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Greater Lynchburg Transit Company
Board Meeting Packet
May 6th, 2026

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

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Call to Order and Roll Call

- The meeting will be called to order by the Chair of the Board.
- 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
- Any corrections or changes to the minutes will be discussed.

Committee & Partner Reports

- Committee Chairs will present updates on their committees' activities.
- 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.
- Any remaining reports, ridership, maintenance, etc.

Public Comment

- Speakers should state their name for the official record
- 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.

New Business

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

President's Report

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

Adjournment

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

April 16th, Board Meeting

Attendance

Board President: Cameron Howe

Board Vice President: Tab Sprouse

Secretary-Treasurer: Ben Blanks

Members: Valerie Holmes; Andre Miller; Christopher Hackman; Mercedes Braun

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

Guests: Emma Malinak of Cardinal News; Alec Brebner of CVPDC

Please Visit the following links to view Board Minutes



[APRIL 1st, 2026 MINUTES](#)



[APRIL 16th, 2026 MINUTES](#)

During the April 1st, 2026 GLTC Board of Directors Meeting a request was made to identify the correction found within December 3rd, 2025 minutes. The correction is within OLD BUSINESS - ITEM (B) FY-27 GLTC Operating Budget. The previous record stated that there was an unanimous vote. The correct voting action was rewritten to document a non-unanimous vote in which the motion carried, with Ms. Braun voting nay.



[DECEMBER 3RD, 2025 MINUTES](#)

Committee & Partner Reports

Central Virginia Commuter Services
CVPDC Transportation Planner



Josh Moore -

This month saw GLTC operators participating in the CTAV (Community Transit Association of Virginia) Roadeo in Alexandria. Operator Sam Lawson took 2nd place in the state! Beginning May 6th we will begin our temporary Sunday service reduction. We have seen strong application pools from the news coverage about Sunday service, which will hopefully help to fill our operator openings more quickly. Staff will be attending the VTA Conference in Fredericksburg on May 19th and 20th, where Maintenance Foreman Jeremy Branham will also be graduating from the VA Transit Leadership Institute class after a year of work and learning about many of the different transit systems and disciplines involved in their management.

FINANCIALS

▶ **MARCH 2026**

▶ **FINANCIAL STATEMENTS / BALANCE SHEETS**

RIDERSHIP

▶ **MARCH RIDERSHIP**

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

A) SPEAKERS SHOULD STATE THEIR NAME FOR THE OFFICIAL RECORD

B) SPEAKERS WILL BE ALLOTTED A MAXIMUM OF 3 MINUTES

OLD BUSINESS

- (A) Continued FY27 Budget Discussion
- (B) Public Input on Service Efficiency Changes

NEW BUSINESS

- (A) New Fare Payment Options

PRESIDENT'S REPORT

N/a

ADJOURNMENT

Next Board Meeting, June 3rd, 2026, 800 Kemper Street
GLTC Board Room @ 8:30 a.m.

Next Work Session: June 17th, 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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Members may be reached by mail by addressing items to
[Board Member]
GLTC Board of Directors
P O Box 11286
Lynchburg, VA 24506

*** The following documents were approved by the Board of Directors***

Greater Lynchburg Transit Company
Draft Board Minutes
April 1st, 2026
8:30 AM – 10:30 AM

A board meeting of the Board of Directors of Greater Lynchburg Transit Company was held on April 1st, 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; Brian Landergan; Christopher Hackman; Gary Dupriest; Mercedes Braun

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

Guests: Jaida Simone of WSET; Kyle Trissel of DRPT; Mark Hand of The News and Advance; Emma Malinak of Cardinal News

CALL TO ORDER

At 8:30 a.m. Ms. Howe called the meeting to order. Roll call was conducted by Mr. Poindexter and a quorum was confirmed.

APPROVAL OF MINUTES

Ms. Howe asked for the approval of the March 4th, 2026 minutes. She requested that future board meeting minutes corrections be listed within the official board packet record. Mr. Poindexter indicated he could retrieve the relevant documentation but would require additional time to do so. The Board deferred the action on the March 4th minutes until the next regular board meeting, at which time the specific corrections will be listed.

COMMITTEE & PARTNER REPORTS

Mr. Moore reported that Ada Hunsberger is preparing to initiate the process for the FY27 Transit Improvement Program. He emphasized that these planning steps must be completed in order for GLTC to proceed with future state and federal grant applications. The Board also received an update on commuter assistance efforts, including rollout of revised program branding and related outreach activities. In addition, GLTC and partner agencies were continuing work on a bus stop analysis initiative. Through imaging and data collection support associated with Virgo and VDOT activities, GLTC expects to receive detailed information regarding stop geolocation, visibility, roadway conditions, sidewalks, and related stop characteristics that will assist future planning and improvement efforts.

GENERAL MANAGER'S REPORT

Mr. Moore recognized GLTC employees who competed at the 2026 Virginia State Bus Rodeo. The performance of the full team across all operators produced the highest team average in the competition. Board members commended the operators and maintenance personnel for representing GLTC with professionalism and distinction and congratulated them on the strength of their performance.

FINANCIALS / RIDERSHIP

Mr. Moore reviewed the draft February 2026 financial statements and reported that the month closed modestly under budget. He explained that February's shortened calendar contributed to some savings in personnel-related lines because of payroll timing. He noted that diesel pricing had increased by roughly one dollar per gallon raising the cost of delivery from \$27,000 to approximately \$35,000. GLTC could remain near budget if prices stabilize, any further increase would place pressure on the fuel line item later in the fiscal year. Additional cost pressures were identified in shipping, parts, and fluids. Fare revenue for the month was lower due in part to weather-related disruptions and the temporary fare-free period during winter conditions.

Mr. Moore reported that February ridership exceeded the same month in each of the previous two years but represented the lowest month of the current year. Fare-free operations during cold weather generally do not produce the same ridership increase seen during periods of extreme heat when riders are more likely to seek air-conditioned transit vehicles. Flex ridership remained steady at 2,300 trips and that paratransit ridership had increased to roughly 1,600 trips. On-time performance was negatively affected by winter weather and ongoing roadway construction. Route 1B continued to experience delays associated with construction activity, while Route 11's performance was increasingly affected by evening traffic on Timberlake Road.

Public Comment

No Comment made.

Old Business

(A) Board Retreat Synopsis

Mr. Moore reviewed several items discussed at the retreat. He reviewed four principal service and funding scenarios identified as Yellow, Lilac, Blue, and White. Yellow scenario represented the original proposed balanced budget and maintained current service levels subject to certain operational efficiency changes. Lilac scenario maintained the current service structure but assumed that TRIP funding would not be used, thereby requiring a substantially greater local contribution. Blue scenario assumed level funding while utilizing available DRPT grants with the understanding that those grant amounts would step down in future years. White scenario represented the lowest-funding and most severe scenario, including elimination of Sunday service, elimination of Route 11, and additional route combinations or reductions. Mr. Moore emphasized that the scenarios had been built using pre-war fuel assumptions and had not yet been updated to reflect the most recent fuel increases.

(B) SUNDAY SERVICE

Mr. Moore reported that the operator shortages had continued. GLTC recently gained one operator while losing two others. Operator overtime and fatigue were beginning to jeopardize weekday and Saturday service reliability as well as safety. He explained the shortage was not unique to GLTC and described broader workforce competition across Virginia. GLTC staff

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evaluated multiple alternatives to achieve a comparable service reduction, including elimination of Route 1B and combinations involving Routes 5, 9, and 10. Staff concluded that those weekday options would have a greater impact on riders than a temporary suspension of Sunday service. Sunday remains the system's lowest-ridership day. Mr., Moore continued the recommendation to temporarily suspend all of Sunday services, including fixed-route service, paratransit service, and GLTC Flex operations.

Ms. Sprouse made a motion to temporarily suspend the entirety of Sunday service starting May 3rd, 2026, the last day of Sunday service will be April 26th, 2026, and the Board of Directors will re-evaluate staffing levels every 90 days. Mr. Blanks and Mr. Hackman seconded the motion. Mr. Miller voted nay. The motion was carried.

NEW BUSINESS

(A) FY27 City Budget Proposal - Reserve Funds - Proposed Multimodal Study

Ms. Howe introduced the City of Lynchburg's proposed FY27 operating budget. The budget proposal included a statement that \$1.3 million from what it described as the "Greater Lynchburg Transit Reserve"—an account on the City of Lynchburg's records—would be used as one-time funding to address current transit needs and to initiate a new multimodal transportation plan. The proposal included \$800,000 in supplemental operational support for GLTC and a separate \$500,000 allocation for the multimodal study. If implemented as described, the drawdown of the reserve account would reduce its balance from approximately \$1.4 million to approximately \$102,000.

The concern raised by Ms. Howe is that the budget document did not separately display the \$800,000 operational supplement; the total city contribution figure remained \$1.879 million, leaving it unclear whether the \$800,000 was additive to that figure or already subsumed within it. Mr. Moore noted that when GLTC submits its federal grant applications, the federal reviewers will rely on the line-item city contribution figure as printed, and if the total does not reflect the additional support, the agency's matching fund calculations could be underrepresented.

Mr. Hackman questioned if the fund was an emergency reserve fund that is being drawn upon as a budget city line item? Ms. Braun stated that the reserve fund and the City of Lynchburg contribution are two separate accounts. Ms. Howe stated that it is labeled as the "GLTC Fund". Ms. Braun stated that, based on information she had received from City staff, the one-time \$800,000 for operating support and the proposed \$500,000 multimodal allocation were not being drawn from the same MOU reserve fund managed by the GLTC Board and leadership team. She explained that the one-time money stems from surplus revenue from the City of Lynchburg savings and is not being pulled from the MOU-governed reserve fund. Ms. Braun acknowledged the naming confusion was problematic but maintained that City's finance staff confirmed the funds are distinct.

Several members pointed out that the budget's structure was confusing. The specific names and line items made it difficult to determine where GLTC funds were coming from, what their status was, and how they were being spent. Mr. Hackman and Ms. Howe expressed concerns about the correct identity, governance, and proper use of the reserve fund referenced in the

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City's budget proposal. They requested a distinction between two separate financial instruments that appear to carry overlapping nomenclature in the City of Lynchburg's budget documents.

Mr. Landergan raised concerns regarding the proposed \$500,000 multimodal study. Mr. Moore confirmed that the Central Virginia Planning District Commission (CVPDC) is currently conducting an active multimodal transportation plan for the Lynchburg urbanized area—encompassing the City of Lynchburg, portions of Campbell County including Timberlake, portions of Bedford County including Forest, and Madison Heights. A combination of federal Section 5339 planning funds, City of Lynchburg contributions, and other regional stakeholder funding is already in use to produce a similar study. This plan has been underway for one year.

Given that a comprehensive funded multimodal study is already in progress through the CVPDC, multiple Board members expressed the view that another study duplicates work already underway. Mr. Moore indicated he would request CVPDC Director to attend a future board meeting or provide a written status report on the current multimodal planning to ensure the Board has full visibility into what work is already being performed.

Board members agreed not to support any budget proposal that reduces a GLTC-associated reserve to a near-zero balance. The Board emphasized that the reserve, as historically understood, exists as GLTC's sole financial backstop and that substantially depleting it without clear documentation, prior consultation with the GLTC Board, and a formal governance process is inconsistent with the agency's fiduciary obligations and the intent of the 2012 Memorandum of Understanding.

Ms. Sprouse asked for a motion to convert the April 16th GLTC work session into an official board meeting. Mr. Landergan and Mr. Blanks seconded the motion. The motion carried.

No decision was taken on the proposed multimodal study, the proposed use of reserve funds, or any related funding mechanisms. Ms. Howe stated that the City of Lynchburg should provide satisfactory written answers and allow the Board adequate time to review. The Board was unable to thoroughly evaluate the budget without knowing precisely which funds are being referenced or governed by the 2012 MOU, and the practical effect of the proposed drawdowns.

Ms. Howe made a motion for GLTC staff to prepare and submit a formal written accounting request to the City of Lynchburg's Finance Department before taking any further action on the proposed budget. The request shall ask the City to identify and document all accounts held on the City of Lynchburg's financial records that are designated, committed, earmarked, or in any way associated with GLTC. This includes but is not limited to the committed and assigned fund balance reserve, any line-of-credit or operating reserve mechanisms, capital accounts, general fund allocations for operating support, and any other GLTC-related fund balances. For each account, the City shall provide current balances and a complete history of deposits and withdrawals with the stated purpose of each transaction. The City shall also disclose the extent to which any balances are already encumbered for capital match or other existing obligations. The request shall further ask the City to furnish all governing documents, memoranda of understanding, or other restrictions applicable to each account. Transaction history shall cover a minimum of five to ten years. Mr. Miller seconded and Mr. Blanks seconded the motion. The motion carried unanimously.

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President's Report

No President's Report was presented.

Adjournment

With no further comment, Ms. Howe asked for a motion to end the board meeting. Mr. Dupriest made a motion to end the meeting. Mr. Landergan seconded the motion and the meeting ended at 10:50 a.m.



Secretary/Treasurer

Next Meeting Dates

Next Board Meeting: April 16th, 2026 - 800 Kemper Street GLTC Board Room @ 8:30 a.m.
Next Board Meeting: May 6th, 2026 - 800 Kemper Street, Lynchburg, VA 24501 @ 8:30 a.m.

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A board meeting of the Board of Directors of Greater Lynchburg Transit Company was held on April 16th, 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

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

Guests: Emma Malinak of Cardinal News; Alec Brebner of CVPDC

CALL TO ORDER

At 8:30 a.m. Ms. Howe called the meeting to order. Roll call was conducted by Mr. Poindexter and a quorum was confirmed.

APPROVAL OF MINUTES

Ms. Howe reported that the minutes from the March 2026 board meeting were not yet finalized and would be presented for approval at the May 6th, 2026 board meeting.

COMMITTEE & PARTNER REPORTS

Mr. Brebner of the Central Virginia Planning District Commission provided an overview of the PDC's role and ongoing projects with GLTC. Mr. Brebner explained that the PDC is a membership organization of local governments comprising the counties of Amherst, Appomattox, Bedford, Campbell Co., and the City of Lynchburg. Mr. Brebner described the Central Virginia Transportation Planning Organization (TPO), which federally designated transportation planning entity for the greater Lynchburg area. The TPO is responsible for assisting GLTC and the region with federally mandated transportation planning activities.

Current Projects

Long Range Transportation Plan (LRTP)

Mr. Brebner reported that the LRTP is a federally required plan updated every five years. The plan covers an area encompassing roughly half the population of central Virginia including the City of Lynchburg, Madison Heights, Forest, New London, and surrounding communities. The project budget is \$270,000, funded at 80 percent federal, 10 percent state, and 10 percent local match from member local governments.

Multimodal Plan

This plan focuses on the City of Lynchburg and examines how the physical urban landscape can better support walking, biking, and transit access. It is being led by Timmons Group under the direction of Thomas Ruff and carries a budget of \$150,000.

Bus Stop Feasibility Analysis

Mr. Brebner reported that this study is the follow up to the Multimodal Plan and has been included in the TPO's annual Unified Planning Work Program (UPWP). The analysis will assess the number, condition, accessibility, and ADA compliance of GLTC bus stops. It will produce a prioritized inventory with rough cost estimates to support future grant applications to DRPT and other funding sources. Mr. Moore provided additional context on the bus stop inventory. He reported that when he originally arrived at GLTC, the system had 1,100 stops. By comparison, a system of GLTC's size typically maintains approximately 300 to 400 stops, while Richmond operates roughly 1,600 stops across a much larger service area. GLTC has since reduced the stop count to around 500.

Mr. Moore identified several ongoing challenges with bus stop infrastructure. Large sections of the city were developed before the era of modern roadway standards, resulting in narrow roads without sidewalks, slate sidewalks that do not connect to broader pedestrian networks, and limited right-of-way for shelters or seating. The feasibility study is expected to overlay ridership data with physical and geographic constraints.

Timberlake Road Transit Feasibility Study

The PDC is examining the feasibility of extending transit service from the City of Lynchburg into Campbell County along Timberlake Road.

Thriving Communities Project

Mr. Brebner reported that this USDOT technical assistance project was one of only two awarded in the Commonwealth of Virginia. The project focuses on connecting the GLTC Kemper St. Transfer Station with downtown Lynchburg along the 12th Street corridor. As a result of the quality of the PDC's work, USDOT awarded a \$50,000 sub-award for implementation.

Ms. Howe asked about future opportunities and funding resources available. Mr. Brebner outlined the PDC's annual allocation of nearly \$500,000 in state and federal planning funds. He described several additional funding opportunities:

- Safe Streets for All grants funded through the Infrastructure Investment and Jobs Act (IIJA).
- Technical assistance grants from DRPT with potential 50 percent match.
- Capital grants such as the Builders Grant being pursued by the City of Lynchburg for the intersection of Routes 501 and 221.

Mr. Brebner confirmed that the total 5303 allocation for the coming fiscal year, including the state match would be just above \$160,000.

Ms. Howe asked whether the PDC could partner with GLTC on a financial review or audit process. Mr. Brebner confirmed the PDC's willingness to assist and offered to approach DRPT for supplemental resources if needed.

Ms. Sprouse raised the issue of trash at bus stops, noting that she had received community feedback about the absence of trash receptacles. Mr. Moore responded that GLTC's longstanding policy has been to provide trash bags aboard buses rather than installing

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receptacles at each stop. He explained that previous attempts to place trash cans at stops had resulted in illegal dumping by residents seeking to avoid purchasing city bag tags.

GENERAL MANAGER'S REPORT

Mr. Moore announced that GLTC operators will compete in upcoming bus rodeo competition in Alexandria, VA.

TRIP GRANT PARAMETERS

Mr. Moore outlined the parameters of the TRIP grant decision. The grant provides step-down state funding for Flex microtransit service. It requires progressively increasing local match from the City of Lynchburg. The state, through DRPT, has requested a yes-or-no decision by June 1st, 2026, in advance of the Commonwealth Transportation Board (CTB) meeting scheduled for June 16th–17th, 2026. Alternatively, if GLTC takes no action, the grant award will dissolve automatically at the end of the fiscal year on June 30th. Mr. Moore explained the risks associated with acceptance: if a future City Council reversed its support, GLTC could be forced to vacate the grant which would not reflect well on the agency's reputation as a responsible steward of state funds. He noted that GLTC has been awarded every competitive grant it has applied for at full requested amounts for two consecutive years, an achievement rooted in strong grant management practices and data-driven applications.

TITLE VI AND SERVICE CHANGE IMPACT ANALYSIS

Mr. Moore reported that GLTC staff had completed preliminary Title VI and disparate impact analyses for the most likely service change scenarios. He explained that federal regulations require a Title VI analysis and a separate impact analysis whenever a transit agency implements a service change exceeding 25 percent.

If GLTC does not accept the TRIP grant, staff analysis projected a 31.6 percent impact on low-income populations and a 51.5 percent impact on minority populations at maximum. The system-wide averages of 22 percent and 33 percent respectively. Mr. Moore noted that these impacts are driven primarily by reductions in service frequency and the potential elimination of Sunday service. The overall service footprint would remain unchanged, as would complementary ADA paratransit service.

Mr. Moore stated that the delta attributable to specific changes is approximately 8 percent for low-income populations and 17 percent for minority populations. Mr. Moore explained that the public hearing process requires a minimum 45-day public comment period and at least one in-person meeting. He recommended proceeding with the full public hearing process regardless of the precise threshold calculation, as this approach provides the greatest compliance certainty and ensures the public has a meaningful opportunity to provide input.

CITY COUNCIL JOINT SESSION RECAP – CITY COUNCIL LETTER

The Board engaged in a discussion regarding the outcome of the joint session with Lynchburg City Council held on April 14th, 2026, and the implications for GLTC's acceptance of the state TRIP (Transit Ridership Incentive Program).

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Ms. Howe commented that while the joint session opened productive dialogue, it did not yield a clear definitive answer from City Council on whether GLTC should accept the TRIP grant. Council members offered non-committal encouragement but no formal direction. Ms. Howe explained her displeasure with the lack of clear documentation and layman-accessible explanations of GLTC's budget within City of Lynchburg documents.

Ms. Howe presented a draft letter to City Council that she had prepared in consultation with GLTC staff. She stated that the letter was intended to communicate the Board's position clearly and request specific, timely responses from Council to enable the Board to fulfill its governance and fiduciary responsibilities.

President Howe read the letter aloud into the official record. The letter, addressed to

"Mayor Taylor, Vice Mayor Diemer, and Council members Wilder, Faraldi, Reed, Misjuns, and Timmer, outlined the following principal points: the Board cannot responsibly accept grants creating long-term funding obligations absent a clear City commitment to the out years; the TRIP grant would save \$1,519,514 over five years but makes flat budgets structurally impossible for GLTC; if the TRIP grant is not accepted, the Flex/microtransit route must either be funded at 100 percent by the City, eliminated entirely, or significantly altered; and the specific service reductions that would be required under the proposed FY2027 budget. The proposed service changes under the budget scenario without the TRIP grant include: Route 1A (Langhorne Road corridor, downtown) reverting to hourly frequency instead of entering the Transit Station every 30 minutes; Route 1B (Langhorne Road corridor, Lynchburg General Hospital, Plaza) eliminated entirely; Routes 9 and 5 combined, with Route 5 (downtown and portions of Madison Heights) starting one hour later and Route 9 (south central Lynchburg—River Ridge Mall, DMV, Police Department, downtown via 5th Street) rerouting via Oakley Avenue with no downtown service; Route 11 (southwest Lynchburg—Fort Hill, Memorial Avenue, parts of Timberlake Road) limited to Saturday-only service with no weekday operation, noting that it currently operates only three hours; Sunday fixed-route and paratransit service eliminated entirely; and Flex microtransit service (Graves Mill Road, Timberlake Road, Forest, Wyndhurst, Cornerstone) substantially reduced without TRIP funding."

The letter stated that these changes would significantly reduce access to work, healthcare, and essential services, impacting an estimated 10.7 percent of low-income riders and 19.6 percent of minority riders across the total service area.

The letter further requested delivery of outstanding financial and legal documents previously requested in GLTC's April 10th, 2026 letter to Council. The request was explicitly designated as a formal FOIA request. The letter requested a response by Friday, May 1st, 2026.

Ms. Braun raised concerns about the letter and opposed sending it until previous correspondences had been replied from the City of Lynchburg. Ms. Howe stated that an expedited response from Lynchburg City Council is needed to decide to accept or decline the TRIP grant. Accepting a step-down grant without documented assurance of future City of Lynchburg funding would be neglectful of the Board's fiduciary duty.

Mr. Hackman made a motion to approve the letter to City Council as drafted by President Howe, with amendments discussed during the meeting to include detailed Title VI impact data, specific

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percentage impacts on affected populations, and a Friday, May 1st, 2026 response deadline. Mr. Blanks and Mr. Miller seconded the motion. The motion carried. Ms. Braun voted no for the letter submission.

Ms. Braun requested the following items for future Board meeting agendas:

- Review and update of the 2012 Memorandum of Understanding between the City of Lynchburg and GLTC.
- Cost and operational analysis of Flex/van service versus fixed-route bus service, including a break-even analysis.
- Service and budget scenario modeling with and without City funding support.

Mr. Moore confirmed he would work with GLTC staff to schedule these items across upcoming meetings along with the TRIP grant scenarios for the May 6th board meeting. The van-versus-bus analysis and MOU review targeted for the May 21st work session.

PRESIDENT'S REPORT

No report recorded.

ADJOURNMENT

Ms. Howe asked for a motion to adjourn. Ms. Sprouse made a motion to adjourn. The motion was seconded by Mr. Blanks, the meeting ended at 10:10 a.m.



Secretary/Treasurer

Next Meeting Dates

Next Board Meeting: May 6th, 2026 - 800 Kemper Street GLTC Board Room @ 8:30 a.m.
Next Work Session: May 21st, 2026 –800 Kemper Street, Lynchburg, VA 24501 @ 8:30 a.m.

April 16, 2026
Lynchburg City Council
900 Church Street
Lynchburg, VA 24504

Dear Mayor Taylor, Vice Mayor Diemer, and Councilmembers Wilder, Faraldi, Reed, Misjuns, and Timmer,

The Board wants Council to understand the real implications of the current proposed budget:

TRIP Grant / Flex Microtransit

- If GLTC does not accept the TRIP grant for flex/microtransit service, that route, or others, must either be funded at 100% by the City, eliminated entirely, or significantly altered.
- Step-down grants reduce City cost over the grant period (in this case, the grant saves \$1,519,514 over 5 years), but they make flat budgets year-over-year for GLTC structurally impossible.
- The Board cannot responsibly accept grants that create long-term funding obligations without a clear City commitment to the out-years.

Service Impacts Under Proposed Budget

Based on the currently proposed FY2027 budget, the following service changes would be required:
(Current service area listed)

- Route 1A: Return to hourly - not entering Transit Station every 30 minutes (*Rt 1A - Langhorne Road corridor, downtown*)
- Route 1B: Eliminated entirely (*Rt 1B - Langhorne Road corridor, Lynchburg General Hospital, Plaza*)
- Route 9 & Route 5: Combined, Rt 5 starts 1 hour later; Rt 9 rerouted via Oakley Ave with no downtown services (*Rt 5 - Downtown and portions of Madison Heights; Rt 9 - south central part of Lynchburg - River Ridge Mall, DMV, Police Department, Downtown via 5th St*)
- Route 11: No weekday service, Saturdays only - currently only runs for 3 hours (*Rt 11 - Southwest area of Lynchburg - Fort Hill, Memorial Avenue, parts of Timberlake Road, etc.*)
- Sunday Service: Eliminated entirely
- Flex/Microtransit: Substantially reduced without TRIP funding (*Flex - Graves Mill Road, Timberlake Rd, Forest, Wyndhurst, Cornerstone*)

These changes would significantly reduce access to work, healthcare, and essential services for riders across the system. Based on current assessments, these changes would impact 10.7% low income riders and 19.6% of minority riders over our total service area.

GLTC has already implemented operational efficiencies with more to come in the near future regardless of funding. Further reductions now will directly impact service levels and future **state and federal** funding formulas.

Thank you for your time at this week's joint session. While we appreciated the opportunity for dialogue, the GLTC Board must be direct: the meeting did not resolve our outstanding questions or produce the requested financial / legal documents.

What We Are Asking For (Time Sensitive Request)

To allow the Board to act responsibly and meet required federal and operational timelines, we are requesting the following:

1. Delivery of the outstanding financial / legal documents previously requested in our April 10, 2026, letter to Council and our written request from April 2, 2026, to City staff.
 - a. *Please consider this request a formal FOIA request as the other correspondences on those dates were FOIA implied.*
2. A clear City position on the flex / micro transit route (*TRIP grant*) funding commitment.
 - a. *A decision on this must be made by June 1st in order to meet the acceptance deadline. **Absent a clear City commitment, the Board will not accept the grant.***
3. A clear City position on FY27 funding for GLTC.
 - a. Federal requirements, such as Title VI, necessitate protocol prior to the implementation of service changes 90-120 days in advance.
 - i. *As it stands, **the soonest changes could go into effect would be August 4, 2026** and that is assuming GLTC has the information needed to vote on said changes at the **May 6th Board meeting.***
 - b. *Without timely direction, GLTC will be forced to proceed with planning based on the proposed budget and associated service reductions.*

Please respond by Friday, May 1, 2026. If you have additional questions or need more information, please do not hesitate to let us know.

We remain committed to a productive working relationship with the City. However, timely information and clear policy direction are necessary for the Board to fulfill its governance and fiduciary responsibilities. The Board is open to additional meetings to discuss these topics, and look forward to increasing our collaboration with the City.

Respectfully,

Cameron E. C. Howe

Cameron E. C. Howe

Chair on behalf of GLTC Board of Directors, *approved on 4/16/2026 at the BOD meeting*

CC: GLTC Board of Directors; GLTC General Manager Josh Moore; and City Manager Wynter Benda