



Green Mountain Transit Board of Commissioners Meeting
May 16, 2023 – 7:30 a.m.
101 Queen City Road, Burlington VT 05401

The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit-oriented development, and enhance the quality of life for all.

Attendees may join in-person or remotely via Zoom.

To join the meeting via Zoom:

Video Conferencing: <https://us02web.zoom.us/j/89305968523>

Audio Only: (646)-558-8656

Meeting ID: 893 0596 8523

- 7:30 a.m. 1. Open Meeting
- 7:31 a.m. 2. Adjustment of the Agenda
- 7:33 a.m. 3. Public Comment
- 7:35 a.m. 4. Consent Agenda (Action Item)
- a. [April 18, 2023, Board Meeting Minutes](#) **Pages 3-7**
 - b. Finance Report **Pages 8-19**
 - c. Check Register **Pages 20-25**
 - d. Planning, Marketing and Public Affairs Report **Pages 26-29**
 - e. Ridership Reports **Pages 30-34**
 - f. Grants and Capital Projects **Pages 35-37**
- 7:45 a.m. 5. **Action:** Title VI Program Review and Approval **Pages 38-75**
- 8:05 a.m. 6. VTrans Update
- 8:15 a.m. 7. General Manager's Report
- 8:20 a.m. 12. Committee Reports



- 8:30 a.m. 13. **Review:** Plan to Consider and Adjust Fares
- 8:40 a.m. 14. **Discussion:** Board Retreat in September
- 8:50 a.m. 15. **Training:** Planning Rides on Website and Transit App
- 9:05 a.m. 16. Executive Session to Discuss Labor Contracts
- 9:25 a.m. 17. Board of Commissioner Comments
- 9:30 a.m. 18. Adjourn

Next GMT Board of Commissioners Meeting Date: June 20, 2023

NOTES

- Persons with disabilities who require assistance or special arrangements to participate in programs or activities are encouraged to contact Jamie Smith at 802-540-1098 at least 48 hours in advance so that proper arrangements can be made. Hearing disabled patrons can contact GMT through the Vermont Relay Service (711).
- Free transportation to and from GMT Board Meetings is available within the GMT service area. To make advance arrangements, please call GMT's Customer Service Representatives at 802-540-2468.



Green Mountain Transit Board of Commissioners Meeting Minutes
April 18, 2023 | 7:30 a.m.
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The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit-oriented development, and enhance the quality of life for all.

Present:

Commissioner Austin Davis, Winooski
Commissioner Paul Bohne, Essex Town
Commissioner Phil Pouech, Hinesburg
Alt. Commissioner Tom Derenthal, Burlington
Commissioner Bob Buermann, Grand Isle County
Commissioner Denis Barton, Shelburne
Alt. Commissioner Chapin Kaynor, Williston
Commissioner Catherine Dimitruk, Franklin County
Commissioner Henry Bonges, Milton
Commissioner Andrew Brown, City of Essex Junction
Commissioner Tasha Wallis, Lamoille County
Commissioner Amy Brewer, Williston
Commissioner Christian Meyer, Washington County
Commissioner Chapin Spencer, Burlington
Commissioner Matt Cota, South Burlington
Clayton Clark, General Manager
Jamie Smith, Dir. of Planning and Marketing
Tim Bradshaw, Director of Rural Operations
Stephanie Reid, Director of Human Resources
Tammy Masse, Controller
Nick Foss, Director of Finance
Debbie Coppola, Controller
Chris Damiani, Senior Transit Planner
Jon Moore, Assistant General Manager
Ross MacDonald, VTrans
Ed Adrian, Legal Counsel

Members of the Public:

Jake Hemmerick, Barre City Mayor



41 Michael Boutin, Barre City
42 Michael Deering, Barre City
43 Teddy Waszazak, Barre City
44 Samm Stockwell (Barre)
45 David Delcore (Barre)
46 Emel Cambel (Barre)
47 Jesse Rosado, (Barre)
48 Nicolas Storellicastro (Barre)

49

50 **Open Meeting**

51 Chair Davis opened the meeting at 7:31 AM.

52

53 **Adjustment of the Agenda**

54 None

55

56 **Public Comment**

57 Jesse Rosado gave a public comment about the return of service to Barre
58 City.

59

60 **Consent Agenda (Action Item)**

61 Commissioner Bohne made a motion to approve, Commissioner Dimitruk
62 seconded. All were in favor and the motion carried.

63

64 **Discussion: Barre City Council**

65 Mayor Hemmerick addressed the Board of Commissioners about the issue of
66 service reductions in Barre City noting that 15% of Barre City residents live
67 without a car. Mayor Hemmerick expressed interest in finding a path forward
68 together.

69

70 Barre City would like GMT to provide financial information for the
71 municipalities, and information on joining the Authority as a member
72 community.

73

74 Chair Davis and GM Clark addressed Mayor Hemmerick's questions and
75 committed to providing information and weekly updates to Barre City.

76

77 **VTrans Update**

78 Ross MacDonald spoke about the investments from the state, including a
79 microtransit service in Barre.

80



VTrans submitted the Low-No grant application last week which consisted entirely of 17 large battery electric vehicles for GMT. VTrans was able to provide a letter of assurance that the vehicles could be allocated to other providers if GMT was unable to use them in Chittenden County.

Ross also gave an overview of Legislative testimony and said VTrans looks forward to moving forward with updated fare policies and fare restoration.

General Manager's Report

Talked about the increased capacity

Committee Reports

Finance: Commissioner Bohne reported the committee met to discuss the rebalancing of ADA assessments and the State Grant application. The Committee will continue to discuss ADA Assessments at the May meeting and noted that there may be an issue due to Charter language.

Chair Davis acknowledged that there are likely several Charter amendments that need to be made and asked Commissioners to provide feedback and ideas via email for future conversation.

Strategy: Commissioner Buermann reported the committee discussed the recent strategic plan and the need for a Board retreat focused on the 2. 5. 10-year vision for GMT.

JEDI: GM Clark reported the committee met to discuss employee engagement and the potential need for a DEI position on staff. Chair Davis said the CCRPC just hired a person to focus on DEI and GMT should reach out to see if there are ways to partner.

Action: State Grant Application

Director Kimball gave an overview of the state grant application.

Commissioner Dimitruk asked how the application addressed resolving LINK Express service to Franklin County, St. Albans microtransit follow-up, and how was the equity screen conducted. Commissioner Brewer expressed support for the equity screen.



Director Smith noted that Franklin County connectivity and St. Albans microtransit were both included in the planning section of the application and would be a focus for FY24.

Commissioner Bohne made a motion to approve the State Grant Application as presented, Commissioner Wallis seconded. All were in favor and the motion carried.

Discussion: Genfare Link Fare System Overview

Director Smith gave an overview of the Genfare Link system, noting that GMT doesn't yet have the answers to every question. Director Smith also gave an overview of meetings with CDTA (Albany) and Vermont Foodbank. Staff is committed to finding a path forward that has the least amount of impact on riders.

Discussion: Fair Fares

GM Clark gave an update on the legislative process. GM Clark also talked about the internal work being conducted, including the fair fare kick-off retreat.

Executive Session to Discuss Litigation

Commissioner Brewer made a motion to enter executive session and invited in GM Clark, Director Smith, Director Reid and Ed Adrian, Commissioner Pouech seconded. All were in favor and the motion carried. The Board entered executive session at 9:24AM.

Commissioner Dimitruk made a motion to exit executive session, Commissioner Barton seconded. All were in favor and the Board exited executive session at 9:32Am with not action taken.

Commissioner Dimitruk made a motion to accept the settlement agreement between GMT and Pamela Delphia in the amount of \$10,000 for full release, Commissioner Brewer seconded. All were in favor and the motion carried.

Board of Commissioner Comments

Commissioner Barton found a replacement for his role on the board, Susan Grasso. Susan is an active community member focused on transportation and intermodal connection. Commissioner Barton will officially resign from the board as of May 1, 2023.



159 Commissioner Brewer talked about recent bus riding adventures with a friend
160 and their kids. So far, the experience has been easy and very positive!

161

162 Commissioner Bohne recognized Commissioner Barton's contribution to the
163 board and to policy and procedure that still exist today. Many others offered
164 well-wishes to Commissioner Barton!

165

166 **Adjourn**

167 Commissioner Bohne made a motion to adjourn, Commissioner Wallis
168 seconded. All were in favor and the meeting ended at 9:37AM.

To: Finance Committee (FC)

From: Nick Foss, Director of Finance
Debbie Coppola, Controller
Tammy Masse, Controller

Date: May 8, 2023

RE: Finance/Grants/Capital Projects

The Finance Department's primary objective is to provide accurate, useful, and timely financial reporting, as well as fiscal management and stewardship of assets to GMT, its management, and stakeholders.

The following is a summary of department updates and projects of focus:

- **Staffing Update:**

- **Vicki Carleton** is retiring from the Broker Services Department after close to 5 years at GMT. Staff wishes Vicki a happy retirement and thank her for her many years of service to the Authority.

- *All open GMT position can be found [HERE](#)*

- **ADA Assessment Study Update:** The committee will pick up this topic where it left off at its June meeting, which will include an updated presentation from Mr. Falbel blending both proposed ADA and updated fixed route assessments.
- **SEVT Fareboxes:** GMT received 14 fareboxes from SEVT recently, which has alleviated a small portion of the capital investment needed to reimplement fares in the urban division. GMT will reimburse SEVT for the book value of its local contribution to the fareboxes.
- **Medicaid Audit:** The Department of Vermont Health Access (DVHA) will be on-site at GMT headquarters Friday afternoon to perform an audit of GMT's Medicaid program. Staff have been told that the focus will be primarily on record retention and compliance.
- **FY23 Audit Schedule:** Staff has coordinated with its external auditors RHR Smith & Co. to schedule the FY23 Single Audit which will occur as follows:
 - **Pre-Audit: May 1st – 5th**
 - The pre-audit is off to a fantastic start and staff did a great job compiling the auditors' requests. Miranda MacDonald of RHR Smith

was on-site two days this past week to review and test, as well as interview staff.

- Staff will also be participating in a internal controls review with the auditor to review updated best practices and receive feedback on current GMT practices.

➤ **Single Audit: October 23rd – 27th**

• **Investment Portfolio Update:**

Figure 1

| <i>Portfolio as of 4/30/23</i> | | | |
|---|-------------------|---------------------|-----------------------|
| | Cost Basis | Market Value | Maturity Value |
| U.S. Treasury Bill Due 7/31/23 | \$ 993,698 | \$ 1,006,729 | \$ 1,017,000 |
| U.S. Treasury Bill Due 9/7/23 | \$ 998,737 | \$ 1,006,130 | \$ 1,024,000 |
| U.S. Treasury Bill Due 5/9/23 | \$ 1,003,989 | \$ 1,006,050 | \$ 1,007,000 |
| | | | |
| Portfolio Market Value | \$ 3,018,910 | | |
| Total Money Market Value | \$ 677 | | |
| Total Investments: | \$ 3,019,587 | | |
| | | | |
| Investment Returns Since Inception*: | \$ 40,316 | | |
| <i>*Portfolio inception date is 1/11/23</i> | | | |

• **Budget Development Tracker:**

- ❖ **FY23 Capital Budget Adjustment (#1)** - Approved by BOC on 8/16/22.
- ❖ **FY23 Capital Budget Adjustment (#2)** – Approved by BOC on 11/15/22.
- ❖ **FY24 Capital Budget** - Approved by BOC on 9/20/22.
- ❖ **FY23 Operating Budget Adjustment** – Approved by BOC on 10/18/22.
- ❖ **FY24 Operating Budget:** - Approved by BOC on 1/17/23.
- ❖ **FY24 Proposed Operating Budget Adjustment** – Target Date Sept./Oct.
- ❖ **FY24 Proposed Capital Budget Adjustment** – Target Date Sept./Oct.

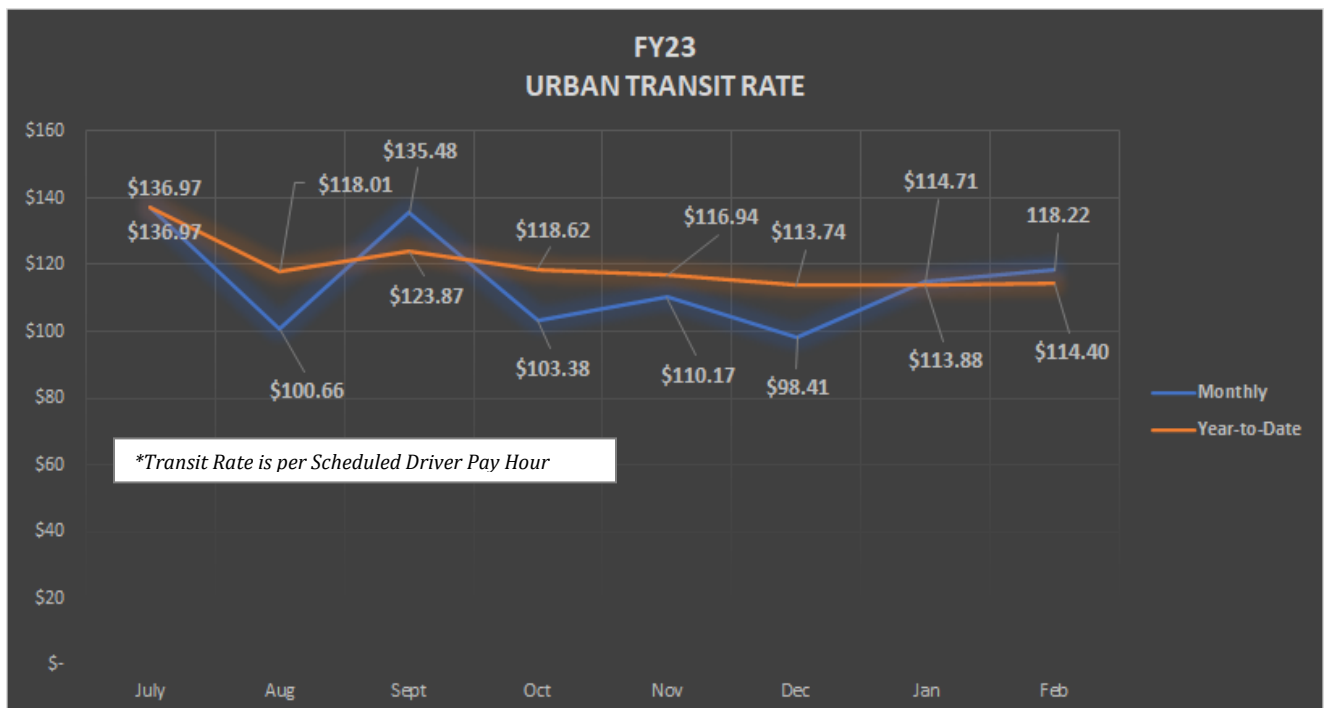
Transit Rate (Operating Cost) Update:

Each month the Finance Department will provide updates on the Authority's transit rates, which measures the operating costs associated with providing a distinct measurement unit of service. It is important to note that GMT's two systems (urban/rural) use different measurements for unit cost. The rural system uses a per vehicle hour (*actual time on-road*) measure, while the urban system utilizes scheduled driver payroll hours.

The **urban transit rate** increased roughly 3% to \$118.22 in February (see Figure 2). The increase was primarily the result of a decrease in operating leverage, as scheduled payroll hours decreased more than operating expenses. As a result, the year-to-date rate rose slightly to \$114.40. Staff has updated its forecast and now projects the year-to-date rate to end the year in the \$110 - \$115. This is an increase from staff's previous forecast of \$110.

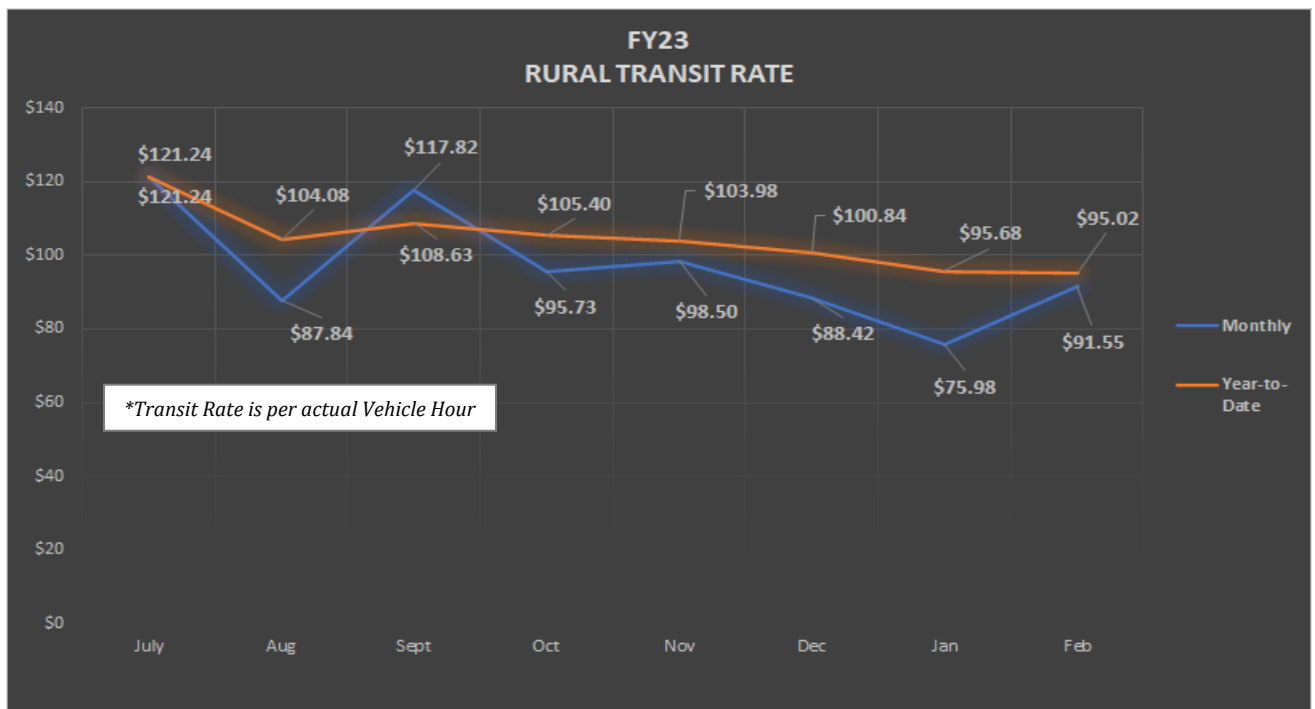
Please remember, the monthly rate tends to be quite volatile because of one-time costs, and the timing of payrolls (*September is a good example*). Therefore, staff relies heavily on other measures, such as the year-to-date rate (**Orange Line**), or other time periods, to help smooth out these effects and provide additional insight into where the rate is trending and why.

Figure 2



The **rural transit rate** (see Figure 3) increased dramatically in February rising almost 21% from \$75.98 to \$91.55. Like the urban division, the increase in rate resulted from a loss in operating leverage. However, the rural system, unlike its urban counterpart, saw an increase in total operating expenses despite a decrease in recorded service hours. This is atypical, as less service usually means less expenses. Looking at the data, expenses were up roughly \$45K month-over-month, with roughly ½ of the increase coming from wage-related expenses and the other ½ from increase in maintenance costs. Despite the jump in the monthly rate, the year-to-date figure moved slightly downward, as July's results (\$121.24 rate – including operator bonuses) continue to be amortized out. Staff maintains its guidance for the year-to-date rate to end the year in the \$95 - \$100 range.

Figure 3



Medicaid Financial Update:

As reflected in Figure 4, GMT's NEMT program is currently operating at a pro forma loss of roughly **\$278.9K** for the year, however, please note this includes roughly \$48.3K in escrow payments from activity in FY22. This represents a 23% increase over January and is largely the result of the upward shift in the rural transit rate in February. Net margin worsened by roughly 180 basis points (1.8%) and the current

loss run rate increased to roughly \$34.9K/month. If this loss run rate remains stable the program is estimated to lose roughly \$418.4K by the end of the year.

To tackle these losses, which are being felt by all Medicaid partners across the state, the legislature has awarded VPTA \$1.7M in additional funding. This funding is already being distributed and should help offset the majority of the projected loss.

Figure 4

| FY23 Medicaid Profitability Analysis | |
|--------------------------------------|--------------------|
| PRO FORMA | |
| As of February 28, 2023 | |
| | <u>Totals</u> |
| <u>Revenue:</u> | |
| PMPW Revenue* | \$1,101,154 |
| <u>Expenses:</u> | |
| Operating Costs | \$1,069,533 |
| General & Administrative | <u>\$310,527</u> |
| Total: | \$1,380,060 |
| Profit/(Loss): | (\$278,906) |
| Net Margin: | -25.3% |
| *Includes prior year escrow payments | |

Retirement Committee Update:

Retirement Committee (RC) meetings are held quarterly. The last meeting was held on February 9th at 12 p.m.

Retirement Committee Minutes can be found [HERE](#).

Financial Snapshot:

As of **February 28, 2023**, the **Authority** has a **total operating surplus** of roughly **\$65.1K** and **negative change in net assets** of roughly **\$1.35M**.

The operating result between systems is the following:

- ❖ Urban System = **+\$5.6K Operating Surplus/- \$1.64M Change in Net Assets**
 ➡ Because the Urban grant billing process is based on reimbursement, large operating surpluses, or deficits (unless grant funding ran out) should not be reported. The current result provides a positive check that GMT's grant billing and accounting processes are accurate and dependable.

➡ The Authority's urban net assets continue to be negative in February due to a lack of fixed asset investment year-to-date. The urban division has recognized roughly \$1.8M in depreciation expense year-to-date, offset by a little less than \$32K in fixed asset investment. After receiving an update on GMT's vehicle delivery schedule, staff's forecast for fixed investment of roughly \$1.6M is now unlikely. This change in guidance will result in a sizeable detraction in the urban division's equity in capital assets for FY23.

❖ Rural System = **+\$59.6K Operating Surplus/+\$291.7K Change in Net Assets**

➡ The switch to a surplus this month is the combined effort of (1) improving financial results in GMT's Medicaid (NEMT) program and (2) sufficient funding in GMT's 5311 program. GMT received enough rural federal and state funding this fiscal year to more than cover its costs, which is allowing for a majority of GMT's local and operating revenues to drop to the bottom line and absorb the losses resulting from GMT's Medicaid program.

➡ The Authority's rural net assets continue to be positive in February due to a higher level of net fixed asset investment year-to-date. GMT has capitalized roughly \$665.3K in fixed assets year-to-date, which exceeds its depreciation expense of a little more than \$489K.



| | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural |
|---|-----------------------------|-------------|--------------|--------------------------------------|-------------|--------------|-----------------|---------|----------|--------------|-------------|
| BENCHMARK = 66.7% | Current Fiscal Year To Date | | | FY23 ADJ BUDGET (Approved Oct. 2022) | | | Budget Variance | | | PYTD 2022 | |
| REVENUES | | | | | | | | | | | |
| FEDERAL, STATE AND LOCAL REVENUE | | | | | | | | | | | |
| Municipal Member Assessments | \$1,676,397 | | \$1,676,397 | \$2,514,596 | | \$2,514,596 | 66.7% | 0.0% | 66.7% | \$1,669,069 | |
| Municipal Paratransit Assessments | \$528,807 | | \$528,807 | \$793,210 | | \$793,210 | 66.7% | 0.0% | 66.7% | \$455,349 | |
| Local Operating Assistance | \$36,047 | \$359,595 | \$395,643 | \$53,791 | \$500,375 | \$554,166 | 67.0% | 71.9% | 71.4% | \$36,277 | \$286,260 |
| Federal Urban Formula Grant | \$3,835,296 | | \$3,835,296 | \$6,721,601 | | \$6,721,601 | 57.1% | 0.0% | 57.1% | \$5,072,903 | |
| Federal Rural Operating Grant | | \$1,160,960 | \$1,160,960 | | \$1,750,000 | \$1,750,000 | 0.0% | 66.3% | 66.3% | | \$1,595,465 |
| State Regular Subsidy Operating Grant | \$1,600,000 | \$176,087 | \$1,776,087 | \$2,400,000 | \$780,000 | \$3,180,000 | 66.7% | 22.6% | 55.9% | \$533,333 | |
| E&D Grants and Local Match | | \$1,038,286 | \$1,038,286 | | \$1,747,506 | \$1,747,506 | 0.0% | 59.4% | 59.4% | | \$999,193 |
| Other State Grants | \$395,422 | \$149,098 | \$544,520 | \$436,863 | \$312,107 | \$748,970 | 90.5% | 47.8% | 72.7% | \$342,566 | \$52,840 |
| Other Federal Grants | \$2,713,263 | \$859,249 | \$3,572,512 | \$3,797,522 | \$1,653,033 | \$5,450,555 | 71.4% | 52.0% | 65.5% | \$2,383,295 | \$700,101 |
| Fund Balance Reserves | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Capital Reserve Revenue | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Total Federal, State and Local Revenues | \$10,785,231 | \$3,743,276 | \$14,528,507 | \$16,717,583 | \$6,743,021 | \$23,460,604 | 64.5% | 55.5% | 61.9% | \$10,492,793 | \$3,633,860 |
| OPERATING REVENUE | | | | | | | | | | | |
| Passenger Revenue | \$68,798 | | \$68,798 | \$104,507 | | \$104,507 | 65.8% | 0.0% | 65.8% | (\$279) | |
| Paratransit Passenger Fares | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Advertising Revenue | \$191,207 | \$26,860 | \$218,067 | \$130,000 | \$13,000 | \$143,000 | 147.1% | 206.6% | 152.5% | \$103,368 | \$11,026 |
| Interest Earnings | \$204 | \$34,390 | \$34,594 | \$300 | \$4,000 | \$4,300 | 67.9% | 859.7% | 804.5% | \$163 | \$2,216 |
| Miscellaneous Revenue | \$6,096 | \$4,378 | \$10,473 | \$1,000 | | \$1,000 | 609.6% | 0.0% | 1047.3% | \$1,004 | \$1,230 |
| Sales Of Equipment | \$20,800 | \$20,598 | \$41,398 | \$1,000 | \$2,000 | \$3,000 | 2080.0% | 1029.9% | 1379.9% | | |
| Medicaid Purchase Of Svc | | \$1,101,154 | \$1,101,154 | | \$1,495,000 | \$1,495,000 | 0.0% | 73.7% | 73.7% | | \$1,122,792 |
| Purchase of Service | \$21,456 | \$27,848 | \$49,304 | \$32,790 | \$59,982 | \$92,772 | 65.4% | 46.4% | 53.1% | \$25,076 | \$37,754 |
| Warranty Revenue | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Operating Revenue | \$308,561 | \$1,215,228 | \$1,523,788 | \$269,597 | \$1,573,982 | \$1,843,579 | 114.5% | 77.2% | 82.7% | \$129,332 | \$1,175,018 |
| Total Revenue | \$11,093,792 | \$4,958,503 | \$16,052,295 | \$16,987,180 | \$8,317,003 | \$25,304,183 | 65.3% | 59.6% | 63.4% | \$10,622,125 | \$4,808,877 |
| EXPENSES | | | | | | | | | | | |
| SALARIES AND WAGES | | | | | | | | | | | |
| Other Wages | \$1,092,569 | \$594,379 | \$1,686,948 | \$1,700,836 | \$994,020 | \$2,694,856 | 64.2% | 59.8% | 62.6% | \$943,148 | \$599,887 |
| Driver/Operator Wages | \$3,155,581 | \$1,340,236 | \$4,495,817 | \$4,681,715 | \$2,403,051 | \$7,084,766 | 67.4% | 55.8% | 63.5% | \$3,048,610 | \$1,187,060 |
| Vehicle Repair Wages | \$590,027 | \$84,684 | \$674,711 | \$1,060,185 | \$163,413 | \$1,223,598 | 55.7% | 51.8% | 55.1% | \$577,632 | \$60,710 |
| Salaries and Wages | \$4,838,177 | \$2,019,299 | \$6,857,476 | \$7,442,736 | \$3,560,484 | \$11,003,220 | 65.0% | 56.7% | 62.3% | \$4,569,390 | \$1,847,657 |
| PERSONNEL TAXES AND BENEFITS | | | | | | | | | | | |
| Payroll Taxes (FICA/MC) | \$373,006 | \$157,217 | \$530,223 | \$569,369 | \$272,377 | \$841,746 | 65.5% | 57.7% | 63.0% | \$357,416 | \$139,452 |
| Unemployment Tax Exp | \$114 | \$12,648 | \$12,762 | \$20,000 | \$15,000 | \$35,000 | 0.6% | 84.3% | 36.5% | \$661 | \$3,126 |
| Medical Insurance/HRA | \$1,307,244 | \$356,869 | \$1,664,113 | \$2,203,451 | \$607,228 | \$2,810,679 | 59.3% | 58.8% | 59.2% | \$1,240,136 | \$332,747 |
| Pension Plan Expenses | \$220,528 | \$64,008 | \$284,536 | \$361,086 | \$117,055 | \$478,141 | 61.1% | 54.7% | 59.5% | \$217,576 | \$56,439 |
| Employee Development | \$3,853 | \$17,354 | \$21,207 | \$13,000 | \$28,000 | \$41,000 | 29.6% | 62.0% | 51.7% | \$301 | \$5,501 |
| Other Employee Benefits | \$79,897 | \$28,116 | \$108,012 | \$110,900 | \$47,400 | \$158,300 | 72.0% | 59.3% | 68.2% | \$93,271 | \$36,321 |
| Personnel Taxes and Benefits | \$1,984,641 | \$636,211 | \$2,620,852 | \$3,277,806 | \$1,087,060 | \$4,364,866 | 60.5% | 58.5% | 60.0% | \$1,909,361 | \$573,586 |
| GENERAL AND ADMIN EXPENSES | | | | | | | | | | | |
| Admin Supplies and Expenses | \$28,208 | \$17,382 | \$45,590 | \$35,331 | \$18,700 | \$54,031 | 79.8% | 93.0% | 84.4% | \$24,175 | \$12,640 |
| Recruiting Expenses | \$12,437 | \$32,381 | \$44,818 | \$32,000 | \$30,000 | \$62,000 | 38.9% | 107.9% | 72.3% | \$14,946 | \$14,065 |
| Dues and Subscriptions | \$2,257 | \$8,164 | \$10,421 | \$2,169 | \$8,805 | \$10,974 | 104.0% | 92.7% | 95.0% | \$1,300 | \$8,826 |
| Travel and Meetings | \$710 | \$502 | \$1,212 | \$1,000 | \$1,000 | \$2,000 | 71.0% | 50.2% | 60.6% | \$666 | \$24 |
| Board Development | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Communications | \$28,055 | \$23,683 | \$51,738 | \$52,687 | \$37,485 | \$90,172 | 53.2% | 63.2% | 57.4% | \$23,136 | \$23,255 |
| Computer Service Exp | \$108,570 | \$47,958 | \$156,528 | \$132,664 | \$75,676 | \$208,340 | 81.8% | 63.4% | 75.1% | \$55,869 | \$126,431 |
| Legal Fees | \$9,243 | \$1,686 | \$10,928 | \$35,000 | \$35,000 | \$70,000 | 26.4% | 4.8% | 15.6% | \$33,527 | \$27,813 |
| Insurance | \$684,480 | \$396,135 | \$1,080,615 | \$1,095,595 | \$494,203 | \$1,589,798 | 62.5% | 80.2% | 68.0% | \$648,768 | \$335,937 |
| Audit Fees | | | | \$16,450 | \$7,050 | \$23,500 | 0.0% | 0.0% | 0.0% | | |
| Consulting Fees | \$8,164 | | \$8,164 | | | | 0.0% | 0.0% | 0.0% | | \$2,500 |
| General and Admin Expenses | \$882,124 | \$527,890 | \$1,410,014 | \$1,402,896 | \$707,919 | \$2,110,815 | 62.9% | 74.6% | 66.8% | \$802,387 | \$551,490 |



| | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural |
|--|-----------------------------|-------------|--------------|--------------------------------------|-------------|--------------|-----------------|--------|----------|--------------|-------------|
| BENCHMARK = 66.7% | Current Fiscal Year To Date | | | FY23 ADJ BUDGET (Approved Oct. 2022) | | | Budget Variance | | | PYTD 2022 | |
| OPERATIONS EXPENSES | | | | | | | | | | | |
| Background Checks | \$1,078 | \$5,715 | \$6,793 | \$2,000 | \$9,500 | \$11,500 | 53.9% | 60.2% | 59.1% | \$1,557 | \$5,651 |
| Drug & Alcohol Testing | | \$470 | \$470 | | | | 0.0% | 0.0% | 0.0% | | |
| DOT Testing | \$4,618 | \$3,340 | \$7,958 | \$6,500 | \$6,000 | \$12,500 | 71.1% | 55.7% | 63.7% | \$4,217 | \$3,809 |
| Employment Recruitment Program | | | \$800 | \$400 | \$1,200 | | 0.0% | 0.0% | 0.0% | | |
| Driver's Uniforms | \$11,025 | \$6,662 | \$17,687 | \$20,000 | \$10,000 | \$30,000 | 55.1% | 66.6% | 59.0% | \$10,659 | \$4,260 |
| Safety Expense | \$289 | | \$289 | \$4,200 | \$500 | \$4,700 | 6.9% | 0.0% | 6.1% | \$2,436 | |
| Misc. Operating Exp | \$1,348 | | \$1,348 | \$2,800 | \$1,000 | \$3,800 | 48.1% | 0.0% | 35.5% | \$565 | |
| Operations Expenses | \$18,358 | \$16,186 | \$34,544 | \$36,300 | \$27,400 | \$63,700 | 50.6% | 59.1% | 54.2% | \$19,434 | \$13,720 |
| PLANNING EXPENSES | | | | | | | | | | | |
| Other Planning Expenses | | \$9,233 | \$9,233 | \$4,200 | \$26,800 | \$31,000 | 0.0% | 34.5% | 29.8% | | \$12,475 |
| MPO Planning Expenses | \$55,632 | | \$55,632 | \$100,000 | | \$100,000 | 55.6% | 0.0% | 55.6% | \$18,126 | |
| Planning Expenses | \$55,632 | \$9,233 | \$64,865 | \$104,200 | \$26,800 | \$131,000 | 53.4% | 34.5% | 49.5% | \$18,126 | \$12,475 |
| VEHICLE/BUILDING MAINTENANCE EXP (15 Industrial) | | | | | | | | | | | |
| Parts Expense - Non-Revenue Vehicles | \$8,505 | \$3,586 | \$12,091 | \$5,000 | \$2,000 | \$7,000 | 170.1% | 179.3% | 172.7% | \$2,001 | \$151 |
| Parts Expense - Revenue Vehicles | \$371,257 | \$44,517 | \$415,774 | \$637,000 | \$98,000 | \$735,000 | 58.3% | 45.4% | 56.6% | \$308,643 | \$43,079 |
| Tires | \$81,109 | \$26,442 | \$107,551 | \$80,000 | \$43,000 | \$123,000 | 101.4% | 61.5% | 87.4% | \$56,021 | \$17,718 |
| Facility Maintenance | \$50,552 | \$61,947 | \$112,499 | \$100,000 | \$107,800 | \$207,800 | 50.6% | 57.5% | 54.1% | \$55,432 | \$41,922 |
| Passenger Facility Expenses | \$20,641 | \$1,000 | \$21,641 | \$29,224 | | \$29,224 | 70.6% | 0.0% | 74.1% | \$20,801 | |
| Security Expenses | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Cleaning Expense | | \$599 | \$599 | \$4,200 | \$8,000 | \$12,200 | 0.0% | 7.5% | 4.9% | | \$5,034 |
| Repeater Fees | \$15,445 | \$12,232 | \$27,677 | \$22,560 | \$17,280 | \$39,840 | 68.5% | 70.8% | 69.5% | \$16,011 | \$12,353 |
| Light, Heat and Water | \$167,333 | \$43,499 | \$210,833 | \$190,000 | \$70,000 | \$260,000 | 88.1% | 62.1% | 81.1% | \$118,252 | \$39,851 |
| Fuel - Vehicles | \$938,385 | \$348,044 | \$1,286,429 | \$1,581,100 | \$625,000 | \$2,206,100 | 59.4% | 55.7% | 58.3% | \$613,343 | \$277,459 |
| Maintenance Tools/Supplies/Uniforms | \$73,325 | \$13,561 | \$86,887 | \$132,200 | \$19,050 | \$151,250 | 55.5% | 71.2% | 57.4% | \$87,428 | \$6,836 |
| Misc Maint Expenses and fees | \$15,292 | \$9,167 | \$24,458 | \$10,787 | \$7,420 | \$18,207 | 141.8% | 123.5% | 134.3% | \$4,240 | \$2,744 |
| Vehicle/Building Maintenance Exp | \$1,741,844 | \$564,595 | \$2,306,439 | \$2,792,071 | \$997,550 | \$3,789,621 | 62.4% | 56.6% | 60.9% | \$1,282,173 | \$447,147 |
| CONTRACTOR EXPENSES | | | | | | | | | | | |
| ADA/SSTA Paratransit | \$1,149,644 | | \$1,149,644 | \$1,663,101 | | \$1,663,101 | 69.1% | 0.0% | 69.1% | \$1,009,330 | |
| Partner Local Share | \$19,833 | \$4,941 | \$24,774 | \$19,833 | \$4,941 | \$24,774 | 100.0% | 100.0% | 100.0% | \$9,917 | |
| Functional Assessment Costs | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Volunteer Drivers | | \$243,918 | \$243,918 | | \$432,890 | \$432,890 | 0.0% | 56.3% | 56.3% | | \$219,883 |
| Other Transportation (incl Cabs) | \$219 | \$645,226 | \$645,445 | | \$1,170,801 | \$1,170,801 | 0.0% | 55.1% | 55.1% | \$3,173 | \$624,941 |
| Contractor Expenses | \$1,169,696 | \$894,084 | \$2,063,780 | \$1,682,934 | \$1,608,632 | \$3,291,566 | 69.5% | 55.6% | 62.7% | \$1,022,420 | \$844,824 |
| MARKETING EXPENSE | | | | | | | | | | | |
| Bus Tickets/Fare Media | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Marketing Expense | \$11,118 | \$18,288 | \$29,406 | \$26,320 | \$12,000 | \$38,320 | 42.2% | 152.4% | 76.7% | \$2,342 | \$5,551 |
| Public Information | \$11,682 | \$5,988 | \$17,671 | \$26,000 | \$15,000 | \$41,000 | 44.9% | 39.9% | 43.1% | \$17,704 | \$9,056 |
| Marketing Expense | \$22,800 | \$24,276 | \$47,076 | \$52,320 | \$27,000 | \$79,320 | 43.6% | 89.9% | 59.4% | \$20,046 | \$14,607 |
| OTHER EXPENSES | | | | | | | | | | | |
| Allowance for Doubtful Accounts | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Debt Service/Capital Reserve | | | | | | | 0.0% | 0.0% | 0.0% | \$5,651 | |
| Bond Interest | | | | | | | 0.0% | 0.0% | 0.0% | \$40 | |
| Capital Match | \$199,483 | \$113,900 | \$313,383 | \$299,225 | \$170,850 | \$470,075 | 66.7% | 66.7% | 66.7% | \$898,639 | \$73,589 |
| Other Expenses | \$199,483 | \$113,900 | \$313,383 | \$299,225 | \$170,850 | \$470,075 | 66.7% | 66.7% | 66.7% | \$904,331 | \$73,589 |
| TOTAL EXPENSES | | | | | | | | | | | |
| | \$10,912,756 | \$4,805,675 | \$15,718,431 | \$17,090,488 | \$8,213,695 | \$25,304,183 | 63.9% | 58.5% | 62.1% | \$10,547,668 | \$4,379,095 |
| Current Year Deferred Costs | (\$268,715) | | (\$268,715) | | | | 0.0% | 0.0% | 0.0% | \$101,659 | |
| OH Admin Allocation | \$245,523 | (\$245,523) | | \$328,081 | (\$328,081) | | 74.8% | 74.8% | 0.0% | \$155,490 | (\$155,490) |
| Urban Shop Allocation | \$49,600 | (\$49,600) | | \$55,586 | (\$55,586) | | 89.2% | 89.2% | 0.0% | \$32,430 | (\$32,430) |
| Rural Link Cost Allocation | (\$201,889) | \$201,889 | | (\$280,360) | \$280,360 | | 72.0% | 72.0% | 0.0% | (\$168,489) | \$168,489 |
| ALLOCATIONS BETWEEN PROGRAMS | \$93,234 | (\$93,234) | | \$103,307 | (\$103,307) | | 90.2% | 90.2% | 0.0% | \$19,432 | (\$19,432) |



| | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural |
|---------------------------------------|-----------------------------|------------------|----------------------|--------------------------------------|--------------------|--------------------|-----------------|--------------|----------------|--------------------|-------------------|
| | Current Fiscal Year To Date | | | FY23 ADJ BUDGET (Approved Oct. 2022) | | | Budget Variance | | | PYTD 2022 | |
| BENCHMARK = 66.7% | | | | | | | | | | | |
| Balance Of Operating Budget | \$5,555 | \$59,594 | \$65,149 | \$0 | \$0 | \$0 | | | | \$195,547 | \$410,351 |
| Capital Revenue | | | | | | | | | | | |
| Federal Revenue | \$288,452 | \$595,937 | \$884,389 | \$1,780,129 | \$2,157,496 | \$3,937,625 | 16.2% | 27.6% | 22.5% | \$1,682,076 | \$11,866 |
| State Revenue | \$70,032 | \$50,204 | \$120,237 | \$151,754 | \$260,839 | \$412,593 | 46.1% | 19.2% | 29.1% | \$117,466 | \$1,483 |
| Paratransit Lease Revenue | | | | \$6,179 | \$144,979 | \$151,158 | 0.0% | 0.0% | 0.0% | | |
| Local Match Revenue | \$199,483 | \$113,900 | \$313,383 | \$299,225 | \$170,850 | \$470,075 | 66.7% | 66.7% | 66.7% | \$898,639 | \$73,589 |
| Total Capital Revenue | \$557,968 | \$760,041 | \$1,318,009 | \$2,237,287 | \$2,734,164 | \$4,971,451 | 24.9% | 27.8% | 26.5% | \$2,698,180 | \$86,939 |
| Capital Expenses | | | | | | | | | | | |
| Vehicles | | \$651,465 | \$651,465 | \$1,351,536 | \$2,435,482 | \$3,787,018 | 0.0% | 26.7% | 17.2% | \$1,617,656 | |
| Maintenance Parts and Equipment | \$335,755 | \$32,301 | \$368,056 | \$565,000 | \$36,000 | \$601,000 | 59.4% | 89.7% | 61.2% | \$278,209 | \$4,647 |
| Passenger Amenities | \$2,280 | | \$2,280 | \$42,500 | \$109,500 | \$152,000 | 5.4% | 0.0% | 1.5% | \$2,803 | \$1,670 |
| Facility Repairs and Improvements | \$60,285 | \$20,438 | \$80,723 | \$175,500 | \$25,000 | \$200,500 | 34.4% | 81.8% | 40.3% | \$108,468 | \$8,459 |
| Total Capital Expenses | \$398,321 | \$704,204 | \$1,102,525 | \$2,134,536 | \$2,605,982 | \$4,740,518 | 18.7% | 27.0% | 23.3% | \$2,007,136 | \$14,776 |
| Balance of Capital Budget | \$159,647 | \$55,837 | \$215,484 | \$102,751 | \$128,182 | \$230,933 | 155.4% | 43.6% | 93.3% | \$691,044 | \$72,163 |
| Transfer of Purchases to Fixed Assets | \$31,946 | \$665,315 | \$697,261 | \$1,649,036 | \$2,487,482 | \$4,136,518 | 1.9% | 26.7% | 16.9% | \$1,570,891 | (\$71,296) |
| Deferred Costs | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Depreciation Expense | (\$1,835,552) | (\$489,088) | (\$2,324,640) | (\$2,744,557) | (\$809,049) | (\$3,553,606) | 66.9% | 60.5% | 65.4% | (\$1,852,406) | (\$499,674) |
| Subtotal | (\$1,803,606) | \$176,227 | (\$1,627,379) | (\$1,095,521) | \$1,678,433 | \$582,912 | 164.6% | 10.5% | -279.2% | (\$281,515) | (\$570,970) |
| Current Change in Net Assets | (\$1,638,403) | \$291,658 | (\$1,346,746) | (\$992,770) | \$1,806,615 | \$813,845 | 165.0% | 16.1% | -165.5% | \$605,076 | (\$88,456) |



(EXPENSES ONLY)

| | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural |
|---|-----------------------------|-------------|--------------|--------------------------------------|-------------|--------------|-----------------|---------|----------|--------------|-------------|
| BENCHMARK = 75% | Current Fiscal Year To Date | | | FY23 ADJ BUDGET (Approved Oct. 2022) | | | Budget Variance | | | PYTD 2022 | |
| REVENUES | | | | | | | | | | | |
| FEDERAL, STATE AND LOCAL REVENUE | | | | | | | | | | | |
| Municipal Member Assessments | \$1,885,946 | | \$1,885,946 | \$2,514,596 | | \$2,514,596 | 75.0% | 0.0% | 75.0% | \$1,877,703 | |
| Municipal Paratransit Assessments | \$594,907 | | \$594,907 | \$793,210 | | \$793,210 | 75.0% | 0.0% | 75.0% | \$512,268 | |
| Local Operating Assistance | \$40,553 | \$430,492 | \$471,046 | \$53,791 | \$500,375 | \$554,166 | 75.4% | 86.0% | 85.0% | \$40,811 | \$338,388 |
| Federal Urban Formula Grant | \$3,835,296 | | \$3,835,296 | \$6,721,601 | | \$6,721,601 | 57.1% | 0.0% | 57.1% | \$5,794,878 | |
| Federal Rural Operating Grant | | \$1,160,960 | \$1,160,960 | | \$1,750,000 | \$1,750,000 | 0.0% | 66.3% | 66.3% | | \$1,824,791 |
| State Regular Subsidy Operating Grant | \$1,800,000 | \$176,087 | \$1,976,087 | \$2,400,000 | \$780,000 | \$3,180,000 | 75.0% | 22.6% | 62.1% | \$600,000 | |
| E&D Grants and Local Match | | \$1,038,505 | \$1,038,505 | | \$1,747,506 | \$1,747,506 | 0.0% | 59.4% | 59.4% | | \$1,121,666 |
| Other State Grants | \$395,422 | \$149,098 | \$544,520 | \$436,863 | \$312,107 | \$748,970 | 90.5% | 47.8% | 72.7% | \$346,767 | \$59,901 |
| Other Federal Grants | \$2,713,263 | \$859,249 | \$3,572,512 | \$3,797,522 | \$1,653,033 | \$5,450,555 | 71.4% | 52.0% | 65.5% | \$2,707,133 | \$794,912 |
| Fund Balance Reserves | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Capital Reserve Revenue | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Total Federal, State and Local Revenues | \$11,265,388 | \$3,814,392 | \$15,079,779 | \$16,717,583 | \$6,743,021 | \$23,460,604 | 67.4% | 56.6% | 64.3% | \$11,879,561 | \$4,139,657 |
| OPERATING REVENUE | | | | | | | | | | | |
| Passenger Revenue | \$85,507 | | \$85,507 | \$104,507 | | \$104,507 | 81.8% | 0.0% | 81.8% | (\$279) | |
| Paratransit Passenger Fares | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Advertising Revenue | \$218,252 | \$30,030 | \$248,282 | \$130,000 | \$13,000 | \$143,000 | 167.9% | 231.0% | 173.6% | \$107,461 | \$11,256 |
| Interest Earnings | \$1,049 | \$39,902 | \$40,951 | \$300 | \$4,000 | \$4,300 | 349.6% | 997.6% | 952.4% | \$184 | \$2,570 |
| Miscellaneous Revenue | \$8,486 | \$4,378 | \$12,863 | \$1,000 | | \$1,000 | 848.6% | 0.0% | 1286.3% | \$1,004 | \$1,230 |
| Sales Of Equipment | \$20,800 | \$22,513 | \$43,313 | \$1,000 | \$2,000 | \$3,000 | 2080.0% | 1125.7% | 1443.8% | | |
| Medicaid Purchase Of Svc | | \$1,271,911 | \$1,271,911 | | \$1,495,000 | \$1,495,000 | 0.0% | 85.1% | 85.1% | | \$1,244,931 |
| Purchase of Service | \$24,547 | \$30,667 | \$55,214 | \$32,790 | \$59,982 | \$92,772 | 74.9% | 51.1% | 59.5% | \$28,049 | \$41,858 |
| Warranty Revenue | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Operating Revenue | \$358,640 | \$1,399,402 | \$1,758,042 | \$269,597 | \$1,573,982 | \$1,843,579 | 133.0% | 88.9% | 95.4% | \$136,418 | \$1,301,846 |
| Total Revenue | \$11,624,028 | \$5,213,793 | \$16,837,821 | \$16,987,180 | \$8,317,003 | \$25,304,183 | 68.4% | 62.7% | 66.5% | \$12,015,979 | \$5,441,503 |
| EXPENSES | | | | | | | | | | | |
| SALARIES AND WAGES | | | | | | | | | | | |
| Other Wages | \$1,287,153 | \$704,645 | \$1,991,798 | \$1,700,836 | \$994,020 | \$2,694,856 | 75.7% | 70.9% | 73.9% | \$1,053,497 | \$669,149 |
| Driver/Operator Wages | \$3,695,300 | \$1,654,296 | \$5,349,596 | \$4,681,715 | \$2,403,051 | \$7,084,766 | 78.9% | 68.8% | 75.5% | \$3,399,623 | \$1,353,311 |
| Vehicle Repair Wages | \$694,368 | \$104,995 | \$799,363 | \$1,060,185 | \$163,413 | \$1,223,598 | 65.5% | 64.3% | 65.3% | \$650,240 | \$69,659 |
| Salaries and Wages | \$5,676,821 | \$2,463,936 | \$8,140,757 | \$7,442,736 | \$3,560,484 | \$11,003,220 | 76.3% | 69.2% | 74.0% | \$5,103,360 | \$2,092,120 |
| PERSONNEL TAXES AND BENEFITS | | | | | | | | | | | |
| Payroll Taxes (FICA/MC) | \$435,781 | \$189,980 | \$625,761 | \$569,369 | \$272,377 | \$841,746 | 76.5% | 69.7% | 74.3% | \$398,300 | \$156,849 |
| Unemployment Tax Exp | \$114 | \$15,064 | \$15,177 | \$20,000 | \$15,000 | \$35,000 | 0.6% | 100.4% | 43.4% | \$661 | \$3,126 |
| Medical Insurance/HRA | \$1,484,225 | \$411,518 | \$1,895,742 | \$2,203,451 | \$607,228 | \$2,810,679 | 67.4% | 67.8% | 67.4% | \$1,400,899 | \$374,144 |
| Pension Plan Expenses | \$259,215 | \$75,199 | \$334,414 | \$361,086 | \$117,055 | \$478,141 | 71.8% | 64.2% | 69.9% | \$242,947 | \$62,889 |
| Employee Development | \$3,853 | \$21,141 | \$24,994 | \$13,000 | \$28,000 | \$41,000 | 29.6% | 75.5% | 61.0% | \$1,201 | \$7,332 |
| Other Employee Benefits | \$89,117 | \$31,279 | \$120,396 | \$110,900 | \$47,400 | \$158,300 | 80.4% | 66.0% | 76.1% | \$103,329 | \$40,206 |
| Personnel Taxes and Benefits | \$2,272,305 | \$744,180 | \$3,016,484 | \$3,277,806 | \$1,087,060 | \$4,364,866 | 69.3% | 68.5% | 69.1% | \$2,147,337 | \$644,545 |
| GENERAL AND ADMIN EXPENSES | | | | | | | | | | | |
| Admin Supplies and Expenses | \$30,879 | \$19,162 | \$50,041 | \$35,331 | \$18,700 | \$54,031 | 87.4% | 102.5% | 92.6% | \$26,307 | \$12,425 |
| Recruiting Expenses | \$13,272 | \$32,546 | \$45,817 | \$32,000 | \$30,000 | \$62,000 | 41.5% | 108.5% | 73.9% | \$17,236 | \$15,046 |
| Dues and Subscriptions | \$2,301 | \$8,244 | \$10,546 | \$2,169 | \$8,805 | \$10,974 | 106.1% | 93.6% | 96.1% | \$1,300 | \$8,826 |
| Travel and Meetings | \$906 | \$681 | \$1,587 | \$1,000 | \$1,000 | \$2,000 | 90.6% | 68.1% | 79.4% | \$716 | \$33 |
| Board Development | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Communications | \$30,844 | \$26,299 | \$57,142 | \$52,687 | \$37,485 | \$90,172 | 58.5% | 70.2% | 63.4% | \$25,819 | \$26,314 |
| Computer Service Exp | \$109,272 | \$49,802 | \$159,074 | \$132,664 | \$75,676 | \$208,340 | 82.4% | 65.8% | 76.4% | \$59,567 | \$130,085 |
| Legal Fees | \$10,118 | \$1,686 | \$11,803 | \$35,000 | \$35,000 | \$70,000 | 28.9% | 4.8% | 16.9% | \$34,674 | \$33,809 |
| Insurance | \$775,801 | \$439,940 | \$1,215,741 | \$1,095,595 | \$494,203 | \$1,589,798 | 70.8% | 89.0% | 76.5% | \$728,203 | \$378,464 |
| Audit Fees | | | | \$16,450 | \$7,050 | \$23,500 | 0.0% | 0.0% | 0.0% | | |
| Consulting Fees | \$9,211 | | \$9,211 | | | | 0.0% | 0.0% | 0.0% | | \$2,500 |
| General and Admin Expenses | \$982,605 | \$578,359 | \$1,560,964 | \$1,402,896 | \$707,919 | \$2,110,815 | 70.0% | 81.7% | 74.0% | \$893,821 | \$607,502 |



(EXPENSES ONLY)

| | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural |
|--|-----------------------------|-------------|--------------|--------------------------------------|-------------|--------------|-----------------|--------|----------|--------------|-------------|
| BENCHMARK = 75% | Current Fiscal Year To Date | | | FY23 ADJ BUDGET (Approved Oct. 2022) | | | Budget Variance | | | PYTD 2022 | |
| OPERATIONS EXPENSES | | | | | | | | | | | |
| Background Checks | \$1,248 | \$6,245 | \$7,493 | \$2,000 | \$9,500 | \$11,500 | 62.4% | 65.7% | 65.2% | \$1,699 | \$6,245 |
| Drug & Alchol Testing | | \$470 | \$470 | | | | 0.0% | 0.0% | 0.0% | | |
| DOT Testing | \$5,484 | \$4,272 | \$9,756 | \$6,500 | \$6,000 | \$12,500 | 84.4% | 71.2% | 78.1% | \$4,532 | \$4,034 |
| Employment Recruitment Program | | | \$800 | \$400 | \$1,200 | | 0.0% | 0.0% | 0.0% | | |
| Driver's Uniforms | \$11,225 | \$6,662 | \$17,887 | \$20,000 | \$10,000 | \$30,000 | 56.1% | 66.6% | 59.6% | \$15,332 | \$6,150 |
| Safety Expense | \$289 | | \$289 | \$4,200 | \$500 | \$4,700 | 6.9% | 0.0% | 6.1% | \$2,436 | |
| Misc. Operating Exp | \$1,371 | | \$1,371 | \$2,800 | \$1,000 | \$3,800 | 49.0% | 0.0% | 36.1% | \$565 | |
| Operations Expenses | \$19,617 | \$17,649 | \$37,266 | \$36,300 | \$27,400 | \$63,700 | 54.0% | 64.4% | 58.5% | \$24,564 | \$16,428 |
| PLANNING EXPENSES | | | | | | | | | | | |
| Other Planning Expenses | | \$9,354 | \$9,354 | \$4,200 | \$26,800 | \$31,000 | 0.0% | 34.9% | 30.2% | | \$16,948 |
| MPO Planning Expenses | \$62,762 | | \$62,762 | \$100,000 | | \$100,000 | 62.8% | 0.0% | 62.8% | \$20,310 | |
| Planning Expenses | \$62,762 | \$9,354 | \$72,116 | \$104,200 | \$26,800 | \$131,000 | 60.2% | 34.9% | 55.1% | \$20,310 | \$16,948 |
| VEHICLE/BUILDING MAINTENANCE EXP (15 Industrial) | | | | | | | | | | | |
| Parts Expense - Non-Revenue Vehicles | \$8,531 | \$3,677 | \$12,208 | \$5,000 | \$2,000 | \$7,000 | 170.6% | 183.9% | 174.4% | \$2,564 | \$227 |
| Parts Expense - Revenue Vehicles | \$440,174 | \$64,199 | \$504,373 | \$637,000 | \$98,000 | \$735,000 | 69.1% | 65.5% | 68.6% | \$360,236 | \$45,423 |
| Tires | \$85,149 | \$32,011 | \$117,161 | \$80,000 | \$43,000 | \$123,000 | 106.4% | 74.4% | 95.3% | \$59,341 | \$20,951 |
| Facility Maintenance | \$55,379 | \$67,680 | \$123,059 | \$100,000 | \$107,800 | \$207,800 | 55.4% | 62.8% | 59.2% | \$66,827 | \$42,797 |
| Passenger Facility Expenses | \$24,734 | \$1,000 | \$25,734 | \$29,224 | | \$29,224 | 84.6% | 0.0% | 88.1% | \$26,364 | |
| Security Expenses | | | | | | | 0.0% | 0.0% | 0.0% | \$729 | |
| Cleaning Expense | | \$1,599 | \$1,599 | \$4,200 | \$8,000 | \$12,200 | 0.0% | 20.0% | 13.1% | | \$5,734 |
| Repeater Fees | \$17,380 | \$13,791 | \$31,171 | \$22,560 | \$17,280 | \$39,840 | 77.0% | 79.8% | 78.2% | \$17,790 | \$13,762 |
| Light, Heat and Water | \$185,727 | \$51,716 | \$237,443 | \$190,000 | \$70,000 | \$260,000 | 97.8% | 73.9% | 91.3% | \$136,299 | \$48,509 |
| Fuel - Vehicles | \$1,074,873 | \$406,312 | \$1,481,185 | \$1,581,100 | \$625,000 | \$2,206,100 | 68.0% | 65.0% | 67.1% | \$740,856 | \$338,851 |
| Maintenance Tools/Supplies/Uniforms | \$81,675 | \$17,356 | \$99,031 | \$132,200 | \$19,050 | \$151,250 | 61.8% | 91.1% | 65.5% | \$94,617 | \$8,738 |
| Misc Maint Expenses and fees | \$16,063 | \$9,185 | \$25,247 | \$10,787 | \$7,420 | \$18,207 | 148.9% | 123.8% | 138.7% | \$7,646 | \$4,306 |
| Vehicle/Building Maintenance Exp | \$1,989,686 | \$668,526 | \$2,658,212 | \$2,792,071 | \$997,550 | \$3,789,621 | 71.3% | 67.0% | 70.1% | \$1,513,268 | \$529,297 |
| CONTRACTOR EXPENSES | | | | | | | | | | | |
| ADA/SSTA Paratransit | \$1,312,576 | | \$1,312,576 | \$1,663,101 | | \$1,663,101 | 78.9% | 0.0% | 78.9% | \$1,152,649 | |
| Partner Local Share | \$19,833 | \$4,941 | \$24,774 | \$19,833 | \$4,941 | \$24,774 | 100.0% | 100.0% | 100.0% | \$9,917 | |
| Functional Assessment Costs | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Volunteer Drivers | | \$273,504 | \$273,504 | | \$432,890 | \$432,890 | 0.0% | 63.2% | 63.2% | | \$247,381 |
| Other Transportation (incl Cabs) | \$219 | \$740,090 | \$740,309 | | \$1,170,801 | \$1,170,801 | 0.0% | 63.2% | 63.2% | \$3,328 | \$691,930 |
| Contractor Expenses | \$1,332,628 | \$1,018,534 | \$2,351,162 | \$1,682,934 | \$1,608,632 | \$3,291,566 | 79.2% | 63.3% | 71.4% | \$1,165,894 | \$939,311 |
| MARKETING EXPENSE | | | | | | | | | | | |
| Bus Tickets/Fare Media | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Marketing Expense | \$15,512 | \$21,862 | \$37,373 | \$26,320 | \$12,000 | \$38,320 | 58.9% | 182.2% | 97.5% | \$7,751 | \$8,355 |
| Public Information | \$12,132 | \$7,200 | \$19,332 | \$26,000 | \$15,000 | \$41,000 | 46.7% | 48.0% | 47.2% | \$18,442 | \$9,056 |
| Marketing Expense | \$27,644 | \$29,062 | \$56,706 | \$52,320 | \$27,000 | \$79,320 | 52.8% | 107.6% | 71.5% | \$26,192 | \$17,411 |
| OTHER EXPENSES | | | | | | | | | | | |
| Allowance for Doubtful Accounts | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Debt Service/Capital Reserve | | | | | | | 0.0% | 0.0% | 0.0% | \$5,651 | |
| Bond Interest | | | | | | | 0.0% | 0.0% | 0.0% | \$85 | |
| Capital Match | \$224,419 | \$128,138 | \$352,556 | \$299,225 | \$170,850 | \$470,075 | 75.0% | 75.0% | 75.0% | \$1,010,969 | \$82,788 |
| Other Expenses | \$224,419 | \$128,138 | \$352,556 | \$299,225 | \$170,850 | \$470,075 | 75.0% | 75.0% | 75.0% | \$1,016,705 | \$82,788 |
| TOTAL EXPENSES | | | | | | | | | | | |
| | \$12,588,487 | \$5,657,736 | \$18,246,223 | \$17,090,488 | \$8,213,695 | \$25,304,183 | 73.7% | 68.9% | 72.1% | \$11,911,451 | \$4,946,350 |
| Current Year Deferred Costs | (\$307,011) | | (\$307,011) | | | | 0.0% | 0.0% | 0.0% | \$137,756 | |
| OH Admin Allocation | \$301,262 | (\$301,262) | | \$328,081 | (\$328,081) | | 91.8% | 91.8% | 0.0% | \$180,094 | (\$180,094) |
| Urban Shop Allocation | \$62,614 | (\$62,614) | | \$55,586 | (\$55,586) | | 112.6% | 112.6% | 0.0% | \$36,267 | (\$36,267) |
| Rural Link Cost Allocation | (\$227,863) | \$227,863 | | (\$280,360) | \$280,360 | | 81.3% | 81.3% | 0.0% | (\$191,151) | \$191,151 |
| ALLOCATIONS BETWEEN PROGRAMS | \$136,014 | (\$136,014) | | \$103,307 | (\$103,307) | | 131.7% | 131.7% | 0.0% | \$25,210 | (\$25,210) |



(EXPENSES ONLY)

| | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural | Combined | Urban | Rural |
|---------------------------------------|-----------------------------|--------------------|----------------------|--------------------------------------|--------------------|--------------------|-----------------|---------------|----------------|--------------------|-------------------|
| | Current Fiscal Year To Date | | | FY23 ADJ BUDGET (Approved Oct. 2022) | | | Budget Variance | | | PYTD 2022 | |
| BENCHMARK = 75% | | | | | | | | | | | |
| Balance Of Operating Budget | (\$1,135,456) | (\$579,957) | (\$1,715,413) | \$0 | \$0 | \$0 | | | | \$267,493 | \$469,943 |
| Capital Revenue | | | | | | | | | | | |
| Federal Revenue | \$288,452 | \$595,937 | \$884,389 | \$1,780,129 | \$2,157,496 | \$3,937,625 | 16.2% | 27.6% | 22.5% | \$1,724,914 | \$50,340 |
| State Revenue | \$70,032 | \$50,204 | \$120,237 | \$151,754 | \$260,839 | \$412,593 | 46.1% | 19.2% | 29.1% | \$119,007 | \$5,922 |
| Paratransit Lease Revenue | | | | \$6,179 | \$144,979 | \$151,158 | 0.0% | 0.0% | 0.0% | | |
| Local Match Revenue | \$224,419 | \$128,138 | \$352,556 | \$299,225 | \$170,850 | \$470,075 | 75.0% | 75.0% | 75.0% | \$1,010,969 | \$82,788 |
| Total Capital Revenue | \$582,903 | \$774,278 | \$1,357,182 | \$2,237,287 | \$2,734,164 | \$4,971,451 | 26.1% | 28.3% | 27.3% | \$2,854,890 | \$139,049 |
| Capital Expenses | | | | | | | | | | | |
| Vehicles | | \$651,465 | \$651,465 | \$1,351,536 | \$2,435,482 | \$3,787,018 | 0.0% | 26.7% | 17.2% | \$1,617,656 | \$31,484 |
| Maintenance Parts and Equipment | \$348,725 | \$32,284 | \$381,009 | \$565,000 | \$36,000 | \$601,000 | 61.7% | 89.7% | 63.4% | \$315,518 | \$8,750 |
| Passenger Amenities | \$2,280 | | \$2,280 | \$42,500 | \$109,500 | \$152,000 | 5.4% | 0.0% | 1.5% | \$2,803 | \$1,670 |
| Facility Repairs and Improvements | \$60,285 | \$20,888 | \$81,173 | \$175,500 | \$25,000 | \$200,500 | 34.4% | 83.6% | 40.5% | \$118,587 | \$18,139 |
| Total Capital Expenses | \$411,290 | \$704,637 | \$1,115,927 | \$2,134,536 | \$2,605,982 | \$4,740,518 | 19.3% | 27.0% | 23.5% | \$2,054,564 | \$60,042 |
| Balance of Capital Budget | \$171,614 | \$69,641 | \$241,255 | \$102,751 | \$128,182 | \$230,933 | 167.0% | 54.3% | 104.5% | \$800,326 | \$79,007 |
| Transfer of Purchases to Fixed Assets | \$33,028 | \$665,315 | \$698,343 | \$1,649,036 | \$2,487,482 | \$4,136,518 | 2.0% | 26.7% | 16.9% | \$1,570,891 | (\$71,296) |
| Deferred Costs | | | | | | | 0.0% | 0.0% | 0.0% | | |
| Depreciation Expense | (\$2,064,773) | (\$549,175) | (\$2,613,948) | (\$2,744,557) | (\$809,049) | (\$3,553,606) | 75.2% | 67.9% | 73.6% | (\$2,065,242) | (\$555,337) |
| Subtotal | (\$2,031,745) | \$116,140 | (\$1,915,606) | (\$1,095,521) | \$1,678,433 | \$582,912 | 185.5% | 6.9% | -328.6% | (\$494,351) | (\$626,633) |
| Current Change in Net Assets | (\$2,995,588) | (\$394,176) | (\$3,389,763) | (\$992,770) | \$1,806,615 | \$813,845 | 301.7% | -21.8% | -416.5% | \$573,468 | (\$77,683) |

| Vendor ID | Vendor Name | Document Date | Document Number | Document Amount | |
|-----------|---|---------------|-----------------|-----------------|--|
| V2015 | M&T Bank | 4/3/23 | 98681 | 9,703.83 | Credit Cards, Travel, Meals, office supplies and parts |
| V1467 | Charles Schwab | 4/3/23 | V1467 2023 0403 | 23,932.79 | Retirement |
| V468 | Vermont Department of Motor Vehicles | 4/4/23 | 98682 | 9.00 | |
| V1926 | Wilson Bruce | 4/6/23 | 98691 | 50.00 | |
| V1025 | Alter, Charles | 4/7/23 | 98683 | 157.20 | Volunteer |
| V1957 | Clark Barbara | 4/7/23 | 98684 | 196.50 | Volunteer |
| V1922 | Lippa Laura | 4/7/23 | 98685 | 44.54 | |
| V2032 | Merrill John | 4/7/23 | 98686 | 373.35 | Volunteer |
| V2052 | Metivier Veronica | 4/7/23 | 98687 | 23.58 | |
| V1733 | Slack, Robert | 4/7/23 | 98688 | 193.88 | Volunteer |
| V2058 | Vassar Carol | 4/7/23 | 98689 | 293.44 | Volunteer |
| V2006 | Wisell Evan | 4/7/23 | 98690 | 57.64 | |
| V279 | ABC Bus Companies-Muncie | 4/7/23 | 98692 | 6,938.54 | 8 Part Invoices |
| V217 | Airgas USA, LLC | 4/7/23 | 98693 | 242.10 | |
| V1852 | Allegiance Trucks LLC | 4/7/23 | 98694 | 2,938.00 | 5 Part Invoices |
| V1305 | Allegiant Care | 4/7/23 | 98695 | 220,816.00 | Insurance |
| V1481 | Amerigas | 4/7/23 | 98696 | 3,093.67 | 4 Propane Invoices |
| V219 | Aubuchon C/O Blue Tarp Financial, Inc. | 4/7/23 | 98697 | 269.53 | |
| V1695 | Austin, Tyler | 4/7/23 | 98698 | 250.00 | FSA Reimbursement |
| V1062 | Bailey Spring & Chassis | 4/7/23 | 98699 | 150.00 | |
| V696 | BANG | 4/7/23 | 98700 | 2,170.55 | Recruiting and Marketing Invoices |
| V590 | Barrett Trucking Co., Inc. | 4/7/23 | 98701 | 201.50 | |
| V284 | Brenntag Lubricants Northeast | 4/7/23 | 98702 | 5,755.95 | 4 Part Invoices |
| V224 | Burlington Communications | 4/7/23 | 98703 | 309.50 | |
| V225 | Burlington Electric Department | 4/7/23 | 98704 | 11,214.16 | 7 Electric Bills |
| V226 | Burlington Public Works-Water | 4/7/23 | 98705 | 269.69 | |
| V227 | Burlington Telecom | 4/7/23 | 98706 | 2,166.47 | IT Invoice |
| V228 | C.I.D.E.R., Inc. | 4/7/23 | 98707 | 21,336.67 | E AND D Medicaid and van Service |
| V220 | Class C Solutions Group | 4/7/23 | 98708 | 546.64 | |
| V1240 | ClearChoiceMD | 4/7/23 | 98709 | 285.00 | |
| V1564 | Connolly Heather | 4/7/23 | 98710 | 125.00 | |
| V928 | Conway Office Solutions | 4/7/23 | 98711 | 105.95 | |
| V239 | Cummins Northeast LLC | 4/7/23 | 98712 | 980.81 | |
| V242 | Danform Shoes | 4/7/23 | 98713 | 1,268.96 | 5 Maintenance Boot allowance Invoices |
| V250 | Fisher Auto Parts | 4/7/23 | 98714 | 4,045.03 | 28 Part Invoices |
| V252 | FleetPride, Inc | 4/7/23 | 98715 | 5,605.18 | 7 Part Invoices |
| V1814 | Fred's Plumbing & Heating Inc. | 4/7/23 | 98716 | 425.86 | |
| V257 | Gillig Corp. | 4/7/23 | 98717 | 11,072.86 | 13 Part Invoices |
| V2027 | Goss Dodge | 4/7/23 | 98718 | 2,167.66 | 2 Part Invoices |
| V704 | Government Finance Officers Association | 4/7/23 | 98719 | 160.00 | |
| V259 | Grainger | 4/7/23 | 98720 | 99.84 | |
| V1639 | Gratton, Yancey | 4/7/23 | 98721 | 126.90 | FSA Reimbursement |
| V260 | Green Mountain Kenworth, Inc. | 4/7/23 | 98722 | 92.52 | |
| V261 | Green Mountain Power | 4/7/23 | 98723 | 1,237.25 | 3 Electric Bills Rural |
| V1976 | Hanley Scott | 4/7/23 | 98724 | 106.15 | FSA Reimbursement |
| V1341 | Iroquois Manufacturing Company | 4/7/23 | 98725 | 6,458.00 | Installed plow on truck |
| V472 | Irving Energy Distribution | 4/7/23 | 98726 | 1,484.57 | Heating Oil invoice |
| V1658 | J. David White Associates, Inc. | 4/7/23 | 98727 | 260.00 | |
| V446 | Janek Corporation, The | 4/7/23 | 98728 | 1,300.00 | Part Invoice |
| V2077 | Jason Jones | 4/7/23 | 98729 | 400.00 | |
| V1859 | Jeremy J Becker | 4/7/23 | 98730 | 1,072.50 | Snow Plowing and Salting Invoice |
| V1779 | Key Motors of South Burlington | 4/7/23 | 98731 | 69.95 | |
| V328 | Kirk's Automotive Inc. | 4/7/23 | 98732 | 1,863.40 | Part Invoice |
| V1947 | Land Care Agri. Services LLC | 4/7/23 | 98733 | 100.00 | |
| V1509 | Lawson Products, Inc | 4/7/23 | 98734 | 246.07 | |
| V473 | Limoge & Sons Garage Doors, Inc. | 4/7/23 | 98735 | 202.00 | |
| V1191 | Lucky's Trailer Sales Inc. | 4/7/23 | 98736 | 2,831.69 | 8 Part Invoices |
| V1455 | Mag & Sons Clothing | 4/7/23 | 98737 | 987.02 | |
| V1923 | Mcgee Ford Of Montpelier | 4/7/23 | 98738 | 902.65 | |
| V278 | Mohawk Mfg. & Supply Co. | 4/7/23 | 98739 | 1,298.54 | 3 Part Invoices |
| V280 | Mutual of Omaha Insurance Co. | 4/7/23 | 98740 | 14.03 | |
| V792 | Myers Container Service Corp. | 4/7/23 | 98741 | 391.15 | |
| V283 | Neopart LLC | 4/7/23 | 98742 | 2,119.12 | Part Invoice |
| V2010 | Nucar Automall of Saint Albans | 4/7/23 | 98743 | 1,029.36 | Repair Invoice |
| V223 | O'Reilly Auto Enterprises, LLC | 4/7/23 | 98744 | 961.52 | |
| V1878 | Otis Elevator Company | 4/7/23 | 98745 | 530.76 | |

| | | | | |
|-------|---|------------------------|-----------|----------------------------------|
| V1484 | Parsons Environment & Infrastructure Group Inc. | 4/7/23 98746 | 49.72 | |
| V1906 | Pete's Tire Barns Inc | 4/7/23 98747 | 9,609.89 | 5 Tire Invoices |
| V232 | Petty Cash | 4/7/23 98748 | 100.00 | |
| V1165 | Posner, Jordan | 4/7/23 98749 | 1,047.50 | Consulting Invoices |
| V1994 | Reid Stephanie | 4/7/23 98750 | 25.00 | |
| V1449 | Robinson, Alec | 4/7/23 98751 | 414.82 | Travel Expenses |
| V297 | Safety-Kleen Systems, Inc. | 4/7/23 98752 | 2,566.28 | Hazard Material Disposal Invoice |
| V298 | Sanel Auto Parts Co. | 4/7/23 98753 | 287.37 | |
| V299 | SB Collins, Inc. | 4/7/23 98754 | 11,063.16 | Fuel |
| V301 | Sovernet | 4/7/23 98755 | 1,354.53 | IT Invoice |
| V302 | Sports & Fitness Edge Inc. | 4/7/23 98756 | 628.60 | |
| V2056 | Sprague Operating Resources LLC | 4/7/23 98757 | 54,502.96 | Fuel |
| V516 | Stowe Reporter | 4/7/23 98758 | 1,203.84 | 3 Marketing Invoices |
| V1875 | Sunwealth Project Pool 14 LLC | 4/7/23 98759 | 859.20 | |
| V310 | Swish White River, LTD | 4/7/23 98760 | 1,047.60 | 3 Maintenance Supply Invoices |
| V1883 | TDI Repair Facility LLC | 4/7/23 98761 | 430.00 | |
| V452 | Times Argus, The | 4/7/23 98762 | 300.00 | |
| V2044 | Townsend Liv | 4/7/23 98763 | 303.32 | FSA and Mileage Reimbursements |
| V273 | Transit Holding, Inc. | 4/7/23 98764 | 2,588.70 | 3 Part Invoices |
| V313 | Travelers | 4/7/23 98765 | 875.00 | |
| V1046 | ULINE | 4/7/23 98766 | 1,125.60 | Maintenance Equipement Invoice |
| V1030 | UniFirst Corporation | 4/7/23 98767 | 991.29 | |
| V315 | United Parcel Service | 4/7/23 98768 | 16.04 | |
| V410 | Vermont Gas Systems, Inc. | 4/7/23 98769 | 10,831.24 | 5 gas Bills Urban |
| V1119 | Vermont League of Cities & Towns | 4/7/23 98770 | 75.00 | |
| V336 | W.B Mason Co., Inc. | 4/7/23 98771 | 59.97 | |
| V1953 | WEX BANK | 4/7/23 98772 | 44,097.69 | Fuel |
| V796 | Yipes Auto Accessories | 4/7/23 98773 | 392.87 | |
| V1628 | Andrews, Nancy | 4/7/23 EFT000000017093 | 483.39 | Volunteer |
| V1150 | Bruley SR, Mark | 4/7/23 EFT000000017094 | 1,556.96 | Volunteer |
| V1707 | Chase, Betty | 4/7/23 EFT000000017095 | 851.50 | Volunteer |
| V1676 | Croteau, William | 4/7/23 EFT000000017096 | 1,156.73 | Volunteer |
| V1915 | Donna Perry | 4/7/23 EFT000000017097 | 658.28 | Volunteer |
| V1820 | Franklin County Transportation | 4/7/23 EFT000000017098 | 8,535.00 | Cab Service |
| V170 | Hertz, Kenneth | 4/7/23 EFT000000017099 | 453.26 | Volunteer |
| V174 | Langlois, Paulette | 4/7/23 EFT000000017100 | 657.62 | Volunteer |
| V70 | LeClair Raymond | 4/7/23 EFT000000017101 | 180.78 | Volunteer |
| V86 | Pike, Gail | 4/7/23 EFT000000017102 | 1,146.92 | Volunteer |
| V771 | Sammons Chandra | 4/7/23 EFT000000017103 | 952.37 | Volunteer |
| V93 | Timm, Marta | 4/7/23 EFT000000017104 | 311.79 | Volunteer |
| V1725 | Utton, Debra | 4/7/23 EFT000000017105 | 1,627.02 | Volunteer |
| V14 | Bruce, Judith | 4/7/23 EFT000000017106 | 210.00 | FSA Reimbursement |
| V1182 | Charissakis, John | 4/7/23 EFT000000017107 | 326.28 | f |
| V2004 | LaBombard Ashley | 4/7/23 EFT000000017108 | 204.62 | Travel Expenses |
| V1446 | M T Wallets, LLC | 4/7/23 EFT000000017109 | 3,200.00 | Lease |
| V2070 | Masse Tammy | 4/7/23 EFT000000017110 | 190.00 | FSA Reimbursement |
| V38 | Moore, Jon | 4/7/23 EFT000000017111 | 290.25 | DCAP Reimbursement |
| V1825 | Ride Your Bike LLC | 4/7/23 EFT000000017112 | 955.09 | |
| V303 | SSTA | 4/7/23 EFT000000017113 | 69,365.52 | E AND D 2 Months |
| V308 | Steadman Hill Consulting, Inc. | 4/7/23 EFT000000017114 | 6,783.12 | Consulting Invoices |

| Vendor ID | Vendor Name | Document Date | Document Number | Document Amount | |
|-----------|---|---------------|-----------------|-----------------|----------------------------|
| V2080 | Von Hermann Romeo | 4/10/23 | 98778 | 266.98 | |
| V1481 | Amerigas | 4/14/23 | 98779 | 1,390.31 | 2 Propane Invoices |
| V1334 | Background Investigation Bureau, LLC | 4/14/23 | 98780 | 173.50 | |
| V229 | Camerota Truck Parts | 4/14/23 | 98781 | 6,161.13 | Transmission |
| V851 | Champlain Medical | 4/14/23 | 98782 | 444.00 | |
| V250 | Fisher Auto Parts | 4/14/23 | 98783 | 1,924.88 | 5 Part Invoice |
| V2027 | Goss Dodge | 4/14/23 | 98784 | 6,865.80 | 2 Part and Repair Invoices |
| V260 | Green Mountain Kenworth, Inc. | 4/14/23 | 98785 | 127.62 | |
| V261 | Green Mountain Power | 4/14/23 | 98786 | 60.34 | |
| V1509 | Lawson Products, Inc | 4/14/23 | 98787 | 295.68 | |
| V270 | Lowe's | 4/14/23 | 98788 | 51.26 | |
| V1923 | Mcgee Ford Of Montpelier | 4/14/23 | 98789 | 479.81 | |
| V611 | Northwestern Occupational Health | 4/14/23 | 98790 | 230.00 | |
| V545 | Pitney Bowes - Leasing | 4/14/23 | 98791 | 75.00 | |
| V828 | Rural Community Transit Inc. | 4/14/23 | 98792 | 101.57 | |
| V297 | Safety-Kleen Systems, Inc. | 4/14/23 | 98793 | 242.15 | |
| V298 | Sanel Auto Parts Co. | 4/14/23 | 98794 | 332.03 | |
| V299 | SB Collins, Inc. | 4/14/23 | 98795 | 5,373.48 | Fuel |
| V516 | Stowe Reporter | 4/14/23 | 98796 | 562.00 | |
| V309 | Stride Creative Group | 4/14/23 | 98797 | 282.20 | |
| V310 | Swish White River, LTD | 4/14/23 | 98798 | 957.75 | |
| V1030 | UniFirst Corporation | 4/14/23 | 98799 | 30.75 | |
| V315 | United Parcel Service | 4/14/23 | 98800 | 56.36 | |
| V1459 | Vermont Information Consortium LLC | 4/14/23 | 98801 | 222.00 | |
| V537 | Vermont Public Transportation Association | 4/14/23 | 98802 | 305.00 | |
| V336 | W.B Mason Co., Inc. | 4/14/23 | 98803 | 940.31 | |
| V303 | SSTA | 4/14/23 | EFT000000017115 | 123.80 | |
| V308 | Steadman Hill Consulting, Inc. | 4/14/23 | EFT000000017116 | 10,928.90 | Consulting |
| V1856 | Via Transportation Inc. | 4/14/23 | EFT000000017117 | 2,440.00 | Mirco Transit Invoice |

| Vendor ID | Vendor Name | Document Date | Document Number | Document Amount | |
|-----------|--------------------------------------|---------------|-----------------|-----------------|-------------------------------|
| V1467 | Charles Schwab | 4/17/23 | V1467 2023 0417 | 23,487.60 | Retirement |
| V1467 | Charles Schwab | 4/18/23 | V1467 2023 0418 | 119,601.21 | Quarterly Match |
| V265 | ICMA | 4/19/23 | V265 2023 0419 | 1,274.17 | Retirement |
| V311 | Teamsters Local 597 | 4/19/23 | V311 2023 0419 | 7,015.82 | Union Dues |
| V1025 | Alter, Charles | 4/21/23 | 98804 | 290.17 | Volunteer |
| V1601 | Antillon, Jill | 4/21/23 | 98805 | 62.48 | |
| V1099 | Barnett, Wendy | 4/21/23 | 98806 | 1,131.84 | Volunteer |
| V1957 | Clark Barbara | 4/21/23 | 98807 | 301.3 | Volunteer |
| V1884 | Donaghy Peardon | 4/21/23 | 98808 | 57.64 | |
| V1450 | English, Leslie | 4/21/23 | 98809 | 74.67 | |
| V1669 | Kriss, Bonnie | 4/21/23 | 98810 | 41.92 | |
| V2083 | Macey Sabrina | 4/21/23 | 98811 | 49.78 | |
| V2032 | Merrill John | 4/21/23 | 98812 | 561.99 | Volunteer |
| V2052 | Metivier Veronica | 4/21/23 | 98813 | 13.1 | |
| V1911 | O'Donnell Kathleen | 4/21/23 | 98814 | 86.46 | |
| V2082 | Paquin Helen | 4/21/23 | 98815 | 486.2 | Volunteer |
| V1733 | Slack, Robert | 4/21/23 | 98816 | 224.01 | Volunteer |
| V1858 | Valyou Brittany | 4/21/23 | 98817 | 144.38 | Volunteer |
| V2058 | Vassar Carol | 4/21/23 | 98818 | 623.56 | Volunteer |
| V962 | Williams, Kenneth | 4/21/23 | 98819 | 75.24 | |
| V2006 | Wisell Evan | 4/21/23 | 98820 | 35.37 | |
| V279 | ABC Bus Companies-Muncie | 4/21/23 | 98821 | 4,205.48 | 6 Part Invoices |
| V1892 | Allen Michael | 4/21/23 | 98822 | 250 | Vision Reimbursement |
| V1481 | Amerigas | 4/21/23 | 98823 | 457.38 | |
| V284 | Brenntag Lubricants Northeast | 4/21/23 | 98824 | 9,116.60 | 3 Part Invoices |
| V1716 | Bundy, Carol | 4/21/23 | 98825 | 250 | Vision Reimbursement |
| V225 | Burlington Electric Department | 4/21/23 | 98826 | 2,120.28 | Electric Bill DTC |
| V1227 | Burlington Public Works-NON Water!!! | 4/21/23 | 98827 | 480 | |
| V226 | Burlington Public Works-Water | 4/21/23 | 98828 | 3,390.70 | 3 Water and sewer Bills |
| V228 | C.I.D.E.R., Inc. | 4/21/23 | 98829 | 25,085.63 | E&D, Medicaid and Van Service |
| V229 | Camerota Truck Parts | 4/21/23 | 98830 | 22,322.26 | Transmissions Invoice |
| V2081 | Clark Clayton | 4/21/23 | 98831 | 489.32 | Mileage Reimbursement |
| V220 | Class C Solutions Group | 4/21/23 | 98832 | 772.22 | |
| V1564 | Connolly Heather | 4/21/23 | 98833 | 125 | |
| V2084 | Consolidated Communications | 4/21/23 | 98834 | 433.09 | |
| V928 | Conway Office Solutions | 4/21/23 | 98835 | 1,346.15 | Office Supply Invoice |
| V1863 | Coppola Debbie | 4/21/23 | 98836 | 250 | Vision Reimbursement |
| V239 | Cummins Northeast LLC | 4/21/23 | 98837 | 5,091.75 | Part Invoice |
| V2062 | Donald Rob | 4/21/23 | 98838 | 546.74 | Tool Allowance |
| V321 | Empire Janitorial Supply Company | 4/21/23 | 98839 | 63.86 | |
| V403 | Firetech Sprinkler Corp. | 4/21/23 | 98840 | 370 | |
| V250 | Fisher Auto Parts | 4/21/23 | 98841 | 153.3 | |
| V253 | FleetWave Partners, LLP | 4/21/23 | 98842 | 3,493.35 | 2 Radio Repeater Invoices |
| V1814 | Fred's Plumbing & Heating Inc. | 4/21/23 | 98843 | 691.91 | |
| V115 | Gallagher, Donna | 4/21/23 | 98844 | 1,125.00 | Consulting Broker Services |
| V257 | Gillig Corp. | 4/21/23 | 98845 | 3,398.47 | 3 Part Invoices |
| V260 | Green Mountain Kenworth, Inc. | 4/21/23 | 98846 | 11,590.09 | 6 Part and Repair Invoices |
| V261 | Green Mountain Power | 4/21/23 | 98847 | 1,376.12 | 2 Electric Bills |
| V426 | Hulbert Supply Co., Inc. | 4/21/23 | 98848 | 13.05 | |
| V1509 | Lawson Products, Inc | 4/21/23 | 98849 | 214.44 | |
| V473 | Limoge & Sons Garage Doors, Inc. | 4/21/23 | 98850 | 5,434.10 | Repaired Garage Doors Invoice |
| V1191 | Lucky's Trailer Sales Inc. | 4/21/23 | 98851 | 4,239.18 | 6 Part Invoices |
| V1455 | Mag & Sons Clothing | 4/21/23 | 98852 | 5,514.99 | Driver Uniform Invoice |
| V1068 | Midwest Bus Corporation | 4/21/23 | 98853 | 2,601.42 | Part Invoice |
| V278 | Mohawk Mfg. & Supply Co. | 4/21/23 | 98854 | 842.63 | |

| | | | | | |
|-------|------------------------------------|---------|-----------------|------------|--------------------------|
| V1969 | Nguyen Kevin | 4/21/23 | 98855 | 167.95 | Boot Allowance |
| V331 | North Avenue News | 4/21/23 | 98856 | 200 | |
| V1836 | Palin Christine | 4/21/23 | 98857 | 250 | Vision Reimbursement |
| V1906 | Pete's Tire Barns Inc | 4/21/23 | 98858 | 1,997.40 | Tire Invoice |
| V1994 | Reid Stephanie | 4/21/23 | 98859 | 15 | |
| V301 | Sovernet | 4/21/23 | 98860 | 407.77 | |
| V2056 | Sprague Operating Resources LLC | 4/21/23 | 98861 | 27,263.15 | Fuel |
| V451 | Stowe, Town of Electric Department | 4/21/23 | 98862 | 211.55 | |
| V2085 | Summit Fire and Security | 4/21/23 | 98863 | 1,030.00 | Fire Alarm Inspection |
| V734 | Thermo King Northeast/Dattco | 4/21/23 | 98864 | 220.48 | |
| V273 | Transit Holding, Inc. | 4/21/23 | 98865 | 171.45 | |
| V1030 | UniFirst Corporation | 4/21/23 | 98866 | 310.94 | |
| V335 | Vermont Department of Labor | 4/21/23 | 98867 | 8,619.08 | Quarterly Unemployment |
| V410 | Vermont Gas Systems, Inc. | 4/21/23 | 98868 | 8,960.24 | 7 Natural Gas Bills |
| V1683 | VHV Company | 4/21/23 | 98869 | 4,448.63 | 2 Heater Repair Invoices |
| V336 | W.B Mason Co., Inc. | 4/21/23 | 98870 | 126.96 | |
| V796 | Yipes Auto Accessories | 4/21/23 | 98871 | 35 | |
| V1593 | Zebic, Branko | 4/21/23 | 98872 | 250 | Vision Reimbursement |
| V1628 | Andrews, Nancy | 4/21/23 | EFT000000017118 | 203.05 | Volunteer |
| V1150 | Bruley SR, Mark | 4/21/23 | EFT000000017119 | 1,477.69 | Volunteer |
| V1707 | Chase, Betty | 4/21/23 | EFT000000017120 | 1,214.37 | Volunteer |
| V1952 | Cook Kathleen | 4/21/23 | EFT000000017121 | 64.19 | |
| V1676 | Croteau, William | 4/21/23 | EFT000000017122 | 1,034.90 | Volunteer |
| V1915 | Donna Perry | 4/21/23 | EFT000000017123 | 736.23 | Volunteer |
| V1121 | Fitzgerald, Terry | 4/21/23 | EFT000000017124 | 110.04 | Volunteer |
| V1820 | Franklin County Transportation | 4/21/23 | EFT000000017125 | 13,750.00 | Cab Service |
| V170 | Hertz, Kenneth | 4/21/23 | EFT000000017126 | 588.19 | Volunteer |
| V174 | Langlois, Paulette | 4/21/23 | EFT000000017127 | 1,096.47 | Volunteer |
| V70 | LeClair Raymond | 4/21/23 | EFT000000017128 | 1,331.62 | Volunteer |
| V86 | Pike, Gail | 4/21/23 | EFT000000017129 | 1,327.69 | Volunteer |
| V771 | Sammons Chandra | 4/21/23 | EFT000000017130 | 972.02 | Volunteer |
| V93 | Timm, Marta | 4/21/23 | EFT000000017131 | 372.05 | Volunteer |
| V1725 | Utton, Debra | 4/21/23 | EFT000000017132 | 1,801.25 | Volunteer |
| V1751 | Foss, Nicholas | 4/21/23 | EFT000000017133 | 99.56 | |
| V583 | Griffith, Tom | 4/21/23 | EFT000000017134 | 228.3 | FSA Reimbursement |
| V2070 | Masse Tammy | 4/21/23 | EFT000000017135 | 95 | |
| V38 | Moore, Jon | 4/21/23 | EFT000000017136 | 66.47 | |
| V303 | SSTA | 4/21/23 | EFT000000017137 | 204,677.75 | ADA and E&D |

| Vendor ID | Vendor Name | Document Date | Document Number | Document Amount | |
|-----------|--|---------------|-----------------|-----------------|--|
| V279 | ABC Bus Companies-Muncie | 4/28/23 | 98873 | 71.83 | |
| V316 | Able Paint, Glass & Flooring Co. | 4/28/23 | 98874 | 93.88 | |
| V1630 | Admiral Consulting Group | 4/28/23 | 98875 | 8,743.00 | Computer Service Invoice |
| V1817 | Air Compressor Engineering CO., INC | 4/28/23 | 98876 | 3,206.60 | 2 Repair Invoices |
| V217 | Airgas USA, LLC | 4/28/23 | 98877 | 166.56 | |
| V1481 | Amerigas | 4/28/23 | 98878 | 1,353.68 | 4 Propane Invoices Berlin |
| V284 | Brenntag Lubricants Northeast | 4/28/23 | 98879 | 1,648.71 | 2 Part Invoices |
| V851 | Champlain Medical | 4/28/23 | 98880 | 656.00 | |
| V220 | Class C Solutions Group | 4/28/23 | 98881 | 1,878.03 | 4 Part Invoices |
| V928 | Conway Office Solutions | 4/28/23 | 98882 | 124.45 | |
| V1346 | Craig Bushey Enterprises, LLC dba Abba Fuels | 4/28/23 | 98883 | 1,783.00 | Heating Repair Invoice |
| V242 | Danform Shoes | 4/28/23 | 98884 | 351.00 | |
| V401 | Dell Business Credit | 4/28/23 | 98885 | 68.00 | |
| V417 | Dion Security, Inc. | 4/28/23 | 98886 | 447.59 | |
| V321 | Empire Janitorial Supply Company | 4/28/23 | 98887 | 38.69 | |
| V403 | Firetech Sprinkler Corp. | 4/28/23 | 98888 | 370.00 | |
| V250 | Fisher Auto Parts | 4/28/23 | 98889 | 1,444.89 | 5 Part Invoices |
| V362 | Gannett Vermont Publishing Inc | 4/28/23 | 98890 | 390.00 | |
| V257 | Gillig Corp. | 4/28/23 | 98891 | 5,528.39 | 5 Part Invoices |
| V259 | Grainger | 4/28/23 | 98892 | 731.66 | |
| V1658 | J. David White Associates, Inc. | 4/28/23 | 98893 | 862.50 | |
| V446 | Janek Corporation, The | 4/28/23 | 98894 | 300.00 | |
| V2077 | Jason Jones | 4/28/23 | 98895 | 400.00 | |
| V328 | Kirk's Automotive Inc. | 4/28/23 | 98896 | 222.84 | |
| V1509 | Lawson Products, Inc | 4/28/23 | 98897 | 327.59 | |
| V473 | Limoge & Sons Garage Doors, Inc. | 4/28/23 | 98898 | 749.45 | |
| V1162 | Lowell Mcleods Inc. | 4/28/23 | 98899 | 266.25 | |
| V1191 | Lucky's Trailer Sales Inc. | 4/28/23 | 98900 | 207.33 | |
| V2013 | Luneau Brothers Glass LLC | 4/28/23 | 98901 | 1,111.26 | 2 Glass Replacement Invoices |
| V2015 | M&T Bank | 4/28/23 | 98902 | 6,455.09 | Credit Cards Travel, meals Office supplies |
| V2021 | Mansfield Services LLC | 4/28/23 | 98903 | 896.00 | |
| V1923 | Mcgee Ford Of Montpelier | 4/28/23 | 98904 | 207.63 | |
| V1891 | Minuteman Security Technologies | 4/28/23 | 98905 | 288.75 | |
| V278 | Mohawk Mfg. & Supply Co. | 4/28/23 | 98906 | 290.09 | |
| V280 | Mutual of Omaha Insurance Co. | 4/28/23 | 98907 | 14.03 | |
| V792 | Myers Container Service Corp. | 4/28/23 | 98908 | 363.06 | |
| V1576 | New England Auto Glass LLC | 4/28/23 | 98909 | 325.00 | |
| V950 | Northern ToyotaLift | 4/28/23 | 98910 | 5,904.53 | 5 Part And Repair Invoices |
| V594 | Offset House The, Inc | 4/28/23 | 98911 | 6,168.00 | Marketing Invoice |
| V1906 | Pete's Tire Barns Inc | 4/28/23 | 98912 | 1,632.96 | Tire Invoice |
| V299 | SB Collins, Inc. | 4/28/23 | 98913 | 4,981.96 | Fuel |
| V2056 | Sprague Operating Resources LLC | 4/28/23 | 98914 | 54,063.22 | Fuel |
| V304 | St. Albans Messenger | 4/28/23 | 98915 | 350.00 | |
| V310 | Swish White River, LTD | 4/28/23 | 98916 | 1,676.85 | 12 Maintenance Supply Invoices |
| V452 | Times Argus, The | 4/28/23 | 98917 | 109.98 | |
| V273 | Transit Holding, Inc. | 4/28/23 | 98918 | 38.64 | |
| V1046 | ULINE | 4/28/23 | 98919 | 147.75 | |
| V1030 | UniFirst Corporation | 4/28/23 | 98920 | 374.54 | |
| V315 | United Parcel Service | 4/28/23 | 98921 | 96.79 | |
| V391 | Verizon Wireless | 4/28/23 | 98922 | 1,972.82 | IT Invoice |
| V385 | Vermont Offender Work Program | 4/28/23 | 98923 | 300.00 | |
| V1683 | VHV Company | 4/28/23 | 98924 | 4,700.72 | Heating Repair Invoice |
| V336 | W.B Mason Co., Inc. | 4/28/23 | 98925 | 768.13 | |
| V1975 | 802 Toyota | 4/27/23 | 98926 | 33,167.00 | Toyota Rav Urban |

To: GMT Board of Commissioners
From: Jamie L. Smith, Director of Marketing and Planning and team
Date: March 16, 2023
Re: Marketing and Planning Report

Community Outreach: The planning and marketing staff have been making a big push the past few weeks as the weather has warmed up for on-campus tabling at UVM and Champlain. Staff recently participated in the UVM Eco Fair and Earth Day at UVMMC. We will also be out on Church Street on Saturday, May 13th for the Vermont Highway Safety Alliance event on distracted driving. Come down and say hello if you are in Burlington on Saturday!

Burlington School District: Planning and Operations Staff recently met with staff from the Burlington School District, Burlington Public Works, and the new BHS Design team. It was a productive conversation around the design of facilities for transit in and around the new facility. The overarching goals of the discussion that was agreed upon by all parties was to design it with safety, efficiency, and the ability to encourage transit use over car usage.

Training: Jamie Smith recently attended the American Planning Association National Planning Conference.

Chris Damiani completed a weeklong class on Public Involvement in Transportation Decision Making through the National Transit Institute. A big focus from both trainings were around the accessibility of passenger-facing materials and public meetings.

Intern Departure: We would like to thank Ethan Nelson- Barkan who interned with us through the [UVM Communities of Practice Program](#). He was very helpful in assisting us with data management for this past year on seasonal service. Ethan is graduating this May from UVM with a major in environmental studies with a minor in health and society.

Americorps VISTA Recruitment The job posting is live for the GMT Americorps VISTA position. The VISTA is a year-long position that will focus on building capacity to restart our travel training program as well as a continuous feedback loop from passengers on service. The job posting can be found [here](#). The board packet also contains a recruitment poster. Please distribute to your networks! If you have any questions please reach out to Chris Damiani at cdamiani@ridegmt.com

Ridership

Overall ridership in the urban system increased slightly from last month by 1.5% resulting in the highest ridership month of the fiscal year thus far. This increase can be attributed to increased ridership on local routes while commuter ridership decreased by 5% since March. Year to date overall ridership is 17% more than FY22 but still 13% less than FY 19.

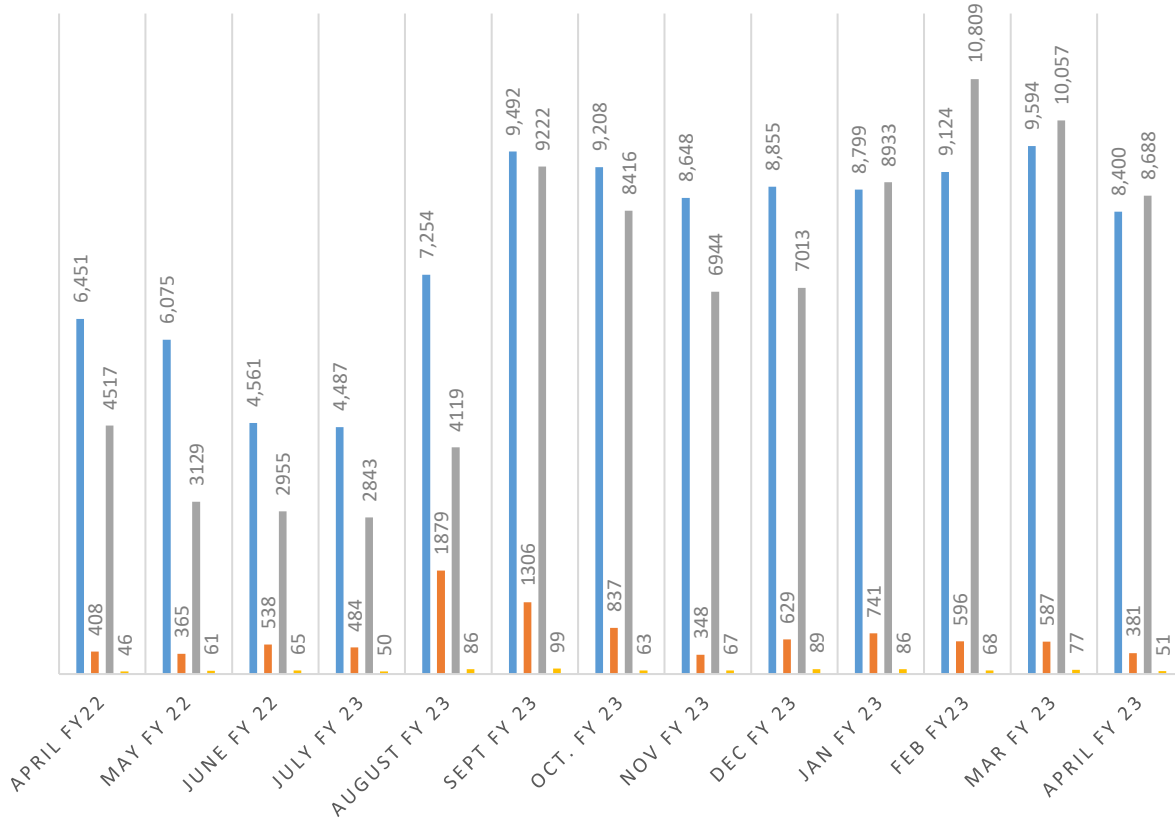
Currently, we are catching up on entering the seasonal data for the months of February, March, and April. All year to date calculations have been made with seasonal ridership only up to January. Unlike the urban system, rural ridership decreased slightly by 8% but still had the second-highest ridership month for the fiscal year. Decreases were seen on both local and commuter routes overall compared to last month. Year to date, rural ridership has surpassed FY19 ridership by 6% and up 27% compared to last fiscal year.

REMEMBER!

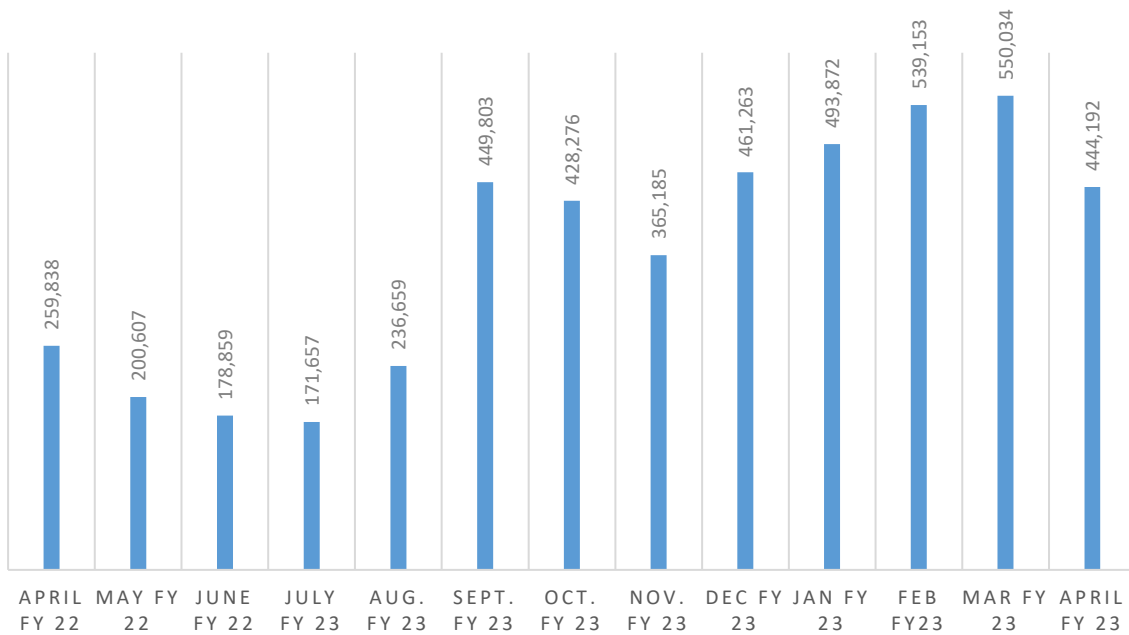


GMT TRANSIT APP STATISTICS

Monthly Active Users Downloads GO trips New Alert Subscribers



SESSIONS





2023-2024

JOIN OUR TEAM!


Be an AmeriCorps VISTA Volunteer

Help create a more inclusive outreach program that will influence the future of GMT bus service

BENEFITS

- ✓ Professional Development
- ✓ Bi-Weekly Stipend
- ✓ End of Service Award

 cdamiani@ridegmt.com

 802-540-2537

MORE INFO



APPLY NOW



Urban Ridership Report - April Data

| # | Route Name | Type of Service | Rank | Ridership | Avg Weekday Daily Ridership |
|----|-------------------------|-----------------|------|-----------|-----------------------------|
| 1 | Williston | Local | 1 | 49,384 | 1,798 |
| 2 | Essex Junction | Local | 2 | 46,697 | 1,969 |
| 3 | Lakeside Commuter | Local | 14 | 15 | 1 |
| 5 | Pine Street | Local | 7 | 8,683 | 358 |
| 6 | Shelburne Rd | Local | 3 | 27,177 | 1,109 |
| 7 | North Avenue | Local | 4 | 25,872 | 1,092 |
| 8 | City Loop | Local | 8 | 7,108 | 309 |
| 9 | Riverside/Winooski | Local | 5 | 17,418 | 787 |
| 10 | Williston/Essex | Local | 10 | 3,293 | 148 |
| 11 | Airport | Local | 6 | 10,528 | 403 |
| 16 | Hannaford's | Local | 12 | 170 | 43 |
| 19 | Price Chopper #1 | Local | 13 | 74 | 19 |
| 20 | Price Chopper #2 | Local | 11 | 180 | 45 |
| 21 | Neighborhood Special | Local | 9 | 4,460 | 223 |
| 36 | Jeffersonville Commuter | Commuter | 4 | 608 | 30 |
| 46 | 116 Commuter | Commuter | 5 | 268 | 13 |
| 56 | Milton Commuter | Commuter | 2 | 1,425 | 71 |
| 86 | Montpelier Link | Commuter | 1 | 4,181 | 209 |
| 96 | St. Albans Link | Commuter | 3 | 1,097 | 55 |

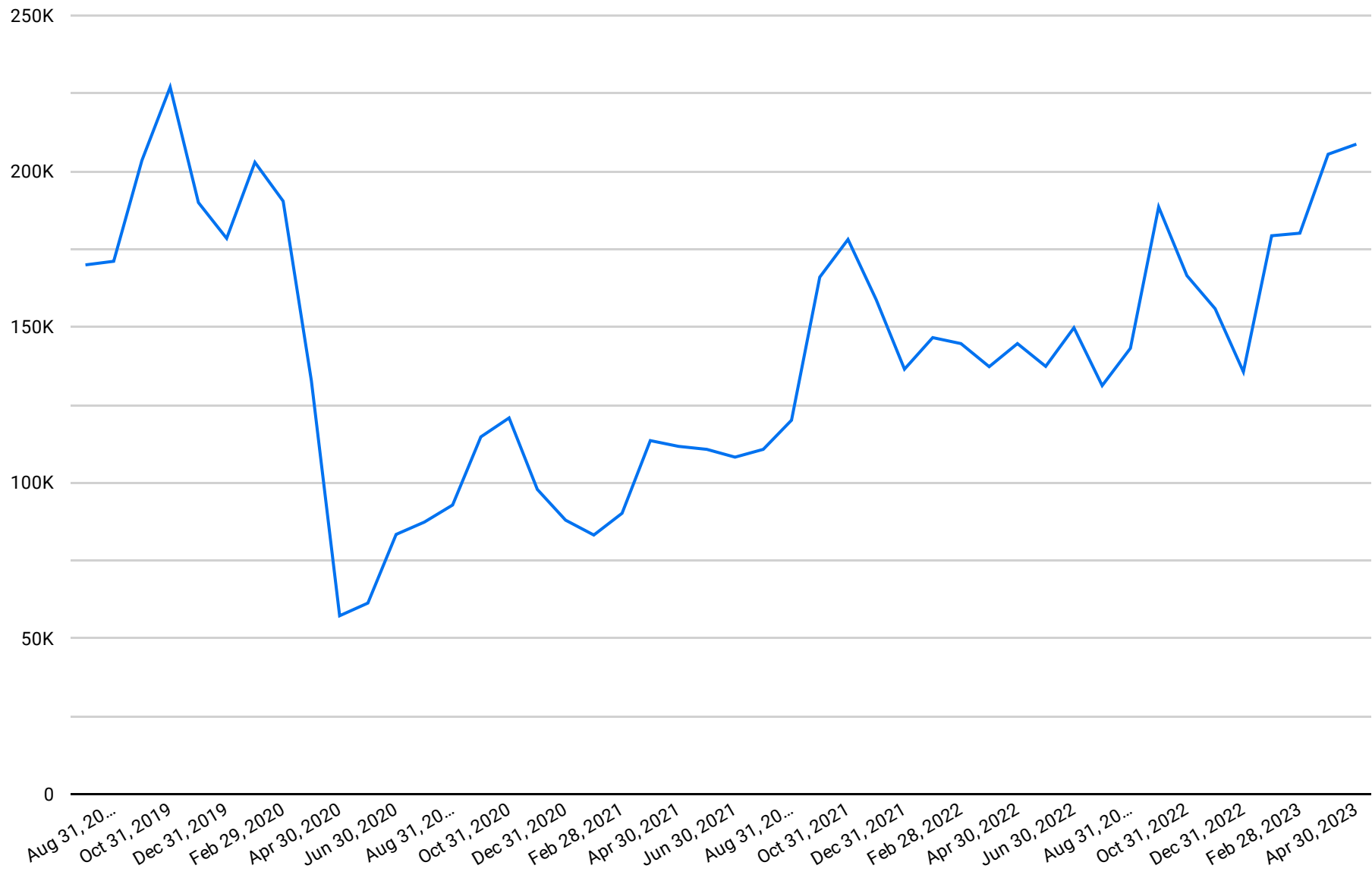
| Type of Service | Ridership |
|--------------------|----------------|
| Local | 201,059 |
| Commuter | 7,579 |
| Grand total | 208,638 |

| # ▲ | Route Name | % Change From Previous Month | YTD | YTD FY 22 | YTD FY 21 |
|-----|-------------------------|------------------------------|---------|-----------|-----------|
| 1 | Williston | 1% | 409,274 | 20% | 68% |
| 2 | Essex Junction | 7% | 349,005 | 11% | 77% |
| 3 | Lakeside Commuter | -89% | 580 | 204% | 160% |
| 5 | Pine Street | 2% | 70,816 | 12% | 67% |
| 6 | Shelburne Rd | 6% | 218,373 | 3% | 38% |
| 7 | North Avenue | -3% | 220,487 | 17% | 72% |
| 8 | City Loop | 6% | 54,333 | 42% | 140% |
| 9 | Riverside/Winooski | -1% | 138,140 | 18% | 54% |
| 10 | Williston/Essex | 12% | 27,561 | 20% | 69% |
| 11 | Airport | 2% | 87,526 | 51% | 93% |
| 16 | Hannaford's | -21% | 1,942 | 35% | 25% |
| 19 | Price Chopper #1 | -60% | 1,502 | 0% | -27% |
| 20 | Price Chopper #2 | -13% | 1,682 | 2% | 1% |
| 21 | Neighborhood Special | -19% | 39,086 | 14% | 105% |
| 36 | Jeffersonville Commuter | -2% | 5,395 | 13% | 62% |
| 46 | 116 Commuter | 2% | 2,649 | 108% | |
| 56 | Milton Commuter | 8% | 10,775 | 15% | 32% |
| 86 | Montpelier Link | -8% | 41,945 | 31% | 197% |
| 96 | St. Albans Link | -11% | 10,362 | 82% | 116% |

System Wide Percent Change Totals

| YTD | YTD 22 % | YTD 21% | YTD 20% | YTD 19% |
|-----------|----------|---------|---------|---------|
| 1,693,517 | 17.23% | 69.7% | 0.09% | -13.28% |

Urban Ridership July 2019 - April 2023



Rural Ridership Report - April Data

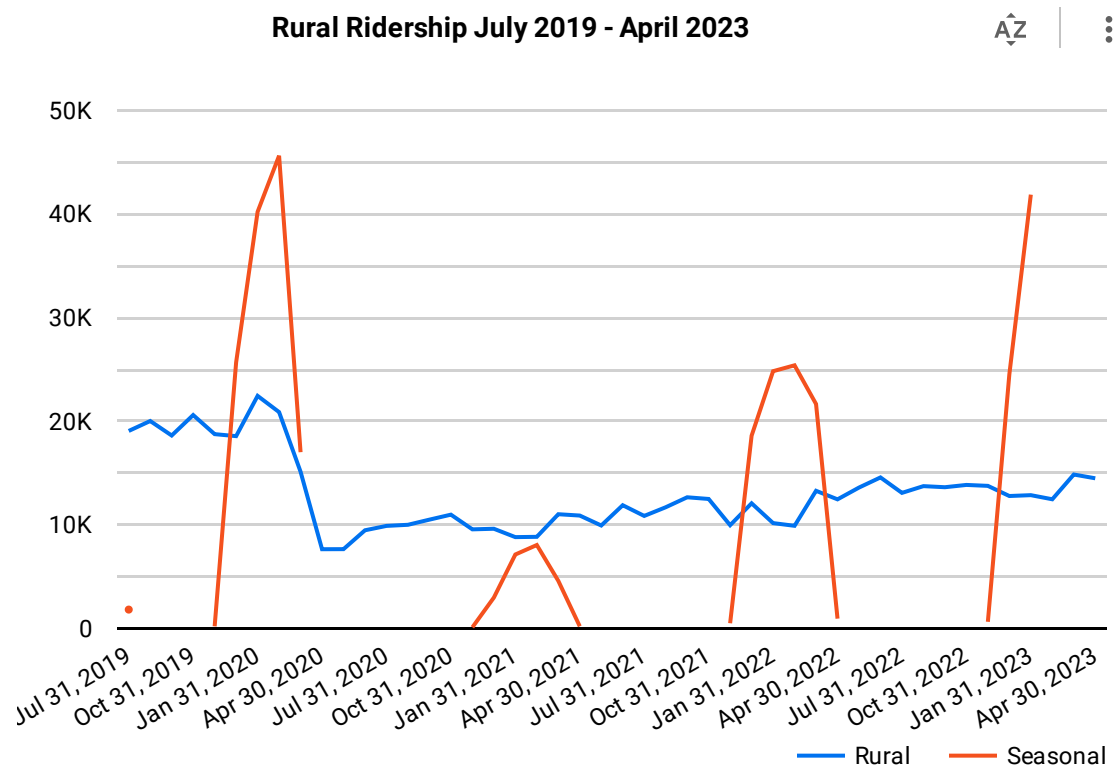
| # ▲ | Route Name | Type of Service | Rank | Ridership | Avg Weekday Daily Ridership |
|-----|--------------------------------|-----------------|------|-----------|-----------------------------|
| | MyRide | Microtransit | | 3,585 | 157 |
| 80 | City Route Mid-Day | Local | 3 | 2,122 | 88 |
| 81 | Barre Hospital Hill | Local | 1 | 3,177 | 129 |
| 83 | Waterbury Commuter | Commuter | 3 | 303 | 15 |
| 85 | Hannaford Shopping Special | Local | 5 | 150 | 38 |
| 87 | Northfield Shuttle | Local | 6 | 38 | 19 |
| 89 | City Commuter | Local | 2 | 2,197 | 95 |
| 93 | Northfield Commuter | Commuter | 2 | 343 | 17 |
| 109 | Tuesday Shopping Shuttle (FGI) | Local | 7 | 54 | 14 |
| 110 | St.Albans DT Shuttle | Local | 4 | 1,878 | 78 |
| 115 | Alburg-Georgia Commuter | Commuter | 1 | 367 | 18 |
| 116 | Richford-St.Albans Commuter | Commuter | 4 | 250 | 13 |

| Type of Service | Ridership |
|-----------------|-----------|
| Microtransit | 3,585 |
| Local | 9,616 |
| Commuter | 1,263 |

| Service Region | Ridership |
|--------------------|---------------|
| Capital District | 11,915 |
| FGI | 2,549 |
| Grand total | 14,464 |

| # ▲ | Route Name | % Change From Previous Month | YTD | YTD FY 22 | YTD FY 21 |
|-----|--------------------------------|------------------------------|--------|-----------|-----------|
| 80 | City Route Mid-Day | 2% | 20,430 | 41% | 53% |
| 81 | Barre Hospital Hill | 18% | 28,655 | 35% | 43% |
| 83 | Waterbury Commuter | -12% | 3,319 | 16% | 128% |
| 85 | Hannaford Shopping Special | -9% | 1,633 | 1% | 8% |
| 87 | Northfield Shuttle | 6% | 368 | 2% | 1% |
| 89 | City Commuter | -4% | 21,287 | 2% | 20% |
| 93 | Northfield Commuter | 5% | 3,959 | -18% | 53% |
| 109 | Tuesday Shopping Shuttle (FGI) | -18% | 546 | 3% | 8% |
| 110 | St.Albans DT Shuttle | -11% | 18,800 | 21% | 24% |
| 115 | Alburg-Georgia Commuter | -28% | 4,374 | 64% | 28% |
| 116 | Richford-St.Albans Commuter | -26% | 3,057 | 26% | 46% |

Rural Ridership July 2019 - April 2023



System Wide Percent Change Totals
Includes seasonal ridership only until January

| YTD | YTD 22 % | YTD 21% | YTD 20% | YTD 19% |
|---------|----------|---------|---------|---------|
| 202,216 | 26.65% | 102.84% | 0.82% | 6.34% |



To: GMT Board of Commissioners

From: Matt Kimball, Director of Grants & Project Development

Date: May 11, 2023

RE: Grants and Project Development Report

GRANTS

Grants staff are coordinating with VTrans on specific funding items and changes to carryforward capital as part of the SFY2024 grant application process. Staff expects to receive a draft funding table within the week for review.

Updates have been made to the current year Transportation Improvement Plan (TIP) to fully match approved projects and dollar values for GMT's FFY2023 federal grant applications. Staff will work with FTA to enter the application details in TrAMS over the coming weeks.

FTA has provided comments on a Paper Grant Application (PGA) for the RAISE grant that was awarded to CCRPC. The RAISE grant will be directly awarded to GMT, with CCRPC as the funding subrecipient. This application will be completed in conjunction with the federal applications listed above.

Grants staff is working to complete semi-annual DBE reports for Urban and Rural. Rural reports are submitted to VTrans by 5/15/23 and Urban reports are directly submitted to TrAMS by 6/1/23.

PROJECT DEVELOPMENT

Below is an overview of the existing projects in development at GMT:

☆ 101 Queen City Park Rd Maintenance Lift Replacement

- Staff recently held an on-site meeting with the Wiemann Lamphere Architects and members from Stertil-Koni USA and Power America Heavy Duty lifts. The meeting facilitated group discussions around final design elements of the shop construction project, project schedule, areas of focus for the construction IFB document, permitting requirements, project staging, and strategies to minimize disruptions to bus maintenance operations during the project.



- Staff is working with the above team on the finalization of design materials and the construction IFB for projected issuance in May. Goal is to align the shop construction project with the anticipated lift delivery in August 2023.

☆ **Washington County Facility Site Selection Study**

- Working with VHB to finalize and execute a revised task order to proceed with NEPA Phase 1 assessment work.
- Preparing scope of work and procurement materials for FTA Uniform Act consulting assistance and appraisal/appraisal review services. Working to align these items with the completion of NEPA activities and fall within the validity period of the final NEPA materials.

☆ **GMT Fare Collection System Overhaul Project**

- Finalizing order of twenty (20) new FastFare fareboxes. Current delivery projections are about four months, which would place delivery in September.
- Continuing to coordinate with Genfare to develop a full scope of upgrades needed to support the project. The majority of capital activities will occur in FY24, however staff is working to obtain pre-award authority for all project activities so that work can commence as soon as possible to account for lead times and delays.
- Assisting Maintenance with coordination with Genfare for the replacement of GMT's cash vault at the facility.

☆ **LONO Electric Bus and EVSE Infrastructure Project**

- Pricing and order configuration materials have been completed for the five (5) New Flyer XE40 buses. Staff is working on preparing contract documents to execute the award of these buses.
- A new service application has been submitted to Burlington Electric Department to start the design process by BED for new service infrastructure to support bus charging equipment located at 101 QCP and to secure a transformer for GMT at this location.
- Still awaiting an updated proposal from New Flyer Infrastructure Solutions (NFIS) for a turnkey charging solution. Staff has developed more long-range infrastructure considerations as part of preparation of an additional LONO application for BEB covering FY25-FY27, which will be discussed with NFIS as well.



☆ **Vehicle Orders**

- One (1) minivan for CIDER is expected to be delivered by May.
- Preparing Purchase Order materials for the purchase of six (6) cutaways for SSTA. Goal is to have PO executed this week.
- Coordinating with SEVT and VTrans on a contract amendment to the SEVT Ford Transit vehicle contract. GMT has received pricing from the vendor which includes price increases above what is authorized by the contract. This process will follow similar adjustments to VPTA cutaway contracts as all of these vehicle types have faced similar price increases due to supply chain constraints. Continuing to develop a vehicle replacement plan for replacements to sedans that are currently leased to SSTA.

☆ **ADA Conversion Van RFP**

- Continuing to evaluate staff's capacity to move forward with an RFP for minivans to fulfill the capital needs of GMT and its subcontractors in FY24. GMT will discuss the timeline of the statewide vehicle procurement to determine if GMT can await the results of this procurement to fulfill these capital needs.

☆ **Urban & Rural Passenger Shelters:**

- Coordinating with project management consultants and Enseicom to schedule the installation of four shelters in Summer/Fall 2023 at the following locations:
 - Shelburne Road @ Fayette Drive in South Burlington
 - Shelburne Road @ Market 32 in Burlington
 - North Avenue across from Cambrian Way in Burlington
 - Educational Drive in Essex Junction
- Continuing to develop a priority list of stops in the urban and rural service areas for amenity upgrades. Obtaining quotes for the removal of an unused shelter pad in Williston Village.
- Researching options for covered bike storage within the City of Burlington easement areas adjacent to the DTC.
- Coordinating with Stowe Mountain Resort on site needs for installation of a shelter produced by Yestermorrow at this location.

☆ **Berlin Wastewater Collection**

- Working with VHB to finalize wastewater permit application and submit to DEC. Once the application materials are ready for submission they will be referred to an appropriate member of VTrans to sign off as the property owner.

Title VI Program

Green Mountain Transit Authority

May 2023

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Statement of Policy

Green Mountain Transit Authority (GMT), as a federal grant recipient, is required by the Federal Transit Administration to conform to Title VI of the Civil Rights Act of 1964 and its amendments. Title VI of the Civil Rights Act of 1964 requires that no person in the United States, on the grounds of race, color or national origin be excluded from, be denied the benefits of, or be subjected to discrimination, under any program or activity receiving federal financial assistance. Presidential Executive Order 12898 addresses environmental justice in minority and low-income populations. Presidential Executive Order 13166 addresses services to those individuals with limited English proficiency.

GMT is committed to enforcing the provisions of Title VI and protecting the rights and opportunities of all persons associated with GMT or affected by its programs. GMT's commitment includes vigorously enforcing all applicable laws and regulations that affect GMT and those organizations, both public and private, which participate and benefit through our programs.

GMT will take positive and realistic affirmative steps to ensure that all persons and/or firms wishing to participate in its programs are given an equal and equitable chance to participate. GMT's subrecipients and contractors are required to prevent discrimination and ensure nondiscrimination in all of their programs, activities and services.

Clayton Clark, General Manager

Notice to the Public

GMT ensures that its passengers and the public receive notice of their Title VI rights, including 1) a statement that GMT operates without regard to race, color, and national origin, 2) instructions on how the public can file a Title VI complaint, and 3) information to the public about how to obtain more information about their Title VI rights and GMT's Title VI responsibilities. The notification to the public on the GMT website is located at <http://ridegmt.com/title-vi/> and is reproduced below.

GMT provides notice of Title VI rights to passengers and the public in the following ways:

- **GMT Facilities:** The above notice is posted in flyer format at the front desk at GMT's Administrative Facility at 101 Queen City Park Road, Burlington, Vermont, at the rural facility in Berlin, VT, and at the customer service kiosks at GMT's Downtown Transit Center on St. Paul Street in Burlington and at the Montpelier Transit Center. These locations are the primary areas where GMT passengers receive information about GMT's services.
- **Vehicles:** The notice on the website has been converted to a sticker format for placement on all GMT revenue vehicles.

Title VI– Chittenden County

GMT operates its programs and services without regard to race, color, and national origin in accordance with the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with GMT.

For more information on GMT's civil rights program and the procedures to file a complaint, contact GMT at 802-864-2282 (VT Relay 800-253-0191), info@RideGMT.com, or at our administrative office at 101 Queen City Park Road, Burlington, VT 05401. For more information visit www.RideGMT.com

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington DC, 20590.

Title VI– Central Vermont | Franklin-Grand Isle

GMT operates its programs and services without regard to race, color, and national origin in accordance with the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with GMT.

For more information on GMT's civil rights program and the procedures to file a complaint, contact GMT at 802-864-2282 (VT Relay 800-253-0191), info@RideGMT.com, or at our administrative office at 101 Queen City Park Road, Burlington, VT 05401. For more information visit www.RideGMT.com

If you would like more information about your Title VI rights or to file a complaint directly with the Vermont Agency of Transportation, Office of Civil Rights, call 802-595-6959.

[Patricia Martin](#)

State of Vermont Civil Rights Data & Reporting Manager
Title VI and ADA Coordinator
802-595-6959

- **GMT Bus Map & Guide:** GMT produces a Bus Map & Guide—which contains detailed route, schedule, and system information—at least three times a year. Separate booklets are prepared for the urban and rural portions of the service area. The Title VI notice is included in every Bus Map & Guide publication. The Bus Map & Guide is distributed for free on all GMT vehicles, at the two main customer service facilities, and throughout the service area at local businesses and municipal offices. The notifications in the Bus Map & Guide documents are shown below.

Title VI of the Civil Rights Act

GMT operates its programs and services without regard to race, color, and national origin in accordance with the Civil Rights Act. Any person who believes they have been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with GMT.

For more information on GMT's civil rights program and the procedures to file a complaint, contact GMT at 802-864-2282 (VT Relay 800-253-0191), info@RideGMT.com, or at our administrative office at 101 Queen City Park Road, Burlington, VT 05401. For more information visit www.RideGMT.com

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington DC, 20590.

Notification in Urban BM&G

Title VI of the Civil Rights Act

GMT operates its programs and services without regard to race, color, and national origin in accordance with the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with GMT.

For more information on GMT's civil rights program and the procedures to file a complaint, contact GMT at 802-864-2282 (VT Relay 800-253-0191), info@RideGMT.com, or at our administrative office at 101 Queen City Park Road, Burlington, VT 05401. For more information visit www.RideGMT.com

If you would like more information about your Title VI rights or to file a complaint directly with the Vermont Agency of Transportation, Office of Civil Rights, call 802-595-6959.

Notification in Rural BM&G

Title VI Complaint Procedures, Form, & Complaint Log

1) Receiving and Documenting Complaints:

a) Complaints via Phone Call

When a member of the public wishing to file a Title VI complaint calls GMT and states that he/she wishes to file a Title VI complaint, the front desk transfers the call to GMT's Title VI officer who will document the complaint using the Title VI Complaint Form (follows below). Should the Title VI officer be unavailable to take the call, the front desk shall record the individual's contact information and state that the Title VI officer will call the person back. The Title VI officer shall call the individual back within five business days of receiving the message. If the Title VI officer will be out of the office longer than five business days, an interim Title VI officer shall be selected and he/she shall receive the Title VI complaints calls until the permanent Title VI officer returns.

In the event that an individual calls in a complaint but does not specifically state that he/she wishes to file a Title VI complaint and the call is forwarded to the Operations Department following normal (non-Title VI) complaint procedures, the person who takes the call shall follow the normal (non-Title VI) complaint documentation procedures. If after the call is taken, it becomes clear that the complaint involves Title VI, the Operations Department shall forward the person's contact information to the Title VI officer. The Title VI officer shall call the individual back and document the Title VI complaint using the Title VI Complaint Form.

b) Complaints via Email/Website

When a member of the public submits a complaint via email that is related to Title VI, it is forwarded to the Title VI officer by whichever staff member receives it. If the emailed complaint does not include sufficient information to fill out the Title VI Complaint Form, the Title VI officer will contact the individual to obtain the needed information. In all cases, the Title VI officer will reply to the individual to confirm receipt of the complaint.

The Title VI officer shall reply to the email within five business days. If the Title VI officer will be out of the office longer than five business days, an interim Title VI officer shall be selected and he/she shall be forwarded the Title VI complaints emails until the permanent Title VI officer returns.

2) Enter the Complaint into the GMT Title VI Complaint and Lawsuit Log

Any Title VI complaint received by GMT shall be entered into the GMT Title VI Complaint and Lawsuit Log. The following information must be included in the log:

- Date the complaint was filed
- A summary of the allegations
- The status of the investigation
- Actions taken by the recipient in response

3) Internal Investigation of Title VI Complaints

After a Title VI complaint is received and fully documented using the Title VI Complaint form, the Title VI officer will initiate an internal investigation of the complaint. Such an investigation might include, but is not limited to, speaking with administrative staff, Maintenance Department staff, and/or Operations Department staff (bus drivers), reviewing company policies and procedures, reviewing on-bus video, and evaluating service characteristics and schedules. If requested by the complainant or warranted based on the investigation, the Title VI officer will contact the complainant at the conclusion of the investigation to report on any findings or potential changes as a result of the complaint.

Notice shall include information regarding appeal rights of the complainant and instructions for initiating such an appeal. The first level of appeal is to the General Manager of GMT. The General Manager will review all of the facts of the case and the process of the internal investigation. If any aberrations from normal procedure are discovered or if new facts come to light, GMT will reconsider the determination.

If the complainant is still dissatisfied with the determination and/or resolution set forth by GMT, the result may be appealed to VTrans. Complainant will be advised to contact:

Vermont Agency of Transportation
Office of Civil Rights & Labor Compliance
219 North Main Street
Barre, VT 05641

Appeals may also be submitted by telephone or fax. Contact numbers are as follows:

Phone: (802) 595-6959

Fax: (802) 479-5506

As GMT is a direct recipient of federal funds, an appeal can also be made directly to the Federal Transit Administration. Complainant will be advised to contact:

Office of Civil Rights
Attn: Title VI Program Coordinator
East Building, 5th Floor-TCR
1200 New Jersey Ave, SE
Washington, DC 20590

4) Update the GMT Title VI Complaint and Lawsuit Log

After conducting the internal investigation, the Title VI officer must update the status of the complaint in the GMT Title VI Complaint and Lawsuit Log. This will include an explanation of any actions taken as a result of the complaint and/or internal investigation.

GMT Title VI Complaint Form

To be filled out by GMT Title VI Officer for complaints received by phone or email. The form may be filled out directly by the individual making the complaint.

[illegible]

| Section IV | | |
|---|-----|----|
| Have you previously filed a Title VI complaint with this agency? | Yes | No |
| Section V | | |
| <p>Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, check all that apply:</p> <p><input type="checkbox"/> Federal Agency: _____</p> <p><input type="checkbox"/> Federal Court _____ <input type="checkbox"/> State Agency _____</p> <p><input type="checkbox"/> State Court _____ <input type="checkbox"/> Local Agency _____</p> | | |
| Please provide information about a contact person at the agency/court where the complaint was filed. | | |
| Name: | | |
| Title: | | |
| Agency: | | |
| Address: | | |
| Telephone: | | |

Record of Title VI Investigations, Complaints, Or Lawsuits

Since the submission of the last Title VI Program in 2020, GMT received one complaint from a passenger who felt that their civil rights had been violated. This complaint and its resolution status are summarized below.

| Allegations | Status | Actions Taken |
|--|---|---|
| 9/30/22 | | |
| When I boarded the bus, the driver (Mike) informed me that I did not board at the correct location. I responded that the regular driver stops at all of the crosswalks (in downtown St. Albans). Mike then started speaking in a way that made me feel verbally attacked, stating that he hates St. Albans because of "people like me" mouthing off. He continued to speak in an attacking way and was soon joined by a friend of his, who allied with him in speaking disrespectfully and belligerently toward me (including threatening to throw me off the bus without cause). I spoke up in my defense but decided to disengage for the remainder of the ride in order to deescalate the situation. When I was disembarking at the UVM Medical Center, I informed Mike, "It's unacceptable to speak disrespectfully to customers, and I will follow up with GMT." This prompted him to start yelling at me and aggressively thrusting his finger a few inches from my body. His friend also joined the verbal attack. I recorded this episode on my cell phone and have sent the link to GMT. I believe that Mike was interacting with me based on racial bias (i.e., using a well-known racist trope: "people like you") and would not have felt entitled/empowered to bully a White customer in the way that he tried to bully me. | Ruled as an unfounded Title VI complaint. | The driver was given a performance improvement plan. The Union issued a grievance and the GM and Title VI officer met with the driver and the Union representative to discuss the incident. |

Language Assistance Plan

Introduction

On Aug. 11, 2000, President Clinton signed Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency, to clarify Title VI of the Civil Rights Act of 1964. The executive order was issued to ensure accessibility to programs and services to otherwise eligible individuals not proficient in the English language.

The executive order stated that individuals with a limited ability to read, write, speak and understand English are entitled to language assistance under Title VI of the Civil Rights Act of 1964 with respect to a particular type of service, benefit, or encounter. These individuals are referred to as being limited in their ability to speak, read, write, or understand English, hence the designation, “LEP,” or Limited English Proficient.

The USDOT published “Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficiency” in the Dec. 14, 2005, Federal Register. The guidance explicitly identifies transit operations such as GMT as organizations required to follow Executive Order 13166.

The guidance applies to all DOT funding recipients, which include state departments of transportation, state motor vehicle administrations, airport operators, metropolitan planning organizations, and regional, state, and local transit operators, among many others. Coverage extends to a recipient’s entire program or activity; i.e., to all parts of a recipient’s operations.

A. Four Factor Analysis

The DOT guidance outlines four factors recipients should apply to the various kinds of contacts they have with the public to assess language needs and decide what reasonable steps they should take to ensure meaningful access for LEP persons:

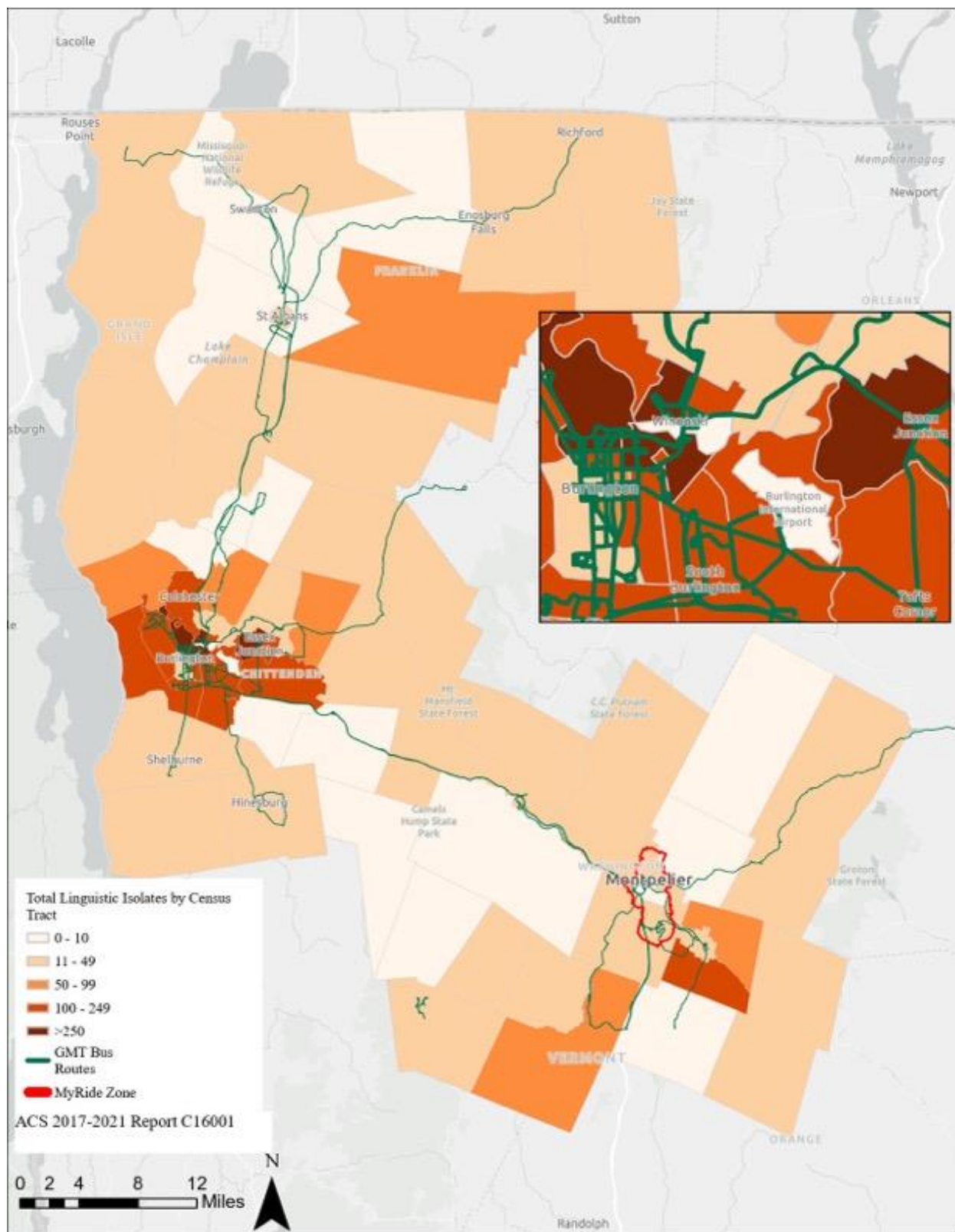
1. The number and proportion of LEP persons eligible to be served or likely to be encountered by a program, activity, or service of the recipient or grantee.
2. The frequency with which LEP individuals come in contact with the program.
3. The nature and importance of the program, activity, or service provided by the recipient to the LEP community.
4. The resources available to GMT and overall cost.

Factor 1 – Prevalence of LEP Persons

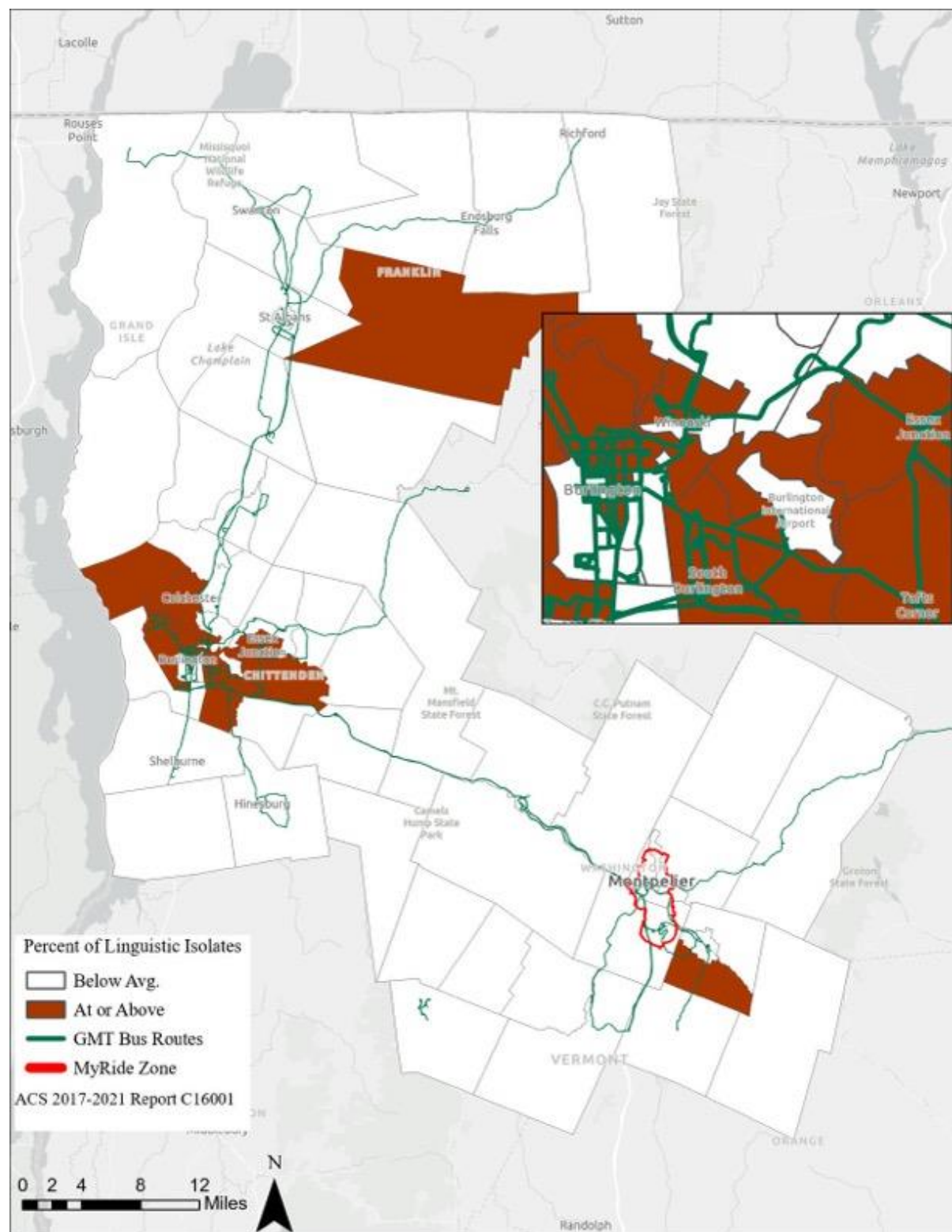
According to the 2017-2021 American Community Survey (report C16001), 5,578 residents of GMT’s four-county service area ages 5 or older spoke English less than “very well.” This total number represents just 2.0% of the population ages 5 or older as of the 2021 Census population estimate.

The maps presented below illustrate where LEP individuals reside within the GMT service area. The first map shows the number of individuals by tract who speak English less than “very well” for all languages combined. In 50 of the 76 Census tracts, there are fewer than 50 people who are “linguistically isolated” (i.e. speaking English less than “very well”). In another 8 tracts, there are between 50 and 100 linguistically isolated individuals. The LEP guidance from DOT indicates lower requirements for recipients that serve LEP populations of 50 or fewer individuals. Almost all of the tracts in the core communities served by GMT with local bus

service have more than 100 LEP individuals; tracts 24 (western Winooski), 26.01(western Essex Junction) and 3 (Burlington Intervale) have the highest number of LEP individuals, with 619, 467 and 391, respectively. Many of these individuals are refugees from Bhutan and Burma.



The next map shows the concentration of linguistically isolated (LI) individuals; that is, tracts where the percentage of these individuals is higher than the service-area-wide average of 2.0%. In tracts 24 and 25.01, comprising most of Winooski, the percentages of LI individuals are 19% and 11%, respectively. From both of these maps, it is clear that LEP efforts need to focus on the Burlington and Winooski, with parts of Essex Junction and South Burlington also important.



The next step in the analysis was to consider specific language groups and where there are concentrations of individuals who do not speak English well. The single largest group of individuals were speakers of Other Indo-European languages, with 1,473 people, reflecting the arrival of Bhutanese refugees in Burlington from 2008 to 2018. The next largest number of these LEP individuals, with 1,180, speak French reflecting longstanding influence from Quebec in northern Vermont as well as recent refugees from Democratic Republic of Congo. Four language groups have between 500 and 600 speakers: Spanish, Russian/Polish/Other Slavic, Chinese, and Other Asian/Pacific Island (mainly reflecting immigrants from Burma). Some of these populations reflect refugee arrivals over the past decade and beyond. The table on the next page shows the sources of refugees each year that were settled in Vermont by the U.S. Committee for Refugees and Immigrants – Vermont (USCRI Vermont, formerly the Vermont Refugee Resettlement Program) or by the Ethiopian Community Development Council, which is based in Brattleboro. It is noteworthy that the influx of refugees to Vermont slowed dramatically from 2018 through 2021, before rising dramatically in 2022.

The maps on the pages following the table display the number of persons who speak English “less than very well” among each of these six languages or language groups plus three additional languages with between 70 and 160 LEP individuals: Vietnamese, Korean and Arabic. Among all of these languages, the ones spoken by recent immigrants tend to be the most geographically concentrated, while French and Spanish speakers are the most widely distributed among the census tracts in the four-county service area. The most concentrated is the group of Other Indo-European Language speakers, the Bhutanese immigrants who, as shown in the first map, are located almost exclusively in the Intervale and Old North End portions of Burlington, in Winooski and in the western part of Essex Junction.

The City of Burlington has a long history of a local French-speaking population, with many French-language schools and churches thriving during the 20th Century, but the Quebecois influence had mostly disappeared by 2015. In the intervening years, the number of French-speaking people in Burlington and surrounding areas has increased, likely due to the influx of French-speaking immigrants and refugees. Five tracts in Burlington collectively have 327 French speakers who speak English less than very well. South Burlington, Williston and Colchester have another 340 such individuals. The southern part of Barre Town has 143 LEP French speakers according to the Census data. Smaller numbers are spread across Franklin County and elsewhere.

Spanish speakers are concentrated in portions of Burlington, but there is a cluster in the tract covering Fairfield and Bakersfield and a concentration in western Essex Junction. Smaller numbers are spread across a dozen other tracts.

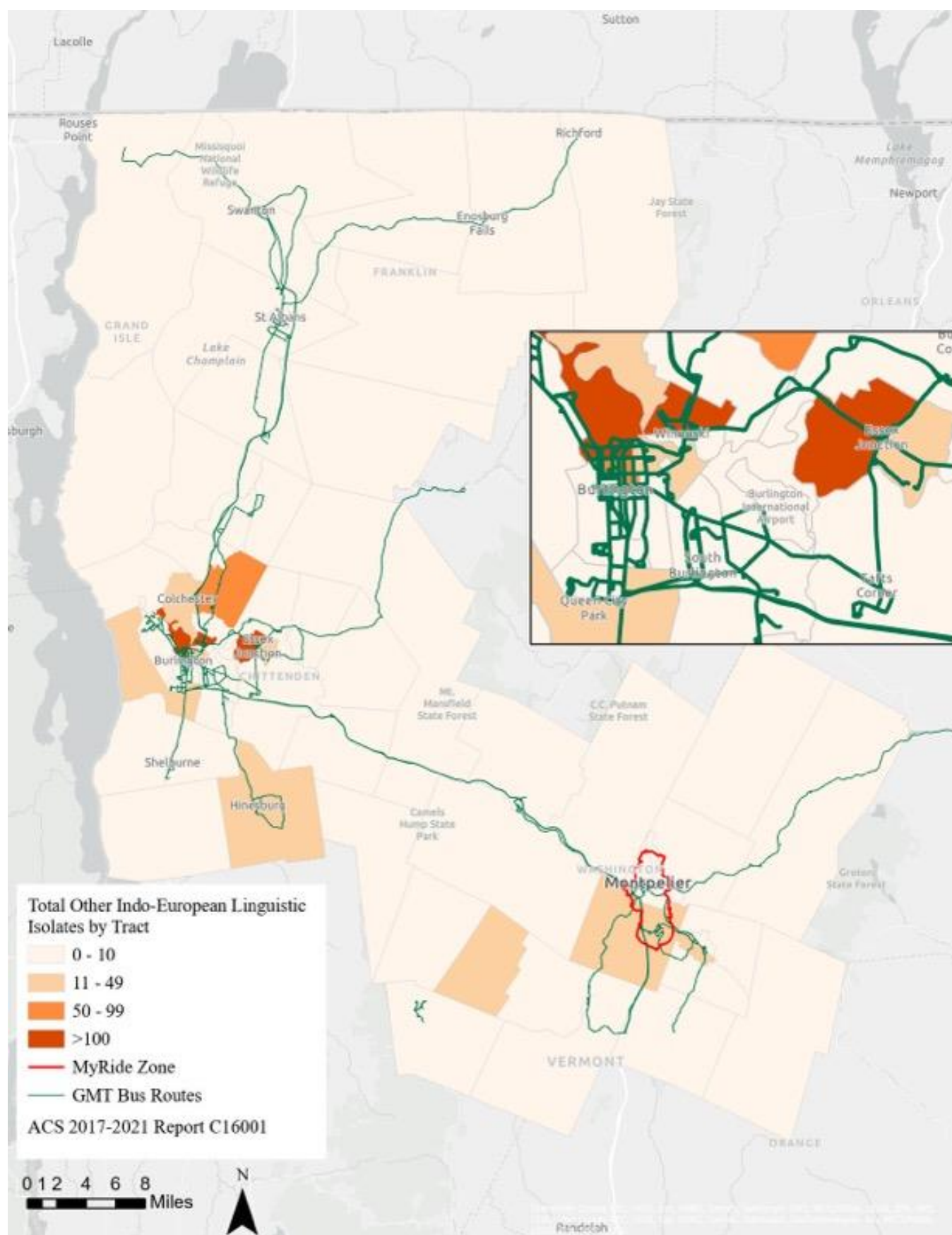
Russian/Polish/Other Slavic speakers reflect refugees from Bosnia who arrived prior to 2012. These Serbo-Croatian speakers are concentrated in the New North End, with smaller numbers in Colchester and South Burlington. Most of the Chinese speakers are in the northern part of Williston and the Route 116 corridor in South Burlington, followed by some downtown neighborhoods of Burlington. Finally, the Other Asian and Pacific Island (Burmese) speakers have settled in the western part of Winooski and the Dorset Street corridor in South Burlington, with smaller numbers elsewhere.

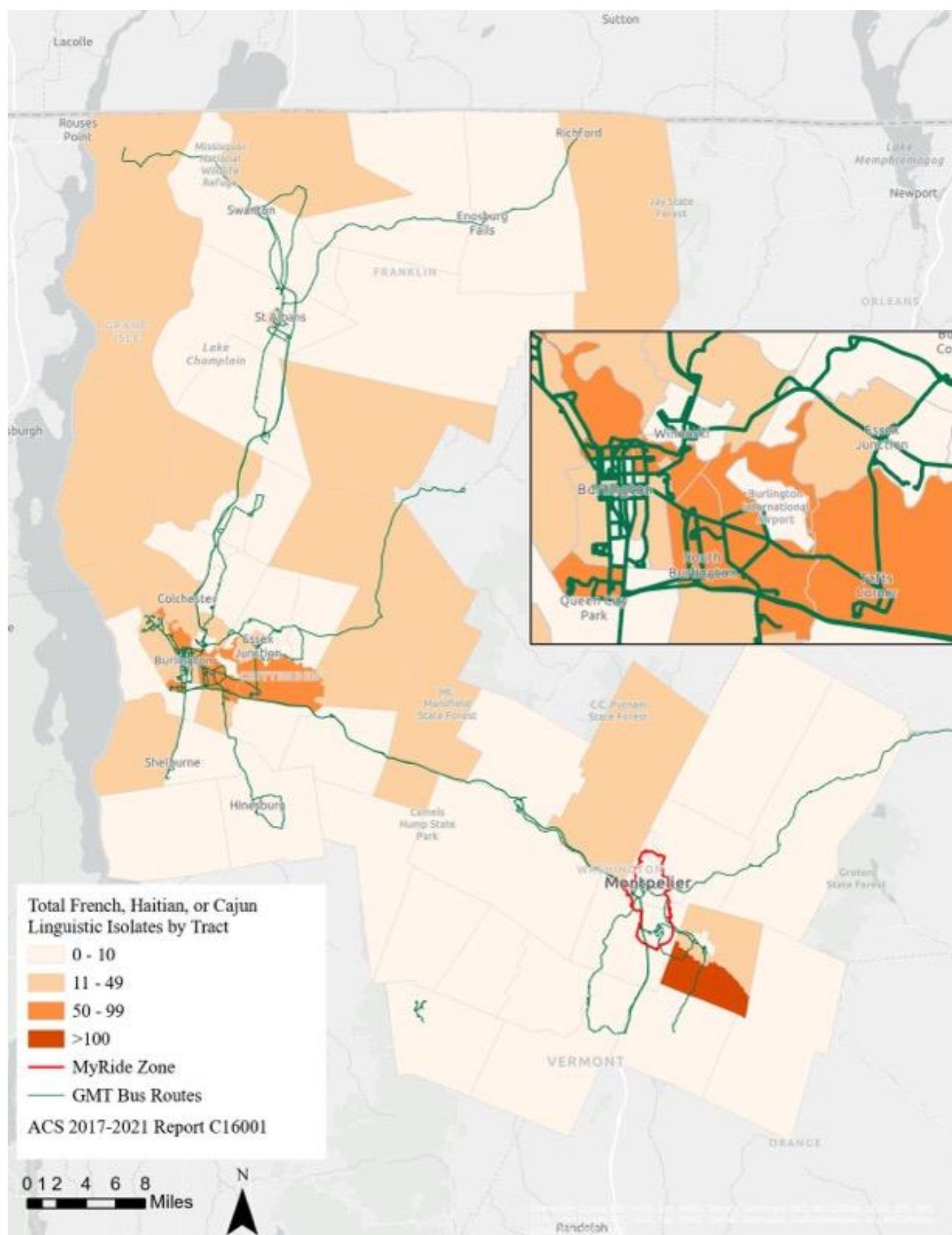
The final three maps have lower numbers overall and show greater concentration. Vietnamese speakers are located in only four tracts in Burlington, Essex Junction and Winooski. Korean immigrants are spread more widely across the GMT region, but still are found in only six tracts. Finally, Arabic speakers can be found in four tracts, but these are all in the center of Chittenden County.

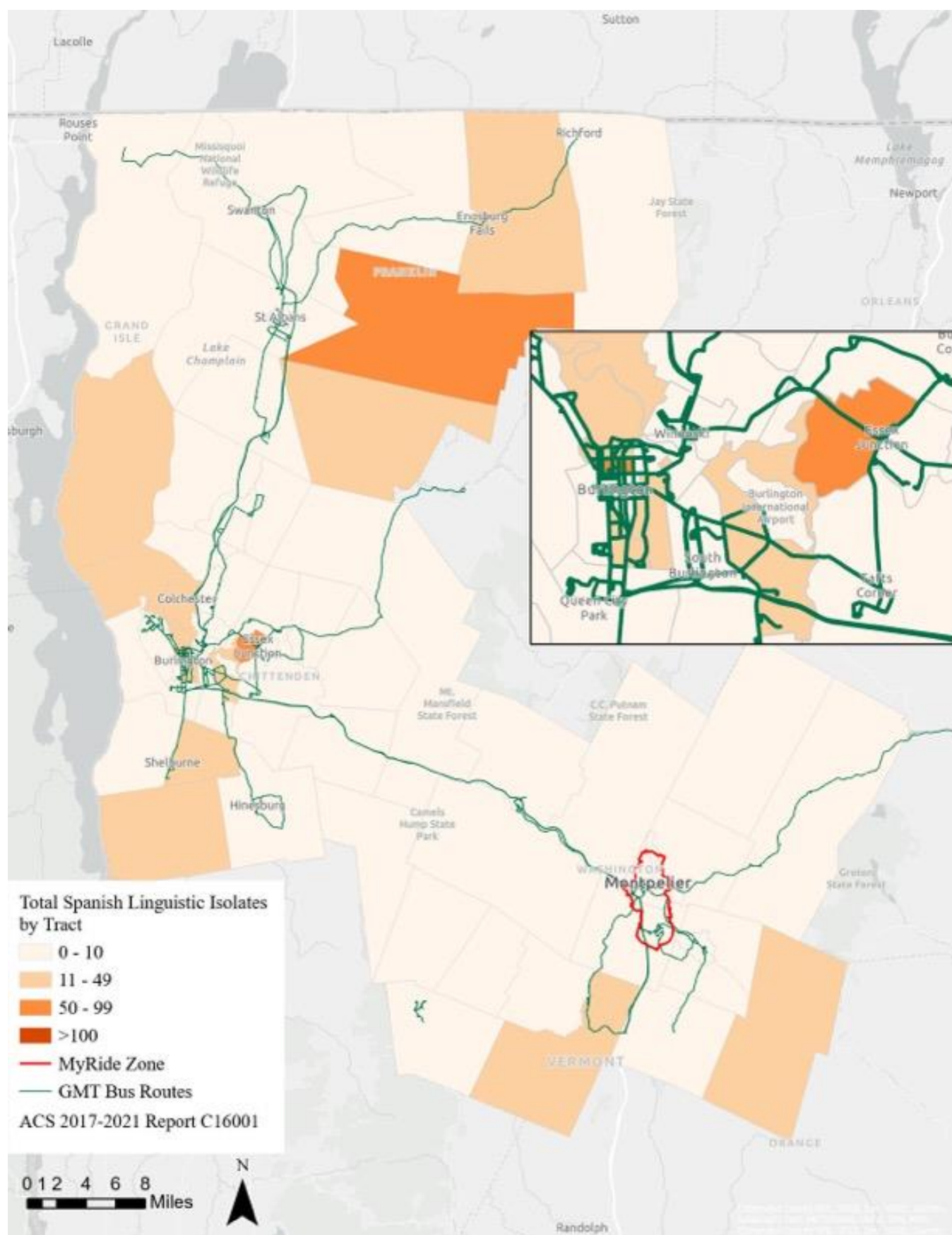
**SUMMARY OF VERMONT REFUGEE
RESETTLEMENTS 2012 – 2022**

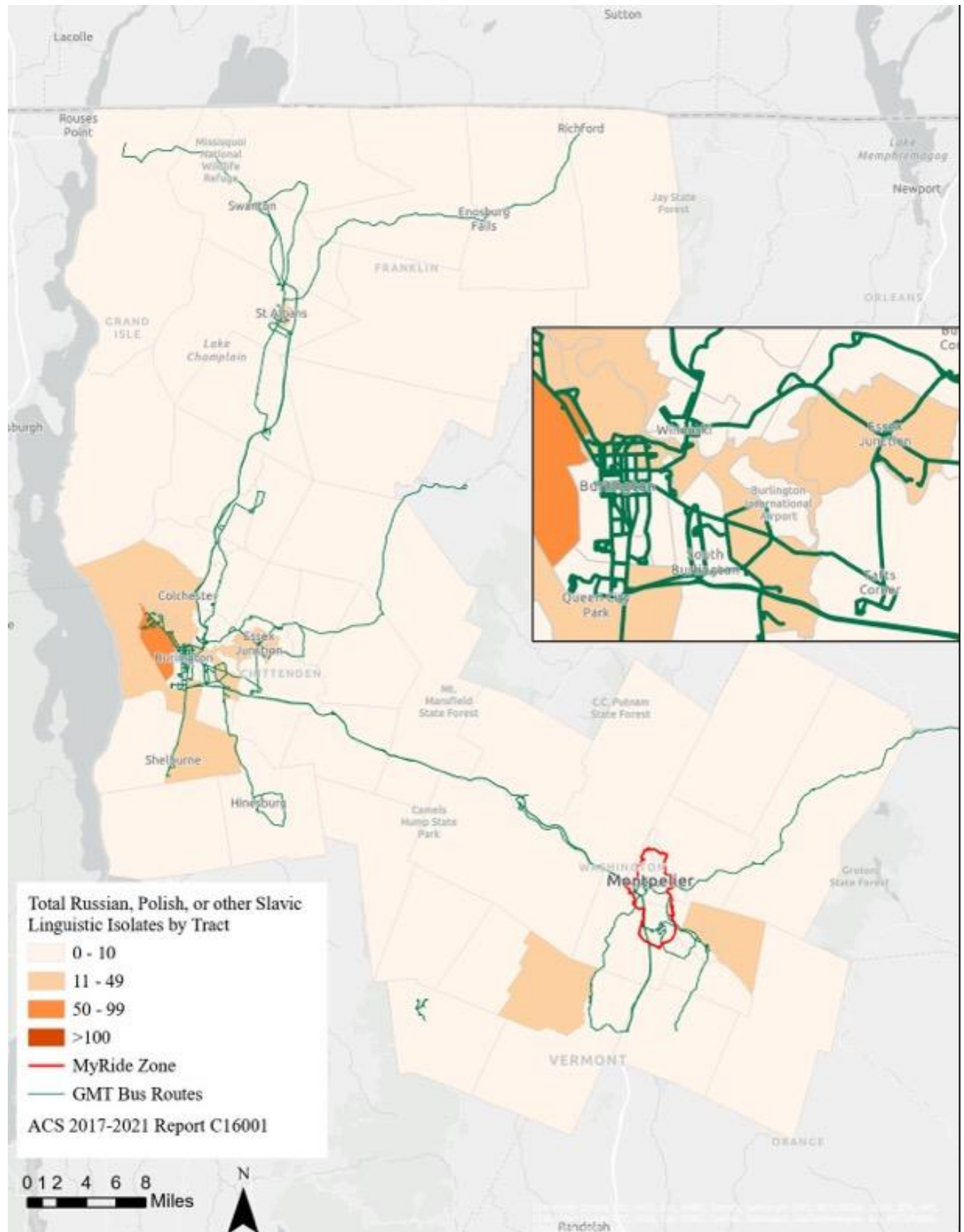
| Country \ FFY | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 |
|-----------------|------|------|------|------|------|------|------|------|------|------|------|
| Afghanistan | | | | | | | | | | | 269 |
| Bhutan | 297 | 256 | 171 | 189 | 217 | 86 | 54 | | | | |
| Burma | 42 | 17 | 24 | 7 | 4 | 5 | 3 | 15 | 4 | 2 | 2 |
| Burundi | | | | 6 | 5 | 48 | | 8 | | 6 | |
| Congo | | | | 1 | | | | | | | |
| Dem. Rep. Congo | | 1 | 15 | 31 | 75 | | 76 | 89 | 14 | 31 | 42 |
| Eritrea | | 1 | 1 | | | | | | | | |
| Ethiopia | | | | | | 2 | | | | | |
| Guatemala | | | | | | | | | | | 3 |
| Iran | | | | | 3 | | | | | | |
| Iraq | 10 | 18 | 47 | 20 | 1 | 18 | | | | 5 | |
| Nepal | 1 | | 2 | 3 | 1 | 2 | | 1 | | 3 | |
| Rwanda | | 1 | | | | | | | | | |
| Somalia | | 25 | 47 | 55 | 80 | 59 | | 1 | 5 | | 2 |
| Sudan | | 3 | 10 | | | 1 | | | | | 33 |
| Syria | | | | | | 14 | | | | | |
| Ukraine | | | | | | | | | | | 100 |
| Total | 350 | 322 | 317 | 312 | 386 | 235 | 133 | 114 | 23 | 47 | 451 |

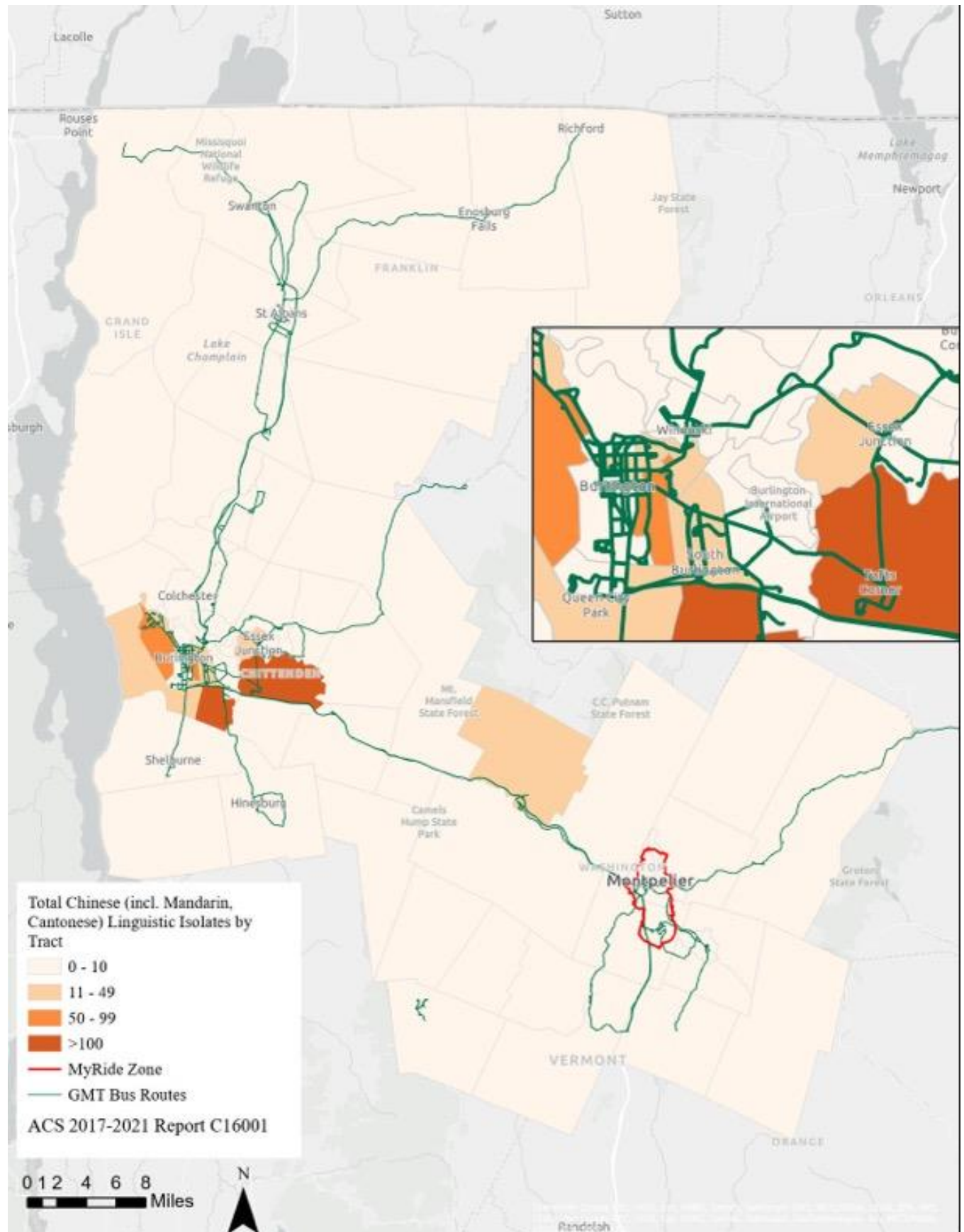
Data provided by the Refugee Processing Center of the US Department of State via wrapsnet.org and the Vermont State Refugee Office. Fiscal years begin on October 1 of the previous calendar year. Figures include refugees resettled by USCRI – Vermont and Ethiopian Community Development Council (Brattleboro) as well as humanitarian parolees from Afghanistan and Ukraine who are not officially refugees according to government definitions. The figures do not account for people who moved to or from Vermont after initial resettlement.

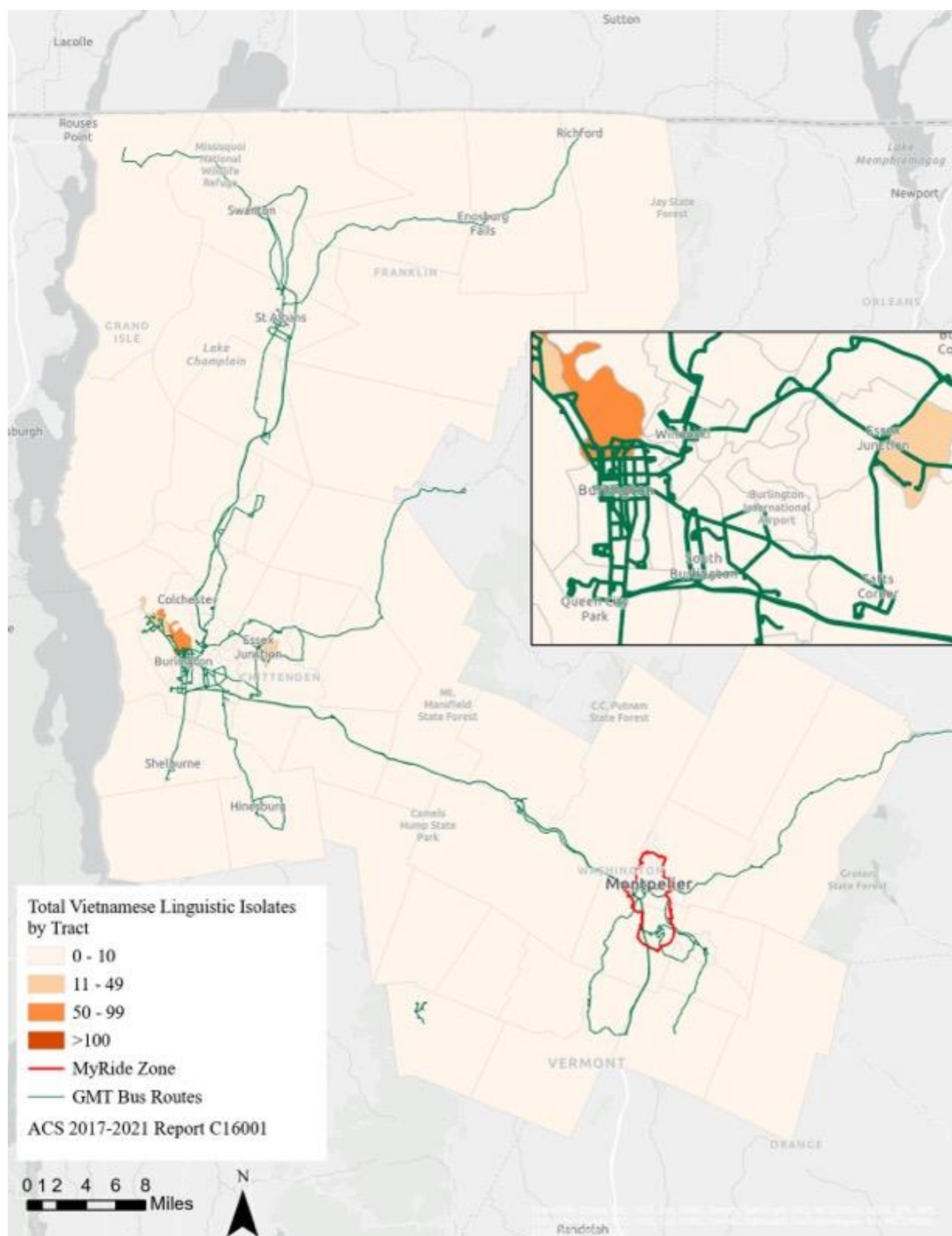


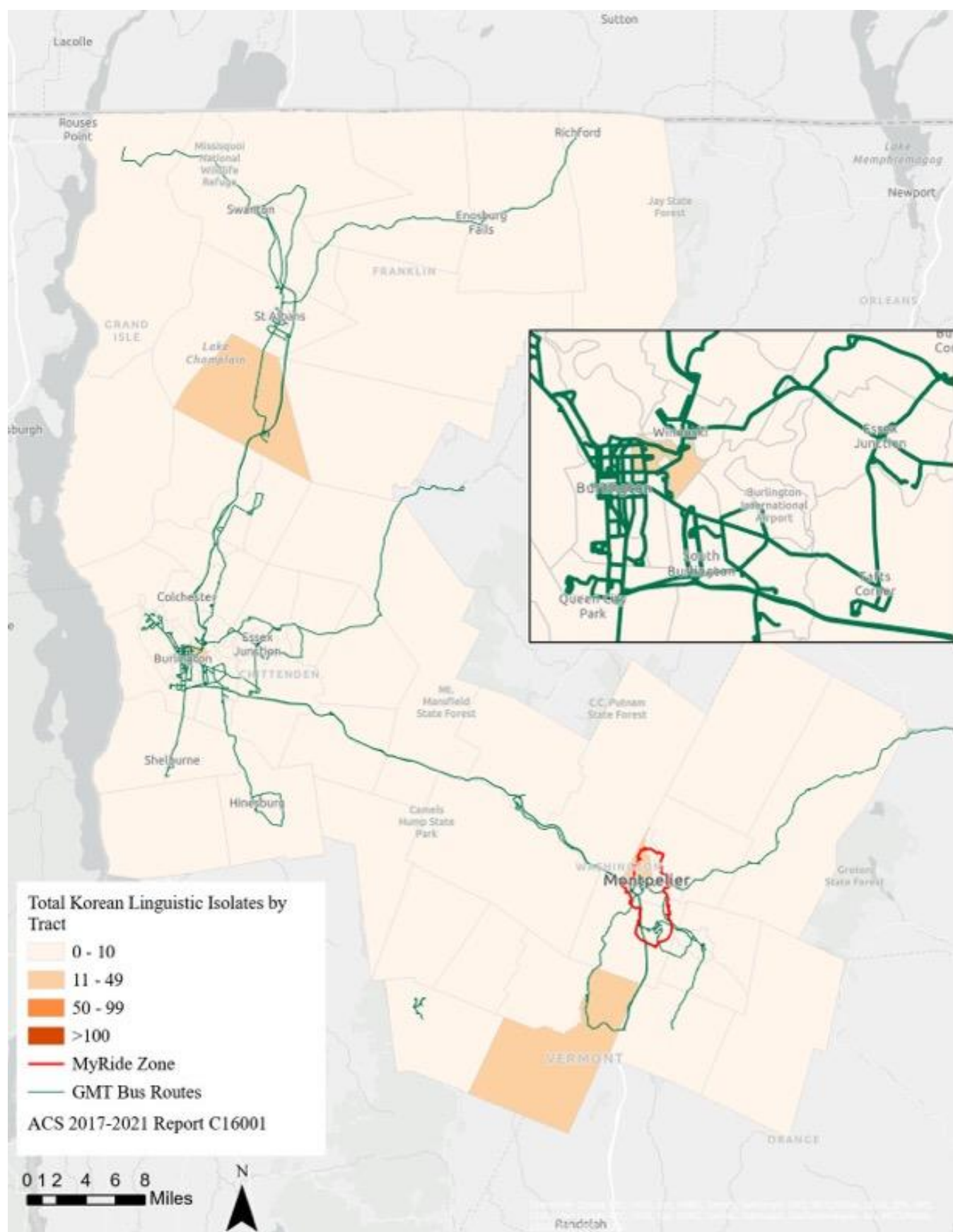


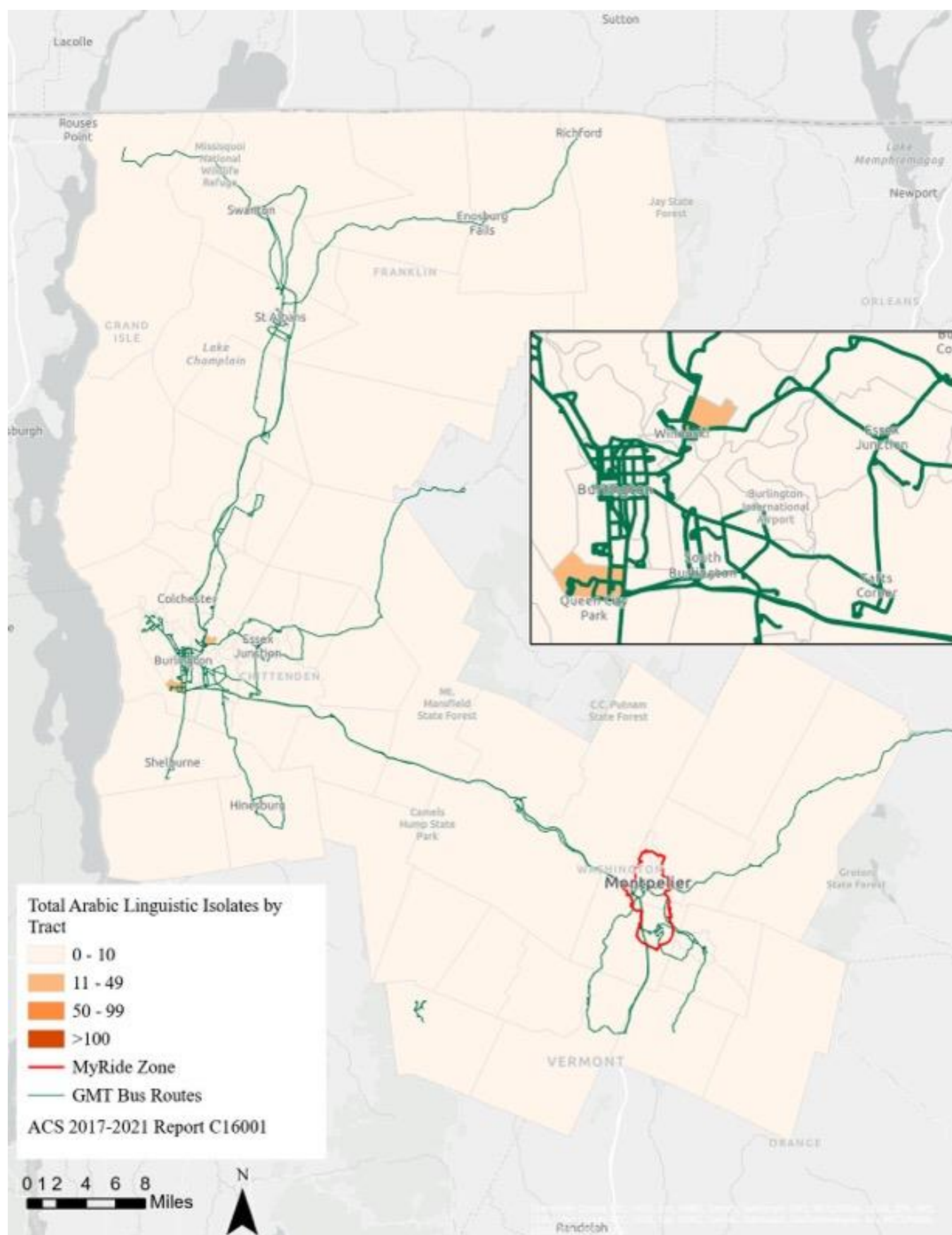


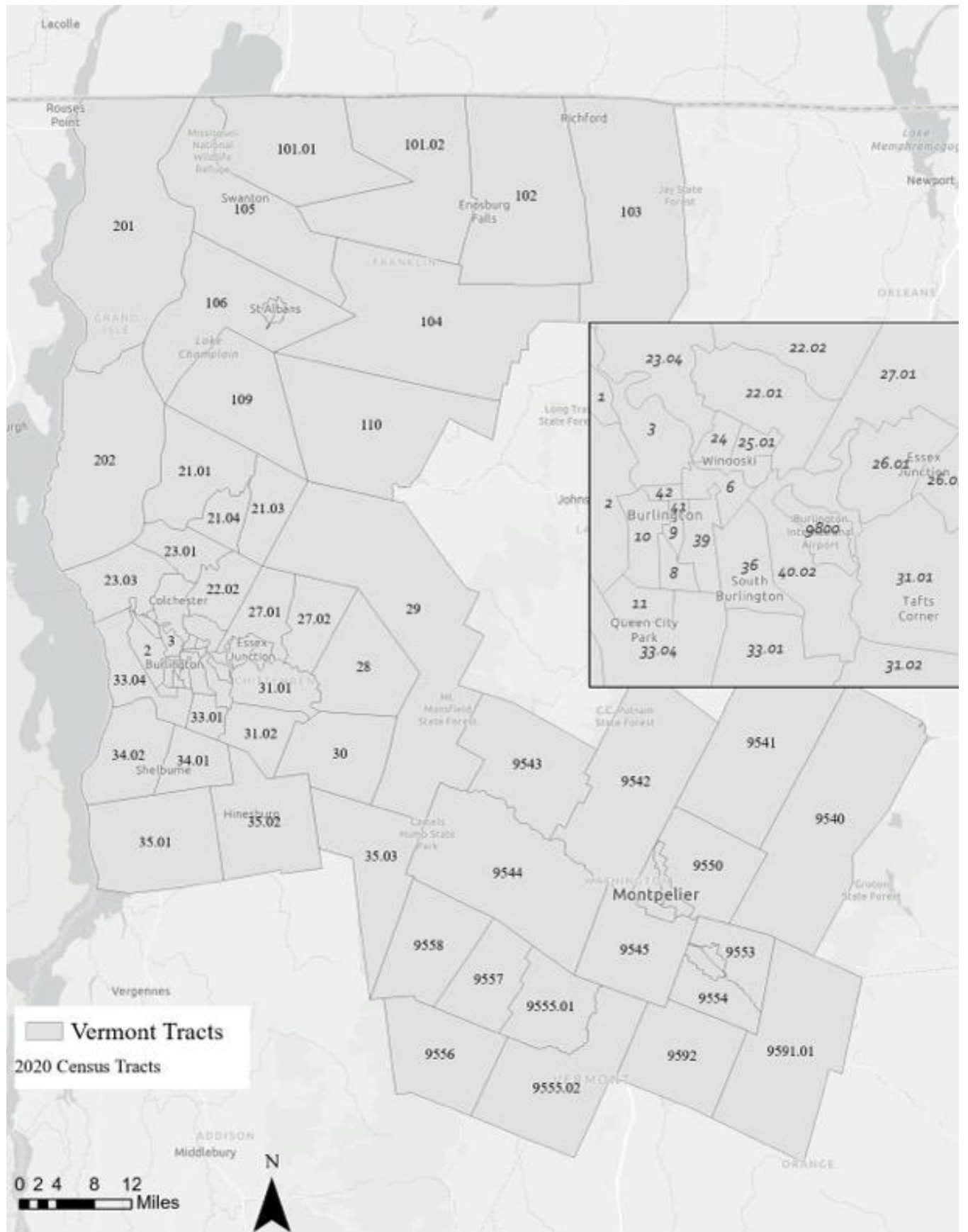












Number of Individuals Who Speak English Less than Very Well by Language and Tract

| County | Tract | Description | Total | Spanish | French | Russian/ Polish/ Slavic | Other Indo- European | Korean | Chinese | Vietnamese | Other Asian and Pacific Island | Arabic | Other and Unspecified | Total Linguistic Isolates |
|------------|---------|------------------------------------|---------|---------|--------|-------------------------------|----------------------------|--------|---------|------------|--------------------------------------|--------|--------------------------|---------------------------------|
| Chittenden | 1 | Burlington New North End East | 4,366 | 0 | 48 | 43 | 4 | 0 | 14 | 20 | 0 | 6 | 109 | 244 |
| Chittenden | 2 | Burlington New North End West | 5,345 | 0 | 44 | 94 | 0 | 0 | 53 | 0 | 0 | 0 | 0 | 191 |
| Chittenden | 3 | Burlington Intervale | 4,854 | 19 | 65 | 20 | 179 | 0 | 0 | 88 | 0 | 0 | 20 | 391 |
| Chittenden | 6 | Burlington Northeast | 4,319 | 0 | 81 | 36 | 18 | 35 | 41 | 0 | 0 | 0 | 68 | 279 |
| Chittenden | 8 | Burlington South Central | 2,488 | 32 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 39 |
| Chittenden | 9 | Burlington Maple St | 2,517 | 1 | 4 | 0 | 0 | 0 | 0 | 0 | 49 | 0 | 0 | 54 |
| Chittenden | 10 | Burlington Downtown/Waterfront | 2,346 | 1 | 26 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 27 |
| Chittenden | 11 | Burlington South End | 2,128 | 0 | 89 | 0 | 0 | 0 | 0 | 0 | 0 | 42 | 35 | 166 |
| Chittenden | 21.01 | Milton West | 2,713 | 0 | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 12 |
| Chittenden | 21.03 | Milton East | 3,817 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Chittenden | 21.04 | Milton Southwest | 3,583 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Chittenden | 22.01 | Colchester South | 3,141 | 7 | 35 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 42 |
| Chittenden | 22.02 | Colchester Northeast | 4,606 | 0 | 0 | 0 | 75 | 0 | 0 | 0 | 0 | 0 | 0 | 75 |
| Chittenden | 23.01 | Colchester North | 1,355 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Chittenden | 23.03 | Colchester Northwest | 4,637 | 14 | 40 | 44 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 98 |
| Chittenden | 23.04 | Colchester Vilalge | 2,965 | 13 | 42 | 43 | 23 | 0 | 0 | 0 | 0 | 0 | 0 | 121 |
| Chittenden | 24 | Winooski West | 3,232 | 1 | 0 | 0 | 367 | 0 | 0 | 0 | 198 | 0 | 53 | 619 |
| Chittenden | 25.01 | Winooski East | 2,235 | 0 | 0 | 0 | 223 | 0 | 0 | 0 | 0 | 22 | 0 | 245 |
| Chittenden | 25.02 | Winooski South | 2,169 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 0 | 0 | 4 |
| Chittenden | 26.01 | Essex Junction West | 5,641 | 62 | 19 | 31 | 327 | 0 | 28 | 0 | 0 | 0 | 0 | 467 |
| Chittenden | 26.02 | Essex Junction East | 4,145 | 0 | 0 | 37 | 23 | 0 | 0 | 42 | 0 | 3 | 14 | 119 |
| Chittenden | 27.01 | Essex Town West | 5,824 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 48 | 48 |
| Chittenden | 27.02 | Essex Town East | 5,183 | 9 | 0 | 6 | 10 | 0 | 0 | 0 | 33 | 0 | 0 | 58 |
| Chittenden | 28 | Jericho | 4,758 | 0 | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 12 |
| Chittenden | 29 | Westford, Underhill, Bolton | 6,299 | 0 | 18 | 0 | 0 | 0 | 0 | 0 | 13 | 0 | 0 | 34 |
| Chittenden | 30 | Richmond | 3,917 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Chittenden | 31.01 | Williston North | 7,633 | 4 | 84 | 0 | 0 | 0 | 112 | 0 | 0 | 0 | 0 | 200 |
| Chittenden | 31.02 | Williston South | 1,948 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Chittenden | 33.01 | South Burlington 116 | 4,248 | 8 | 13 | 0 | 0 | 0 | 101 | 0 | 9 | 0 | 0 | 140 |
| Chittenden | 33.04 | South Burlington US 7 | 6,238 | 8 | 0 | 23 | 41 | 0 | 23 | 0 | 20 | 0 | 0 | 115 |
| Chittenden | 34.01 | Shelburne East | 5,091 | 19 | 0 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 34 |
| Chittenden | 34.02 | Shelburne West | 2,283 | 0 | 17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 17 |
| Chittenden | 35.01 | Charlotte | 3,703 | 24 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24 |
| Chittenden | 35.02 | Hinesburg, St. George | 5,119 | 0 | 0 | 0 | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 12 |
| Chittenden | 35.03 | Huntington, Buels Gore | 1,732 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 0 | 8 |
| Chittenden | 36 | South Burlington Dorset | 4,711 | 0 | 53 | 0 | 0 | 0 | 19 | 0 | 169 | 0 | 0 | 241 |
| Chittenden | 39 | Burlington UVM | 7,695 | 31 | 14 | 0 | 2 | 0 | 88 | 0 | 14 | 0 | 0 | 152 |
| Chittenden | 40.02 | South Burlington East | 3,965 | 20 | 87 | 49 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 156 |
| Chittenden | 41 | Burlington Main to Pearl Central | 2,672 | 0 | 9 | 0 | 58 | 0 | 29 | 0 | 0 | 0 | 0 | 96 |
| Chittenden | 42 | Burlington ONE | 4,322 | 72 | 0 | 9 | 58 | 0 | 47 | 0 | 11 | 0 | 0 | 197 |
| Franklin | 101.01 | Highgate | 3,335 | 0 | 13 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| Franklin | 101.02 | Franklin, Sheldon | 3,377 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 3 |
| Franklin | 102 | Berkshire, Enosburg | 3,937 | 12 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 18 |
| Franklin | 103 | Richford, Montgomery | 3,354 | 0 | 23 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 24 |
| Franklin | 104 | Fairfield, Bakersfield | 3,382 | 70 | 4 | 0 | 10 | 0 | 0 | 0 | 0 | 0 | 0 | 84 |
| Franklin | 105 | Swanton | 6,338 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| Franklin | 106 | St. Albans Town | 6,419 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Franklin | 107 | St. Albans West | 3,318 | 0 | 33 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 33 |
| Franklin | 108 | St. Albans East | 3,125 | 0 | 0 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 15 |
| Franklin | 109 | Georgia | 4,602 | 0 | 0 | 0 | 0 | 24 | 0 | 0 | 0 | 0 | 0 | 24 |
| Franklin | 110 | Fairfax, Fletcher | 5,708 | 11 | 13 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 34 |
| Grand Isle | 201 | North Hero, Alburgh, Isle La Motte | 3,374 | 6 | 17 | 0 | 0 | 0 | 8 | 0 | 0 | 0 | 0 | 31 |
| Grand Isle | 202 | South Hero, Grand Isle | 3,559 | 20 | 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 34 |
| Orange | 9591.01 | Orange, Washington | 1,963 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 15 |
| Orange | 9592 | Williamstown | 3,421 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| Washington | 9540 | Cabot, Marshfield, Plainfield | 4,467 | 4 | 4 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 14 |
| Washington | 9541 | Woodbury, Calais | 2,545 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 3 |
| Washington | 9542 | Worcester, Middlesex | 2,692 | 10 | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22 |
| Washington | 9543 | Waterbury | 4,845 | 0 | 0 | 0 | 0 | 0 | 17 | 0 | 0 | 0 | 0 | 17 |
| Washington | 9544 | Duxbury, Moretown | 2,820 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Washington | 9545 | Berlin | 2,633 | 0 | 9 | 0 | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 21 |
| Washington | 9546 | Montpelier Northwest | 2,062 | 0 | 0 | 0 | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 11 |
| Washington | 9547 | Montpelier Northeast | 1,686 | 6 | 0 | 7 | 0 | 9 | 0 | 0 | 0 | 0 | 0 | 22 |
| Washington | 9548 | Montpelier Downtown | 2,122 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Washington | 9549 | Montpelier South | 1,901 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Washington | 9550 | East Montpelier | 2,391 | 0 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| Washington | 9551 | Barre City North | 4,359 | 0 | 0 | 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 14 |
| Washington | 9552 | Barre City South | 3,791 | 0 | 18 | 0 | 13 | 0 | 0 | 0 | 0 | 0 | 0 | 31 |
| Washington | 9553 | Barre Town North | 3,818 | 0 | 33 | 17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 50 |
| Washington | 9554 | Barre Town South | 3,792 | 0 | 143 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 143 |
| Washington | 9555.01 | Northfield West | 2,257 | 0 | 4 | 15 | 0 | 0 | 0 | 0 | 17 | 0 | 0 | 36 |
| Washington | 9555.02 | Northfield Southeast | 4,651 | 17 | 4 | 0 | 5 | 22 | 9 | 0 | 25 | 0 | 0 | 82 |
| Washington | 9556 | Warren | 1,571 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20 |
| Washington | 9557 | Waitsfield | 1,634 | 0 | 0 | 0 | 13 | 0 | 0 | 0 | 0 | 0 | 0 | 13 |
| Washington | 9558 | Fayston | 933 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | 276,125 | 519 | 1180 | 518 | 1473 | 102 | 592 | 154 | 568 | 73 | 347 | 5578 |

Percentage of Population that Speaks English Less than Very Well by Language and Tract

| County | Tract | Description | Spanish | French | German | Russian/ Polish/ Slavic | Other Indo- European | Korean | Chinese | Vietnames e | Tagalog | Other Asian and Pacific Island | Arabic | Other and Unspecified |
|------------|---------|------------------------------------|---------|--------|--------|-------------------------------|-------------------------|--------|---------|----------------|---------|--------------------------------------|--------|--------------------------|
| Chittenden | 1 | Burlington New North End East | | 1.1% | | 1.0% | 0.1% | | 0.3% | 0.5% | | | 0.1% | 2.5% |
| Chittenden | 2 | Burlington New North End West | | 0.8% | | 1.8% | | | 1.0% | | | | | |
| Chittenden | 3 | Burlington Intervale | 0.4% | 1.3% | | 0.4% | 3.7% | | | 1.8% | | | | 0.4% |
| Chittenden | 6 | Burlington Northeast | | 1.9% | | 0.8% | 0.4% | 0.8% | 0.9% | | | | | 1.6% |
| Chittenden | 8 | Burlington South Central | 1.3% | 0.3% | | | | | | | | | | |
| Chittenden | 9 | Burlington Maple St | 0.0% | 0.2% | | | | | | | | 1.9% | | |
| Chittenden | 10 | Burlington Downtown/Waterfront | 0.0% | 1.1% | | | | | | | | | | |
| Chittenden | 11 | Burlington South End | | 4.2% | | | | | | | | | 2.0% | 1.6% |
| Chittenden | 21.01 | Milton West | | 0.4% | | | | | | | | | | |
| Chittenden | 21.03 | Milton East | | | | | | | | | | | | |
| Chittenden | 21.04 | Milton Southwest | | | | | | | | | | | | |
| Chittenden | 22.01 | Colchester South | 0.2% | 1.1% | | | | | | | | | | |
| Chittenden | 22.02 | Colchester Northeast | | | | | 1.6% | | | | | | | |
| Chittenden | 23.01 | Colchester North | | | | | | | | | | | | |
| Chittenden | 23.03 | Colchester Northwest | 0.3% | 0.9% | | 0.9% | | | | | | | | |
| Chittenden | 23.04 | Colchester Vilalge | 0.4% | 1.4% | | 1.5% | 0.8% | | | | | | | |
| Chittenden | 24 | Winooski West | 0.0% | | | | 11.4% | | | | | 6.1% | | 1.6% |
| Chittenden | 25.01 | Winooski East | | | | | 10.0% | | | | | | 1.0% | |
| Chittenden | 25.02 | Winooski South | | | | | | | | 0.2% | | | | |
| Chittenden | 26.01 | Essex Junction West | 1.1% | 0.3% | | 0.5% | 5.8% | | 0.5% | | | | | |
| Chittenden | 26.02 | Essex Junction East | | | | 0.9% | 0.6% | | | 1.0% | | | 0.1% | 0.3% |
| Chittenden | 27.01 | Essex Town West | | | | | | | | | | | | 0.8% |
| Chittenden | 27.02 | Essex Town East | 0.2% | | | 0.1% | 0.2% | | | | | 0.6% | | |
| Chittenden | 28 | Jericho | | 0.3% | | | | | | | | | | |
| Chittenden | 29 | Westford, Underhill, Bolton | | 0.3% | 0.0% | | | | | | | 0.2% | | |
| Chittenden | 30 | Richmond | | | | | | | | | | | | |
| Chittenden | 31.01 | Williston North | 0.1% | 1.1% | | | | | 1.5% | | | | | |
| Chittenden | 31.02 | Williston South | | | | | | | | | | | | |
| Chittenden | 33.01 | South Burlington 116 | 0.2% | 0.3% | 0.2% | | | | 2.4% | | | 0.2% | | |
| Chittenden | 33.04 | South Burlington US 7 | 0.1% | | | 0.4% | 0.7% | | 0.4% | | | 0.3% | | |
| Chittenden | 34.01 | Shelburne East | 0.4% | | | 0.3% | | | | | | | | |
| Chittenden | 34.02 | Shelburne West | | 0.7% | | | | | | | | | | |
| Chittenden | 35.01 | Charlotte | 0.6% | | | | | | | | | | | |
| Chittenden | 35.02 | Hinesburg, St. George | | | | | 0.2% | | | | | | | |
| Chittenden | 35.03 | Huntington, Buels Gore | | 0.2% | | | | | | | | 0.2% | | |
| Chittenden | 36 | South Burlington Dorset | | 1.1% | | | | | 0.4% | | | 3.6% | | |
| Chittenden | 39 | Burlington UVM | 0.4% | 0.2% | 0.0% | | 0.0% | | 1.1% | | | 0.2% | | |
| Chittenden | 40.02 | South Burlington East | 0.5% | 2.2% | | 1.2% | | | | | | | | |
| Chittenden | 41 | Burlington Main to Pearl Central | | 0.3% | | | 2.2% | | 1.1% | | | | | |
| Chittenden | 42 | Burlington ONE | 1.7% | | | 0.2% | 1.3% | | 1.1% | | | 0.3% | | |
| Franklin | 101.01 | Highgate | | 0.4% | | | | | | | | | | |
| Franklin | 101.02 | Franklin, Sheldon | | | | | | | 0.1% | | | | | |
| Franklin | 102 | Berkshire, Enosburg | 0.3% | 0.2% | | | | | | | | | | |
| Franklin | 103 | Richford, Montgomery | | 0.7% | | | | 0.0% | | | | | | |
| Franklin | 104 | Fairfield, Bakersfield | 2.1% | 0.1% | | | 0.3% | | | | | | | |
| Franklin | 105 | Swanton | | | 0.1% | | | | | | | | | |
| Franklin | 106 | St. Albans Town | | | | | | | | | | | | |
| Franklin | 107 | St. Albans West | | 1.0% | | | | | | | | | | |
| Franklin | 108 | St. Albans East | | | | 0.5% | | | | | | | | |
| Franklin | 109 | Georgia | | | | | | 0.5% | | | | | | |
| Franklin | 110 | Fairfax, Fletcher | 0.2% | 0.2% | 0.2% | | | | | | | | | |
| Grand Isle | 201 | North Hero, Alburgh, Isle La Motte | 0.2% | 0.5% | | | | | 0.2% | | | | | |
| Grand Isle | 202 | South Hero, Grand Isle | 0.6% | 0.4% | | | | | | | | | | |
| Orange | 9591.01 | Orange, Washington | 0.8% | | | | | | | | | | | |
| Orange | 9592 | Williamstown | 0.1% | | | | | | | | | | | |
| Washington | 9540 | Cabot, Marshfield, Plainfield | 0.1% | 0.1% | | | | | | | 0.1% | 0.1% | | |
| Washington | 9541 | Woodbury, Calais | | | | | | | | | | 0.1% | | |
| Washington | 9542 | Worcester, Middlesex | 0.4% | 0.4% | | | | | | | | | | |
| Washington | 9543 | Waterbury | | | | | | | 0.4% | | | | | |
| Washington | 9544 | Duxbury, Moretown | | | | | | | | | | | | |
| Washington | 9545 | Berlin | | 0.3% | | | 0.5% | | | | | | | |
| Washington | 9546 | Montpelier Northwest | | | | | | 0.5% | | | | | | |
| Washington | 9547 | Montpelier Northeast | 0.4% | | | 0.4% | | 0.5% | | | | | | |
| Washington | 9548 | Montpelier Downtown | | | | | | | | | | | | |
| Washington | 9549 | Montpelier South | | | | | | | | | | | | |
| Washington | 9550 | East Montpelier | | 0.3% | | | | | | | | | | |
| Washington | 9551 | Barre City North | | | | 0.3% | | | | | | | | |
| Washington | 9552 | Barre City South | | 0.5% | | | 0.3% | | | | | | | |
| Washington | 9553 | Barre Town North | | 0.9% | | 0.4% | | | | | | | | |
| Washington | 9554 | Barre Town South | | 3.8% | | | | | | | | | | |
| Washington | 9555.01 | Northfield West | | 0.2% | | 0.7% | | | | | | 0.8% | | |
| Washington | 9555.02 | Northfield Southeast | 0.4% | 0.1% | | | 0.1% | 0.5% | 0.2% | | | 0.5% | | |
| Washington | 9556 | Warren | | | 1.3% | | | | | | | | | |
| Washington | 9557 | Waitsfield | | | | | 0.8% | | | | | | | |
| Washington | 9558 | Fayston | | | | | | | | | | | | |

Source: 2017-2021 American Community Survey

It can be seen in the data table that follows the maps that two language groups surpass 1,000 individuals for the entire service region and that no tract surpasses 620 individuals who cannot speak English very well for all languages combined. For individual languages, four tracts have percentages exceeding 5% of the population: Tract 1 (Burlington New North End East) for Other Indo-European and Other Asian languages, and Tract 2 (Burlington New North End West) and Tract 8 (South Central Burlington) for Other Indo-European languages. GMT provides oral translation services to these populations on request. A map showing the tract numbers and how they relate to municipal boundaries is provided for reference just prior to the tables.

Factor 2 – Frequency of Contact with LEP Persons

LEP individuals, in general, depend much more on public transportation than those who are English proficient, thus the need for LEP individuals to use GMT services on a daily basis is frequent. Many of the social service agencies that serve immigrants and refugees—who are most likely to be LEP—help LEP individuals and refugees in their navigation of GMT’s bus system.

The forms of LEP interaction experienced by GMT include the following:

- Providing basic information on how to use public transit services in the area
- Purchasing fare media (though not since March 2020)
- Handling passenger complaints
- Gathering data such as on-board customer surveys.

GMT gauges the frequency of contact with LEP persons by periodically surveying its employees, including drivers, dispatchers, kiosk staff at the downtown transit station, and front desk and receptionist personnel at GMT offices. A survey taken in April 2023 included all of GMT’s front-line staff who interact with passengers most frequently (GMT front desk, customer service representative at the kiosk at the Downtown Transit Center, supervisors and trip planners) and operators from each of GMT’s divisions. There were a total of 41 responses. The survey found the following results:

- Only 20% of respondents said they rarely or never had interactions with LEP individuals while 24% had interactions at least three times per week.
- Most drivers did not know which languages the LEP individuals spoke, but those who responded cited Spanish, Nepali and French most commonly, with a few mentions of Russian, Ukrainian, Arabic, Somali, Portuguese, Vietnamese, Chinese and Serbo-Croatian.
- Nearly every interaction involved questions about how to use the bus system and another 15% were questions regarding SSTA or other forms of public transit. About 8% were questions not related to the bus system and 12% related to fares (or the lack of fares).
- Almost two thirds of respondents felt that they were able to convey the desired information very well or pretty well, while only 5% felt they were unable to convey the information. The other respondents said that it varied, depending on the customer.
- Only 26% of respondents were aware of the availability of real-time translation services by telephone, but most of these said that using a telephone translation service would take too long. Some used Google translate on their smartphone.

- With regard to the trend in interactions with LEP individuals, 33% of respondents said that it seems like there are more people who don't speak English well compared to a few years ago. Only 21% said it seemed like there were fewer interactions with LEP individuals, and 46% said it seemed about the same.

Given the indication that there are a substantial number of interactions with LEP individuals, and that these interactions seem to be stable or increasing, GMT will monitor these interactions and determine if further action is necessary. Next steps could include additional training for GMT staff, making sure that all staff is aware of real-time translations services, stocking the Downtown Transit Center kiosk and buses with cards that provide information, asking staff who interact with LEP persons to gather more detailed information about what languages those persons speak, and then providing translations of key information in the languages most frequently encountered. The kiosk already has an I Speak card with over 20 languages listed so that the customer service representative there can make use of telephone translation services effectively.

Factor 3 – Importance of GMT Activities and Services to LEP Persons

While the importance of providing transportation services to the LEP population may be lower than providing some other services to this population, such as emergency medical services or legal services to a person who has been arrested, providing public transportation access to LEP persons is critical. An LEP person's inability to effectively utilize public transportation may adversely affect his or her ability to obtain health care, education, or access to employment.

When refugees are resettled in Burlington through USCRI Vermont, for example, GMT works with the agency to assist the LEP individuals to learn the GMT bus system. Experience has shown that after just one or two rides, these individuals appear to have no further problems in getting to any desired location in the core of Chittenden County.

Denial or delay of access to GMT services to LEP individuals has never been a problem in its service area. GMT's urban system is designed with the Downtown Transit Center serving as the main hub. Almost all of GMT's fixed routes originate there. As mentioned above, GMT will consider providing training to staff at the kiosk at the DTC and materials in selected languages to provide important information about how to use the GMT system. GMT's rural services in Washington County are served by a new hub in downtown Montpelier; similar measures will be taken there as appropriate.

Factor 4 – Resources Available and Cost

Because of the very low incidence of LEP persons in Vermont overall, the cost to accommodate them has not been burdensome. VTrans provides in-person and telephone translation services to VTrans subrecipients through a contract with Telelanguage (www.telelanguage.com). GMT has explicit access to the Telelanguage contract. It is not foreseen that the resources available or the cost of translation services will hinder the accommodation of the needs of GMT's LEP population.

Translation of all of GMT's written materials and/or signs into a variety of languages cannot be justified at this time, as not only are the numbers of the potential benefactors small, but the languages which would require translating into are often changing along with the origin of the refugees settling in its service area. Nonetheless, GMT has translated "How to Ride" guide for LEP populations participating in GMT's nascent travel training program and will continue to implement this upon request.

The MyRide app associated with the pilot microtransit service in Montpelier and Berlin is currently available in both English and French. The vendor has the capacity to accommodate other languages, and GMT will work with the vendor to expand the number of languages as suggested by public requests.

Fortunately, the services offered by many community-based organizations in the GMT service area have proved more than adequate in providing meaningful access to LEP persons utilizing GMT services. Where oral translation has been needed by various refugee populations, this has been provided by USCRI Vermont.

D. Monitoring

GMT has described in previous sections that it is extensively aware of the demographics of its service area, and believes that through the services provided to LEP individuals that the public transportation needs of all individuals in its service area are being met without regard to ability to speak English. The data indicates that at this point in time, GMT does not need to take any further actions to assist LEP individuals.

DOT acknowledges that the implementation of a comprehensive system to serve LEP individuals is a process, and that a system will evolve over time as it is implemented and periodically reevaluated. Recipients are encouraged to document their efforts to provide LEP persons with meaningful access to federally assisted programs and activities.¹

In light of this, GMT will continue to monitor its service population on a triennial basis and will be prepared to implement the appropriate services should that need be assessed. This monitoring process will include the following steps:

- Monitor current LEP populations in its service area using Census data and outreach to State Refugee Office
- Survey its employees to determine the degree of interaction with LEP persons and whether this is increasing,
- Ascertain whether existing procedures are meeting the needs of LEP persons,
- Continue to maintain awareness among management and staff of the regulations implementing Title VI of the Civil Rights Act of 1964, and
- Update the LEP assessment as necessary.

Inclusive Public Participation Plan

Public participation is an essential component of the planning process. From short-term service changes to long-range vision documents and investment strategies, input from the public about policies and services that affect them is critical to their successful implementation. GMT conducts public outreach efforts and public hearings on planning efforts and service changes. Prior to discussing the means of engaging minority and low income communities in these activities, a brief demographic profile of the GMT service area is presented in order to identify locations in the county with concentrations of minority and low-income residents.

¹ DOT Docket OST-2001-8696: Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons (Federal Register: December 14, 2005 – Volume 670, Number 239), § VIII.

Demographic Profile

Using the most recent available data from the American Community Survey (2017-2021), GMT produced the summary table below. For each Census tract in the four-county region, the table shows the total population, the non-white/non-Hispanic population, the foreign-born population and the population with incomes below the poverty line.

Minorities

The tracts with the greatest number of minority individuals are located in the center of Chittenden County, in Burlington, Winooski, South Burlington, Williston and Essex Junction. The only tract among the top 18 not located in the urban core is tract 9555.02 in the Roxbury/Northfield portion of Washington County. This central part of Chittenden County has, by far, the highest level of bus service in Vermont. All tracts with at least 500 non-white persons are served by GMT local bus routes (though the Northfield/Roxbury tract has very limited service).

Tracts with percentages of minority individuals higher than the regional average of 10.0% are primarily located in these towns, with the exception of tracts in Berkshire/Enosburg, Montpelier, Waitsfield. Almost all of these tracts with concentrations of minorities have at least some form of bus service, either local or commuter routes.

Non-American National Origin

The incidence of foreign-born individuals is similar to that seen among minorities. Again, tracts containing 500 or more foreign-born individuals are located in Burlington, Essex Junction, Winooski, South Burlington, Williston and Colchester. Among these 14 tracts there are nearly 9,000 people who were not born in the US. All of these tracts are served by GMT bus routes

Concentrations of non-American born residents (percentages higher than the regional average of 5.9%) are in the municipalities just listed, plus Shelburne and Montpelier. The more rural parts of the GMT service area have much lower percentages of foreign-born individuals.

Low Income

As the only urban area in Vermont, even with the large amount of economic activity, there are significant numbers of low income individuals in Chittenden County. In the 2017-2021 American Community Survey data, five tracts in Burlington have more than 1,000 residents with household incomes below the poverty line. (To some extent, this reflects the large number of college students attending UVM and other institutions in Burlington and surrounding communities.) However, poverty is much more widespread throughout the GMT service area than minority status or being foreign born. Tracts in Barre City, Swanton, St. Albans, Enosburg, Northfield, Waterbury and eastern Washington County have more than 500 residents with incomes below the poverty line. As with the two other factors considered above, all of the tracts with the highest numbers of low-income residents have some form of GMT bus service available.

The percentage of low-income residents highlights the focus on tracts in Barre, Burlington, Winooski, St. Albans and Northfield where over 20% of residents live below the poverty line. In the following table, tracts with a concentration of minorities, foreign-born, or low income residents are highlighted with red ink and shading.

Minority, Non-Native and Low Income Population by Census Tract

| County | Tract | Town | Total Popula- tion | Non-White or Hispanic Population | Pct. | Foreign Born | Pct. | Below Poverty Line | Pct. |
|------------|-------|--------------------------------|--------------------------|--|-------|-----------------|-------|--------------------------|-------|
| Chittenden | 1 | Burlington New North End East | 4,583 | 914 | 19.9% | 738 | 16.1% | 415 | 9.1% |
| Chittenden | 2 | Burlington New North End West | 5,582 | 691 | 12.4% | 301 | 5.4% | 285 | 5.4% |
| Chittenden | 3 | Burlington Intervale | 5,258 | 1,645 | 31.3% | 741 | 14.1% | 1,372 | 26.1% |
| Chittenden | 6 | Burlington Northeast | 4,588 | 1,018 | 22.2% | 664 | 14.5% | 1,529 | 34.6% |
| Chittenden | 8 | Burlington South Central | 2,570 | 79 | 3.1% | 115 | 4.5% | 303 | 11.8% |
| Chittenden | 9 | Burlington Maple St | 2,595 | 205 | 7.9% | 76 | 2.9% | 458 | 21.7% |
| Chittenden | 10 | Burlington Downtown/Waterfront | 2,418 | 286 | 11.8% | 228 | 9.4% | 390 | 16.8% |
| Chittenden | 11 | Burlington South End | 2,191 | 208 | 9.5% | 141 | 6.4% | 149 | 6.8% |
| Chittenden | 21.01 | Milton West | 2,923 | 87 | 3.0% | 71 | 2.4% | 74 | 2.5% |
| Chittenden | 21.03 | Milton East | 4,082 | 158 | 3.9% | 34 | 0.8% | 221 | 5.4% |
| Chittenden | 21.04 | Milton Southwest | 3,683 | 334 | 9.1% | 195 | 5.3% | 83 | 2.3% |
| Chittenden | 22.01 | Colchester South | 3,287 | 575 | 17.5% | 148 | 4.5% | 201 | 13.4% |
| Chittenden | 22.02 | Colchester Northeast | 4,890 | 563 | 11.5% | 395 | 8.1% | 401 | 8.3% |
| Chittenden | 23.01 | Colchester North | 1,458 | 153 | 10.5% | 54 | 3.7% | 199 | 13.8% |
| Chittenden | 23.03 | Colchester Northwest | 4,827 | 429 | 8.9% | 277 | 5.7% | 240 | 5.0% |
| Chittenden | 23.04 | Colchester Village | 3,085 | 344 | 11.2% | 507 | 16.4% | 301 | 9.8% |
| Chittenden | 24 | Winooski West | 3,479 | 1,054 | 30.3% | 735 | 21.1% | 850 | 24.7% |
| Chittenden | 25.01 | Winooski East | 2,312 | 375 | 16.2% | 378 | 16.3% | 430 | 18.6% |
| Chittenden | 25.02 | Winooski South | 2,224 | 201 | 9.0% | 26 | 1.2% | 351 | 16.2% |
| Chittenden | 26.01 | Essex Junction West | 6,080 | 1,034 | 17.0% | 764 | 12.6% | 391 | 6.4% |
| Chittenden | 26.02 | Essex Junction East | 4,393 | 717 | 16.3% | 567 | 12.9% | 407 | 9.3% |
| Chittenden | 27.01 | Essex Town West | 6,025 | 649 | 10.8% | 602 | 10.0% | 458 | 7.7% |
| Chittenden | 27.02 | Essex Town East | 5,353 | 481 | 9.0% | 215 | 4.0% | 287 | 5.4% |
| Chittenden | 28 | Jericho | 5,082 | 246 | 4.8% | 64 | 1.3% | 216 | 4.3% |
| Chittenden | 29 | Westford, Underhill, Bolton | 6,769 | 416 | 6.1% | 196 | 2.9% | 353 | 5.2% |

| County | Tract | Town | Total Popula- tion | Non-White or Hispanic Population | Pct. | Foreign Born | Pct. | Below Poverty Line | Pct. |
|------------|--------|----------------------------------|--------------------------|--|-------|-----------------|-------|--------------------------|-------|
| Chittenden | 30 | Richmond | 4,142 | 299 | 7.2% | 120 | 2.9% | 108 | 2.6% |
| Chittenden | 31.01 | Williston North | 7,977 | 872 | 10.9% | 696 | 8.7% | 613 | 7.7% |
| Chittenden | 31.02 | Williston South | 2,003 | 146 | 7.3% | 37 | 1.8% | 28 | 1.4% |
| Chittenden | 33.01 | South Burlington 116 | 4,463 | 841 | 18.8% | 721 | 16.2% | 144 | 3.2% |
| Chittenden | 33.04 | South Burlington US 7 | 6,538 | 1,050 | 16.1% | 698 | 10.7% | 309 | 4.9% |
| Chittenden | 34.01 | Shelburne East | 5,329 | 479 | 9.0% | 337 | 6.3% | 235 | 4.4% |
| Chittenden | 34.02 | Shelburne West | 2,353 | 154 | 6.5% | 287 | 12.2% | 210 | 9.5% |
| Chittenden | 35.01 | Charlotte | 3,900 | 193 | 4.9% | 313 | 8.0% | 116 | 3.0% |
| Chittenden | 35.02 | Hinesburg, St. George | 5,310 | 166 | 3.1% | 209 | 3.9% | 462 | 8.7% |
| Chittenden | 35.03 | Huntington, Buels Gore | 1,812 | 133 | 7.3% | 31 | 1.7% | 108 | 6.0% |
| Chittenden | 36 | South Burlington Dorset | 4,889 | 610 | 12.5% | 512 | 10.5% | 694 | 14.2% |
| Chittenden | 39 | Burlington UVM | 7,766 | 1,113 | 14.3% | 537 | 6.9% | 1,015 | 51.8% |
| Chittenden | 40.02 | South Burlington East | 4,152 | 854 | 20.6% | 500 | 12.0% | 379 | 9.2% |
| Chittenden | 41 | Burlington Main to Pearl Central | 2,672 | 377 | 14.1% | 170 | 6.4% | 1,562 | 61.3% |
| Chittenden | 42 | Burlington ONE | 4,480 | 725 | 16.2% | 334 | 7.5% | 1,465 | 33.6% |
| Franklin | 101.01 | Highgate | 3,486 | 228 | 6.5% | 83 | 2.4% | 325 | 9.3% |
| Franklin | 101.02 | Franklin, Sheldon | 3,673 | 148 | 4.0% | 120 | 3.3% | 297 | 8.1% |
| Franklin | 102 | Berkshire, Enosburg | 4,186 | 496 | 11.8% | 106 | 2.5% | 611 | 14.9% |
| Franklin | 103 | Richford, Montgomery | 3,541 | 240 | 6.8% | 110 | 3.1% | 486 | 13.7% |
| Franklin | 104 | Fairfield, Bakersfield | 3,549 | 351 | 9.9% | 125 | 3.5% | 234 | 6.7% |
| Franklin | 105 | Swanton | 6,724 | 423 | 6.3% | 215 | 3.2% | 739 | 11.0% |
| Franklin | 106 | St. Albans Town | 6,819 | 238 | 3.5% | 242 | 3.5% | 326 | 4.9% |
| Franklin | 107 | St. Albans West | 3,503 | 325 | 9.3% | 57 | 1.6% | 732 | 20.9% |
| Franklin | 108 | St. Albans East | 3,363 | 365 | 10.9% | 76 | 2.3% | 371 | 11.2% |
| Franklin | 109 | Georgia | 4,833 | 433 | 9.0% | 134 | 2.8% | 267 | 5.6% |
| Franklin | 110 | Fairfax, Fletcher | 6,075 | 138 | 2.3% | 17 | 0.3% | 245 | 4.0% |

| County | Tract | Town | Total Popula- tion | Non-White or Hispanic Population | Pct. | Foreign Born | Pct. | Below Poverty Line | Pct. |
|------------|---------|------------------------------------|--------------------------|--|-------|-----------------|------|--------------------------|-------|
| Grand | 201 | North Hero, Alburgh, Isle La Motte | 3,535 | 255 | 7.2% | 168 | 4.8% | 259 | 7.4% |
| Grand | 202 | South Hero, Grand Isle | 3,714 | 347 | 9.3% | 76 | 2.0% | 213 | 5.8% |
| Washington | 9540 | Cabot, Marshfield, Plainfield | 4,623 | 368 | 8.0% | 164 | 3.5% | 514 | 11.2% |
| Washington | 9541 | Woodbury, Calais | 2,601 | 106 | 4.1% | 45 | 1.7% | 192 | 7.4% |
| Washington | 9542 | Worcester, Middlesex | 2,815 | 112 | 4.0% | 54 | 1.9% | 152 | 5.4% |
| Washington | 9543 | Waterbury | 5,240 | 155 | 3.0% | 133 | 2.5% | 524 | 10.1% |
| Washington | 9544 | Duxbury, Moretown | 2,929 | 182 | 6.2% | 64 | 2.2% | 142 | 4.9% |
| Washington | 9545 | Berlin | 2,884 | 117 | 4.1% | 88 | 3.1% | 170 | 6.5% |
| Washington | 9546 | Montpelier Northwest | 2,166 | 96 | 4.4% | 66 | 3.0% | 137 | 6.3% |
| Washington | 9547 | Montpelier Northeast | 1,716 | 163 | 9.5% | 48 | 2.8% | 110 | 6.4% |
| Washington | 9548 | Montpelier Downtown | 2,140 | 116 | 5.4% | 109 | 5.1% | 59 | 2.8% |
| Washington | 9549 | Montpelier South | 1,944 | 286 | 14.7% | 151 | 7.8% | 80 | 4.2% |
| Washington | 9550 | East Montpelier | 2,567 | 97 | 3.8% | 67 | 2.6% | 71 | 2.8% |
| Washington | 9551 | Barre City North | 4,637 | 394 | 8.5% | 81 | 1.7% | 973 | 21.2% |
| Washington | 9552 | Barre City South | 3,877 | 193 | 5.0% | 79 | 2.0% | 997 | 26.8% |
| Washington | 9553 | Barre Town North | 3,914 | 215 | 5.5% | 67 | 1.7% | 164 | 4.2% |
| Washington | 9554 | Barre Town South | 3,934 | 340 | 8.6% | 173 | 4.4% | 112 | 2.9% |
| Washington | 9555.01 | Northfield West | 2,555 | 98 | 3.8% | 40 | 1.6% | 535 | 21.4% |
| Washington | 9555.02 | Northfield East, Roxbury | 4,746 | 677 | 14.3% | 127 | 2.7% | 427 | 13.9% |
| Washington | 9556 | Warren | 1,632 | 70 | 4.3% | 58 | 3.6% | 253 | 15.5% |
| Washington | 9557 | Waitsfield | 1,735 | 183 | 10.5% | 65 | 3.7% | 80 | 4.6% |
| Washington | 9558 | Fayston | 954 | 10 | 1.0% | 29 | 3.0% | 27 | 2.9% |
| Orange | 9591.01 | Orange, Washington | 2,051 | 126 | 6.1% | 43 | 2.1% | 115 | 5.6% |
| Orange | 9592 | Williamstown | 3,515 | 149 | 4.2% | 22 | 0.6% | 333 | 9.5% |
| TOTALS | | | 289,699 | 29,114 | 10.0% | 17,036 | 5.9% | 29,084 | 10.0% |

Source: American Community Survey 2017-2021 Reports B03002, B05002, and S1701

Measures to Ensure Minority, Low-Income and LEP Participation

As public transportation is perhaps disproportionately relevant to the daily lives of Title VI-protected groups and low-income Vermonters, GMT will ensure that groups that represent these populations are included in these outreach efforts and that representatives of these organizations are invited to participate in project steering committees. GMT's JEDI (Justice, Equity, Diversity, Inclusion) Committee (a subcommittee of the Board) works to ensure that the interests of traditionally marginalized communities are appropriately accounted for in all decision-making processes.

All public meetings held as part of this public involvement process will be properly noticed in accordance with the requirements of Title VI of the civil rights act of 1964 and the Vermont public meeting law (Vermont Title 1, section 310 et seq., as annotated), including public announcement of all meetings at least 24 hours before the meeting. Notes are taken at all meetings so that members of the public are not required to submit written comments in order to have their opinions recorded.

GMT and the regional planning commissions in its service area maintain contact with organizations that represent the interests of low-income, immigrant, and minority groups and notify them of upcoming public outreach activities.

Meeting times and locations are designed to maximize accessibility for low-income and minority groups. A mix of daytime and early evening meetings are scheduled and transit access to the meeting is guaranteed, including an extension of service span, if necessary, to provide rides home at the end of the meeting. In terms of meeting locations, Burlington, as the focus of Title VI-protected groups, will always host one public meeting/hearing in a series, but GMT will make efforts to hold additional meetings in Winooski, St. Albans, Barre/Montpelier and other towns to make the meetings more accessible to low-income residents.

GMT will contact organizations that represent Title VI-protected groups in their service area two weeks in advance of any public meetings or hearings being held regarding service changes, fare changes, or any other planning efforts. GMT will discuss with these groups means of encouraging participation in these meetings and will offer accommodations when appropriate to facilitate participation.

The following table lists all public meetings held since the last Title VI program was submitted.

| Date | Purpose | Route(s) Affected | Location | Town | # of Attendees |
|---------|-----------------------|--|------------------|------------|----------------|
| 1/13/21 | Budget | None | GMT Admin Office | Burlington | 0 |
| 4/14/21 | Service Modifications | All (color coding), Williston, Middlebury LINK Express | Virtual | Online | 7 |
| 4/14/21 | Service Modifications | All (color coding), Williston, Middlebury LINK Express | Virtual | Online | 4 |
| 1/12/22 | Budget | None | GMT Admin Office | Burlington | 3 |

| | | | | | |
|---------|---------------------|---|--|------------|----|
| 4/5/22 | Service Changes | #6 Shelburne, #7 North Avenue, #86 Montpelier LINK Express | Robert Miller Community and Rec Center | Burlington | 17 |
| 4/6/22 | Service Changes | #6 Shelburne, #7 North Avenue, #86 Montpelier LINK Express | Virtual | Online | 38 |
| 4/7/22 | Service Changes | #6 Shelburne, #7 North Avenue, #86 Montpelier LINK Express | Montpelier Transit Center | Montpelier | 10 |
| 8/23/22 | Seasonal Service | Mountain Road Shuttle | Stowe Town Office | Stowe | 8 |
| 1/10/23 | Budget/Service Mods | #4 Essex Center/#10 Williston Essex, #1 Williston, #2 Essex Junction, #6 Shelburne Road | GMT Admin Office and Online | Burlington | 38 |

Minority Representation on Planning and Advisory Bodies

GMT has two advisory committees. The racial breakdown of the committees is shown in the table below. Whenever GMT advertises for new members, the wording of the advertisement will include language encouraging minority and/or foreign-born individuals to apply for membership.

| Committee | Total Members | Caucasian Members | African-American Members | Latinx Members | Other |
|-----------------------|---------------|-------------------|--------------------------|----------------|-------|
| JEDI | 12 | 9 | 2 | | 1 |
| Microtransit Advisory | 24 | 23 | | 1 | |

Assisting and Monitoring Subrecipient Compliance

GMT has one subrecipient: Champlain Islanders Developing Essential Resources, Inc., better known as CIDER. CIDER operates service for elderly and disabled (E&D) residents of Grand Isle County under contract to GMT using Section 5311 funds distributed by VTrans. The contract was not competitively procured, unlike the case with Special Services Transportation Agency (SSTA), which operates ADA paratransit and E&D service within Chittenden County.

CIDER is in the process of updating its Title VI Program. VTrans is providing technical assistance to CIDER to update the program through its retainer contract. GMT will review the program and check to make sure that CIDER is fulfilling its commitments to the public in terms of notifications and procedures.

GMT will contact CIDER annually to ensure that all commitments are met. This includes monitoring the CIDER website to ensure that the Title VI notification and complaint procedures are easily accessible and spot-checking CIDER vehicles to ensure that the Title VI notification is posted properly.

At this time, GMT is considering changing the status of SSTA from a contractor to a subrecipient in order to forego the periodic procurement process. If the GMT and SSTA boards agree to this change, then GMT will ensure that SSTA establishes a compliant Title VI program and monitor its Title VI compliance as it currently does for CIDER.

Transit Facilities

GMT is in the planning stages of a new maintenance facility in Washington County to replace the facility it currently leases on VT Route 12 in Berlin. As part of the site selection process, GMT commissioned an equity analysis in January 2022. This equity analysis, documented in a memorandum dated February 11, 2022 concludes that “because both of the proposed sites are in Block Group 2, there is no disparate impact on minority or foreign-born individuals for either of the sites. They all have equivalent and minimal impacts on protected classes of residents.” The analysis also found that there were no residences immediately adjacent to either of the proposed sites and thus any impacts would be minimal.

Service Standards & Policies

GMT has set the following service standards and policies according to the service type. GMT’s service types are as follows:

Urban Trunk Routes – These are local routes that travel along major corridors and link several major trip generators to downtown locations. These routes include the #1 Williston, #2 Essex Junction, #6 Shelburne Road and #7 North Ave.

Urban Local Routes – These are local routes that connect neighborhoods to activity centers. These routes include the #5 Pine Street, #8 City Loop, #9 Riverside/Winooski, #10 Williston/Essex and #11 Airport/Waterfront.

Rural Local Community Routes – These are local routes that operate in rural communities in Washington and Franklin counties. These include the City Commuter and Midday routes, the Barre Hospital Hill route, and St. Albans Downtown Shuttle.

Commuter Routes – These are longer distance routes that primarily operate during peak hours and connect Burlington, Waterbury and Montpelier to surrounding communities and counties. They have limited stops and in some cases, a higher fare is charged. These routes include the Jeffersonville Commuter, 116 Commuter, Milton Commuter, Waterbury Commuter, Northfield Commuter, Alburgh/Georgia Commuter, Richford/St. Albans Commuter, St. Albans LINK Express, and Montpelier LINK Express.

Shuttle Routes – These include shopping shuttles in both the urban and rural areas as well as ski season shuttles in Stowe and the Mad River Valley. While these are very different types of service, what they have in common is that the service level is specific to the trip generator.

1) Vehicle Load

| Service Type | Peak Hour Load Standard | Single Trip Max Load |
|------------------------------|--------------------------------|-----------------------------|
| Urban Trunk Routes | 1.3 | 1.5 |
| Urban Local Community Routes | 1.0 | 1.5 |
| Rural Local Community Routes | 1.0 | 1.5 |
| Commuter Routes | 1.0 | 1.0 |
| Shuttle Routes | 1.3 | 1.5 |

The local trunk route standard means that on a bus with 30 seats, an average of up to 39 passengers could be accommodated without a load violation during the peak hour and 45 passengers could be accommodated on single trips. For the local community and commuter routes, on a bus with 30 seats, an average of up to 30 passengers could be accommodated without a load violation during the peak hour and 45 passengers could be accommodated on select trips.

2) Vehicle Headway

| SERVICE HEADWAYS (minutes) | Weekday | Saturday | Sunday |
|-----------------------------------|---------------------|--------------------|------------|
| Microtransit average wait - Rural | 20 | 20 | No Service |
| Microtransit average wait- Urban | 15 | 20 | 20 |
| Commuter - Rural | 1 trip per peak | No Service | No Service |
| Commuter - Urban | 2 trips per peak | No Service | No Service |
| Shuttle - Rural | | Generator specific | |
| Shuttle - Urban | | Generator specific | |
| Local - Rural | 60 | 60 | No Service |
| Local - Urban | 30 peak/60 off peak | 60 | 60 |
| Trunk | 20 peak/30 off peak | 30 | 30 |

3) On-time Performance

For all service types, GMT's goal is to operate 95% of trips within a window of no more than one minute early and no more than five minutes late at the route terminals. Commuter trips may arrive early at their destination as long as they depart no more than one minute early from the last stop in outlying areas. There will be no "missed trips" as defined by 15 or more minutes late, except when conditions make it impossible to maintain scheduled service.

4) Service Availability

To the extent funding is available, GMT will offer fixed-route bus service to at least 95% of areas within its four-county service areas that have more than 3 households per acre and are contiguous with other areas with equal or greater density. An area is considered served if it is within one half mile of the bus alignment.

5) Distribution of Transit Amenities

GMT will provide passenger amenities based on patronage levels at bus stops around the region. GMT will work with municipalities to provide passenger amenities wherever possible, and their placement will be guided by the goal to serve the greatest number of passengers and achieve geographic distribution of amenities.

6) Vehicle Assignment by Mode

GMT's policy of assigning vehicles to routes is based on needed capacity and a goal of maximizing the longevity of the bus fleet. The largest vehicles are used for those runs that have the highest ridership. Maintenance staff works to equalize the mileage among buses in the fleet so that all of the vehicles can achieve their optimal life span.