



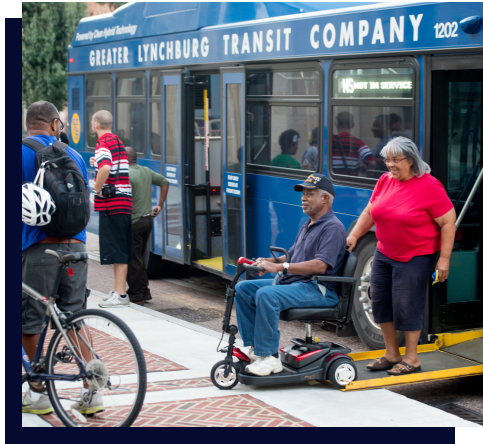
We're Here to Get You There!



Greater Lynchburg Transit Company
Board Meeting Packet
March 4th, 2026

8:30 a.m. – 10:00 a.m. | 800 Kemper St. Lynchburg, VA 24501

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Agenda

Call to Order and Roll Call

- The meeting will be called to order by the Chair of the Board. 3 min
- Roll call will be taken to confirm the presence of a quorum & remote voting

Approval of Minutes

- Approval of minutes from the previous board meetings. 2 min
- Any corrections or changes to the minutes will be discussed.

Committee & Partner Reports

- Committee Chairs will present updates on their committees' activities. 20 min
- Any issues or challenges will be discussed, and recommendations will be made to the Board

General Manager's Report

- The General Manager will present a report on the organization's recent activities. 20 min
- Any remaining reports, ridership, maintenance, etc.

Public Comment

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

Unfinished/Old Business

- Any unfinished business from previous meetings will be addressed. 10 min

New Business

- New business items will be discussed and any necessary actions will be taken. 15 min

President's Report

- The Board will discuss any necessary development or education topics. 10 min
- Board member comments.

Adjournment

- The Chair will ask for a motion to adjourn the meeting. 10 min

Minutes of the Previous Meeting

Attendance

Board President: Cameron Howe

Board Vice President: Tab Sprouse

Secretary-Treasurer: Ben Blanks

Members: Valerie Holmes; Mercedes Braun; Andre Miller; Brian Landergan

Staff: Josh Moore; Natalie Wilkins; Chris Poindexter; Steve Overstreet; John Yauger; Donna Klein; Scott Poindexter

Absent: Gary Dupriest; Christopher Hackman

Guests: Kyle Trissel of DRPT; Bruce Vlk of Central Virginia Planning District Commission

[Click link for](#)

[Jan. 2026 Board Meeting](#)

[Dec. 2025 Minutes Corrected - edit](#)

[Jan. 22nd Public Hearing](#)

[Feb. 4th Public Hearing](#)

[Feb. 19th Public Hearing](#)





Committee & Partner Reports

Central Virginia Commuter Services
Ada Hunsberger

CVPDC Transportation Planner
Bruce Vlk



CENTRAL VIRGINIA PLANNING DISTRICT COMMISSION



General Manager's Report

The last month has been very busy for staff with the severe weather earlier in the month and then preparations for our teams for the Bus and Maintenance Roadeo this weekend in Hampton Roads. I'm hopeful that our teams will do well and be representing Virginia at the National competition in Omaha, NE this summer.

On a positive note, I received a call on February 27th from Meg Walker with the VA Department of the Blind and Visually Impaired. She had been teaching two young students how to ride the bus unassisted and had received a lot of help from Operators Randy Nesbitt and Pete Bolen who were driving buses that were at River Ridge Mall. They also received help in determining which of the Rt 4 buses to take at the mall, and a demonstration on how the audio announcement on the elnk signs worked from Mechanic Mike DePalmer. She was very appreciative of the employees and the time that they took to explain the routes and how to ride to the students, as well as the technology that we have deployed to assist our customers. Meg further stated that this made her students feel much more comfortable with preparing to navigate the bus on their own.

Statement of Financials

Click link below for

▶ [January Financial Statement](#)

Ridership

Click link below for

▶ [January 2026 Ridership](#)

Public Comment

- a) Speakers should state their name for the official record**
- b) Speakers will be allotted a maximum of 3 minutes**

**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**



OLD BUSINESS

(A) [Reserve Policy](#)

AGENDA ITEMS

Click Links Below

(A) [Recommendations for Temporary Service Reductions due to Staffing Levels](#)

(B) [FY-27 Funding](#)

President's Report

No report

Adjournment

Next Board Meeting, April 1st, 2026, 800 Kemper Street GLTC Board Room @ 8:30 a.m.

Next Work Session: March 19th, 2026, 800 Kemper Street GLTC Board Room @ 8:30 a.m.



GLTC Board of Directors



Cameron Howe- President
chowe@gltconline.com

Tab Sprouse- Vice President
tsprouse@gltconline.com

Ben Blanks- Secretary/Treasurer
bblanks@gltconline.com



Brian Landergan
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Andre Miller
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Christopher Hackman
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Valerie Holmes
vholmes@gltconline.com

Members may be reached by mail by addressing items to
[Board Member]
GLTC Board of Directors
P O Box 11286
Lynchburg, VA 24506



GREATER LYNCHBURG TRANSIT COMPANY

We're Here To Get You There!

February 27th, 2026

Re: Final Recommendations for Temporary Service Reductions due to Staffing Levels

Dear GLTC Board of Directors,

GLTC staff have conducted multiple public hearings and meetings to gather information and input regarding the possibility of temporary Sunday Service reductions until staffing can be returned to a level where service can be operated without interruptions.

Staff did receive a number of suggestions for service alterations to preserve Sunday service while reducing the staffing needed at other times to allow for similar staffing savings. Overall, most comments that were received wished for Sunday service to remain in operation with either staffing changes to Weekday and Saturday service, or to operate “as is” with the disruptions that occurred depending on staffing.

After reviewing all possible scenarios, the recommendation from staff is that Sunday service be temporarily suspended as it has the least detrimental impact on our riders and services.

In order to ensure maximum transparency, staff wish to note that while this is currently a temporary measure, with the possibility of funding disruptions next fiscal year, this may become a permanent service cessation.

Sincerely,

Joshua A. Moore
General Manager



Greater Lynchburg Transit Company
Board Meeting Minutes
December 3rd, 2025
8:30 a.m. – 10:30 a.m.

A board meeting of the Board of Directors of the Greater Lynchburg Transit Company was held on December 3rd, 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: Valerie Holmes; Mercedes Braun; Brian Landergan; Andre Miller; Christopher Hackman

Staff: Josh Moore; Natalie Wilkins; Chris Poindexter; Steve Overstreet; John Yauger; Donna Klein; Scott Poindexter

Absent: Gary Dupriest

Guests: Kyle Trissel of DRPT; Bruce Vlk of Central Virginia Planning District Commission; Kim Horn of Brown Edwards

Call to Order – 8:30 a.m.

Ms. Howe called the meeting to order. Roll call was conducted by Mr. Poindexter, and a quorum was confirmed.

Consideration of Meeting Minutes Approval

Ms. Howe requested that approved documents referenced within minutes (including items such as bylaws) be embedded directly within the official PDF minutes record to ensure permanence and reduce reliance on links that may change over time. Ms. Howe asked for a motion to approve the September 2025 Board Minutes, October 2025 Board Minutes, October 2025 Work Session, 2025 Annual Meeting Minutes, and November 2025 Board Minutes. Mr. Hackman made a motion to approve the minutes. Mr. Blanks seconded the motion, the motion passed unanimously.

Committee & Partner Reports

Services & CVPDC Transportation Planner

Mr. Vlk provided updates from Central Virginia Planning District Commission staff. The Lynchburg Multimodal Plan was reported as ongoing. A survey event was held in November at the GLTC transfer station lobby to gather rider input related to human services access. The Bus Stop Inventory and Recommendations Plan was reported as progressing with early GIS work underway. The regional Safety Action Plan was noted as recently adopted. Mr. Vlk discussed Central Virginia Commuter Services updates including results from the Clean Commute Challenge (175+ trips recorded with approximately 2,000 vehicle miles saved) and the launch of DRPT's Ride Home Rewards program through the ConnectingVA app.

General Manager Report

Mr. Moore reported that staff activity in November was heavily focused on maintaining operational stability during federal disruptions and managing cash flow while awaiting federal 5307 processing.

Financials

Mr. Moore informed the Board that full financial statements were not available. The delay is due to the federal government shutdown impacts on reporting timelines. System restrictions prevent monthly close-outs until the prior fiscal year is finalized and audited. The accounting system does not allow rolling months forward until the previous year is completely closed. Mr. Moore discussed preliminary monthly operating results. July showed a slight deficit, August showed a slight surplus, and September showed approximately a \$36,000 deficit. Those numbers may change slightly when formal statements are issued.

Mr. Trissel stated that the 5307-allocation application is still in process with the Federal Transit Administration. GLTC wants to secure the standard allocation before requesting any grant modifications or special provisions. Mr. Moore noted that The City of Lynchburg and the Virginia Department of Rail and Public Transportation provided critical cash flow support that allowed GLTC to continue operations during the federal funding uncertainty. The City of Lynchburg advanced third quarter funding early and approved a fourth quarter advance. DRPT advanced the remainder of the annual operating funds.

Mr. Landergan asked if GLTC had a secured fuel cost contract? Mr. Moore confirmed that there are no fuel contracts currently in place. GLTC is spot-purchasing fuel from vendors.

Ridership and Operating Statistics

Mr. Moore reported October ridership was the highest ridership in five years. Seasonal declines are expected November–February due to student travel and winter weather. Route 4 ridership remains the highest (22–25% of system ridership) and is operating at near-capacity despite staffing constraints. On-time performance declined slightly in October. Route 1B detour (Fifth Street construction, ~15 months duration) causes false "early" arrivals in system records despite operators maintaining schedule compliance.

Public Comment

Ms. Howe asked for public comment. No public comment made.

OLD BUSINESS

No Old Business discussed.

AGENDA ITEMS

- (A) FY-25 Audit Report
- (B) FY-27 GLTC OPERATING BUDGET
- (C) ATU 1493 / CVTMCI COLLECTIVE BARGAINING AGREEMENT

A – FY-25 Audit Report

Ms. Horn reported that GLTC received an unmodified ("clean") audit opinion for FY25, the best possible outcome. No material weaknesses or significant deficiencies in internal controls were identified. No management letter was issued—extending GLTC's 17-year track record of clean audits without exceptions.

Net position improved by \$4,026,820, driven primarily by substantial capital investment. Capital assets increased by \$4,021,227 through \$6,012,120 in new additions (buses, vehicles, and mobile fare system) offset by \$1,998,893 in depreciation. Federal receivables declined \$168,000 due to lower federal operating assistance in FY25. These investments reflect fleet modernization and technology infrastructure upgrades.

Operating expenses increased by \$290k with the largest pressures in fringe benefits and wages. Non-operating revenues from the City of Lynchburg decreased, while federal operating grants rose. Capital contributions surged to \$4,324,851. A local share payable of \$16,036 was recorded for FY25.

The federal compliance testing will be delivered in a single audit report. It will be issued separately due to federal government delays in releasing the Compliance Supplement (delayed until November 26, 2025). This administrative delay does not reflect any compliance or operational deficiencies at GLTC.

B – FY-27 GLTC Operating Budget

Mr. Moore presented the proposed FY-27 Operating Budget. He led the discussion by highlighting the revenue challenges and the decline of state operating assistance.

State operating assistance will decrease in FY27 due to expiration of TRIP funding for Route 4's third bus and microtransit pilot funding at fiscal year-end. Without alternative funding, Route 4 service will reduce from three buses to two buses. State operating assistance shows modest growth per formula-driven estimates. Passenger revenues and contract revenues remain unchanged. The Central Virginia Community College contract may adjust up to 10 percent (~\$5,000 maximum) pending ridership review before June. Advertising revenue is conservatively held flat due to year-to-year variability.

Mr. Moore stated that health insurance is the primary driver of budget growth. The FY27 budget assumes a 30% increase in health insurance costs. The prior two years recorded increases of 36% and 24%. He noted that the approximately \$800,000 increase from FY26 to FY27 is driven overwhelmingly by health insurance. Wages include a 2% placeholder increase, consistent with the increase provided to City employees. He advised the Board of a key competitiveness risk. Historically, GLTC has maintained operator pay scales with other state transit agencies. If GLTC limits wage growth to 2% in FY27, GLTC operators will fall behind in compensation. That will create a recruitment and retention challenge.

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Utilities reflect a small net increase driven by an anticipated 16% water cost increase consistent with historical trends over the past several years. Water is the lowest-cost utility component. Mr. Moore briefed the Board on increasing technology cost. A significant contributor in recent years has been the industry-wide shift to cloud-based subscription models. Vendors are transitioning from one-time software purchases to recurring subscription structures. Vendors now commonly require recurring fees in the range of \$20,000 to \$40,000 per year for cloud subscriptions. Microsoft Office 365 and email costs have increased annually for several years.

Ms. Howe asked for a motion to approve the FY-27 Operating Budget. Mr. Miller made a motion to approve the budget. Seconded by Mr. Landergan motion carried, Ms. Braun voting nay.

The Board reviewed the City's funding request and the resulting operational impacts. Mr. Moore noted that the potential flat or decreased funding amount from the City of Lynchburg may require significant service reductions in the coming year including the elimination of Sunday service. The Board also discussed engagement strategy with the Lynchburg City Council. GLTC staff is preparing tiered service/budget scenarios that will be presented to Council.

To improve long-term financial sustainability, the Board discussed revenue diversification options including corporate sponsorships tied to defined service outcomes. They discussed community partnership fundraising options. To advance these concepts, the Board established a temporary Budget Subcommittee through June 2026, focused on sponsorships, universal access, and related funding mechanisms. Ms. Howe asked for a motion to approve the creation of the budget subcommittee. Mr. Landergan made a motion to establish the sub-committee for the purpose of addressing budget issues. Mr. Miller seconded the motion, and the vote passed unanimously.

C – ATU 1493 / CVTMCI COLLECTIVE BARGAINING AGREEMENT

Mr. Moore presented a one-year collective bargaining agreement for approval. He noted the union members had already approved the agreement. The shorter term reflects benefits volatility and the intent to reopen negotiations in spring 2026. The agreement included a 2% wage increase and operational updates including expanded use of sick leave for medical appointments and revisions to vacation buyback processes. Ms. Howe asked for a motion to approve the agreement. Mr. Miller made a motion to approve C – ATU 1493 / CVTMCI COLLECTIVE BARGAINING AGREEMENT. Mr. Blanks seconded the motion, and the vote passed unanimously.

President's Report

No official report presented. Ms. Howe asked for a motion to cancel the upcoming December work session. Ms. Braun made a motion to cancel the work session on December 18th, 2025. Mr. Landergan seconded the motion, the vote passed unanimously.

Adjournment

Ms. Howe asked for a motion to adjourn. Ms. Braun made a motion to adjourn the meeting. Mr. Blanks seconded the motion, and the meeting ended at 10:35 a.m.

Greater Lynchburg Transit Company
Board Meeting Minutes
December 3rd, 2025
8:30 a.m. – 10:30 a.m.



Secretary/Treasurer

Next Meeting Dates

Next Board Meeting: January 7th, 2026 - 800 Kemper Street GLTC Board Room @8:30 a.m.
Next Work Session: January 22nd, 2026 - 800 Kemper Street GLTC Board Room @ 8:30 a.m.
Next Budget-Ad Hoc Sub Committee Meeting: January 8th, 2026 - 900 Church St.
Lynchburg, VA 24504, 2nd Floor Training Room @ 3 p.m.

Greater Lynchburg Transit Company
Board Meeting Minutes
January 7th, 2026
8:30 a.m. – 10:30 a.m.

A board meeting of the Board of Directors of the Greater Lynchburg Transit Company was held on January 7th, 2026, 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: Valerie Holmes; Mercedes Braun; Andre Miller; Brian Landergan

Staff: Josh Moore; Natalie Wilkins; Chris Poindexter; Steve Overstreet; John Yauger; Donna Klein; Scott Poindexter

Absent: Gary Dupriest; Christopher Hackman

Guests: Kyle Trissel of DRPT; Bruce Vlk of Central Virginia Planning District Commission

Call to Order – 8:30 a.m.

Ms. Howe called the meeting to order. Roll call was conducted by Mr. Poindexter, and a quorum was confirmed.

Consideration of Meeting Minutes Approval

Ms. Howe requested a change to the previous board minutes that incorrectly stated a unanimous vote decision on Agenda Item B: FY27 Operating Budget from the December 2025 Agenda. Ms. Braun raised an objection and did not approve the submission of the operating budget as presented, resulting in a non-unanimous vote. Ms. Howe asked for a motion to approve the November work session and December Board minutes with the corrected voting record. Ms. Sprouse made a motion to approve the minutes. Mr. Miller seconded the motion, the minutes passed unanimously.

Committee & Partner Reports

Services & CVPDC Transportation Planner

Mr. Vlk of the Central Virginia Planning District Commission (CVPDC) provided updates to the Board regarding ongoing commuter services initiatives, planning activities, and grant opportunities. He reported that Ada Hunsberger is working with Stimulus Advertising to launch new marketing campaigns for the remainder of the fiscal year to increase awareness of the Commuter Services Program. In addition, Central Virginia Commuter Services is preparing its annual DRPT grant application to support operations of the Commuter Assistance Program. The application focuses on collaboration with local employers, connect vanpools, and encourage transit use. Mr. Vlk noted that initial meetings for the Timberlake Expansion Assessment has begun.

General Manager's Report

Greater Lynchburg Transit Company
Board Meeting Minutes
January 7th, 2026
8:30 a.m. – 10:30 a.m.

Mr. Moore reported that several passenger amenity projects are in progress. He also referenced additional projects planned for rollout this year including the semi-seat system and other related initiatives.

Mr. Moore announced that GLTC's smart cards would be active in late January. He explained that the smart cards would be available after confirming that all public-facing components are functioning correctly. GLTC will meet with Central Virginia Community College to ensure their smart card enrollment. GLTC will begin distributing smart cards to regular customers in the coming months.

Financials

Mr. Moore noted that the November financial statements were expected within two weeks, with a return to normal reporting by the February board meeting. Key financial variances for the period included fare revenue above expectations, state operating assistance appearing slightly under budget due to draw timing, and labor costs influenced by three payroll cycles in October.

Ridership and Operating Statistics

Mr. Moore reported that November ridership was slightly down from October. Figures are consistent with typical seasonal patterns and remained above 60,000 rides. Metrics reflect the continued strength of Route 4 and the stabilization of Flex at roughly 2,300 rides per month. On-time performance was reported as slightly lower, with primary contributors being construction impacts and staffing-related service disruptions.

Public Comment

Ms. Howe asked for public comment. Mr. Moore recited a public comment received from a rider who relies on Route 11 service. The rider expressed frustration with unpredictable service and noted that service changes and delays had occasionally resulted in missed connections at the end of the workday. One instance required the rider to walk several miles home.

OLD BUSINESS

- (A) Federal Funding Update
- (B) Transit App Stats

(A) Federal Funding Update

Mr. Moore updated the Board on the federal funding status. He reported that GLTC's 5307 application had reached its final stage and was pending signoffs. He noted the FTA may prioritize GLTC's application given the agency's limited capacity to wait amid a broader processing backlog caused by the federal shutdown. Once approved, staff plan to pursue an amendment to draw additional federal funds for paratransit operations.

(B) Transit App Stats

Greater Lynchburg Transit Company
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January 7th, 2026
8:30 a.m. – 10:30 a.m.

Mr. Poindexter shared a summary of Transit app usage and rider engagement trends. Usage growth was described as strong. He presented statistics including increases in unique users, tracked trips, and step-by-step navigation (“Go”) usage with Route 4, Route 3B, and Route 1A cited as the most used lines within the app. Mobile ticketing usage is continually rising year-over-year. The Board discussed possible options to improve actionable reporting, including exploring additional Transit app capabilities and costs. Possible QR-code style reporting mechanisms to report complaints (e.g., cleanliness, graffiti, safety hazards) was discussed.

AGENDA ITEMS

- (A) Service Changes in Response to Staffing
- (B) Meeting Calendar Dates

(A) Service Changes in Response to Staffing

Mr. Moore presented a detailed proposal to temporarily suspend Sunday bus service. The proposal included fixed-route, paratransit, and GLTC Flex service. He described the severity of the operator shortage, noting that GLTC is currently operating with eight vacant operator positions. This amount influences the ability to provide reliable service. Insufficient extra board positions and unplanned absences frequently result in canceled or combined route operations. Even with perfect attendance, the current staffing level does not support the existing operating schedule.

Mr. Moore explained that the shortage is contributing to staff fatigue, mandatory overtime, and increased risk of burnout among remaining operators. He noted service reliability issues are especially acute on weekends. An analysis of operator attrition over the past year that showed operator turnover occurring during the first year of employment. While recruitment efforts are bringing candidates in, retention is challenging. The primary reason operators leave is to accept higher-paying jobs elsewhere, reflecting a highly competitive labor market. Additional attrition has occurred due to failed drug tests, medical retirements of long-tenured operators, and isolated instances of job dissatisfaction.

Mr. Moore explained that temporarily suspending of Sunday service would allow GLTC to stabilize weekday and Saturday operations which carry the majority of ridership. Under the proposed schedule, all operators would be guaranteed Sundays off, plus one additional weekday. This structure would significantly relieve scheduling pressures. Sunday currently carries the lowest ridership of the week. Moore noted that no critical medical paratransit trips are currently scheduled on Sundays, meaning essential medical transportation would not be directly affected by the proposal.

Mr. Moore outlined the legal and procedural requirements for implementing the change. Federal and state regulations require public notice and public hearings before reductions in service can be adopted. At least two public hearings will be conducted before any final Board decision to implement the temporary suspension. No public announcement regarding the suspension will be made until the Board authorizes staff to proceed with the formal process and timeline.

Greater Lynchburg Transit Company
Board Meeting Minutes
January 7th, 2026
8:30 a.m. – 10:30 a.m.

Mr. Moore emphasized that the proposed suspension is explicitly temporary. Staff will report to the Board on a quarterly basis regarding staffing levels, recruitment progress, budget impacts of operating six days instead of seven, and any ridership or community impacts observed during the interval. These quarterly reviews will guide the Board's decision-making regarding when and how to restore Sunday service once staffing and funding conditions improve.

Board members engaged in extensive discussion of the proposal. They acknowledged that the decision would be difficult but agreed that reliable six-day service is preferable to unreliable seven-day service.

Ms. Howe asked for a motion to authorize GLTC staff to proceed with the required public process for the temporary suspension of Sunday service, including public notice, public hearings, and all applicable state and federal compliance steps. Ms. Braun made the motion to proceed with the formal process of temporarily cancelling Sunday services. Mr. Landergan and Mr. Miler seconded the motion, the motion passed unanimously.

(B) Meeting Calendar Dates

Mr. Moore presented the proposed 2026 schedule of Board meetings and work sessions. The January work session was adjusted to allow adequate preparation time for the public hearings on the proposed temporary suspension of Sunday service. February, the Board will hold its regular meeting on February 4th, 2026, which will also include an opportunity for public comment on Sunday service. The February 19th, 2026, work session will be converted into a full Board meeting dedicated solely to the Sunday service proposal and allow the Board will make a final decision. This schedule is designed to allow multiple opportunities for public input and to provide riders with several weeks of notice before any potential mid-March implementation.

Ms. Howe asked for a motion to approve the upcoming 2026 meeting calendar. Ms. Holmes made a motion to accept the meeting dates; Mr. Blanks seconded the motion. The motion passed unanimously.

President's Report

Ms. Howe provided a brief report regarding sub-committee outreach and coordination with the City of Lynchburg City Council. The President noted ongoing efforts are underway to schedule a joint retreat with City Council to address transit priorities, funding, and long-term planning. The timing of this retreat remains under development, and staff will continue to work with City partners to identify suitable dates.

Adjournment

Ms. Howe asked for a motion to adjourn. Ms. Sprouse made a motion to adjourn the meeting. Mr. Blanks seconded the motion and the meeting ended at 10:28 a.m.

Greater Lynchburg Transit Company
Board Meeting Minutes
January 7th, 2026
8:30 a.m. – 10:30 a.m.



Secretary/Treasurer

Next Meeting Dates

Next Board Meeting: Feb. 4thth, 2026 - 800 Kemper Street GLTC Board Room @8:30 a.m.
Next Work Session: Jan. 22nd, 2026 - 800 Kemper Street GLTC Board Room @ 8:30 a.m.

Greater Lynchburg Transit Company
Public Hearing Minutes
January 22nd, 2026
8:30 – 10:30 AM

A public hearing was held on January 22nd, 2026, 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: Valerie Holmes; Andre Miller; Christopher Hackman; Brian Landergan

Staff: Josh Moore; Natalie Wilkins; Chris Poindexter; John Yauger; Scott Poindexter; Kevin Lacy

Absent: Gary Dupriest

Call to Order – 8:30 a.m.

Ms. Howe called the Public Hearing to order and stated that the purpose of the hearing was to provide formal notice and host a public forum for comment regarding the proposed temporary discontinuation of Sunday service. She confirmed that proper public notice had been provided in accordance with applicable requirements and summarized how the public could access hearing materials and supporting documents.

Mr. Moore described public outreach and communication channels used to notify the public. He stated that outreach through local news publications and media coverage was underway. The public could provide comments via phone/voicemail, email, and postal mail. Mr. Moore reviewed the schedule of additional public input opportunities.

Staff Presentation

Mr. Moore gave a presentation regarding the proposed temporary discontinuation of Sunday service and summarized current service conditions. He stated that Sunday service is GLTC's least utilized day of service and provided ridership averages for the preceding six months. Sunday is one-quarter of weekday ridership and one-half of Saturday ridership. Mr. Moore explained that GLTC generally schedules no medical paratransit trips on Sundays with rare exceptions tied to holidays.

Mr. Moore stated that GLTC staff was short eight operators and that Sunday fixed-route service requires seven to eight operators to run efficiently. The proposed Sunday suspension was presented as a measure that would reduce the weekly operator shortage from eight to approximately five, with the intent of improving consistency and reducing disruption on weekdays and Saturdays. He explained an additional issue with sick operators during the winter season had exacerbated staffing challenges.

Public Comment

Ms. Howe opened the public comment period for public feedback. No members of the public were present to provide feedback. The Board proceeded to accept GLTC staff testimony and read written comments received in advance into the record. GLTC Supervisor Kevin Lacy provided comment. Mr. Lacy expressed support for the proposed Sunday service suspension as a response to low Sunday ridership and current staffing level. Mr. Lacy emphasized that staffing constraints and employee well-being must be weighed alongside service goals. He added that operating reduced service late at night can be inefficient. The Board asked for a perspective on operator preferences relating to two consecutive days off. Mr. Lacy stated that two consecutive days off are not guaranteed and are typically earned through seniority.

Greater Lynchburg Transit Company

Public Hearing Minutes

January 22nd, 2026

8:30 – 10:30 AM

Board Discussion

The Board discussed the importance of a structured method for monitoring staffing conditions including a request for regular reporting on operations and workforce health indicators. Such information shall be discussed monthly to flag risks and support decision-making regarding future service levels. The Board and staff also discussed strategies for capturing operator feedback. Safety meetings will be used to formalize route and service input.

Adjournment

With no further testimony offered, Ms. Howe requested a motion to close the public hearing. Ms. Braun made a motion to close the hearing; Mr. Hackman seconded the motion and the hearing ended at 10:36 a.m.



Secretary/Treasurer

Next Meeting Dates

Next Board Meeting: March 4th, 2026 - 800 Kemper Street GLTC Board Room @8:30 a.m.

Next Public Hearing: February 4th, 2026 - 800 Kemper Street GLTC Board Room @ 8:30 a.m.

Greater Lynchburg Transit Company
Public Hearing Minutes
Feb. 4th, 2026
8:30 a.m. – 10:30 a.m.

A public hearing was held on February 4th, 2026, 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: Valerie Holmes; Andre Miller; Christopher Hackman; Mercedes Braun; Brian Landergan

Staff: Josh Moore; Natalie Wilkins; Chris Poindexter; John Yauger; Scott Poindexter; Donna Klein

Absent: Gary Dupriest

Guests: Kelly Hitchcock of Central Virginia Planning District Commission; Rachel Tillapaugh of WSET 13 News; Dan Palm of WSET 13 News; Kyle Trissel of Department of Rail Public Transportation

Call to Order and Public Notice

Ms. Howe called the public hearing to order. She stated that proper public notice had been provided in accordance with applicable requirements and that supporting documents were made available since the first public hearing held two and a half weeks earlier. Notices were published in Cardinal News and the News & Advance. Public information was also disseminated via GLTC social media, partner organizations, and local television. No members of the public were present at the start of the hearing.

Multimodal Plan and GLTC Integration

Ms. Hitchcock provided an update on the regional multimodal plan. She reported that a draft from the consultant was expected soon and explained that the plan's focus is improving access to city destinations without requiring single-occupancy vehicles. She stated that GLTC bus stop locations and routes are key inputs used to prioritize sidewalk and corridor improvements. The discussion emphasized coordinating with City Public Works and Water so that transit stop upgrades can be integrated into planned street and utility reconstruction projects, maximizing opportunities to leverage limited resources and related funding mechanisms. Ms. Hitchcock noted that the plan is funded through the Transportation Planning Organization (TPO) 5303 program, administered via the Department of Rail and Public Transportation (DRPT). Following a recent staff departure, CVPDC is transitioning the bus stop recommendation plan to consultant delivery to ensure continuity. Mr. Moore added that GLTC intends to apply for state Transit Ridership Incentive Program (TRIP) grants to install bus stop amenities, specifically noting ongoing coordination to install shelters during the Route 501/221 interchange reconstruction.

Ridership and Financial Update

Mr. Moore provided a comprehensive operations report detailing the impacts of recent severe winter weather. During a major power outage at the University of Lynchburg, GLTC successfully deployed a bus to serve as a warming vehicle for the campus. Paratransit operations faced significant challenges accessing neighborhoods with uncleared streets. In response, GLTC staff coordinated with Lynchburg City Public Works to arrange special snow removal for critical paratransit customers. Detours continued for several days for paratransit and microtransit services.

Greater Lynchburg Transit Company

Public Hearing Minutes

Feb. 4th, 2026

8:30 a.m. – 10:30 a.m.

Mr. Moore reported that January ridership was resilient for the season through the prolonged cold weather. GLTC operated fare-free service during the extreme cold, which will impact upcoming revenue metrics. He reported federal funds were successfully drawn down and extended delays required GLTC to rely heavily on reserve funds. GLTC is shifting from monthly to quarterly federal drawdowns to mitigate federal funding inconsistencies. In addition, larger balances will temporarily accumulate in primary operating accounts. Mr. Moore announced plans to propose a revision to the board's reserve policy at the next meeting.

Sunday Service Presentation

Mr. Moore delivered a formal presentation on the proposed temporary cancellation of Sunday service. The primary rationale for the proposal is a persistent shortage of bus operators. Driver shortage has made it impossible to provide reliable consistent service across all seven days of the week. He explained that temporarily suspending Sunday service—GLTC's lowest-ridership day with 850 to 900 average trips compared to 2,400 on weekdays—would free the equivalent of three full-time operator positions. This reallocation would provide sufficient staffing to stabilize weekday and Saturday service while the agency continues aggressive recruitment and training efforts.

Paratransit and microtransit trips are lower on Sundays. Sundays average 20 trips with no medical transportation. The Board was informed that training new operators takes six weeks for applicants with an existing Commercial Driver's License (CDL), and eight to nine weeks for those requiring full CDL training. Mr. Moore emphasized that the service suspension is intended to be temporary and will be lifted once sufficient operator staffing levels are achieved and sustained. The Board is expected to review all public comments and make a formal recommendation at the March 4th, 2026, regular board meeting, with any approved service changes taking effect three to four weeks later.

Public Comment

Ms. Howe formally opened the public comment period for feedback. As no members of the public were present to offer testimony at that time, the comment period remained open throughout the duration of the meeting. No public attendees arrived to provide testimony.

Legislative and Funding Updates

Mr. Moore reported on participation at the Virginia Transit Association (VTA) Legislative Day. He noted a meeting with Delegate Walker to discuss transit funding issues and pending legislation. There may be future proposals that could increase DRPT funding. There was a discussion related to redirecting a portion of hybrid and electric vehicle fees from VDOT to local transit agencies based on vehicle registrations within each VDOT district. Preliminary estimates were discussed.

GLTC Board Retreat

The Board discussed plans for the annual retreat/work session scheduled for Thursday, March 19th, 2026. This extended session will focus on strategic planning, strengthening board-staff relationships. Concurrently, the subcommittee is developing a concise, data-informed narrative for the City Council's Planning and Development work session. The presentation will address the root causes of the operator shortage and the systemic support required for long-term transit stability. To bolster this effort, the Board encouraged outreach to local businesses and stakeholders for support.

Greater Lynchburg Transit Company
Public Hearing Minutes
Feb. 4th, 2026
8:30 a.m. – 10:30 a.m.

Adjournment

With no members of the public present to offer in-person testimony and no further business brought before the Board related to the hearing, Ms. Howe asked for a motion to end the public hearing. Mr. Landergan made a motion to end the hearing. Ms. Braun seconded the motion; the hearing ended at 10:30 a.m.



Secretary/Treasurer

Next Meeting Dates

Next Board Meeting: March 4th, 2026 - 800 Kemper Street GLTC Board Room @8:30 a.m.
Next Public Hearing: February 19th, 2026 - 800 Kemper Street GLTC Board Room @ 8:30 a.m.

Greater Lynchburg Transit Company
Public Hearing Minutes
Feb. 19th, 2026
8:30 a.m. – 10:30 a.m.

A public hearing was held on February 19th, 2026, at GLTC's Transfer Station, 800 Kemper Street, Lynchburg, Virginia.

Attendance

Board President: Cameron Howe via Zoom

Board Vice President: Tab Sprouse

Secretary-Treasurer: Ben Blanks

Members: Valerie Holmes; Andre Miller; Christopher Hackman; Brian Landergan

Staff: Josh Moore; Natalie Wilkins; Chris Poindexter; John Yauger; Scott Poindexter; Wendall Watts II

Absent: Gary Dupriest; Mercedes Braun

Guests: Thomas Robinson

Call to Order and Public Notice

Ms. Sprouse called the public hearing to order, confirming that proper notice had been given per applicable requirements. Supporting documents had been available since the prior hearing weeks earlier. The hearing was convened to receive final public input on proposed temporary service reductions under review in response to an operator staffing shortage.

Mr. Moore confirmed that public notice requirements had been fulfilled. Notices were published in Cardinal News and News in Advance. Social media outreach was conducted through GLTC channels. All three local television stations covered the hearings. Comments were accepted by email, at public informational sessions, recorded in-person statement. Members of the public who submitted comments through social media were advised that such submissions do not satisfy regulatory compliance standards and were directed to use formal channels.

Staff Presentation

Mr. Watts II presented preliminary operating options intended to improve on-time performance, reduce operator strain, and identify potential efficiencies. He discussed returning Routes 1A and 1B to an hourly loop structure. He also discussed a potential realignment of Route 9 to reduce time spent along U.S. Route 29. Additional discussion involved removing the first trip on Routes 5 and 11 due to low ridership. Mr. Moore stated that these concepts were being evaluated as options to support staffing and cost management.

Funding Status Update

Mr. Moore reported that the City of Lynchburg informed GLTC staff of a potential flat FY2027 budget contribution. With federal transit funds requiring a 50% local match, this flat contribution triggers matching federal losses. Combined with rising health insurance and vehicle liability costs, it creates a projected \$2.6–\$2.7 million shortfall. Even if discretionary state funding is awarded, an \$800,000 deficit persists.

Greater Lynchburg Transit Company
Public Hearing Minutes
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8:30 a.m. – 10:30 a.m.

Given the possible funding scenario, Mr. Moore discussed suspending the temporary service reduction process, favoring permanent restructuring over repeated temporary fixes. The Board agreed, noting federal rules mandate a 45-day public comment period and equity impact analysis for major changes. The Board will be examining what permanent service changes would be necessary to operate within that budget threshold.

Mr. Landergan volunteered to address Lynchburg City Council at the next available meeting. The Board discussed the need for engagement with Lynchburg City Council regarding the funding situation. Key points included the absence of a standing joint work session between GLTC and City Council. The Board extended an open invitation to Council members and the public to attend the upcoming March work session and retreat.

Public Comment

Ms. Sprouse formally opened the public comment period for feedback. She explained the comment period remained open throughout the duration of the hearing.

A Madison Heights, VA resident offered public comment. Mr. Robinson stated that many residents in his area depend on Sunday service for work and church attendance. He noted that his nearest stop requires a forty-minute walk.

The Board acknowledged and thanked Mr. Robinson for his comments. Mr. Moore responded that service decisions for Amherst County routes are dependent on local funding and budget decisions. He advised that Amherst County to communicate service needs in the area.

Adjournment

With no members of the public present to offer in-person testimony and no further business brought before the Board related to the hearing, Ms. Sprouse asked for a motion to end the public hearing. Mr. Hackman made a motion to end the hearing. Mr. Blanks seconded the motion, the hearing ended at 10:30 a.m.



Secretary/Treasurer

Next Meeting Dates

Next Board Meeting: March 4th, 2026 - 800 Kemper Street GLTC Board Room @8:30 a.m.
Next Work Session: March 19th, 2026 – 419 Bradley Drive, Lynchburg, VA 24501 @ 8:30 a.m.