



**Biddeford Saco Old Orchard Beach Transit Committee**

**AGENDA**

**March 28, 2024**

**Saco Transportation Center**

**4:00 PM – 5:30 PM**

<b>Agenda Item</b>	<b>Responsibility</b>	<b>Action or Information</b>
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"> <li>• February 2024</li> </ul>	Chair	Action
5.) Monthly Financial Report <ul style="list-style-type: none"> <li>• February 2024</li> </ul>	Staff	Information
6.) Executive Director Report <ul style="list-style-type: none"> <li>• Ridership</li> <li>• On Time Performance</li> <li>• Spring Service Changes</li> <li>• Staffing Update</li> </ul>	Chad Heid	Information
7.) Administrative Discussion Items <ul style="list-style-type: none"> <li>• Upcoming Meetings: Finance Subcommittee, April 22, 12p Committee Meeting, April 25, 4p</li> </ul>	Staff	Information
8.) New Business	Chair	Information
9.) Adjournment	Chair	Action



Biddeford Saco Old Orchard Beach Transit Committee

**Meeting Minutes**

**February 22, 2024**

**4:00 PM**

**Remote Only - Zoom**

1. **Call to Order** –Kenny Blow called the meeting to order at 4:04 pm.
2. **Roll Call/ Ascertain Quorum** - Members present (remotely): Kenny Blow, Curt Koehler, Phil Hatch, John Bohenko, Tim Fleury, Jean Saunders, Maya Atlas (Late/ excused.) Absent: Doris Ortiz.  
Staff present: Chad Heid, Rod Carpenter, Kim Kennedy, Anne Austin.
3. **Public Comment** – None.
4. **Finance Subcommittee Report**– (Re-ordered the agenda for this meeting, starting with Finance Subcommittee.)
  - Completed the pre-audit with BerryDunn in preparation for our audit with one remaining item, the coordination with the City of Biddeford around the trial cash balance.
  - Single item audit date kick-off is March 6<sup>th</sup>.
  - The one item that persists is the comingled cash account with Biddeford and though BSOOB Transit has worked extensively with City of Biddeford to get them to a point where they could deliver a reconciled cash balance, they have had major staffing issues and this has still not happened.
  - We still want to move forward with our single audit with RHR Smith. This is their first year performing our audit.
  - MEMIC worker’s comp audit also occurring in March.
  - A few of our older vehicles that are beyond their useful life are now on the Gov.Deals surplus website to reduce our overall fleet insurance bill and produce some revenue.
  - We will continue to monitor the administration and oversight of the accounts payable, which is still completed through the MUNIS system with the City of Biddeford Finance department.
5. **Executive Director Report** – Chad Heid presented his report included in the Committee packet.
  - Ridership – Chad Heid presented year over year ridership using a new line graph, monthly ridership comparison, illustrating the trends month over month looking at the 3 most recent years. We are increasing month over month, a bit over 11,000 rides in January. Ridership by route for January 2024 presented in a new pie graph. From data out of Swiftly software, able to assign a route to the fare activity. Now able to generate reports that show route level ridership.
  - On Time Performance – For January 2024, at 73.1 % on-time. We had 2 major weather events which caused deviations due to flooding. Line graph expressed on time performance trends.
  - Customer Survey response data was reviewed. Though there were only 141 unique respondents, the survey still reveals valuable data. Areas of focus that received the lowest scores were Bus stop shelters, Bus stop benches, and Service frequency. Improvements in these areas will be the agency’s and municipalities’ focus.



- Project Updates -
  - Security Fence – Projected completion is end of March 2024.
  - Microgrid Feasibility RFP – Project kickoff is February 2024.
  - Bus Stop Signs – Outreach to Biddeford in March of 2024.
  - Microtransit – Two separate procurement activities- 1. We are partnering with GP Metro on software solutions and 2. Rolling stock procurement – planned budget of \$330,000 for 2 vehicles, software and other essential capital investment that goes into the implementation. Ideally finalized by August 2024.
  - Mechanical Room RFP – Need this for the bus wash to house the pumps.
  - Office365 Transition – Planned for April 2024.
  - Service Changes – April 2024- we will be making small adjustments.
- Other Items:
  - PACTS FYCOP – TTF funding process - Making progress, March will be critical.
  - Collective Bargaining Agreement renewal - Scheduling dates is proving a challenge.
  - Fleet replacement / Low-No 2024 - State has indicated support
  - Maine Public Transit Advisory Council - First meeting in February

**6. Approval of the Previous Meeting Minutes, January 2024 –**

**Motion by Phil Hatch to approve the Transit Committee meeting minutes of January 25, 2024. Curt Koehler seconded the motion. No further discussion. Roll call vote Kenny Blow, Curt Koehler, Phil Hatch, Maya Atlas, John Bohenko, Tim Fleury, and Jean Saunders all voted in favor. Motion passed unanimously. Minutes approved.**

**7. Election of Transit Committee Officers - Officers for the Transit Committee are elected annually.**

**Motion by Curt Koehler that the Transit Committee retains the officers of Kenny Blow as Chair and Doris Ortiz as Vice Chair for 2024. Phil Hatch seconded. There was no further discussion. Roll call vote Kenny Blow, Curt Koehler, Phil Hatch, Maya Atlas, John Bohenko, Tim Fleury, and Jean Saunders all voted in favor. Motion passed unanimously.**

There will be a separate officer election for the Finance Subcommittee at a future date.

**8. Administrative Discussion Items –**

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

- Finance Subcommittee, March 25, 2024 at 12noon.
- Committee Meeting, March 28, 2024 at 4pm.

**9. New Business – Curt Koehler noted he will not be available for the March meeting times. Kenny Blow also unavailable between March 22<sup>nd</sup> through March 30<sup>th</sup>. Chad Heid will look at options for the meetings.**

**10. Adjournment – Motion by Phil Hatch to adjourn. Seconded by Curt Koehler. Meeting adjourned at 4:52 pm.**



# BSOOB Transit Committee Meeting

February 22, 2024



## Monthly Ridership Comparison



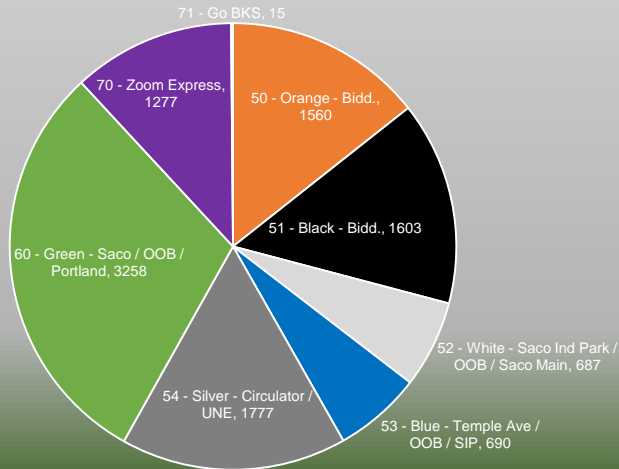
Fixed Route Monthly Ridership



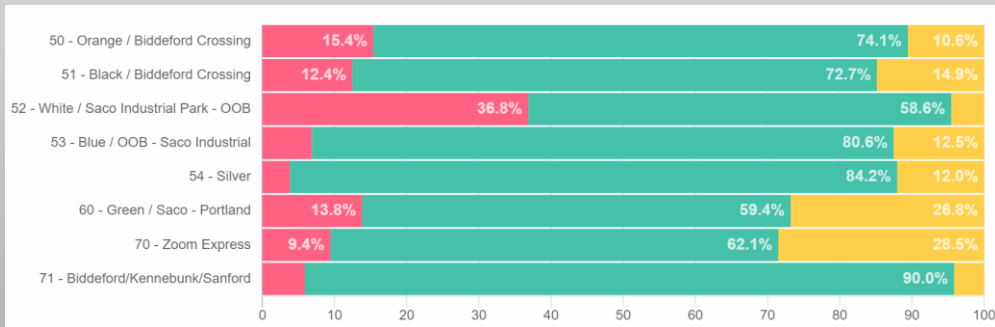


# Ridership by Route

Monthly Ridership by Route - Jan'24

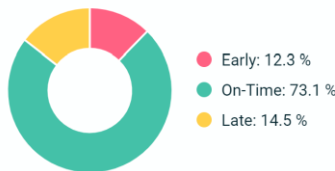


# On Time Performance – Jan24



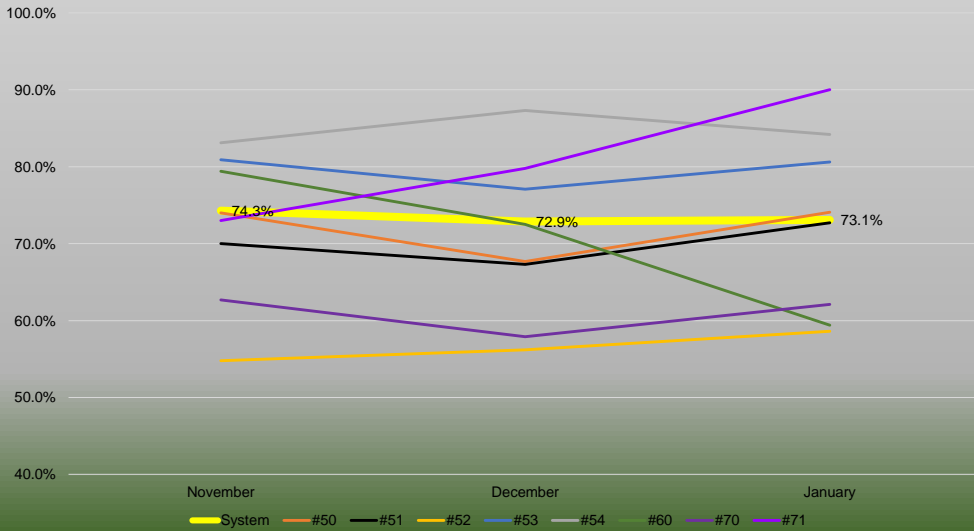
## Summary

Routes Captured: 8 | Stops Observed: 19,432





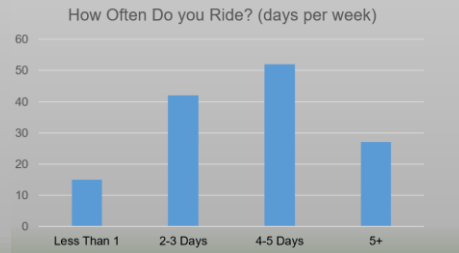
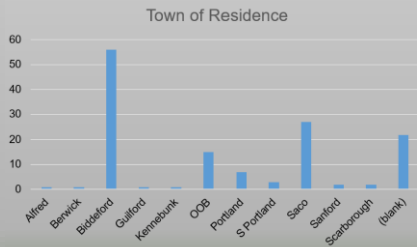
# On Time Performance Trends



# Customer Survey – Nov. – Dec.



- 141 Unique Respondents



Courteous Drivers	Dependable Service	Service Frequency	Clean Buses	Customer Support
4.50	4.17	4.02	4.46	4.23

Bus Stop Signs	Bus Stop Benches	Bus Stop Shelters	Security/ Safety	Overall Performance
4.11	3.38	3.36	4.40	4.35





## Project Updates

- Security Fence – Proj. completion Mar. '24
- Microgrid Feasibility – Project kickoff in Feb. '24
- Bus Stop Signs – Outreach to Biddeford in Mar. '24
- Microtransit – Procurement activities ongoing
- Mechanical Room RFP – On the street
- Office365 Transition – Planned for April '24
- Service Changes – April '24



## Other Items

- PACTS FYCOP – TTF funding process
  - Making progress, March will be critical
- Collective Bargaining Agreement renewal
  - Scheduling dates is proving a challenge
- Fleet replacement / Low-No 2024
  - State has indicated support
- Maine Public Transit Advisory Council
  - First meeting in February





## Memorandum

03/22/2024

To: BSOOB Transit Committee Members  
From: Kim Kennedy, Finance Manager  
Subject: Review of Financial Position as of February 29, 2024

### Month End Details

**February Revenue:** You will see a shift in the Miscellaneous Revenue Account, FY24 budget is \$305,500, with current YTD at \$92,447, going forward, funds booked to this account should consist of transit card replacements, the other Revenue will be moved to a revenue account titled Contract Stops and Services. BSOOB had a strong month from Other Agency Repairs Revenue billing out roughly \$8,500, with enough time left to hit budgeted benchmark that was intentionally reduced this year. Advertising Sales is 2% away from budget with an expectation to well exceed budget. With 4 months left in FY24; Local, Zoom, and Portland Fare Revenue are positioned to exceed budget currently at 86.4% to budget and already 20% over when compared year on year.

**February Expenses:** Has been all about Payroll Expenses and the noticeable change from a MUNIS payroll process to Paychex payroll process. The first impact is on the Administrative budget, for FY24. The budget was segmented by employee class, i.e. Dept. Manager Salary, Reg. Employee Salary Exp., etc. Since January the payroll has been broken out only by department, and not position classification. When you roll up the budget entries in the Administrative area, we have utilized 60% of the FY24 budget, we should remain well within the budgeted amount. The Transportation Department is continually struggling with lack of qualified employees, resulting in an overtime budget that has been exhausted. Based on the weekly average of OT, we can expect to be over budget by an estimated amount off \$45,000.

Grant drawdowns are larger than normal for the month of February, this is due to the fact that payroll benefits premium payments have been posted into a liability account and the ER share was not expensed out, this has all been resolved.

### Additional Information:

We have begun our single Audit for 2023, with our new Auditors RHR Smith. They were onsite for two days, reviewing our AP, PR, Grant records and financial processes. The day of their arrival, I was able to enter the year end adjusting journal entries that Barry Dunn had prepared. This entry required several new account set-ups, some of which were Amortization Assets, and Amortization Depreciation, these accounts have been “rolled” into our existing Capital Assets



and Depreciation accounts due to our current Financial Reporting Excel workbook. In the future these accounts will need to be illustrated separately.

I was able to reconcile FY23 Payroll liability accounts, as required and noted on FY22 Audit recommendations/comments. During this process, I realized that most of our insurance premium payments for FY23 were all booked solely to the liability account and the employer expense was not posted into the proper expense accounts. I have reconciled these accounts in FY23. As this fiscal year is closed, noting that the employer contribution was not fully expensed, therefore we were unable to drawdown the expense.

We are still in the implementation phase with Paychex they continue to build out our program and the general ledger. Both HR and Finance are working diligently with them to ensure success and proper set-up.

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

	<b>Fund 801 Transit Agency</b>	<b>Last Year</b>
<b>Revenues</b>		
Fares:		
Intercity fares	\$ 42,670.42	22,110.11
Urban fares	56,806.25	48,873.70
Trolley fares	95,254.43	119,858.77
Zoom fares	22,352.46	9,331.42
Noreaster UNE fares	0.00	0.00
Total fares	217,083.56	200,174.00
Grant revenues, including this month unbilled:		
FTA-Urban, Planning & Capital	1,122,387.48	991,931.25
MDOT-Urban	131,679.20	60,949.01
MDOT-Intercity	525,320.54	421,888.31
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	163,318.67	191,270.71
MTA-ZOOM	0.00	12,864.80
FTA-Capital-Mobility	41,102.14	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	1,983,808.03	1,690,884.21
Insurance claims revenue	0.00	23,430.71
Fuel & miscellaneous operating revenue	92,447.75	56,626.30
Contract repair parts & labor revenue	43,728.89	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	4,266.80	0.00
<b>Total revenues</b>	<b>2,923,043.22</b>	<b>3,011,461.80</b>
Reconciliation (for Finance Dept. use only)		
Revenue Control	2,737,446.07	2,892,944.79
Add current month unbilled grants	185,594.71	118,516.11
Less nonoperating income	(2.40)	(0.90)
Adjusted Revenue Control to tie to above	2,923,043.18	3,011,461.80
Difference	0.04	0.00

**Expenses**

Indirect Expenses		
Administrative Salaries	436,690.38	275,668.83
Administrative Benefits	141,405.82	84,863.54
Employee's Expense	19,663.52	21,311.46
Travel	8,342.81	2,823.19
Training	2,880.22	11,364.27
Utilities	13,596.81	10,971.97
Telephone	3,650.34	10,788.00
Postage	884.05	635.12
Office Supplies	7,685.22	8,597.17
Miscellaneous Office	129,420.83	53,963.84
Advertising	13,678.27	13,160.16
Professional Services	64,413.25	36,046.31
Insurance	173,908.43	146,874.75
Facility Repairs & Maint.	14,923.15	2,341.39
Vehicle Fuel	1,387.66	2,240.12
Depreciation	418,070.38	388,206.63
<u>Total indirect expenses</u>	<u>1,450,601.14</u>	<u>1,069,856.75</u>
Direct expenses:		
Operating wages-Drivers	827,810.75	641,674.20
Operating wages-Repair	(20,341.59)	152,639.59
Operating benefits-Drivers	192,001.92	124,878.62
Operating benefits-Repair	57,018.15	59,776.80
Miscellaneous supplies & costs	15,088.36	21,919.87
Vehicle Fuel	213,682.88	131,511.28
Vehicle Maintenance	39,505.39	109,503.52
Preventive Maintenance, all sources	450,754.59	234,856.05
<u>Total operations expenses</u>	<u>1,775,520.45</u>	<u>1,476,759.93</u>
<b><u>Total operating expenses</u></b>	<b><u>3,226,121.59</u></b>	<b><u>2,546,616.68</u></b>
Reconciliation (for Finance Dept. use only)		
Appropriation Control	3,601,152.15	2,646,459.93
Encumbrance Control		
Less nonoperating expense	(360,441.33)	(99,817.28)
Adjusted Approp. Control to tie to above	<u>3,240,710.82</u>	<u>2,546,642.65</u>
Difference	(14,589.23)	(25.97)
<u>Operating income (loss)</u>	<u>(303,078.37)</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	(360,441.33)	(99,817.28)
Interest revenue (expense)	4,266.80	0.00
<u>Total nonoperating revenue (expense)</u>	<u>(356,174.53)</u>	<u>(99,817.28)</u>
<u>Net income (loss)</u>	<u>(659,252.90)</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		
<b><u>Fund equity, end of year</u></b>	<b><u>\$ 6,994,054.06</u></b>	<b><u>8,161,230.97</u></b>
To tie to balance sheet fund equity	6,840,380.56	8,161,206.74
Difference	(153,673.50)	(24.23)

**Balance Sheet**

*As of FEBRUARY FY2024*

	<b>Fund 801 Transit Agency</b>	<b>Fund 801 Transit Agency</b>
<b>ASSETS</b>		
Current assets:		
Bangor Savings + On Hand	1,122,944.45	200.00
Cash on Hand	200.00	200.00
Accounts Receivable		
Billed	629,142.80	1,501,075.07
Unbilled, this month	185,594.71	118,516.11
Inventory	248,597.31	367,306.48
<b>Total current assets</b>	<b>2,186,479.27</b>	<b>1,987,297.66</b>
Fixed assets:		
Property, plant and equipment	10,182,293.84	10,023,355.54
Less accumulated depreciation	(4,688,667.87)	(3,878,001.81)
<b>Total fixed assets</b>	<b>5,493,625.97</b>	<b>6,145,353.73</b>
Other assets:		
Prepaid expenses	10,458.48	(4,828.33)
<b>Total prepaids</b>	<b>10,458.48</b>	<b>(4,828.33)</b>
<b>Total assets</b>	<b>7,690,563.72</b>	<b>8,127,823.06</b>
<b>LIABILITIES AND EQUITY</b>		
Current liabilities:		
Accounts payable	22,576.78	(3,206.50)
Payroll liabilities outstanding	30,255.19	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)
<b>Total current liabilities</b>	<b>163,508.06</b>	<b>92,070.97</b>
Non-current liabilities:		
Owed to (from) City of Biddeford	686,675.10	(125,454.65)
<b>Total non-current liabilities</b>	<b>686,675.10</b>	<b>(125,454.65)</b>
<b>Total liabilities</b>	<b>850,183.16</b>	<b>(33,383.68)</b>
Equity		
Retained earnings, end of prior year	7,525,099.93	7,796,205.77
Net income, current year	(684,719.37)	365,000.97
<b>Total equity</b>	<b>6,840,380.56</b>	<b>8,161,206.74</b>
<b>Total liabilities and fund equity</b>	<b>\$ 7,690,563.72</b>	<b>8,127,823.06</b>
Difference - Assets - (Liab. + Fund Equity)	0.00	0.00

YTD Cost Center Analysis - Local Service As of FEBRUARY FY2024	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	56,806.25	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	152,060.68	168,732.47
Grant revenues:		
FTA-Urban, including this month unbilled	995,482.48	956,625.25
MDOT-Urban	131,679.20	60,949.01
MDOT-Intercity	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Total grant revenues	1,127,161.68	1,017,574.26
Insurance claims revenue	0.00	23,430.71
Fuel & miscellaneous operating revenue	92,447.75	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
<b>Total revenues</b>	<b>1,499,509.68</b>	<b>1,362,337.84</b>

<b>Local Service</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	269,999.58	184,729.57
Administrative Benefits	89,763.28	58,530.38
Employee's Expense	13,295.14	14,698.51
Travel	5,605.64	1,947.15
Training	1,947.41	7,837.94
Utilities	8,310.41	6,769.38
Telephone	2,265.27	7,440.48
Postage	597.73	438.04
Office Supplies	5,196.23	5,929.47
Miscellaneous Office	62,561.18	31,393.12
Advertising	8,878.19	8,951.23
Professional Services	28,538.76	13,408.11
Insurance	113,085.19	95,815.94
Facility Repairs & Maint.	2,466.64	1,614.86
Vehicle Fuel	938.24	1,545.01
Depreciation	2,767.33	3,028.22
Total administrative expenses	616,216.22	444,077.41
Operations expenses:		
Operating wages-Drivers	565,713.18	458,614.71
Operating wages-Repair	(11,292.74)	82,196.42
Operating benefits-Drivers	127,566.08	84,780.10
Operating benefits-Repair	31,653.94	32,189.81
Miscellaneous supplies & costs	6,732.32	10,734.47
Vehicle Fuel	124,850.89	74,690.37
Vehicle Maint.- regular	8,024.30	10,623.41
Preventive Maintenance	269,770.85	110,077.84
Total operations expenses	1,123,018.82	863,907.13
<b>Total operating expenses</b>	<b>1,739,235.04</b>	<b>1,307,984.54</b>
<b>Municipal Contribution needed</b>	<b>239,725.36</b>	<b>(54,353.30)</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Intercity Service As of FEBRUARY FY2024	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 42,670.42	22,110.11
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Total fares	42,670.42	22,110.11
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	525,320.54	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	525,320.54	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
<b>Total revenues</b>	<b>564,830.16</b>	<b>466,631.30</b>

<b>Intercity Service</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	93,034.46	59,781.99
Administrative Benefits	30,929.97	18,941.54
Employee's Expense	4,581.14	4,756.72
Travel	1,931.55	630.14
Training	671.02	2,536.51
Utilities	2,863.54	2,190.70
Telephone	780.55	2,407.88
Postage	205.96	141.76
Office Supplies	1,790.48	1,918.89
Miscellaneous Office	20,932.50	10,519.82
Advertising	3,185.57	2,793.65
Professional Services	9,833.68	4,339.12
Insurance	31,114.93	25,981.46
Facility Repairs & Maint.	849.94	522.60
Vehicle Fuel	323.29	499.99
Depreciation	1,212.06	1,401.04
Total administrative expenses	204,240.64	139,363.81
Operations expenses:		
Operating wages-Drivers	188,529.06	131,693.37
Operating wages-Repair	(6,005.44)	46,753.51
Operating benefits-Drivers	46,349.26	28,846.96
Operating benefits-Repair	16,833.44	18,309.63
Miscellaneous supplies & costs	3,580.22	5,012.94
Vehicle Fuel	58,955.04	37,712.34
Vehicle Maint.	6,601.85	9,705.16
Preventive Maintenance	141,106.06	99,695.27
Total operations expenses	455,949.49	377,729.18
<b>Total operating expenses</b>	<b>660,190.13</b>	<b>517,092.99</b>
<b>Municipal Contribution needed</b>	<b>95,359.97</b>	<b>50,461.69</b>
Operating income (loss)	0.00	0.00



YTD Cost Center Analysis - Zoom Service As of FEBRUARY FY2024	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	22,352.46	9,331.42
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	22,352.46	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	163,318.67	191,270.71
MTA-ZOOM	0.00	12,864.80
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	163,318.67	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
<b>Total revenues</b>	<b>242,700.55</b>	<b>291,634.38</b>

<b>ZOOM Service</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
1 Administrative Salaries	36,295.42	23,328.90
1 Administrative Benefits	12,066.67	7,391.61
1 Employee's Expense	1,787.23	1,856.23
2 Travel	753.55	245.90
9 Training	261.79	989.83
3 Utilities	1,117.15	854.88
3 Telephone	304.52	939.63
9 Postage	80.35	55.32
9 Office Supplies	698.52	748.81
9 Miscellaneous Office	8,184.28	4,244.74
11 Advertising	1,614.52	1,415.27
5 Professional Services	3,836.40	1,693.27
4 Insurance	29,708.32	25,077.34
6 Facility Repairs & Maint.	331.58	203.94
7 Vehicle Fuel	126.13	195.11
10 Depreciation	614.30	709.77
<b>Total administrative expenses</b>	<b>97,780.73</b>	<b>69,950.55</b>
Operations expenses:		
1 Operating wages-Drivers	73,568.51	51,366.12
1 Operating wages-Repair	(3,043.41)	23,689.66
1 Operating benefits-Drivers	18,086.58	11,251.56
1 Operating benefits-Repair	8,530.77	9,277.36
9 Miscellaneous supplies & costs	4,775.81	6,172.46
7 Vehicle Fuel	29,876.95	19,108.57
8 Vehicle Maint.	2,253.45	1,038.01
12 Preventive Maintenance	39,877.68	25,082.94
<b>Total operations expenses</b>	<b>173,926.34</b>	<b>146,986.68</b>
<b>Total operating expenses</b>	<b>271,707.07</b>	<b>216,937.23</b>
<b>Municipal Contribution needed</b>	<b>29,006.52</b>	<b>(74,697.15)</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Mobility/Outreach As of FEBRUARY FY2024	Agency	Agency
<b>Revenues</b>		
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	41,102.14	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	41,102.14	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
<b>Total revenues</b>	<b>41,102.14</b>	<b>11,980.13</b>

<b>Mobility/Outreach Coordinator</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	37,360.92	7,828.37
Administrative Benefits	8,645.90	0.00
Employee's Expense	0.00	0.00
Travel	52.07	0.00
Training	0.00	0.00
Utilities	1,305.71	1,157.01
Telephone	300.00	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
<b>Total administrative expenses</b>	<b>51,434.18</b>	<b>11,816.66</b>
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
<b>Total operations expenses</b>	<b>0.00</b>	<b>0.00</b>
<b>Total operating expenses</b>	<b>51,434.18</b>	<b>11,816.66</b>
<b>Municipal Contribution needed</b>	<b>10,332.04</b>	<b>(163.47)</b>
<b>Operating income (loss)</b>	<b>0.00</b>	<b>0.00</b>

YTD Cost Center Analysis - Outside Repair/Sales As of FEBRUARY FY2024	Agency	Agency
<b>Revenues</b>		
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	43,728.89	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
<b>Total revenues</b>	<b>43,728.89</b>	<b>69,261.45</b>

<b>Outside Agency Repairs &amp; Fuel Sales</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
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.	41,008.29	64,542.19
Total operations expenses	41,008.29	64,542.19
<b>Total operating expenses</b>	<b>41,008.29</b>	<b>64,542.19</b>
<b>Municipal Contribution needed</b>	<b>(2,720.60)</b>	<b>(4,719.26)</b>
Operating income (loss)	0.00	0.00

<b>YTD Cost Center Analysis - Items not Allocated As of FEBRUARY FY2024</b>	<b>Agency</b>	<b>Agency</b>
<b>Revenues</b>		
Grant revenues:		
FTA non-operating grant revenue	126,905.00	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
<b>Total grant revenues</b>	<b>126,905.00</b>	<b>35,306.00</b>
Municipal contributions	400,000.00	750,000.00
Fuel & miscellaneous operating revenue	0.00	880.00
Other income	4,266.80	0.00
<b>Total revenues</b>	<b>531,171.80</b>	<b>786,186.00</b>
<b>Expenses</b>		
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	413,476.70	383,067.59
<b>Total administrative expenses</b>	<b>480,929.40</b>	<b>404,648.28</b>
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.	(18,382.50)	23,594.75
<b>Total operations expenses</b>	<b>(18,382.50)</b>	<b>23,594.75</b>
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	343,436.60	83,838.68
<b>Total capital expenses</b>	<b>375,045.33</b>	<b>99,817.28</b>
<b>Total expenses</b>	<b>837,592.23</b>	<b>528,060.31</b>
Non-allocated items income (loss)	(306,420.43)	258,125.69
Income (loss) before depreciation	107,056.27	641,193.28
Municipal Contributions needed to fund operations	371,703.29	(83,471.49)
Excess (shortfall) in Municipal Contributions	(264,647.02)	724,664.77

<b>YTD Cost Center Analysis - COVID RELATED As of FEBRUARY FY2024</b>	<b>Agency</b>	<b>Agency</b>
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<b>Revenues</b>		
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
<b>Total fares</b>	<b>0.00</b>	<b>0.00</b>

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
<b>Total grant revenues</b>	<b>0.00</b>	<b>0.00</b>
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
<b>Total revenues</b>	<b>0.00</b>	<b>0.00</b>
	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
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
<b>Total administrative expenses</b>	<b>0.00</b>	<b>0.00</b>
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
<b>Total operations expenses</b>	<b>0.00</b>	<b>0.00</b>
<b>Total operating expenses</b>	<b>0.00</b>	<b>0.00</b>
Operating income (loss)	0.00	0.00
<b>YTD Cost Center Analysis -</b>	<b>Agency</b>	<b>Agency</b>
<b>As of FEBRUARY FY2024</b>		
<b>Revenues</b>		
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
<b>Total fares</b>	<b>0.00</b>	<b>0.00</b>
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
<b>Total grant revenues</b>	<b>0.00</b>	<b>0.00</b>
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
<b>Total revenues</b>	<b>0.00</b>	<b>0.00</b>
	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
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
<b>Total administrative expenses</b>	<b>0.00</b>	<b>0.00</b>
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
<b>Total operations expenses</b>	<b>0.00</b>	<b>0.00</b>
<b>Total operating expenses</b>	<b>0.00</b>	<b>0.00</b>
Operating income (loss)	0.00	0.00

<b>Biddeford-Saco-OOB Transit Committee</b>		
<b>YTD Cost Center Analysis - Total of all Areas</b>	<b>FY24</b>	<b>Last Year</b>
<b>As of FEBRUARY FY2024</b>	<b>Totals</b>	<b>F.S. Totals</b>
<b>Revenues</b>		
Fares:		
Portland fares	\$ 42,670.42	22,110.11

Biddeford-Old Orchard Beach-Saco Transit Committee

Shuttle fares	56,806.25	48,873.70
Trolley fares	95,254.43	119,858.77
Zoom fares	22,352.46	9,331.42
Noreaster UNE fares	0.00	0.00
<b>Total fares</b>	<b>217,083.56</b>	<b>200,174.00</b>
<b>Grant revenues:</b>		
FTA-Urban	1,122,387.48	991,931.25
MDOT-Urban	131,679.20	60,949.01
MDOT-Intercity	525,320.54	421,888.31
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	163,318.67	191,270.71
MTA-ZOOM	0.00	12,864.80
Planning/Mobility/Outreach	41,102.14	11,980.13
Interline grant revenue	0.00	0.00
MDOT-Other grants	0.00	0.00
Capital grants	0.00	0.00
<b>Total grant revenues</b>	<b>1,983,808.03</b>	<b>1,690,884.21</b>
Insurance claims revenue	0.00	23,430.71
Fuel & miscellaneous operating revenue	92,447.75	56,626.30
Contract repair parts & labor revenue	43,728.89	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	4,266.80	0.00
<b>Total revenues</b>	<b>2,923,043.22</b>	<b>3,011,461.80</b>
<b>Expenses</b>		
<b>Administrative expenses:</b>		
Administrative Salaries	436,690.38	275,668.83
Administrative Benefits	141,405.82	84,863.54
Employee's Expense	19,663.52	21,311.46
Travel	8,342.81	2,823.19
Training	2,880.22	11,364.27
Utilities	13,596.81	10,971.97
Telephone	3,650.34	10,788.00
Postage	884.05	635.12
Office Supplies	7,685.22	8,597.17
Miscellaneous Office	129,420.83	53,963.84
Advertising	13,678.27	13,160.16
Professional Services	64,413.25	36,046.31
Insurance	173,908.43	146,874.75
Facility Repairs & Maint.	14,923.15	2,341.39
Vehicle Fuel	1,387.66	2,240.12
<b>Total administrative expenses</b>	<b>1,032,530.76</b>	<b>681,650.12</b>
<b>Operations expenses:</b>		
Operating wages-Drivers	827,810.75	641,674.20
Operating wages-Repair	(20,341.59)	152,639.59
Operating benefits-Drivers	192,001.92	124,878.62
Operating benefits-Repair	57,018.15	59,776.80
Miscellaneous supplies & costs	15,088.36	21,919.87
Vehicle Fuel	213,682.88	131,511.28
Vehicle Maint.	39,505.39	109,503.52
Preventive Maintenance	450,754.59	234,856.05
Depreciation	418,070.38	388,206.63
<b>Total operations expenses</b>	<b>2,193,590.83</b>	<b>1,864,966.56</b>
<b>Total operating expenses</b>	<b>3,226,121.59</b>	<b>2,546,616.68</b>
<b>Operating income (loss)</b>	<b>(303,078.37)</b>	<b>464,845.12</b>
Contingency fund	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	360,441.33	99,817.28
Interest expense (included in office supplies allocation)		
<b>Total non-operating expenses</b>	<b>360,441.33</b>	<b>99,817.28</b>
<b>Total expenses</b>	<b>3,586,562.92</b>	<b>2,646,433.96</b>

<u>Net income (loss)</u>	<u>(663,519.70)</u>	<u>365,027.84</u>
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**B-S-OOB Transit Committee**  
**Monthly Financial Report - Revenues**  
**Month Ending FEBRUARY 2024**

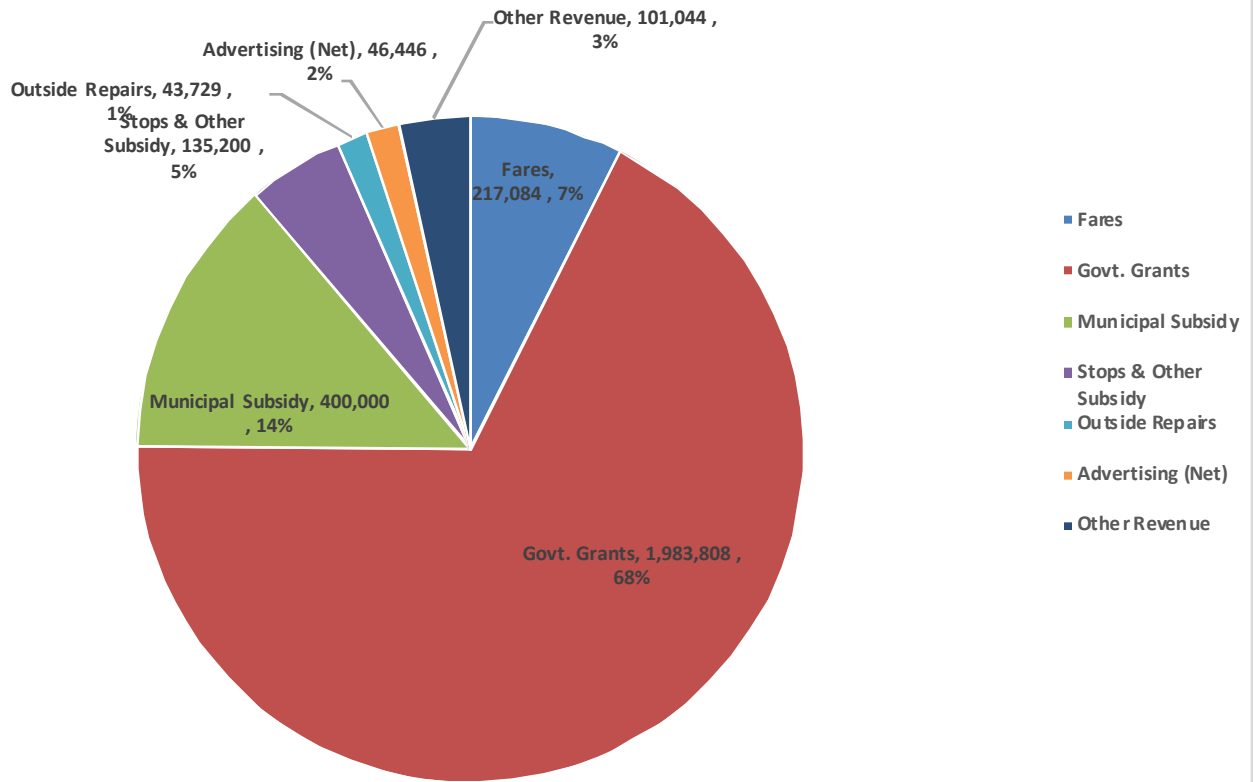
Target %: .667

	FY2024				FY2023		
	Estimate	Month Ended FEBRUARY	Remaining Estimate	Percentage Realized	Revised Estimate	Month Ended FEBRUARY	Percentage Realized
<b>General Revenues:</b>							
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	4,267	(4,267)	0.0%	0	0	0.0%
Advertising commissions paid	(26,000)	(12,220)	(13,780)	47.0%	(13,200)	(11,021)	83.5%
Miscellaneous revenue	305,500	92,448	213,052	30.3%	500	79,177	15835.4%
<b>YCCTC Repairs Revenues:</b>							
Repair parts	0	7,986	(7,986)	0.0%	27,022	32,159	119.0%
Repair labor	0	12,496	(12,496)	0.0%	27,022	23,467	86.8%
<b>Other Agency Repairs Revenues:</b>							
Repair parts	15,000	10,643	4,357	71.0%	3,333	9,445	283.4%
Repair labor	20,000	12,603	7,397	63.0%	3,333	13,313	399.4%
<b>Local Service Revenues:</b>							
FTA Urban grant	1,310,142	995,482	314,660	76.0%	1,473,970	944,625	64.1%
Local fares	200,000	152,061	47,939	76.0%	69,878	184,417	263.9%
Advertising sales	60,000	58,663	1,337	97.8%	31,553	92,029	291.7%
Contract stops	200,000	75,200	124,800	37.6%	103,282	146,061	141.4%
MDOT grants	182,862	131,679	51,183	72.0%	0	60,949	0.0%
UNE contribution	90,000	60,000	30,000	66.7%	62,000	24,000	38.7%
Other local service revenues	0	0	0	0.0%	0	0	0.0%
<b>Zoom Service Revenues:</b>							
Zoom fares	26,000	22,352	3,648	86.0%	27,942	13,650	48.9%
Advertising sales	0	0	0	0.0%	7,888	0	0.0%
MDOT Zoom grant	284,438	163,319	121,119	57.4%	440,655	191,271	43.4%
	0	0	0	0.0%	0	12,865	0.0%
<b>Intercity Service Revenues:</b>							
Intercity fares/ticket sales	35,300	42,733	(7,433)	121.1%	50,250	28,824	57.4%
Advertising sales	0	0	0	0.0%	0	0	0.0%
MDOT Intercity grant	827,653	525,321	302,332	63.5%	687,104	421,888	61.4%
Municipal contributions	0	0	0	0.0%	25,000	25,000	100.0%
<b>Mobility/Outreach Coordinator</b>							
FTA Planning grant	53,256	41,102	12,154	77.2%	52,953	11,980	22.6%
<b>Fuel Sales Revenue:</b>							
Fuel sales	0	0	0	0.0%	0	0	0.0%
<b>Non-operating Revenues:</b>							
FTA non-operating grants	3,886,071	126,905	3,759,166	3.3%	3,927,739	47,306	1.2%
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	485,688	0	485,688	0.0%	0	880	0.0%
<b>TOTAL REVENUES</b>	<b>9,635,756</b>	<b>2,923,040</b>	<b>6,712,716</b>	<b>30.3%</b>	<b>7,713,084</b>	<b>3,102,285</b>	<b>40.2%</b>
Total, less Municipal contributions	8,860,756	2,523,040	6,337,716	28.5%	7,113,084	2,352,285	33.1%
Total fares	261,300	217,146	44,154	83.1%	148,070	226,891	153.2%
Total less fares & Municipal conts.	8,599,456	2,305,894	6,293,562	26.8%	6,965,014	2,125,394	30.5%
Total external repairs/fuel sales	35,000	43,728	(8,728)	124.9%	60,710	78,384	129.1%
Total operating revenues	3,584,151	2,396,135	1,188,016	66.9%	3,080,485	2,304,099	74.8%

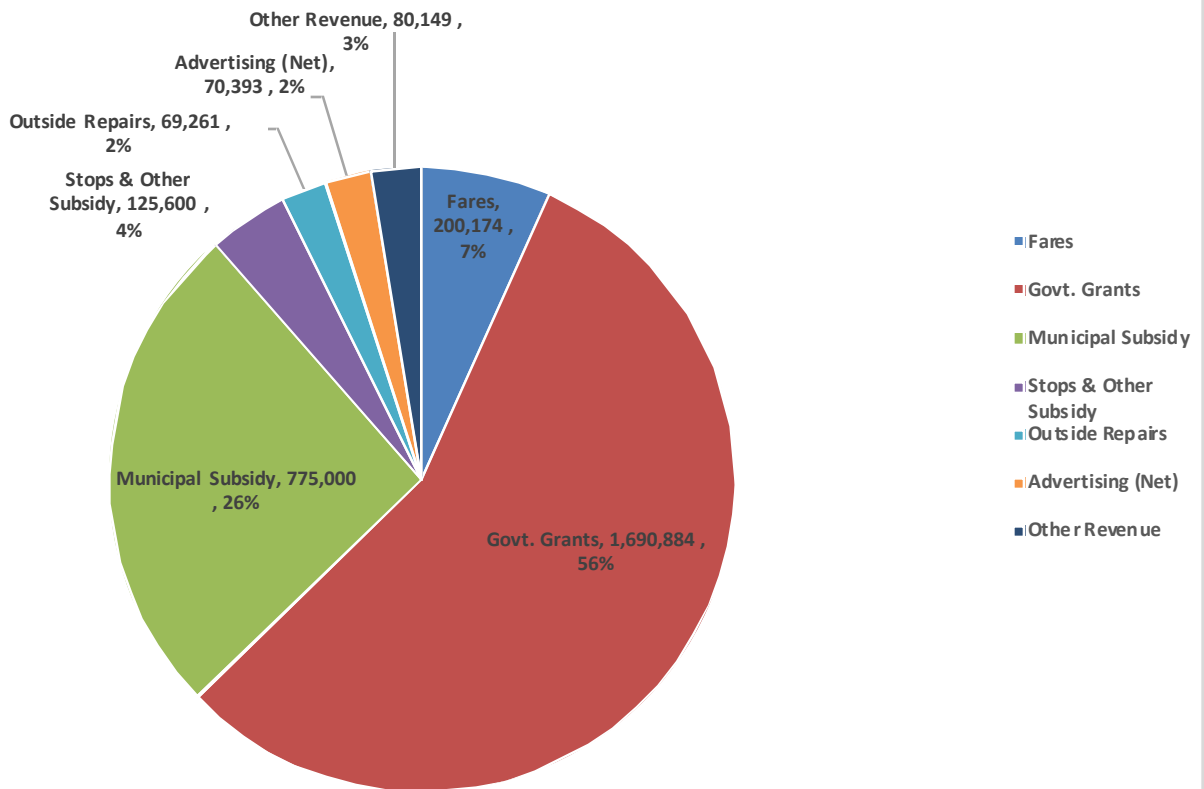
**B-S-OOB Transit Committee**  
**Monthly Financial Report - Expenditures**  
**Month Ending FEBRUARY 2024**

Target %: .667

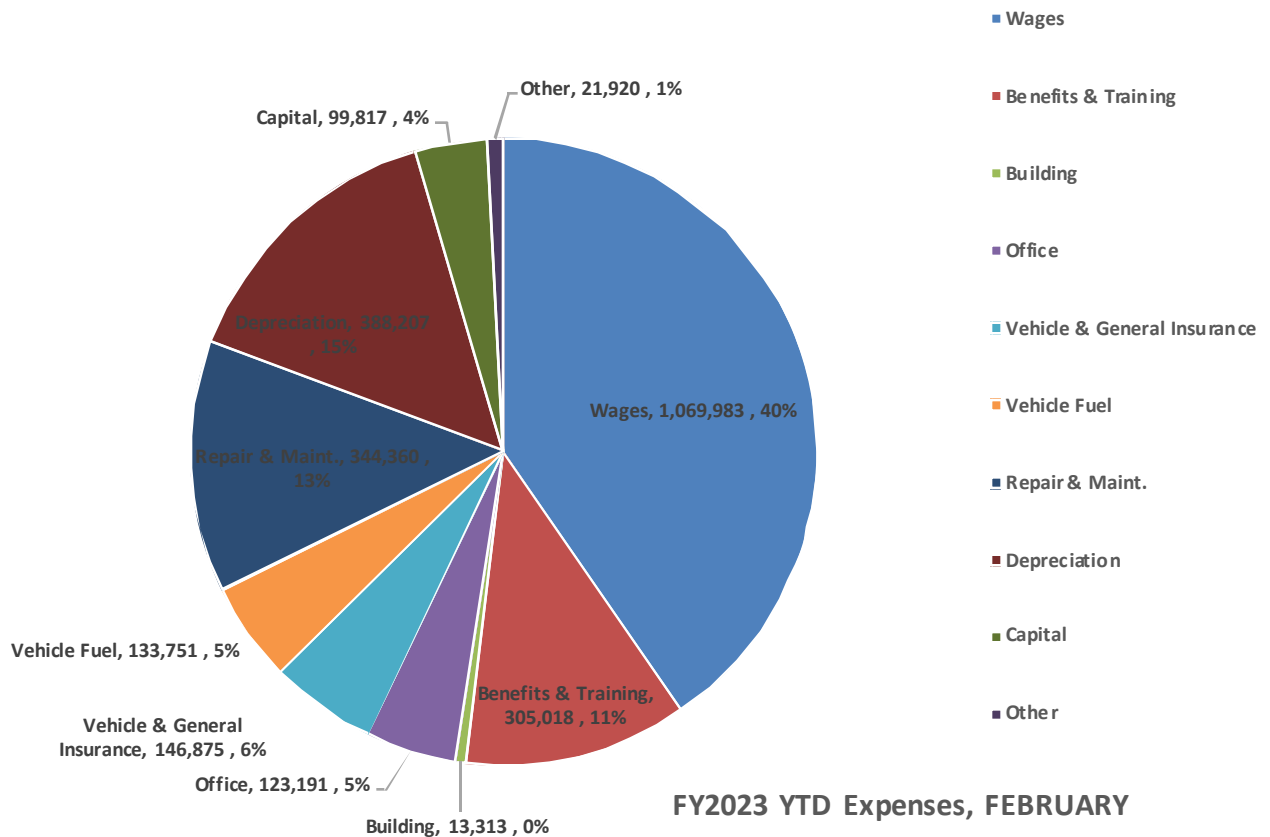
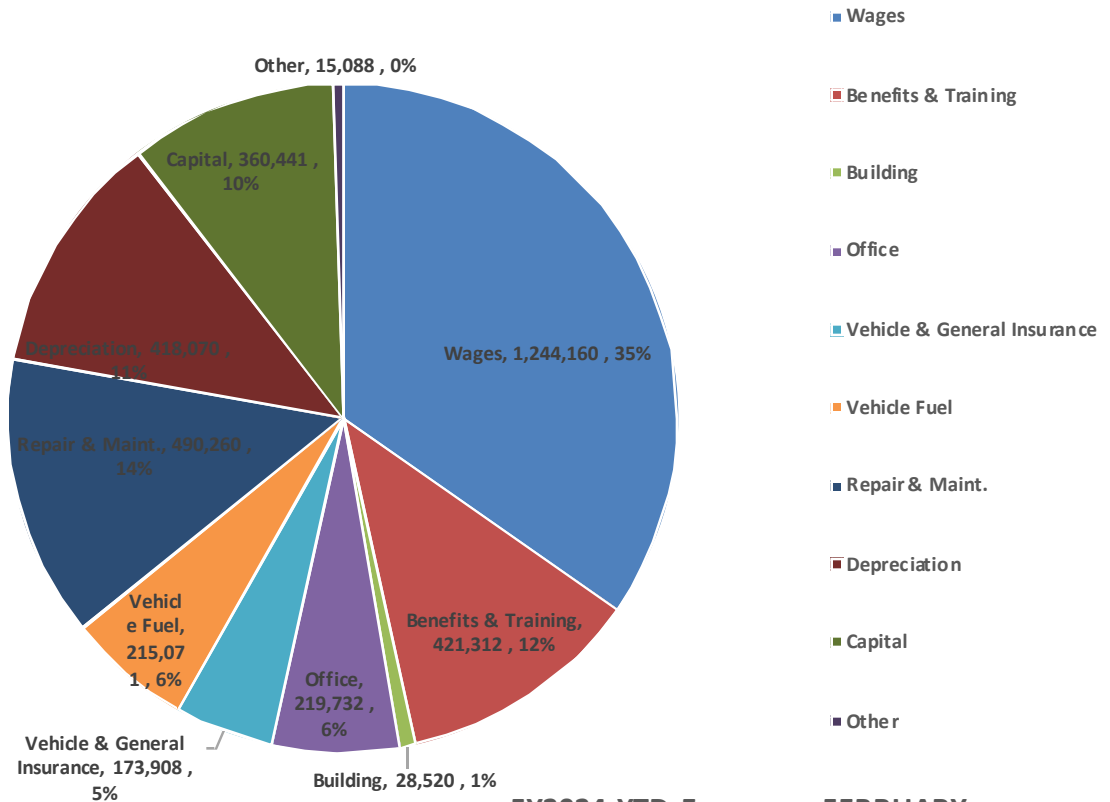
	FY2024				FY2023		
	Budget	Month Ended FEBRUARY	Remaining Budget	Percentage Expended	Budget	Month Ended FEBRUARY	Percentage Expended
<b>Admin/Overhead Expenditures:</b>							
Salaries & wages	678,173	399,290	278,883	58.9%	342,361	294,225	85.9%
Employee benefits	276,865	119,713	157,152	43.2%	204,064	110,440	54.1%
Other employment costs	58,000	43,865	14,135	75.6%	30,300	39,502	130.4%
Purchased professional svcs.	166,300	78,704	87,596	47.3%	67,000	39,261	58.6%
General operating costs	244,600	536,607	(292,007)	219.4%	169,850	101,680	59.9%
Insurances	274,792	173,931	100,861	63.3%	196,363	142,515	72.6%
Borrowing costs	0	0	0	0.0%	0	1,188	0.0%
Contingency	0	0	0	0.0%	0	47,657	0.0%
<b>Garage Operating Expenditures:</b>							
Salaries & wages, regular	440,957	184,868	256,089	41.9%	354,061	248,413	70.2%
Overtime wages	37,394	27,416	9,978	73.3%	39,252	22,394	57.1%
Employee benefits	148,670	55,850	92,820	37.6%	118,488	46,369	39.1%
Other employment costs	4,000	3,779	221	94.5%	2,000	2,010	100.5%
Reclassification to external repairs	(202,000)	(232,627)	30,627	115.2%	(115,000)	0	0.0%
General operating costs	473,700	386,693	87,007	81.6%	159,430	84,228	52.8%
<b>YCCTC Repairs Expenditures:</b>							
All costs	0	19,536	(19,536)	0.0%	110,000	21,183	19.3%
<b>Other Agency Repairs Expenditures:</b>							
All costs	35,000	21,473	13,527	61.4%	20,000	229,803	1149.0%
<b>Bus Services Expenditures:</b>							
Salaries & wages, regular	1,197,048	784,581	412,467	65.5%	959,126	293,327	30.6%
Overtime wages	72,688	81,794	(9,106)	112.5%	34,627	47,482	137.1%
Employee benefits	290,598	200,922	89,676	69.1%	248,755	88,510	35.6%
Other employment costs	0	5,364	(5,364)	0.0%	0	0	0.0%
Advertising costs	7,500	1,605	5,895	21.4%	7,500	141,353	1884.7%
Fuel costs	290,400	199,712	90,688	68.8%	210,410	124,051	59.0%
General operating costs	80,500	17,474	63,026	21.7%	123,500	160,020	129.6%
<b>Mobility/Outreach Coordinator</b>							
Salaries & wages, regular	55,731	29,199	26,532	52.4%	47,326	0	0.0%
Overtime wages	0	0	0	0.0%	0	0	0.0%
Employee benefits	7,232	8,388	(1,156)	116.0%	5,125	0	0.0%
Other employment costs	0	258	(258)	0.0%	0	52	0.0%
General operating costs	11,125	5,427	5,698	48.8%	13,020	3,831	29.4%
<b>Fuel Sales Expenditures:</b>							
Fuel costs	0	0	0	0.0%	0	34,306	0.0%
<b>Non-operating Expenditures</b>							
Training/Travel/Lodging	0	0	0	0.0%	0	41,915	0.0%
Consultants	390,000	22,204	367,796	5.7%	19,200	0	0.0%
RTAP grant expenses	50,000	10,646	39,354	21.3%	0	0	0.0%
Repairs & maintenance, non-cap	0	(7,108)	7,108	0.0%	0	97,126	0.0%
Loss on disposal of assets	0	0	0	0.0%	0	0	0.0%
Capital equipment	4,573,484	375,045	4,198,439	8.2%	4,013,368	10,673	0.3%
Other non-oper. Expense	0	23,328	(23,328)	0.0%	169,665	0	0.0%
<b>Total Expenditures</b>	<b>9,662,757</b>	<b>3,577,937</b>	<b>6,084,820</b>	<b>37.0%</b>	<b>7,549,791</b>	<b>2,473,514</b>	<b>32.8%</b>
<b>Total Personnel Costs</b>	<b>3,100,356</b>	<b>1,753,669</b>	<b>1,346,687</b>	<b>56.6%</b>	<b>2,400,485</b>	<b>1,443,710</b>	<b>60.1%</b>
<b>Total Fuel Costs</b>	<b>290,400</b>	<b>199,712</b>	<b>90,688</b>	<b>68.8%</b>	<b>210,410</b>	<b>158,357</b>	<b>75.3%</b>
<b>Total Capital Equipment Costs, net</b>	<b>4573484</b>	<b>375045</b>	<b>4198439</b>	<b>8.2%</b>	<b>4013368</b>	<b>10673</b>	<b>0.3%</b>
<b>Total Other Costs</b>	<b>1,698,517</b>	<b>1,249,511</b>	<b>449,006</b>	<b>73.6%</b>	<b>925,528</b>	<b>860,774</b>	<b>93.0%</b>



FY2024 YTD Revenues, FEBRUARY



FY2023 YTD Revenues, FEBRUARY



Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
<b>FTA: ME-2020-031-01-00</b>			<b>5307 Funds FY21</b>	<b>FTA: ME-2020-031-01-00</b>		<b>Start Date 8/21/20 - End Date 6/30/23</b>			
	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
<b>FTA: ME-2021019</b>			<b>5307 Funds FY22</b>	<b>FTA: ME-2021019</b>		<b>Start Date 8/23/21 - End Date 6/30/24</b>			
	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	45,122.00	14,878.00	3,719.50	20%	60,000.00	63,719.50
	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
<b>FTA: ME-2023-016-00</b>			<b>ARPA FY23</b>						
			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
<b>ME-2023-008</b>			<b>CARES AVL-APC</b>						
			AVL - APC	110,088.00	7,088.00	\$ -	0%	117,176.00	117,176.00
<b>FTA ME-2023-041</b>			<b>5310 Transit Stop Access Project</b>						
	11300	xx	Bus Stop Shelters and Signage	0.00	61,366.00	-	0%	61,366.00	61,366.00
<b>FTA: ME-2023-006-00</b>			<b>5307 Funds FY23</b>			<b>Start Date 8/23/21 - End Date 6/30/24</b>			
	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	35,764.00	16,447.00	4,111.75	20%	52,211.00	56,322.75
	441	A2/A2	Planning Consultant	0.00	20,800.00	5,200.00	20%	20,800.00	26,000.00
								<b>1,457,226.00</b>	



Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
<b>FTA: ME- 2023-042-00</b>				<b>5307 Funds FY24</b>			<b>Start Date 7/1/23 - End Date 6/30/26</b>		
	300	A3	Service Operations	651,343.30	254,798.70	254,798.70	50%	906,142.00	1,812,284.00
	117	xx	Preventive Maintenance	106,458.00	193,541.00	48,385.25	20%	299,999.00	348,384.25
	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
								<b>1,452,695.00</b>	

<b>FTA: ME-2020-022-00</b>			<b>Zoom Coaches / Bus Washes FTA: ME-2020-022-00</b>						
	111	A1	<b>Zoom Coaches / Bus Washes</b>	920,203.00	125,257.00	31,314.25	20%		

**LONO 3**

<b>FTA: ME- 2023-040-00</b>			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
			<b>MEDOT CSN 5101</b>	0.00	235,565.00				
			<b>Total Project</b>	0.00				2,047,407.00	2,408,154.00

**FTA: ME- 2023-007-00**

**LONO II**

<b>FTA: ME- 2023-007-00</b>	607.00	1,223,924.00							
<b>MEDOT CSN 43211</b>	0.00	136,059.00							
<b>Total Project</b>	607.00	1,359,983.00							
		1,223,924.00	0%					1,224,531.00	

**FTA: ME-2019-020-00**

<b>FTA: ME-2019-020-00</b>	1,025,206.00	119,794.00	10,919.74					1,145,000.00	1,204,225.00
<b>MEDOT CSN 42857</b>	1,500,000.00	0.00						1,500,000.00	1,500,000.00

