



AGENDA

Meeting of the Board of Directors

May 11, 2022 at 10:00 AM EDT

PUBLIC ARE ENCOURAGED TO ATTEND REMOTELY USING THE BELOW LINKS

- ⇒ Webinar: <https://us02web.zoom.us/j/85869234258>
- ⇒ Or One tap mobile: +13017158592,,85869234258#
- ⇒ Or Telephone Only: +1 301 715 8592
- ⇒ Webinar ID: 858 6923 4258

Do not use both computer and phone audio together: use one only to avoid audio distortion

- I. **Call to Order** – Randy Parker, President
- II. **Roll Call** – Christine Appert, Secretary & Mariah Powell, Board Assistant
- III. **Introductions** – Randy Parker, President
 - Jordan Bowman, attorney for Jaunt.
 - Supervisor Steve Bowman, Greene County Board of Supervisors
- IV. **Public Comments** – Randy Parker, President

The public may address the board by first making a contacting Mariah Powell prior to the start of the meeting. Comments are limited to three minutes at the discretion of the board president. Contact Mariah Powell at mariahp@ridejaunt.org or (434) 296-3184, extension 115.
- V. **Action Items**
 - A. April 13, 2022 Board of Directors Meeting Minutes– Christine Appert, Secretary (pg.2)
- VI. **Standing Committee Reports**
 - A. Finance Committee--Ray East, Treasurer & Robin Munson, CFO (pg.7)
 - a. FY2023 Budget presentation (adopt in June) (pg.13)
 - B. Operations and Safety Reports--Karen Davis, DCEO (pg.18)
 - a. Denials update
 - b. Update in training program revisions (requested by Erik Apr 13)
 - C. Regional Transit Partnership Update--Hall Morgan/Lucas Ames/Christine Jacobs
 - D. Executive Director Report--Ted Rieck, CEO (pg.22)
 - a. Greene County Letter (pg.23)
- VII. **New Business** – Randy Parker, President
 - By-laws/Articles of Incorporation Update
- VIII. **Announcements and Board Member comments**
- IX. **Adjourn to next meeting:** JUNE 8, 2022 at 10:00 AM EST

MINUTES

Meeting of the Board of Directors

April 13 2022, at 10:00 A.M. EST

Voting Member	Present In person	Present virtual	Absent
Randy Parker [President], Louisa	X		
Hal Morgan [Vice President], Fluvanna	X		
Christine Appert [Secretary], Charlottesville		X	
Raymond East [Treasurer], Albemarle	X		
Jacob Sumner, Albemarle		X	
Fran Hooper, Albemarle		X	
William Wuensch, Albemarle		X	
Lucas Ames, Charlottesville		X	
Erik Larson, Charlottesville		X	
Ray Heron, Charlottesville		X	
Pamela Bevins, Fluvanna		X	
Willie Gentry, Louisa	X		
Brad Burdette, Nelson		X	
Dian McNaught, Nelson		X	
Non-voting Members			
Kevin Hickman, Buckingham		X	
Garland Williams, CAT			X
Michael Mucha, DRPT		X	
Christine Jacobs, TJPd		X	
Staff			
Ted Rieck, CEO	X		
Karen Davis, Deputy CEO	X		
Robin Munson, CFO	X		
Stephen Johnson, CDO		X	
Jody Saunders, Director of Public Relations	X		
Alex Arce, Human Resource Generalist		X	
Mike Mills, Procurement Specialist		X	
Kyle Trissel, Safety Supervisor		X	
Mariah Powell, Administrative Assistant	X		
Public			
None.			

- I. Call to Order – Randy Parker, President
 - A. The meeting was called to order at 10:00 A.M.
- II. Roll Call– Christine Appert, Secretary | Mariah Powell, Board Assistant
 - A. Christine called roll and a quorum was confirmed.
- III. Introductions – Randy Parker, President
 - A. None.
- IV. Public Comments – Randy Parker, President
 - A. None.
- V. Action Items
 - i. March 9, 2022 Board of Directors Meeting Minutes Adoption– Randy Parker, President
 - No additions or corrections needed.

Motioned by Ray East, seconded by Willie. Passed unanimously, with no abstentions.
- VI. Standing Committee Reports
 - A. Finance Committee – Robin Munson, CFO
 - a. Financial Report
 - Robin notified board members of upcoming modifications to the finance report; federal and state capital income will be separate from operating income, a legend for color codes will be added at the bottom of the report. Overall, Jaunt is on target for 8 months. DRPT uplifted \$838,000 – bringing total state operating funds to \$2.1 million, and restoring the penalty from the DRPT cure letter (\$154,000). A new bus was ordered on April 12. Supply chain issues prevented the ordering of a truck. Ray East requested a pie chart version of the finance report.
 - Erik was concerned about the potentiality of a gap on addressing IT contracts and purchasing infrastructure in the wake of IT Manager, Matt Anderson, resigning. Ted let Erik know he is working with Matt to hire temporary staffing, a firm, or a hybrid model of both to fill deficiencies (roles) in the IT department; applications for replacement personnel are currently being reviewed. Matt has discussed future IT projects with senior staff to keep them up-to-date in his absence. Ray East suggested exploring outsourced managed IT service providers.
 - Robin resumed reviewing the balance sheet and cash flow statement for month ended February 28, 2022.
 - b. Ted's Submitted Expenses
 - \$59.95 was reimbursed to Ted via check. \$891.93 was accrued on the Jaunt credit card.



B. Operations and Safety Report – Ted Rieck, CEO | Karen Davis, Deputy CEO | Kyle Trissel, Safety Supervisor

- During February there were 3 preventable accidents, 2 non-preventable accidents, and 4 client site visits. Randy asked if vehicular injuries / property damages were serious. Kyle replied that all 5 accidents caused insignificant damages and none warranted opening insurance claims. Erik asked if staff was able to determine the causes of the 3 preventable accidents; Kyle said two resulted from backing up and one was weather related. Erik asked for an update on staff's applied mitigations to the site parking lot; Kyle said supervisory oversight was added and clarified the backing up incidents did not occur at Jaunt.
- Karen noted an increase of rural denials in the ADA Compliance Report resulting from staff allocating resources towards bring ADA denials down. Two successful training classes have put 6 new operators on the road. A new training class of 4 operators will begin a couple weeks – after completion they will be assigned to counties experiencing highest operator shortages.
- Ray East wondered about social media's reception to the April 9 job fair at the Shops at Stonefield. Jody felt that although there were no immediate responses (applications), the meeting was beneficial for exposure. Karen said hiring bonuses, referral bonuses, plus newly competitive wages will help attract and retain more operators. Several operators have expressed their appreciation for their raises and Ted thanked the board for approving the wage increase action in the last (March 9) meeting.
- Randy remarked the "denials look good".
- Ted and Karen dually recapitulated the FY2023 budget presentation Ted gave at the March 22 Greene County Board of Supervisors Meeting. Karen apprised the Jaunt board of Jaunt's decision to close the Greene office in June and relocate Greene staff to Jaunt. Greene dispatchers and reservationists adapted to primarily scheduling trips at least a day in advance, but if Greene is awarded full funding clientele will have a better opportunity to receive same-day trips again. Ted thanked Karen and Robin for preparing Greene's frugal county budget request of \$422,201, as Greene is the third largest county Jaunt services. Ted referred back to the smaller requested amount in FY2021-2022 (\$190,199) to elucidate the reasoning for the 122% increase; Greene had been financed on COVID funding for the past two years. Both Karen and Ted stressed how substantial a 44.4% budget cut would be to transit services in Greene. The county will hold a public budget hearing on April 26 and vote on it May 10. Ted closed out the presentation asking for board commentary and/or suggestions. Board members had several for staff, such as pointing out the extreme spike in fuel costs, considering the role Greene plays on the

Jaunt board, thinking creatively on how Greene can contribute to the regional ecosystem differently instead of being an appendage Jaunt added on. Lucas expressed concern over the Greene-to-Charlottesville links being cut. Currently 75% of ridership is within the county. Staff will contemplate rebalancing services to make the Charlottesville links more attractive. Staff are engaging a Transit Development Plan with DRPT to identify needs in the county, and investigating complaints against service deliveries. Ted pledged to return to Greene intermittently to give the county a progress report.

- The requested glossary of ADA terminology and performance statistics has been delayed due to filling staff positions; the safety committee will progress on this in their May meeting.

C. Regional Transit Partnership Update – Hal Morgan | Lucas Ames | Christine Jacobs

- Christine provided a brief RTP update, thanking Ted for arranging Greg Elsborg, Vice President and Chief Innovation Officer of Dallas Area Transit (DART), to speak to TJPDC about a mobile application transportation tool called GoPass. University Transit (UTS) gave a presentation on a successful night time pilot program; TJPDC is looking forward to seeing longer term data. There will be an update on the Regional Transit Vision Plan in the April meeting. There will be a workshop with their consultants to receive feedback from the RTP on the transit network scenarios they've created as part of the Vision Plan, with drafted recommendations, in the May meeting. The consultants will deliver the same presentation to Albemarle's Board of Supervisors and City Council in June. TJPDC staff will give Greene, Fluvanna, Louisa, and Nelson County Boards of Supervisors an update on the Regional Transit Vision Plan.
- The board watched a short introductory GoPass video.

D. Executive Report – Ted Rieck, CEO

- Jordan Bowman, a Litten and Sipe firm member, will meet with Randy, Ted, Karen, and Robin.
- Banking service solicitation is still in preparation.
- Surplus funds allowed an additional director position opening.
- Ted and Garland met with Trevor Henry, Assistant Albemarle County Executive, and Sam Sanders, Charlottesville Deputy Manager, on March 22 to discuss transit system coordination.
- SRF of Minneapolis was selected for their substantial expertise in transportation facilities and joint development for the parking lot workflow project.
- Staff and Jacob had a productive meeting with Albemarle County budget staff on April 1.

- After winning an event at the April 2 CTAV “roadeo”, Jae Jae Johnson has begun painting a mural that embodies the energy of the Jaunt environment.
- Stephen Johnson, formerly Director of Planning and Process, has been promoted to Chief Development Officer.

VII. New Business– Randy Parker, President

- The bylaws are now on a second draft. Amendments must be made to the shareholder article, as well as the articles of organization. Lucas was asked to review this version before it is distributed.
- Randy asked board members to attend future meetings in person, as the City of Charlottesville’s emergency designation for public meetings is expiring April 18. Christine Jacobs was told in a City Council Meeting that the emergency designation ordinance was actually extended until the city finalizes a transition plan. She is looking into the correct information with Jody; Randy will update the board on what they discover.

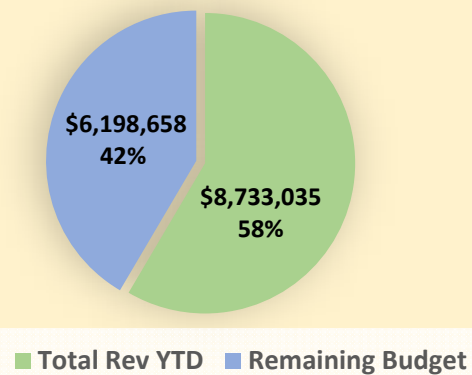
VIII. Announcements and Board Member comments

- Staff would like to move monthly meetings to third Wednesday of the month. Board members debated if meeting dates should be added to the bylaw revisions. Kevin recommended running a poll to decide a new meeting date. Buckingham and TJPDC will not be able to attend on third Wednesdays.
- Willie wondered why board members were asked to provide their initial appointment dates. This was at the request of Sam Sanders due to incomplete city records.
- Erik asked for a training program update included in next month’s agenda.

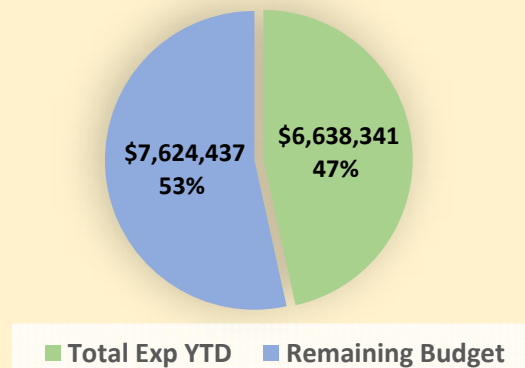
Willie moved to adjourn the meeting and Ray East seconded. The meeting was adjourned at 11:13 A.M.

ADJOURNED: *NEXT MEETING: 10:00 AM, MAY 11, 2022*

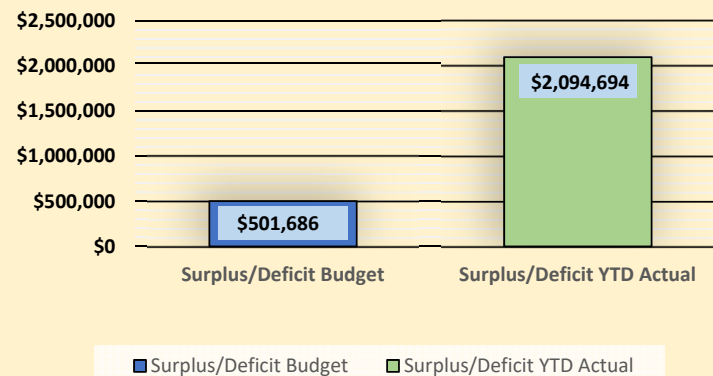
FY22 YTD Budget v Actual Revenue March 31, 2022



FY22 YTD Budget v Actual Expenses March 31, 2022



FY22 YTD Budget v Actual Surplus/Deficit March 31, 2022



Jaunt, Inc. FY2022 Monthly Financial Summary

March 2022										
Sources of Financial Resources	Total Budgeted	Total Actual	Budget Variance	Admin (011)	Operations (012, 050)	Special Grants (015, 017, 019)	Agency Program (040)	Accident Fund (041)	Capital (020)	
Fee Revenue:										
Farebox Fee	\$ -	\$ -	\$ -	\$ -	\$ -					
Contract Revenue	\$ 31,083	\$ 25,156	\$ (5,927)	\$ -	\$ -	\$ -	\$ 25,156	\$ -	\$ -	
Governmental Revenue:										
Federal Operating Grants	\$ 424,789	\$ 379,873	\$ (44,916)	\$ 102,135	\$ 272,562	\$ 5,176				
Federal Capital Grants	\$ 278,017	\$ 19,936	\$ (258,081)						\$ 19,936	
Virginia DRPT Operating	\$ 115,316	\$ 99,810	\$ (15,506)	\$ 26,924	\$ 71,851	\$ 1,035				
Virginia DRPT Capital	\$ 14,112	\$ -	\$ (14,112)						\$ -	
Local Government	\$ 380,990	\$ 380,990	\$ -	\$ 103,780	\$ 276,951	\$ 259			\$ -	
In Lieu of Local	\$ -	\$ -	\$ -	\$ -	\$ -					
Other Revenue	\$ -	\$ 7,311	\$ 7,311				\$ 145	\$ 7,166		
Total Revenue	\$ 1,244,308	\$ 913,076	\$ (331,232)	\$ 232,839	\$ 621,364	\$ 6,470	\$ 25,301	\$ 7,166	\$ 19,936	

Uses of Financial Resources	Total Budgeted	Total Actual	Budget Variance	Admin (011)	Operations (012, 050)	Special Grants (015, 017, 019)	Agency Program (040)	Accident Fund (041)	Capital (020)	
Salaries & Wages	\$ 524,982	\$ 415,740	\$ (109,242)	\$ 87,991	\$ 323,009	\$ 4,740	\$ -	\$ -	\$ -	
Fringe Benefits/Staff Development	\$ 208,484	\$ 144,836	\$ (63,648)	\$ 26,350	\$ 116,372	\$ 1,729	\$ 384	\$ -	\$ -	
Travel/Business Meals/Meetings	\$ 1,750	\$ 200	\$ (1,550)	\$ 49	\$ -	\$ -	\$ 151	\$ -	\$ -	
Facility/Equipment Maintenance/Utilities	\$ 17,146	\$ 14,805	\$ (2,342)	\$ 9,889	\$ 4,916	\$ -	\$ -	\$ -	\$ -	
Supplies & Materials	\$ 67,852	\$ 88,239	\$ 20,387	\$ 9,470	\$ 78,686	\$ -	\$ -	\$ 82	\$ -	
Marketing & Advertising	\$ 5,583	\$ 7,374	\$ 1,790	\$ 7,374	\$ -	\$ -	\$ -	\$ -	\$ -	
Insurance & Bonding	\$ 31,690	\$ 30,871	\$ (819)	\$ 26,912	\$ 3,960	\$ -	\$ -	\$ -	\$ -	
Professional Services	\$ 23,004	\$ 30,397	\$ 7,392	\$ 28,418	\$ 810	\$ -	\$ 944	\$ 225	\$ -	
Miscellaneous	\$ 3,042	\$ 1,699	\$ (1,342)	\$ 1,439	\$ -	\$ -	\$ 260	\$ -	\$ -	
Equipment (Capital)	\$ 305,032	\$ 19,936	\$ (285,096)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,936	
DRPT Refund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Reconciliation - Agency Transit Operating				\$ (12,913)	\$ (34,115)	\$ -	\$ 47,028	\$ -	\$ -	
Total Expenditure	\$ 1,188,565	\$ 754,095	\$ (434,469)	\$ 184,978	\$ 493,638	\$ 6,470	\$ 48,767	\$ 307	\$ 19,936	

Net change in fund balance	\$ 55,743	\$ 158,981	\$ 103,238	\$ 47,862	\$ 127,725	\$ -	\$ (23,466)	\$ 6,860	\$ -	
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Negative Variance Positive Variance

Jaunt, Inc. FY2022 Monthly Financial Summary

	March 2022 Year To Date					
Sources of Financial Resources	YTD Budgeted	YTD Actual	Budget Variance	Total Budget	Budget Realized	Comments
Fee Revenue:						
Farebox Fee	\$ -	\$ -	\$ -	\$ -		
Contract Revenue	\$ 279,750	\$ 230,635	\$ (49,115)	\$ 373,000	62%	Ridership lower than expected
Governmental Revenue:						
Federal Operating Grants	\$ 3,823,105	\$ 3,877,888	\$ 54,783	\$ 5,097,474	76%	Reimbursable: operating expenses lower
Federal Capital Grants	\$ 2,502,152	\$ 72,435	\$ (2,429,717)	\$ 3,336,202	2%	Reimbursable: capital expenses lower
Virginia DRPT Operating	\$ 1,037,847	\$ 1,046,776	\$ 8,929	\$ 1,383,796	76%	
Virginia DRPT Capital	\$ 127,008	\$ 2,958	\$ (124,050)	\$ 169,344	2%	Reimbursable: capital expenses lower
Local Government	\$ 3,428,908	\$ 3,428,908	\$ 0	\$ 4,571,877	75%	
In Lieu of Local	\$ -	\$ -	\$ -	\$ -		
Other Revenue	\$ -	\$ 73,436	\$ 73,436	\$ -		Insurance refund; accident proceeds
Total Revenue	\$ 11,198,769	\$ 8,733,035	\$ (2,465,734)	\$ 14,931,693	58%	

Uses of Financial Resources	YTD Budgeted	YTD Actual	Budget Variance	Total Budget	Budget Used	Comments
Salaries & Wages	\$ 4,724,842	\$ 3,630,428	\$ (1,094,414)	\$ 6,299,789	58%	Not at full staffing level
Fringe Benefits/Staff Development	\$ 1,876,352	\$ 1,336,762	\$ (539,589)	\$ 2,501,802	53%	Not at full staffing level
Travel/Business Meals/Meetings	\$ 15,750	\$ 3,563	\$ (12,187)	\$ 21,000	17%	Limited due to COVID-19 pandemic
Facility/Equipment Maintenance/Utilities	\$ 154,317	\$ 137,588	\$ (16,729)	\$ 205,756	67%	Lower COVID exp than expected
Supplies & Materials	\$ 610,666	\$ 586,424	\$ (24,242)	\$ 814,222	72%	
Marketing & Advertising	\$ 50,250	\$ 79,882	\$ 29,632	\$ 67,000	119%	Website, commercials
Insurance & Bonding	\$ 285,207	\$ 277,833	\$ (7,375)	\$ 380,276	73%	
Professional Services	\$ 207,038	\$ 389,823	\$ 182,786	\$ 276,050	141%	2 Studies, Exec Recruit, Bus Wraps
Miscellaneous	\$ 27,375	\$ 16,663	\$ (10,712)	\$ 36,500	46%	lower DOT, memb dues, help wanted
Equipment (Capital)	\$ 2,745,287	\$ 76,132	\$ (2,669,155)	\$ 3,660,382	2%	Delay on availability, no rev vehicles
DRPT Refund	\$ -	\$ 103,244	\$ 103,244	\$ -		
Total Expenditure	\$ 10,697,083	\$ 6,638,341	\$ (4,058,743)	\$ 14,262,778	47%	

Net change in fund balance	\$ 501,686	\$ 2,094,695	\$ 1,593,009	\$ 668,915	
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JAUNT, Inc.
Balance
Sheet
Summary

4/28/2022

4:26 PM

	<u>3/31/2022</u>	<u>3/31/2021</u>
Assets		
Cash and Cash Equivalents	3,781,221.89	2,743,309.42
Receivables, Net of Allowances	66,059.66	45,211.89
Due From Other Governmental Units	3,533,063.79	2,667,048.79
Prepaid Items	130,950.94	130,243.93
Capital Assets	7,237,496.74	7,798,552.62
Total Assets	<u>14,748,793.02</u>	<u>13,384,366.65</u>
Accounts Payable	81,205.10	148,557.26
Accrued Payroll & Related Liabilities	392,363.14	390,238.50
Deferred Revenue	10,109.44	-
Total Liabilities	<u>483,677.68</u>	<u>538,795.76</u>
Fund Balance/Net Position		
JAUNT Inc. Stock	16.00	16.00
Fund Balance:		
Nonspendable:		
Prepaid Items	130,950.94	130,243.93
Committed:		
Capital/Operations/Fuel Reserve	531,000.00	531,000.00
Assigned:		
Capital Reserve	450,600.00	450,600.00
Unassigned	6,072,053.91	4,111,266.19
Total Fund Balance	<u>7,184,604.85</u>	<u>5,223,110.12</u>
Total Equity	<u>7,184,620.85</u>	<u>5,223,126.12</u>
Total Liabilities and Equity	<u>7,668,298.53</u>	<u>5,761,921.88</u>
Net Position:		
Investment in Capital Assets	7,237,496.74	7,798,552.62
Unrestricted	7,027,586.60	5,046,986.27
Total Net Position	<u>14,265,083.34</u>	<u>12,845,538.89</u>
Total Net Position and Equity	<u>14,265,083.34</u>	<u>12,845,538.89</u>
Total Liabilities and Net Position	<u>14,748,793.02</u>	<u>13,384,366.65</u>

Jaunt, Inc.

Statement of Cash Flows for month ended March 31, 2022

Cash flows from Operations for March 2022

Local Match	\$	47,550
DRPT/CAT		623,057
Agency		1,922
Other		8,117
Payroll		(359,531)
Capital Payments		(23,887)
Other Payments		(346,268)
Total cash flows from Operations		(49,040)

Cash flows from Investing for March 2022

Interest		125
Total cash flows from Investing		125

Net change in cash (48,915)

Beginning cash balance 3/1/2022 3,818,781

Ending cash balance 3/31/2022 \$ 3,769,865

Days of cash on hand 146.22

Months of cash on hand 4.87

Ted Rieck Monthly Expenses
Paid between 3/1/22 - 3/31/22

Direct Reimbursement

Date	Check #	Amount	Purpose
3/3/2022	52094	30.00	Gym Fee Reimbursement - February
3/30/2022	52178	67.50	Per Diem 4/1-4/2/22 Roanoke CTAV ROADEO
		97.50	Total Reimbursement

Credit Card Charges

Date	Check #	Amount	Purpose
3/10/2022	52118	25.26	BlueTooth Mouse
		29.49	Lunch - R. Munson (Finance and HR discussion)
		54.75	Total Monthly Charges
		152.25	Total Expenses

FY2023 Budget Statement

Revised May 2022

Introduction

This presents Jaunt's FY2023 operating and capital budget. A preliminary version of this budget was prepared for the Board of Directors in November 2021 but not formally presented. It is appropriate to now present a draft final budget as community funding requests as well as updated funding information is now available. A more up-to-date version will be presented at the June meeting for adoption.

KEY CHALLENGES

- Continual shortage of bus operators, exacerbated competition among local transit providers, preventing Jaunt from meeting all its service demand.
- "Great resignation" has affected Jaunt's support staffing including IT and operations.
- Supply chain challenges lengthening the time to acquire vehicles putting pressure on our maintenance program.
- Addressing "cures" from the Virginia Department of Rail and Public Transit (DRPT).
- Recent inflationary pressures are causing uncertainty in costs including fuel prices.
- Uncertainty over future course of COVID-19.

KEY ASSUMPTIONS

- Service levels will be close to pre-pandemic levels. However, continual shortages of operating personnel will likely hamper return to normal service so this is a conservative assumption. If Jaunt misses this target, it is likely we will generate a new budgetary surplus.
- Inflationary pressures for materials and consumables will stabilize in FY2023.
- Jaunt will continue to operate ADA paratransit services for City of Charlottesville.
- Substitute funding for "transit desert" areas for which no federal funds are currently available.
- Greene County is fully funded for FY2023.

Budget Highlights

Table 1 shows the current year budget as originally proposed compared with the revised budget to reflect new information. The revised budget includes the raises granted various personnel mainly bus operators in the fourth quarter of FY2022 as well as higher State (DRPT) operating revenue. We are proposing to increase the marketing budget to recapture lost ridership and improve Jaunt's community communications. A "future transit development" line item is a contingency for potential projects involving microtransit, expanded customer satisfaction work, and other initiatives yet to be determined.

Table 2 provides cost center detail for the revised FY2023 Budget.

Five-Year Projections

Table 3 shows five-year combined capital and operating projections. These indicate balanced

Table 1: FY2023 Original and Revised Budgets with FY2020 to FY2022 Comparisons

	FY2023			FY2022		FY2021	FY2020
Sources of Financial Resources	Revised	Original	Change	Projected	Budget	Actual	Actual
Fee Revenue:							
Farebox Fee		\$ -		\$ -	\$ -	\$ 1,284	\$ 271,975
Contract Revenue	\$ 845,552	\$ 845,552	\$ -	\$ 306,103	\$ 373,000	\$ 164,764	\$ 759,158
Governmental Revenue:							
Federal Grants	\$ 4,048,889	\$ 4,080,359	\$ (31,470)	\$ 4,767,785	\$ 8,433,676	\$ 7,394,904	\$ 4,966,325
Virginia DRPT	\$ 2,603,566	\$ 1,493,411	\$ 1,110,155	\$ 2,241,336	\$ 1,553,140	\$ 896,710	\$ 1,862,867
Local Government	\$ 4,797,796	\$ 4,797,796	\$ -	\$ 4,571,877	\$ 4,571,877	\$ 4,657,034	\$ 4,253,149
In Lieu of Local		\$ -				\$ -	\$ 201,120
Account Transfer					\$ -	\$ -	\$ -
Other Revenue	\$ 107,188	\$ 107,188		\$ 73,810	\$ -	\$ 117,094	\$ 178,853
Total Revenue	\$ 12,402,991	\$ 11,324,307	\$ 1,078,684	\$ 11,960,912	\$ 14,931,693	\$ 13,231,790	\$ 12,493,447
Uses of Financial Resources							
Salaries & Wages	\$ 6,604,517	\$ 5,965,110	\$ 639,407	\$ 5,048,405	\$ 6,299,789	\$ 5,327,321	\$ 4,858,468
Fringe Benefits/Staff Development	\$ 2,766,709	\$ 2,635,742	\$ 130,967	\$ 1,828,509	\$ 2,501,802	\$ 1,919,971	\$ 1,844,279
Travel/Business Meals/Meetings/Training	\$ 19,300	\$ 19,300	\$ -	\$ 4,750	\$ 21,000	\$ 4,065	\$ 180,889
Facility/Equipment Maintenance/Utilities	\$ 156,500	\$ 156,500	\$ -	\$ 183,647	\$ 205,756	\$ 206,074	\$ 164,482
Supplies & Materials	\$ 973,970	\$ 973,970	\$ -	\$ 780,734	\$ 814,222	\$ 584,450	\$ 728,662
Marketing & Advertising	\$ 110,000	\$ 65,000	\$ 45,000	\$ 106,509	\$ 67,000	\$ 66,019	\$ 16,432
Insurance & Bonding	\$ 380,000	\$ 380,000	\$ -	\$ 370,444	\$ 380,276	\$ 377,132	\$ 308,625
Professional Services	\$ 411,060	\$ 411,060	\$ -	\$ 519,690	\$ 276,050	\$ 897,891	\$ 450,760
Miscellaneous	\$ 20,585	\$ 20,585	\$ -	\$ 22,217	\$ 36,500	\$ 27,407	\$ 86,146
Equipment (Capital)	\$ 526,686	\$ 697,040	\$ (170,354)	\$ 309,132	\$ 3,660,382	\$ 955,763	\$ 2,423,960
Future Transit Development	\$ 433,664	\$ -	\$ 433,664		\$ -	\$ -	\$ -
DRPT Payment	\$ -	\$ -	\$ -	\$ 103,244	\$ -	\$ 968,640	\$ -
Total Expenditure	\$ 12,402,991	\$ 11,324,307	\$ 1,078,684	\$ 9,277,280	\$ 14,262,778	\$ 11,334,733	\$ 11,062,703
Net Change in Fund Balance	\$ (0)	\$ (0)	\$ 0	\$ 2,683,632	\$ 668,915	\$ 1,897,057	\$ 1,430,744

Table 2: FY2023 Revised Budget Detail by Cost Center

Sources of Financial Resources	Total Budgeted	Admin (011)	Public Operations (012, 050)	Special Grants (015, 017, 019)	Discretionary Programs (035)	Agency Operations (040)	Accident Fund (041)	Capital (020)
Fee Revenue:								
Farebox Fee	\$ -	\$ -	\$ -					
Contract Revenue	\$ 845,552	\$ -	\$ -	\$ -	\$ -	\$ 845,552	\$ -	\$ -
Governmental Revenue:								
Federal Grants	\$ 4,048,889	\$ 883,607	\$ 2,773,048	\$ 66,150				\$ 326,084
Virginia DRPT	\$ 2,603,566	\$ 593,290	\$ 1,861,937	\$ 83,122				\$ 65,217
Local Government	\$ 4,797,796	\$ 1,092,854	\$ 3,429,732	\$ 11,337	\$ -			\$ 263,873
In Lieu of Local	\$ -	\$ -	\$ -					
	\$ -							
Account Transfer	\$ -		\$ -	\$ -	\$ 7,000	\$ (7,000)	\$ -	\$ -
Other Revenue	\$ 107,188	\$ 25,901	\$ 81,287	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 12,402,991	\$ 2,595,653	\$ 7,324,430	\$ 123,420	\$ 7,000	\$ 838,552	\$ -	\$ 655,174
Uses of Financial Resources	Total Budgeted	Admin (011)	Public Operations (012, 050)	Special Grants (015, 017, 019)	Discretionary Programs (035)	Agency Operations (040)	Accident Fund (041)	Capital (020)
Salaries & Wages	\$ 6,604,517	\$ 1,048,668	\$ 4,990,426	\$ 96,612	\$ -	\$ 468,811	\$ -	\$ -
Fringe Benefits/Staff Development	\$ 2,766,709	\$ 360,571	\$ 2,170,912	\$ 26,808	\$ -	\$ 208,418	\$ -	\$ -
Travel/Business Meals/Meetings/Training	\$ 19,300	\$ 13,158	\$ -	\$ -	\$ 5,000	\$ 1,142	\$ -	\$ -
Facility/Equipment Maintenance/Utilities	\$ 156,500	\$ 128,816	\$ 15,182	\$ -	\$ -	\$ 12,502	\$ -	\$ -
Supplies & Materials	\$ 973,970	\$ 88,303	\$ 807,860	\$ -	\$ -	\$ 77,807	\$ -	\$ -
Marketing & Advertising	\$ 110,000	\$ 104,000	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ -
Insurance & Bonding	\$ 380,000	\$ 349,643	\$ -	\$ -	\$ -	\$ 30,357	\$ -	\$ -
Professional Services	\$ 411,060	\$ 306,705	\$ 71,517	\$ -	\$ -	\$ 32,838	\$ -	\$ -
Miscellaneous	\$ 20,585	\$ 17,100	\$ -	\$ -	\$ 2,000	\$ 1,485	\$ -	\$ -
Equipment (Capital)	\$ 526,686	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 526,686
Future Transit Development	\$ 433,664	\$ 433,664	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DRPT Payment	\$ -							
Total Expenditure	\$ 12,402,991	\$ 2,850,629	\$ 8,055,897	\$ 123,420	\$ 7,000	\$ 839,359	\$ -	\$ 526,686
Net Change in Fund Balance	\$ (0)	\$ (0)	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -

Table 3: Five Year Financial Projections—FY2024 to FY2028

	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
Sources of Financial Resources	Projection	Budget Revised	Projected	Projected	Projected	Projected	Projected
Fee Revenue:							
Farebox Fee							
Contract Revenue	\$ 306,103	\$ 845,552	\$ 500,000	\$ 505,000	\$ 510,050	\$ 515,151	\$ 520,302
Governmental Revenue:							
Federal Grants	\$ 4,767,785	\$ 4,048,889	\$ 4,100,000	\$ 4,141,000	\$ 4,182,410	\$ 4,224,234	\$ 4,266,476
Virginia DRPT	\$ 2,241,336	\$ 2,603,566	\$ 2,500,000	\$ 2,575,000	\$ 2,652,250	\$ 2,731,818	\$ 2,813,772
Local Government	\$ 4,571,877	\$ 4,797,796	\$ 4,800,000	\$ 4,848,000	\$ 4,896,480	\$ 4,945,445	\$ 4,994,899
In Lieu of Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenue	\$ 73,810	\$ 107,188	\$ 110,000	\$ 111,100	\$ 112,211	\$ 113,333	\$ 114,466
Total Revenue	\$ 11,960,912	\$ 12,402,991	\$ 12,010,000	\$ 12,180,100	\$ 12,353,401	\$ 12,529,980	\$ 12,709,916
Uses of Financial Resources							
Salaries & Wages	\$ 5,048,405	\$ 6,604,517	\$ 6,000,000	\$ 6,240,000	\$ 6,489,600	\$ 6,749,184	\$ 7,019,151
Fringe Benefits/Staff Development	\$ 1,828,509	\$ 2,766,709	\$ 2,646,000	\$ 2,831,220	\$ 3,029,405	\$ 3,241,464	\$ 3,468,366
Travel/Business Meals/Meetings/Training	\$ 4,750	\$ 19,300	\$ 20,072	\$ 20,875	\$ 21,710	\$ 22,578	\$ 23,481
Facility/Equipment Maintenance/Utilities	\$ 183,647	\$ 156,500	\$ 162,760	\$ 169,270	\$ 176,041	\$ 183,083	\$ 190,406
Supplies & Materials	\$ 780,734	\$ 973,970	\$ 1,042,148	\$ 1,115,098	\$ 1,159,702	\$ 1,206,090	\$ 1,254,334
Marketing & Advertising	\$ 106,509	\$ 110,000	\$ 114,400	\$ 118,976	\$ 123,735	\$ 128,684	\$ 133,832
Insurance & Bonding	\$ 370,444	\$ 380,000	\$ 395,200	\$ 411,008	\$ 427,448	\$ 444,546	\$ 462,328
Professional Services	\$ 519,690	\$ 411,060	\$ 427,503	\$ 444,603	\$ 462,387	\$ 480,882	\$ 500,118
Miscellaneous	\$ 22,217	\$ 20,585	\$ 21,408	\$ 22,265	\$ 23,155	\$ 24,082	\$ 25,045
Equipment (Capital)	\$ 309,132	\$ 526,686	\$ 547,753	\$ 569,664	\$ 592,450	\$ 616,148	\$ 640,794
Future Transit Development	\$ -	\$ 433,664	\$ 250,000				
DRPT Payment	\$ 103,244	\$ -					
Total Expenditure	\$ 9,277,280	\$ 12,402,991	\$ 11,627,244	\$ 11,942,979	\$ 12,505,634	\$ 13,096,742	\$ 13,717,855
Net Change in Fund Balance	\$ 2,683,632	\$ (0)	\$ 382,756	\$ 237,121	\$ (152,233)	\$ (566,762)	\$ (1,007,939)

budgets through FY2025 with deficits emerging and growing in FY2026 to FY2028. Currently, the plan to balance these future deficits will be through the use of reserves though service efficiencies and new funding sources will be explored as well.

The following assumptions are made:

Sources of Financial Resources

- Federal funds expected to grow at 1% annually as transit funding maybe scaled back as the government deals with large deficits.
- State funding is projected to grow at 3% annually.
- Local funding, contract revenue, other revenues are projected to grow at 1% annually.

Uses of Financial Resources

- Salaries and Wages will grow at 4% annually beginning in FY2025. There is an assumption that in FY2024 labor costs will go down in anticipation in efficiency gains at Jaunt due to better service planning and scheduling.
- Fringe benefits, after a decrease in FY2024, will grow at a rate of 7% starting in FY2025 in anticipation of increasing health insurance costs.
- Travel, Facility, Marketing and Advertising, Insurance, Professional Services, Miscellaneous and Capital expenses are expected to grow at 4% annually reflecting the current but modulating inflationary pressures.
- Supplies and Materials are slated to increase by 7% annually as supply chain issues will delay new vehicle purchases and fuel prices will continue to grow.

SAFETY REPORT

Summary/ Highlights:

During the month of February 2022:

- There were 0 preventable vehicle accidents
- There were 0 non-preventable accidents
- There were 0 customer related incidents
- There were 0 staff related incidents

Jaunt traveled 121,308 revenue miles and had 0 preventable accidents from 3/1/22 to 3/31/22. Jaunt has a goal of less than 1 preventable accident every 100,000 revenue miles driven. Jaunt has had 16 preventable accidents since 7/1/21 and recorded 959,416 revenue miles travelled. Jaunt is currently trailing the goal. However, for this month, we did succeed in avoiding any safety events.

Safety Concerns Shared and Investigated:

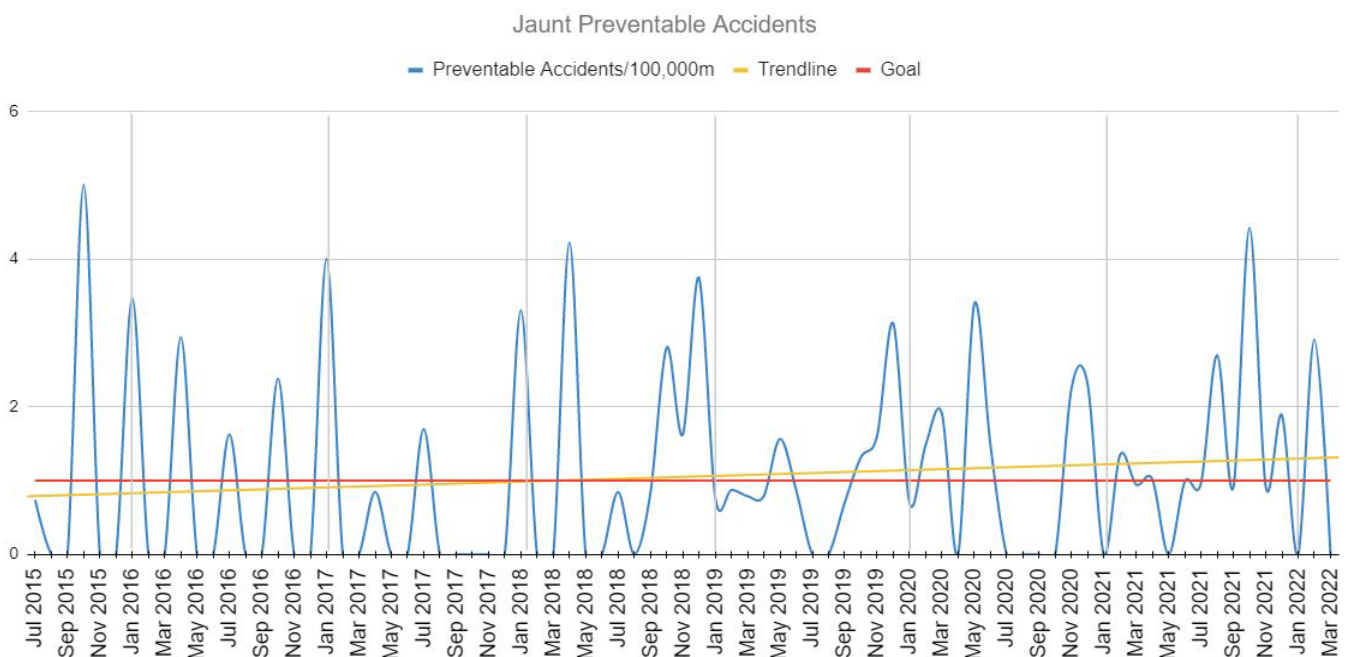
Jaunt is responsive to safety concerns brought forth by staff and members of the community.

During the month of March 2022, the Safety Manager had 2 safety concerns to address.

- An address in Albemarle business was investigated for lack of clearance. Jaunt established procedures to ensure the address is serviceable but also safe in the future.
- A Charlottesville client was investigated due to a mobility device issue. Jaunt concluded that the client was able to be safely transported using special procedures.

Safety Reporting:

Jaunt had 0 NTD reportable safety events for the month of March 2022.



March 2021 ADA Compliance Report

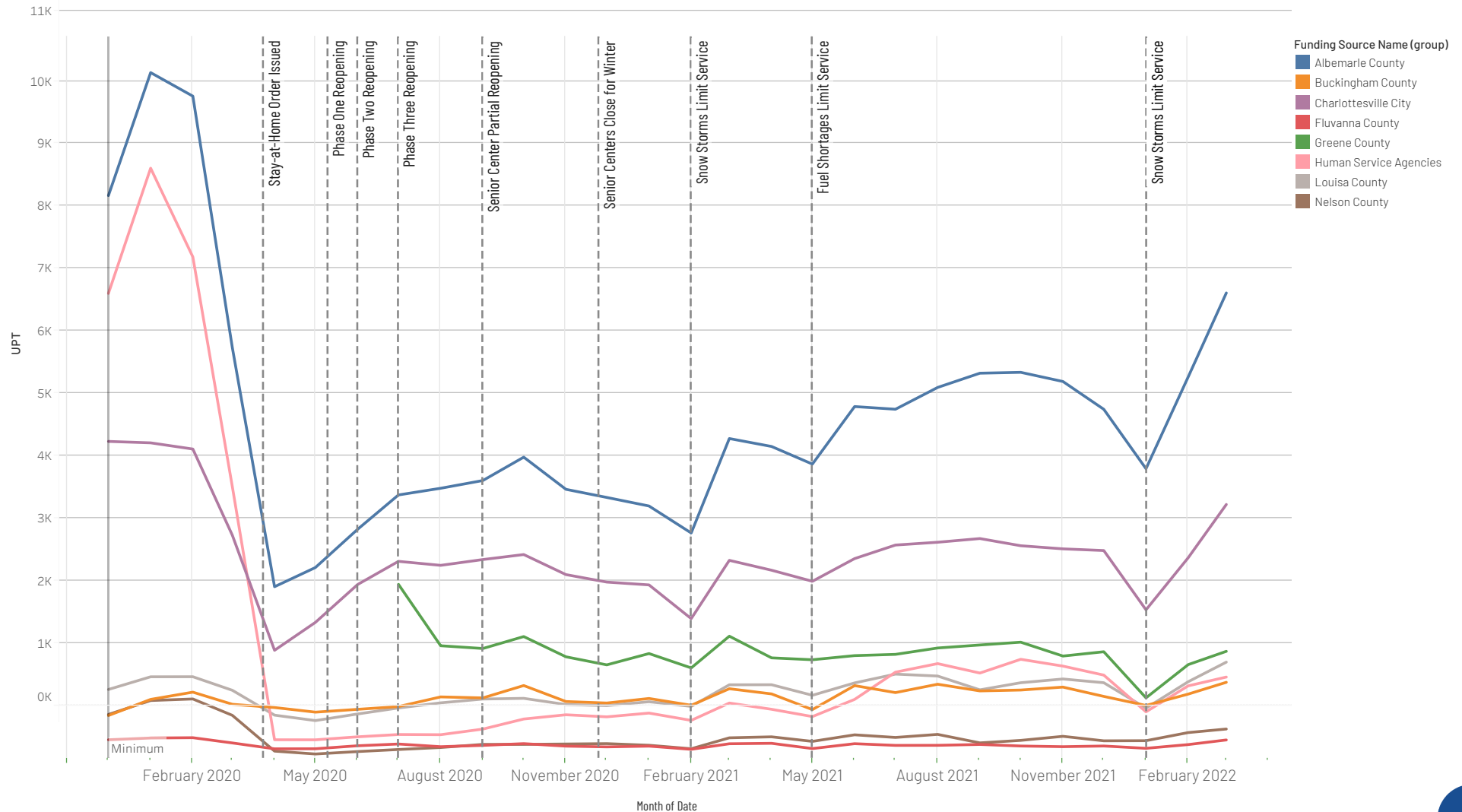
	FY 2021					FY 2022									
	Mar-21	Apr-21	May-21	Jun-21	FY21 Year End	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	FY22 YTD
ADA Unlinked Passenger Trips	6,067	5,914	5,715	6,403	68,270	6,499	6,622	6,866	6,893	6,655	6,444	4,904	6,631	7,880	59,394
All Demand Response UPT	13,999	13,209	12,027	14,430	148,097	15,021	15,816	15,625	15,937	13,040	12,550	8,522	12,283	14,798	123,592
ADA Revenue Miles	28,832	27,665	27,552	29,740	313,512	29,754	30,545	32,431	31,982	30,667	29,629	24,319	31,265	35,473	276,065
All Demand Response Revenue Miles	105,863	98,515	88,733	101,791	1,074,934	104,109	112,298	112,435	113,377	90,135	87,437	62,284	85,658	101,433	869,166
ADA Revenue Hours	2,607	2,561	2,610	2,783	29,180	2,679	2,921	3,132	2,897	2,755	2,627	2,287	2,827	3,223	25,349
All Demand Response Revenue Hours	6,337	6,019	5,723	6,368	69,455	6,357	6,925	7,121	6,939	5,953	5,666	4,390	5,782	6,801	55,933
ADA No Shows	158	144	133	141	1,744	137	137	166	191	166	188	152	166	189	1,492
All Demand Responses No Shows	338	228	202	322	3,123	338	369	357	411	361	397	314	347	385	3,279
ADA Missed Trips	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Demand Responses Missed Trips	1	0	0	0	7	0	0	0	0	0	0	0	0	0	0
ADA Denials	19	12	16	19	67	37	22	18	43	29	71	26	0	3	249
All Demand Responses Denials	56	48	27	78	236	132	184	90	122	92	121	67	29	70	907
ADA On Time Performance	89%	89%	92%	94%	92%	90%	92%	92%	90%	93%	92%	94%	95%	96%	93%
All Demand Responses OTP	89%	89%	92%	94%	92%	90%	92%	93%	91%	93%	92%	95%	95%	96%	93%
ADA Passenger Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ADA Lifts Determined Inoperable	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
ADA Passenger Incidents/Accidents	0	1	0	1	2	0	0	0	0	0	0	0	0	0	0
ADA Vehicle Accidents	0	0	0	0	1	0	0	0	0	0	0	0	1	0	1
Excessively Long ADA Trips	3	2	3	9	79	7	7	9	13	5	9	6	3	8	67
Demand Response Call Hold Times	2:14	2:39	2:36	2:27	1:44	2:03	2:13	2:11	2:24	2:23	2:12	2:40	2:37	2:12	2:19



COVID 19 hit Central Virginia in March 2020, resulting in the closure of many human service agencies and businesses which in turn caused a dramatic decrease in public transit ridership. Jaunt's agency services were hardest hit by this impact, with a 90-95% reduction in service. Public services fared better, with only a 50-55% reduction in service.

As our region moves into spring, Jaunt ridership continues to recover from COVID service impacts. Many of Jaunt's rural services have returned to pre-pandemic passenger counts, while Charlottesville and Albemarle are climbing towards 80% of pre-pandemic levels. Rebuilding Greene County ridership will be an area of focus in the months ahead. Agency service remains a fraction of what it once was, in part because Jaunt must prioritize public trips and has therefore been denying Agency service. In response, we are beginning to see some agency partners move away from Jaunt and setup their own transportation solutions. We are not expecting agency service to return to pre-pandemic levels any time soon. The long term effect of remote work on commuting patterns after COVID 19 is still unknown.

Jaunt COVID Recovery per County



The trend of sum of UPT for Date Month. Color shows details about Funding Source Name (group). The data is filtered on Reporting Category, Date and Exclusions (MONTH(Date), Reporting Category). The Reporting Category filter keeps ADA, Agency, Commuter Bus, Greene Demand Response and Rural Demand Response. The Date filter includes dates on or after 12/1/2019. The Exclusions (MONTH(Date), Reporting Category) filter keeps 191 members.



Appendix of Metrics, Definitions and Terminology

“ADA” Prefix – If the ADA prefix exists, it means the data only applies to ADA passengers and services.

Unlinked Passenger Trip – Passenger travels one-way; picked up from one destination, transported, and dropped off at a different destination.

Revenue Miles – The miles traveled directly related to serving the transportation needs of passengers in Jaunt’s regional service area. This is calculated by the actual odometer readings of the transit vehicles.

Revenue Hours – The time associated with transporting passengers from one destination to another in Jaunt’s regional service area, similar to the Revenue Service Miles.

No Shows – A passenger does not show up to be transported for a scheduled trip within the agreed arrival window. This measures Jaunt’s available capacity and constraints.

Total Denials/Turndowns – When a passenger requests a pick-up time, but Jaunt cannot find a seat in its schedules outside an hour before or an hour after the passengers requested time. This measures Jaunt’s capacity to meet service needs. Too many denials typically mean there are not enough vehicles to serve the level of trips requested. The threshold is 5 denials a month. There is no national standard for measuring an acceptable level of denials.

On-Time Performance – The percentage of passenger trips performed that Jaunt arrived either more than 10 minutes early or 15 minutes late. This measures if Jaunt has sufficient capacity to meet the trip requests. The threshold is 85%. A suggested national standard is to set a window of 30 minutes.

ADA Complaints – In summary, an ADA complaint is when an individual (verbal or written) indicates that the service provided is inaccessible to someone with a disability or someone with a disability has been denied service due to discrimination of the disability. This measures Jaunt’s adherence to the ADA regulations.

ADA Missed Trips – Jaunt arrives outside of the agreed upon pick-up window, and the passenger chooses to no longer ride or does not show up. This measures if Jaunt is sufficiently training its staff, and proper resources are allocated to schedule and perform all requested trips. The threshold is 5 trips or less per month. There are not national good standards for an acceptable number or percentage of Missed Trips.

Lifts Determined Inoperable – The number of times a vehicle was put into service and Jaunt knew the wheelchair ramp/lift was broken and inoperable. This measures Jaunt’s approach to maintenance and adherence to ADA regulations.

ADA Passenger Incidents/Accidents – Accidents or incidents that result in an injury to a passenger. This measures Jaunt’s ability to provide sufficient training to its staff, and safety in transporting the passengers.

ADA Vehicle Accidents – Accidents the resulted in monetary damage to a vehicle. This measures Jaunt’s ability to safely operate the paratransit services.

Excessively Long ADA Trips – Number of ADA trips performed that exceed a set travel time. This measures Jaunt’s capacity and passenger comfort. The travel time threshold is 60-minute. A national good standard suggests setting a graduated travel time parameter setting, based on sampling the comparison of ADA travel times and travel time on a fixed route.

Call Hold Times – Average length of time a caller waits for someone to answer the phone to schedule a trip. This measures Jaunt’s ability to minimize the unreasonable amount of time someone waits to schedule a trip. The threshold is two minutes. A suggested national good standard is 95% of calls answered in three minutes, and 99% in five minutes.



Executive Director Report

1. Ted met with Albemarle County Supervisor Ann Malleck on April 26th, and Supervisors Donna Price and Diantha McKeel on May 3rd.
2. Ted met with Deputy City Manager of Charlottesville Sam Sanders regarding Jaunt's cure letter progress as well as fielded an inquiry as to whether Jaunt can better serve Crescent Hall.
3. Staff is continuing on preparing a solicitation for banking services.
4. On April 26, staff attended budget hearing to request the full funding of Jaunt's FY2023 budget request to the Greene County Board of Supervisors. The presentation was in response to Greene County staff recommending a 44% cut in the request. Budget action May 10. Comments made some of the supervisors included partial year funding with the balance to be determine in December or January depending on Jaunt's progress on address service issues. The Supervisors expressed interest in a non-voting liaison role with the Jaunt board a\with a voting membership to be determined.
5. Karen Davis attended the Regional Transportation Partnership meeting on April 28th.
6. SRF of Minneapolis, MN was selected as Jaunt's consultant for parking lot workflow study. SRF has extensive experience in transit facilities and operations and will bring a multi-disciplinary approach to our project. They will begin work in early to mid-May.
7. Jaunt has hired a managed IT services firm, E-N Computers, until find a permanent IT staffing solution is found. A Help Desk Tech has also been hired and is expected to start May 10th.
8. As recognition for staff work during the pandemic, a mural designed and painted by one of was completed in one of the Jaunt hallways. Board members are welcome to view it.
9. At the last meeting staff inquired about moving board meetings to later in the month. A doodle poll was taken and results are:

Option		Votes
3rd Wednesday	10AM to 12PM	10
3rd Thursday	10AM to 12PM	9
3rd Monday	10AM to 12PM	8
3rd Tuesday	10AM to 12PM	8





May 5, 2022

Mr. Mark B. Taylor, Esq.
County Administrator
County of Greene
PO Box 358
Stanardsville, VA 22973

Re: **Jaunt Action Plan for FY2023**

Dear Mr. Taylor:

This follows our letter of May 2, 2022 to the Greene County Board of Supervisors documenting our understanding of the County's position regarding Jaunt funding for FY2023. In summary, the County intends to go forward with its recommended Jaunt funding of \$234,762 with an additional \$187,439 appropriated in December 2022 or January 2023 pending satisfactory improvements in service. The additional appropriation, if granted, would fully fund Jaunt's FY2023 request of \$422,201.

A key part of this arrangement is to document in a "Memorandum of Understanding" (MOU) or a transportation services contract actions Jaunt intends to pursue to address service delivery issues raised in March of this year. To continue service July 1, 2022 under this arrangement, Jaunt will need County approval of the MOU by the end of June 2022.

Here are the elements we propose for the MOU:

1. Our FY2023 request of \$422,201 is \$35,183.42 per month. The County's budget of \$234,762, therefore, provides 6.67 months of operation. This means the County funding ends about January 31, 2023 at which time Jaunt will terminate services if no additional funding is appropriated in time. As we pledged at the April 26th Board of Supervisors (BoS) meeting, we will run our current schedule of service during this time. Greene County will need to commit to additional funding no later than December 15, 2022 to continue service by Jaunt after January 31, 2023.
2. Jaunt is able to park its vehicles at the Greene County Maintenance Facility and be allowed the use one maintenance bay.
3. Accept Supervisor Steve Bowman as liaison to the Jaunt Board. We have already invited Supervisor Bowman to the May meeting and he will be included on packet distributions for each meeting thereafter during the life of the MOU. Note we are revising our Articles of Incorporation which includes admitting new counties to Jaunt. Once that is complete, we can review options for Greene County to become a voting member of the Jaunt Board.
4. Service improvement actions:
 - a. Conduct ridership and stakeholder outreach to determine service deficiencies and areas of improvement.

May 5, 2022
Mr. Mark B. Taylor, Esq.
County Administrator
County of Greene

Re: **Jaunt Action Plan for FY2023**

Page | 2

- b. Explore the correction of some of the deficiencies stated to date including:
 - i. Re-instituting same day service,
 - ii. Saturday service,
 - iii. Expanded hours of service for the Charlottesville Link.
 - iv. After school transportation has also been raised as a desire though Jaunt may be legally prohibited from that service.

We will investigate these along with other improvement suggestions we may discover. We will discuss options for their timely implementation.

- c. We will publicize a mechanism for riders to lodge complaints. We think continual customer feedback is essential to good service and has been lacking.
- d. Make quarterly reports to the Greene County BoS. The first report will be at a regular July meeting. The next reports would be in October 2022 and January 2023. Further reports will be made pending the additional funding per paragraph 1 above.

We are available at your earliest convenience to discuss our action plan and to formalize the agreement. I assume the BoS will need to approve of the MOU which, again, needs to happen no later than June otherwise risks the suspension of service.

Please contact me at tedr@ridejaunt.org or by calling (434) 296-3184, extension 101 to let me know your availability. To afford maximum transparency, we request Supervisor Bowman's participation in finalizing the MOU.

Sincerely,



Ted J. Rieck, AICP
Chief Executive Officer

cc: Greene County Board of Supervisors