

# GREATER LYNCHBURG TRANSIT COMPANY

*We're here to get you there.*



## **Board of Directors Meeting Agenda**

**Wednesday, February 5<sup>th</sup>, 2025**

**8:30 a.m. – 10:30 a.m.**

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

**Board President:** Cameron Howe  
**Board Vice President:** Tab Sprouse  
**Secretary-Treasurer:** Ben Blanks  
**Members:** Gary DuPriest; Christopher Hackman; Valerie Holmes;  
Brian Landergan; Andre Miller, Greg Patrick

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<b>#1</b>	<b>Call to Order – 8:30 a.m.</b>	GLTC Board President
<b>#2</b>	<b>Consideration of Meeting Minutes Approval</b> January 5 <sup>th</sup> , 2025, Board Meeting	All
<b>#3</b>	<b>Committee &amp; Partner Reports</b> a) Ride Solutions b) CVPDC Transportation Planner	Ada Hunsberger Kelly Hitchcock
<b>#4</b>	<b>Staff Reports</b> a) Staff Reports b) Financials c) Ridership & Operating Statistics d) Capital Projects Report	Josh Moore
	<b>Public Comment</b> a) Speakers should state their name for the official record b) Speakers will be allotted a maximum of 3 minutes	GLTC Board President
	<b>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</b>	
<b>#5</b>	<b>Old Business</b> a) No Old Business	
<b>#6</b>	<b>New Business</b> a) Transdev Quarterly Report b) Purchase of 1 Light-Duty Body-on-Chassis PTS Vehicle	Jared Varner Wendell Watts II
<b>#7</b>	<b>President's Report</b>	GLTC Board President
<b>#8</b>	<b>Next Meeting Dates &amp; Adjournment</b> Board Meeting: March 5 <sup>th</sup> , 2025 @ 8:30 am – GLTC Board Room Board Retreat: February 20 <sup>th</sup> , 2025 @ 8:30 am – GLTC O&M Facility Backup Date: February 27 <sup>th</sup> , 2025 @ 8:30 am – GLTC O&M Facility	All

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## **GLTC Board Agenda Detail**

**Item #:** 2

**Item Title:** January 5<sup>th</sup>, 2025, Meeting Minutes

**Action:** Consideration of Approval

A meeting of the Board of Directors of the Greater Lynchburg Transit Company was held on January 8<sup>th</sup>, 2025 at GLTC's Transfer Station, 800 Kemper Street, Lynchburg, Virginia.

### **Attendance**

**Board President:** Cameron Howe

**Board Vice President:** Tab Sprouse

**Secretary-Treasurer:** Ben Blanks

**Members:** Christopher Hackman; Valerie Holmes; Andre Miller

**Absent:** Brian Landergan, Greg Patrick

**Staff:** Josh Moore, Natalie Wilkins, Chris Poindexter, John Yauger, Millie Martin

**Guest:** Kelly Hitchcock of the Central Virginia Planning District Commission (CVPDC); Nathan Wyand and Tim Magee of Livable Lynchburg.

### **Call to Order – 8:30 a.m. GLTC Board President**

Ms. Howe called the board meeting to order at 8:30 am. Ms. Howe introduced Mr. Christopher Hackman and Ms. Valerie Holmes as newly elected board members. The two members introduced themselves and were allotted time for comments.

### **Consideration of Meeting Minutes Approval**

November 21<sup>st</sup>, 2024, Work Session and December 4<sup>th</sup>, 2024, Board Meeting.

Ms. Howe asked for a motion to approve the minutes for November 21<sup>st</sup> 2024's Work Session and the regular board minutes for December 4<sup>th</sup>, 2024. Mr. Miller made a motion to accept the minutes as presented with Mr. Blanks seconding the motion and the minutes were approved unanimously.

### **Committee & Partner Reports**

#### **Ride Solutions - CVPDC Transportation Planner**

Central Virginia Community Services (CVCS) is preparing to submit its annual funding application to the Department of Rail Public Transportation (DRPT) to secure operational assistance for the CVCS program. The application is due on February 1<sup>st</sup>, 2025. Staff members are working closely with state and local partners to ensure the application is ready for submission.

Ms. Hitchcock mentioned efforts to enhance the visibility of CVCS services. There will be a new bus wrap promoting the ConnectingVA app. A new brochure and updated promotional resources are also being prepared.

Ms. Hitchcock gave a list of upcoming promotional events in Spring 2025:

- Campbell Connects: Hosted by Campbell County in partnership with the Lynchburg Regional Business Alliance.
- Bedford Area Chamber of Commerce Job Fair.
- Earth Day Events and the Annual Bike to Workday.

Greater Lynchburg Transit Company

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These initiatives aim to increase public awareness and participation in CVCS services.

Progress on the Lynchburg Multimodal Plan continues with the website and survey links now active. The plan's website can be accessed at [lynchburgmultimodalplan.com](http://lynchburgmultimodalplan.com).

Ms. Howe asked if Virginia Department of Transportation (VDOT) studies are connected to the multimodal or safety action plan? Ms. Hitchcock replied they are separate studies.

The Central Virginia Transportation Safety Summit will take place on Friday, January 31st, 2025, at the Lynchburg Regional Business Alliance (LRBA). The purpose of the summit is to discuss strategies for enhancing transportation safety with insights and input from local stakeholders and consultants.

Preparations are also underway for the FY26 CVTPO Work Program. The program covers activities scheduled between July 1, 2025, to June 30, 2026. Preliminary project concepts will be presented in March 2025.

### **Staff Reports**

The General Manager stated that GLTC is progressing in several key areas including collaborating with the City of Lynchburg and CVPDC on initiatives such as the Multimodal Plan, Safety Action Plan, and Thriving Communities/TOD.

The Assistant General Manager is participating in the CTAV Board of Directors Meetings and planning for the upcoming CTAV Rodeo which will be held the last weekend in April 2025.

The Transportation Manager monitored Flex service demands to ensure adequate staffing for both Flex and Fixed Routes.

The Maintenance Manager concentrated on preparations for winter weather and planning for upcoming spring maintenance projects and construction activities.

The Finance and Grants Manager prepared for a role transition and worked on finalizing financial statements and reports for November and December. Additionally, the 5307 application and execution with the FTA were successfully completed.

The IT Manager focused on HVAC maintenance and cold weather preparations.

The Marketing Manager created and launched microtransit surveys and decorated Flex vehicles for Christmas.

Mr. Moore informed the board of possible changes to paratransit software vendor. The company that provides the software would like to begin hosted solutions instead of on-premise solutions which will cost four times the current amount. The cost will increase from \$30k to \$100k a year. GLTC has had the software since 2011. There are multiple vendors that will be explored as a replacement.

Ms. Holmes asked who can access paratransit service? Mr. Moore replied paratransit service is for qualifying individuals whose disability prevents them from using the regular GLTC bus routes.

### **Financials**

Mr. Moore notified the board that the completed financial document will be available at the next work session. There was a surplus in November due to an additional pay period in October. Higher utility bills are expected due to weather changes. Fringe benefits will be updated at the work session.

### **Ridership & Operating Statistics**



Mr. Moore stated that ridership growth is consistent. On-time performance has increased due to recent changes to routes. Route 1A and 1B are still dealing with traffic relating stemming from construction issues. The Route 4's are dealing with seasonal traffic on Wards Road. Flex trip decreased slightly due to Central Virginia Community College winter break.

### **Capital Projects Report**

No Report.

### **Public Comment**

Mr. Wyand gave comments concerning the web address that are on GLTC bus stop signs. He stated that the web address points back to a previous provider (Route Match) and incorrect.

Mr. Moore commented that he was aware of the web address on the sign and have had discussions to resolve the issue. GLTC will either cover up the web address on the sign or fix the web link with the IT Manager.

### **Old Business**

No Old Business

### **New Business**

### **Amendment to FY26 Capital Budget**

Mr. Moore presented an amendment to the proposed FY26 Capital Improvement Plan (CIP). The original plan included the replacement of four 35' buses. GLTC staff now proposes modifying this to:

- Three replacement 35' buses for 2012 vehicles
- Five replacement 35' buses for 2010 vehicles

#### **Funding Details:**

Existing funding (awarded by DRPT in 2022 and allocated by the City of Lynchburg) for the five 2010 replacements will be moved to FY27, aligned with the estimated vehicle delivery date.

New funding will be requested for the three 2012 replacements, reducing the original request from four vehicles to three. This amendment reflects updated priorities and funding adjustments.

Ms. Howe asked for a motion to allow the use of existing funds for the purchase of additional heavy-duty transit buses. Ms. Sprouse made the motion and seconded by Mr. Blanks. The motion passed unanimously.

### **Authorization to Transfer GLTC Archives**

Mr. Moore stated GLTC staff have explored various options for the long-term preservation of GLTC's historical archives, which include newspaper scrapbooks, employee rosters, company documents, and photographs. These items require a controlled environment to prevent degradation.



An agreement was proposed for the Jones Memorial Library to assume responsibility for GLTC's collection. Under this arrangement, the archives would be transferred to the library's conservation collection, ensuring their preservation while also making them accessible to the public.

Mr. Moore asked the Board to grant the authority to proceed with the donation of the archives to The Jones Memorial Library.

After discussion, Ms. Sprouse asked if some items could be destroyed without GLTC's approval beforehand? Mr. Moore commented that he was uncertain what would happen to all items after they are digitized. He agreed to ask the library if they would return items that the library had duplicates. Ms. Sprouse stated that she would like to gain more information on the processes before giving Jones Memorial access to our documents. Mr. Moore agreed to research more information about the digitization process. The agenda item was tabled for discussion at a later date.

### **Election Board Voter Information**

Mr. Moore presented a chart that was provided by the Registrar's Office. The chart showed daily voting data from September to November. The Registrar's Office could not determine who rode the bus to the polls.

Ms. Howe asked if GLTC could provide data for microtransit service and paratransit on the voting dates. Mr. Moore agreed to research and provide the data.

### **President's Report**

No report.

Ms. Howe requested that Mr. Moore send calendar alerts for GLTC Board of Director's retreat in February.

As there was no further discussion, Ms. Howe asked for a motion to adjourn. Ms. Sprouse made a motion adjourn with Mr. Blanks seconding the motion and the vote was carried. The meeting ended at 10:15 a.m.

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Secretary/Treasurer

### **Next Meeting Dates & Adjournment**

Board Meeting: February 5th, 2025 @ 8:30 am – GLTC Board Room

Work Session: January 23rd, 2025 @ 8:30 am – GLTC Board Room





## GLTC Board Agenda Detail

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

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### **Committee Reports**

- a) Ride Solutions

### **Partner Reports**

- a) CVPDC Transportation Planner

**Contacts:** Josh Moore

**Attachments:** None

**Action Required:** None





## GLTC Board Agenda Detail

**Item #:** 4a  
**Item Title:** Staff Reports  
**Action:** For Your Information

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

- Attended the VTA Legislative Day and Reception with staff and Cameron Howe
- Met with DRPT regarding opportunities to perform joint procurements with DRPT and other agencies allowing for better buying power and for GLTC to recoup a small administrative fee
- Meeting with FTA and industry partners to determine the impact of the OMB Budget Memo and current Executive Orders
- Working with CVPDC on the Multimodal Plan and Thriving Communities/TOD Plans
- Attended the Pittsylvania/Danville Industrial Authority Meeting in Danville to discuss regional transit service and receive updates on the regional connectivity plan
- Submitting Capital Budget requests for FY26 to DRPT
- Preparing for the submission of Triennial Review 2025 RIR

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

- Attended the Lynchburg City Schools Partners in Education Breakfast
- NAACP Lynchburg Branch – Installation of new officers and regular meeting
- CTAV Board Meeting, Social Media Committee, Professional Development Committee, and Rodeo Committee meetings
- VTA Legislative Reception

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

- Evaluating the latest changes in Flex services
- Completed safety review and creating a workplan to have employees that have shown weaknesses in certain areas to undergo remedial training

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

- Working on "Spring Cleaning" including preparing unused items for disposal
- Facilitating training for GLTC and other agency staff on several maintenance areas including transmissions, brakes, and troubleshooting electronics

The Finance and Grants Manager's report for the previous month is provided below:

- Preparing for role transition
- Working on submitting operating budget request to DRPT
- Working on updating Policies and Procedures

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

- Working on HVAC issues due to weather
- Worked with Nathan Wynd on redirecting the mybus@gltconline to point to our current website
- Attended the VTA Legislative Day in Richmond, VA
- Reworking workstations and Microsoft licenses for staff

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

- Completed ACA Reporting for 2024
- Working on FTA Drug and Alcohol Reporting
- Interviewing candidates for Transportation Supervisor
- Working with staff to interview for PTS/Flex operators

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

- Attended Partners in Networking Communication hosted by the City of Lynchburg
- Attended the Rider Improvement Committee
- Filmed content highlighting new bus technologies
- Hosted students from Rehabilitative Services and Vocation Placement for shadowing tours on public transit careers





**GLTC Board Agenda Detail**

**Item #:** 4b  
**Item Title:** Financials  
**Action:** For Your Information

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Attached are the financial statements for November and December 2024.

**Contacts:** Josh Moore  
**Attachments:** November and December 2024 Financials  
**Action Required:** None





# GREATER LYNCHBURG TRANSIT COMPANY

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January 29<sup>th</sup>, 2025

Re: November and December 2024 Financial Statements

Dear GLTC Board of Directors,

Attached are the financial statements for November and December 2024. For brevity, I will only cover the December statement in this report but will be available to answer questions for the previous months. We operated the service normally in December except for shortened hours on December 24<sup>th</sup>, and no service on December 25<sup>th</sup>.

## **Income:**

Fixed Route revenue is 7% over anticipated and Paratransit Revenue is showing as up 50%. Year-to-date we are up by 14% in Fixed Route and 66% in PTS.

Non-operating revenue is lower than expected, which is balanced by lower outlays for insurance repairs and reimbursements. Advertising revenue continues to show good growth for the year as there are several long running campaigns that have brought in substantial revenue. December is down slightly but there were several new campaigns that started in January, and we should see an uptick in revenues when those begin billing.

State operating assistance is slightly than budgeted as we had a few more reimbursable expenses than budgeted. Federal, City, and County reimbursements are all on-budget.

## **Expenses:**

Fixed Route Operator labor is slightly under budget while overtime is less than budgeted by 57% for Operators and 58% for Supervisors. This is partially due to being nearly fully staffed as well as the transition of two routes to microtransit service. Other salaries are wages are 2% higher than budget due to overtime for staff not included in the Supervisor Overtime category. PTS labor is slightly down but in line with the budget while overtime is down 57%. This is partially due to attracting more part-time operators with Flex service which allows us to have a wider range of hours for scheduling.





# GREATER LYNCHBURG TRANSIT COMPANY

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Most Maintenance categories are below budget with there being substantial fuel savings in December partially due to prices and partially due to the timing of fuel purchases. Maintenance IT is slightly over budget due to new subscription pricing for diagnostic hardware.

Other Materials and Supplies was significantly over budget by 185% (\$57,108) due to the amount of parts that were required for purchase in December. This is a combination of needing to replace brakes and kingpins on 11 vehicles at the same time combined with the repairs to keep our older vehicles operational before the deployment of our 2024 Gilligs in mid-December. However, much of the costs associated with this maintenance was able to be charged to our Capital funds under the Associated Capital Maintenance (ACM) fund which offset these with additional revenues.

Administration is on budget overall with most items tracking below budget except for Services. This item is higher than normal due to having several one-time expenses required to perform needed maintenance including bus wash repairs, locksmith services, repairs to our AV system at the O&M facility, and paying both the November and December Transdev invoices in this month due to the timing of the billing.

## **Overview:**

Overall, we had a positive income of \$60,452 for the month and have a \$104,444 surplus for the fiscal year.

## **Anticipated Expenses:**

We will likely have slightly higher overtime expenses for Maintenance staff in January due to the snow and ice that we experienced earlier in the month. This will also likely show up as a decrease in both ridership and passenger fares as we operated fare free from January 20<sup>th</sup> through 22<sup>nd</sup> and generally experience a decrease in ridership during snow or extreme cold weather events. This will also take into account GLTC being closed on January 1<sup>st</sup>, 2025 for New Years Day.

## **Unanticipated Expenses:**

We do not have any unanticipated expenses in December, but we are looking closely at the new Executive Orders and their impact on Federal Funding. These orders may cause delays in projects, particularly bus procurements, and we are in contact with the manufacturers to ensure that GLTC is aware of any issues as soon as possible.

## **Capital Projects:**

419 Bradley Drive • Lynchburg, VA 24501 | PO Box 11286 • Lynchburg, VA 24506  
434.455.5080 Office • 434.528.4582 Fax • [www.GLTCOnline.com](http://www.GLTCOnline.com)

*The Central Virginia Transit Management Company, Inc., employs all Administrative Staff, Bus Operators and Maintenance Personnel for the Greater Lynchburg Transit Company (GLTC). GLTC is professionally managed by First Transit, a division of First Group America.*





# GREATER LYNCHBURG TRANSIT COMPANY

We're Here To Get You There!

We drew against capital funds for Associated Capital Maintenance and smaller in-service finalization amounts for our new buses and recent vehicle deliveries.

Sincerely,

Josh Moore  
General Manager



# CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.

## INCOME STATEMENT

AS OF NOVEMBER 30, 2024

	MONTH TO DATE			YEAR TO DATE		
	FY2025 NOV ACTUAL	FY2025 NOV BUDGET	% VAR	FY2025 YTD ACTUAL	FY2025 YTD BUDGET	% VAR
<b>REVENUE</b>						
FRT Passenger Revenue	\$ 35,032	\$ 36,542	-4%	\$ 211,009	\$ 182,708	15%
DRT Passenger Revenue	5,388	3,010	79%	24,888	15,050	65%
Contracts (CVCC Access)	4,253	4,253	0%	21,265	21,265	0%
Other Contract Revenue	-	-	0%	2,096	-	100%
Non-Operating Revenue	552	5,417	-90%	16,416	27,083	-39%
Advertising Revenue	3,916	5,833	-33%	40,094	29,167	37%
City Operating Assistance	156,609	156,609	0%	783,045	783,045	0%
County Operating Assistance	7,080	7,080	0%	35,399	35,399	0%
State Operating Assistance	234,401	224,192	5%	786,749	1,120,960	-30%
Federal Operating Assistance	358,584	357,740	0%	1,777,737	1,788,702	-1%
<b>TOTAL REVENUE</b>	<b>\$ 805,815</b>	<b>\$ 800,676</b>	<b>1%</b>	<b>\$ 3,698,698</b>	<b>\$ 4,003,380</b>	<b>-8%</b>
<b>EXPENSES</b>						
<b>FIXED ROUTE</b>						
Operator Labor	\$ 147,599	\$ 151,155	-2%	\$ 757,636	\$ 755,776	0%
Operator-Overtime	10,539	19,650	-46%	59,898	98,251	-39%
Other Salaries & Wages	45,689	38,693	18%	220,449	193,464	14%
Supervisors-Overtime	1,094	1,917	-43%	5,259	9,583	-45%
Fringe Benefits	108,002	103,874	4%	539,166	519,370	4%
Information Technology	3,433	8,333	-59%	17,167	41,667	-59%
<b>TOTAL FIXED ROUTE</b>	<b>\$ 316,357</b>	<b>\$ 323,622</b>	<b>-2%</b>	<b>\$ 1,599,574</b>	<b>\$ 1,618,110</b>	<b>-1%</b>
<b>DEMAND RESPONSE</b>						
Operator Labor	\$ 31,077	\$ 32,497	-4%	\$ 151,949	\$ 162,484	-6%
Operator-Overtime-PTS	1,097	975	13%	4,646	4,875	-5%
Other Salaries & Wages	9,706	9,223	5%	52,265	46,114	13%
Fringe Benefits	22,062	21,437	3%	107,943	107,184	1%
Information Technology	-	2,746	-100%	-	13,729	-100%
<b>TOTAL DEMAND RESPONSE</b>	<b>\$ 63,942</b>	<b>\$ 66,877</b>	<b>-4%</b>	<b>\$ 316,803</b>	<b>\$ 334,385</b>	<b>-5%</b>
<b>MAINTENANCE</b>						
Other Salaries & Wages	\$ 67,929	\$ 72,516	-6%	\$ 334,768	\$ 362,578	-8%
Inspection&Maint,Srvc-Overtime	3,324	4,567	-27%	15,733	22,834	-31%
Fringe Benefits	37,523	38,703	-3%	181,145	193,514	-6%
Fuel & Lubricants	44,102	75,017	-41%	273,659	375,084	-27%
Tires & Tubes	1,517	8,333	-82%	15,393	41,667	-63%
Information Technology	826	750	10%	4,105	3,750	9%
Other Materials & Supplies	17,525	30,833	-43%	124,098	154,167	-20%
<b>TOTAL MAINTENANCE</b>	<b>\$ 172,745</b>	<b>\$ 230,719</b>	<b>-25%</b>	<b>\$ 948,902</b>	<b>\$ 1,153,593</b>	<b>-18%</b>
<b>ADMINISTRATION</b>						
Other Salaries & Wages	\$ 48,050	\$ 40,592	18%	\$ 232,883	\$ 202,960	15%
Fringe Benefits	25,295	20,381	24%	120,358	101,906	18%
Services	43,863	47,357	-7%	194,040	236,785	-18%
Utilities	15,517	21,020	-26%	86,685	105,098	-18%
Casualty & Liability Expenses	15,404	22,349	-31%	97,655	111,744	-13%
Information Technology	5,200	4,842	7%	23,919	24,208	-1%
Bad Debt Expense	-	-	0%	1,238	-	100%
Other Materials & Supplies	7,944	10,973	-28%	27,411	54,865	-50%
Miscellaneous	(588)	11,945	-105%	21,528	59,727	-64%
<b>TOTAL ADMINISTRATION</b>	<b>\$ 160,685</b>	<b>\$ 179,458</b>	<b>-10%</b>	<b>\$ 805,719</b>	<b>\$ 897,292</b>	<b>-10%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 713,730</b>	<b>\$ 800,676</b>	<b>-11%</b>	<b>\$ 3,670,998</b>	<b>\$ 4,003,380</b>	<b>-8%</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 92,084</b>	<b>\$ -</b>	<b>100%</b>	<b>\$ 27,700</b>	<b>\$ -</b>	<b>-100%</b>

**CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.**  
**COMPARATIVE INCOME STATEMENT**  
**AS OF NOVEMBER 30, 2024**

	MONTH TO DATE			YEAR TO DATE		
	FY2025 NOV ACTUAL	FY2024 NOV ACTUAL	% VAR	FY2025 YTD ACTUAL	FY2024 YTD ACTUAL	% VAR
<b>REVENUE</b>						
FRT Passenger Revenue	\$ 35,032	\$ 48,779	-28%	\$ 211,009	\$ 208,646	1%
DRT Passenger Revenue	5,388	3,364	60%	24,888	13,688	82%
Contracts (CVCC Access)	4,253	4,253	0%	21,265	21,265	0%
Non-Operating Revenue	552	17	3217%	16,416	41,679	-61%
Advertising Revenue	3,916	10,653	-63%	40,094	34,399	17%
City Operating Assistance	156,609	143,705	9%	783,045	718,526	9%
County Operating Assistance	7,080	6,808	4%	35,399	34,038	4%
State Operating Assistance	234,401	232,756	1%	786,749	829,505	-5%
Federal Operating Assistance	358,584	586,946	-39%	1,777,737	1,951,983	-9%
<b>TOTAL REVENUE</b>	<b>\$ 805,815</b>	<b>\$ 1,037,280</b>	<b>-22%</b>	<b>\$ 3,698,698</b>	<b>\$ 3,853,729</b>	<b>-4%</b>
<b>EXPENSES</b>						
<b>FIXED ROUTE</b>						
Operator Labor	\$ 147,599	\$ 140,374	5%	\$ 757,636	\$ 744,936	2%
Operator-Overtime	10,539	12,150	-13%	59,898	63,324	-5%
Other Salaries & Wages	45,689	44,988	2%	220,449	218,129	1%
Supervisors-Overtime	1,094	287	281%	5,259	5,531	-5%
Fringe Benefits	108,002	116,266	-7%	539,166	495,865	9%
Information Technology	3,433	3,213	7%	17,167	17,163	0%
<b>TOTAL FIXED ROUTE</b>	<b>\$ 316,357</b>	<b>\$ 317,278</b>	<b>0%</b>	<b>\$ 1,599,574</b>	<b>\$ 1,544,948</b>	<b>4%</b>
<b>DEMAND RESPONSE</b>						
Operator Labor	\$ 31,077	\$ 24,872	25%	\$ 151,949	\$ 123,624	23%
Operator-Overtime-PTS	1,097	295	272%	4,646	2,701	72%
Other Salaries & Wages	9,706	8,890	9%	52,265	46,952	11%
Fringe Benefits	22,062	19,907	11%	107,943	83,264	30%
Information Technology	-	-	0%	-	2,336	-100%
<b>TOTAL DEMAND RESPONSE</b>	<b>\$ 63,942</b>	<b>\$ 53,963</b>	<b>18%</b>	<b>\$ 316,803</b>	<b>\$ 258,877</b>	<b>22%</b>
<b>MAINTENANCE</b>						
Other Salaries & Wages	\$ 67,929	\$ 70,591	-4%	\$ 334,768	\$ 338,386	-1%
Inspection&Maint,Srvc-Overtime	3,324	2,553	30%	15,733	11,496	37%
Fringe Benefits	37,523	42,187	-11%	181,145	168,128	8%
Fuel & Lubricants	44,102	63,696	-31%	273,659	331,228	-17%
Tires & Tubes	1,517	9,334	-84%	15,393	42,718	-64%
Information Technology	826	973	-15%	4,105	4,865	-16%
Other Materials & Supplies	17,525	31,252	-44%	124,098	181,096	-31%
<b>TOTAL MAINTENANCE</b>	<b>\$ 172,745</b>	<b>\$ 220,586</b>	<b>-22%</b>	<b>\$ 948,902</b>	<b>\$ 1,077,917</b>	<b>-12%</b>
<b>ADMINISTRATION</b>						
Other Salaries & Wages	\$ 48,050	\$ 39,798	21%	\$ 232,883	\$ 214,004	9%
Fringe Benefits	25,295	23,555	7%	120,358	102,835	17%
Services	43,863	40,541	8%	194,040	229,129	-15%
Utilities	15,517	11,103	40%	86,685	76,155	14%
Casualty & Liability Expenses	15,404	17,802	-13%	97,655	100,999	-3%
Information Technology	5,200	5,852	-11%	23,919	28,455	-16%
Bad Debt Expense	-	-	0%	1,238	-	100%
Other Materials & Supplies	7,944	11,700	-32%	27,411	35,439	-23%
Miscellaneous	(588)	12,363	-105%	21,528	45,615	-53%
<b>TOTAL ADMINISTRATION</b>	<b>\$ 160,685</b>	<b>\$ 162,713</b>	<b>-1%</b>	<b>\$ 805,719</b>	<b>\$ 832,630</b>	<b>-3%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 713,730</b>	<b>\$ 754,540</b>	<b>-5%</b>	<b>\$ 3,670,998</b>	<b>\$ 3,714,372</b>	<b>-1%</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 92,084</b>	<b>\$ 282,740</b>	<b>67%</b>	<b>\$ 27,700</b>	<b>\$ 139,357</b>	<b>80%</b>

# CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.

## INCOME STATEMENT

AS OF DECEMBER 31, 2024

	MONTH TO DATE			YEAR TO DATE		
	FY2025 DEC ACTUAL	FY2025 DEC BUDGET	% VAR	FY2025 YTD ACTUAL	FY2025 YTD BUDGET	% VAR
<b>REVENUE</b>						
FRT Passenger Revenue	\$ 39,176	\$ 36,542	7%	\$ 250,185	\$ 219,250	14%
DRT Passenger Revenue	5,132	3,010	70%	30,020	18,060	66%
Contracts (CVCC Access)	4,253	4,253	0%	25,518	25,518	0%
Non-Operating Revenue	496	5,417	-91%	16,912	32,500	-48%
Advertising Revenue	5,305	5,833	-9%	45,399	35,000	30%
City Operating Assistance	156,609	156,609	0%	939,654	939,654	0%
County Operating Assistance	7,080	7,080	0%	42,479	42,479	0%
State Operating Assistance	227,254	224,192	1%	1,030,294	1,345,153	-23%
Federal Operating Assistance	358,584	357,740	0%	2,136,321	2,146,443	0%
<b>TOTAL REVENUE</b>	<b>\$ 803,889</b>	<b>\$ 800,676</b>	<b>0%</b>	<b>\$ 4,518,878</b>	<b>\$ 4,804,056</b>	<b>-6%</b>
<b>EXPENSES</b>						
<b>FIXED ROUTE</b>						
Operator Labor	\$ 150,339	\$ 151,155	-1%	\$ 907,975	\$ 906,931	0%
Operator-Overtime	8,417	19,650	-57%	68,315	117,901	-42%
Other Salaries & Wages	39,436	38,693	2%	259,886	232,157	12%
Supervisors-Overtime	803	1,917	-58%	6,062	11,500	-47%
Fringe Benefits	68,807	103,874	-34%	607,972	623,244	-2%
Information Technology	3,433	8,333	-59%	20,600	50,000	-59%
<b>TOTAL FIXED ROUTE</b>	<b>\$ 271,236</b>	<b>\$ 323,622</b>	<b>-16%</b>	<b>\$ 1,870,810</b>	<b>\$ 1,941,732</b>	<b>-4%</b>
<b>DEMAND RESPONSE</b>						
Operator Labor	\$ 32,226	\$ 32,497	-1%	\$ 184,175	\$ 194,981	-6%
Operator-Overtime-PTS	786	975	-19%	5,433	5,850	-7%
Other Salaries & Wages	10,704	9,223	16%	62,969	55,337	14%
Fringe Benefits	15,673	21,437	-27%	123,615	128,621	-4%
Information Technology	-	2,746	-100%	-	16,475	-100%
<b>TOTAL DEMAND RESPONSE</b>	<b>\$ 59,389</b>	<b>\$ 66,877</b>	<b>-11%</b>	<b>\$ 376,192</b>	<b>\$ 401,262</b>	<b>-6%</b>
<b>MAINTENANCE</b>						
Other Salaries & Wages	\$ 66,057	\$ 72,516	-9%	\$ 400,825	\$ 435,093	-8%
Inspection&Maint,Srvc-Overtime	3,172	4,567	-31%	18,906	27,401	-31%
Fringe Benefits	24,278	38,703	-37%	205,423	232,217	-12%
Fuel & Lubricants	44,807	75,017	-40%	318,466	450,101	-29%
Tires & Tubes	6,998	8,333	-16%	22,391	50,000	-55%
Information Technology	826	750	10%	4,931	4,500	10%
Other Materials & Supplies	87,941	30,833	185%	212,039	185,000	15%
<b>TOTAL MAINTENANCE</b>	<b>\$ 234,079</b>	<b>\$ 230,719</b>	<b>1%</b>	<b>\$ 1,182,981</b>	<b>\$ 1,384,311</b>	<b>-15%</b>
<b>ADMINISTRATION</b>						
Other Salaries & Wages	\$ 40,166	\$ 40,592	-1%	\$ 273,049	\$ 243,552	12%
Fringe Benefits	13,277	20,381	-35%	133,635	122,287	9%
Services	80,037	47,357	69%	274,077	284,142	-4%
Utilities	17,825	21,020	-15%	104,510	126,118	-17%
Casualty & Liability Expenses	15,043	22,349	-33%	112,698	134,093	-16%
Information Technology	4,168	4,842	-14%	28,087	29,050	-3%
Bad Debt Expense	100	-	0%	1,338	-	100%
Other Materials & Supplies	5,292	10,973	-52%	32,704	65,838	-50%
Miscellaneous	2,825	11,945	-76%	24,353	71,672	-66%
<b>TOTAL ADMINISTRATION</b>	<b>\$ 178,732</b>	<b>\$ 179,458</b>	<b>0%</b>	<b>\$ 984,451</b>	<b>\$ 1,076,751</b>	<b>-9%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 743,436</b>	<b>\$ 800,676</b>	<b>-7%</b>	<b>\$ 4,414,433</b>	<b>\$ 4,804,056</b>	<b>-8%</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 60,452</b>	<b>\$ -</b>	<b>100%</b>	<b>\$ 104,444</b>	<b>\$ -</b>	<b>-100%</b>

**CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.**  
**COMPARATIVE INCOME STATEMENT**  
**AS OF DECEMBER 31, 2024**

	MONTH TO DATE			YEAR TO DATE		
	FY2025 DEC ACTUAL	FY2024 DEC ACTUAL	% VAR	FY2025 YTD ACTUAL	FY2024 YTD ACTUAL	% VAR
<b>REVENUE</b>						
FRT Passenger Revenue	\$ 39,176	\$ 34,061	15%	\$ 250,185	\$ 242,706	3%
DRT Passenger Revenue	5,132	3,426	50%	30,020	17,114	75%
Contracts (CVCC Access)	4,253	4,253	0%	25,518	25,518	0%
Other Contract Revenue	-	-	100%	2,096	-	100%
Non-Operating Revenue	496	20	2414%	16,912	41,699	-59%
Advertising Revenue	5,305	5,789	-8%	45,399	40,188	13%
City Operating Assistance	156,609	143,705	9%	939,654	862,232	9%
County Operating Assistance	7,080	6,808	4%	42,479	40,845	4%
State Operating Assistance	227,254	149,187	52%	1,030,294	978,692	5%
Federal Operating Assistance	358,584	74,903	379%	2,136,321	2,026,886	5%
<b>TOTAL REVENUE</b>	<b>\$ 803,889</b>	<b>\$ 422,151</b>	<b>90%</b>	<b>\$ 4,518,878</b>	<b>\$ 4,275,880</b>	<b>6%</b>
<b>EXPENSES</b>						
<b>FIXED ROUTE</b>						
Operator Labor	\$ 150,339	\$ 143,834	5%	\$ 907,975	\$ 888,770	2%
Operator-Overtime	8,417	11,068	-24%	68,315	74,392	-8%
Other Salaries & Wages	39,436	45,118	-13%	259,886	263,248	-1%
Supervisors-Overtime	803	1,929	-58%	6,062	7,459	-19%
Fringe Benefits	68,807	82,543	-17%	607,972	578,409	5%
Information Technology	3,433	3,213	7%	20,600	20,375	1%
<b>TOTAL FIXED ROUTE</b>	<b>\$ 271,236</b>	<b>\$ 287,705</b>	<b>-6%</b>	<b>\$ 1,870,810</b>	<b>\$ 1,832,652</b>	<b>2%</b>
<b>DEMAND RESPONSE</b>						
Operator Labor	\$ 32,226	\$ 29,235	10%	\$ 184,175	\$ 152,859	20%
Operator-Overtime-PTS	786	652	21%	5,433	3,353	62%
Other Salaries & Wages	10,704	8,163	31%	62,969	55,115	14%
Fringe Benefits	15,673	15,801	-1%	123,615	99,065	25%
Information Technology	-	-	0%	-	2,336	-100%
<b>TOTAL DEMAND RESPONSE</b>	<b>\$ 59,389</b>	<b>\$ 53,851</b>	<b>10%</b>	<b>\$ 376,192</b>	<b>\$ 312,728</b>	<b>20%</b>
<b>MAINTENANCE</b>						
Other Salaries & Wages	\$ 66,057	\$ 67,460	-2%	\$ 400,825	\$ 405,846	-1%
Inspection&Maint,Srvc-Overtime	3,172	2,639	20%	18,906	14,136	34%
Fringe Benefits	24,278	28,750	-16%	205,423	196,878	4%
Fuel & Lubricants	44,807	51,934	-14%	318,466	383,162	-17%
Tires & Tubes	6,998	6,018	16%	22,391	48,735	-54%
Information Technology	826	973	-15%	4,931	5,838	-16%
Other Materials & Supplies	87,941	52,534	67%	212,039	233,630	-9%
<b>TOTAL MAINTENANCE</b>	<b>\$ 234,079</b>	<b>\$ 210,308</b>	<b>11%</b>	<b>\$ 1,182,981</b>	<b>\$ 1,288,225</b>	<b>-8%</b>
<b>ADMINISTRATION</b>						
Other Salaries & Wages	\$ 40,166	\$ 44,233	-9%	\$ 273,049	\$ 258,237	6%
Fringe Benefits	13,277	18,221	-27%	133,635	121,055	10%
Services	80,037	46,598	72%	274,077	275,727	-1%
Utilities	17,825	13,403	33%	104,510	89,558	17%
Casualty & Liability Expenses	15,043	17,802	-15%	112,698	118,799	-5%
Information Technology	4,168	6,295	-34%	28,087	34,750	-19%
Bad Debt Expense	100	-	0%	1,338	-	100%
Other Materials & Supplies	5,292	5,142	3%	32,704	40,581	-19%
Miscellaneous	2,825	2,905	-3%	24,353	48,519	-50%
<b>TOTAL ADMINISTRATION</b>	<b>\$ 178,732</b>	<b>\$ 154,597</b>	<b>16%</b>	<b>\$ 984,451</b>	<b>\$ 987,227</b>	<b>0%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 743,436</b>	<b>\$ 706,460</b>	<b>5%</b>	<b>\$ 4,414,433</b>	<b>\$ 4,420,832</b>	<b>0%</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 60,452</b>	<b>\$ (284,310)</b>	<b>121%</b>	<b>\$ 104,444</b>	<b>\$ (144,952)</b>	<b>172%</b>

Central VA Transit Management Company Inc.  
Balance Sheet  
Dec FY 2025

	FY 2025	FY 2024	Difference	%
<i>ASSETS</i>				
Cash	\$ 641,220	\$ 496,290	\$ 144,930	29%
Cash Reserve - City of Lynchburg (BankoftheJames)	\$ 4,964	\$ -	\$ 4,964	100%
Cash - OPEB	-	321,258	(321,258)	-100%
OPEB - CASH -Bank of The James	100,000	-	100,000	100%
OPEB - ICS MMDA (SAV) ACCOUNT	167,015	-	167,015	100%
Working Funds - Transfer Center	75	75	-	0%
Working Funds - Greyhound	-	100	(100)	-100%
Accounts Receivable	304,484	246,803	57,681	23%
Materials and Fuel	279,123	291,383	(12,261)	-4%
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 1,496,880</b>	<b>\$ 1,355,909</b>	<b>\$ 140,971</b>	<b>10%</b>
Tangible Property	\$ 36,542	\$ 36,542	\$ -	0%
Accumulated Depreciation	(20,856)	(17,812)	(3,044)	17%
<b>NET FIXED ASSETS</b>	<b>\$ 15,686</b>	<b>\$ 18,730</b>	<b>\$ (3,044)</b>	<b>-16%</b>
Prepayments	88,573	239,598	(151,026)	-63%
<b>TOTAL ASSETS</b>	<b>\$ 1,601,139</b>	<b>\$ 1,614,239</b>	<b>\$ (13,100)</b>	<b>-1%</b>
<i>LIABILITIES AND CAPITAL</i>				
Accounts Payable - Trade	\$ 125,126	\$ 477,078	\$ (351,952)	-74%
Wages Payable	137,695	117,127	20,568	18%
Other Payroll Liabilities	575,184	604,874	(29,690)	-5%
Short Term Loan - City of Lynchburg	941,284	500,000	441,284	88%
Advance Payments	(282,595)	(189,888)	(92,706)	49%
<b>TOTAL LIABILITIES</b>	<b>1,496,695</b>	<b>1,509,191</b>	<b>(12,496)</b>	<b>-1%</b>
Accumulated Income/(Loss) Prior Years	-	-	-	0%
Restricted Reserve	-	250,000	-	-
Accumulated Income/(Loss) Current Year	104,444	(144,952)	249,396	-172%
<b>TOTAL CAPITAL</b>	<b>\$ 104,444</b>	<b>\$ (144,952)</b>	<b>\$ 249,396</b>	<b>-172%</b>
<b>TOTAL LIABILITIES AND CAPITAL</b>	<b>\$ 1,601,139</b>	<b>\$ 1,614,239</b>	<b>\$ (13,100)</b>	<b>-1%</b>

Greater Lynchburg Transit Company, Inc.  
 Balance Sheet  
 December FY 2024

	FY 2025	FY 2024	Difference	%
<i>ASSETS</i>				
Cash - GLTC	\$ -	\$ -	\$ -	0%
Cash - Capital	190,076	207,903	(17,827)	-9%
Accounts Receivable	60,918	4,982	55,936	1123%
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 250,994</b>	<b>\$ 212,885</b>	<b>\$ 38,109</b>	<b>18%</b>
Tangible Property	\$ 69,397,954	62,479,256	\$ 6,918,697	11%
Accumulated Depreciation	(29,598,406)	(27,990,964)	(1,607,442)	6%
<b>NET FIXED ASSETS</b>	<b>\$ 39,799,548</b>	<b>\$ 34,488,293</b>	<b>\$ 5,311,255</b>	<b>15%</b>
<b>TOTAL ASSETS</b>	<b>\$ 40,050,541</b>	<b>\$ 34,701,177</b>	<b>\$ 5,349,364</b>	<b>15%</b>
<i>LIABILITIES AND CAPITAL</i>				
Accounts Payable - Miscellaneous	\$ 44,168	\$ -	\$ 44,168	100%
<b>TOTAL LIABILITIES</b>	<b>44,168</b>	<b>-</b>	<b>44,168</b>	<b>100%</b>
Capital Stock	5	5	-	0%
Accumulated Income/(Loss) Prior Years	34,069,197	34,239,107	(169,909)	0%
Accumulated Income/(Loss) Current Year	5,937,171	462,066	5,475,105	1185%
<b>TOTAL CAPITAL</b>	<b>\$ 40,006,373</b>	<b>\$ 34,701,177</b>	<b>\$ 5,305,196</b>	<b>15%</b>
<b>TOTAL LIABILITIES AND CAPITAL</b>	<b>\$ 40,050,541</b>	<b>\$ 34,701,177</b>	<b>\$ 5,349,364</b>	<b>15%</b>

**GREATER LYNCHBURG TRANSIT COMPANY, INC.**  
**INCOME STATEMENT**  
**AS OF DECEMBER 31, 2024**

	FY2025 ACTUAL DEC	FY2025 ACTUAL YTD
<b>REVENUE</b>		
Operating Assistance Revenue	\$ 1,130,551	\$ 3,577,054
Money Paid to CVTMCI	(1,130,551)	(3,577,054)
Federal Grant Revenue	8,392	1,101,480
Local Grant Revenue	<u>131,839</u>	<u>4,865,401</u>
<b>TOTAL REVENUE</b>	<b>\$ 140,231</b>	<b>\$ 5,966,881</b>
<b>EXPENSES</b>		
Repairs - Capital	17,187	\$ 21,184
Pass Thru Grants	-	\$ 8,526
Other Miscellaneous Expense	<u>-</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<b>\$ 17,187</b>	<b>\$ 29,710</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ <u>123,043</u></b>	<b>\$ <u>5,937,171</u></b>

**GREATER LYNCHBURG TRANSIT COMPANY, INC.**  
**COMPARATIVE INCOME STATEMENT**  
**AS OF DECEMBER 31, 2024**

	MONTH TO DATE			YEAR TO DATE		
	FY2025 DEC ACTUAL	FY2024 DEC ACTUAL	% VAR	FY2025 YTD ACTUAL	FY2024 YTD ACTUAL	% VAR
<b>REVENUE</b>						
Operating Assistance Revenue	\$ 1,130,551	\$ 1,271,702	-11%	\$ 3,577,054	\$ 5,032,205	-29%
Money Paid to CVTMC	(1,130,551)	(1,271,702)	-11%	(3,577,054)	(5,032,205)	-29%
Federal Grant Revenue	8,392	3,571	135%	1,101,480	3,571	30745%
Local Grant Revenue	<u>131,839</u>	<u>3,825</u>	3347%	<u>4,865,401</u>	<u>4,080</u>	119150%
<b>TOTAL REVENUE</b>	<b>\$ 140,231</b>	<b>\$ 7,396</b>	1796%	<b>\$ 5,966,881</b>	<b>\$ 7,651</b>	77888%
<b>EXPENSES</b>						
Repairs - Capital	17,187	1,278	1245%	\$ 21,184	\$ 1,278	1558%
Pass Thru Grants	-	-	0%	\$ 8,526	-	100%
Other Miscellaneous Expense	<u>-</u>	<u>-</u>	0%	<u>-</u>	<u>-</u>	0%
<b>TOTAL EXPENSES</b>	<b>\$ 17,187</b>	<b>\$ 1,278</b>	1245%	<b>\$ 29,710</b>	<b>\$ 1,278</b>	2225%
<b>NET INCOME/(LOSS)</b>	<b>\$ 123,043</b>	<b>\$ 6,118</b>	1911%	<b>\$ 5,937,171</b>	<b>\$ 6,373</b>	93061%

Greater Lynchburg Transit Company, Inc.  
 Balance Sheet  
 November FY 2024

	FY 2025	FY 2024	Difference	%
<i>ASSETS</i>				
Cash - GLTC	\$ -	\$ -	\$ -	0%
Cash - Capital	193,598	211,408	(17,810)	-8%
Accounts Receivable	17,100	-	17,100	100%
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 210,698</b>	<b>\$ 211,408</b>	<b>\$ (710)</b>	<b>0%</b>
Tangible Property	\$ 69,271,387	62,479,256	\$ 6,792,131	11%
Accumulated Depreciation	(29,598,406)	(27,990,964)	(1,607,442)	6%
<b>NET FIXED ASSETS</b>	<b>\$ 39,672,981</b>	<b>\$ 34,488,293</b>	<b>\$ 5,184,689</b>	<b>15%</b>
<b>TOTAL ASSETS</b>	<b>\$ 39,883,680</b>	<b>\$ 34,699,701</b>	<b>\$ 5,183,979</b>	<b>15%</b>
<i>LIABILITIES AND CAPITAL</i>				
Accounts Payable - Miscellaneous	\$ 350	-	\$ 350	100%
<b>TOTAL LIABILITIES</b>	<b>350</b>	<b>-</b>	<b>350</b>	<b>100%</b>
Capital Stock	5	5	-	0%
Accumulated Income/(Loss) Prior Years	34,069,197	34,239,107	(169,909)	0%
Accumulated Income/(Loss) Current Year	5,814,127	460,589	5,353,538	1162%
<b>TOTAL CAPITAL</b>	<b>\$ 39,883,330</b>	<b>\$ 34,699,701</b>	<b>\$ 5,183,629</b>	<b>15%</b>
<b>TOTAL LIABILITIES AND CAPITAL</b>	<b>\$ 39,883,680</b>	<b>\$ 34,699,701</b>	<b>\$ 5,183,979</b>	<b>15%</b>
	\$ -	\$ -		

Central VA Transit Management Company Inc.  
Balance Sheet  
Nov FY 2025

	FY 2025	FY 2024	Difference	%
<i>ASSETS</i>				
Cash	\$ 203,458	\$ 408,281	\$ (204,823)	-50%
Cash Reserve - City of Lynchburg (BankoftheJames)	\$ 5,031	-	\$ 5,031	100%
Cash - OPEB	-	321,255	(321,255)	-100%
OPEB - CASH -Bank of The James	100,000	-	100,000	100%
OPEB - ICS MMDA (SAV) ACCOUNT	166,614	-	166,614	100%
Working Funds - Transfer Center	75	75	-	0%
Working Funds - Greyhound	-	100	(100)	-100%
Accounts Receivable	219,883	245,019	(25,136)	-10%
Materials and Fuel	336,309	323,589	12,720	4%
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 1,031,370</b>	<b>\$ 1,298,319</b>	<b>\$ (266,949)</b>	<b>-21%</b>
Tangible Property	\$ 36,542	\$ 36,542	-	0%
Accumulated Depreciation	(20,603)	(17,558)	(3,045)	17%
<b>NET FIXED ASSETS</b>	<b>\$ 15,939</b>	<b>\$ 18,984</b>	<b>\$ (3,045)</b>	<b>-16%</b>
Prepayments	121,712	327,600	(205,887)	-63%
<b>TOTAL ASSETS</b>	<b>\$ 1,169,022</b>	<b>\$ 1,644,903</b>	<b>\$ (475,881)</b>	<b>-29%</b>
<i>LIABILITIES AND CAPITAL</i>				
Accounts Payable - Trade	\$ 269,843	\$ 98,110	\$ 171,733	175%
City Operating Advance Payable	0	441,284	(441,283)	-100%
Wages Payable	93,903	269,319	(175,416)	-65%
Other Payroll Liabilities	589,472	540,162	49,311	9%
Short Term Loan - City of Lynchburg	941,284	500,000	441,284	88%
Line of Credit	-	-	-	N/A
Advance Payments	(753,181)	(593,330)	(159,851)	27%
<b>TOTAL LIABILITIES</b>	<b>1,141,321</b>	<b>1,255,545</b>	<b>(114,224)</b>	<b>-9%</b>
Restricted Reserve	-	250,000		
Accumulated Income/(Loss) Current Year	27,700	139,357	(111,657)	-80%
<b>TOTAL CAPITAL</b>	<b>\$ 27,700</b>	<b>\$ 139,357</b>	<b>\$ (111,657)</b>	<b>-80%</b>
<b>TOTAL LIABILITIES AND CAPITAL</b>	<b>\$ 1,169,022</b>	<b>\$ 1,644,903</b>	<b>\$ (475,881)</b>	<b>-29%</b>

**GREATER LYNCHBURG TRANSIT COMPANY, INC.**  
**INCOME STATEMENT**  
**AS OF NOVEMBER 30, 2024**

	<b>FY2025 ACTUAL NOV</b>	<b>FY2025 ACTUAL YTD</b>
<b>REVENUE</b>		
Operating Assistance Revenue	\$ 413,076	\$ 2,446,503
Money Paid to CVTMCI	(413,076)	(2,446,503)
Federal Grant Revenue	122,969	1,093,088
Local Grant Revenue	<u>1,099,831</u>	<u>4,733,563</u>
<b>TOTAL REVENUE</b>	<b>\$ 1,222,800</b>	<b>\$ 5,826,651</b>
<b>EXPENSES</b>		
Repairs - Capital	498	\$ 3,997
Pass Thru Grants	-	\$ 8,526
Other Miscellaneous Expense	<u>-</u>	<u>-</u>
<b>TOTAL EXPENSES</b>	<b>\$ 498</b>	<b>\$ 12,523</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ <u>1,222,302</u></b>	<b>\$ <u>5,814,127</u></b>

**GREATER LYNCHBURG TRANSIT COMPANY, INC.**  
**COMPARATIVE INCOME STATEMENT**  
**AS OF NOVEMBER 30, 2024**

	MONTH TO DATE			YEAR TO DATE		
	FY2025 NOV ACTUAL	FY2024 NOV ACTUAL	% VAR	FY2025 YTD ACTUAL	FY2024 YTD ACTUAL	% VAR
<b>REVENUE</b>						
Operating Assistance Revenue	\$ 413,076	\$ 502,452	-18%	\$ 2,446,503	\$ 3,760,503	-35%
Money Paid to CVTMC	(413,076)	(502,452)	-18%	(2,446,503)	(3,760,503)	-35%
Federal Grant Revenue	122,969	-	100%	1,093,088	-	100%
Local Grant Revenue	<u>1,099,831</u>	<u>255</u>	100%	<u>4,733,563</u>	<u>255</u>	100%
<b>TOTAL REVENUE</b>	<b>\$ 1,222,800</b>	<b>\$ 255</b>	<b>100%</b>	<b>\$ 5,826,651</b>	<b>\$ 255</b>	<b>100%</b>
<b>EXPENSES</b>						
Repairs - Capital	498	-	100%	\$ 3,997	\$ -	100%
Pass Thru Grants	-	-	0%	\$ 8,526	\$ -	100%
Other Miscellaneous Expense	<u>-</u>	<u>-</u>	0%	<u>-</u>	<u>-</u>	0%
<b>TOTAL EXPENSES</b>	<b>\$ 498</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 12,523</b>	<b>\$ -</b>	<b>0%</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 1,222,302</b>	<b>\$ 255</b>	<b>100%</b>	<b>\$ 5,814,127</b>	<b>\$ 255</b>	<b>100%</b>

GLTC CAPITAL GRANTS

FEDERAL GRANT#/PROJECT#	STATE PROJECT#	DESCRIPTION	FEDERAL	STATE	LOCAL	TOTAL	11/30/2024 Balance
<b>VA-95-X120</b>							
Revision approved 1/3/1	73022-25	PURCHASE FARE COLLECTION EQUIPMENT	\$ 55,480	\$ 11,096	\$ 2,774	\$ 69,350	\$ 0
Revision approved 1/3/1	73022-25	PURCHASE FARE COLLECTION EQUIPMENT	\$ 86,594	\$ 17,319	\$ 4,329	\$ 108,242	\$ 0
			\$ 142,074	\$ 28,415	\$ 7,103	\$ 177,592	\$ -
<b>VA-2016-022-00 Executed 9/23/16</b>							
VA-2016-022-01-00	73022-25	PURCHASE FARE COLLECTION EQUIPMENT	\$ 1,021,071	\$ 204,214	\$ 51,054	\$ 1,276,339	\$ 997,176
			\$ 1,021,071	\$ 204,214	\$ 51,054	\$ 1,276,339	\$ 997,176
<b>VA-2019-011-00 Executed 3/28/19</b>							
<b>Budget Revision 2 - approved 12/22/22</b>							
VA-2019-011-01	73019-29	Purchase 35FT Replacement Bus	\$ 365,398	\$ -	\$ 91,350	\$ 456,748	\$ 23,951
			\$ 365,398	\$ -	\$ 91,350	\$ 456,748	\$ 23,951
<b>VA-2020-006-00 Executed 1/2/2020</b>							
<b>Budget Revision 2 - approved 1/3/2023</b>							
VA-2020-006-01-00	73020-22	Purchase 35FT Replacement Bus	\$ 54,406	\$ 10,880	\$ 2,721	\$ 68,007	\$ -
			\$ 54,406	\$ 10,880	\$ 2,721	\$ 68,007	\$ -
<b>VA-2021-014-00 Executed 4/29/2021</b>							
VA-2021-014-01-00	73021-48	Purchase 30FT Replacement Bus	\$ 713,856	\$ 999,398	\$ 71,386	\$ 1,784,640	\$ 304,841
VA-2021-014-01-00	73021-50	Purchase Spare Parts, ACM Items	\$ 120,000	\$ 168,000	\$ 12,000	\$ 300,000	\$ 0
VA-2021-014-01-00	73021-49	Purchase Vehicle Locator System	\$ 201,600	\$ 282,240	\$ 20,160	\$ 504,000	\$ (0)
			\$ 321,600	\$ 450,240	\$ 32,160	\$ 804,000	\$ (0)
<b>VA-2023-015-00 Executed in FTA 4/26/2023</b>							
73022-26		Purchase 35Ft Buses	\$ 824,972	\$ 5,610,001	\$ 1,815,027	\$ 8,250,000	\$ 3,215,642
			\$ 824,972	\$ 5,610,001	\$ 1,815,027	\$ 8,250,000	\$ 3,215,642
<b>VA-2024-019 Executed in FTA 4/12/2024</b>							
73023-32		Purchase Replacement Support Vehicle (2)	\$ 26,362	\$ 64,022	\$ 3,766	\$ 94,150	\$ 17,562
73023-33		Purchase Spare Parts/ACM Items	\$ 61,320	\$ 148,920	\$ 8,760	\$ 219,000	\$ 210,285
			\$ 87,682	\$ 212,942	\$ 12,526	\$ 313,150	\$ 227,847
<b>STATE/LOCAL ONLY Executed 10/1/2021</b>							
73022-27		Purchase Small-size,light duty bus or BOC	\$ -	\$ 299,200	\$ 140,800	\$ 440,000	\$ 23,977
73022-28		Purchase Medium-size,medium duty bus c	\$ -	\$ 197,200	\$ 92,800	\$ 290,000	\$ 44,241
			\$ -	\$ 496,400	\$ 233,600	\$ 730,000	\$ 68,217
<b>STATE/LOCAL ONLY Executed</b>							
50054-01		Route 4 Regional Connectivity Improveme	\$ -	\$ 652,160	\$ 163,040	\$ 815,200	\$ 102,549
			\$ -	\$ 652,160	\$ 163,040	\$ 815,200	\$ 102,549
<b>STATE/LOCAL ONLY Executed</b>							
71124-03		Microtransit Demo	\$ -	\$ 785,280	\$ 196,320	\$ 981,600	\$ 693,337
			\$ -	\$ 785,280	\$ 196,320	\$ 981,600	\$ 693,337
<b>STATE/LOCAL ONLY Executed</b>							
71124-02		Intern	\$ -	\$ 16,640	\$ 4,160	\$ 20,800	\$ 18,463
			\$ -	\$ 16,640	\$ 4,160	\$ 20,800	\$ 18,463
<b>VA-2024-020 Executed in FTA 4/15/2024</b>							
		5307 FY2021 Operating Assistance	\$ 2,390,757	\$ 1,195,379	\$ 1,195,379	\$ 4,781,514	\$ -
		ADP Hardware	\$ 44,800	\$ -	\$ 11,200	\$ 56,000	\$ 50,601
			\$ 2,435,557	\$ 1,195,379	\$ 1,206,579	\$ 4,837,514	\$ 50,601
<b>STATE/LOCAL ONLY Executed 7/12/2024</b>							
73025-15		Facility Equip-Mechanical (HVAC)	\$ -	\$ 34,000	\$ 16,000	\$ 50,000	\$ 50,000
			\$ -	\$ 34,000	\$ 16,000	\$ 50,000	\$ 50,000
<b>STATE/LOCAL ONLY Executed 7/12/2024</b>							
73025-14		ADP Hardware - Operations(Servers&Switc	\$ -	\$ 37,400	\$ 17,600	\$ 55,000	\$ 55,000
			\$ -	\$ 37,400	\$ 17,600	\$ 55,000	\$ 55,000
<b>STATE/LOCAL ONLY Executed 7/12/2024</b>							
73025-17		Replacement Support Vehicle-SUV/Pickup	\$ -	\$ 79,560	\$ 37,440	\$ 117,000	\$ 41,301
			\$ -	\$ 79,560	\$ 37,440	\$ 117,000	\$ 41,301
<b>STATE/LOCAL ONLY Executed 7/16/2024</b>							
71225-04		Internship	\$ -	\$ 16,000	\$ 4,000	\$ 20,000	\$ 20,000
			\$ -	\$ 16,000	\$ 4,000	\$ 20,000	\$ 20,000

GLTC CAPITAL GRANTS

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<b>VA-2016-022-00 Executed 9/23/16</b>							
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			\$ 54,406	\$ 10,880	\$ 2,721	\$ 68,007	\$ -
<b>VA-2021-014-00 Executed 4/29/2021</b>							
VA-2021-014-01-00	73021-48	Purchase 30FT Replacement Bus	\$ 713,856	\$ 999,398	\$ 71,386	\$ 1,784,640	\$ 304,841
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			\$ -	\$ 496,400	\$ 233,600	\$ 730,000	\$ 67,342
<b>STATE/LOCAL ONLY Executed</b>							
50054-01		Route 4 Regional Connectivity Improveme	\$ -	\$ 652,160	\$ 163,040	\$ 815,200	\$ 102,549
			\$ -	\$ 652,160	\$ 163,040	\$ 815,200	\$ 102,549
<b>STATE/LOCAL ONLY Executed</b>							
71124-03		Microtransit Demo	\$ -	\$ 785,280	\$ 196,320	\$ 981,600	\$ 665,622
			\$ -	\$ 785,280	\$ 196,320	\$ 981,600	\$ 665,622
<b>STATE/LOCAL ONLY Executed</b>							
71124-02		Intern	\$ -	\$ 16,640	\$ 4,160	\$ 20,800	\$ 18,463
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71225-04		Internship	\$ -	\$ 16,000	\$ 4,000	\$ 20,000	\$ 20,000
			\$ -	\$ 16,000	\$ 4,000	\$ 20,000	\$ 20,000



**GLTC Board Agenda Detail**

**Item #:** 4c

**Item Title:** December 2024 Ridership & Operational Statistics

**Action:** For Your Information

**Summary:**

Maintenance Activities are summarized below with associated graphs depicting the year-over-year statistics following.

Ridership was up in December 18.1% compared with our monthly average and was down 12.9% from the previous month.

**Ridership:**

Fixed Route ridership for the month of November was 51,255

Paratransit ridership for November was 1,614.

Flex ridership for the month of November was 1,412

For FTA and NTD Ridership statistics, Fixed Route and Flex are reported together

**Service Impacts:**

System-wide on-time performance was 80.4% in December.

2.07% of the service was lost due to missed trips in November.

Routes not listed have on-time performance greater than 85%.

Route	1B	3A	3B	4	5	8	10	11
On-time	75.6%	79.4%	83.7%	68.2%	81.5%	81.7%	77.6%	73.4%

Route	12X
On-time	73.7%

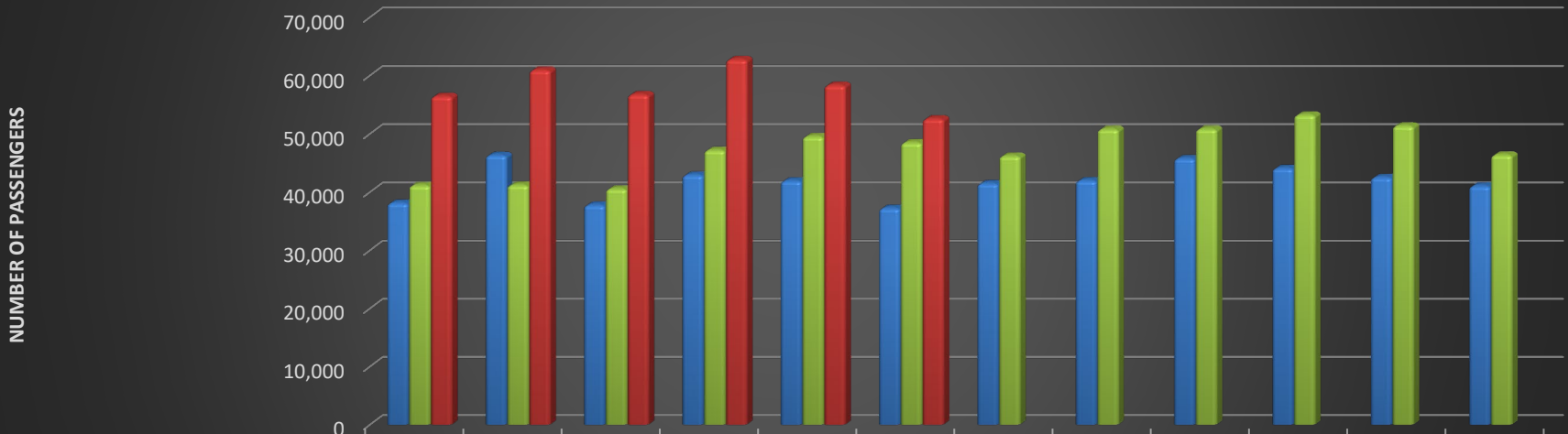
**Maintenance:**

Maintenance activities are reported as follows for December 2024:

- Total mileage for fixed route – 63,064
- Paratransit total mileage – 16,545.2
- On-time performance for preventative maintenance activities – 90%
- Fleet downtime – 1.68%



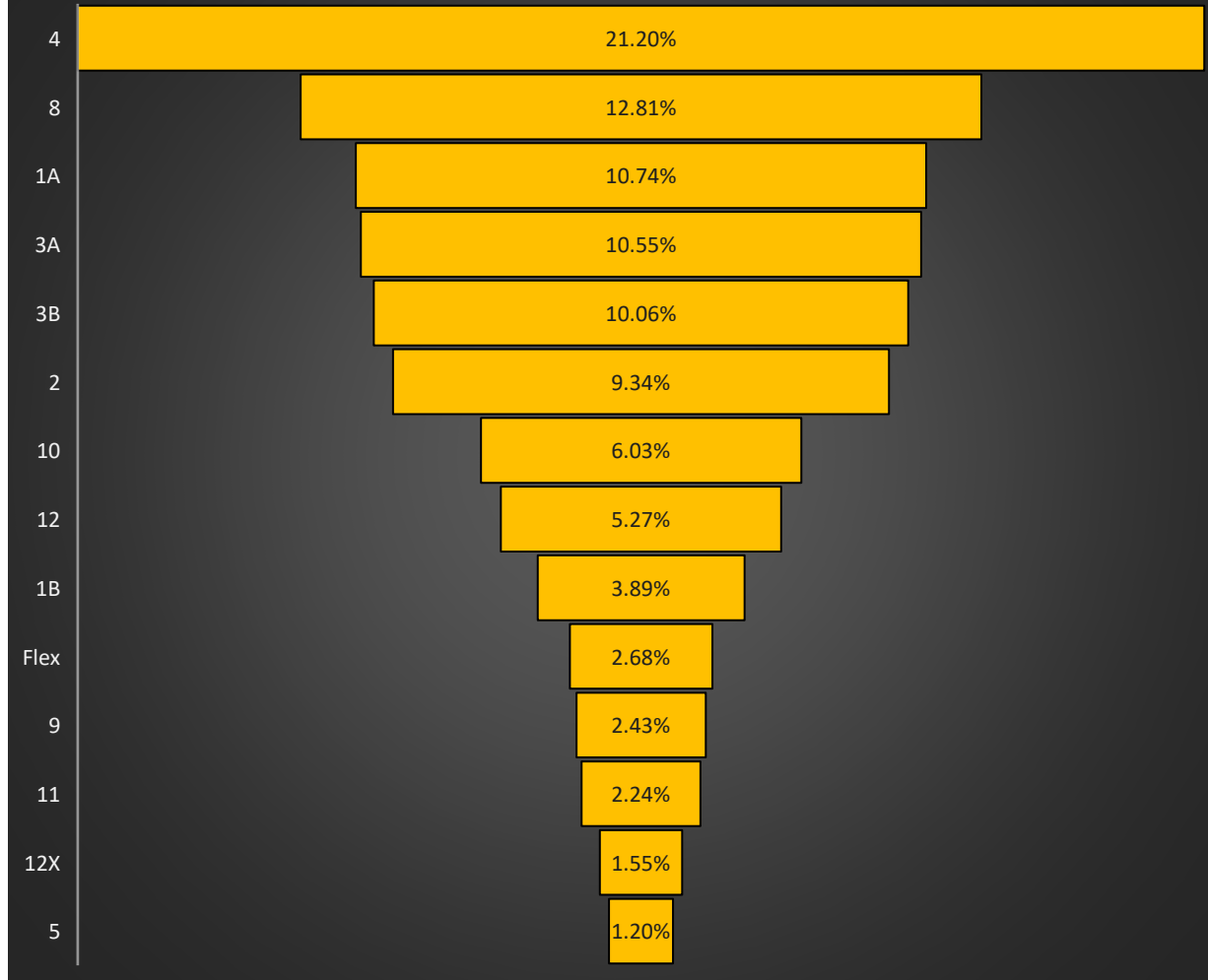
## Monthly System Ridership FY23 - FY25



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
▼ Total Ridership 2022 - 2023 (FY '23)	38,224	46,410	37,859	43,017	42,017	37,324	41,571	42,068	45,856	44,175	42,604	41,139
▼ Total Ridership 2023 - 2024 (FY '24)	41,237	41,289	40,641	47,281	49,620	48,580	46,285	50,881	50,914	53,337	51,452	46,464
▼ Total Ridership 2024 - 2025 (FY '25)	56,529	61,013	56,818	62,839	58,422	52,667						



## Ridership Percentage by Route

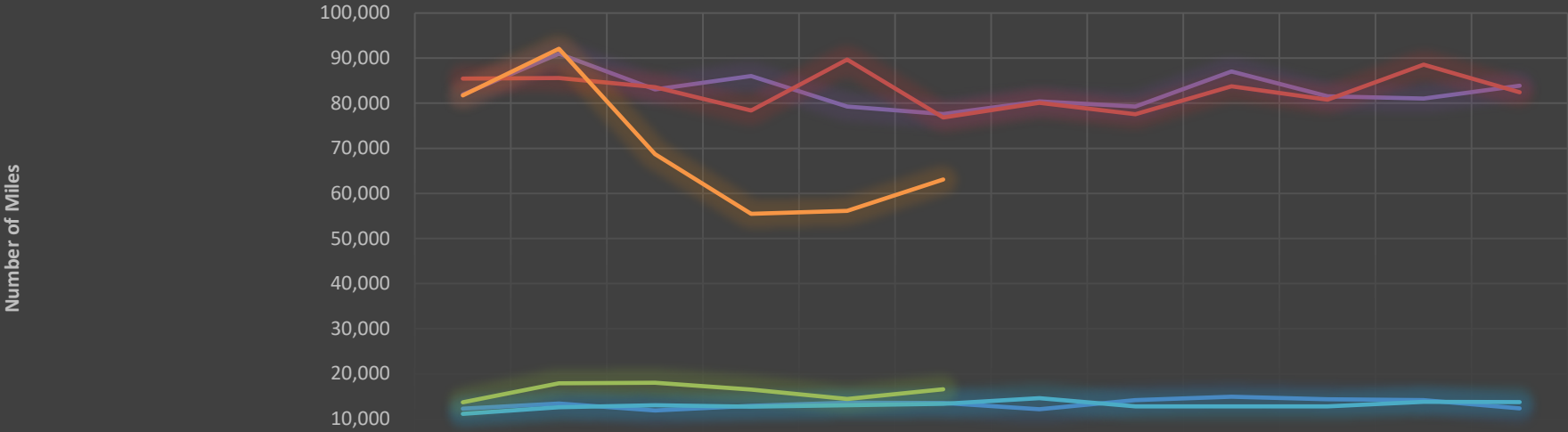


Dec-24

Route	Ridership	Percentage
4	11167	21.20%
8	6749	12.81%
1A	5656	10.74%
3A	5555	10.55%
3B	5297	10.06%
2	4918	9.34%
10	3175	6.03%
12	2777	5.27%
1B	2050	3.89%
Flex	1412	2.68%
9	1282	2.43%
11	1179	2.24%
12X	816	1.55%
5	634	1.20%
<b>Total</b>	<b>52,667</b>	<b>100.00%</b>



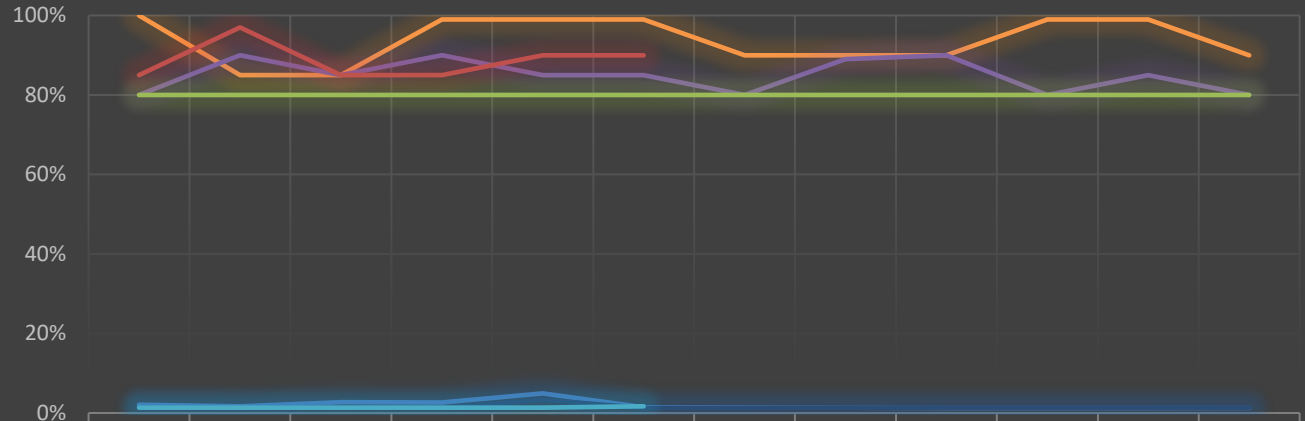
### GLTC Mileage FY23, FY24, FY25



	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Fixed Route Mileage 2022-2023 (FY-23)	81,923	90,977	83,050	86,014	79,276	77,601	80,415	79,252	87,060	81,566	81,019	83,870
Fixed Route Mileage 2023-2024 (FY-24)	85,467	85,585	83,593	78,407	89,692	76,838	80,107	77,564	83,742	80,800	88,567	82,439
Fixed Route Mileage 2024-2025 (FY-25)	81,713	92,082	68,707	55,474	56,154	63,064						
Paratransit Mileage 2022-2023 (FY-23)	12,280	13,397	11,857	12,872	13,596	13,508	12,158	14,142	14,905	14,369	14,161	12,298
Paratransit Mileage 2023-2024 (FY-24)	11,107	12,583	13,042	12,714	13,035	13,353	14,586	12,780	12,744	12,780	13,766	13,698
Paratransit Mileage 2024-2025 (FY-25)	13,671	17,914	18,006	16,516	14,416	16,545						



## Maintenance Performance FY23, FY24, FY25



	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
On Time Performance FY'23 (FTA Requires 80%)	100%	85%	85%	99%	99%	99%	90%	90%	90%	99%	99%	90%
On Time Performance FY'24 (FTA Requires 80%)	80%	90%	85%	90%	85%	85%	80%	89%	90%	80%	85%	80%
On Time Performance FY'25 (FTA Requires 80%)	85%	97%	85%	85%	90%	90%						
FTA Required On Time Performance	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%
Fleet Downtime FY'23 (Industry Average 5%)	2.07%	1.69%	2.70%	2.59%	4.92%	1.41%	1.34%	1.36%	1.24%	1.24%	1.24%	1.27%
Fleet Downtime FY'24 (Industry Average 5%)	1.30%	1.30%	1.35%	1.30%	3.33%	1.23%	1.23%	1.31%	1.31%	1.34%	1.34%	1.33%
Fleet Downtime FY'25 (Industry Average 5%)	1.34%	1.37%	1.34%	1.34%	1.35%	1.68%						





## GLTC Board Agenda Detail

**Item #:** 4d

**Item Title:** Capital Projects

**Action:** For Your Information

---

### **Summary:**

The December 2024 Capital Report is attached with the December Financial Statements.

**Contacts:** Josh Moore

**Attachments:** December 2024 Capital Report

**Action Required:** None





**GLTC Board Agenda Detail**

**Item #:** 5a

**Item Title:** Old Business

**Action:** None

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**No Old Business**

**Contacts:**

**Attachments:**

**Action Required:**





**GLTC Board Agenda Detail**

**Item #:** 6a  
**Item Title:** New Business  
**Action:** Discussion

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**Transdev Quarterly Update**

Jarod Varner from Transdev will be presenting the quarterly update on industry news and trends.

**Contacts:** Josh Moore

**Attachments:** None

**Action Required:** Discussion





**GLTC Board Agenda Detail**

**Item #:** 6b

**Item Title:** New Business

**Action:** Discussion and Approval

---

**Purchase of 1 Light-Duty Body-on-Chassis Vehicle**

GLTC was awarded funds to purchase a replacement vehicle for one that has reached the end of its useful life. The vehicle being replaced was originally purchased in 2016 and had a useful life of 4 years or 100,000 miles.

**Contacts:** Wendell Watts II

**Attachments:** Replacement LD BOC

**Action Required:** Discussion and Approval





# GREATER LYNCHBURG TRANSIT COMPANY

We're Here To Get You There!

January 28<sup>th</sup>, 2025

Re: Light-Duty BOC Purchase

Dear GLTC Board of Directors,

GLTC Staff are proposing to purchase one (1) light-duty (LD) body-on-chassis (BOC) vehicle to replace a vehicle that has reached the end of its useful life in GLTC's current paratransit fleet. GLTC originally requested in FY23 the purchase of four light-duty and two medium-duty BOC vehicles, but due to the substantial cost increases for vehicles of this type coupled with the delays in ordering, GLTC had modified its proposed purchase to only include the three light-duty vehicles and two accessible minivans.

This replacement BOC will complete the replacement of these vehicles originally scheduled for replacement in FY23. The LD BOC will be configured to match existing vehicles in GLTC's fleet

## **Light-Duty Body-on-Chassis**

GLTC will be utilizing VA State Contract: CTR005734 with Sonny Merryman, Inc. for the purchase of the BOC vehicle with a price of \$205,304.80. This price does not include in-service items such as radios, farebox installations, and RouteMatch hardware. The total amount available for all items is \$229,856.

## **Funding**

We will be utilizing funding from grant 7302516 with a total award of \$229,856.

Sincerely,

Josh Moore  
General Manager



2025

Greater Lynchburg Transit Co.

CONTRACT NUMBER CTR005734

VENDOR: Sonny Merryman, Inc.
Post Office Box 495
Rustburg, VA 24588
1-800-533-1006 Ext. 8606
attn: Chad Seals

Ship To: GLTC
419 Bradley Drive
Lynchburg, VA 24501
Attn: Josh Moore, GM
Jmoore@gltonline.com
(P)(434) 455-5084

Invoice To: GLTC

FOR THE FOLLOWING EQUIPMENT:

Table with columns: VEHICLE NUMBER, BASE UNIT COST, COLORS, EXTERIOR, INTERIOR. Includes ARBOC LF 15 Pass BOC/lift, FORD Gas, TBD, \$153,716.00, Match Fleet.

OPTIONS:

Table listing various options and their costs, such as ARBOC Spirit of Freedom, One 34" two passenger foldaway, LED brake and tail lights, etc.

Summary table for vehicle cost: Vehicle Cost with options: \$205,304.80; 4.15% DMV TAX: \$0.00; MILEAGE: ; TOTAL COST: \$205,304.80

FIRST LIEN HOLDER: Dept of Rail & Public Transportation, Post Office Box 590, Richmond, VA 23218

NAME ON VEHICLE: Match Fleet

Title Information: Please Provide

Note: Two Way Radio equipment and installation not included in price



GLTC Board Agenda Detail

Item #: 7

**Item Title:** Presidents Report

**Action:** Discussion

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-- 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 on March 5<sup>th</sup>, 2025, at 8:30 am

The Board Retreat is scheduled to take place on  
February 20<sup>th</sup>, 2025, at 8:30 am at 419 Bradley Dr, Lynchburg, VA

The backup date for the Board Retreat will be February 27<sup>th</sup>, 2025 at 8:30 am at 419 Bradley Dr, Lynchburg, VA

All meetings will be held 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

Ben Blanks	<a href="mailto:bblanks@gltconline.com">bblanks@gltconline.com</a>
Gary DuPriest	<a href="mailto:cvdissability@gmail.com">cvdissability@gmail.com</a>
Christopher Hackman	<a href="mailto:chackman@gltconline.com">chackman@gltconline.com</a>
Valarie Holmes	<a href="mailto:vholmes@gltconline.com">vholmes@gltconline.com</a>
Cameron Howe	<a href="mailto:chowe@gltconline.com">chowe@gltconline.com</a>
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