

GREATER LYNCHBURG TRANSIT COMPANY

We're here to get you there.



Board of Directors Meeting Agenda

Wednesday, May 1st, 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

April 3rd, 2019

All

#3 Committee & Partner Reports

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

Sherry Gentry
Gary DuPriest
Kelly Hitchcock
Philipp Gabathuler

#4 Staff Reports

- a) General Manager's Report
- b) March 2019 Financials
- c) Ridership & Operations Statistics
- d) Capital Projects Report

Brian Booth

#5 Old Business

- a) Intercity Connector Service/Vanpool Concept
- b) Downtown Circulator

No Update
Update

#6 New Business

- a) EDI Payment Agreement

Brian Booth

#7 President's Report

GLTC Board
President

#8 Next Meeting Date & Adjournment

June 5th, 2019 @ 8:30 am – GLTC Board Meeting

All





GLTC Board Agenda Detail

Item #: 2
Item Title: April 3rd, 2019 Minutes
Action: Consideration of Approval

Greater Lynchburg Transit Company (GLTC)

BOARD OF DIRECTORS MEETING

DRAFT MINUTES

April 3, 2019

8:30 a.m.

A meeting of the Board of Directors of the Greater Lynchburg Transit Company was held on Wednesday, April 3, 2019 at the Kemper Street Station, 800 Kemper Street, Lynchburg, Virginia. Board members attending were: Christian DePaul, Joel Morgan, John "Jack" Hellewell, Bonnie Svrcek, Mary-Winston Deacon, and Margaret "Peggy" Whitaker. Staff members attending were: Brian Booth, Amanda Richardson, Millie Martin, Steve Overstreet, Scott Poindexter, Allen Robey, Keri Brown, and Natalie Wilkins. Visitors to the meeting included Patrice Strachan of the Virginia Department of Rail and Public Transportation (DRPT); Kelly Hitchcock of Region 2000/Ride Solutions; Jacqueline Robinson of the Customer Advisory Committee (CAC); Gary DuPriest of the ADA Committee, and Ben Blanks, GLTC Customer.

Absent: Glenn McGrath, Christos Carroll, and Antonio Davis.

#1 – Call to Order-Public Comment

At 8:30 a.m., Mr. DePaul called the meeting to order. Mr. Blanks stated the he hopes that GLTC can avoid possible cuts in the upcoming fiscal year. He also recommended that The Hopper should end service as of June 30 due to low ridership. Additionally, he stated that Charlotte and Richmond have a mobile app in which customers can purchase bus passes via smartphones and asked if GLTC could look into doing the same thing. Mr. Booth stated that this in process and that GLTC has a grant approved to update the fareboxes to include this technology.

#2 – Consideration of Meeting Minutes Approval

Mr. DePaul asked for consideration of approval of the minutes of March 6, 2019. Mr. Hellewell made a motion to approve the minutes of March 6, 2019 with Ms. Svrcek seconding the motion and the vote was carried.

#3 – Committee & Partner Reports

3a – Customer Advisory Committee – No Report.

3b – ADA Advisory Committee –

Mr. DuPriest stated that they will look at about 10-20 bus stops to determine which ones are close to being ADA accessible and what is needed to update the stops.

3c – RIDE Solutions –

Ms. Hitchcock stated that the Van Pool Study has started and will share the schedule once it is provided. Additionally, DRPT has sponsored a new software, Agile Mile that schedules alternative transportation. She will partner with Ms. Wilkins to promote the online mobile app to area businesses.



3d – Region 2000 –

Mr. Gabathuler provided a copy of his report via email. The report included assisting GLTC with the Transit Development Plan's future goals and with the upcoming Strategic Plan. In addition, he will assist the ADA Committee with the bus stop accessibility study as well as working with the Route Advisory Committee to recommend route alignments and adjustments.

4 – Staff Reports

4a – General Manager's Report

Mr. Booth recapped the General Manager's Report as presented in the board packet:

On March 18th, FTA certified that the State Safety Oversight Plan submitted by the Metro Safety Commission met the requirements required for certification. With the plan now certified FTA has released the 5 % withholding penalty imposed for FY 2018 and FY 2019 funds. GLTC has inquired about applying for those funds and have initially been informed that we have to wait until the FY 2020 grant application was available. GLTC, with the assistance of DRPT, is planning to converse with FTA to see if the timeline can be moved forward.

GLTC participated in the Virginia State Bus Rodeo and Maintenance competition held in Richmond from March 22nd to March 24th. Operators Nathan Harris, DeLante Brown, Wendell Watts II, Sandra Evans, Johnnie Birch, Jeremy Branham and Kenneth Payne represented GLTC in competition. Nathan Harris won 2nd place in the 35-foot bus division.

The General Manager attended the LRTAG (Lynchburg Region Transportation Advisory Group) meeting to discuss and provide updates on the Transportation priorities for the region. The focus of this most recent meeting was centered on how to bolster the 501/221 intersection project to improve the potential for receiving funding for the project. Plans are for key stakeholders in the region to speak of the importance of this project at the upcoming Commonwealth Transportation Board public meeting on April 11 at 4 p.m., Holiday Inn downtown. Ms. Svrcek stated that Secretary of Transportation Shannon Valentine and Commonwealth Transportation Board member Bert Dodson will participate in the litter pick up at 1 p.m. on Florida Avenue the same day.

4b – February 2019 Financials

Total revenues are under budget 1 % year to date and under budget 3 % for the month of February 2019 with major variances being Liberty Revenue and Passenger Revenue under budget. The Federal Assistance reflects the receivable for the 5 % withholding being recorded, but the actual funds will not be received until those funds are applied for from FTA.

Total expenses are under budget 3 % year to date and under budget 12 % for the month of February 2019. Total salaries are under budget approximately \$ 284,000 with overtime running over budget approximately \$ 205,000. Benefits are coming in approximately 10 % under budget year to date. Casualty and Liability expenses are over budget due to an error in not accounting for vehicle insurance premiums rolling over from the previous year.

Other Materials and Supplies, Information Technology, and Miscellaneous expenses reflect either a low expenditure or negative balance for the month of February. This is due to the expenditures earlier in the fiscal year being coded to these accounts in error and reclassifying those expenses to the correct account. The reduction in Liberty service experienced beginning January 2019 is netting an approximate savings in expenses of about \$ 6,000 per month. This estimate has been derived from direct expenses related to the operation of the vehicle such as driver's salary, benefits, fuel, etc.



The year to date net income has a surplus of \$ 167,427 at the end of February. Staff continue to monitor cash flow projections and are making adjustments as needed to maintain a positive financial situation.

4c – Ridership & Operations Statistics

Total Ridership for February was 221,813 with City Ridership being 56,393 passengers and Liberty having a passenger total of 165,420.

Total mileage for fixed route and paratransit services for the month of February was 112,570 miles.

The fleet downtime for February was 7.75 % with on-time performance being 93 %.

4d – Capital Projects Update

Many projects from 2016 have been removed as those projects have been completed and closed out. The 2019 project awards have been included on this report, but are still pending as FTA is still reviewing the application for funds.

#5 – Old Business

5a– Discounted Fare Policy –

The revised GLTC Discount Ticket/Universal Pass Program was provided for review. Based on the conversation at the March Board of Directors meeting the following recommended changes have been made to the policy:

- Under the Discount Ticket Program section, the Day Pass has been included in addition to the Single Ride bus passes.
- A clause stating "Approval of new groups/requests will be reviewed by the General Manager prior to eligibility."
- E&H Fare has been replaced with Half Fare. E&H stood for Elderly and Handicapped and the language was updated to reflect our current terminology of Half Fare.
- For the Universal Access Program "employers" have been added as an eligible participant.

Ms. Wilkins provided a Communications Plans for review. Ms. Hitchcock stated that she can include the Agile Mile information with Ride Solutions materials along with the discount fare services GLTC has to offer.

After discussion regarding the language of the Discount Fare Policy, Mr. DePaul asked the board for approval of the revised policy. The board was unanimously in favor of the revised policy. Mr. Morgan suggested to ensure the language was uniform throughout the policy citing one place says "Universal Access" and another location refers to "Pre-Paid Program"

5b Summary – Intercity Bus Connector/Vanpool

GLTC staff and Central Virginia Planning District Commission (CVPDC, previously Region 2000) staff attended a kick off meeting with the consultant AECOM who are conducting a Vanpool for the Ride Solutions region including Lynchburg, Roanoke, and the New River Valley. This larger study will provide information which will facilitate the local study focusing on the CVPDC region.

GLTC staff attended the public meeting held by the Department of Rail and Public Transportation to identify unmet intercity bus needs within the state of Virginia. The meeting consisted of an overview of the current intercity services within Virginia and provided an opportunity for attendees to provide input on areas of need for future expansion of intercity bus services.



5c Summary – Downtown Circulator

Ridership for the Hopper has been as follows:

- December – 421 Passengers
- January – 82 Passengers
- February – 74 Passengers
- March – 159 Passengers

There was a large spike in ridership on Saturday March 16th which is associated with a St. Patrick's Day celebration local businesses organized and marketed the Hopper as a means of transportation between businesses.

The transit system in Columbia, South Carolina has been identified as one system with a downtown circulator which began around the same time as the Hopper. Staff are working to obtain information from this system about the performance of the service to develop a case study for comparison with The Hopper.

Ms. Whitaker asked how GLTC could bring the Downtown Association to become invested stakeholders in this process. Mr. Booth stated that the first step is to figure out the lessons learned from the South Carolina Transit System followed by an open discussion with our Downtown Association.

#6 – New Business

There was no new business at this time.

#7 – President's Report

Mr. DePaul thanked Mr. Booth and Ms. Wilkins and the staff for their continued hard work.

#8 – Next meeting and Adjournment

Mr. Booth noted that Amanda Richardson has tendered her resignation effective April 12. The board wished her well in her new endeavor.

The next GLTC Board Meeting is scheduled to occur on May 1, 2019 at 8:30 am. at the GLTC Transfer Station, 800 Kemper Street, Lynchburg, VA.

The meeting adjourned at 9:38 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:

- As reported at the April 2019 board meeting, FTA has released the 5 % withholding penalty after the State Safety Oversight Plan was certified for the Metrorail Safety Commission. With this release of the withholding penalty, GLTC staff worked diligently with staff at the Department of Rail and Public Transportation (DRPT) to discuss with FTA to move forward the original communication of when funds could be applied for. Through these discussions, FTA has allowed us to amend our FY 2019 operating grant to reflect these funds. This amendment was completed and approved in late April and GLTC now has access to draw down the previously withheld funds, which equate to approximately \$ 211,000.
- Several staff were present at the World of Opportunity Career EXPO held at Liberty's Indoor Track Complex on April 9th and 10th, organized by the Lynchburg Regional Business Alliance and Virginia Career Works. This event was a great opportunity to market the potential career options within transit as more than 1,000 students from area schools were in attendance to learn about various career opportunities available in the Lynchburg region. We had a bus on display for students to look at as well as demonstrations provided by our Maintenance and Operations departments at GLTC.
- John Yauger, GLTC's HR Manager, had the opportunity to attend FTA's annual Drug and Alcohol Conference in Milwaukee, Wisconsin. At the conference, John was able to attend various trainings and updates related to FTA's Drug and Alcohol program. He expressed his appreciation for the opportunity to attend and is ready to review our current program and procedures to ensure compliance with FTA regulations.
- GLTC participated in the Community Transportation Association of Virginia's State Paratransit Roadeo on April 13th, in Williamsburg, VA. Janay Smith was the sole operator to represent GLTC in this competition and it was her first time ever participating/competing in a Roadeo. Even though she didn't place or win any awards, we are extremely proud of how well she scored for her first time and even more excited about her enthusiasm in preparing for next year's competition.





GLTC Board Agenda Detail

Item #: 4b
Item Title: March 2019 Financials
Action: For Your Information

Attached are the financial statements for the month ending March 2019.

REVENUES:

Total revenues are under budget 1 %, approximately \$ 78,000, year to date and under budget 3 % for the month of March 2019. The major variances are Liberty Revenue under budget 7 % and Passenger Revenue under budget approximately 8 % year to date. The variance for Liberty Revenue is due to the finalized service plan for Liberty coming in less than submitted in the final budget as well as an adjustment to the service plan mid-year. Passenger Revenue is below what was budgeted and is trending the same as it has for a majority of the year.

EXPENSES:

Total expenses are under budget 3 %, approximately \$ 189,000, year to date and under budget 3 % for the month of March 2019. Total salaries are under budget approximately \$ 305,000 due to vacant positions in operations as well as maintenance with overtime running over budget approximately \$ 228,000 due to these vacancies. Benefits are coming in approximately 10 % under budget year to date and is mainly due to the vacant positions in operations and maintenance. Casualty and Liability expenses are overbudget due to an error in the original budget in not accounting for vehicle insurance premiums rolling over from the previous year. Tires are overbudget for March due to several vehicles requiring new sets during their regular preventative maintenance inspection.

SUMMARY:

The year to date net income has a surplus of \$ 190,968 at the end of March 2019. We are monitoring cash flow projections and making adjustments as needed to maintain a positive financial situation as we moved into the fourth quarter and prepare for closing out the fiscal year.

Contacts: Brian Booth
Attachments: Page 9-13
Action Required: None



Greater Lynchburg Transit Company, Inc.

Balance Sheet

March FY 2019

| | FY 2019 | FY 2018 | Difference |
|--|----------------------|----------------------|-----------------------|
| <i>ASSETS</i> | | | |
| Cash - GLTC | \$ - | \$ - | \$ - |
| Cash - Capital | 235,143 | 193,598 | 41,545 |
| Accounts Receivable | 63,843 | 164,201 | (100,358) |
| TOTAL CURRENT ASSETS | \$ 298,986 | \$ 357,799 | \$ (58,813) |
| Tangible Property | \$ 60,577,276 | \$ 62,149,663 | \$ (1,572,387) |
| Accumulated Depreciation | (20,304,318) | (19,829,648) | (474,670) |
| NET FIXED ASSETS | \$ 40,272,958 | \$ 42,320,015 | \$ (2,047,056) |
| TOTAL ASSETS | \$ 40,571,944 | \$ 42,677,814 | \$ (2,105,869) |
| <i>LIABILITIES AND CAPITAL</i> | | | |
| Accounts Payable - Miscellaneous | \$ 49,514 | \$ 161,995 | \$ (112,481) |
| TOTAL LIABILITIES | 49,514 | 161,995 | (112,481) |
| Capital Stock | 5 | 5 | - |
| Accumulated Income/(Loss) Prior Years | 40,267,727 | 42,162,090 | (1,894,363) |
| Accumulated Income/(Loss) Current Year | 254,699 | 353,724 | (99,025) |
| TOTAL CAPITAL | \$ 40,522,430 | \$ 42,515,819 | \$ (1,993,389) |
| TOTAL LIABILITIES AND CAPITAL | \$ 40,571,944 | \$ 42,677,814 | \$ (2,105,870) |



Central VA Transit Management Company Inc.

Balance Sheet

Mar FY 2019

| | FY 2019 | FY 2018 | Difference |
|--|---------------------|---------------------|---------------------|
| ASSETS | | | |
| Cash | \$ 674,516 | \$ 237,212 | \$ 437,304 |
| Cash - OPEB | 236,233 | 178,308 | 57,925 |
| Working Funds | 75 | 80 | (5) |
| Working Funds - Transfer Center | 50 | 50 | - |
| Working Funds - Greyhound | 50 | 50 | - |
| Accounts Receivable | 677,650 | 387,189 | 290,461 |
| Materials and Fuel | 317,961 | 324,266 | (6,305) |
| TOTAL CURRENT ASSETS | \$ 1,906,534 | \$ 1,127,155 | \$ 779,379 |
| Tangible Property | \$ 12,382 | \$ 12,382 | \$ - |
| Accumulated Depreciation | (12,382) | (12,382) | - |
| NET FIXED ASSETS | \$ - | \$ - | \$ - |
| Prepayments | 229,841 | 210,273 | 19,568 |
| TOTAL ASSETS | \$ 2,136,375 | \$ 1,337,428 | \$ 798,947 |
| LIABILITIES AND CAPITAL | | | |
| Accounts Payable - Trade | \$ 396,943 | \$ 136,790 | \$ 260,153 |
| Wages Payable | 82,859 | 84,799 | (1,940) |
| Other Payroll Liabilities | 591,222 | 382,141 | 209,081 |
| Advance Payments | 874,653 | 354,632 | 520,020 |
| TOTAL LIABILITIES | 1,945,677 | 958,362 | 987,315 |
| Accumulated Income/(Loss) Current Year | 190,698 | 379,066 | (188,368) |
| TOTAL CAPITAL | \$ 190,698 | \$ 379,066 | \$ (188,368) |
| TOTAL LIABILITIES AND CAPITAL | \$ 2,136,375 | \$ 1,337,428 | \$ 798,947 |



GREATER LYNCHBURG TRANSIT COMPANY, INC.**INCOME STATEMENT
AS OF MARCH 31, 2019**

| | FY2019 ACTUAL MAR | FY2019 ACTUAL YTD |
|------------------------------|----------------------------------|----------------------------------|
| REVENUE | | |
| Operating Assistance Revenue | \$ - | \$ 5,018,564 |
| Money Paid to CVTMC | - | (5,018,564) |
| Federal Grant Revenue | 58,812 | 253,963 |
| Local Grant Revenue | <u>3,573</u> | <u>62,167</u> |
| TOTAL REVENUE | \$ 62,385 | \$ 316,130 |
| EXPENSES | | |
| Repairs - Capital | 18,092 | \$ 61,431 |
| Other Miscellaneous Expense | <u>-</u> | <u>-</u> |
| TOTAL EXPENSES | \$ 18,092 | \$ 61,431 |
| NET INCOME/(LOSS) | <u>\$ 44,293</u> | <u>\$ 254,699</u> |



CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.

**INCOME STATEMENT
AS OF MARCH 31, 2019**

| | MONTH TO DATE | | | YEAR TO DATE | | |
|--------------------------------|-------------------|-------------------|-------------|---------------------|---------------------|-------------|
| | FY2019 | FY2019 | % | FY2019 | FY2019 | % |
| | MAR | MAR | | YTD | YTD | |
| | ACTUAL | BUDGET | VAR | ACTUAL | BUDGET | VAR |
| REVENUE | | | | | | |
| FRT Passenger Revenue | \$ 45,414 | \$ 49,023 | -7% | \$ 405,398 | \$ 441,210 | -8% |
| DRT Passenger Revenue | 5,099 | 5,833 | -13% | 47,687 | 52,500 | -9% |
| Contracts (LU Access) | 6,006 | 6,006 | 0% | 48,048 | 48,048 | 0% |
| Contracts (LC Access) | 2,086 | 2,086 | 0% | 18,774 | 18,774 | 0% |
| Contracts (CVCC Access) | 4,600 | 4,600 | 0% | 41,400 | 41,400 | 0% |
| Liberty University Revenue | 139,236 | 156,745 | -11% | 1,169,715 | 1,253,960 | -7% |
| Other Contract Revenue | 32 | 642 | -95% | 13,042 | 5,775 | 126% |
| Non-Operating Revenue | 734 | 690 | 6% | 26,542 | 6,214 | 327% |
| Advertising Revenue | 7,303 | 7,000 | 4% | 68,557 | 63,000 | 9% |
| City Operating Assistance | 144,065 | 144,065 | 0% | 1,296,589 | 1,296,589 | 0% |
| County Operating Assistance | 6,232 | 6,232 | 0% | 56,085 | 56,085 | 0% |
| State Operating Assistance | 167,078 | 167,594 | 0% | 1,515,243 | 1,508,342 | 0% |
| Federal Operating Assistance | 162,794 | 162,116 | 0% | 1,465,145 | 1,459,043 | 0% |
| TOTAL REVENUE | \$ 690,679 | \$ 712,632 | -3% | \$ 6,172,224 | \$ 6,250,939 | -1% |
| EXPENSES | | | | | | |
| FIXED ROUTE | | | | | | |
| Operator Labor | \$ 132,608 | \$ 148,547 | -11% | \$ 1,148,582 | \$ 1,336,924 | -14% |
| Operator-Overtime | 35,542 | 17,754 | 100% | 324,952 | 159,787 | 103% |
| Other Salaries & Wages | 26,962 | 24,756 | 9% | 220,566 | 222,800 | -1% |
| Supervisors-Overtime | 1,891 | 1,207 | 57% | 16,855 | 10,865 | 55% |
| Fringe Benefits | 85,204 | 98,935 | -14% | 815,956 | 890,411 | -8% |
| TOTAL FIXED ROUTE | \$ 282,206 | \$ 291,199 | -3% | \$ 2,526,911 | \$ 2,620,787 | -4% |
| DEMAND RESPONSE | | | | | | |
| Operator Labor | \$ 21,242 | \$ 26,822 | -21% | \$ 185,981 | \$ 241,396 | -23% |
| Operator-Overtime-PTS | 1,445 | 667 | 117% | 8,813 | 6,002 | 47% |
| Other Salaries & Wages | 5,800 | 5,425 | 7% | 42,281 | 48,824 | -13% |
| Fringe Benefits | 12,380 | 16,989 | -27% | 113,061 | 152,903 | -26% |
| TOTAL DEMAND RESPONSE | \$ 40,866 | \$ 49,903 | -18% | \$ 350,137 | \$ 449,123 | -22% |
| MAINTENANCE | | | | | | |
| Other Salaries & Wages | \$ 52,458 | \$ 55,525 | -6% | \$ 440,135 | \$ 499,727 | -12% |
| Inspection&Maint,Srvc-Overtime | 5,633 | 2,424 | 132% | 76,301 | 21,815 | 250% |
| Fringe Benefits | 25,056 | 29,912 | -16% | 246,289 | 269,209 | -9% |
| Fuel & Lubricants | 55,653 | 58,427 | -5% | 492,655 | 525,841 | -6% |
| Tires & Tubes | 20,052 | 7,688 | 161% | 122,715 | 69,188 | 77% |
| Other Materials & Supplies | 21,709 | 40,875 | -47% | 386,454 | 367,872 | 5% |
| TOTAL MAINTENANCE | \$ 180,562 | \$ 194,850 | -7% | \$ 1,764,549 | \$ 1,753,651 | 1% |
| ADMINISTRATION | | | | | | |
| Other Salaries & Wages | \$ 32,819 | \$ 31,020 | 6% | \$ 286,203 | \$ 279,182 | 3% |
| Fringe Benefits | 14,188 | 16,012 | -11% | 136,491 | 144,108 | -5% |
| Services | 36,793 | 37,404 | -2% | 356,571 | 336,638 | 6% |
| Utilities | 17,030 | 15,055 | 13% | 132,864 | 135,496 | -2% |
| Casualty & Liability Expenses | 42,307 | 25,019 | 69% | 286,748 | 225,167 | 27% |
| Information Technology | 11,593 | 13,564 | -15% | 103,103 | 122,073 | -16% |
| Other Materials & Supplies | 4,292 | 2,775 | 55% | 28,458 | 24,972 | 14% |
| Miscellaneous | 4,751 | 8,707 | -45% | 9,491 | 78,367 | -88% |
| TOTAL ADMINISTRATION | \$ 163,774 | \$ 149,556 | 10% | \$ 1,339,929 | \$ 1,346,003 | 0% |
| TOTAL EXPENSES | \$ 667,407 | \$ 685,507 | -3% | \$ 5,981,526 | \$ 6,169,564 | -3% |

CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.

COMPARATIVE INCOME STATEMENT

AS OF MARCH 31, 2019

| | MONTH TO DATE | | | YEAR TO DATE | | |
|--------------------------------|-------------------|-------------------|-------------|---------------------|---------------------|-------------|
| | FY2019 | FY2018 | | FY2019 | FY2018 | |
| | MAR | MAR | % | YTD | YTD | % |
| | ACTUAL | ACTUAL | VAR | ACTUAL | ACTUAL | VAR |
| REVENUE | | | | | | |
| FRT Passenger Revenue | \$ 45,414 | \$ 47,387 | -4% | \$ 405,398 | \$ 434,967 | -7% |
| DRT Passenger Revenue | 5,099 | \$ 6,225 | -18% | 47,687 | 52,412 | -9% |
| Contracts (LU Access) | 6,006 | \$ 6,006 | 0% | 48,048 | 48,048 | 0% |
| Contracts (LC Access) | 2,086 | \$ 2,045 | 2% | 18,774 | 18,405 | 2% |
| Contracts (CVCC Access) | 4,600 | \$ 4,509 | 2% | 41,400 | 40,579 | 2% |
| Liberty University Revenue | 139,236 | \$ 166,388 | -16% | 1,169,715 | 1,331,100 | -12% |
| Other Contract Revenue | 32 | \$ 52 | -38% | 13,042 | 5,812 | 124% |
| Non-Operating Revenue | 734 | \$ 583 | 26% | 26,542 | 6,284 | 322% |
| Advertising Revenue | 7,303 | \$ 9,746 | -25% | 68,557 | 86,688 | -21% |
| City Operating Assistance | 144,065 | \$ 147,984 | -3% | 1,296,589 | 1,331,854 | -3% |
| County Operating Assistance | 6,232 | \$ 6,109 | 2% | 56,085 | 54,985 | 2% |
| State Operating Assistance | 167,078 | \$ 140,175 | 19% | 1,515,243 | 1,268,371 | 19% |
| Federal Operating Assistance | 162,794 | \$ 180,026 | -10% | 1,465,145 | 1,620,230 | -10% |
| TOTAL REVENUE | \$ 690,679 | \$ 717,235 | -4% | \$ 6,172,224 | \$ 6,299,735 | -2% |
| EXPENSES | | | | | | |
| FIXED ROUTE | | | | | | |
| Operator Labor | \$ 132,608 | \$ 160,242 | -17% | \$ 1,148,582 | \$ 1,234,975 | -7% |
| Operator-Overtime | 35,542 | 16,098 | 121% | 324,952 | 198,335 | 64% |
| Other Salaries & Wages | 26,962 | 23,911 | 13% | 220,566 | 215,844 | 2% |
| Supervisors-Overtime | 1,891 | 817 | 131% | 16,855 | 13,203 | 28% |
| Fringe Benefits | 85,204 | 99,898 | -15% | 815,956 | 843,599 | -3% |
| TOTAL FIXED ROUTE | \$ 282,206 | \$ 300,966 | -6% | \$ 2,526,911 | \$ 2,505,956 | 1% |
| DEMAND RESPONSE | | | | | | |
| Operator Labor | \$ 21,242 | \$ 23,761 | -11% | \$ 185,981 | \$ 217,579 | -15% |
| Operator-Overtime-PTS | 1,445 | 530 | 173% | 8,813 | 5,556 | 59% |
| Other Salaries & Wages | 5,800 | 4,057 | 43% | 42,281 | 37,760 | 12% |
| Fringe Benefits | 12,380 | 14,045 | -12% | 113,061 | 132,397 | -15% |
| TOTAL DEMAND RESPONSE | \$ 40,866 | \$ 42,393 | -4% | \$ 350,137 | \$ 393,292 | -11% |
| MAINTENANCE | | | | | | |
| Other Salaries & Wages | \$ 52,458 | \$ 50,973 | 3% | \$ 440,135 | \$ 459,674 | -4% |
| Inspection&Maint,Srvc-Overtime | 5,633 | 11,168 | -50% | 76,301 | 34,976 | 118% |
| Fringe Benefits | 25,056 | 30,902 | -19% | 246,289 | 251,021 | -2% |
| Fuel & Lubricants | 55,653 | 29,892 | 86% | 492,655 | 398,726 | 24% |
| Tires & Tubes | 20,052 | (58,510) | -134% | 122,715 | 28,825 | 326% |
| Other Materials & Supplies | 21,709 | 44,347 | -51% | 386,454 | 463,567 | -17% |
| TOTAL MAINTENANCE | \$ 180,562 | \$ 108,772 | 66% | \$ 1,764,549 | \$ 1,636,789 | 8% |
| ADMINISTRATION | | | | | | |
| Other Salaries & Wages | \$ 32,819 | \$ 37,193 | -12% | \$ 286,203 | \$ 312,678 | -8% |
| Fringe Benefits | 14,188 | 18,471 | -23% | 136,491 | 158,675 | -14% |
| Services | 36,793 | 40,761 | -10% | 356,571 | 328,468 | 9% |
| Utilities | 17,030 | 17,558 | -3% | 132,864 | 146,297 | -9% |
| Casualty & Liability Expenses | 42,307 | 38,005 | 11% | 286,748 | 246,595 | 16% |
| Information Technology | 11,593 | 11,236 | 3% | 103,103 | 115,062 | -10% |
| Other Materials & Supplies | 4,292 | 3,009 | 43% | 28,458 | 17,323 | 64% |
| Miscellaneous | 4,751 | 22,405 | -79% | 9,491 | 59,533 | -84% |
| TOTAL ADMINISTRATION | \$ 163,774 | \$ 188,636 | -13% | \$ 1,339,929 | \$ 1,384,632 | -3% |
| TOTAL EXPENSES | \$ 667,407 | \$ 640,767 | 4% | \$ 5,981,526 | \$ 5,920,669 | 1% |
| NET INCOME/(LOSS) | \$ 23,272 | \$ 76,468 | | \$ 190,698 | \$ 379,066 | |



GLTC Board Agenda Detail

Item #: 4c

Item Title: March 2019 Ridership & Operational Statistics

Action: For Your Information

Summary:

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

Ridership:

Total Ridership for March was 185,243 with City Ridership being 59,841 passengers and Liberty having a passenger total of 125,402. The dip in ridership for Liberty is attributed to a week of no service on campus due to Spring Break for LU.

Maintenance:

Maintenance activities are reported as follows for March 2019:

Total mileage for fixed route and paratransit services for the month of March was 117,329 miles.

The fleet downtime for March was 7.59 % with on-time performance being 88 %.

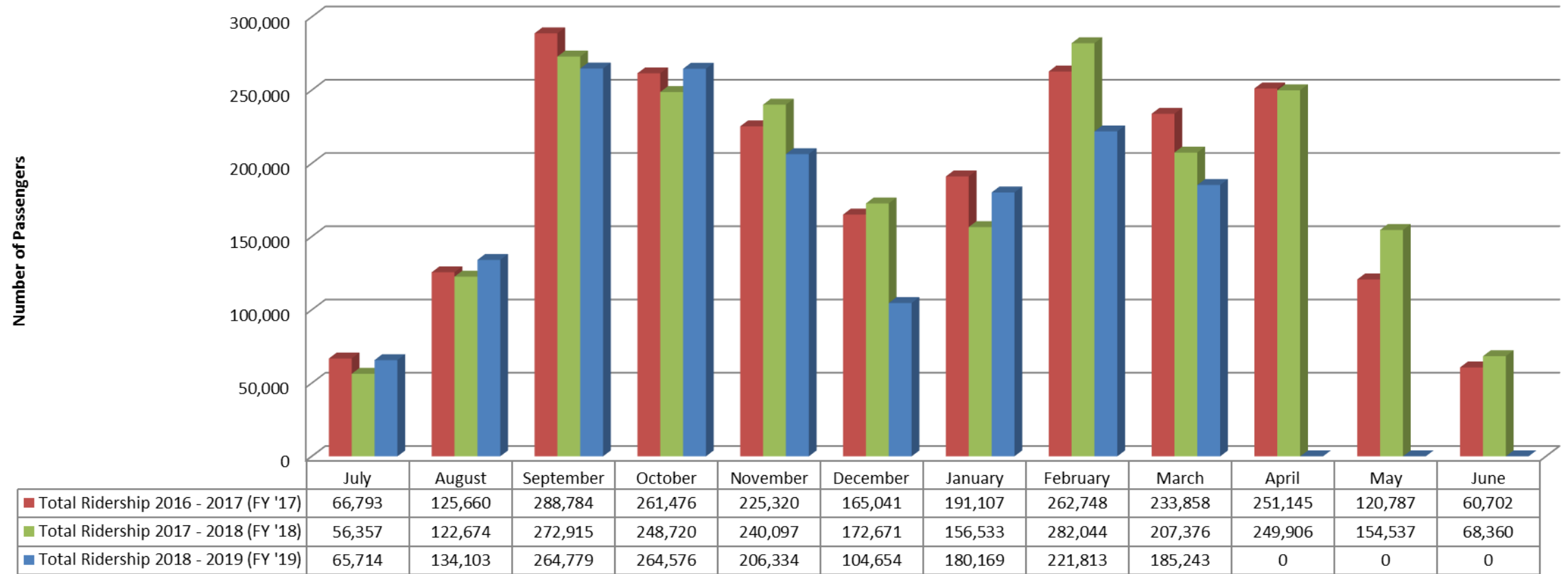
Contacts: Brian Booth

Attachments: Page 15-20

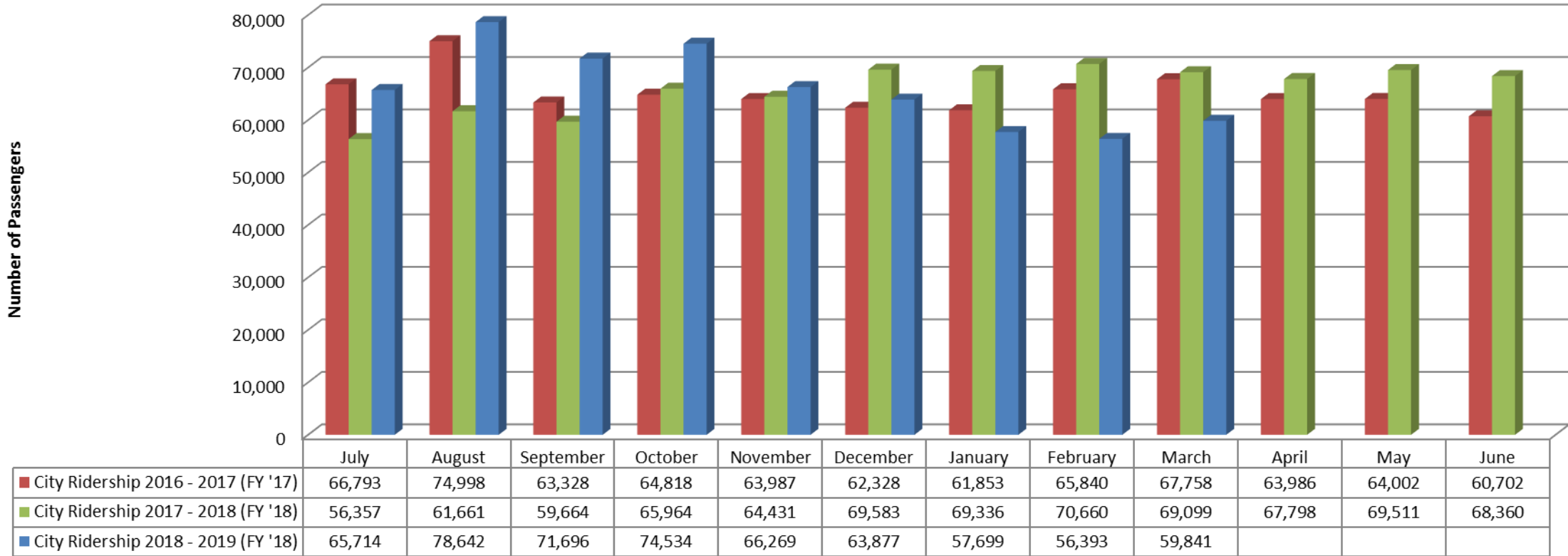
Action Required: None



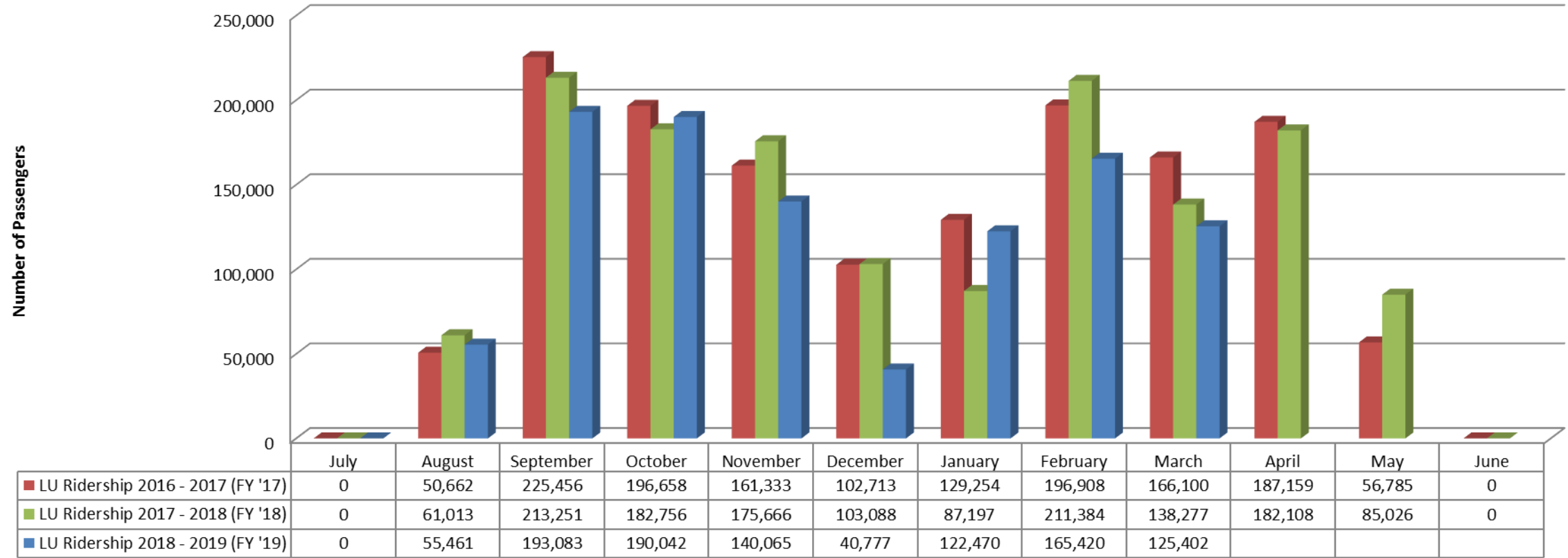
Monthly System-Wide Ridership FY '17, FY '18, FY '19



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



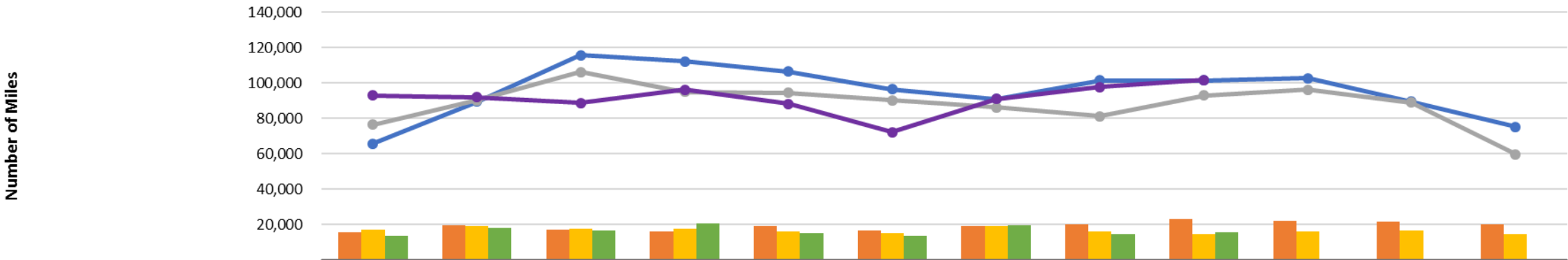
Liberty University Ridership FY '17, FY '18, FY '19



GLTC City vs. Liberty Ridership Comparison

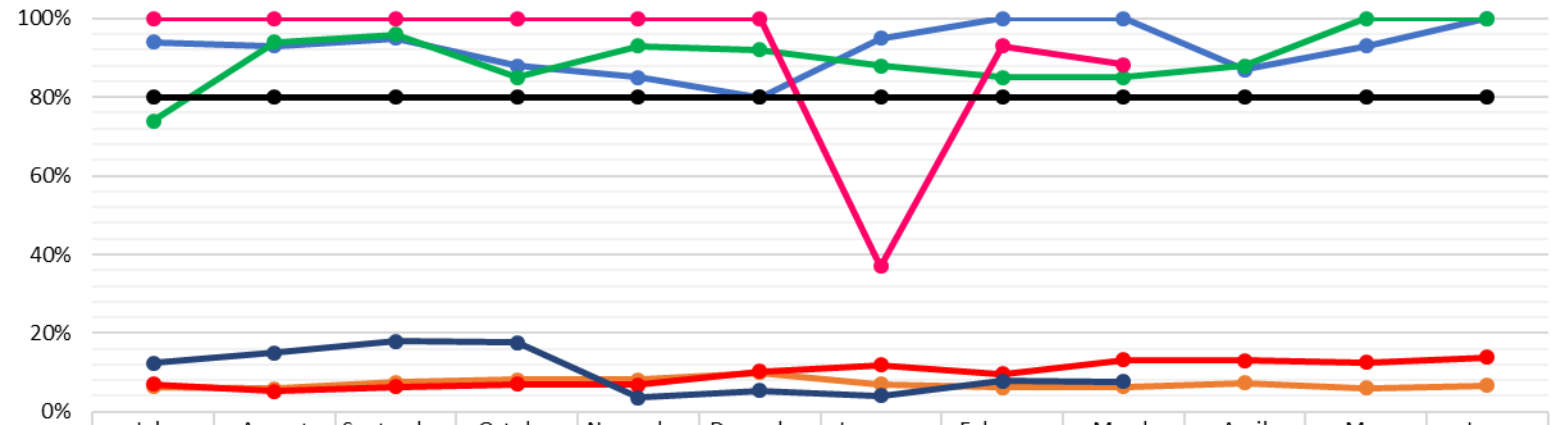


GLTC Mileage FY '17, FY '18, FY '19



| | 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 | 15,111 | 13,819 | 19,819 | 14,780 | 15,718 | | | |
| 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 | 88,215 | 72,132 | 90,908 | 97,790 | 101,611 | | | |

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



| | July | August | September | October | November | December | January | February | March | April | May | June |
|--|--------|--------|-----------|---------|----------|----------|---------|----------|--------|--------|--------|--------|
| On Time Performance FY'17 (FTA Requires 80%) | 94% | 93% | 95% | 88% | 85% | 80% | 95% | 100% | 100% | 87% | 93% | 100% |
| On Time Performance FY'18 (FTA Requires 80%) | 74% | 94% | 96% | 85% | 93% | 92% | 88% | 85% | 85% | 88% | 100% | 100% |
| On Time Performance FY'19 (FTA Requires 80%) | 100% | 100% | 100% | 100% | 100% | 100% | 37% | 93% | 88% | | | |
| FTA Required On Time Performance | 80% | 80% | 80% | 80% | 80% | 80% | 80% | 80% | 80% | 80% | 80% | 80% |
| Fleet Downtime FY'17 (Industry Average 5%) | 6.44% | 5.80% | 7.42% | 8.17% | 8.10% | 9.89% | 6.94% | 6.16% | 6.32% | 7.40% | 5.96% | 6.75% |
| Fleet Downtime FY'18 (Industry Average 5%) | 7.01% | 5.20% | 6.40% | 7.00% | 6.80% | 10.30% | 11.90% | 9.63% | 13.25% | 13.00% | 12.59% | 13.79% |
| Fleet Downtime FY'19 (Industry Average 5%) | 12.45% | 15.07% | 17.85% | 17.61% | 3.62% | 5.40% | 4.15% | 7.75% | 7.59% | | | |



GLTC Board Agenda Detail

Item #: 4d

Item Title: Capital Projects

Action: For Your Information

Summary:

The capital projects report is provided below through March, 2019. The major projects with work being conducted in March were the purchase of IT Hardware and Software for updating the organizations computer equipment. Some work was completed on purchasing additional shop equipment and some major repairs to the fleet were completed under the Spare Parts grant. Additionally, the capital projects grant for FY 2019 has been awarded through FTA.

| GLTC CAPITAL GRANTS | | | | | | | |
|--------------------------|----------|-------------------------------------|-----------------|---------------|---------------|-----------------|-----------------|
| FEDERAL | STATE | | | | | | 3/31/2019 |
| GRANT#/PROJECT# | PROJECT# | DESCRIPTION | FEDERAL | STATE | LOCAL | TOTAL | Balance |
| VA-95-X122 | | | | | | | |
| Revision approved 1/3/17 | 73016-46 | Purchase ADP Hardware | \$ 22,285 | \$ 4,457 | \$ 1,114 | \$ 27,856 | \$ 24,687 |
| | | | \$ 22,285 | \$ 4,457 | \$ 1,114 | \$ 27,856 | \$ 24,687 |
| 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-2016-022-09-00 | 73017-39 | PURCHASE TRANSIT ENHANCEMENTS FOR D | \$ 307,280 | \$ 61,456 | \$ 15,364 | \$ 384,100 | \$ 384,100 |
| VA-2016-022-04-00 | 73117-42 | PURCHASE ADP HARDWARE-WKSTS,LAPTOPS | \$ 75,920 | \$ 15,184 | \$ 3,796 | \$ 94,900 | \$ 3,766 |
| VA-2016-022-04-00 | 73117-45 | PURCHASE ADP SOFTWARE | \$ 53,340 | \$ 10,668 | \$ 2,667 | \$ 66,675 | \$ 2,948 |
| | | | \$ 1,457,611 | \$ 291,522 | \$ 72,881 | \$ 1,822,014 | \$ 1,667,152 |
| 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 | \$ 15,818.00 |
| VA-2018-005-01-00 | 73018-39 | Purchase Spare Parts, ACM Items | \$ 300,000 | \$ 60,000 | \$ 15,000 | \$ 375,000 | \$ 163,182.25 |
| 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 | \$ 226,609.25 |
| VA-2019-000-00 | | | | | | | |
| | | Executed 3/28/19 | | | | | |
| VA-2019-000-01 | 73019-29 | Purchase (8) 40FT Replacement Buses | \$ 3,425,838.00 | \$ 692,409.00 | \$ 170,001.00 | \$ 4,288,248 | \$ 4,288,248.00 |
| VA-2019-000-01 | 73019-28 | Purchase Spare Parts, ACM Items | \$ 51,909.00 | \$ 10,382.00 | \$ 2,595.00 | \$ 64,886 | \$ 64,886.00 |
| VA-2019-000-02 | 73019-28 | Purchase Spare Parts, ACM Items | \$ 188,091.00 | \$ 37,618.00 | \$ 9,405.00 | \$ 235,114 | \$ 235,114.00 |
| | | | \$ 3,665,838.00 | \$ 740,409.00 | \$ 182,001.00 | \$ 4,588,248.00 | \$ 4,588,248.00 |





GLTC Board Agenda Detail

Item #: 5
Item Title: Old Business
Action: For Your Information

5a Summary – Intercity Bus Connector/Vanpool

There is currently no update on this item.

Contacts: Brian Booth
Attachments: None
Action Required: None

5b Summary – Downtown Circulator

Ridership for the Hopper has been as follows:

- January – 82 Passengers
- February – 74 Passengers
- March – 159 Passengers
- April – 40 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, Eliminated Time Schedule (Bus Run Continuously)
- October 1st, 2018 – 5th Street Incorporated into Route
- February 11th, 2019 – Reduced Service to eliminate Monday through Thursday

Downtown Circulator Case Study

I was able to reach out to the Central Midlands Transit system which operates the public transit service for the Columbia, South Carolina metropolitan region to obtain information about their downtown circulator service, called the Soda Cap Connector. This service launched around the same time as The Hopper in September 2017. I spoke with the Director of Operations about the service and asked about changes they have made along the way. He stated they started with a shorter route and focused on more frequent service in a smaller area, but eventually lengthened the route to cover more area which provided coverage of a larger area on a less frequent basis. Later they adjusted the hours to include service in the evenings, but mainly reallocated existing hours of service as opposed to expanding them.

He indicated that the service is still not performing to the level they would like to see despite being a fare free service, but did state they saw some improvement with changes implemented over time. He also stated that they borrowed a trolley and used that on the service to see if there would be an impact on ridership, but he stated that he wasn't able to see a noticeable impact. During our conversation he indicated that they have tried to work to obtain local business partners to try to help support the circulator, but have not success as of yet.

On the following page are several charts which provide a comparison of Lynchburg to Columbia as it related to population, geographic area, income level, poverty rates, etc. as well as service metrics. The major difference is the Columbia has a higher city population, approximately 54,000 more than Lynchburg, has a larger population in the Metropolitan Statistical Area, approximately 550,000 more than Lynchburg, and has a major university, the University of South Carolina, within the downtown urban core with an enrollment of just over 41,000 students



along with two small higher education institutions, Benedict College (enrollment 2,100) and Allen University (enrollment 600).

The major differences in service metrics has to do with the route length and end of line distance being larger in Columbia, SC and the passenger per hour statistic for the downtown service being higher in Columbia, SC. From our observation of population statistics, we feel as though the passenger per hour metric for the downtown service being higher can be attributed to an overall larger population, a major university within the artery of the service line, and the route covering more square miles; all giving more opportunities to boost ridership.

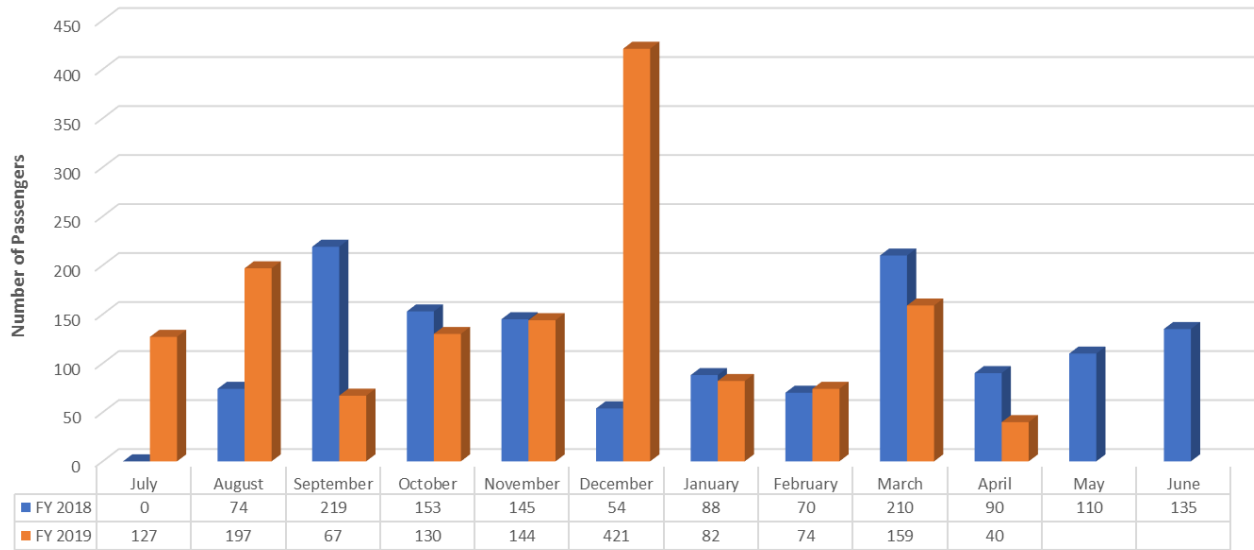
| Population Statistics | Lynchburg, VA ¹ | Columbia, SC ² |
|--|----------------------------|---------------------------|
| City Population | 80,995 (Estimate 2017) | 134,309 (2016) |
| Land Area | 48.97 Square Miles | 51 Square Miles* |
| Metropolitan Statistical Area Population | 260,320 (2010) | 817,448 (2016) |
| Median Household Income | \$ 32,234 | \$ 31,141 |
| Median Income for Family | \$ 40,844 | \$ 39,589 |
| Per Capita Income | \$ 18,263 | \$ 18,853 |
| Poverty Rate | 22.40% | 22.10% |
| *Total Land Area of Columbia is 132.2 Square Miles, but 81.2 square miles is within the Fort Jackson Military Installation which consists mostly of uninhabited training grounds | | |
| 1 - en.wikipedia.org/wiki/Lynchburg,_Virginia | | |
| 2 - en.wikipedia.org/wiki/Columbia,_South_Carolina | | |

| Service Metrics | Lynchburg, VA | Columbia, SC |
|--|--------------------------------------|--|
| Hours of Service | Fri-Sat 6 pm - 11 pm | Mon-Wed 9 am - 6 pm Thurs-Sat 9 am - Midnight |
| # of Buses | 1 Bus | 2 Buses |
| Frequency of Buses | 15-20 Minutes (Approximate) | 30 Minutes |
| Monthly Service Hours (Estimate) | 40 Hours | 576 Hours |
| Monthly Ridership | 76 Passengers (Average Jan-March) | 2,600 Passengers (December 2018) |
| Route Length | 2.5 Miles | 9.5 Miles |
| End of Line Distance* | .75 Miles | 2.5 Miles |
| Passenger Per Hour (For Downtown Service) | 1.9 Passengers/Hour | 4.51 Passengers/Hour |
| Passenger Per Hour (For City Bus Service) | 11.41 Passenger/Hour | 11.70 Passenger/Hour ¹ |
| *End of Line Distance - is the distance from the two furthest points of the route on each end of the line calculated via a straight line. | | |
| 1 - 2017 Data - www.transit.dot.gov/sites/fta.dot.gov/files/transit_agency_profile_doc/2017/40141.pdf | | |

Contacts: Brian Booth
Attachments: Page 24-25
Action Required: None



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

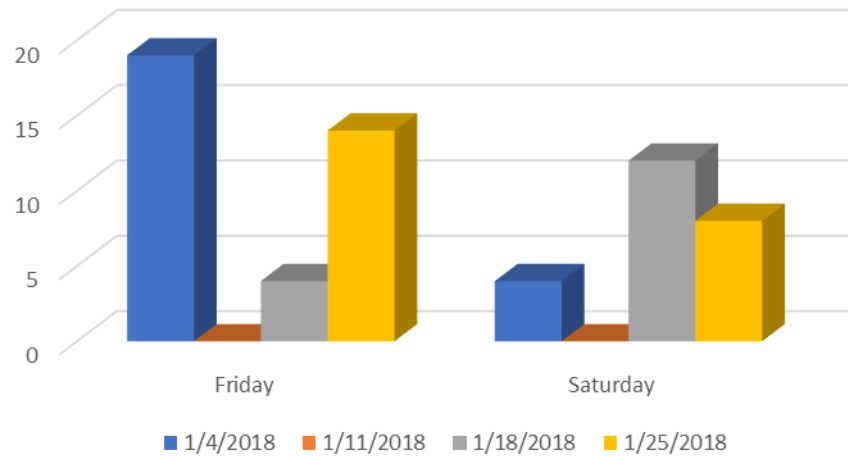


| Hopper Ridership January | | | Hopper Ridership February | | | Hopper Ridership March | | | Hopper Ridership April | | |
|--------------------------|-----------------------------|-----------|---|-----------|-----------|------------------------|----------|------------|------------------------|----------|-----------|
| 1/1/2019 | <i>Holiday (No Service)</i> | | 2/1/2019 | Friday | 30 | 3/1/2019 | Friday | 6 | 4/5/2019 | Friday | 2 |
| 1/2/2019 | Wednesday | 0 | 2/2/2019 | Saturday | 4 | 3/2/2019 | Saturday | 22 | 4/6/2019 | Saturday | 7 |
| 1/3/2019 | Thursday | 0 | 2/4/2019 | Monday | 1 | 3/8/2019 | Friday | 1 | 4/12/2019 | Friday | 1 |
| 1/4/2019 | Friday | 19 | 2/5/2019 | Tuesday | 0 | 3/9/2019 | Saturday | 6 | 4/13/2019 | Saturday | 9 |
| 1/5/2019 | Saturday | 4 | 2/6/2019 | Wednesday | 1 | 3/15/2019 | Friday | 10 | 4/19/2019 | Friday | 4 |
| 1/7/2019 | Monday | 2 | 2/7/2019 | Thursday | 0 | 3/16/2019 | Saturday | 62 | 4/20/2019 | Saturday | 0 |
| 1/8/2019 | Tuesday | 0 | 2/8/2019 | Friday | 4 | 3/22/2019 | Friday | 12 | 4/26/2019 | Friday | 6 |
| 1/9/2019 | Wednesday | 0 | 2/9/2019 | Saturday | 7 | 3/23/2019 | Saturday | 11 | 4/27/2019 | Saturday | 11 |
| 1/10/2019 | Thursday | 0 | 2/15/2019* | Friday* | 2 | 3/29/2019 | Friday | 11 | April Total | | 40 |
| 1/11/2019 | Friday | 0 | 2/16/2019 | Saturday | 1 | 3/30/2019 | Saturday | 18 | | | |
| 1/12/2019 | Saturday | 0 | 2/22/2019 | Friday | 18 | March Total | | 159 | | | |
| 1/14/2019 | Monday | 1 | 2/23/2019 | Saturday | 6 | | | | | | |
| 1/15/2019 | Tuesday | 6 | February Total | | 74 | | | | | | |
| 1/16/2019 | Wednesday | 0 | | | | | | | | | |
| 1/17/2019 | Thursday | 2 | *Begin Service on Friday & Saturday Only | | | | | | | | |
| 1/18/2019 | Friday | 4 | | | | | | | | | |
| 1/19/2019 | Saturday | 12 | | | | | | | | | |
| 1/21/2019 | Monday | 1 | | | | | | | | | |
| 1/22/2019 | Tuesday | 3 | | | | | | | | | |
| 1/23/2019 | Wednesday | 1 | | | | | | | | | |
| 1/24/2019 | Thursday | 0 | | | | | | | | | |
| 1/25/2019 | Friday | 14 | | | | | | | | | |
| 1/26/2019 | Saturday | 8 | | | | | | | | | |
| 1/28/2019 | Monday | 1 | | | | | | | | | |
| 1/29/2019 | Tuesday | 3 | | | | | | | | | |
| 1/30/2019 | Wednesday | 1 | | | | | | | | | |
| 1/31/2019 | Thursday | 0 | | | | | | | | | |
| January Total | | 82 | | | | | | | | | |

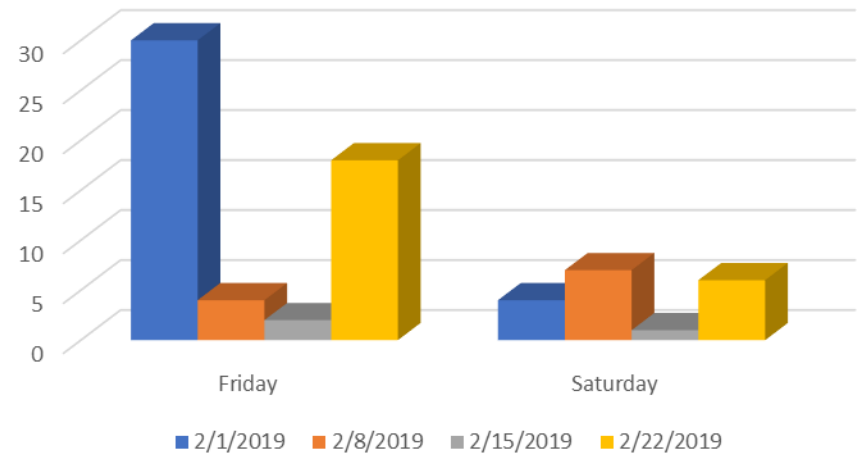


*The graphs below have been condensed to only show Friday and Saturday data for service prior to February 11th, 2019.

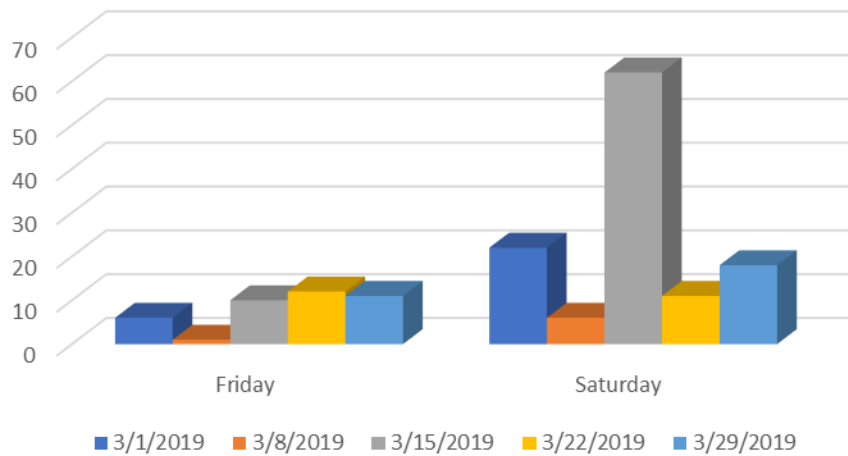
January 2019



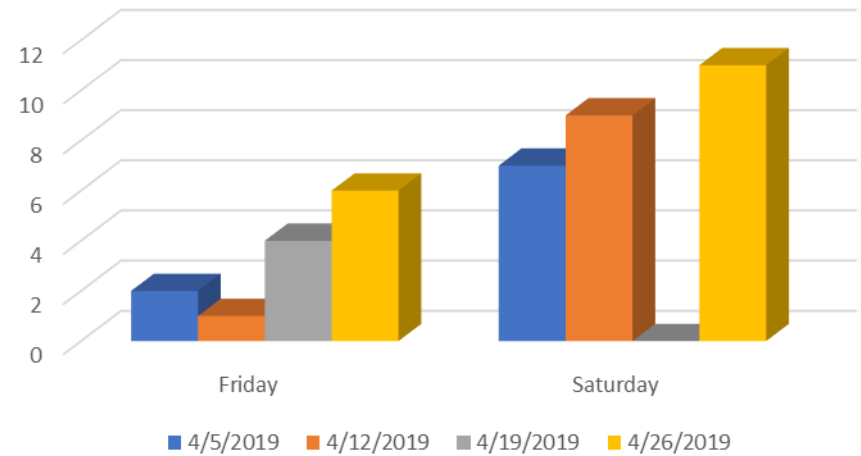
February 2019



March 2019



April 2019





GLTC Board Agenda Detail

Item #: 6

Item Title: New Business

Action: Discussion & Approvals

6a Summary – EDI Payment Agreement

The EDI (Electronic Data Information) Payment Agreement is needing to be updated with the Commonwealth of Virginia in order for GLTC to continue receiving grants funds through electronic transfer. The electronic transfer has been set up until just recently and we need to execute a new agreement to begin receiving funds electronically again.

Staff Recommendation: In order to continue receiving funds from the Commonwealth of Virginia electronically, we will need board approval to execute this new agreement.

Contacts: Brian Booth

Attachments: None

Action Required: Board Review/Approval





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 June 5th, 2019 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 Sagem 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 24504</i> | 434-455-3990 | bonnie.svrcek@lynchburgva.gov |
| Margaret "Peggy" Whitaker <i>2703 Rivermont Avenue, Lynchburg, VA 24503</i> | 404-266-1265 | mw24503@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 |
| 1/2/2019 | PR | A ² | P | P | P | A ³ | P | P | PR |
| 2/6/2019 | PR | P | P | P | P | P | P | P | PR |
| 3/6/2019 | P | P | P | P | P | P | P | P | P |
| 4/3/2019 | A ⁴ | A ⁵ | P | P | P | A ⁶ | P | P | P |
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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@gltcnline.com) know so she can indicate the reason on the record.

- 1 - P. Whitaker - Out of Town
- 2 - A. Davis - Absent
- 3 - G. McGrath - Out of Town
- 4 - C. Carroll - Out of Town/Travel Delays
- 5 - A. Davis - Meeting Conflict
- 6 - G. McGrath - Out of Town