

**GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION  
BOARD MEETING NO. 684**

**DATE:** December 20, 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. 684 held on December 20, 2023.
  - 3.2. Review and Approval of Minutes of Meeting No. 683 held on November 29, 2023.
4. Old Business
5. New Business
  - 5.1. Vote on date and time for 2024 Board Meetings (Exhibit 1 pg. 5)
  - 5.2. Mention of Bryan Smith's vacation days the rest of the year.
  - 5.3. Consideration of claims list numbering 39082 through 39211, in the amount of \$744,515.20.
  - 5.4. Consideration of payroll for November 1, 2023, through November 30, 2023, in the amount of \$928,481.09.
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 will be decided on after the voting of 2024 board meetings takes place at the December 20, 2023 Board Meeting.

**GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION  
BOARD MEETING NO. 683  
MEETING MINUTES**

**DATE:** November 29, 2023

**Present:** Julie Ginn, Chair

**Board** Mike Gibson, Secretary  
James Blanco  
Tino Atisso  
Ben Murray  
Joel Wright

**Present:** Bryan D. Smith: Chief Executive Officer

**Staff** Joanne Zhang: Chief Financial Officer  
Bryan Walck: Manager of Customer Experience  
Ron Peters: Operations Manager  
Shawn Coffman: Fleet Manager  
Dusty Sturgeon, Human Resources Administrator  
Randy Anderson: Information Technology Manager  
Derek Streeter: Safety and Training Administrator  
Shelby Yeaman: Executive Assistant/Project Manager  
Brian Karle: Attorney

**Guests:** Beth Streeter

Chair, Julie Ginn, called the meeting No. 683 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**

Mr. Smith requested a change to 8.1 on the agenda. This request is to change the December Board Meeting from December 27<sup>th</sup> at 5:15, to December 20<sup>th</sup> at 5:15. Mr. Mike Gibson made the motion to approve the date change for the December Board Meeting. Mr. Benjamin Murray seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

1. Mr. Mike Gibson made the motion to approve the agenda of meeting No. 683 held on November 29, 2023. Mr. Ben Murray seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.
2. Mr. Ben Murray made the motion to approve the minutes of Meeting No. 682 held on October 25, 2023. Mr. Mike Gibson seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

## OLD BUSINESS

## NEW BUSINESS

1. Mr. Ben Murray made the motion to approve of the MOA. Mr. Tino Atisso seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.
  - a. Mr. Smith commented that the MOA was voted on by the ATU and passed. If the board approves of the MOA, we can get it into action as soon as December 1, 2023.
2. Mr. Benjamin Murray made the motion to approve the Administration Employee Holiday Dates for 2024. Mr. James Blanco seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.
3. Board is to review dates for 2024 Board Meetings. This has been tabled and will be voted on in the December meeting.
4. Introduce partnership with Fiber Global.
  - a. Mr. Smith introduced CityBus new partnership with Fiber Global. He mentioned it is a company that takes cardboard and makes it into construction material. Ms. Yeaman also mentioned that with this partnership, Fiber Global brought CityBus the bins to use, picks up the cardboard weekly, and puts our donations onto their website.
5. Mr. Benjamin Murray made the motion to approve the GLPTC Drug and Alcohol Policy. Mr. Joel Wright seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.
  - a. Mr. Mike Gibson inquired if there were any major highlights? Ms. Dusty Sturgeon mentioned that GLPTC's previous policy had many run-offs and steered away from what the FTA was wanting. This new policy makes sure we are compliant from start to finish. One new major update is we are now partnered with 3 agencies instead of 1 to do our randomized testing.
6. Mr. Benjamin Murray made the motion to give authority to GLPTC CEO to sign a 3-year contract with Remix. Mr. Tino Atisso seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.
  - a. Mr. Smith mentioned that this contract will allow us to utilize a software that helps with route planning. It also will show what we are currently doing and how we can be more effective. We will be able to publish maps to the web and get public comments. This is a system that CityBus has used in the past but did not have the manpower to keep it up-to-date and running properly.
7. Mr. Joel Wright made the motion to approve Ms. Julie Ginn to continue for year two as Chair of the Board for Greater Lafayette Public Transportation Corporation CityBus. Mr. James Blanco seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.
8. Mr. Joel Wright made the motion to approve Mr. Mike Gibson to continue for year two as Treasurer/Secretary of the Board for Greater Lafayette Public Transportation Corporation CityBus. Mr. James Blanco seconded the motion. Motion carried by a vote of 6 ayes and 0 nays.

9. The Board considered approval of claims numbering 39002 through 39076, in the amount of

\$464,362.82. Mr. Mike Gibson made the motion to approve the claims. Mr. Ben Murray seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

10. The Board considered approval of payroll for October 1, 2023, through October 31, 2023, in the amount of \$ 942,588.09. Mr. Mike Gibson made the motion to approve payroll. Mr. Benjamin Murray seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

### **BOARD AND STAFF REPORTS (CEO REPORT)**

Mr. Bryan Smith mentioned his meetings with both the Lafayette School Corporation Superintendent, along with the Tippecanoe School Corporation Superintendent. The meetings went very well. In his meeting with Dr. Les Huddle from Lafayette School Corporation, it was brought up that CityBus may work with hem on donating a bus to the LSC Career Academy. This may help with interest in working for CityBus and possibly bringing in more mechanics, no better way to learn than by physically doing. This was also brought up with IVY Tech as well.

### **PUBLIC COMMENTS**

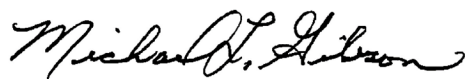
Mr. Benjamin Murray mentioned that the interest is higher on our budget by almost 600%, and gave a job well done to Mrs. Joanne Zhang.

Mr. James Blanco attended the COA Event CityBus held earlier in the day, and mentioned the turnout and that it was a great event. He is hopeful for CityBus future.

Ms. Julie Ginn also attended the event and mentioned it went well and was very pleased.

### **ADJOURNMENT**

With no other business to be conducted, Mr. James Blanco made the motion to adjourn. Mr. Benjamin Murray seconded the motion. The motion carried by a vote of 6 ayes and 0 nays. The meeting adjourned at 5:42PM. The next regular Board Meeting will be held on December 20<sup>th</sup>, 2023 at 5:15PM in the GLPTC Board Room: 1250 Canal Rd. Lafayette, IN. 47904.



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Mr. Mike Gibson, Secretary  
CityBus Board of Directors

12/06/2023

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Date:

2024 Board Meetings			
4th Wednesday 5:00pm		4th Thursday 5:15pm	
January 24th		January 25th	
February 21st		February 22nd	
March 27th		March 28th	
April 24th		April 25th	
May 22nd		May 23rd	
June 26th		June 27th	
July 24th		July 25th	
August 28th		August 29th	
September 25th		September 26th	
October 23rd		October 24th	
November 27th	We could do 20th	November 28th	We could do the 21st
December 25th	We could do 18th	December 26th	We could do the 19th

CITY BUS --- CLAIMS LISTING FOR  
DECEMBER 1, 2023 THROUGH DECEMBER 20, 2023

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

<b>CLAIM#</b>	<b>VENDOR NAME</b>	<b>CLAIM REASON</b>	<b>AMOUNT</b>
39082	THE STANDARD	INSURANCE	\$955.80
39083	CITY OF LAFAYETTE	UTILITIES	\$386.25
39084	CITY OF LAFAYETTE	UTILITIES	\$2,301.05
39085	ACCIDENT FUND	INSURANCE	\$11,178.40
39086	ACCIDENT FUND	INSURANCE	\$10,070.40
39087	CENTERPOINT ENERGY	UTILITIES	\$383.81
39088	VERIZON	UTILITIES	\$778.80
39089	CITY OF W LAFAYETTEE	UTILITIES	\$127.20
39090	CENTERPOINT ENERGY	UTILITIES	\$5,126.50
39091	COWBELL	INSURANCE	\$12,654.65
39092	MICROSOFT	CONTRACTUAL SERVICE	\$693.30
39093	DISA GLOBAL SOLUTIONS	CONTRACTUAL SERVICE	\$154.50
39094 **	ANDERSON PLUMBING	CAPITAL ITEM	\$8,400.00
39095	BALL EGGLESTON	ATTORNEY FEES	\$690.00
39096	BETTER MERCHANTS	CONTRACTUAL SERVICE	\$3,462.50
39097	CHOSNEK, ED	CHILDCARE	\$160.00
39098	CUMMINS SALES & SERVICE	MEMBERSHIP	\$770.00
39099	EVERSIDE HEALTH	INSURANCE	\$6,974.47
39100	FERREL GAS	INVENTORY	\$31.50
39101	FRANCISCAN HEALTH	CONTRACTUAL SERVICE	\$790.00
39102 **	GILLIG	CAPITAL ITEM	\$3,507.92
39103	GRAN-IT CONSULTING	CONTRACTUAL SERVICE	\$5,830.00
39104	VAN GORDER JANITORIAL	CUSTODIAL SERVICE	\$4,784.00
39105 **	KIRKS AUTOMOTIVE	CAPITAL ITEM	\$1,225.00
39106 **	LINK MANAGEMENT	CAPITAL ITEM	\$3,006.68
39107	LH INDUSTRIAL SUPPLIES	INVENTORY	\$8,886.50
39108	MIDWEST ECS	CONTRACTUAL SERVICE	\$1,050.00
39109	MIDWEST TRANSIT EQUIPMENT	INVENTORY	\$3,616.48
39110 **	MULHAUPT INC	CAPITAL ITEM	\$426.00
39111	NAPA	INVENTORY	\$1,673.37
39112	NORTH MECHANICAL CONT SVC	CONTRACTUAL SERVICE	\$1,815.00
39113	PARADIGM CONSULTING	CONTRACTUAL SERVICE	\$850.00
39114 **	POWERGRID PARTNERS	CAPITAL ITEM	\$7,972.75
39115 **	PHILS AUTOMOTIVE	CAPITAL ITEM	\$1,704.56
39116	ROCC	CONTRACTUAL SERVICE	\$368.00
39117	TEC PROFESSIONAL	INVENTORY	\$151.10
39118	THE AFTERMARKET PARTS CO	INVENTORY	\$6,731.19
39119	T-MOBILE	UTILITIES	\$1,117.88
39120	WURTH	SUPPLIES	\$119.70
39121	QUADIENT	SUPPLIES	\$55.50
39122	STABLES CATERING	ADVERTISING/PROMOTIONAL	\$3,318.72
39123	CHEMSTATION	INVENTORY	\$2,807.90
39124	CINTAS	UNIFORMS	\$6,834.99
39125	CINTAS	UNIFORMS - LEASED	\$1,443.02
39126 **	CUMMINS SALES & SERVICE	CAPITAL ITEM	\$314.70
39127	FRANKLIN PEST CONTROL	CONTRACTUAL SERVICE	\$154.00
39128 **	GILLIG	CAPITAL ITEM	\$1,710.64
39129 **	GREAT AMERICAN SUPPLY	CAPITAL ITEM	\$526.90
39130	ICC BUSINESS	SUPPLIES	\$986.27
39131	INDOFF CORP	SUPPLIES	\$2,708.97
39132	JIM'S GARAGE	CONTRACTUAL SERVICE	\$1,235.00
39133 **	LINK MANAGEMENT	CAPITAL ITEM	\$3,893.48
39134	NEW BEGINNINGS	EAP PROGRAM	\$306.00
39135	PLYMATE	SUPPLIES	\$189.00
39136	PRO SAFE CDL	CONTRACTUAL SERVICE	\$1,300.00
39137 **	RELIABLE TRANSMISSION SERVICE	CAPITAL ITEM	\$12,500.00

\* PREPAID ITEM

\*\* 80% FTA FUNDED

CITY BUS --- CLAIMS LISTING FOR  
DECEMBER 1, 2023 THROUGH DECEMBER 20, 2023

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

<b>CLAIM#</b>	<b>VENDOR NAME</b>	<b>CLAIM REASON</b>	<b>AMOUNT</b>
39138	LAFAYETTE AUTO SUPPLY	INVENTORY	\$1,071.45
39139	WINTEK	CONTRACTUAL SERVICE	\$937.50
39140	STAPLES	SUPPLIES	\$375.83
39141	THE STANDARD	INSURANCE	\$9,818.09
39142	CITY OF LAFAYETTE	UTILITIES	\$273.06
39143	COMCAST	UTILITIES	\$353.35
39146 **	BALTUS ELECTRONICS	CAPITAL ITEMS	\$818.08
39148	SUPERFLEET	CREDIT CARD - GASOLINE	\$2,067.99
39149	LEVEL365	UTILITIES	\$1,008.23
39150	FRONTIER	UTILITIES	\$352.54
39151	CINTAS	UNIFORMS-LEASED	\$519.58
39153	SPECTRIO	CONTRACTUAL SERVICE	\$145.05
39154	TRAPEZE	CONTRACTUAL SERVICE	\$199.58
39155	REPUBLIC	CONTRACTUAL SERVICE	\$166.40
39156	OLSTEN STAFFING	TEMP. EMPLOYMENT	\$11,492.43
39157 **	BEST ONE TIRE SVC	CAPITAL ITEM	\$8,651.64
39158	DUKE ENERGY	UTILITIES	\$8,481.85
39161	BEST, MATT	UNIFORM ALLOWANCE	\$47.94
39162	EHRMAN, ERIC	UNIFORM ALLOWANCE	\$100.00
39163	AL WARREN OIL CO	INVENTORY	\$1,576.00
39164	ALL STAR SECURITY SYSTEM	CONTRACTUAL SERVICES	\$675.00
39165 **	BEST ONE TIRE SVC	CAPITAL ITEM	\$1,631.57
39166	CHOSNEK, ED	CHILDCARE	\$157.25
39167	CINTAS	UNIFORMS-LEASED	\$484.58
39168	CSCHED	CONTRACTUAL SERVICES	\$1,162.50
39169	CULLIGAN	SUPPLIES	\$507.32
39170 **	DELL	CAPITAL ITEM	\$7,029.59
39171	DISA GLOBAL SOLUTIONS	CONTRACTUAL SERVICES	\$360.50
39172	EVERSIDE HEALTH	CONTRACTUAL SERVICES	\$9,620.25
39173	EXTERIOR VIEW	CONTRACTUAL SERVICES	\$1,647.30
39174 **	FAIRMOUNT DOOR CORP	CAPITAL ITEM	\$924.50
39175	FERRELLGAS	INVENTORY	\$31.50
39176	FRANCISCAN WORKING WELL	CONTRACTUAL SERVICES	\$195.00
39177 **	GILLIG	CAPITAL ITEM	\$3,856.28
39178 **	HIGHWAY SAFETY SERVICE	CAPITAL ITEM	\$4,213.00
39179	JOHN M ELLSWORTH	CONTRACTUAL SERVICES	\$745.29
39180	KEVIN VAN GORDER JANITORIAL	CUSTODIAL SERVICES	\$4,784.00
39181	KIRK AUTOMOTIVE	INVENTORY	\$2,356.88
39182	LH INDUSTRIAL SUPPLIES	INVENTORY	\$25.83
39183	LAFAYETTE ELECTRONIC SUPPLY	SUPPLIES	\$118.50
39184	LINDE GAS	INVENTORY	\$67.77
39185 **	LONG ELECTRIC	CAPITAL ITEM	\$380.72
39186	MIDWEST TRANSIT EQUIPMENT	INVENTORY	\$146.10
39187	NAPA	INVENTORY	\$5,161.68
39188	NEORIDE	MEMBERSHIP	\$8,000.00
39189	NEW BEGINNINGS EAP	EAP PROGRAM	\$306.00
39190	NORTH MECHANICAL	CONTRACTUAL SERVICES	\$687.00
39191	O'REILLY AUTO PARTS	SUPPLIES	\$25.64
39192	OTT EQUIPMENT SERVICE	CONTRACTUAL SERVICES	\$475.00
39193	QUILL	SUPPLIES	\$78.95
39194	SAFE HIRING SOLUTIONS	CONTRACTUAL SERVICES	\$95.75

\* PREPAID ITEM

\*\* 80% FTA FUNDED

CITY BUS --- CLAIMS LISTING FOR  
DECEMBER 1, 2023 THROUGH DECEMBER 20, 2023

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

<b>CLAIM#</b>	<b>VENDOR NAME</b>	<b>CLAIM REASON</b>	<b>AMOUNT</b>
39195	SELECTIVE INSURANCE	INSURANCE	\$646.00
39196	THE AFTERMARKET PARTS CO	INVENTORY	\$73.20
39197	NATIONAL GROUP	PRINTED MATERIAL	\$832.00
39198	TRAVELERS INSURANCE	INSURANCE	\$5,512.16
39199	WINTEK	CONTRACTUAL SERVICES	\$497.00
39200	CITY OF W LAFAYETTE	UTILITIES	\$127.20
39201	CENTERPOINT ENERGY	UTILITIES	\$4,874.77
39202	T-MOBILE	UTILITIES	\$1,061.25
39203	STANDARD	INSURANCE	\$1,019.40
39204	QUADIENT	SUPPLIES	\$109.50
39205	CITY OF LAFAYETTE	UTILITIES	\$2,104.28
39206	STAPLES	SUPPLIES	\$883.80
39207	AGAVE HR PARTNERS	CONTRACTUAL SERVICES	\$6,195.00
39208	PHOENIX PARAMEDICS SOLUTIONS	CONTRACTUAL SERVICES	\$150.00
39209 **	VEILLEUX CONCRETE & CUTTING	CAPITAL ITEM	\$15,000.00
39210	GWYN NEWSOME	CONTRACTUAL SERVICES	\$2,437.50
39211 **	HUSTON ELECTRIC	CAPITAL ITEM	\$12,240.00

**TOTAL: \$319,381.25**

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

39081	POWERGRID PARTERS	CONTRACTUAL SERVICES	\$21,600.00
39144	UNITED HEALTHCARE	INSURANCE	\$118,287.25
39145	CORPORATE PAYMENT SYSTEMS	CREDIT CARD	\$25,243.87
39147	NULL TANK LINES	INVENTORY	\$22,009.82
39152	CONSTELLATION	UTILITIES	\$24,815.01
39159 **	BRASCO INTERNATIONAL	CAPITAL ITEM	\$79,500.00
39160	GREGORY & APPEL	INSURANCE	\$133,678.00

**TOTAL: \$425,133.95**

**CLAIMS TOTAL: \$744,515.20**

\* PREPAID ITEM

\*\* 80% FTA FUNDED



**CEO REPORT TO GLPTC BOARD OF DIRECTORS**  
**MEETING DATE: DECEMBER 20, 2023**

**CEO**

The launch of the Comprehensive Operations Analysis project was a great success, well attended by over 90 people. We are going through the comments and questions received and will be incorporate them into the scope of work for a consultant firm that will be hired after the first of year.

Bryan Walck and I met with representatives from Purdue to discuss service in and around campus. We are looking at route modifications to meet ongoing changes on campus.

We have narrowed down a proposed location for the hydrogen fueling station to be located on site. Linde is responsible for creating the drawings for approval by the necessary officials. We are proposing the southwest corner of the property, directly west of the center bus entrance to the property.

I joined representatives from Bloomington Transit and IndyGo at the Indiana Environmental Conference in Indianapolis. We were asked to be panelists for a session on alternative fuels for transit.

InDOT has proposed removing the bridge overpass at Northwestern and Sagamore Parkway and replacing it with a T intersection. At the last Policy Committee meeting of the MPO, the committee agreed to postpone amending the TIP until it could be discussed further. I plan on working with the City of West Lafayette and APC on alternatives to this plan.

I attended a meeting of the Early Childhood Education and Care Coalition hosted by the First Lady of Purdue, Dr. Kei Hui. Representatives from more than a dozen major employers were in attendance, and the group agreed that there was need and interest for the Coalition to hire a full time employee (working through Ivy Tech) to focus on childcare, increasing the availability and affordability of childcare in our region.

**FINANCE**

- Updated the Internal Control document for the organization, which is required by the State Board of Accounts.
- After evaluation, selected Ramp as our new credit card platform, which provides free online expense management, reporting, GL posting, and usage credit. This is a better offering than other credit card providers. The team is currently setting up the system and testing the process.
- Q4 FTA grant drawdown processed.
- The team has been preparing for year-end matters.
- FleetNet system conversion timeline (to a mandatory on-line version) has been scheduled. The process has started with updating user information. The inventory items are under review and will be updated.

- Current PO box will be discontinued early next year. Contacts are being notified – the physical address will be the only address to use in the future.
- The team is completing several finance/accounting procedure updates.

## **HUMAN RESOURCES**

- Finalized open enrollments for all eligible employees.
- Hosted meetings with Equitable for our 475b benefits.
- Completed in-house workman's comp evaluation.
- Began taking applications for the Dr. Jon Fricker Memorial Transit Internship.
- Launched hiring campaign for the Bus Operator Training class beginning February 5, 2024.
- Began interviewing for the Utility position for the shop.
- Received training on the Keri Key System.

## **MAINTENANCE**

- Transmission received on bus 6002
- Heating and Fall suppression upgrade for paint prep area complete.
- Floor scrubber for the barn repairs completed.
- 1701 major heater repair almost complete.

## **OPERATIONS**

- Currently doing NTD ridership sampling for current week.
- Have given changes in Disciplinary Point Schedule to Bryan Smith to review. Finished up on this and will have in Paycom by the first of the year.
- Working directly with safety and my street supervisors to get CBC back to a clean safe place that the public will feel comfortable using.
- Have given out the Spring 2024 bid for drives to choose their routes.

## **CUSTOMER EXPERIENCE**

- The Dr. Jon D. Fricker Memorial Transit Internship has been launched and is currently accepting applications from interested students. Staff is honored to have this internship available to honor Dr. Fricker's legacy and further his dedication to effective transit and higher education.
- Bus stop amenity improvement projects throughout the service area are continuing at various stages of progress. New shelters have been delivered with installation timelines forthcoming.
- Updated system and individual route maps continue to be developed. Additionally, improvements and updates to the website continue through the planning stages with a launch date forthcoming.

## **SAFETY**

- Distributed the Space Heater Policy and conducted safety walkthrough to ensure compliance.
- Purchased 6 new office space heaters.
- Initiated actions to install CO2 detectors in the drivers lounge, Bay 1, and dispatch. This is in response to new conditions – New pullout procedure and new lounge location
- Received cut resistance undershirts for both street supervisors. This shirt will protect the “cardiac box” from slashing, stabbing, and some bullets. This came through the Safety Committee.
- Attended FTA Hours of Service and Fatigue Risk Management Webinar.

## **TRAINING**

- Building out training calendar for February 5<sup>th</sup>, 2024, New Operator Class. I am working on collaborating with all departments for advertising, recruiting, and interview planning.

**Payroll Total for Nov-23 \$ 928,481.09**

<b>Summary</b>	Pay Date 11/3/2023	Pay Date 11/17/2023	Board Members	Grand Total
Gross Wages	\$350,357.32	\$343,714.94	\$200.00	\$694,272.26
Employer Taxes	\$25,674.73	\$25,026.66		\$50,701.39
Employer Fringe Benerfits	\$94,152.55	\$89,354.89		\$183,507.44
<b>Total Payroll</b>	<b>\$470,184.60</b>	<b>\$458,096.49</b>	<b>\$200.00</b>	<b>\$928,481.09</b>

<b>Employer Details</b>	Pay Date 11/3/2023	Pay Date 11/17/2023	Total
<b>Employer Taxes:</b>			
FICA/Medicare	\$25,433.21	\$24,860.71	\$50,293.92
SUTA	241.52	165.95	407.47
	<b>\$25,674.73</b>	<b>\$25,026.66</b>	<b>\$50,701.39</b>
<b>Employer Fringe Benefits:</b>			
PERF Contributions	\$37,895.65	\$37,808.43	\$75,704.08
Health/Dental/Vision/Life	\$49,395.18	\$49,190.31	\$98,585.49
HAS Contributions	\$0.00	\$0.00	\$0.00
Other Fringes	\$6,861.72	\$2,356.15	\$9,217.87
	<b>\$94,152.55</b>	<b>\$89,354.89</b>	<b>\$183,507.44</b>



## REVENUE COMPARISON

**November 2023**

	November 2023	November 2022	% DIFF	YTD2023	YTD2022	YTD2023
<b>NON-CONTRACT REVENUE</b>						
CASH FARES	\$ 14,195.96	\$ 15,595.77	-8.98%	\$ 176,804.66	\$ 196,313.12	-9.94%
TOKENS	1,002.39	4,747.50	-78.89%	20,929.39	22,043.00	-5.05%
REGULAR PASS	10,668.00	17,896.00	-40.39%	137,712.50	144,062.50	-4.41%
DAY PASS	2,511.50	3,004.00	-16.39%	33,779.50	25,998.00	29.93%
ELDERLY/DISABLED	2,298.00	2,554.00	-10.02%	25,260.00	26,111.25	-3.26%
YOUTH PASS	-	-	0.00%	-	440.00	-100.00%
<b>TOTAL NON-CONTRACT</b>	<b>\$ 30,675.85</b>	<b>\$ 43,797.27</b>	<b>-29.96%</b>	<b>\$ 394,486.05</b>	<b>\$ 414,967.87</b>	<b>-4.94%</b>
<b>TOTAL WITH ACCESS</b>	<b>\$ 39,419.71</b>	<b>\$ 49,730.96</b>	<b>-20.73%</b>	<b>\$ 473,989.28</b>	<b>\$ 483,532.10</b>	<b>-1.97%</b>
<b>CONTRACT REVENUE</b>						
CAMPUS	\$ -	\$ 231,189.16	-100.00%	\$ 1,007,806.94	\$ 1,877,698.74	-46.33%
IVY TECH	-	-	0.00%	15,000.00	15,000.00	0.00%
WLSC	-	-	0.00%	-	79,990.90	-100.00%
APARTMENTS	85,516.00	57,261.78	49.34%	791,030.35	628,814.31	25.80%
WABASH NATIONAL	-	-	0.00%	-	-	0.00%
TRIPPERS	-	-	0.00%	-	-	0.00%
SUPPLEMENTAL SVC.	-	-	0.00%	-	-	0.00%
<b>TOTAL CONTRACT</b>	<b>\$ 85,516.00</b>	<b>\$ 288,450.94</b>	<b>-70.35%</b>	<b>\$ 1,813,837.29</b>	<b>\$ 2,601,503.95</b>	<b>-30.28%</b>
<b>AUXILIARY REVENUE</b>						
EXTERIOR ADVER.	\$ 4,916.67	\$ 12,700.04	-61.29%	\$ 190,883.09	\$ 214,998.64	-11.22%
MISC / CONCESSIONS	6,525.00	11,450.31	-43.01%	77,065.99	430,628.51	-82.10%
<b>TOTAL AUXILIARY</b>	<b>\$ 11,441.67</b>	<b>\$ 24,150.35</b>	<b>-52.62%</b>	<b>\$ 267,949.08</b>	<b>\$ 645,627.15</b>	<b>-58.50%</b>
<b>INTEREST REVENUE</b>						
INTEREST	\$ 40,604.65	\$ 10,501.91	286.64%	\$ 320,574.85	\$ 52,521.86	510.36%
	<b>\$ 40,604.65</b>	<b>\$ 10,501.91</b>	<b>286.64%</b>	<b>\$ 320,574.85</b>	<b>\$ 52,521.86</b>	<b>510.36%</b>
<b>TOTAL REVENUE WITHOUT ACCESS</b>						
	November 2023	November 2022	% DIFF	YTD2023	YTD2022	YTD2023
NON-CONTRACT	\$ 30,675.85	\$ 43,797.27	-29.96%	\$ 394,486.05	\$ 414,967.87	-4.94%
CONTRACT	85,516.00	288,450.94	-70.35%	1,813,837.29	2,601,503.95	-30.28%
AUXILIARY	11,441.67	24,150.35	-52.62%	267,949.08	645,627.15	-58.50%
INTEREST	40,604.65	10,501.91	286.64%	320,574.85	52,521.86	510.36%
	<b>\$ 168,238.17</b>	<b>\$ 366,900.47</b>	<b>-54.15%</b>	<b>\$ 2,796,847.27</b>	<b>\$ 3,714,620.83</b>	<b>-24.71%</b>
<b>TOTAL REVENUE WITH ACCESS</b>						
	November 2023	November 2022	% DIFF	YTD2023	YTD2022	YTD2023
ALL SOURCES	\$ 168,238.17	\$ 366,900.47	-54.15%	\$ 2,796,847.27	\$ 3,714,620.83	-24.71%
ACCESS	8,743.86	5,933.69	47.36%	79,503.23	68,564.23	15.95%
<b>TOTAL REVENUE</b>	<b>\$ 176,982.03</b>	<b>\$ 372,834.16</b>	<b>-52.53%</b>	<b>\$ 2,876,350.50</b>	<b>\$ 3,783,185.06</b>	<b>-23.97%</b>



Nov 2023

**EXPENDITURES TO DATE AND REMAINING BUDGET**

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

Budget to date 91.7%

	BUDGET FY2023	Budget to Date	Expenditures to Date	Expenditures to Date %	Remaining Budget
<b>PERSONNEL</b>					
Operator Wages	5,580,833	5,115,764	5,442,092	97.5%	138,742
Administrative Wages	1,911,253	1,751,982	1,397,877	73.1%	513,377
Maintenance Wages	864,809	792,741	696,621	80.6%	168,188
FICA	639,302	586,027	566,210	88.6%	73,093
PERF	919,258	842,654	823,488	89.6%	95,771
Life & Health Insurance	2,173,302	1,992,194	1,390,359	64.0%	782,943
Unemployment Insurance	70,000	64,167	24,456	34.9%	45,544
Work Comp Insurance	79,439	72,819	88,861	111.9%	(9,423)
Uniform Rental and Cleaning	54,958	50,378	39,388	71.7%	15,569
Tool Allowance/Fringe Benefits	51,251	46,980	111,620	217.8%	(60,369)
Affordable Care Act Fees	-	-	-	0.0%	-
	<b>12,344,406</b>	<b>11,315,706</b>	<b>10,580,972</b>	<b>85.7%</b>	<b>1,763,434</b>
<b>COMMODITIES</b>					
Diesel Fuel	247,734	227,090	161,836	65.3%	85,899
Natural Gas Fuel	563,509	516,550	382,916	68.0%	180,593
Gasoline	26,945	24,700	21,000	77.9%	5,946
Oil & Antifreeze	47,278	43,338	38,678	81.8%	8,600
Repair Parts, Revenue Vehicles	452,600	414,884	305,668	67.5%	146,932
Repair Parts, Fixed Equipment	10,000	9,167	155	1.5%	9,845
Tires and Batteries	13,621	12,486	15,419	113.2%	(1,798)
Cleaning Supplies	26,789	24,557	20,770	77.5%	6,019
Building Materials	7,500	6,875	14,364	191.5%	(6,864)
Postage & Freight	5,500	5,042	5,510	100.2%	(10)
Office Supplies	20,000	18,333	25,357	126.8%	(5,357)
Other Materials, General Business	121,672	111,532	95,818	78.8%	25,854
Other Materials, Billable	30,000	27,500	833	2.8%	29,167
Other Materials, Maintenance	10,000	9,167	4,013	40.1%	5,987
	<b>1,583,149</b>	<b>1,451,220</b>	<b>1,092,336</b>	<b>69.0%</b>	<b>490,812</b>
<b>SERVICES &amp; CHARGES</b>					
Attorney & Audit	150,000	137,500	72,613	48.4%	77,387
Contract Maintenance	506,440	464,237	395,665	78.1%	110,775
Custodial Services	66,557	61,011	46,932	70.5%	19,625
Contractual Services	400,000	366,667	351,024	87.8%	48,976
Utilities, Telephone	8,026	7,357	8,693	108.3%	(667)
Utility Expense, Electric	73,249	67,145	61,113	83.4%	12,136
Utility Expense, Water & Sewage	49,346	45,234	27,510	55.7%	21,836
Utilities, Natural Gas Heat	75,000	68,750	43,429	57.9%	31,571
Advertising & Promotions	120,000	110,000	85,945	71.6%	34,055
Exterior Advertising	45,000	41,250	9,030	20.1%	35,970
Printing	20,000	18,333	2,239	11.2%	17,761
Advertising Fees (Legal Ads)	5,540	5,078	348	6.3%	5,192
Dues & Subscriptions	45,385	41,603	32,534	71.7%	12,852
Travel & Meeting Expenses	87,213	79,945	63,894	73.3%	23,319
Premium on PL & PD	650,000	595,833	560,765	86.3%	89,235
Payouts PL & PD	103,320	94,710	117,333	113.6%	(14,013)
Recovery/physical Damage		-	(115,609)	0.0%	115,609
Other Corporate Ins	106,422	97,553	45,011	42.3%	61,411
Vehicle Registration	750	688	150	20.0%	600
Interest - Short Term	-	-	-	0.0%	-
Bad Debt Expense	800	733	18,195	2274.4%	(17,395)
Misc. Expense		-	16,928	0.0%	(16,928)
Cash (over)/short		-	(20)	0.0%	20
	<b>2,513,049</b>	<b>2,303,628</b>	<b>1,843,721</b>	<b>73.4%</b>	<b>669,328</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>16,440,604</b>	<b>15,070,553</b>	<b>13,517,030</b>	<b>82.2%</b>	<b>2,923,574</b>



November 2023

Route	RouteName	Passengers	Total Miles	Total Hours	P/Mi	%DIFF FROM 22	P/Hrs	%DIFF FROM 22
1A	Market Square	19,605	13,618.28	1,032.48	1.44	14.48%	18.99	1.40%
1B	Salisbury	36,231	9,798.30	826.56	3.70	2.79%	43.83	15.03%
2A	Schuyler Ave	7,064	3,696.71	296.31	1.91	30.71%	23.84	-1.21%
2B	Union St	5,893	3,693.61	325.65	1.60	9.68%	18.10	2.01%
3	Lafayette Square	12,055	10,752.30	751.61	1.12	11.90%	16.04	10.51%
4A	Tippecanoe Mall	12,553	6,242.76	589.88	2.01	18.24%	21.28	-1.26%
4B	Purdue West	83,242	11,324.03	856.83	7.35	51.17%	97.15	-1.16%
5	Happy Hollow	17,270	7,170.06	524.77	2.41	20.76%	32.91	1.61%
6A	Fourth St	14,631	11,477.32	715.61	1.27	-3.44%	20.45	3.59%
6B	South 9th	4,280	4,495.76	319.58	0.95	-24.59%	13.39	-4.42%
7	South St	16,296	9,142.29	754.62	1.78	-2.77%	21.59	2.99%
8	Klondike Express	10,717	7,022.80	474.76	1.53	-8.18%	22.57	5.92%
9	Park East	2,570	4,522.93	308.93	0.57	-5.81%	8.32	0.10%
10	Northwestern	26,254	6,957.73	585.96	3.77	37.09%	44.81	7.48%
23	Connector	21,935	8,984.97	761.04	2.44	16.07%	28.82	57.19%
Others	Others	760			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Sub Total:</b>		<b>291,356</b>	<b>118,899.85</b>	<b>9,124.59</b>	<b>2.45</b>	<b>18.59%</b>	<b>31.93</b>	<b>6.58%</b>
13	Silver Loop	40,174	4,397.73	624.71	9.14	0.93%	64.31	0.95%
14	Black Loop	1,211	1,016.58	115.32	1.19	-77.38%	10.50	-83.15%
15	Tower Acres	29,904	4,956.24	624.52	6.03	266.05%	47.88	60.65%
20	South Campus Loop	1,063	1,622.35	207.51	0.66	-60.25%	5.12	-46.62%
28	Gold Loop	17,698	3,442.76	429.15	5.14	36.53%	41.24	-17.45%
<b>Sub Total:</b>		<b>90,050</b>	<b>15,435.66</b>	<b>2,001.21</b>	<b>5.83</b>	<b>14.99%</b>	<b>45.00</b>	<b>-9.52%</b>
21A	Lark & Alight	20,595	6,123.19	445.35	3.36	-27.66%	46.24	-4.16%
24	Redpoint	7,153	4,115.52	224.42	1.74	43.34%	31.87	-10.40%
35	Lindberg Express	31,160	7,428.98	607.19	4.19	17.93%	51.32	0.00%
<b>Sub Total:</b>		<b>58,908</b>	<b>17,667.69</b>	<b>1,276.96</b>	<b>3.33</b>	<b>-0.26%</b>	<b>46.13</b>	<b>-3.43%</b>
<b>MB Total:</b>		<b>440,314</b>	<b>152,003</b>	<b>12,403</b>	<b>2.90</b>	<b>11.58%</b>	<b>35.50</b>	<b>10.27%</b>
DR	ACCESS/FLEX	3,060	15,207	1,160	0.20	-0.64%	2.64	-1.42%
<b>Demand Response Total:</b>		<b>3,060</b>	<b>15,207</b>	<b>1,160</b>	<b>0.20</b>	<b>-0.64%</b>	<b>2.64</b>	<b>-1.42%</b>
<b>Grand Total:</b>		<b>443,374</b>	<b>167,210</b>	<b>13,563</b>	<b>2.65</b>	<b>12.24%</b>	<b>32.69</b>	<b>10.92%</b>

**November 2023**

Route	RouteName	Passengers
1A	Market Square	19,605
1B	Salisbury	36,231
2A	Schuyler Ave	7,064
2B	Union St	5,893
3	Lafayette Square	12,055
4A	Tippecanoe Mall	12,553
4B	Purdue West	83,242
5	Happy Hollow	17,270
6A	Fourth St	14,631
6B	South 9th	4,280
7	South St	16,296
8	Klondike Express	10,717
9	Park East	2,570
10	Northwestern	26,254
23	Connector	21,935
Others	Others	760
<b>Sub Total:</b>		<b>291,356</b>

13	Silver Loop	40,174
14	Black Loop	1,211
15	Tower Acres	29,904
20	South Campus Loop	1,063
28	Gold Loop	17,698
<b>Sub Total:</b>		<b>90,050</b>

21A	Lark & Alight	20,595
24	Redpoint	7,153
35	Lindberg Express	31,160
<b>Sub Total:</b>		<b>58,908</b>

<b>MB Total:</b>		<b>440,314</b>
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DR	ACCESS/FLEX	3,060
<b>Demand Response Total:</b>		<b>3,060</b>

<b>Grand Total:</b>		<b>443,374</b>
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**November 2022**

	RouteName	Passengers
1A	Market Square	17,027
1B	Salisbury	34,231
2A	Schuyler Ave	5,358
2B	Union St	5,284
3	Lafayette Square	9,865
4A	Tippecanoe Mall	10,577
4B	Purdue West	55,716
5	Happy Hollow	15,232
6A	Fourth St	14,924
6B	South 9th	5,470
7	South St	15,847
8	Klondike Express	9,665
9	Park East	2,728
10	Northwestern	19,100
23	Connector	12,110
Others	Others	0
<b>Sub Total:</b>		<b>233,134</b>

13	Silver Loop	39,568
15	Tower Acres	30,464
17	Ross Ade	5,909
28	Gold Loop	17,928
<b>Sub Total:</b>		<b>93,869</b>

21A	Lark & Alight	29,483
24	Redpoint	5,648
35	Lindberg Express	27,270
<b>Sub Total:</b>		<b>62,401</b>

<b>MB Total:</b>		<b>389,404</b>
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DR	ACCESS/FLEX	3,287
<b>Demand Response Total:</b>		<b>3,287</b>

<b>Grand Total:</b>		<b>392,691</b>
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# OPERATIONS REPORT

Nov-23

	2023 MONTH	2022 MONTH	2023 YTD	2022 YTD
MILES	167,210	166,903	1,701,439	1,688,078
PAID HOURS	17,621	13,019	170,174	131,484

	2023	2022	YTD 2023	YTD 2022	% DIFF MO	% DIFF YTD
ACCIDENTS	3	4	44	35	-25.00%	25.71%
PER 100,000 MILES	1.79	2.40	2.59	2.07	-25.14%	24.73%
PREVENTABLE	2	2	25	24	0.00%	4.17%
PER 100,000 MILES	1.20	1.20	1.47	1.42	-0.18%	3.35%
NON-PREVENTABLE	1	2	19	11	-50.00%	72.73%
PER 100,000 MILES	0.60	1.20	1.12	0.65	-50.09%	71.37%
OVERTIME IN HOURS	3,551	3,979	29,198	26,202	-10.76%	11.44%
% OF OVERTIME HOURS	20.2%	30.6%	17.2%	19.9%	-34.06%	-13.90%
SAFETY MEETINGS	1	2	8	10		

NO PAY HOURS: 390.62

**ROADCALLS 2023**

		23	22	% DIFF
MECHANICAL		6	2	▲ 150.00%
OTHER		0	0	#DIV/0!
DELAYS		0	0	#DIV/0!
TOTAL-MONTH		6	2	▲ 150.00%
TOTAL-YTD		26	8	▼ 40.63%

BUS#	LOCATION	PROBLEM	TIME	DATE	MECH OR OTHER
4007		Hose		11/1/2023	M
8003		Hose		11/4/2023	M
5006		Water Pump		11/6/2023	M
4006		Marine Pump		11/11/2023	M
7001		Air Spring		11/12/2023	M
445		Heater Line		11/15/2023	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	3,745	4,621	▲ -18.96%	\$4.1200	\$5.5000	▲ -\$1.3800
NOV	3,248	4,067	▲ -20.14%	\$4.3800	\$5.0600	▲ -\$0.6800
DEC			#DIV/0!			▲ \$0.0000
TOTAL	48,304	45,759	▲ 5.56%	\$33.8860	\$44.2300	▲ -\$10.3440

**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	2,271	2,275	▲ -0.1758%
NOV	1,740	2,215	▼ -21.4447%
DEC			#DIV/0!
TOTAL	24,183	23,706	▲ 2.0121%

**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	40,268	42,158	▲ -4.4831%
NOV	37,448	40,393	▲ -7.2909%
DEC			#DIV/0!
TOTAL	362,329	411,246	▲ -11.8948%