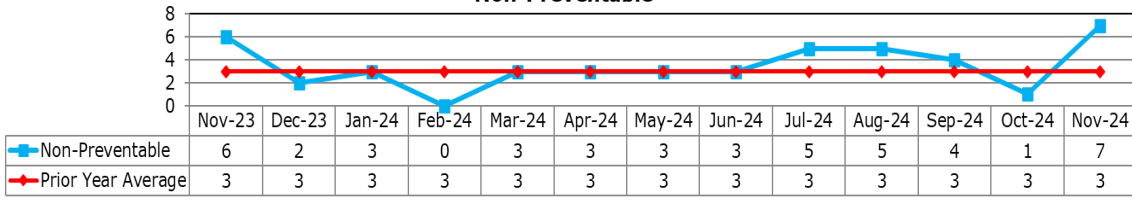


## Specialized Transportation – Traffic Accident Data

### Specialized Transportation - Traffic Accidents Preventable

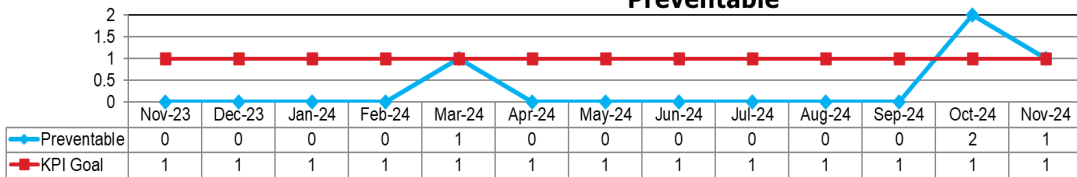


### Specialized Transportation - Traffic Accidents Non-Preventable

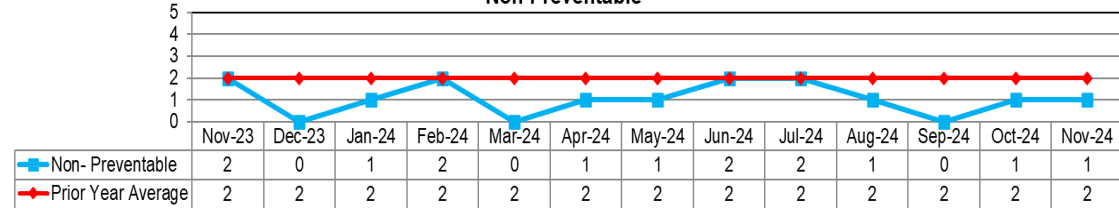


## Specialized Transportation – Passenger Accident Data

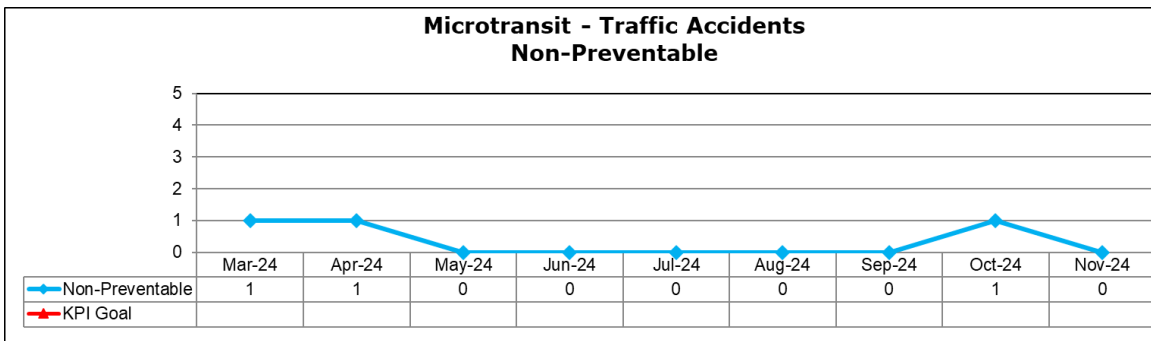
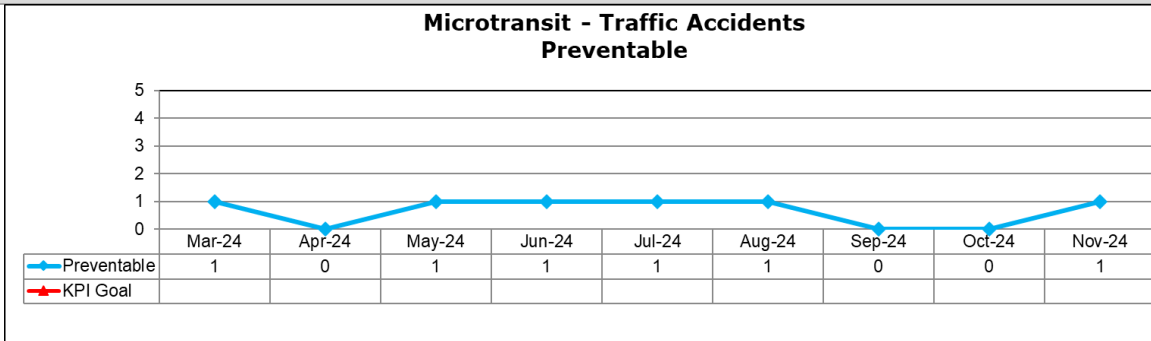
### Specialized Transportation - Passenger Accidents Preventable



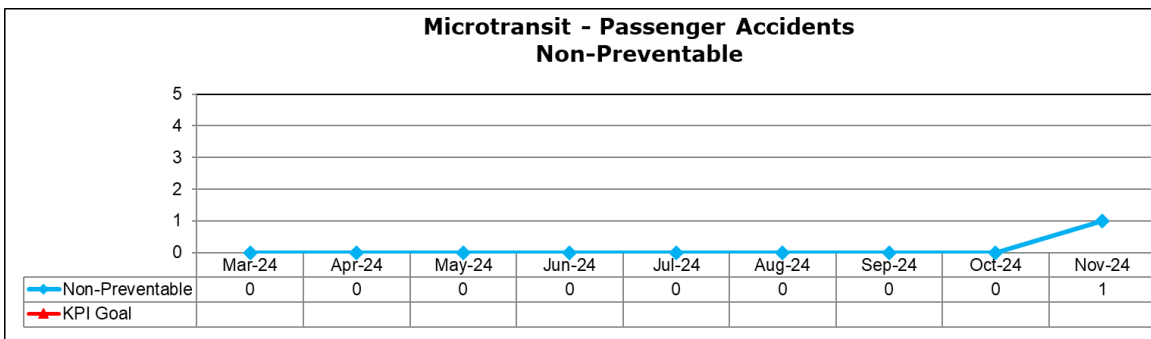
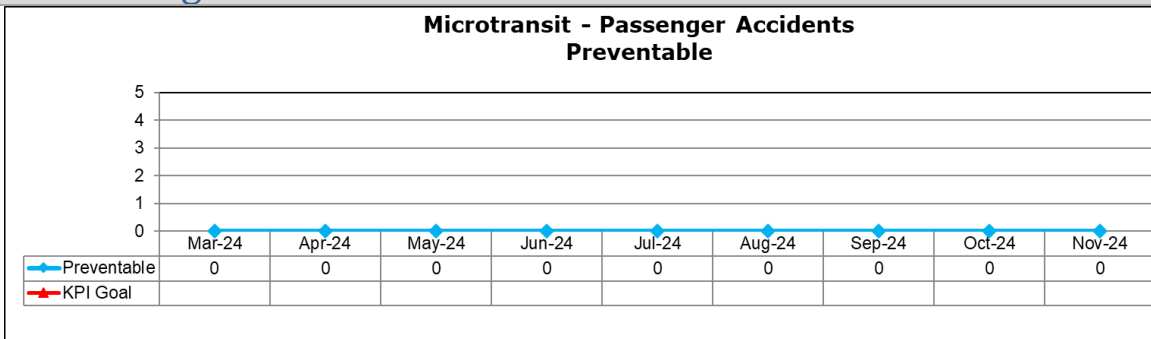
### SpecTran - Passenger Accidents Non-Preventable



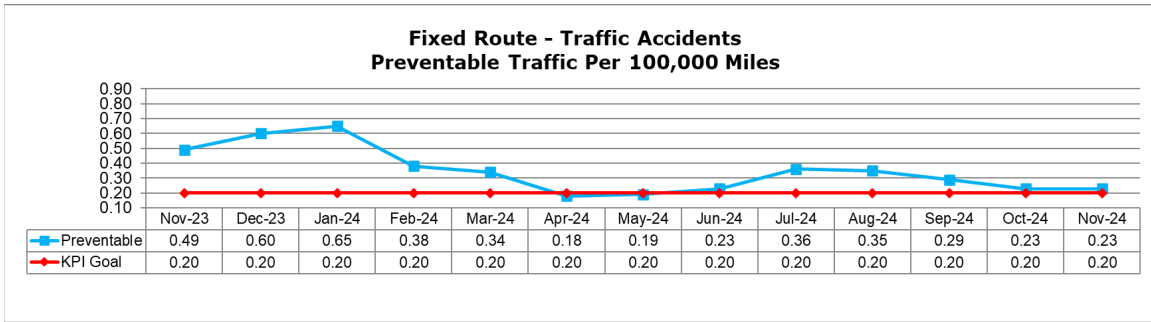
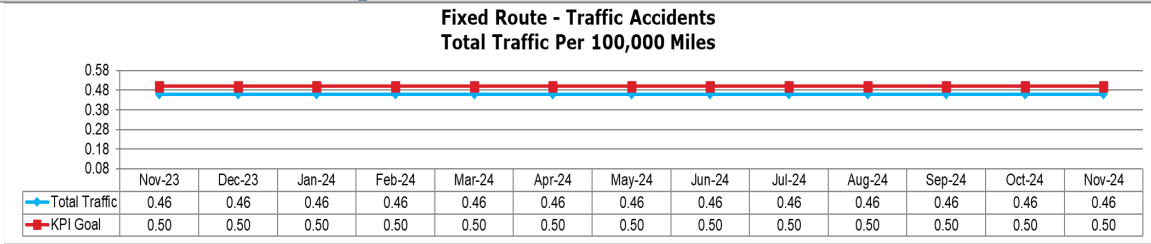
## Microtransit – Traffic Accident Data



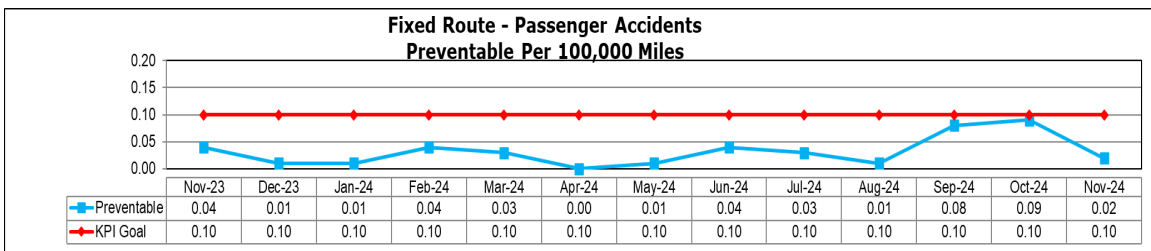
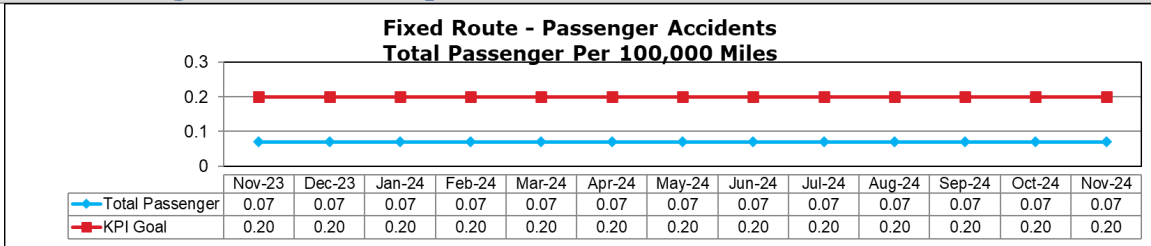
## Microtransit – Passenger Accident Data



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



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

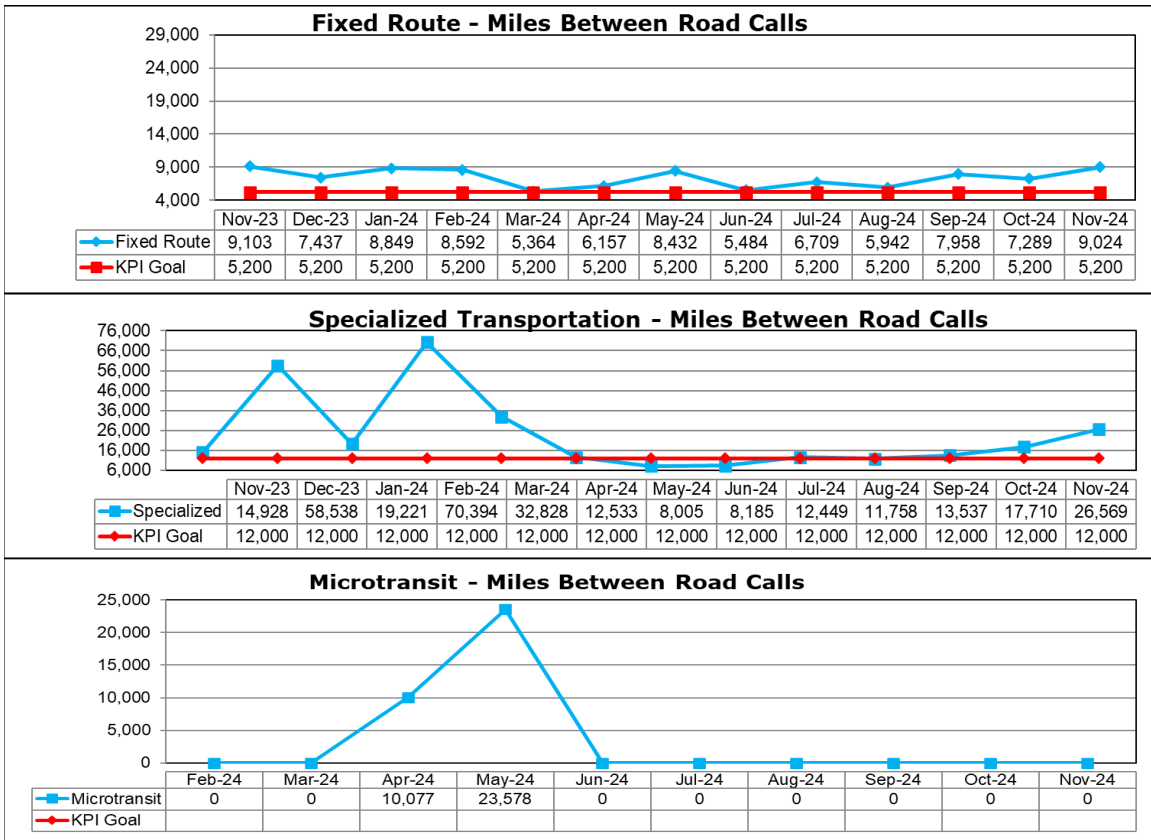




**Meeting Date:** December 17, 2024  
**Staff Report:** Maintenance Performance

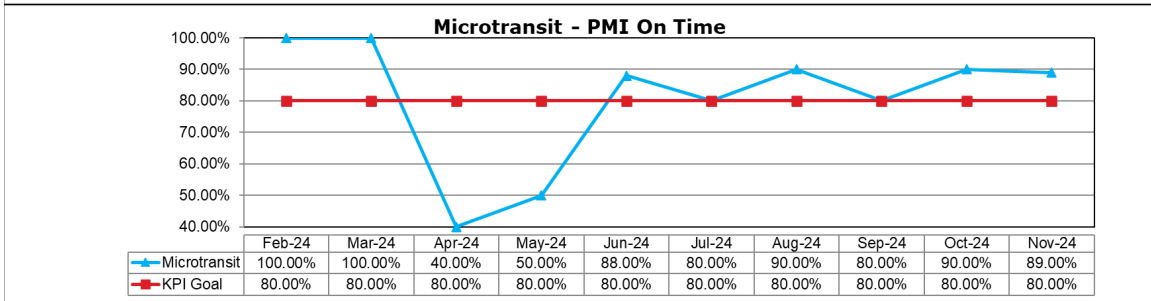
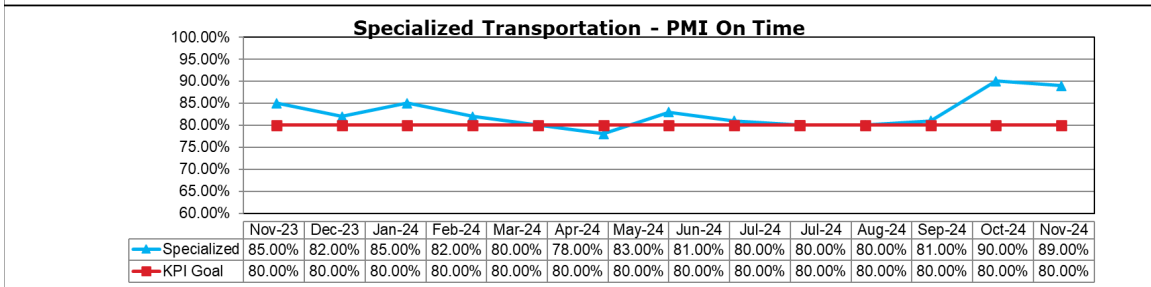
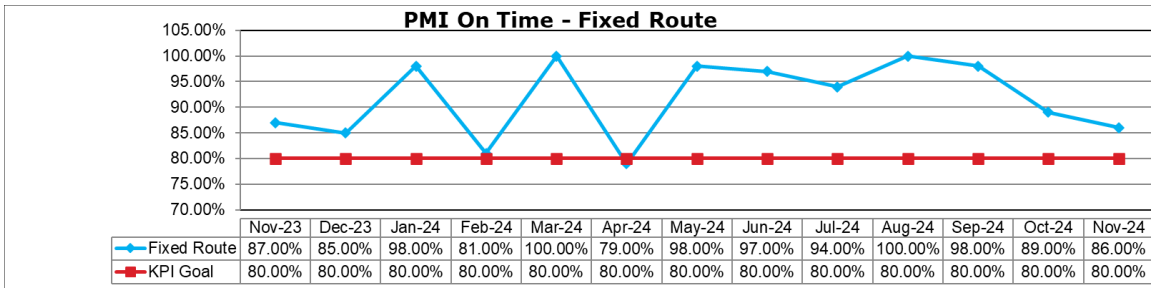
## CURRENT STATUS

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 November was 86% with a goal of 80%. For the month of November, 8% of the fleet was down for service repairs with a spare ratio of 20%.



## CURRENT STAFFING LEVELS

Mechanics      Vacancies – 1  
 General Utilities Vacancies – 2

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:** December 17, 2024  
**Staff Report:** Fixed Route, Microtransit, and Specialized Transportation - Rider Comments

### FIXED ROUTE NOVEMBER REPORT

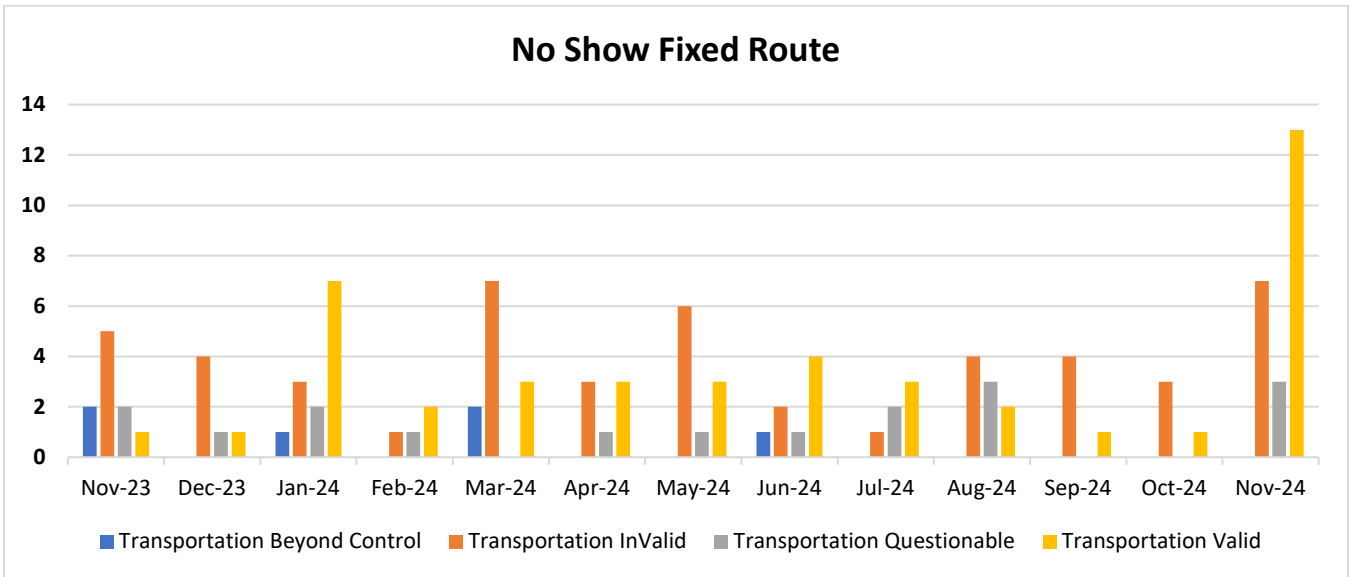
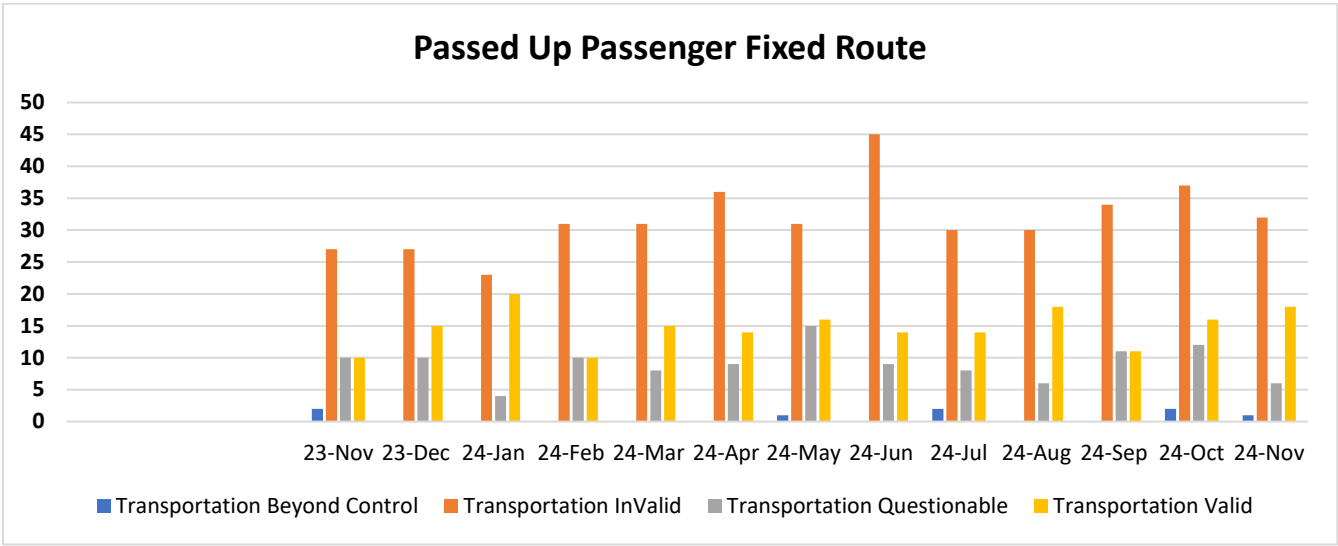
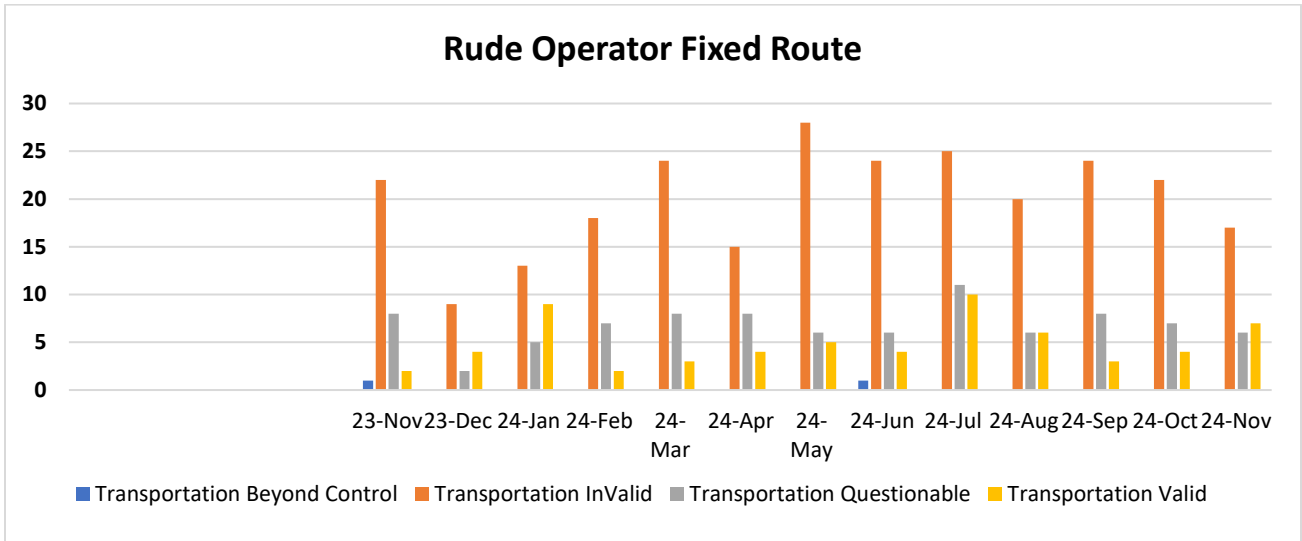
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	7	17	6	0	0	30
Passed Up Passenger	18	32	6	1	0	57
No Show	13	7	3	0	0	23
Late Schedule	5	8	3	2	0	18
Improper Operations of Vehicle	2	6	1	0	0	9
Early Schedule	4	6	3	0	0	13
Planning/Scheduling	0	0	1	0	5	6
IT/Mobile App	0	1	0	0	0	1
Other - Miscellaneous	9	16	25	4	0	54
<b>Total</b>	<b>58</b>	<b>93</b>	<b>48</b>	<b>7</b>	<b>5</b>	<b>211</b>

### DEFINITIONS FOR COMPLAINTS

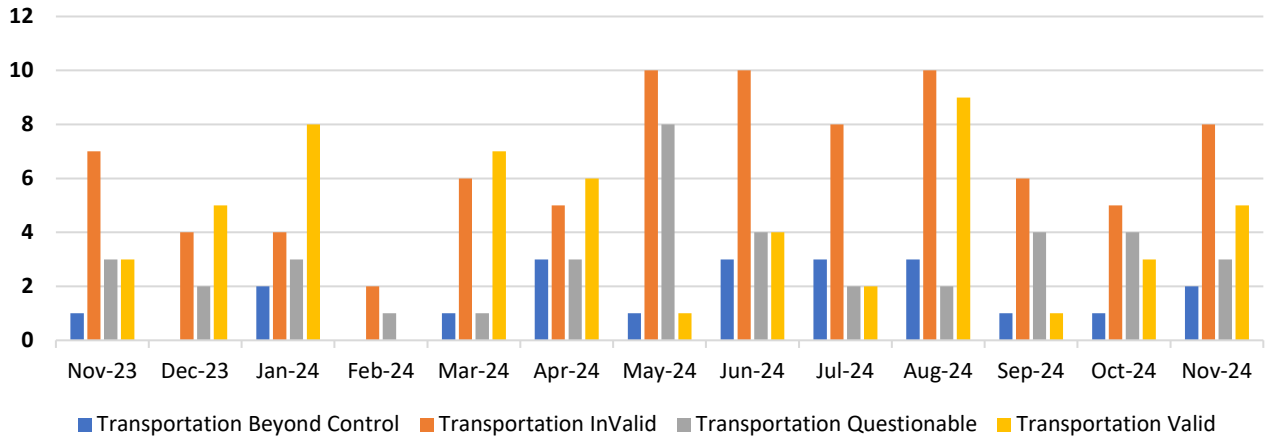
Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC’s control
Under Investigation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

### FIXED ROUTE TREND REPORT

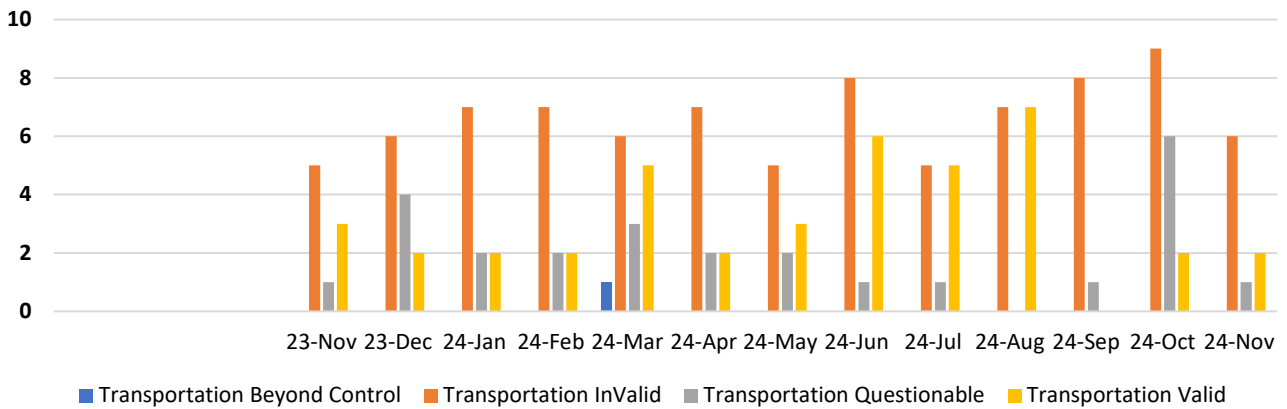
Complaint	November	December	January	February	March	April	May	June	July	August	September	October	November
Rude Operator	2	4	9	2	3	4	5	4	10	6	3	4	7
Passed Up Passenger	10	15	20	10	15	14	16	14	14	18	11	16	18
No Show	1	1	7	2	3	3	3	4	3	2	1	1	13
Late Schedule	3	5	8	0	7	6	1	4	2	9	1	3	5
Improper Operations of Vehicle	3	2	2	1	5	2	3	6	5	7	0	2	2
Early Schedule	3	3	5	3	10	6	6	4	5	6	3	3	4
Planning/Scheduling	2	0	0	1	0	0	0	0	0	0	0	10	0
IT/Mobile App	0	0	0	0	0	0	0	0	0	0	0	0	0
Other – Misc.	8	4	4	13	13	11	7	6	0	5	6	11	9
<b>Total</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>	<b>58</b>
Commendations	8	4	4	10	6	6	8	6	7	10	11	9	3



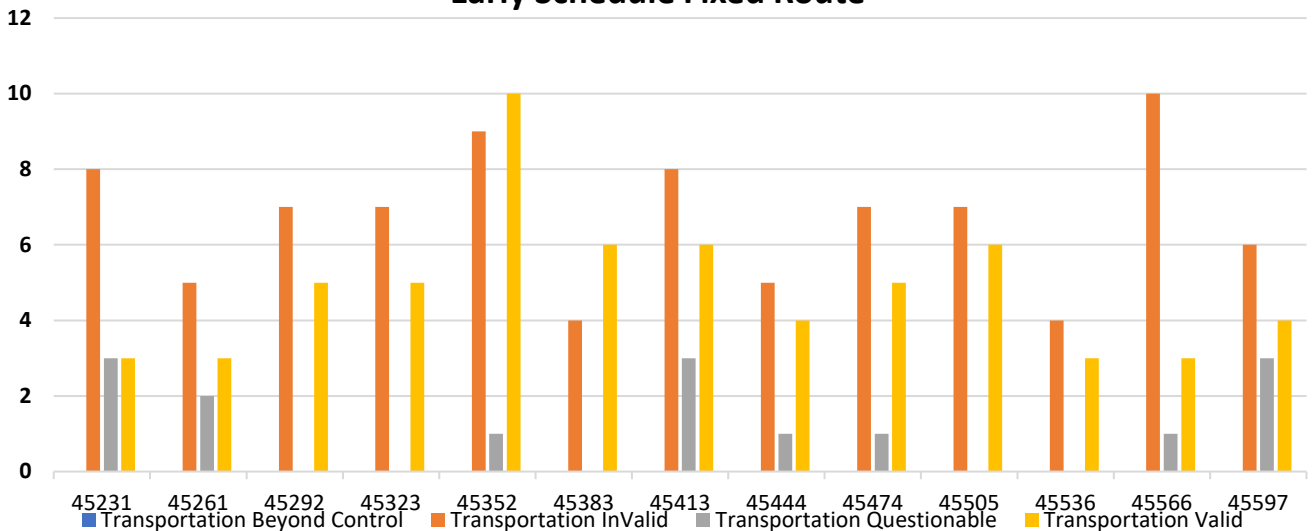
### Late Schedule Fixed Route



### Improper Operation of Vehicle or Equipment

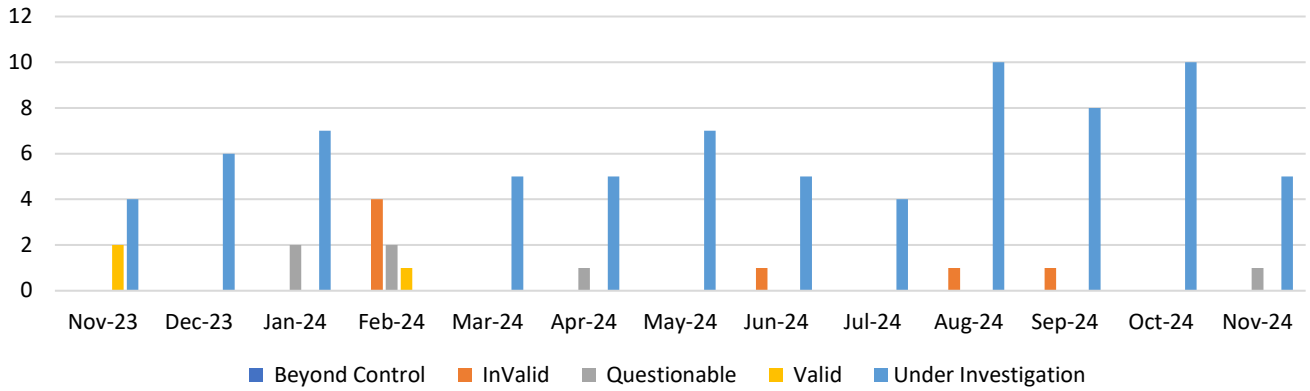


### Early Schedule Fixed Route

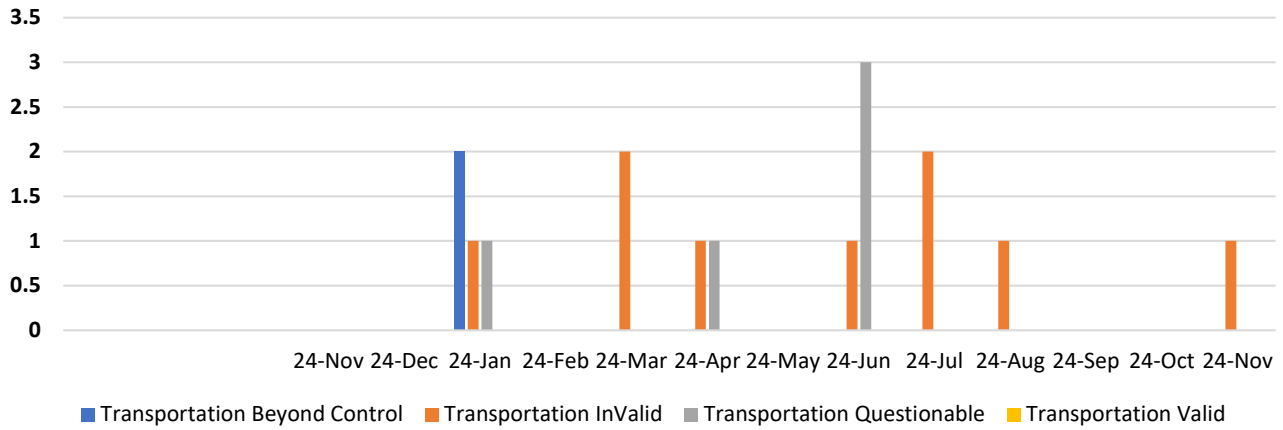




### Planning- Scheduling Fixed Route



### IT Mobile App Fixed Route



## SPECIALIZED TRANSPORTATION NOVEMBER REPORT

Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	0	1	0	0	0	1
Passed Up Passenger	0	0	0	0	0	0
No Show	0	0	0	0	0	0
Late Schedule	6	1	1	0	0	8
Improper Operations of Vehicle	2	0	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	3	0	1	0	0	4
<b>Total</b>	<b>11</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>15</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

## SPECIALIZED TRANSPORTATION TREND REPORT

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

## MICROTRANSIT NOVEMBER REPORT

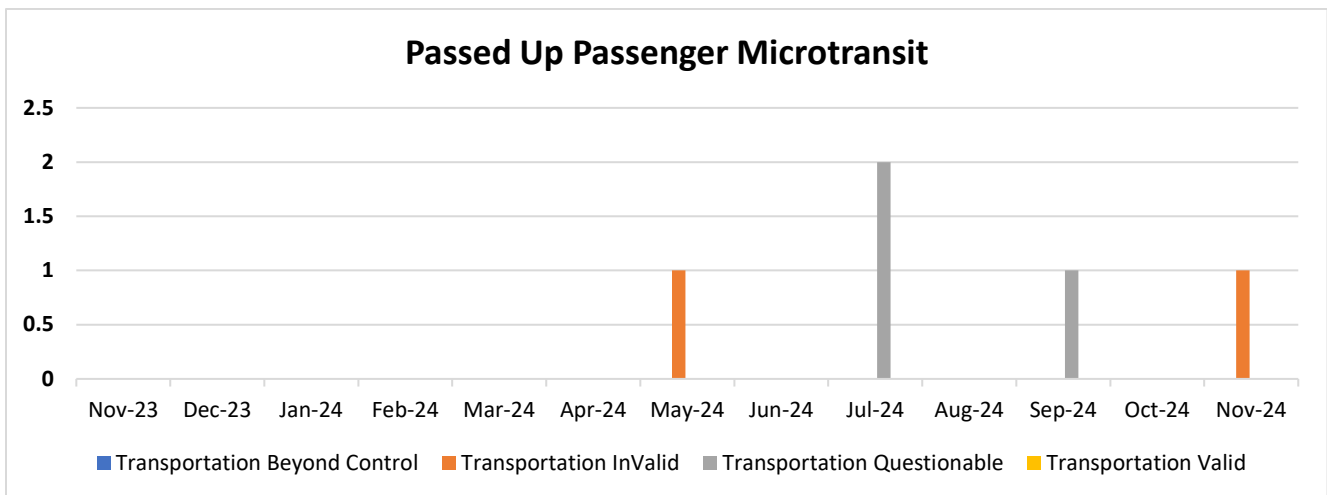
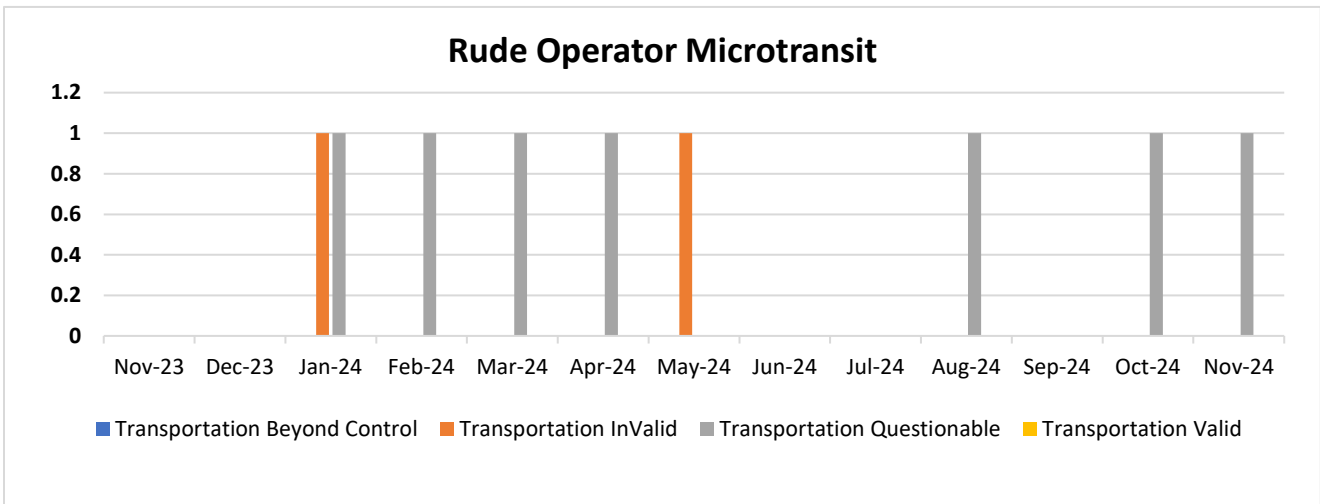
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	0	0	1	0	0	1
Passed Up Passenger	0	1	0	0	0	1
No Show	0	0	0	0	0	0
Late Schedule	0	0	0	0	0	0
Improper Operations of Vehicle	0	0	0	0	0	0
Early Schedule	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0
IT/Mobile App	0	0	0	0	0	0
Other - Miscellaneous	1	1	1	2	0	5
<b>Total</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>7</b>

## DEFINITIONS FOR COMPLAINTS

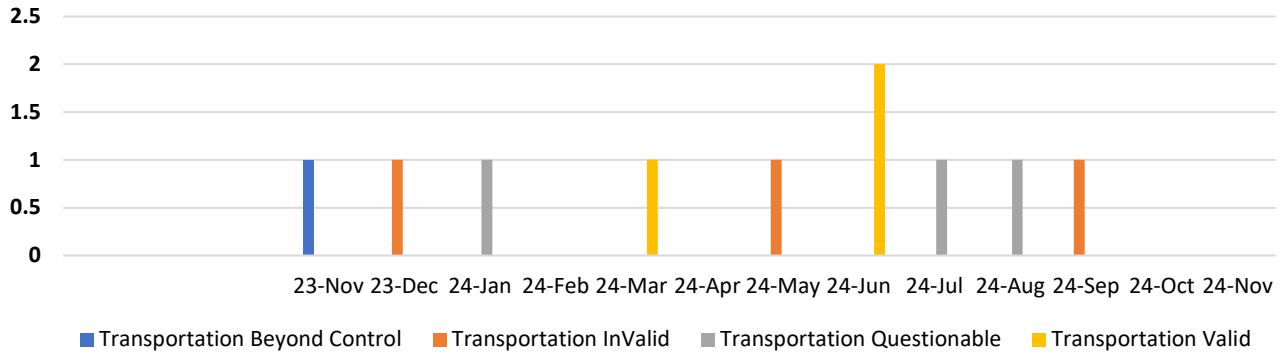
Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC’s control
Under Investigation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

# MICROTRANSIT TREND REPORT

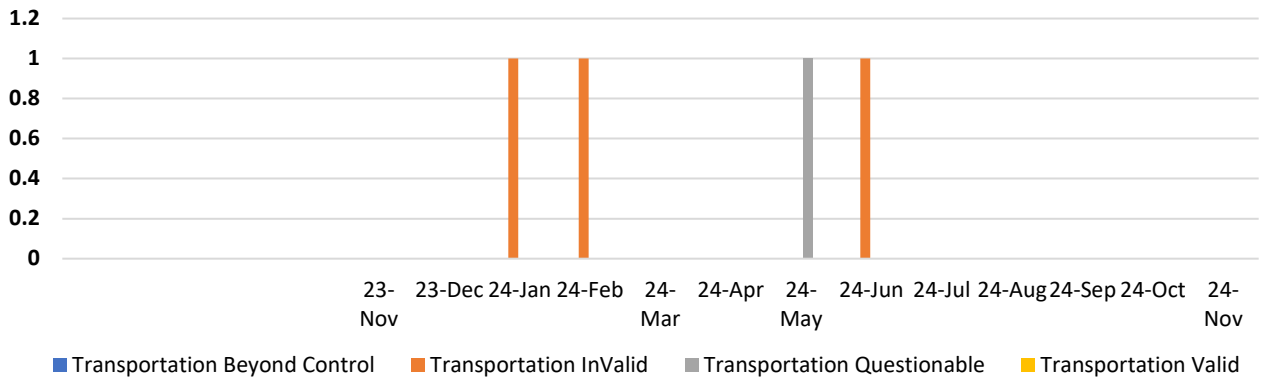
Complaint	November	December	January	February	March	April	May	June	July	August	September	October	November
Rude Operator	0	0	0	0	0	0	0	0	0	0	0	0	0
Passed Up Passenger	0	0	0	0	0	0	0	0	0	0	0	0	0
No Show	0	0	0	0	1	0	0	2	0	0	0	0	0
Late Schedule	0	0	0	0	0	0	0	0	0	0	0	0	0
Improper Operations of Vehicle	0	0	0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



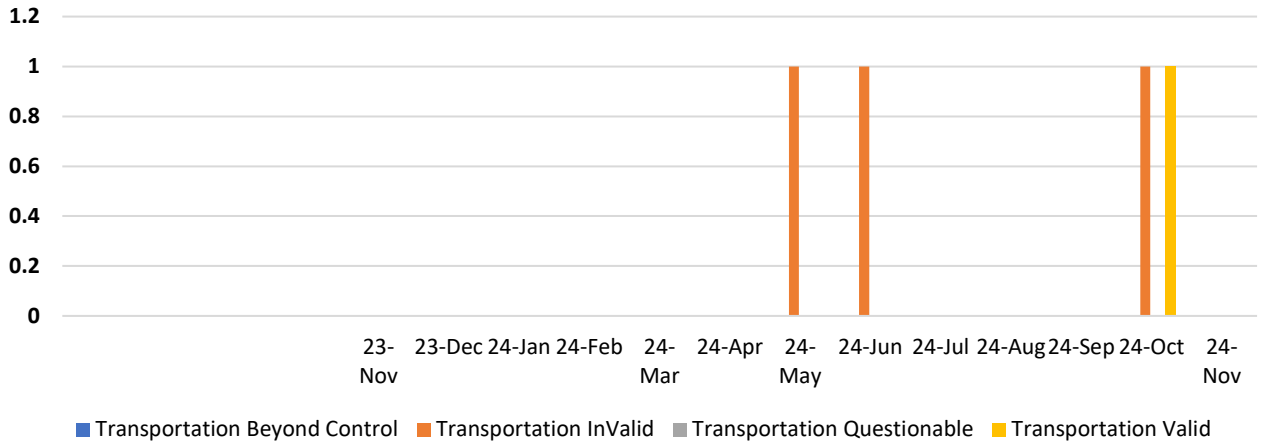
### No Show Microtransit



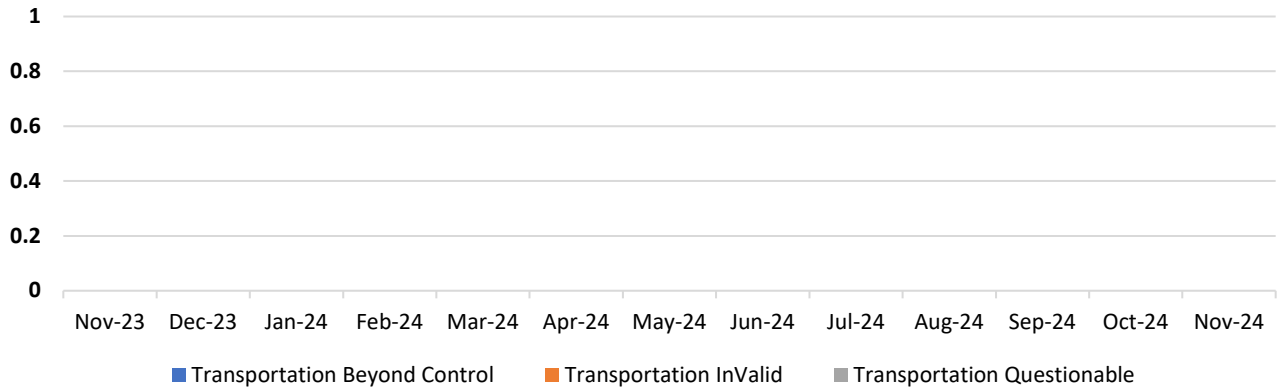
### Late Schedule Microtransit



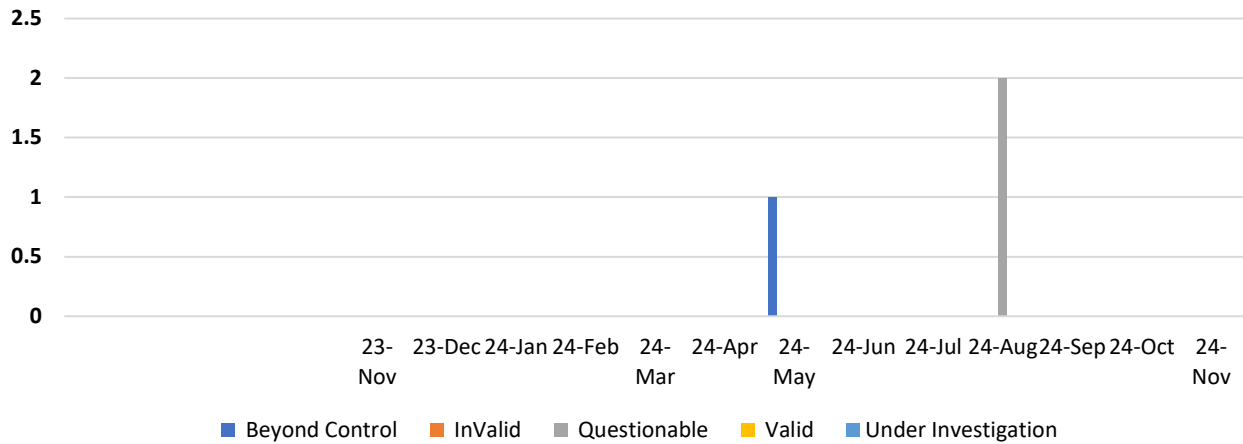
### Improper Operation of Vehicle and Equipment Microtransit



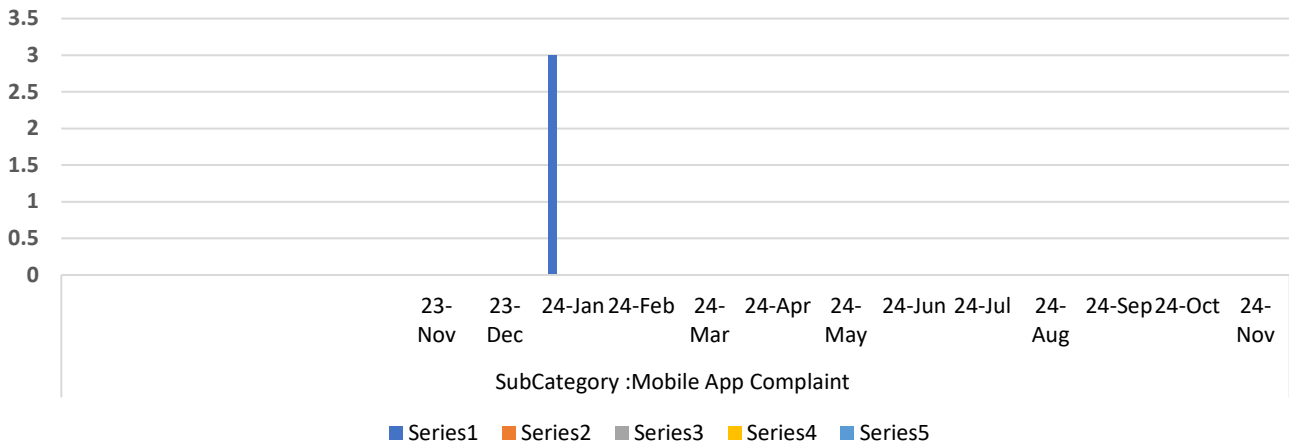
### Early Schedule Microtransit

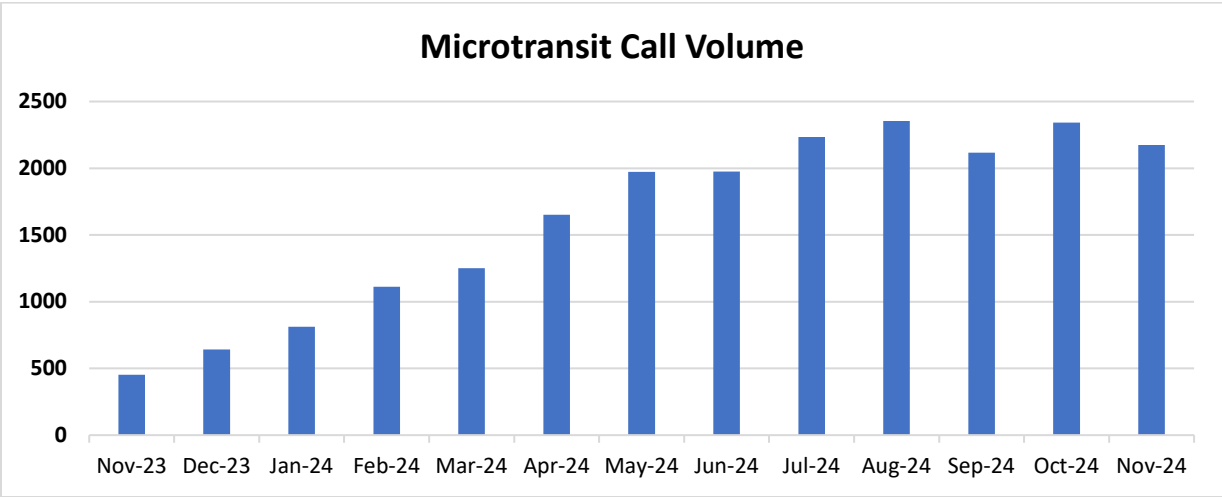


### Planning Scheduling Microtransit



### IT Mobile App Microtransit







**Meeting Date:** December 17, 2024  
**Staff Report:** Monthly Ridership Report

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## **BACKGROUND:**

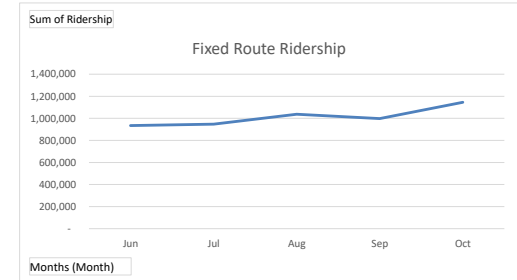
The “Monthly Ridership Report” (MRR) includes comparisons between the ridership of the current month, prior month, year prior to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services GRTC provides including fixed route (local, express, and Pulse),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

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

	(November 2024)	(October 2024)	MoM%	(November 2023)	YoY % (FY2024)	(November 2022)	YoY % (FY2023)
<b>Fixed Route</b>							
Local-Fixed Route	822,821	925,470	-11.09%	674,807	21.93%	585,747	40.47%
- Richmond (fixed)	653,818	743,926	-12.11%	555,832	17.63%	482,960	35.38%
-Henrico (fixed)	169,002	181,544	-6.91%	118,974	42.05%	102,787	64.42%
Local-Pulse	170,344	199,169	-14.47%	136,737	24.58%	131,399	29.64%
Express Routes (total)	6,201	8,714	-28.84%	6,816	-9.02%	7,146	-13.22%
<b>Total Fixed Route</b>	<b>999,366</b>	<b>1,133,353</b>	<b>-11.82%</b>	<b>818,360</b>	<b>22.12%</b>	<b>724,292</b>	<b>37.98%</b>
<b>Specialized Transportation</b>							
CARE/CARE Plus	21,688	24,475	-11.39%	18,385	17.97%	18,808	15.31%
CARE On-Demand	3,746	4,103	-8.70%	3,984	-5.97%	4,233	-11.50%
<b>Total Specialized</b>	<b>25,434</b>	<b>28,578</b>	<b>-11.00%</b>	<b>22,369</b>	<b>13.70%</b>	<b>23,041</b>	<b>10.39%</b>
<b>Microtransit</b>							
<b>Total Microtransit</b>	<b>7,087</b>	<b>7,442</b>	<b>-4.77%</b>	<b>80</b>	<b>8758.75%</b>		
				<b>**Microtransit service began 11/17/2023</b>			
<b>TOTAL Fixed Route, Specialized, &amp; Micro</b>	<b>1,031,887</b>	<b>1,169,373</b>	<b>-11.76%</b>	<b>840,809</b>	<b>22.73%</b>	<b>747,333</b>	<b>38.08%</b>



	2025 FYTD	2024 FYTD (July '23 - Nov '23)	YoY % (FY2024)	2023 FYTD (July '22 - Nov '22)	YoY % (FY2023)
<b>Fixed Route</b>					
Local- Fixed Route	4,207,108	3,484,722	20.73%	3,155,683	33.32%
Local- Pulse	889,732	742,025	19.91%	729,746	21.92%
Express Routes (total)	41,300	38,641	6.88%	43,842	23.30%
<b>Total Fixed Route</b>	<b>5,138,140</b>	<b>4,265,388</b>	<b>20.46%</b>	<b>3,929,271</b>	<b>30.77%</b>
<b>Specialized Transportation</b>					
CARE/CARE Plus	112,006	94,025	19.12%	102,856	8.90%
CARE On-Demand	19,054	18,130	5.10%	20,666	-7.80%
<b>Total Specialized</b>	<b>131,060</b>	<b>112,155</b>	<b>16.86%</b>	<b>123,522</b>	<b>6.10%</b>
<b>Microtransit</b>					
<b>Total Microtransit</b>	<b>34,057</b>	<b>80</b>	<b>42471.25%</b>		
				<b>**Microtransit service began 11/17/2023</b>	
<b>TOTAL FIXED ROUTE, SPECIALIZED &amp; MICROTRANSIT</b>	<b>5,303,257</b>	<b>4,377,543</b>	<b>21.15%</b>	<b>4,052,793</b>	<b>30.85%</b>

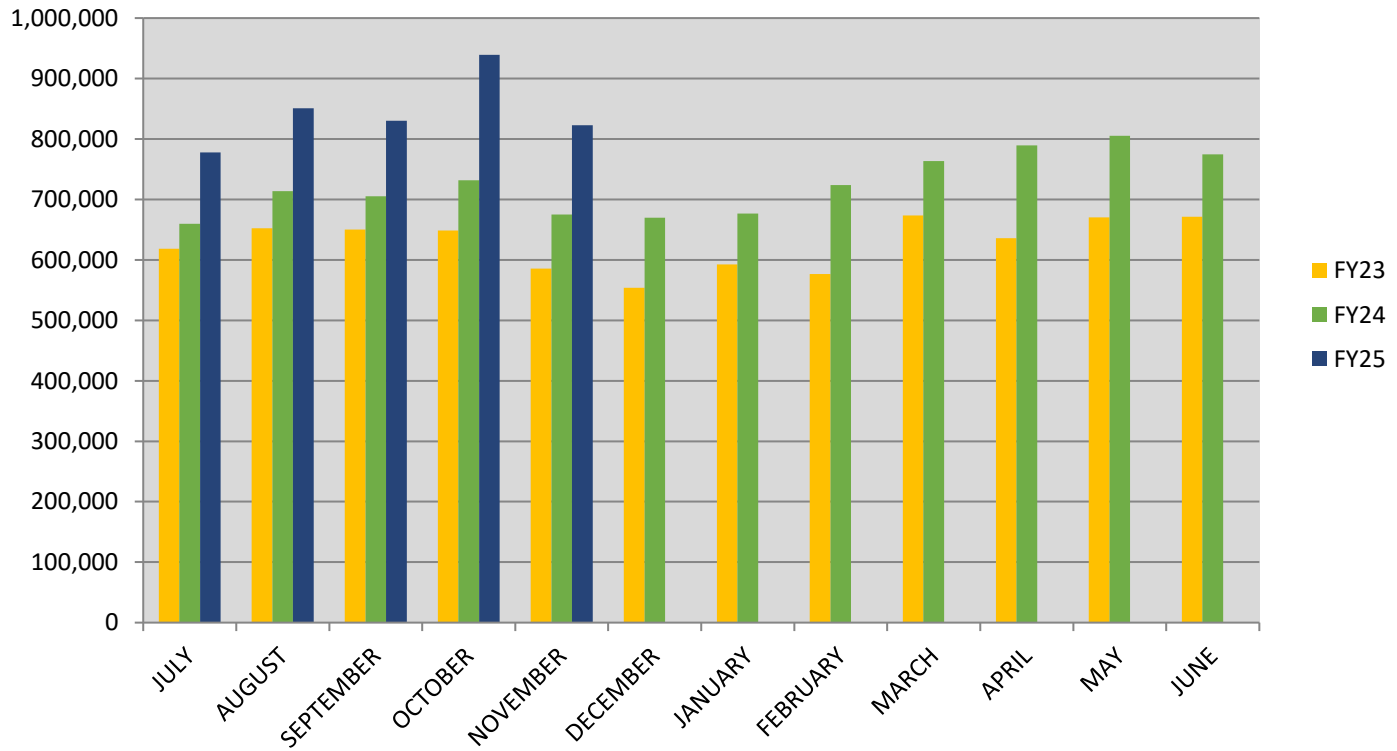
Van Pool	(Oct '24)	YoY % (Oct '23) (FY2024)	YoY % (Oct '22) (FY2023)
Van Pool	14,395	13,606 5.80%	12,180 18.19%

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



# Local Route Ridership Three Year Comparison

Source: RideCheck Plus APC Data





**Meeting Date:** December 17, 2024  
**Staff Report:** October 2024 Financial Report

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## **BACKGROUND**

Attached is the Financial Report for the four months ended October 31, 2024.

**Financial Report**  
**For the Four Months Ending October 31, 2024**  
**Key Highlights**

**Revenues**

Year to date Revenues favorable to budget	\$ 461,739.50
Year to Date Actual Revenues	\$ 31,527,281.92
Year to Date Budgeted Revenues	\$ 31,065,542.42

Unfavorable State funds (\$1.041M) are due to the timing of VDOT reimbursement for route 7a/7b, offset by favorable Federal Funds \$0.943M due to the timing of grant funded projects versus budgetary assumptions, favorable local share match \$0.463M due to the timing of grant funded projects versus budgetary assumptions (offsets budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$0.347M YTD)) and due to favorable Directly Generated Funds \$95.52k due to favorable interest income relative to budget.

**Operating Expenditures**

Year to date Operating Expenditures lower than budgeted amounts	\$ 3,772,620.68
Year to date Actual Operating Expenditures	\$ 25,995,956.75
Year to Date Budgeted Operating Expenditures	\$ 29,768,577.43

Favorable labor \$0.556M as a result of lower than budgeted FTEs in General & Administrative functions, favorable services \$2.200M due timing of planning consulting projects and advertising, favorable materials and supplies \$1.125M, and favorable insurance premium expense \$260.687k due to the timing of booking the provision for self insured losses, offset by unfavorable utilities \$30.81k, unfavorable purchased transportation (\$0.390M) due to higher demand for GRTC programs (CARE and CARE on demand).

<b><u>Net Operating Position - Surplus / (Deficit)</u></b>	<b>\$ 5,530,825.17</b>
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**Balance Sheet and Cash Flow**

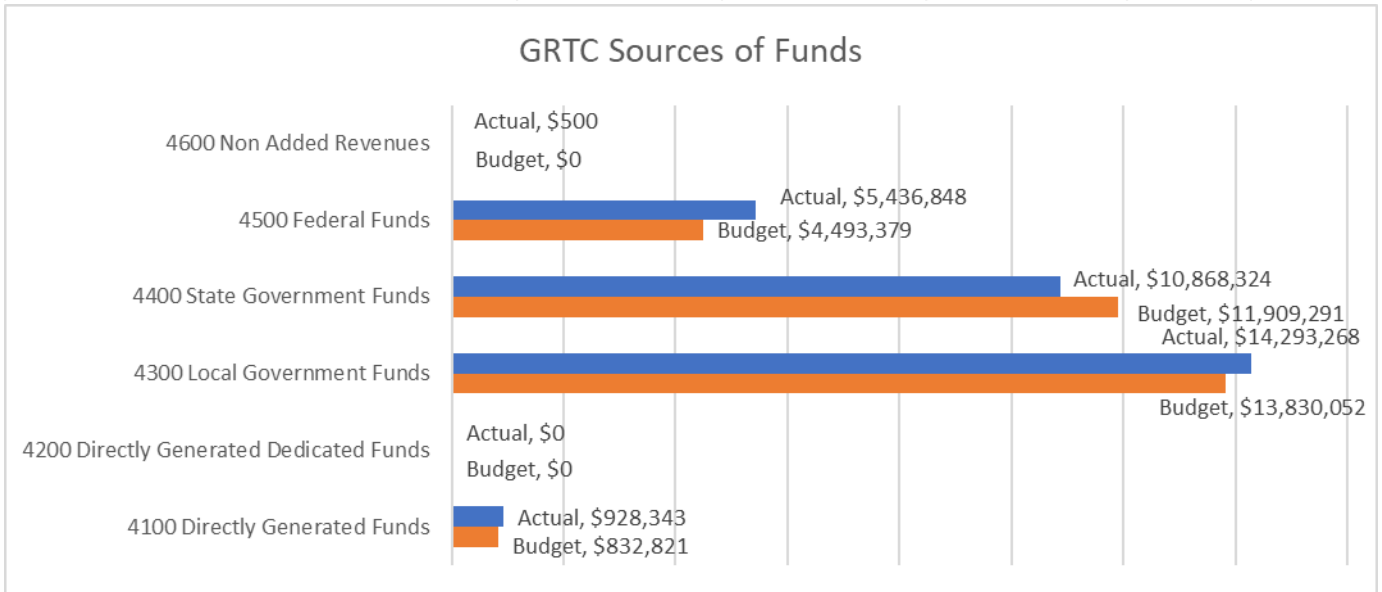
Balance sheet with cash position of		\$8,808,476
Operating Cash Account	\$4,594,392	
Capital Cash Account	\$4,214,084	

**GRTC Transit System  
Source of Funds  
Year to Date October 31, 2024**

	Month Ended October 31, 2024			Year to Date October 31, 2024		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
<b>4100 Directly Generated Funds</b>	<b>\$ 234,836.67</b>	<b>\$ 240,916.03</b>	<b>\$ (6,079.36)</b>	<b>\$ 928,342.59</b>	<b>\$ 832,820.62</b>	<b>\$ 95,521.97</b>
4110 Total Passenger Fares	100,000.00	100,000.00	-	400,000.00	400,000.00	-
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	19,800.00	-	19,800.00	35,400.00	-	35,400.00
4140 Auxiliary Transportation Revenue	6,705.00	40,000.00	(33,295.00)	6,705.00	40,000.00	(33,295.00)
4150 Other Agency Revenues	108,331.67	100,916.03	7,415.64	486,237.59	392,820.62	93,416.97
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>\$ 3,837,177.43</b>	<b>\$ 3,457,513.09</b>	<b>\$ 379,664.34</b>	<b>\$ 14,293,267.56</b>	<b>\$ 13,830,052.36</b>	<b>\$ 463,215.20</b>
4310 General Revenues of the Local Government	3,837,177.43	3,457,513.09	379,664.34	14,293,267.56	13,830,052.36	463,215.20
<b>4400 State Government Funds</b>	<b>\$ 4,296,157.01</b>	<b>\$ 3,017,388.20</b>	<b>\$ 1,278,768.81</b>	<b>\$ 10,868,324.14</b>	<b>\$ 11,909,290.94</b>	<b>\$ (1,040,966.80)</b>
4410 General Revenues of the State Government	4,296,157.01	3,017,388.20	1,278,768.81	10,868,324.14	11,909,290.94	(1,040,966.80)
<b>4500 Federal Funds</b>	<b>\$ 1,698,043.64</b>	<b>\$ 1,945,977.54</b>	<b>\$ (247,933.90)</b>	<b>\$ 5,436,847.63</b>	<b>\$ 4,493,378.50</b>	<b>\$ 943,469.13</b>
5307 FTA Urbanized Area Formula Program	1,197,207.95	1,896,073.74	(698,865.79)	3,629,475.29	4,338,353.26	(708,877.97)
5307 CARES Act Urbanized Area Program Funds	500,835.69	49,903.80	450,931.89	1,807,372.34	155,025.24	1,652,347.10
<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>\$ 10,066,214.75</b>	<b>\$ 8,661,794.86</b>	<b>\$ 1,404,419.89</b>	<b>\$ 31,527,281.92</b>	<b>\$ 31,065,542.42</b>	<b>\$ 461,739.50</b>

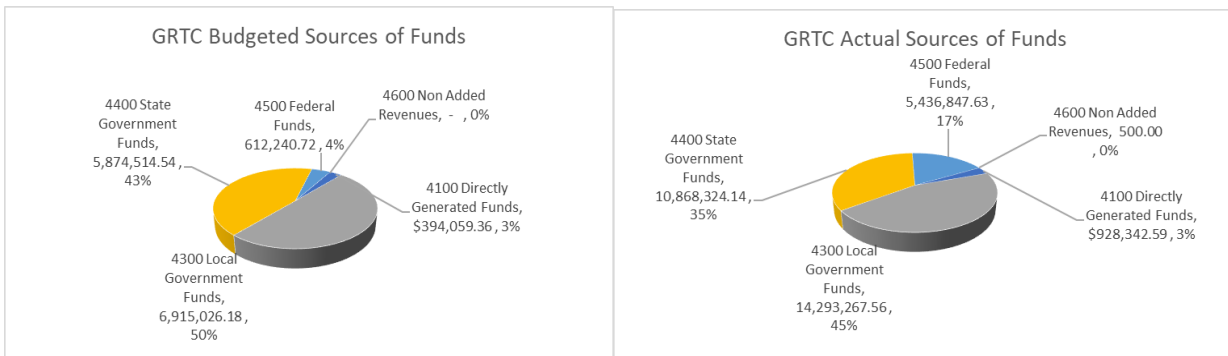
## GRTC Transit System Year to Date October 31, 2024

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 832,820.62	\$ 928,342.59	\$ 95,521.97	11.47%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	13,830,052.36	14,293,267.56	463,215.20	3.35%
4400 State Government Funds	11,909,290.94	10,868,324.14	(1,040,966.80)	-8.74%
4500 Federal Funds	4,493,378.50	5,436,847.63	943,469.13	21.00%
4600 Non Added Revenues	-	500.00	500.00	n/a
	<u>\$ 31,065,542.42</u>	<u>\$ 31,527,281.92</u>	<u>\$ 461,739.50</u>	<u>1.49%</u>



Revenues are favorable versus budget by \$0.462M or 1.49% as a result of:

- Unfavorable State funds (\$1.041M) are due to the timing of VDOT reimbursement for routes 7a/7b, offset by favorable Federal Funds \$0.943M due to the timing of grant funded projects versus budgetary assumptions, favorable local share match \$0.463M due to the timing of grant funded projects versus budgetary assumptions (offsets budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$0.347M YTD)) and due to favorable Directly Generated Funds \$95.52k due to favorable interest income relative to budget.



**GRTC Transit System  
Operating Expenses  
Year to Date October 31, 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>	\$ 13,347,170.49	\$ 13,438,346.16	\$ 91,175.66	\$ 1,898,297.66	\$ 1,911,339.61	\$ 13,041.95	\$ 562,476.94	\$ 624,293.38	\$ 61,816.44	\$ 2,964,249.51	\$ 3,354,096.22	\$ 389,846.72	\$ 18,772,194.60	\$ 19,328,075.37	\$ 555,880.77
01. Operator Salaries and Wages	7,655,250.44	8,337,508.92	682,258.48	-	-	-	-	-	-	-	-	-	7,655,250.44	8,337,508.92	682,258.48
02. Operator's Paid Absences	915,543.56	-	(915,543.56)	-	-	-	-	-	-	-	-	-	915,543.56	-	(915,543.56)
Operator Vacation	324,661.56	-	(324,661.56)	-	-	-	-	-	-	-	-	-	324,661.56	-	(324,661.56)
Operator Sick	206,899.30	-	(206,899.30)	-	-	-	-	-	-	-	-	-	206,899.30	-	(206,899.30)
Holiday	383,982.70	-	(383,982.70)	-	-	-	-	-	-	-	-	-	383,982.70	-	(383,982.70)
Operator FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	679,815.58	948,767.41	268,951.83	1,199,891.93	1,292,647.79	92,755.86	395,512.00	477,399.72	81,887.72	2,056,323.23	2,328,336.39	272,013.16	4,331,542.74	5,047,151.31	715,608.57
Dispatch	69,854.62	104,517.31	34,662.69	-	-	-	-	-	-	-	-	-	69,854.62	104,517.31	34,662.69
Operations Supervision	609,960.96	844,250.10	234,289.14	-	-	-	-	-	-	-	-	-	609,960.96	844,250.10	234,289.14
Maintenance	-	-	-	1,199,891.93	1,292,647.79	92,755.86	395,512.00	477,399.72	81,887.72	-	-	-	1,595,403.93	1,770,047.51	174,643.58
Administration	-	-	-	-	-	-	-	-	-	2,056,323.23	2,328,336.39	272,013.16	2,056,323.23	2,328,336.39	272,013.16
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-	66,935.54	-	(66,935.54)	33,723.79	-	(33,723.79)	-	-	-	100,659.33	-	(100,659.33)
Vacation	-	-	-	32,469.52	-	(32,469.52)	12,727.36	-	(12,727.36)	-	-	-	45,196.88	-	(45,196.88)
Sick	-	-	-	12,205.46	-	(12,205.46)	7,439.95	-	(7,439.95)	-	-	-	19,645.41	-	(19,645.41)
Holiday	-	-	-	22,260.56	-	(22,260.56)	13,556.48	-	(13,556.48)	-	-	-	35,817.04	-	(35,817.04)
FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
05. Fringe Benefits	4,096,560.91	4,152,069.83	55,508.91	631,470.19	618,691.82	(12,778.37)	133,241.15	146,893.66	13,652.51	907,926.28	1,025,759.83	117,833.56	5,769,198.53	5,943,415.14	174,216.61
Employment Taxes	654,243.65	718,377.47	64,133.82	94,183.02	99,998.00	5,814.98	31,044.89	36,931.19	5,886.30	161,406.81	180,117.88	18,711.07	940,878.37	1,035,424.54	94,546.17
Health and Welfare Expenses	1,897,314.36	2,005,987.93	108,673.58	273,131.87	279,233.12	6,101.24	90,030.55	103,126.17	13,095.61	468,081.67	502,958.83	34,877.17	2,728,558.45	2,891,306.05	162,747.60
Retirement Costs/Pension Plans	1,198,285.27	1,230,892.77	32,607.50	199,235.07	202,370.61	3,135.54	-	-	-	215,186.56	309,341.63	94,155.07	1,612,706.90	1,742,605.01	129,898.11
Workers Compensation	257,127.82	132,978.33	(124,149.49)	37,015.38	18,510.56	(18,504.82)	12,201.12	6,836.30	(5,364.81)	63,435.36	33,341.49	(30,093.87)	369,779.68	191,666.68	(178,113.00)
Other Fringe Benefits	89,589.81	63,833.32	(25,756.49)	27,904.85	18,579.54	(9,325.31)	(35.41)	-	35.41	(184.12)	-	184.12	117,275.13	82,412.86	(34,862.27)
<b>5020. SERVICES</b>	\$ 29,247.50	\$ 26,666.68	\$ (2,580.82)	\$ -	\$ -	\$ -	\$ 432,416.51	\$ 324,166.64	\$ (108,249.87)	\$ 522,204.24	\$ 2,832,544.46	\$ 2,310,340.22	\$ 983,868.25	\$ 3,183,377.78	\$ 2,199,509.53
03. Professional and Technical Services	-	-	-	-	-	-	-	-	-	409,352.29	2,582,947.46	2,173,595.17	409,352.29	2,582,947.46	2,173,595.17
BRT Fare Collection and Security Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Fees	-	-	-	-	-	-	-	-	-	47,269.00	55,000.00	7,731.00	47,269.00	55,000.00	7,731.00
Legal Fees	-	-	-	-	-	-	-	-	-	5,343.60	50,000.00	44,656.40	5,343.60	50,000.00	44,656.40
Human Resources Consulting	-	-	-	-	-	-	-	-	-	13,035.00	23,333.32	10,298.32	13,035.00	23,333.32	10,298.32
Planning and Scheduling Consulting	-	-	-	-	-	-	-	-	-	187,336.59	1,682,641.64	1,495,305.05	187,336.59	1,682,641.64	1,495,305.05
Computer Consulting	-	-	-	-	-	-	-	-	-	-	2,000.00	2,000.00	-	2,000.00	2,000.00
Advertising and Promotion	-	-	-	-	-	-	-	-	-	156,368.10	769,972.50	613,604.40	156,368.10	769,972.50	613,604.40
05. Contract Maintenance Services	-	-	-	-	-	-	432,416.51	324,166.64	(108,249.87)	50,791.58	150,000.00	99,208.42	483,208.09	474,166.64	(9,041.45)
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Maintenance	-	-	-	-	-	-	-	-	-	50,791.58	150,000.00	99,208.42	50,791.58	150,000.00	99,208.42
BRT Station Maintenance	-	-	-	-	-	-	39,725.63	73,333.32	33,607.69	-	-	-	39,725.63	73,333.32	33,607.69
Building Maintenance	-	-	-	-	-	-	392,690.88	250,833.32	(141,857.56)	-	-	-	392,690.88	250,833.32	(141,857.56)
09. Other Services	29,247.50	26,666.68	(2,580.82)	-	-	-	-	-	-	62,060.37	99,597.00	37,536.63	91,307.87	126,263.68	34,955.81
Advertising	-	-	-	-	-	-	-	-	-	4,547.34	16,333.32	11,785.98	4,547.34	16,333.32	11,785.98
Ad commission Lottery Updates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ADA Ride	-	-	-	-	-	-	-	-	-	30,282.84	30,283.00	0.16	30,282.84	30,283.00	0.16
Drug and Alcohol Testing	11,657.50	11,666.68	9.18	-	-	-	-	-	-	-	-	-	11,657.50	11,666.68	9.18
Medical Exam Testing	17,590.00	15,000.00	(2,590.00)	-	-	-	-	-	-	-	-	-	17,590.00	15,000.00	(2,590.00)
Misc	-	-	-	-	-	-	-	-	-	27,230.19	52,980.68	25,750.49	27,230.19	52,980.68	25,750.49
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	\$ 797,993.82	\$ 1,155,005.70	\$ 357,011.88	\$ 271,159.83	\$ 1,114,722.21	\$ 843,562.38	\$ 98,351.20	\$ 88,125.04	\$ (10,226.16)	\$ 687,789.38	\$ 622,252.36	\$ (65,537.02)	\$ 1,855,294.23	\$ 2,980,105.31	\$ 1,124,811.08
01. Fuel and Lubricants	513,564.01	990,005.70	476,441.69	42,279.74	27,722.21	(14,557.53)	-	-	-	3,183.02	-	(3,183.02)	559,026.77	1,017,727.91	458,701.14
02. Tires and Tubes	284,429.81	165,000.00	(119,429.81)	-	-	-	-	-	-	-	-	-	284,429.81	165,000.00	(119,429.81)
09. Other Materials and Supplies	-	-	-	228,880.09	1,087,000.00	858,119.91	98,351.20	88,125.04	(10,226.16)	684,606.36	622,252.36	(62,354.00)	1,011,837.65	1,797,377.40	785,539.75
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-	228,880.09	1,087,000.00	858,119.91	-	-	-	77,180.20	-	(77,180.20)	306,060.29	1,087,000.00	780,939.71
Other Equipment and Supplies	-	-	-	-	-	-	98,351.20	88,125.04	(10,226.16)	202,881.59	220,333.32	17,451.73	301,232.79	308,458.36	7,225.57
Office Equipment	-	-	-	-	-	-	-	-	-	386,820.61	388,706.36	1,885.75	386,820.61	388,706.36	1,885.75
Admin. Supplies	-	-	-	-	-	-	-	-	-	17,723.96	13,212.68	(4,511.28)	17,723.96	13,212.68	(4,511.28)
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 380,308.45	\$ 349,500.00	\$ (30,808.45)	\$ 380,308.45	\$ 349,500.00	\$ (30,808.45)
Telecommunication	-	-	-	-	-	-	-	-	-	123,200.18	90,000.00	(33,200.18)	123,200.18	90,000.00	(33,200.18)
Utilities	-	-	-	-	-	-	-	-	-	257,108.27	259,500.00	2,391.73	257,108.27	259,500.00	2,391.73
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 415,480.09	\$ 676,166.68	\$ 260,686.59	\$ 415,480.09	\$ 676,166.68	\$ 260,686.59
General Liability	-	-	-	-	-	-	-	-	-	241,158.68	365,000.00	123,841.32	241,158.68	365,000.00	123,841.32
Auto Liability	-	-	-	-	-	-	-	-	-	21,387.32	20,000.00	(1,387.32)	21,387.32	20,000.00	(1,387.32)
Physical Damage	-	-	-	-	-	-	-	-	-	195,552.07	208,333.32	12,781.25	195,552.07	208,333.32	12,781.25
All Other	-	-	-	-	-	-	-	-	-	(42,617.98)	82,833.36	125,451.34	(42,617.98)	82,833.36	125,451.34
<b>5060. TAXES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 3,333,588.32	\$ 2,943,395.29	\$ (390,193.03)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,333,588.32	\$ 2,943,395.29	\$ (390,193.03)
01. Purchased Transportation - SpecTran	2,930,054.76	2,520,964.20	(409,090.56)	-	-	-	-	-	-	-	-	-	2,930,054.76	2,520,964.20	(409,090.56)
02. Purchased Transportation VanPool	403,533.56	422,431.09	18,897.53	-	-	-	-	-	-	-	-	-	403,533.56	422,431.09	18,897.53
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 47,956.20	\$ 36,666.68	\$ (11,289.52)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 207,266.61	\$ 271,290.32	\$ 64,023.71	\$ 255,222.81	\$ 307,951.00	\$ 52,728.19
02. Travel and Meetings	-	-	-	-	-	-	-	-	-	37,833.64	51,704.64	13,871.00	37,833.64	51,704.64	13,871.00
08. Advertising/Promotion Media	-	-	-	-	-	-	-	-	-	1,137.50	13,635.00	12,497.50	1,137.50	13,635.00	12,497.50
09. Other Miscellaneous Expenses	47,956.20	36,666.68	(11,289.52)	-	-	-	-	-	-	168,295.47	205,950.68	37,655.21	216,251.67	242,617.36	26,365.69
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ 17,555,956.33	\$ 17,600,080.51	\$ 44,124.17	\$ 2,169,457.49	\$ 3,026,061.82	\$ 856,604.33	\$ 1,093,244.65	\$ 1,036,585.06	\$ (56,659.59)	\$ 5,177,298.28	\$ 8,105,850.04	\$ 2,928,551.77	\$ 25,995,956.75	\$ 29,768,577.43	\$ 3,772,620.68
	67.53%	59.12%		8.35%	10.17										

**GRTC Transit System  
Operating Expenses  
Year to Date October 31, 2024**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 18,772,194.60</b>	<b>\$ 19,328,075.37</b>	<b>\$ 555,880.77</b>
<b>01. Operator Salaries and Wages</b>	<u>7,655,250.44</u>	<u>8,337,508.92</u>	<u>682,258.48</u>
<b>02. Operator's Paid Absences</b>	<u>915,543.56</u>	<u>-</u>	<u>(915,543.56)</u>
Operator Vacation	324,661.56	-	(324,661.56)
Operator Sick	206,899.30	-	(206,899.30)
Holiday	383,982.70	-	(383,982.70)
Operator FMLA or other leave	-	-	
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>4,331,542.74</u>	<u>5,047,151.31</u>	<u>715,608.57</u>
Dispatch	69,854.62	104,517.31	34,662.69
Operations Supervision	609,960.96	844,250.10	234,289.14
Maintenance	1,595,403.93	1,770,047.51	174,643.58
Administration	2,056,323.23	2,328,336.39	272,013.16
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>100,659.33</u>	<u>-</u>	<u>(100,659.33)</u>
Vacation	45,196.88	-	(45,196.88)
Sick	19,645.41	-	(19,645.41)
Holiday	35,817.04	-	(35,817.04)
FMLA or other leave	-	-	
<b>05. Fringe Benefits</b>	<u>5,769,198.53</u>	<u>5,943,415.14</u>	<u>174,216.61</u>
Employment Taxes	940,878.37	1,035,424.54	94,546.17
Health and Welfare Expenses	2,145,797.26	2,069,260.02	(76,537.24)
Retirement Costs/Pension Plans	1,612,706.90	1,742,605.01	129,898.11
Workers Compensation	369,779.68	191,666.68	(178,113.00)
Other Fringe Benefits	700,036.32	904,458.89	204,422.57
<b>5020. SERVICES</b>	<b>\$ 983,868.25</b>	<b>\$ 3,183,377.78</b>	<b>\$ 2,199,509.53</b>
<b>03. Professional and Technical Services</b>	<u>409,352.29</u>	<u>2,582,947.46</u>	<u>2,173,595.17</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	47,269.00	55,000.00	7,731.00
Legal Fees	5,343.60	50,000.00	44,656.40
Human Resources Consulting	13,035.00	23,333.32	10,298.32
Planning and Scheduling Consulting	187,336.59	1,682,641.64	1,495,305.05
Computer Consulting	-	2,000.00	2,000.00
Advertising and Promotion	156,368.10	769,972.50	613,604.40
<b>05. Contract Maintenance Services</b>	<u>483,208.09</u>	<u>474,166.64</u>	<u>(9,041.45)</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	50,791.58	150,000.00	99,208.42
BRT Station Maintenance	39,725.63	73,333.32	33,607.69
Building Maintenance	392,690.88	250,833.32	(141,857.56)
<b>09. Other Services</b>	<u>91,307.87</u>	<u>126,263.68</u>	<u>34,955.81</u>
Advertising	4,547.34	16,333.32	11,785.98
Ad commission Lottery Updates	-	-	-
ADA Ride	30,282.84	30,283.00	0.16
Drug and Alcohol Testing	11,657.50	11,666.68	9.18
Medical Exam Testing	17,590.00	15,000.00	(2,590.00)
Misc	27,230.19	52,980.68	25,750.49
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 1,855,294.23</b>	<b>\$ 2,980,105.31</b>	<b>\$ 1,124,811.08</b>
<b>01. Fuel and Lubricants</b>	<u>559,026.77</u>	<u>1,017,727.91</u>	<u>458,701.14</u>
<b>02. Tires and Tubes</b>	<u>284,429.81</u>	<u>165,000.00</u>	<u>(119,429.81)</u>
<b>09. Other Materials and Supplies</b>	<u>1,011,837.65</u>	<u>1,797,377.40</u>	<u>785,539.75</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	277,879.99	1,087,000.00	809,120.01
Other Equipment and Supplies	329,413.09	308,458.36	(20,954.73)
Office Equipment	386,820.61	388,706.36	1,885.75
Admin. Supplies	17,723.96	13,212.68	(4,511.28)

**GRTC Transit System  
Operating Expenses  
Year to Date October 31, 2024**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>5040. UTILITIES</b>	\$ 380,308.45	\$ 349,500.00	\$ (30,808.45)
Telecommunication	123,200.18	90,000.00	(33,200.18)
Utilities	257,108.27	259,500.00	2,391.73
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ 415,480.09	\$ 676,166.68	\$ 260,686.59
General Liability	241,158.68	365,000.00	123,841.32
Auto Liability	21,387.32	20,000.00	(1,387.32)
Physical Damage	195,552.07	208,333.32	12,781.25
All Other	(42,617.98)	82,833.36	125,451.34
<b>5060. TAXES</b>	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 3,333,588.32	\$ 2,943,395.29	\$ (390,193.03)
01. Purchased Transportation - SpecTran	<u>2,930,054.76</u>	<u>2,520,964.20</u>	<u>(409,090.56)</u>
02. Purchased Transportation VanPool	<u>403,533.56</u>	<u>422,431.09</u>	<u>18,897.53</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 255,222.81	\$ 307,957.00	\$ 52,734.19
02. Travel and Meetings	<u>37,833.64</u>	<u>51,704.64</u>	<u>13,871.00</u>
08. Advertising/Promotion Media	<u>1,137.50</u>	<u>13,635.00</u>	<u>12,497.50</u>
09. Other Miscellaneous Expenses	<u>216,251.67</u>	<u>242,617.36</u>	<u>26,365.69</u>
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ 25,995,956.75	\$ 29,768,577.43	\$ 3,772,620.68
	100.00%	100.00%	



**GRTC Transit System  
Operating Expenses  
Year to Date October 31, 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>\$ 13,347,170.49</b>	<b>\$ 13,438,346.16</b>	<b>\$ 91,175.66</b>
<b>01. Operator Salaries and Wages</b>	<u>7,655,250.44</u>	<u>8,337,508.92</u>	<u>682,258.48</u>
<b>02. Operator's Paid Absences</b>	<u>915,543.56</u>	<u>-</u>	<u>(915,543.56)</u>
Operator Vacation	324,661.56	-	(324,661.56)
Operator Sick	206,899.30	-	(206,899.30)
Holiday	383,982.70	-	(383,982.70)
Operator FMLA or other leave	-	-	-
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>679,815.58</u>	<u>948,767.41</u>	<u>268,951.83</u>
Dispatch	69,854.62	104,517.31	34,662.69
Operations Supervision	609,960.96	844,250.10	234,289.14
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>4,096,560.91</u>	<u>4,152,069.83</u>	<u>55,508.91</u>
Employment Taxes	654,243.65	718,377.47	64,133.82
Health and Welfare Expenses	1,492,088.96	1,435,652.46	(56,436.51)
Retirement Costs/Pension Plans	1,198,285.27	1,230,892.77	32,607.50
Workers Compensation	257,127.82	132,978.33	(124,149.49)
Other Fringe Benefits	494,815.20	634,168.80	139,353.59
<b>5020. SERVICES</b>	<b>\$ 29,247.50</b>	<b>\$ 26,666.68</b>	<b>\$ (2,580.82)</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>29,247.50</u>	<u>26,666.68</u>	<u>(2,580.82)</u>
Advertising	-	-	-
Ad commission Lottery Updates	-	-	-
ADA Ride	-	-	-
Drug and Alcohol Testing	11,657.50	11,666.68	9.18
Medical Exam Testing	17,590.00	15,000.00	(2,590.00)
Misc	-	-	-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 797,993.82</b>	<b>\$ 1,155,005.70</b>	<b>\$ 357,011.88</b>
<b>01. Fuel and Lubricants</b>	<u>513,564.01</u>	<u>990,005.70</u>	<u>476,441.69</u>
<b>02. Tires and Tubes</b>	<u>284,429.81</u>	<u>165,000.00</u>	<u>(119,429.81)</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 October 31, 2024**

	<b>Vehicle Operations</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>5040. UTILITIES</b>	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other			-
<b>5060. TAXES</b>	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	<b>\$ 3,333,588.32</b>	<b>\$ 2,943,395.29</b>	<b>\$ (390,193.03)</b>
01. Purchased Transportation - SpecTran	<u>2,930,054.76</u>	<u>2,520,964.20</u>	<u>(409,090.56)</u>
02. Purchased Transportation VanPool	<u>403,533.56</u>	<u>422,431.09</u>	<u>18,897.53</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	<b>\$ 47,956.20</b>	<b>\$ 36,666.68</b>	<b>\$ (11,289.52)</b>
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>47,956.20</u>	<u>36,666.68</u>	<u>(11,289.52)</u>
<b>5120. LEASES AND RENTALS</b>			\$ -
5900 ADA Expenses			\$ -
<b>Total Expenses</b>	<b>\$ 17,555,956.33</b>	<b>\$ 17,600,080.51</b>	<b>\$ 44,124.17</b>
	67.53%	59.12%	

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date October 31, 2024**

	Vehicle Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 1,898,297.66</b>	<b>\$ 1,911,339.61</b>	<b>\$ 13,041.95</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>1,199,891.93</u>	<u>1,292,647.79</u>	<u>92,755.86</u>
Dispatch			-
Operations Supervision			-
Maintenance	1,199,891.93	1,292,647.79	92,755.86
Administration			-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>66,935.54</u>	<u>-</u>	<u>(66,935.54)</u>
Vacation	32,469.52	-	(32,469.52)
Sick	12,205.46	-	(12,205.46)
Holiday	22,260.56	-	(22,260.56)
FMLA or other leave	-	-	-
<b>05. Fringe Benefits</b>	<u>631,470.19</u>	<u>618,691.82</u>	<u>(12,778.37)</u>
Employment Taxes	94,183.02	99,998.00	5,814.98
Health and Welfare Expenses	214,796.80	199,842.53	(14,954.27)
Retirement Costs/Pension Plans	199,235.07	202,370.61	3,135.54
Workers Compensation	37,015.38	18,510.56	(18,504.82)
Other Fringe Benefits	86,239.93	97,970.12	11,730.20
<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>\$ 271,159.83</b>	<b>\$ 1,114,722.21</b>	<b>\$ 843,562.38</b>
<b>01. Fuel and Lubricants</b>	<u>42,279.74</u>	<u>27,722.21</u>	<u>(14,557.53)</u>
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>228,880.09</u>	<u>1,087,000.00</u>	<u>858,119.91</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	228,880.09	1,087,000.00	858,119.91
Other Equipment and Supplies			-
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System  
 Operating Expenses  
 Year to Date October 31, 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>	\$ 2,169,457.49	\$ 3,026,061.82	\$ 856,604.33
	8.35%	10.17%	

**GRTC Transit System  
Operating Expenses  
Year to Date October 31, 2024**

	Facility Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 562,476.94</b>	<b>\$ 624,293.38</b>	<b>\$ 61,816.44</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>395,512.00</u>	<u>477,399.72</u>	<u>81,887.72</u>
Dispatch			-
Operations Supervision			-
Maintenance	395,512.00	477,399.72	81,887.72
Administration			-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>33,723.79</u>	<u>-</u>	<u>(33,723.79)</u>
Vacation	12,727.36	-	(12,727.36)
Sick	7,439.95	-	(7,439.95)
Holiday	13,556.48	-	(13,556.48)
FMLA or other leave	-	-	-
<b>05. Fringe Benefits</b>	<u>133,241.15</u>	<u>146,893.66</u>	<u>13,652.51</u>
Employment Taxes	31,044.89	36,931.19	5,886.30
Health and Welfare Expenses	70,801.97	73,805.70	3,003.73
Retirement Costs/Pension Plans	-	-	-
Workers Compensation	12,201.12	6,836.30	(5,364.81)
Other Fringe Benefits	19,193.17	29,320.47	10,127.30
<b>5020. SERVICES</b>	<b>\$ 432,416.51</b>	<b>\$ 324,166.64</b>	<b>\$ (108,249.87)</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>432,416.51</u>	<u>324,166.64</u>	<u>(108,249.87)</u>
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance	39,725.63	73,333.32	33,607.69
Building Maintenance	392,690.88	250,833.32	(141,857.56)
<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>\$ 98,351.20</b>	<b>\$ 88,125.04</b>	<b>\$ (10,226.16)</b>
<b>01. Fuel and Lubricants</b>			-
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>98,351.20</u>	<u>88,125.04</u>	<u>(10,226.16)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	98,351.20	88,125.04	(10,226.16)
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System  
Operating Expenses  
Year to Date October 31, 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>	\$ 1,093,244.65	\$ 1,036,585.06	\$ (56,659.59)
	4.21%	3.48%	

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date October 31, 2024**

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 2,964,249.51</b>	<b>\$ 3,354,096.22</b>	<b>\$ 389,846.72</b>
<b>01. Operator Salaries and Wages</b>			-
<b>02. Operator's Paid Absences</b>	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>2,056,323.23</u>	<u>2,328,336.39</u>	<u>272,013.16</u>
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	2,056,323.23	2,328,336.39	272,013.16
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
<b>05. Fringe Benefits</b>	<u>907,926.28</u>	<u>1,025,759.83</u>	<u>117,833.56</u>
Employment Taxes	161,406.81	180,117.88	18,711.07
Health and Welfare Expenses	368,109.53	359,959.34	(8,150.19)
Retirement Costs/Pension Plans	215,186.56	309,341.63	94,155.07
Workers Compensation	63,435.36	33,341.49	(30,093.87)
Other Fringe Benefits	99,788.02	142,999.50	43,211.48
<b>5020. SERVICES</b>	<b>\$ 522,204.24</b>	<b>\$ 2,832,544.46</b>	<b>\$ 2,310,340.22</b>
<b>03. Professional and Technical Services</b>	<u>409,352.29</u>	<u>2,582,947.46</u>	<u>2,173,595.17</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	47,269.00	55,000.00	7,731.00
Legal Fees	5,343.60	50,000.00	44,656.40
Human Resources Consulting	13,035.00	23,333.32	10,298.32
Planning and Scheduling Consulting	187,336.59	1,682,641.64	1,495,305.05
Computer Consulting	-	2,000.00	2,000.00
Advertising and Promotion	156,368.10	769,972.50	613,604.40
<b>05. Contract Maintenance Services</b>	<u>50,791.58</u>	<u>150,000.00</u>	<u>99,208.42</u>
Vehicle Maintenance			-
Computer Maintenance	50,791.58	150,000.00	99,208.42
BRT Station Maintenance			-
Building Maintenance			-
<b>09. Other Services</b>	<u>62,060.37</u>	<u>99,597.00</u>	<u>37,536.63</u>
Advertising	4,547.34	16,333.32	11,785.98
Ad commission Lottery Updates	-	-	-
ADA Ride	30,282.84	30,283.00	0.16
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	27,230.19	52,980.68	25,750.49
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 687,789.38</b>	<b>\$ 622,252.36</b>	<b>\$ (65,537.02)</b>
<b>01. Fuel and Lubricants</b>	<u>3,183.02</u>	-	<u>(3,183.02)</u>
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>684,606.36</u>	<u>622,252.36</u>	<u>(62,354.00)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	48,999.90	-	(48,999.90)
Other Equipment and Supplies	231,061.89	220,333.32	(10,728.57)
Office Equipment	386,820.61	388,706.36	1,885.75
Admin. Supplies	17,723.96	13,212.68	(4,511.28)

**GRTC Transit System  
Operating Expenses  
Year to Date October 31, 2024**

	<b>General Administration</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>5040. UTILITIES</b>	<b>\$ 380,308.45</b>	<b>\$ 349,500.00</b>	<b>\$ (30,808.45)</b>
Telecommunication	123,200.18	90,000.00	(33,200.18)
Utilities	257,108.27	259,500.00	2,391.73
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	<b>\$ 415,480.09</b>	<b>\$ 676,166.68</b>	<b>\$ 260,686.59</b>
General Liability	241,158.68	365,000.00	123,841.32
Auto Liability	21,387.32	20,000.00	(1,387.32)
Physical Damage	195,552.07	208,333.32	12,781.25
All Other	(42,617.98)	82,833.36	125,451.34
<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>\$ 207,266.61</b>	<b>\$ 271,290.32</b>	<b>\$ 64,023.71</b>
02. Travel and Meetings	37,833.64	51,704.64	13,871.00
08. Advertising/Promotion Media	1,137.50	13,635.00	12,497.50
09. Other Miscellaneous Expenses	168,295.47	205,950.68	37,655.21
<b>5120. LEASES AND RENTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5900 ADA Expenses	-	-	-
<b>Total Expenses</b>	<b>\$ 5,177,298.28</b>	<b>\$ 8,105,850.04</b>	<b>\$ 2,928,551.77</b>
	19.92%	27.23%	



## GRTC Transit System Year to Date December 31, 2024

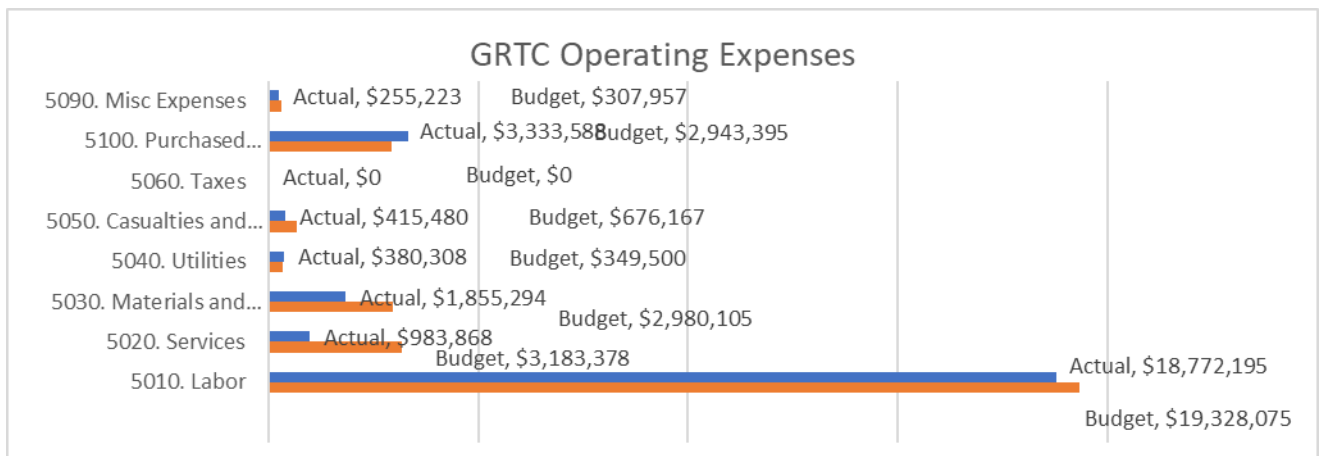
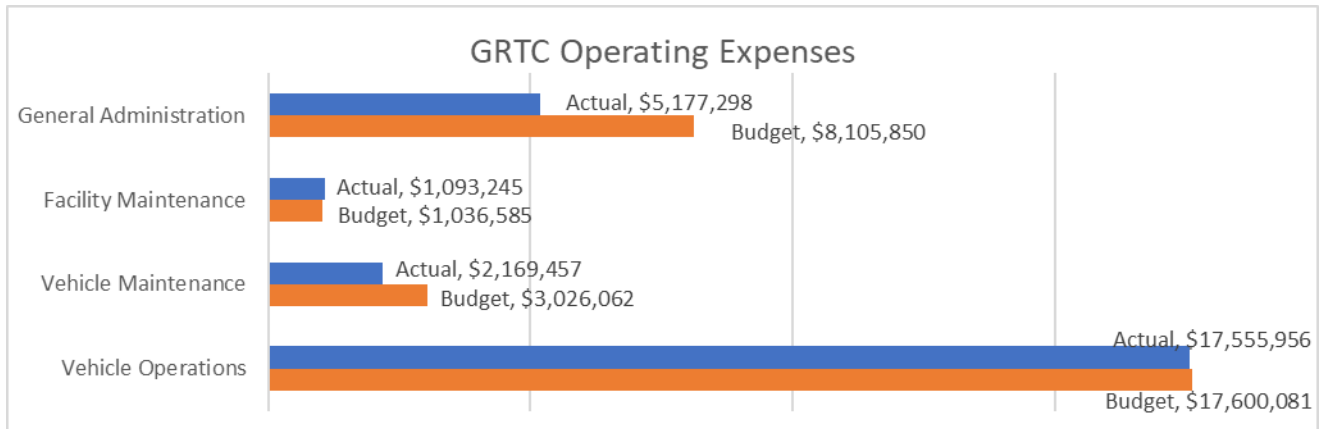
### Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 17,600,080.51	\$ 17,555,956.33	\$ 44,124.17	99.75%
Vehicle Maintenance	3,026,061.82	2,169,457.49	856,604.33	71.69%
Facility Maintenance	1,036,585.06	1,093,244.65	(56,659.59)	105.47%
General Administration	8,105,850.04	5,177,298.28	2,928,551.77	63.87%
<b>Total GRTC</b>	<b>\$ 29,768,577.43</b>	<b>\$ 25,995,956.75</b>	<b>\$ 3,772,620.68</b>	<b>87.33%</b>

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 19,328,075.37	\$ 18,772,194.60	\$ 555,880.77	97.12%
5020. Services	3,183,377.78	983,868.25	2,199,509.53	30.91%
5030. Materials and Supplies Consumed	2,980,105.31	1,855,294.23	1,124,811.08	62.26%
5040. Utilities	349,500.00	380,308.45	(30,808.45)	108.82%
5050. Casualties and Liability Costs	676,166.68	415,480.09	260,686.59	61.45%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	2,943,395.29	3,333,588.32	(390,193.03)	113.26%
5090. Misc Expenses	307,957.00	255,222.81	52,734.19	82.88%
<b>Total GRTC</b>	<b>\$ 29,768,577.43</b>	<b>\$ 25,995,956.75</b>	<b>\$ 3,772,620.68</b>	<b>87.33%</b>

Total Fleet Service Miles	2,212,860.26	2,200,750.92
Operating Expense per Mile	\$ 13.45	\$ 11.81

Total Fleet Service Hours	193,990.28	193,117.69
Operating Expense per Hour	\$ 153.45	\$ 134.61



Operating Expenses are favorable versus budget by \$3.773M or 12.67% as a result of:

- Favorable labor expenses of \$555.881k due to higher than budgeted vacancy factor in the general and administrative groups.
- Favorable purchased services of \$2.200M due to the timing of consulting services versus budget.
- Favorable materials and supplies of \$1.125M due to timing of purchases versus budget assumptions.
- Unfavorable Utilities expenses of \$30.808k.
- Favorable casualties and liability expense of \$260.687k is due to the timing of the booking of the self-insured liability.
- Unfavorable purchased transportation services of \$0.390M due to actual demand differing from budgetary assumptions for CARE and CARE on demand services.
- Favorable Miscellaneous expense of \$52.734k due to timing of travel expense versus budget.

<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 7.95	\$ 7.98
Vehicle Maintenance	1.37	0.99
Facility Maintenance	0.47	0.50
General Administration	3.66	2.35
Total GRTC	\$ 13.45	\$ 11.81

<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 8.73	\$ 8.53
5020. Services	1.44	0.45
5030. Materials and Supplies Consumed	1.35	0.84
5040. Utilities	0.16	0.17
5050. Casualties and Liability Costs	0.31	0.19
5060. Taxes	-	-
5100. Purchased Transportation Service	1.33	1.51
5090. Misc Expenses	0.14	0.12
Total GRTC	\$ 13.45	\$ 11.81

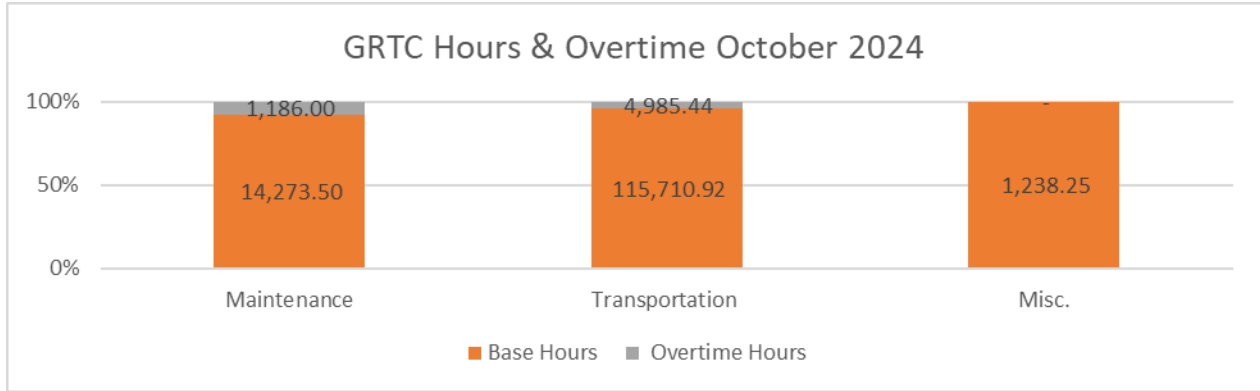
<u>Operating Expense per Hour</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 90.73	\$ 90.91
Vehicle Maintenance	15.60	11.23
Facility Maintenance	5.34	5.66
General Administration	41.78	26.81
Total GRTC	\$ 153.45	\$ 134.61

Operating Expense per Hour

	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 99.63	\$ 97.21
5020. Services	16.41	5.09
5030. Materials and Supplies Consumed	15.36	9.61
5040. Utilities	1.80	1.97
5050. Casualties and Liability Costs	3.49	2.15
5060. Taxes	-	-
5100. Purchased Transportation Service	15.17	17.26
5090. Misc Expenses	<u>1.59</u>	<u>1.32</u>
<b>Total GRTC</b>	<b>\$ 153.45</b>	<b>\$ 134.61</b>

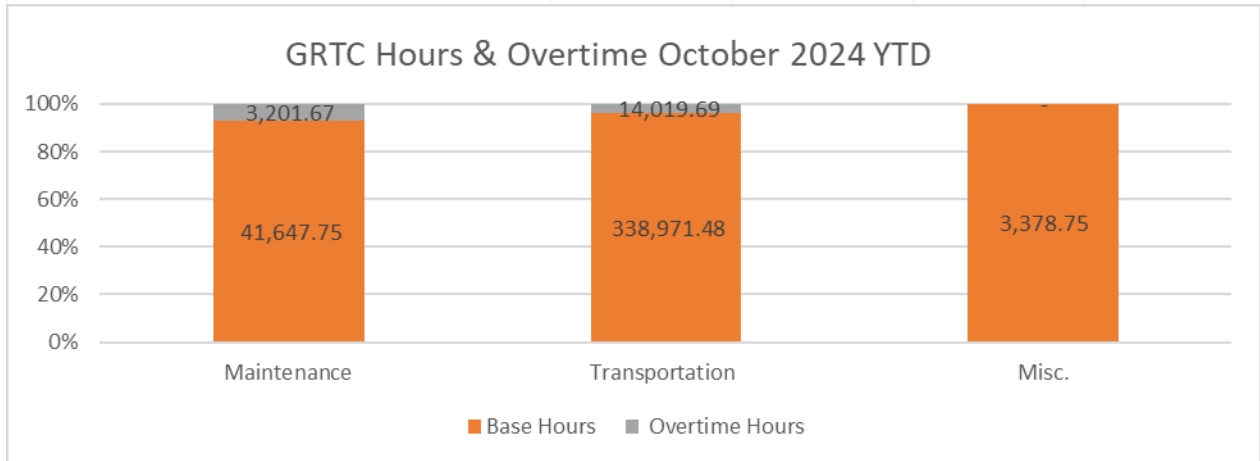
**GRTC Headcount @ October 31, 2024**

	<b>Budget</b>	<b>Actual</b>	<b>(Over) Under</b>	<b>% of Budget</b>
Equipment & Facility Maintenance	78	74	4	94.87%
Transportation	416	408	8	98.08%
Planning, Scheduling & Marketing	23	20	3	86.96%
Insurance & Safety	10	10	-	100.00%
General & Administrative	<u>63</u>	<u>52</u>	<u>11</u>	<u>82.54%</u>
<b>Reflects Actual Total Heads (Not FTEs)</b>	<b>590</b>	<b>564</b>	<b>26</b>	<b>95.59%</b>



**GRTC Hours & Overtime (9/22/24-11/2/2024)**

	<b>Total Hours</b>	<b>Base Hours</b>	<b>Overtime Hours</b>	<b>OT %</b>
Maintenance	15,459.50	14,273.50	1,186.00	8.31%
Transportation	120,696.36	115,710.92	4,985.44	4.31%
Misc.	<u>1,238.25</u>	<u>1,238.25</u>	<u>-</u>	<u>0.00%</u>
	<b>137,394.11</b>	<b>131,222.67</b>	<b>6,171.44</b>	<b>4.70%</b>



**GRTC Hours & Overtime (6/30/24-11/2/2024)**

	<b>Total Hours</b>	<b>Base Hours</b>	<b>Overtime Hours</b>	<b>OT %</b>
Maintenance	44,849.42	41,647.75	3,201.67	7.69%
Transportation	352,991.17	338,971.48	14,019.69	4.14%
Misc.	<u>3,378.75</u>	<u>3,378.75</u>	<u>-</u>	<u>0.00%</u>
	<b>401,219.34</b>	<b>383,997.98</b>	<b>17,221.36</b>	<b>4.48%</b>

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

**For the Four Months Ending October 31, 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	400,000	400,000	-	F	1,200,000
Charter Revenue	-	19,800	19,800	F	-	35,400	35,400	F	-
Advertising Revenue	40,000	6,705	(33,295)	U	40,000	6,705	(33,295)	U	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
<b>Total Operating Revenue</b>	<b>\$ 140,000</b>	<b>\$ 126,505</b>	<b>\$ (13,495)</b>	U	<b>\$ 440,000</b>	<b>\$ 442,105</b>	<b>\$ 2,105</b>	F	<b>\$ 1,805,000</b>
<b>Other Income:</b>									
Ridefinders	45,863	29,337	(16,526)	U	181,973	126,343	(55,630)	U	540,000
Interest Income	54,636	78,985	24,348	F	209,181	359,695	150,513	F	500,000
Non-Transportation Income	417	10	(407)	U	1,667	200	(1,467)	U	5,000
<b>Total Other Income</b>	<b>\$ 100,916</b>	<b>\$ 108,332</b>	<b>\$ 7,416</b>	F	<b>\$ 392,821</b>	<b>\$ 486,238</b>	<b>\$ 93,417</b>	F	<b>\$ 1,045,000</b>
<b>Operating Contributions:</b>									
COVID Relief Acts VA2020-023	49,904	500,836	450,932	F	155,025	1,807,372	1,652,347	F	346,554
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	1,896,074	1,197,208	(698,866)	U	4,338,353	3,629,475	(708,878)	U	9,023,680
Oper contrib - State	3,017,388	4,297,786	1,280,397	F	11,909,291	10,870,441	(1,038,850)	U	37,651,002
Oper contrib - CVTA	2,045,587	2,045,587	-	F	8,182,348	8,182,348	-	F	24,547,044
Oper contrib - Richmond	757,717	1,387,604	629,887	F	3,030,869	3,975,385	944,516	F	9,092,606
Oper contrib - Henrico	363,867	363,867	-	F	1,455,469	1,455,469	-	F	4,366,407
Oper contrib - Petersburg	16,667	16,667	-	F	66,667	66,667	-	F	200,000
Oper contrib - Chesterfield	187,008	21,824	(165,184)	U	748,033	611,283	(136,751)	U	1,252,994
Oper Contrib Local	-	-	-	F	-	-	-	F	-
Oper contrib - GRTC Fund Balance	86,667	-	(86,667)	U	346,667	-	(346,667)	U	1,040,000
<b>Total Operating Contributions:</b>	<b>\$ 8,420,879</b>	<b>\$ 9,831,378</b>	<b>\$ 1,410,499</b>	F	<b>\$ 30,232,722</b>	<b>\$ 30,598,439</b>	<b>\$ 365,718</b>	F	<b>\$ 87,520,287</b>
<b>Net Operating Revenue</b>	<b>\$ 8,661,795</b>	<b>\$ 10,066,215</b>	<b>\$ 1,404,420</b>	F	<b>\$ 31,065,542</b>	<b>\$ 31,526,782</b>	<b>\$ 461,240</b>	F	<b>\$ 90,370,287</b>
<b>Operating Expenses:</b>									
Equipment & Facility Maintenance	1,246,469	1,523,680	277,211	U	5,221,579	4,009,348	(1,212,231)	F	15,776,609
Transportation	2,765,155	2,876,384	111,229	U	10,645,914	10,675,393	29,479	U	32,243,249
Planning, Scheduling & Marketing	833,730	351,814	(481,916)	F	3,036,197	902,160	(2,134,038)	F	9,381,004
Insurance and Safety	284,540	306,738	22,198	U	1,136,177	1,059,108	(77,069)	F	3,400,596
General and Administrative	1,454,149	1,526,092	71,943	U	5,749,890	5,075,287	(674,602)	F	17,310,026
Purchase of Service - Spectran & Van Pool	772,096	897,538	125,442	U	2,943,395	3,333,588	390,193	U	9,135,771
Operating Taxes and Licenses	267,421	254,079	(13,342)	F	1,035,425	941,072	(94,352)	F	3,123,032
<b>Total Operating Expenses</b>	<b>\$ 7,623,559</b>	<b>\$ 7,736,326</b>	<b>\$ 112,767</b>	U	<b>\$ 29,768,577</b>	<b>\$ 25,995,957</b>	<b>\$ (3,772,621)</b>	F	<b>\$ 90,370,288</b>
<b>Change in Net Postion</b>	<b>\$ 1,038,236</b>	<b>\$ 2,329,889</b>	<b>\$ 1,291,653</b>	F	<b>\$ 1,296,965</b>	<b>\$ 5,530,825</b>	<b>\$ 4,233,860</b>	F	<b>\$ (1)</b>
Operating Ratio	10.60%	8.24%	69.37%		10.42%	11.78%	1.35%		
Farebox Recovery Ratio	1.46%	1.46%	0.00%		1.49%	1.77%	0.27%		

**GRTC Transit System  
Balance Sheet  
As of October 31, 2024**

	Current Month October 31, 2024	Prior Month September 30, 2024	Prior Year End June 30, 2024
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash	\$8,808,476	\$4,923,504	\$3,362,190
Working Funds	15,081	39,381	64,522
Capital Funds	7,562,093	7,528,032	7,266,566
Accounts Receivable, net	10,904,262	8,701,519	9,659,338
Motor Bus Parts Inventory	2,194,148	2,167,423	1,037,453
Gasoline Inventory	12,484	15,229	10,821
Diesel Fuels Inventory	38,159	36,188	27,372
Lubricants Inventory	93,196	105,672	70,306
Prepayments	<u>1,035,234</u>	<u>1,024,990</u>	<u>374,605</u>
Total Current Assets	\$30,663,135	\$24,541,937	\$21,873,172
<b>Tangible Property:</b>			
Property and Equipment	191,042,052	192,070,534	189,720,996
Accumulated Depreciation	<u>(105,479,627)</u>	<u>(105,079,627)</u>	<u>(103,879,627)</u>
Net Property	\$85,562,425	\$86,990,907	\$85,841,369
<b>Other Assets:</b>			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	43,765,554	47,398,455	47,175,056
Intangible Asset - Software, net of amortization	4,936,681	4,240,773	4,240,773
Right of Use Asset	1,226,431	1,226,431	1,226,431
Deferred Outflows GASB 68	17,446,444	17,446,444	17,446,444
Deferred Outflows GASB 75	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Assets	<u>75,867,862</u>	<u>78,804,855</u>	<u>78,581,456</u>
<b>TOTAL ASSETS</b>	<b><u>\$192,093,421</u></b>	<b><u>\$190,337,699</u></b>	<b><u>\$186,295,996</u></b>
<b>LIABILITIES AND CAPITAL</b>			
<b>Current Liabilities:</b>			
Accounts Payable	6,007,885	3,348,596	3,651,295
Wages Payable	2,564,366	1,877,184	2,729,823
Taxes Accrued	64,828	31,216	82,878
Deferred Revenues CVTA	46,042,130	45,583,857	45,360,458
Other Current Liabilities	<u>4,905,657</u>	<u>2,837,533</u>	<u>3,017,911</u>
Total Current Liabilities	\$59,584,866	\$53,678,387	\$54,842,365
<b>Non-current Liabilities:</b>			
N/P City, OPEB and GASB 68	\$ 82,035,776	\$ 82,035,776	\$ 82,035,776
<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	142,924,937	137,018,459	138,198,841
<b>Capital:</b>			
Common Stock	50,005	50,005	50,005
Paid-In Capital	115,509,746	134,223,439	134,151,299
Fund Balance - Accumulated Depreciation	(97,804,669)	(97,404,669)	(96,204,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>67,503,354</u>	<u>52,540,416</u>	<u>46,190,471</u>
Total Capital	\$ 61,491,684	\$ 53,319,241	\$ 48,097,155
<b>TOTAL LIABILITIES AND CAPITAL</b>	<b><u>\$ 192,093,421</u></b>	<b><u>\$ 190,337,699</u></b>	<b><u>\$ 186,295,996</u></b>

**Greater Richmond Transit Company  
Cash Flow Projection  
December 17, 2024**

	Actual						Expected		
	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25
Beginning Balance	2,279,146	3,507,441	4,709,835	2,759,740	1,084,403	3,154,919	1,638,674	1,209,243	5,524,073
<b>Revenue</b>									
Advertising & Charter Revenue					15,600	5,040			
CVTA		6,136,761			6,136,761			6,136,761	
Federal	10,008,487			3,581,558			3,289,214	1,240,621	437,054
State									
Operating Assistance	1,459,167	1,695,693	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179
Capital	877,234	4,066,009	2,150,641	1,008,951	1,524,840	610,518	948,210	948,210	1,268,730
Zero Fare						1,000,000	1,432,313	1,050,000	1,050,000
Local - Chesterfield		373,984	65,472	177,424	246,124		350,000	175,000	175,000
LOCAL - COR	95,000		2,322,505			2,322,355			
LOCAL - HNCO		1,091,602				1,091,602		1,091,602	
LOCAL - Peterburg	16,667		33,333		33,333	16,667	16,667	16,667	16,667
LOCAL -Bon Secours									
Ridefinders	30,486	32,402	27,558	40,971	57,814		35,000	35,000	35,000
Other Income	18,551	85,670	18,679	167,588	58,012	53,150			
VCU				600,000					
	<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>\$ 6,788,510</b>	<b>\$ 7,760,583</b>	<b>\$ 12,383,040</b>	<b>\$ 4,671,630</b>
<b>Expenses</b>									
Wages & Benefits	4,218,181	4,295,361	5,325,375	5,128,315	3,818,535	4,566,712	4,504,521	4,296,589	4,455,941
SGR / Maintenance	484,067	769,062	555,933	843,359	648,986	811,991	685,566	719,150	710,831
Materials and Supplies	111,305	209,758	421,729	94,267	176,437	182,755	199,375	214,054	214,770
Casualty & Insurance	28,220	339,373	429,815	507,594	71,464	62,600	239,844	275,115	264,405
Services	117,856	95,769	187,008	146,027	108,264	54,674	118,266	118,335	122,096
Purchased Services	802,725	26,718	68,550	765,107	1,614,276	787,746	800,000	800,000	800,000
Utilities	76,443	72,132	103,847	65,504	134,420	128,659	96,834	100,233	104,916
Travel & Training	7,403	7,582	15,976	16,400	25,646	1,391	12,400	13,232	14,174
Miscellaneous	43,435	42,619	13,414	23,369	26,891	49,514	33,207	31,502	29,650
Capital	5,387,662	6,421,352	1,135,813	1,351,066	1,066,226	1,658,713	1,500,000	1,500,000	1,500,000
	<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>\$ 8,304,755</b>	<b>\$ 8,190,014</b>	<b>\$ 8,068,210</b>	<b>\$ 8,216,783</b>
<b>Cash Position</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>\$ 1,638,674</b>	<b>\$ 1,209,243</b>	<b>\$ 5,524,073</b>	<b>\$ 1,978,920</b>

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

**Data through November 30, 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	
November 26, 2024 GRTC 15% Funds Distribution - Month of October 2024	\$	2,847,177.14	
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	
November 30, 2024 Interest Income LGIP EM- November 2024	\$	81,565.05	
November 30, 2024 November 2024 LGIP EM Share unrealized gain/(loss)	\$	24,129.10	
Interest Income WF Treasury Sweep November 2024			
Interest Income LGIP EM- December 2024			
December 2024 LGIP EM Share unrealized gain/(loss)			
			\$ 8,640,103.08

**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	\$	<u>(242,918.25)</u>	
<b>Subtotal GRTC Operating and Capital Expense</b>			<b>\$ (6,379,679.25)</b>

**Ending Balance @ November 30, 2024** \$ 49,658,879.28

**Fund Balance Composition @ November 30, 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	\$	<u>48,887,315.94</u>	
	\$	<u>49,658,879.28</u>	

**CVTA Funds:**

Balance @ November 30, 2024 in Wells Fargo	\$	100,000.00	
Balance @ November 30, 2024 in Wells Fargo Treasury Sweep	\$	25,324,090.78	
Balance @ November 30, 2024 in LGIP EM	\$	<u>24,234,788.50</u>	
	\$	<u>49,658,879.28</u>	

**Wells Fargo Balance at November 30, 2024** \$ 25,424,090.78

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	\$	<u>24,652,527.44</u>	



**Meeting Date:** December 17, 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.

During the month of November, there were no procurements approved by GRTC’s Board Chair falling below the \$100,000 threshold.

## 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
Paratransit Parts	Maintenance	\$300,000	FY-2025	Y	Planned
Motorized Entrance Gates	Risk Management	TBD	TBD	Y	Planned
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	Ready

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.