



Biddeford Saco Old Orchard Beach Transit Committee

AGENDA

February 22, 2024

4:00 PM – 5:30 PM

Remote Only – Zoom

<https://us06web.zoom.us/j/82313298260?pwd=KYCgPLvbkrCaiqgxu7jbT8M8KEr5Yt.1>

Meeting ID: 823 1329 8260 | Passcode: 241210

Dial by your location

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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"> • January 2024 	Chair	Action
5.) Election of Transit Committee Officers	Chair	Action
6.) Finance Subcommittee Report	Subcommittee Chair / Staff	Information
7.) Executive Director Report <ul style="list-style-type: none"> • Ridership • On Time Performance • Customer Survey • Project Updates 	Chad Heid	Information
8.) Administrative Discussion Items <ul style="list-style-type: none"> • Upcoming Meetings: Finance Subcommittee, March 25, 12p Committee Meeting, March 28, 4p 	Staff	Information
9.) New Business	Chair	Information
10.) Adjournment	Chair	Action



Biddeford Saco Old Orchard Beach Transit Committee

Meeting Minutes

January 25, 2024

4:00 PM

Saco Transportation Center

- 1. Call to Order** –Vice Chair Doris Ortiz called the meeting to order at 4:02 pm.
- 2. Roll Call/ Ascertain Quorum** - Members present: Doris Ortiz, Curt Koehler, Phil Hatch, John Bohenko, Tim Fleury. Absent: Kenny Blow, Maya Atlas, Jean Saunders.
Staff present: Chad Heid, Rod Carpenter, Kim Kennedy, Anne Austin, Marianne Walters.
- 3. Public Comment** – None.
- 4. Approval of the Previous Meeting Minutes, December 2023** –

Motion by Phil Hatch to approve the Transit Committee meeting minutes of December 12, 2023, with one suggestion: amend the minutes on page 2 under Executive Director’s Report, Ridership, where it reads “Fixed route ridership is recovering and is currently at 82.2%,” to include the words “of 2019 numbers, prior to the pandemic” to explain the percentage. Curt Koehler seconded the motion. No further discussion. All were in favor. Motion passed unanimously. Minutes approved.

- 5. Finance Subcommittee Report** – Phil Hatch, Finance Subcommittee Chair, reviewed the major points of the meeting.
 - Some concerns about transition away from Biddeford to independent finances.
 - Discussed the requests for Municipal contributions.
 - Reviewed financials with new BSOOB Transit Finance Manager, Kim Kennedy, and there were no other issues.
- 6. Executive Director Report** – Chad Heid reviewed a couple major points from the Month End Detail report included in the meeting packet:
 - We have signed a contract with Sprague for a new fuel supply for the upcoming fiscal year, with a lower pricing structure, going from 3.64 per gallon, to \$2.87 per gallon-- a sizable reduction.
 - The Saco Transportation Center On-route charger project has fundamentally changed in its design from 2019. Because of multiple necessary change orders, the total project cost went from approximately \$1.3M to approximately \$1.7M. We had a 10% contingency plan, and we have some remaining funds on a Lo-No grant to move forward.
 - Until we get the trial cash balance from the City of Biddeford, our audit timeline is being delayed, though we are getting closer.
 - The annual municipal funding requests is a 12% increase to \$280,000 from each of the three municipalities.

Ridership – We had 11,300 in December of 2023. Fixed route ridership is recovering and is currently at 87.3% (as percent of pre-pandemic 2019 benchmark ridership year.)



On Time Performance – Currently we are at 72.9% on-time. We will be addressing the Early performance, currently at 12.3%.

Project Updates -

- CAD/AVL - Projected completion Jan '24.
- Security Fence – We are on the last phase. Projected completion Feb '24.
- Bus Stop Signs – Biddeford, Scarborough, South Portland and Portland remain.
- Microgrid Feasibility RFP – Contract awarded to Willdan.
- Buswash RFP – Contract was awarded to MTI.
- Microtransit –
 - Software procurement is joint with GPMetro.
 - Vehicle procurement upcoming.
 - Service design – Summer 2024.

Other Items –

- Biddeford cash reconciliation – BSOOB audit
- PACTS FYCOP – TTF funding process
- Collective Bargaining Agreement renewal- expires June 30, 2024.
- Fleet replacement/ Low-No 2024
- 2024 service changes
- FTA Drug and Alcohol compliance- Now compliant with new policy approved.
- Discussed staffing of operators- currently have a class of three.

9. Administrative Discussion Items

Upcoming Meetings: These will be held at the Saco Transportation Center.

- Finance Subcommittee, February 19, 2024 at 12noon.
- Committee Meeting, February 22, 2024 at 4pm.

10. New Business – None.

11. Adjournment – Motion to adjourn at 4:37pm.



BSOOB Transit Committee Meeting

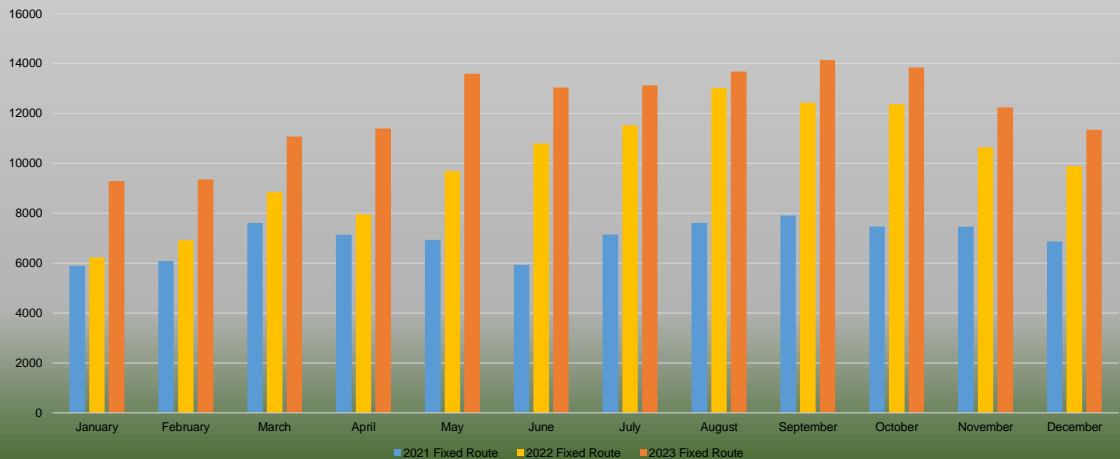
January 25, 2024



Monthly Ridership Comparison



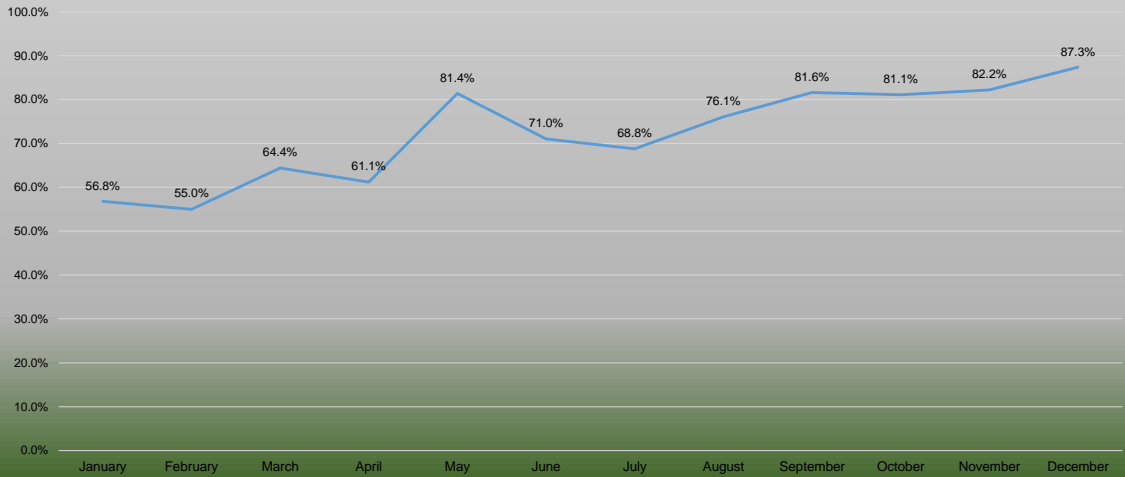
Fixed Route Ridership Comparison
2021-2023





Ridership Recovery

2023 Fixed Route Ridership
(As % of 2019)



Fiscal Year Ridership

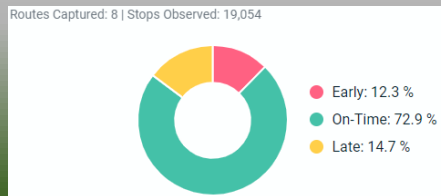
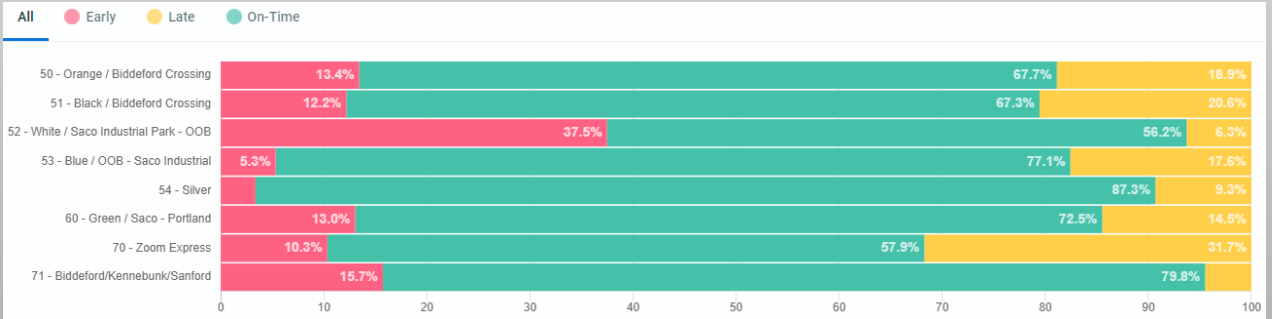


Fiscal Year Fixed Route Ridership





On Time Performance – Nov23



Project Updates

- CAD/AVL - Projected completed Jan '24
- Security Fence – Proj. completion Feb '24
- Bus Stop Signs –
 - Biddeford, Scarborough, SoPo and Portland remain
- Microgrid Feasibility RFP – Contract awarded to Willdan
- Buswash RFP – Contract awarded to MTI
- Microtransit –
 - Software procurement with GPMetro
 - Vehicle procurement upcoming
 - Service design – Summer '24





Other Items

- Biddeford cash recon – BSOOB audit
- PACTS FYCOP – TTF funding process
- Collective Bargaining Agreement renewal
- Fleet replacement / Low-No 2024
- 2024 service changes
- FTA Drug & Alcohol compliance
- Staffing





BSOOB Transit Finance Subcommittee
Meeting Agenda
Monday, February 19th, 2024
12:00pm – 1:30pm

Saco Transportation Center

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"> • January 2024 	Chair	Action
5.) January Month End Financial Report	Staff	Information
6.) Audit Update	Staff	Information
7.) PACTS 5307 FYCOP Funding Update	Staff	Information
8.) Administrative Discussion Items <ul style="list-style-type: none"> • Upcoming Meetings: • Committee, Thursday, 2/22, 4p • Finance Subcommittee – 3/25, 12p 	Staff	Information
9.) New Business	Chair	Information
10.) Adjournment	Chair	Action



BSOOB Transit Finance Subcommittee
Meeting Minutes
January 22, 2024
12:00 PM – 1:30 PM
Saco Transportation Center

- 1. Call to Order** – Phil Hatch called the meeting to order at 12:03 PM.
- 2. Roll Call/ Ascertain Quorum** – Members present: Phil Hatch, Kenny Blow, Curt Koehler. Absent: Doris Ortiz. Quorum. Staff present: Chad Heid, Rod Carpenter, Kim Kennedy.
- 3. Public Comment** – None.
- 4. New Finance Manager Introduction** – Chad Heid formally introduced BSOOB Transit’s new Finance Manager, Kim Kennedy. He provided details of her experience in municipal accounting, and expressed how her experience with Munis and other financial management systems will be an immense asset. The Subcommittee members shared their welcomes.
- 5. December Month End Financial Report** – Chad reviewed the December month end financial details, noting that the next few months will include significant focus on efforts that will have financial implications. The presentation focused on the plan for the municipal requests for the upcoming year, the impending union contract negotiations, and the change orders on the Saco Transportation Center charger. The subcommittee members and staff had discussion on the charger project timeline, along with the necessary changes that will be brought to the Saco Planning Board. Phil Hatch voiced that he is now on the Planning Board, and gave suggestions to staff on how to approach the review process.

Curt Koehler took the opportunity to acknowledge that the financial statements illustrate that the agency has exhausted COVID relief funds, and that municipal funding will again be a critical component for supporting operations.
- 6. Audit Timeline** – Chad gave the subcommittee an update on the schedule for the single audit, and the efforts that staff have taken to prepare for the review. The City of Biddeford still has yet to produce a reconciled cash balance for the shared cash account. The City has expressed to staff that they will prioritize this item and should have more progress in the coming days. There was discussion about the growing concern among staff and the subcommittee members, and what strategies BSOOB Transit can advance to minimize risk. Some of the concepts discussed included: separating the A/P check runs, continuing to advance the separation from the shared Munis instance, and the need to be proactive with the City to ensure they are posting journal entries.
- 7. Municipal Request Plan** – Chad indicated that the planned municipal contribution will be \$280,000, 12% more than the previous year, and the same value that was projected in the 3-year proposal Chad provided to the municipalities last year. Both Kenny Blow and Phil Hatch voiced support for this amount, and provided guidance and recommendations as to how that amount could be presented. Conversation along covered over revenue streams and contract partnerships.



- 8. PACTS 5307 FYCOP Process Update** – Chad provided an update on the PACTS regional process for distributing the Greater Portland Urbanized Area’s FTA funds. The region received approximately \$15 million for the upcoming fiscal year. He explained that the PACTS Policy Board has directed PACTS staff to facilitate a revision to the process, to make it more transparent and metrics based. Chad detailed that the objective for having a more efficient distribution has proven to be anything but, specifically noting there have been more Transit Task Force meetings than normal, along with more staff hours interacting with PACTS staff to try and develop a metrics based model. He suggested that this process is a useful exercise, and may prove to be more efficient if agreed to by all seven providers in the region. If not, then the traditional FYCOP process will likely resume. Curt Koehler provided some historical context on the programming of funds for regional fleet replacements, especially the approach used by Casco Bay Lines and the outcomes post-discretionary grant award for fleet replacement. Members and staff also discussed the various interests from the seven different providers.
- 9. Administrative Discussion Items** – Chad Heid noted the schedule for upcoming meetings in late January and February.
- 10. New Business** – Phil Hatch mentioned that the City of Saco is monitoring the response and reaction from the public on the newly implemented parking fees at the Saco Transportation Center.
- 11. Adjournment** – The meeting was adjourned at 1:11pm



Memorandum

02/15/2024

To: BSOOB Transit Committee Members
From: Kim Kennedy, Finance Manager
Subject: Review of Financial Position as of January 31, 2024

Month End Details:

January Revenue: BSOOB Transit has realized a decline in Other Agency Repairs Revenue approximately 49% when compared year on year. The cause of decline is due to the agency's shift away from supporting YCCAC maintenance to better maintain our own aging fleet. Urban Service Revenues has realized a 3.0% gain over prior year, which accounts for \$35,077. Zoom Service Revenue has realized an 8.0% loss, primarily from grant revenues. It is notable however, that fare revenue is up \$10,691, or 115%. Intercity Revenue has increased 21% over prior year Mobility/Outreach has recognized an increase of 210% which accounts for \$25,110 over last year, primarily due to agency efforts to enhance customer information and mobility outreach.

January Expenses: In the Admin/Overhead Expense category we are seeing significant cost increases in Purchased Professional Services, due to the additional software that has been implemented this year, Paychex, and Swiftly. BSOOB Transit has also realized an increase in our insurance premiums thus far \$10,766. The largest impacted segment is General Operating Costs, again the largest increase in this area stems from vehicle insurance of \$19,763. While wages seem to be the driver behind most of the category increases, they remain below budgeted amounts.

Future Considerations:

We have completed our Barry Dunn Single Audit preparation review. The remaining action item is to discuss suggested year end entries that need to be made, which will require additional GL accounts to be established. Coordination with the City of Biddeford will be essential for this effort.

We are beginning the necessary paperwork for the scheduled Workers Compensation Audit with MEMIC that will occur in the middle of March.

We have 5 to 6 vehicles/busses that will be listed for disposal on Gov.Deals website, this should produce further gains on disposal prior to FY24 year end.

We are continuing to work with Tyler to enable us to produce our financials from MUNIS.

The City of Biddeford has yet to post the full cash reconciliation entries for FY23, and BSOOB Transit still needs to review the complete JE suggestions. In an attempt to complete our single audit before the end of FY24, we have scheduled the on-site work with RHR Smith to begin the second week of March.

From the BSOOB Transit's perspective, there are ongoing concerns regarding the staffing transition in the City of Biddeford's finance department. One area of particular focus is the administration and oversight of the AP positive pay – payment approval authorizations. Should these actions not be completed, vendor payments will begin to bounce. We are continuing to keep a very close eye on this situation, most of which is out of our control due to the long standing practices and permissions provided to BSOOB Transit within the MUNIS system.

Statement of Revenues, Expenses and Changes in Fund Equity
As of JANUARY FY2024

	Fund 801 Transit Agency	Last Year
Revenues		
Fares:		
Intercity fares	\$ 35,014.78	22,110.11
Urban fares	51,285.86	48,873.70
Trolley fares	95,254.43	119,858.77
Zoom fares	20,022.30	9,331.42
Noreaster UNE fares	0.00	0.00
Total fares	201,577.37	200,174.00
Grant revenues, including this month unbilled:		
FTA-Urban, Planning & Capital	1,019,484.73	991,931.25
MDOT-Urban	186,771.45	60,949.01
MDOT-Intercity	505,622.04	421,888.31
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	164,496.16	191,270.71
MTA-ZOOM	0.00	12,864.80
FTA-Capital-Mobility	37,090.32	11,980.13
MDOT-Interline	0.00	0.00
Other grant revenue	0.00	0.00
MDOT-Capital grant	0.00	0.00
Total grant revenues	1,913,464.70	1,690,884.21
Insurance claims revenue	0.00	23,430.71
Fuel & miscellaneous operating revenue	92,432.75	56,626.30
Contract repair parts & labor revenue	35,164.14	69,261.45
Municipal contributions	400,000.00	775,000.00
Greyhound ticket sales	62.83	92.01
Contract stops - all	75,199.66	125,600.00
Contract revenue - UNE annual contribution	60,000.00	0.00
Advertising revenue - urban	58,663.23	79,413.25
Advertising revenue - intercity	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	(12,217.53)	(9,020.13)
Other income	704.23	0.00
Total revenues	2,825,051.38	3,011,461.80
Reconciliation (for Finance Dept. use only)		
Revenue Control	2,739,859.50	2,892,944.79
Add current month unbilled grants	85,189.44	118,516.11
Less nonoperating income	(2.40)	(0.90)
Adjusted Revenue Control to tie to above	2,825,051.34	3,011,461.80
Difference	0.04	0.00

Expenses

Indirect Expenses		
Administrative Salaries	358,838.75	275,668.83
Administrative Benefits	98,360.81	84,863.54
Employee's Expense	15,131.36	21,311.46
Travel	8,235.99	2,823.19
Training	2,830.21	11,364.27
Utilities	8,295.94	10,971.97
Telephone	3,200.30	10,788.00
Postage	468.13	635.12
Office Supplies	6,168.38	8,597.17
Miscellaneous Office	114,729.35	53,963.84
Advertising	13,489.11	13,160.16
Professional Services	58,116.72	36,046.31
Insurance	157,616.56	146,874.75
Facility Repairs & Maint.	13,903.05	2,341.39
Vehicle Fuel	1,387.66	2,240.12
Depreciation	369,666.28	388,206.63
<u>Total indirect expenses</u>	<u>1,230,438.60</u>	<u>1,069,856.75</u>
Direct expenses:		
Operating wages-Drivers	723,511.33	641,674.20
Operating wages-Repair	(15,564.45)	152,639.59
Operating benefits-Drivers	134,812.77	124,878.62
Operating benefits-Repair	42,466.90	59,776.80
Miscellaneous supplies & costs	14,183.95	21,919.87
Vehicle Fuel	189,398.76	131,511.28
Vehicle Maintenance	79,383.65	109,503.52
Preventive Maintenance, all sources	367,366.91	234,856.05
<u>Total operations expenses</u>	<u>1,535,559.82</u>	<u>1,476,759.93</u>
<u>Total operating expenses</u>	<u>2,765,998.42</u>	<u>2,546,616.68</u>
Reconciliation (for Finance Dept. use only)		
Appropriation Control	3,112,415.01	2,646,459.93
Encumbrance Control		
Less nonoperating expense	(346,419.85)	(99,817.28)
Adjusted Approp. Control to tie to above	<u>2,765,995.16</u>	<u>2,546,642.65</u>
Difference	3.26	(25.97)
<u>Operating income (loss)</u>	<u>59,052.96</u>	<u>464,845.12</u>
Nonoperating revenues (expenses):		
Sale of surplus property	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	(346,419.85)	(99,817.28)
Interest revenue (expense)	704.23	0.00
<u>Total nonoperating revenue (expense)</u>	<u>(345,715.62)</u>	<u>(99,817.28)</u>
<u>Net income (loss)</u>	<u>(286,662.66)</u>	<u>365,027.84</u>
Fund equity, beginning of year	3,317,938.44	3,317,938.44
adjust reserve for inventory		
change in value of fixed assets	4,261,741.34	4,478,264.69
loss on disposal of capital assets	73,627.18	
prior year adjustment		
<u>Fund equity, end of year</u>	<u>\$ 7,366,644.30</u>	<u>8,161,230.97</u>
To tie to balance sheet fund equity	<u>7,366,644.30</u>	<u>8,161,206.74</u>
Difference	0.00	(24.23)

Balance Sheet

As of JANUARY FY2024

	Fund 801 Transit Agency	Fund 801 Transit Agency
ASSETS		
Current assets:		
Bangor Savings + On Hand	1,101,587.25	200.00
Cash on Hand	200.00	200.00
Accounts Receivable		
Billed	920,688.23	1,501,075.07
Unbilled, this month	85,189.44	118,516.11
Inventory	296,015.99	367,306.48
Total current assets	2,403,680.91	1,987,297.66
Fixed assets:		
Property, plant and equipment	10,111,267.81	10,023,355.54
Less accumulated depreciation	(4,575,757.68)	(3,878,001.81)
Total fixed assets	5,535,510.13	6,145,353.73
Other assets:		
Prepaid expenses	(19,909.52)	(4,828.33)
Total prepaids	(19,909.52)	(4,828.33)
Total assets	7,919,281.52	8,127,823.06
LIABILITIES AND EQUITY		
Current liabilities:		
Accounts payable	7,596.00	(3,206.50)
Payroll liabilities outstanding	(41,292.57)	3,767.53
Accrued payroll	0.00	51,641.20
Accrued compensated absences	105,560.37	110,753.02
Unearned receipts	5,115.72	(70,884.28)
Total current liabilities	76,979.52	92,070.97
Non-current liabilities:		
Owed to (from) City of Biddeford	475,657.70	(125,454.65)
Total non-current liabilities	475,657.70	(125,454.65)
Total liabilities	552,637.22	(33,383.68)
Equity		
Retained earnings, end of prior year	7,660,618.37	7,796,205.77
Net income, current year	(293,974.07)	365,000.97
Total equity	7,366,644.30	8,161,206.74
Total liabilities and fund equity	\$ 7,919,281.52	8,127,823.06
Difference - Assets - (Liab. + Fund Equity)	0.00	0.00

YTD Cost Center Analysis - Local Service As of JANUARY FY2024	Agency	Agency
Revenues		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	51,285.86	48,873.70
Trolley fares	95,254.43	119,858.77
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Total fares	146,540.29	168,732.47
Grant revenues:		
FTA-Urban, including this month unbilled	899,221.73	956,625.25
MDOT-Urban	186,771.45	60,949.01
MDOT-Intercity	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Total grant revenues	1,085,993.18	1,017,574.26
Insurance claims revenue	0.00	23,430.71
Fuel & miscellaneous operating revenue	92,432.75	55,746.30
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	75,199.66	125,600.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	60,000.00	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	(7,360.09)	(5,315.19)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	1,452,805.79	1,362,337.84

Local Service	Agency	Agency
Expenses		
Administrative expenses:		
Administrative Salaries	222,219.02	184,729.57
Administrative Benefits	62,747.38	58,530.38
Employee's Expense	10,230.80	14,698.51
Travel	5,533.41	1,947.15
Training	1,913.60	7,837.94
Utilities	5,084.70	6,769.38
Telephone	1,994.79	7,440.48
Postage	316.52	438.04
Office Supplies	4,170.64	5,929.47
Miscellaneous Office	52,407.36	31,393.12
Advertising	8,764.23	8,951.23
Professional Services	24,281.48	13,408.11
Insurance	102,069.73	95,815.94
Facility Repairs & Maint.	1,776.91	1,614.86
Vehicle Fuel	938.24	1,545.01
Depreciation	2,512.66	3,028.22
Total administrative expenses	506,961.47	444,077.41
Operations expenses:		
Operating wages-Drivers	496,416.64	458,614.71
Operating wages-Repair	(8,640.69)	82,196.42
Operating benefits-Drivers	89,569.60	84,780.10
Operating benefits-Repair	23,575.74	32,189.81
Miscellaneous supplies & costs	6,230.23	10,734.47
Vehicle Fuel	111,369.42	74,690.37
Vehicle Maint.- regular	7,736.79	10,623.41
Preventive Maintenance	205,780.63	110,077.84
Total operations expenses	932,038.36	863,907.13
Total operating expenses	1,438,999.83	1,307,984.54
Municipal Contribution needed	(13,805.96)	(54,353.30)
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Intercity Service As of JANUARY FY2024	Agency	Agency
Revenues		
Fares:		
Portland fares	\$ 35,014.78	22,110.11
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Total fares	35,014.78	22,110.11
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	505,622.04	421,888.31
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	505,622.04	421,888.31
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	62.83	92.01
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	(3,223.63)	(2,459.13)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	537,476.02	466,631.30

Intercity Service	Agency	Agency
Expenses		
Administrative expenses:		
Administrative Salaries	76,570.59	59,781.99
Administrative Benefits	21,621.03	18,941.54
Employee's Expense	3,525.26	4,756.72
Travel	1,906.66	630.14
Training	659.37	2,536.51
Utilities	1,752.05	2,190.70
Telephone	687.35	2,407.88
Postage	109.06	141.76
Office Supplies	1,437.09	1,918.89
Miscellaneous Office	17,668.30	10,519.82
Advertising	3,135.66	2,793.65
Professional Services	8,366.73	4,339.12
Insurance	27,319.30	25,981.46
Facility Repairs & Maint.	612.28	522.60
Vehicle Fuel	323.29	499.99
Depreciation	1,100.52	1,401.04
Total administrative expenses	166,794.54	139,363.81
Operations expenses:		
Operating wages-Drivers	163,351.18	131,693.37
Operating wages-Repair	(4,595.09)	46,753.51
Operating benefits-Drivers	32,543.80	28,846.96
Operating benefits-Repair	12,537.48	18,309.63
Miscellaneous supplies & costs	3,313.21	5,012.94
Vehicle Fuel	51,785.65	37,712.34
Vehicle Maint.	5,228.95	9,705.16
Preventive Maintenance	129,623.16	99,695.27
Total operations expenses	393,788.34	377,729.18
Total operating expenses	560,582.88	517,092.99
Municipal Contribution needed	23,106.86	50,461.69
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Zoom Service As of JANUARY FY2024	Agency	Agency
Revenues		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	20,022.30	9,331.42
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	20,022.30	9,331.42
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	164,496.16	191,270.71
MTA-ZOOM	0.00	12,864.80
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	164,496.16	204,135.51
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)	58,663.23	79,413.25
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	(1,633.81)	(1,245.80)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
Total revenues	241,547.88	291,634.38

ZOOM Service	Agency	Agency
Expenses		
Administrative expenses:		
1 Administrative Salaries	29,872.39	23,328.90
1 Administrative Benefits	8,434.98	7,391.61
1 Employee's Expense	1,375.30	1,856.23
2 Travel	743.84	245.90
9 Training	257.24	989.83
3 Utilities	683.52	854.88
3 Telephone	268.16	939.63
9 Postage	42.55	55.32
9 Office Supplies	560.65	748.81
9 Miscellaneous Office	6,910.83	4,244.74
11 Advertising	1,589.22	1,415.27
5 Professional Services	3,264.10	1,693.27
4 Insurance	28,227.53	25,077.34
6 Facility Repairs & Maint.	238.87	203.94
7 Vehicle Fuel	126.13	195.11
10 Depreciation	557.77	709.77
Total administrative expenses	83,153.08	69,950.55
Operations expenses:		
1 Operating wages-Drivers	63,743.50	51,366.12
1 Operating wages-Repair	(2,328.68)	23,689.66
1 Operating benefits-Drivers	12,699.36	11,251.56
1 Operating benefits-Repair	6,353.68	9,277.36
9 Miscellaneous supplies & costs	4,640.49	6,172.46
7 Vehicle Fuel	26,243.68	19,108.57
8 Vehicle Maint.	2,253.45	1,038.01
12 Preventive Maintenance	31,963.11	25,082.94
Total operations expenses	145,568.59	146,986.68
Total operating expenses	228,721.67	216,937.23
Municipal Contribution needed	(12,826.21)	(74,697.15)
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Mobility/Outreach As of JANUARY FY2024	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	37,090.32	11,980.13
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
Total grant revenues	37,090.32	11,980.13
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	37,090.32	11,980.13

Mobility/Outreach Coordinator	Agency	Agency
Expenses		
Administrative expenses:		
Administrative Salaries	30,176.76	7,828.37
Administrative Benefits	5,557.42	0.00
Employee's Expense	0.00	0.00
Travel	52.07	0.00
Training	0.00	0.00
Utilities	775.67	1,157.01
Telephone	250.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	3,769.58	2,831.28
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	40,581.50	11,816.66
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	40,581.50	11,816.66
Municipal Contribution needed	3,491.18	(163.47)
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Outside Repair/Sales As of JANUARY FY2024	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	35,164.14	69,261.45
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	35,164.14	69,261.45

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.	32,873.44	64,542.19
Total operations expenses	32,873.44	64,542.19
Total operating expenses	32,873.44	64,542.19
Municipal Contribution needed	(2,290.70)	(4,719.26)
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Items not Allocated As of JANUARY FY2024	Agency	Agency
Revenues		
Grant revenues:		
FTA non-operating grant revenue	120,263.00	35,306.00
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	120,263.00	35,306.00
Municipal contributions	400,000.00	750,000.00
Fuel & miscellaneous operating revenue	0.00	880.00
Other income	704.23	0.00
Total revenues	520,967.23	786,186.00
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	23,327.59	4,974.88
RTAP Grant Expense	10,645.70	0.00
Advertising	0.00	0.00
Professional Services	22,204.41	16,605.81
Insurance	0.00	0.00
Facility Repairs & Maint.	11,275.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	365,495.33	383,067.59
Total administrative expenses	432,948.03	404,648.28
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.	31,291.02	23,594.75
Total operations expenses	31,291.02	23,594.75
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	31,608.73	15,978.60
Vehicles Purchase Capital	314,811.12	83,838.68
Total capital expenses	346,419.85	99,817.28
Total expenses	810,658.90	528,060.31
Non-allocated items income (loss)	(289,691.67)	258,125.69
Income (loss) before depreciation	75,803.66	641,193.28
Municipal Contributions needed to fund operations	(2,324.83)	(83,471.49)
Excess (shortfall) in Municipal Contributions	78,128.49	724,664.77
YTD Cost Center Analysis - COVID RELATED As of JANUARY FY2024		
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

Biddeford-Old Orchard Beach-Saco Transit Committee

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 JANUARY FY2024		
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

Biddeford-Old Orchard Beach-Saco Transit Committee

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	FY24	Last Year
YTD Cost Center Analysis - Total of all Areas	Totals	F.S. Totals
As of JANUARY FY2024		
Revenues		
Fares:		
Portland fares	\$ 35,014.78	22,110.11

Biddeford-Old Orchard Beach-Saco Transit Committee

Shuttle fares	51,285.86	48,873.70
Trolley fares	95,254.43	119,858.77
Zoom fares	20,022.30	9,331.42
Noreaster UNE fares	0.00	0.00
Total fares	201,577.37	200,174.00
Grant revenues:		
FTA-Urban	1,019,484.73	991,931.25
MDOT-Urban	186,771.45	60,949.01
MDOT-Intercity	505,622.04	421,888.31
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	164,496.16	191,270.71
MTA-ZOOM	0.00	12,864.80
Planning/Mobility/Outreach	37,090.32	11,980.13
Interline grant revenue	0.00	0.00
MDOT-Other grants	0.00	0.00
Capital grants	0.00	0.00
Total grant revenues	1,913,464.70	1,690,884.21
Insurance claims revenue	0.00	23,430.71
Fuel & miscellaneous operating revenue	92,432.75	56,626.30
Contract repair parts & labor revenue	35,164.14	69,261.45
Municipal contributions	400,000.00	775,000.00
Greyhound ticket sales	62.83	92.01
Contract stops - Local	75,199.66	125,600.00
Contract revenue - UNE annual contribution	60,000.00	0.00
Advertising revenue - local	58,663.23	79,413.25
Advertising revenue - intercity	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	(12,217.53)	(9,020.13)
Other income	704.23	0.00
Total revenues	2,825,051.38	3,011,461.80
Expenses		
Administrative expenses:		
Administrative Salaries	358,838.75	275,668.83
Administrative Benefits	98,360.81	84,863.54
Employee's Expense	15,131.36	21,311.46
Travel	8,235.99	2,823.19
Training	2,830.21	11,364.27
Utilities	8,295.94	10,971.97
Telephone	3,200.30	10,788.00
Postage	468.13	635.12
Office Supplies	6,168.38	8,597.17
Miscellaneous Office	114,729.35	53,963.84
Advertising	13,489.11	13,160.16
Professional Services	58,116.72	36,046.31
Insurance	157,616.56	146,874.75
Facility Repairs & Maint.	13,903.05	2,341.39
Vehicle Fuel	1,387.66	2,240.12
Total administrative expenses	860,772.32	681,650.12
Operations expenses:		
Operating wages-Drivers	723,511.33	641,674.20
Operating wages-Repair	(15,564.45)	152,639.59
Operating benefits-Drivers	134,812.77	124,878.62
Operating benefits-Repair	42,466.90	59,776.80
Miscellaneous supplies & costs	14,183.95	21,919.87
Vehicle Fuel	189,398.76	131,511.28
Vehicle Maint.	79,383.65	109,503.52
Preventive Maintenance	367,366.91	234,856.05
Depreciation	369,666.28	388,206.63
Total operations expenses	1,905,226.10	1,864,966.56
Total operating expenses	2,765,998.42	2,546,616.68
Operating income (loss)	59,052.96	464,845.12
Contingency fund	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	346,419.85	99,817.28
Interest expense (included in office supplies allocation)		
Total non-operating expenses	346,419.85	99,817.28
Total expenses	3,112,418.27	2,646,433.96

Biddeford-Old Orchard Beach-Saco Transit Committee

Net income (loss)	(287,366.89)	365,027.84
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B-S-OOB Transit Committee
Monthly Financial Report - Revenues
Month Ending JANUARY 2023

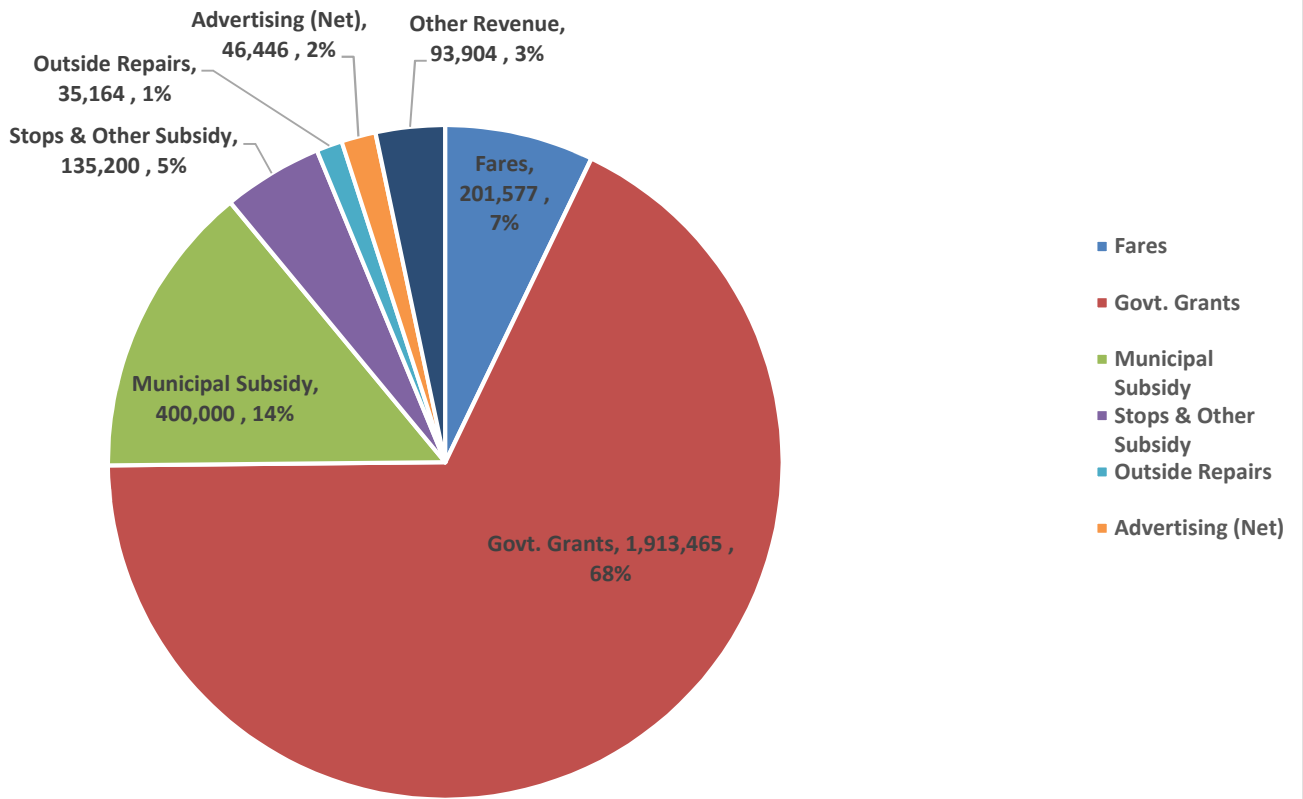
Target %: .583

	FY2024				FY2023		
	Estimate	Month Ended JANUARY	Remaining Estimate	Percentage Realized	Revised Estimate	Month Ended JANUARY	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	704	(704)	0.0%	0	0	0.0%
Advertising commissions paid	(26,000)	(12,220)	(13,780)	47.0%	(13,200)	(9,021)	68.3%
Miscellaneous revenue	55,500	92,433	(36,933)	166.5%	500	79,177	15835.4%
YCCTC Repairs Revenues:							
Repair parts	0	6,136	(6,136)	0.0%	27,022	28,619	105.9%
Repair labor	0	8,944	(8,944)	0.0%	27,022	20,923	77.4%
Other Agency Repairs Revenues:							
Repair parts	15,000	9,914	5,086	66.1%	3,333	7,461	223.9%
Repair labor	20,000	10,170	9,830	50.9%	3,333	12,259	367.8%
Local Service Revenues:							
FTA Urban grant	1,310,142	899,222	410,920	68.6%	1,473,970	956,625	64.9%
Local fares	200,000	146,540	53,460	73.3%	69,878	168,732	241.5%
Advertising sales	60,000	58,663	1,337	97.8%	31,553	79,413	251.7%
Contract stops	200,000	75,200	124,800	37.6%	103,282	125,600	121.6%
MDOT grants	120,862	186,771	(65,909)	154.5%	0	60,949	0.0%
UNE contribution	90,000	60,000	30,000	66.7%	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	20,022	5,978	77.0%	27,942	9,331	33.4%
Advertising sales	0	0	0	0.0%	7,888	0	0.0%
MDOT Zoom grant	284,438	164,496	119,942	57.8%	440,655	191,271	43.4%
	0	0	0	0.0%	0	12,865	0.0%
Intercity Service Revenues:							
Intercity fares/ticket sales	35,300	35,078	222	99.4%	50,250	22,202	44.2%
Advertising sales	0	0	0	0.0%	0	0	0.0%
MDOT Intercity grant	962,466	505,622	456,844	52.5%	687,104	421,888	61.4%
Municipal contributions	0	0	0	0.0%	25,000	25,000	100.0%
Mobility/Outreach Coordinator							
FTA Planning grant	53,256	37,090	16,166	69.6%	52,953	11,980	22.6%
Fuel Sales Revenue:							
Fuel sales	0	0	0	0.0%	0	0	0.0%
Non-operating Revenues:							
FTA non-operating grants	3,886,071	120,263	3,765,808	3.1%	3,927,739	35,306	0.9%
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	400,000	375,000	51.6%	600,000	750,000	125.0%
Other non-operating revenues	662,875	0	662,875	0.0%	0	880	0.0%
TOTAL REVENUES	9,635,756	2,825,048	6,810,708	29.3%	7,713,084	3,011,460	39.0%
Total, less Municipal contributions	8,860,756	2,425,048	6,435,708	27.4%	7,113,084	2,261,460	31.8%
Total fares	261,300	201,640	59,660	77.2%	148,070	200,265	135.3%
Total less fares & Municipal conts.	8,599,456	2,223,408	6,376,048	25.9%	6,965,014	2,061,195	29.6%
Total external repairs/fuel sales	35,000	35,164	(164)	100.5%	60,710	69,262	114.1%
Total operating revenues	3,406,964	2,304,785	1,102,179	67.6%	3,080,485	2,225,274	72.2%

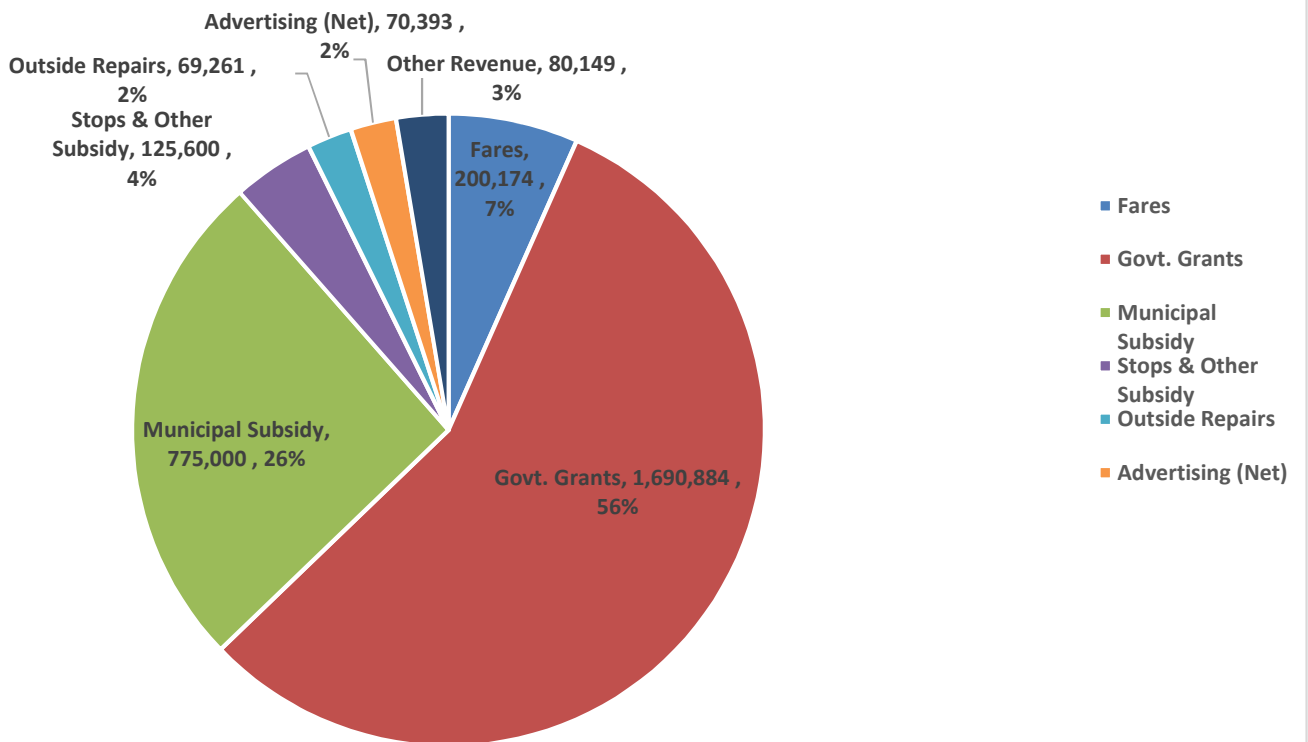
B-S-OOB Transit Committee
Monthly Financial Report - Expenditures
Month Ending January 2023

Target %: .583

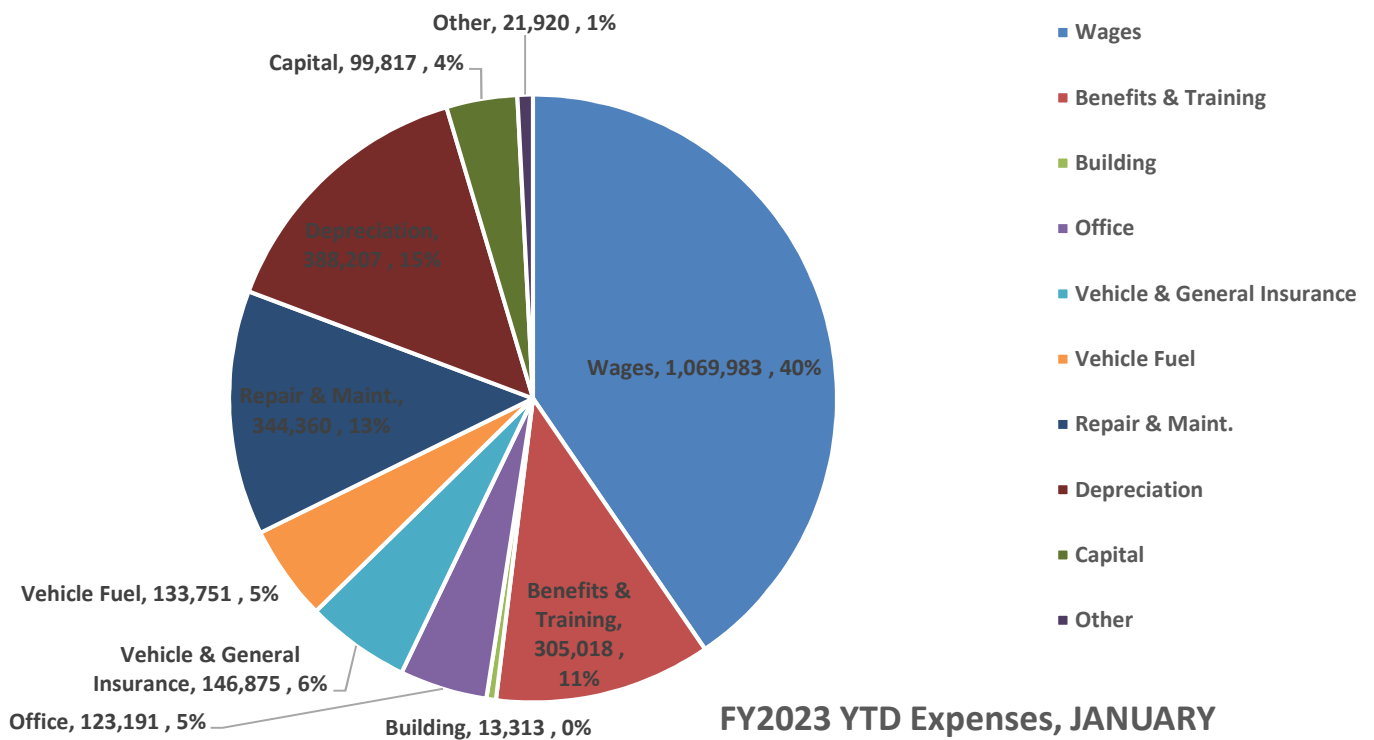
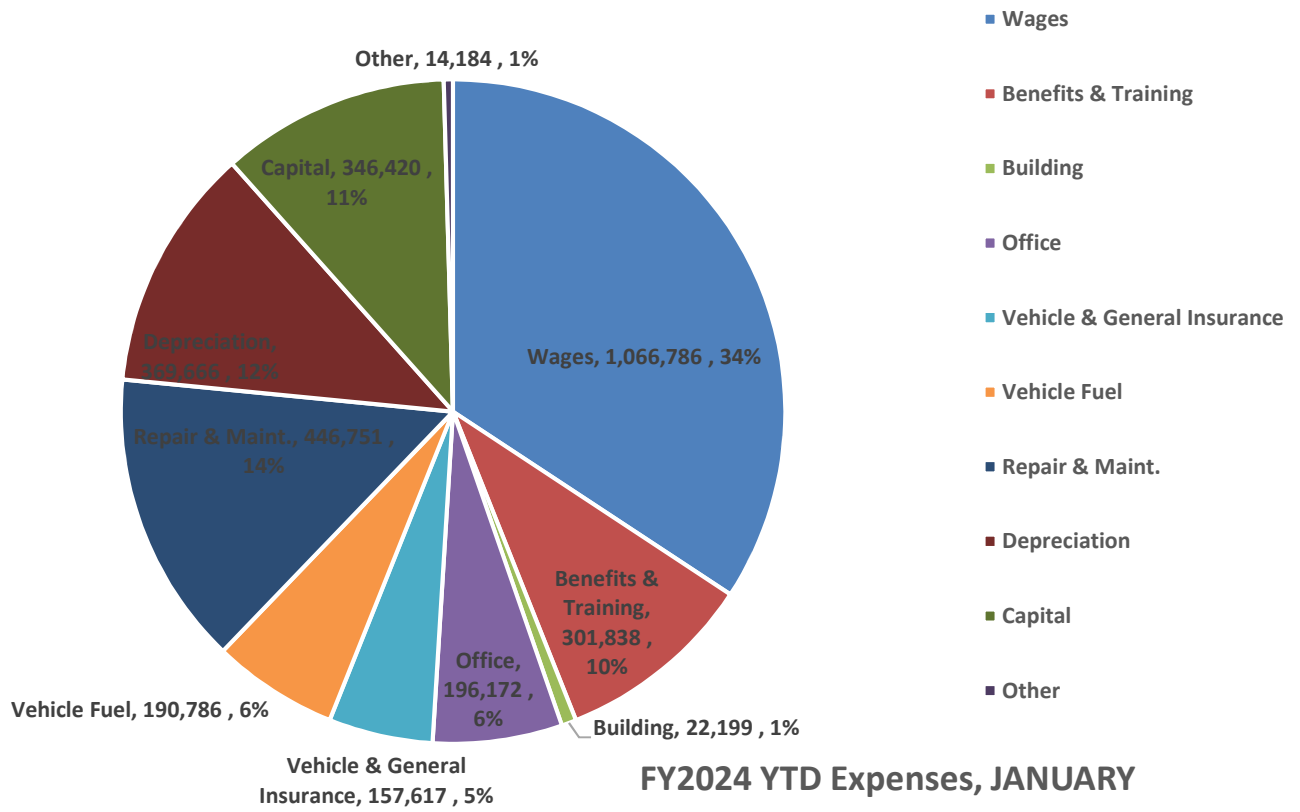
	FY2024				FY2023		
	Budget	Month Ended JANUARY	Remaining Budget	Percentage Expended	Budget	Month Ended JANUARY	Percentage Expended
Admin/Overhead Expenditures:							
Salaries & wages	678,173	328,629	349,544	48.5%	342,361	267,840	78.2%
Employee benefits	276,865	81,092	195,773	29.3%	204,064	84,864	41.6%
Other employment costs	58,000	37,845	20,155	65.3%	30,300	35,499	117.2%
Purchased professional svcs.	166,300	67,567	98,733	40.6%	67,000	30,251	45.2%
General operating costs	244,600	453,082	(208,482)	185.2%	169,850	113,748	67.0%
Insurances	274,792	157,641	117,151	57.4%	196,363	146,875	74.8%
Borrowing costs	0	0	0	0.0%	0	0	0.0%
Contingency	0	0	0	0.0%	0	0	0.0%
Garage Operating Expenditures:							
Salaries & wages, regular	440,957	159,172	281,785	36.1%	354,061	236,442	66.8%
Overtime wages	37,394	27,416	9,978	73.3%	39,252	33,913	86.4%
Employee benefits	148,670	41,871	106,799	28.2%	118,488	59,777	50.4%
Other employment costs	4,000	2,737	1,263	68.4%	2,000	2,533	126.7%
Reclassification to external repairs	(202,000)	(202,153)	153	100.1%	(115,000)	(117,715)	102.4%
General operating costs	473,700	329,544	144,156	69.6%	159,430	36,754	23.1%
YCCTC Repairs Expenditures:							
All costs	0	14,442	(14,442)	0.0%	110,000	46,067	41.9%
Other Agency Repairs Expenditures:							
All costs	35,000	18,432	16,568	52.7%	20,000	18,476	92.4%
Bus Services Expenditures:							
Salaries & wages, regular	1,197,048	689,173	507,875	57.6%	959,126	498,904	52.0%
Overtime wages	72,688	66,714	5,974	91.8%	34,627	45,957	132.7%
Employee benefits	290,598	143,055	147,543	49.2%	248,755	122,037	49.1%
Other employment costs	0	2,515	(2,515)	0.0%	0	1,921	0.0%
Advertising costs	7,500	1,605	5,895	21.4%	7,500	2,913	38.8%
Fuel costs	290,400	175,426	114,974	60.4%	210,410	81,073	38.5%
General operating costs	80,500	15,813	64,687	19.6%	123,500	246,558	199.6%
Mobility/Outreach Coordinator							
Salaries & wages, regular	55,731	23,824	31,907	42.7%	47,326	7,828	16.5%
Overtime wages	0	0	0	0.0%	0	0	0.0%
Employee benefits	7,232	5,442	1,790	75.2%	5,125	0	0.0%
Other employment costs	0	116	(116)	0.0%	0	601	0.0%
General operating costs	11,125	4,847	6,278	43.6%	13,020	3,343	25.7%
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	16,606	0.0%
Consultants	390,000	22,204	367,796	5.7%	19,200	23,595	122.9%
RTAP grant expenses	50,000	10,646	39,354	21.3%	0	0	0.0%
Repairs & maintenance, non-cap	0	42,566	(42,566)	0.0%	0	15,979	0.0%
Loss on disposal of assets	0	0	0	0.0%	0	0	0.0%
Capital equipment	4,573,484	346,420	4,227,064	7.6%	4,013,368	74,104	1.8%
Other non-oper. Expense	0	23,328	(23,328)	0.0%	169,665	0	0.0%
Total Expenditures	9,662,757	3,091,011	6,571,746	32.0%	7,549,791	2,136,743	28.3%
Total Personnel Costs	3,100,356	1,440,322	1,660,034	46.5%	2,400,485	1,344,944	56.0%
Total Fuel Costs	290,400	175,426	114,974	60.4%	210,410	81,073	38.5%
Total Capital Equipment Costs, net	4573484	346420	4227064	7.6%	4013368	74104	1.8%
Total Other Costs	1,698,517	1,128,843	569,674	66.5%	925,528	636,622	68.8%



FY2024 YTD Revenues, JANUARY



FY2023 YTD Revenues, JANUARY



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	96,000.00	0.00	-	#DIV/0!	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	17,600.00	0.00	-	#DIV/0!	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	44,975.00	15,025.00	3,756.25	20%	60,000.00	63,756.25
	114	A3	2 Support Vehicles	138,376.00	624.00	156.00	20%	139,000.00	139,156.00
	111	A5	Replacement VANS	78,160.00	2,840.00	710.00	20%	81,000.00	81,710.00
	117	A4	Mobility Management	51,188.00	0.00	-	#DIV/0!	51,188.00	51,188.00
	441	A2	Planning Consultant	1,999.00	17,201.00	4,300.25	20%	19,200.00	23,500.25
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
ME-2023-008			CARES AVL-APC						
			AVL - APC	110,088.00	7,088.00	\$ -	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	170,168.00	0.00	-	#DIV/0!	170,168.00	170,168.00
	114	A4/A5	AVL	144,000.00	0.00	-		144,000.00	144,000.00
	xx	B3/B2	Improve Shelters	8,516.00	31,484.00	7,871.00	20%	40,000.00	47,871.00
	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 Overage	0.00	104,047.00	26,011.75	20%	104,047.00	130,058.75
	117	A4/A4	Mobility Management	27,082.00	25,129.00	6,282.25	20%	52,211.00	58,493.25
	441	A2/A2	Planning Consultant	0.00	20,800.00	5,200.00	20%	20,800.00	26,000.00
								1,457,226.00	
FTA: ME- 2023-042-00			5307 Funds FY24			Start Date 7/1/23 - End Date 6/30/26			
	300	A3	Service Operations	535,981.00	370,161.00	370,161.00	50%	906,142.00	1,812,284.00

Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
	117	xx	Preventive Maintenance	15,461.00	284,538.00	71,134.50	20%	299,999.00	371,133.50
	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	62,000.00	15,500.00	20%	62,000.00	77,500.00
	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

1,452,695.00

FTA: ME-2020-022-00			Zoom Coaches / Bus Washes FTA: ME-2020-022-00						
	111	A1	Zoom Coaches / Bus Washes	914,203.00	131,257.00	32,814.25	20%		

LONO 3

FTA: ME- 2023-040-00									
			Buses	2,125.00	1,841,763.00			1,843,888	2,169,280
			Tool	11,452.00	100,328.00			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			LONO II						
			FTA: ME- 2023-007-00	112.00	1,224,419.00				
			MEDOT CSN 43211	0.00	136,059.00				
			Total Project	112.00	1,360,478.00				
					1,224,419.00	0%		1,224,531.00	

FTA: ME-2019-020-00			FTA: ME-2019-020-00	1,025,206.00	119,794.00	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

MDOT: ME-2018-024-00, CSN 41564 Intercity 2020-2			MDOT: ME-2018-024-00, CSN 41564 Intercity 2020-2	119,121.08	384,331.92	384,331.92	50%	50% covered by Greyhound	
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Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
Intercity ARPA			Intercity ARPA Intercity ARPA	7/1/22 through 12/31/2023 952,630.85	79,369	0	0%	1,032,000	1,032,000
MDOT: ME-2019-019-00, CSN 40774	Zoom 2020 Operating			161,641.91	10,358.09	10,358.09	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			700,000.00	0.00	0	#DIV/0!		
Assignment Letter 27 CSN 45352	Urban State 2024			120,557.00	0.00	0		Supplements 5307 funds and silver line for 3 years, this is t	
Assignment Letter 28 CSN 45999	Urban State 2024 Part 2			22,244.40	33,366.60	0		Supplements 5307 funds, expires 6/30/24	

BSOOB Transit - Capital Projects & Programs



Programmed Capital Project Plan

Project	Total Cost	FTA or MEDOT Funding	BSOOB Obligation	Total Funding	Funding Deficit
Stop Sign Improvements	\$ 50,000.00	\$ 40,000.00	\$ 10,000.00	\$ 50,000.00	\$ -
2 Proterra ZX5 buses	\$ 2,408,154.00	\$ 2,282,972.00	\$ 125,182.00	\$ 2,408,154.00	\$ -
STC On-Route Chargers - **	\$ 1,902,413.70	\$ 1,709,431.00	\$ 51,012.00	\$ 1,760,443.00	\$ 141,970.70
Pomerleau Bus Wash Improvement	\$ 196,254.00	\$ 157,003.20	\$ 39,250.80	\$ 196,254.00	\$ -
Pomerleau Mechanical Room	\$ 210,000.00	\$ 168,000.00	\$ 42,000.00	\$ 210,000.00	\$ -
Microtransit Fleet & Support Systems	\$ 330,000.00	\$ 264,000.00	\$ 66,000.00	\$ 330,000.00	\$ -
Totals	\$ 5,096,821.70	\$ 4,621,406.20	\$ 333,444.80	\$ 4,954,851.00	\$ 141,970.70

** - Staff have identified existing 5307 & 5339 funds that could fund deficit, along with FY25 5307 as needed

Completed Capital Projects - FY24

Project	Total Cost	FTA or MEDOT Funding	BSOOB Obligation	Total Funding	Funding Deficit
Two Support Vehicles	\$ 190,348.00	\$ 152,278.40	\$ 38,069.60	\$ 190,348.00	\$ -
Security Fence - **	\$ 150,000.00	\$ 60,000.00	\$ 90,000.00	\$ 150,000.00	\$ -
Replacement Van	\$ 75,000.00	\$ 60,000.00	\$ 15,000.00	\$ 75,000.00	\$ -
Pomerleau Maintenance Harness System	\$ 14,459.00	\$ 11,567.20	\$ 2,891.80	\$ 85,000.00	\$ (70,541.00)
CAD/AVL System	\$ 297,000.00	\$ 261,000.00	\$ 36,000.00	\$ 297,000.00	\$ -
Totals	\$ 726,807.00	\$ 544,845.60	\$ 181,961.40	\$ 797,348.00	\$ (70,541.00)

** - Projected completion in March 2024

Capital Project Needing Funding - FY25-FY27

Project	Total Cost
Fleet Replacements	\$2,000,000 - \$6,500,000
FY25 Preventive Maintenance	Min - \$375,000
New Financial / ERP System	\$75,000 - \$150,000
Fuel System Replacement	\$200,000 - \$350,000
Pomerleau HVAC Updates	\$25,000 - \$50,000
Customer Facing Electric Signage	\$150,000 - \$200,000
Pomerleau Generator & Parking Improvements	TBD - SMART Grant
Skid-Steer / Forklift	\$125,000

FY25 5307 Funding Considerations

- Projected \$1,600,000 - \$1,950,000 total allocation
- OpEx capped between \$990,000 - \$1,100,000
- Low-No application planned, pending MEDOT
- Fleet replacement necessity in FY25-FY26
- Timing of PACTS process