



Biddeford Saco Old Orchard Beach Transit Committee

AGENDA

Saco Transportation Center

September 28, 2023

4:00 PM – 5:30 PM

Agenda Item	Responsibility	Action or Information
1.) Call to Order	Chair	Action
2.) Roll Call / Ascertain Quorum	Chair	Action
3.) Public Comment	Chair	Information
4.) Approval of Previous Minutes <ul style="list-style-type: none"> • August 2023 	Chair	Action
5.) Month End Financial Report	Staff	Information
6.) Approve On Time Performance Definition	Chair	Action
7.) Executive Director Report <ul style="list-style-type: none"> • Ridership • Project Updates • Funding Status • External Engagement 	Chad Heid	Information
8.) Administrative Discussion Items <ul style="list-style-type: none"> • Upcoming Meetings: Finance Subcommittee, October 23rd, 12p Committee Meeting, October 26th, 4p 	Staff	Information
9.) New Business	Chair	Information
10.) Adjournment	Chair	Action



Biddeford Saco Old Orchard Beach Transit Committee
Meeting Minutes
August 24, 2023
4:00 PM
Saco Transportation Center

- 1. Call to Order** – Chairman Kenny Blow called the meeting to order at 4:02 pm.
- 2. Roll Call/ Ascertain Quorum** - Members present: Kenny Blow, Curt Koehler, Phil Hatch, John Duross, Jean Saunders, Tim Fleury, Maya Atlas, Eric Freeman. Absent: Doris Ortiz
Staff present: Chad Heid, Rod Carpenter, Caroline FreeSpirit, Anne Austin, Marianne Walters
Others: Chris Chop, Transportation Director, GPCOG and Andrew Clark, Transit Program Manager, GPCOG.
- 3. Public Comment** – None.
- 4. Approval of the Previous Meeting Minutes** –

Motion by Phil Hatch to approve the Transit Committee meeting minutes of July 27, 2023. Curt Koehler seconded. No discussion. All were in favor. Motion passed unanimously. Minutes approved.

- 5. GPCOG Staff Presentation** – Chris Chop and Andrew Clark from Greater Portland Council of Governments (GPCOG) presented updates on what is happening regionally, including the Transit Together project, efforts for greater unification between the transit agencies and micro transit.

The group discussed different ideas to gain buy-in from councils to emphasize the importance of transit and funding.

- 6. Month End Financial Report** – Caroline FreeSpirit presented the financial report ending June 2023, the last month of the fiscal year.
 - We had a \$4.3M operating budget and came in with only a 1% variance, an overage of \$61k.
 - Many capital projects had been delayed slightly and are planned for completion in FY 2024.
 - Remaining grants available for drawdowns are the FY24 5307 Grant, the LONO III Electric Bus Award, and the 5310 Regional Transit Stop Access Project.
 - Inventory – still in the process of reconciling. There has been a large reduction by removing old and obsolete inventory, including about \$10k of inventory that was used to support the buses of YCCAC. We are attempting to sell those parts to YCCAC.

- 7. Approve Agency Independent Banking Arrangement** – Chad Heid shared that BSOOB Transit is prepared to move forward with creating an independent banking account and line of credit with Bangor Savings Bank, noting this is significant in the Administration and financial practice of the agency, board approval is requested. The proposal from Bangor Savings Bank was shared with the Committee in the meeting packet. BSOOB Transit Staff will open an agency bank account and line of credit with Bangor Saving Bank, which will become the primary account of agency deposits and withdrawals. This account and loan will be categorized as municipal with Bangor Savings, and will have the Executive Director and Deputy Director as authorized administrators and signatories.



Curt Koehler shared that he had read both proposals submitted. It was noted that the fees for banking services were comparable. Caroline added that one of the differences was that Bangor Savings Bank did not require collateral on the line of credit and the other bank did.

Motion by Phil Hatch to approve the agency independent banking arrangement with Bangor Savings Bank where the Transit Committee approves of staff opening a bank account and \$500k line of credit with Bangor Savings Bank, as outlined in the Bangor Saving Bank Proposal, and authorizes the Executive Director and Deputy Director as signatories. Seconded by Curt Koehler. All were in favor. Passed unanimously.

8. Executive Director Report – Presented by Executive Director Chad Heid.
Ridership- still doing quite well with 13,000 trips on the fixed route network.

Proterra – Has filed for Chapter 11 bankruptcy. This is typically referred to as a “reorganization” bankruptcy. Proterra is the manufacturer of our two existing electric buses and on-route chargers. They will likely separate Power and Transit divisions and will honor existing contracts.

Customer Information – September/October efforts include:

- New bus stop signs – Chad designed to include the route number(s), color, clear graphics.
- Deployment of Real Time feeds
- New interactive map on website
- New head signs on buses
- Automated internal announcements

Service Performance Indicators –

- On Time Performance
 - Agency needs a definition for reliability. In the future, decide on a specific metric.
 - Comparison between actual stop departure vs scheduled time
 - -1 to +5 or 0 to +5 are most common
 - BSOOB Transit at 60 minute frequencies
- Missed Trips
 - Need to improve data capture for reporting

Other Items-

- Staffing Update – New Director of Transportation accepted a different position in the midwest after working for us for a very short time. Chad will absorb those duties and will not be reposting the position at this time.
- SMART Grant- We received \$350,000, no local match required, for planning, design and potential demonstration of leveraging technology to reduce our cost or demand for electric vehicles. Finalizing the RFP. Chad and Marianne are going to DOT headquarters in Washington DC as part of a SMART Grant summit.
- 5311 MaineDOT Funding- will find out end of next month if we will be funded



- Operator Work Pick- negotiating work scheduling, seniority based way of bidding for work. Finalizing terms with the ATU.
- Time & Attendance / Payroll Process Improvements- Supervisors will be more involved and proactive with the review and approval process or it will be farmed out to an outside payroll service.

9. Administrative Discussion Items

Upcoming Meetings – Committee Meeting, September 28th, 4:00p.

10. New Business – The Committee welcomed John Duross, City Administrator, Interim, for the City of Saco.

11. Adjournment – Motion to adjourn at 5:06pm.

Transit Planning in the Greater Portland Region

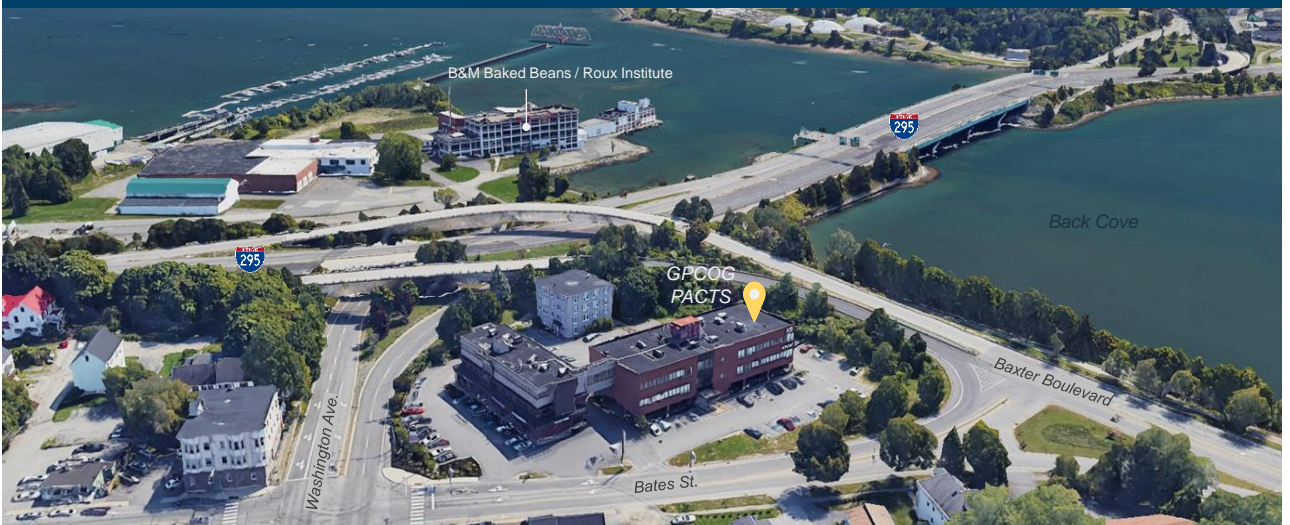
Chris Chop, GPCOG
Andrew Clark, GPCOG

BSOOB Transit Board of Directors
August 24, 2023

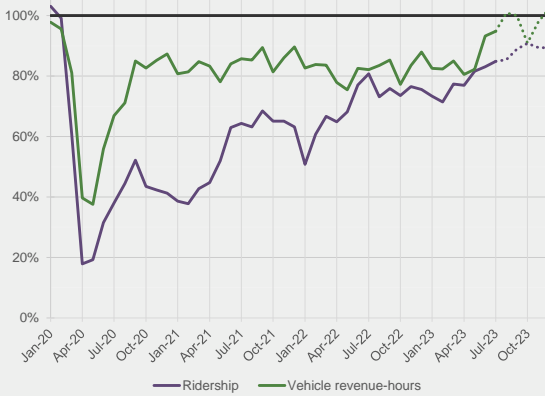


Who Are We?

FACTS is the primary transportation arm of the Greater Portland Council of Governments (GPCOG)



Post-Pandemic Ridership Recovery



- Ridership is back to ~85%
- Service is back to ~95%
- Recovery varies by mode
- Bus-based service has been slower to recover, ridership at ~65%
- Guidance from PACTS to be intentional in stimulating ridership recovery

TRANSIT TOGETHER



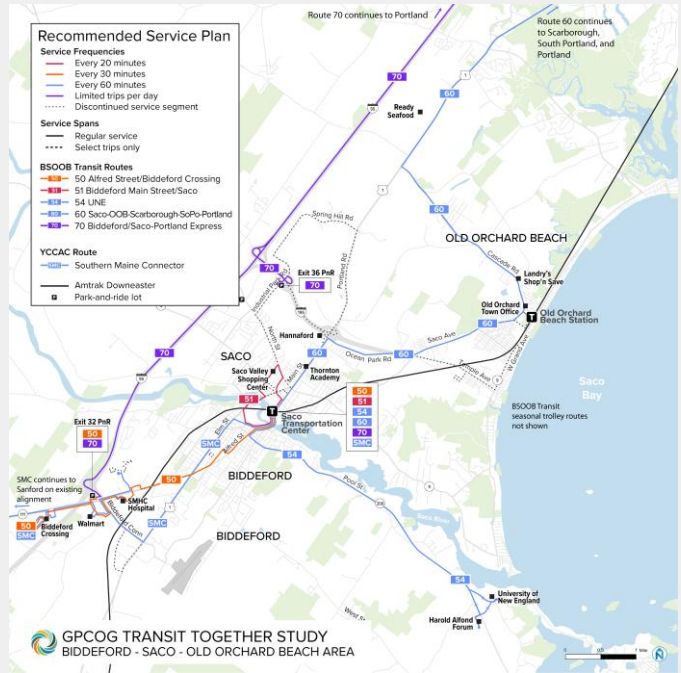
Adopted in January 2023, Transit Together will help us cultivate a more seamless and integrated regional transit system.

The project was guided by public feedback heard over the years:

- Faster service
- More frequent service
- Better connections between agencies

Recommended Service Plan

*Serving the most people
and
Serving the people that need it most*

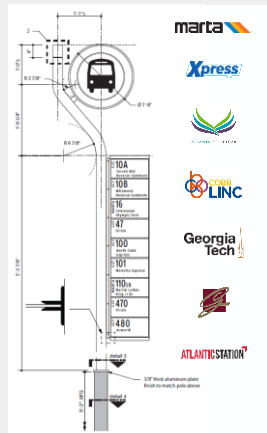


Regional Initiatives

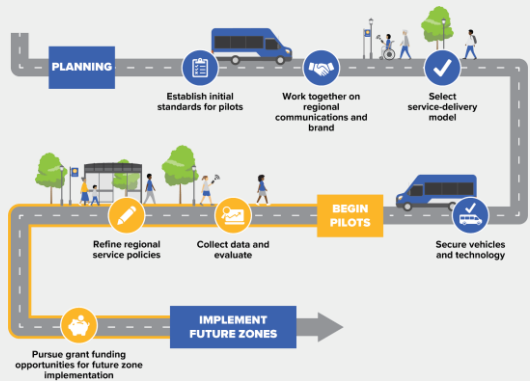
Regional Branding



Naming and Numbering



Regional Microtransit Program



FUNDING



Federal funding for the region has long been programmed through a "needs-based" process.

Beginning in 2023, PACTS implemented a set-aside for Transit System Enhancement projects.

PACTS guidance is to further develop a "metrics-based" process.

LD 1559

An Act to Advance the State's Public Transit Systems by Reinvigorating the Public Transit Advisory Council and Increasing Funding



Adopted

- PTAC membership adjustments
- Chair elected by the members
- At least three meetings per year
- Annual reporting of assessment and recommendations

What this means

- No longer chaired by MaineDOT
- Systemized feedback to legislators and MaineDOT staff
- Better representation of urban transit operators

Proposed but not adopted

- \$5.7 million annually for transit operations
- \$25 million for statewide improvements in transit

What this would have meant

- Greater equity in funding for bus-based operators

COORDINATING WITH MAINEDOT



Per federal regulation, PACTS, MaineDOT, and the region's transit agencies must coordinate transportation investment decisions.

Beginning in 2023, PACTS and MaineDOT will develop an MOA/MOU that evaluates *FHWA* funding levels and roles & responsibilities in project selection.

Better coordination = increased ability to achieve regional goals.



BSOOB Transit Committee Meeting

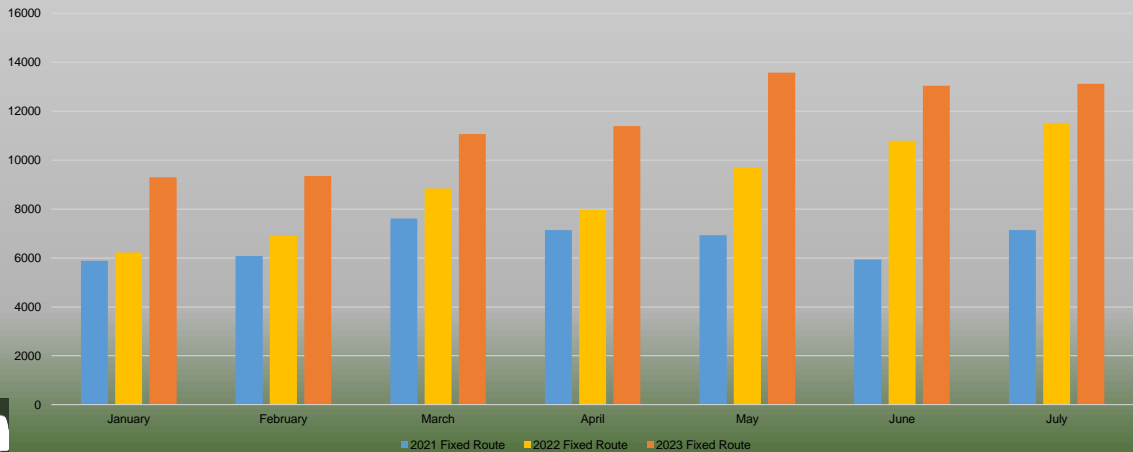
August 24, 2023



Monthly Ridership Comparison



Fixed Route Ridership Comparison
2021-2023





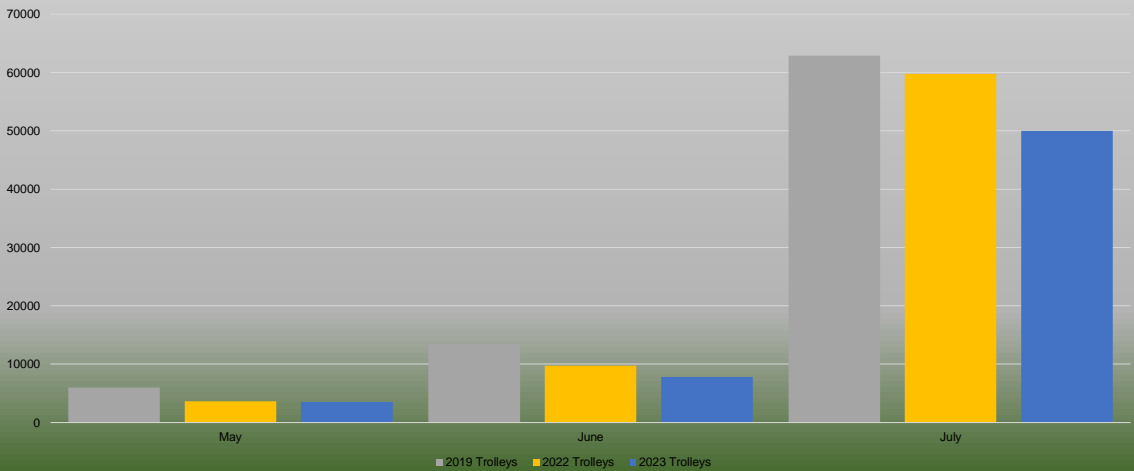
Proterra Chapter 11

- 2 outstanding agreements
 - 2 2024 ZX5 35' Buses
 - Saco Transportation Center On-Route Chargers
- Will likely separate Power and Transit divisions
- Will honor existing contracts
- Business as usual until further notice



Summer Trolley Ridership

Summer Trolley Ridership
2019, 2022, and 2023



Customer Information



- September/October efforts include:
 - New bus stop signs
 - Deployment of Real Time feeds
 - New interactive map on website
 - New head signs on buses
 - Automated internal announcements



Service Performance Indicators



- On Time Performance
 - Agency needs a definition
 - Comparison between actual stop departure vs scheduled time
 - -1 to +5 or 0 to +5 are most common
 - BSOOB Transit at 60 minute frequencies
- Missed Trips
 - Need to improve data capture for reporting





Other Items

- Staffing Update
- Swiftly Progress
- SMART Grant
- 5311 MaineDOT Funding
- Operator Work Pick
- Time & Attendance / Payroll Process Improvements





Memorandum

9/21/23

To: BSOOB Transit Committee Members
From: Caroline Freespirit, Finance Manager
Subject: Review of Financial Position as of 8/31/23

Month End Details:

August is the second month of the fiscal year and represents 16.7% of the total year. Aggregate operating costs are at 17.8%. However due to the trolley season, the beginning of the year sees fuel and driver wages increase at an accelerated pace for the year. The trolley season ended on Labor Day weekend and the fuel expense, which is at 21.6%, should return to normal in the coming month or two.

Revenue from Municipal contributions also is slower than the previous year because Saco is paying quarterly for the first time. Biddeford has paid the full contribution, but the deposit had not been recorded into MUNIS.

Future Considerations:

We have been able to get all the grants approved and passed through the DOL review process, and they will be available for drawdowns before the annual shut down of TrAMS. We have worked diligently with Region 1 of FTA to make this deadline.

While we had been scheduled for the pre-auditing firm of Berry Dunn to have completed their work, and the Auditors were scheduled to start the audit September 25, we have run into a problem that has caused these time frames to have to be rescheduled. The City of Biddeford has some significant loss of key employees in the Finance Department over the past month. This is especially problematic for us because the shared bank is under the City's control. The pre-auditors had been talking with Finance Director and requested a copy of the reconciled bank statement for June 30, 2023. She replied that it was not done, and that she had only completed the month of October, 2022. Without a reconciled cash account, everything is on hold. At this point, RHR Smith (our auditors) have rescheduled starting our audit until November.

BSOOB Transit has opened its own banking relationship with Bangor Savings Bank and we currently are making our cash deposits there. We are in the process of having the credit cards deposit there, as well as the drawdowns from FTA and State of Maine. After that is in place, we will have all our cash assets moved over to Bangor Savings and start using our own checks for payroll and accounts payable. The city will still do the physical printing of the checks and advices.

Statement of Revenues, Expenses and Changes in Fund Equity
As of AUGUST 2023 FY24

	Fund 801 Transit Agency	Last Year
Revenues		
Fares:		
Intercity fares	\$ 7,940.59	7,110.56
Urban fares	22,368.91	23,986.42
Trolley fares	95,254.43	92,259.49
Zoom fares	5,740.79	2,938.25
Noreaster UNE fares	0.00	0.00
Total fares	131,304.72	126,294.72
Grant revenues, including this month unbilled:		
FTA-Urban, Planning & Capital	287,139.92	231,329.31
MDOT-Urban	30,538.42	0.00
MDOT-Intercity	72,000.72	59,060.44
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	47,245.81	39,385.48
MTA-ZOOM	0.00	15,367.92
FTA-Capital-Mobility	4,269.57	3,437.73
MDOT-Interline	0.00	0.00
Other grant revenue	0.00	0.00
MDOT-Capital grant	0.00	0.00
Total grant revenues	441,194.44	348,580.88
Insurance claims revenue	0.00	0.00
Fuel & miscellaneous operating revenue	0.00	14,375.00
Contract repair parts & labor revenue	18,716.32	15,479.25
Municipal contributions	337,500.00	775,000.00
Greyhound ticket sales	38.83	7.17
Contract stops - all	75,199.66	118,900.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - urban	34,982.50	69,246.25
Advertising revenue - intercity	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	(11,977.57)	(6,463.64)
Other income	0.00	0.00
Total revenues	1,026,958.90	1,461,419.63
Reconciliation (for Finance Dept. use only)		
Revenue Control	859,687.34	1,327,835.75
Add current month unbilled grants	167,269.16	133,583.23
Less nonoperating income	(2.40)	(0.65)
Adjusted Revenue Control to tie to above	<u>1,026,958.90</u>	<u>1,461,419.63</u>
Difference	0.00	0.00

Expenses

Indirect Expenses		
Administrative Salaries	99,760.90	89,597.30
Administrative Benefits	28,221.75	26,006.05
Employee's Expense	4,644.70	6,540.73
Travel	1,048.47	314.14
Training	0.00	290.70
Utilities	2,393.78	2,135.60
Telephone	950.09	800.00
Postage	0.00	0.00
Office Supplies	1,734.75	1,427.29
Miscellaneous Office	33,039.14	13,294.49
Advertising	4,283.19	3,663.50
Professional Services	7,670.43	2,916.50
Insurance	92,399.09	40,042.00
Facility Repairs & Maint.	0.00	79.38
Vehicle Fuel	1,283.30	0.00
Depreciation	107,117.13	84,739.32
Total indirect expenses	384,546.72	271,847.00
Direct expenses:		
Operating wages-Drivers	268,999.86	220,089.40
Operating wages-Repair	14,687.43	46,727.10
Operating benefits-Drivers	47,390.11	40,681.25
Operating benefits-Repair	15,104.02	16,953.91
Miscellaneous supplies & costs	4,639.02	7,302.38
Vehicle Fuel	66,586.85	31,517.99
Vehicle Maintenance	23,115.03	19,759.92
Preventive Maintenance, all sources	83,497.73	55,886.48
Total operations expenses	524,020.05	438,918.43
Total operating expenses	908,566.77	710,765.43
Reconciliation (for Finance Dept. use only)		
Appropriation Control	1,003,691.75	732,038.11
Encumbrance Control		
Less nonoperating expense	(95,112.32)	(21,272.33)
Adjusted Approp. Control to tie to above	908,579.43	710,765.78
Difference	(12.66)	(0.35)
Operating income (loss)	118,392.13	750,654.20
Nonoperating revenues (expenses):		
Sale of surplus property	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	(95,112.32)	(21,272.33)
Interest revenue (expense)	0.00	0.00
Total nonoperating revenue (expense)	(95,112.32)	(21,272.33)
Net income (loss)	23,279.81	729,381.87
Fund equity, beginning of year	3,317,938.44	3,317,938.44
adjust reserve for inventory		
change in value of fixed assets	4,284,042.71	2,623,449.13
loss on disposal of capital assets	(37,895.21)	
prior year adjustment		
Fund equity, end of year	\$ 7,587,365.75	6,670,769.44
To tie to balance sheet fund equity	7,587,365.75	6,670,769.44
Difference	0.00	0.00

Balance Sheet

As of AUGUST 2023 FY24

	Fund 801 Transit Agency	Fund 801 Transit Agency
ASSETS		
Current assets:		
Petty Cash	200.00	200.00
Cash on Hand	500.00	500.00
Accounts Receivable		
Billed	296,703.40	665,605.84
Unbilled, this month	167,269.16	133,583.23
Inventory	307,265.04	334,138.50
Total current assets	771,937.60	1,134,027.57
Fixed assets:		
Property, plant and equipment	9,991,267.81	7,423,393.03
Less accumulated depreciation	(4,313,208.11)	(3,507,792.28)
Total fixed assets	5,678,059.70	3,915,600.75
Other assets:		
Prepaid expenses	(19,909.52)	(4,828.33)
Total prepaids	(19,909.52)	(4,828.33)
Total assets	6,430,087.78	5,044,799.99
LIABILITIES AND EQUITY		
Current liabilities:		
Accounts payable	(737.00)	(181,306.87)
Payroll liabilities outstanding	6,101.71	19,400.48
Accrued payroll	34,393.21	70,688.79
Accrued compensated absences	105,560.37	110,753.02
Unearned receipts	5,115.72	(70,884.28)
Total current liabilities	150,434.01	(51,348.86)
Non-current liabilities:		
Owed to (from) City of Biddeford	(1,307,711.98)	(1,574,620.59)
Total non-current liabilities	(1,307,711.98)	(1,574,620.59)
Total liabilities	(1,157,277.97)	(1,625,969.45)
Equity		
Retained earnings, end of prior year	7,564,101.00	5,941,388.57
Net income, current year	23,264.75	729,380.87
Total equity	7,587,365.75	6,670,769.44
Total liabilities and fund equity	\$ 6,430,087.78	5,044,799.99
Difference - Assets - (Liab. + Fund Equity)	0.00	0.00

YTD Cost Center Analysis - Local Service As of AUGUST 2023 FY24	Agency	Agency
Revenues		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	22,368.91	23,986.42
Trolley fares	95,254.43	92,259.49
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Total fares	117,623.34	116,245.91
Grant revenues:		
FTA-Urban, including this month unbilled	262,757.92	231,329.31
MDOT-Urban	30,538.42	0.00
MDOT-Intercity	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Total grant revenues	293,296.34	231,329.31
Insurance claims revenue	0.00	0.00
Fuel & miscellaneous operating revenue	0.00	14,375.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	75,199.66	118,900.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local (budget here)	0.00	0.00
Advertising revenue - intercity (charge to grant here)	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	(7,215.54)	(3,808.76)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	478,903.80	477,041.46

Local Service	Agency	Agency
Expenses		
Administrative expenses:		
Administrative Salaries	65,943.19	58,955.69
Administrative Benefits	18,593.22	17,936.37
Employee's Expense	3,140.44	4,511.14
Travel	673.70	216.66
Training	0.00	200.50
Utilities	1,474.68	1,304.95
Telephone	574.77	551.76
Postage	0.00	0.00
Office Supplies	1,172.92	984.40
Miscellaneous Office	10,272.59	8,682.12
Advertising	3,218.40	3,242.28
Professional Services	4,915.97	1,573.90
Insurance	59,510.79	25,786.14
Facility Repairs & Maint.	0.00	54.75
Vehicle Fuel	867.68	0.00
Depreciation	1,239.31	803.98
Total administrative expenses	171,597.66	124,804.64
Operations expenses:		
Operating wages-Drivers	191,528.66	162,610.59
Operating wages-Repair	8,153.81	25,162.54
Operating benefits-Drivers	31,485.99	27,618.50
Operating benefits-Repair	8,385.08	9,129.68
Miscellaneous supplies & costs	2,176.84	4,290.92
Vehicle Fuel	38,734.48	17,975.57
Vehicle Maint.- regular	4,428.20	1,205.66
Preventive Maintenance	51,100.78	29,625.16
Total operations expenses	335,993.84	277,618.62
Total operating expenses	507,591.50	402,423.26
Municipal Contribution needed	28,687.70	(74,618.20)
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Intercity Service As of AUGUST 2023 FY24	Agency	Agency
Revenues		
Fares:		
Portland fares	\$ 7,940.59	7,110.56
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Total fares	7,940.59	7,110.56
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	72,000.72	59,060.44
MDOT-Interline	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	72,000.72	59,060.44
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	25,000.00
Greyhound ticket sales	38.83	7.17
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - zoom (charge to grant here)	0.00	0.00
Advertising revenue - intercity (budget here)	0.00	0.00
Advertising Commissions Paid	(3,160.32)	(1,762.17)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	76,819.82	89,416.00

Intercity Service	Agency	Agency
Expenses		
Administrative expenses:		
Administrative Salaries	22,722.22	19,079.18
Administrative Benefits	6,406.71	5,804.55
Employee's Expense	1,082.11	1,459.89
Travel	232.14	70.12
Training	0.00	64.88
Utilities	508.13	422.31
Telephone	198.05	178.56
Postage	0.00	0.00
Office Supplies	404.16	318.57
Miscellaneous Office	3,539.65	2,903.91
Advertising	706.65	279.58
Professional Services	1,693.91	509.34
Insurance	15,335.78	6,666.70
Facility Repairs & Maint.	0.00	17.72
Vehicle Fuel	298.98	0.00
Depreciation	542.80	371.97
Total administrative expenses	53,671.29	38,147.28
Operations expenses:		
Operating wages-Drivers	55,725.71	41,350.38
Operating wages-Repair	4,336.16	14,312.51
Operating benefits-Drivers	11,439.97	9,397.37
Operating benefits-Repair	4,459.15	5,192.98
Miscellaneous supplies & costs	1,157.64	1,604.27
Vehicle Fuel	18,484.75	8,988.18
Vehicle Maint.	1,166.21	1,990.31
Preventive Maintenance	26,076.47	20,268.43
Total operations expenses	122,846.06	103,104.43
Total operating expenses	176,517.35	141,251.71
Municipal Contribution needed	99,697.53	51,835.71
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Zoom Service As of AUGUST 2023 FY24	Agency	Agency
Revenues		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	5,740.79	2,938.25
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	5,740.79	2,938.25
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	47,245.81	39,385.48
MTA-ZOOM	0.00	15,367.92
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	47,245.81	54,753.40
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local (charge to grant here)	34,982.50	69,246.25
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom (budget here)	0.00	0.00
Advertising Commissions Paid	(1,601.72)	(892.72)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	86,367.38	126,045.18

ZOOM Service	Agency	Agency
Expenses		
Administrative expenses:		
1 Administrative Salaries	8,864.59	7,445.32
1 Administrative Benefits	2,499.44	2,265.13
1 Employee's Expense	422.16	569.70
2 Travel	90.56	27.36
9 Training	0.00	25.32
3 Utilities	198.24	164.80
3 Telephone	77.27	69.68
9 Postage	0.00	0.00
9 Office Supplies	157.67	124.32
9 Miscellaneous Office	1,380.92	1,169.68
11 Advertising	358.15	141.64
5 Professional Services	660.84	198.76
4 Insurance	17,552.52	7,589.16
6 Facility Repairs & Maint.	0.00	6.91
7 Vehicle Fuel	116.64	0.00
10 Depreciation	275.11	188.44
Total administrative expenses	32,654.11	19,986.22
Operations expenses:		
1 Operating wages-Drivers	21,745.49	16,128.44
1 Operating wages-Repair	2,197.46	7,252.05
1 Operating benefits-Drivers	4,464.15	3,665.38
1 Operating benefits-Repair	2,259.79	2,631.25
9 Miscellaneous supplies & costs	1,304.54	1,407.19
7 Vehicle Fuel	9,367.61	4,554.24
8 Vehicle Maint.	30.80	3.88
12 Preventive Maintenance	6,320.48	5,992.89
Total operations expenses	47,690.32	41,635.32
Total operating expenses	80,344.43	61,621.54
Municipal Contribution needed	(6,022.95)	(64,423.64)
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Mobility/Outreach As of AUGUST 2023 FY24	Agency	Agency
Revenues		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	0.00	0.00
Grant revenues:		
FTA-Urban	0.00	0.00
MDOT-Intercity	0.00	0.00
FTA-Capital/Mobility/Outreach	4,269.57	3,437.73
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
Total grant revenues	4,269.57	3,437.73
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	4,269.57	3,437.73

Mobility/Outreach Coordinator	Agency	Agency
Expenses		
Administrative expenses:		
Administrative Salaries	2,230.90	4,117.11
Administrative Benefits	722.37	0.00
Employee's Expense	0.00	0.00
Travel	52.07	0.00
Training	0.00	0.00
Utilities	212.73	243.55
Telephone	100.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	2,019.47	455.00
Advertising	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
Total administrative expenses	5,337.54	4,815.66
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Preventive Maintenance	0.00	0.00
Total operations expenses	0.00	0.00
Total operating expenses	5,337.54	4,815.66
Municipal Contribution needed	1,067.97	1,377.93
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Outside Repair/Sales As of AUGUST 2023 FY24	Agency	Agency
Revenues		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	0.00	0.00
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	0.00	0.00
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	18,716.32	15,479.25
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	18,716.32	15,479.25

Outside Agency Repairs & Fuel Sales	Agency	Agency
Expenses		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	0.00	0.00
Advertising	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
Total administrative expenses	0.00	0.00
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	17,489.82	16,560.07
Total operations expenses	17,489.82	16,560.07
Total operating expenses	17,489.82	16,560.07
Municipal Contribution needed	(1,226.50)	1,080.82
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Items not Allocated As of AUGUST 2023 FY24	Agency	Agency
Revenues		
Grant revenues:		
FTA non-operating grant revenue	24,382.00	0.00
MDOT non-operating grant revenue	0.00	0.00
MDOT RTAP grant revenue	0.00	0.00
Other grant revenue	0.00	0.00
MDOT capital grant revenue	0.00	0.00
Total grant revenues	24,382.00	0.00
Municipal contributions	337,500.00	750,000.00
Fuel & miscellaneous operating revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	361,882.00	750,000.00
Expenses		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Miscellaneous & Office	6,550.00	83.77
RTAP Grant Expense	9,276.50	0.00
Advertising	0.00	0.00
Professional Services	399.70	634.50
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	105,059.91	83,374.94
Total administrative expenses	121,286.11	84,093.21
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Total operations expenses	0.00	0.00
Items Paid from Restricted Fund Balance	0.00	0.00
Loss on Disposal of Capital Assets	0.00	0.00
Building Construc/Repair Capital	0.00	0.00
Equipment Purchase Capital	27,628.63	4,828.33
Vehicles Purchase Capital	67,483.69	16,444.00
Total capital expenses	95,112.32	21,272.33
Total expenses	216,398.43	105,365.54
Non-allocated items income (loss)	145,483.57	644,634.46
Income (loss) before depreciation	250,543.48	728,009.40
Municipal Contributions needed to fund operations	122,203.75	(84,747.38)
Excess (shortfall) in Municipal Contributions	128,339.73	812,756.78

YTD Cost Center Analysis - COVID RELATED As of AUGUST 2023 FY24	Agency	Agency
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Revenues		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Biddeford rural loop fares	0.00	0.00
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	0.00	0.00

Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
MDOT-Biddeford rural loop	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	0.00	0.00
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract stops - Biddeford rural loop	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - Biddeford rural loop	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	0.00	0.00
	Agency	Agency
Expenses		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	0.00	0.00
Advertising / Printing	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
Total administrative expenses	0.00	0.00
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Preventive Maintenance	0.00	0.00
Total operations expenses	0.00	0.00
Total operating expenses	0.00	0.00
Operating income (loss)	0.00	0.00
YTD Cost Center Analysis -	Agency	Agency
As of AUGUST 2023 FY24		
Revenues		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00

Biddeford-Old Orchard Beach-Saco Transit Committee

Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	0.00	0.00
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MDOT-Trolley	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	0.00	0.00
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	0.00	0.00
	Agency	Agency
Expenses		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	0.00	0.00
Advertising	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
Total administrative expenses	0.00	0.00
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Preventive Maintenance	0.00	0.00
Total operations expenses	0.00	0.00
Total operating expenses	0.00	0.00
Operating income (loss)	0.00	0.00
Biddeford-Saco-OOB Transit Committee		
YTD Cost Center Analysis - Total of all Areas	FY23	Last Year
As of AUGUST 2023 FY24	Totals	F.S. Totals
Revenues		
Fares:		

Biddeford-Old Orchard Beach-Saco Transit Committee

Portland fares	\$ 7,940.59	7,110.56
Shuttle fares	22,368.91	23,986.42
Trolley fares	95,254.43	92,259.49
Zoom fares	5,740.79	2,938.25
Noreaster UNE fares	0.00	0.00
Total fares	131,304.72	126,294.72
Grant revenues:		
FTA-Urban	287,139.92	231,329.31
MDOT-Urban	30,538.42	0.00
MDOT-Intercity	72,000.72	59,060.44
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	47,245.81	39,385.48
MTA-ZOOM	0.00	15,367.92
Planning/Mobility/Outreach	4,269.57	3,437.73
Interline grant revenue	0.00	0.00
MDOT-Other grants	0.00	0.00
Capital grants	0.00	0.00
Total grant revenues	441,194.44	348,580.88
Insurance claims revenue	0.00	0.00
Fuel & miscellaneous operating revenue	0.00	14,375.00
Contract repair parts & labor revenue	18,716.32	15,479.25
Municipal contributions	337,500.00	775,000.00
Greyhound ticket sales	38.83	7.17
Contract stops - Local	75,199.66	118,900.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	34,982.50	69,246.25
Advertising revenue - intercity	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	(11,977.57)	(6,463.64)
Other income	0.00	0.00
Total revenues	1,026,958.90	1,461,419.63
Expenses		
Administrative expenses:		
Administrative Salaries	99,760.90	89,597.30
Administrative Benefits	28,221.75	26,006.05
Employee's Expense	4,644.70	6,540.73
Travel	1,048.47	314.14
Training	0.00	290.70
Utilities	2,393.78	2,135.60
Telephone	950.09	800.00
Postage	0.00	0.00
Office Supplies	1,734.75	1,427.29
Miscellaneous Office	33,039.14	13,294.49
Advertising	4,283.19	3,663.50
Professional Services	7,670.43	2,916.50
Insurance	92,399.09	40,042.00
Facility Repairs & Maint.	0.00	79.38
Vehicle Fuel	1,283.30	0.00
Total administrative expenses	277,429.59	187,107.68
Operations expenses:		
Operating wages-Drivers	268,999.86	220,089.40
Operating wages-Repair	14,687.43	46,727.10
Operating benefits-Drivers	47,390.11	40,681.25
Operating benefits-Repair	15,104.02	16,953.91
Miscellaneous supplies & costs	4,639.02	7,302.38
Vehicle Fuel	66,586.85	31,517.99
Vehicle Maint.	23,115.03	19,759.92
Preventive Maintenance	83,497.73	55,886.48
Depreciation	107,117.13	84,739.32
Total operations expenses	631,137.18	523,657.75
Total operating expenses	908,566.77	710,765.43
Operating income (loss)	118,392.13	750,654.20
Contingency fund	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	95,112.32	21,272.33
Interest expense (included in office supplies allocation)		
Total non-operating expenses	95,112.32	21,272.33

Biddeford-Old Orchard Beach-Saco Transit Committee

Total expenses	<u>1,003,679.09</u>	<u>732,037.76</u>
Net income (loss)	<u>23,279.81</u>	<u>729,381.87</u>

B-S-OOB Transit Committee
Monthly Financial Report - Revenues
Month Ending JANUARY 2023

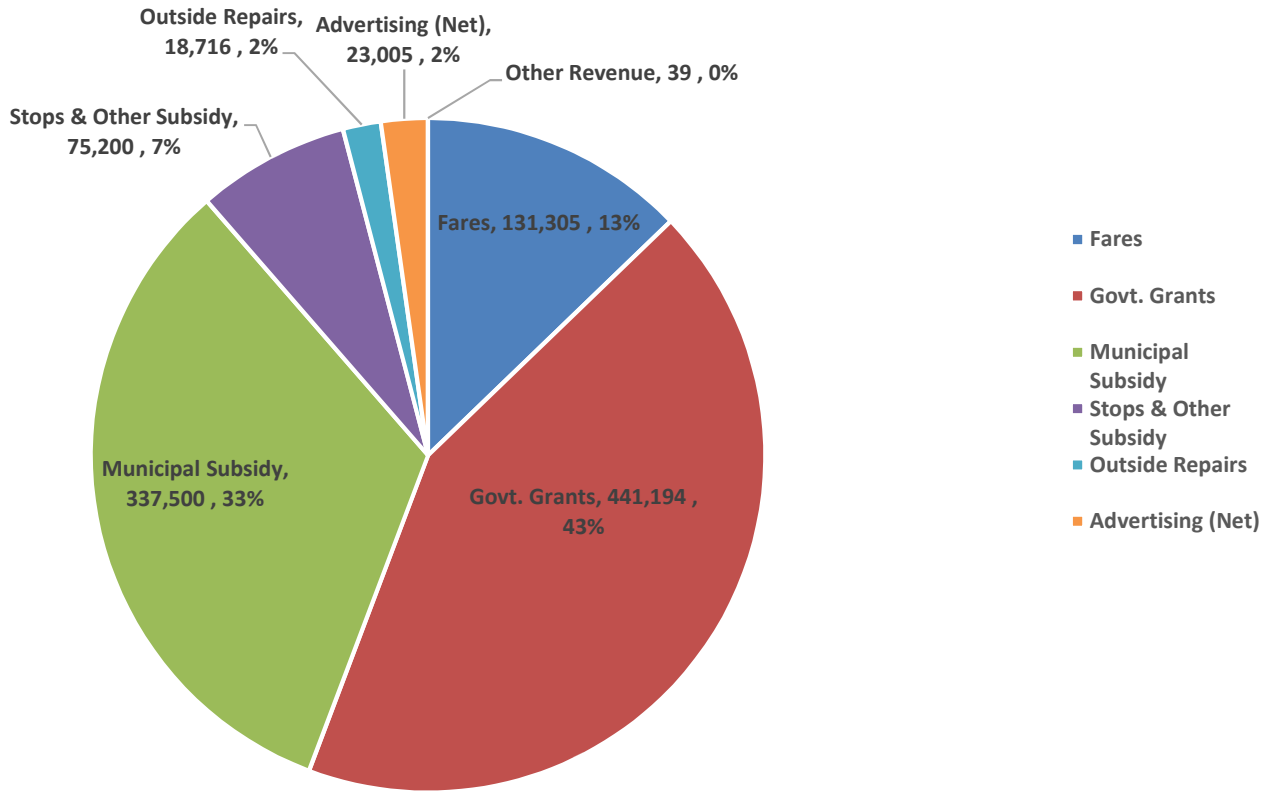
Target %: 16.7%

	FY2024				FY2023		
	Estimate	Month Ended August	Remaining Estimate	Percentage Realized	Revised Estimate	Month Ended August	Percentage Realized
General Revenues:							
Sale of surplus property	0	0	0	0.0%	0	0	0.0%
Donations	0	0	0	0.0%	0	0	0.0%
Interest earned	0	0	0	0.0%	0	0	0.0%
Advertising commissions paid	(26,000)	(11,980)	(14,020)	46.1%	(13,200)	(6,464)	49.0%
Miscellaneous revenue	55,500	0	55,500	0.0%	500	14,375	2875.0%
YCCTC Repairs Revenues:							
Repair parts	0	3,617	(3,617)	0.0%	27,022	5,685	21.0%
Repair labor	0	2,536	(2,536)	0.0%	27,022	1,710	6.3%
Other Agency Repairs Revenues:							
Repair parts	15,000	6,048	8,952	40.3%	3,333	3,034	91.0%
Repair labor	20,000	6,515	13,485	32.6%	3,333	5,051	151.5%
Local Service Revenues:							
FTA Urban grant	1,310,142	262,758	1,047,384	20.1%	1,473,970	231,329	15.7%
Local fares	200,000	117,623	82,377	58.8%	69,878	116,246	166.4%
Advertising sales	60,000	34,983	25,017	58.3%	31,553	69,246	219.5%
Contract stops	200,000	75,200	124,800	37.6%	103,282	118,900	115.1%
MDOT grants	120,862	30,538	90,324	25.3%	0	0	0.0%
UNE contribution	90,000	0	90,000	0.0%	62,000	0	0.0%
Other local service revenues	0	0	0	0.0%	0	0	0.0%
Zoom Service Revenues:							
Zoom fares	26,000	5,741	20,259	22.1%	27,942	2,938	10.5%
Advertising sales	0	0	0	0.0%	7,888	0	0.0%
MDOT Zoom grant	284,438	47,246	237,192	16.6%	440,655	39,385	8.9%
	0	0	0	0.0%	0	15,368	0.0%
Intercity Service Revenues:							
Intercity fares/ticket sales	35,300	7,979	27,321	22.6%	50,250	7,118	14.2%
Advertising sales	0	0	0	0.0%	0	0	0.0%
MDOT Intercity grant	962,466	72,001	890,465	7.5%	687,104	59,060	8.6%
Municipal contributions	0	0	0	0.0%	25,000	25,000	100.0%
Mobility/Outreach Coordinator							
FTA Planning grant	53,256	4,270	48,986	8.0%	52,953	3,438	6.5%
Fuel Sales Revenue:							
Fuel sales	0	0	0	0.0%	0	0	0.0%
Non-operating Revenues:							
FTA non-operating grants	3,886,071	24,382	3,861,689	0.6%	3,927,739	0	0.0%
MDOT non-operating grants	489,046	0	489,046	0.0%	0	0	0.0%
MDOT RTAP grant	350,000	0	350,000	0.0%	0	0	0.0%
Other grants	65,800	0	65,800	0.0%	104,860	0	0.0%
Capital grants	0	0	0	0.0%	0	0	0.0%
Municipal contributions	775,000	337,500	437,500	43.5%	600,000	750,000	125.0%
Other non-operating revenues	662,875	0	662,875	0.0%	0	0	0.0%
TOTAL REVENUES	9,635,756	1,026,957	8,608,799	10.7%	7,713,084	1,461,419	18.9%
Total, less Municipal contributions	8,860,756	689,457	8,171,299	7.8%	7,113,084	711,419	10.0%
Total fares	261,300	131,343	129,957	50.3%	148,070	126,302	85.3%
Total less fares & Municipal conts.	8,599,456	558,114	8,041,342	6.5%	6,965,014	585,117	8.4%
Total external repairs/fuel sales	35,000	18,716	16,284	53.5%	60,710	15,480	25.5%
Total operating revenues	3,406,964	665,075	2,741,889	19.5%	3,080,485	711,419	23.1%

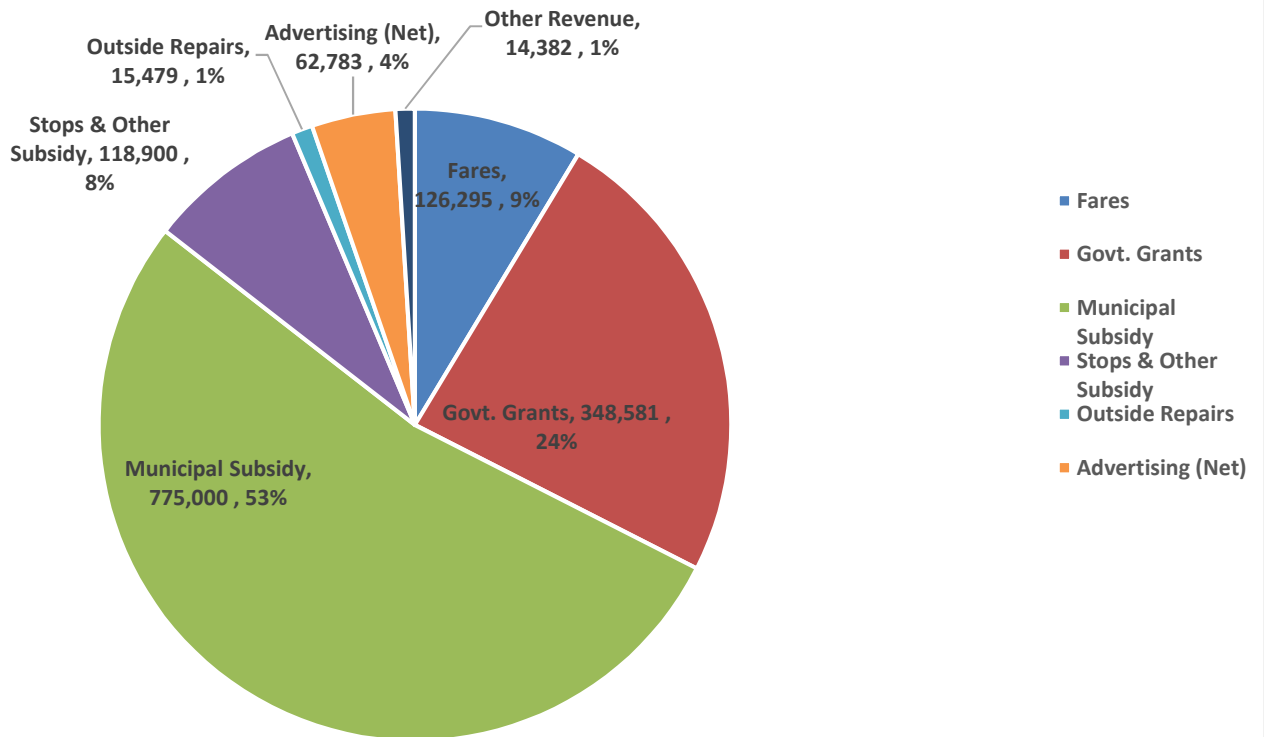
B-S-OOB Transit Committee
Monthly Financial Report - Expenditures
Month Ending January 2023

Target %: 16.7%

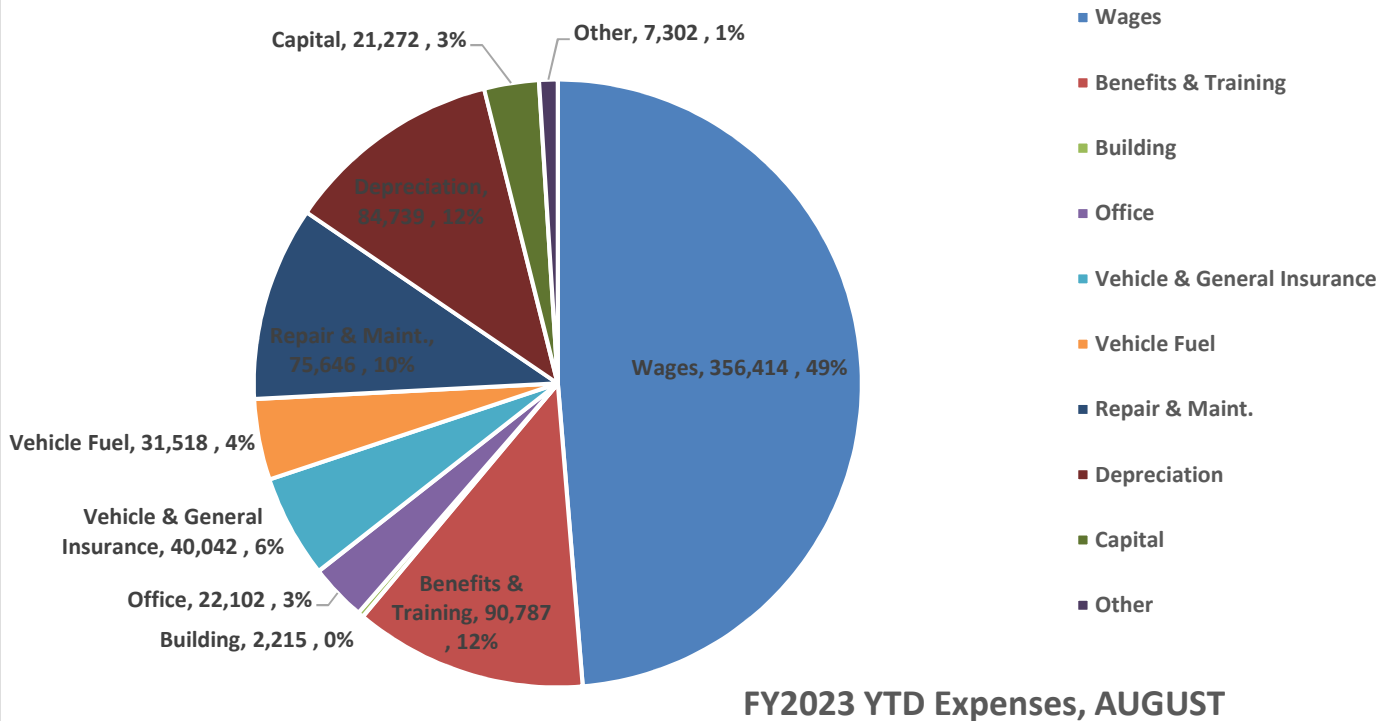
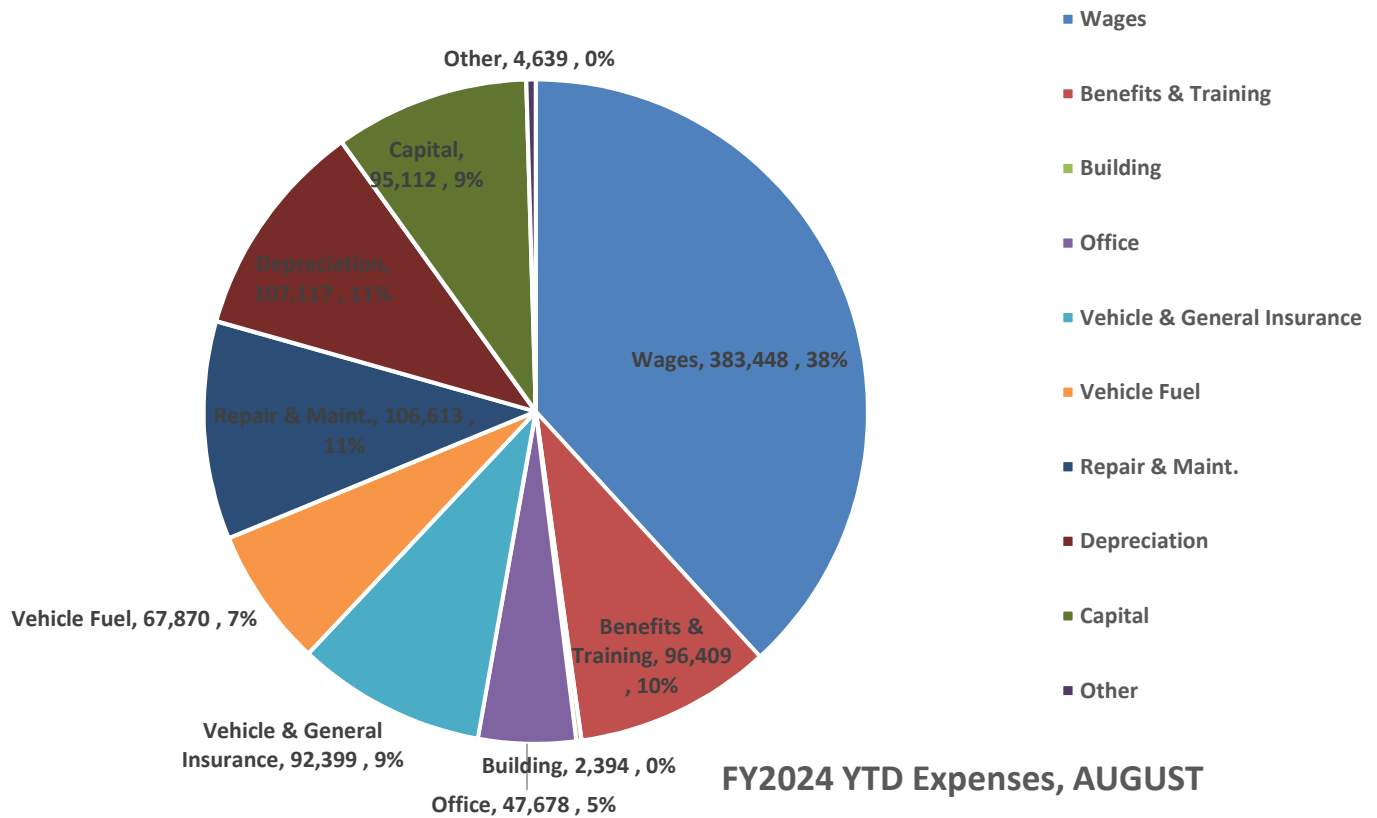
	FY2024				FY2023		
	Budget	Month Ended August	Remaining Budget	Percentage Expended	Budget	Month Ended August	Percentage Expended
Admin/Overhead Expenditures:							
Salaries & wages	678,173	97,520	580,653	14.4%	342,361	85,480	25.0%
Employee benefits	276,865	24,807	252,058	9.0%	204,064	26,006	12.7%
Other employment costs	58,000	8,331	49,669	14.4%	30,300	7,146	23.6%
Purchased professional svcs.	166,300	8,470	157,830	5.1%	67,000	5,556	8.3%
General operating costs	244,600	131,835	112,765	53.9%	169,850	9,773	5.8%
Insurances	274,792	92,416	182,376	33.6%	196,363	40,042	20.4%
Borrowing costs	0	0	0	0.0%	0	0	0.0%
Contingency	0	0	0	0.0%	0	12,516	0.0%
Garage Operating Expenditures:							
Salaries & wages, regular	440,957	51,956	389,001	11.8%	354,061	62,619	17.7%
Overtime wages	37,394	14,596	22,798	39.0%	39,252	5,689	14.5%
Employee benefits	148,670	15,106	133,564	10.2%	118,488	11,733	9.9%
Other employment costs	4,000	583	3,417	14.6%	2,000	2,010	100.5%
Reclassification to external repairs	(202,000)	(51,863)	(150,137)	25.7%	(115,000)	0	0.0%
General operating costs	473,700	73,285	400,415	15.5%	159,430	(15,664)	-9.8%
YCCTC Repairs Expenditures:							
All costs	0	5,934	(5,934)	0.0%	110,000	7,579	6.9%
Other Agency Repairs Expenditures:							
All costs	35,000	11,556	23,444	33.0%	20,000	60,051	300.3%
Bus Services Expenditures:							
Salaries & wages, regular	1,197,048	248,237	948,811	20.7%	959,126	128,765	13.4%
Overtime wages	72,688	28,811	43,877	39.6%	34,627	17,559	50.7%
Employee benefits	290,598	51,012	239,586	17.6%	248,755	27,808	11.2%
Other employment costs	0	0	0	0.0%	0	0	0.0%
Advertising costs	7,500	1,605	5,895	21.4%	7,500	24,454	326.1%
Fuel costs	290,400	62,618	227,782	21.6%	210,410	1,983	0.9%
General operating costs	80,500	6,137	74,363	7.6%	123,500	67,231	54.4%
Mobility/Outreach Coordinator							
Salaries & wages, regular	55,731	2,231	53,500	4.0%	47,326	4,117	8.7%
Overtime wages	0	0	0	0.0%	0	0	0.0%
Employee benefits	7,232	722	6,510	10.0%	5,125	0	0.0%
Other employment costs	0	0	0	0.0%	0	207	0.0%
General operating costs	11,125	2,384	8,741	21.4%	13,020	480	3.7%
Fuel Sales Expenditures:							
Fuel costs	0	0	0	0.0%	0	0	0.0%
Non-operating Expenditures							
Training/Travel/Lodging	0	0	0	0.0%	0	635	0.0%
Consultants	390,000	400	389,600	0.1%	19,200	0	0.0%
RTAP grant expenses	50,000	9,277	40,723	18.6%	0	0	0.0%
Repairs & maintenance, non-cap	0	0	0	0.0%	0	4,828	0.0%
Loss on disposal of assets	0	0	0	0.0%	0	0	0.0%
Capital equipment	4,573,484	95,112	4,478,372	2.1%	4,013,368	16,444	0.4%
Other non-oper. Expense	0	6,550	(6,550)	0.0%	169,665	0	0.0%
Total Expenditures	9,662,757	999,628	8,663,129	10.3%	7,549,791	615,047	8.1%
Total Personnel Costs	3,100,356	509,539	2,590,817	16.4%	2,400,485	446,769	18.6%
Total Fuel Costs	290,400	62,618	227,782	21.6%	210,410	1,983	0.9%
Total Capital Equipment Costs, net	4573484	95112	4478372	2.1%	4013368	16444	0.4%
Total Other Costs	1,698,517	332,359	1,366,158	19.6%	925,528	149,851	16.2%



FY2024 YTD Revenues, AUGUST



FY2023 YTD Revenues, AUGUST



Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
FTA: ME-2020-031-01-00			5307 Funds FY21	FTA: ME-2020-031-01-00		Start Date 8/21/20 - End Date 6/30/23			
	117	A2	Preventive Maintenance	163,560.00	0.00	-	#DIV/0!	163,560.00	204,450.00
	114	A4	Cap-Surv/Security	59,315.00	36,685.00	9,171.25	20%	96,000.00	120,000.00
	117	A2	Mobility Management	51,660.00	0.00	-	20%	51,660.00	64,575.00
	441	A3	Planning Consultant	2,799.00	14,801.00	3,700.25	20%	17,600.00	22,000.00
FTA: ME-2021019			5307 Funds FY22	FTA: ME-2021019		Start Date 8/23/21 - End Date 6/30/24			
	300	A1	Service Operations	728,810.00	0.00	0.00	#DIV/0!	728,810.00	1,457,620.00
	117	A4	Preventive Maintenance	166,831.00	0.00	-	#DIV/0!	166,831.00	166,831.00
	114	A3	Cap-Surv/Security	0.00	60,000.00	15,000.00	20%	60,000.00	75,000.00
	114	A3	2 Support Vehicles	136,446.00	2,554.00	638.50	20%	139,000.00	139,638.50
	111	A5	Replacement VANS	77,786.00	3,214.00	803.50	20%	81,000.00	81,803.50
	117	A4	Mobility Management	46,464.00	4,724.00	1,181.00	20%	51,188.00	52,369.00
	441	A2	Planning Consultant	0.00	19,200.00	4,800.00	20%	19,200.00	24,000.00
FTA: ME-2023-016-00			ARPA FY23						
			Route 111 Enhancements	0.00	600,000.00	\$ -		600,000.00	600,000.00
			Bus Stop Improvement	0.00	75,000.00	\$ -		75,000.00	75,000.00
			Regional Signage Project	0.00	15,500.00	\$ -		15,500.00	15,500.00
			Half Fare Promotion	90,000.00	0.00	\$ -		90,000.00	90,000.00
CARES AVL-APC			CARES AVL-APC						
			AVL - APC	67,088.00	50,088.00	\$ -	0%	117,176.00	117,176.00
FTA ME-2023-041			5310 Transit Stop Access Project						
	11300	xx	Bus Stop Shelters and Signage	0.00	61,366.00	-	0%	61,366.00	61,366.00
FTA: ME-2023-006-00			5307 Funds FY23			Start Date 8/23/21 - End Date 6/30/24			
	300	A1/A8	Service Operations	858,000.00	0.00	0.00	#DIV/0!	858,000.00	1,716,000.00
	117	A2/A7	Preventive Maintenance	40,287.00	129,881.00	32,470.25	20%	170,168.00	202,638.25
	114	A4/A5	AVL	144,000.00	0.00	-		144,000.00	144,000.00
	xx	B3/B2	Improve Shelters	7,421.00	32,579.00	8,144.75	20%	40,000.00	48,144.75
	xx	A4/A5	Harness System for Safety	0.00	68,000.00	17,000.00	20%	68,000.00	85,000.00
	xx	A9/B1	Onroute Charger Coverage	0.00	104,047.00	26,011.75	20%	104,047.00	130,058.75
	117	A4/A4	Mobility Management	0.00	52,211.00	13,052.75	20%	52,211.00	65,263.75
	441	A2/A2	Planning Consultant	0.00	20,800.00	5,200.00	20%	20,800.00	26,000.00
								1,457,226.00	

Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
FTA: ME- 2023-042-00				5307 Funds FY24				Start Date 7/1/23 - End Date 6/30/26	
	300	A3	Service Operations	64,396.00	841,746.00	841,746.00	50%	906,142.00	1,812,284.00
	117	xx	Preventive Maintenance	0.00	300,000.00	75,000.00	20%	300,000.00	375,000.00
	114	A8	ERP FINANCE	0.00	8,898.00	2,224.50	20%	8,898.00	11,122.50
	114	xx	BUS WASH	0.00	68,000.00	17,000.00	20%	68,000.00	85,000.00
	114	xx	Facilities	0.00	100,000.00	25,000.00	20%	100,000.00	125,000.00
	117	xx	Mobility Management	0.00	53,256.00	13,314.00	20%	53,256.00	66,570.00
	441-80	xx	Planning Consultant	0.00	22,400.00	5,600.00	20%	22,400.00	28,000.00
								1,458,696.00	

FTA: ME-2020-022-00			Zoom Coaches	FTA: ME-2020-022-00					
	111	A1	Zoom Coaches	854,154.00	191,306.00	47,826.50	20%		

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FTA: ME- 2023-040-00			Buses	0.00	1,843,888.00			1,843,888	2,169,280
			Tool	3,818.00	107,962.00			111,780	124,200
			Human Resource	0.00	91,739.00			91,739	114,674
			MEDOT CSN 5101	0.00	235,565.00				
			Total Project	0.00				2,047,407.00	2,408,154.00

FTA: ME- 2023-007-00

FTA: ME- 2023-007-00	0.00	1,224,531.00		
MEDOT CSN 43211	0.00	136,059.00		
Total Project	0.00	1,360,590.00		

1,224,531.00 0%

1,224,531.00

FTA: ME-2019-020-00	FTA: ME-2019-020-00	1,022,637.00	122,363.00	10,919.74	1,145,000.00	1,204,225.00
	MEDOT CSN 42857	1,500,000.00	0.00		1,500,000.00	1,500,000.00

Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
MDOT: ME-2018-024-00, CSN 41564			Intercity 2020-2 Intercity 2020-2	MDOT: ME-2018-024-00, CSN 41564 119,121.08	384,331.92	384,331.92	50%		50% covered by Greyhound
Intercity ARPA			Intercity ARPA Intercity ARPA	7/1/22 through 12/31/2023 595,866.10	436,134	0	0%	1,032,000	1,032,000
MDOT: ME-2019-019-00, CSN 40774			Zoom 2020 Operating	132,069.13	39,930.87	39,930.87	50%		50% covered by MTA in the past, but that is uncertain now.
MDOT: ME-2020-027, CSN 45327			ZOOM 2023 Operating Prev Maint	0.00 0.00	137,000.00 31,000.00	137000 7750	50% 20%		
MDOT: ME-2021-005-00, CSN 43013			ZOOM Carissa ZOOM Carissa	MDOT: ME-2021-005-00, CSN 43013 651,207.66	48,792.34	0	0%		
Assignment Letter 27 CSN 45352			Urban State 2024	38,666.78	81,890.22	0			Supplements 5307 funds and silver line for 3 years, this is t

BSOOB Transit Agenda Action Proposal

Agenda Item:

Approve On Time Performance Definition

Subcommittee: N/A

Committee Meeting Date: September 28, 2023

Transit Committee Action Date: September 28, 2023

Staff Resource: Chad Heid

Purpose:

BSOOB Transit will begin to report service reliability using an on time performance metric. The Transit Committee will consider and approve an on time definition. Should the Committee adopt this definition, on time performance will be calculated as:

On Time % =
$$\frac{\text{Number of time points where bus departs between 1 minute early and 7 minutes late}}{\text{Total number of time points}}$$

Background:

BSOOB Transit is nearing the completion of installation and adoption of onboard technology, which has the capability to report schedule adherence, stop level boarding activity, and a number of other service related datasets. In an effort to better understand service reliability, the Transit Committee will leverage this technology to measure on time performance (OTP). OTP is a standard metric in the public transportation industry. OTP can be used to understand the customer experience and is traditionally defined as a comparison between scheduled time point stop departures and actual time point stop departures.

Attachments:

- None

Financial Impact and Source of Funds: None

Recommendation:

The Transit Committee approves an on time performance definition that recognizes time point stop departures within a window of one minute early and seven minutes late as “on time”.

Prepared by: Chad Heid