

GREATER LYNCHBURG TRANSIT COMPANY

We're here to get you there.



Board of Directors Meeting Agenda

Wednesday, January 2nd, 2019

8:30 a.m. – 10:00 a.m.

Meeting Location: GLTC Transfer Station – 800 Kemper St., Lynchburg, VA 24501

Board President: Christian DePaul

Board Vice President: Glenn McGrath

Secretary-Treasurer: Joel Morgan

Members: Margaret "Peggy" Whitaker; John "Jack" Hellewell; Bonnie Svrcek; Christos Carroll; Mary-Winston Deacon; Antonio "Tony" Davis

#1 Call to Order - Public Comment

- a) Speakers should state their name for the official record
- b) Speakers will be allotted a maximum of 3 minutes
- c) Speakers representing a group will be allotted a maximum of 5 minutes and should state the name of the group they are representing for the official record

GLTC Board
President

#2 Consideration of Meeting Minutes Approval

December 5th, 2018

All

#3 Committee & Partner Reports

- a) Customer Advisory Committee (CAC)
- b) ADA Advisory Committee
- c) Ride Solutions
- d) Region2000 Transportation Planner

Sherry Gentry
Gary DuPriest
Kelly Hitchcock
Philipp Gabathuler

#4 Staff Reports

- a) General Manager's Report
- b) November 2018 Financials
- c) Ridership & Operations Statistics
- d) Capital Projects Report

Brian Booth

#5 Old Business

- a) Discounted Fare Cards Policy
- b) Intercity Connector Service Concept Committee
- c) Downtown Circulator

Pending
No Update
Update

#6 New Business

- a) State Operating Funding Formula
- b) Fare Free Service Request
- c) Move Up Project Presentation – John Salmon

Brian Booth

#7 President's Report

GLTC Board
President

#8 Next Meeting Date & Adjournment

February 6th, 2019 @ 8:30 am – GLTC Board Meeting

All





GLTC Board Agenda Detail

Item #: 2
Item Title: December 5th, 2018 Minutes
Action: Consideration of Approval

Greater Lynchburg Transit Company (GLTC)
BOARD OF DIRECTORS MEETING
DRAFT MINUTES
December 5, 2018
8:30 a.m.

A meeting of the Board of Directors of the Greater Lynchburg Transit Company was held on Wednesday, December 5, 2018 at the Kemper Street Station, 800 Kemper Street, Lynchburg, Virginia. Board members attending were: Christian DePaul, Glenn McGrath, Joel Morgan, John "Jack" Hellewell, Bonnie Svrcek, Christos Carroll, Mary-Winston Deacon, and Antonio Davis. Staff members attending were: Brian Booth, Amanda Richardson, Millie Martin, Steve Overstreet, Scott Poindexter, Allen Robey, John Yauger, Keri Brown, and Natalie Wilkins. Visitors to the meeting included Patrice Strachan of the Virginia Department of Rail and Public Transportation (DRPT), Kelly Hitchcock and Philipp Gabathuler of Region 2000, Jacqueline Robinson of the Customer Advisory Committee (CAC), Gary DuPriest of the ADA Committee, William Carr and Ben Blanks, GLTC Customers; and Carrie Dungan of the News and Advance.

Absent: Margaret Whitaker

#1 – Call to Order-Public Comment

Mr. DePaul called the meeting to order at 8:30 a.m. and asked for public comment.

Mr. Blanks stated that he is looking forward to the route changes. Mr. DuPriest stated that he is behind GLTC's decision in making the changes to the routes.

#2 – Consideration of Meeting Minutes Approval

Mr. DePaul asked for consideration of approval of the minutes of October, 2018. Mr. Morgan made a motion to approve the minutes with Ms. Deacon seconding the motion and the vote was carried.

#3 – Committee & Partner Reports

3a – Customer Advisory Committee – Members of the Customer Advisory will assist GLTC passengers with the upcoming route changes.

3b – ADA Advisory Committee – Mr. DuPriest stated that the committee will continue to work on GLTC's website for ADA accessibility.

3c – RIDE Solutions – Ms. Hitchcock stated that the Van Pool Project has been delayed. The kickoff is scheduled for December 17th.

Ms. Hitchcock stated that DRPT has signed a contract with New Ride, a software system that matches riders. The program will begin in March.

Ms. Hitchcock stated that in partnership with GLTC, she has reached out to the downtown businesses to assist with the promotion of The Hopper/trolley for the holidays.



3d – Region 2000 – Mr. Gabathuler stated that he has been very involved in the route changing process on the back end which includes the maps and schedules in Google Transit.

#4 – Staff Reports

4a – General Manager’s Report

The General Manager reported staff have been busy preparing for the route changes which are set to take effect on December 17th, 2018, with the service being fare free for the entire week. Several activities have taken place to prepare including updates to the website, development of a new rider guides, staff training, new bus stops being installed, etc.

On October 31st, 2018, the Department of Rail and Public Transportation (DRPT) and GLTC recognized the grand prize statewide winner of DRPT’s Try Transit Week. Shannon Ray was selected as the grand prize winner and received a year’s worth of passes for GLTC services as well as two round trip Amtrak tickets to the northeast corridor, both sponsored by DRPT.

The General Manager reported that the Transit Service Delivery Advisory Committee (TSDAC) was presented with several funding formulas from their consultants for how operating funds could be calculated using various weights for different performance metrics. The current year’s FY 19 operating allocation was calculated using the different formulas presented as a comparison. The information provided appears to have GLTC remaining level funded from the state under each of the formulas presented.

Mr. Booth and Ms. Martin attended a grant application workshop held by DRPT which discussed the upcoming changes to the grant application process as well as changes to allocation of funds for operating and capital. The major takeaways from the meeting were that the TSDAC committee is still reviewing various options for the operating assistance and that capital projects were going to be prioritized with the state of good repair taking precedence.

The General Manager met with the Secretary of Transportation, Shannon Valentine, and the Lynchburg Regional Transportation Advocacy Group (LRTAG) group to provide an update on progress made for priorities outlined in the connectivity study. The General Manager provided an update regarding the upcoming route changes which are designed to provide quicker connections, shorter layover times, and overall better connectivity in the Lynchburg area.

4b – October 2018 Financials

Total revenues are under budget 1 %, approximately \$ 30,000, year to date and under budget 2 % for the month of October 2018. The major variances are Liberty Revenue under budget 4 % and Federal Assistance under 5 % and due to providing less Liberty service than estimated and FTA withholding 5 % until the Metrorail Safety Commission associated with WMATA has an approved State Safety Oversight Certification.

Total expenses are underbudget 4 %, approximately \$ 96,788, year to date and over budget 4 %, approximately \$ 24,500, for the month of October 2018. Total salaries are under budget due to vacant positions in operations as well as maintenance. Due to these vacancies overtime is overbudget fairly significantly for the month and year to date (approximately \$ 112,687 YTD). Benefits are coming in approximately 20 % underbudget year to date and is mainly due to the vacant positions in operations and maintenance. Maintenance costs for the fleet are over budget approximately 19 % for the year due to more costly repairs from an aging fleet. Casualty and Liability expenses are over budget due to an error in the original budget.

4c – Ridership & Operations Statistics

Total Ridership for September was 264,779 with City Ridership being 71,696 passengers and Liberty having a passenger total of 193,803. Total Ridership for October was 264,576 with City Ridership being 74,534 and Liberty having a passenger total of 190,042.



Total mileage for fixed route and paratransit services for the month of September was 105,388 miles. The fleet downtime for September was 17.85 % and on-time performance was 100 %.

Total mileage for fixed route and paratransit services for the month of October was 116,758 miles. The fleet downtime for October was 17.61 % and on-time performance was 100 %.

4d – Capital Projects Update

Work on various capital projects has continued to date and three projects have been completed and closed out during the first quarter of FY 19. Purchases have been completed for the following grants and awaiting the final drawdowns: the purchase of two replacement buses, the purchase of 4 expansion buses, and the purchase of various IT hardware to include network equipment, servers, phones, and copiers.

Grants that are currently in progress are, purchase of IT hardware (Grant VA-95-X122), purchase of fare collection equipment, purchase of shop equipment, and the purchase of 1 support vehicle.

#5 – Old Business

5a– Discounted Fare Policy

No update was provided for this item.

5b Summary – Intercity Bus Connector/Vanpool

Ms. Hitchcock provided an update in the Ride Solutions report.

5c Summary – Downtown Circulator

The Hopper began serving 5th Street from Downtown to the traffic circle at Federal Street on October 1st, 2018 to fulfill a desire for service from downtown to the businesses along 5th Street.

A promotion has been developed which began on the Friday after Thanksgiving (November 23rd) and will run through December 31st to try to encourage people to try the Hopper. The promotion is called "The Hopper, Vintage for the Holidays". During this promotion, we have replaced the regular Hopper bus with the Trolley decked out in lights and other seasonal decorations for the holidays.

Ridership for the Hopper was 67 passengers in September, 130 passengers in October, and 144 passengers in November. After discussion regarding The Hopper's status, Mr. Booth stated that he plans to apply for the third year of the demonstration grant with the understanding it is likely to not be approved.

#6 – New Business

6a Summary – FY 2020 Preliminary Operating Budget

GLTC's submission of the operating budget to the City of Lynchburg for the budget process is due December 19th, 2018. The budget presented is to be considered preliminary and will be revised/reviewed as final at the June 2019 Board Meeting.

The proposed FY 2020 preliminary budget reflects a decrease of approximately .2 % from the FY 2019 budget. Major assumptions for revenue are as follows:

- Passenger Fares have been reduced slightly (~ \$ 15,000) to reflect actual passenger revenue since January 2018.
- Liberty Revenue is budgeted to remain the same, as Liberty has not yet indicated what changes they plan to make for the upcoming fiscal year.



- City Operating Assistance has been adjusted down 5 % and is set at the target budget amount received from the Finance Department at the City. All City Departments and component units were tasked with reducing their budget to the targeted budget which is 5% across the board.
- A one-time appropriation out of the fund balance to GLTC has been included in FY 2020 to make up for the 5% reduction (approximately \$ 86,000).
- State Operating Assistance remains fairly unchanged at this time as we anticipate having level funding with the new operating formulas based on information reviewed and presented to transit agencies.
- Federal Assistance is reflecting 1.5 % increase which is the average percentage increase we have received in the annual apportionment for the Lynchburg region.

Personnel Expenses (Labor, Overtime, Fringe Benefits, etc.) reflected an approximate 3 % decrease from FY 2019 and is mainly due to a reduction factor being applied to certain expenses based on previous experience. This reduction also reflects the elimination of two driver positions which would result in a reduction in service, however where the reduction would take place has not yet been identified. Other expenses for Maintenance and Administration have been adjusted to reflect projected actuals for the upcoming year.

In summary, this budget is in a preliminary status and will be reviewed and finalized once revenue sources provide a more accurate allocation.

After further discussion, Mr. Hellewell made a motion to accept the preliminary budget as presented with Mr. Morgan seconding the motion and the vote was carried with Ms. Svrcek abstaining.

6b Summary – Trust Bank Account for New Form of Insurance

GLTC has been looking at several options to try to reduce the burden of health insurance costs. During this search an option came available that is a form of self-insurance called level funded insurance which is showing potential to reduce the cost of health insurance fairly significantly. The proposal that we have received would be effective on January 1st, 2019, but requires that GLTC set up a trust account to hold the funds which claims would be paid from.

There was a lengthy discussion regarding risk of self-insurance, whether an RFP was issued, and if any other insurance companies has been contacted. The board recommended conducting additional research before moving forward.

#7 – President’s Report

Mr. DePaul congratulated Ms. Dungan of the News and Advance for recently receiving an award for her stellar news coverage of the area. Mr. DePaul stated that this has been a very good year for GLTC and appreciates everyone’s hard work. He wished everyone a Merry Christmas.

#8 - Election of Officer’s Nomination and Election

Jack Hellewell served as the Nominations Committee and previously solicited interest among the directors for officer elections. Mr. Hellewell asked if there were any nominations from the floor. As there were none, he closed the nominations and stated that the following persons had previously submitted their names for nomination, Mr. Christian DePaul, President; Mr. Glenn McGrath, Vice-President; and Mr. Joel Morgan, Secretary/Treasurer. Coming from committee, the board unanimously elected the three nominees.

#9 - Closed Session – Legal Matter Closed Session

At 9:30 a.m., Mr. DePaul stated that the board prepared to go into closed session and read the following statement:



In accordance with the Virginia Freedom of Information Act, code section § 2.2-3712(A), I Christian DePaul, move that the GLTC Board of Directors go into closed session to discuss a legal matter involving GLTC, as exempt from open meeting requirements, code section § 2.2-3711(A)(7).

Mr. Glenn McGrath seconded the motion and the vote was carried.

At 9:48 a.m. the board came out of closed session.

In accordance with the Virginia Freedom of Information Act, code section § 2.2-3712(A), I, certify that only the subject matter identified at the entrance to closed session was discussed.

Ms. Svrcek made the motion with Mr. Hellewell seconding. A roll call vote was taken with all eight board members in attendance affirming yes to the motion. Ms. Whitaker was not in attendance.

#10 – Next meeting and Adjournment

The next GLTC Board Meeting is scheduled to occur on January 2nd, 2018 at 8:30 am. at the GLTC Transfer Station, 800 Kemper Street, Lynchburg, VA.

The meeting was adjourned at 9:50 am.

Secretary/Treasurer





GLTC Board Agenda Detail

Item #: 3
Item Title: Committee & Partner Reports
Action: None

Committee Reports

- a) Customer Advisory Committee (CAC) - Sherry Gentry
- b) ADA Advisory Committee - Gary DuPriest

Partner Reports

- c) Ride Solutions / Marketing Updates - Kelly Hitchcock
- d) Transportation Planner Updates - Philipp Gabathuler

Contacts: Brian Booth

Attachments: None

Action Required: None





GLTC Board Agenda Detail

Item #: 4a

Item Title: General Manager's Report

Action: For Your Information

The General Manager's report for the previous month is provided below:

- GLTC was able to host a class from Sweet Briar College focusing on Humans in the Landscape to discuss the various aspects of GLTC. The focus of this site visit was to discuss and educate the students on the Transfer Station being LEED certified, the process for certification, and general discussion of past as well as current transportation issues public transit is faced with. The students were very engaged on this visit and brought forward a lot of good discussion points during their visit. It was a pleasure to host them and a good opportunity to educate a new generation on the importance of public transit.
- The General Manager met with and gave a tour of the GLTC facilities to Bert Dodson, the new CTB member representing Lynchburg. Jennifer Mitchell, Director of DRPT, and Jennifer DeBruhl, Chief of Public Transportation with DRPT, were also present for the meeting and tour. This meeting gave an opportunity for us to discuss critical issues that GLTC is facing as well as issues facing transportation as a whole for the region to leaders overseeing transportation at the state government level.
- The General Manager met with Jennifer DeBruhl, Chief of Public Transportation with DRPT, to discuss potential options moving forward for improving performance of the Hopper as well as its future moving forward. During the discussion several ideas were discussed, but Jennifer indicated she needed to refer to the originally application that was approved through SMART SCALE to determine what would be the most feasible to continue to fulfill the parameters of the grant that the bus was purchased through.
- The new route changes took effect on December 17th, 2018 and in talking with drivers, supervisors, and other staff monitoring the changes over the last two weeks they have commented that response has been overall relatively positive. We have received some negative feedback from the changes and have worked to assist those individuals for how to navigate the new system. We ran into some unexpected challenges with traffic from the holiday rush and will be monitoring those to determine what adjustments are necessary once traffic normalizes. We are continuing to monitor all routes for timing and connection issues and plan to make minor adjustments where possible with this information as well as information received from the volunteer GLTC Ambassadors assisting us through this transition. I would like to personally thank all of the GLTC Ambassadors for volunteering their time to assist other passengers with learning and navigating the new system.





GLTC Board Agenda Detail

Item #: 4b
Item Title: November 2018 Financials
Action: For Your Information

Attached are the financial statements for the month ending November 2018.

REVENUES:

Total revenues are underbudget 1 %, approximately \$ 50,000, year to date and underbudget 3 % for the month of November 2018. The major variances are Liberty Revenue underbudget 4 %, Federal Assistance under 5 % and Passenger Revenue underbudget approximately 3 %. The variance for Liberty Revenue is due to the finalized service plan for Liberty coming in less than submitted in the final budget. The variance for Federal Assistance is due to the 5 % withholding by FTA until the Metrorail Safety Commission associated with WMATA has an approved State Safety Oversight Certification. Passenger Revenue is under and is following the trend of City Ridership as the total passenger count dropped from October.

EXPENSES:

Total expenses underbudget 2 %, approximately \$ 75,000, year to date and overbudget 3 %, approximately \$ 21,000, for the month of November 2018. Total salaries are underbudget approximately \$ 153,000 due to vacant positions in operations as well as maintenance. Overtime is overbudget approximately \$ 140,000 due to these vacancies which is offset by the savings from vacant positions. Benefits are coming in approximately 15 % under budget year to date and is mainly due to the vacant positions in operations and maintenance. Maintenance costs for the fleet are overbudget approximately 22 % for the year due to more costly repairs from an aging fleet. Casualty and Liability expenses are overbudget due to an error in the original budget.

SUMMARY:

The year to date net income/loss is showing at loss of \$ 2,495 at the end of November, but it should be noted that this is reflective of the 5 % being withheld from the FTA Assistance Revenue each month. This 5 % equates to approximately \$ 7,500 per month that is not being reflected in the revenue due to the withholding by FTA for the Safety Oversight Certification not yet being received.

Contacts: Brian Booth
Attachments: Page 10-14
Action Required: None



Greater Lynchburg Transit Company, Inc.

Balance Sheet

November FY 2019

	FY 2019	FY 2018	Difference
<i>ASSETS</i>			
Cash - GLTC	\$ -	\$ -	\$ -
Cash - Capital	252,249	217,302	34,947
Accounts Receivable	60,981	431,898	(370,917)
TOTAL CURRENT ASSETS	\$ 313,230	\$ 649,200	\$ (335,970)
Tangible Property	\$ 60,380,629	\$ 61,976,754	\$ (1,596,124)
Accumulated Depreciation	(20,304,318)	(19,829,648)	(474,670)
NET FIXED ASSETS	\$ 40,076,312	\$ 42,147,106	\$ (2,070,794)
TOTAL ASSETS	\$ 40,389,542	\$ 42,796,306	\$ (2,406,764)
<i>LIABILITIES AND CAPITAL</i>			
Accounts Payable - Miscellaneous	\$ 54,712	\$ 438,835	\$ (384,123)
TOTAL LIABILITIES	54,712	438,835	(384,123)
Capital Stock	5	5	-
Accumulated Income/(Loss) Prior Years	40,267,727	42,162,090	(1,894,363)
Accumulated Income/(Loss) Current Year	67,098	195,376	(128,278)
TOTAL CAPITAL	\$ 40,334,830	\$ 42,357,471	\$ (2,022,641)
TOTAL LIABILITIES AND CAPITAL	\$ 40,389,542	\$ 42,796,306	\$ (2,406,764)



Central VA Transit Management Company Inc.

Balance Sheet

Nov FY 2019

	FY 2019	FY 2018	Difference
ASSETS			
Cash	\$ 369,535	\$ 1,172,924	\$ (803,389)
Cash - OPEB	236,194	178,278	57,916
Working Funds	80	80	-
Working Funds - Transfer Center	50	50	-
Working Funds - Greyhound	50	50	-
Accounts Receivable	483,754	399,062	84,692
Materials and Fuel	<u>328,904</u>	<u>285,535</u>	<u>43,368</u>
TOTAL CURRENT ASSETS	\$ 1,418,566	\$ 2,035,979	\$ (617,413)
Tangible Property	\$ 12,382	\$ 12,382	\$ -
Accumulated Depreciation	<u>(12,382)</u>	<u>(12,382)</u>	<u>-</u>
NET FIXED ASSETS	\$ -	\$ -	\$ -
Prepayments	<u>187,016</u>	<u>104,878</u>	<u>82,139</u>
TOTAL ASSETS	<u>\$ 1,605,583</u>	<u>\$ 2,140,857</u>	<u>\$ (535,274)</u>
LIABILITIES AND CAPITAL			
Accounts Payable - Trade	\$ 416,158	\$ 1,163,759	\$ (747,600)
Wages Payable	152,510	114,835	37,674
Other Payroll Liabilities	591,437	375,914	215,523
Advance Payments	<u>447,973</u>	<u>273,370</u>	<u>174,602</u>
TOTAL LIABILITIES	1,608,077	1,927,878	(319,800)
Accumulated Income/(Loss) Prior Years	-	-	-
Accumulated Income/(Loss) Current Year	<u>(2,495)</u>	<u>212,979</u>	<u>(215,474)</u>
TOTAL CAPITAL	\$ (2,495)	\$ 212,979	\$ (215,474)
TOTAL LIABILITIES AND CAPITAL	<u>\$ 1,605,583</u>	<u>\$ 2,140,857</u>	<u>\$ (535,274)</u>



GREATER LYNCHBURG TRANSIT COMPANY, INC.**INCOME STATEMENT****AS OF NOVEMBER 30, 2018**

	FY2019 ACTUAL NOV	FY2019 ACTUAL YTD
REVENUE		
Operating Assistance Revenue	\$ 501,233	\$ 2,731,251
Money Paid to CVTMC	(501,233)	(2,731,251)
Federal Grant Revenue	-	76,761
Local Grant Revenue	<u>404</u>	<u>26,913</u>
TOTAL REVENUE	\$ 404	\$ 103,674
EXPENSES		
Repairs - Capital	-	\$ 36,576
Other Miscellaneous Expense	<u>-</u>	<u>-</u>
TOTAL EXPENSES	\$ -	\$ 36,576
NET INCOME/(LOSS)	<u>\$ 404</u>	<u>\$ 67,098</u>



CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.						
INCOME STATEMENT						
AS OF NOVEMBER 30, 2018						
	MONTH TO DATE			YEAR TO DATE		
	FY2019 NOV ACTUAL	FY2019 NOV BUDGET	% VAR	FY2019 YTD ACTUAL	FY2019 YTD BUDGET	% VAR
REVENUE						
FRT Passenger Revenue	\$ 43,911	\$ 49,023	-10%	\$ 239,584	\$ 245,117	-2%
DRT Passenger Revenue	4,598	5,833	-21%	27,288	29,167	-6%
Contracts (LU Access)	6,006	6,006	0%	24,024	24,024	0%
Contracts (LC Access)	2,086	2,086	0%	10,430	10,430	0%
Contracts (CVCC Access)	4,600	4,600	0%	23,000	23,000	0%
Liberty University Revenue	150,401	156,745	-4%	601,605	626,980	-4%
Other Contract Revenue	63	642	-90%	12,885	3,208	302%
Non-Operating Revenue	762	690	10%	3,405	3,452	-1%
Advertising Revenue	7,013	7,000	0%	35,664	35,000	2%
City Operating Assistance	144,065	144,065	0%	720,327	720,327	0%
County Operating Assistance	6,232	6,232	0%	31,158	31,158	0%
State Operating Assistance	167,078	167,594	0%	846,932	837,968	1%
Federal Operating Assistance	154,654	162,116	-5%	773,271	810,580	-5%
TOTAL REVENUE	\$ 691,469	\$ 712,632	-3%	\$ 3,349,574	\$ 3,400,410	-1%
EXPENSES						
FIXED ROUTE						
Operator Labor	\$ 126,368	\$ 148,547	-15%	\$ 647,409	\$ 742,735	-13%
Operator-Overtime	39,053	17,754	120%	190,061	88,770	114%
Other Salaries & Wages	24,224	24,756	-2%	125,119	123,778	1%
Supervisors-Overtime	1,624	1,207	34%	9,245	6,036	53%
Fringe Benefits	113,794	98,935	15%	430,394	494,673	-13%
TOTAL FIXED ROUTE	\$ 305,063	\$ 291,199	5%	\$ 1,402,227	\$ 1,455,993	-4%
DEMAND RESPONSE						
Operator Labor	\$ 21,703	\$ 26,822	-19%	\$ 107,184	\$ 134,109	-20%
Operator-Overtime-PTS	1,150	667	72%	6,249	3,334	87%
Other Salaries & Wages	4,083	5,425	-25%	22,913	27,124	-16%
Fringe Benefits	16,007	16,989	-6%	60,383	84,946	-29%
TOTAL DEMAND RESPONSE	\$ 42,943	\$ 49,903	-14%	\$ 196,730	\$ 249,513	-21%
MAINTENANCE						
Other Salaries & Wages	\$ 44,621	\$ 55,525	-20%	\$ 244,291	\$ 277,626	-12%
Inspection&Maint,Srvc-Overtime	8,371	2,424	245%	45,538	12,120	276%
Fringe Benefits	32,294	29,912	8%	128,356	149,560	-14%
Fuel & Lubricants	60,490	58,427	4%	288,202	292,134	-1%
Tires & Tubes	3,791	7,688	-51%	61,135	38,438	59%
Other Materials & Supplies	54,228	40,875	33%	248,477	204,373	22%
TOTAL MAINTENANCE	\$ 203,796	\$ 194,850	5%	\$ 1,015,999	\$ 974,250	4%
ADMINISTRATION						
Other Salaries & Wages	\$ 31,804	\$ 31,020	3%	\$ 159,763	\$ 155,101	3%
Fringe Benefits	18,853	16,012	18%	70,754	80,060	-12%
Services	34,902	37,404	-7%	179,982	187,021	-4%
Utilities	15,556	15,055	3%	54,889	75,275	-27%
Casualty & Liability Expenses	26,986	25,019	8%	150,252	125,093	20%
Information Technology	15,501	13,564	14%	74,376	67,818	10%
Other Materials & Supplies	5,020	2,775	81%	14,168	13,873	2%
Miscellaneous	6,404	8,707	-26%	32,930	43,537	-24%
TOTAL ADMINISTRATION	\$ 155,026	\$ 149,556	4%	\$ 737,112	\$ 747,779	-1%
TOTAL EXPENSES	\$ 706,828	\$ 685,507	3%	\$ 3,352,068	\$ 3,427,535	-2%
NET INCOME/(LOSS)	\$ (15,359)	\$ 27,125		\$ (2,495)	\$ (27,125)	



CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.

COMPARATIVE INCOME STATEMENT

AS OF NOVEMBER 30, 2018

	MONTH TO DATE			YEAR TO DATE		
	FY2019	FY2018		FY2019	FY2018	
	NOV	NOV	%	YTD	YTD	%
	ACTUAL	ACTUAL	VAR	ACTUAL	ACTUAL	VAR
REVENUE						
FRT Passenger Revenue	\$ 43,911	\$ 53,139	-17%	\$ 239,584	\$ 253,761	-6%
DRT Passenger Revenue	4,598	\$ 5,883	-22%	27,288	30,600	-11%
Contracts (LU Access)	6,006	\$ 6,006	0%	24,024	24,024	0%
Contracts (LC Access)	2,086	\$ 2,045	2%	10,430	10,225	2%
Contracts (CVCC Access)	4,600	\$ 4,509	2%	23,000	22,544	2%
Liberty University Revenue	150,401	\$ 166,388	-10%	601,605	665,550	-10%
Other Contract Revenue	63	\$ 317	-80%	12,885	5,086	153%
Non-Operating Revenue	762	\$ 677	13%	3,405	3,572	-5%
Advertising Revenue	7,013	\$ 14,067	-50%	35,664	47,662	-25%
City Operating Assistance	144,065	\$ 147,984	-3%	720,327	739,919	-3%
County Operating Assistance	6,232	\$ 6,109	2%	31,158	30,547	2%
State Operating Assistance	167,078	\$ 141,910	18%	846,932	706,655	20%
State Assistance-Demo & Technic	-	\$ (20,210)	-100%	-	-	
Federal Operating Assistance	154,654	\$ 189,501	-18%	773,271	947,503	-18%
TOTAL REVENUE	\$ 691,469	\$ 718,325	-4%	\$ 3,349,574	\$ 3,487,648	-4%
EXPENSES						
FIXED ROUTE						
Operator Labor	\$ 126,368	\$ 138,195	-9%	\$ 647,409	\$ 682,795	-5%
Operator-Overtime	39,053	33,815	15%	190,061	118,750	60%
Other Salaries & Wages	24,224	25,289	-4%	125,119	120,522	4%
Supervisors-Overtime	1,624	1,284	26%	9,245	9,064	2%
Fringe Benefits	113,794	88,983	28%	430,394	423,597	2%
TOTAL FIXED ROUTE	\$ 305,063	\$ 287,566	6%	\$ 1,402,227	\$ 1,354,728	4%
DEMAND RESPONSE						
Operator Labor	\$ 21,703	\$ 23,589	-8%	\$ 107,184	\$ 122,946	-13%
Operator-Overtime-PTS	1,150	819	40%	6,249	3,766	66%
Other Salaries & Wages	4,083	4,382	-7%	22,913	21,160	8%
Fringe Benefits	16,007	12,877	24%	60,383	67,271	-10%
TOTAL DEMAND RESPONSE	\$ 42,943	\$ 41,667	3%	\$ 196,730	\$ 215,144	-9%
MAINTENANCE						
Other Salaries & Wages	\$ 44,621	\$ 48,450	-8%	\$ 244,291	\$ 266,445	-8%
Inspection&Maint,Srcv-Overtime	8,371	3,881	116%	45,538	16,248	180%
Fringe Benefits	32,294	23,380	38%	128,356	128,605	0%
Fuel & Lubricants	60,490	51,315	18%	288,202	235,599	22%
Tires & Tubes	3,791	2,781	36%	61,135	55,283	11%
Other Materials & Supplies	54,228	47,579	14%	248,477	272,831	-9%
TOTAL MAINTENANCE	\$ 203,796	\$ 177,386	15%	\$ 1,015,999	\$ 975,011	4%
ADMINISTRATION						
Other Salaries & Wages	\$ 31,804	\$ 30,695	4%	\$ 159,763	\$ 171,209	-7%
Fringe Benefits	18,853	13,703	38%	70,754	77,888	-9%
Services	34,902	22,968	52%	179,982	184,401	-2%
Utilities	15,556	13,310	17%	54,889	67,832	-19%
Casualty & Liability Expenses	26,986	22,098	22%	150,252	126,392	19%
Information Technology	15,501	12,726	22%	74,376	65,937	13%
Other Materials & Supplies	5,020	1,997	151%	14,168	12,621	12%
Miscellaneous	6,404	6,284	2%	32,930	23,505	40%
TOTAL ADMINISTRATION	\$ 155,026	\$ 123,779	25%	\$ 737,112	\$ 729,786	1%
TOTAL EXPENSES	\$ 706,828	\$ 630,398	12%	\$ 3,352,068	\$ 3,274,669	2%
NET INCOME/(LOSS)	\$ (15,359)	\$ 87,927		\$ (2,495)	\$ 212,979	



GLTC Board Agenda Detail

Item #: 4c

Item Title: November 2018 Ridership & Operational Statistics

Action: For Your Information

Summary:

Ridership and Maintenance Activities are summarized below with associated graphs depicting year over year statistics.

Ridership:

Total Ridership for November was 206,334 with City Ridership being 66,269 passengers and Liberty having a passenger total of 140,065. City Ridership for the month of November is approximately 2,000 passengers higher than November 2017. Liberty University ridership dropped approximately 50,000 passengers from the previous month and is due to not providing service during the week of Thanksgiving.

Maintenance:

Maintenance activities are reported as follows for November 2018:

Total mileage for fixed route and paratransit services for the month of September was 93,185 miles.

The fleet downtime and on-time performance for preventative maintenance are not available for presentation at this time. As we were investigating the how these numbers were calculated based on the request brought forward at the last board meeting, we found that we will need additional time for analyzation to provide an update on these performance metrics. (The graph for the maintenance performance previously reviewed through October is available on Page 21)

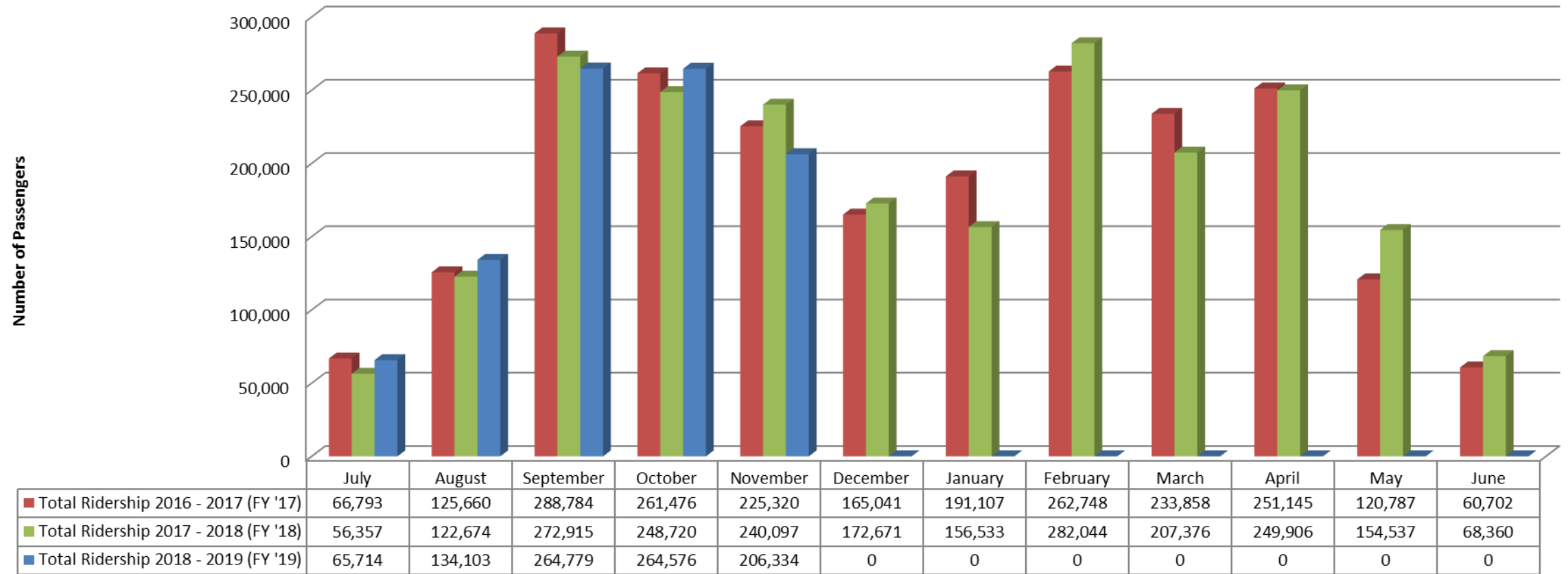
Contacts: Brian Booth

Attachments: Page 16-21

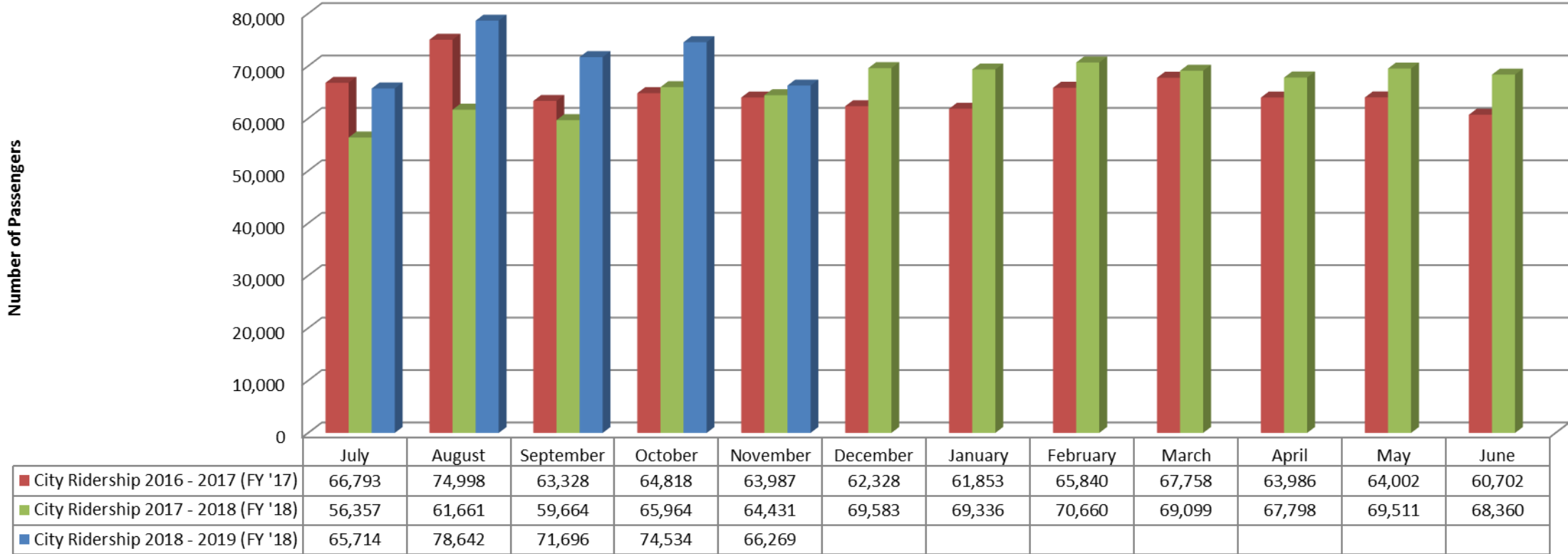
Action Required: None



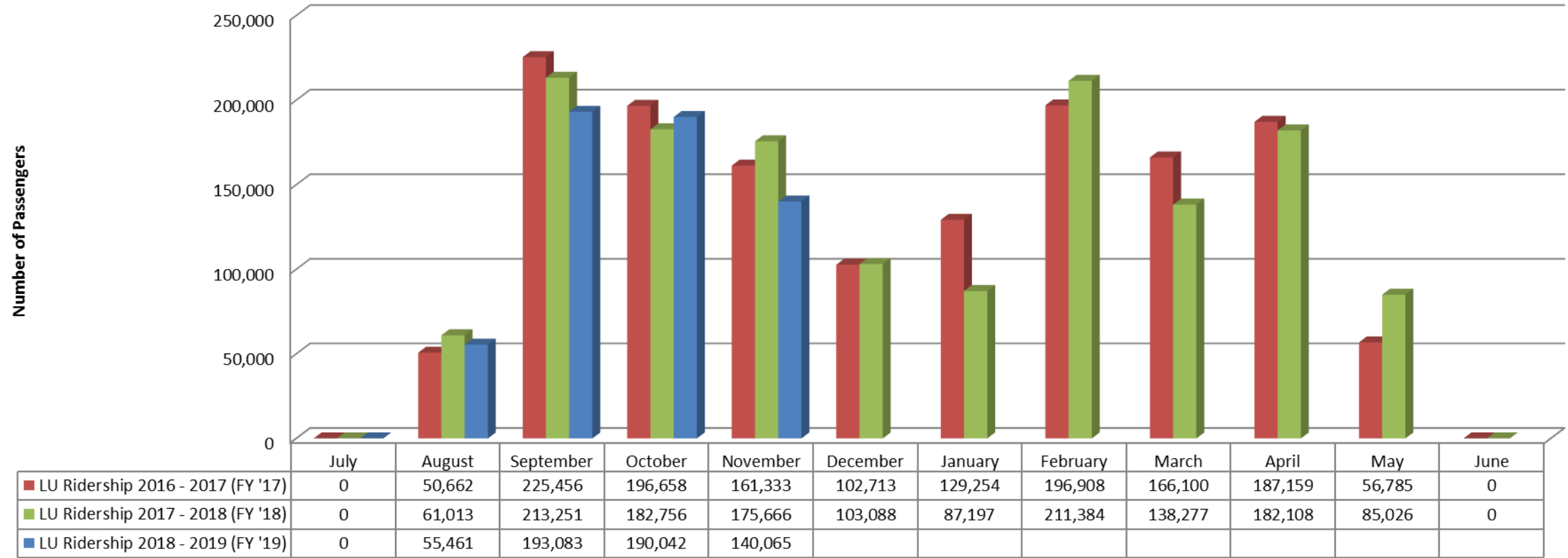
Monthly System-Wide Ridership FY '17, FY '18, FY '19



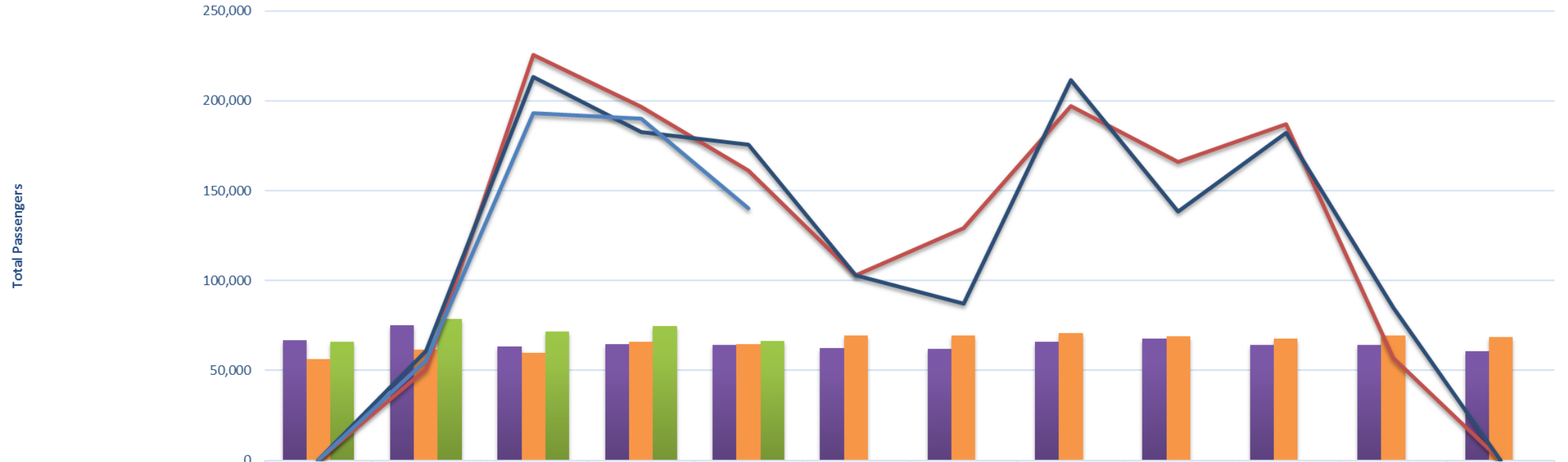
City Ridership FY '17, FY '18, FY '19



Liberty University Ridership FY '17, FY '18, FY '19

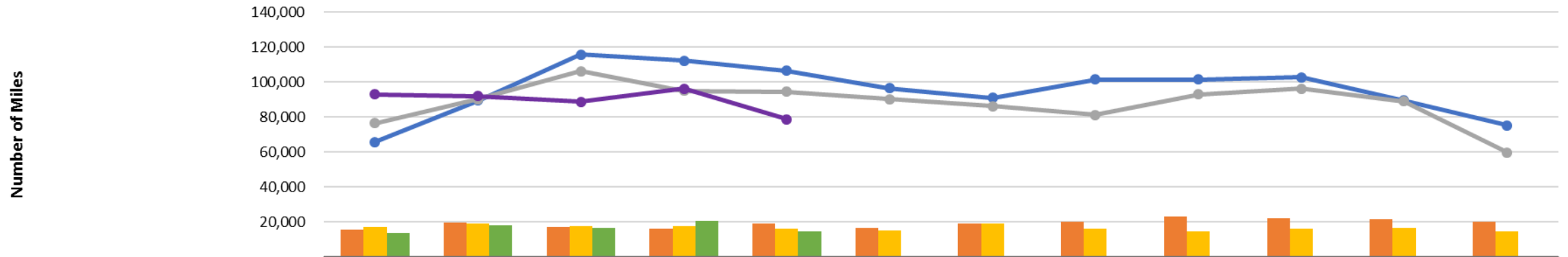


GLTC City vs. Liberty Ridership Comparison



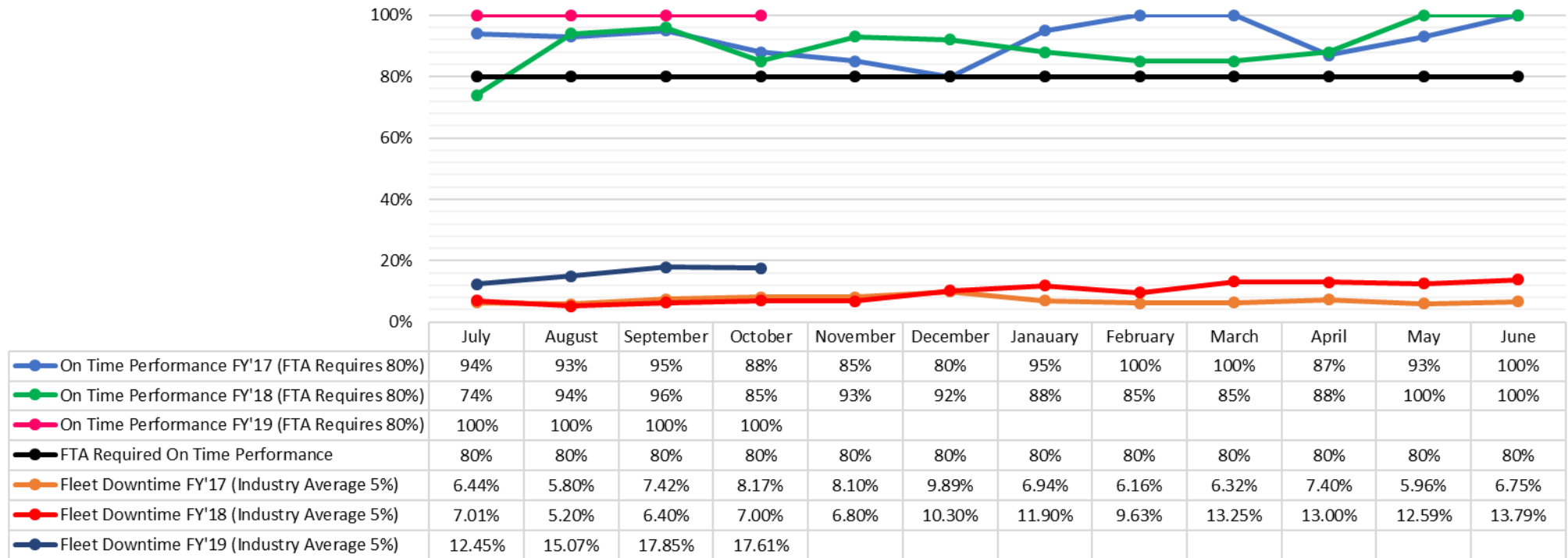
	July	August	September	October	November	December	January	February	March	April	May	June
City Ridership 2016 - 2017 (FY '17)	66,793	74,998	63,328	64,818	63,987	62,328	61,853	65,840	67,758	63,986	64,002	60,702
City Ridership 2017 - 2018 (FY '18)	56,357	61,661	59,664	65,964	64,431	69,583	69,336	70,660	69,099	67,798	69,511	68,360
City Ridership 2018 - 2019 (FY '18)	65,714	78,642	71,696	74,534	66,269							
LU Ridership 2016 - 2017 (FY '17)	0	50,662	225,456	196,658	161,333	102,713	129,254	196,908	166,100	187,159	56,785	0
LU Ridership 2017 - 2018 (FY '18)	0	61,013	213,251	182,756	175,666	103,088	87,197	211,384	138,277	182,108	85,026	0
LU Ridership 2018 - 2019 (FY '19)	0	55,461	193,083	190,042	140,065							

GLTC Mileage FY '17, FY '18, FY '19



	July	August	September	October	November	December	January	February	March	April	May	June
Paratransit Mileage 2016-2017 (FY-17)	15,598	19,529	17,070	15,914	18,980	16,653	18,932	20,315	23,045	22,072	21,748	19,889
Paratransit Mileage 2017-2018 (FY-18)	17,150	18,885	17,556	17,447	15,850	15,198	18,864	16,285	14,717	16,053	16,731	14,632
Paratransit Mileage 2018-2019 (FY-19)	13,463	18,287	16,572	20,669	14,455							
Fixed Route Mileage 2016-2017 (FY-17)	65,683	89,543	115,698	112,194	106,476	96,555	90,948	101,460	101,393	102,711	89,506	75,289
Fixed Route Mileage 2017-2018 (FY-18)	76,407	90,274	106,177	94,845	94,501	90,133	86,242	81,125	92,954	96,235	89,004	59,776
Fixed Route Mileage 2018-2019 (FY-19)	92,988	92,027	88,816	96,089	78,730							

Maintenance Performance FY '17, FY '18, FY'19



The graph above for maintenance performance is the same as presented in at the December board meeting (data through October 2018). Additional time in necessary to analyze the data from our tracking software for accurate report back.



GLTC Board Agenda Detail

Item #: 4d
Item Title: Capital Projects
Action: For Your Information

Summary:

GLTC continues to work on various capital projects to date with the most recent capital project report as of 11/30/18 available for review below. Minimal activity occurred on these grants during November due to awaiting receipt of purchases already ordered and awaiting receipt.

GLTC CAPITAL GRANTS							
FEDERAL GRANT#/PROJECT#	STATE PROJECT#	DESCRIPTION	FEDERAL	STATE	LOCAL	TOTAL	11/30/2018 Balance
VA-95-X122							
Revision approved 1/3/17	73016-46	Purchase ADP Hardware	\$ 22,285	\$ 4,457	\$ 1,114	\$ 27,856	\$ 27,856
			\$ 22,285	\$ 4,457	\$ 1,114	\$ 27,856	\$ 27,856
VA-95-X120							
Revision approved 1/3/17	73017-33	PURCHASE FARE COLLECTION EQUIPMENT	\$ 55,480	\$ 11,096	\$ 2,774	\$ 69,350	\$ 69,350
Revision approved 1/3/17	73017-33	PURCHASE FARE COLLECTION EQUIPMENT	\$ 86,594	\$ 17,319	\$ 4,329	\$ 108,242	\$ 108,242
			\$ 142,074	\$ 28,415	\$ 7,103	\$ 177,592	\$ 177,592
VA-95-X145							
Revision approved 1/3/17	73017-33	PURCHASE FARE COLLECTION EQUIPMENT	\$ 44,455	\$ 8,891	\$ 2,223	\$ 55,569	\$ 55,569
			\$ 44,455	\$ 8,891	\$ 2,223	\$ 55,569	\$ 55,569
VA-2016-022-00 Executed 9/23/16							
VA-2016-022-01-00	73017-33	PURCHASE FARE COLLECTION EQUIPMENT	\$ 1,021,071	\$ 204,214	\$ 51,054	\$ 1,276,339	\$ 1,276,339
VA-2016-022-02-00	73017-34	PURCHASE <30FT REPLCMNT BUSES (2)	\$ 268,848	\$ 53,770	\$ 13,442	\$ 336,060	\$ 41,213
VA-2016-022-09-00	73017-39	PURCHASE TRANSIT ENHANCEMENTS FOR DIGITAL	\$ 307,280	\$ 61,456	\$ 15,364	\$ 384,100	\$ 384,100
VA-2016-022-12-00	73017-42	PURCHASE <30FT EXPANSION BUSES (4)	\$ 537,696	\$ 107,539	\$ 26,885	\$ 672,120	\$ 33,355
VA-2016-022-04-00	73017-32	PURCHASE ADP HARDWARE-Network Equipment	\$ 64,846	\$ 12,969	\$ 3,242	\$ 81,057	\$ 4,568
VA-2016-022-04-00	73117-41	PURCHASE ADP HARDWARE-SERVERS	\$ 118,375	\$ 23,675	\$ 5,919	\$ 147,969	\$ 6,332
VA-2016-022-04-00	73117-42	PURCHASE ADP HARDWARE-WKSTS,LAPTOPS	\$ 75,920	\$ 15,184	\$ 3,796	\$ 94,900	\$ 86,006
VA-2016-022-04-00	73117-43	PURCHASE ADP HARDWARE-PHONE SYSTEM REPLA	\$ 43,131	\$ 8,626	\$ 2,157	\$ 53,914	\$ 15,210
VA-2016-022-04-00	73117-44	PURCHASE ADP HARDWARE-PRINTERS,COPIERS	\$ 27,568	\$ 5,514	\$ 1,378	\$ 34,460	\$ 441
VA-2016-022-04-00	73117-45	PURCHASE ADP SOFTWARE	\$ 53,340	\$ 10,668	\$ 2,667	\$ 66,675	\$ 66,675
			\$ 2,518,075	\$ 503,615	\$ 125,904	\$ 3,147,594	\$ 1,914,239
VA-2018-005-00 Executed 3/14/18							
VA-2018-005-01-00	73018-38	Purchase Shop Equipment	\$ 88,000	\$ 17,600	\$ 4,400	\$ 110,000	\$ 82,376.00
VA-2018-005-01-00	73018-39	Purchase Spare Parts, ACM Items	\$ 300,000	\$ 60,000	\$ 15,000	\$ 375,000	\$ 286,009.00
VA-2018-005-01-00	73018-40	Purchase Support Vehicles	\$ 38,087	\$ 7,617	\$ 1,905	\$ 47,609	\$ 47,609.00
			\$ 426,087	\$ 85,217	\$ 21,305	\$ 532,609	\$ 415,994.00





GLTC Board Agenda Detail

Item #: 5

Item Title: Old Business

Action: For Your Information

5a Summary – Discounted Fare Card Policy

Due to various other tasks taking priority, such as preparing the preliminary budget, we have not been able to focus on this item.

5b Summary – Intercity Bus Connector/Vanpool

Kelly Hitchcock, Ride Solutions Coordinator, with Region 2000, is working on the feasibility study for a vanpool in the Lynchburg area.

5c Summary – Downtown Circulator

Between Thanksgiving and through the end of the year, we ran a promotion for the Hopper called "The Hopper, Vintage for the Holidays". This promotion had the Trolley running in place of the regular Hopper bus and decorated for the season. This promotion received very positive feedback through social media and we well utilized during the month of December. Through December 22nd, 2018 there were a total of 335 passenger riding The Hopper/Trolley. (Note: The Trolley was out of service December 8th – 17th due to mechanical problems so the regular bus ran in its place)

Ridership for the previous few months is as follows:

- September – 67 Passengers
- October – 130 Passengers
- November – 144 Passengers
- December (through Dec. 22) – 335 Passengers

On the following pages are various graphs showing ridership by month since inception, daily ridership totals, and weekly ridership totals.

The Hopper's Major Service Change Dates

- August 24th, 2017 – Launch of Service
- January 22nd, 2018 – Service Changed to Evenings
- October 1st, 2018 – 5th Street Incorporated into Route



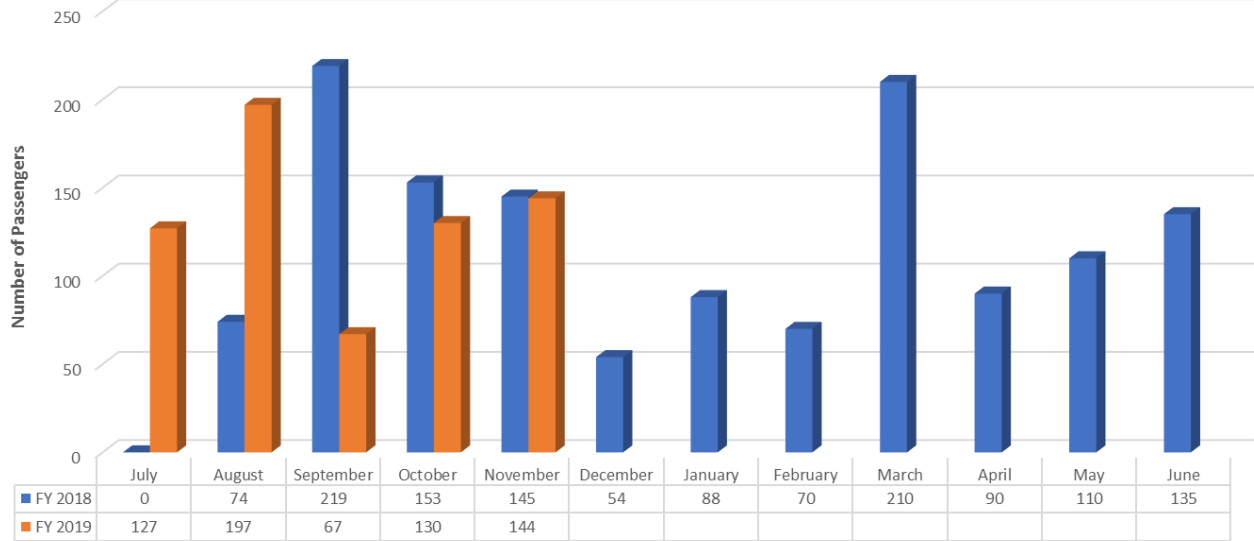
Contacts: Brian Booth

Attachments: Page 24-25

Action Required: None



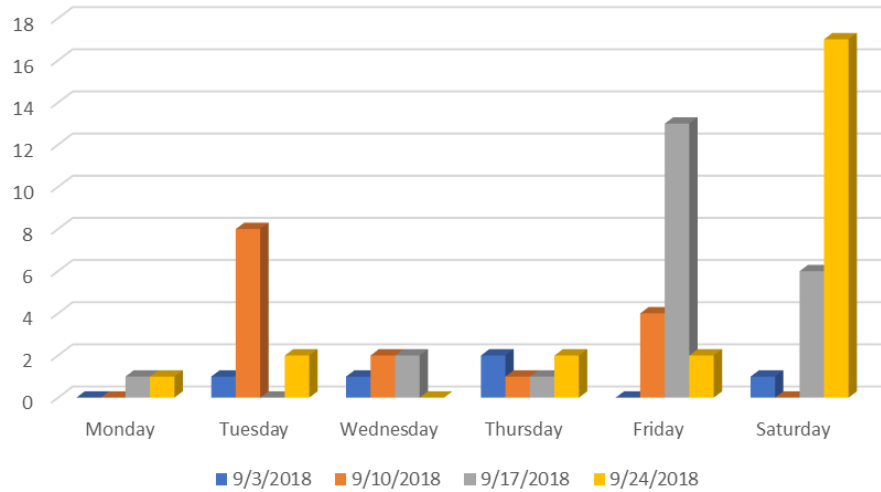
**Monthly Hopper Ridership Totals
FY '18, FY '19**



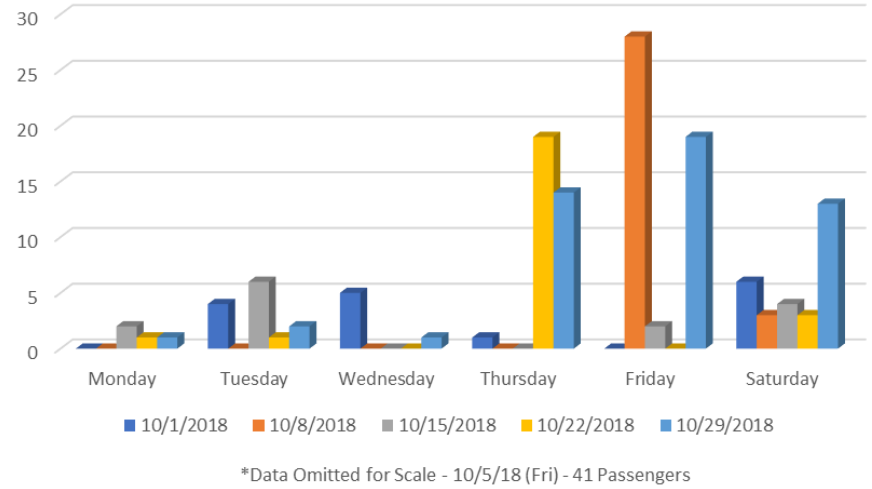
Hopper Ridership September			Hopper Ridership October			Hopper Ridership November			Hopper Ridership Thru December 22		
9/1/2018	Saturday	0	10/1/2018	Monday	0	11/1/2018	Thursday	14	12/1/2018	Saturday	33
9/3/2018	<i>Holiday No Service</i>		10/2/2018	Tuesday	4	11/2/2018	Friday	19	12/3/2018	Monday	12
9/4/2018	Tuesday	1	10/3/2018	Wednesday	5	11/3/2018	Saturday	13	12/4/2018	Tuesday	3
9/5/2018	Wednesday	1	10/4/2018	Thursday	1	11/5/2018	Monday	0	12/5/2018	Wednesday	4
9/6/2018	Thursday	2	10/5/2018	Friday	41	11/6/2018	Tuesday	0	12/6/2018	Thursday	42
9/7/2018	<i>Get Downtown No Service</i>		10/6/2018	Saturday	6	11/7/2018	Wednesday	1	12/7/2018	Friday	60
9/8/2018	Saturday	1	10/8/2018	Monday	0	11/8/2018	Thursday	0	12/8/2018	Saturday	24
9/10/2018	Monday	0	10/9/2018	Tuesday	0	11/9/2018	Friday	2	12/10/2018	Monday	0
9/11/2018	Tuesday	8	10/10/2018	Wednesday	0	11/10/2018	Saturday	10	12/11/2018	Tuesday	1
9/12/2018	Wednesday	2	10/11/2018	Thursday	0	11/12/2018	Monday	1	12/12/2018	Wednesday	0
9/13/2018	Thursday	1	10/12/2018	Friday	28	11/13/2018	Tuesday	4	12/13/2018	Thursday	8
9/14/2018	Friday	4	10/13/2018	Saturday	3	11/14/2018	Wednesday	5	12/14/2018	Friday	2
9/15/2018	Saturday	0	10/15/2018	Monday	2	11/15/2018	Thursday	3	12/15/2018	Saturday	1
9/17/2018	Monday	1	10/16/2018	Tuesday	6	11/16/2018	Friday	4	12/17/2018	Monday	0
9/18/2018	Tuesday	0	10/17/2018	Wednesday	0	11/17/2018	Saturday	4	12/18/2018	Tuesday	12
9/19/2018	Wednesday	2	10/18/2018	Thursday	0	11/19/2018	Monday	1	12/19/2018	Wednesday	21
9/20/2018	Thursday	1	10/19/2018	Friday	2	11/20/2018	Tuesday	5	12/20/2018	Thursday	4
9/21/2018	Friday	13	10/20/2018	Saturday	4	11/21/2018	Wednesday	0	12/21/2018	Friday	38
9/22/2018	Saturday	6	10/22/2018	Monday	1	11/22/2018	<i>Holiday (No Service)</i>		12/22/2018	Saturday	70
9/24/2018	Monday	1	10/23/2018	Tuesday	1	11/23/2018	Friday	7	12/24/2018	Monday	0
9/25/2018	Tuesday	2	10/24/2018	Wednesday	0	11/24/2018	Saturday	22	12/25/2018	<i>Holiday (No Service)</i>	
9/26/2018	Wednesday	0	10/25/2018	Thursday	19	11/26/2018	Monday	6	12/26/2018	Wednesday	
9/27/2018	Thursday	2	10/26/2018	Friday	0	11/27/2018	Tuesday	2	12/27/2018	Thursday	
9/28/2018	Friday	2	10/27/2018	Saturday	3	11/28/2018	Wednesday	3	12/28/2018	Friday	
9/29/2018	Saturday	17	10/29/2018	Monday	1	11/29/2018	Thursday	0	12/29/2018	Saturday	
September Total		67	10/30/2018	Tuesday	2	11/30/2018	Friday	18	12/31/2018	Monday	
			10/31/2018	Wednesday	1	November Total		144	December Total		335
			October Total		130						



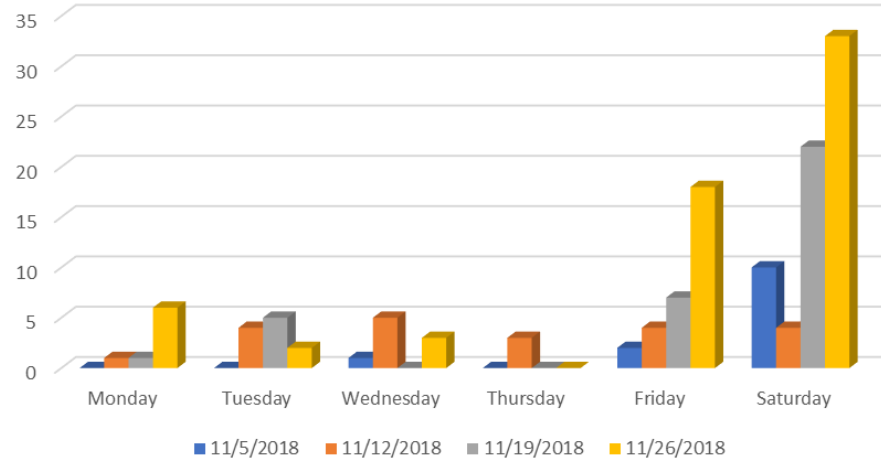
September 2018



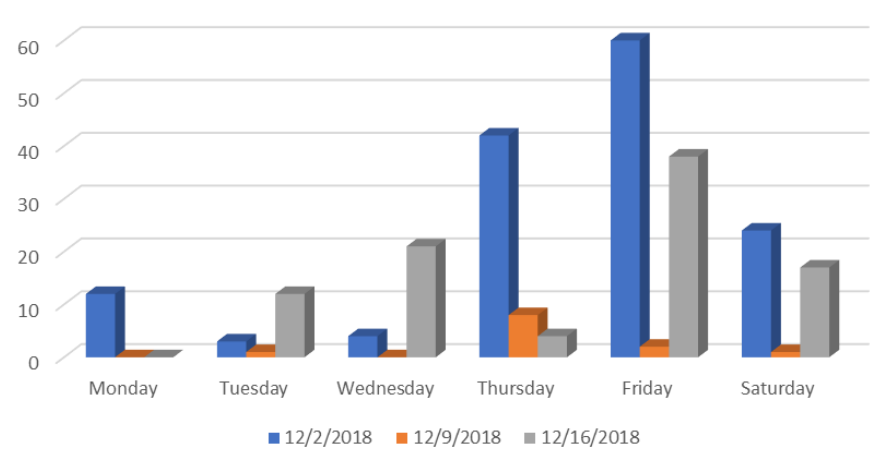
October 2018



November 2018



December 2018 (Thru Dec. 22nd)





GLTC Board Agenda Detail

Item #: 6

Item Title: New Business

Action: Discussion & Approvals

6a Summary – State Operating Funding Formula

The Virginia Department of Rail and Public Transportation (DRPT) opened a 45-day public comment period for the proposed policy and guidelines for performance-based operating assistance allocation on December 20th, 2018. The comment period will close on February 3rd, 2019. The draft guidance outlines the method to be used for allocating operating assistance beginning in FY 2020 through a multi-step process to correlate allocations relative to the size of each agency and then adjusted based on performance metrics.

The sizing metrics proposed will be based on the following weights:

- 50 % Operating Cost
- 30 % Ridership
- 10 % Revenue Vehicle Hours
- 10 % Revenue Vehicle Miles

The performance metrics proposed will be based as follows:

- 20 % Passenger per Revenue Vehicle Hour
- 20 % Passenger per Revenue Vehicle Mile
- 20 % Operating Cost per Revenue Vehicle Hour
- 20 % Operating Cost per Revenue Vehicle Mile
- 20 % Operating Cost per Passenger

In order to ensure even distribution of funding, DRPT is recommending that the share of state operating assistance be capped at 30 % of an agency's operating costs, with unallocated balances being run back through the same performance-based formula to ensure full allocation of available funding.

DRPT applied these formula metrics to the FY 2019 operating assistance allocation to determine what allocations would have been made to each agency in Virginia should these metrics have been used to allocated the FY 2019 operating funds. This calculation showed that GLTC would have received approximately \$ 23,000 more in state operating funds for FY 2019 had this proposed formula been used instead of the traditional operating formula used previously.

The draft resolution to by Commonwealth Transportation Board (CTB) outlines a transition approach to this new formula calculation to allow agencies to adjust; as some agencies are anticipated to loss a significant amount of state funding using the proposed formula. The draft CTB resolution outlines that for the FY 2020 allocation year the following changes (outlined in **bold**) would be adjusted for the sizing portion of the metric:

- **60 % Operating Cost**
- **20 % Ridership**
- 10 % Revenue Vehicle Hours
- 10 % Revenue Vehicle Miles

DRPT applied this transition set of metrics (which is proposed to be used for FY 2020 only) to the FY 2019 operating assistance to determine what allocation would be made to each agency. Under this particular calculation, it showed that GLTC would be losing approximately \$ 103,000 in state funds from what was actually appropriated to GLTC in FY 2019. The Transit Service Delivery Advisory Committee (TSDAC) has encouraged the



CTB to consider a second transition year for FY 2021, but no parameters are set on what adjustments would be made to the operating formula for that year.

GLTC is planning to submit comment for how our agency would be negatively affected during the transition years by losing state funding; when the final formula proposed shows GLTC increasing state funds over what is currently allocated. Talking points to be included in the letter but not limited to, would be the affect on the newly restructured routes, previous city and federal allocations, etc. A request for consideration to keep agencies whole who are losing funds during the transition years that otherwise would not have lost funds should the final funding formula have been applied. Consideration would be acknowledged in the letter that every funding year will be slightly different considering that performance metrics are always a moving target as every agency has changes year to year which affect that agency's performance.

The question posed to the Board is, would this letter be best suited to come from the General Manager or from the Board?

Contacts: Brian Booth
Attachments: Operating Assistance Draft CTB Resolution
Action Required: For Your Information/Direction

6b Summary – Fare Free Service Request

A request has been received from the Poverty 101 Committee with the merged Poverty to Progress and Bridges of Central Virginia effort for fare free service for an event they have scheduled on January 26th, 2019. The event is called Poverty Speaks, Lynchburg Listens and is scheduled to be held at the Miller Center from 1 pm to 5 pm. The event is schedule to include an open mic, resources fair, various simulation exercises, and promotion for the Thriving Public Dialogue and Problem-Solving Dialogue. The group has requested fare free service from 12 pm to 2 pm and then again from 5 pm to 7 pm to facilitate transportation for individuals attending wishing to attend this event.

Staff Recommendation: Should the Board find this event suitable to warrant the approval for Fare Free service, it is recommend that service be offered Fare Free from 11:45 am to 1:15 pm and 4:45 pm to 7:15 pm to better minimize confusion by aligning with route timechecks/departures from the Transfer Station.

Contacts: Brian Booth
Attachments: None
Action Required: Board Action/Approval

6c Summary – Move Up Project Presentation

Dr. John Salmon is present to give an update on the Move Up project he has been leading to assist in connecting transportation options within the Lynchburg region. Dr. Salmon co-facilitated the Transportation focus group for the Poverty to Progress initiative and has been working to lead this initiative as this was one of the actionable goals coming out of the focus group.

Contacts: John Salmon
Attachments: None
Action Required: For Your Information





GLTC Board Agenda Detail

Item #: 7

Item Title: Presidents Report

Action: Discussion

-- Optional Report/Comments by GLTC Board President --





GLTC Board Agenda Detail

Item #: 8

Item Title: Next Meeting & Adjournment

Action: Adjournment

-- Opportunity for any final Board Member Comments or Remarks --

The next GLTC Board Meeting is scheduled to occur on February 6th, 2018 at 8:30 am.

This meeting will take place at the GLTC Transfer Station, 800 Kemper Street, Lynchburg, VA.

Consider Adjournment





GLTC Board Agenda Detail

Item #: N/A
Item Title: Board Roster and Attendance Log
Action: None

GLTC BOARD OF DIRECTORS MEMBERSHIP ROSTER

Christos Carroll <i>Liberty University, 1971 University Blvd, Lynchburg, VA 24515</i>	434-592-6463	cccarroll2@liberty.edu
Antonio "Tony" Davis <i>Jubilee Family Development Center 1512 Florida Ave, Lynchburg, VA 24501</i>	434-386-1336 434-845-0433	adavis@jubileefamily.org
Mary-Winston Deacon <i>HumanKind, 150 Linden Ave, Lynchburg, VA 24503</i>	434-845-2986 x231 434-258-4117	mwdeacon@humankind.org
Christian H. DePaul <i>DePaul Wealth Management, 3728 Old Forest Road, Lynchburg, VA 24501</i>	434-385-1340	christian@depaulwealthmanagement.com
John "Jack" Hellewell <i>4420 Williams Road, Lynchburg, VA 24503</i>	434-384-2746	hellewellj@aol.com
Glenn McGrath <i>2724 Greenhill Lane, Lynchburg, VA 24503</i>	434-851-2724	gemcgrath@comcast.net
Joel Morgan <i>Commonwealth Computer Research, Inc. 1440 Sachem Place, Charlottesville, VA 22901</i>	434-997-0600 434-258-1844	jam9ed@gmail.com
Bonnie Svrcek <i>City of Lynchburg, 900 Church St, Lynchburg, VA 24502</i>	434-455-3990	bonnie.svrcek@lynchburgva.gov
Margaret "Peggy" Whitaker <i>M. Whitaker Architects, 1226 Greenway Ct, Lynchburg, VA 24503</i>	404-266-1265	maw24503@gmail.com

-- Attendance Log on Next Page --



Greater Lynchburg Transit Company Board of Directors

ATTENDANCE LOG

2018/2019 REGULAR (and special) BOARD MEETING

("P" present - "PR" present remotely - "A" absent)

	Christos Carroll	Antonio "Tony" Davis	Mary- Winston Deacon	Christian DePaul	John "Jack" Hellewell	Glenn McGrath	Joel Morgan	Bonnie Svrcek	Margaret "Peggy" Whitaker
Meeting Date	Term date 10/30/2021	Term date 10/30/2020	Term date 10/30/2021	Term date 10/30/2019	Term date 10/30/2019	Term date 10/30/2019	Term date 10/30/2020	Term date 10/30/2020	Term date 10/30/2021
12/5/2018	P	P	P	P	P	P	P	P	A ¹

Note: Attendance is reported to City Council members when considering reappointments, or as requested; as Council requires appointees to attend 75% of the yearly meetings. Absences may be excused because of illness, death of family member, unscheduled or unforeseen business trips, and emergency work assignments. If you are absent and one of the above events was the reason, please let Natalie Wilkins (434-455-4010 or nwilkins@gltconline.com) know so she can indicate the reason on the record.

1 - P. Whitaker - Out of Town