

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION
BOARD MEETING NO. 672
AGENDA
January 25, 2023
5:15 P.M.

ROUTINE BUSINESS

Approval of Minutes of Meeting No. 671 held on December 21, 2022.

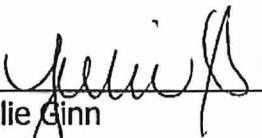
OLD BUSINESS

1. Update on NEORide resolution


NEW BUSINESS

1. Consideration of Resolution 23-01, approval for CEO or designee to apply for federal grants.
2. Consideration of Resolution 23-02, updating procurement policy (Exhibit I)
3. Consideration of Resolution 23-03, authorizing CEO to execute funding agreement with INDOT and APC (Exhibit II) *(Pending)*
4. Approval of travel of staff and Board members to transit conferences
5. Consideration of claims list numbering 38044 through 38084, in the amount of \$ 406,639.15.
6. Consideration of payroll for December 01 through December 31, 2022, in the amount of \$ 1,366,798.76. *(Payroll claims higher due to 3 pay periods in December)*

CEO'S REPORT



Julie Ginn
Chair



Bryan D. Smith
CEO

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION
MINUTES OF BOARD MEETING NO. 671
HELD DECEMBER 21, 2022

Present: Ben Murray, Chair
Julie Ginn Secretary
Joel Wright
Mike Gibson
Angel Valentin
James Blanco
Tino Atisso

Bryan D. Smith, Chief Executive Officer
Joanne Zhang, Chief Financial Officer
Bryan Walck, Manager of Operations
George Turner, Manager of Maintenance
Dusty Sturgeon, Human Resources Coordinator
Nicholle Vaughn, Administrative Assistant
Brian Karle, Attorney

Guests: Derek Streeter
Randy Anderson

Ben Murray called the Board Meeting No. 671 to order at 12:35 pm in the CityBus conference room, 1250 Canal Road, Lafayette, Indiana 47904.

ELECTION OF OFFICERS

1. Mike Gibson made a motion to elect Julie Ginn as the Chairperson of the Board for 2023. Joel Wright seconded the motion. The motion then carried by a vote of 6 ayes to 0 nays.

Julie Ginn made the motion to elect Mike Gibson as Secretary of the Board for 2023. Angel Valentin seconded the motion. The motion then carried by a vote of 6 ayes to 0 nays.

ROUTINE BUSINESS

1. Approval of Minutes of Meeting No. 670 held November 30, 2022. A motion was made by Mike Gibson and seconded by Tino Atisso. Motion carried by a vote of 6 ayes and 0 nays.

OLD BUSINESS

1. Legal counsel Brian Karle to investigate Indiana laws to execute NEORide resolution.

NEW BUSINESS

1. Joel Wright made the motion to approve the consideration of TAM Plan. Mike Gibson seconded the motion. The motion carried by 6 ayes to 0 nays.

2. Mike Gibson made the motion to approve a new service vehicle. Tino Atisso seconded the motion. The motion carried by 6 ayes to 0 nays.
3. Tino Atisso made the motion to approve maintenance on grounds. Angel Valentin seconded the motion. The motion carried by 6 ayes to 0 nays.
4. Mike Gibson made the motion to approve the 2023 Holiday Observance. James Blanco seconded the motion. The motion carried by 6 ayes to 0 nays.
5. Mike Gibson made the motion to approve the transit and paratransit software. James Blanco seconded the motion. The motion carried by 6 ayes to 0 nays.
6. Joel Wright made the motion to approve employee travel of Randy Anderson to TripSpark Conference. Tino Atisso seconded the motion. The motion carried by 6 ayes to 0 nays.
7. The Board considered approval of claims 37976 through 37991 for a total of \$ 333,951.37. Julie Ginn made the motion to approve claims. Mike Gibson seconded the motion. The motion then carried by a vote of 6 ayes to 0 nays.
8. Consideration of payroll for November 1, 2022, through November 30, 2022, in the amount of \$1,146,286.53. Julie Ginn made a motion to approve. Angel Valentin seconded the motion. Motion carried by a vote of 6 ayes and 0 nays.

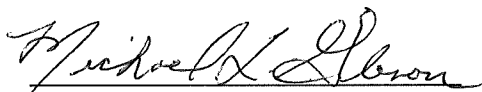
Chief Executive Officer's Report:

CEO report was in the packet for review nothing to add currently.

Ben Murray opened the floor to discussion.

With no other business to be conducted, Ben Murray made the motion to adjourn. Joel Wright seconded the motion. The motion carried by a vote of 6 ayes to 0 nays. The meeting adjourned at 1:15 pm.

Respectfully Submitted,



Mike Gibson, Secretary
CityBus Board of Directors

6/11/2023
Date

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

RESOLUTION #23-01

RESOLUTION AUTHORIZING AN APPLICATION TO BE MADE FOR FEDERAL FUNDS FOR FY2023

WHEREAS, the Secretary of Transportation is authorized to make grants for mass transportation projects under several sections of the Urban Mass Transportation Act of 1964, as amended through the US Department of Transportation (USDOT), and such funds have been made available to the Indiana Department of Transportation for award to applicants for operating and capital projects for fiscal year 2023;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION:

1. That Bryan D. Smith, Chief Executive Officer, is authorized to execute and file an application behalf of the corporation with the Indiana Department of Transportation, to aid in the financing of FY2023 operating and capital projects pursuant to USDOT funding.
2. That Bryan D. Smith, Chief Executive Officer, is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation and Indiana Department of Transportation.
3. That Bryan D. Smith, Chief Executive Officer, is authorized to execute grant contract agreements on behalf of the corporation.
4. That Bryan D. Smith, Chief Executive Officer, will notify the Board at the next regular Board of Directors meeting of grant applications made for USDOT funding.

The designation is effective immediately and shall continue until specifically revoked. Any and all resolutions which conflict with this resolution are hereby rescinded. Adopted by the Board of Directors of Greater Lafayette Public Transportation Corporation this 25th Day of January 2023.

Ms. Julie Ginn
Chairman of the Board of Directors
Greater Lafayette Public Transportation Corporation

ATTEST:

Mr. Michael L. Gibson
Secretary of the Board of Directors
Greater Lafayette Public Transportation Corporation

Vote: _____ Ayes _____ Nays

January 25, 2023

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Greater Lafayette Public Transportation Corporation of Lafayette, Indiana, at a regular meeting on January 25, 2023 and that public notice of said meeting was given pursuant to and in full compliance with the laws of the State of Indiana.

Mr. Michael L. Gibson
Secretary of the Board of Directors
Greater Lafayette Public Transportation Corporation

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

RESOLUTION #23-02

RESOLUTION APPROVING NEW PROCUREMENT POLICY

WHEREAS, Greater Lafayette Public Transportation Corporation (“GLPTC”) is a public agency subject to the federal and state regulations for procurement of goods and services;

WHEREAS, the GLPTC Board of Directors has responsibility and authority to establish policies for the procurement of goods and services;

WHEREAS, the GLPTC Board of Directors desires to update the Procurement Policy;

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Greater Lafayette Public Transportation Corporation adopts the Procurement Policy as attached.

Adopted by the Board of Directors of Greater Lafayette Public Transportation Corporation this 25th day of January 2023.

Ms. Julie Ginn
Chairman of the Board of Directors
Greater Lafayette Public Transportation Corporation

ATTEST:

Mr. Mike Gibson
Secretary of the Board of Directors
Greater Lafayette Public Transportation Corporation

Record of Votes: Ayes:____ Nays:____ January 25, 2023

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Greater Lafayette Public Transportation Corporation of Lafayette, Indiana, at a regular meeting on January 25, 2023 and that public notice of said meeting was given pursuant to and in full compliance with the laws of the State of Indiana.

Mr. Mike Gibson
Secretary of the Board of Directors
Greater Lafayette Public Transportation Corporation

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

RESOLUTION #23-03

**RESOLUTION AUTHORIZING CEO TO SIGN MEMORANDUM OF AGREEMENT
WITH AREA PLAN COMMISSION OF TIPPECANOE COUNTY AND INDIANA
DEPARTMENT OF TRANSPORTATION**

WHEREAS, Greater Lafayette Public Transportation Corporation (“GLPTC”) is a public agency that is the designated recipient for Section 5307 funding for the urbanized area;

WHEREAS, GLPTC cooperates with the Indiana Department of Transportation (INDOT) and the Area Plan Commission of Tippecanoe County (APCTC) in a comprehensive and continuous planning process for the use of those funds;

WHEREAS, GLPTC, INDOT, and APCTC are required to have a written agreement for that process;

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Greater Lafayette Public Transportation Corporation authorizes Bryan D. Smith, CEO, to sign the Memorandum of Agreement with INDOT and APTCT as attached.

Adopted by the Board of Directors of Greater Lafayette Public Transportation Corporation this 25th day of January 2023.

Ms. Julie Ginn
Chairman of the Board of Directors
Greater Lafayette Public Transportation Corporation

ATTEST:

Mr. Mike Gibson
Secretary of the Board of Directors
Greater Lafayette Public Transportation Corporation

Record of Votes: Ayes: _____ Nays: _____ January 25, 2023

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Greater Lafayette Public Transportation Corporation of Lafayette, Indiana, at a regular meeting on January 25, 2023 and that public notice of said meeting was given pursuant to and in full compliance with the laws of the State of Indiana.

Mr. Mike Gibson
Secretary of the Board of Directors
Greater Lafayette Public Transportation Corporation



Procurement Policy

Adopted
January 25, 2023
By
Resolution 23-02

1. Policy Statement

The purpose of this procurement policy is to define the basic guidelines that govern the procurement, accounting, and/or disposal of all goods and services for the Greater Lafayette Public Transportation Corporation dba “CityBus”. This policy does not cover the procurement and/or disposal of real estate, except to provide that such activities shall be conducted in accordance with applicable state and federal statutes and regulations under the direction of the CityBus Board and Legal Counsel.

The ultimate authority and responsibility for the purchase and sale of all personal property and services rests with the Board of Directors. The Board of Directors has delegated some of that authority and responsibility to the CEO and staff as detailed below.

2. General Procurement Policy

2.1 Compliance

CityBus staff shall ensure the agency’s procurement process abides by all applicable federal, state, and local guidelines that govern procurements. For procurements in which federal funds are used, federal regulations will take precedence, in many instances, over state and local guidelines.

2.2 Principles

CityBus staff shall:

- Establish and maintain ethical purchasing procedures and principles;
- Maintain open and fair competition;
- Use fair and clear bid specifications;
- Observe and maintain integrity, honesty, and candor in all transactions with vendors;
- Respect the confidence of vendors in the handling of proprietary information;
- Remain free from any obligation to vendors;
- Furnish complete and accurate information;
- Expedite delivery of materials and promote payment of invoices;
- Keep an open mind to new methods and procedures;
- Encourage piloting, testing, or demonstration of materials, products, or services which may bring value to CityBus; and
- Visit sources of supply and keep informed as to their methods and stability.

Through these principles, CityBus intends to create an atmosphere in which CityBus staff, vendors, and citizens can work together for the provision of goods and services to CityBus at a fair and reasonable price.

3. Board Delegation

The authority and responsibility for awarding contracts rests with the CityBus Board of Directors. This authority is delegated by the Board to the CEO, who may further delegate responsibilities to the CFO, Legal Counsel, Departmental Supervisors, and the DBE Officer.

The specific responsibilities of the Board of Directors and CEO are summarized as follows:

1. Sole contracting authority, except where specifically delegated below.
2. CEO may award contracts less than Fifty Thousand Dollars (\$50,000).
3. Approve award of all non-RFP contracts, based on CEO recommendation, over Fifty Thousand Dollars (\$50,000.00), and any others which are forwarded to the Board for their approval.
4. Approve award of all contracts resulting from Request for Proposals (RFPs) over Fifty Thousand Dollars (\$50,000.00) based on the recommendation of an evaluation committee. Evaluation of contracts or RFPs and recommendations thereon will generally be performed by the CEO or his designee. The Board shall retain authority to appoint a special committee for evaluation and recommendation concerning any contract or RFP.
5. Set DBE annual goals based upon recommendation by DBE Officer.
6. Approve the transmittals before payment is made for all procurements with amount over \$20,000, except utility payments, payroll/benefits/payroll taxes or other payroll related matters.
7. Audit payments less than \$20,000 by selecting and reviewing five (5) or more claims from the list of the payments made in prior month.
8. The chairperson of the Board shall co-sign all checks issued by the company.
9. Conduct hearings to resolve contract dispute appeals.
10. Authorize disposition of surplus materials, supplies, and equipment.

REDLINE VERSION

Sections not redlined will be in a procedure manual

PROCUREMENT POLICIES

FOR

**THE GREATER LAFAYETTE PUBLIC TRANSPORTATION
CORPORATION
CITYBUS**

ADOPTED

JULY 2000

**REVISED:
2005
AUGUST 2010
SEPTEMBER 2011
MAY 2012
AUGUST 2012
DECEMBER 2012
AUGUST 2018**

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1. INTRODUCTION

The purpose of this procurement manual is to define the basic ~~policies and procedures~~guidelines that govern the procurement, accounting, and disposal of all goods and services for the Greater Lafayette Public Transportation Corporation dba "CityBus". ~~CITYBUS facilities, rolling stock, materials, and equipment. It also governs the procurement and accounting of professional services that may be required by CITYBUS.~~ This manual policy does not cover the procurement and/or disposal of real estate, except to provide that such activities shall be conducted in accordance with applicable state and federal statutes and regulations under the direction of the CITYBUS Board and Legal Counsel. ~~This manual is to specify policy for all CITYBUS personnel involved in the procurement process. CITYBUS refers to the Greater Lafayette Public Transportation Corporation a/k/a CITYBUS.~~

The ultimate authority and responsibility for the purchase and sale of all personal property and services rests with the Board of Directors. The Board of Directors has herein delegated some of that authority and responsibility to the the CEO and staff as detailed below, General Manager, Controller, Purchasing Manager, and other members of CITYBUS.

1.1 GENERAL PROCUREMENT POLICY

CityBus staff shall ensure the agency's procurement process abides by all applicable federal, state, and local guidelines that govern procurements. For procurements in which federal funds are used, federal regulations will take precedence, in many instances, over state and local guidelines.

~~CITYBUS, through the General Manager, will abide by applicable federal, state, and local guidelines that govern procurements. For procurements in which federal funds are used, federal regulations will take precedence, in many instances, over state and local guidelines. The Federal Transit Administration (FTA) provides guidance relating to procurement matters in FTA C4220.1F, FTA C5010.1D, FTA C4716.1A and 49 CFR Part 18. Each of these federal circulars and regulations provide guidance for the procurement function of transit agencies. The State of Indiana provides guidance relating to procurement matters in I.C. 5-22-8; 5-3-1; 36-1-11 and 36-1-12.~~

1.2 ~~CHANGE, REVIEW, AND UPDATE~~

~~This manual, or parts thereof, can only be changed by the Board of Directors of CITYBUS. This manual will be reviewed at the end of each fiscal year, or sooner, as changes in regulations and circumstances require, by the General Manager, Purchasing Manager, Controller, and the corporation's Legal Counsel. If any changes are required, they will be submitted to the CITYBUS Board for approval.~~

1.5 VENDOR RELATIONSPrinciples

~~CITYBUS maintains an "open door" policy and makes every effort to maintain a good business relationship with all vendors/bidders and potential vendors/bidders with whom it does business. CITYBUS shall:~~staff shall:

Establish and maintain ethical purchasing ~~policies-procedures~~ and principles;

Maintain open and fair competition;

Maintain fair and clear ~~purchase and~~ bid specifications;

Observe and maintain integrity, honesty and candor in all transactions with vendors;

Respect the confidence of vendors in the handling of proprietary information;

Remain free from any obligation to vendors;

~~Answer all inquiries promptly;~~

~~See that all sales representatives receive a full, fair, and courteous hearing;~~

Furnish complete and accurate information;

Expedite delivery of materials and promote payment of invoices;

Keep an open mind to new methods and procedures;

Encourage testing or demonstration of materials and products which may be of value to CITYBUS;
and

Visit sources of supply and keep informed as to their methods and stability.

~~CITYBUS maintains an "open door" policy to all companies and citizens in the discussion of products or services. At various times, CITYBUS may request assistance from vendors requiring the expenditure of time and effort on the part of vendors. This in no way commits CITYBUS to neither purchase from a vendor serving in this way, nor does it obligate CITYBUS to reimburse any expense incurred by the vendor in assisting CITYBUS.~~

~~At all times, CITYBUS operates with integrity and fairness to its suppliers.~~ Through these principles, CITYBUS intends to create an atmosphere in which CITYBUS, vendors, and citizens can work together for the provision of goods and services to CITYBUS at a fair and reasonable price.

4. ~~STAFF RESPONSIBILITY~~Board Delegation

The authority and responsibility for awarding contracts rests with the CITYBUS Board of Directors. This authority is delegated ~~in part in this manual~~ by the Board to the General Manager~~CEO~~, who may further delegate responsibilities to the CFO, Legal Counsel, Departmental Supervisors, and the DBE Officer~~Departmental Supervisors~~.

The specific responsibilities of the Board of Directors and ~~CITYBUS's personnel and agents~~CEO are summarized as follows:

- ~~a. a. Sole contracting authority, except where delegated herein below.~~
- b. CEO may award contracts less than Fifty Thousand Dollars (\$50,000).

b. Approve award of all non-RFP contracts, based on ~~General Manager's~~CEO's recommendation, over ~~Seventy Five~~Fifty Thousand Dollars (\$~~75~~50,000.00), and any others which are forwarded to the Board for their approval.

- 1. c.
- 2. Approve award of all contracts resulting from Request for Proposals (RFPs) over Fifty Thousand Dollars (\$50,000.00) based on the recommendation of an evaluation committee. Evaluation of contracts or RFPs and recommendations thereon will generally be performed by the CEO or his designee. The Board shall retain authority to appoint a special committee for evaluation and recommendation concerning any contract or RFP.

~~Approve award of all contracts resulting from Request for Proposals (RFPs) over Seventy Five Thousand Dollars (\$75,000.00) based on the recommendation of an evaluation committee. No recommendation of an evaluation committee shall be changed or modified by the Board to one that is not consistent with the solicitation criteria and weights.~~

- ~~d. Appoint committee for evaluation of such Request for Proposals.~~
- e. Set DBE annual goals based upon recommendation by DBE Officer.

6. Approve the transmittals before payment is made for all procurements with amount over \$20,000, except utility payments, payroll/benefits/payroll taxes or other payroll related matters.

7. Audit payments less than \$20,000 by selecting and reviewing five (5) or more claims from the list of the payments made in prior month.

8. The chairperson of the Board shall co-sign all checks issued by the company.~~Approve the transmittals before payment is made for all procurements, except~~
~~— as provided for in the CITYBUS bylaws.~~

~~g. An authorized member of the Board shall sign all checks for procurements.~~

h. Conduct hearings to resolve contract dispute appeals.

i. Authorize disposition of surplus materials, supplies, and equipment, ~~in accordance with policy herein (Section 1.3.7).~~

**MEMORANDUM OF AGREEMENT
BY AND BETWEEN
AREA PLAN COMMISSION OF TIPPECANOE COUNTY,
INDIANA DEPARTMENT OF TRANSPORTATION, AND
GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION**

This Memorandum of Agreement is made by and between Area Plan Commission of Tippecanoe County (hereinafter referred to as APCTC), Indiana Department of Transportation (hereinafter referred to as INDOT), and Greater Lafayette Public Transportation Corporation (hereinafter referred to as CityBus).

WHEREAS, the most recent Federal Transportation Authorization Legislation requires the establishment of Metropolitan Planning Agreements between the state, the metropolitan planning organization, and public transportation operator(s) in accordance with 23 CFR § 450.314; and

WHEREAS, the metropolitan transportation planning process includes APCTC, INDOT, and CityBus; and

WHEREAS, transportation planning incorporates a comprehensive, cooperative, and continuing process with relevant agencies including Federal Highway Administration (FHWA) and Federal Transit Authority (FTA); and

WHEREAS, APCTC is the designated MPO for the Metropolitan Planning Area (MPA); and

WHEREAS, the MPA boundary is determined by agreement between APCTC and the Governor of Indiana, referencing the latest U.S. Census Bureau's Decennial Census; and

WHEREAS, INDOT administers the statewide Tier II Transit Asset Management Plan, and is therefore the Tier II group plan leader; and

WHEREAS, CityBus is the designated recipient for Section 5307 funding in the Urbanized Area; and

NOW THEREFORE APCTC, INDOT, and CityBus mutually agree as follows:

RESPONSIBILITIES OF APCTC

METROPOLITAN TRANSPORTATION PLAN (MTP)

1. APCTC shall develop a Metropolitan Transportation Plan (MTP), in accordance with the requirements of 23 CFR § 450.324, that addresses the planning factors from the most recent federal transportation authorization bill.
2. APCTC shall follow the most recent version of the INDOT, MPO, & RPO Planning Cooperative Procedures Manual for the development of the MTP.
3. APCTC shall develop the MTP in consultation with the other parties in this agreement at minimum once every 5 years.
4. APCTC develops the financial plan for the MTP that demonstrates the fiscal constraint with respect to available and projected sources of revenue.
5. APCTC is responsible for developing and maintaining a travel demand forecasting model for the MPA. APCTC will share the results of Travel Demand Forecasting with INDOT and CityBus as requested.
6. MTP amendments and administrative modifications follow the procedures outlined by APCTC's procedures and Public Participation Plan in place at the time of amendment.
7. The APCTC Policy Board/Committee approves the MTP and its periodic updates.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

8. APCTC shall develop a Transportation Improvement Program (TIP), in accordance with 23 CFR § 450.326, that addresses planning regulations from the most recent federal transportation authorization bill.
9. APCTC shall follow the most recent version of the INDOT, MPO, & RPO Planning Cooperative Procedures Manual for the development of the TIP.
10. APCTC develops the TIP in cooperation with INDOT, FHWA, FTA, CityBus, and other agency partners in accordance with the agreed-upon schedule for the INDOT Statewide Transportation Improvement Program (STIP).
11. The TIP shall reflect the investment priorities established in the current MTP, cover a period of no less than 4 years.
12. APCTC will develop the financial plan for the TIP that demonstrates how the approved TIP can be implemented, indicates resources from public and private sources that are reasonably expected to be made available to carry out the TIP, and recommends any additional financing strategies for needed projects and programs.

13. The TIP shall include all federal aid funding projects as well as regionally significant projects, regardless of funding source, within the MPA. Federal funds, other than Metropolitan Planning (PL) dollars, identified for transportation planning activities in the UPWP, must be included in the TIP.
14. APCTC TIP is approved by the Governor of Indiana and incorporated into the STIP which is approved by FHWA and FTA.
15. APCTC will process TIP amendments and administrative modifications in accordance with applicable APCTC TIP amendment and administrative modification procedures as well as INDOT's amendment/modification procedures.
16. The Annual Listing of Obligated Projects (ALOP) will adhere to the process outlined in 23 CFR § 450.334 and as referenced in the most recent version of the INDOT, MPO, & RPO Cooperative Procedures Manual.

UNIFIED PLANNING WORK PROGRAM (UPWP)

17. APCTC will prepare a Unified Planning Work Program (UPWP), in accordance with 23 CFR § 450.308, that addresses the Federal Planning Emphasis Areas (PEAs) identified by FHWA and FTA.
18. APCTC shall follow the most recent version of the INDOT, MPO, & RPO Planning Cooperative Procedures Manual for the development of the UPWP.
19. APCTC will prepare a Unified Planning Work Program (UPWP) in cooperation and consultation with INDOT, FHWA, FTA and CityBus.
20. APCTC will prepare a UPWP for the fiscal year that will take effect beginning on July 1st and will provide the draft UPWP to INDOT Technical Planning & Programming.
21. APCTC will submit a final UPWP to INDOT Technical Planning & Programming in a timely manner that allows for final review and recommendation for approval to FHWA and FTA.
22. APCTC will submit invoices on a timely basis, following the most recent version of the INDOT, MPO, & RPO Cooperative Procedures Manual.
23. APCTC will submit a Cost Allocation Plan (CAP) in accordance with 2 CFR § 200.416 and the most recent version of the INDOT, MPO, & RPO Planning Cooperative Procedures Manual.

PERFORMANCE-BASED PLANNING & PROGRAMMING (PBPP)

24. APCTC shares data and information with INDOT and CityBus to assist with the development of performance targets.
25. APCTC may review and provide comments on proposed INDOT or CityBus performance targets prior to final adoption.
26. APCTC shall provide documentation to INDOT that either supports the statewide performance targets as established by INDOT or provides an alternate set of performance targets.
 - a) In the case that APCTC chooses to adopt the statewide performance targets as established by the INDOT, the expected documentation is a resolution or meeting minutes by the APCTC Policy Board/Committee.
 - b) In the case that APCTC chooses to adopt an alternate set of performance targets, the expected documentation is a description of the procedure used to set alternate performance targets as well as a resolution or meeting minutes by the APCTC Policy Board/Committee. APCTC will be responsible for reporting the two-year and four-year performance targets within the federal reporting system for the MPA.
27. APCTC includes information outlined in 23 CFR § 450.324 (f) (3-4) in any MTP amended or adopted after May 27, 2018, and information outlined in 23 CFR § 450.326 (d).
28. Reporting of targets and performance measures by APCTC shall conform to 23 CFR § 490, 49 CFR § 625, and 49 CFR § 673.

PUBLIC PARTICIPATION & INVOLVEMENT

29. APCTC will maintain a Public Participation Plan that is adopted by the APCTC Policy Board/Committee. The Public Participation Plan will include coordination with the INDOT public participation process.
30. APCTC shall follow the Public Participation Plan throughout the planning process, including, but not limited to the development of the MTP and the TIP.
31. APCTC's TIP participation process will serve to meet the public participation requirements of CityBus.
32. APCTC will comply with all appropriate federal assurances, civil rights, and DBE requirements, Title VI guidance, ADA requirements, and procurement activities guidelines.
33. APCTC shall comply with the required provisions of Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21.

TRANSIT PLANNING

34. APCTC will sponsor and participate on committees related to the provision and coordination of transit and para-transit services.
35. APCTC will serve as the lead for the development of the Coordinated Public Transit Human Services Transportation Plan.

RESPONSIBILITIES OF INDOT

INDOT Technical Planning & Programming provides Planning Liaisons to coordinate with APCTC. INDOT Planning Liaisons regularly attend APCTC Technical Board/Committee meetings and APCTC Policy Board/Committee meetings. The INDOT District Capital Program Manager will attend APCTC Technical Board/Committee meetings and have voting representation for INDOT. INDOT District Deputy Commissioners will attend APCTC Policy Board/Committee meetings and have voting representation for INDOT.

MTP & TIP

1. INDOT develops the Statewide Long-Range Transportation Plan (LRTP) in congruence with APCTC's MTP.
2. INDOT will coordinate with APCTC on MTP development and INDOT LRTP development.
3. INDOT will coordinate with APCTC in the development of APCTC's TIP and the development INDOT's STIP.
4. INDOT will develop planned improvement needs on state jurisdictional highways for the development of APCTC's TIP and INDOT's STIP.
5. INDOT will provide APCTC with estimates of available federal and state funding in a timely manner for the development of the financial plans demonstrating the fiscal constraint of APCTC's MTP and TIP. Should funding information be delayed for any reason, APCTC may flat-line funding based on past information.
6. INDOT will develop the STIP in congruence with APCTC's transportation planning process and incorporate APCTC's approved TIP by reference or amendment in its entirety.
7. INDOT will provide timely lists of INDOT projects within the MPA. Project information includes DES #, clear project description, total project cost, state and federal share, federal funding program or source, and letting date or fiscal year.
8. INDOT will develop a Statewide Transportation Improvement Program (STIP) that includes the review and written approval of APCTC's TIP in a timely manner.
9. INDOT will provide a list of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year. The list of projects will be sorted specifically to include only projects within the MPA. Project information will include DES #, county, sponsor, district, route, project description, work type, phase, fund type, federal obligation amount, advanced construction amount, if any total obligation and obligation date. This will support APCTC in developing the Annual List of Obligated Projects (ALOP).
10. INDOT will collect and share transportation system information with APCTC to facilitate a cooperative transportation planning process and will conduct training sessions and workshops on pertinent topics.

UNIFIED PLANNING WORK PROGRAM (UPWP)

11. INDOT Technical Planning & Programming will assign a planning liaison to participate in transportation planning activities related to the UPWP such as review of the document, preparation of contracts following its approval, review of billings submitted by APCTC, etc.) and to assist with coordination of the PEAs identified by FHWA and FTA.
12. INDOT will provide PL and Transit 5303 estimates to the Indiana MPO Council's PL Committee annually.
13. INDOT Technical Planning & Programming will review and provide approval of the UPWP in a timely manner and begin development of the required contracts and purchase orders. INDOT will strive for a timely notice-to-proceed, a signed contract and a purchase order.
14. INDOT Technical Planning & Programming will review progress reports through the Planning Liaison and initiate the reimbursement of invoices pursuant to applicable Federal Regulations and Indiana Code 5-17-5, Public Purchases.
15. Properly submitted invoices shall be reviewed and processed for payment following the procedures as outlined by the Auditor of the State of Indiana.

PERFORMANCE-BASED PLANNING & PROGRAMMING (PBPP)

16. INDOT will collect bridge and pavement condition data for the state asset management plan for the National Highway System (NHS). INDOT shall coordinate changes to the NHS with APCTC.
17. INDOT, as the Tier II transit provider group plan leader, will collect transit data and produce the Tier II Group Transit Asset Management Plan, to include all Tier II transit providers who elect not to create their own Transit Asset Management Plan.
18. INDOT will provide APCTC with the statewide performance data used in developing statewide targets. Updates of this data will include prior performance data.
19. INDOT will develop draft statewide performance targets in coordination with all Indiana MPOs. Coordination may include in-person meetings, web meetings, conference calls, and/or email communication.
20. INDOT shall give all Indiana MPOs an opportunity to provide comments on statewide targets before final statewide targets are adopted.
21. INDOT performance targets will be reported to FHWA and FTA as applicable.
22. INDOT will include information outlined in 23 CFR § 450.216 (f) in any statewide transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR § 450.218 (q) in any statewide transportation improvement program amended or adopted after May 27, 2018.

23. Reporting of targets and performance by INDOT shall conform to 23 CFR § 490, 49 CFR § 625, and 49 CFR § 673.

RESPONSIBILITIES OF CITYBUS

METROPOLITAN TRANSPORTATION PLAN (MTP)

1. CityBus will provide data, including financial planning information, upon request, and participate in the development of the MTP update.
2. CityBus will provide copies of its Transportation Development Plan, as updated.
3. CityBus will provide MTP amendment requests to APCTC according to the applicable schedule.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

4. CityBus will provide a Financial Capacity Analysis showing a 5-year Financial Plan as part of the TIP development process.
5. CityBus will provide a 5-year capital project and operating plan (program of projects) for inclusion in the TIP to APCTC. The capital and operating plan will be updated annually and submitted with the Financial Capacity Analysis. This will be reviewed by the INDOT Transit Office within the Multimodal Division.
6. CityBus will provide TIP amendment requests to APCTC according to the applicable schedule.
7. CityBus will provide a copy (PDF file preferred) to APCTC of each final grant request to FTA and provide a copy of each grant award acceptance.
8. CityBus will provide on an annual basis, no later than 90 calendar days following the end of the program year, a list of transit projects for which funds under 23 U.S.C. or 49 U.S.C., Chapter 53 were obligated in the preceding program year.

UNIFIED PLANNING WORK PROGRAM (UPWP)

9. CityBus will provide APCTC with details for any significant planning activities requiring the use of federal funds and/or planning document outlined in this agreement.

PERFORMANCE-BASED PLANNING & PROGRAMMING (PBPP)

10. CityBus will annually update their Transit Asset Management Plan and performance targets.
11. CityBus may share and request comments on proposed transit targets with INDOT and APCTC prior to adopting them.
12. CityBus will provide APCTC with performance data used in developing targets, as requested.

13. As the designated recipient of federal transit funds, CityBus will offer to complete a Group TAM for eligible subrecipients. If a Group TAMP is completed, CityBus will share its performance data and targets with APCTC and INDOT.
14. CityBus will share the public transit safety plan, any amendments, and its supporting documentation and data with INDOT and APCTC.
15. Reporting of targets and performance by CityBus shall conform to 23 CFR § 490, 49 CFR § 625, and 49 CFR § 673.

PUBLIC PARTICIPATION & INVOLVEMENT

16. CityBus will assist, as requested by APCTC, in any public meetings regarding transit.
17. CityBus will coordinate with APCTC to ensure that the TIP participation process states it will serve to meet CityBus' public participation requirements for the Program of Projects (POP).

TRANSIT PLANNING

18. CityBus will provide a staff liaison to assist with transit planning efforts.
19. CityBus will participate on the Executive Committee, APCTC Technical Board/Committee and APCTC Policy Board/Committee.
20. CityBus will participate in the development of the Coordinated Public Transit Human Services Transportation Plan.
21. CityBus will be responsible for its Capital Improvement Plan and its ADA Compliance Plan and other activities directly related to the operation of public transit services in APCTC's Urbanized Area.
22. CityBus, as the designated recipient of federal transit funds, will be required to maintain all necessary records in support of the expenditure of funds where it is a direct recipient and oversight of expenditures of CityBus' subrecipients. For all other monies, those direct recipients are responsible to maintain records and make them available to all necessary parties.
23. CityBus is responsible for the local matching dollars for all funds for which it is a direct recipient. CityBus is not responsible for the local matching dollars for its subrecipients.
24. CityBus agrees that it will comply with all required federal objectives.

SIGNATORIES & AUTHORIZATION

IN WITNEES WHEREOF, the undersigned executive staff members of APCTC, INDOT, and CityBus have authorized this Memorandum of Agreement on the dates indicated.

INDIANA DEPARTMENT OF TRANSPORTATION (INDOT)

_____	_____
Deputy Commissioner of Capital Program Management	Date

AREA PLAN COMMISSION OF TIPPECANOE COUNTY (APCTC)

 _____	_____
Executive Director	1-13-23 Date

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION (CityBus)

_____	_____
President & CEO	Date

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

CLAIM#	VENDOR NAME	CLAIM REASON	AMOUNT
38044	AXA EQUITABLE	12/16/2022 PAYROLL DEDUCTION	\$4,646.37
38045	AMERICAN FIDELITY	PAYROLL DEDUCTION	\$2,783.68
38046	YMCA	PAYROLL DEDUCTION	\$410.50
38047	VERIZON WIRELESS	UTILITY	\$250.75
38048	SUPERFLEET	CREDIT CARD-GASOLINE	\$2,611.85
38049	CENTERPOINT ENERGY	UTILITY	\$835.68
38050	VERIZON WIRELESS	UTILITY	\$812.27
38051	ALL STAR ELECTRONIC SUPPLY	CONTRACTUAL SERVICE	\$5,120.00
38052	CINTAS	UNIFORMS	\$2,084.41
38053 **	DELL	CAPITAL ITEM	\$820.29
38054	EXTERIOR VIEW	CONTRACTUAL SERVICE	\$1,647.30
38055	GILLIG	INVENTORY	\$528.58
38056	KIRKS AUTOMOTIVE	INVENTORY	\$1,782.00
38057	LAFAYETTE BOTTLED GAST	INVENTORY	\$180.25
38058	LAFAYETTE FORD	CONTRACTUAL SERVICE	\$1,708.01
38059	LH INDUSTRIAL SUPPLIES	SUPPLIES	\$187.78
38060	MIDWEST TRANSIT EQUIPMENT	INVENTORY	\$2,217.48
38062	STAPLES	SUPPLIES	\$2,863.66
38063	TESCO	SUPPLIES	\$654.57
38064	THE AFTERMARKET PARTS CO	INVENTORY	\$3,630.35
38065	TRIPSPARK	CONTRACTUAL SERVICE	\$184.58
38066	TWIN CITY AUTOMOTIVIE	CONTRACTUAL SERVICE	\$2,415.24
38067	OLSTEN STAFFING	TEMPORARY EMPLOYEES	\$15,706.05
38068	KILLION, GARY	UNIFORMS	\$15.00
38069	JUDGE, LISA	UNIFORMS	\$100.00
38070	BRANCH, SELMA	misc reimbursement	\$20.00
38071	CITY OF LAFAYETTE	UTILITIES	\$232.94
38072	FRONTIER	UTILITIES	\$494.65
38073	CITY OF LAFAYETTE	UTILITIES	\$2,154.46
38074	T-MOBILE	UTILITIES	\$775.58
38075	DUKE ENERGY	UTILITIES	\$12,595.54
38076	COMCAST	UTILITIES	\$263.40
38077	SUPERFLEET	CREDIT CARD-GASOLINE	\$1,991.36
38079	UNITED HEALTHCARE	INSURANCE	\$9.60
38080	AXA EQUITABLE	12/30/2022 PAYROLL DEDUCTION	\$4,868.66
38081	CITY OF LAFAYETTE	UTILITIES	\$27.23
38082	AGAVE PARTNERS LLC	CONTRACTUAL SERVICES	\$9,600.00
38085	EVERSIDE HEALTH	INSURANCE	\$7,795.84
38086	REPUBLIC SERVICES	CONTRACTUAL SERVICE	\$156.20
38087	ICE MILLER	ATTORNEY FEES	\$1,235.00
38088	FINISHMASTER	INVENTORY	\$1,025.81
38089	ACCIDENT FUND	INSURANCE	\$8,426.50
38090	MICROSOFT	CONTRACTUAL SERVICE	\$603.27
38091	STAPLES	SUPPLIES	\$1,886.60
38092	AXA EQUITABLE	1/13/2023 PAYROLL DEDUCTION	\$4,089.17
38093	1ST CLASS AUTO GLASS	CONTRACTUAL SERVICE	\$1,600.00
38094	ALL STAR SECURITY	CONTRACTUAL SERVICE	\$200.00
38095	BALL EGGLESTON	ATTORNEY FEES	\$575.00
38096	BRENNECO	CONTRACTUAL SERVICE	\$624.83
38097	CHEMSTATION	INVENTORY	\$1,246.50
38098	CLARKE POWER SERVICE	INVENTORY	\$440.36
38099	CSCHEG	CONTRACTUAL SERVICE	\$1,282.50
38100	FAIRMOUNT DOORS	CONTRACTUAL SERVICE	\$918.00
38101	CINTAS	UNIFORMS-LEASED	\$2,020.45
38102	EDM TECHNOLOGY	PRINTED MATERIAL	\$6,600.00
38103	FRANCISCAN HEALTH	CONTRACTUAL SERVICE	\$530.00
38104	GRAN-IT CONSULTING	CONTRACTUAL SERVICE	\$13,462.00
38105	GILLIG	INVENTORY	\$7,241.07
38106	GREAT AMERICAN SUPPLY	SUPPLIES	\$617.57
38107	HERITAGE CRYSTAL CLEAN	CONTRACTUAL SERVICE	\$4,063.50
38108	HUSTON ELECTRIC	CONTRACTUAL SERVICE	\$295.00
38109	ICC BUSINESS PRODUCTS	SUPPLIES	\$259.32
38110	JACKSON OIL & SOLVENT	INVENTORY	\$9,416.51
38111 **	KAM HYDRAULICS	CAPITAL ITEM	\$2,495.00
38112	VAN GORDER JANITORIAL	CUSTODIAL SERVICES	\$4,160.00
38113	KIRKS AUTOMOTIVE	INVENTORY	\$40.90
38114	KROCK PHOTOGRAPHY	CONTRACTUAL SERVICE	\$900.00
38115	LAFAYETTE AUTO SUPPLY	INVENTORY	\$1,170.60
38116	MAGIC GLASS	CONTRACTUAL SERVICE	\$95.00
38117	MIDWEST TRANSIT EQUIPMENT	INVENTORY	\$4,255.84
38118	NAPA	INVENTORY	\$840.39
38119	NEW BEGINNINGS	EAP PROGRAM	\$303.75
38120	NEUHOF MEDIA	ADVERTISING/PROMOTIONAL	\$2,918.00
38121	O'REILLY AUTO PARTS	SUPPLIES	\$16.68
38122	PLYMATE	SUPPLIES	\$180.00
38123	PROSAFE CDL	CONTRACTUAL SERVICE	\$200.00
38124	QUILL	SUPPLIES	\$1,008.19
38125	RIGGS OUTDOOR SERVICE	CONTRACTUAL SERVICE	\$955.50
38126 **	SCHOMERS PLUMBING & HEATING	CAPITAL ITEM	\$2,370.26
38127	SPX GENFARE	INVENTORY	\$338.59
38128	STAR CITY BROADCASTING	ADVERTISING/PROMOTIONAL	\$750.00
38129	THE AFTERMARKET PARTS CO	INVENTORY	\$5,123.95
38130	VIA MOBILITY	CONTRACTUAL SERVICE	\$5,340.00
38131	WURTH	SUPPLIES	\$325.67
38132	WINTEK	CONTRACTUAL SERVICE	\$225.00
38133	FRANKLIN PEST CONTROL	CONTRACTUAL SERVICE	\$149.00
38134	BRAY, CAYLA	INSURANCE	\$4,326.95
38135	CORPORATE PAYMENT SYSTEMS	CREDIT CARD	\$12,920.47

TOTAL: \$215,250.81

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

38061	NULL TANK LINES	INVENTORY	\$20,973.81
38078	UNITED HEALTHCARE	INSURANCE	\$115,029.80
38083	TRAVELERS INSURANCE	INSURANCE	\$25,000.00
38084	CONSTELLATION	UTILITIES	\$30,384.73

TOTAL: \$191,388.34

CLAIMS TOTAL: \$406,639.15

CEO REPORT TO GLPTC BOARD OF DIRECTORS

MEETING DATE: 1/25/2023

CEO

- Upcoming trips for staff and Board:
 - Safety and Training Administrator to San Diego for annual FTA Drug and Alcohol Conference
 - CEO and Board members to Washington DC for APTA Legislative Conference
- Vanpool: We have an opportunity to partner with GLC and other community stakeholders to launch a vanpool program to provide transportation beyond our fixed routes, and potentially beyond our current service boundaries. CitiLink has done this in Ft. Wayne, serving all of Allen County with the condition that they are not spending local tax dollars outside of the taxing district. This is possible in Lafayette as well, and to start I would like a sense of the Board's opinion on launching a vanpool program.
- Administrative Personnel Policy Handbook: Agave HR and the HR Coordinator are working on updating the personnel policies. I am also working on a realignment of job descriptions, job duties, and staffing levels throughout the organization. My goal is to have a presentation at the February Board meeting outlining the changes and the effect on budget and service levels.
- Bylaws: Brian Karle and I are working on an update of GLPTC bylaws.
- Fleet: In order to maintain a state of good repair, we should be ordering six transit buses a year. We are identifying the federal grants in the first quarter, and will have an additional bus order for approval in the coming months to supplement the three ordered last fall.
- Board education topics: In discussions with Board Chair and Secretary/Treasurer, the topic of Board education came up in two potential formats. First, having a new Board member orientation packet with a primer in transit history, funding, and general Board processes. I will work with Board officers on a draft packet. Second, short topics of interest for Board meetings, such as zero-emission buses, microtransit, or system planning. If there is general interest, I can work on finding experts to speak on these topics.

FINANCE

- 2022 grants drawdown completed. Quarterly reports of the 4th quarter filed.
- 2022 annual physical inventory done; biennial physical on fixed asset done.

- Provided responses to FTA regarding 2022 triennial audit on time.
- Cleaned up the billing of childcare facility costs.
- Working on other year end financials.

HUMAN RESOURCES

- Better Merchants was onsite January 12th and filmed a commercial for our Career Day event. The commercial will run on local tv channels and radio beginning January 24th. The event is being held Saturday, February 4th from 11am to 2pm. Applicants will have a chance to learn more about the job and CityBus. We will offer interviews on the spot with the goal to make conditional employment offers.
- Working with PayCom to learn additional modules within the system. Looking to offer safety and training videos via PayCom for employees.
- Working closely with Agave HR to continue to build on tools and services provided by human resources.
- Participated in the DASH survey which showcases monthly contributions for healthcare benefits for full-time operators within the transit systems throughout the United States. Copies of the survey are available.

MAINTENANCE

The shop continues to stay busy with routine repairs and preventative maintenance. Work is in progress for an in-frame engine overhaul on bus 5008. The body shop is repairing two paratransit buses due to separate incidents. Some parts continue to come in for bus 8004. We're still waiting on one structural part to finish the repair. The Arts Federation wrap on that bus is complete.

The next step for the CNG expansion project should happen the first week of February when the compressor manufacturers, ANGI and JW meet on-site to take care of programming issues. We're waiting on Fairmount door on the high-speed overhead door quotes.

OPERATIONS

- Operator recruitment and retention remains a top priority for Operations. Operators are working high amounts of scheduled and unscheduled overtime to maintain service levels. We are approximately twelve operators short. We have experienced additional staffing losses this month.
- Operations is working with other departments to hold a Career Day event on Saturday, February 4th from 11:00AM – 2:00PM. We are also working together to develop a partnership with the Lafayette Adult Resource Academy (LARA) to

assist potential candidates strengthen skill gaps and prepare them for the demands of our training program. These projects are part of our ongoing effort to recruit additional operators.

- Operations departmental structure, administrative staffing levels, and job descriptions are under review to best align with future vision, service demands, risk mitigation, and industry standards. Ensuring an adequate staff is available to direct operators in delivering outstanding customer experience safety and efficiently is critical.
- Operations continues to operate reduced service levels on the 13 Silver Loop and 23 Connector routes since August. Full-time operators are working an average of over 55 hours per week to cover current service levels. Working to safely maintain service levels while mitigating as much risk exposure as possible is a top priority.
- Service reductions currently in place will be reinstated as soon as an adequate number of operators can be recruited and trained. Reinstating service reductions is critical to driving ridership numbers back up to pre-COVID levels. Best estimates project service reinstatement pushed to fall of 2023.
- Ridership remains elevated for ADA paratransit services and remains stable for microtransit services. We are evaluating staffing needs as current levels struggle to meet demand.

SAFETY

- Defibrillator purchase complete. Working to get them in service soon at the CBC and 1250 Canal Rd facility.
- Working with ITURAN/ROSCO Collision Avoidance System reps to improve the quality and sorting of the data being reported from our buses.

TRAINING

- Preparing for upcoming Career Day
- Developing community partnership with Lafayette Adult Resource Academy – Possible bus operator candidate pool

Payroll Total for**Dec-22****\$ 1,366,798.76****Summary**

	Pay Date 12/2/2022	Pay Date 12/16/2022	Pay Date 12/30/2022	Board Members	Short-term Disability*	Grand Total
Gross Wages	\$313,360.18	\$369,923.64	\$344,211.74	\$200.00	\$0.00	\$1,027,695.56
Employer Taxes	\$23,291.59	\$27,618.67	\$25,248.53		\$0.00	\$76,158.79
Employer Fringe Benerfits	\$83,550.78	\$91,186.65	\$88,206.98		\$0.00	\$262,944.41
Total Payroll	\$420,202.55	\$488,728.96	\$457,667.25	\$200.00	\$0.00	\$1,366,798.76

*short-term disability wages paid by 3rd party, not included in totals. CityBus only responsible for employer taxes.

Employer Details

	Pay Date 12/2/2022	Pay Date 12/16/2022	Pay Date 12/30/2022	Short-term Disability	Total
Employer Taxes:					
FICA/Medicare	\$23,045.15	\$27,370.84	\$24,961.84	\$0.00	\$75,377.83
SUTA	\$246.44	\$247.83	\$286.69	\$0.00	\$780.96
	\$23,291.59	\$27,618.67	\$25,248.53	\$0.00	\$76,158.79
Employer Fringe Benefits:					
PERF Contributions	\$32,897.42	\$40,184.49	\$36,534.40	\$0.00	\$109,616.31
Health/Dental/Vision	\$48,802.42	\$49,179.28	\$49,704.70	\$0.00	\$147,686.40
HAS Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Fringes	\$1,850.94	\$1,822.88	\$1,967.88	\$0.00	\$5,641.70
	\$83,550.78	\$91,186.65	\$88,206.98	\$0.00	\$262,944.41

Dec 2022

PROFIT AND LOSS STATEMENT
GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

OPERATING REVENUE	Dec-22	Dec-21	%DIFF/MO	YTD2022	YTD2021	%DIFF	BUDGETED			
PASSENGER FARES	\$ 259,081.82	\$ 336,917.19	-23.10%	\$ 3,344,117.87	\$ 2,830,134.07	18.16%	\$ 2,804,241			
ADVERTISING INCOME	23,032.04	17,641.75	30.55%	238,030.68	270,538.79	-12.02%	220,942			
INTEREST INCOME	7,929.31	1,336.89	493.12%	60,451.17	13,285.03	355.03%	41,942			
MISC. INCOME	87,430.02	8,394.09	941.57%	518,058.53	208,742.02	148.18%	107,087			
	\$ 377,473.19	\$ 364,289.92	3.62%	\$ 4,160,658.25	\$ 3,322,699.91	25.22%	\$ 3,174,212			
REVENUE MILES	153,380	147,854	3.74%	1,842,573	1,860,465	-0.96%				
REVENUE HOURS	11,862	11,773	0.76%	142,913	149,355	-4.31%				
OPERATING EXPENSE	Dec-22	Dec-21	%DIFF/MO	YTD2022	YTD2021	%DIFF	BUDGETED	BALANCE	CPM/M	CPM/Y
PERSONNEL										
OPERATOR WAGES	\$ 593,626.34	\$ 492,182.69	20.61%	\$ 5,413,623.17	\$ 4,985,396.28	8.59%	\$ 5,350,000	\$ 63,623	3.87	2.94
ADMINISTRATIVE WAGES	168,367.12	160,084.08	5.17%	1,540,436.41	1,510,244.89	2.00%	1,740,000	\$ (199,564)	1.10	0.84
MAINTENANCE WAGES	81,789.75	73,874.49	10.71%	790,391.80	781,256.07	1.17%	823,000	\$ (32,608)	0.53	0.43
FICA TAX	62,041.14	52,983.12	17.10%	587,764.43	529,233.57	11.06%	605,345	\$ (17,580)	0.40	0.32
PERF	90,925.54	100,701.24	-9.71%	870,345.50	792,158.59	9.87%	870,430	\$ (85)	0.59	0.47
LIFE & HEALTH INSURANCE	156,812.00	136,096.66	15.22%	1,733,178.40	1,378,002.17	25.77%	1,800,000	\$ (66,822)	1.02	0.94
UNEMPLOYMENT INSURANCE	3,071.04	4,312.63	-28.79%	35,609.69	67,998.71	-47.63%	70,000	\$ (34,390)	0.02	0.02
WORK COMP INSURANCE	9,134.50	820.80	1012.88%	51,338.50	74,518.92	-31.11%	75,000	\$ (23,662)	0.06	0.03
UNIFORMS	4,830.63	2,689.68	79.60%	42,760.74	37,342.72	14.51%	50,000	\$ (7,239)	0.03	0.02
FRINGE BENEFITS	55,163.46	4,922.10	1020.73%	579,656.83	43,229.83	1240.87%	350,000	\$ 229,657	0.36	0.31
	1,225,761.52	1,028,667.49	19.16%	11,645,105.47	10,199,381.75	14.17%	11,733,775	\$ (88,669)		
COMMODITIES										
DIESEL FUEL	58,138.78	22,458.39	158.87%	242,494.41	237,986.52	1.89%	197,404	\$ 45,090	0.38	0.13
CNG FUEL	35,580.09	33,803.42	5.26%	464,556.68	316,428.57	46.81%	500,000	\$ (35,443)	0.23	0.25
GASOLINE	2,611.85	1,877.51	39.11%	22,992.44	17,329.65	32.68%	20,000	\$ 2,992	0.02	0.01
LUBRICANTS	33,720.22	19,895.11	69.49%	62,576.23	50,866.06	23.02%	50,000	\$ 12,576	0.22	0.03
REPAIR PARTS--STOCK	98,104.09	46,360.14	111.61%	421,765.57	390,161.16	8.10%	350,000	\$ 71,766	0.64	0.23
REPAIR PARTS--FIXED EQUIP	1,615.00	3,434.34	-52.97%	13,326.09	10,776.30	23.66%	14,000	\$ (674)	0.01	0.01
TIRES & BATTERIES	20,253.18	2,833.90	614.68%	30,047.30	17,078.65	75.93%	13,000	\$ 17,047	0.13	0.02
CLEANING SUPPLIES	1,698.47	474.93	257.63%	22,360.59	19,519.35	14.56%	35,000	\$ (12,639)	0.01	0.01
BUILDING MATERIALS	322.80	274.51	17.59%	1,624.54	3,401.54	-52.24%	7,500	\$ (5,875)	0.00	0.00
POSTAGE & FREIGHT	1,048.71	847.97	23.67%	4,208.32	5,704.33	-26.23%	8,000	\$ (3,792)	0.01	0.00
OFFICE SUPPLIES	5,209.87	2,449.87	112.66%	24,201.42	29,373.05	-17.61%	18,000	\$ 6,201	0.03	0.01
MAT & SUPP--NOT BILL.	12,460.26	8,402.40	48.29%	108,094.81	102,965.19	4.98%	115,000	\$ (6,905)	0.08	0.06
MAT & SUPPLIES--BILLABLE	2,290.12	8,082.37	-71.67%	65,637.97	58,190.35	12.80%	27,500	\$ 38,138	0.01	0.04
MAT & SUPPLIES--MAINT	3,228.45	1,362.86	136.89%	9,616.82	12,327.40	-21.99%	15,000	\$ (5,383)	0.02	0.01
	276,281.89	152,557.72	81.10%	1,493,503.19	1,272,108.12	17.40%	1,370,404	\$ 123,099		
SERVICES & CHARGES										
ATTORNEY & AUDIT FEES	3,435.00	383.00	796.87%	62,359.00	84,099.00	-25.85%	83,623	\$ (21,264)	0.02	0.03
CONTRACT MAINTENANCE	47,082.30	29,596.41	59.08%	465,703.33	353,458.17	31.76%	325,000	\$ 140,703	0.31	0.25
CUSTODIAL SERVICES	8,320.00	-	0.00%	70,441.00	116,314.92	-39.44%	200,000	\$ (129,559)	0.05	0.04
CONTRACTUAL SERVICES	59,244.69	22,866.92	159.08%	388,194.55	218,558.03	77.62%	400,000	\$ (11,805)	0.39	0.21
UTILITIES--TELEPHONE	463.69	388.27	19.42%	6,692.87	7,310.43	-8.45%	16,000	\$ (9,307)	0.00	0.00
UTILITIES--ELECTRIC	6,231.15	5,196.30	19.92%	88,873.51	62,311.04	42.63%	70,000	\$ 18,874	0.04	0.05
UTILITIES--WATER & SEWAGE	2,761.26	1,148.73	140.38%	35,585.55	36,097.61	-1.42%	50,000	\$ (14,414)	0.02	0.02
UTILITIES--GAS HEAT	5,656.12	5,464.78	3.50%	44,185.20	30,950.08	42.76%	27,000	\$ 17,185	0.04	0.02
ADVERTISING & PROMOTION	8,650.16	9,623.88	-10.12%	100,539.96	152,114.79	-33.91%	160,000	\$ (59,460)	0.06	0.05
EXTERIOR ADVERTISING	11,108.63	-	0.00%	69,526.92	23,304.50	198.34%	45,000	\$ 24,527	0.07	0.04
PRINTING	13,790.53	599.76	2199.34%	20,275.61	21,051.73	-3.69%	36,000	\$ (15,724)	0.09	0.01
ADVERTISING FEES	1,549.00	614.43	152.10%	4,183.88	6,247.12	-33.03%	2,500	\$ 1,684	0.01	0.00
DUES & SUBSCRIPTIONS	716.89	9.99	7076.08%	23,147.84	23,283.74	-0.58%	28,500	\$ (5,352)	0.00	0.01
TRAVEL & MEETINGS	3,747.81	810.95	362.15%	25,918.52	14,870.85	74.29%	75,000	\$ (49,081)	0.02	0.01
PREMIUM PL & PD INSURANCE	17,706.76	36,021.10	-50.84%	343,968.95	230,795.35	49.04%	330,000	\$ 13,969	0.12	0.19
PAYOUTS--PL & PD INS.	8,000.00	(4,517.58)	-277.09%	96,000.00	83,482.42	14.99%	96,000	\$ -	0.05	0.05
RECOVERY/PHYSICAL DAMAGE	(8,599.85)	-	0.00%	(22,925.54)	(57,966.45)	-60.45%	(45,000)	\$ 22,074	-0.06	-0.01
OTHER CORPORATE INS.	7,201.00	17,514.86	-58.89%	95,426.72	101,107.44	-5.62%	95,000	\$ 427	0.05	0.05
VEHICLE REGISTRATION	-	-	0.00%	60.00	45.00	33.33%	750	\$ (690)	0.00	0.00
INTEREST--SHORT TERM	-	2,158.55	-100.00%	345.03	16,274.91	-97.88%	2,000	\$ (1,655)	0.00	0.00
BAD DEBT EXPENSE	-	-	0.00%	5,957.25	70.00	8410.36%	6,000	\$ (43)	0.00	0.00
MISCELLANEOUS EXPENSE	559.99	0.00	0.00%	2,269.51	0.00	0.00%	-	\$ 2,270	0.00	0.00
ACA TAXES & FEES	-	-	0.00%	-	-	0.00%	-	\$ -	0.00	0.00
CASH (OVER)/SHORT	-	(0.01)	-100.00%	(316.14)	(114.64)	175.77%	288	\$ (604)	0.00	0.00
	197,625.13	127,880.35	54.54%	1,926,413.52	1,523,780.68	26.42%	2,003,373	\$ (76,959)		
TOTAL EXPENSES	\$ 1,699,668.54	\$ 1,309,105.56	29.83%	\$ 15,065,022.18	\$ 12,995,270.55	15.93%	\$ 15,107,552	\$ (42,529)	11.08	8.18
OTHER INCOME	Dec-22	Dec-21	%DIFF/MO	YTD2022	YTD2021	%DIFF	BUDGETED			
COUNTY PROPERTY TAX	\$ 247,645.00	\$ 350,588.80	-29.36%	\$ 2,971,740.00	\$ 3,043,882.80	-2.37%	\$ 2,851,371			
LOCAL INCOME TAX	58,069.63	54,630.89	6.29%	717,486.00	744,623.00	-3.64%	516,412			
STATE OPERATING GRANT	1,369,660.00	-	0.00%	4,308,802.00	3,687,937.00	16.84%	3,614,178			
FEDERAL OPERATING GRANT	-	65,776.00	-100.00%	-	65,776.00	-100.00%	910,087			
CARES ACT OPERATING GRANT	-	(3,280,663.00)	-100.00%	3,173,285.00	2,500,000.00	26.93%	2,500,000			
FAMILIES FIRST COVID-19 TAX CR	-	-	0.00%	-	-	0.00%	-			
ALTERNATIVE FUEL TAX CREDIT	-	188,690.00	-100.00%	-	188,690.00	-100.00%	-			
FEDERAL PLANNING GRANT	-	260,878.00	-100.00%	-	260,878.00	-100.00%	-			
STATE/LOCAL CONTRIBUTION	-	-	0.00%	-	-	0.00%	-			
TOTAL OTHER INCOME	\$ 1,675,374.63	\$ (2,360,099.31)	-170.99%	\$ 11,171,313.00	\$ 10,491,786.80	6.48%	\$ 10,392,048			
OTHER EXPENSES	Dec-22	Dec-21		YTD2022	YTD2021					
(GAIN)/LOSS--ASSET DISPOSAL	\$ -	\$ (4,366.00)		\$ (343.10)	\$ (26,538.30)					
INTERGOVERNMENTAL FUNDS XFI	\$ -	\$ 1,000,000.00		\$ -	\$ 1,000,000.00					
DEPRECIATION EXPENSE	-	289,602.50		3,237,051.67	3,611,969.66					
TOTAL OTHER EXPENSES	\$ -	\$ 1,285,236.50		\$ 3,236,708.57	\$ 4,585,431.36					
NET PROFIT/(LOSS)	Dec-22	Dec-21		YTD2022	YTD2021					
	\$ 353,179.28	\$ (4,590,151.45)		\$ (2,969,759.50)	\$ (3,766,215.20)					

REVENUE COMPARISON

December 2022

	December 2022	December 2021	% DIFF	YTD2022	YTD2021	YTD2022
NON-CONTRACT REVENUE						
CASH FARES	\$ 14,544.68	\$ 16,134.77	-9.86%	\$ 210,857.80	\$ 221,839.18	-4.95%
TOKENS	2,272.50	1,207.50	88.20%	24,315.50	13,747.50	76.87%
REGULAR PASS	14,308.00	9,506.00	50.52%	158,370.50	123,242.50	28.50%
DAY PASS	2,114.00	1,950.00	8.41%	28,112.00	25,131.05	11.86%
ELDERLY/DISABLED	2,256.00	2,326.00	-3.01%	28,367.25	26,024.00	9.00%
YOUTH PASS	-	94.00	-100.00%	440.00	1,504.00	-70.74%
TOTAL NON-CONTRACT	\$ 35,495.18	\$ 31,218.27	13.70%	\$ 450,463.05	\$ 411,488.23	9.47%
TOTAL WITH ACCESS	\$ 40,763.78	\$ 33,479.77	21.76%	\$ 524,295.88	\$ 487,731.33	7.50%
CONTRACT REVENUE						
CAMPUS	\$ 141,282.26	\$ 226,040.66	-37.50%	\$ 2,018,981.00	\$ 1,480,276.11	36.39%
IVY TECH	-	-	0.00%	15,000.00	15,000.00	0.00%
WLSC	-	16,410.62	-100.00%	79,990.90	158,407.08	-49.50%
APARTMENTS	77,035.78	60,986.14	26.32%	705,850.09	679,719.55	3.84%
WABASH NATIONAL	-	-	0.00%	-	9,000.00	-100.00%
TRIPPERS	-	-	0.00%	-	-	0.00%
SUPPLEMENTAL SVC.	-	-	0.00%	-	-	0.00%
TOTAL CONTRACT	\$ 218,318.04	\$ 303,437.42	-28.05%	\$ 2,819,821.99	\$ 2,342,402.74	20.38%
AUXILIARY REVENUE						
EXTERIOR ADVER.	\$ 23,032.04	\$ 17,641.75	30.55%	\$ 238,030.68	\$ 270,538.79	-12.02%
MISC / CONCESSIONS	87,430.02	8,394.09	941.57%	518,058.53	208,742.02	148.18%
TOTAL AUXILIARY	\$ 110,462.06	\$ 26,035.84	324.27%	\$ 756,089.21	\$ 479,280.81	57.75%
INTEREST REVENUE						
INTEREST	\$ 7,929.31	\$ 1,336.89	493.12%	\$ 60,451.17	\$ 13,285.03	355.03%
	\$ 7,929.31	\$ 1,336.89	493.12%	\$ 60,451.17	\$ 13,285.03	355.03%
TOTAL REVENUE WITHOUT ACCESS						
	December 2022	December 2021	% DIFF	YTD2022	YTD2021	YTD2022
NON-CONTRACT	\$ 35,495.18	\$ 31,218.27	13.70%	\$ 450,463.05	\$ 411,488.23	9.47%
CONTRACT	218,318.04	303,437.42	-28.05%	2,819,821.99	2,342,402.74	20.38%
AUXILIARY	110,462.06	26,035.84	324.27%	756,089.21	479,280.81	57.75%
INTEREST	7,929.31	1,336.89	493.12%	60,451.17	13,285.03	355.03%
	\$ 372,204.59	\$ 362,028.42	2.81%	\$ 4,086,825.42	\$ 3,246,456.81	25.89%
TOTAL REVENUE WITH ACCESS						
	December 2022	December 2021	% DIFF	YTD2022	YTD2021	YTD2022
ALL SOURCES	\$ 372,204.59	\$ 362,028.42	2.81%	\$ 4,086,825.42	\$ 3,246,456.81	25.89%
ACCESS	5,268.60	2,261.50	132.97%	73,832.83	76,243.10	-3.16%
TOTAL REVENUE	\$ 377,473.19	\$ 364,289.92	3.62%	\$ 4,160,658.25	\$ 3,322,699.91	25.22%

BALANCE SHEET

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

ASSETS		LIABILITIES	
CASH & CASH ITEMS		PAYABLES	
CASH IN BANK-GENERAL FUND	5,908,312.43	TRADE PAYABLES	-
CASH IN PAYROLL ACCOUNT-GEN FD	-	ACCOUNTS PAYABLE	265,575.79
LEVY EXCESS FUND	-	ACCOUNTS PAYABLE - CNG UTILITIES	99,180.09
WORKING FUNDS	525.00	TOTAL PAYABLES	364,755.88
UNITED HEALTHCARE HRA IMPREST-GEN FD	-	ACCRUED PAYROLL LIABILITIES	
HEALTHCARE IMPREST-GEN FD	-	ACCRUED WAGES PAYABLE	(11,907.72)
RAINY DAY FUND	256,256.66	ACCR COMPENSATED ABSENCES PAYABLE	210,419.89
TOTAL CASH & CASH ITEMS	6,165,094.09	DEDUCTIONS-AUTO	-
RECEIVABLES		UNION DUES WITHHELD	13,904.80
ACCOUNTS RECEIVABLE	95,014.99	DEDUCTION-FICA/MEDICARE EE	-
SHOP INVENTORY	-	DEDUCTION-UNION DUES	(12,896.70)
A/R - CITY OF LAFAYETTE	-	DEDUCTION-WELLNESS	287.45
CONTRACT RECEIVABLE-PURDUE	487,156.17	DEDUCTION-HEALTH INSURANCE	64,136.16
A/R-TICKET VENDING MACHINE COLLECTIONS	3,624.00	DEDUCTION-HEALTH INS - COBRA	4,285.70
A/R - OFF-SITE PASS SALES COLLECTIONS	-	DEDUCTION - CHARITABLE DONATIONS	410.00
ACCTS RECV-EMPLOYEE P/R WASH	-	DEDUCTION - LIBERTY NATIONAL	16,803.82
A/R CAPITAL GRANTS-FTA	(552,381.00)	DEDUCTION-GARNISHMENTS	-
A/R OPERATING ASSISTANCE-FTA	(1,668,549.00)	DEDUCTION-UNITED WAY	(39.28)
A/R TAX DRAW-COUNTY/LOCAL	(148,062.27)	DEDUCTION-CABLE	-
A/R GRANTS-STATE	-	DEDUCTION-PERF EE	3,518.23
A/R PLANNING ASSISTANCE-FTA	260,878.00	DEDUCTION-SUPPORT	(9,063.88)
A/R OPERATING ASSISTANCE-STATE	-	DEDUCTION-INDUS CREDIT UNION	-
A/R FEDERAL TAX CREDITS	167,598.50	DEDUCTION-BOSTON MUTUAL	102.88
TOTAL RECEIVABLES	(1,354,720.61)	DEFERRED COMPENSATION	1,151.07
MATERIALS & SUPPLIES INVENTORY		ACCRUED PERF PAYABLE ER	14,595.78
BUS PARTS INVENTORY	362,864.72	TOTAL PAYROLL LIABILITIES	295,708.20
PARTS INVENTORY-CLEARING ACCT	-	ACCRUED TAX LIABILITIES	
DIESEL & GASOLINE INVENTORY	37,164.97	FIT TAXES	(62.15)
OIL, LUBE, ANTIFREEZE INVENTORY	53,891.10	FICA/MEDICARE	(10,041.97)
TIRES, TUBES, BATTERIES INVENTORY	(13,021.66)	STATE TAX	7,560.73
FACILITIES PARTS INVENTORY	30,062.20	STATE UNEMPLOYMENT TAX	48,946.10
TOTAL MATERIALS & SUPPLIES INVENTORY	470,961.33	COUNTY TAX	3,353.98
TANGIBLE PROPERTY TRANSIT OPS		TOTAL TAX LIABILITIES	49,756.69
REVENUE EQUIPMENT	26,660,855.38	SHORT TERM DEBT	
SUPPORT VEHICLES	471,774.93	BANK OF AMERICA SHORT-TERM PAYABLE-CNG	-
BUILDING & STRUCTURE	17,153,876.42	AUTO INSURANCE PAYOUT LIABILITY	88,019.88
EQUIPMENT SHOP & GARAGE	489,069.79	WORKERMAN COMP INSURANCE PAYOUT LIABILITY	1,691.52
REVENUE COLLECTION FAREBOX	1,729,463.34	HEALTH INSURANCE PAYOUT LIABILITY	205,125.60
COMMUNICATIONS EQUIPMENT	307,624.68	ACCRUED INTEREST PAYABLE - BANK OF AMERICA-CNG	-
OFFICE EQUIPMENT & FURNISHINGS	272,423.42	TOTAL SHORT TERM DEBT	294,837.00
CONSTR IN PROGRESS-W LAF	(40,272.54)	OTHER CURRENT LIABILITIES	
CONST IN PROGRESS - MYERS PED BRIDGE PROJECT	-	UNREDEEMED TOKENS	-
CONST IN PROGRESS - LAF	2,792,872.90	UNREDEEMED REGULAR PASSES	-
CONST IN PROGRESS - SHELTERS	926,471.26	UNREDEEMED DAY PASSES	-
LAND	926,471.26	UNREDEEMED E & D PASSES	-
TOTAL PROPERTY COST	50,764,159.58	UNREDEEMED SEMESTER PASSES	-
ACCUMULATED DEPRECIATION		UNREDEEMED LOOP PASSES	-
ACC DEPR-REVENUE EQUIPMENT	(12,725,853.52)	DEFERRED REVENUE-COUNTY/LOCAL	-
ACC DEPR-SUPPORT VEHICLES	(428,009.53)	DEFERRED REVENUE-ADVERTISING & PAINTED TRANSIT	(7,333.36)
ACC DEPR-BUILDING & STRUCTURE	(8,232,991.33)	FEDERAL TAX PAYABLE	5,044.38
ACC DEPR-EQUIPMENT SHOP & GARAGE	(411,700.72)	UNREDEEMED 50 FARESAVERS	-
ACC DEPR-REVENUE COLLECTION FAREBOX	(1,543,426.76)	UNREDEEMED PASS STUDENT	-
ACC DEPR-COMMUNICATIONS EQUIPMENT	(51,553.16)	UNREDEEMED REVENUE	-
ACC DEPR-OFFICE EQUIPMENT & FURNISHINGS	(153,431.48)	UNREDEEMED TVM CHG/STRD VALUE CARDS	7,606.00
ACC DEPR-CONSTR IN PROGRESS-WLAF	40,272.54	TOTAL OTHER CURRENT LIABILITIES	5,317.02
ACC DEPR-CONSTR IN PROGRESS-LAF	-	LONG-TERM DEBT	
TOTAL ACCUMULATED DEPRECIATION	(23,506,693.96)	BANK OF AMERICA LONG-TERM PAYABLE-CNG	-
TOTAL PROPERTY LESS DEPRECIATION	27,257,465.62	TOTAL LONG-TERM DEBT	-
SPECIAL FUNDS		ESTIMATED LIABILITIES	
BONDS & INTEREST CASH ACCT	-	FTA EST RES FOR ENCUMBRANCES	-
INVESTMNTS-BON & INTEREST FUND	-	TOTAL ESTIMATED LIABILITIES	-
BANK OF AMERICA FUNDS - CNG	-	DEFERRED CREDITS	
ACA MLR PREMIUM REBATE	-	DEFERRED CR - MYERS PED BRIDGE PROJECT	-
GENERAL FUND CAP-RES 86-12	-	TOTAL DEFERRED CREDITS	-
BUS AUTO INS CASH FUND	400,000.00	CONTRIBUTIONS	
INVEST-SPCL FUNDS-DIR & OFFICE	-	INVESTMENTS IN TRANSIT SYS-LAF	24,682.75
DIRECTOR & OFFICERS SPEC CASH	74,870.36	FED GOVERN CAP GRANT SEC 3 (5309)	23,056,883.82
ELTF DEDUCTIBLE FUNDS	15,000.00	FED GOVERN CAP GRANT SEC 5	2,633,996.56
INVESTMENTS	-	FED GOVERN CAP GRANT SEC 9 (5307)	43,879,641.61
CUMULATIVE CAPITAL FUND	2,317,561.24	STATE CAP GRANT CONTRIBUTION	788,343.85
CAPITAL IMPROV RESERVE FUND	-	STATE CAP GRANT SEC 9	657,682.35
CAPITAL IMPROV INVESTMENTS	-	STATE CAP GRANT SEC 5	601,488.98
TOTAL SPECIAL FUNDS	2,807,431.60	CONTRIBUTIONS NON GOVERNMENTAL	-
OTHER ASSETS		ACCUMULATED EARNINGS/LOSSES	(37,257,938.85)
PRE-PAID INSURANCE	106,439.07	TOTAL CONTRIBUTIONS	34,384,781.07
PRE-PAID EXPENSES	81,687.56	TOTAL LIABILITIES & CONTRIBUTIONS	
PRE-PAID HEALTH INSURANCE	110,797.20	35,395,155.86	
TOTAL OTHER ASSETS	48,923.83		
TOTAL ASSETS	35,395,155.86		

In Balance

Dec 2022

EXPENDITURES TO DATE AND REMAINING BUDGET
GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

	BUDGET FY2022	*AMENDED Budget FY22	Budget to Date	Expenditures to Date	Expenditures to Date %	Remaining Budget
PERSONNEL						
Operator Wages	5,350,000	5,350,000	5,350,000	5,413,623	101.2%	(63,623)
Administrative Wages	1,740,000	1,740,000	1,740,000	1,540,436	88.5%	199,564
Maintenance Wages	823,000	823,000	823,000	790,392	96.0%	32,608
FICA	605,345	605,345	605,345	587,764	97.1%	17,580
PERF	870,430	870,430	870,430	870,346	100.0%	85
Life & Health Insurance	1,600,000	1,800,000	1,600,000	1,733,178	96.3%	66,822
Unemployment Insurance	70,000	70,000	70,000	35,610	50.9%	34,390
Work Comp Insurance	75,000	75,000	75,000	51,339	68.5%	23,662
Uniform Rental and Cleaning	50,000	50,000	50,000	42,761	85.5%	7,239
Tool Allowance/Fringe Benefits	45,000	350,000	45,000	579,657	165.6%	(229,657)
Affordable Care Act Fees	-	-	-	-	0.0%	-
	11,228,775	11,733,775	11,228,775	11,645,105	99.2%	88,669
COMMODITIES						
Diesel Fuel	197,404	197,404	197,404	242,494	122.8%	(45,090)
Natural Gas Fuel	425,000	500,000	425,000	464,557	92.9%	35,443
Gasoline	20,000	20,000	20,000	22,992	115.0%	(2,992)
Oil & Antifreeze	50,000	50,000	50,000	62,576	125.2%	(12,576)
Repair Parts, Revenue Vehicles	350,000	350,000	350,000	421,766	120.5%	(71,766)
Repair Parts, Fixed Equipment	14,000	14,000	14,000	13,326	95.2%	674
Tires and Batteries	13,000	13,000	13,000	30,047	231.1%	(17,047)
Cleaning Supplies	35,000	35,000	35,000	22,361	63.9%	12,639
Building Materials	7,500	7,500	7,500	1,625	21.7%	5,875
Postage & Freight	8,000	8,000	8,000	4,208	52.6%	3,792
Office Supplies	18,000	18,000	18,000	24,201	134.5%	(6,201)
Other Materials, General Business	115,000	115,000	115,000	108,095	94.0%	6,905
Other Materials, Billable	27,500	27,500	27,500	65,638	238.7%	(38,138)
Other Materials, Maintenance	15,000	15,000	15,000	9,617	64.1%	5,383
	1,295,404	1,370,404	1,295,404	1,493,503	109.0%	(123,099)
SERVICES & CHARGES						
Attorney & Audit	83,623	83,623	83,623	62,359	74.6%	21,264
Contract Maintenance	325,000	325,000	325,000	465,703	143.3%	(140,703)
Custodial Services	200,000	200,000	200,000	70,441	35.2%	129,559
Contractual Services	250,500	400,000	250,500	388,195	97.0%	11,805
Utilities, Telephone	16,000	16,000	16,000	6,693	41.8%	9,307
Utility Expense, Electric	70,000	70,000	70,000	88,874	127.0%	(18,874)
Utility Expense, Water & Sewage	50,000	50,000	50,000	35,586	71.2%	14,414
Utilities, Natural Gas Heat	27,000	27,000	27,000	44,185	163.6%	(17,185)
Advertising & Promotions	160,000	160,000	160,000	100,540	62.8%	59,460
Exterior Advertising	45,000	45,000	45,000	69,527	154.5%	(24,527)
Printing	36,000	36,000	36,000	20,276	56.3%	15,724
Advertising Fees (Legal Ads)	2,500	2,500	2,500	4,184	167.4%	(1,684)
Dues & Subscriptions	28,500	28,500	28,500	23,148	81.2%	5,352
Travel & Meeting Expenses	75,000	75,000	75,000	25,919	34.6%	49,081
Premium on PL & PD	256,215	330,000	256,215	343,969	104.2%	(13,969)
Payouts PL & PD	96,000	96,000	96,000	96,000	100.0%	-
Recovery, Physical Damage	(45,000)	(45,000)	(45,000)	(22,926)	50.9%	(22,074)
Premium on Other Insurance	95,000	95,000	95,000	95,427	100.4%	(427)
Vehicle Registration Fees	750	750	750	60	8.0%	690
Short Term Interest	2,000	2,000	2,000	345	17.3%	1,655
Bad Debt Expense	6,000	6,000	6,000	5,957	99.3%	43
Arbitration Fees	-	-	-	2,270	0.0%	(2,270)
Cash (Over)/Short	288	288	288	(316)	-109.8%	604
	1,780,376	2,003,661	1,780,376	1,926,414	96.1%	77,247
TOTAL OPERATING EXPENSES	14,304,555	15,107,840	14,304,555	15,065,022	99.7%	42,817

December 2022

Route	RouteName	Passengers	Total Miles	Total Hours	P/Mi	%DIFF FROM 21	P/Hrs	%DIFF FROM 21
1A	Market Square	15,506	14,334.31	1,149.62	1.08	12.76%	13.49	8.45%
1B	Salisbury	24,178	10,121.99	860.12	2.39	32.70%	28.11	32.71%
2A	Schuyler Ave	4,604	3,893.10	335.50	1.18	1.29%	13.72	1.29%
2B	Union St	4,806	3,914.49	335.50	1.23	33.84%	14.32	40.28%
3	Lafayette Square	8,049	11,012.96	736.37	0.73	11.94%	10.93	11.79%
4A	Tippecanoe Mall	9,398	6,616.71	553.28	1.42	16.28%	16.99	16.32%
4B	Purdue West	37,604	12,219.55	844.53	3.08	14.73%	44.53	14.81%
5	Happy Hollow	9,034	7,519.31	440.50	1.20	-56.60%	20.51	-44.06%
6A	Fourth St	13,608	11,962.73	765.62	1.14	30.88%	17.77	30.82%
6B	South 9th	4,627	4,935.13	329.67	0.94	71.88%	14.04	72.06%
7	South St	14,828	9,578.86	834.00	1.55	19.58%	17.78	19.55%
8	Klondike Express	11,290	6,302.50	405.58	1.79	80.61%	27.84	115.54%
9	Park East	2,395	4,712.27	328.17	0.51	22.96%	7.30	23.86%
10	Northwestern	10,653	5,872.32	491.00	1.81	22.78%	21.70	22.92%
23	Connector	8,549	6,254.52	533.53	1.37	21.30%	16.02	20.60%
Others	Others	0	0.00	0.00	0.00	0.00%	0.00	0.00%
Sub Total:		179,129	119,251	8,943	1.50	14%	20	16.26%

Route	RouteName	Passengers	Total Miles	Total Hours	P/Mi	%DIFF FROM 21	P/Hrs	%DIFF FROM 21
	ACCESS	3,035	9,615.30	608.50	0.32	3.85%	4.99	9.24%
Sub Total:		3,035	9,615.30	608.50	0.32	3.85%	4.99	9.24%

Route	RouteName	Passengers	Total Miles	Total Hours	P/Mi	%DIFF FROM 21	P/Hrs	%DIFF FROM 21
13	Silver Loop	22,692	2,861.12	397.80	7.93	63.89%	57.04	63.94%
15	Tower Acres	15,562	3,868.47	456.83	4.02	17.07%	34.06	16.78%
17	Ross Ade	1,321	2,344.41	271.00	0.56	-63.82%	4.87	-70.36%
28	Gold Loop	9,415	3,113.48	331.93	3.02	75.44%	28.36	101.86%
Sub Total:		48,990	12,187.48	1,457.57	4.02	35.25%	33.61	35.83%

Route	RouteName	Passengers	Total Miles	Total Hours	P/Mi	%DIFF FROM 21	P/Hrs	%DIFF FROM 21
21A	Lark & Alight	15,270	4,250.93	300.00	3.59	48.51%	50.90	48.51%
24	Redpoint	2,711	3,221.31	170.40	0.84	29.27%	15.91	31.03%
35	Lindberg Express	13,161	4,854.38	382.80	2.71	-1.33%	34.38	-1.34%
Sub Total:		31,142	12,326.62	853.20	2.53	20.52%	36.50	21.06%

Grand Total:		262,296	153,380.14	11,862.25	1.71	12.64%	22.11	15.97%
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December 2022

Route	RouteName	Passengers
1A	Market Square	15,506
1B	Salisbury	24,178
2A	Schuyler Ave	4,604
2B	Union St	4,806
3	Lafayette Square	8,049
4A	Tippecanoe Mall	9,398
4B	Purdue West	37,604
5	Happy Hollow	9,034
6A	Fourth St	13,608
6B	South 9th	4,627
7	South St	14,828
8	Klondike Express	11,290
9	Park East	2,395
10	Northwestern	10,653
23	Connector	8,549
Others	Others	0
Sub Total:		179,129

Route	RouteName	Passengers
	ACCESS	3,035
Sub Total:		3,035

Route	RouteName	Passengers
13	Silver Loop	22,692
15	Tower Acres	15,562
17	Ross Ade	1,321
28	Gold Loop	9,415
Sub Total:		48,990

Route	RouteName	Passengers
21A	Lark & Alight	15,270
24	Redpoint	2,711
35	Lindberg Express	13,161
Sub Total:		31,142

Grand Total:		262,296
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December 2021

Route	RouteName	Passengers
1A	Market Square	13,396
1B	Salisbury	17,067
2A	Schuyler Ave	4,166
2B	Union St	3,140
3	Lafayette Square	6,725
4A	Tippecanoe Mall	7,580
4B	Purdue West	33,000
5	Happy Hollow	15,266
6A	Fourth St	9,765
6B	South 9th	2,488
7	South St	11,620
8	Klondike Express	6,015
9	Park East	1,748
10	Northwestern	8,808
23	Connector	7,706
Others	Others	0
Sub Total:		148,490

Route	RouteName	Passengers
	ACCESS	2,197
Sub Total:		2,197

Route	RouteName	Passengers
14	Black Loop	18,066
15	Tower Acres	13,208
17	Ross Ade	4,395
28	Gold Loop	6,576
Sub Total:		42,245

Route	RouteName	Passengers
21A	Lark & Alight	10,282
24	Redpoint	2,069
35	Lindberg Express	13,590
Sub Total:		25,941

Grand Total:		224,473
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OPERATIONS REPORT

Dec-22

	2022 MONTH	2021 MONTH	2022 YTD	2021 YTD
MILES	153,380	147,854	1,756,721	1,662,179
PAID HOURS	26,727	24,231	212,519	216,550

	2022	2021	YTD 2022	YTD 2021	% DIFF MO	% DIFF YTD
ACCIDENTS	3	2	25	38	50.00%	-34.21%
PER 100,000 MILES	1.96	1.35	1.42	2.29	44.60%	-37.75%
PREVENTABLE	1	2	15	24	-50.00%	-37.50%
PER 100,000 MILES	0.65	1.35	0.85	1.44	-51.80%	-40.86%
NON-PREVENTABLE	2	0	11	14	#DIV/0!	-21.43%
PER 100,000 MILES	1.30	0.00	0.63	0.84	#DIV/0!	-25.66%
OVERTIME IN HOURS	4,548	1,609	30,750	25,135	182.63%	22.34%
% OF OVERTIME HOURS	17.0%	6.6%	14.5%	11.6%	156.24%	24.66%
SAFETY MEETINGS	1	0	11	2		

NO PAY HOURS: 275.35

ROADCALLS NOVEMBER 2022

		Nov-22	Nov-21	% DIFF
MECHANICAL		3	2	50.00%
OTHER		0	0	0.00%
DELAYS		0	0	0.00%
TOTAL - MONTH		3	2	50.00%
TOTAL - YTD		16	16	0.00%

BUS#	LOCATION	PROBLEM	TIME	DATE	MECH OR OTHER
445	YMCA	COOLANT LEAK		11/28/22	M
446	52 & DUNCAN	WHEEL LUGS		11/10/22	M
4012	UNKNOWN	POWER HYDRAULIC FAILURE		11/22/22	M

DIESEL COST COMPARISON FOR 2022 (CURRENT YEAR VS. LAST YEAR)

	TOTAL GALLONS	TOTAL GALLONS	% DIFFERENCE	AVG COST GALLON 2022	AVG COST GALLON 2021	DIFFERENCE PER GALLON
JAN.	8,208	6,090	34.78%	\$2.5000	\$1.7267	\$0.7733
FEB.	8,771	10,028	-12.53%	\$2.8800	\$1.7267	\$1.1533
MAR.	6,196	10,313	-39.92%	\$2.8800	\$2.1052	\$0.7748
APR.	7,500	11,538	-35.00%	\$3.5900	\$2.0000	\$1.5900
MAY	7,302	5,393	35.40%	\$4.2300	\$2.1619	\$2.0681
JUN.	1,889	4,283	-55.90%	\$4.2300	\$2.1619	\$2.0681
JUL.	486	3,571	-86.39%	\$4.2300	\$2.1839	\$2.0461
AUG.	2,042	8,481	-75.92%	\$4.0400	\$2.0835	\$1.9565
SEP.	7,591	12,440	-38.98%	\$3.2700	\$2.4000	\$0.8700
OCT.	5,777	9,996	-42.21%	\$4.6600	\$2.8500	\$1.8100
NOV.	5,442	11,786	-53.83%	\$4.3000	\$2.1700	\$2.1300
DEC.			#DIV/0!			\$0.0000
TOTAL	61,204	93,919	-34.83%	\$3.5108	\$2.1606	\$1.3502

CNG ACCESS BUSES

	TOTAL DGE USED 2022	TOTAL DGE USED 2021	% DIFFERENCE
JAN.	1,222	1,176	3.9116%
FEB.	1,677	1,338	25.3363%
MAR.	2,033	1,411	44.0822%
APR.	1,767	1,478	19.5535%
MAY	1,952	1,344	45.2381%
JUN.	1,301	1,169	11.2917%
JUL.	2,005	1,580	26.8987%
AUG.	2,403	2,042	17.6787%
SEP.	7,591	12,440	-38.9791%
OCT.	2,018	1,988	1.5091%
NOV.	1,966	2,002	-1.7982%
DEC.			#DIV/0!
TOTAL	25,935	27,968	-7.2690%

CNG FIXED ROUTES

	TOTAL DGE USED 2022	TOTAL DGE USED 2021	% DIFFERENCE
JAN.	34,179	27,054	26.3362%
FEB.	30,618	30,782	-0.5328%
MAR.	37,561	31,904	17.7313%
APR.	33,882	30,339	11.6780%
MAY	30,743	25,719	19.5342%
JUN.	31,352	25,531	22.7997%
JUL.	30,316	25,603	18.4080%
AUG.	35,746	34,930	2.3361%
SEP.	37,918	34,267	10.6546%
OCT.	37,394	32,873	13.7529%
NOV.	35,824	31,892	12.3291%
DEC.			#DIV/0!
TOTAL	375,533	330,894	13.4904%