

**GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION
BOARD MEETING NO. 682**

DATE: October 25, 2023

TIME: 5:15PM

PLACE: 1250 Canal Rd. Lafayette, IN. 47904 Conference Room

MEETING CHAIR: Ms. Julie Ginn

AGENDA

Item

1. Communications and Announcements
2. Public Comment
 - 2.1. Comments on the Agenda – 5 minutes
3. Review and Approval of Agenda Items and Minutes
 - 3.1. Review and Approval of Agenda of Meeting No. 682 held on October 25, 2023.
 - 3.2. Review and Approval of Minutes of Meeting No. 681 held on September 27, 2023.
4. Old Business
 - 4.1 Review 2024 Budget and where we are at in the process.
 - 4.2 Vanpool update and where we are at with this program.
 - 4.3 Presentation of what's to come with our Bus Shelter Project (Exhibit 4 pg. 7)
 - 4.4 Review and discuss CityBus current Strategic Plan (Exhibit 5 pg. 20)
5. New Business
 - 5.1. Consideration of Property and Liability Quote (Exhibit 1 pg. 4)
 - 5.2. Consideration of Employee Benefits Plan Effective January 1, 2024 (Exhibit 2 pg. 5)
 - 5.3. Consideration of Purchasing five New Flyer Buses not to exceed \$3,900,000. (Exhibit 3 pg. 6)
 - 5.4. Consideration of claims list numbering 38914 through 39000, in the amount of \$299,379.09.
 - 5.5. Consideration of payroll for September 1, 2023, through September 30, 2023, in the amount of \$987,015.97.
6. Board and Staff Reports
 - 6.1. Chief Executive Officer Report
7. Public Comments
 - 7.1. 3 minutes per speaker
8. Adjournment
 - 8.1. Next meeting is Wednesday, November 22, 2023, at 5:15PM at 1250 Canal Rd. Lafayette, IN. 47904.

**GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION
BOARD MEETING NO. 681
MEETING MINUTES**

DATE: September 27, 2023

Present: Board

Mike Gibson, Secretary
James Blanco
Tino Atisso
Joel Wright

**Present:
Staff**

Bryan D. Smith, Chief Executive Officer
Joanne Zhang, Chief Financial Officer
Bryan Walck, Manager of Customer Experience
Ron Peters, Assistant Manager of Operations
George Turner, Manager of Maintenance
Shawn Coffman, Assistant Manager of Maintenance
Randy Anderson, IT Administrator
Shelby Yeaman, Executive Assistant/Project Manager

Guests: Attorney J.P. Schafer

Secretary, Mr. Mike Gibson, called the meeting No. 681 to order at 5:15PM in the GLPTC Board Room, 1250 Canal Road.

COMMUNICATIONS & ANNOUNCEMENTS

PUBLIC COMMENT

REVIEW AND APPROVAL OF AGENDA ITEMS AND MINUTES

1. The approval of the agenda of Meeting No. 681 held on September 27, 2023. A motion was made by Mr. James Blanco and seconded by Mr. Tino Atisso. Motion carried by a vote of 4 ayes and 0 nays.
2. The approval of the Minutes of Meeting No. 680 held on August 23, 2023. A motion was made by Mr. James Blanco and seconded by Mr. Tino Atisso. Motion carried by a vote of 4 ayes and 0 nays.

OLD BUSINESS

NEW BUSINESS

1. Mr. Joel Wright made the motion to approve of the single change to the Administrative Holiday Calendar for the 2023 calendar year. Mr. James Blanco seconded the motion. The motion carried by a vote of 4 ayes and 0 nays.
2. Mr. Joel Wright made the motion to approve of the Resolution for George Turner's retirement. Mr. Tino Atisso seconded the motion. The motion carried by a vote of 4 ayes and 0 nays.

- a. Mr. Bryan Smith mentioned how George Turner has dedicated 23 years to CityBus. Mr. Smith reminded the Board and Attendees of George's Retirement Party held Friday, September 29th, from 12:00pm-3:00pm at our Administrative Offices.
 - b. Mr. Mike Gibson gave a special thanks to George for his service, and mentioned he is one of the most professional individuals he's had the privilege of working with.
 - c. Mr. Joel Wright and Mr. Tino Atisso both congratulated Mr. George Turner and let him know he is always welcome to come back.
3. Mr. Bryan Smith mentioned that CityBus sent in their application this week for the RCN Grant, requesting \$3.8 million dollars. It can take upwards 6 months before we hear anything.
 4. Mr. Bryan D. Smith asked the board to review the Strategic Plan, found in the packet, and bring any comments with them to the next board meeting.
 5. The Board considered approval of claims 38791 through 38913, in the amount \$687,206.43. Mr. Mike Gibson made the motion to approve the claims, and Mr. James Blanco seconded the motion. Motion carried by a vote of 4 ayes and 0 nays.
 6. The Board considered approval of payroll for August 1, 2023, through August 31, 2023, in the amount of \$819,832.47. Mr. Mike Gibson made the motion to approve payroll, and Mr. Joel Wright seconded the motion. Motion was carried by a vote of 4 ayes and 0 nays.

BOARD AND STAFF REPORTS (CEO REPORT)

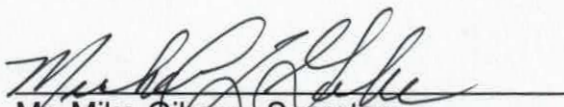
Mr. Bryan Smith thanked the Board for their patience and cooperation with his move. Mr. Smith mentioned there is still no house yet but is hopeful it will happen soon.

Mr. Smith let the board know of the passing of one of our operators. We had a few representatives at his funeral, and he will be missed dearly.

PUBLIC COMMENTS

ADJOURNMENT

With no other business to be conducted, Mr. Joel Wright made the motion to adjourn. Mr. Tino Atisso seconded the motion. The motion carried by a vote of 4 ayes and 0 nays. The meeting adjourned at 5:30PM. The next regular Board Meeting is scheduled for October 25, 2023, at 5:15PM in the GLPTC Board Room, 1250 Canal Rd., Lafayette, IN. 47904.


Mr. Mike Gibson, Secretary
CityBus Board of Directors

10/2/2023
Date:

PDPL Insurance Premium Summary/Comparison

Line of Business	2022-2023	Premium	2023-2024 Proposed Premium	Changes \$/%
Property	\$	36,332	\$ 40,475	\$4143 / 11.40%
Inland Marine	\$	2,500	\$ 2,500	-
Service Fleet	\$	23,453	\$ 24,023	\$570 / 2.43%
Transit Bus Fleet	\$	342,687	\$ 377,996	\$35,309 / 10.30%
Umbrella Liability	\$	41,860	\$ 46,361	\$4,501 / 10.75%
Monoline Crime	\$	5,181	\$ 5,181	-
Workers Com[ensation	\$	84,973	\$ 101,812	\$16,839 / 19.82%
Cyber Liability	\$	11,424	\$ 12,655	\$1,231 / 10.77%
Selective Flood	\$	659	\$ 646	-\$13 / -1.97%
Commission reduction			\$ (8,900)	
Total	\$	549,069	\$ 602,749	\$53,680 / 9.78%

Benefit Comparisons

Annual Cost	2023		2024	Change%
Medical	UHC		UHC	
\$	1,466,286	\$	1,488,280	1.5%
Dental	Delta Dental		Principal	
\$	63,622	\$	68,440	7.6%
Life	The Standard		Principal	
\$	38,307	\$	38,910	1.6%
Vision	The Standard		Principal	
\$	12,204	\$	12,204	0.0%
STD	The Standard		Principal	
\$	63,528	\$	59,678	-6.1%
LTD	The Standard		Principal	
\$	4,470	\$	4,854	8.6%
Clinic	Everside		Everside	
\$	92,160	\$	95,846	4.0%
EAP	New Beginnings		TBD	

* Illustration based on current enrollment; the total cost may change when enrollment changes

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

CONSIDERTATION TO PURCHASE BUSES

The Greater Lafayette Public Transportation Corporation has FY 2022 & 2023 Section 5339 funds to use towards the purchase of the 3 new CNG buses. We also have FY 2023 Section 5307 funds to use towards the purchase of 2 new CNG 60’ buses that is included in the FY 2024 – 2028 TIP.

	Base Price	Quantity			Total Price
40’ New Flyer CNG Bus	\$578,000	X	3	=	\$1,734,000
60’ New Flyer CNG Bus	\$851,000	X	2	=	\$1,702,000

Award made using base price, final purchase price may be more with customization and options at build design not to exceed \$3,900,000.

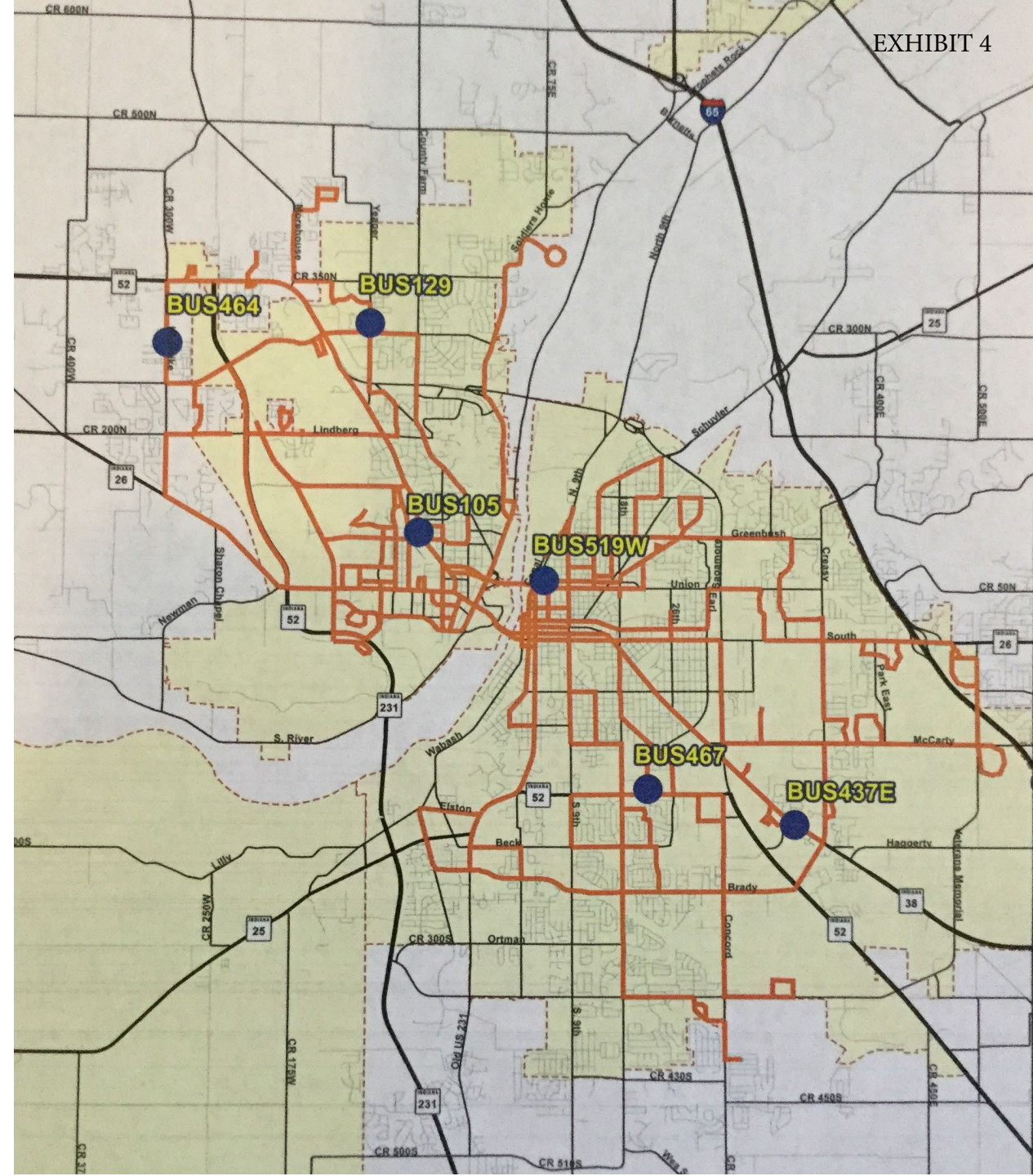


CityBus

GREATER LAFAYETTE

Bus Stop Improvement Project

Six bus stops have been selected for improvement through a collaborative process between CityBus, the Tippecanoe County Area Plan Commission (APC), and residents evaluating need and impact on the community. Federal funding for this project has been flexed from highway to transit with the assistance of the APC.



Near Jefferson High School



Location 1 of 6: Bus stop ID BUS467

**S. 22nd St.
&
JR Hiatt Dr.
in Lafayette**

Near Payless Supermarket on Maple Point Dr.

CityBus
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**Main St. SR 38/25
in Lafayette**

Location 2 of 6: Bus stop ID BUS437E

Near Monon Place Apartments



Location 3 of 6: Bus stop ID BUS519W

**Fannon Dr.
&
Salem St.
in Lafayette** EXHIBIT 4

Near Family Express



Location 4 of 6: Bus stop ID BUS464

**Klondike Rd.
&
Pemberly Dr.
in West Lafayette**

Near Follett's Bookstore

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FOLLETT'S

BLACK AND GOLD MINE

PASE ALUMNI STAFF

DISCOUNTS

BOILER UP

APPAREL AND GIFTS

**Northwestern Ave.
&
Evergreen St.
in West Lafayette**

Location 5 of 6: Bus stop ID BUS105

Near Peppermill Apartments

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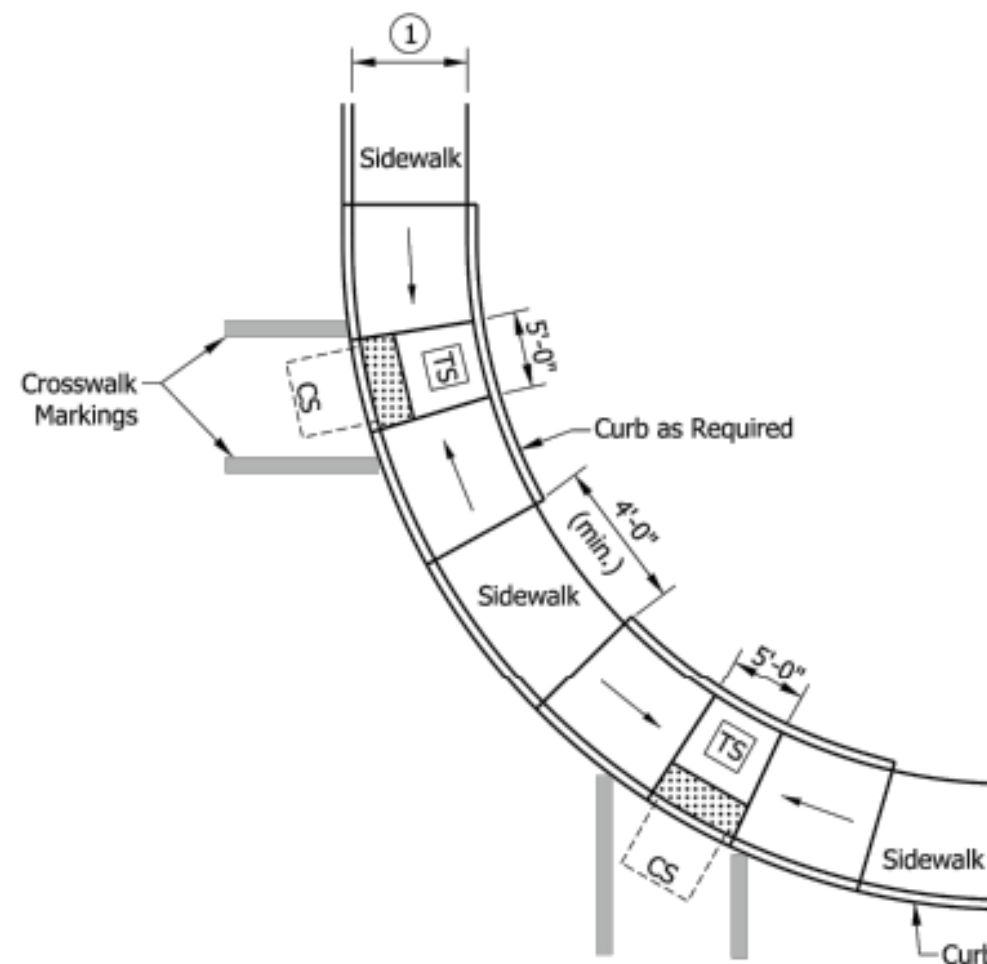


Location 6 of 6: Bus stop ID BUS129

**Yeager Rd.
&
Peppermill Dr.
in West Lafayette**

Enhanced Accessibility

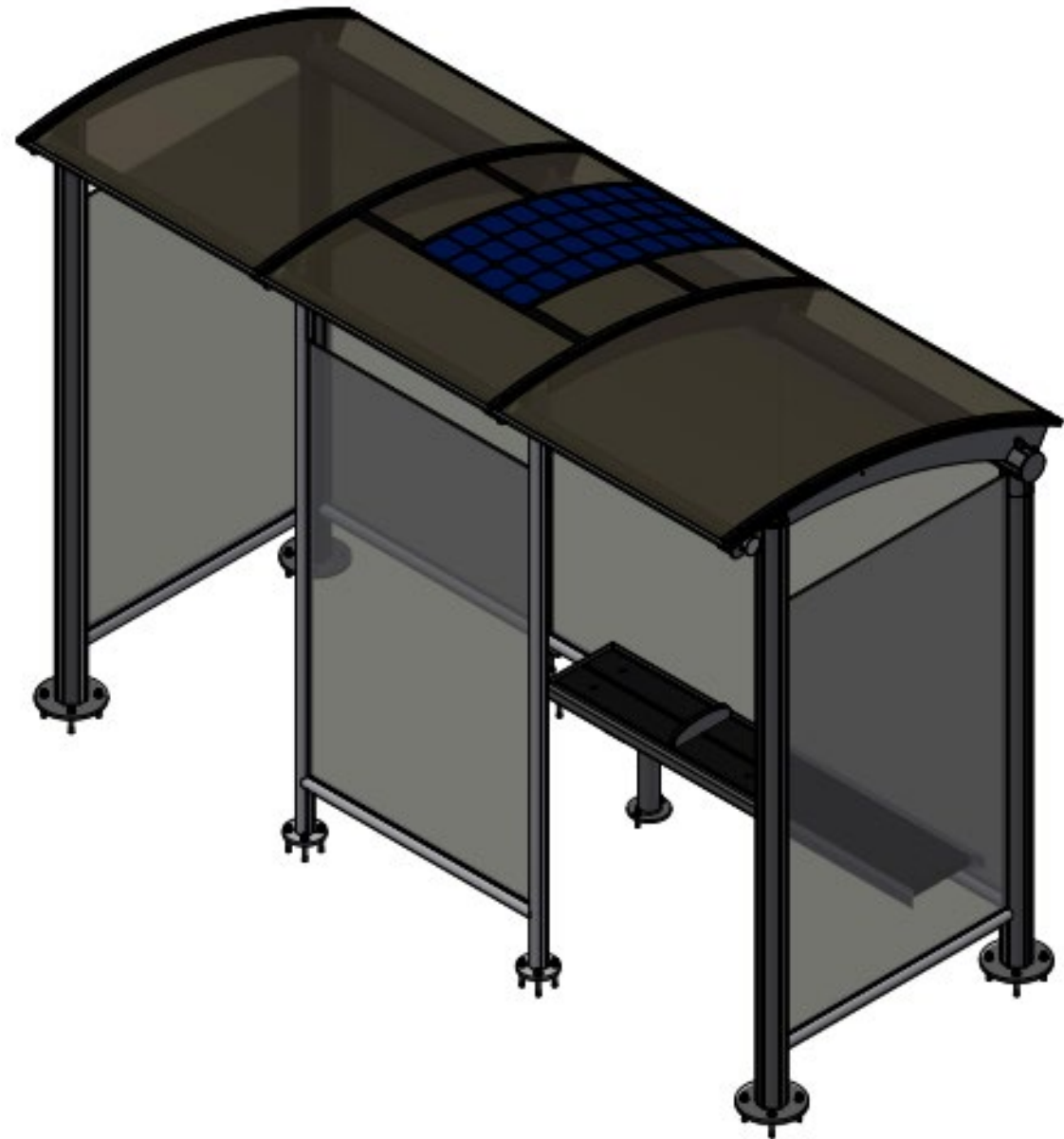
Each bus stop will be fully ADA accessible, designed to accommodate passengers with differing abilities, ensuring inclusivity and convenience for all riders. The upgrades include ramps, wider platforms, and improved seating arrangements.



PAIRED PARALLEL CURB RAMPS ALONG LARGE RADIUS

Shelter and Seating

Each bus stop will feature a shelter with bench seating, providing passengers with a comfortable waiting environment and protecting them from inclement weather conditions. Additional amenities include solar lighting packages and trash receptacles.



Wayfinding

Each bus stop will feature ADA accessible LED wayside signs. The signs, equipped with clear and easy-to-read displays, will provide real-time bus arrival information. Audible annunciators are built into the signs to assist customers through motion sensing activation.



Additionally, similar ADA accessible LED wayside signs will be installed at five locations throughout the service area including:

West Lafayette Walmart

Bus Stop ID: BUS403

Tippecanoe Mall Entrance E

Bus Stop ID: BUS373

Yeager Ave. & Kent Ave. (NW Corner)

Bus Stop ID: 5103

Starbucks Coffee on Creasy Ln.

Bus Stop ID: BUS771

Sam's Club on Creasy Ln.

Bus Stop ID: BUS461





CityBus

GREATER LAFAYETTE



CityBus Strategic Plan 2019 - 2025





CityBus Strategic Plan

CityBus is the operating name for Greater Lafayette Public Transportation Corporation (GLPTC), a municipal corporation established in 1971. As a division of local government, CityBus is lead by a Board of Directors, whose members are appointed by the mayors and city councils of Lafayette and West Lafayette.

CityBus provides public transportation and paratransit services in the Lafayette and West Lafayette communities.

Our Mission

CityBus is a proactive community partner. The organization strives to improve the quality of life by (1) operating safe, reliable and environmentally friendly transit services and (2) partnering in local economic development activities. With employees who take pride in their work, CityBus provides excellent customer service and offers efficient, convenient access to destinations throughout Lafayette and West Lafayette.

Our Vision

CityBus will:

- Play an important role in making the community a better place to live, work, go to school and visit.
- Provide safe, reliable and convenient transit services, and offer a viable transportation choice for all residents—including those with disabilities—employment centers, and visitors.
- Be recognized as a valuable resource for the community.
- Provide high-frequency transit services in areas with greater densities.
- Operate efficiently, using best practices to give taxpayers the best service possible for their investment.
- Be a leader in transit-oriented development efforts.
- Assemble developers, local governments, and planning agencies to address land use decisions that impact mobility.
- Bring environmentally sound transit technologies to the community.
- Use public transportation to support economic development activities.

Our mission and vision statements provide a foundation for our Strategic Plan and goals.

Introduction

As we look into the future, we can proceed on a day to day basis and get by, or we can choose a path to meet the transportation needs of our community. The goals and objectives, as established by the CityBus Board of Directors in this Strategic Plan, will help guide the staff over the next five to six years.

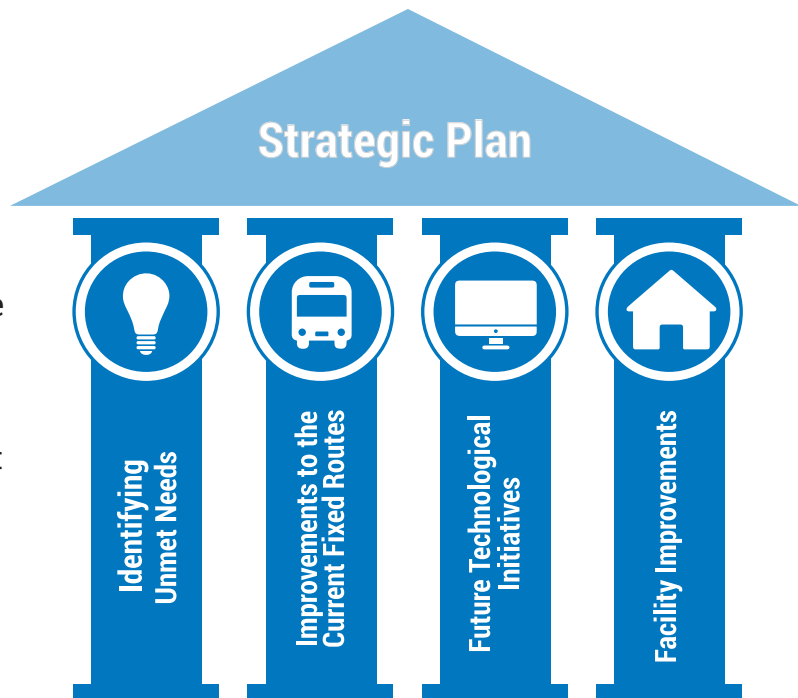
The four pillars of the plan are addressing unmet needs, improving current route effectiveness, implementing technological improvements, and determining future facility needs.

Unmet needs currently exist, and more are sure to present themselves over time. In order to be of value to the community, CityBus must create a way to meet these needs without negatively affecting other routes in the system.

The impact of the changes in the road network necessitates routing changes that add more time to routes serving West Lafayette in order to maintain on time performance. The reduction in vehicular capacity along State Street and the removal of University Street as a transit corridor requires more time to complete several routes. Along with changes to the west side routes, CityBus hopes to add or increase service to several routes in Lafayette.

Technology changes rapidly, and CityBus is committed to utilizing new and improved technologies to keep our riders informed and make their travel as convenient as possible.

As we add more routes and increase frequencies, acquiring more buses is essential. Space to house and maintain additional vehicles is currently at a premium and we must look at options to accommodate growth.



"The greater danger for most of us is not that our aim is too high and we miss, but it is too low and we reach it."....Michelangelo

Section 1



Unmet Needs

Throughout the planning process, CityBus met with political leaders and not for profit groups, as well as interested members of the Greater Lafayette community to discover what needs have not yet been met. Extensive surveying of current and past riders was conducted in the Spring of 2018. To gauge how well we are performing, an area wide digital survey was also completed in the spring. Results of the surveys are attached in the appendix of this Plan.

We learned that our riders and community stakeholders are largely satisfied with CityBus. Although we are pleased with the survey results, we know there are more transportation needs that remain to be addressed.

350 South Industrial Corridor

The Greater Lafayette area is blessed with a low rate of unemployment. With the low rate comes challenges. Manufacturers along 350 South are currently having difficulty filling positions at their plants.

Changing Traffic Patterns

The much needed re-working of the traffic network around campus has spurred a great deal of re-development in West Lafayette surrounding the Purdue Campus. While the development greatly benefits both the City of West Lafayette and Purdue University, it has created both opportunities and challenges for CityBus.

CityBus strives to serve our riders by providing more destinations without transferring and better on time performance, which require altering the 1B Salisbury and the 4B Purdue West routes. The opportunity for CityBus lies in the number of residents living in the new high rise developments who do not own a personal vehicle. Many of these residents will utilize public transportation to meet their needs for shopping, medical, and social interaction with fellow students.

Before any route changes are made CityBus will have a public outreach process and public hearings. All changes to the routes must be approved by the CityBus Board of Directors.

Evening Service

Almost every survey CityBus has initiated has three major themes in regards to what passengers desire: additional passenger shelters, more evening service, and more weekend service are the needs which consistently appear. With the new Northend Community Center on Elmwood opening in the Fall of 2018, the CityBus Strategic Plan calls to add evening service on the 2A/2B Union Schuyler route until 10:00 PM. Over the next few years, the Plan adds more late night frequency to 4B Purdue West and adds more service on Saturday evenings. The 10 Northwestern Avenue route has gained popularity over the last several years and plans to run two additional hours in the evening while Purdue is in session (Fall and Spring semesters).

Faith East Church Community Center

Faith Church operates a community center that is open to the public. The Center has a health club and skate-park, plus many other programs beneficial to the residents of Tippecanoe County.

Faith Community Center is east of Lafayette outside of the CityBus taxing district, however, State law does allow CityBus to serve the area. The question is: What is the best way to serve the Faith East Community Center? The South Street route has insufficient time in the route to travel further east to the Center. Is there a need to travel further east every 30 minutes all day long? Can on demand services such as Uber and Lyft be utilized to serve the area more economically? These questions, and perhaps other questions need answering. The Strategic Plan calls for CityBus to hire an outside consultant to help study the issues and help plan the future service to the Faith Community Center.

Wabash Avenue

The Wabash Avenue neighborhood is located just south of downtown Lafayette and is made up of mostly working class families. Many years ago, CityBus served the area but had only a minimal number of riders. Operating the route for too few riders became a financial burden on CityBus. CityBus would like to re-address serving the neighborhood in the future. How this is accomplished needs further study. Along with the study on how to serve Faith Community Center, the study should also include the Wabash Avenue neighborhood.

CityBus Facilities

The CityBus administrative offices, bus maintenance and storage have been located at 1250 Canal Road since 1974. Over the decades, many changes have happened, including enlarging the administrative offices, adding more indoor bus storage space, and adding a compressed natural gas (CNG) fueling station. In August 2014, CityBus opened the CityBus Center on 3rd Street for better passenger amenities for the disabled. Although CityBus facilities currently meet the day to day requirements of operating an efficient transit system we must prepare for the future. As demand grows so will the size of the fleet. Not storing buses indoors represents a major issue throughout the winter. As routes are added, space at the CBC will not accommodate additional buses. This Plan will discuss several options to address future facility needs.

Section 2



Improvements to the Current Fixed Routes

Addressing the challenges associated by the changes to the road network throughout the campus area can be corrected in one year which will improve on time performance as well as the safety of our riders and the general public.

The recent apartment construction, with more in the planning stages in the Chauncey area, poses a direct threat to the continued success of the routes serving West Lafayette. Although rents tend to be much higher in apartment communities close to campus, students will continue to seek housing close to the University. Fast and convenient travel to and from campus will give students an attractive alternative to living next to campus. The changes to the 1B Salisbury and the 4B Purdue West will allow that to happen.

Increasing ridership at current levels is strategically important as it directly relates to funding CityBus. Growing the ridership is important to maintain and grow the Small Transit Intensive Cities (STIC) funding so that CityBus can continue to offer high quality service. Many of the suggested improvements are a result of analyzing our survey data as well as making observations in the field.

1B Salisbury

In order to help maintain on time performance, the 1B Salisbury was re-routed off of State St to Northwestern Ave in April of 2016. Even with this modification the route remains difficult to keep on time.

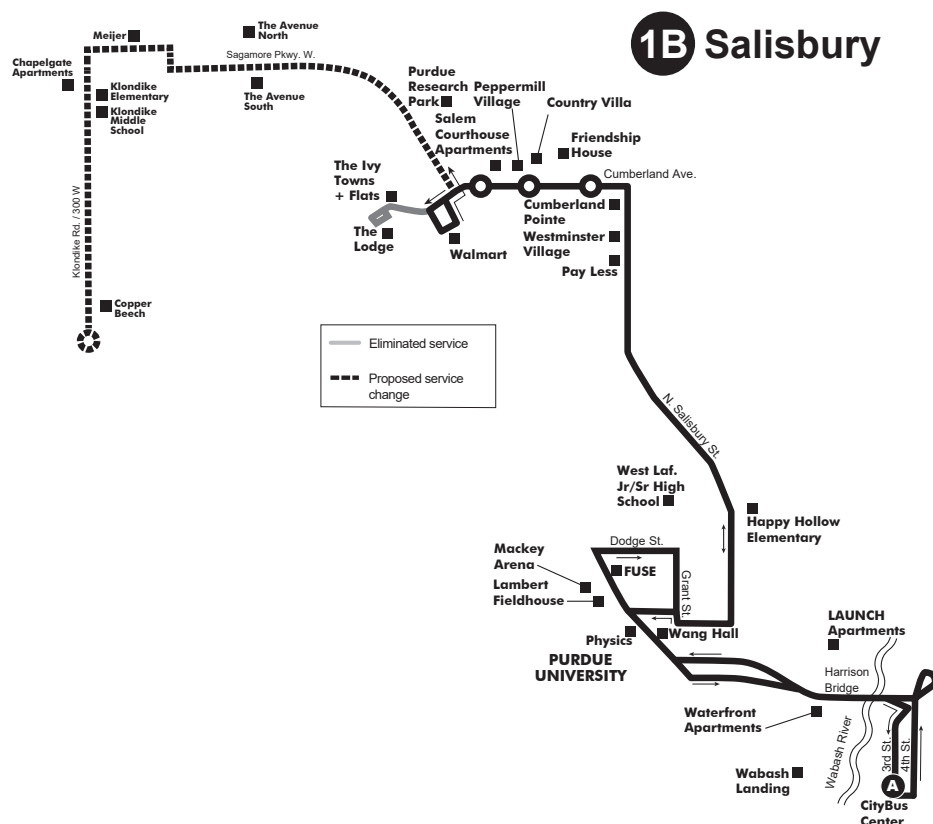
The plan is to increase the number of buses on the route from two to three and make the round trip 90 minutes instead of an hour. This will reduce the average speed of the route greatly. In addition, 1B Salisbury would serve Meijer/Menards shopping center as well as Klondike Road up to the intersection of Cumberland Avenue and Klondike Road.

This will allow those living on Klondike easy access to Meijer, Menards and Wal-Mart without the need to transfer buses. Improved pedestrian safety is an additional benefit to the route change. For residents living in the Cumberland/Klondike area the ride to campus will be much shorter, as route 4B will travel Cumberland Avenue to Wal-Mart and then on to campus. This change will help on time performance as we no longer will have to turn around on property owned by the Lodge Apartments.

Implementation Date: August 2019

Annual Cost of Additional Service: \$410,000

Exhibit 1.1



2A/2B Union Schuyler

Both routes serve the north end of Lafayette, which is comprised of neighborhoods mostly made up of working class families. The major change to the area is the opening of the Faith Church-sponsored Northend Community Center. The community center will house many community not for profit organizations as well as activities geared to people of all ages. The operating hours of the center are 5 AM to 10 PM Monday to Friday and 9 PM on weekends. The Plan calls for service to the Northend Community Center until 10 PM.

Implementation Date: January 2019

Annual Cost of Additional Service: \$75,000

9 Park East

Ridership on 9 Park East continues to grow since service began in July of 2016. Service was added to IU Arnett in 2017. The route began serving Sunnyside Intermediate School in 2018. In January of 2019, CityBus would like to realign the route to serve Sagamore Parkway between South Street and McCarty Lane. This will provide better coverage to a currently underserved area, providing closer access for workers at Alorica and Wabash National and shoppers at Aldi.

Implementation Date: August 2019

Annual Cost of Additional Service: N/A

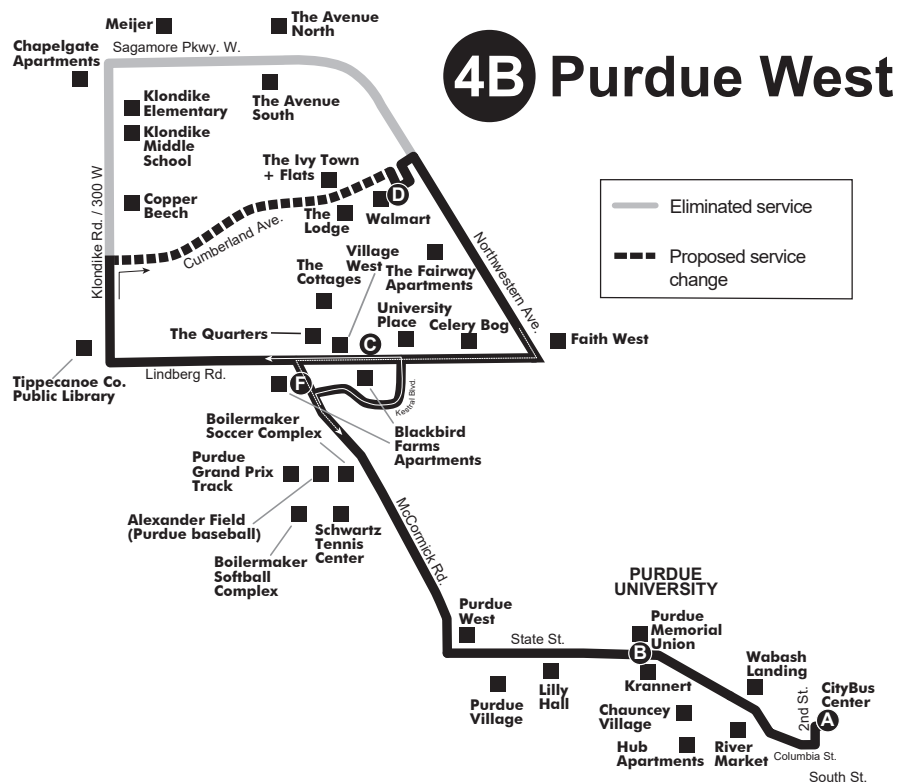
4B Purdue West

Due to many of the same the issues facing 1B Salisbury, the 4B Purdue West is a challenge to keep on schedule. To remedy the situation, we are proposing a shortening the one-way loop by including a right turn onto Cumberland Avenue from Klondike Road. This reduces the trip by 1.2 miles, lowering the average speed from 15.8 MPH to 14.6 MPH. As the area begins to further develop with the addition of a Franciscan Health facility, as well as other residential and commercial projects, CityBus will need a way to get patients, customers, and employees to work. This change would also allow us to not travel into Blackbird Farms subdivision.

Implementation Date: August 2019

Annual Cost of Additional Service: N/A

Exhibit 1.2



4B Purdue West Evening Service

The demand for transit service along the high density corridor between Purdue University and Lindberg Road continues to thrive, but our customer satisfaction survey had some of the lowest ratings on this route for frequency during the evening hours. By increasing the frequency from 60 to 30 minutes, ridership has a very good chance to continue to grow. The 30 minute headways would only be in effect during Purdue's Fall and Spring semesters.

Implementation Date: August 2021

Annual Cost of Additional Service: \$55,000

4B Purdue West Saturday Evening Service

A third improvement for the 4B Purdue West route is operating the bus later on Saturday evenings. This change will not only accommodate graduate students but also gives students a safer trip home after a night out with friends.

Implementation Date: August 2021

Annual Cost of Additional Service: \$27,000

Saturday Evening Service

Among the common requests for service improvements are later evening service on weekends. Following weekend service improvements to 4B Purdue West in August 2021, CityBus will add later Saturday evening service on the other core fixed routes, including 1A Market Square, 1B Salisbury, 4A Tippecanoe Mall and 7 South Street. Hourly service will be extended to 10:40 pm for each route.

Implementation Date: August 2022

Annual Cost of Additional Service: \$34,000

10 Northwestern Ave

Over the last several years, the route has shown great improvement. Route 10 and 5 Happy Hollow were interlined until August 2017. In a year to year comparison, route 10 Northwestern saw an increase of 8.8% in passengers per mile. For the first 4 months of 2018 the average passenger per mile has increased 3.09%. Part of the success is due to the de-coupling of the route and perhaps greater occupancy rates for the apartments along Yeager Rd as a result of Purdue's continued increase in student enrollment.

When Purdue is in session during the Fall and Spring semesters, the number 10 Northwestern route operates until 10 PM. With a great number of graduate students living along the route the last trip at 10 PM does not meet the needs of the students. Many of the graduate students need more time on campus to conduct research. Extending the route for two hours keeps this route an attractive option.

Implementation Date: August 2022

Annual Cost of Additional Service: \$27,000

Industrial Express

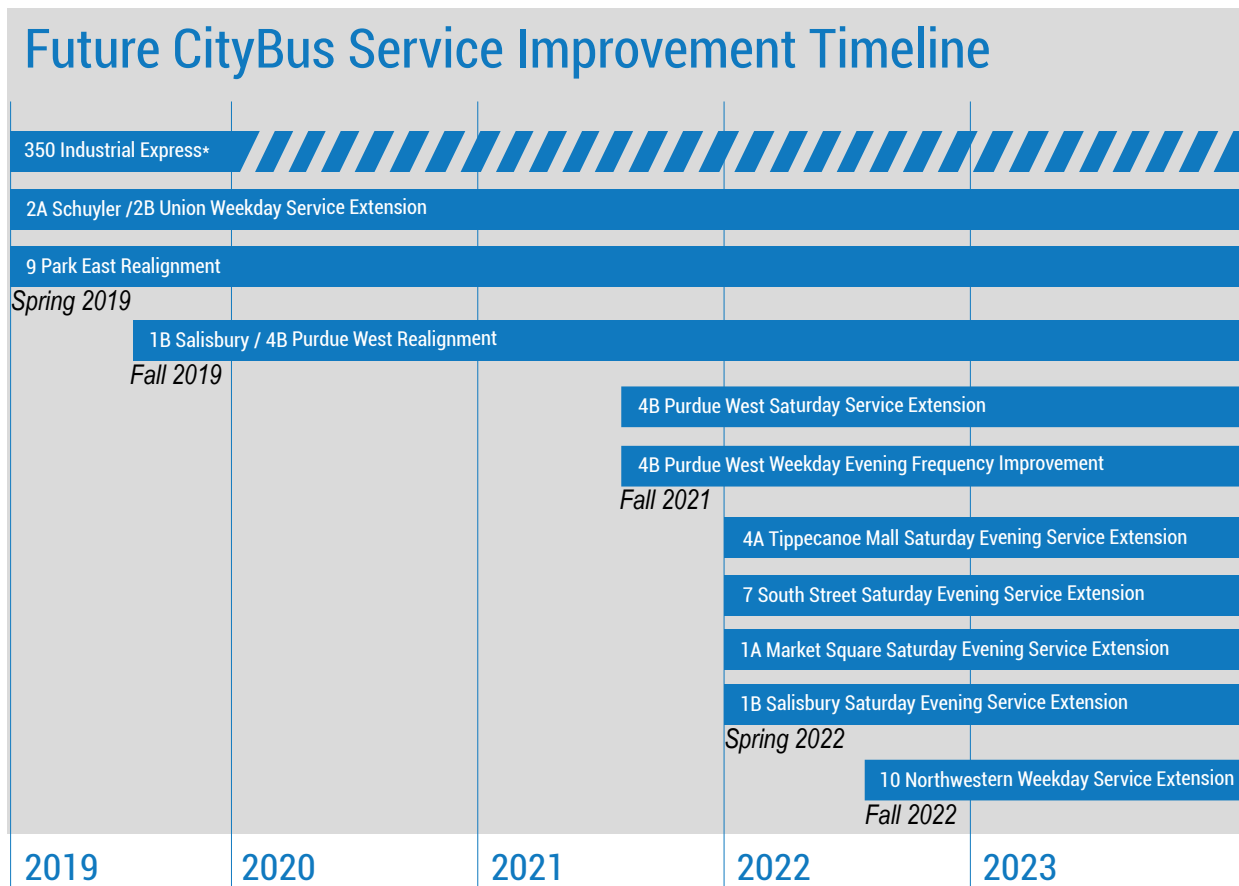
The need for employees is everywhere as shown by the "Now Hiring" signs posted throughout the two cities. Many employers have changed their hiring procedures to hire temporary help first at a lower hourly rate, which creates a need for public transportation. Public transportation is typically not attractive to blue collar workers who make \$20.00 or more an hour. Temporary help, however, averages much less (around \$12.00 an hour) which puts them much closer to workers who have traditionally used public transit.

Unlike traditional fixed route service, the express route will operate only when needed: about 3.5 hours per day, Monday through Saturday. Employees will use their corporate ID cards as passes to board not only the express bus but all other routes within the CityBus system. To alleviate free riders

who no longer work for one of the partners in funding the express service, the IDs will have a sticker showing an expiration date. CityBus will partner with local industry to pay for the cost of operating the express route.

Implementation Date: January 2019

Annual Cost of Additional Service: \$122,000



*Route starts on a 6 month trial basis

Section 3



Future Technological Initiatives

Over the last two decades CityBus took advantage of new technologies to help advance the experience of our riders and to improve operational efficiency and effectiveness. The technology improvements currently deployed by CityBus are listed below.

Efficiency

- Computerized accounting and maintenance software
- Computerized Assisted Dispatching(CAD/AVL)
- Compressed Natural Gas (CNG) propulsion systems

Effectiveness

- Real time passenger information
- Audio announcements
- Next bus digital signage
- Web site how to ride tools and information

CityBus is considering implementation of the following technologies as part of the Strategic Plan.

Mobile Fare App

A new mobile fare application will debut in the Fall of 2019. With the use of a smart phone riders will be able to purchase their fare electronically, eliminating the need to purchase paper tickets in person. Fares will be account based and assigned to a user's phone number.

Each day a picture will appear on the user's phone that the bus operator will recognize which allows the rider to board the bus. Not only will this technology make riding the bus easier it will also reduce printing costs.

Signal Prioritization

With the changes made to the streets in West Lafayette leading to greater congestion and lower vehicle speeds, it is apparent the need for a solution to help move the buses through the traffic. The technology does not switch the signal to green, however it will shorten the length of time the light is red. CityBus intends to partner with the City of West Lafayette in order for a seamless implementation of both hardware and software.

Run Cutting Software

The largest single line item in the CityBus budget is Operator Wages. Purchasing software to optimize the use of our labor force will be invisible to the riding public but could be an asset to efficiently managing our resources. Run-cutting software will pay for itself over time by using millions of combinations of service hours to determine the most efficient use of labor. A request for proposals will be developed to procure the software with the first computerized run cut to occur in the Spring of 2019.

Route Planning Software

As we look to make major route changes in West Lafayette and study how to bring transit service to areas that are currently unserved we may wish to consider investigating software programs that measure the length of each route, prepare an estimate of costs or savings, and provide demographic information.

Autonomous Vehicles

With each passing day we are getting closer to the point where vehicles can operate without human interaction. Getting vehicles to the designated destination, passenger safety concerns, and fare collection are all issues that must be addressed. Using autonomous vehicle technology to move vehicles around the facility to assist with evening fueling and morning pullout are two options that are worth further exploration in the near term. In FY 2020 the FTA plans to announce a grant opportunity to develop such technology for garage operations. With ZF/TRW in close proximity to the CityBus facility it makes a good deal of sense to pursue the autonomous garage options.

Autonomous vehicles (AV) are already operating in the United States (Las Vegas) and their use is growing in countries such as Dubai and Switzerland. The practical application for AVs is to connect passengers to the fixed route system. Connecting neighborhoods like Wabash Avenue or destinations such as Faith Christian or Subaru make AVs an ideal application. Currently Trapeze has software that will operate the AVs in the areas so desired.

Fare payments can be automated or perhaps free as the rider will eventually pay a fare. The question remains as to how "smart" our cities are and to what degree an AV can be used. The savings occurs as the vehicles are driverless and perhaps have no or fewer accidents. A rider would have to either use their smart phone or computer to schedule the AV. With all of the technology needed savings would only occur if more than one AV is utilized since additional technical help may be needed to keep the system functioning. The cost of adding a systems administrator would have to be spread over several AVs as the salary and benefits of a systems administrator would be greater than an operator.

Electric Vehicles

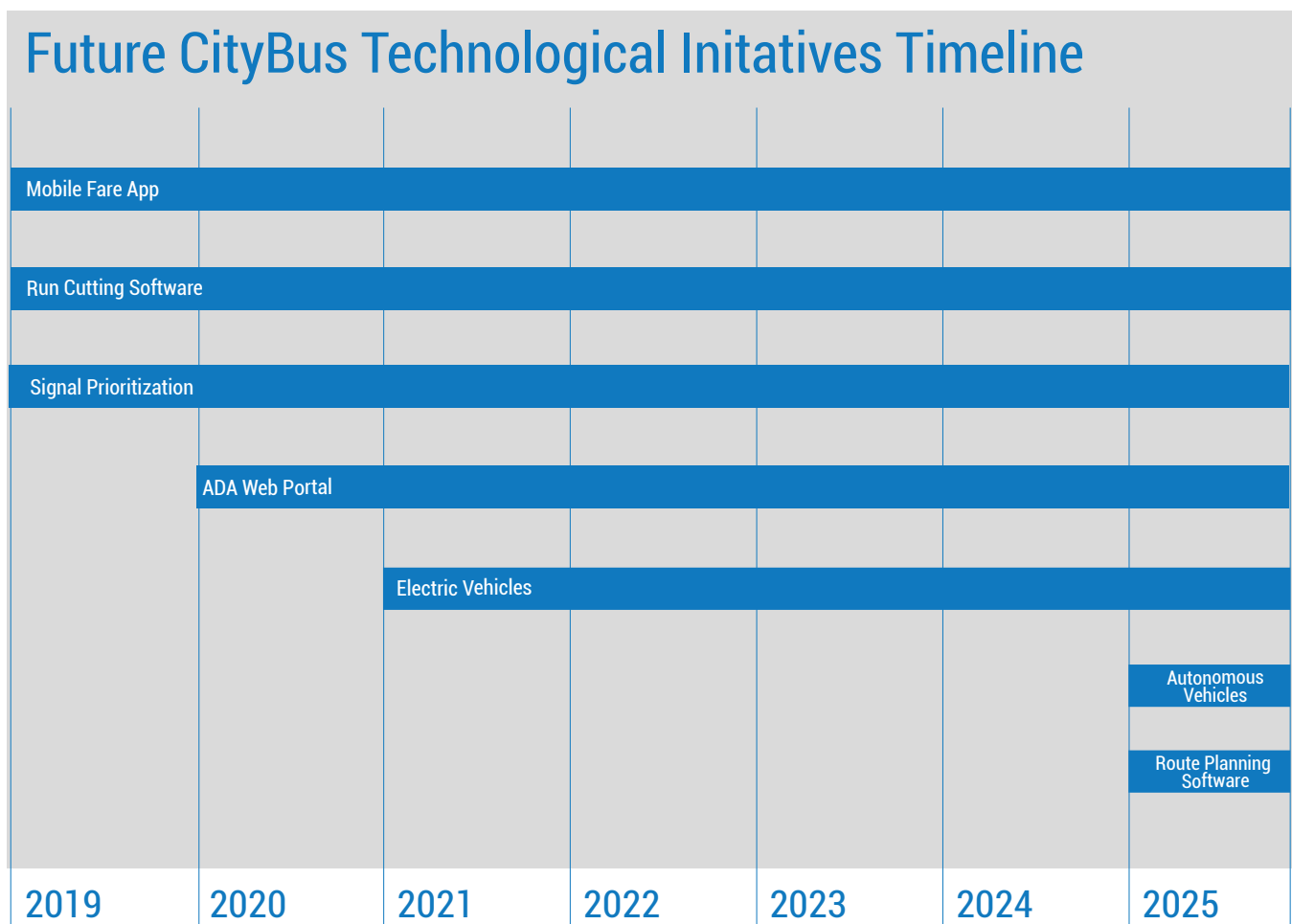
The biggest trend in the transit industry is electric buses. Battery technology has come a long way allowing buses to stay on the road 9 to 11 hours a day before they need to be re-charged. By 2020 it is anticipated the improvements in battery technology will advance the range to 12 hours or more between charges. The cost of an electric bus is double of a CNG powered bus but has one third fewer parts. CityBus will investigate the life cycle cost of the vehicles as the information becomes available. Part of the problem of doing life cycle costing on such a new technology is the brief history of electric buses. Over the next five years CityBus should monitor the progress of the electrically powered buses specifically the cost of the vehicles and the life time cost, the infrastructure improvements needed as well as the cost to power the buses.

A route that may be a good candidate for electrification is the #23 Connector route. Besides playing off the name "Connector" the route has few hills which is important with electric vehicles as more power is consumed with changes in grade.

A secondary benefit to using electric buses is public perception. When the diesel electric hybrids were first introduced into the fleet the public loved the idea of cleaner operating buses. However, in Indiana, it is no secret that our electricity is generated mostly through coal. One way to offset this criticism and to lower our operating costs is to place solar panels on the roof of our buildings.

ADA Web Portal

In order to improve operational efficiency, CityBus will work with our CAD/AVL provider to implement an ADA web portal for trip scheduling and modification. Riders will be able to log into the system and make trip reservations. The reduction in the number of incoming calls will allow CityBus to continue with just one paratransit dispatcher.



Section 4



Facility Improvements

As the Greater Lafayette community continues to grow, CityBus will need to purchase additional vehicles to put new service on the road. Space to house and maintain a growing fleet is currently at a premium. We must consider options to accommodate growth.

4.1 CityBus Administrative and Maintenance Facility

In order to generate options to consider for the inevitable fleet expansion, CityBus hired Synthesis Architects and HNTB to conduct the study. The study contains three options:

- Relocate the administrative offices off site and use the space for additional vehicle storage
- Relocate the administrative offices to the northeast corner of the existing property and demolish office space to create more indoor vehicle parking
- Purchase land or an existing facility with sufficient square footage to meet all the needs (administrative, maintenance, and storage) for the next 40 to 50 years

All options are based on reaching a lease agreement with the Lafayette Parks Department. CityBus already has one lease in place to use property owned by the Parks Department but would need additional space in order to maneuver around the property. If expansion occurs on CityBus owned property it would be prudent to make the expansion sufficiently large enough to accommodate growth over the next 16 to 20 years. A small addition that may last a few short years is the same as kicking the proverbial can down the street.

The January 2017 study conducted by Synthesis and HNTB contained several options. Option 2 has the most promise, but has a new administrative office in the northeast corner of the Canal Road property.

Synthesis HNTB Option 2A New Administrative Offices and Additional Vehicle Storage

The Manager of Maintenance and Manager of Operations would remain at the Canal Rd site in order to be closer to their employees. The new office space in the northeast corner could house the Operations Department offices, dispatch center and a training facility for large group training sessions. A smaller training room is needed to house a bus simulator to help new hires learn to operate a bus as well as veteran drivers who need to work on any deficiencies. When all of the construction is completed a total of 31,300 square feet will be built. The advantages and disadvantages are as follows:

Advantages

- Easy to build in phases as needs arise
- Attains desired administrative/office efficiencies
- All vehicles stored under roof
- Good flow of vehicles on the property

- Good separation of functions
- Enhanced security opportunities

Disadvantages

- Not all functions under one roof
- Requires a large number of new garage doors

Cost Opinion

- \$9,250,000 to \$10,800,000 +/-

Synthesis HNTB Option 2B Operations Department Offices and Additional Vehicle Storage

This site plan would have minimal changes from Option 2A. The administrative space would be smaller as it would only house the Operations Department employees. The alternative would be to locate the administrative offices off-site, preferably near the CityBus Center for customer convenience. Riders needing passes or trying to recover lost and found items would have a much easier time completing their tasks if they did not have to travel to the Canal Road location. Closer proximity would also allow CityBus managers to have a better view of what is happening at the CBC. Along with the Manager of Operations, the Manager of Maintenance would also stay at the Canal Road site to supervise all of the maintenance functions.

Advantages

- Accessibility to our riders and riders' accessibility to CityBus staff
- Smaller administrative building resulting in lower construction costs

Disadvantages

- Separates the management team making communication more difficult
- Adds cost either through leased space or new construction
- Requires a large Federal investment

Cost Opinion

- Additional construction cost and land acquisition adding \$4 to \$5 million

Purchase a New Facility

This option would be the most expensive. The location of the new facility is crucial to maintaining the cost of operations. A new facility farther away from downtown Lafayette or the Purdue campus would be very costly in terms of paying drivers travel time for the morning pullout and evening pull in. Buying a piece of land and building a new facility would require CityBus to find a piece of land close to the center of town large enough to house all the functions for at least a 50 year period of time. CityBus has been at the Canal Rd location for 44 years and can remain for another six to ten years so a 50 year window has legitimacy.

Advantages

- The entire administrative team works under one roof
- This subject would not have to be addressed for another 50 to 60 years
- Expandable throughout the life of the building

Disadvantages

- The most expensive option
- Finding a suitable location that meets the 50 year criteria
- Most likely will not be on a bus route inconveniencing our riders

Cost Opinion

- \$35,000,000 to \$40,000,000

No Build Option

Currently the West Lafayette Community School Corporation (WLCSC) is considering building its own garage facility and operating its own fleet. Should this occur, CityBus could reduce the fleet size by eight or nine buses, which would help relieve overcrowding in the bus storage area. At this point in time it is also uncertain what Purdue University has planned for increasing or decreasing the amount of bus service over the next few years. As the campus both grows in numbers of students and buildings, it is difficult to see how the campus would function without bus service. If the University decides to use a private operator to provide the service this too would free up a lot of room to store vehicles.

4.2 CityBus Center

CityBus Center opened in August 2014. Over the next 5 to 10 years the facility most likely will not need new HVAC or concrete work. Although the infrastructure is in relatively good shape, the current facility will not accommodate further growth in the number of fixed route buses that come and go every 30 minutes throughout the day.

To make room for additional buses, CityBus would be interested in partnering with the City of Lafayette to develop the Dye parking lot – an acre of land directly north of the CityBus Center. In addition to adding a boarding area for future routes the area could be developed in several different ways. A new building could be constructed to create a waiting area for both CityBus and Greyhound passengers with additional floors housing offices for public or private use. This type of development is known as Transit Oriented Development (TOD). One example is the Bloomington Transit two story terminal. Bloomington Transit uses the main floor and the Monroe County 911 dispatch center leases the second floor.

TODs are not limited to just public use. Private sector partners can purchase or lease space from CityBus. The money would then be used for upkeep of the area and to fund other CityBus transportation related functions.

Another option that would blend itself well with the additional staging area is a plaza area that allows interaction with others. The plaza could be designed similar to Pioneer Square in Portland, Oregon. Tri Met, the local transit authority, uses the area for traditional transit purposes, such as staging buses and selling passes, along with non-traditional uses such as showing outdoor movies, sand castle building demonstrations and chess and checker tables for board games. What they accomplished in Portland is called “place-making.” Lafayette could have its own Pioneer Square along the riverfront.

Both cities, along with the Wabash River Enhancement Corporation (WREC), are currently exploring the idea of constructing a second pedestrian bridge across the Wabash River to connect downtown Lafayette to the currently-planned downtown West Lafayette, now known as the Levee. The bridge would span the river at the same point the Brown Street Bridge did decades ago. CityBus would be a natural partner with both municipalities and could assist with the project by applying for a BUILD Transportation grant (formerly known as the TIGER Grant Program).

Section 5

How to Pay for it All

Adding three quarters of a million dollars of additional service over the next three to four years is no easy task for a small transit agency like CityBus. This section discusses what steps need to be taken to accomplish the plans outlined in the previous sections.

Small Transit Intensive Cities

Small Transit Intensive Cities (STIC) is a relatively new FTA program that has endured several Congressional reauthorizations of the Transportation Act. In 2018 each of the six STIC factors were worth \$202,000. In 2019 the FAST Act increases the amount by 33% to approximately \$268,660 per factor which amounts to almost an additional \$200,000 based on the three factors that CityBus currently meets or surpasses.

In the past, CityBus earned five STIC factors, but the sampling for the National Transit Database (NTD) occurred during the construction phase of the Re-State project which dramatically lowered the number of riders carried. CityBus is required to conduct the sampling at least once every three years. However, we have the option to sample next year, one year earlier than scheduled. By regaining the two lost STIC factors, CityBus will increase its Section 5307 formula funds by approximately \$537,320. If the sample is taken in 2019, it will be processed in 2020 and available in the 2021 federal fiscal year.

Section 5307 FTA Formula Funds

As a transit system operating in a community under 200,000 people, CityBus has the flexibility to use its FTA funds (Section 5307) for either operating or capital assistance. CityBus has always kept a balance of using funds for both operating assistance and for capital needs such as buses, tires, staff vehicles and computer equipment. In order to pay for the service improvements, more Section 5307 funds should be allocated to operating assistance. If an average of one bus per year was purchased through one of the FTA's discretionary grant programs (Section 5339) an additional \$400,000 would be available to use to fund the additional service.

Discretionary Grant Programs

The largest growth in FTA funds is in the Section 5339 discretionary grant program. The Bus and Bus Facilities, Low and No Emission (LONO), and BUILD Transportation grants are three programs that CityBus can utilize to replace vehicles and address increasing the size of our administrative and storage facilities. The grants are competitive and the amount of funds requested through the grant applications far exceed what is available. How well the grant is written and supported by members of Congress is vital to the success of the grant application. Hiring a consulting firm to assist in the effort to obtain additional FTA funds should be considered. The consulting firm would not only advocate for additional buses but would also include assisting in grant applications for the building improvements and additions.

Eliminating Diesel Buses

The cost of running diesel buses compared to buses powered by CNG has been proven to be significantly more expensive. CityBus currently operates 28 CNG-powered vehicles, comprising 39% of the fleet. CityBus will need to procure four CNG buses per year over the next decade to completely replace all diesel buses. Any acceleration in the schedule of bus replacement significantly improves the bottom line. Every diesel bus that is replaced with a CNG-powered bus lowers the operating budget over \$20,000 annually before the alternative tax credit is refunded. With the \$.50 per diesel gallon equivalent (DGE) tax credit, the savings are closer to \$27,000 annually per bus. The calculations are based on diesel at the current market rate of \$2.40 per gallon and the cost of CNG at \$.75 per DGE for a bus traveling 50,000 miles per year.

Summary

To meet the need for additional hours of service, it is anticipated that CityBus will need an additional \$750,000 annually. By adding the savings in fuel for a year by adding four CNG buses (\$108,000), one less bus purchased with Section 5307 funds (\$400,000), and the additional STIC money (\$537,000), the total savings comes to \$1.045 million.

Section 6

How Does CityBus Compare?

How CityBus compares to other transit systems within Indiana helps gauge performance and whether or not changes should be based on metrics of comparable systems. The Indiana Department of Transportation (INDOT) classifies transit systems into four tiers, with the largest transit systems comprising Tier I. All of the agencies in Tier I are public transportation corporations with the exception of Evansville.

Efficiency

Passengers per mile is one of the metrics used to measure efficiency. In 2017 the state average was 1.16 passengers per mile which is less than half of our mark of 2.43 passengers per mile. Bloomington Transit is the leader in this category at nearly three rides per mile. Some of the larger cities cover a greater area but carry too few passengers to even reach the state average.

2017

SYSTEM	MILES TRAVELED	RIDERSHIP	PASSENGERS PER MILE
Bloomington	1,191,376	3,338,351	2.92
Evansville	1,585,913	1,561,597	1.14
Fort Wayne	2,153,575	1,780,659	0.87
Indianapolis	11,726,419	9,064,092	0.81
Lafayette	1,973,645	4,580,987	2.43
Muncie	1,086,728	1,433,005	1.48
South Bend	1,703,978	1,640,018	1.03

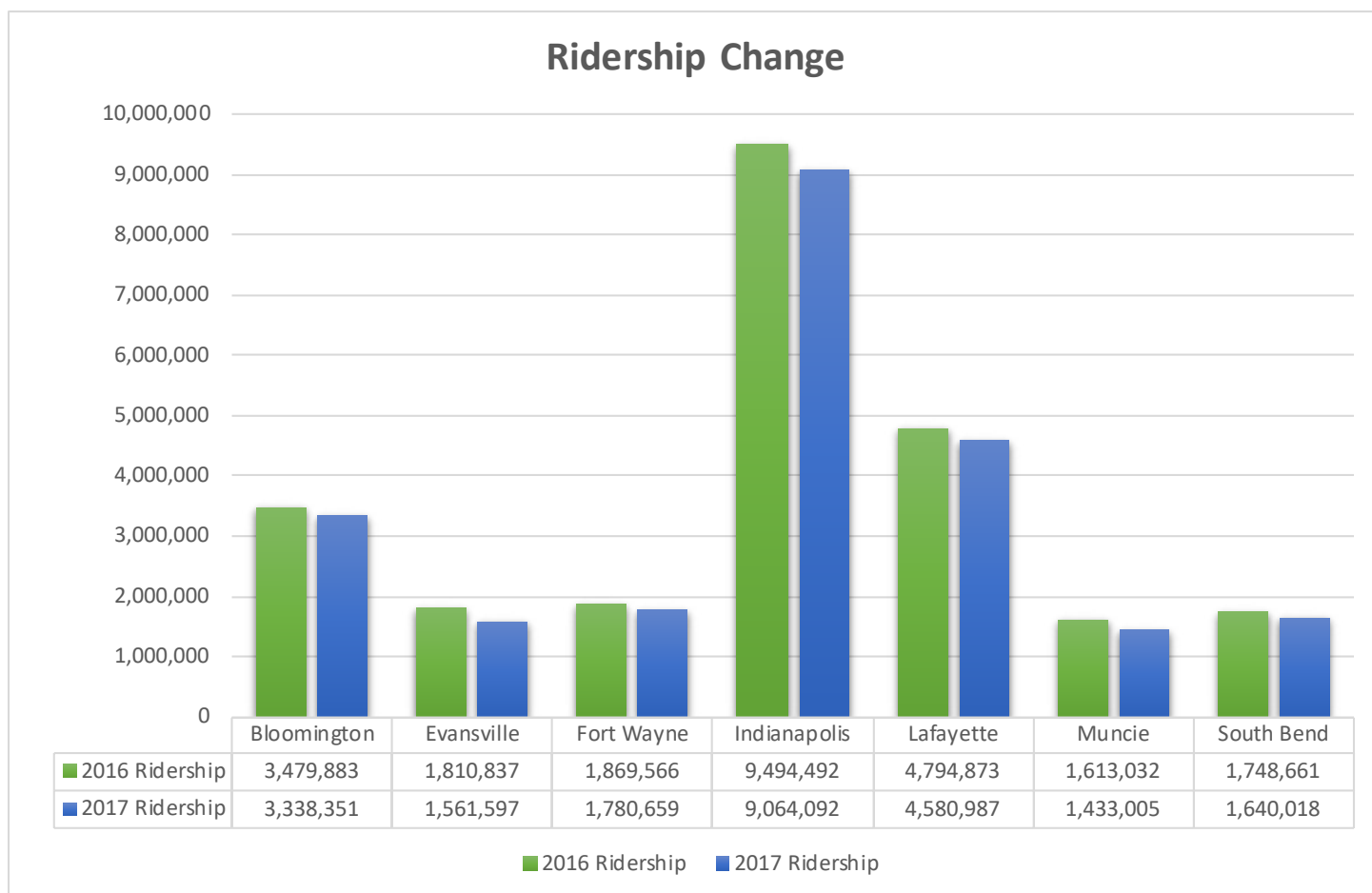
Effectiveness

An efficiently operated transit system is ideal. However, the combination of carrying passengers and generating operating revenue at the same time is also of great importance. Operating revenue allows transit systems to provide more service to the public since they are less dependent on government assistance. The transit industry uses the cost recovery ratio to help determine effectiveness which is defined as fare revenue, leases, exterior advertising sales and contracted service divided by operating expenses. Using data included in the 2017 INDOT Public Mass Transit Annual Report shows CityBus with the highest recovery ratio in Tier 1. The CityBus cost recovery rate is almost double the state average.

2017

SYSTEM	EXPENSES	FARES	OTHER REVENUE	COST RECOVERY
Bloomington	\$7,327,799	\$1,668,630	\$437,210	28.74%
Evansville	\$7,557,161	\$1,422,821	\$338,514	23.31%
Fort Wayne	\$12,625,199	\$1,319,690	\$703,353	16.02%
Indianapolis	\$68,904,842	\$10,352,673	\$380,052	15.58%
Lafayette	\$11,592,217	\$3,116,156	\$557,728	31.69%
Muncie	\$6,961,559	\$228,834	\$64,671	4.22%
South Bend	\$9,786,352	\$1,340,169	\$309,411	16.86%

Whether our cost recovery is high or low, the public is more attuned to how many annual riders CityBus carries. The low cost of fuel and disruptive road construction projects have caused ridership to dip. CityBus was far from the only transit system to experience fewer riders. Below is the ridership change from 2016 to 2017.



CITY BUS --- CLAIMS LISTING FOR
SEPTEMBER 28, 2023 THROUGH OCTOBER 25, 2023

Claims UNDER \$20,000 (For Board to select 5 or more for audit)

CLAIM#	VENDOR NAME	CLAIM REASON	AMOUNT
38914	MOUNCE, RYAN	TOOL/BOOT ALLOWANCE	376.96
38915	STANDARD INSURANCE	INSURANCE	9,531.97
38916	CITY OF LAFAYETTE	UTILITIES	253.00
38917	SUPERFLEET	CREDIT CARD - GASOLINE	3,064.44
38918	MOUNCE, RYAN	UNIFORM ALLOWANCE	100.00
38919	MADDISON-HOWELL, ETHAN	TOOL ALLOWANCE	700.00
38920	CINTAS	UNIFORMS - LEASED	3,120.50
38921	LEVEL365	UTILITIES	2,115.15
38922	AGAVE HR PARTNERS	CONTRACTUAL SERVICE	6,900.00
38923	CINTAS	UNIFORM-LEASED	3,120.50
38925 **	CORNS MCS, LLC	CAPITAL ITEM	2,700.00
38926	GWYN NEWSON	CONTRACTUAL SERVICE	675.00
38927	OFFICE H2O	CONTRACTUAL SERVICE	330.00
38928	PHOENIX PARAMEDIC SOLUTIONS	CONTRACTUAL SERVICE	300.00
38929	PURDUE UNIVERSITY	ADVERTISING/PROMOTIONAL	13,075.00
38930	REPUBLIC SERVICE	CONTRACTUAL SERVICE	166.40
38932	DUKE ENERGY	UTILITIES	4,171.83
38933	STAPLES	SUPPLIES	473.23
38934	UNITED HEALTHCARE	INSURANCE	2.40
38935	VERIZON WIRELESS	UTILITIES	396.49
38936	MICROSOFT	CONTRACTUAL SERVICES	200.00
38937	SMITH, BRYAN	TRAVEL REIMBURSEMENT	19.00
38938	BARNEY, BRIAN	TOOL ALLOWANCE	300.00
38939	ABC BUS COMPANY	INVENTORY	87.00
38940	ANDERSON PLUMBING	CONTRACTUAL SERVICES	212.94
38941 **	BALTUS ELECTRONIC	CAPITAL ITEMS	5,870.00
38942 **	BEST ONE TIRE SERVICE	CAPITAL ITEMS	1,443.04
38943 **	BRENNECO	CAPITAL ITEMS	4,400.00
38944 **	CARDINAL COPIER	CAPITAL ITEMS	7,010.00
38945 **	CHASTAIN & ASSOCIATES	CAPITAL ITEMS	855.50
38946	CHEMSTATION	SUPPLIES	1,859.00
38947	CHOSNEK. ED	CHILDCARE	155.94
38948 **	CUMMINS SALES & SERVICE	CAPITAL ITEMS	1,971.42
38949	FERRELLGAS	SUPPLIES	145.20
38950	FRANCISCAN HEALTH	CONTRACTUAL SERVICES	1,745.00
38951	FRANKLIN PEST CONTROL	CONTRACTUAL SERVICES	164.00
38952 **	GILLIG	CAPITAL ITEMS	8,295.44
38953	ICC BUSINESS PRODUCTS	SUPPLIES	427.59
38954 **	INDOFF INC	CAPITAL ITEMS	594.50
38955	JACKSON OIL & SOLVENTS	INVENTORY	12,198.00
38955	JACKSON OIL & SOLVENTS	INVENTORY	17,713.40
38955	JACKSON OIL & SOLVENTS	INVENTORY	1,694.19
38956	JIMS HEATING & AIR CONDITIONING	CONTRACTUAL SERVICES	134.00
38957	JOHN M ELLSWORTH CO	CONTRACTUAL SERVICES	38.04
38958	JONS BODY SHOP	CONTRACTUAL SERVICES	3,788.19
38959	VAN GORDER JANITORIAL	CONTRACTUAL SERVICES	8,788.00
38960	LH INDUSTRIAL SUPPLIES	INVENTORY	628.33
38961	LAFAYETTE AUTO SUPPLY	INVENTORY	1,195.14
38962	LAFAYETTE ELECTRONIC SUPPLY	SUPPLIES	364.16
38963	MAGIC GLASS	CONTRACTUAL SERVICES	675.00
38964	NAPA	INVENTORY	1,345.63
38965 **	NORTH MECHANICAL	CAPITAL ITEMS	8,802.47
38966	OLSTEN STAFFING	TEMP EMPLOYEES	10,653.59
38967 **	PHILS AUTOMOTIVE MACHINE SHOP	CAPITAL ITEMS	2,720.88

CITY BUS --- CLAIMS LISTING FOR
SEPTEMBER 28, 2023 THROUGH OCTOBER 25, 2023

Claims UNDER \$20,000 (For Board to select 5 or more for audit)

CLAIM#	VENDOR NAME	CLAIM REASON	AMOUNT
38968	PLYMATE	SUPPLIES	189.00
38969	RELIABLE TRANSMISSION SERVICE	CONTRACTUAL SERVICES	900.00
38970	ROCC	CONTRACTUAL SERVICES	170.00
38971	ROSCO	SUPPLIES	700.00
38972	SAFE HIRING SOLUTION	CONTRACTUAL SERVICES	243.65
38973 **	SAFETY VISION	CAPITAL ITEMS	3,404.70
38974 **	SIMON CONSTRUCTION	CAPITAL ITEMS	10,428.00
38975 **	THE AFTERMARKET PARTS CO	CAPITAL ITEMS	4,489.49
38976 **	UNITED REFRIGERATION	CAPITAL ITEMS	1,105.84
38977	JACKSON OIL & SOLVENTS	SUPPLEIS	813.05
38978	EMERALD LOTUS	CONTRACTUAL SERVICES	2,550.00
38979	STANDARD INSURANCE	INSURANCE	982.88
38980	QUADIENT	CONTRACTUAL SERVICES	49.53
38981	CITY OF LAFAYETTE	UTILITIES	1,911.29
38982	ALL STAR SECURITY	CONTRACTUAL SERVICES	45.00
38983	BALTUS ELECTRONIC	SUPPLIES	380.00
38984 **	BEST ONE TIRE SERVICE	CAPITAL ITEMS	2,218.35
38985	BETTER MERCHANTS	CONTRACTUAL SERVICES	2,908.00
38986	CARDINAL COPIER	CONTRACTUAL SERVICES	1,068.54
38987 **	CUMMINS SALES & SERVICE	CAPITAL ITEMS	908.18
38988	DULTMEIER	SUPPLIES	163.19
38989 **	EXTERIOR VIEW	CAPITAL ITEMS	820.00
38990	FRANKLIN PEST CONTROL	CONTRACTUAL SERVICES	644.00
38991	JOHN A DASH & ASSOCIATES	MEMBERSHIP DUES	650.00
38992 **	KIRKS AUTOMOTIVE	CAPITAL ITEMS	5,200.00
38993 **	LONG ELECTRIC	CAPITAL ITEMS	475.90
38994	MULHAUPTS INC.	CONTRACTUAL SERVICES	132.50
38995 **	SCHOMERS PLUMBING & HEATING	CAPITAL ITEMS	1,641.26
38996	SPX GENFARE	SUPPLIES	9,183.95
38997 **	GILLIG	CAPITAL ITEMS	6,572.72
38998 **	THE AFTERMARKET PARTS CO	CAPITAL ITEMS	2,711.43
38999	STAPLES	SUPPLIES	1,082.38
39000	FRONTIER	UTILITIES	343.22

TOTAL: 223,153.51

Claims OVER \$20,000 (For Board approval)

38924	CONSTELLATION	UTILITIES	22,494.97
38931	TRAVELERS INSURANCE	INSURANCE	22,857.00
39001	CORPORATE PAYMENT SYSTEMS	CREDIT CARD	30,873.61

TOTAL: 76,225.58

CLAIMS TOTAL: 299,379.09

- 1) Please sign blue claims form for all vendors listed over \$20,000.00
- 2) Please review the above list of claims. Select 5 or more for review at the following months Board meeting.

Please sign/initial: _____

- 3) Reviewing invoices from the prior month:
Please sign& date Board Approval line stamped on all invoices under \$20,000.00.

**CITY BUS --- ADDENDUM CLAIMS LISTING FOR
SEPTEMBER 28, 2023 THROUGH OCTOBER 25, 2023**

Claims OVER \$20,000 (For Board approval)

CLAIM#	VENDOR NAME	CLAIM REASON	AMOUNT
38890	UNITED REFRIGERATION	SUPPLIES	\$274.08

This is to modify the claims list from September. This claim was listed as \$27408.00 and should have been for \$274.08.

REVISED CLAIMS TOTAL: \$660,072.51

- 1) Please sign blue claims form for all vendors listed over \$20,000.00
- 2) Please review the above list of claims. Select 5 or more for review at the following months Board meeting.

Please sign/initial: _____

- 3) Reviewing invoices from the prior month:
Please sign & date Board Approval line stamped on all invoices under \$20,000.00.

CEO REPORT TO GLPTC BOARD OF DIRECTORS

MEETING DATE: OCTOBER 25, 2023

CEO

It has been another busy month at CityBus. The Drug and Alcohol Audit is complete, and was a good learning experience for us all. There are issues to address, but I am happy to say that we are compliant in our current processes and are tightening up our documentation. We will have all of the issues from the audit resolved before the end of the year. Insurance renewals for both health insurance and property/liability insurance are on the agenda this month. There are increases in both, but within our budget estimates. The CityVan vanpool webpage is active and can be seen at our website, just click on CityVan from the main page banner at gocitybus.com. On a fun note, I have been asked to participate in the 100 Cooks Who Care event for LHTC on October 28th at the Fairgrounds. CityBus has purchased a table at the event, and Board members are invited to join us for a good cause.

FINANCE

- CFO has presented the 2024 budget at Lafayette City Council Meeting. It was well received. The second hearing is scheduled for October 19th.
- Discussed with FTA regional office. GLPTC will be moved to annual grant reporting scheduling starting 2024 FFY.
- Procurement project documentation is being enhanced by Shelby and Cayla. Each project now has its own folder with procurement checklist tracking requirements and files.
- Currently working with Gregory & Appel on PLPD insurance renewal.
- Working with Operation to transfer/streamline uniform management, and possible strategies.

HUMAN RESOURCES

- Completed FTA Drug and Alcohol Audit.
- Launched Small Dollar Loan Program in partnership with the Community Loan Center of West Central Indiana.
- Began working with DISA 360 as a third-party administrator for our Drug and Alcohol program.
- Working with Paradigm Consulting, Inc. to research benefit options for 2024.
- Actively looking for A, B, and C Level Mechanics, and an Administrative Assistant.
- Beginning interviews for Dispatcher C-Shift.

MAINTENANCE

- Engine rebuild on 5005 in progress.
- Transmission replaced on 4004.
- Bodywork for accident repair on 1702 in progress.
- Ram ProMaster Vans are in service.

OPERATIONS

- We need a full time and a LHO Access driver. Have a full time starting the 30th and are still looking for an LHO. Currently filling in with regular route drivers.
- Current dispatch staffing numbers are minus 2. We are currently posting for a weekend and a day shift dispatcher. Have several possibilities and will start interviewing shortly.

CUSTOMER EXPERIENCE

- Continuing to work with our partner Enterprise Commute to launch CityVan vanpooling program. Development of media materials and related branding is nearly finished. Working with Greater Lafayette Commerce and Enterprise Commute to target employers likely to be interested in supporting vanpooling.
- Continuing to work with vendor on customer facing graphics and information project. Deliverables include print ready and web versions of the system map, individual route brochures, timetables, maps, logo refresh, and bus stop sign refresh. The project will be completed in two phases anticipated to take approximately 12 weeks to complete.
- Ongoing bus stop improvement project at six locations across the service area continues with most concrete work completed. The installation of shelters and ADA accessible amenities is planned in the coming months upon delivery. Additional improvements are being planned at various locations including the CityBus Center.

SAFETY:

- Chaired the September Health & Safety Committee meeting.
 - Items discussed – Draft of upcoming bike lane safety memo (joint effort w/operations), River & Tapawingo roundabout accident mitigation efforts. Excessive radio traffic on our buses, oil dry mitigation for foot travel to bus pull out bays, fall arrest progress in Paint Shop, new winter operator foot traffic route proposal (avoiding the ice coming out of wash bay).
- Attended the APTA Expo/Transform Conference in Orlando. Education received:
 - Workforce Development (recruiting/retention/future strategies for transit), transit wide safety, hazard and risk assessment class w/FTA and industry experts, creative collaboration strategy, w/Xpan, productive discussions with CityBus Board of Directors members.
 - Collaborating with Operations Manager to put mitigations in place to sharply reduce bus tire curbing/right side damage.
 - Concluded the FTA Drug & Alcohol Program Audit.

TRAINING:

- Concluded the new operator class which began September 28th.
 - Net 7 new operators (2 in independent driving and 5 now cadet driving).

Payroll Total for Sep-23 \$ 987,015.97

Summary	Pay Date 9/8/2023	Pay Date 9/22/2023	Board Members	Grand Total
Gross Wages	\$347,272.47	\$351,481.51	\$200.00	\$698,953.98
Employer Taxes	\$52,501.97	\$53,169.98		\$105,671.95
Employer Fringe Benerfits	\$92,093.12	\$90,296.92		\$182,390.04
Total Payroll	\$491,867.56	\$494,948.41	\$200.00	\$987,015.97

Employer Details	Pay Date 9/8/2023	Pay Date 9/22/2023	Total
Employer Taxes:			
FICA/Medicare	\$52,233.94	\$52,824.06	\$105,058.00
SUTA	268.03	345.92	613.95
	\$52,501.97	\$53,169.98	\$105,671.95
Employer Fringe Benefits:			
PERF Contributions	\$38,236.70	\$37,600.32	\$75,837.02
Health/Dental/Vision/Life	\$51,552.36	\$50,200.16	\$101,752.52
HAS Contributions	\$0.00	\$0.00	\$0.00
Other Fringes	\$2,304.06	\$2,496.44	\$4,800.50
	\$92,093.12	\$90,296.92	\$182,390.04

Sep 2023

PROFIT AND LOSS STATEMENT
GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

OPERATING REVENUE	Sep-23	Sep-22	%DIFF/MO	YTD2023	YTD2022	%DIFF	BUDGETED
PASSENGER FARES	\$ 166,296.38	\$ 118,395.58	40.46%	\$ 2,029,506.07	\$ 2,027,552.14	0.10%	\$ 2,993,912
ADVERTISING INCOME	24,057.30	18,253.04	31.80%	187,195.75	187,374.56	-0.10%	239,728
INTEREST INCOME	46,905.73	7,243.17	547.59%	233,721.30	34,366.52	580.08%	23,048
MISC. INCOME	5,937.08	12,990.53	-54.30%	64,149.28	418,321.11	-84.67%	200,000
	\$ 243,196.49	\$ 156,882.32	55.02%	\$ 2,514,572.40	\$ 2,667,614.33	-5.74%	\$ 3,456,688

REVENUE MILES	165,635	171,604	-3.48%	1,339,619	1,350,315	-0.79%
REVENUE HOURS	13,599	13,398	1.50%	107,089	104,642	2.34%

OPERATING EXPENSE	Sep-23	Sep-22	%DIFF/MO	YTD2023	YTD2022	%DIFF	BUDGETED	BALANCE	CPM/M	CPM/Y
PERSONNEL										
OPERATOR WAGES	\$ 554,367.65	\$ 462,358.64	19.90%	\$ 4,432,519.68	\$ 3,866,918.84	14.63%	\$ 5,580,833	\$ (1,148,314)	3.35	3.31
ADMINISTRATIVE WAGES	147,842.80	131,867.08	12.12%	1,140,081.06	1,151,103.77	-0.96%	1,911,253	\$ (771,172)	0.89	0.85
MAINTENANCE WAGES	63,516.26	61,737.15	2.88%	564,810.83	584,427.66	-3.36%	864,809	\$ (299,998)	0.38	0.42
FICA TAX	56,600.96	45,836.34	23.48%	463,735.10	411,760.65	12.62%	639,302	\$ (175,567)	0.34	0.35
PERF	80,204.24	73,122.67	9.68%	671,226.92	630,097.98	6.53%	919,258	\$ (248,032)	0.48	0.50
LIFE & HEALTH INSURANCE	114,254.61	110,741.22	3.17%	1,174,087.22	1,481,006.45	-20.72%	2,173,302	\$ (999,215)	0.69	0.88
UNEMPLOYMENT INSURANCE	675.40	377.26	79.03%	23,678.79	31,492.67	-24.81%	70,000	\$ (46,321)	0.00	0.02
WORK COMP INSURANCE	-	-	0.00%	77,683.00	42,204.00	84.07%	79,439	\$ (1,756)	0.00	0.06
UNIFORMS	5,419.99	3,880.77	39.66%	23,970.01	29,602.61	-19.03%	54,958	\$ (30,988)	0.03	0.02
FRINGE BENEFITS	6,209.72	55,338.92	-88.78%	89,642.43	165,910.62	-45.97%	51,251	\$ 38,391	0.04	0.07
	1,029,091.63	945,260.05	8.87%	8,661,435.04	8,394,525.25	3.18%	12,344,406	\$ (3,682,971)		

COMMODITIES										
DIESEL FUEL	20,224.72	9,113.10	121.93%	132,518.10	139,786.23	-5.20%	247,734	\$ (115,216)	0.12	0.10
CNG FUEL	31,547.99	33,038.15	-4.51%	317,391.79	317,055.16	0.11%	563,509	\$ (246,117)	0.19	0.24
GASOLINE	2,359.01	1,721.69	37.02%	15,704.55	15,643.18	0.39%	26,945	\$ (11,241)	0.01	0.01
LUBRICANTS	2,573.02	1,385.11	85.76%	35,626.38	26,464.83	34.62%	47,278	\$ (11,652)	0.02	0.03
REPAIR PARTS--STOCK	59,612.02	31,711.26	87.98%	261,559.28	285,766.65	-8.47%	452,600	\$ (191,041)	0.36	0.20
REPAIR PARTS--FIXED EQUIP	-	4,008.39	-100.00%	154.59	8,851.59	-98.25%	10,000	\$ (9,845)	0.00	0.00
TIRES & BATTERIES	1,987.33	386.90	413.65%	13,763.20	8,494.87	62.02%	13,621	\$ 142	0.01	0.01
CLEANING SUPPLIES	2,647.26	2,407.37	9.96%	16,845.83	18,474.77	-8.82%	26,789	\$ (9,943)	0.02	0.01
BUILDING MATERIALS	1,427.14	-	0.00%	14,120.33	1,035.58	1263.52%	7,500	\$ 6,620	0.01	0.01
POSTAGE & FREIGHT	125.80	105.81	18.89%	4,644.18	2,551.54	82.01%	5,500	\$ (856)	0.00	0.00
OFFICE SUPPLIES	1,235.93	280.31	340.92%	16,674.89	14,838.21	12.38%	20,000	\$ (3,325)	0.01	0.01
MAT & SUPP--NOT BILL.	8,997.48	6,725.92	33.77%	67,218.06	73,323.76	-8.33%	121,672	\$ (54,453)	0.05	0.05
MAT & SUPPLIES--BILLABLE	398.04	1,529.36	-73.97%	765.54	56,882.36	-98.65%	30,000	\$ (29,234)	0.00	0.00
MAT & SUPPLIES--MAINT	-	819.89	-100.00%	3,264.99	6,274.47	-47.96%	10,000	\$ (6,735)	0.00	0.00
	133,135.74	93,233.26	42.80%	900,251.71	975,443.20	-7.71%	1,583,149	\$ (682,897)		

SERVICES & CHARGES										
ATTORNEY & AUDIT FEES	5,361.50	4,077.00	31.51%	71,002.50	57,400.00	23.70%	150,000	\$ (78,998)	0.03	0.05
CONTRACT MAINTENANCE	38,788.40	53,229.29	-27.13%	321,114.17	356,536.80	-9.94%	506,440	\$ (185,326)	0.23	0.24
CUSTODIAL SERVICES	-	5,408.00	-100.00%	33,360.00	52,553.00	-36.52%	66,557	\$ (33,197)	0.00	0.02
CONTRACTUAL SERVICES	31,638.92	24,409.45	29.62%	297,362.86	285,054.60	4.32%	400,000	\$ (102,637)	0.19	0.22
UTILITIES--TELEPHONE	2,391.06	433.87	451.10%	5,893.21	5,370.20	9.74%	8,026	\$ (2,132)	0.01	0.00
UTILITIES--ELECTRIC	19,541.08	3,999.24	388.62%	50,978.00	48,380.78	5.37%	73,249	\$ (22,271)	0.12	0.04
UTILITIES--WATER & SEWAGE	1,566.81	2,134.69	-26.60%	22,039.06	27,261.18	-19.16%	49,346	\$ (27,307)	0.01	0.02
UTILITIES--GAS HEAT	202.29	9.52	2024.89%	37,656.32	33,046.58	13.95%	75,000	\$ (37,344)	0.00	0.03
ADVERTISING & PROMOTION	4,770.83	5,615.02	-15.03%	59,347.36	73,740.29	-19.52%	120,000	\$ (60,653)	0.03	0.04
EXTERIOR ADVERTISING	-	880.00	-100.00%	9,029.58	34,123.29	-73.54%	45,000	\$ (35,970)	0.00	0.01
PRINTING	440.55	(25.00)	-1862.20%	2,085.54	6,485.08	-67.84%	20,000	\$ (17,914)	0.00	0.00
ADVERTISING FEES	-	14.43	-100.00%	348.03	2,588.26	-86.55%	5,540	\$ (5,192)	0.00	0.00
DUES & SUBSCRIPTIONS	23.59	1.00	2259.00%	28,789.71	21,660.95	32.91%	45,385	\$ (16,596)	0.00	0.02
TRAVEL & MEETINGS	15,497.64	3,384.91	357.84%	57,629.55	8,042.49	616.56%	87,213	\$ (29,583)	0.09	0.04
PREMIUM-PL & PD INSURANCE	38,761.97	17,706.76	118.91%	349,563.48	159,360.82	119.35%	650,000	\$ (300,437)	0.23	0.26
PAYOUTS--PL & PD INS.	12,000.00	8,000.00	50.00%	93,333.32	72,000.00	29.63%	103,320	\$ (9,987)	0.07	0.07
RECOVERY/PHYSICAL DAMAGE	(36,043.65)	-	0.00%	(101,803.55)	(9,260.06)	999.38%	-	\$ (101,804)	-0.22	-0.08
OTHER CORPORATE INS.	-	8,043.99	-100.00%	45,011.00	72,395.91	-37.83%	106,422	\$ (61,411)	0.00	0.03
VEHICLE REGISTRATION	135.00	45.00	200.00%	135.00	60.00	125.00%	750	\$ (615)	0.00	0.00
INTEREST--SHORT TERM	-	-	0.00%	-	345.03	-100.00%	-	\$ -	0.00	0.00
BAD DEBT EXPENSE	-	-	0.00%	18,195.27	-	0.00%	800	\$ 17,395	0.00	0.01
MISCELLANEOUS EXPENSE	1,809.56	2,258.97	-19.89%	7,325.53	15,091.81	-51.46%	-	\$ 7,326	0.01	0.01
ACA TAXES & FEES	-	-	0.00%	-	-	0.00%	-	\$ -	0.00	0.00
CASH (OVER)/SHORT	-	-	0.00%	-	(316.14)	-100.00%	-	\$ -	0.00	0.00
	136,885.55	139,626.14	-1.96%	1,408,395.94	1,322,237.01	6.52%	2,513,049	\$ (1,104,653)		

TOTAL EXPENSES	\$ 1,299,112.92	\$ 1,178,119.45	10.27%	\$ 10,970,082.69	\$ 10,692,205.46	2.60%	\$ 16,440,604	\$ (5,470,521)	7.84	8.19
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OTHER INCOME	Sep-23	Sep-22	%DIFF/MO	YTD2023	YTD2022	%DIFF	BUDGETED
COUNTY PROPERTY TAX	\$ 273,713.51	\$ 247,645.00	10.53%	\$ 2,686,964.26	\$ 2,228,805.00	20.56%	\$ 3,254,501
LOCAL INCOME TAX	64,385.17	58,069.67	10.88%	648,563.84	543,277.03	19.38%	772,697
STATE OPERATING GRANT	-	-	0.00%	4,353,657.00	2,939,142.00	48.13%	4,353,657
FEDERAL OPERATING GRANT	-	-	0.00%	-	-	0.00%	5,302,721
CARES ACT OPERATING GRANT	-	-	0.00%	372,304.00	3,173,285.00	-88.27%	-
FAMILIES FIRST COVID-19 TAX CR	-	-	0.00%	-	-	0.00%	-
ALTERNATIVE FUEL TAX CREDIT	-	-	0.00%	195,028.50	-	0.00%	-
FEDERAL PLANNING GRANT	236,873.00	-	0.00%	1,626,461.00	-	0.00%	-
STATE/LOCAL CONTRIBUTION	-	-	0.00%	-	-	0.00%	-
TOTAL OTHER INCOME	\$ 574,971.68	\$ 305,714.67	88.07%	\$ 9,882,978.60	\$ 8,884,509.03	11.24%	\$ 13,683,576

OTHER EXPENSES	Sep-23	Sep-22	YTD2023	YTD2022
(GAIN)/LOSS--ASSET DISPOSAL	\$ -	\$ -	\$ -	\$ -
INTERGOVERNMENTAL FUNDS XFE	\$ -	\$ -	\$ -	\$ -
DEPRECIATION EXPENSE	285,347.14	277,357.04	2,529,059.92	2,610,464.03
TOTAL OTHER EXPENSES	\$ 285,347.14	\$ 277,357.04	\$ 2,529,059.92	\$ 2,610,464.03

	Sep-23	Sep-22	YTD2023	YTD2022
NET PROFIT/(LOSS)	\$ (766,291.89)	\$ (992,879.50)	\$ (1,101,591.61)	\$ (1,750,546.13)

REVENUE COMPARISON

September 2023

	September 2023	September 2022	% DIFF	YTD2023	YTD2022	YTD2023
NON-CONTRACT REVENUE						
CASH FARES	\$ 16,265.26	\$ 16,883.90	-3.66%	\$ 143,622.45	\$ 158,938.77	-9.64%
TOKENS	1,245.00	1,448.00	-14.02%	17,812.00	14,378.00	23.88%
REGULAR PASS	13,412.00	12,852.00	4.36%	115,984.50	111,916.50	3.63%
DAY PASS	2,434.00	2,576.00	-5.51%	26,893.00	19,412.00	38.54%
ELDERLY/DISABLED	2,354.00	2,452.00	-4.00%	20,000.00	20,865.25	-4.15%
YOUTH PASS	-	-	0.00%	-	440.00	-100.00%
TOTAL NON-CONTRACT	\$ 35,710.26	\$ 36,211.90	-1.39%	\$ 324,311.95	\$ 325,950.52	-0.50%
TOTAL WITH ACCESS	\$ 43,728.38	\$ 41,299.41	5.88%	\$ 386,700.78	\$ 382,246.43	1.17%
CONTRACT REVENUE						
CAMPUS	\$ -	\$ -	0.00%	\$ 1,007,806.94	\$ 1,055,692.84	-4.54%
IVY TECH	-	-	0.00%	15,000.00	15,000.00	0.00%
WLSC	-	-	0.00%	-	79,990.90	-100.00%
APARTMENTS	122,568.00	77,096.17	58.98%	619,998.35	494,621.97	25.35%
WABASH NATIONAL	-	-	0.00%	-	-	0.00%
TRIPPERS	-	-	0.00%	-	-	0.00%
SUPPLEMENTAL SVC.	-	-	0.00%	-	-	0.00%
TOTAL CONTRACT	\$ 122,568.00	\$ 77,096.17	58.98%	\$ 1,642,805.29	\$ 1,645,305.71	-0.15%
AUXILIARY REVENUE						
EXTERIOR ADVER.	\$ 24,057.30	\$ 18,253.04	31.80%	\$ 187,195.75	\$ 187,374.56	-0.10%
MISC / CONCESSIONS	5,937.08	12,990.53	-54.30%	64,149.28	418,321.11	-84.67%
TOTAL AUXILIARY	\$ 29,994.38	\$ 31,243.57	-4.00%	\$ 251,345.03	\$ 605,695.67	-58.50%
INTEREST REVENUE						
INTEREST	\$ 46,905.73	\$ 7,243.17	547.59%	\$ 233,721.30	\$ 34,366.52	580.08%
	\$ 46,905.73	\$ 7,243.17	547.59%	\$ 233,721.30	\$ 34,366.52	580.08%
TOTAL REVENUE WITHOUT ACCESS						
	September 2023	September 2022	% DIFF	YTD2023	YTD2022	YTD2023
NON-CONTRACT	\$ 35,710.26	\$ 36,211.90	-1.39%	\$ 324,311.95	\$ 325,950.52	-0.50%
CONTRACT	122,568.00	77,096.17	58.98%	1,642,805.29	1,645,305.71	-0.15%
AUXILIARY	29,994.38	31,243.57	-4.00%	251,345.03	605,695.67	-58.50%
INTEREST	46,905.73	7,243.17	547.59%	233,721.30	34,366.52	580.08%
	\$ 235,178.37	\$ 151,794.81	54.93%	\$ 2,452,183.57	\$ 2,611,318.42	-6.09%
TOTAL REVENUE WITH ACCESS						
	September 2023	September 2022	% DIFF	YTD2023	YTD2022	YTD2023
ALL SOURCES	\$ 235,178.37	\$ 151,794.81	54.93%	\$ 2,452,183.57	\$ 2,611,318.42	-6.09%
ACCESS	8,018.12	5,087.51	57.60%	62,388.83	56,295.91	10.82%
TOTAL REVENUE	\$ 243,196.49	\$ 156,882.32	55.02%	\$ 2,514,572.40	\$ 2,667,614.33	-5.74%

BALANCE SHEET

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

ASSETS	Dec-22	Current	LIABILITIES	Dec-22	Current
CASH & CASH ITEMS			PAYABLES		
CASH IN BANK-GENERAL FUND	7,166,614.84	8,590,974.93	TRADE PAYABLES	-	-
CASH IN PAYROLL ACCOUNT-GEN FD	103,109.00	746,699.42	ACCOUNTS PAYABLE	362,691.80	205,704.09
LEVY EXCESS FUND	-	-	ACCOUNTS PAYABLE - CNG UTILITIES	99,180.09	186,815.43
WORKING FUNDS	525.00	525.00	TOTAL PAYABLES	461,871.89	392,519.52
UNITED HEALTHCARE HRA IMPREST-GEN FD	-	-			
HEALTHCARE IMPREST-GEN FD	-	-	ACCRUED PAYROLL LIABILITIES		
RAINY DAY FUND	256,256.66	256,256.66	ACCRUED WAGES PAYABLE	132,655.00	373,005.38
TOTAL CASH & CASH ITEMS	7,526,505.50	9,594,456.01	ACCR COMPENSATED ABSENCES PAYABLE	276,583.24	276,583.24
			DEDUCTIONS-AUTO	-	-
RECEIVABLES			UNION DUES WITHHELD	1,008.10	2,527.70
ACCOUNTS RECEIVABLE	95,134.49	105,624.44	DEDUCTION-FICA/MEDICARE EE	-	-
SHOP INVENTORY	-	-	DEDUCTION-UNION DUES	-	-
A/R - CITY OF LAFAYETTE	-	-	DEDUCTION-WELLNESS	287.45	203.31
CONTRACT RECEIVABLE-PURDUE	487,156.17	999,840.02	DEDUCTION-HEALTH INSURANCE	58,842.54	2,451.04
A/R-TICKET VENDING MACHINE COLLECTIONS	3,624.00	5,700.00	DEDUCTION-HEALTH INS - COBRA	-	-
A/R - OFF-SITE PASS SALES COLLECTIONS	-	-	DEDUCTION - CHARITABLE DONATIONS	-	-
ACCTS RECV-EMPLOYEE P/R WASH	-	-	DEDUCTION - LIBERTY NATIONAL	-	14,784.57
A/R CAPITAL GRANTS-FTA	89,009.04	89,009.04	DEDUCTION-GARNISHMENTS	-	0.11
A/R OPERATING ASSISTANCE-FTA	372,304.00	372,304.00	DEDUCTION-UNITED WAY	370.72	410.66
A/R TAX DRAW-COUNTY/LOCAL	-	821,140.53	DEDUCTION-CABLE	-	-
A/R GRANTS-STATE	-	-	DEDUCTION-PERF EE	3,518.23	5,883.41
A/R PLANNING ASSISTANCE-FTA	-	-	DEDUCTION-SUPPORT	-	827.50
A/R OPERATING ASSISTANCE-STATE	-	-	DEDUCTION-INDUS CREDIT UNION	-	310.21
A/R FEDERAL TAX CREDITS	362,627.00	362,627.00	DEDUCTION-BOSTON MUTUAL	102.88	200.78
PROPERTY TAX RECEIVABLE	3,128,409.00	3,128,409.00	DEFERRED COMPENSATION	1,135.25	3,080.05
TOTAL RECEIVABLES	4,538,263.70	5,884,654.03	ACCRUED PERF PAYABLE ER	13,801.64	24,240.64
			TOTAL PAYROLL LIABILITIES	488,305.05	704,508.60
MATERIALS & SUPPLIES INVENTORY			ACCRUED TAX LIABILITIES		
BUS PARTS INVENTORY	375,050.61	348,535.34	FIT TAXES	-	96,623.77
PARTS INVENTORY-CLEARING ACCT	-	-	FICA/MEDICARE	33,144.00	26,755.39
DIESEL & GASOLINE INVENTORY	37,164.97	31,662.19	STATE TAX	-	-
OIL, LUBE, ANTIFREEZE INVENTORY	53,149.46	85,658.10	STATE UNEMPLOYMENT TAX	-	-
TIRES, TUBES, BATTERIES INVENTORY	4,494.25	2,767.15	COUNTY TAX	-	-
FACILITIES PARTS INVENTORY	30,062.20	30,043.27	TOTAL TAX LIABILITIES	33,144.00	123,379.16
TOTAL MATERIALS & SUPPLIES INVENTORY	499,921.49	498,666.05			
			SHORT TERM DEBT		
TANGIBLE PROPERTY TRANSIT OPS			BANK OF AMERICA SHORT-TERM PAYABLE-CNG	-	-
REVENUE EQUIPMENT	26,683,454.68	27,537,369.22	AUTO INSURANCE PAYOUT LIABILITY	-	(50,990.65)
SUPPORT VEHICLES	471,774.93	578,732.43	WORKERMAN COMP INSURANCE PAYOUT LIABILITY	-	-
BUILDING & STRUCTURE	17,213,294.18	19,436,470.09	HEALTH INSURANCE PAYOUT LIABILITY	-	-
EQUIPMENT SHOP & GARAGE	489,069.79	511,423.23	ACCRUED INTEREST PAYABLE - BANK OF AMERICA-CNG	-	-
REVENUE COLLECTION FAREBOX	1,729,463.34	1,729,463.34	TOTAL SHORT TERM DEBT	-	(50,990.65)
COMMUNICATIONS EQUIPMENT	307,624.68	326,188.41			
OFFICE EQUIPMENT & FURNISHINGS	296,520.42	332,839.46	OTHER CURRENT LIABILITIES		
CONSTR IN PROGRESS-W LAF	-	12,486.37	UNREDEEMED TOKENS	-	-
CONSTR IN PROGRESS - MYERS PED BRIDGE PROJECT	-	-	UNREDEEMED REGULAR PASSES	-	-
CONSTR IN PROGRESS - LAF	2,541,127.24	810,863.72	UNREDEEMED DAY PASSES	-	-
CONSTR IN PROGRESS - SHELTERS	-	129,664.14	UNREDEEMED E & D PASSES	-	-
LAND	926,471.26	926,471.26	UNREDEEMED SEMESTER PASSES	-	-
TOTAL PROPERTY COST	50,658,800.52	52,331,971.67	UNREDEEMED LOOP PASSES	-	-
			DEFERRED REVENUE-COUNTY/LOCAL	-	-
ACCUMULATED DEPRECIATION			DEFERRED REVENUE-ADVERTISING & PAINTED TRANSIT	-	7,333.32
ACC DEPR-REVENUE EQUIPMENT	(12,921,158.07)	(14,705,426.12)	FEDERAL TAX PAYABLE	-	-
ACC DEPR-SUPPORT VEHICLES	(430,590.75)	(454,455.33)	UNREDEEMED 50 FARESAVERS	-	-
ACC DEPR-BUILDING & STRUCTURE	(8,244,578.22)	(8,769,309.51)	UNREDEEMED PASS STUDENT	-	-
ACC DEPR-EQUIPMENT SHOP & GARAGE	(416,499.18)	(459,811.85)	UNREDEEMED REVENUE	-	-
ACC DEPR-REVENUE COLLECTION FAREBOX	(1,548,529.48)	(1,594,453.92)	UNREDEEMED TVM CHG/STRD VALUE CARDS	7,606.00	8,212.00
ACC DEPR-COMMUNICATIONS EQUIPMENT	(57,598.57)	(110,235.72)	NET PENSION LIABILITY	3,906,652.00	3,906,652.00
ACC DEPR-OFFICE EQUIPMENT & FURNISHINGS	(159,210.15)	(213,531.89)	TOTAL OTHER CURRENT LIABILITIES	3,906,652.00	3,906,652.00
ACC DEPR-CONSTR IN PROGRESS-WLAF	-	-			
ACC DEPR-CONSTR IN PROGRESS-LAF	-	-	LONG-TERM DEBT		
TOTAL ACCUMULATED DEPRECIATION	(23,778,164.42)	(26,307,224.34)	BANK OF AMERICA LONG-TERM PAYABLE-CNG	-	-
TOTAL PROPERTY LESS DEPRECIATION	26,880,636.10	26,024,747.33	TOTAL LONG-TERM DEBT	-	-
SPECIAL FUNDS			ESTIMATED LIABILITIES		
BONDS & INTEREST CASH ACCT	-	-	FTA EST RES FOR ENCUMBRANCES	-	-
INVESTMENTS-BON & INTEREST FUND	-	-	TOTAL ESTIMATED LIABILITIES	-	-
BANK OF AMERICA FUNDS - CNG	-	-			
ACA MLR PREMIUM REBATE	-	-	DEFERRED CREDITS		
GENERAL FUND CAP-RES 86-12	-	-	DEFERRED CR - MYERS PED BRIDGE PROJECT	-	-
BUS AUTO INS CASH FUND	400,000.00	400,000.00	TOTAL DEFERRED CREDITS	-	-
INVEST-SPLC FUNDS-DIR & OFFICE	-	-			
DIRECTOR & OFFICERS SPEC CASH	74,870.36	74,870.36	DEFERRED INFLOWS		
ELTF DEDUCTIBLE FUNDS	15,000.00	15,000.00	DEFERRED INFLOW - EXPECTED AND ACTUAL EXPERIENCE	14,858.00	14,858.00
INVESTMENTS	-	-	DEFERRED INFLOW - EXPECTED AND ACTUAL INV EARNINGS	-	-
CUMULATIVE CAPITAL FUND	1,096,018.24	1,321,429.93	DEFERRED INFLOW - PROPORTIONATE SHARE	100,262.00	100,262.00
CAPITAL IMPROV RESERVE FUND	-	-	DEFERRED INFLOW - ASSUMPTIONS	167,140.00	167,140.00
CAPITAL IMPROV INVESTMENTS	-	-	DEFERRED INFLOW FROM PROPERTY TAXES	3,128,409.00	3,128,409.00
TOTAL SPECIAL FUNDS	1,585,888.60	1,811,300.29	TOTAL DEFERRED INFLOWS	3,410,669.00	3,410,669.00
OTHER ASSETS			CONTRIBUTIONS		
PRE-PAID INSURANCE	45,963.42	(5,674.31)	INVESTMENTS IN TRANSIT SYS-LAF	24,682.75	24,682.75
PRE-PAID EXPENSES	74,996.55	105,484.91	FED GOVERN CAP GRANT SEC 3 (5309)	23,056,883.82	23,056,883.82
PRE-PAID HEALTH INSURANCE	-	-	FED GOVERN CAP GRANT SEC 5	2,633,996.56	2,633,996.56
TOTAL OTHER ASSETS	120,959.97	99,810.60	FED GOVERN CAP GRANT SEC 9 (5307)	43,879,641.65	44,008,033.65
			STATE CAP GRANT CONTRIBUTION	788,343.85	788,343.85
DEFERRED OUTFLOWS			STATE CAP GRANT SEC 9	657,682.35	657,682.35
DEFERRED OUTFLOW - PERF EMPLOYER CONTRIBUTIONS	425,367.00	425,367.00	STATE CAP GRANT SEC 5	601,488.98	601,488.98
DEFERRED OUTFLOW - PROPORTIONATE SHARE	185,471.00	185,471.00	CONTRIBUTIONS NON GOVERNMENTAL	-	-
DEFERRED OUTFLOW - EXPECTED AND ACTUAL EXPERIENCE	84,242.00	84,242.00	ACCUMULATED EARNINGS/LOSSES	(37,092,454.54)	(34,653,422.60)
DEFERRED OUTFLOW - EXPECTED AND ACTUAL INV EARNINGS	482,122.00	482,122.00	TOTAL CONTRIBUTIONS	34,550,265.42	37,117,689.36
DEFERRED OUTFLOW - CHANGE IN ASSUMPTION	529,136.00	529,136.00			
TOTAL DEFERRED OUTFLOWS	1,706,338.00	1,706,338.00			
TOTAL ASSETS	42,858,513.36	45,619,972.31	TOTAL LIABILITIES & CONTRIBUTIONS	42,858,513.36	45,619,972.31

Sep 2023

EXPENDITURES TO DATE AND REMAINING BUDGET

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

Budget to date 75.0%

	BUDGET FY2023	Budget to Date	Expenditures to Date	Expenditures to Date %	Remaining Budget
PERSONNEL					
Operator Wages	5,580,833	4,185,625	4,432,520	79.4%	1,148,314
Administrative Wages	1,911,253	1,433,440	1,140,081	59.7%	771,172
Maintenance Wages	864,809	648,607	564,811	65.3%	299,998
FICA	639,302	479,477	463,735	72.5%	175,567
PERF	919,258	689,444	671,227	73.0%	248,032
Life & Health Insurance	2,173,302	1,629,977	1,174,087	54.0%	999,215
Unemployment Insurance	70,000	52,500	23,679	33.8%	46,321
Work Comp Insurance	79,439	59,579	77,683	97.8%	1,756
Uniform Rental and Cleaning	54,958	41,218	23,970	43.6%	30,988
Tool Allowance/Fringe Benefits	51,251	38,438	89,642	174.9%	(38,391)
Affordable Care Act Fees	-	-	-	0.0%	-
	12,344,406	9,258,305	8,661,435	70.2%	3,682,971
COMMODITIES					
Diesel Fuel	247,734	185,801	132,518	53.5%	115,216
Natural Gas Fuel	563,509	422,632	317,392	56.3%	246,117
Gasoline	26,945	20,209	15,705	58.3%	11,241
Oil & Antifreeze	47,278	35,459	35,626	75.4%	11,652
Repair Parts, Revenue Vehicles	452,600	339,450	261,559	57.8%	191,041
Repair Parts, Fixed Equipment	10,000	7,500	155	1.5%	9,845
Tires and Batteries	13,621	10,216	13,763	101.0%	(142)
Cleaning Supplies	26,789	20,092	16,846	62.9%	9,943
Building Materials	7,500	5,625	14,120	188.3%	(6,620)
Postage & Freight	5,500	4,125	4,644	84.4%	856
Office Supplies	20,000	15,000	16,675	83.4%	3,325
Other Materials, General Business	121,672	91,254	67,218	55.2%	54,453
Other Materials, Billable	30,000	22,500	766	2.6%	29,234
Other Materials, Maintenance	10,000	7,500	3,265	32.6%	6,735
	1,583,149	1,187,362	900,252	56.9%	682,897
SERVICES & CHARGES					
Attorney & Audit	150,000	112,500	71,003	47.3%	78,998
Contract Maintenance	506,440	379,830	321,114	63.4%	185,326
Custodial Services	66,557	49,918	33,360	50.1%	33,197
Contractual Services	400,000	300,000	297,363	74.3%	102,637
Utilities, Telephone	8,026	6,019	5,893	73.4%	2,132
Utility Expense, Electric	73,249	54,937	50,978	69.6%	22,271
Utility Expense, Water & Sewage	49,346	37,010	22,039	44.7%	27,307
Utilities, Natural Gas Heat	75,000	56,250	37,656	50.2%	37,344
Advertising & Promotions	120,000	90,000	59,347	49.5%	60,653
Exterior Advertising	45,000	33,750	9,030	20.1%	35,970
Printing	20,000	15,000	2,086	10.4%	17,914
Advertising Fees (Legal Ads)	5,540	4,155	348	6.3%	5,192
Dues & Subscriptions	45,385	34,039	28,790	63.4%	16,596
Travel & Meeting Expenses	87,213	65,410	57,630	66.1%	29,583
Premium on PL & PD	650,000	487,500	349,563	53.8%	300,437
Payouts PL & PD	103,320	77,490	93,333	90.3%	9,987
Recovery/physical Damage	-	-	(101,804)	0.0%	101,804
Other Corporate Ins	106,422	79,816	45,011	42.3%	61,411
Vehicle Registration	750	563	135	18.0%	615
Interest - Short Term	-	-	-	0.0%	-
Bad Debt Expense	800	600	18,195	2274.4%	(17,395)
Misc. Expense	-	-	7,326	0.0%	(7,326)
Cash (over)/short	-	-	-	0.0%	-
	2,513,049	1,884,787	1,408,396	56.0%	1,104,653
TOTAL OPERATING EXPENSES	16,440,604	12,330,453	10,970,083	66.7%	5,470,521

September 2023

Route	RouteName	Passengers	Total Miles	Total Hours	P/Mi	%DIFF FROM 22	P/Hrs	%DIFF FROM 22
1A	Market Square	19,730	13,393.03	1,018.86	1.47	8.72%	19.36	0.98%
1B	Salisbury	46,287	9,747.32	823.42	4.75	16.41%	56.21	24.07%
2A	Schuyler Ave	8,840	3,594.33	292.43	2.46	30.84%	30.23	1.12%
2B	Union St	6,196	3,569.33	313.86	1.74	15.30%	19.74	3.73%
3	Lafayette Square	12,254	10,392.68	725.47	1.18	21.46%	16.89	4.48%
4A	Tippecanoe Mall	10,961	6,149.61	586.35	1.78	-3.71%	18.69	-0.45%
4B	Purdue West	89,498	10,826.58	856.07	8.27	39.22%	104.55	5.00%
5	Happy Hollow	17,294	7,061.50	511.38	2.45	-5.04%	33.82	-6.43%
6A	Fourth St	15,919	11,350.97	715.45	1.40	10.18%	22.25	5.70%
6B	South 9th	5,957	4,452.96	316.24	1.34	10.20%	18.84	-1.04%
7	South St	17,134	8,933.23	740.94	1.92	0.23%	23.12	-1.93%
8	Klondike Express	12,607	6,775.56	469.71	1.86	24.02%	26.84	6.91%
9	Park East	2,359	4,318.78	294.30	0.55	-16.83%	8.02	-3.29%
10	Northwestern	28,550	7,058.39	598.47	4.04	0.14%	47.70	17.76%
23	Connector	25,506	8,764.02	753.62	2.91	14.28%	33.84	59.34%
Others	Others	1			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Sub Total:		319,093	116,388.29	9,016.57	2.74	16.55%	35.39	7.51%
13	Silver Loop	40,224	4,143.01	649.77	9.71	23.48%	61.90	-5.19%
14	Black Loop	1,249	1,007.08	114.35	1.24	-76.46%	10.92	-85.31%
15	Tower Acres	35,379	4,946.04	653.53	7.15		54.14	
20	South Campus Loop	1,701	1,710.03	217.26	0.99	-22.87%	7.83	-47.61%
28	Gold Loop	21,106	3,628.41	455.89	5.82	73.88%	46.30	-20.80%
Sub Total:		99,659	15,434.57	2,090.80	6.46	42.39%	47.67	-14.81%
21A	Lark & Alight	28,954	6,371.32	463.84	4.54	4.29%	62.42	-6.39%
24	Redpoint	9,166	4,289.48	235.78	2.14	94.61%	38.88	-9.13%
35	Lindberg Express	42,006	7,487.89	637.68	5.61	27.50%	65.87	-3.46%
Sub Total:		80,126	18,148.69	1,337.30	4.41	25.33%	59.92	-5.52%
MB Total:		498,878	149,972	12,445	3.33	15.16%	40.09	11.90%
DR	ACCESS/FLEX	3,102	15,663	1,154	0.20	-1.21%	2.69	6.80%
Demand Response Total:		3,102	15,663	1,154	0.20	-1.21%	2.69	6.80%
Grand Total:		501,980	165,635	13,599	3.03	14.21%	36.91	12.05%

September 2023

Route	RouteName	Passengers
1A	Market Square	19,730
1B	Salisbury	46,287
2A	Schuyler Ave	8,840
2B	Union St	6,196
3	Lafayette Square	12,254
4A	Tippecanoe Mall	10,961
4B	Purdue West	89,498
5	Happy Hollow	17,294
6A	Fourth St	15,919
6B	South 9th	5,957
7	South St	17,134
8	Klondike Express	12,607
9	Park East	2,359
10	Northwestern	28,550
23	Connector	25,506
Others	Others	1
Sub Total:		319,093

13	Silver Loop	40,224
14	Black Loop	1,249
15	Tower Acres	35,379
20	South Campus Loop	1,701
28	Gold Loop	21,106
Sub Total:		99,659

21A	Lark & Alight	28,954
24	Redpoint	9,166
35	Lindberg Express	42,006
Sub Total:		80,126

MB Total:		498,878
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DR	ACCESS/FLEX	3,102
Demand Response Total:		3,102

Grand Total:		501,980
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September 2022

	RouteName	Passengers
1A	Market Square	18,299
1B	Salisbury	36,703
2A	Schuyler Ave	6,634
2B	Union St	5,196
3	Lafayette Square	9,943
4A	Tippecanoe Mall	11,383
4B	Purdue West	64,341
5	Happy Hollow	20,726
6A	Fourth St	13,988
6B	South 9th	5,196
7	South St	17,029
8	Klondike Express	9,799
9	Park East	2,954
10	Northwestern	26,073
23	Connector	14,249
Others	Others	930
Sub Total:		263,445

13	Silver Loop	39,389
15	Tower Acres	35,857
17	Ross Ade	6,018
28	Gold Loop	18,349
Sub Total:		99,613

21A	Lark & Alight	32,449
24	Redpoint	6,187
35	Lindberg Express	37,379
Sub Total:		76,015

MB Total:		439,073
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DR	ACCESS/FLEX	2,910
Demand Response Total:		2,910

Grand Total:		441,867
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OPERATIONS REPORT

Sep-23

	2023 MONTH	2022 MONTH	2023 YTD	2022 YTD
MILES	165,635	176,530	1,358,156	1,349,201
PAID HOURS	18,155	13,953	134,628	105,076

	2023	2022	YTD 2023	YTD 2022	% DIFF MO	% DIFF YTD
ACCIDENTS	6	4	36	30	50.00%	20.00%
PER 100,000 MILES	3.62	2.27	2.65	2.22	59.87%	19.21%
PREVENTABLE	3	3	19	21	0.00%	-9.52%
PER 100,000 MILES	1.81	1.70	1.40	1.56	6.58%	-10.12%
NON-PREVENTABLE	3	1	17	9	200.00%	88.89%
PER 100,000 MILES	1.81	0.57	1.25	0.67	219.73%	87.64%
OVERTIME IN HOURS	3,435	3,264	21,875	18,484	5.24%	18.34%
% OF OVERTIME HOURS	18.9%	23.4%	16.2%	17.6%	-19.12%	-7.63%
SAFETY MEETINGS		1	5	8		
COMPLAINTS			0	0	#DIV/0!	#DIV/0!
COMMENDATIONS			0	0	#DIV/0!	#DIV/0!

NO PAY HOURS: 289.66

ROADCALLS

SEPTEMBER 2023

			23-Jun	22-Jun	% DIFF
MECHANICAL			4	2	▲ 100.00%
OTHER			0	0	#DIV/0!
DELAYS			0	0	#DIV/0!
TOTAL-MONTH			4	2	▲ 100.00%
TOTAL-YTD			24	8	▼ 37.50%
BUS#	LOCATION	PROBLEM	TIME	DATE	MECH OR OTHER
5008		Air Drier		9/1/2023	M
4009		ECM		9/12/2023	M
5006		Alternator		9/18/2023	M
4008		Water Pump		9/23/2023	M

DIESEL COST COMPARISON FOR 2023 (CURRENT YEAR VS LAST YEAR)

Month	Total Gallons 2023	Total Gallons 2022	% Difference	Avg Cost Gallon 2023	Avg Cost Gallon 2022	Different per Gallon
JAN	5,492	7,117	▲ -22.83%	\$3.4600	\$2.5000	▲ \$0.9600
FEB	7,746	7,767	▲ -0.27%	\$2.9800	\$2.8800	▲ \$0.1000
MAR	6,823	5,515	▲ 23.72%	\$2.6800	\$2.8800	▲ -\$0.2000
APR	6,283	5,049	▲ 24.44%	\$2.5900	\$4.2300	▲ -\$1.6400
MAY	2,918	1,988	▲ 46.78%	\$2.5980	\$4.2300	▲ -\$1.6320
JUN	2,629	715	▲ 267.69%	\$2.5980	\$4.2300	▲ -\$1.6320
JUL	2,157	401	▲ 437.91%	\$2.2200	\$4.2300	▲ -\$2.0100
AUG	2,770	2,919	▲ -5.10%	\$2.2200	\$4.2300	▲ -\$2.0100
SEP	4,493	5,600	▲ -19.77%	\$4.0400	\$4.2600	▲ -\$0.2200
OCT			#DIV/0!			▲ \$0.0000
NOV			#DIV/0!			▲ \$0.0000
DEC			#DIV/0!			▲ \$0.0000
TOTAL	41,311	37,071	▲ 11.44%	\$25.3860	\$33.6700	▲ -\$8.2840

CNG ACCESS BUSES

Month	Total DGE Used 2023	Total DGE Used 2022	% Difference
JAN	1,765	2,088	▼ -15.4693%
FEB	1,775	1,677	▲ 5.8438%
MAR	2,051	2,033	▲ 0.8854%
APR	3,527	2,096	▲ 68.2729%
MAY	2,342	1,601	▲ 46.2836%
JUN	2,507	2,565	▲ -2.2612%
JUL	2,230	2,260	▲ -1.3274%
AUG	2,861	2,708	▲ 5.6499%
SEP	1,114	2,188	▼ -49.0859%
OCT			#DIV/0!
NOV			#DIV/0!
DEC			#DIV/0!
TOTAL	20,172	19,216	▲ 4.9750%

CNG FIXED ROUTES

Month	Total DGE Used 2023	Total DGE Used 2022	% Difference
JAN	34,620	32,405	▲ 6.8354%
FEB	32,677	30,618	▲ 6.7248%
MAR	35,239	37,560	▲ -6.1794%
APR	21,084	40,881	▼ -48.4259%
MAY	34,780	34,659	▲ 0.3491%
JUN	28,740	35,346	▲ -18.6895%
JUL	28,201	34,178	▲ -17.4879%
AUG	39,158	40,299	▲ -2.8313%
SEP	30,114	42,749	▲ -29.5562%
OCT			#DIV/0!
NOV			#DIV/0!
DEC			#DIV/0!
TOTAL	284,613	328,695	▲ -13.4112%