

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. March 18, 2025, at GRTC, 301 East Belt Boulevard, 3<sup>rd</sup> Floor Conference Room, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://youtube.com/live/69ojw8EnUf0?feature=share>.

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IX.	Other Business	
X.	Executive Session - Personnel	
XI.	Adjourn	

**MINUTES  
FEBRUARY 18, 2025  
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  
Terrell Hughes, Henrico County  
Sharon Ebert, City of Richmond  
Nicole Jones, City of Richmond  
Barb Smith, Chesterfield County

Members Absent: Dave Anderson, Chesterfield County  
Dan Schmitt, Henrico County

Others Present: Bonnie Ashley, General Counsel  
Sheryl Adams, Chief Executive Officer  
Adrienne Torres, Chief of Staff  
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 Equitable Innovation & Legislative Policy  
Dexter Hurt, Director of Information Systems  
Mike Hurt, Director of Marketing & Communications  
Cherika Ruffin, Executive Director of RideFinders  
Tonya Thompson, Director of Procurement  
J'riah Guerrero, Microtransit Manager  
Patricia Robinson, Assistant Director of Planning & Scheduling  
Kate Sheldon,  
Janice Witt, Executive Assistant  
Dironna Clarke, City of Richmond  
Todd Eure, Henrico County  
Ken Lantz, PlanRVA  
Stephanie Power, 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 February 18, 2025, by Chairman 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=CEHf5TbNcYA>.

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this February 18, 2025 meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com. There were two written public comments.

**Kelly Lane**

*"I usually use the Pulse and the #5, I have a comment about the maps- you've wonderfully extended the lines, but the maps at your bus stops don't reflect the changes. For example, the 1A now goes much further into Chesterfield and it would be great to see that reflected on the maps. I also want to say the Pulse is just wonderful, and I think it could use another stop, at Lombardy and Broad so we could get to the Kroger at Lombardy, that would be great. Otherwise, I think it's a wonderful service and I'm grateful for all the updates and changes to come, especially with the North/South Pulse line coming. Thank you."*

**Robert Chandler**

*"I catch the 4A, 4B the 7A, 7B, the 14, the Pulse, I catch the 5, the 78 and the 20 sometimes. This comment is for the people in the office, the managers. Leadership starts at the front. Whatever you dump on your drivers, they give it to us. Don't do that, cuz some of these drivers, they're really good at what they do. If you irritate them, we're the ones who have to deal with it. So if they're running a route a few minutes early or late, instead of just running it, we end up handling the fallout. Additionally, the 4A and 4B, when they get up to the Farm Fresh supermarket, at 23rd & Franklin, they need to wait 10 minutes instead of flying through. They need to wait for the people coming off the Pulse trying to catch this bus, because we can't get across Main Street. Thank you."*

III. Board Meeting Minutes – January 21, 2025

Ms. Robertson motioned to approve the January 21, 2025 Board Meeting minutes. Mr. Ingle seconded, and the motion carried unanimously.

IV. Consent Agenda

- A. Onboard Communication Technology Upgrade/Vehicle Motorola Radios
- B. Conference Room Technology Improvements

Ms. Smith motioned to approve the Consent Agenda, Ms. Robertson 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 were 322 full-time Operators and 14 trainees during January 2025.
  - Specialized on-time performance was 90.88% with a goal of 92%.
- Microtransit
  - There were 22 microtransit operators with a goal of 30.
- Safety and Security Department
  - Fixed Route reportable events increased during January due to inclement weather events.
  - Paratransit events increased due to inclement weather events; none reported on Microtransit.
  - There was 1 physical event reported for fixed route and two verbal events reported for fixed route.
  - Public Safety Officers were launched the week of February 3. Positive early feedback from staff and the public. Twelve incidents were recorded between February 3 and February 13.
  - Public Safety Ambassador training ongoing to ensure preparedness.
  - Public Safety Initiatives campaign included media interviews, dedicated webpage, internal communications, press releases.
- Customer Service
  - Complaints were down for fixed route.

- Specialized complaints were down for January.
- Microtransit complaints remain on average.
- Eleven commendations were received for the entire system.
- Maintenance
  - Preventative Maintenance (PM) continues to meet our 80% goal on all 250 vehicles, ensuring reliable service and extending fleet longevity.
  - Buses on all services are performing well and staying out longer on the road without issues as per the increase in miles between road calls.
  - There were 82 work orders created in January.
  - Fifteen out of 30 new paratransit vans have been delivered.
  - The first articulated 60' bus has been completed (9000-series).
- B. Ridership Performance
  - BRT average daily boardings for January weekday - 5,467, Saturday - 3,716, and Sunday - 2,867. Express Routes average daily boardings for January - 277. Local average daily boardings for January weekday – 26,341, Saturday – 19,538, and Sunday – 14,647.
  - The following is the total ridership for the five microtransit zones during January:
    - Azalea: 3,252
    - Ashland: 2,821
    - Sandston: 1,348
    - Cloverdale: 587
    - Powhatan: 150

VI. Financial Updates

- A. Mr. Ingle reported that the Finance Subcommittee met on February 13. Mr. Zinzarella reviewed the December 2024 financials and gave a presentation on the proposed FY26 budget assumptions.

VII. Chief Executive Officer's Report

- A. Ms. Adams congratulated the Employees of the Month – Kate Sheldon (Marketing and Communications), J'riah Guerrero (Transportation Microtransit Manager), Stephen Bahen (Transportation Supervisor), and Marcel Fountain (Maintenance).

VIII. Board Chair's Report

- A. Mr. Dillard will be following up on the CEO Evaluation with the Board.
- B. Chairman Nelson presented Resolutions for Andreas Addison and Todd Eure for their service on the GRTC Board of Directors (Resolutions attached).

IX. Other Business

X. Adjourn

There being no further business, the meeting adjourned at 8:53AM.

APPROVED:

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Tyrone E. Nelson, Chair  
GRTC Board of Directors

\_\_\_\_\_  
Date

*Resolution In Appreciation For*

# OUTSTANDING PUBLIC SERVICE

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By **ANDREAS D. ADDISON**

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**Resolution of Gratitude to Andreas D. Addison for services rendered  
as a Board member of GRTC**

**WHEREAS**, Andreas D. Addison has faithfully served as a representative of the City of Richmond on the GRTC Board of Directors since April 2022, demonstrating a steadfast commitment to providing safe, efficient, sustainable, and equitable public transportation for all;

**WHEREAS**, Addison served as Vice Chair of the GRTC Board from 2022 to 2024, providing steady leadership and strategic guidance during a pivotal period of growth and transformation for the agency;

**WHEREAS**, during his tenure, GRTC expanded its Microtransit Link service to North Richmond, implemented Zero Fare Transit policies to ensure equitable access for all riders, and strengthened labor support to enhance service reliability and workforce stability;

**NOW, THEREFORE, BE IT RESOLVED** that the GRTC Board of Directors extends its sincere gratitude to Andreas D. Addison for his exemplary service, visionary leadership, and dedication to improving public transportation in the Greater Richmond region;

**BE IT FURTHER RESOLVED** that the Chairman of the GRTC Board present this resolution to Mr. Andreas D. Addison as a token of the Board's appreciation, with this resolution duly adopted on **February 18, 2025**.

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**Tyrone Nelson**, Chair  
*GRTC Board of Directors*

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**Sheryl Adams**, Chief Executive Officer  
*GRTC*



*Resolution In Appreciation For*

# OUTSTANDING PUBLIC SERVICE

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By **ELDON TODD EURE**

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**Resolution of Gratitude to Eldon Todd Eure for Service as a Member  
of the GRTC Board of Directors**

**WHEREAS**, Eldon Todd Eure has served as a dedicated member of the GRTC Board of Directors since April 2022, representing Henrico County as one of its inaugural appointees and playing a key role in shaping regional public transportation policy;

**WHEREAS**, during his tenure, Eure was instrumental in securing federal funding to expand passenger amenities and enhance fixed-route services, further improving the overall rider experience and accessibility across the region;

**WHEREAS**, under his leadership, Henrico County collaborated with GRTC to implement multiple microtransit zones and successfully expand Route 1A service, connecting the region beyond the new Henrico Sports and Events Center to Ashland, Virginia, fostering greater regional connectivity;

**NOW, THEREFORE, BE IT RESOLVED** that the GRTC Board of Directors expresses its deep appreciation to Eldon Todd Eure for his outstanding service, leadership, and commitment to advancing public transportation in Henrico County and beyond;

**BE IT FURTHER RESOLVED** that the Chairman of the GRTC Board present this resolution to Mr. Eldon Todd Eure as a token of the Board's gratitude and recognition, with this resolution duly adopted on **February 18, 2025**.

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**Tyrone Nelson**, Chair  
*GRTC Board of Directors*

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**Sheryl Adams**, Chief Executive Officer  
*GRTC*



**Meeting Date:** March 18, 2025

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## **CONSENT AGENDA ITEMS**

- Driver Barrier Shields – Kevin Hernandez
- ADP Workforce Now System Upgrade and Process Improvements – Dexter Hurt
- FY26 Regional Public Transportation Plan – Frank Adarkwa



Meeting Date: March 18, 2025  
Consent Agenda: Driver Barriers Retrofit Project

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## BACKGROUND:

During the COVID-19 pandemic, most of the fleet was fitted with plexiglass shields to reduce exposure to airborne viruses; however, these shields were not designed to protect against potential physical violence. As part of GRTC's ongoing commitment to enhancing safety for our front-line staff, we want to install protective driver barriers on approximately 79 buses. Currently, two-thirds of the fixed-route bus fleet are equipped with heavy-duty driver barriers, which provide bus operators with increased safety and protection from potential violence. This installation will ensure that 100% of the fixed-route fleet is equipped with these protective barriers. Moving forward, all new buses added to the fixed-route fleet will come equipped with these enhanced protective barriers.

According to the Federal Transit Administration (FTA) General Directive 24-1 issued in 2024, operator assaults increased by 120% between 2013 and 2021, and GRTC has experienced over 50 physical assaults against operators since 2020. This directive emphasizes the importance of transit agencies implementing measures to improve safety for front-line staff. In December 2024, GRTC submitted the required data to the FTA outlining current mitigation efforts, which included the installation of driver barriers. Additionally, in compliance with FTA mandates and GRTC's collective bargaining agreement with ATU Local 1220, a joint management-labor committee was established to discuss safety risks and develop mitigation strategies. The installation of operator compartment protection was a key recommendation from these discussions.

## HIGHLIGHTS:

- **Vendor Selection:** Following a competitive solicitation process, Midwest Bus Corporation was the lowest, responsive, and responsible bidder and was selected to complete the procurement and installation of the driver barriers.
- **Cost Evaluation:** An Independent Cost Estimate was conducted, and the proposed fee from Midwest Bus Corporation was found to be fair, reasonable, and below the estimated cost.
- **Timeline:** The project is expected to be completed by the end of 2025, contingent on the availability of parts and supplies.
- **Funding:** This project will be fully funded through federal funds.
- **Total Project Value:** \$719,082

## RECOMMENDATION:

GRTC Staff recommends that the Board of Directors authorize the CEO to approve the procurement and installation of driver barriers on 79 buses with Midwest Bus Corporation for a total project value of \$719,082.

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Ellen Robertson, Secretary  
GRTC Board of Directors

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Date





**Meeting Date:** March 18, 2025

**Consent Agenda:** Automated Data Processing (ADP) Software Enhancement

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**BACKGROUND:**

Automated Data Processing (ADP) software is a suite of advanced tools that automate data management processes, improving efficiency in human resources tasks and compliance reporting. It reduces human error and enhances productivity, allowing organizations to focus on strategic decision-making. Additionally, ADP solutions feature analytics capabilities for real-time reporting and data visualization, enabling informed business decisions through comprehensive data analysis.

The current ADP software environment is outdated and requires updating to utilize modern features and advanced functionality. Updating our ADP software environment enables the Human Resources (HR) department to more effectively oversee all facets of an employee's lifecycle within GRTC. This includes recruiting, hiring, training, performance management, employee relations, benefits administration, and ensuring compliance with employment laws. The focus remains on attracting and retaining talent while fostering a positive work environment.

**HIGHLIGHTS:**

- ADP Workforce Now is a human capital management (HCM) software that offers numerous benefits, including task automation, employee self-service features, and integrations to boost organizational productivity and performance.
- The ADP Workforce Now Service upgrade features Enhanced Insights from DataCloud, an Onboarding Module, Performance and Goal Management, a Secure Document Cloud, DataCloud Analytics, and Total Optimization focusing on best practices and process improvements.
- The total cost for this software purchase includes ADP Workforce Now advanced features and functionality and Total Optimization service support at a not-to-exceed price of \$132,990 for year 1, an option for year 2 at \$132,990, and year 3 at \$151,440.
- The operational budget will fund this purchase.

**RECOMMENDATION:**

That the Board of Directors ratifies staff's action executing a purchase order to ADP, Inc. for the purchase of ADP Software and Services at a not-to-exceed cost of \$132,990.00 for a term of one year with options to renew annually upon successful performance.

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

\_\_\_\_\_  
Date



**Meeting Date:** March 18, 2025  
**Consent Agenda:** FY2026 Regional Public Transportation Plan

**BACKGROUND:**

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

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

The plan is an annual requirement, identifying how GRTC plans to spend CVTA funds in the upcoming fiscal year. Like previous years, the FY2026 plan addresses the following priorities:

- Ensure the stability and maintenance of transit operations.
- Prioritize capital requirements to maintain assets in good repair and provide targeted rider and business efficiencies and improvements.
- Advance planning studies for operational and capital mobility priorities and needs in the RVA region.
- Prepare for service updates in FY2026.

In FY2025, GRTC focused on expansion efforts and service level increases. Table 1 below summarizes the FY2025 service priorities.

**Table 1: FY2025 Service Priorities**

FY2025 Service Priorities		
Route/Service	Change	Funding Source
<b>Route 1</b>	Extended 7 miles to service Reynolds Community College, and Virginia Center Commons	Demo Grant - DRPT
<b>Route 1A</b>	Extended 8 miles to Walmart Way in Jan 2024, minor reroute to better accommodate Johnston-Willis Hospital	Demo Grant - DRPT
<b>Routes 7A and 7B</b>	Frequency increase to create a 15-minute trunk service along Nine Mile Road	I-64 Funds
<b>Sandston Microtransit</b>	New Service launched July 2024	TRIP - DRPT

For FY2026, GRTC coordinated with PlanRVA and its regional partners to develop the annual Regional Public Transportation Plan. Efforts to prioritize microtransit zones and maintenance of fixed route service levels will continue in FY2026. GRTC aims to prioritize performance monitoring of the entire network following the extensive changes completed in FY2025 and years prior. Table 2 below shows a list of service priorities for FY2026.

**Table 2: FY2026 Service Priorities**

<b>FY2026 Service Priorities</b>		
<b>Route/Service</b>	<b>Change</b>	<b>Funding Source</b>
Route 56	Eliminated – Replaced with microtransit	-
Route 86	Eliminated – Replaced with microtransit	-
Route 88	Eliminated – Replaced with microtransit	-
Broad Rock-Cherry Gardens Microtransit	New Service	TRIP - DRPT
North Chesterfield East Microtransit	New Service	TRIP - DRPT
Sandston Microtransit	Expansion	Demo Grant - DRPT

GRTC’s proposed FY2026 operational expenses are \$112M, and its proposed capital plan expenses are \$60M. The FY2026 planning studies are for 2% match for capital grants, and the allocation of \$250,000 is to match federal grants related to the transit-oriented development at the future permanent transfer station. The operational and capital costs will be funded through revenues from Federal, State, Local, and Self-Generated sources. Table 3 below summarizes the GRTC FY2026 funding request from the CVTA.

**Table 3: FY2026 GRTC Funding Request**

<b>FY2026 Budget Needs</b>	
<b>Category</b>	<b>Total</b>
Maintenance of Transit Operations	\$28.6M
Planning Studies	\$250k
Capital Matches	\$1.2M

**FY2026 CVTA TRANSIT FUNDING:**

GRTC continues the practice of utilizing funds accrued in the prior year for the next fiscal year’s operations. The estimated total CVTA transit funding to be accrued by June 30, 2026, is \$33.9M. Of that total, GRTC will spend \$30.050M on the FY2026 budget expenses. GRTC recommends restricting the difference in funds of \$3.85M to be placed in a restricted reserve for future use. The projected total CVTA transit funds GRTC would receive in FY2026 are \$35M, of which the entirety would be placed into the reserve for FY2027 use.

**RECOMMENDATION:**

Staff is recommending that the Board of Directors support the GRTC FY2026 Regional Public Transportation Plan and direct GRTC’s CEO to advance the plan to the Full CVTA Board for approval of FY2026 CVTA dollars to fund the estimated need of \$30.050M for operating and capital needs identified above and placement of the remaining balance of \$3.85M of the FY2026 funds to a restricted reserve for future use.

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

\_\_\_\_\_  
 Date



**Meeting Date:** March 18, 2025  
**Item Title:** Operational Performance

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**UPDATES:**

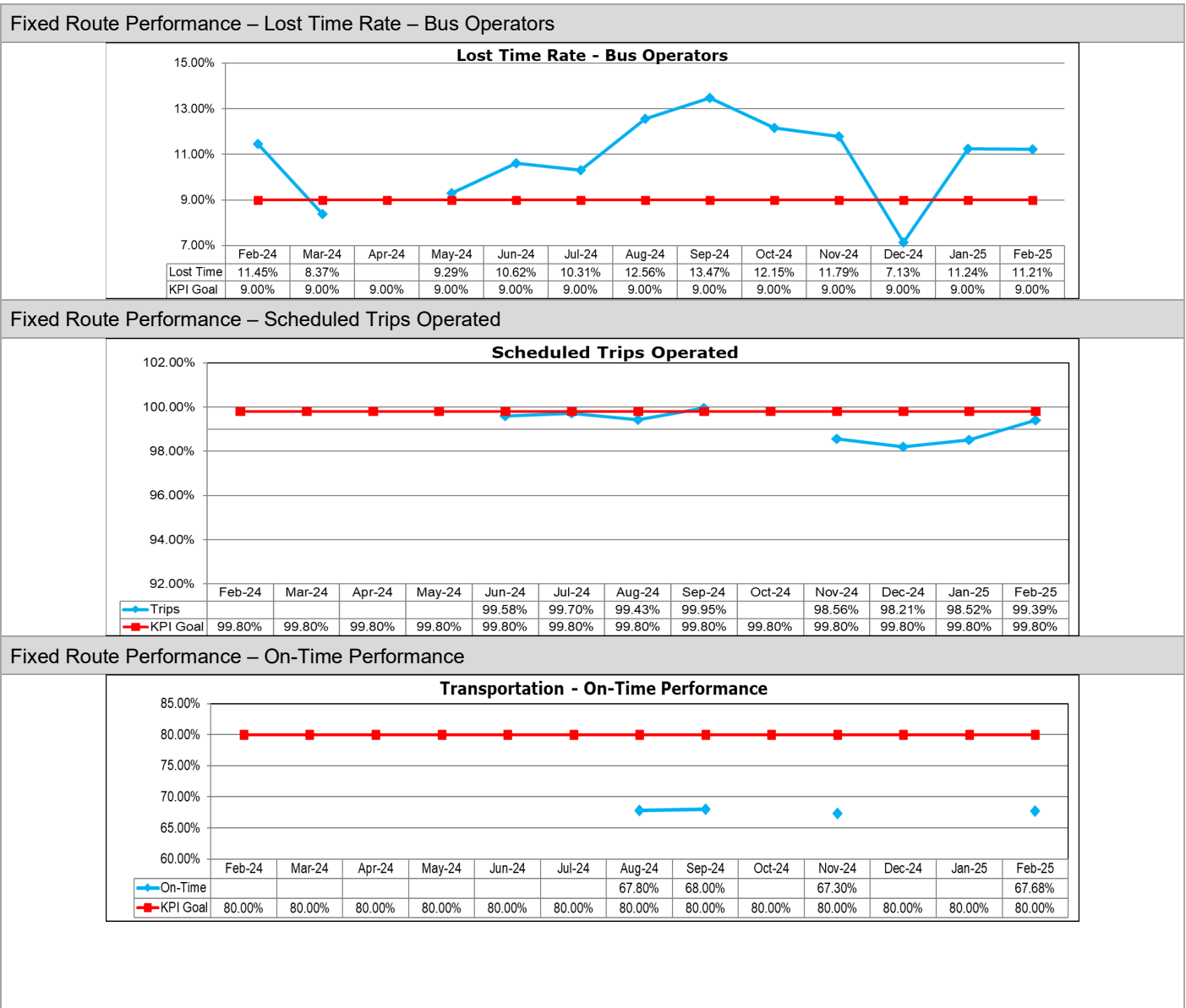
Mr. Hernandez will provide highlights for the Operational Performance for the month of February. The following Departments will be included: Transportation, Risk Management, Maintenance, and Customer Service.

**Meeting Date:** March 18, 2025  
**Item Title:** Operating Performance

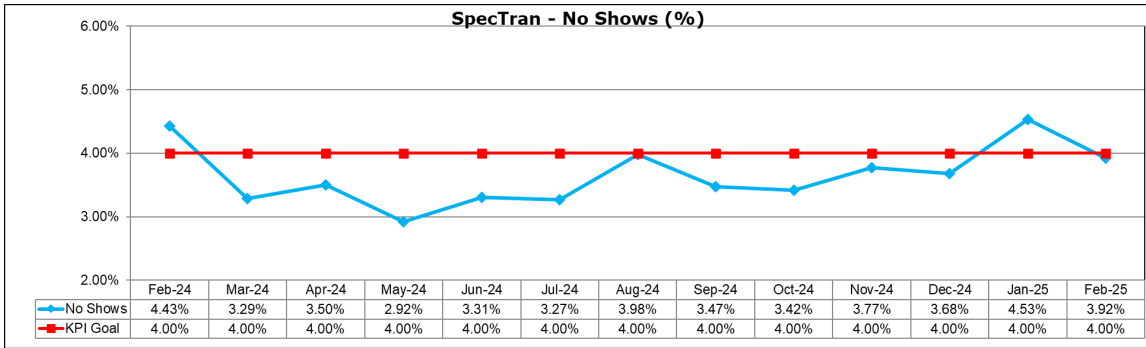
## HIGHLIGHTS:

The current staffing is 328 full-time operators and 25 part-time fixed route operators with 8 fixed route operators in training. At the end of January 2025, the operator staffing was 322 full-time and 25 part-time with 14 fixed route operators in training. The result is a net gain of six fixed route operators.

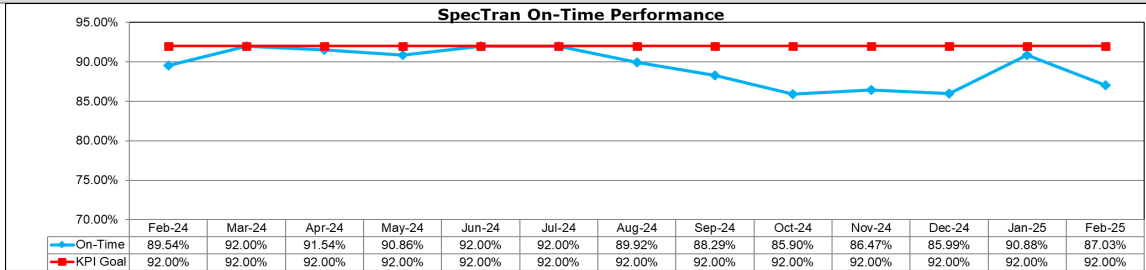
## CURRENT STATUS:



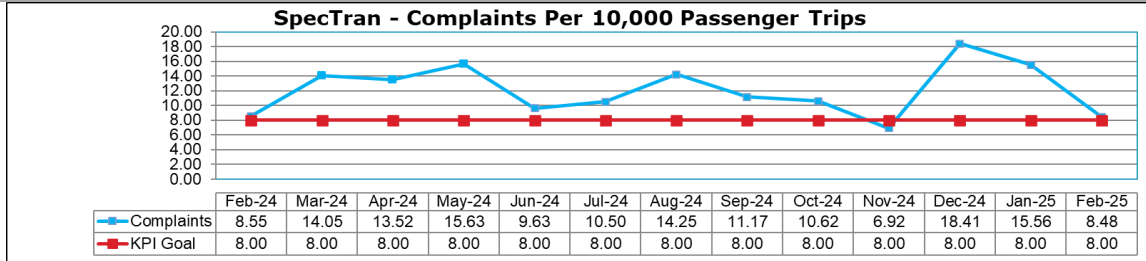
Specialized Transportation – No Shows



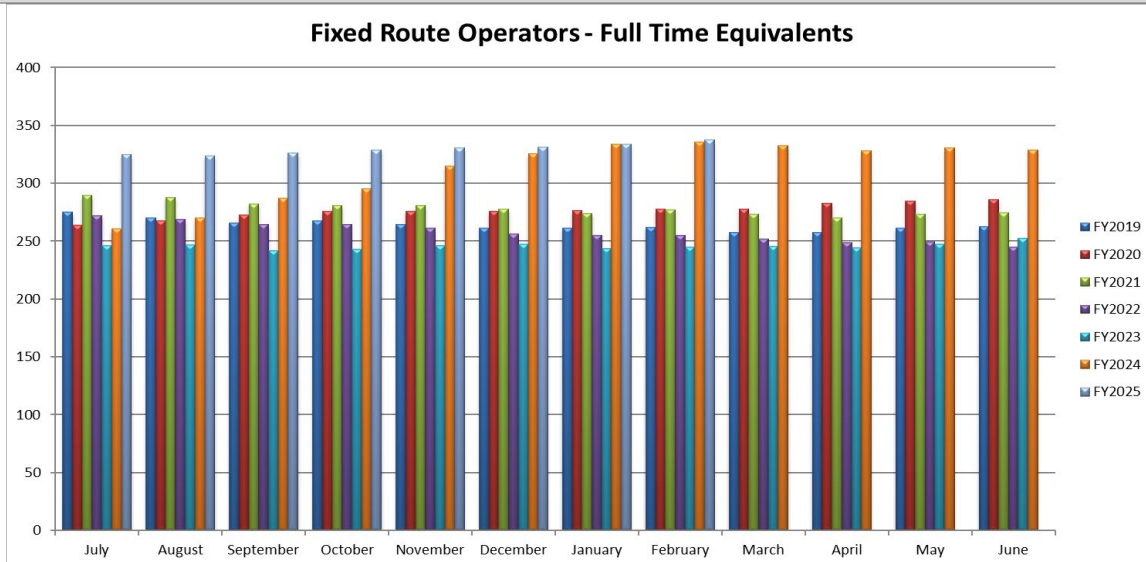
Specialized Transportation – On-Time Performance

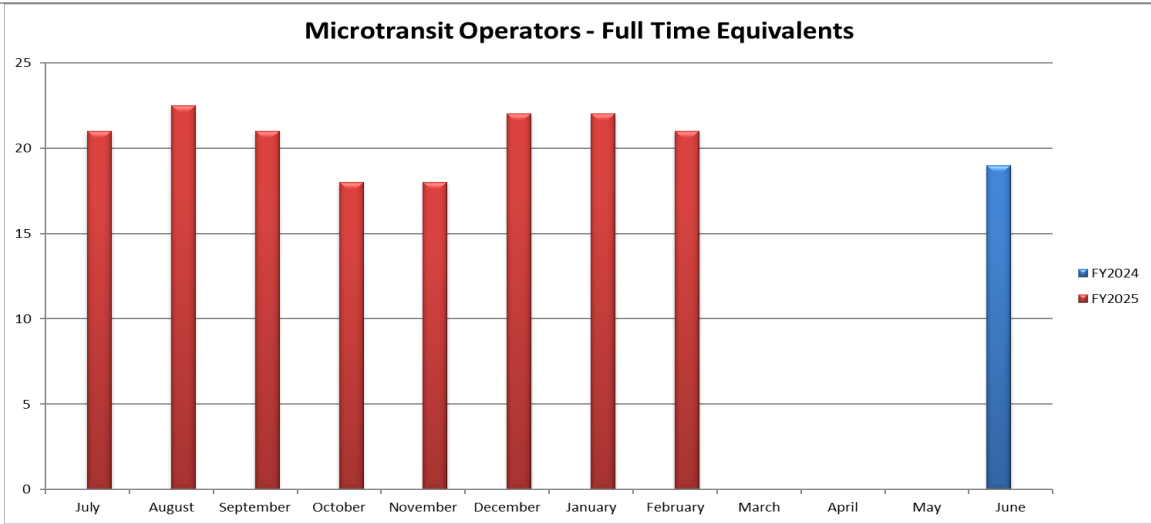


Specialized Transportation – Complaints Per 10,000 Passenger Trips

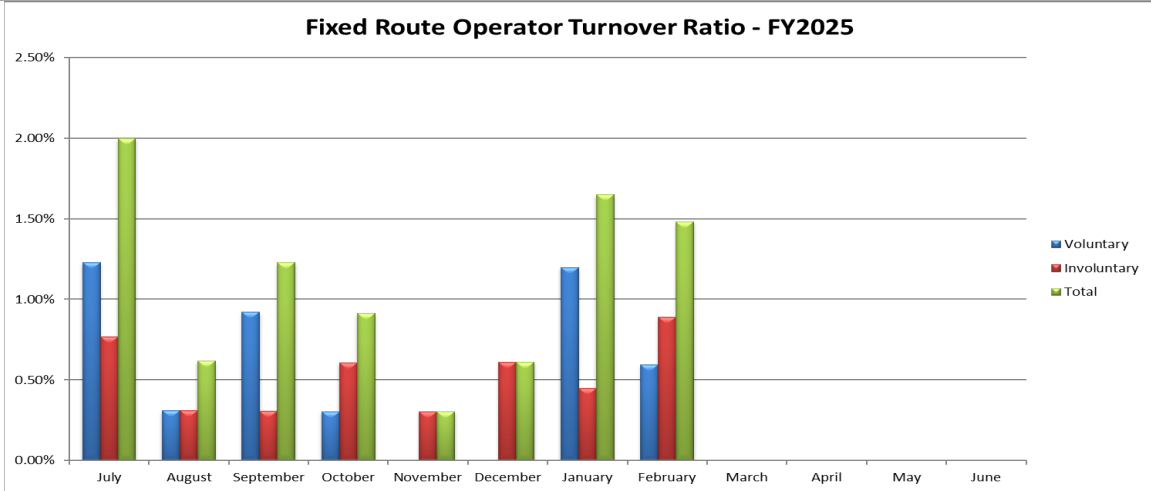


Operators – Full Time Equivalents (Fixed Route and Microtransit)

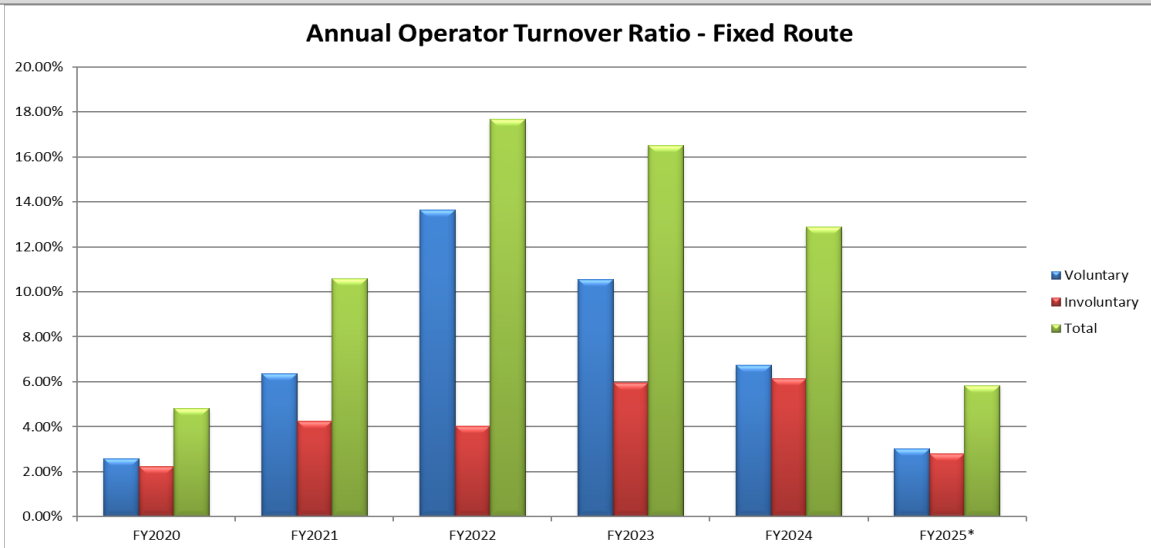




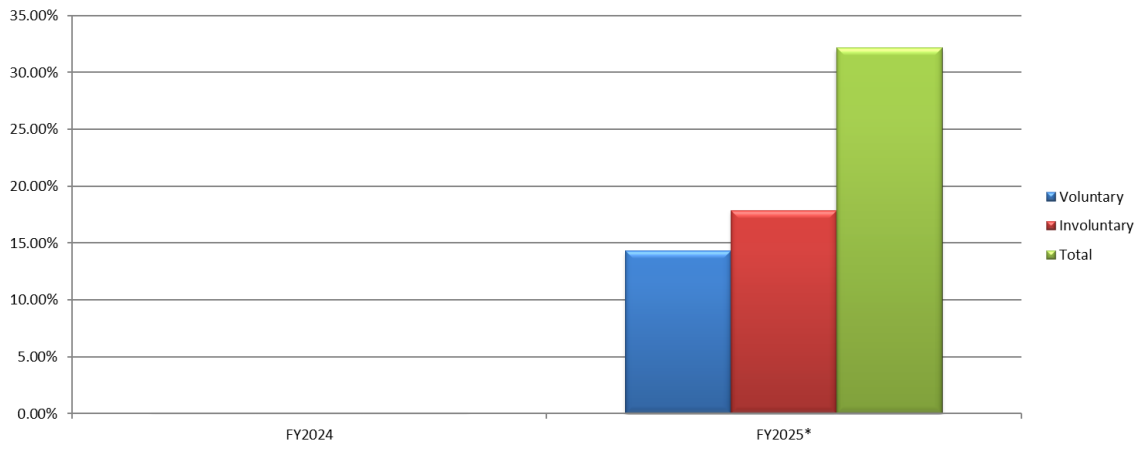
### Operator Turnover Ratio – FY2025 (Fixed Route)



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

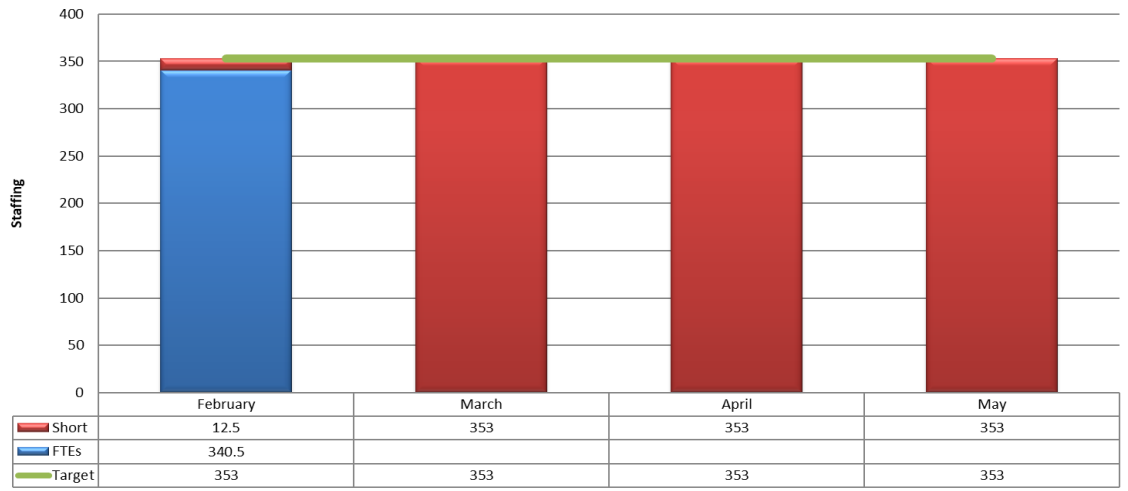


### Annual Operator Turnover Ratio - Microtransit

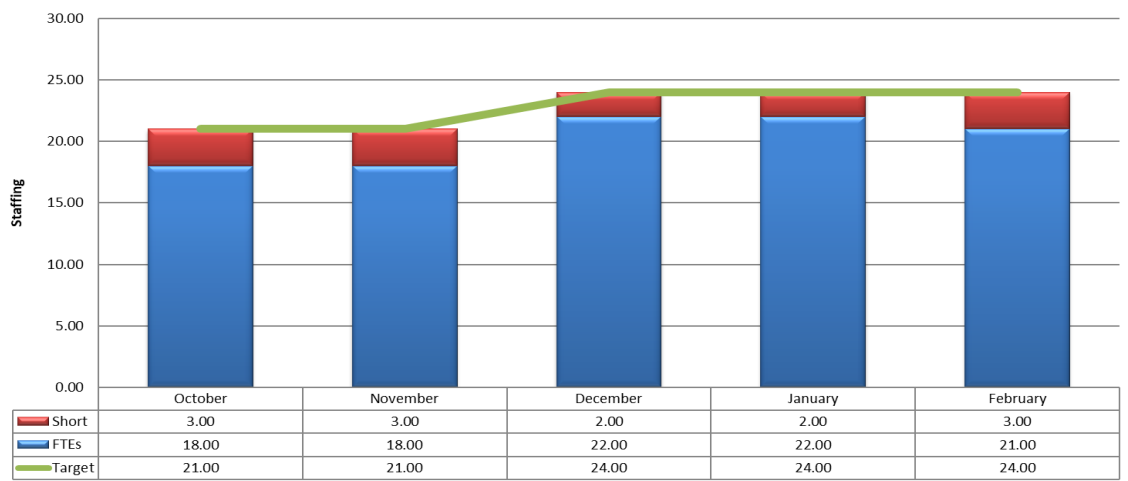


### February 2025 Booking – Operator Staffing (Fixed Route and Microtransit)

#### February 2025 Booking - Operator Staffing (Fixed Route)

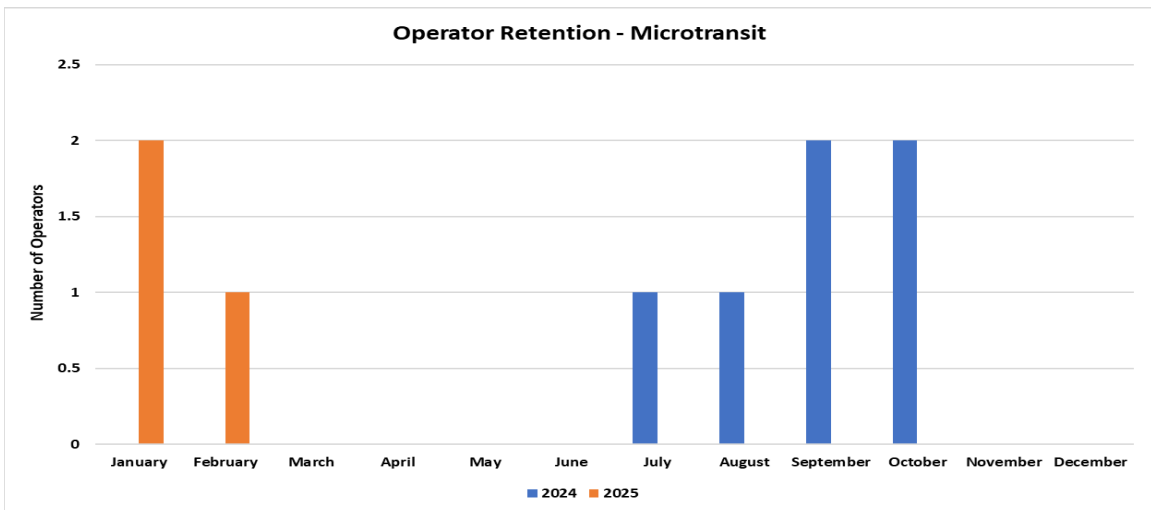
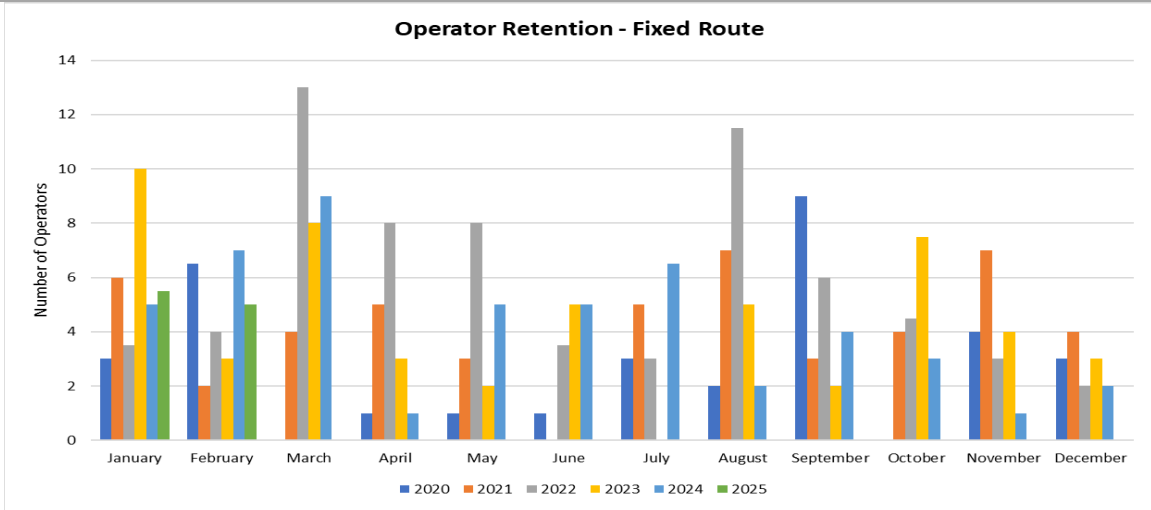


#### February 2025 Booking - Operator Staffing (Microtransit)

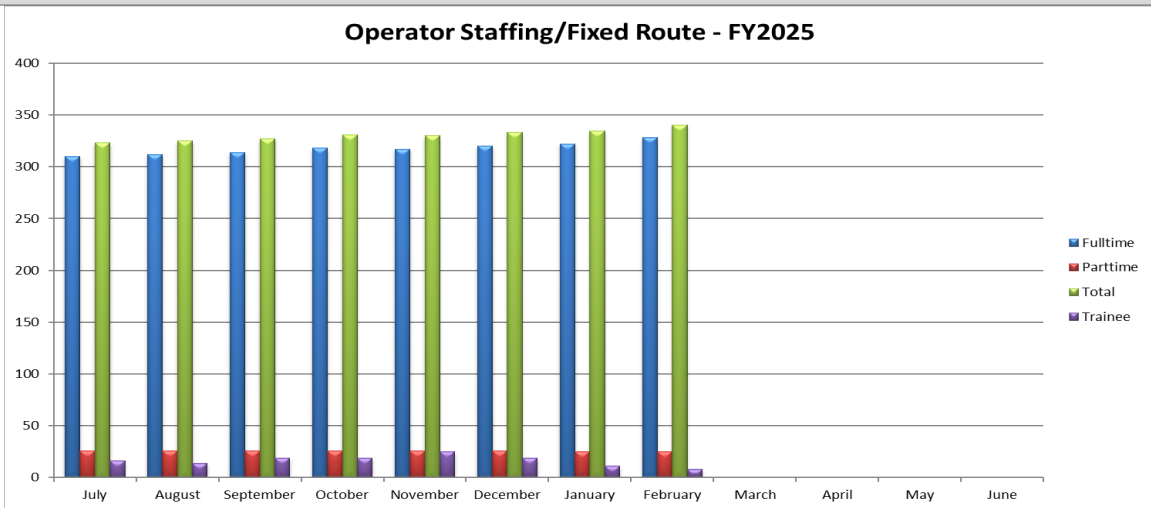




Operator Retention (Fixed Route and Microtransit)



Operator Staffing (Fixed Route)





**Meeting Date:** March 18, 2025  
**Staff Report:** Risk Management Performance

**CURRENT STATUS:**

Performance Indicator	Agency Averages	February (GRTC)
Miles Between Total NTD Defined Events	10,985	9,743
NTD Defined Event Rate Per 1,000,000 miles	3.5	3.0

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

**Fixed Route Traffic Incidents – Trend Report**

Traffic Incidents	February	March	April	May	June	July	August	September	October	November	December	January	February
Passenger Incident	15	13	9	10	11	15	17	17	17	19	14	26	9
Pedestrian	0	0	0	0	0	0	0	0	1	0	0	0	0
Bicycle	0	0	0	0	0	1	0	0	0	0	0	0	0
Vehicle Rear End	1	2	3	3	3	2	1	1	2	6	2	2	1
Fixed Objects	16	8	7	9	6	13	9	13	11	9	16	15	18
Improper Turning	7	3	3	2	3	7	4	3	2	2	3	6	5
Company Vehicle	2	3	6	2	1	4	1	2	4	2	0	4	2
Bus Rear End Vehicle	0	1	1	1	0	0	1	1	1	0	0	3	2
Bus Hit Parked Vehicle	6	6	3	2	5	3	5	2	1	0	3	3	1
<b>Total</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>	<b>38</b>	<b>59</b>	<b>38</b>

Assaults	Bus-Related
Verbal	3
Physical	0

**Specialized Related Incidents – Trend Report**

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

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

**Microtransit Related Incidents – Trend Report**

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

<u>Assaults</u>	<u>Microtransit</u>
Verbal	0
Physical	0

**DEFINITIONS:**

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

Bicycle Incident: Bicycle comes into contact with the bus.

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

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

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

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

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

Pedestrian Incident: Pedestrian comes into contact with the bus.

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

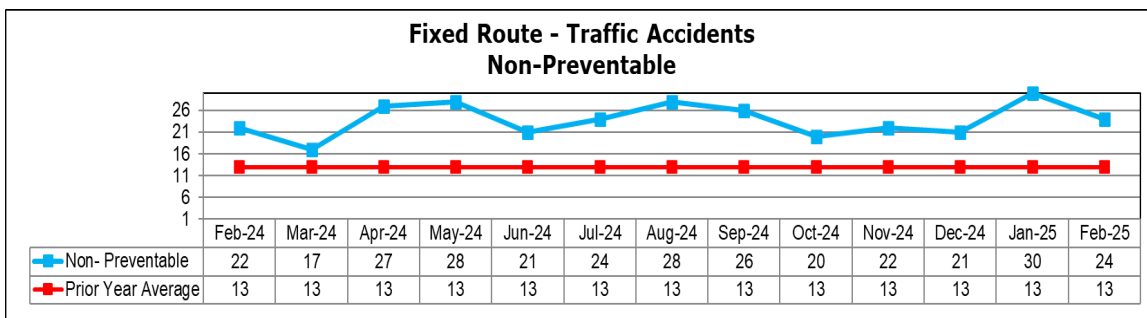
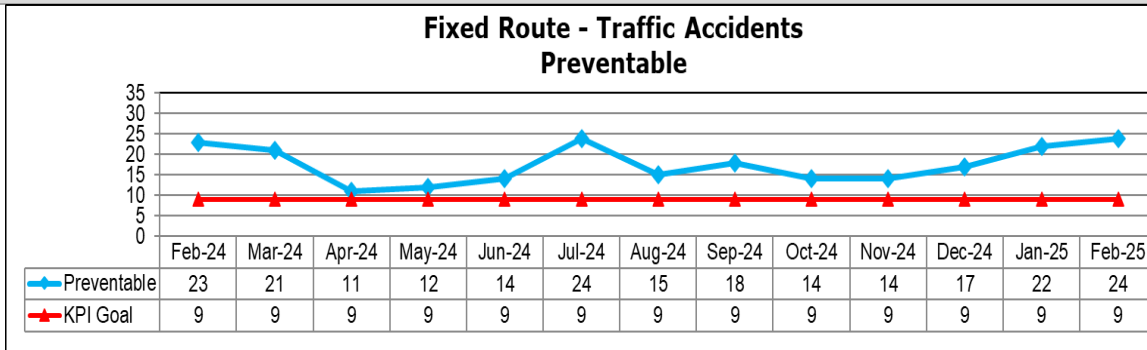
**Preventable Passenger Incident:** A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors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

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

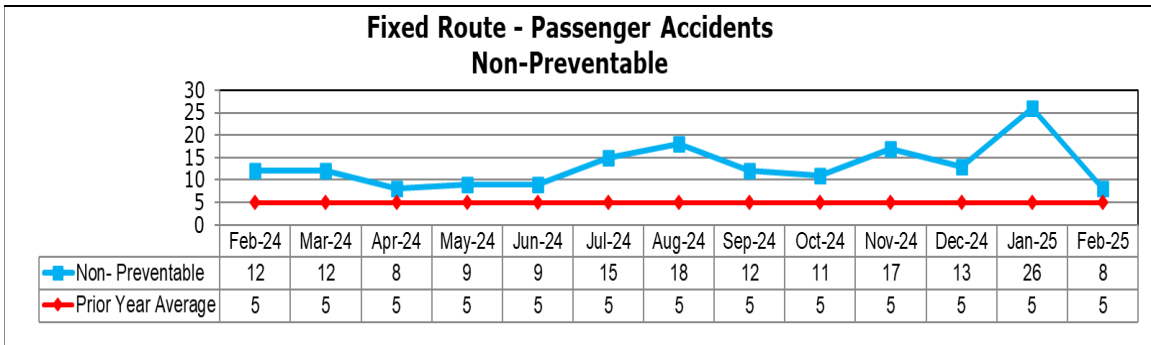
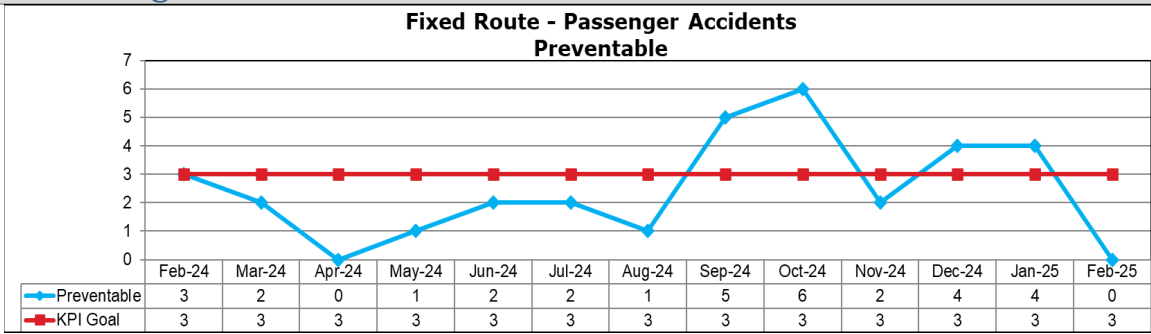
**Verbal Assault:** – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

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

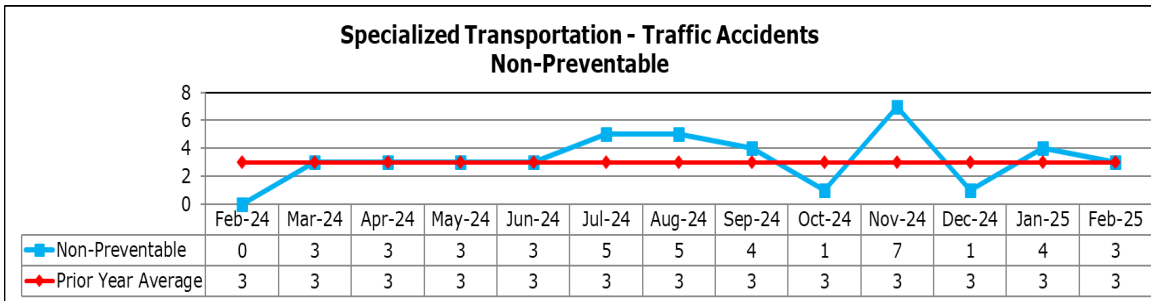
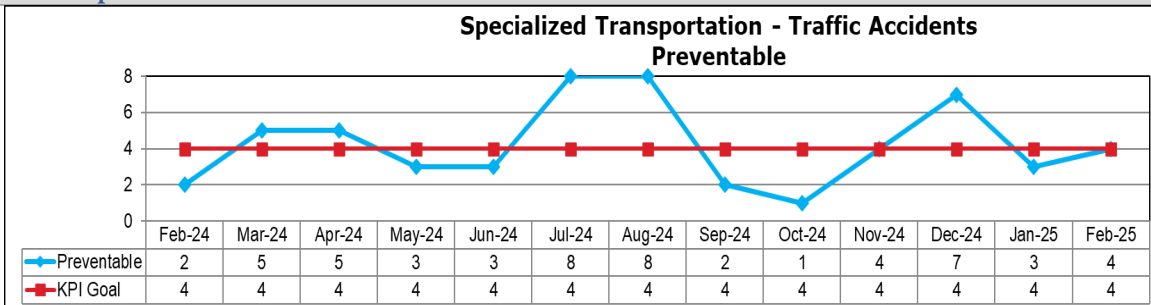
## Fixed Route – Traffic Accident Data



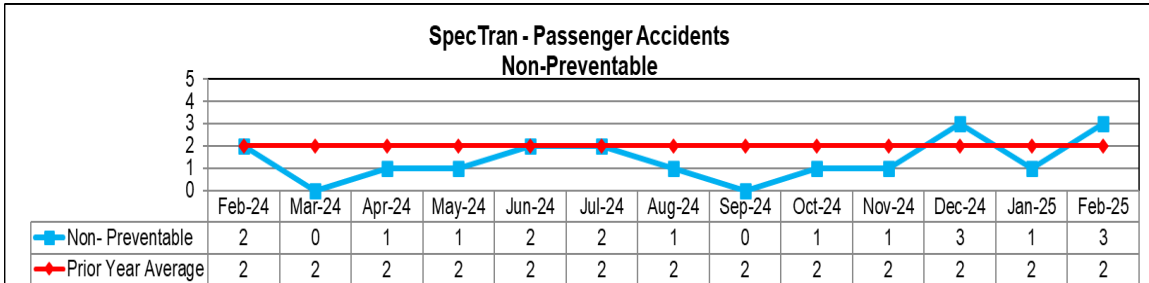
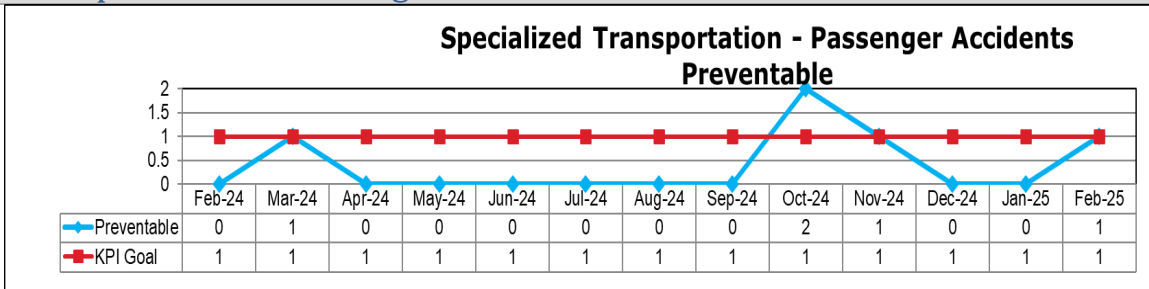
## Fixed Route – Passenger Accident Data



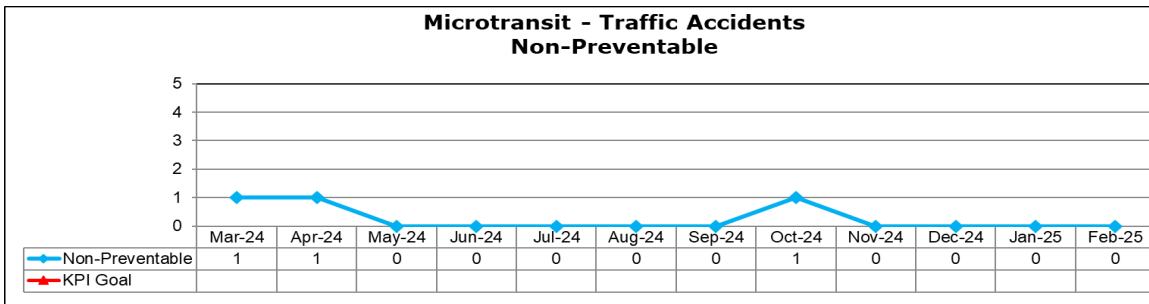
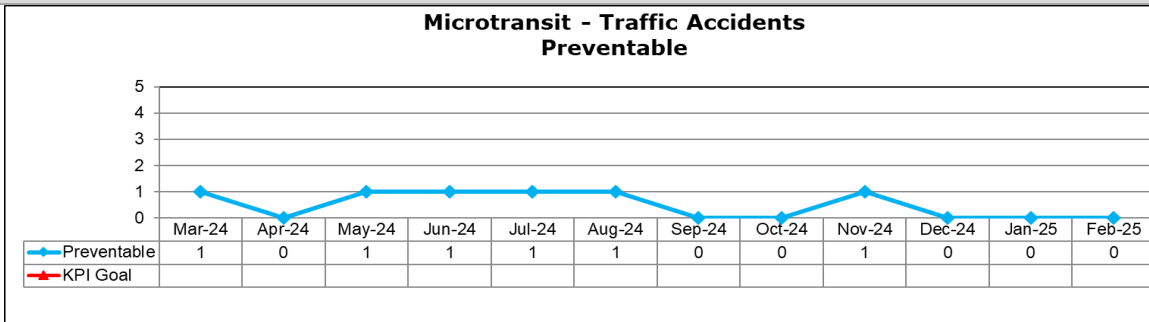
## Specialized Transportation – Traffic Accident Data



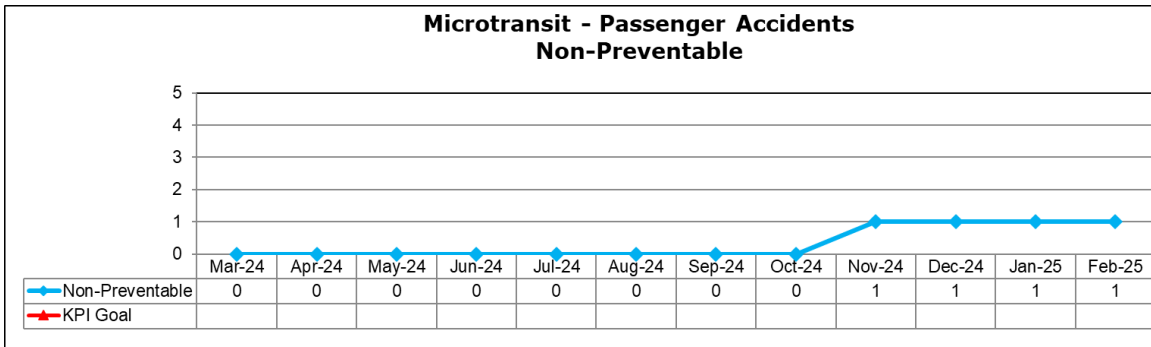
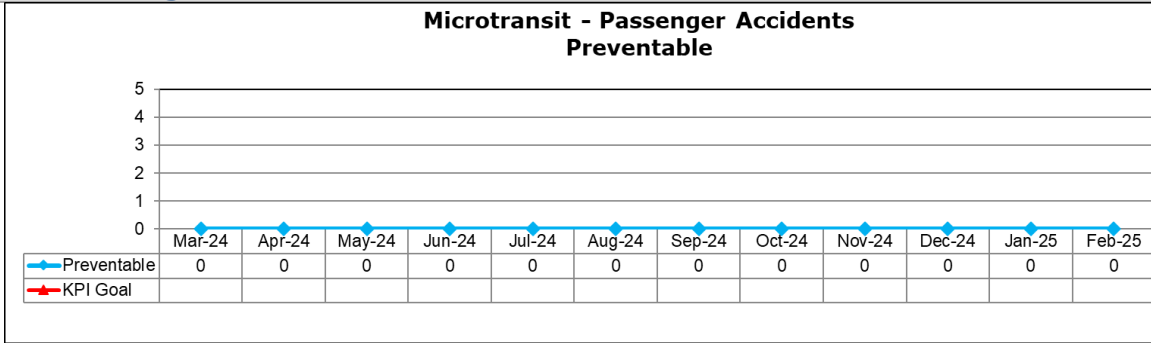
## Specialized Transportation – Passenger Accident Data



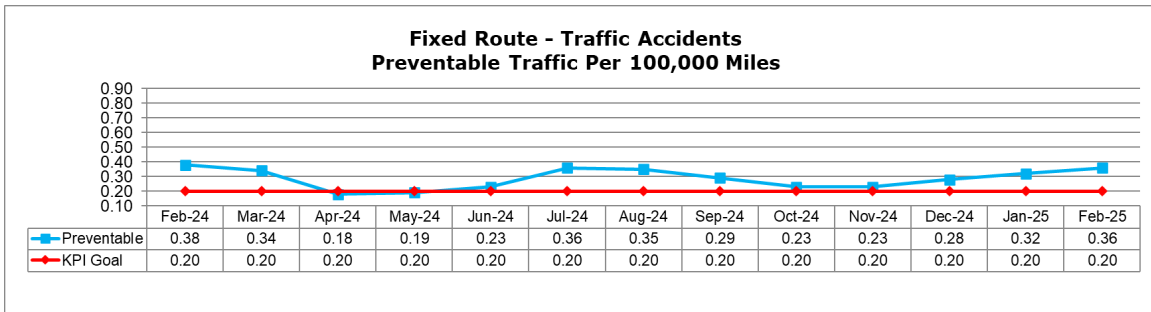
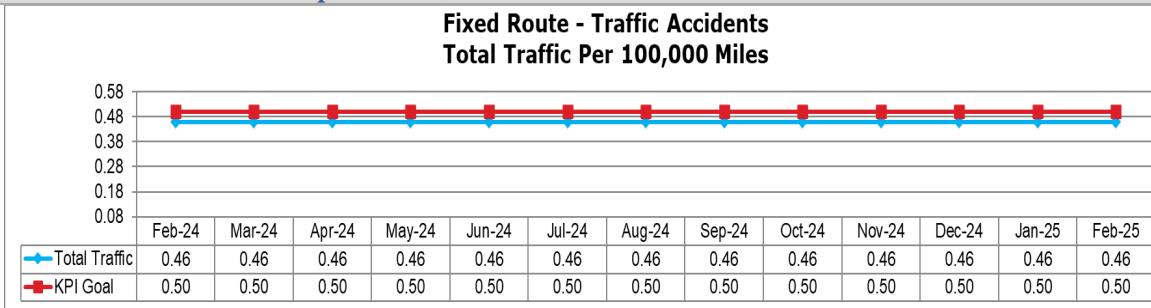
## Microtransit – Traffic Accident Data



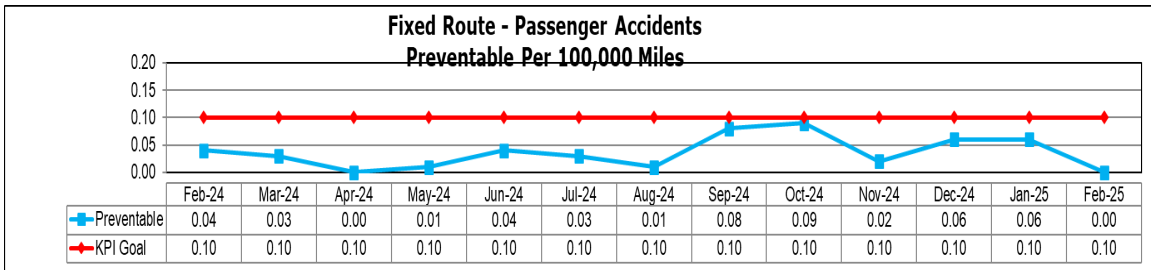
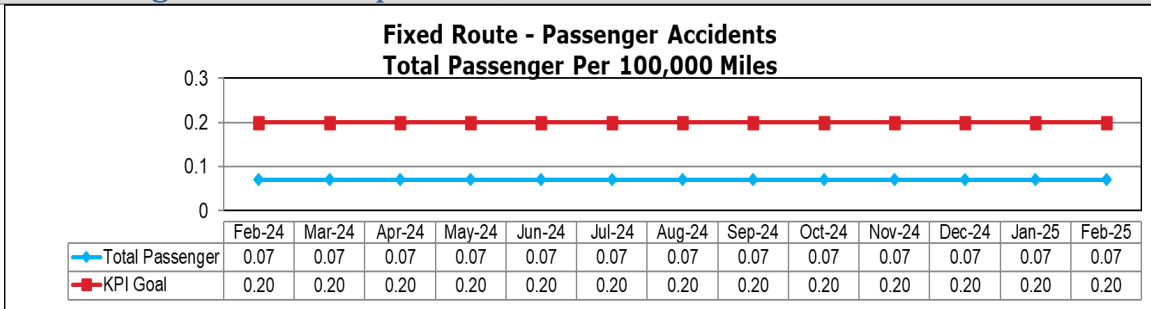
## Microtransit – Passenger Accident Data



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



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

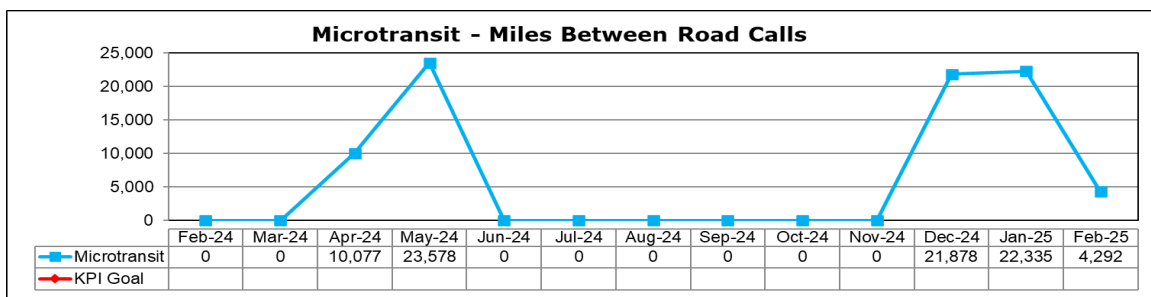
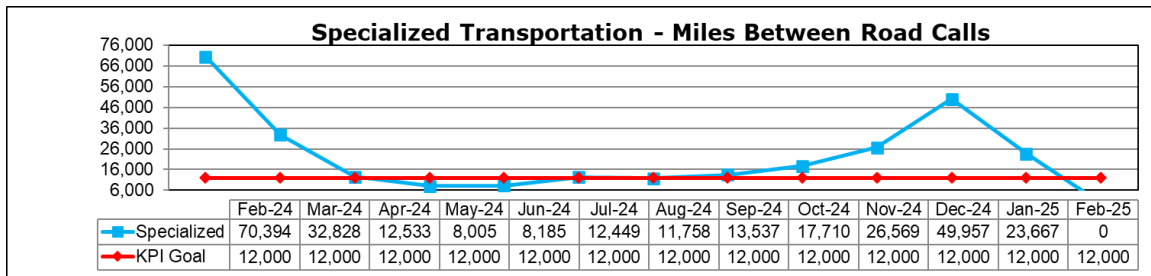
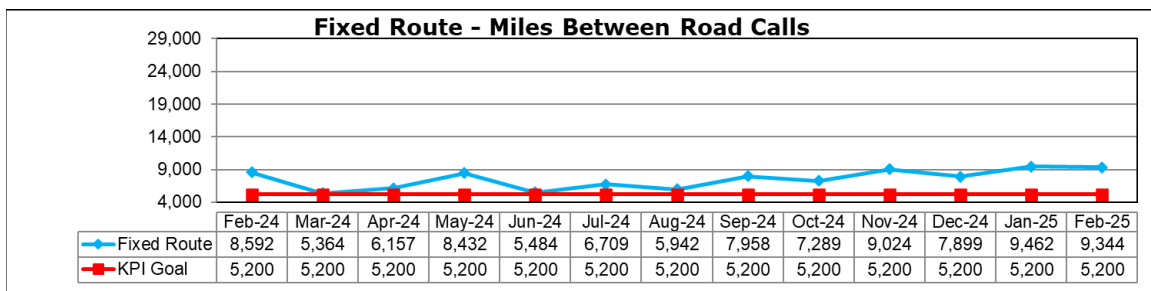




**Meeting Date:** March 18, 2025  
**Staff Report:** Maintenance Performance

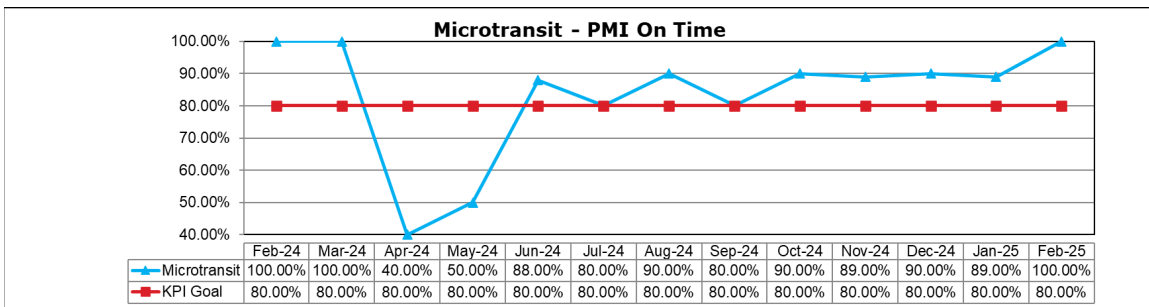
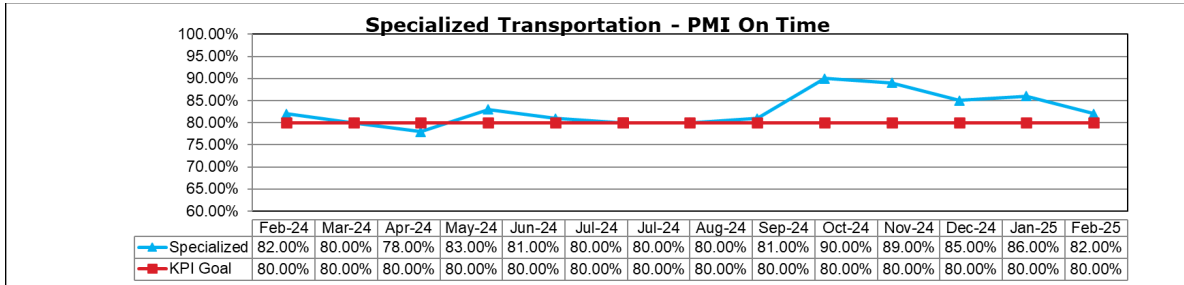
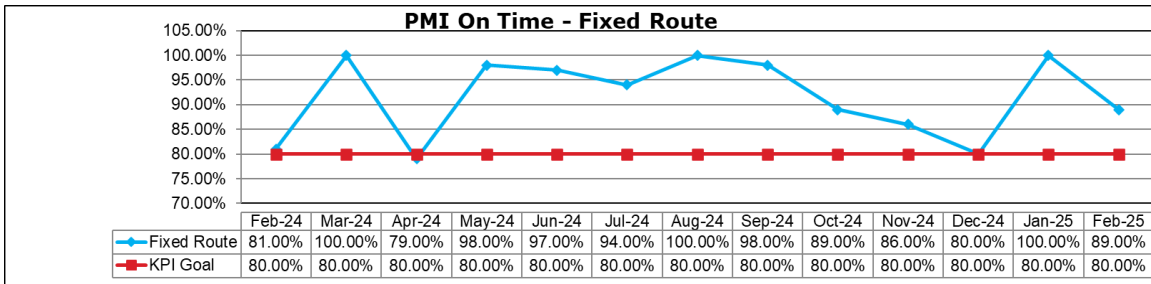
## CURRENT STATUS

GRTC maintains a total fleet of 157 fixed-route buses, including 142 active in regular service and 15 designated for contingency use. Additionally, we operate 88 paratransit vans and 22 microtransit vans. Our operational data and performance metrics reflect the vehicles actively serving our community.



## PREVENTIVE MAINTENANCE

Preventive maintenance compliance for February exceeded the 80% goal across all service modes. Fixed route achieved 89%, paratransit reached 82%, and microtransit maintained 100% compliance. During February, an average of 11% of the fixed-route fleet was down for service repairs, maintaining a 20% spare ratio.



## CURRENT STAFFING LEVELS

Mechanics	Vacancies – 0
General Utilities	Vacancies – 0
General Property	Vacancies – 0
BRT/Shelter Cleaners	Vacancies – 0

Our team remains committed to providing a safe, clean, and efficient transit system for our riders. We conduct routine cleaning and detailed maintenance of our fleet to enhance reliability and service quality. Bus shelters, stops, and BRT platforms are regularly serviced and power washed to improve customer experience. Additionally, we continue to train new employees and refine workflows to ensure operational efficiency and service excellence.



**Meeting Date:** March 18, 2025

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

## FIXED ROUTE REPORT

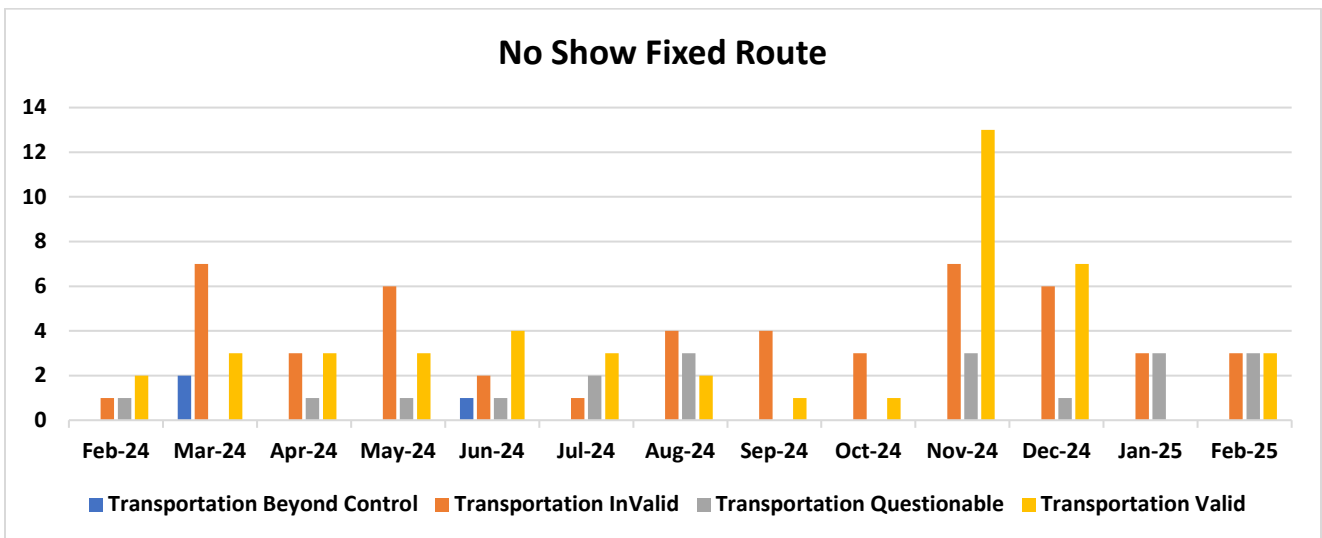
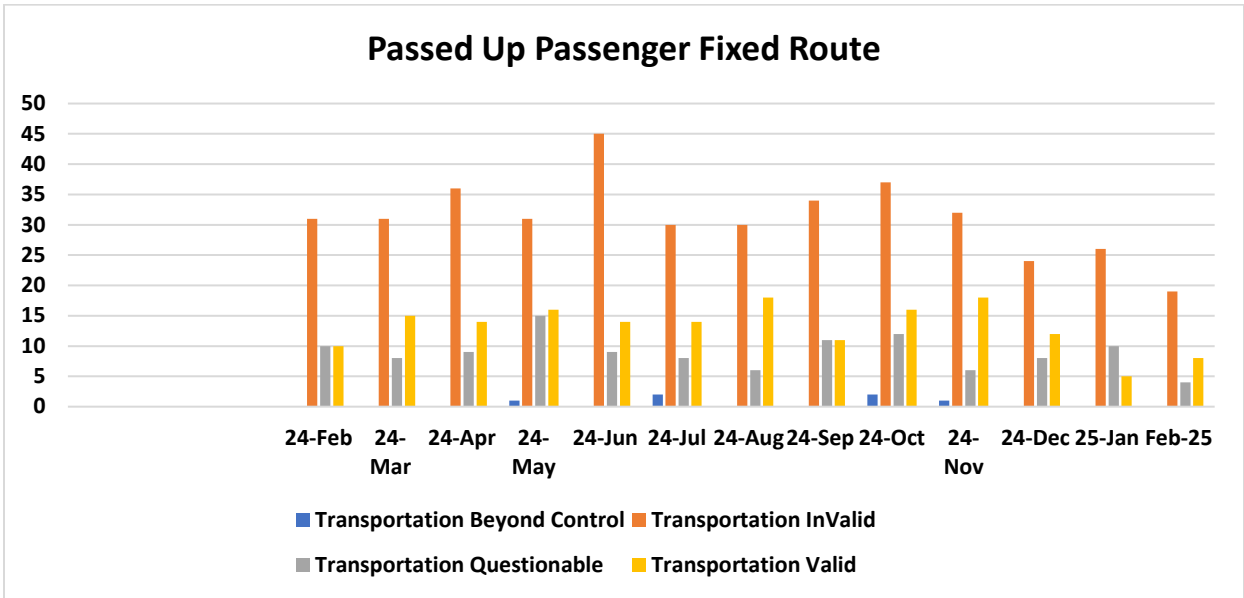
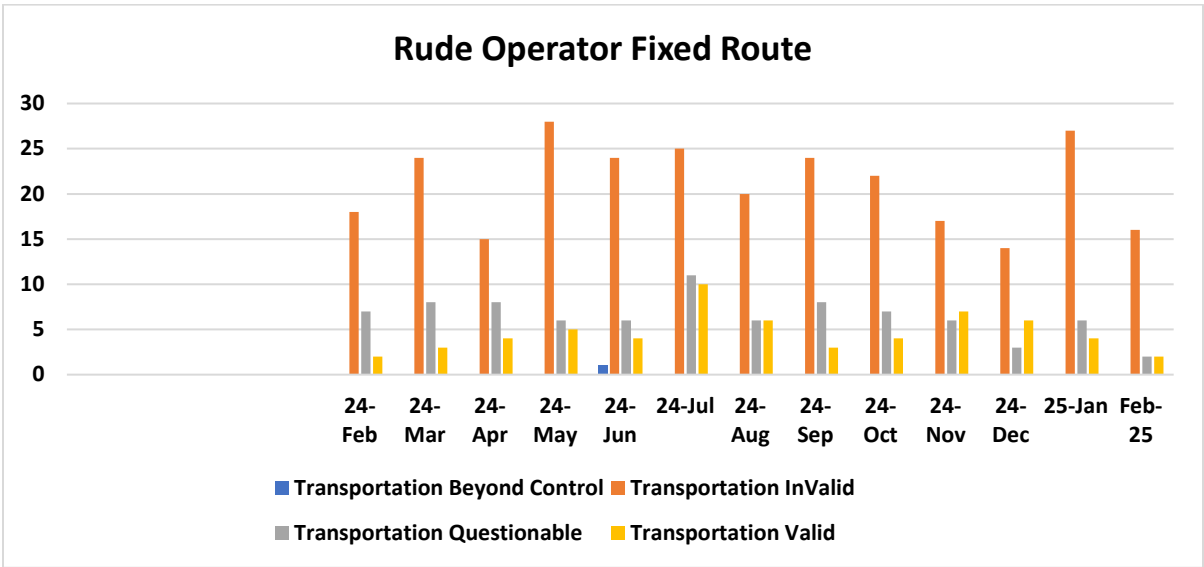
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	2	16	2	0	0	18
Passed Up Passenger	8	19	0	0	0	27
No Show	3	3	3	0	0	9
Late Schedule	2	2	1	0	0	5
Improper Operations of Vehicle	1	6	2	0	0	9
Early Schedule	2	4	1	0	0	7
Planning/Scheduling	0	1	0	0	5	6
IT/Mobile App	1	0	0	0	0	1
Other - Miscellaneous	6	12	22	0	0	42
Total	25	63	31	0	5	124

## DEFINITIONS FOR COMPLAINTS

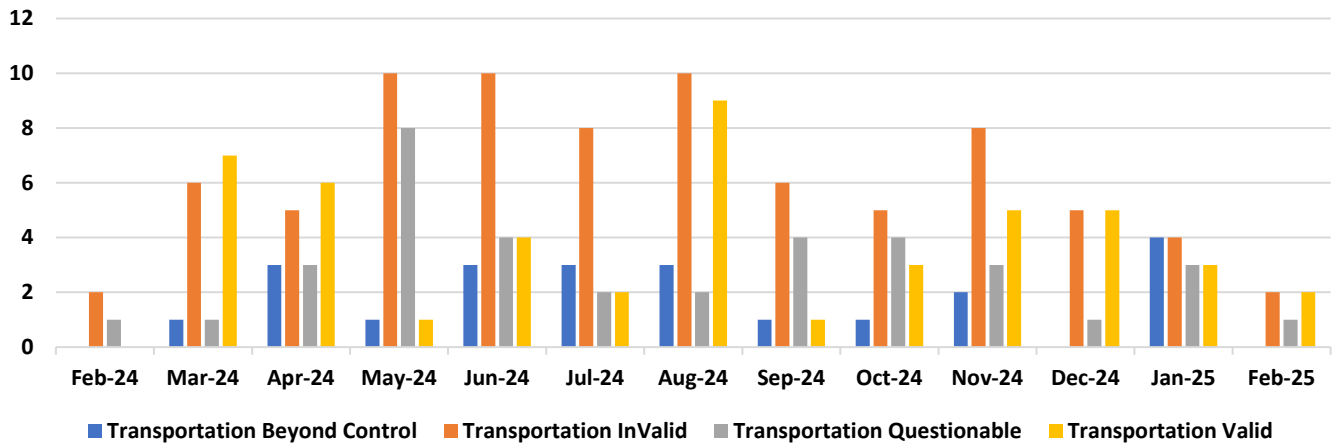
Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC’s control
Under Investigation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

## FIXED ROUTE TREND REPORT

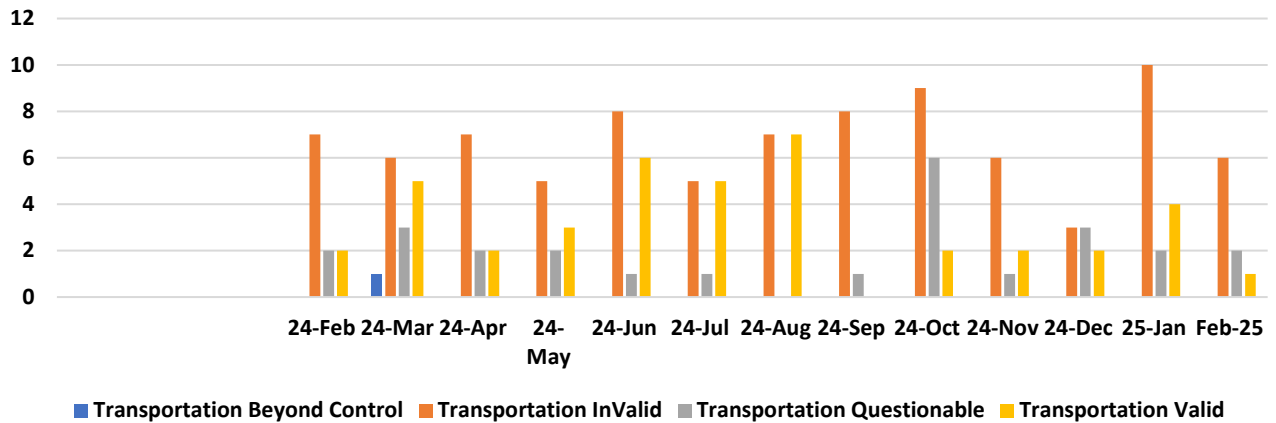
Complaint	February	March	April	May	June	July	August	September	October	November	December	January	February
Rude Operator	2	3	4	5	4	10	6	3	4	7	6	4	2
Passed Up Passenger	10	15	14	16	14	14	18	11	16	18	12	5	8
No Show	2	3	3	3	4	3	2	1	1	13	7	3	3
Late Schedule	0	7	6	1	4	2	9	1	3	5	5	3	2
Improper Operations of Vehicle	1	5	2	3	6	5	7	0	2	2	2	4	1
Early Schedule	3	10	6	6	4	5	6	3	3	4	8	2	2
Planning/Scheduling	1	0	0	0	0	0	0	0	10	0	0	0	0
IT/Mobile App	0	0	0	0	0	0	0	0	0	0	1	0	1
Other – Misc.	13	13	11	7	6	0	5	6	11	9	0	4	6
Total	32	56	46	41	42	39	53	25	40	58	41	25	25
Commendations	10	6	6	8	6	7	10	11	9	3	3	6	4



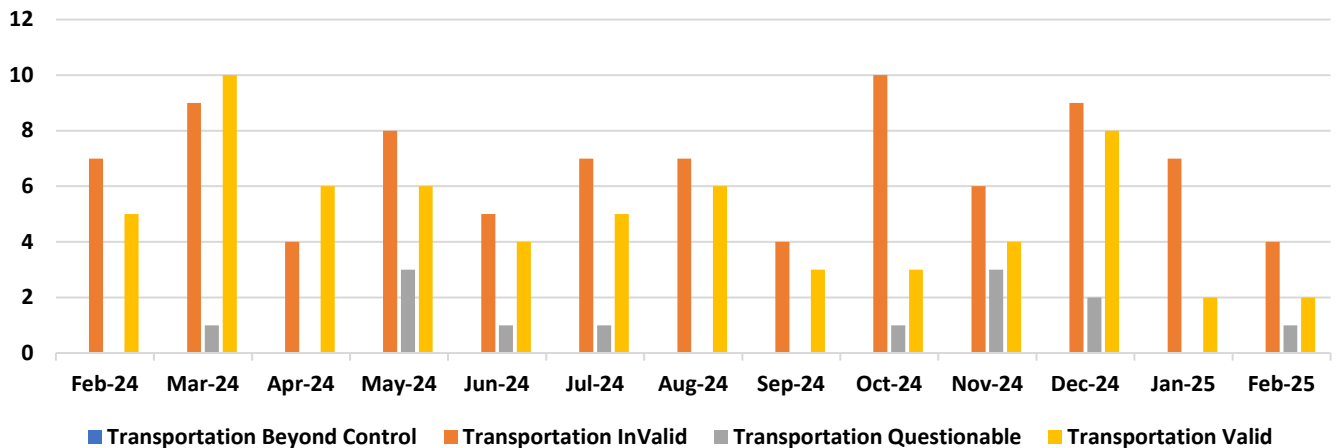
### Late Schedule Fixed Route

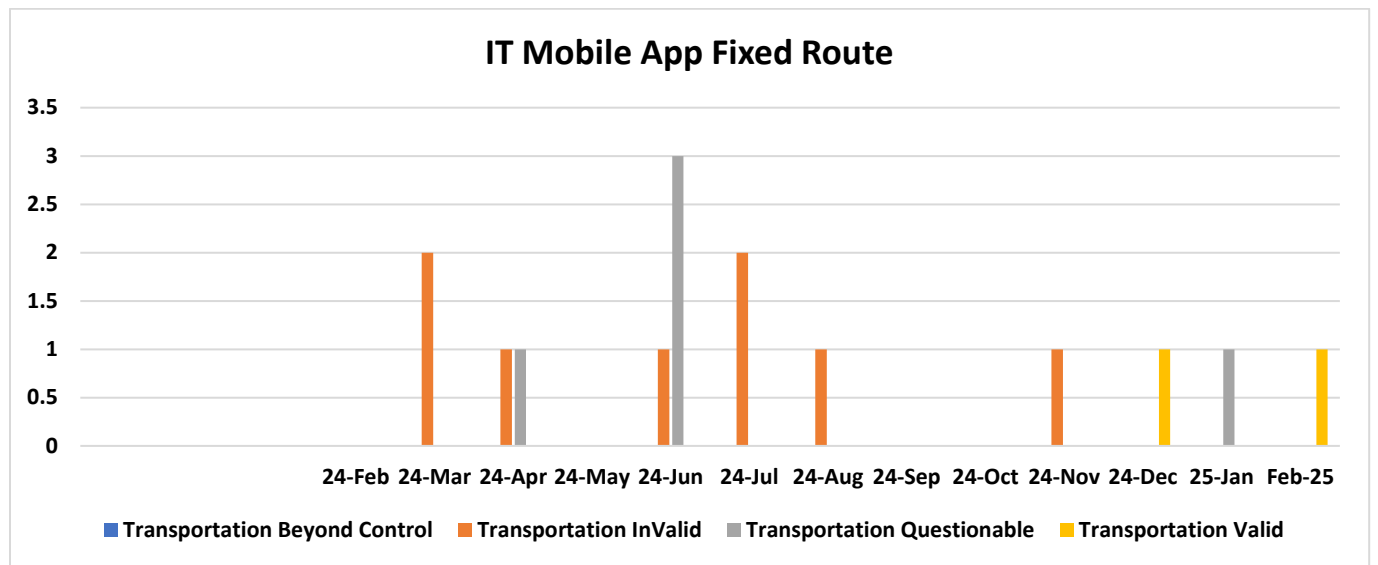
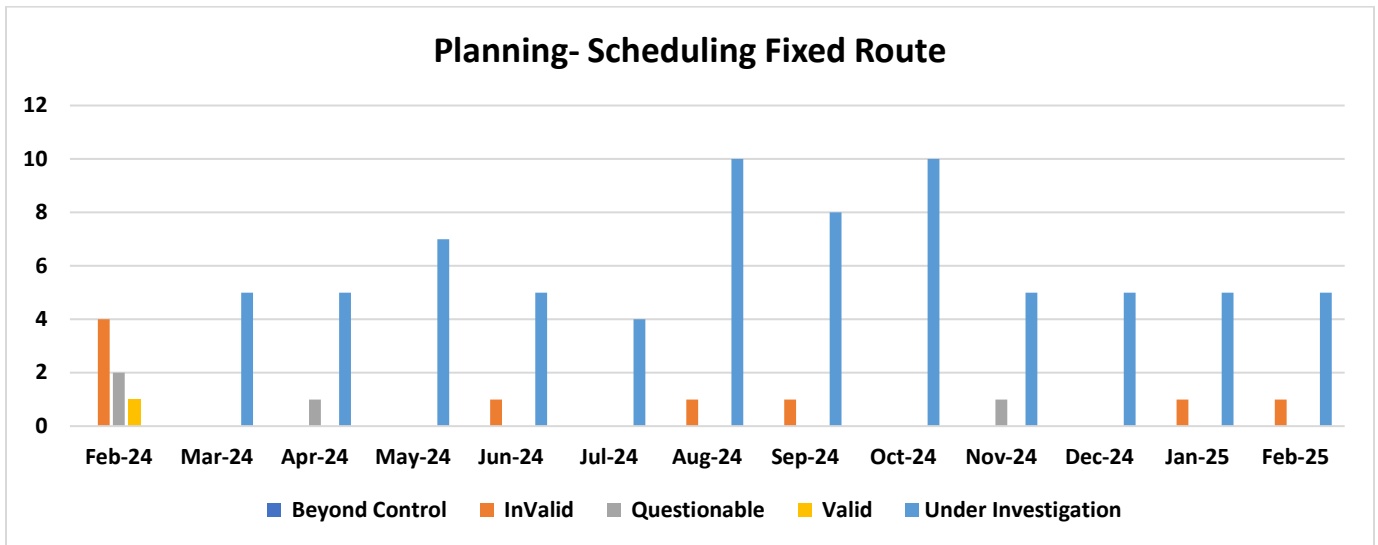


### Improper Operation of Vehicle Equipment Fixed Route



### Early Schedule Fixed Route





## SPECIALIZED TRANSPORTATION REPORT

Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	0	1	1	0	0	2
Passed Up Passenger	0	0	0	0	0	0
No Show	0	0	0	0	0	0
Late Schedule	5	0	0	0	0	5
Improper Operations of Vehicle	0	0	2	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	1	9	0	0	0	10
<b>Total</b>	<b>6</b>	<b>10</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>19</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	February	March	April	May	June	July	August	September	October	November	December	January	February
Rude Operator	0	4	2	4	0	2	2	1	1	0	2	3	2
Passed Up Passenger	0	2	0	0	0	0	0	0	0	0	0	0	0
No Show	3	3	5	4	0	0	2	0	2	0	2	0	0
Late Schedule	1	1	5	8	4	4	10	8	9	6	8	3	5
Improper Operations of Vehicle	0	0	3	4	3	0	0	0	0	2	0	1	2
Early Schedule	0	1	0	0	0	0	0	0	0	0	0	0	0
Planning/Scheduling	2	18	0	0	0	0	0	0	0	0	0	0	0
IT/Mobile App	10	32	1	1	0	0	0	0	1	0	0	0	0
Other – Misc.	18	0	13	14	13	5	4	5	3	3	9	3	10
Total	34	61	29	35	20	11	18	14	16	11	21	10	19
Commendations	6	7	7	7	3	2	3	1	1	1	2	5	1

## MICROTRANSIT REPORT

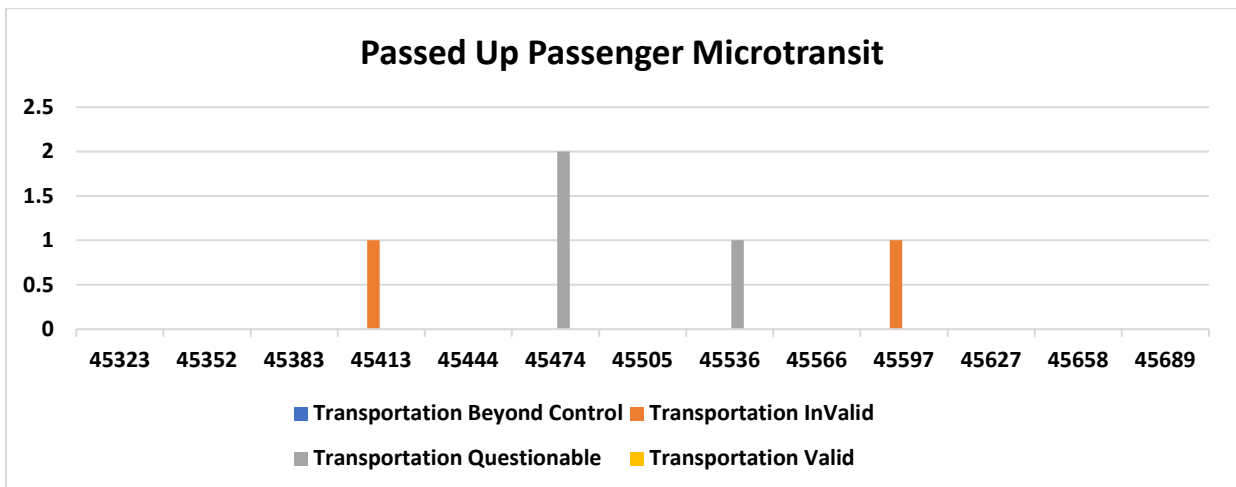
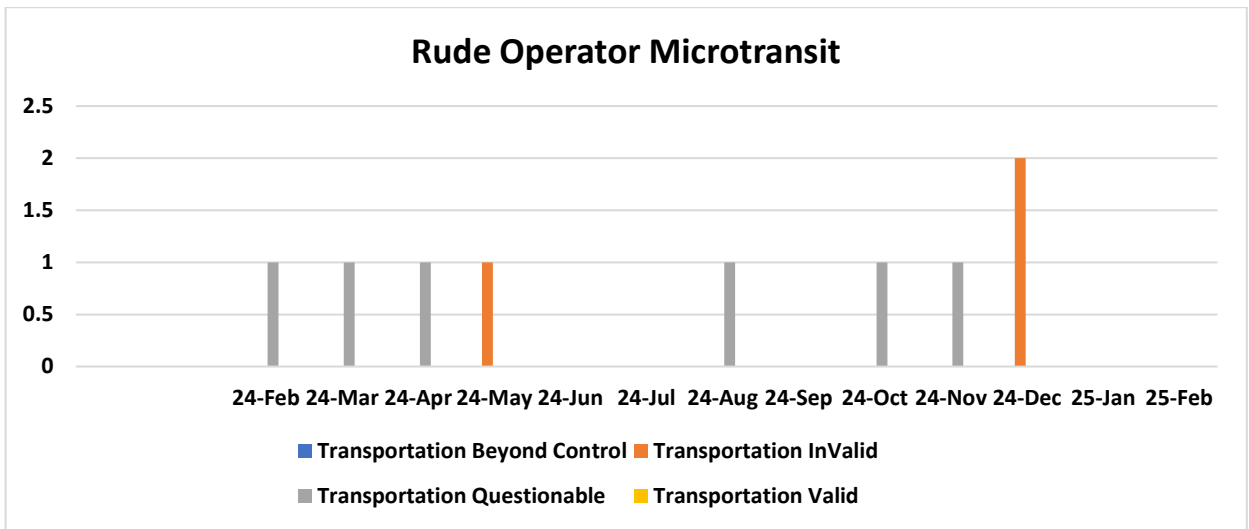
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	0	0	0	0	0	0
Passed Up Passenger	0	0	0	0	0	0
No Show	0	1	0	0	0	1
Late Schedule	0	0	0	0	0	0
Improper Operations of Vehicle	0	1	0	0	0	1
Early Schedule	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0
IT/Mobile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

## DEFINITIONS FOR COMPLAINTS

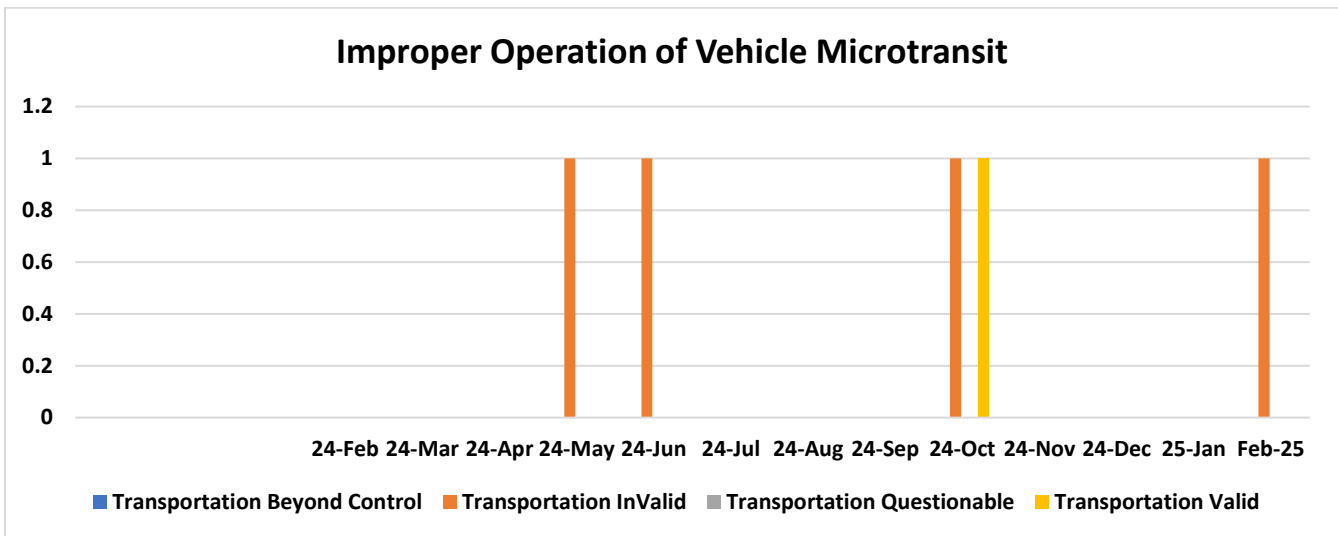
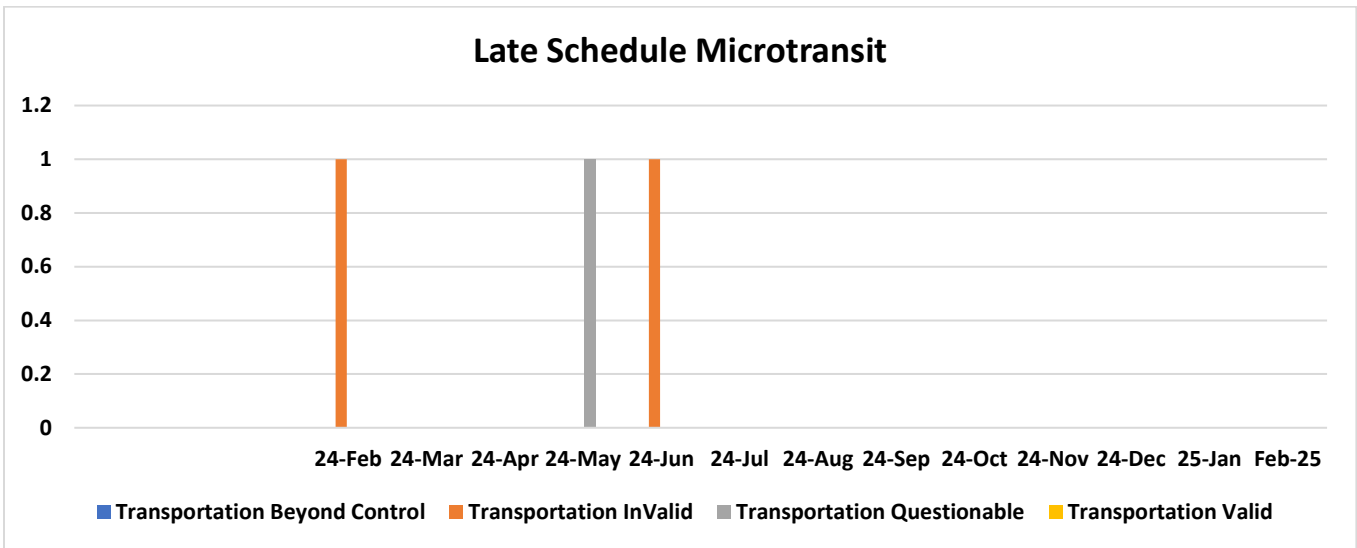
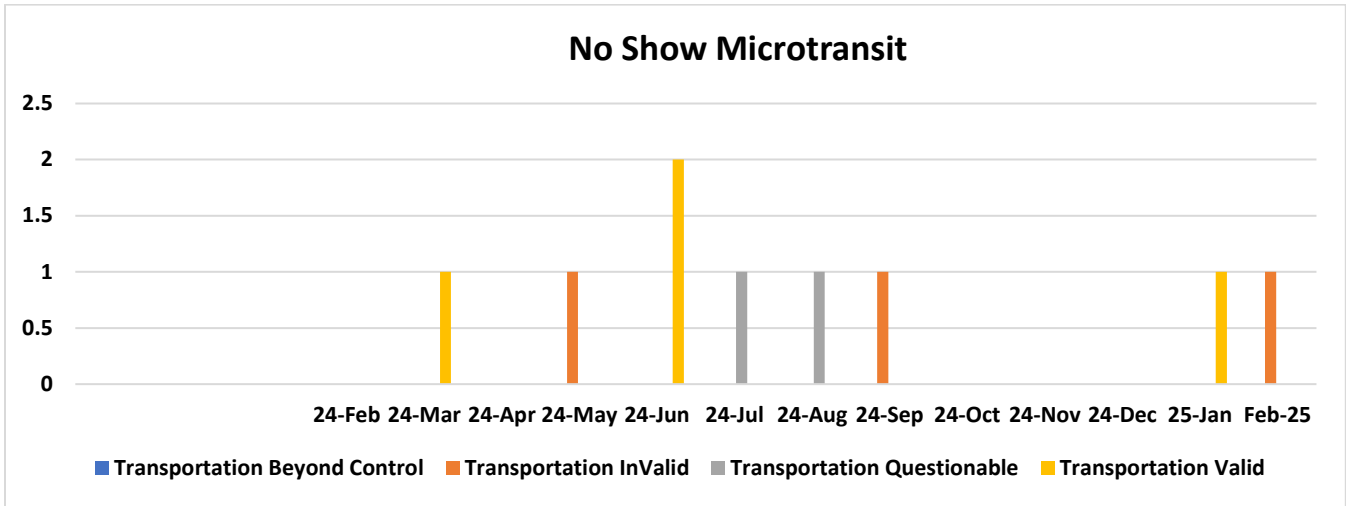
Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
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Beyond Our Control – complaint is out of GRTC’s control
Under Investigation – more research is needed based on information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

# MICROTRANSIT TREND REPORT

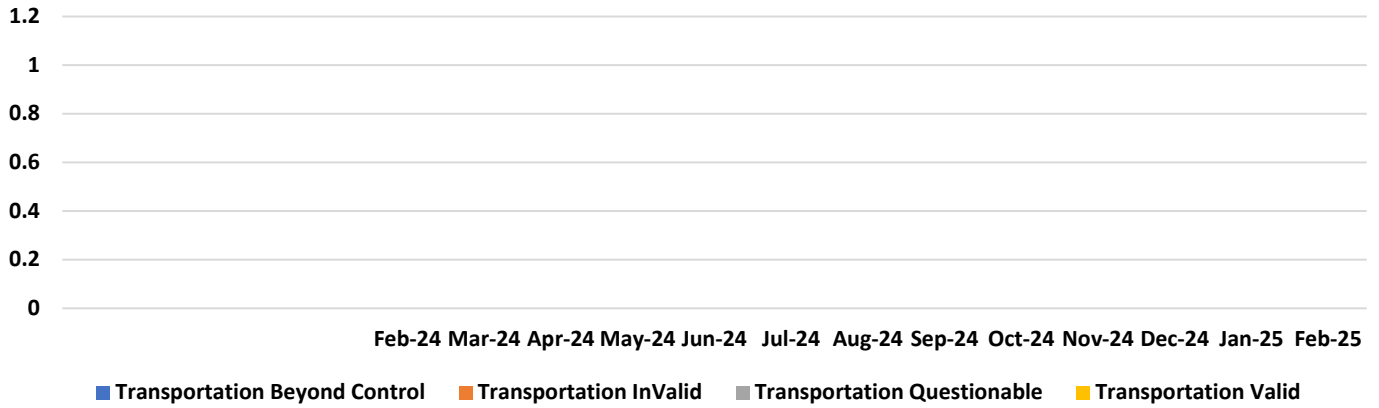
Complaint	January	February	March	April	May	June	July	August	September	October	November	December	February
Rude Operator	0	0	0	0	0	0	0	0	0	0	0	0	0
Passed Up Passenger	0	0	0	0	0	0	0	0	0	0	0	0	0
No Show	0	0	1	0	0	2	0	0	0	0	0	0	0
Late Schedule	0	0	0	0	0	0	0	0	0	0	0	0	0
Improper Operations of Vehicle	0	0	0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



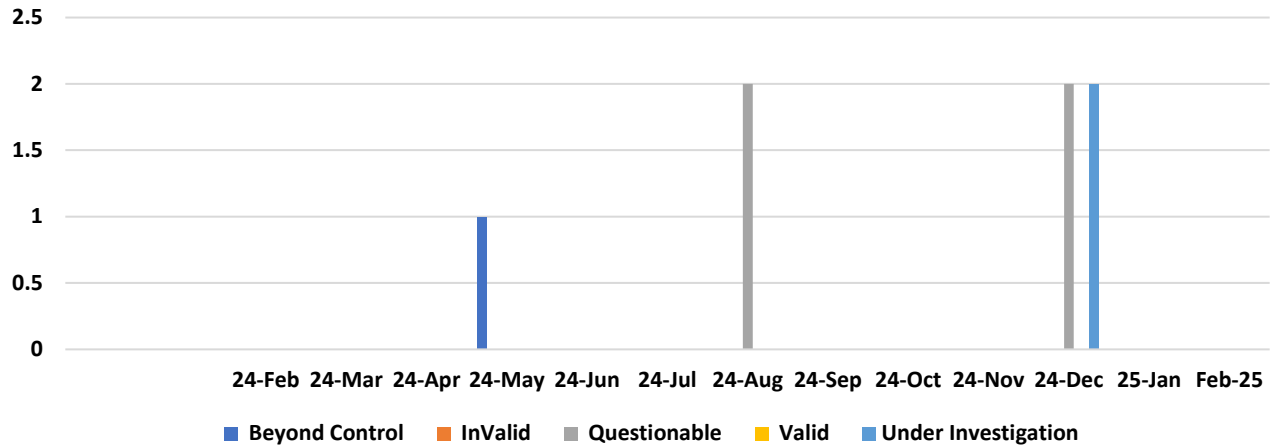




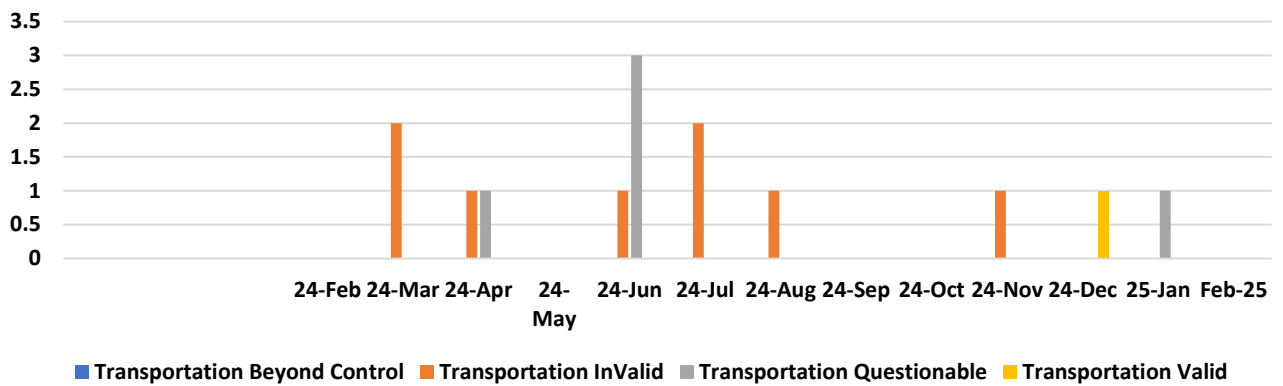
### Early Schedule Microtransit



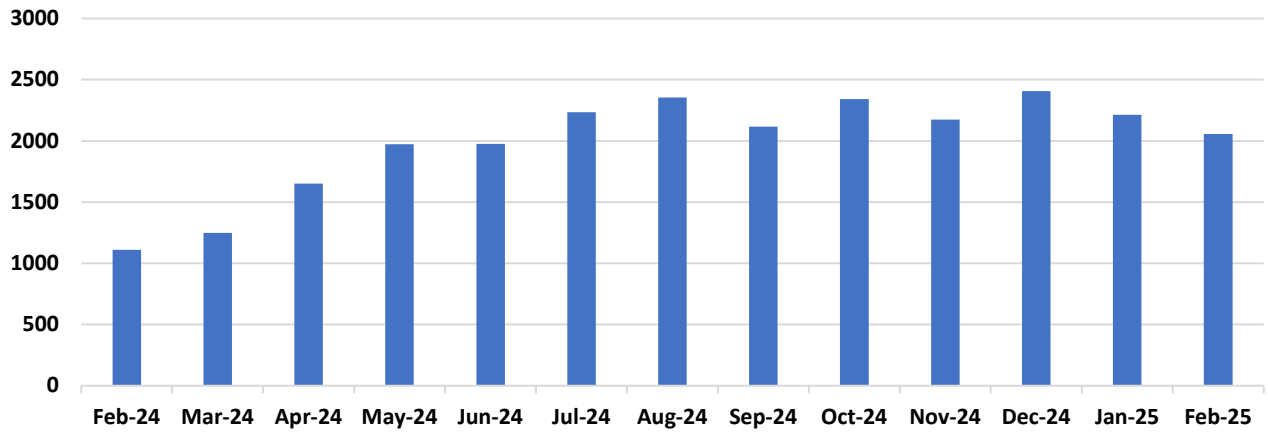
### Planning Scheduling Microtransit



### IT Mobile App Microtransit



## Microtransit Call Volume





**Meeting Date:** March 18, 2025  
**Staff Report:** Monthly Ridership Report

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## **BACKGROUND:**

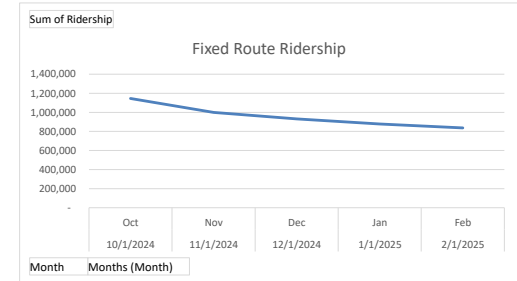
The “Monthly Ridership Report” (MRR) includes comparisons between the ridership of the current month, prior month, year prior to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services GRTC provides including fixed route (local, express, and Pulse),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

The ridership update for the month of January 2025 will be provided by Frank Adarkwa.

**GRTC TRANSIT SYSTEM  
MONTHLY RIDERSHIP REPORT February 2025**

	(February 2025)	(January 2025)	MoM%	(February 2024)	YoY % (FY2024)	(February 2023)	YoY % (FY2023)
<b>Fixed Route</b>							
Local-Fixed Route	684,175	724,098	-5.51%	723,823	-5.48%	576,442	18.69%
- Richmond (fixed)	544,386	575,510	-5.41%	594,927	-8.50%	479,734	13.48%
-Henrico (fixed)	139,789	148,588	-5.92%	128,896	8.45%	96,708	44.55%
Local-Pulse	147,224	147,716	-0.33%	151,438	-2.78%	135,018	9.04%
Express Routes (total)	5,463	5,820	-6.14%	7,755	-29.56%	6,966	-21.57%
<b>Total Fixed Route</b>	<b>836,862</b>	<b>877,634</b>	<b>-4.65%</b>	<b>883,017</b>	<b>-5.23%</b>	<b>718,426</b>	<b>16.49%</b>
<b>Specialized Transportation</b>							
CARE/CARE Plus	19,838	20,565	-3.54%	19,245	3.08%	18,805	5.49%
CARE On-Demand	3,317	3,506	-5.39%	3,571	-7.11%	4,187	-20.78%
<b>Total Specialized</b>	<b>23,155</b>	<b>24,071</b>	<b>-3.81%</b>	<b>22,816</b>	<b>1.49%</b>	<b>22,992</b>	<b>0.71%</b>
<b>Microtransit</b>							
<b>Total Microtransit</b>	<b>7,515</b>	<b>8,158</b>	<b>-7.88%</b>	<b>2,117</b>	<b>254.98%</b>		
				<b>**Microtransit service began 11/17/2023</b>			
<b>TOTAL Fixed Route, Specialized, &amp; Micro</b>	<b>867,532</b>	<b>909,863</b>	<b>-4.65%</b>	<b>907,950</b>	<b>-4.45%</b>	<b>741,418</b>	<b>17.01%</b>



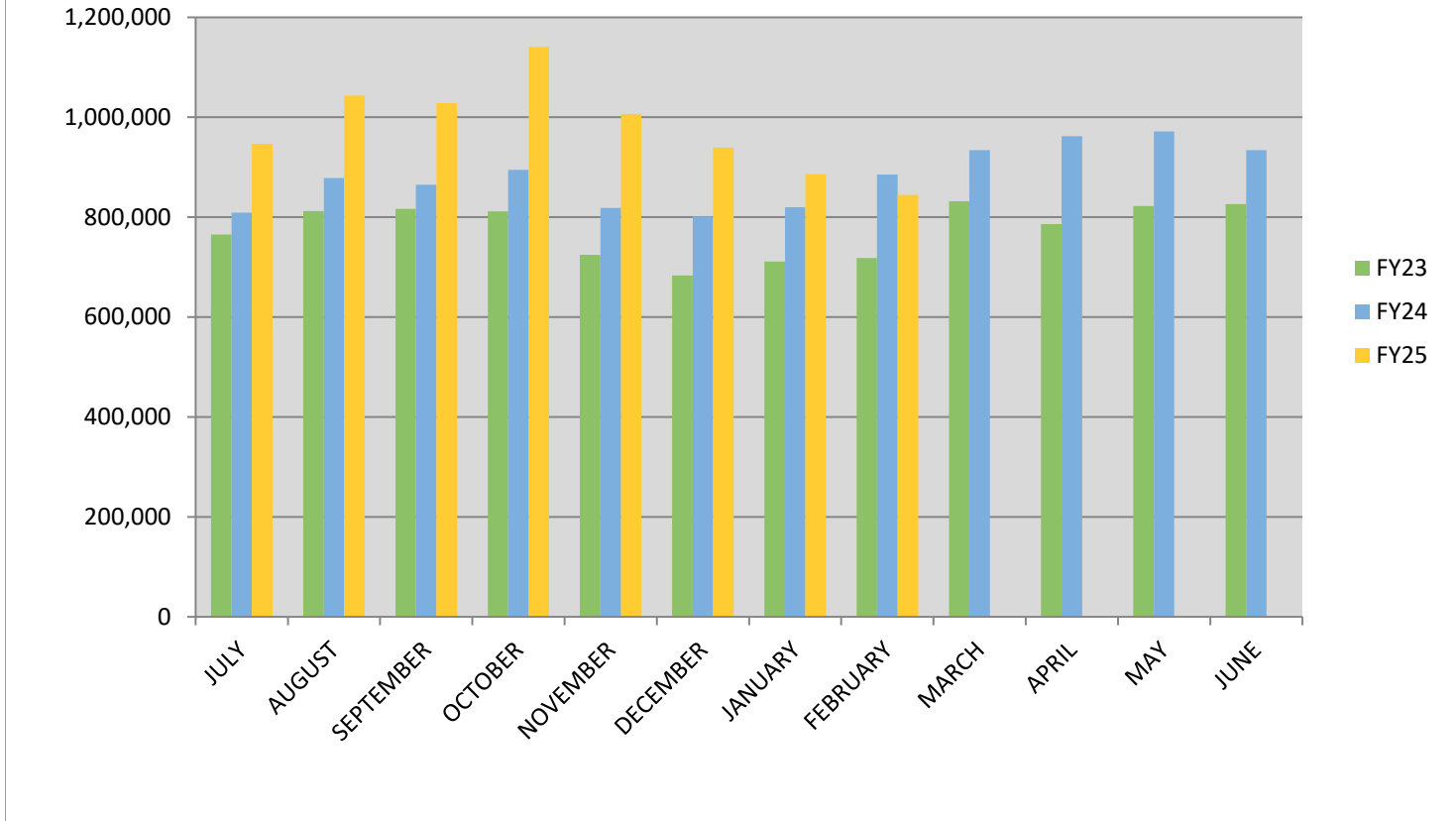
	2025 FYTD	2024 FYTD (July '23 - Feb '24)	YoY % (FY2024)	2023 FYTD (July '22 - Feb '23)	YoY % (FY2023)
<b>Fixed Route</b>					
Local- Fixed Route	6,389,175	5,554,852	15.02%	4,860,036	31.46%
Local- Pulse	1,335,679	1,148,778	16.27%	1,118,547	19.41%
Express Routes (total)	59,311	58,758	0.94%	63,653	16.05%
<b>Total Fixed Route</b>	<b>7,784,166</b>	<b>6,762,388</b>	<b>15.11%</b>	<b>6,042,236</b>	<b>28.83%</b>
<b>Specialized Transportation</b>					
CARE/CARE Plus	174,018	150,930	15.30%	160,530	8.40%
CARE On-Demand	29,150	28,528	2.18%	33,257	-12.35%
<b>Total Specialized</b>	<b>203,168</b>	<b>179,458</b>	<b>13.21%</b>	<b>193,787</b>	<b>4.84%</b>
<b>Microtransit</b>					
<b>Total Microtransit</b>	<b>53,406</b>	<b>4,155</b>	<b>1185.34%</b>		
				<b>**Microtransit service began 11/17/2023</b>	
<b>TOTAL FIXED ROUTE, SPECIALIZED &amp; MICROTRANSIT</b>	<b>8,040,740</b>	<b>6,941,846</b>	<b>15.83%</b>	<b>6,236,023</b>	<b>28.94%</b>

	(Jan '24)	YoY % (Jan '23) (FY2024)	YoY % (Jan '22) (FY2023)
<b>Van Pool</b>			
Van Pool	14,001	14,685 -4.66%	13,243 5.72%

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

# Systemwide Ridership Three Year Comparison

Source: RideCheck Plus APC Data



\* includes BRT, local, express, and microtransit (starting 11/13/2023)



**Meeting Date:** March 18, 2025  
**Board Subcommittee:** Finance

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## **CURRENT STATUS:**

The Finance Subcommittee met on Thursday, March 13, 2025 at 3PM. Video and audio of the meeting was streamed live online and can be viewed at the following web address: [www.youtube.com/@ridegrtc/streams](http://www.youtube.com/@ridegrtc/streams).

## **AGENDA:**

- Approval of Minutes
- January 2024 Financials – John Zinzarella

## **UPDATES:**

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



**Meeting Date:** March 18, 2025  
**Staff Report:** January 2024 Financial Report

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## **BACKGROUND**

Attached is the Financial Report for the seven months ended January 31, 2025.



**Financial Report**  
**For the Seven Months Ending January 31, 2025**  
**Key Highlights**

**Revenues**

Year to date Revenues unfavorable to budget	\$ 625,935.42
Year to Date Actual Revenues	\$ 54,966,322.43
Year to Date Budgeted Revenues	\$ 54,340,387.01

Favorable Federal Funds \$1.974M due to the use of ARPA funds for qualifying expenses (offsetting the timing of grant funded projects versus budgetary assumptions), and favorable local share match \$0.483M due to the timing of grant funded projects versus budgetary assumptions (offsets budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$0.607M YTD)), offset by unfavorable State Funds (\$1.818M) due to the timing of grant funded projects versus budget, unfavorable Directly Generated Funds (\$54.282k) due to unfavorable advertising revenues (mostly offset by favorable interest income).

**Operating Expenditures**

Year to date Operating Expenditures lower than budgeted amounts	\$ 1,992,598.51
Year to date Actual Operating Expenditures	\$ 50,296,172.75
Year to Date Budgeted Operating Expenditures	\$ 52,288,771.26

Favorable services \$3.262M due timing of planning consulting projects and advertising, slightly favorable utilities \$26.303k, offset by unfavorable insurance premium expense (\$0.497M) due to the booking of the provision for self insured losses, and purchased transportation (\$0.757M) due to higher demand for GRTC programs (CARE and CARE plus services) and slightly unfavorable labor (\$3.8k) which is due to unfavorable Vehicle Operations labor of (\$0.655M) due to primarily trainee wages and benefits of \$0.432M which is being covered by ARPA funds offset almost entirely by lower than budgeted FTEs in General & Administrative functions.

<b><u>Net Operating Position - Surplus / (Deficit)</u></b>	<b>\$ 4,628,516.92</b>
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**Balance Sheet and Cash Flow**

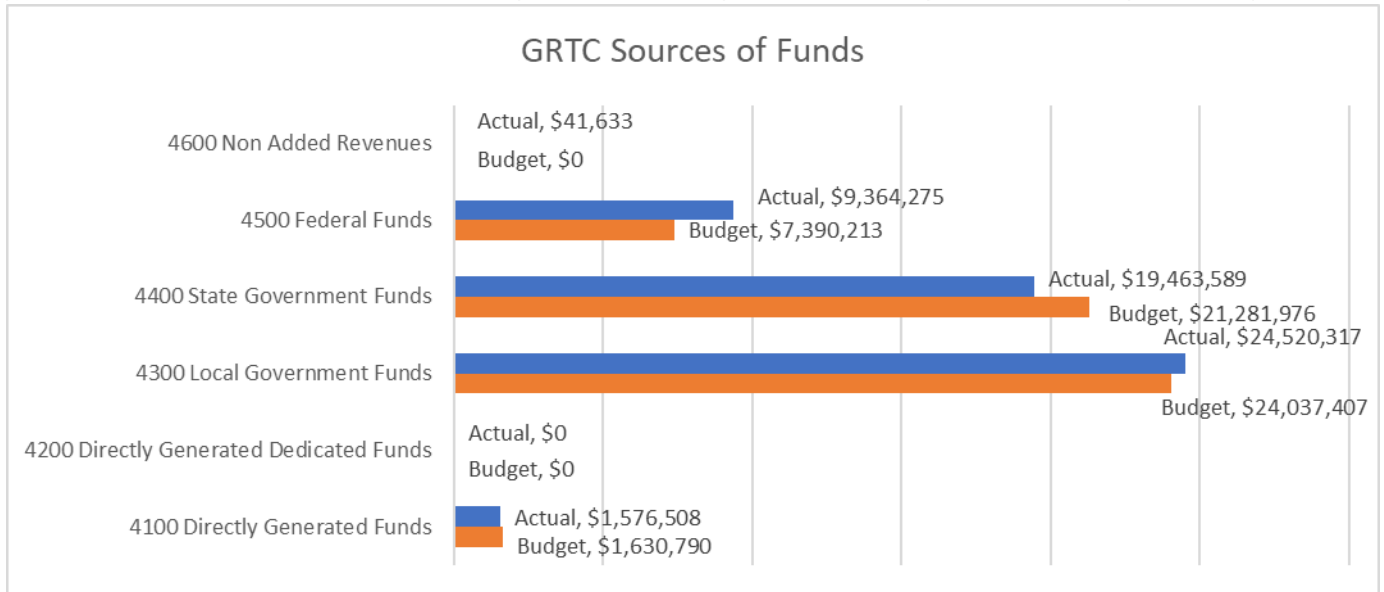
Balance sheet with cash position of		\$14,346,170
Operating Cash Account	\$9,846,386	
Capital Cash Account	\$4,499,784	

**GRTC Transit System  
Source of Funds  
Year to Date January 31, 2025**

	Month Ended January 31, 2025			Year to Date January 31, 2025		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
<b>4100 Directly Generated Funds</b>	<b>\$ 224,622.14</b>	<b>\$ 262,650.64</b>	<b>\$ (38,028.50)</b>	<b>\$ 1,576,508.00</b>	<b>\$ 1,630,790.31</b>	<b>\$ (54,282.31)</b>
4110 Total Passenger Fares	100,000.00	100,000.00	-	700,000.00	700,000.00	-
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	-	-	-	37,650.00	-	37,650.00
4140 Auxiliary Transportation Revenue	-	70,000.00	(70,000.00)	16,605.00	240,000.00	(223,395.00)
4150 Other Agency Revenues	124,622.14	92,650.64	31,971.50	822,253.00	690,790.31	131,462.69
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>\$ 3,490,998.87</b>	<b>\$ 3,292,328.76</b>	<b>\$ 198,670.11</b>	<b>\$ 24,520,316.84</b>	<b>\$ 24,037,407.32</b>	<b>\$ 482,909.52</b>
4310 General Revenues of the Local Government	3,490,998.87	3,292,328.76	198,670.11	24,520,316.84	24,037,407.32	482,909.52
<b>4400 State Government Funds</b>	<b>\$ 3,496,249.47</b>	<b>\$ 3,337,908.90</b>	<b>\$ 158,340.57</b>	<b>\$ 19,463,589.43</b>	<b>\$ 21,281,976.24</b>	<b>\$ (1,818,386.81)</b>
4410 General Revenues of the State Government	3,496,249.47	3,337,908.90	158,340.57	19,463,589.43	21,281,976.24	(1,818,386.81)
<b>4500 Federal Funds</b>	<b>\$ 1,228,465.66</b>	<b>\$ 452,341.18</b>	<b>\$ 776,124.48</b>	<b>\$ 9,364,275.40</b>	<b>\$ 7,390,213.14</b>	<b>\$ 1,974,062.26</b>
5307 FTA Urbanized Area Formula Program	798,291.00	437,054.29	361,236.71	5,474,956.29	7,120,093.41	(1,645,137.12)
5307 CARES Act Urbanized Area Program Funds	430,174.66	15,286.89	414,887.77	3,889,319.11	270,119.73	3,619,199.38
<b>4600 Non Added Revenues</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	<b>\$ 41,632.76</b>	<b>\$ -</b>	<b>\$ 41,632.76</b>
4630 Sales and Disposals of Assets	1,000.00	-	1,000.00	41,632.76	-	41,632.76
<b>Total Sources of Funds</b>	<b>\$ 8,441,336.14</b>	<b>\$ 7,345,229.48</b>	<b>\$ 1,096,106.66</b>	<b>\$ 54,966,322.43</b>	<b>\$ 54,340,387.01</b>	<b>\$ 625,935.42</b>

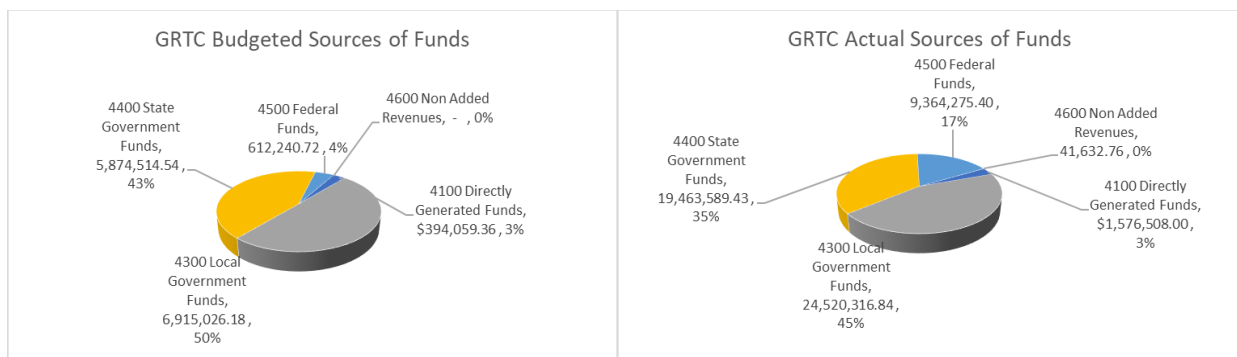
## GRTC Transit System Year to Date January 31, 2025

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 1,630,790.31	\$ 1,576,508.00	\$ (54,282.31)	-3.33%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	24,037,407.32	24,520,316.84	482,909.52	2.01%
4400 State Government Funds	21,281,976.24	19,463,589.43	(1,818,386.81)	-8.54%
4500 Federal Funds	7,390,213.14	9,364,275.40	1,974,062.26	26.71%
4600 Non Added Revenues	-	41,632.76	41,632.76	n/a
	<u>\$ 54,340,387.01</u>	<u>\$ 54,966,322.43</u>	<u>\$ 625,935.42</u>	<u>1.15%</u>



Revenues are unfavorable versus budget by \$0.626M or 1.15% as a result of:

Favorable Federal Funds \$1.974M due to the use of ARPA funds for qualifying expenses (offsetting the timing of grant funded projects versus budgetary assumptions), and favorable local share match \$0.483M due to the timing of grant funded projects versus budgetary assumptions (offsets budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$0.607M YTD)), offset by unfavorable State Funds (\$1.818M) due to the timing of grant funded projects versus budget, unfavorable Directly Generated Funds (\$54.282k) due to unfavorable advertising revenues (mostly offset by favorable interest income).



**GRTC Transit System  
Operating Expenses  
Year to Date January 31, 2025**

	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>	<b>\$ 24,423,699.11</b>	<b>\$ 23,768,869.05</b>	<b>\$ (654,830.06)</b>	<b>\$ 3,368,803.32</b>	<b>\$ 3,377,696.85</b>	<b>\$ 8,893.53</b>	<b>\$ 1,050,792.67</b>	<b>\$ 1,098,897.57</b>	<b>\$ 48,104.91</b>	<b>\$ 5,261,031.91</b>	<b>\$ 5,855,035.16</b>	<b>\$ 594,003.24</b>	<b>\$ 34,104,327.01</b>	<b>\$ 34,100,498.62</b>	<b>\$ (3,828.39)</b>
01. Operator Salaries and Wages	13,737,223.40	14,787,068.97	1,049,845.57	-	-	-	-	-	-	-	-	-	13,737,223.40	14,787,068.97	1,049,845.57
02. Operator's Paid Absences	1,887,363.38	-	(1,887,363.38)	-	-	-	-	-	-	-	-	-	1,887,363.38	-	(1,887,363.38)
Operator Vacation	614,441.70	-	(614,441.70)	-	-	-	-	-	-	-	-	-	614,441.70	-	(614,441.70)
Operator Sick	415,959.54	-	(415,959.54)	-	-	-	-	-	-	-	-	-	415,959.54	-	(415,959.54)
Holiday	856,962.14	-	(856,962.14)	-	-	-	-	-	-	-	-	-	856,962.14	-	(856,962.14)
Operator FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	1,341,401.99	1,658,414.58	317,012.59	2,106,007.04	2,286,875.11	180,868.07	729,521.05	841,567.41	112,046.36	3,640,964.49	4,069,856.29	428,891.80	7,817,894.57	8,856,713.39	1,038,818.82
Dispatch	123,233.79	182,692.86	59,459.07	-	-	-	-	-	-	-	-	-	123,233.79	182,692.86	59,459.07
Operations Supervision	1,218,168.20	1,475,721.72	257,553.52	-	-	-	-	-	-	-	-	-	1,218,168.20	1,475,721.72	257,553.52
Maintenance	-	-	-	2,106,007.04	2,286,875.11	180,868.07	729,521.05	841,567.41	112,046.36	-	-	-	2,835,528.09	3,128,442.52	292,914.43
Administration	-	-	-	-	-	-	-	-	-	3,640,964.49	4,069,856.29	428,891.80	3,640,964.49	4,069,856.29	428,891.80
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-	138,795.76	-	(138,795.76)	75,169.72	-	(75,169.72)	-	-	-	213,965.48	-	(213,965.48)
Vacation	-	-	-	64,956.88	-	(64,956.88)	30,475.20	-	(30,475.20)	-	-	-	95,432.08	-	(95,432.08)
Sick	-	-	-	22,534.32	-	(22,534.32)	13,894.68	-	(13,894.68)	-	-	-	36,429.00	-	(36,429.00)
Holiday	-	-	-	51,304.56	-	(51,304.56)	30,799.84	-	(30,799.84)	-	-	-	82,104.40	-	(82,104.40)
FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
05. Fringe Benefits	7,457,710.34	7,323,385.50	(134,324.84)	1,124,000.52	1,090,821.74	(33,178.78)	246,101.90	257,330.16	11,228.27	1,620,067.42	1,785,178.87	165,111.44	10,447,880.18	10,456,716.26	8,836.08
Employment Taxes	1,196,651.26	1,272,206.91	75,555.65	167,134.33	176,910.48	9,776.14	57,895.35	65,102.85	7,207.50	288,949.73	314,840.20	25,890.47	1,710,630.67	1,829,060.44	118,429.77
Health and Welfare Expenses	3,438,984.96	3,523,108.79	84,123.84	480,317.43	489,916.26	9,598.84	166,382.00	180,288.62	13,906.62	830,395.46	871,883.54	41,488.08	4,916,079.85	5,065,197.22	149,117.37
Retirement Costs/Pension Plans	2,236,965.48	2,183,061.68	(53,903.80)	364,389.68	358,916.33	(5,473.35)	546.76	-	(546.76)	394,527.02	540,719.11	146,192.09	2,996,428.94	3,082,697.12	86,268.18
Workers Compensation	440,545.77	233,299.80	(207,245.97)	61,530.31	32,442.19	(29,088.12)	21,314.11	11,938.69	(9,375.42)	106,376.51	57,736.01	(48,640.49)	629,766.69	335,416.69	(294,350.00)
Other Fringe Benefits	144,562.87	111,708.31	(32,854.56)	50,628.78	32,636.48	(17,992.30)	(36.32)	36.32	-	(181.29)	181.29	-	194,974.03	144,344.79	(50,629.24)
5020. SERVICES	<b>\$ 33,197.50</b>	<b>\$ 46,666.69</b>	<b>\$ 13,469.19</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 664,550.89</b>	<b>\$ 562,291.62</b>	<b>\$ (102,259.27)</b>	<b>\$ 1,763,697.52</b>	<b>\$ 5,114,480.61</b>	<b>\$ 3,350,783.09</b>	<b>\$ 2,461,445.91</b>	<b>\$ 5,723,438.92</b>	<b>\$ 3,261,993.01</b>
03. Professional and Technical Services	-	-	-	-	-	-	-	-	-	1,562,468.14	4,679,185.86	3,116,717.72	1,562,468.14	4,679,185.86	3,116,717.72
BRT Fare Collection and Security Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Fees	-	-	-	-	-	-	-	-	-	65,872.00	60,000.00	(5,872.00)	65,872.00	60,000.00	(5,872.00)
Legal Fees	-	-	-	-	-	-	-	-	-	15,373.80	87,500.00	72,126.20	15,373.80	87,500.00	72,126.20
Human Resources Consulting	-	-	-	-	-	-	-	-	-	21,975.00	40,833.31	18,858.31	21,975.00	40,833.31	18,858.31
Planning and Scheduling Consulting	-	-	-	-	-	-	-	-	-	1,081,883.59	3,145,733.80	2,063,850.21	1,081,883.59	3,145,733.80	2,063,850.21
Computer Consulting	-	-	-	-	-	-	-	-	-	-	3,500.00	3,500.00	-	3,500.00	3,500.00
Advertising and Promotion	-	-	-	-	-	-	-	-	-	377,363.75	1,341,618.75	964,255.00	377,363.75	1,341,618.75	964,255.00
05. Contract Maintenance Services	-	-	-	-	-	-	664,550.89	562,291.62	(102,259.27)	76,290.72	262,500.00	186,209.28	740,841.61	824,791.62	83,950.01
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	76,290.72	262,500.00	186,209.28	76,290.72	262,500.00	186,209.28
Computer Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BRT Station Maintenance	-	-	-	-	-	-	79,933.42	128,333.31	48,399.89	-	-	-	79,933.42	128,333.31	48,399.89
Building Maintenance	-	-	-	-	-	-	584,617.47	433,958.31	(150,659.16)	584,617.47	433,958.31	(150,659.16)	584,617.47	433,958.31	(150,659.16)
09. Other Services	33,197.50	46,666.69	13,469.19	-	-	-	-	-	-	124,938.66	172,794.75	47,856.09	158,136.16	219,461.44	61,325.28
Advertising	-	-	-	-	-	-	-	-	-	5,616.07	28,583.31	22,967.24	5,616.07	28,583.31	22,967.24
Ad commission	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lottery Updates	-	-	-	-	-	-	-	-	-	52,994.97	52,995.25	0.28	52,994.97	52,995.25	0.28
ADA Ride	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Drug and Alcohol Testing	13,507.50	20,416.69	6,909.19	-	-	-	-	-	-	-	-	-	13,507.50	20,416.69	6,909.19
Medical Exam Testing	19,690.00	26,250.00	6,560.00	-	-	-	-	-	-	-	-	-	19,690.00	26,250.00	6,560.00
Misc	-	-	-	-	-	-	-	-	-	66,327.62	91,216.19	24,888.57	66,327.62	91,216.19	24,888.57
5030. MATERIALS AND SUPPLIES CONSUMED	<b>\$ 1,567,382.50</b>	<b>\$ 2,043,160.75</b>	<b>\$ 475,778.25</b>	<b>\$ 2,291,524.84</b>	<b>\$ 1,744,888.87</b>	<b>\$ (546,635.97)</b>	<b>\$ 151,456.74</b>	<b>\$ 154,218.82</b>	<b>\$ 2,762.08</b>	<b>\$ 1,163,274.38</b>	<b>\$ 1,043,941.63</b>	<b>\$ (119,332.75)</b>	<b>\$ 5,173,638.46</b>	<b>\$ 4,986,210.07</b>	<b>\$ (187,428.39)</b>
01. Fuel and Lubricants	1,215,829.26	1,713,160.75	497,331.49	94,176.97	50,513.87	(43,663.10)	-	-	-	5,210.35	-	(5,210.35)	1,315,216.58	1,763,674.62	448,458.04
02. Tires and Tubes	351,553.24	330,000.00	(21,553.24)	-	-	-	-	-	-	-	-	-	351,553.24	330,000.00	(21,553.24)
09. Other Materials and Supplies	-	-	-	2,197,347.87	1,694,375.00	(502,972.87)	151,456.74	154,218.82	2,762.08	1,158,064.03	1,043,941.63	(114,122.40)	3,506,868.64	2,892,535.45	(614,333.19)
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-	2,197,347.87	1,694,375.00	(502,972.87)	-	-	-	101,705.57	-	(101,705.57)	2,299,053.44	1,694,375.00	(604,678.44)
Other Equipment and Supplies	-	-	-	-	-	-	151,456.74	154,218.82	2,762.08	337,244.42	340,583.31	3,338.89	488,701.16	494,802.13	6,100.97
Office Equipment	-	-	-	-	-	-	686,628.18	680,236.13	(6,392.05)	686,628.18	680,236.13	(6,392.05)	686,628.18	680,236.13	(6,392.05)
Admin. Supplies	-	-	-	-	-	-	32,485.86	23,122.19	(9,363.67)	32,485.86	23,122.19	(9,363.67)	32,485.86	23,122.19	(9,363.67)
5040. UTILITIES	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 585,321.99</b>	<b>\$ 611,625.00</b>	<b>\$ 26,303.01</b>	<b>\$ 585,321.99</b>	<b>\$ 611,625.00</b>	<b>\$ 26,303.01</b>
Telecommunication	-	-	-	-	-	-	195,145.19	157,500.00	(37,645.19)	195,145.19	157,500.00	(37,645.19)	195,145.19	157,500.00	(37,645.19)
Utilities	-	-	-	-	-	-	390,176.80	454,125.00	63,948.20	390,176.80	454,125.00	63,948.20	390,176.80	454,125.00	63,948.20
5050. CASUALTIES AND LIABILITY COSTS	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,680,435.11</b>	<b>\$ 1,183,291.69</b>	<b>\$ (497,143.42)</b>	<b>\$ 1,680,435.11</b>	<b>\$ 1,183,291.69</b>	<b>\$ (497,143.42)</b>
General Liability	-	-	-	-	-	-	514,832.69	638,750.00	123,917.31	514,832.69	638,750.00	123,917.31	514,832.69	638,750.00	123,917.31
Auto Liability	-	-	-	-	-	-	37,427.81	35,000.00	(2,427.81)	37,427.81	35,000.00	(2,427.81)	37,427.81	35,000.00	(2,427.81)
Physical Damage	-	-	-	-	-	-	1,122,585.44	364,583.31	(758,002.13)	1,122,585.44	364,583.31	(758,002.13)	1,122,585.44	364,583.31	(758,002.13)
All Other	-	-	-	-	-	-	5,589.17	144,958.38	139,369.21	5,589.17	144,958.38	139,369.21	5,589.17	144,958.38	139,369.21
5060. TAXES	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5100. PURCHASED TRANSPORTATION SERVICE	<b>\$ 5,901,491.96</b>	<b>\$ 5,144,782.21</b>	<b>\$ (756,709.75)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,901,491.96</b>	<b>\$ 5,144,782.21</b>	<b>\$ (756,709.75)</b>
01. Purchased Transportation - SpecTran	5,204,664.75	4,400,598.30	(												

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date January 31, 2025**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 34,104,327.01</b>	<b>\$ 34,100,498.62</b>	<b>\$ (3,828.39)</b>
<b>01. Operator Salaries and Wages</b>	<u>13,737,223.40</u>	<u>14,787,068.97</u>	<u>1,049,845.57</u>
<b>02. Operator's Paid Absences</b>	<u>1,887,363.38</u>	<u>-</u>	<u>(1,887,363.38)</u>
Operator Vacation	614,441.70	-	(614,441.70)
Operator Sick	415,959.54	-	(415,959.54)
Holiday	856,962.14	-	(856,962.14)
Operator FMLA or other leave	-	-	
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>7,817,894.57</u>	<u>8,856,713.39</u>	<u>1,038,818.82</u>
Dispatch	123,233.79	182,692.86	59,459.07
Operations Supervision	1,218,168.20	1,475,721.72	257,553.52
Maintenance	2,835,528.09	3,128,442.52	292,914.43
Administration	3,640,964.49	4,069,856.29	428,891.80
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>213,965.48</u>	<u>-</u>	<u>(213,965.48)</u>
Vacation	95,432.08	-	(95,432.08)
Sick	36,429.00	-	(36,429.00)
Holiday	82,104.40	-	(82,104.40)
FMLA or other leave	-	-	
<b>05. Fringe Benefits</b>	<u>10,447,880.18</u>	<u>10,456,716.26</u>	<u>8,836.08</u>
Employment Taxes	1,710,630.67	1,829,060.44	118,429.77
Health and Welfare Expenses	3,785,217.77	3,626,614.23	(158,603.54)
Retirement Costs/Pension Plans	2,996,428.94	3,082,697.12	86,268.18
Workers Compensation	629,766.69	335,416.69	(294,350.00)
Other Fringe Benefits	1,325,836.11	1,582,927.78	257,091.67
<b>5020. SERVICES</b>	<b>\$ 2,461,445.91</b>	<b>\$ 5,723,438.92</b>	<b>\$ 3,261,993.01</b>
<b>03. Professional and Technical Services</b>	<u>1,562,468.14</u>	<u>4,679,185.86</u>	<u>3,116,717.72</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	65,872.00	60,000.00	(5,872.00)
Legal Fees	15,373.80	87,500.00	72,126.20
Human Resources Consulting	21,975.00	40,833.31	18,858.31
Planning and Scheduling Consulting	1,081,883.59	3,145,733.80	2,063,850.21
Computer Consulting	-	3,500.00	3,500.00
Advertising and Promotion	377,363.75	1,341,618.75	964,255.00
<b>05. Contract Maintenance Services</b>	<u>740,841.61</u>	<u>824,791.62</u>	<u>83,950.01</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	76,290.72	262,500.00	186,209.28
BRT Station Maintenance	79,933.42	128,333.31	48,399.89
Building Maintenance	584,617.47	433,958.31	(150,659.16)
<b>09. Other Services</b>	<u>158,136.16</u>	<u>219,461.44</u>	<u>61,325.28</u>
Advertising	5,616.07	28,583.31	22,967.24
Ad commission Lottery Updates	-	-	-
ADA Ride	52,994.97	52,995.25	0.28
Drug and Alcohol Testing	13,507.50	20,416.69	6,909.19
Medical Exam Testing	19,690.00	26,250.00	6,560.00
Misc	66,327.62	91,216.19	24,888.57
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 5,173,638.46</b>	<b>\$ 4,986,210.07</b>	<b>\$ (187,428.39)</b>
<b>01. Fuel and Lubricants</b>	<u>1,315,216.58</u>	<u>1,763,674.62</u>	<u>448,458.04</u>
<b>02. Tires and Tubes</b>	<u>351,553.24</u>	<u>330,000.00</u>	<u>(21,553.24)</u>
<b>09. Other Materials and Supplies</b>	<u>3,506,868.64</u>	<u>2,892,535.45</u>	<u>(614,333.19)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	2,270,873.14	1,694,375.00	(576,498.14)
Other Equipment and Supplies	516,881.46	494,802.13	(22,079.33)
Office Equipment	686,628.18	680,236.13	(6,392.05)
Admin. Supplies	32,485.86	23,122.19	(9,363.67)

**GRTC Transit System  
Operating Expenses  
Year to Date January 31, 2025**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
<b>5040. UTILITIES</b>	\$ 585,321.99	\$ 611,625.00	\$ 26,303.01
Telecommunication	195,145.19	157,500.00	(37,645.19)
Utilities	390,176.80	454,125.00	63,948.20
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	\$ 1,680,435.11	\$ 1,183,291.69	\$ (497,143.42)
General Liability	514,832.69	638,750.00	123,917.31
Auto Liability	37,427.81	35,000.00	(2,427.81)
Physical Damage	1,122,585.44	364,583.31	(758,002.13)
All Other	5,589.17	144,958.38	139,369.21
<b>5060. TAXES</b>	\$ -	\$ -	\$ -
<b>5100. PURCHASED TRANSPORTATION SERVICE</b>	\$ 5,901,491.96	\$ 5,144,782.21	\$ (756,709.75)
01. Purchased Transportation - SpecTran	<u>5,204,664.75</u>	<u>4,400,598.30</u>	<u>(804,066.45)</u>
02. Purchased Transportation VanPool	<u>696,827.21</u>	<u>744,183.91</u>	<u>47,356.70</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 389,512.31	\$ 538,924.75	\$ 149,412.44
02. Travel and Meetings	<u>44,532.41</u>	<u>90,483.12</u>	<u>45,950.71</u>
08. Advertising/Promotion Media	<u>1,605.46</u>	<u>23,861.25</u>	<u>22,255.79</u>
09. Other Miscellaneous Expenses	<u>343,374.44</u>	<u>424,580.38</u>	<u>81,205.94</u>
<b>5120. LEASES AND RENTALS</b>	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ 50,296,172.75	\$ 52,288,771.26	\$ 1,992,598.51
	100.00%	100.00%	

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date January 31, 2025**

<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>\$ 24,423,699.11</b>	<b>\$ 23,768,869.05</b>	<b>\$ (654,830.06)</b>
<b>01. Operator Salaries and Wages</b>	<u>13,737,223.40</u>	<u>14,787,068.97</u>	<u>1,049,845.57</u>
<b>02. Operator's Paid Absences</b>	<u>1,887,363.38</u>	<u>-</u>	<u>(1,887,363.38)</u>
Operator Vacation	614,441.70	-	(614,441.70)
Operator Sick	415,959.54	-	(415,959.54)
Holiday	856,962.14	-	(856,962.14)
Operator FMLA or other leave	-	-	-
<b>03. Other Salaries and Wages (Non revenue vehicle operator personnel)</b>	<u>1,341,401.99</u>	<u>1,658,414.58</u>	<u>317,012.59</u>
Dispatch	123,233.79	182,692.86	59,459.07
Operations Supervision	1,218,168.20	1,475,721.72	257,553.52
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>7,457,710.34</u>	<u>7,323,385.50</u>	<u>(134,324.84)</u>
Employment Taxes	1,196,651.26	1,272,206.91	75,555.65
Health and Welfare Expenses	2,647,903.89	2,522,499.31	(125,404.58)
Retirement Costs/Pension Plans	2,236,965.48	2,183,061.68	(53,903.80)
Workers Compensation	440,545.77	233,299.80	(207,245.97)
Other Fringe Benefits	935,643.93	1,112,317.80	176,673.86
<b>5020. SERVICES</b>	<b>\$ 33,197.50</b>	<b>\$ 46,666.69</b>	<b>\$ 13,469.19</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>33,197.50</u>	<u>46,666.69</u>	<u>13,469.19</u>
Advertising	-	-	-
Ad commission Lottery Updates	-	-	-
ADA Ride	-	-	-
Drug and Alcohol Testing	13,507.50	20,416.69	6,909.19
Medical Exam Testing	19,690.00	26,250.00	6,560.00
Misc	-	-	-
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 1,567,382.50</b>	<b>\$ 2,043,160.75</b>	<b>\$ 475,778.25</b>
<b>01. Fuel and Lubricants</b>	<u>1,215,829.26</u>	<u>1,713,160.75</u>	<u>497,331.49</u>
<b>02. Tires and Tubes</b>	<u>351,553.24</u>	<u>330,000.00</u>	<u>(21,553.24)</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 January 31, 2025**

	<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>	\$ 5,901,491.96	\$ 5,144,782.21	\$ (756,709.75)
01. Purchased Transportation - SpecTran	<u>5,204,664.75</u>	<u>4,400,598.30</u>	<u>(804,066.45)</u>
02. Purchased Transportation VanPool	<u>696,827.21</u>	<u>744,183.91</u>	<u>47,356.70</u>
<b>5090. MISCELLANEOUS EXPENSES</b>	\$ 71,578.15	\$ 64,166.69	\$ (7,411.46)
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>71,578.15</u>	<u>64,166.69</u>	<u>(7,411.46)</u>
<b>5120. LEASES AND RENTALS</b>			\$ -
5900 ADA Expenses			\$ -
<b>Total Expenses</b>	\$ 31,997,349.22	\$ 31,067,645.39	\$ (929,703.83)
	63.62%	59.42%	



**GRTC Transit System  
Operating Expenses  
Year to Date January 31, 2025**

	Vehicle Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 3,368,803.32</b>	<b>\$ 3,377,696.85</b>	<b>\$ 8,893.53</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>2,106,007.04</u>	<u>2,286,875.11</u>	<u>180,868.07</u>
Dispatch			-
Operations Supervision			-
Maintenance	2,106,007.04	2,286,875.11	180,868.07
Administration			-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>138,795.76</u>	<u>-</u>	<u>(138,795.76)</u>
Vacation	64,956.88	-	(64,956.88)
Sick	22,534.32	-	(22,534.32)
Holiday	51,304.56	-	(51,304.56)
FMLA or other leave	-	-	-
<b>05. Fringe Benefits</b>	<u>1,124,000.52</u>	<u>1,090,821.74</u>	<u>(33,178.78)</u>
Employment Taxes	167,134.33	176,910.48	9,776.14
Health and Welfare Expenses	369,828.42	350,773.56	(19,054.86)
Retirement Costs/Pension Plans	364,389.68	358,916.33	(5,473.35)
Workers Compensation	61,530.31	32,442.19	(29,088.12)
Other Fringe Benefits	161,117.78	171,779.18	10,661.40
<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>\$ 2,291,524.84</b>	<b>\$ 1,744,888.87</b>	<b>\$ (546,635.97)</b>
<b>01. Fuel and Lubricants</b>	<u>94,176.97</u>	<u>50,513.87</u>	<u>(43,663.10)</u>
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>2,197,347.87</u>	<u>1,694,375.00</u>	<u>(502,972.87)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	2,197,347.87	1,694,375.00	(502,972.87)
Other Equipment and Supplies			-
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System  
Operating Expenses  
Year to Date January 31, 2025**

	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>	\$ 5,660,328.16	\$ 5,122,585.72	\$ (537,742.44)
	11.25%	9.80%	

**GRTC Transit System  
Operating Expenses  
Year to Date January 31, 2025**

	Facility Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 1,050,792.67</b>	<b>\$ 1,098,897.57</b>	<b>\$ 48,104.91</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>729,521.05</u>	<u>841,567.41</u>	<u>112,046.36</u>
Dispatch			-
Operations Supervision			-
Maintenance	729,521.05	841,567.41	112,046.36
Administration			-
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	<u>75,169.72</u>	<u>-</u>	<u>(75,169.72)</u>
Vacation	30,475.20	-	(30,475.20)
Sick	13,894.68	-	(13,894.68)
Holiday	30,799.84	-	(30,799.84)
FMLA or other leave	-	-	-
<b>05. Fringe Benefits</b>	<u>246,101.90</u>	<u>257,330.16</u>	<u>11,228.27</u>
Employment Taxes	57,895.35	65,102.85	7,207.50
Health and Welfare Expenses	128,108.60	129,084.27	975.67
Retirement Costs/Pension Plans	546.76	-	(546.76)
Workers Compensation	21,314.11	11,938.69	(9,375.42)
Other Fringe Benefits	38,237.08	51,204.35	12,967.27
<b>5020. SERVICES</b>	<b>\$ 664,550.89</b>	<b>\$ 562,291.62</b>	<b>\$ (102,259.27)</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>664,550.89</u>	<u>562,291.62</u>	<u>(102,259.27)</u>
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance	79,933.42	128,333.31	48,399.89
Building Maintenance	584,617.47	433,958.31	(150,659.16)
<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>\$ 151,456.74</b>	<b>\$ 154,218.82</b>	<b>\$ 2,762.08</b>
<b>01. Fuel and Lubricants</b>			-
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>151,456.74</u>	<u>154,218.82</u>	<u>2,762.08</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	151,456.74	154,218.82	2,762.08
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System  
Operating Expenses  
Year to Date January 31, 2025**

	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>	\$ 1,866,800.30	\$ 1,815,408.01	\$ (51,392.28)	
	3.71%	3.47%		

**GRTC Transit System**  
**Operating Expenses**  
**Year to Date January 31, 2025**

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
<b>Total Operating Costs</b>			
<b>5010. LABOR</b>	<b>\$ 5,261,031.91</b>	<b>\$ 5,855,035.16</b>	<b>\$ 594,003.24</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>3,640,964.49</u>	<u>4,069,856.29</u>	<u>428,891.80</u>
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	3,640,964.49	4,069,856.29	428,891.80
<b>04. Other Paid Absences (Non revenue vehicle operator personnel)</b>	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
<b>05. Fringe Benefits</b>	<u>1,620,067.42</u>	<u>1,785,178.87</u>	<u>165,111.44</u>
Employment Taxes	288,949.73	314,840.20	25,890.47
Health and Welfare Expenses	639,376.85	624,257.09	(15,119.76)
Retirement Costs/Pension Plans	394,527.02	540,719.11	146,192.09
Workers Compensation	106,376.51	57,736.01	(48,640.49)
Other Fringe Benefits	190,837.32	247,626.46	56,789.14
<b>5020. SERVICES</b>	<b>\$ 1,763,697.52</b>	<b>\$ 5,114,480.61</b>	<b>\$ 3,350,783.09</b>
<b>03. Professional and Technical Services</b>	<u>1,562,468.14</u>	<u>4,679,185.86</u>	<u>3,116,717.72</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	65,872.00	60,000.00	(5,872.00)
Legal Fees	15,373.80	87,500.00	72,126.20
Human Resources Consulting	21,975.00	40,833.31	18,858.31
Planning and Scheduling Consulting	1,081,883.59	3,145,733.80	2,063,850.21
Computer Consulting	-	3,500.00	3,500.00
Advertising and Promotion	377,363.75	1,341,618.75	964,255.00
<b>05. Contract Maintenance Services</b>	<u>76,290.72</u>	<u>262,500.00</u>	<u>186,209.28</u>
Vehicle Maintenance			-
Computer Maintenance	76,290.72	262,500.00	186,209.28
BRT Station Maintenance			-
Building Maintenance			-
<b>09. Other Services</b>	<u>124,938.66</u>	<u>172,794.75</u>	<u>47,856.09</u>
Advertising	5,616.07	28,583.31	22,967.24
Ad commission Lottery Updates	-	-	-
ADA Ride	52,994.97	52,995.25	0.28
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	66,327.62	91,216.19	24,888.57
<b>5030. MATERIALS AND SUPPLIES CONSUMED</b>	<b>\$ 1,163,274.38</b>	<b>\$ 1,043,941.63</b>	<b>\$ (119,332.75)</b>
<b>01. Fuel and Lubricants</b>	<u>5,210.35</u>	-	<u>(5,210.35)</u>
<b>02. Tires and Tubes</b>			-
<b>09. Other Materials and Supplies</b>	<u>1,158,064.03</u>	<u>1,043,941.63</u>	<u>(114,122.40)</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	73,525.27	-	(73,525.27)
Other Equipment and Supplies	365,424.72	340,583.31	(24,841.41)
Office Equipment	686,628.18	680,236.13	(6,392.05)
Admin. Supplies	32,485.86	23,122.19	(9,363.67)

**GRTC Transit System  
Operating Expenses  
Year to Date January 31, 2025**

	<b>General Administration</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav / (Unfav)</b>
<b>5040. UTILITIES</b>	<b>\$ 585,321.99</b>	<b>\$ 611,625.00</b>	<b>\$ 26,303.01</b>
Telecommunication	195,145.19	157,500.00	(37,645.19)
Utilities	390,176.80	454,125.00	63,948.20
<b>5050. CASUALTIES AND LIABILITY COSTS</b>	<b>\$ 1,680,435.11</b>	<b>\$ 1,183,291.69</b>	<b>\$ (497,143.42)</b>
General Liability	514,832.69	638,750.00	123,917.31
Auto Liability	37,427.81	35,000.00	(2,427.81)
Physical Damage	1,122,585.44	364,583.31	(758,002.13)
All Other	5,589.17	144,958.38	139,369.21
<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>\$ 317,934.16</b>	<b>\$ 474,758.06</b>	<b>\$ 156,823.90</b>
02. Travel and Meetings	44,532.41	90,483.12	45,950.71
08. Advertising/Promotion Media	1,605.46	23,861.25	22,255.79
09. Other Miscellaneous Expenses	271,796.29	360,413.69	88,617.40
<b>5120. LEASES AND RENTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5900 ADA Expenses	-	-	-
<b>Total Expenses</b>	<b>\$ 10,771,695.07</b>	<b>\$ 14,283,132.15</b>	<b>\$ 3,511,437.07</b>
	21.42%	27.32%	

## GRTC Transit System Year to Date January 31, 2025

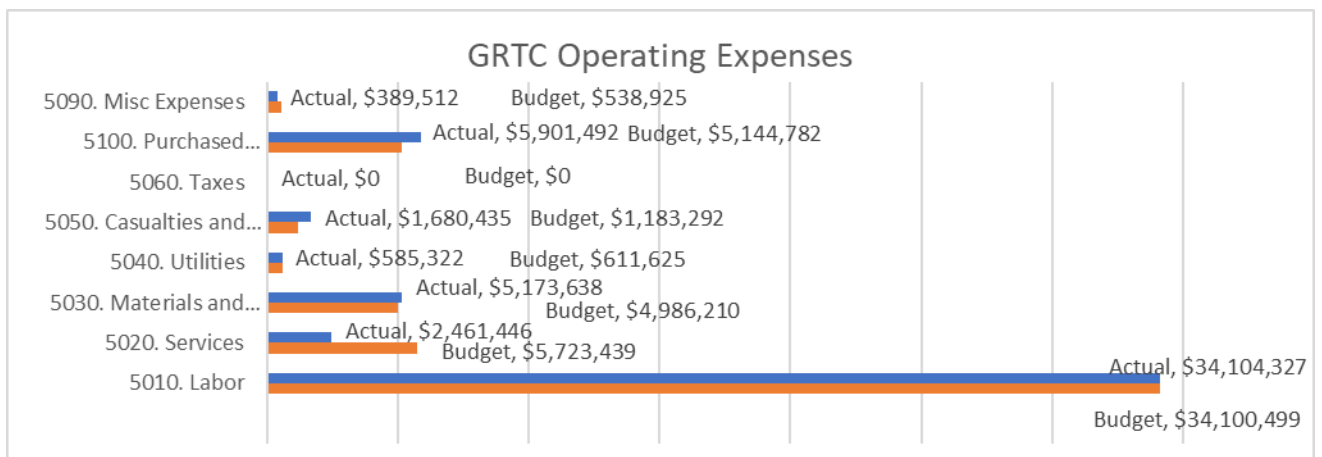
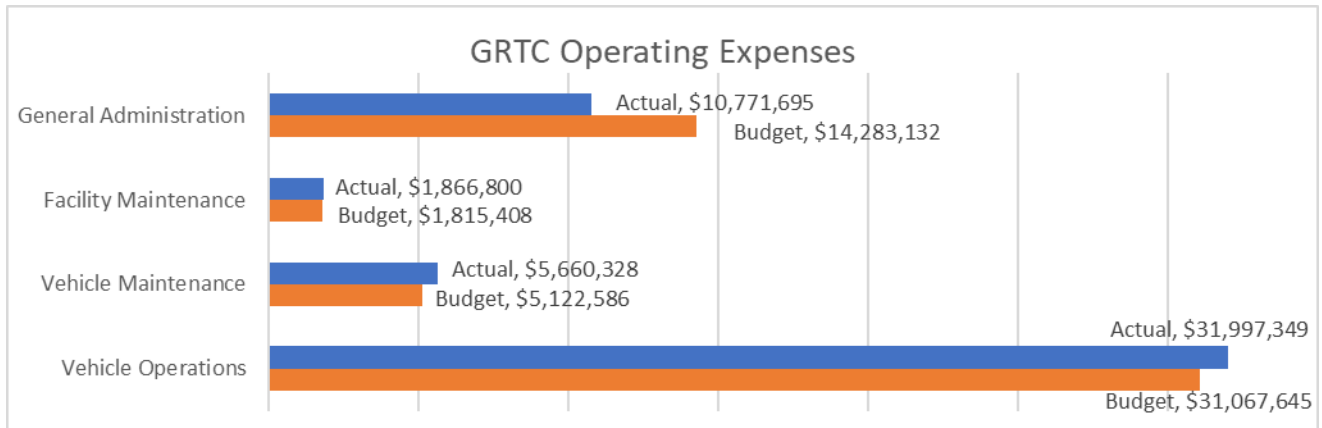
### Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 31,067,645.39	\$ 31,997,349.22	\$ (929,703.83)	102.99%
Vehicle Maintenance	5,122,585.72	5,660,328.16	(537,742.44)	110.50%
Facility Maintenance	1,815,408.01	1,866,800.30	(51,392.28)	102.83%
General Administration	<u>14,283,132.15</u>	<u>10,771,695.07</u>	<u>3,511,437.07</u>	<u>75.42%</u>
Total GRTC	\$ 52,288,771.26	\$ 50,296,172.75	\$ 1,992,598.51	96.19%

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 34,100,498.62	\$ 34,104,327.01	\$ (3,828.39)	100.01%
5020. Services	5,723,438.92	2,461,445.91	3,261,993.01	43.01%
5030. Materials and Supplies Consumed	4,986,210.07	5,173,638.46	(187,428.39)	103.76%
5040. Utilities	611,625.00	585,321.99	26,303.01	95.70%
5050. Casualties and Liability Costs	1,183,291.69	1,680,435.11	(497,143.42)	142.01%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	5,144,782.21	5,901,491.96	(756,709.75)	114.71%
5090. Misc Expenses	<u>538,924.75</u>	<u>389,512.31</u>	<u>149,412.44</u>	<u>72.28%</u>
Total GRTC	\$ 52,288,771.26	\$ 50,296,172.75	\$ 1,992,598.51	96.19%

Total Fleet Service Miles	3,993,153.20	3,958,454.58
Operating Expense per Mile	\$ 13.09	\$ 12.71

Total Fleet Service Hours	344,487.53	342,304.13
Operating Expense per Hour	\$ 151.79	\$ 146.93



Operating Expenses are favorable versus budget by \$1.993M or 3.81% as a result of:

- Slightly unfavorable labor expenses of (\$3.828k) due to higher than budgeted Vehicle Operators in training offset by higher than budgeted vacancy factor in the general and administrative groups. Operator Training wages and benefits are funded by ARPA funds in the amount of \$0.432M year to date.
- Favorable purchased services of \$3.261M due to the timing of consulting services versus budget.
- Unfavorable materials and supplies of (\$187.428k) due to timing of purchases versus budget assumptions.
- Favorable Utilities expenses of \$26.303k.
- Unfavorable casualties and liability expense of (\$497.143k) is due to the timing of the booking of the self-insured liability versus budgetary assumption.
- Unfavorable purchased transportation services of (\$0.757M) due to actual demand differing from budgetary assumptions for CARE and CARE plus services.
- Favorable Miscellaneous expense of \$149.412k due to timing of travel expense versus budget.

<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 7.78	\$ 8.08
Vehicle Maintenance	1.28	1.43
Facility Maintenance	0.45	0.47
General Administration	3.58	2.72
Total GRTC	\$ 13.09	\$ 12.71

<u>Operating Expense per Mile</u>	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 8.54	\$ 8.62
5020. Services	1.43	0.62
5030. Materials and Supplies Consumed	1.25	1.31
5040. Utilities	0.15	0.15
5050. Casualties and Liability Costs	0.30	0.42
5060. Taxes	-	-
5100. Purchased Transportation Service	1.29	1.49
5090. Misc Expenses	0.13	0.10
Total GRTC	\$ 13.09	\$ 12.71

<u>Operating Expense per Hour</u>	<b>Budget</b>	<b>Actual</b>
Vehicle Operations	\$ 90.19	\$ 93.48
Vehicle Maintenance	14.87	16.54
Facility Maintenance	5.27	5.45
General Administration	41.46	31.47
Total GRTC	\$ 151.79	\$ 146.93

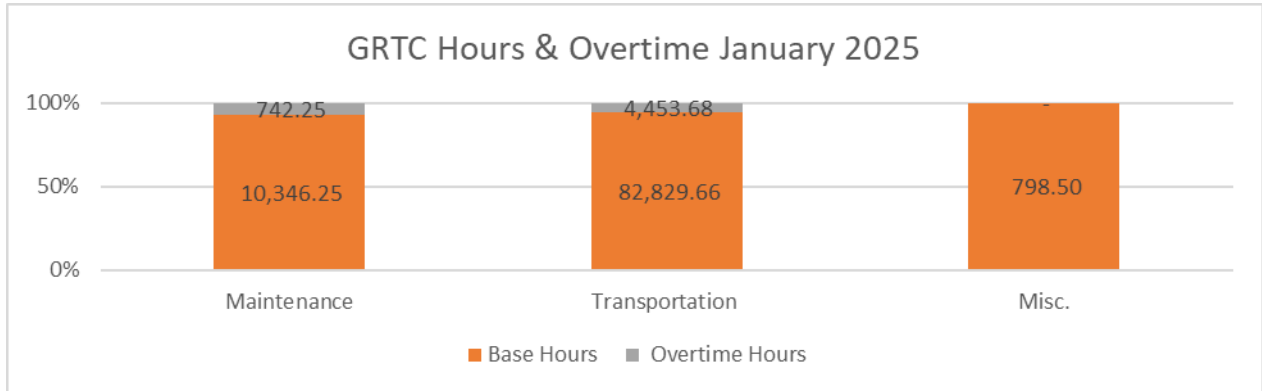


Operating Expense per Hour

	<b>Budget</b>	<b>Actual</b>
5010. Labor	\$ 98.99	\$ 99.63
5020. Services	16.61	7.19
5030. Materials and Supplies Consumed	14.47	15.11
5040. Utilities	1.78	1.71
5050. Casualties and Liability Costs	3.43	4.91
5060. Taxes	-	-
5100. Purchased Transportation Service	14.93	17.24
5090. Misc Expenses	<u>1.56</u>	<u>1.14</u>
<b>Total GRTC</b>	<b>\$ 151.79</b>	<b>\$ 146.93</b>

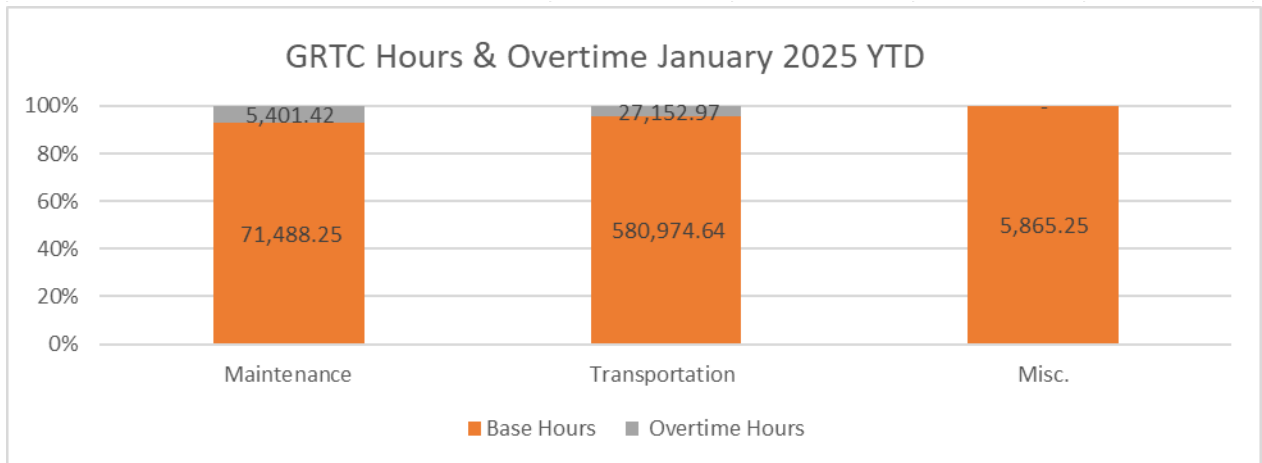
**GRTC Headcount @ January 31, 2025**

	<b>Budget</b>	<b>Actual</b>	<b>(Over) Under</b>	<b>% of Budget</b>
Equipment & Facility Maintenance	78	73	5	93.59%
Transportation	416	402	14	96.63%
Planning, Scheduling & Marketing	23	22	1	95.65%
Insurance & Safety	10	16	(6)	160.00%
General & Administrative	<u>63</u>	<u>53</u>	<u>10</u>	<u>84.13%</u>
<b>Reflects Actual Total Heads (Not FTEs)</b>	<b>590</b>	<b>566</b>	<b>24</b>	<b>95.93%</b>



**GRTC Hours & Overtime (6/30/24-1/25/2025)**

	<b>Total Hours</b>	<b>Base Hours</b>	<b>Overtime Hours</b>	<b>OT %</b>
Maintenance	76,889.67	71,488.25	5,401.42	7.56%
Transportation	608,127.61	580,974.64	27,152.97	4.67%
Misc.	<u>5,865.25</u>	<u>5,865.25</u>	<u>-</u>	<u>0.00%</u>
	<b>690,882.53</b>	<b>658,328.14</b>	<b>32,554.39</b>	<b>4.95%</b>



**GRTC Hours & Overtime (6/30/24-1/25/2025)**

	<b>Total Hours</b>	<b>Base Hours</b>	<b>Overtime Hours</b>	<b>OT %</b>
Maintenance	76,889.67	71,488.25	5,401.42	7.56%
Transportation	608,127.61	580,974.64	27,152.97	4.67%
Misc.	<u>5,865.25</u>	<u>5,865.25</u>	<u>-</u>	<u>0.00%</u>
	<b>690,882.53</b>	<b>658,328.14</b>	<b>32,554.39</b>	<b>4.95%</b>

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

For the Seven Months Ending January 31, 2025

	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	700,000	700,000	-	F	1,200,000
Charter Revenue	-	-	-	F	-	37,650	37,650	F	-
Advertising Revenue	70,000	-	(70,000)	U	240,000	16,605	(223,395)	U	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
<b>Total Operating Revenue</b>	<b>\$ 170,000</b>	<b>\$ 100,000</b>	<b>\$ (70,000)</b>	U	<b>\$ 940,000</b>	<b>\$ 754,255</b>	<b>\$ (185,745)</b>	U	<b>\$ 1,805,000</b>
<b>Other Income:</b>									
Ridefinders	45,863	43,745	(2,118)	U	318,082	228,762	(89,320)	U	540,000
Interest Income	46,371	79,917	33,546	F	369,791	592,131	222,339	F	500,000
Non-Transportation Income	417	960	544	F	2,917	1,360	(1,556)	U	5,000
<b>Total Other Income</b>	<b>\$ 92,651</b>	<b>\$ 124,622</b>	<b>\$ 31,972</b>	F	<b>\$ 690,790</b>	<b>\$ 822,253</b>	<b>\$ 131,463</b>	F	<b>\$ 1,045,000</b>
<b>Operating Contributions:</b>									
COVID Relief Acts VA2020-023	15,287	430,175	414,888	F	270,120	3,889,319	3,619,199	F	346,554
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	437,054	798,291	361,237	F	7,120,093	5,474,956	(1,645,137)	U	9,023,680
Oper contrib - State	3,337,909	3,496,249	158,341	F	21,281,976	19,475,299	(1,806,677)	U	37,651,002
Oper contrib - CVTA	2,045,587	2,045,587	-	F	14,319,109	14,319,109	-	F	24,547,044
Oper contrib - Richmond	757,717	935,513	177,796	F	5,304,020	6,677,589	1,373,569	F	9,092,606
Oper contrib - Henrico	363,867	362,061	(1,806)	U	2,547,071	2,547,071	-	F	4,366,407
Oper contrib - Petersburg	16,667	16,667	-	F	116,667	116,667	-	F	200,000
Oper contrib - Chesterfield	21,824	131,171	109,347	F	1,143,874	848,172	(295,702)	U	1,252,994
Oper Contrib Local	-	-	-	F	-	-	-	F	-
Oper contrib - GRTC Fund Balance	86,667	-	(86,667)	U	606,667	-	(606,667)	U	1,040,000
<b>Total Operating Contributions:</b>	<b>\$ 7,082,579</b>	<b>\$ 8,215,714</b>	<b>\$ 1,133,135</b>	F	<b>\$ 52,709,597</b>	<b>\$ 53,348,182</b>	<b>\$ 638,585</b>	F	<b>\$ 87,520,287</b>
<b>Net Operating Revenue</b>	<b>\$ 7,345,229</b>	<b>\$ 8,440,336</b>	<b>\$ 1,095,107</b>	F	<b>\$ 54,340,387</b>	<b>\$ 54,924,690</b>	<b>\$ 584,303</b>	F	<b>\$ 90,370,287</b>
<b>Operating Expenses:</b>									
Equipment & Facility Maintenance	1,246,273	1,333,127	86,853	U	8,937,615	8,933,187	(4,428)	F	15,776,609
Transportation	2,765,155	3,079,245	314,090	U	18,854,062	19,514,280	660,219	U	32,243,249
Planning, Scheduling & Marketing	808,059	855,725	47,666	U	5,507,592	2,437,011	(3,070,581)	F	9,381,004
Insurance and Safety	284,540	339,629	55,088	U	1,987,814	2,793,995	806,181	U	3,400,596
General and Administrative	1,429,150	1,280,427	(148,723)	F	10,027,846	9,005,383	(1,022,463)	F	17,310,026
Purchase of Service - Spectran & Van Pool	761,440	941,236	179,796	U	5,144,782	5,901,492	756,710	U	9,135,771
Operating Taxes and Licenses	267,421	264,052	(3,369)	F	1,829,060	1,710,825	(118,236)	F	3,123,032
<b>Total Operating Expenses</b>	<b>\$ 7,562,038</b>	<b>\$ 8,093,440</b>	<b>\$ 531,402</b>	U	<b>\$ 52,288,771</b>	<b>\$ 50,296,173</b>	<b>\$ (1,992,599)</b>	F	<b>\$ 90,370,288</b>
<b>Change in Net Postion</b>	<b>\$ (216,809)</b>	<b>\$ 346,896</b>	<b>\$ 563,705</b>	F	<b>\$ 2,051,616</b>	<b>\$ 4,628,517</b>	<b>\$ 2,576,901</b>	F	<b>\$ (1)</b>
Operating Ratio	8.79%	9.10%	58.31%		10.40%	10.12%	-0.28%		
Farebox Recovery Ratio	1.47%	1.40%	-0.07%		1.48%	1.58%	0.09%		

**GRTC Transit System  
Balance Sheet  
As of January 31, 2025**

	Current Month January 31, 2025	Prior Month December 31, 2024	Prior Year End June 30, 2024
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash	\$14,346,170	\$7,632,057	\$3,362,190
Working Funds	7,358	7,358	64,522
Capital Funds	7,738,659	7,672,255	7,266,566
Accounts Receivable, net	8,645,460	8,834,099	9,659,338
Motor Bus Parts Inventory	1,280,711	1,259,073	1,037,453
Gasoline Inventory	7,014	2,950	10,821
Diesel Fuels Inventory	15,066	14,006	27,372
Lubricants Inventory	11,011	37,047	70,306
Prepayments	<u>991,837</u>	<u>583,196</u>	<u>374,605</u>
Total Current Assets	\$33,043,286	\$26,042,041	\$21,873,172
<b>Tangible Property:</b>			
Property and Equipment	193,886,950	190,984,412	189,720,996
Accumulated Depreciation	<u>(106,679,627)</u>	<u>(106,279,627)</u>	<u>(103,879,627)</u>
Net Property	\$87,207,323	\$84,704,785	\$85,841,369
<b>Other Assets:</b>			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	49,239,845	52,697,366	47,175,056
Intangible Asset - Software, net of amortization	4,936,681	4,936,681	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>81,342,153</u>	<u>84,799,674</u>	<u>78,581,456</u>
<b>TOTAL ASSETS</b>	<b><u>\$201,592,762</u></b>	<b><u>\$195,546,499</u></b>	<b><u>\$186,295,996</u></b>
<b>LIABILITIES AND CAPITAL</b>			
<b>Current Liabilities:</b>			
Accounts Payable	6,276,436	4,746,653	3,651,295
Wages Payable	2,161,705	3,347,181	2,729,823
Taxes Accrued	12,494	112,513	82,878
Deferred Revenues CVTA	51,512,669	50,882,868	45,360,458
Other Current Liabilities	<u>7,261,515</u>	<u>2,644,906</u>	<u>3,017,911</u>
Total Current Liabilities	\$67,224,820	\$61,734,122	\$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>2,012,046</u>	<u>2,012,046</u>	<u>1,320,700</u>
Total Reserves	<u>\$2,012,046</u>	<u>\$2,012,046</u>	<u>\$1,320,700</u>
<b>TOTAL LIABILITIES</b>	<b>151,272,642</b>	<b>145,781,944</b>	<b>138,198,841</b>
<b>Capital:</b>			
Common Stock	50,005	50,005	50,005
Paid-In Capital	117,586,575	117,015,985	134,151,299
Fund Balance - Accumulated Depreciation	(99,004,669)	(98,604,669)	(96,204,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>67,778,160</u>	<u>67,393,186</u>	<u>46,190,471</u>
Total Capital	\$ <sup>59</sup> 50,320,120	\$ 49,764,555	\$ 48,097,155
<b>TOTAL LIABILITIES AND CAPITAL</b>	<b><u>\$ 201,592,762</u></b>	<b><u>\$ 195,546,499</u></b>	<b><u>\$ 186,295,996</u></b>

**Greater Richmond Transit Company**  
**Cash Flow Projection**  
**March 18, 2025**

	Actual						Expected		
	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25
Beginning Balance	\$ 2,759,740	\$ 1,084,403	\$ 3,154,919	\$ 1,638,674	\$ 1,635,285	\$ 8,495,341	\$ 10,034,445	\$ 5,780,334	\$ 7,358,366
<b>Revenue</b>									
Advertising & Charter Revenue		15,600	5,040	9,900	600	22,650			
CVTA		6,136,761			6,136,761	-		6,136,761	
Federal State	3,581,558			3,379,314	3,209,000	1,379,119	725,142	375,652	375,652
Operating Assistance	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179	1,689,179
Capital Zero Fare	1,008,951	1,524,840	610,518	917,951	234,481	457,097	1,564,389	1,050,000	1,050,000
Route extensions			1,000,000	209,862	2,246,020	1,313,980			
Local - Chesterfield	177,424	246,124				974,957	548,547	300,000	300,000
LOCAL - COR						292,970	100,000	100,000	100,000
LOCAL - HNCO			2,322,355			4,644,709			
LOCAL - Peterburg		33,333	16,667		1,091,602	-	16,667	16,667	16,667
LOCAL -Bon Secours						-			
Ridefinders	40,971	57,814		29,337	29,382	43,745	35,000	35,000	35,000
Other Income	167,588	58,012	53,150	36,945	26,150	40,279			
VCU	600,000				600,000	-			
	<b>\$ 7,265,671</b>	<b>\$ 9,761,662</b>	<b>\$ 6,788,510</b>	<b>\$ 6,272,488</b>	<b>\$ 17,474,094</b>	<b>\$ 10,858,686</b>	<b>\$ 4,678,924</b>	<b>\$ 9,703,259</b>	<b>\$ 4,658,100</b>
<b>Expenses</b>									
Wages & Benefits	5,128,315	3,818,535	4,566,712	4,702,299	6,162,580	4,824,411	5,143,864	5,208,288	5,334,786
SGR / Maintenance	843,359	648,986	811,991	560,184	634,245	587,242	675,783	680,256	656,955
Materials and Supplies	94,267	176,437	182,755	164,994	236,741	10,590	212,821	154,086	162,632
Casualty & Insurance	507,594	71,464	62,600	144,757	519,334	141,337	289,261	248,050	210,972
Services	146,027	108,264	54,674	139,826	133,604	167,980	128,234	125,515	122,585
Purchased Services	765,107	1,614,276	787,746	130,844	1,582,742	892,724	850,000	85,000	85,000
Utilities	65,504	134,420	128,659	80,969	86,133	55,313	99,922	92,989	96,915
Travel & Training	16,400	25,646	1,391	9,189	6,186	2,363	12,465	10,520	9,680
Miscellaneous	23,369	26,891	49,514	8,143	2,784	12,281	20,686	20,524	20,117
Capital	1,351,066	1,066,226	1,658,713	334,671	1,249,691	2,625,342	1,500,000	1,500,000	1,500,000
	<b>\$ 8,941,008</b>	<b>\$ 7,691,146</b>	<b>\$ 8,304,755</b>	<b>\$ 6,275,877</b>	<b>\$ 10,614,038</b>	<b>\$ 9,319,583</b>	<b>\$ 8,933,034</b>	<b>\$ 8,125,228</b>	<b>\$ 8,199,642</b>
<b>Cash Position</b>	<b>\$ 1,084,403</b>	<b>\$ 3,154,919</b>	<b>\$ 1,638,674</b>	<b>\$ 1,635,285</b>	<b>\$ 8,495,341</b>	<b>\$ 10,034,445</b>	<b>\$ 5,780,334</b>	<b>\$ 7,358,366</b>	<b>\$ 3,816,823</b>

**GRTC Transit System**  
**CVTA Special Fund Quarterly Report**  
**For the Quarter Ended March 31, 2025**  
**Data Through February 28, 2025**

**Beginning Balance @ December 31, 2024** \$ 52,697,366.01

**Receipts:**

January 28, 2025 GRTC 15% Funds Distribution - Month of December 2024	\$	2,816,907.58	
February 27, 2025 GRTC 15% Funds Distribution - Month of January 2025	\$	3,192,853.38	
GRTC 15% Funds Distribution - Month of February 2025			
January 1, 2025 Interest Income WF Treasury Sweep December 2024	\$	95,435.05	
January 31, 2025 Interest Income LGIP EM- January 2025	\$	80,958.62	
January 31, 2025 January 2025 LGIP EM Share unrealized gain/(loss)	\$	24,292.46	
February 1, 2025 Interest Income WF Treasury Sweep January 2025	\$	81,894.28	
February 28, 2025 Interest Income LGIP EM- February 2025	\$	74,089.26	
February 28, 2025 February 2025 LGIP EM Share unrealized gain/(loss)	\$	48,746.69	
Interest Income WF Treasury Sweep February 2025			
Interest Income LGIP EM- March 2025			
March 2025 LGIP EM Share unrealized gain/(loss)			
			\$ 6,415,177.32

**Uses:**

<b>Costs incurred in preparing GRTC Regional Public Transportation Plan</b>	\$		-
<b>Costs incurred in preparing GRTC Micromobility Plan</b>	\$		-
Four Square Invoice 07104 Microtransit Implementation Plan			
Four Square Invoice 07105 Microtransit Implementation Plan			
Four Square Invoice 07334 Microtransit Implementation Plan			
Four Square Invoice 07335 Microtransit Implementation Plan			
Four Square Invoice 07504 Microtransit Implementation Plan			

**GRTC Operating and Capital Expense**

GRTC Operating Expense Qtr 3 FY2025 Draw	\$	(6,136,761.00)	
GRTC Capital Expense Qtr 3 FY2025 Local Share Draw	\$	(242,918.25)	
<b>Subtotal GRTC Operating and Capital Expense</b>			<b>\$ (6,379,679.25)</b>

**Ending Balance @ February 8, 2025** \$ 52,732,864.08

**Fund Balance Composition @ February 28, 2025**

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	\$	51,961,300.74	
	\$	<u>52,732,864.08</u>	

**CVTA Funds:**

Balance @ February 28, 2025 in Wells Fargo	\$	100,000.00	
Balance @ February 28, 2025 in Wells Fargo Treasury Sweep	\$	28,112,313.47	
Balance @ February 28, 2025 in LGIP EM	\$	<u>24,520,550.61</u>	
	\$	<u>52,732,864.08</u>	

<b>Wells Fargo Balance at February 28, 2025</b>	<b>\$</b>	<b>28,212,313.47</b>	
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	\$	27,440,750.13	



**Meeting Date:** March 18, 2025  
**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.

The GRTC’s board chair did not approve any procurements falling below the \$100,000 threshold but above the CEO’s authority of \$50,000 this past month.

**CURRENT STATUS:**

Upcoming Procurements

TITLE	DEPT	BUDGET	ANTICIPATED AWARD DATE	INCLUDED IN BUDGET (YES/NO)	GRANT STATUS (EXISTING/PENDING/PLANNED)
General Printing Services	Marketing	TBD	Summer 2025	Y	Planned
Occupational Health Services	Human Resources	\$225,000	Q1-2025	Y	Ready
Hastus Training for Schedulers	Planning	\$91,000	2024	TBD	Pending
Paratransit Parts	Maintenance	\$300,000	FY-2025	Y	Planned
Motorized Entrance Gates	Risk Management	\$600,000	2025	Y	Planned
Fleet Fixed Route Passenger Awareness Monitor	IT	\$750,000	Summer 2025	Y	Existing
BRT Station Real Time Passenger Information Upgrade	IT	\$1,560,000	Q3-2025	Y	Existing
ERP Implementation Services	IT	\$1,500,000	Spring 2025	Y	Pending

ADP Software Upgrade and Process Improvement	IT	\$150,000	Q2 2025	Y	Ready
GRTC Facility Furniture Multi-Year Contract	Capital Improvement	\$1,500,000	Q1 2025	Y	Planned
GRTC Paratransit Lot Redesign	Capital Improvement	\$50,000	Q1-2025	Y	Planned
Refuse Collection Services	Facilities	\$150,000	Q2 2025	Y	Ready
GRTC Facility Furniture Multi-Year Contract	Capital Improvement	\$1,500,000	Q1 2025	Y	Planned
Emergency Demo/Reconstr WB GV Ctr Pulse Station	Capital Improvement	\$50,000	Spring 2025	Y	Pending

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.