

A regular meeting of the Board of Directors of the GRTC, Old Dominion Transit Management Company (ODTMC), and RideFinders will be held concurrently at 8:00 a.m. December 16, 2025, at GRTC, 301 East Belt Boulevard, 3rd Floor Conference Room, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://www.youtube.com/watch?v=ZP4b5wxubvY>.

Agenda

- I. Call to Order & Introductions
- II. Public Comments
- III. Chief Executive Officer's Report – Sheryl Adams
 - A. Employee of the Month
 - B. Holiday Parade and Holiday Bus
 - C. RVA Rapid Transit – Faith Walker Acknowledgement
 - D. Annual Report
 - E. Budget Process Update
 - F. Additional Comments
- IV. Approval of November 18, 2025 Board Meeting Minutes – Tyrone Nelson.....2
- V. Consent Agenda
 - A. Regional Public Transportation Plan FY27 – Adrienne Torres.....5
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 - C. Resolution for FY25 Annual Report – Sheryl Adams.....11
 - D. Conference Room Technology Upgrades Change Order – Dexter Hurt.....12
- VI. Development Updates
 - A. Subcommittee Report – Barb Smith.....13
 - Action Item
 - B. North/South BRT Advance Design and Engineering – Lora Toothman.....14
- VII. Operational Updates
 - A. Subcommittee Report – Ellen Robertson.....20
 - B. Operations KPI Briefing – Kevin Hernandez.....21
 - C. Paratransit Study Project Recap – Kevin Hernandez39
- VIII. Financial Updates
 - A. Subcommittee Report – Jim Ingle.....40
- IX. Board Chair's Report
- X. Executive Session
- XI. Other Business
- XII. Adjourn

**MINUTES
NOVEMBER 18, 2025
GRTC BOARD OF DIRECTORS
BOARD MEETING**

Members Present: Tyrone E. Nelson, Chair, Henrico County
Jim Ingle, Vice Chair, Chesterfield County
Ellen Robertson, Secretary/Treasurer, City of Richmond
Dave Anderson, Chesterfield County
Odie Donald, City of Richmond
Terrell Hughes, Henrico County
Nicole Jones, City of Richmond
Dan Schmitt, Henrico County
Barb Smith, Chesterfield County

Others Present: Neil Gibson, General Counsel
Sheryl Adams, Chief Executive Officer
John Zinzarella, Chief Administrative Financial Officer (Virtual)
Kevin Hernandez, Chief Operating Officer
Tony Byrd, Director of Maintenance
Anthony Carter, Director of Safety & Security
Joe Dillard, Director of Government & External Affairs
Dexter Hurt, Director of Information Systems
Mike Hurt, Director of Marketing and Communications
Tim Martin, Director of Transportation
Cherika Ruffin, Executive Director, RideFinders
Tonya Thompson, Director of Procurement
Lora Toothman, Director of Capital Construction and Facility Improvement
Annette Davis, WeDriveU
David Goins, Assistant Director of Maintenance
Ashley Potter, Communications Manager
Patricia Robinson, Assistant Director of Planning & Schedules
Janice Witt, Executive Assistant
Maurice Carter, Local 1220, Amalgamated Transit Union
Dironna Clarke, City of Richmond
Noah Dalbey, New Virginia Majority
Stephanie Garcia, WeDriveU
Rachel Hefner, New Virginia Majority
Sarah Keane
Ken Lantz, PlanRVA
Rasheed Parker, New Virginia Majority
Daniel Wagner, City of Richmond

I. Call to Order & Introductions

This meeting of the Board of Directors of the GRTC, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on November 18, 2025, by Chairman Tyrone Nelson at 8AM at GRTC, 3rd Floor Conference Room, 301 East Belt Boulevard, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://www.youtube.com/watch?v=6Y7vcUftjys>.

II. Public Comments

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

GRTC Bus Rider (Written)

I like the Pulse. I just wish the people would keep the bus clean. Outside of that, I like the Pulse, and I'm glad y'all extended it so the new one is going on the Southside. – GRTC Bus Rider

Marley (Written)

I use the GRTC system a lot, especially on weekends or my days off, but also for everyday trips I need to make, like going to the store. The buses I use most often go to Carytown and back, especially when I want to visit the art museum — which is pretty important to me, since I'm an art major. Of course, I also use the Pulse a lot because it comes so frequently. I benefit so much from GRTC and the public transit system here. And it's not just me; I see the positive impact it has on the whole community. Providing people with a safe and free way to get around means so much to Richmond. Quite frankly, I'm disappointed that VCU would even consider pulling funding. Thank you for hearing me out. I, along with many other Richmonders — including people at VCU — truly need GRTC. Thank you.

III. Approval of October 28, 2025 Board Meeting Minutes

Mr. Hughes motioned to approve the October 28, 2025 Board Meeting minutes. Ms. Jones seconded, and the motion carried unanimously.

IV. Action Items

A. Hastus Annual Maintenance and Support Agreement

Ms. Robertson motioned to approve the Hastus Annual Maintenance and Support Agreement. Ms. Jones seconded, and the motion carried unanimously.

B. Hastus SelfService Software Module Implementation

Ms. Smith motioned to approve the Hastus SelfService Software Module Implementation. Mr. Anderson seconded, and the motion carried unanimously.

C. Paratransit Vehicles

Mr. Hughes motioned to approve the purchase of 20 CNG-powered paratransit vehicles. Ms. Jones seconded, and the motion carried unanimously.

V. Operational Updates

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

- Transportation
 - The following were the winners for the Annual Bus and Maintenance Roadeo:
Operators: 1st Place – Keyon Brown; 2nd Place – Marlon Buck; 3rd Place – Roymone Harris; and 4th Place – Lamaury Jones
Maintenance: 1st Place Team – Diamond Rich, Jeff Williams, and Tyrek Eaglin; 2nd Place Team – Joe Green, Dedrick Urquheart, and Anthony Harless
 - There were 312 full-time operators, 108 paratransit operators, and 24 microtransit operators.
- Safety & Security
 - Twenty commendations were received for the entire system.
 - Valid complaints decreased for fixed route and paratransit, and Microtransit remained the same.
 - Fixed Route preventable events increased.
 - Paratransit preventable events increased.
 - Microtransit preventable events decreased.
 - Public Safety Officers – Documented Public Safety Officer events totaled 62 for October.
 - Increase in documented events with trespass/removal category for PSO program.
 - PSOs continue to render aid and support to riders onboard buses with low police intervention.
 - Public Safety Ambassadors (PSAs) – Documented Public Safety Ambassadors (PSA) events totaled 37 for October.

- Unruly passengers requiring intervention have declined and intervention from proactive observations in the field and CCTV have assisted in promoting safety.
- Facilities – Maintenance
 - Preventive maintenance completion remains steady above 80%.
 - Road Calls – All modes of transportation road calls below annual average, improvement from prior month.

B. Ridership Performance

Quarterly Performance Metric Report provides a snapshot of system performance at the category and route level. This report includes trend analysis of performance. This tool plays a key role in identifying routes that are underperforming and may need schedule adjustments as well as routes that are high performers. Ms. Robinson provided a detailed presentation on Arterial Routes, Community Radial, Circulator/Feeder/Connector, Express and the BRT.

VI. Development Updates

Ms. Smith stated that the Development Subcommittee met on Thursday, November 13, 2025, at 1:30PM; however, there was not a quorum. Staff provided the following updates: staff is meeting with localities regarding the FY27 budget and the five-year plan. A big part of budget is grants and staff is doing an excellent job of going after state and federal money to support the program. We reviewed a list of the grants they plan to submit DRPT (approximately 50).

VII. Financial Updates

Mr. Zinzarella reviewed the September Financials.

VIII. CEO Report

A. Last month we recognized the Employees of the Month for October and one was unable to be with us and that was Stephany Garcia (WeDriveU), she was stuck in Jamaica. Congratulations to the November Employees of the Month which are: David Goins (Maintenance), Annette Davis (WeDriveU), and Jamil Burwell (Operator).

IX. Board Chair's Report

- A. We failed to mention last month that Faith Walker with RVA Rapid Transit is moving to Africa. We appreciate Ms. Walker's efforts in advocating for the public transportation riders. She deserves to be saluted for her work as she exits.
- B. The CEO Evaluation is in January and Mr. Dillard will work on the process; however, we will need one person from each jurisdiction to help. Mr. Anderson, Ms. Robertson, and Mr. Hughes will be the contacts from each jurisdiction.

X. Adjourn

There being no further business, the meeting adjourned at 9:28AM.

APPROVED:

Tyrone E. Nelson, Chair
GRTC Board of Directors

Date



Meeting Date: December 16, 2025
Consent Agenda: CVTA Regional Public Transportation Plan Development Support

BACKGROUND:

The Central Virginia Transportation Authority (CVTA) requires regional transit planning to guide investment and service improvements. To meet this requirement, GRTC will lead technical analysis and planning efforts for the FY27 and FY28 Regional Transit Plans in coordination with regional partners. This work will be supported by Michael Baker International and Jarrett Walker and Associates.

HIGHLIGHTS:

Michael Baker International and Jarrett Walker and Associates will support GRTC with the following services:

- Develop transit network scenarios to evaluate potential service configurations and regional connectivity.
- Close coordination with the PlanRVA Public Transportation Working Group and CVTA to ensure alignment with regional priorities and stakeholder input.
- Facilitation of multiple meetings with GRTC Board of Directors, PlanRVA Policy Board, and CVTA to present interim findings and final recommendations for adoption.

Funds: Regional Public Transportation CVTA Funds - \$275,860 (FY21, FY22, and FY23)

Fund Balance Composition @ December 3, 2025	
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$22,251
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$200,000
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$200,000
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$125,000
Restricted Funds: GRTC FY2026 Regional Public Transportation Plan preparation	\$62,500
Restricted Funds: Regional Public Transportation Plan	\$609,751

RECOMMENDATION:

Staff recommend that the Board of Directors approve a task order with Michael Baker International and Jarrett Walker and Associates for \$275,860 to support the development of the FY27 and FY28 Regional Public Transportation Plan.

Ellen Robertson, Secretary
GRTC Board of Directors

Date



Meeting Date: December 16, 2025
Consent Agenda: MOU Between the City of Richmond and GRTC for CVTA Regional Project Funds for Local Match for North/South BRT Project

BACKGROUND:

The City of Richmond has received \$8 million in CVTA Regional Project Funds designated for the North–South BRT corridor. A portion of these funds—\$1,404,916.08—will be applied as the local match for planning activities associated with the North–South BRT Project, which aims to improve regional mobility and transit connectivity through the development of a high-capacity bus rapid transit corridor.

HIGHLIGHTS:

The planning advancement will include:

- NEPA Compliance
- Downtown Routing Analysis
- Public Outreach
- Preliminary Design (0–15%)
- Surveys and Intermediate Design (15–30%)

NEPA, Downtown Routing, Preliminary Design

SOURCE	AMOUNT	PERCENT
STATE	\$1,796,743.00	50%
FEDERAL	\$1,653,003.56	46%
LOCAL – CVTA REGIONAL	\$143,739.44	4%
TOTAL	\$3,593,486.00	100%

Surveys and Intermediate Design

SOURCE	AMOUNT	PERCENT
STATE	\$437,807.00	14%
FEDERAL	\$1,447,282.36	46%
LOCAL – CVTA REGIONAL	\$1,261,176.64	40%
TOTAL	\$3,146,266.00	100%

RECOMMENDATION:

That the Board authorize the CEO to execute the MOU with the City of Richmond to utilize \$1,404,916.08 of the \$8 million CVTA Regional Project Funds awarded to the City for the North–South BRT Project. These funds will serve as the local match for advancing project planning activities, including NEPA, Downtown Routing, Outreach, and preliminary design phases.

Ellen Robertson, Secretary
GRTC Board of Directors

Date

MEMORANDUM OF UNDERSTANDING

Between the City of Richmond and Greater Richmond Transit Company
(GRTC)

Regarding Utilization of CVTA Regional Project Funds for the North–
South Bus Rapid Transit (BRT) Project

I. Purpose

This Memorandum of Understanding (MOU) establishes the framework for collaboration between the City of Richmond ("City") and Greater Richmond Transit Company ("GRTC") to utilize Central Virginia Transportation Authority (CVTA) Regional Project Funds awarded to the City for the North–South Bus Rapid Transit (BRT) Project. These funds will serve as the local match for advancing project planning activities, including NEPA, Downtown Routing, Outreach, and preliminary design phases.

II. Project Scope

The North–South BRT Project aims to improve regional mobility and transit connectivity through the development of a high-capacity bus rapid transit corridor. The planning advancement will include:

- NEPA Compliance
- Downtown Routing Analysis
- Public Outreach
- Preliminary Design (0–15%)
- Surveys and Intermediate Design (15–30%)

III. Funding Framework

The CVTA Regional Project Funds will be applied as local match in accordance with the following breakdown:

NEPA, Downtown Routing, Outreach, 0-15% Design

Source	Amount	Percent
State	\$1,796,743.00	50%
Federal	\$1,653,003.56	46%
Local – CVTA Regional (Richmond)	\$143,739.44	4%
Total	\$3,593,486.00	100%

Surveys, 15-30% Design

Source	Amount	Percent
State	\$437,807.00	14%
Federal	\$1,447,282.36	46%
Local – CVTA Regional (Richmond)	\$1,261,176.64	40%
Total	\$3,146,266.00	100%

Total Local – CVTA Regional Contribution (Richmond): \$1,404,916.08

IV. Roles and Responsibilities

City of Richmond

- Serve as the recipient of CVTA Regional Project Funds.
- Ensure compliance with CVTA funding requirements.
- Coordinate with GRTC on project planning and reporting.

Greater Richmond Transit Company (GRTC)

- Lead technical planning, design, and outreach activities.
- Provide progress reports and documentation to the City.
- Ensure adherence to federal and state funding requirements.

V. Term

This MOU shall remain in effect until completion of the planning phases described herein or until modified by mutual written agreement.

VI. Amendments

Any changes to this MOU must be agreed upon in writing by both parties.

VII. Signatures

City of Richmond

Name: _____

Title: _____

Date: _____

Greater Richmond Transit Company (GRTC)

Name: _____

Title: _____

Date: _____

RESOLUTION of SUPPORT

GRTC FY25 Annual Report

The Board acknowledges and supports the accomplishments highlighted in GRTC's Fiscal Year 2025 Annual Report. This past year was a milestone for GRTC and the Richmond region:

- **Ridership & Accessibility:** GRTC provided more than **12 million rides** and continued its **zero-fare policy**, keeping transit accessible for everyone.
- **Future Planning:** Progress was made on planning for the **Western and North-South Pulse BRT corridors**, setting the stage for future service improvements.
- **Customer Experience:** GRTC upgraded **24 stops**, bringing the total to **101 ETI improvements**, and added more shelters and benches across the network.
- **Service Enhancements:**
 - Route 1 extended to Virginia Center Commons
 - Routes 7A and 7B frequency increased to every 15 minutes between the Airport and Church Hill
 - Route 19 frequency increase and extension to Sheltering Arms in Henrico County
- **Downtown Transfer Station:** Entered into an agreement with the City of Richmond for a future **modern transit hub** with mixed-use development.
- **Public Safety:** Launched **Public Safety Officers and Ambassadors**, who assisted riders over **300 times in one month**, including reuniting a lost child with family.

These achievements demonstrate GRTC's commitment to innovation, accessibility, and safety. The Board commends GRTC for its efforts and looks forward to continued collaboration to advance regional transit.

Ellen Robertson, Secretary
GRTC Board of Directors

Date

Meeting Date: December 16, 2025
Consent Agenda: GRTC Conference Room and Huddle Spaces Upgrade – Change Order

BACKGROUND:

GRTC is in the process of updating office space and conference rooms to optimize the use of meeting spaces. Integrating advanced technology boosts performance and enhances meeting and connection options. GRTC issued an RFP on December 19, 2024, and awarded it to Lakarya LLC for technology AV professionals to design and install the latest technology and configurations for huddle rooms, executive boardrooms, training rooms, conference centers, and small meeting spaces. A change order is required to cover the requested design changes and enhanced performance.

The benefits of this project are:

- Centralized room control at your fingertips
- Provide a simple and intuitive user interface
- Enhanced on-site & virtual meeting quality
- Innovative technology hardware from makers like Crestron, Bose, Samsung, and others
- Reduce costs & dependence on IT support

HIGHLIGHTS:

- Contract was awarded to Lakarya LLC to execute the project. During contract implementation, it was required to include options for an enhanced sound system and to make changes to provide alternative connectivity operations in line with the original requirements.
- The total cost for this change order includes customized configuration of executive board rooms, training rooms, conference centers, and small meeting spaces, which do not exceed \$27,618.69. This purchase will be funded with grant funds.

Grant #	Federal (80%)	State (0%)	Local (20%)
VA-2022-007	\$22,094.95	\$0	\$5,523.74

Project Total Grant Funding: \$128,220.21

Grant #	Federal (80%)	State (0%)	Local (20%)
1458-2024-2 VA-2022-007	\$102,576.20	\$0	\$25,644.04

RECOMMENDATION:

The Board of Directors authorizes the CEO to issue a change order to Lakarya LLC to provide design, hardware, and installation of conference room technology services for \$27,618.69, with a new total contract not-to-exceed cost of \$128,220.21.

 Ellen Robertson, Secretary
 GRTC Board of Directors

 Date

Meeting Date: December 16, 2025
Board Subcommittee: Development

CURRENT STATUS:

The Development Subcommittee met on Thursday, December 11, 2025 at 1:30PM. Video and audio of the meeting was streamed live online and can be viewed at the following web address: <https://www.youtube.com/watch?v=MXJEssF8Rmk>.

UPDATES:

The Chair, Barb Smith, will provide an update of the meeting.



Meeting Date: December 16, 2025

Consent Agenda: Approval to Advance North-South BRT Design from 15% to 30%

BACKGROUND:

In Fall 2023, GRTC's Board of Directors approved a resolution identifying the Locally Preferred Alternative – the corridor alignment - for GRTC's North-South BRT project (N-S BRT). Just a few months later, in February 2024, the Board approved funding for the first steps in the N-S BRT design: NEPA analysis, Downtown routing, and 0-15 percent design.

GRTC and our design partners expect to wrap up that first phase of design and NEPA analysis in the second quarter of 2026 and are planning our next steps in the design process to ensure seamless progress. These next steps will set the stage to move forward to 30 percent design, and will allow GRTC and our consultant team to further delineate project scope, provide a refined construction cost estimate, and prepare the project for final design and construction phases.

The additional work necessary to advance design to 30 percent includes ALTA surveys of parcels along the corridor in the vicinity of BRT station locations, aerial surveys of some portions of the project corridor, and subsurface utility surveys that will identify the need to relocate underground utilities and help us confirm final station locations.

GRTC directed our consultant team of Wendel/Kimley-Horn to develop a task order request for this work, which will be funded through a combination of state, federal, and CVTA Regional Project Funds awarded to the City of Richmond for use on the N-S BRT.

Source	Amount	Percent
State	\$ 437,807.00	14%
Federal	\$ 1,447,282.36	46%
Local - CVTA Regional	\$ 1,261,176.64	40%
Total	\$ 3,146,266.00	100%

HIGHLIGHTS:

The proposed work will include:

1. **Notification of affected landowners** by registered mail
2. **ALTA survey** of 652 parcels and aerial survey of portions of the route
3. **Geotechnical sampling & data** for each platform location and test potholes with samples and lab
4. **Subsurface Utilities Engineering Survey** Quality Level A. This is the most accurate level of subsurface survey. Estimate two crews for 200 days.
5. **Project Management and Construction Cost Estimate**

Deliverables for this project will include:

1. **Meeting agendas, visual presentation materials, and meeting summaries**
2. **Corridor graphics**
3. **Property owner contact information and notifications**
4. **Opinion of probable construction cost**
5. **Survey files in Autocad**
6. **Utility mapping files**
7. **Geotechnical report**

IMPACT TO PROJECT SCHEDULE AND BUDGET

This work is estimated to take six to seven months and can begin while NEPA analysis is ongoing. FTA staff has indicated that undertaking this work will allow them to prioritize their review of the NEPA analysis.

Wendel submitted a proposal for the work outlined above at a cost of \$3,146,266.

RECOMMENDATION:

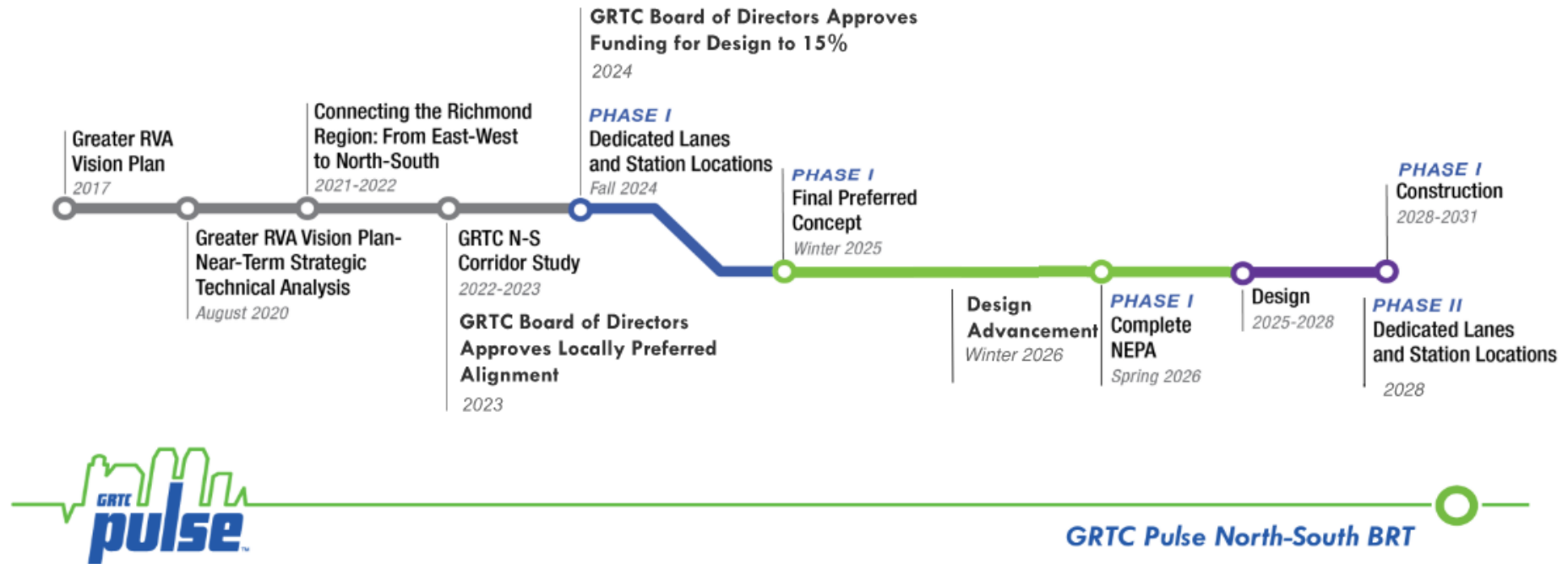
Staff recommends that the GRTC Board of Directors **approve a resolution to advance the project to 30% design and approve a task order with Wendell/Kimley Horn for \$3,146,266 for purchase order 115601** to move the North-South BRT project design forward to 30 percent.

Ellen Robertson, Secretary
GRTC Board of Directors

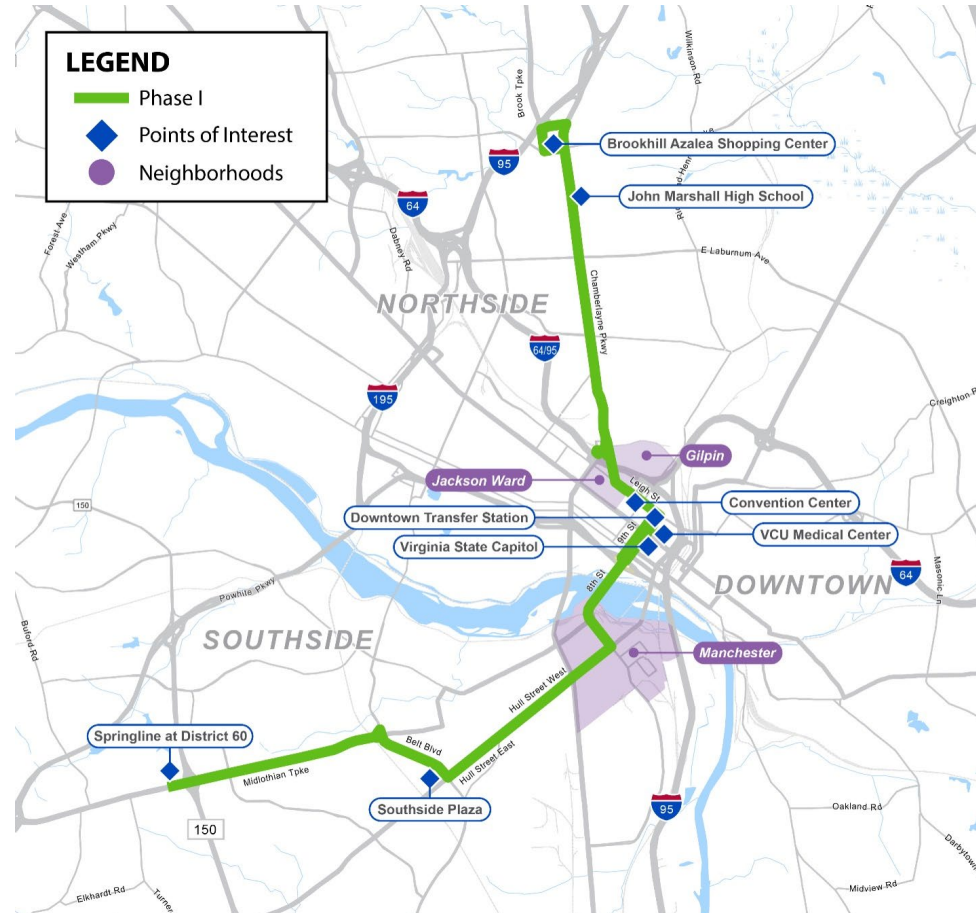
Date

GRTC North-South BRT Project Timeline

Project Schedule



North-South BRT Corridor Map



North-South BRT Past & Current Funding

Locally-Preferred Alternative (Alignment) – Completed
(Board Resolution Fall 2023)

Source	Amount	Percent
State	\$515,000.00	50%
Federal	\$473,800.00	46%
Local	\$41,200.00	4%
Total	\$1,030,000.00	100%

NEPA, Downtown Routing, Outreach, 0-15% Design –
In Progress (Board Approval February 2024)

Source	Amount	Percent
State	\$1,796,743.00	50%
Federal	\$1,653,003.56	46%
Local -CVTA Regional (Richmond)	\$143,739.44	4%
Total	\$3,593,486.00	100%

Surveys, 15-30% Design – Next Step (Board Action
Requested December 2025)

Source	Amount	Percent
State	\$437,807.00	14%
Federal	\$1,447,282.36	46%
Local -CVTA Regional (Richmond)	\$1,261,176.64	40%
Total	\$3,146,266.00	100%

North-South BRT Future Funding Plan

Tasks	Total Cost	Secured Funding	Funding Gap	Funding Source		
				Local	State	Federal
NEPA + Design (0-30%)	\$6.469 million	\$6.469 million		•CVTA Regional (\$2 million*)	•MERIT (4.469 million*)	
Design (30% - 100%)	\$18 million		\$18 million		•MERIT (Application in FY2026)	
Construction	\$340 million	\$6 million	\$334 million	•CVTA Regional (\$6 million*) •CVTA Regional - (FY202_ application submitted)	•Smart Scale (Application in FY2026) - for design and construction	•CIG (Application in FY2026) •Bus and Bus Facilities (Application in FY2027) •Carbon Reduction (Application in FY2026) •RSTBG (Application in FY2026 \$14.65M C'layne from Mitchell to Lombardy) •CMAQ (Application in FY2026) BUILD (Application in FY2026)
Operations	\$6.7 million		\$6.7 million		•DEMO (Application in FY2030) •TRIP (Application in FY2030)	•CMAQ (Application in FY2030)
Total	\$371 million	\$12.469 million	\$358.7 million			

* Secured Funding

Meeting Date: December 16, 2025
Board Subcommittee: Operations

CURRENT STATUS:

The Operations Subcommittee met on Thursday, December 11, 2025 at Noon. Video and audio of the meeting was streamed live online and can be viewed at the following web address: <https://www.youtube.com/watch?v=il1mdJMjueQ>.

UPDATES:

The Chair, Ms. Robertson, will provide an update of the meeting.

Meeting Date: December 16, 2025
Item Title: Operational Performance

UPDATES:

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



Operations Performance Board Overview

November 2025

Kevin S. Hernandez, MBA

Chief Operating Officer

Agenda

1.

Fixed-Route



2.

Mobility



3.

**Safety &
Security**

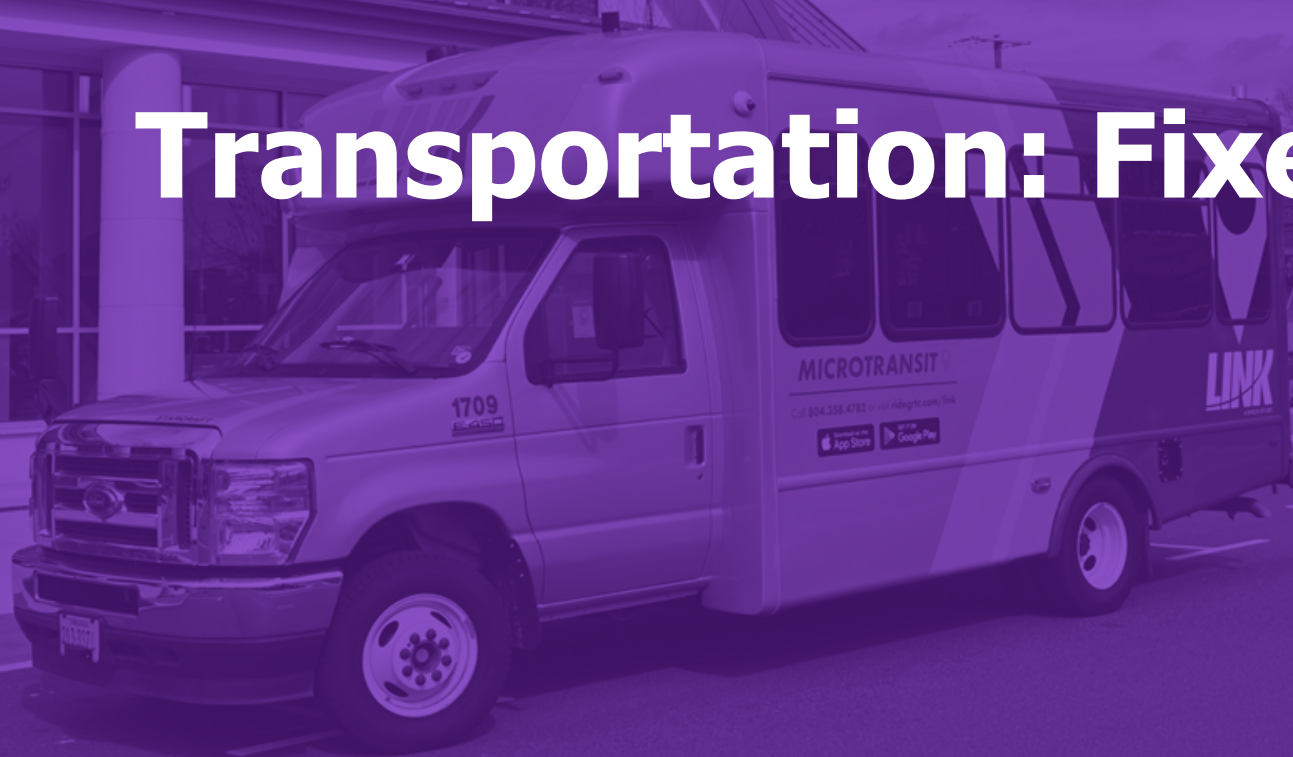


4.

**Fleet
Maintenance**



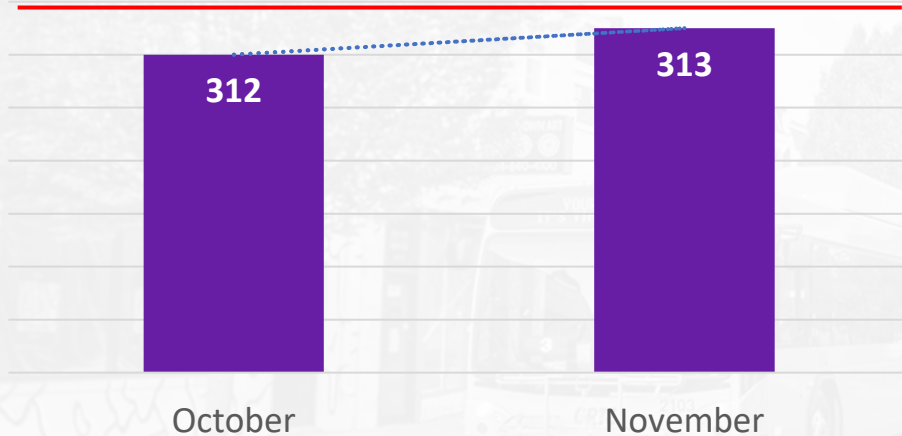
Transportation: Fixed-Route



Transportation – Fixed Route

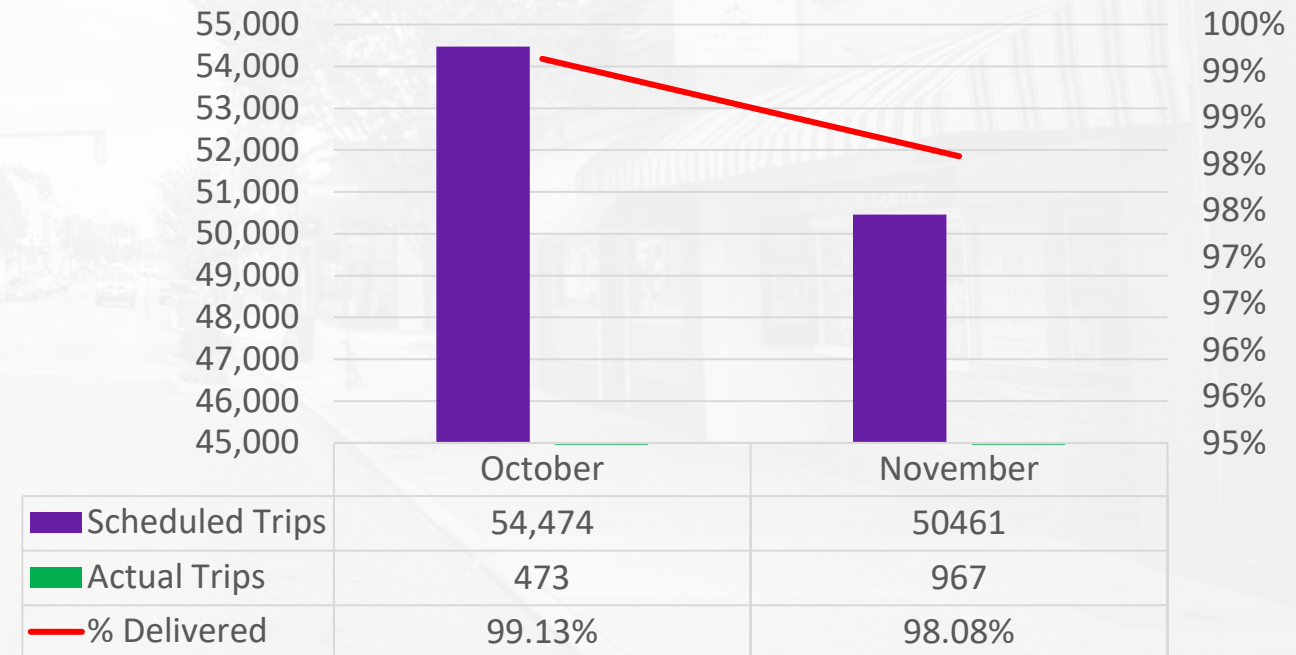
Fixed-Route FT Staffing

Goal = 320-325



- **Workforce Levels** ●
 - **Below Target Range – Hiring in Progress (+1)**
 - Hiring for next class, mid-January
- **Training:**
 - ~4 pending graduations
 - ~10 current trainees

Fixed-Route Service Delivery %
(Trips Performed)

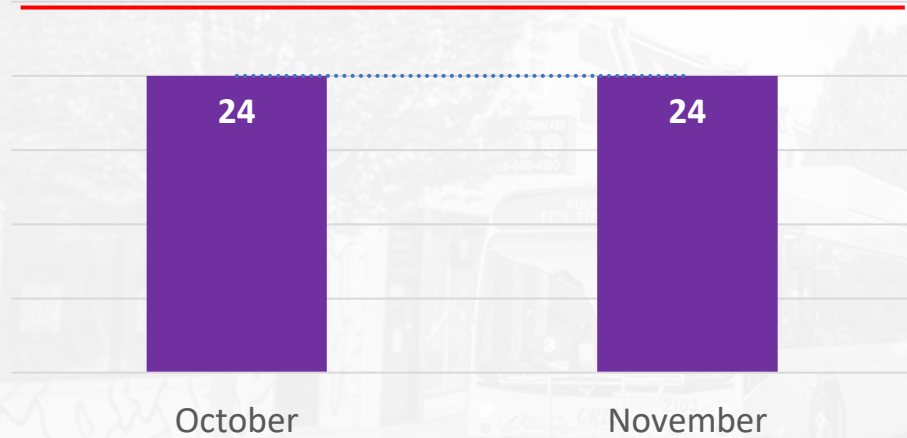


- **Service Delivery Performance** ●
 - **Performed 98%+ of scheduled trips in November – exceeds typical industry benchmark of 95%+.**

Transportation – Microtransit

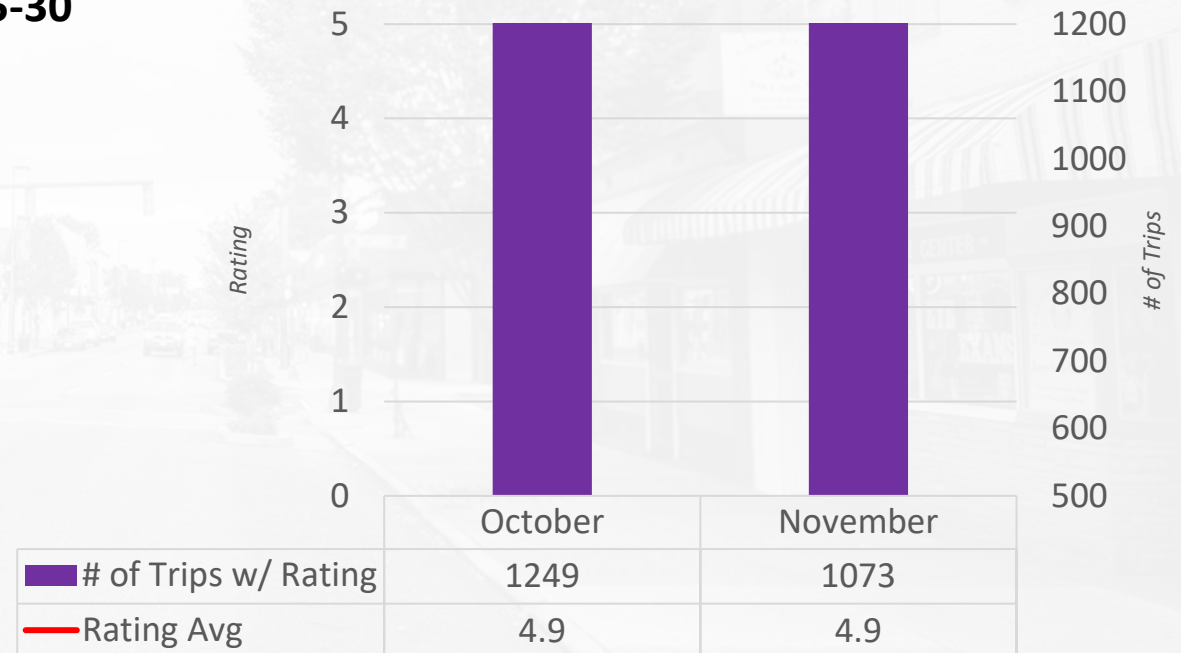
Microtransit FT Staffing

Goal = 25-30



- **Workforce Levels** ●
 - Slightly Below Target Range (0)
 - Hiring in Progress for January class
- **Training**
 - 6 currently in training

Microtransit Mobile App Rating

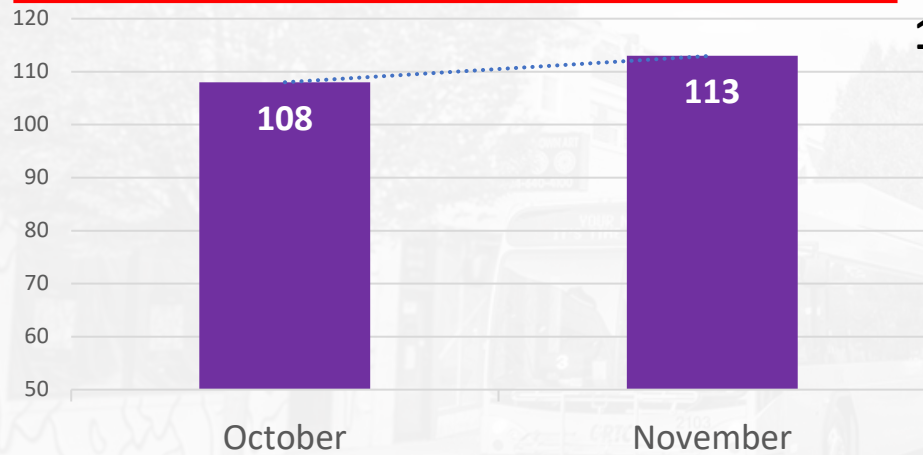


- **Rider Experience for Mobile Bookings** ●
 - Mobile Bookings continue to have a high rider feedback score of 4.9 out of 5.0

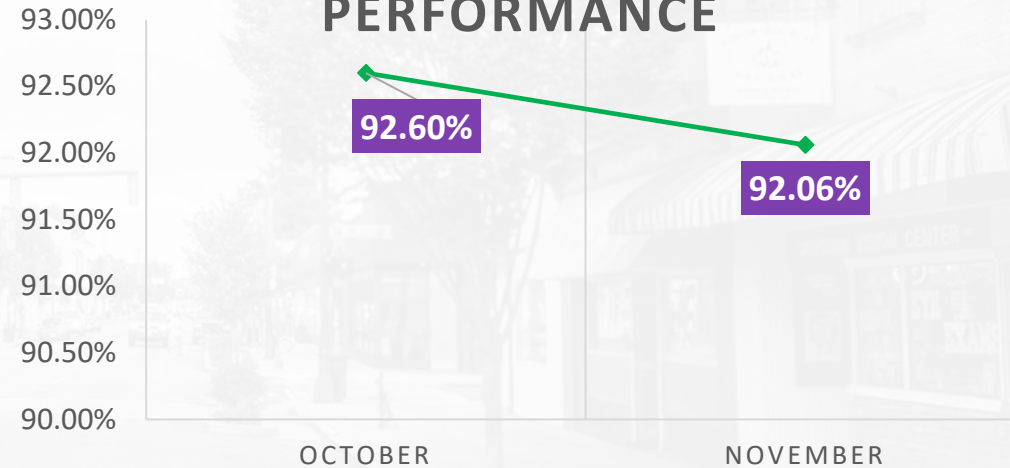
Transportation – Paratransit

Paratransit FT Staffing

Goal =
115-125



PARATRANSIT ON-TIME PERFORMANCE

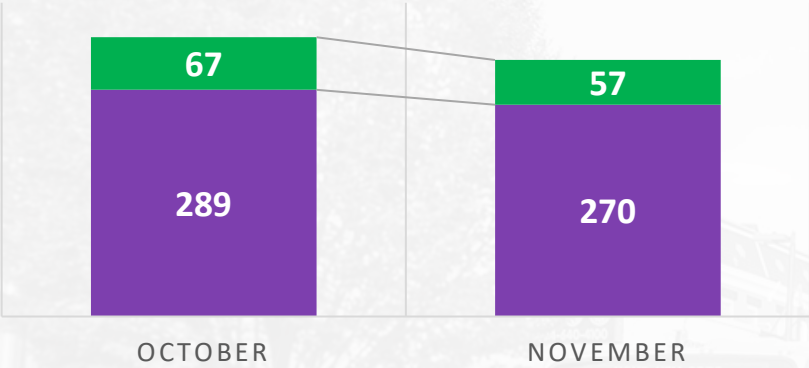


- **Workforce Levels** ●
 - **Below Target Range – Hiring in Progress (+5)**
- **Service Delivery** ●
 - Of 22,000+ trips in November, 92%+ were performed on-time, meeting our target.
 - Minor decrease from October.

Safety and Security

OVERALL COMPLAINTS

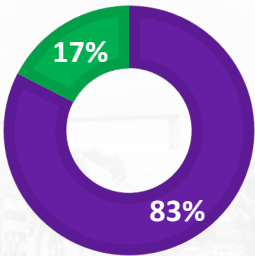
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Customer Service

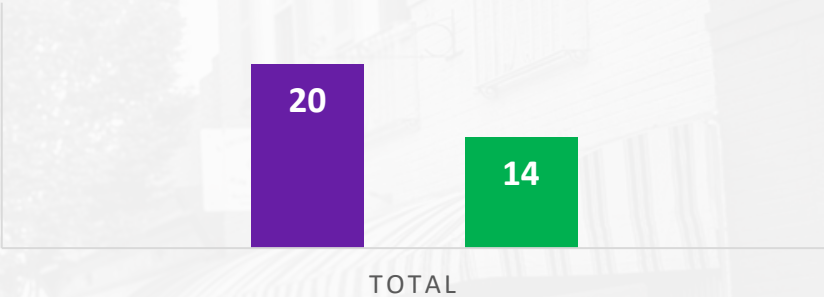
NOVEMBER

■ Total ■ Verified

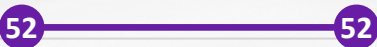


OVERALL COMMENDATIONS

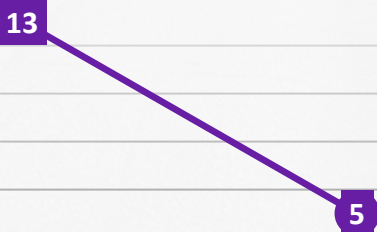
■ October ■ November



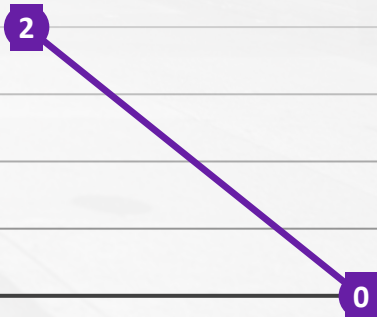
FIXED ROUTE



PARATRANSIT

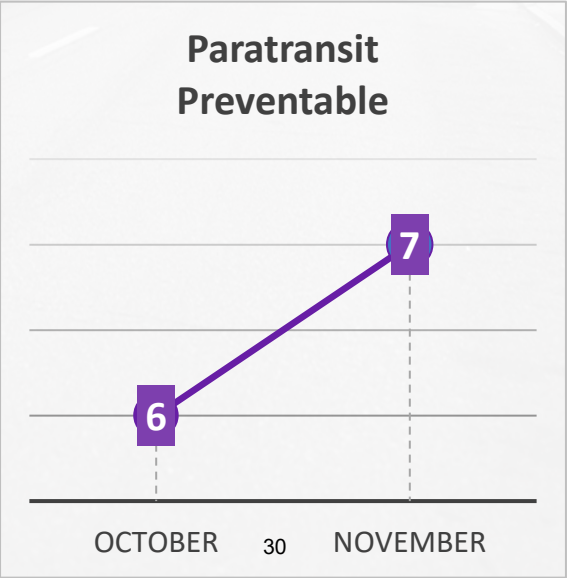
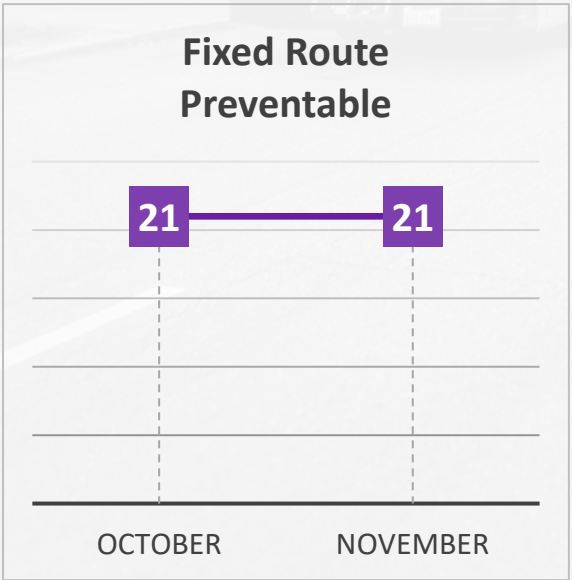
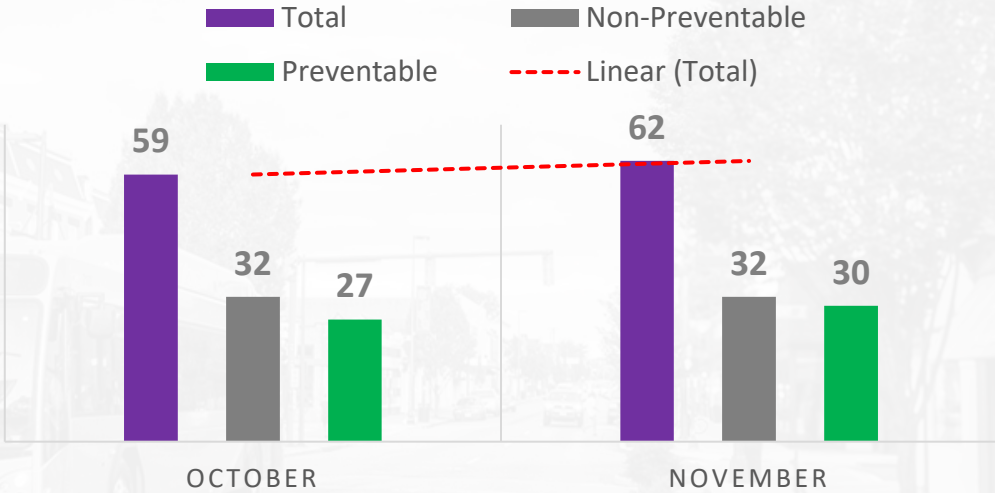


MICROTRANSIT



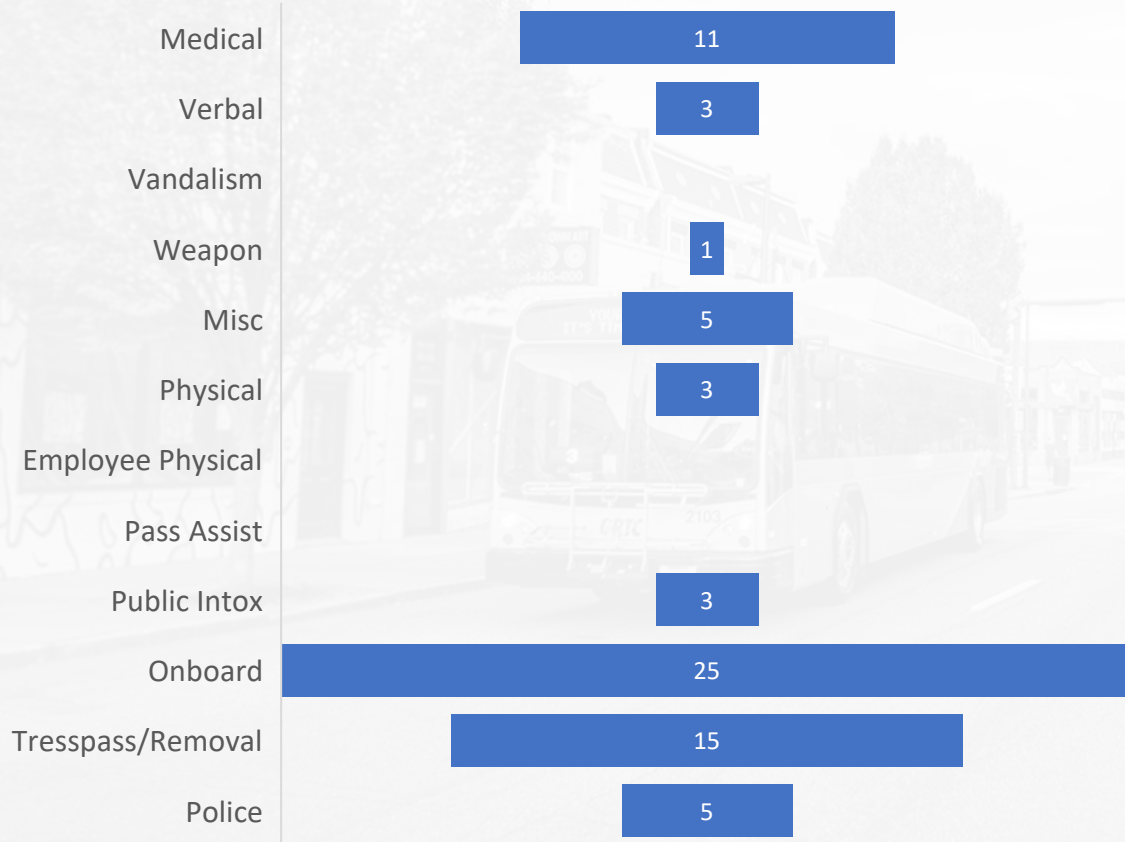
Safety (Vehicle Operations)

OVERALL VEHICLE EVENTS

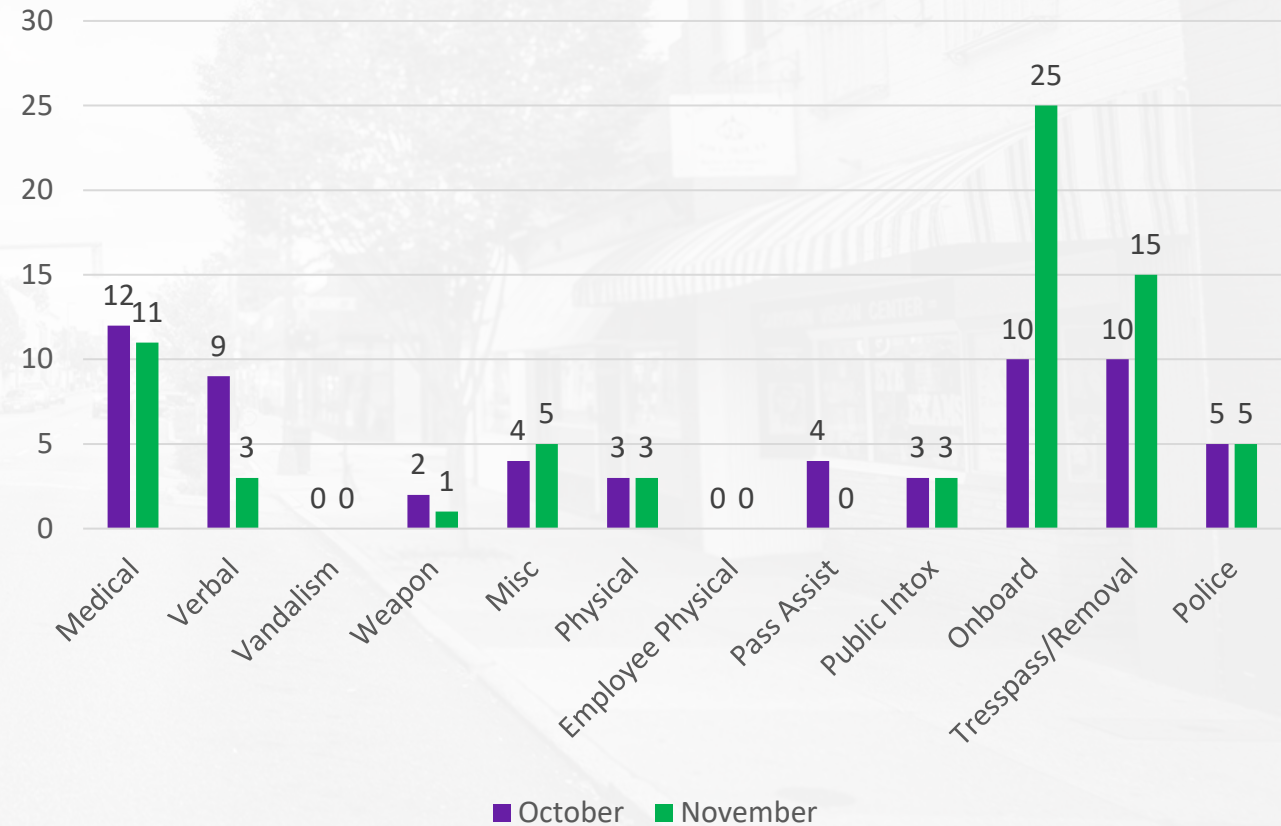


Security (Public Safety Officers)

PSO November Review

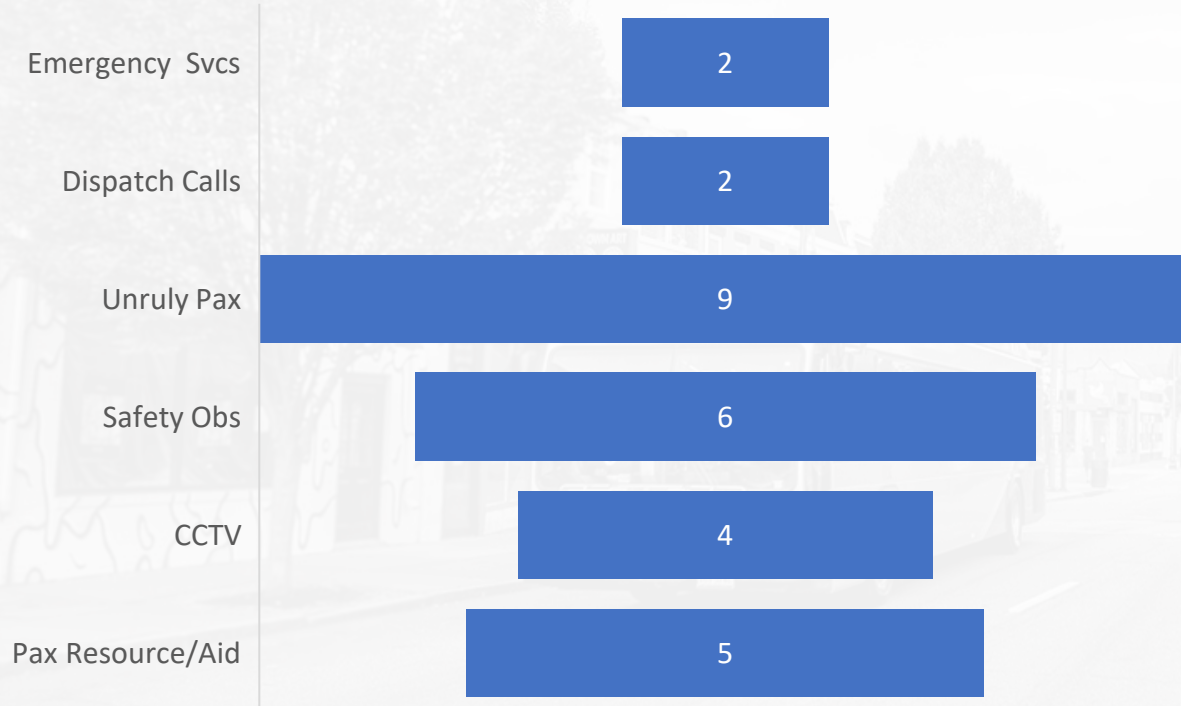


PSO Monthly Comparison

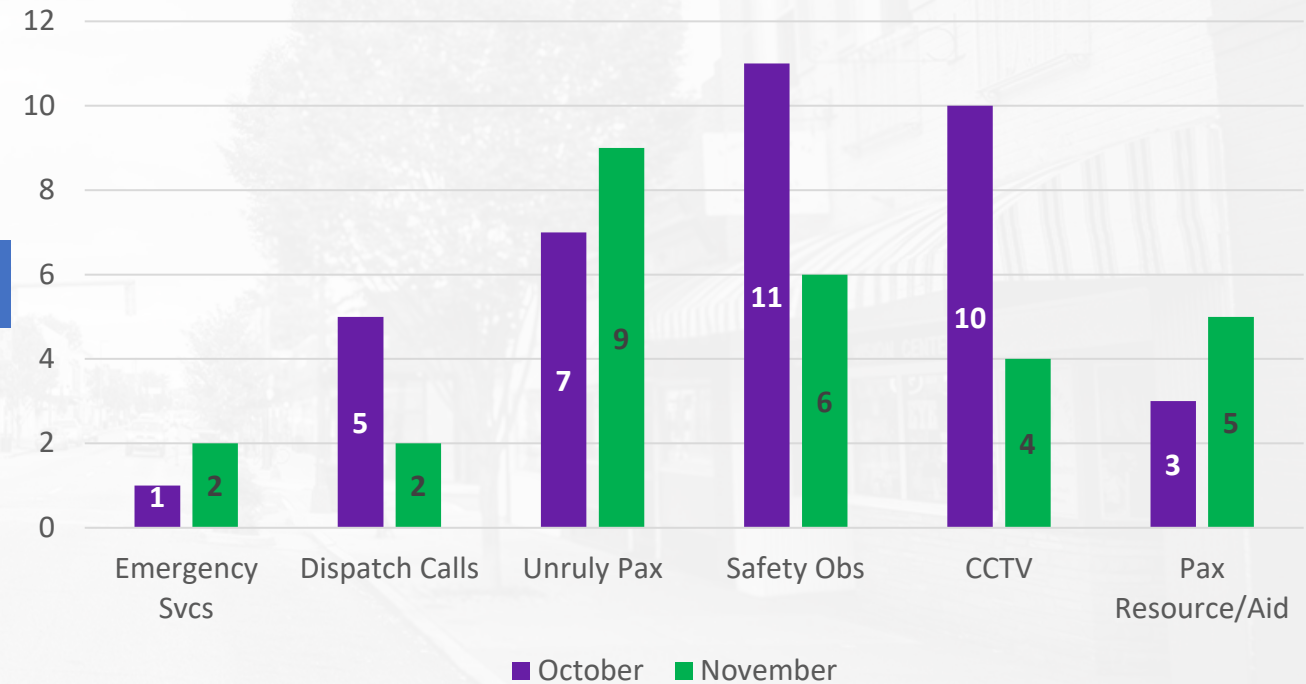


Security (Public Safety Ambassadors)

PSA November Review



PSA Monthly Comparison



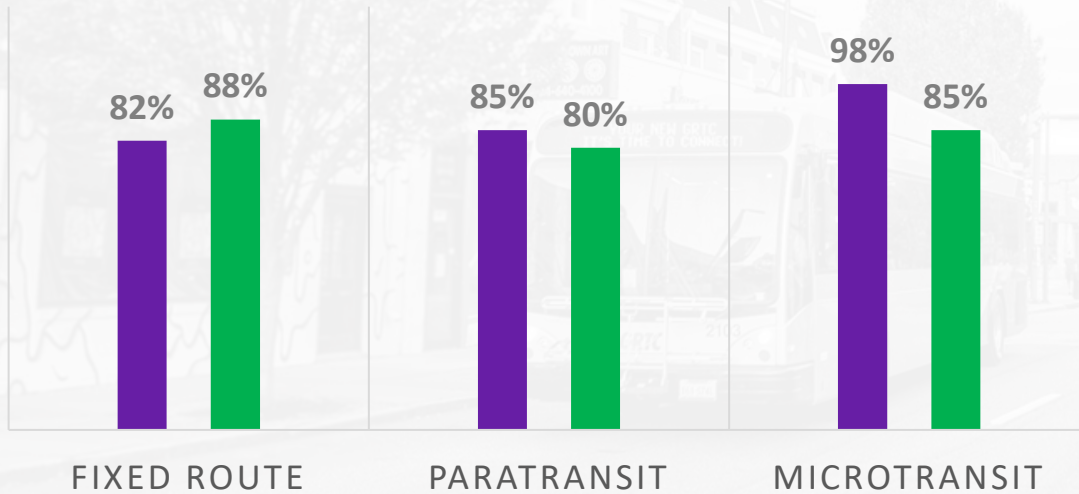
A purple-tinted photograph of a city street. In the center-left, a white bus with 'GRTC' and the number '210' on its front is driving. The bus's destination sign reads 'YOUR NEW GRTC IT'S TIME TO CONNECT!'. To the left of the bus, a street sign for 'CHINMART' with a phone number '4-640-0000' is visible. The street is lined with trees and buildings. On the right, a building has a striped awning and a sign for 'CARTERS VISION CENTER'. The overall scene is a typical urban environment.

Fleet Maintenance

Fleet Maintenance

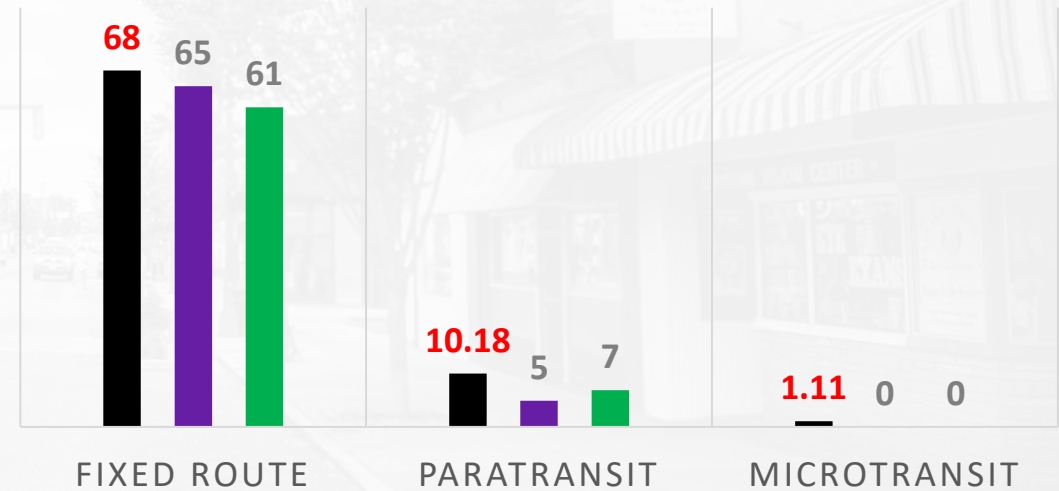
PREVENTATIVE MAINTENANCE

■ October ■ November



MONTHLY ROAD CALLS

■ Annual Average ■ October ■ November



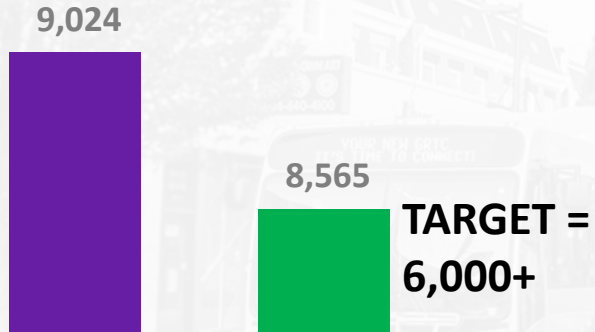
Fleet Maintenance Productivity: ●

- Preventive maintenance completion remains steady above 80%.
- Road calls:
 - All modes of transportation road calls below annual average, improvement from prior month.

Fleet Maintenance

FR MILES BETWEEN FAILURES (MBF)

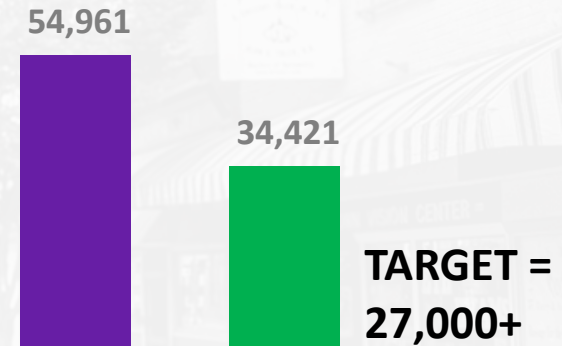
■ October ■ November



FIXED ROUTE

PARATRANSIT MBF

■ October ■ November



PARATRANSIT

FR BUS AVAILABILITY (AVG)

92%

35
NOVEMBER

*New metric:
I.e. 92% of available fixed-route buses
Were available for revenue service on
Average in the November.*

Vehicles in Production

- Five (5) MCI Motor Coach Buses slated for delivery by Q3 2026. These buses feature cleaner diesel technology, a rear door, and lower deck for ADA access.
- Five (5) Ford Transit Vans (8-10 passengers) for Microtransit expansion slated for delivery by Q2 2026.
- Ten (10) TurtleTop vans slated for delivery by Q2 2026. These vans are a pilot with an expanded CNG capacity. Staff visited plant in Indiana recently to begin production process.
- Twenty (20) Forest River CNG vans slated for delivery by Q2/Q3 2026.
- Eight (8) New Flyer 60' CNG articulated buses slated for delivery by Q1 2026.
- Eight (8) Gillig 29'/40' CNG buses slated for delivery by Q1 2027.

Vehicles in Production





Questions?

Meeting Date: December 16, 2025
Information Item: Paratransit Study Project Recap

BACKGROUND:

WSP, Inc., a transportation and planning consulting firm, has completed its task order evaluating GRTC's paratransit operations. Approved by the Board in December 2024, this study was initiated to assess the current state of paratransit service delivery, review operational performance with the contracted service provider, and model future service needs. The project also benchmarked GRTC's program against industry standards and peer agencies to identify opportunities for improvement and best practices.

HIGHLIGHTS:

- WSP conducted an on-site assessment in March 2025 to evaluate the current state of paratransit service delivery. Recommendations were provided for both GRTC and the service provider, WeDriveU.
 - Implementation is underway, with several “quick wins” already achieved by both organizations.
 - These improvements have contributed to GRTC consistently meeting the 92% on-time performance target throughout the second half of 2025, along with a noticeable reduction in customer service complaints.
 - In parallel, GRTC has strengthened its contract oversight, including the re-implementation of routine audits, liquidated damages, and enhanced contractual compliance measures.
- Benchmarking was performed against industry standards and a peer agency in Ohio, resulting in contextualized recommendations tailored to GRTC's operating environment.
- A technology assessment was completed that outlined targeted discussion points with GRTC's paratransit scheduling software provider to support system enhancements.
- WSP conducted a rider stakeholder survey to gather feedback on customer experience with CARE, which informed several of the recommended actions.
- Guidelines were developed for contractual oversight of WeDriveU and for next steps in strengthening the partnership.
 - This work informed the selection of a new General Manager for the contractor, with an emphasis on strong change-management capability.
 - It also supported the creation of a new Mobility unit within the Transportation Department, led by a Mobility Manager to enhance contract oversight and operational coordination.
- The current service delivery model was analyzed, and recommendations were provided to optimize resources, including consolidating premium services such as CARE Plus.
- A short-term and long-term action plan was developed to guide GRTC's continued implementation of operational and customer-focused improvements.

Meeting Date: December 16, 2025
Board Subcommittee: Finance

CURRENT STATUS:

The Finance Subcommittee met on Thursday, December 11, 2025 at 3PM. Video and audio of the meeting was streamed live online and can be viewed at the following web address: <https://www.youtube.com/watch?v=PLYKGi8Zr2Q>.

UPDATES:

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

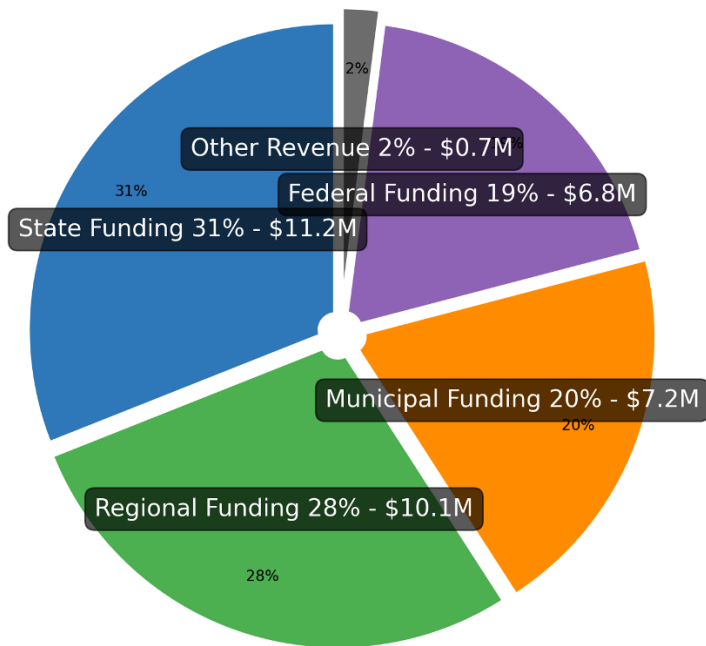
Meeting Date: December 16, 2025
Consent Agenda: October 2025 Financial Report

BACKGROUND:

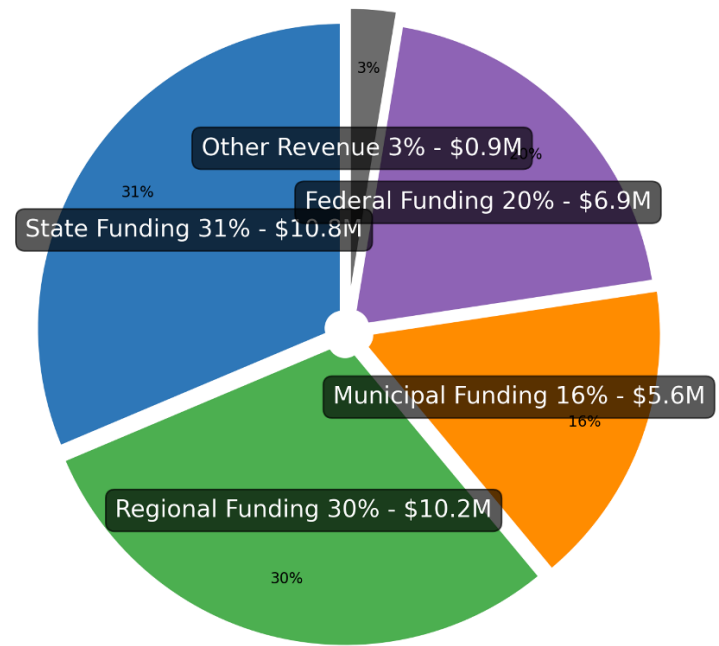
Attached is the Financial Report for the four months ending October 31, 2025. John Zinzarella will highlight the key points.

Revenue Summary

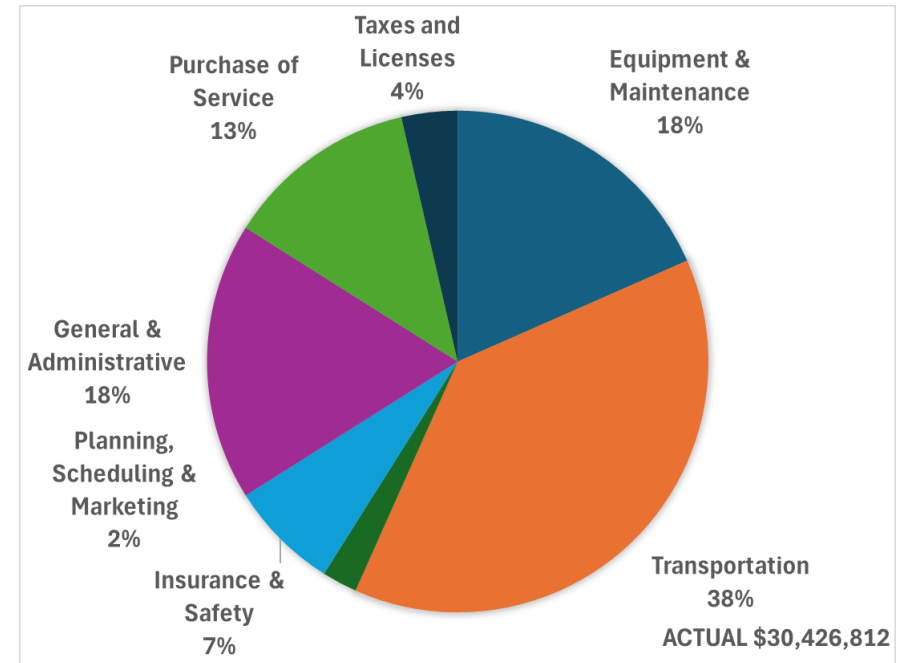
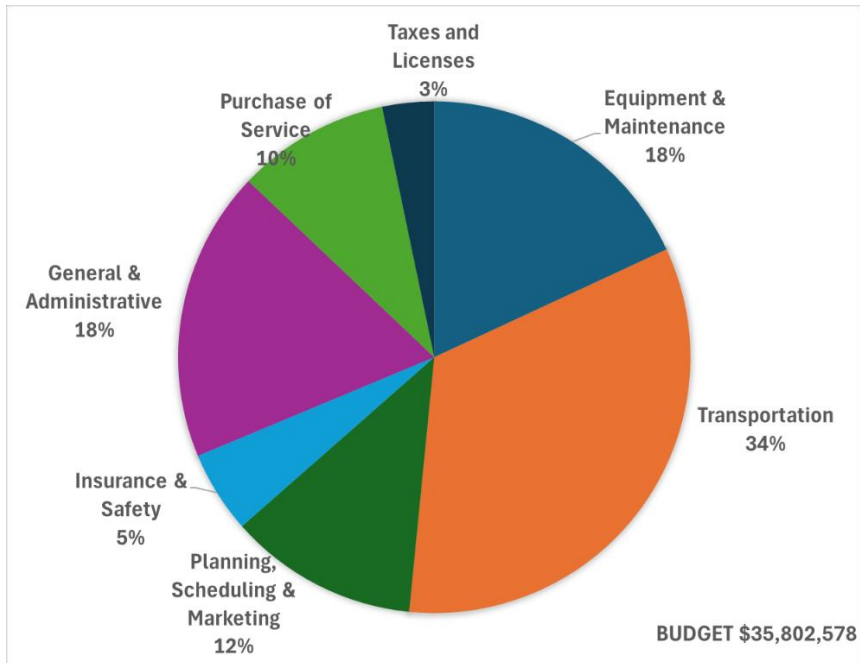
Total Budget: \$35,953,611



Total Actual: \$34,507,519



Expense Summary



Financial Performance Overview

Revenues

Description	Amount
Year-to-Date Actual Revenues	\$ 34,507,519
Year-to-Date Budgeted Revenues	\$ 35,953,611
Variance to Budget	\$ (1,446,092)

Key Drivers:

- Local Funds: Favorable by \$1.39M due to FY2026 budget assumption of using GRTC Fund Balance: \$1.6M YTD (approx. \$419K/month), partially offset due to the timing of the local share of the ADA Flex reimbursement versus budget assumptions.
- State Funds: Unfavorable by \$336K due to timing of grant-funded project expense submissions versus budgeted assumptions.
- Federal Funds: Favorable by \$114K due to the timing of the ADA Flex reimbursement versus budget assumptions.
- Direct Funds: Favorable by \$97K driven by interest income (+\$125K), charter revenue (+\$58K), and advertising/sponsorship revenue (+\$10K) offsetting Ridefinders leased personnel (-39k) due vacancies within Ridefinders.

Operating Expenditures

Description	Amount
Year-to-Date Actual Operating Expenditures	\$30,426,812
Year-to-Date Budgeted Operating Expenditures	\$35,802,578
Variance to Budget	\$5,375,766

Key Drivers:

- Equipment & Facilities Maintenance: \$870K favorable variance driven by lower costs in fleet repairs, parts, supplies, utilities, and other facility services.
- Services: \$3.6M favorable variance due to timing of planning consulting projects and advertising expenses.
- Insurance & Safety: higher-than-budgeted provision for self-insured losses resulted in an unfavorable insurance premium expense of \$368K.
- General & Administrative expenses: favorable by \$1.1M, primarily driven by lower headcount costs and other administrative expense reductions.
- Purchased Transportation: \$327K unfavorable, driven by increased demand for GRTC programs, including CARE and CARE Plus services.

Net Operating Position

Surplus: \$4,080,707

Balance Sheet & Cash Flow

Total Cash Position: \$11,191,887

Operating Cash Account: \$5,461,948

Capital Cash Account: \$5,729,939

Statement of Income - Budget Vs. Actual (\$)

Year to Date October 31, 2025

	Current Month				Year To Date				FY 2026 Annual Budget
	Budget	Actual	Variance	Fav/ (Unfav)	Budget	Actual	Variance	Fav/ (Unfav)	
Operating Revenue									
Pass Program Revenue	-	-	-		100,000	100,000	-	F	100,000
Charter Revenue	-	5,400	5,400	F	-	58,550	58,550	F	-
Advertising Revenue	50,000	94,600	44,600	F	200,000	210,140	10,140	F	600,000
Other Operating Revenue	-	-	-		-	-	-		-
Total Operating Revenue	50,000	100,000	50,000	F	300,000	368,690	68,690	F	700,000
Other Income									
Ridefinders	43,514	30,101	(13,413)	U	172,653	133,330	(39,323)	U	512,342
Interest Income	43,334	92,209	48,875	F	253,334	378,694	125,360	F	600,000
Non-Transportation Income	417	104	(313)	U	1,668	12,438	10,770	F	5,000
Total Other Income	87,265	122,414	35,149	F	427,655	524,462	96,807	F	1,117,342
Operating Contributions									
COVID Relief Acts VA2020-023	147,418	143,076	(4,342)	U	589,672	2,188,275	1,598,603	F	1,769,008
Oper contrib - Federal	1,551,595	323,727	(1,227,868)	U	6,206,380	4,722,162	(1,484,218)	U	18,619,135
Oper contrib - State	2,787,885	2,663,651	(124,234)	U	11,151,540	10,815,705	(335,835)	U	33,454,617
Oper contrib - CVTA	2,383,346	2,383,346	0	U	9,533,384	9,533,384	0	U	28,600,152
Oper contrib - Richmond	779,085	803,802	24,717	F	3,116,340	3,376,172	259,832	F	9,349,018
Oper contrib - Henrico	374,129	374,128	(1)	U	1,496,516	1,496,513	(3)	U	4,489,539
Oper contrib - Petersburg	16,667	16,667	(0)	U	66,668	66,667	(1)	U	200,000
Oper contrib - Chesterfield	204,983	173,304	(31,679)	U	819,932	702,968	(116,964)	U	2,459,796
Oper Contrib Local	141,917	4,093	(137,824)	U	567,668	712,522	144,854	F	1,703,000
Oper contrib - GRTC Fund Balance	419,464	-	(419,464)	U	1,677,856	-	(1,677,856)	U	5,033,562
Total Operating Contributions	8,806,489	6,885,793	(1,920,696)	U	35,225,956	33,614,368	(1,611,588)	U	105,677,827
Net Operating Revenue	8,943,754	7,108,206	(1,835,548)	U	35,953,611	34,507,519	(1,446,092)	U	107,495,169
Operating Expenses									
Equipment & Facility Maintenance	1,637,544	1,371,721	265,823	F	6,471,494	5,600,722	870,772	F	19,451,891
Transportation	3,113,415	3,093,852	19,563	F	11,989,300	11,646,815	342,485	F	36,305,176
Planning, Scheduling & Marketing	1,091,013	308,883	782,130	F	4,278,845	690,118	3,588,727	F	12,735,756
Insurance & Safety	478,259	596,482	(118,223)	U	1,856,743	2,155,604	(298,861)	U	5,526,866
General & Administrative	1,644,901	1,397,995	246,906	F	6,582,359	5,452,848	1,129,511	F	19,585,682
Purchase of Service - Spectran & Van Pool	863,333	954,581	(91,248)	U	3,453,332	3,781,051	(327,719)	U	10,360,020
Operating Taxes and Licenses	302,211	288,314	13,897	F	1,170,505	1,099,653	70,852	F	3,529,778
Total Operating Expenses	9,130,676	8,011,828	1,118,848	F	35,802,578	30,426,812	5,375,766	F	107,495,169
Change in Net Postion	(186,922)	(903,622)	(716,700)	U	151,033	4,080,707	3,929,674	F	

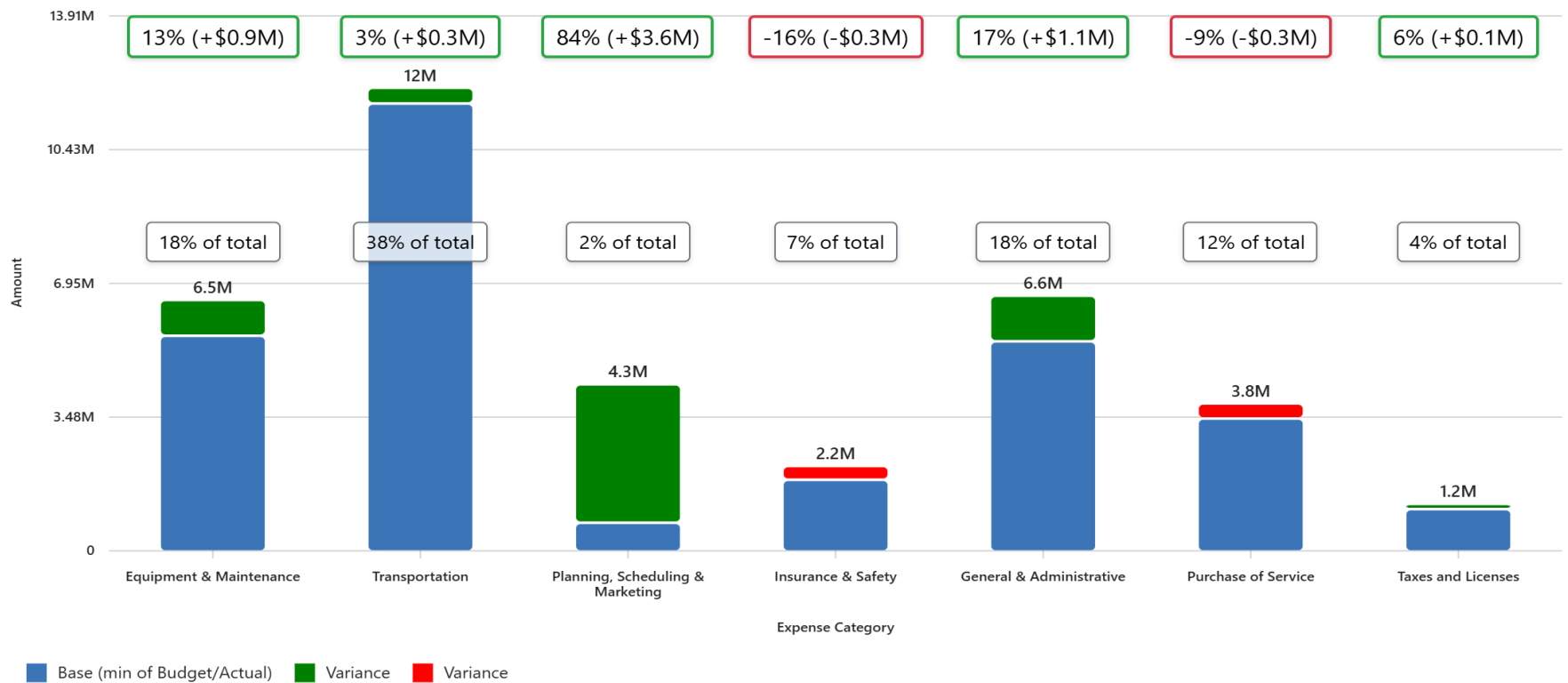
Statement of Income - Budget Vs. Actual (\$), Year to Date October 31, 2025

Revenues



Statement of Income - Budget Vs. Actual (\$), Year to Date October 31, 2025

Expenses



Source of Funds (\$)

Year to Date October 31, 2025

	Month Ended October 31, 2025			Year to Date October 31, 2025		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
Directly Generated Funds (4100)	222,413	137,265	79,748	882,957	727,655	96,752
Organization-Paid Fares (4112)	-	-	-	100,000	100,000	-
Non-Public Transportation Revenues (4130)	5,400	-	-	58,550	-	-
Auxiliary Transportation Funds - Advertising Revenues (4141)	94,600	50,000	44,600	210,140	200,000	10,140
Other Agency Revenues (4150)	122,414	87,265	35,149	514,267	427,655	86,612
General Revenues of the Local Government (4310)	3,755,339	4,319,591	(564,252)	15,888,226	17,278,364	(1,390,138)
General Revenues of the State Government (4410)	2,663,651	2,787,885	(124,234)	10,815,705	11,151,540	(335,835)
Federal Funds (4500)	466,803	1,699,013	(1,232,210)	6,910,437	6,796,052	114,385
FTA Urbanized Area Formula Program (5307)	323,727	1,551,595	(1,227,868)	4,722,162	6,206,380	(1,484,218)
CARES Act Urbanized Area Program Funds (5307)	143,076	147,418	(4,342)	2,188,275	589,672	1,598,603
Non-Added Revenues (4600)	-	-	-	10,195	-	10,195
Sales and Disposals of Assets (4630)	-	-	-	10,195	-	10,195
Total Sources of Funds	7,108,206	8,943,754	(1,835,548)	34,507,519	35,953,611	(1,446,092)

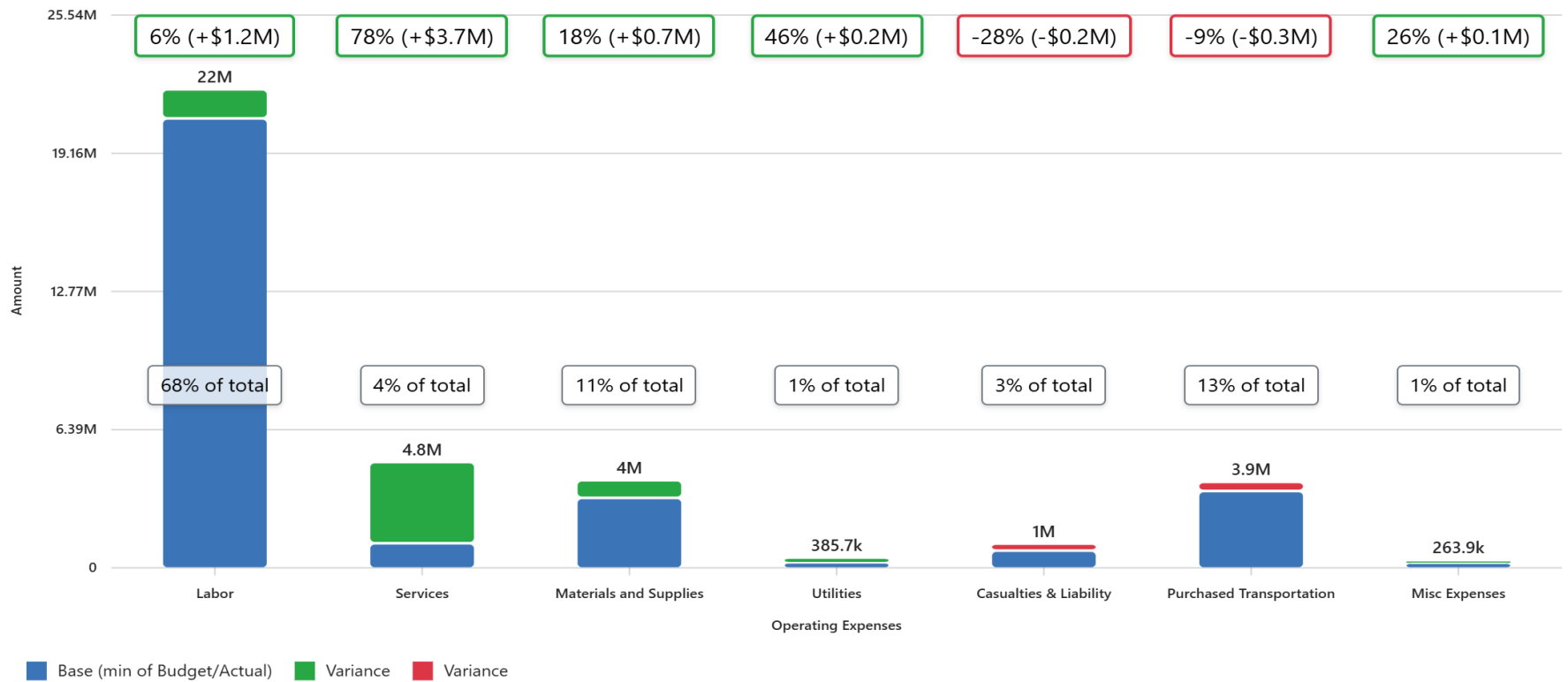


Operating Expenses (\$)

Year to Date October 31, 2025

Total Operating Costs	Vehicle Operations			Vehicle Maintenance			Facility Maintenance			General Administration			Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
Labor (5010)	14,680,188	15,361,577	681,389	1,943,073	2,007,016	63,943	842,168	849,611	7,443	3,327,867	3,802,194	474,327	20,793,296	22,020,398	1,227,102
Operators' Salaries and Wages (5011)	8,310,648	8,270,711	(39,937)	-	-	-	-	-	-	-	-	-	8,310,648	8,270,711	(39,937)
Operators' Paid Absences (5012)	994,740	1,038,314	43,574	-	-	-	-	-	-	-	-	-	994,740	1,038,314	43,574
Other Salaries and Wages (5013)	629,368	996,888	367,519	1,087,661	1,129,545	41,884	546,507	547,976	1,470	1,947,899	2,202,151	254,252	4,211,434	4,876,560	665,125
Other Paid Absences (5014)	111,065	175,921	64,856	191,940	199,331	7,391	96,442	96,702	259	343,747	388,615	44,868	743,194	860,569	117,375
Fringe Benefits (5015)	4,634,367	4,879,743	245,376	663,473	678,140	14,668	199,219	204,933	5,714	1,036,222	1,211,428	175,206	6,533,279	6,974,244	440,965
Services (5020)	12,870	32,000	19,130	-	-	-	304,456	542,976	238,520	755,925	4,223,880	3,467,955	1,073,251	4,798,856	3,725,605
Materials and Supplies (5030)	1,395,568	1,340,764	(54,804)	1,248,011	1,492,712	244,701	87,339	227,940	140,601	513,099	894,540	381,441	3,244,017	3,955,956	711,939
Fuels and Lubricants (5031)	1,185,774	1,054,596	(131,178)	14,957	23,048	8,091	-	-	-	-	-	-	1,200,732	1,077,644	(123,088)
Tires and Tubes (5032)	209,793	286,168	76,375	6,525	3,828	(2,697)	-	-	-	-	-	-	216,318	289,996	73,678
Other Materials and Supplies (5039)	-	-	-	1,226,529	1,465,836	239,307	87,339	227,940	140,601	513,099	894,540	381,441	1,826,966	2,588,316	761,350
Utilities (5040)	-	-	-	-	-	-	-	-	-	209,096	385,660	176,564	209,096	385,660	176,564
Casualty and Liability Costs (5050)	-	-	-	-	-	-	-	-	-	1,029,521	802,600	(226,921)	1,029,521	802,600	(226,921)
Purchased Transportation (5100)	3,320,673	3,090,177	(230,496)	-	-	-	-	-	-	560,572	484,985	(75,587)	3,881,245	3,575,162	(306,083)
Purchased Transportation In Report (5101)	2,906,991	2,515,015	(391,976)	-	-	-	-	-	-	560,572	484,985	(75,587)	3,467,563	3,000,000	(467,563)
Purchased Transportation: VanPool & Other	413,682	575,162	161,480	-	-	-	-	-	-	-	-	-	413,682	575,162	161,480
Miscellaneous Expenses (5090)	58,412	44,332	(14,080)	-	-	-	-	-	-	137,975	219,614	81,639	196,387	263,946	67,559
Total Expenses	19,467,711	19,868,850	401,139	3,191,085	3,499,728	308,643	1,233,962	1,620,527	386,565	6,534,054	10,813,473	4,279,419	30,426,812	35,802,578	5,375,766

Operating Expenses (\$) Year to Date October 31, 2025



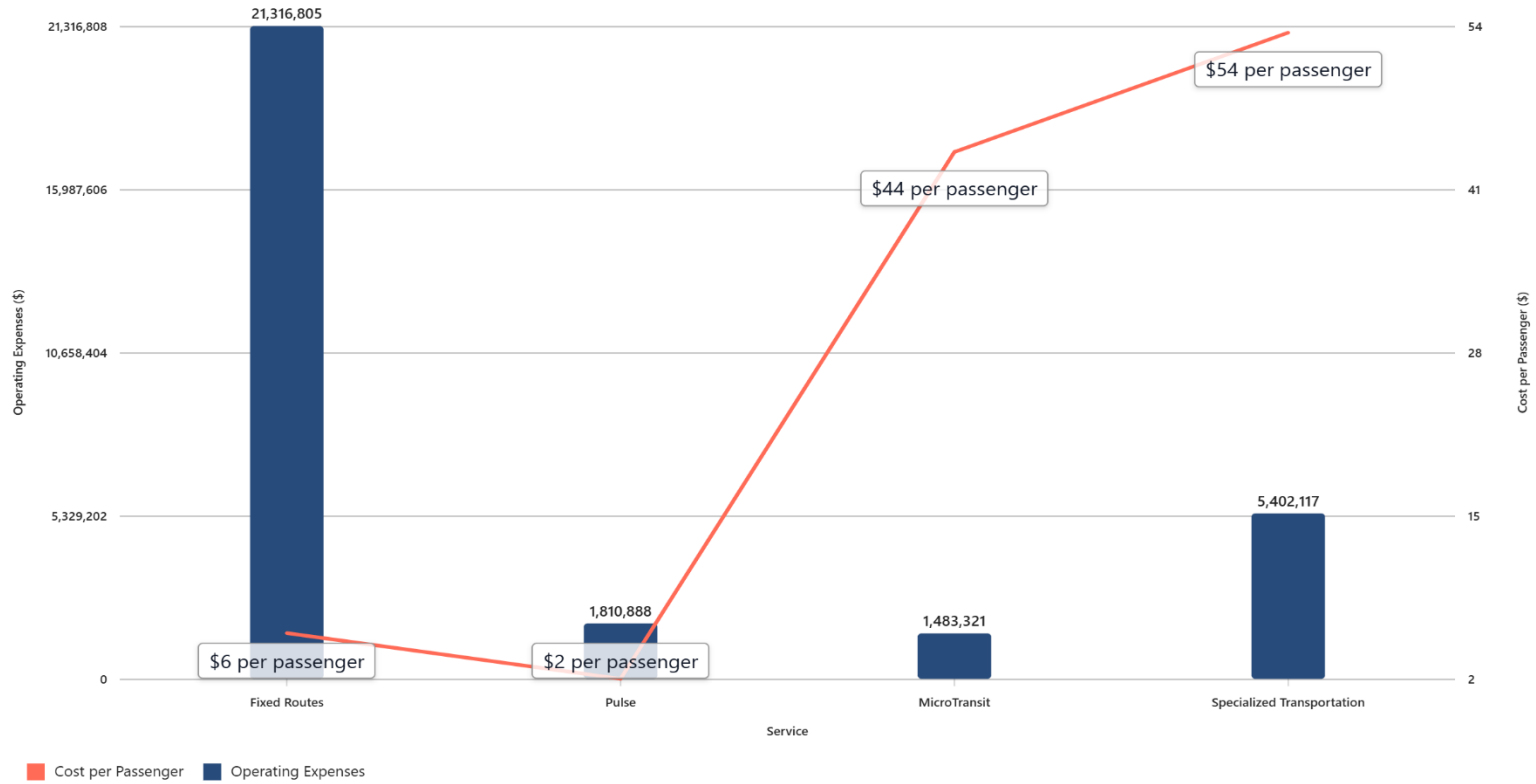
Operating Expenses (\$), Year to Date October 31, 2025

Operating Expenses per service (\$)	Actual	Budget	Variance	% Fav. / Unfav.
Fixed Routes	21,316,805	26,167,955	4,851,150	19%
Pulse	1,810,888	2,214,835	403,947	18%
MicroTransit	1,483,321	2,108,067	624,747	30%
Specialized Transportation	5,402,117	4,736,559	(665,558)	-14%
Van Pool & other Purchased Transportation	413,682	575,162	161,480	28%
Total cost	30,426,812	35,802,578	5,375,766	



Operating Expenses (\$), Year to Date October 31, 2025

Passengers - Cost per service	Operating Expenses	Passengers	Cost / Passenger
Fixed Routes	21,316,805	3,485,938	\$6.12
Pulse	1,810,888	729,707	\$2.48
MicroTransit	1,483,321	33,370	\$44.45
Specialized Transportation	5,402,117	100,133	\$53.95
Total	30,013,129	4,349,148	



Operating Expenses (\$)

Year to Date October 31, 2025

Miles - Cost per service

	Actual VRM	Actual Cost / VRM	Budgeted Cost / VRM	Variance	% Fav. / Unfav.
Fixed Routes	1,896,765	\$11	\$14	-\$2.9	21%
Pulse	145,647	\$12	\$14	-\$1.7	12%
MicroTransit	150,446	\$10	\$12	-\$2.4	20%
Specialized Transportation	923,983	\$6	\$5	\$0.5	-10%
Total	3,116,841				

Hours - Cost per service

	Actual VRH	Actual Cost / VRH	Budgeted Cost / VRH	Variance	% Fav. / Unfav.
Fixed Routes	175,797	\$121	\$190	-\$69	36%
Pulse	16,209	\$112	\$164	-\$53	32%
MicroTransit	10,021	\$148	\$176	-\$28	16%
Specialized Transportation	57,394	\$94	\$93	\$1	-2%
Total	259,421				

Year to Date vs. FY24, FY25:

Cost per Passenger	FY24	FY25	YTD FY26
Fixed Routes	\$6.6	\$6.9	\$6.1
Pulse	\$3.0	\$2.9	\$2.5
MicroTransit	\$35.0	\$47.5	\$44.5
Specialized Transportation	\$41.7	\$43.2	\$53.9

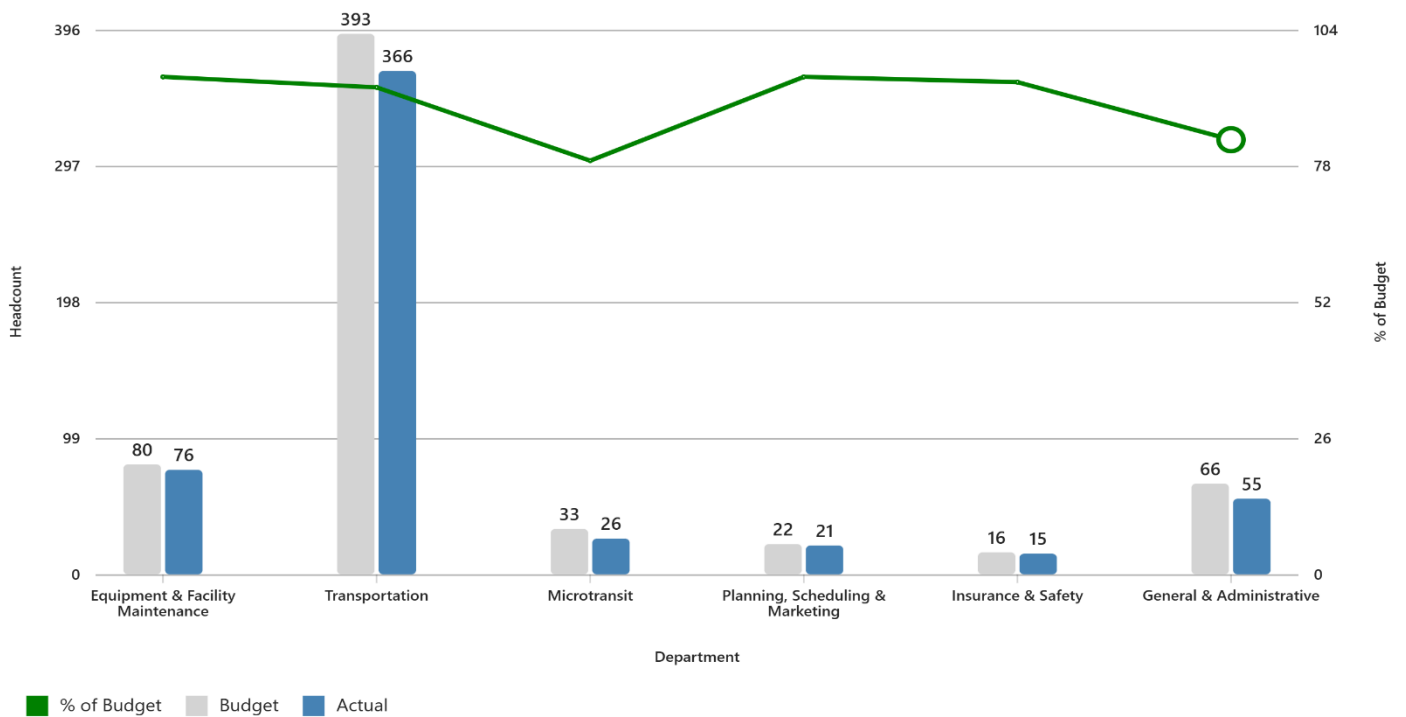
Cost per Revenue Mile	FY24	FY25	YTD FY26
Fixed Routes	\$12	\$12	\$11.2
Pulse	\$12	\$12	\$12.4
MicroTransit	\$11	\$12	\$9.9
Specialized Transportation	\$4.3	\$4.6	\$5.8

Cost per Revenue Hour	FY24	FY25	YTD FY26
Fixed Routes	\$131	\$133	\$121
Pulse	\$110	\$112	\$112
MicroTransit	\$125	\$164	\$148
Specialized Transportation	\$75	\$77	\$94

Headcount

Year to Date October 31, 2025

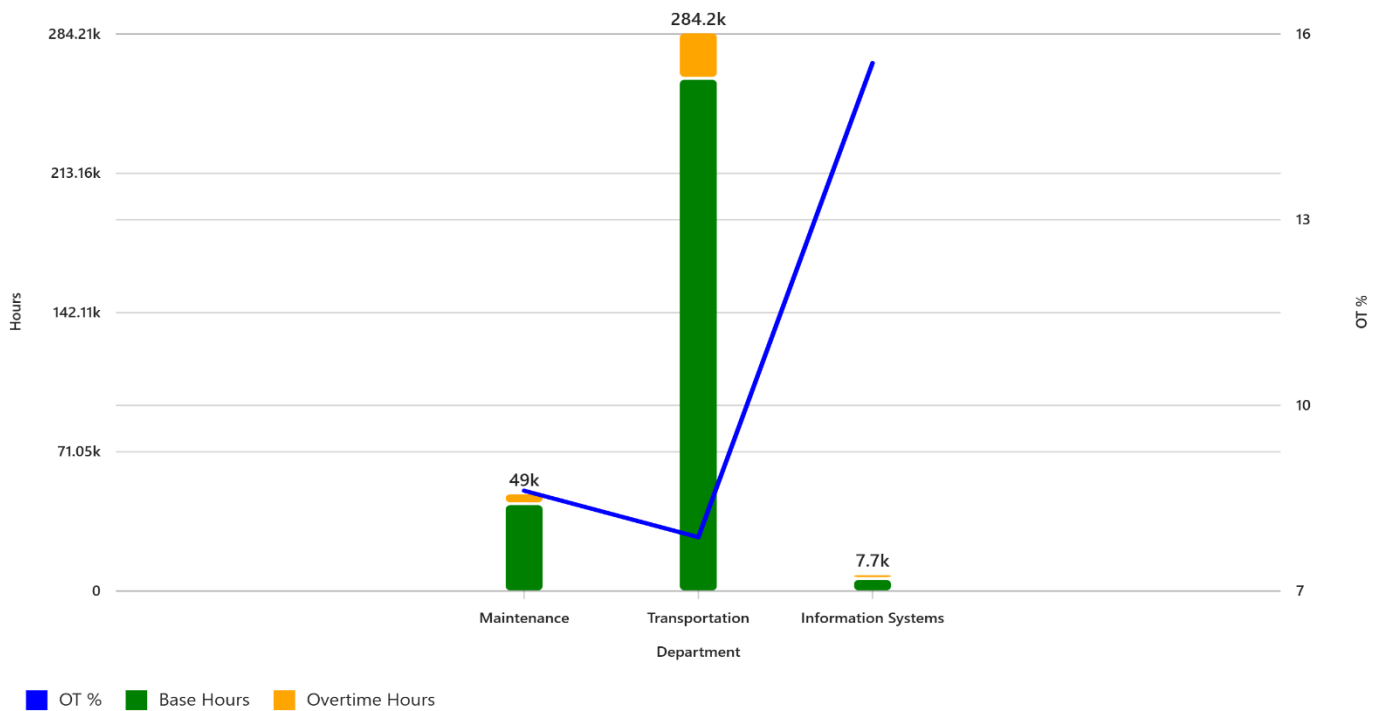
Headcount @ October 31, 2025	Budget	Actual	(Over) Under	% of Budget
Equipment & Facility Maintenance	80	76	4	95%
Transportation	393	366	27	93%
Microtransit	33	26	7	79%
Planning, Scheduling & Marketing	22	21	1	95%
Insurance & Safety	16	15	1	94%
General & Administrative	66	55	11	83%
<i>Reflects Actual Total Heads (Not FTEs, No in training)</i>	610	559	51	92%



Overtime

Year to Date October 31, 2025

Hours & Overtime (6/29/2025-11/01/2025)	Total Hours	Base Hours	Overtime Hours	OT %
Maintenance	49,012	44,792	4,220	8.61%
Transportation	284,210	261,869	22,341	7.86%
Information Systems	7,732	6,532	1,200	15.52%
<i>Total</i>	340,953	313,192	27,761	8%





Balance Sheet (\$)
As of October 31, 2025

	Current Month October 31, 2025	Prior Month September 30, 2025	Prior Year End June 30, 2025
ASSETS			
Current Assets			
Cash	11,193,504	9,903,455	9,846,882
Working Funds	7,358	7,358	7,358
Capital Funds	11,387,841	11,320,279	11,095,890
Accounts Receivable, net	13,982,722	13,016,696	8,922,380
Motor Bus Parts Inventory	1,204,067	1,188,506	1,198,914
Gasoline Inventory	7,302	8,562	6,934
Diesel Fuels Inventory	10,601	20,238	16,983
Lubricants Inventory	61,700	37,125	50,234
Prepayments	1,383,618	740,387	229,992
Total Current Assets	39,238,713	36,242,607	31,375,567
Tangible Property			
Property and Equipment	207,528,639	206,294,182	203,511,049
Accumulated Depreciation	(110,279,627)	(109,879,627)	(108,679,627)
Net Property	97,249,012	96,414,555	94,831,422
Other Assets			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	52,706,323	57,175,671	58,095,955
Intangible Asset - Software, net of amortiz.	4,936,681	4,936,681	4,936,681
Right of Use Asset	1,226,431	1,226,431	1,226,431
Deferred Outflows GASB 68	17,446,444	17,446,444	17,446,444
Deferred Outflows GASB 75	-	-	-
Total Other Assets	84,808,631	89,277,979	90,198,263
TOTAL ASSETS	221,296,356	221,935,140	216,405,252
LIABILITIES AND CAPITAL			
Current Liabilities			
Accounts Payable	5,790,282	6,516,845	7,072,731
Wages Payable	2,641,774	2,507,660	2,938,761
Taxes Accrued	78,492	48,828	49,797
Deferred Revenues CVTA	56,053,549	55,756,205	56,250,739
Other Current Liabilities	2,585,314	3,370,732	971,691
Total Current Liabilities	67,149,413	68,200,271	67,283,720
Non-current Liabilities			
N/P City, OPEB and GASB 68	83,131,627	83,131,627	83,131,627
Reserves			
Injuries, Loss, and Damage	1,820,100	1,820,100	1,694,300
TOTAL LIABILITIES	152,101,140	153,151,999	152,109,647
Capital			
Common Stock	50,005	50,005	50,005
Paid-In Capital	133,140,797	132,060,512	130,723,509
Fund Balance - Accumulated Depreciation	(102,604,669)	(102,204,669)	(101,004,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	74,699,034	74,967,245	70,616,710
Total Capital	69,195,216	68,783,141	64,295,604
TOTAL LIABILITIES AND CAPITAL	221,296,356	221,935,140	216,405,252

Cash Flow Projection (\$)

As of December 4, 2025

	Actual					Expected		
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26
Beginning Balance	7,009,020	7,415,760	5,401,702	5,640,218	6,807,126	4,953,071	609,727	3,551,420
Revenue								
Advertising & Charter Revenue	5,982	194,300	38,800	7,193	72,670	42,037	42,037	43,799
CVTA	7,150,038	-	-	7,150,038	1,497,077		7,150,038	
Federal	-	-	2,234,855	-	2,109,772	1,000,000	1,000,000	1,000,000
Operating Assistance	1,595,813	1,595,813	1,595,813	1,595,813	1,595,813	1,595,813	1,595,813	1,595,813
Capital	706,378	2,850,122	113,770	2,093,991	881,316	450,000	1,050,000	1,050,000
Zero Fare	-	-	-	-	-			
Route extensions	108,408	386,211	310,993	187,466	79,079	915,000	450,000	450,000
Local - Chesterfield	116,670	67,318	-	-	67,318	300,000	300,000	148,000
LOCAL - COR	-	-	4,775,690	-	-			4,775,690
LOCAL - HNCO	-	2,244,770	2,520	-	13,581			2,244,770
LOCAL - Petersburg	16,667	16,667	16,667	16,667	-	16,667	16,667	16,667
Ridefinders	28,887	31,972	44,229	30,101	30,101	35,000	35,000	35,000
Other Income	22,823	114,697	52,700	54,975	30,305	35,000	35,000	35,000
VCU	-	-	-	-	-			
Cash In	9,751,665	7,501,870	9,186,036	11,136,244	6,377,032	4,389,516	11,674,554	11,394,739
Expenses								
Wages & Benefits	6,450,529	7,180,012	5,158,429	4,797,508	4,845,738	5,143,404	5,143,404	5,172,404
SGR / Maintenance	338,685	318,555	324,161	646,354	431,014	503,831	503,831	496,249
Fuel & Lubricants	270,750	113,395	134,137	197,364	44,737	215,777	215,777	202,832
Materials & Supplies	17,683	15,987	91,422	13,406	26,878	26,193	26,193	27,611
Casualty & Insurance	806,063	106,105	235,033	711,195	204,975	302,444	302,444	317,090
Services	101,479	52,819	170,520	114,842	150,457	109,129	109,129	103,778
Purchased Services	72,969	81,322	99,595	1,841,551	887,005	720,552	720,552	704,900
Utilities	7,778	223,965	259,405	327,478	215,216	136,560	136,560	143,946
Travel & Training	29,288	1,574	-	2,802	32,644	10,187	10,187	10,898
Miscellaneous	74,724	48,844	171,973	8,789	4,666	64,786	64,786	69,559
Capital	1,174,978	1,373,350	2,302,844	1,308,047	1,387,756	1,500,000	1,500,000	1,500,000
Cash Out	9,344,925	9,515,927	8,947,520	9,969,336	8,231,087	8,732,861	8,732,861	8,749,266
Cash Position	7,415,760	5,401,702	5,640,218	6,807,126	4,953,071	609,727	3,551,420	6,196,893

CVTA Special Fund Quarterly Report

For the Quarter Ended December 31, 2025 (Data through December 3, 2025)

Beginning Balance @ September 30, 2025	\$60,094,964
Receipts:	
October 31, 2025: GRTC 15% Funds Distribution - Month of September 2025	\$3,042,430
December 3, 2025, GRTC 15% Funds Distribution - Month of October 2025	\$3,014,574
GRTC 15% Funds Distribution - Month of November 2025	
October 1, 2025, Interest Income WF Treasury Sweep September 2025	\$106,309
October 31, 2025, Interest Income LGIP EM- October 2025	\$80,838
October 31, 2025, October 2025 LGIP EM Share unrealized gain/(loss)	
November 1, 2025, Interest Income WF Treasury Sweep October 2025	\$92,426
November 30, 2025, Interest Income LGIP EM- November 2025	\$81,320
November 30, 2025, November 2025 LGIP EM Share unrealized gain/(loss)	
December 1, 2025, Interest Income WF Treasury Sweep November 2025	\$94,812
December 31, 2025, Interest Income LGIP EM- December 2025	
December 31, 2025, December 2025 LGIP EM Share unrealized gain/(loss)	
Total Receipts:	\$6,512,708

Uses	
Costs incurred in preparing GRTC Regional Public Transportation Plan	
Costs incurred in preparing GRTC Micromobility Plan:	
Four Square Invoice 07642 Microtransit Implementation Plan	\$(3,063)
Four Square Invoice 08997 Microtransit Implementation Plan	\$(8,486)
Four Square Invoice 08673 Microtransit Implementation Plan	\$(4,821)
Four Square Invoice 08994 Microtransit Implementation Plan	\$(13,497)
Four Square Invoice 09130 Microtransit Implementation Plan	\$(9,144)
Four Square Invoice 09184 Microtransit Implementation Plan	\$(1,868)
Four Square Invoice 09333 Microtransit Implementation Plan	\$(12,583)
Four Square Invoice 07104 Microtransit Implementation Plan	\$(2,988)
Four Square Invoice 07105 Microtransit Implementation Plan	\$(5,640)
Four Square Invoice 07334 Microtransit Implementation Plan	\$(6,766)
Four Square Invoice 07335 Microtransit Implementation Plan	\$(5,368)
Four Square Invoice 07504 Microtransit Implementation Plan	\$(4,854)
Total:	\$(79,079)

GRTC Operating and Capital Expense	
GRTC Operating Expense Qtr. 2 FY2026 Draw	\$(7,150,038)
GRTC Capital Expense Qtr. 2 FY2026 Local Share Draw	\$(425,750)
Total:	\$(7,575,788)

Ending Balance @ December 3, 2025	\$58,952,805
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Fund Balance Composition @ December 3, 2025	
Unrestricted Funds	
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$22,251
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$200,000
Restricted Funds: GRTC FY2022 Regional on Demand Micromobility Study	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$200,000
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$20,233
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$125,000
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$125,000
Restricted Funds: GRTC FY2026 Regional Public Transportation Plan preparation	\$62,500
Restricted Funds: GRTC FY2026 On Demand Micromobility Study	\$62,500
Restricted Funds: GRTC FY2026/2027 GRTC Operating and Capital Expenses	\$58,135,321
Total:	\$58,952,805

CVTA Funds	
Balance @ December 3, 2025, in Wells Fargo	\$100,000
Balance @ December 3, 2025, in Wells Fargo Treasury Sweep	\$33,487,892
Balance @ December 3, 2025, in LGIP EM	\$25,364,913
Total:	\$58,952,805

Wells Fargo Balance on December 3, 2025		\$33,587,892
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$22,251	
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$200,000	
Restricted Funds: GRTC FY2022 Regional on Demand Micromobility Study		
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$200,000	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$20,233	
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$125,000	
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$125,000	
Restricted Funds: GRTC FY2026 Regional Public Transportation Plan preparation	\$62,500	
Restricted Funds: GRTC FY2026 On Demand Micromobility Study	\$62,500	
Surplus - Available for Investment - Treasury Sweep or LGIP	\$32,770,408	