



**BSOOB Transit Finance Subcommittee**  
**Meeting Agenda**  
**Thursday June 20<sup>th</sup>, 2024**  
**12:00pm – 1:30pm**

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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"> <li>• April Finance</li> </ul>	Chair	Actions
5.) May Month End Financial Report	Staff	Information
6.) FY25 Preliminary Budget	Staff	Action
7.) Administrative Discussion Items <ul style="list-style-type: none"> <li>• Upcoming Meetings:</li> <li>• Committee, Thursday, 6/25, 1230p</li> <li>• Finance Subcommittee, 6/24, 12p</li> <li>• Committee, July TBD</li> </ul>	Staff	Information
8.) New Business	Chair	Information
9.) Adjournment	Chair	Action



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

- 1. Call to Order** – Phil Hatch called the meeting to order at 12:04 PM.
- 2. Roll Call/ Ascertain Quorum** – Members present: Phil Hatch, Curt Koehler, Doris Ortiz. Absent: Kenny Blow. Quorum. Staff present: Chad Heid, Rod Carpenter, Kim Kennedy.
- 3. Public Comment** – None.
- 4. March Month End Financial Report** – Chad Heid introduced the monthly close report, noting that Kim Kennedy continues to tackle a number of Munis reporting functions. Kim presented the revenue and expense analysis, as reported in the month end memo. She also described the work that is planned for the month of April, including the specific focus on reviewing and updating the capital assets that are on the books at BSOOB Transit. There was discussion among staff and the Committee members on the depreciation expenses being booked and budgeted. Phil Hatch asked staff if they anticipate assets are overstated. Discussion continued on what assets may necessitate removal/disposal, and what should remain after being fully depreciated.

Chad described the projected outcomes of the 5307 funding allocation and shared some of the anticipated financial shifts that will impact future fiscal years. There was discussion on the interactions with the Kennebunk, Kennebunkport, Arundel Chamber, the City of Biddeford, and MaineDOT. Doris Ortiz provided an update on the City of Biddeford's effort to contract with Berry-Dunn, and the City Administrator's goal to have the cash reconciliation efforts completed in 60 days. There was further discussion on staffing at municipal finance departments.

Chad and Kim then provided an update on the efforts for reviewing financial software systems and the timeline for a transition away from the City of Biddeford's MUNIS system. Committee members asked questions regarding the options in the marketplace and the expected project costs. Staff expressed the proposal details and the range of expense/investment options.

- 5. Approval of Financial Policies and Procedures** – Chad Heid presented the updated version of the agency financial policies and procedures document. He provided background information on the reasons for the necessary revisions, noting that MaineDOT is requesting the updates upon approval from the Committee. Chad detailed the modifications, including: acknowledgement of the new independent banking accounts; updates to the responsibility and tasks section with regards to payroll processing, vendor invoices, and the inclusion of the Finance Assistant tasks within these processes; entirely new sections under the heading of cash management, including bank reconciliation; the addition of a procedure related to accounts payable expenses being a due to/due from GL account transaction and journal entry; a payroll reconciliation process; a new journal entry procedure, and a general ledger



account reconciliation process. Chad requested that the Finance Subcommittee provide a recommendation to the Committee regarding the adoption of this revised document.

**Motion by Doris Ortiz to recommend and approve the document as presented. Seconded by Curt Kohler. All members voted in favor. Motion passed.**

- 6. Status of Audit Activities** – Chad Heid provided an update that the single audit report filing deadline has passed, and that staff are working with MaineDOT and FTA to request an extension on the filing, noting the City’s reconciliation activity is still ongoing. After discussions with MaineDOT, staff now understand that the FTA are the agency able to provide for an extension. Chad also expressed that the auditing firm that is contracted for FY23, RHR Smith, will be contracted to complete the FY24 audit activities. Committee members shared appreciation for the update and requested that Chad enlist them if there is anything they can do to support the BSOOB Transit requirements.
- 7. Discussion on FY25 Funding** – Curt Koehler opened this item noting the significant difference between FY23 and FY24 grant revenues, and asked the question on what strategies may the agency be pursuing for FY25. Chad provided a series of considerations and approaches, including: leveraging existing grants assigned to BSOOB Transit before and during COVID, requesting additional municipal contributions from the member communities, as well as other regional stakeholders/partners such as MaineDOT, Scarborough, UNE, and MaineHealth. Chad acknowledged that service levels will have to be cut based on budget shortfalls. The first cuts will address areas and corridors that have redundant or duplicative services. Chad’s last point was that there need to be new dedicated funding streams for transit in the State of Maine, and he is spending considerable time advocating for that at local, regional and state levels.
- 8. Administrative Discussion Items** – Chad Heid noted the schedule for upcoming meetings in late April and May.
- 9. New Business** – Curt Koehler asked for an update on the on-going negotiations with the ATU. Chad expressed that he is encouraged by the progress and will be able to provide a substantial update in the May meetings.
- 10. Adjournment** – The meeting was adjourned at 1:13pm



## Memorandum

06/14/2024

To: BSOOB Transit Committee Members  
From: Kim Kennedy, Finance Manager  
Subject: Review of Financial Position as of May 30, 2024

### Month End Details:

**May Revenue:** Total Maine DOT grant funding has been a loss thus far this year of \$110,640, or 10.32% when compared to May FY23. FTA total grant funding also a loss thus far this year of, \$292,162, or 17.12% when compared to May FY23. Total Ridership revenue has realized a gain this year of \$33,642, or 23.9%, when compared to same month end FY23, the marginal ridership revenue increase unfortunately is unable to recover from the grant funding losses. Leading in revenue gains is Contract Stops, with a realized a gain of \$226,448, or 232.86%, the driver behind this gain is the currently dissolved contract with KKACC.

**May Expenses:** Our insurances, general, vehicle, labor has realized an increase each year, with FY25 estimate all in figures being \$265K, this represents a \$31K increase over prior year, currently working with the broker to try to adjust these numbers down, by increasing the deductible, currently we are at a \$1K deductible across the board, we have asked them to price the policies with a \$5K across the board deductible. We have realized a marginal decrease in Worker's Comp insurance of \$3K.

### Additional Information:

In 2019 the Board authorized a designated Capital Reserve for specific capital projects. Now that we have firmly established the agency bank account, a transfer of \$161K will be made In June, and will be included in the overall BSOOB Cash balance, but remain separate at Bangor Savings.

Kennebunk and Kennebunk Port Chamber of Commerce contract is expiring without renewal, this decision will impact BSOOB with lost revenue, currently unreplaced of \$250K. Final billing has been forwarded to them. Payment has yet to be made.

BSOOB Transit has contracted with Oracle NetSuite to provide an independent agency financial system. Project kick off began in June 2024. We are all making our way through initial set-up, and training. A critical step for BSOOb Transit to advance this project includes the requirement for the City of Biddeford to produce a FY23 finalized trial balance in Munis. Agency staff are attempting to coordinate with the City, with limited results.

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

	Fund 801 FY24 MAY Agency	Fund 801 FY23 MAY Agency
<b>Revenues</b>		
Fares:		
Intercity fares	\$ 59,965.59	34,733.50
Urban fares	78,831.94	68,058.76
Trolley fares	99,775.68	119,858.77
Zoom fares	35,616.80	18,041.31
Noreaster UNE fares	0.00	12,004.02
<b>Total fares</b>	<b>274,190.01</b>	<b>252,696.36</b>
Grant revenues, including this month unbilled:		
FTA-Urban, Planning & Capital	1,513,222.09	1,408,414.31
MDOT-Urban	153,923.60	90,753.02
MDOT-Intercity	644,625.36	628,674.73
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	163,318.67	273,361.34
MTA-ZOOM	0.00	0.00
FTA-Capital-Mobility	51,375.94	18,316.42
MDOT-Interline	0.00	0.00
Other grant revenue	0.00	0.00
MDOT-Capital grant	0.00	0.00
<b>Total grant revenues</b>	<b>2,526,465.66</b>	<b>2,419,519.82</b>
Insurance claims revenue	0.00	36,834.42
Miscellaneous Operating Revenue	13,204.41	57,971.57
Contract repair parts & labor revenue	52,254.55	92,052.47
Municipal contributions	587,500.00	775,000.00
Greyhound ticket sales	0.00	124.69
Contract stops - all	323,742.54	97,261.35
Contract revenue - UNE annual contribution	90,000.00	48,000.00
Advertising revenue - urban	87,191.76	68,711.50
Advertising revenue - intercity	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	(11,019.93)
Other income	10,599.73	825.00
<b>Total revenues</b>	<b>3,965,148.66</b>	<b>3,837,977.25</b>
Reconciliation (for Finance Dept. use only)		
Revenue Control	3,814,591.93	3,725,440.24
Add current month unbilled grants	150,556.73	112,535.91
Less nonoperating income	0.00	(0.90)
Adjusted Revenue Control to tie to above	<u>3,965,148.66</u>	<u>3,837,977.05</u>
Difference	0.00	0.20

**Expenses**

Indirect Expenses		
Administrative Salaries	611,689.14	401,502.09
Administrative Benefits	197,496.80	139,941.62
Employee's Expense	25,123.99	25,975.60
Travel	8,669.32	7,606.59
Training	3,557.94	12,427.16
Utilities	19,550.40	19,568.98
Telephone	5,043.24	11,988.00
Postage	898.98	919.07
Office Supplies	10,718.49	13,393.18
Miscellaneous Office	180,734.01	70,133.29
Advertising	19,329.89	17,476.69
Professional Services	109,423.66	49,764.05
Insurance	228,771.86	219,907.47
Facility Repairs & Maint.	16,381.24	5,794.56
Vehicle Fuel	1,658.55	2,408.55
Depreciation	562,344.02	545,316.68
<b>Total indirect expenses</b>	<b>2,001,391.53</b>	<b>1,544,123.58</b>
Direct expenses:		
Operating wages-Drivers	1,100,550.80	852,331.67
Operating wages-Repair	(54,420.72)	188,015.75
Operating benefits-Drivers	265,105.26	170,994.50
Operating benefits-Repair	76,095.63	84,066.38
Miscellaneous supplies & costs	20,834.59	28,215.42
Vehicle Fuel	278,672.92	194,372.30
Vehicle Maintenance	54,226.73	154,464.96
Preventive Maintenance, all sources	636,083.39	386,275.43
<b>Total operations expenses</b>	<b>2,377,148.60</b>	<b>2,058,736.41</b>
<b>Total operating expenses</b>	<b>4,378,540.13</b>	<b>3,602,859.99</b>
Reconciliation (for Finance Dept. use only)		
Appropriation Control	4,974,983.64	3,845,162.73
Encumbrance Control		
Less nonoperating expense	(596,443.51)	(242,299.69)
Adjusted Approp. Control to tie to above	4,378,540.13	3,602,863.04
Difference	0.00	(3.05)
<b>Operating income (loss)</b>	<b>(413,391.47)</b>	<b>235,117.26</b>
Nonoperating revenues (expenses):		
Sale of surplus property	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	(596,473.90)	(242,299.69)
Interest revenue (expense)	10,599.73	0.00
<b>Total nonoperating revenue (expense)</b>	<b>(585,874.17)</b>	<b>(242,299.69)</b>
<b>Net income (loss)</b>	<b>(999,265.64)</b>	<b>(7,182.43)</b>
Fund equity, beginning of year	3,317,938.44	4,294,827.00
adjust reserve for inventory		
change in value of fixed assets	4,102,515.15	3,209,654.71
loss on disposal of capital assets	71,359.47	
prior year adjustment		
<b>Fund equity, end of year</b>	<b>\$ 6,492,547.42</b>	<b>7,497,299.28</b>
To tie to balance sheet fund equity	6,492,547.42	7,497,299.28
Difference	0.00	0.00

**Balance Sheet**

*As of MAY FY2024*

	<b>Fund 801 FY24 MAY Agency</b>	<b>Fund 801 Transit Agency</b>
<b>ASSETS</b>		
Current assets:		
Bangor Savings + On Hand	1,214,551.10	200.00
Cash on Hand	500.00	200.00
Accounts Receivable		
Billed	1,076,536.42	1,738,915.80
Unbilled, this month	150,556.73	112,535.91
Inventory	263,838.03	321,067.49
<b>Total current assets</b>	<b>2,705,982.28</b>	<b>2,172,919.20</b>
Fixed assets:		
Property, plant and equipment	8,079,196.21	9,869,322.91
Less accumulated depreciation	(2,740,806.86)	(4,097,429.80)
<b>Total fixed assets</b>	<b>5,338,389.35</b>	<b>5,771,893.11</b>
Other assets:		
Prepaid expenses	10,458.48	(19,909.52)
<b>Total prepaids</b>	<b>10,458.48</b>	<b>(19,909.52)</b>
<b>Total assets</b>	<b>8,054,830.11</b>	<b>7,924,902.79</b>
<b>LIABILITIES AND EQUITY</b>		
Current liabilities:		
Accounts payable	15,698.55	(3,601.50)
Payroll liabilities outstanding	27,492.79	3,001.68
Accrued payroll	0.00	39,569.81
Accrued compensated absences	105,560.37	105,560.37
Unearned receipts	8,754.33	5,115.72
<b>Total current liabilities</b>	<b>157,506.04</b>	<b>149,646.08</b>
Non-current liabilities:		
Owed to (from) City of Biddeford	1,404,776.65	277,957.43
<b>Total non-current liabilities</b>	<b>1,404,776.65</b>	<b>277,957.43</b>
<b>Total liabilities</b>	<b>1,562,282.69</b>	<b>427,603.51</b>
Equity		
Retained earnings, end of prior year	7,508,990.40	7,504,485.86
Net income, current year	(1,016,442.98)	(7,186.58)
<b>Total equity</b>	<b>6,492,547.42</b>	<b>7,497,299.28</b>
<b>Total liabilities and fund equity</b>	<b>\$ 8,054,830.11</b>	<b>7,924,902.79</b>
Difference - Assets - (Liab. + Fund Equity)	0.00	0.00

YTD Cost Center Analysis - Local Service As of <i>MAY FY2024</i>	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	78,831.94	68,058.76
Trolley fares	99,775.68	119,858.77
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	12,004.02
<b>Total fares</b>	<b>178,607.62</b>	<b>199,921.55</b>
Grant revenues:		
FTA-Urban, including this month unbilled	1,386,317.09	1,361,108.31
MDOT-Urban	153,923.60	90,753.02
MDOT-Intercity	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
<b>Total grant revenues</b>	<b>1,540,240.69</b>	<b>1,451,861.33</b>
Insurance claims revenue	0.00	36,834.42
Fuel & miscellaneous operating revenue	13,204.41	57,091.57
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	323,742.54	97,261.35
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	90,000.00	48,000.00
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	0.00	(6,493.59)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>2,145,795.26</b>	<b>1,847,642.21</b>



<b>Local Service</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	376,790.08	265,582.28
Administrative Benefits	124,914.46	96,517.74
Employee's Expense	16,987.14	17,915.37
Travel	5,826.40	4,828.72
Training	2,405.64	8,571.01
Utilities	11,931.98	12,127.64
Telephone	3,009.09	8,268.12
Postage	607.83	633.88
Office Supplies	7,247.12	8,823.46
Miscellaneous Office	95,548.37	40,102.59
Advertising	13,204.82	11,494.79
Professional Services	58,779.44	22,499.74
Insurance	148,784.67	143,866.30
Facility Repairs & Maint.	3,452.49	3,996.51
Vehicle Fuel	1,121.40	1,661.18
Depreciation	3,637.08	5,824.34
<b>Total administrative expenses</b>	<b>874,248.01</b>	<b>652,713.67</b>
Operations expenses:		
Operating wages-Drivers	746,921.67	605,289.74
Operating wages-Repair	(30,211.96)	101,246.48
Operating benefits-Drivers	176,135.93	116,088.17
Operating benefits-Repair	42,244.91	45,269.75
Miscellaneous supplies & costs	9,866.85	13,528.50
Vehicle Fuel	161,221.15	112,730.05
Vehicle Maint.- regular	20,394.83	18,155.92
Preventive Maintenance	432,430.26	202,690.21
<b>Total operations expenses</b>	<b>1,559,003.64</b>	<b>1,214,998.82</b>
<b>Total operating expenses</b>	<b>2,433,251.65</b>	<b>1,867,712.49</b>
<b>Municipal Contribution needed</b>	<b>287,456.39</b>	<b>20,070.28</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Intercity Service As of MAY FY2024	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 59,965.59	34,733.50
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Total fares	59,965.59	34,733.50
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	644,625.36	628,674.73
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	644,625.36	628,674.73
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	0.00	124.69
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	0.00	(3,004.33)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>704,590.95</b>	<b>685,528.59</b>

<b>Intercity Service</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	129,831.54	85,947.46
Administrative Benefits	43,042.10	31,234.97
Employee's Expense	5,853.30	5,797.75
Travel	2,007.62	1,562.67
Training	828.92	2,773.74
Utilities	4,111.43	3,924.73
Telephone	1,036.85	2,675.72
Postage	209.44	205.14
Office Supplies	2,497.16	2,855.44
Miscellaneous Office	31,715.21	13,468.20
Advertising	4,064.89	3,970.46
Professional Services	20,253.79	7,281.34
Insurance	40,981.29	39,404.61
Facility Repairs & Maint.	1,189.64	1,293.35
Vehicle Fuel	386.40	537.59
Depreciation	1,593.00	2,694.70
Total administrative expenses	289,602.58	205,627.87
Operations expenses:		
Operating wages-Drivers	254,368.51	177,722.47
Operating wages-Repair	(16,066.60)	57,589.22
Operating benefits-Drivers	63,996.41	39,499.73
Operating benefits-Repair	22,465.68	25,749.53
Miscellaneous supplies & costs	5,247.15	6,602.20
Vehicle Fuel	77,949.11	54,186.39
Vehicle Maint.	11,045.58	12,618.93
Preventive Maintenance	154,445.54	139,144.83
Total operations expenses	573,451.38	513,113.30
<b>Total operating expenses</b>	<b>863,053.96</b>	<b>718,741.17</b>
<b>Municipal Contribution needed</b>	<b>158,463.01</b>	<b>33,212.58</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Zoom Service As of MAY 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	35,616.80	18,041.31
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	35,616.80	18,041.31
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	273,361.34
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	163,318.67	273,361.34
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)	87,191.76	68,711.50
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	0.00	(1,522.00)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>286,127.23</b>	<b>358,592.15</b>

<b>ZOOM Service</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
1 Administrative Salaries	50,651.02	33,539.53
1 Administrative Benefits	16,791.96	12,188.92
1 Employee's Expense	2,283.54	2,262.47
2 Travel	783.23	609.80
9 Training	323.38	1,082.41
3 Utilities	1,603.99	1,531.56
3 Telephone	404.51	1,044.15
9 Postage	81.71	80.05
9 Office Supplies	974.21	1,114.29
9 Miscellaneous Office	12,472.89	5,445.57
11 Advertising	2,060.18	2,011.45
5 Professional Services	7,901.58	2,841.42
4 Insurance	39,005.90	36,636.56
6 Facility Repairs & Maint.	464.11	504.71
7 Vehicle Fuel	150.75	209.78
10 Depreciation	807.37	1,365.14
<b>Total administrative expenses</b>	<b>136,760.33</b>	<b>102,467.81</b>
Operations expenses:		
1 Operating wages-Drivers	99,260.62	69,319.46
1 Operating wages-Repair	(8,142.15)	29,180.04
1 Operating benefits-Drivers	24,972.92	15,406.60
1 Operating benefits-Repair	11,385.04	13,047.10
9 Miscellaneous supplies & costs	5,720.57	8,084.72
7 Vehicle Fuel	39,502.67	27,455.85
8 Vehicle Maint.	3,527.54	2,464.36
12 Preventive Maintenance	49,207.59	44,440.39
<b>Total operations expenses</b>	<b>225,434.80</b>	<b>209,398.52</b>
<b>Total operating expenses</b>	<b>362,195.13</b>	<b>311,866.33</b>
<b>Municipal Contribution needed</b>	<b>76,067.90</b>	<b>(46,725.82)</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Mobility/Outreach As of MAY 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	51,375.94	18,316.42
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
Total grant revenues	51,375.94	18,316.42
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>51,375.94</b>	<b>18,316.42</b>

<b>Mobility/Outreach Coordinator</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	54,416.50	16,432.81
Administrative Benefits	12,748.28	0.00
Employee's Expense	0.00	0.00
Travel	52.07	605.40
Training	0.00	0.00
Utilities	1,903.00	1,985.05
Telephone	592.79	0.00
Postage	0.00	0.00
Office Supplies	0.00	599.99
Miscellaneous Office	5,417.58	3,796.78
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>75,130.22</b>	<b>23,420.03</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>75,130.22</b>	<b>23,420.03</b>
<b>Municipal Contribution needed</b>	<b>23,754.28</b>	<b>5,103.61</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Outside Repair/Sales As of MAY 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	52,254.55	92,052.47
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>52,254.55</b>	<b>92,052.47</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.	47,045.34	84,389.64
Total operations expenses	47,045.34	84,389.64
<b>Total operating expenses</b>	<b>47,045.34</b>	<b>84,389.64</b>
<b>Municipal Contribution needed</b>	<b>(5,209.21)</b>	<b>(7,662.83)</b>
Operating income (loss)	0.00	0.00

<b>YTD Cost Center Analysis - Items not Allocated</b> <b>As of MAY FY2024</b>	<b>Agency</b>	<b>Agency</b>
<b>Revenues</b>		
Grant revenues:		
FTA non-operating grant revenue	126,905.00	47,306.00
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>47,306.00</b>
Municipal contributions	587,500.00	750,000.00
Fuel & miscellaneous operating revenue	0.00	880.00
Other income	10,599.73	825.00
<b>Total revenues</b>	<b>725,004.73</b>	<b>799,011.00</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	22,177.59	7,320.15
RTAP Grant Expense	13,402.37	0.00
Advertising	0.00	0.00
Professional Services	22,488.85	17,141.55
Insurance	0.00	0.00
Facility Repairs & Maint.	11,275.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	556,306.57	535,432.50
<b>Total administrative expenses</b>	<b>625,650.38</b>	<b>559,894.20</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.	(27,786.56)	36,836.11
<b>Total operations expenses</b>	<b>(27,786.56)</b>	<b>36,836.11</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	45,695.73	15,978.60
Vehicles Purchase Capital	550,778.17	226,321.09
<b>Total capital expenses</b>	<b>596,473.90</b>	<b>242,299.69</b>
<b>Total expenses</b>	<b>1,194,337.72</b>	<b>839,030.00</b>
Non-allocated items income (loss)	(469,332.99)	(40,019.00)
Income (loss) before depreciation	86,973.58	495,413.50
Municipal Contributions needed to fund operations	540,532.37	3,997.82
Excess (shortfall) in Municipal Contributions	(453,558.79)	491,415.68
<b>YTD Cost Center Analysis - COVID RELATED</b> <b>As of MAY FY2024</b>		
<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 MAY 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>
<b>Operating income (loss)</b>	<b>0.00</b>	<b>0.00</b>

**Biddeford-Saco-OOB Transit Committee**  
**YTD Cost Center Analysis - Total of all Areas**  
**As of MAY FY2024**

	<b>FY24</b>	<b>FY23</b>
	<b>Totals</b>	<b>Totals</b>
<b>Revenues</b>		
Fares:		
Portland fares	\$ 59,965.59	34,733.50

Biddeford-Old Orchard Beach-Saco Transit Committee

Shuttle fares	78,831.94	68,058.76
Trolley fares	99,775.68	119,858.77
Zoom fares	35,616.80	18,041.31
Noreaster UNE fares	0.00	12,004.02
<b>Total fares</b>	<b>274,190.01</b>	<b>252,696.36</b>
<b>Grant revenues:</b>		
FTA-Urban	1,513,222.09	1,408,414.31
MDOT-Urban	153,923.60	90,753.02
MDOT-Intercity	644,625.36	628,674.73
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	163,318.67	273,361.34
MTA-ZOOM	0.00	0.00
Planning/Mobility/Outreach	51,375.94	18,316.42
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>2,526,465.66</b>	<b>2,419,519.82</b>
Insurance claims revenue	0.00	36,834.42
Fuel & miscellaneous operating revenue	13,204.41	57,971.57
Contract repair parts & labor revenue	52,254.55	92,052.47
Municipal contributions	587,500.00	775,000.00
Greyhound ticket sales	0.00	124.69
Contract stops - Local	323,742.54	97,261.35
Contract revenue - UNE annual contribution	90,000.00	48,000.00
Advertising revenue - local	87,191.76	68,711.50
Advertising revenue - intercity	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	(11,019.93)
Other income	10,599.73	825.00
<b>Total revenues</b>	<b>3,965,148.66</b>	<b>3,837,977.25</b>
<b>Expenses</b>		
<b>Administrative expenses:</b>		
Administrative Salaries	611,689.14	401,502.09
Administrative Benefits	197,496.80	139,941.62
Employee's Expense	25,123.99	25,975.60
Travel	8,669.32	7,606.59
Training	3,557.94	12,427.16
Utilities	19,550.40	19,568.98
Telephone	5,043.24	11,988.00
Postage	898.98	919.07
Office Supplies	10,718.49	13,393.18
Miscellaneous Office	180,734.01	70,133.29
Advertising	19,329.89	17,476.69
Professional Services	109,423.66	49,764.05
Insurance	228,771.86	219,907.47
Facility Repairs & Maint.	16,381.24	5,794.56
Vehicle Fuel	1,658.55	2,408.55
<b>Total administrative expenses</b>	<b>1,439,047.51</b>	<b>998,806.90</b>
<b>Operations expenses:</b>		
Operating wages-Drivers	1,100,550.80	852,331.67
Operating wages-Repair	(54,420.72)	188,015.75
Operating benefits-Drivers	265,105.26	170,994.50
Operating benefits-Repair	76,095.63	84,066.38
Miscellaneous supplies & costs	20,834.59	28,215.42
Vehicle Fuel	278,672.92	194,372.30
Vehicle Maint.	54,226.73	154,464.96
Preventive Maintenance	636,083.39	386,275.43
Depreciation	562,344.02	545,316.68
<b>Total operations expenses</b>	<b>2,939,492.62</b>	<b>2,604,053.09</b>
<b>Total operating expenses</b>	<b>4,378,540.13</b>	<b>3,602,859.99</b>
<b>Operating income (loss)</b>	<b>(413,391.47)</b>	<b>235,117.26</b>
Contingency fund	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	596,473.90	242,299.69
Interest expense (included in office supplies allocation)		
<b>Total non-operating expenses</b>	<b>596,473.90</b>	<b>242,299.69</b>
<b>Total expenses</b>	<b>4,975,014.03</b>	<b>3,845,159.68</b>

Biddeford-Old Orchard Beach-Saco Transit Committee

<u>Net income (loss)</u>	<u>(1,009,865.37)</u>	<u>(7,182.43)</u>
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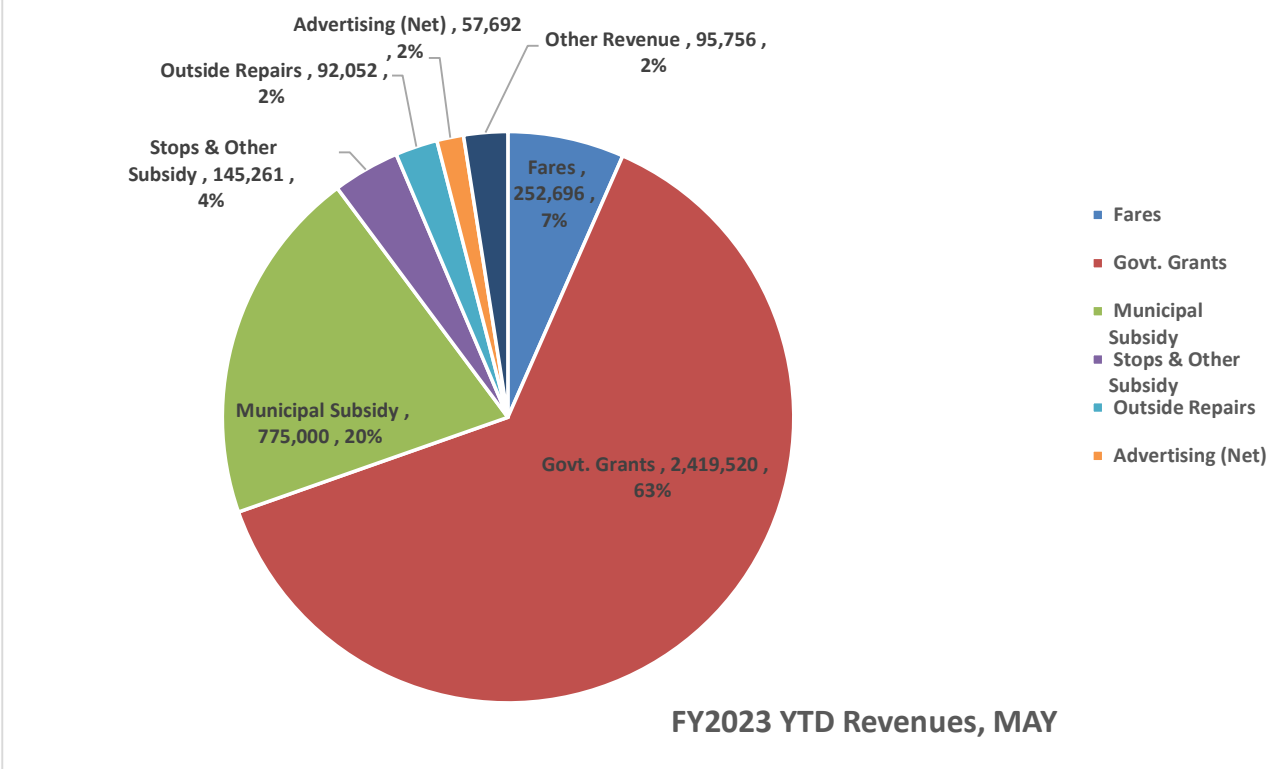
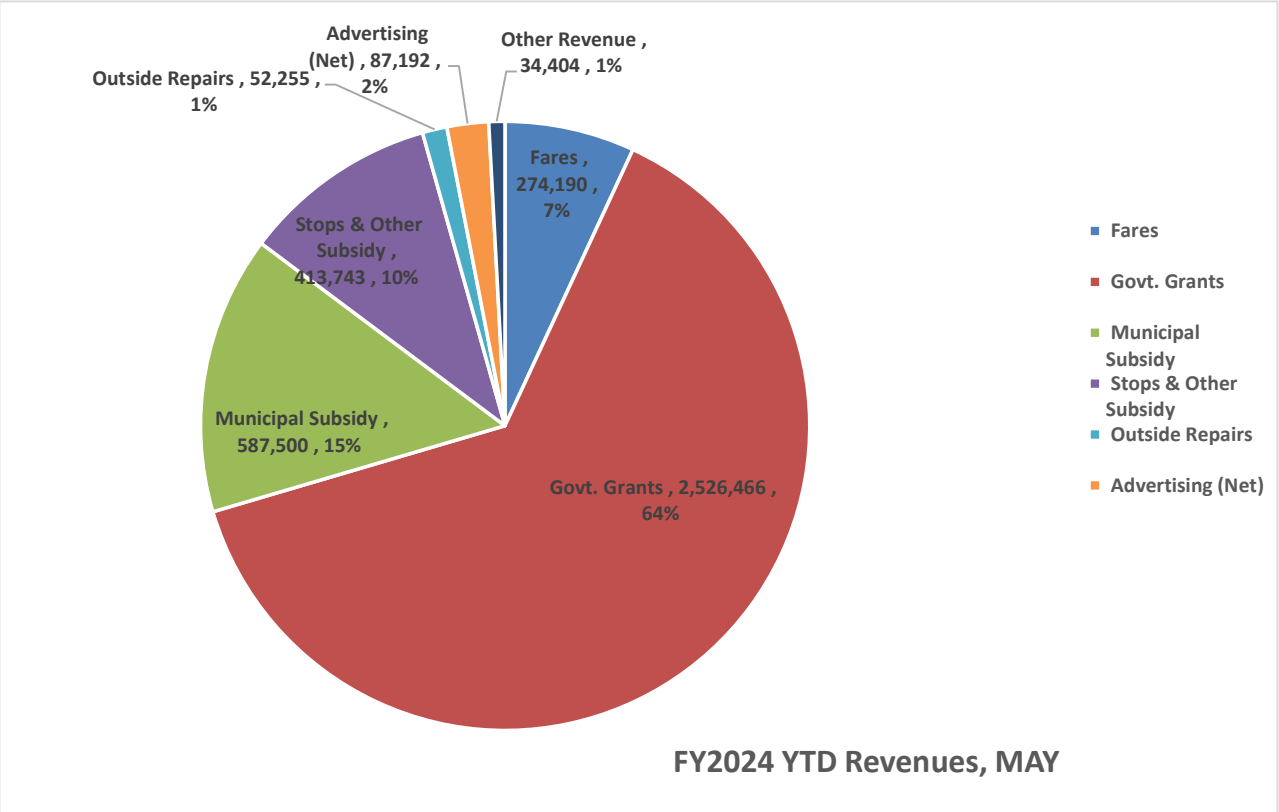
**B-S-OOB Transit Committee**  
**Monthly Financial Report - Revenues**  
**Month Ending MAY 2024**

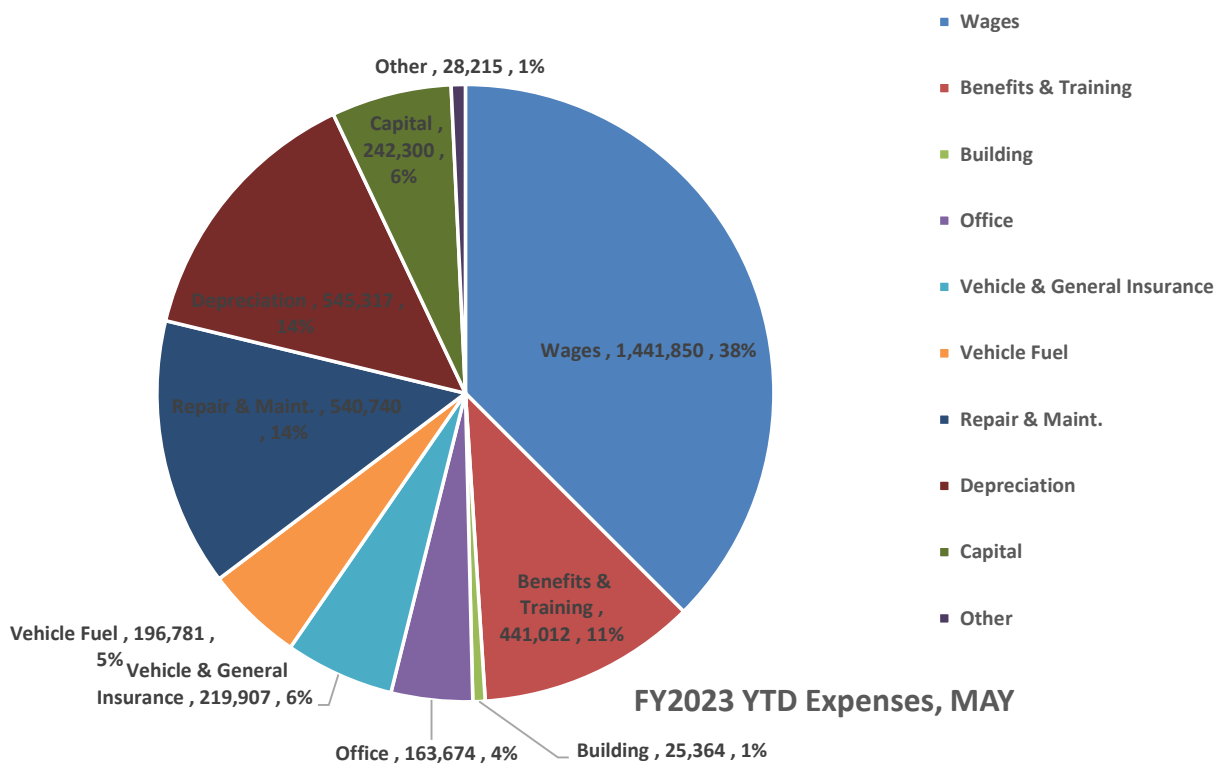
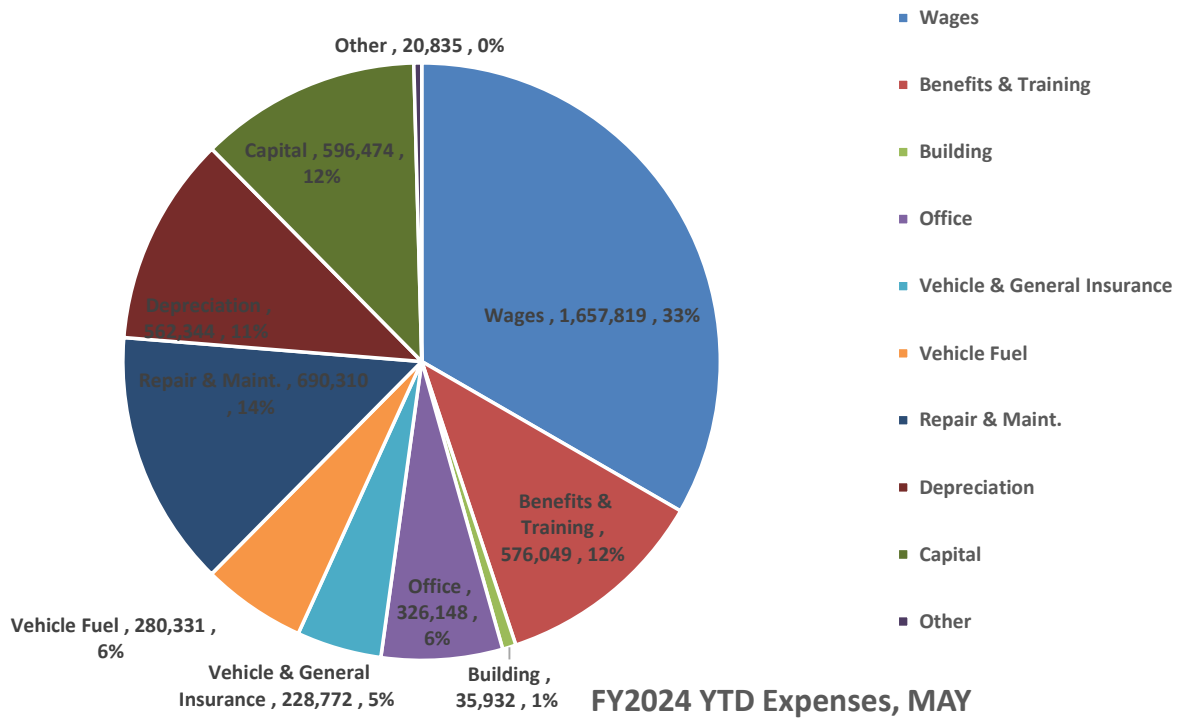
	FY2024				FY2023		
	Estimate	Month Ended March	Remaining Estimate	Percentage Realized	Revised Estimate	Month Ended March	Percentage Realized
<b>Target 91.6%</b>							
<b>General Revenues:</b>							
Sale of surplus property	0	0	0	0.0%	0	9,291	0.0%
Donations	0	0	0	0.0%	0	0	0.0%
Interest earned	0	10,600	(10,600)	0.0%	0	0	0.0%
Advertising commissions paid	(26,000)	0	(26,000)	0.0%	(13,200)	(11,021)	83.5%
Miscellaneous revenue	305,500	13,204	292,296	4.3%	500	93,926	18785.2%
<b>YCCTC Repairs Revenues:</b>							
Repair parts	0	7,986	(7,986)	0.0%	27,022	39,719	147.0%
Repair labor	0	12,496	(12,496)	0.0%	27,022	33,605	124.4%
<b>Other Agency Repairs Revenues:</b>							
Repair parts	15,000	15,391	(391)	102.6%	3,333	14,823	444.7%
Repair labor	20,000	16,381	3,619	81.9%	3,333	17,597	528.0%
<b>Local Service Revenues:</b>							
FTA Urban grant	1,310,142	1,386,317	(76,175)	105.8%	1,473,970	1,135,635	77.0%
Local fares	200,000	178,608	21,392	89.3%	69,878	219,931	314.7%
Advertising sales	60,000	87,192	(27,192)	145.3%	31,553	72,947	231.2%
Contract stops	200,000	323,743	(123,743)	161.9%	103,282	97,261	94.2%
MDOT grants	182,862	153,924	28,938	84.2%	0	90,753	0.0%
UNE contribution	90,000	90,000	0	100.0%	62,000	72,000	116.1%
Other local service revenues	0	0	0	0.0%	0	0	0.0%
<b>Zoom Service Revenues:</b>							
Zoom fares	26,000	35,617	(9,617)	137.0%	27,942	22,279	79.7%
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	273,361	62.0%
	0	0	0	0.0%	0	0	0.0%
<b>Intercity Service Revenues:</b>							
Intercity fares/ticket sales	35,300	59,966	(24,666)	169.9%	50,250	40,588	80.8%
Advertising sales	0	0	0	0.0%	0	0	0.0%
MDOT Intercity grant	827,653	644,625	183,028	77.9%	687,104	628,675	91.5%
Municipal contributions	0	0	0	0.0%	25,000	25,000	100.0%
<b>Mobility/Outreach Coordinator</b>							
FTA Planning grant	53,256	51,376	1,880	96.5%	52,953	18,316	34.6%
<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	272,779	6.9%
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	587,500	187,500	75.8%	600,000	750,000	125.0%
Other non-operating revenues	485,688	0	485,688	0.0%	0	1,336	0.0%
<b>TOTAL REVENUES</b>	<b>9,635,756</b>	<b>3,965,150</b>	<b>5,670,606</b>	<b>41.2%</b>	<b>7,713,084</b>	<b>3,918,801</b>	<b>50.8%</b>
Total, less Municipal contributions	8,860,756	3,377,650	5,483,106	38.1%	7,113,084	3,168,801	44.5%
Total fares	261,300	274,191	(12,891)	104.9%	148,070	282,798	191.0%
Total less fares & Municipal conts.	8,599,456	3,103,459	5,495,997	36.1%	6,965,014	2,886,003	41.4%
Total external repairs/fuel sales	35,000	52,254	(17,254)	149.3%	60,710	105,744	174.2%
Total operating revenues	3,584,151	3,250,745	333,406	90.7%	3,080,485	2,894,686	94.0%

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

	FY2024				FY2023		
	Budget	Month Ended March	Remaining Budget	Percentage Expended	Budget	Month Ended March	Percentage Expended
<b>Target 91.6%</b>							
<b>Admin/Overhead Expenditures:</b>							
Salaries & wages	678,173	557,217	120,956	82.2%	342,361	414,250	121.0%
Employee benefits	276,865	167,155	109,710	60.4%	204,064	151,892	74.4%
Other employment costs	58,000	54,870	3,130	94.6%	30,300	47,845	157.9%
Purchased professional svcs.	166,300	151,470	14,830	91.1%	67,000	55,758	83.2%
General operating costs	244,600	726,133	(481,533)	296.9%	169,850	452,233	266.3%
Insurances	274,792	228,801	45,991	83.3%	196,363	212,542	108.2%
Borrowing costs	0	0	0	0.0%	0	65,663	0.0%
Contingency	0	0	0	0.0%	0	644	0.0%
<b>Garage Operating Expenditures:</b>							
Salaries & wages, regular	440,957	252,239	188,718	57.2%	354,061	89,059	25.2%
Overtime wages	37,394	27,416	9,978	73.3%	39,252	46,974	119.7%
Employee benefits	148,670	76,103	72,567	51.2%	118,488	11,295	9.5%
Other employment costs	4,000	3,660	340	91.5%	2,000	4,366	218.3%
Reclassification to external repairs	(202,000)	(334,081)	132,081	165.4%	(115,000)	2,108	-1.8%
General operating costs	473,700	541,199	(67,499)	114.2%	159,430	465,037	291.7%
<b>YCCTC Repairs Expenditures:</b>							
All costs	0	19,536	(19,536)	0.0%	110,000	183,500	166.8%
<b>Other Agency Repairs Expenditures:</b>							
All costs	35,000	27,510	7,490	78.6%	20,000	88,327	441.6%
<b>Bus Services Expenditures:</b>							
Salaries & wages, regular	1,197,048	1,045,571	151,477	87.3%	959,126	170,061	17.7%
Overtime wages	72,688	113,535	(40,847)	156.2%	34,627	65,998	190.6%
Employee benefits	290,598	284,232	6,366	97.8%	248,755	60,433	24.3%
Other employment costs	0	0	0	0.0%	0	131,567	0.0%
Advertising costs	7,500	3,924	3,576	52.3%	7,500	169,459	2259.5%
Fuel costs	290,400	264,055	26,345	90.9%	210,410	323,241	153.6%
General operating costs	80,500	35,420	45,080	44.0%	123,500	189,501	153.4%
<b>Mobility/Outreach Coordinator</b>							
Salaries & wages, regular	55,731	46,255	9,476	83.0%	47,326	0	0.0%
Overtime wages	0	0	0	0.0%	0	0	0.0%
Employee benefits	7,232	12,748	(5,516)	176.3%	5,125	1,152	22.5%
Other employment costs	0	0	0	0.0%	0	0	0.0%
General operating costs	11,125	7,965	3,160	71.6%	13,020	10,131	77.8%
<b>Fuel Sales Expenditures:</b>							
Fuel costs	0	0	0	0.0%	0	0	0.0%
<b>Non-operating Expenditures</b>							
Training/Travel/Lodging	0	0	0	0.0%	0	52,815	0.0%
Consultants	390,000	22,489	367,511	5.8%	19,200	81,147	422.6%
RTAP grant expenses	50,000	13,402	36,598	26.8%	0	0	0.0%
Repairs & maintenance, non-cap	0	(16,512)	16,512	0.0%	0	155,538	0.0%
Loss on disposal of assets	0	0	0	0.0%	0	0	0.0%
Capital equipment	4,573,484	596,474	3,977,010	13.0%	4,013,368	278,299	6.9%
Other non-oper. Expense	0	22,178	(22,178)	0.0%	169,665	0	0.0%
<b>Total Expenditures</b>	<b>9,662,757</b>	<b>4,950,964</b>	<b>4,711,793</b>	<b>51.2%</b>	<b>7,549,791</b>	<b>3,980,835</b>	<b>52.7%</b>
<b>Total Personnel Costs</b>	<b>3,100,356</b>	<b>2,353,966</b>	<b>746,390</b>	<b>75.9%</b>	<b>2,400,485</b>	<b>1,468,827</b>	<b>61.2%</b>
<b>Total Fuel Costs</b>	<b>290,400</b>	<b>264,055</b>	<b>26,345</b>	<b>90.9%</b>	<b>210,410</b>	<b>323,241</b>	<b>153.6%</b>
<b>Total Capital Equipment Costs, net</b>	<b>4573484</b>	<b>596474</b>	<b>3977010</b>	<b>13.0%</b>	<b>4013368</b>	<b>278299</b>	<b>6.9%</b>
<b>Total Other Costs</b>	<b>1,698,517</b>	<b>1,736,469</b>	<b>(37,952)</b>	<b>102.2%</b>	<b>925,528</b>	<b>1,910,468</b>	<b>206.4%</b>







## Memorandum

June 20, 2024

To: BSOOB Transit Finance Subcommittee  
From: Chad Heid, Executive Director  
Subject: FY25 Budget Plan

### Purpose:

This document details the proposed FY25 budget. This summary of the proposal is categorized into three focus areas; costs of labor, projected revenues, and the FY25 capital program. Each of these areas of focus is presented as a comparison to the current FY24 budget, with increases and decreases presented by account. The BSOOB Transit fiscal year runs from July 1 to June 30. Should the Transit Committee adopt these revisions, a new balanced budget will go into effect on July, 1, 2024. This budget is balanced with expenses and revenues each totaling \$9,147,662.50.

### Employee Compensation: -\$26,968

The BSOOB Transit represented workforce is currently in the final steps of collective bargaining and the proposed budget accounts for and anticipates the expected wage and compensation increases by classification. This proposal also includes an increase for non-represented staff. In addition to increases related to wages and benefits, this budget includes:

- A decrease of -3 unstaffed positions (Staff Accountant, (2) Mechanics)
- Operator staffing remaining steady:
  - Full Time 13 budgeted and 13 staffed
  - Part Time utilization rate equivalent to 3 FTE
- Reclassification of multiple job types to preferred cost centers
  - Finance Assistant out of 81002 to 81001
  - Customer Service Clerk from 81001 to 81008

### FY23 Total Projected Revenues: \$9,147,662.50

### Total Revenue Adjustments: -\$488,094

Given the delays related to prior year capital investments, many of the capital expense projected revenues remain tied to specific grant awards, and the availability of agency funds not yet expensed based on project delay.

### FTA Direct Grant Revenues: +\$273,407

### Capital Grant Revenue: +\$44,208

- This budget includes capital and preventive maintenance projects and activities funded from formula 5307, 5310, and 5339 funds, as well as the discretionary Low-No Grant projects.

*Operating & Mobility Grant Revenue: +\$229,199*

- The agency has received a larger amount of 5307 funds for operating and mobility programs for the upcoming year.

**State Directed Operating Grant Revenues: -\$628,582**

Three areas of funding from either MDOT's General Fund, the Multi-Modal account, or FTA 5311 programs managed by the State will see significant reductions in operating support. This is the most significant area of concern as it relates to service impacts.

- The expiration of Route #54 – Downtown Circulator / UNE pilot funding.
- A removal of recognized in-kind match from Greyhound services for #60 – Intercity funding.
- A reduction in #70 Zoom Express funding based on existing fund availability

**Local Municipal Funding: +\$90,000**

BSOOB Transit will receive an increase from each of the local municipalities funding for FY25. This is the first of two planned increases totaling \$840,000 in FY25 and \$945,000 in FY26.

**Projected Fare Revenue: +\$33,700**

Based on FY24 data, and the continued increase of ridership beyond the current “Fare Deal” promotion, this increase is viewed as the floor for potential fare revenue, assuming service levels remain consistent with existing services.

**Strategic Partnerships: -\$250,000**

The primary reduction in this category is tied to the ended service relationship with KKACC. BSOOB Transit will not extend services this summer and beyond. This revenue area continues to be an area of focus for the agency. There are multiple partnership opportunities being pursued for the upcoming fiscal year, but are not yet finalized or projected in this budget.

**BSOOB Transit “Reserves”: +\$188,681**

This increase in funding from BSOOB Transit cash reserves is tied to multiple conditions:

- FY22-FY24 capital projects yet to be completed
- FY25 service funding gaps based on reductions from State directed federal grants (5311)

**FY25 Capital Program**

This section outlines projects to be completed in the upcoming fiscal year. The funding source for each of these projects are federal and state grants, which require a degree of local contribution. The expenses stated below are accounted for in the revenue section above.

*Projects - \$4,616,744*

- On Route Chargers (FY22): \$1,360,590
- Bus Wash Replacement (FY24): \$158,000
- Two Proterra BEB's (FY24): \$2,408,154
- Facility Improvements (FY25): \$350,000
- Microtransit Fleet (FY25): \$300,000
- Security System Improvements (FY25): \$40,000

FY25 ORG-OBJ Budget Descriptions			FY23 Budget	FY24 Budget- Revised Oct23	FY24 Actual (Thru May24)	Percent of Budget	FY25 Budget	\$ Change from FY24	% Change from FY24	
Org	Obj	Description								
81001	-	40500	Interest Earned	-	-	10,599.73	0.0%	-	0%	
81001	-	40557	Donations received	-	-	-	0.0%	-	0%	
81001	-	40565	Insurance Claims Rev	-	-	-	0.0%	-	0%	
81001	-	48000	Miscellaneous Operating Revenue	500.00	305,500.00	13,204.41	4.3%	15,000.00	(290,500.00)	-95%
81001	-	48051	Advertising Comisns Paid	(13,480.00)	(26,000.00)	-	0.0%	-	26,000.00	-100%
81003	-	48030	Repair Parts Sales	52,000.00	-	7,986.32	0.0%	10,000.00	10,000.00	0%
81003	-	48031	Repair Labor Sales	63,000.00	-	12,496.00	0.0%	15,000.00	15,000.00	0%
81004	-	48030	Repair Parts Sales	20,000.00	15,000.00	15,390.82	102.6%	20,000.00	5,000.00	33%
81004	-	48031	Repair Labor Sales	15,000.00	20,000.00	16,381.41	81.9%	20,000.00	-	0%
81005	-	40431	FTA Urban Grant Revenue	1,650,391.00	1,310,142.00	1,245,567.30	95.1%	1,476,597.00	166,455.00	13%
81005	-	40557	Donations Received Revenue	-	-	-	0.0%	-	-	0%
81005	-	48001	Local Fares Revenue	72,000.00	80,000.00	78,831.94	98.5%	85,000.00	5,000.00	6%
81005	-	48005	Seasonal Fares Revenue	104,000.00	120,000.00	99,775.68	83.1%	120,000.00	-	0%
81005	-	48006	UNE Shuttle Fares	-	-	-	0.0%	-	-	0%
81005	-	48008	Angel Fare Donations Revenue	-	-	-	0.0%	-	-	0%
81005	-	48050	Advertising Sales	47,650.00	60,000.00	87,191.76	145.3%	100,000.00	40,000.00	67%
81005	-	48090	Contract Stops Revenue	87,150.00	200,000.00	323,742.54	161.9%	95,000.00	(105,000.00)	-53%
81005	-	48100	MDOT Grant Revenue	120,862.00	182,862.00	153,923.60	84.2%	120,862.00	(62,000.00)	-34%
81005	-	48114	UNE Annual Contribution	90,000.00	90,000.00	90,000.00	100.0%	90,000.00	-	0%
81006	-	48004	ZOOM Fares Revenue	26,000.00	26,000.00	35,616.80	137.0%	35,000.00	9,000.00	35%
81006	-	48050	Advertising Sales	-	-	-	0.0%	-	-	0%
81006	-	48100	MDOT ZOOM Grant Revenue	256,281.00	284,438.00	163,318.67	57.4%	145,999.00	(138,439.00)	-49%
81006	-	48101	MTA Grant Revenue	-	-	-	0.0%	-	-	0%
81007	-	48002	Greyhound Ticket Sales Rev	300.00	300.00	-	0.0%	-	(300.00)	-100%
81007	-	48003	Portland Fares Revenue	35,000.00	35,000.00	59,965.59	171.3%	55,000.00	20,000.00	57%
81007	-	48008	Angel Fare Donations Revenue	-	-	-	0.0%	-	-	0%
81007	-	48050	Advertising Sales	-	-	-	0.0%	-	-	0%
81007	-	48100	MDOT Intercity Grant Revenue	804,828.00	827,653.00	644,625.36	77.9%	399,510.00	(428,143.00)	-52%
81007	-	48106	MDOT Interline Grant Rev (Greyhound inkind matc	-	-	-	0.0%	-	-	0%
18	-	48113	Scarborough Annual Contribution	25,000.00	-	-	0.0%	-	-	0%
81008	-	40431	FTA Urban Grant Revenue -Mobility	52,211.00	53,256.00	41,569.00	78.1%	116,000.00	62,744.00	118%
81008	-	40557	Donations Received Revenue	-	-	-	0.0%	-	-	0%
81011	-	40126	Sale of Surplus Goods	-	-	-	0.0%	-	-	0%
81011	-	40431	FTA Non-operating Grant Revenue	1,821,970.00	3,886,071.00	126,905.00	3.3%	3,930,279.00	44,208.00	1%
81011	-	40557	Donations Received Revenue	-	-	-	0.0%	-	-	0%
81011	-	48000	Cash Asset Reductions - Positive Cash Flow	43,125.00	485,688.48	-	0.0%	674,369.50	188,681.02	39%
81011	-	48100	MDOT Non-operating Grant Rev.	136,059.00	489,046.00	-	0.0%	-	(489,046.00)	-100%
81011	-	48103	Other US DOT Grant Revenue - SMART GRANT	-	350,000.00	-	0.0%	250,000.00	(100,000.00)	-29%
81011	-	48104	Other Grant Revenue	20,800.00	65,800.00	-	0.0%	20,000.00	(45,800.00)	-70%
81011	-	48105	MDOT Capital Grant Rev.	-	-	-	0.0%	489,046.00	489,046.00	0%
81011	-	48110	Total Municpal Contributions	250,000.00	775,000.00	587,500.00	75.8%	865,000.00	90,000.00	12%
				250,000.00	-	-	0.0%	-	-	0%
				250,000.00	-	-	0.0%	-	-	0%
			<b>Total Revenues</b>	<b>6,280,647.00</b>	<b>9,635,756.48</b>	<b>3,814,591.93</b>	<b>39.6%</b>	<b>9,147,662.50</b>	<b>(488,093.98)</b>	<b>-5%</b>
81001	-	60101	Dept Manager Salary Exp	99,180.00	115,000.00	372,306.18	323.7%	120,000.00	5,000.00	4%
81001	-	60102	Reg Employee Salary Exp	268,321.26	349,139.46	124,984.78	35.8%	488,507.57	139,368.11	40%
81001	-	60105	F-T Employee Wage Exp	116,176.32	138,121.20	51,683.45	37.4%	-	(138,121.20)	-100%
81001	-	60106	P-T Employee Wage Exp	17,372.16	65,772.00	-	0.0%	-	(65,772.00)	-100%
81001	-	60107	Temp Employee Wage Exp	-	-	9,788.72	0.0%	-	-	0%
81001	-	60111	Overtime Wage Expense	-	10,139.85	(1,546.21)	-15.2%	-	(10,139.85)	-100%
81001	-	60201	FICA/Medicare-ER Share Exp	39,297.95	53,461.61	43,468.82	81.3%	48,130.95	(5,330.66)	-10%
81001	-	60204	Transit Retirement-Employer Sh	12,648.95	20,672.02	18,774.03	90.8%	20,655.23	(16.79)	0%
81001	-	60210	HPHC Ins Employer Share Exp	192,712.45	193,920.95	91,912.76	47.4%	222,789.22	28,868.27	15%
81001	-	60212	S-T Disability ER Share Exp	6,597.01	7,854.61	11,218.46	142.8%	7,814.38	(40.23)	-1%
81001	-	60215	Delta Dental Premium-Transit	776.80	955.93	1,780.97	186.3%	1,548.81	592.88	62%
81001	-	60230	Uniforms Expense	4,000.00	8,000.00	4,234.24	52.9%	8,000.00	-	0%
81001	-	60251	Conferences/Training Expense	18,000.00	20,000.00	3,557.58	17.8%	15,000.00	(5,000.00)	-25%
81001	-	60252	Travel/Mileage Expense	2,000.00	2,000.00	6,086.94	304.3%	5,000.00	3,000.00	150%
81001	-	60253	Event Food, and non Conference Lodging	2,000.00	3,500.00	2,529.45	72.3%	3,500.00	-	0%
81001	-	60256	Dues/Memberships Expense	9,000.00	15,000.00	9,978.75	66.5%	12,000.00	(3,000.00)	-20%
81001	-	60258	Hiring Fees/EE Testing	5,000.00	7,500.00	10,908.49	145.4%	10,000.00	2,500.00	33%
81001	-	60259	Unemployment Comp Exp	2,000.00	2,000.00	17,575.01	878.8%	15,000.00	13,000.00	650%
81001	-	60301	Legal Services Expense	15,000.00	1,500.00	13,315.46	887.7%	10,000.00	8,500.00	567%
81001	-	60302	Audit Services Expense	21,000.00	50,000.00	31,350.00	62.7%	40,000.00	(10,000.00)	-20%
81001	-	60305	Computer Support/Service Exp	15,000.00	6,000.00	446.66	7.4%	15,000.00	9,000.00	150%
81001	-	60306	Other Prof/Consult Svcs Exp	15,000.00	35,000.00	41,814.00	119.5%	25,000.00	(10,000.00)	-29%
81001	-	60310	Administrative Systems Expense	8,000.00	73,800.00	64,543.94	87.5%	65,000.00	(8,800.00)	-12%
81001	-	60315	User License Exp	12,000.00	17,000.00	16,264.32	95.7%	20,000.00	3,000.00	18%
81001	-	60320	Advertising	13,000.00	13,000.00	15,408.97	118.5%	15,000.00	2,000.00	15%
81001	-	60325	Postage/Shipping Expense	1,200.00	1,200.00	898.89	74.9%	1,200.00	-	0%
81001	-	60330	Equipment Rent/Lease Exp	2,400.00	4,500.00	3,453.38	76.7%	4,500.00	-	0%
81001	-	60331	Land/Building Rent/Lease Exp	4,000.00	15,000.00	11,705.00	78.0%	15,000.00	-	0%
81001	-	60340	Waste Tipping Fee Expense	4,000.00	6,750.00	5,278.02	78.2%	6,750.00	-	0%
81001	-	60370	Workers Comp Insurance Exp	64,573.18	85,000.00	48,542.00	57.1%	75,000.00	(10,000.00)	-12%
81001	-	60371	General Insurance Expense	9,792.00	9,792.00	6,850.50	70.0%	12,000.00	2,208.00	23%
81001	-	60372	Vehicle Insurance Expense	150,374.00	180,000.00	173,408.50	96.3%	220,000.00	40,000.00	22%
81001	-	60373	Building/Boiler Insurance Exp	-	-	-	0.0%	-	-	0%
81001	-	60378	Regulatory Licensing	-	-	1,212.50	0.0%	1,500.00	1,500.00	0%

FY25 ORG-OBJ Budget Descriptions			FY23 Budget	FY24 Budget- Revised Oct23	FY24 Actual (Thru May24)	Percent of Budget	FY25 Budget	\$ Change from FY24	% Change from FY24
Org	Obj	Description							
81001	- 60400	Electricity Expense	8,100.00	8,100.00	8,825.09	109.0%	10,000.00	1,900.00	23%
81001	- 60401	Water Expense	600.00	600.00	746.74	124.5%	800.00	200.00	33%
81001	- 60402	Staff Cell Phone Expense	4,200.00	6,500.00	4,450.00	68.5%	5,000.00	(1,500.00)	-23%
81001	- 60404	Sewer User Fee Expense	700.00	700.00	265.32	37.9%	500.00	(200.00)	-29%
81001	- 60405	Heating Fuel Expense	10,000.00	10,000.00	7,808.49	78.1%	8,000.00	(2,000.00)	-20%
81001	- 60406	Fiber/Internet Expense	35,000.00	28,000.00	25,077.79	89.6%	40,000.00	12,000.00	43%
81001	- 60411	Gasoline Expense	3,500.00	6,000.00	1,658.38	27.6%	5,000.00	(1,000.00)	-17%
81001	- 60450	Building Repair/Maint Exp	3,000.00	-	2,105.76	0.0%	-	-	0%
81001	- 60451	Admin/Office Equip Repair Exp	3,000.00	-	-	0.0%	-	-	0%
81001	- 60452	Operating Equip Repair Exp	-	-	-	0.0%	-	-	0%
81001	- 60454	Grounds Maint/Improve Exp	4,000.00	2,000.00	2,605.49	130.3%	3,000.00	1,000.00	50%
81001	- 60460	Oth Fac Maint/Improve Non-Cap	-	-	-	0.0%	-	-	0%
81001	- 60500	Admin/Office Supp/Eqt Non-Cap	11,000.00	10,000.00	6,285.46	62.9%	7,500.00	(2,500.00)	-25%
81001	- 60501	Operating Supp/Eqt Non-Cap	3,000.00	750.00	978.58	130.5%	1,000.00	250.00	33%
81001	- 60502	Printing & Copying Expense	3,000.00	6,000.00	3,244.55	54.1%	5,000.00	(1,000.00)	-17%
81001	- 60509	Building Supplies Expense	-	-	394.48	0.0%	-	-	0%
81001	- 60512	Computer Hardware, Non-capital	3,000.00	3,000.00	5,809.15	193.6%	10,000.00	7,000.00	233%
81001	- 60700	Depreciation Expense	15,000.00	9,000.00	6,038.66	67.1%	-	(9,000.00)	-100%
81001	- 60753	Note/BAN Interest Expense	-	-	-	0.0%	-	-	0%
81001	- 60797	Miscellaneous Expense	2,500.00	2,500.00	2,552.60	102.1%	-	(2,500.00)	-100%
81001	- 60798	Contingency	-	-	-	0.0%	-	-	0%
81002	- 60102	Reg Employee Salary Exp	76,037.40	83,859.30	(631.49)	-0.8%	-	(83,859.30)	-100%
81002	- 60105	F-T Employee Wage Exp	307,443.80	357,098.11	252,870.61	70.8%	265,504.24	(91,593.87)	-26%
81002	- 60106	P-T Employee Wage Exp	-	-	-	0.0%	-	-	0%
81002	- 60111	Overtime Wage Expense	33,187.34	37,393.57	27,415.64	73.3%	26,550.42	(10,843.15)	-29%
81002	- 60201	FICA/Medicare-ER Share Exp	32,512.65	37,691.67	21,378.56	56.7%	23,235.87	(14,455.80)	-38%
81002	- 60204	Transit Retirement Employer Sh	8,333.37	14,350.53	8,420.19	58.7%	11,682.19	(2,668.34)	-19%
81002	- 60210	HPHC Ins Employer Share Exp	78,839.92	89,122.35	40,923.90	45.9%	54,418.77	(34,703.58)	-39%
81002	- 60212	S-T Disability ER Share Exp	5,717.79	6,443.03	4,752.84	73.8%	3,794.32	(2,648.71)	-41%
81002	- 60215	Delta Dental Premium-Transit	977.95	1,062.00	627.75	59.1%	462.58	(599.42)	-56%
81002	- 60230	Uniforms Expense	2,000.00	4,000.00	3,660.35	91.5%	4,500.00	500.00	13%
81002	- 60259	Unemployment Comp Exp	-	-	-	0.0%	-	-	0%
81002	- 60315	User License Exp	5,500.00	10,000.00	-	0.0%	-	(10,000.00)	-100%
81002	- 60399	Repair Labor Reclass	(80,000.00)	(202,000.00)	(334,080.92)	165.4%	(300,000.00)	(98,000.00)	49%
81002	- 60411	Gasoline Expense	7,700.00	7,700.00	-	0.0%	7,700.00	-	0%
81002	- 60452	Operating Equip Repair Exp	5,000.00	9,000.00	1,419.40	15.8%	3,000.00	(6,000.00)	-67%
81002	- 60453	Vehicle Repair/Tires/Oil Exp--trucks and vans	2,000.00	2,000.00	1,348.25	67.4%	2,000.00	-	0%
81002	- 60455	Preventive Maintenance	12,000.00	30,000.00	44,427.63	148.1%	-	(30,000.00)	-100%
81002	- 60501	Operating Supp/Eqt Non-Cap	15,000.00	20,000.00	13,956.32	69.8%	20,000.00	-	0%
81002	- 60797	Miscellaneous Expense	500.00	-	-	0.0%	-	-	0%
81003	- 60453	Vehicle Repair/Tires/Oil Exp York County	75,000.00	-	19,535.58	0.0%	10,000.00	10,000.00	0%
81004	- 60453	Vehicle Repair/Tires/Oil Exp all other outside	35,000.00	35,000.00	27,509.76	78.6%	15,000.00	(20,000.00)	-57%
81005	- 60105	F-T Employee Wage Exp	464,478.26	515,234.51	434,800.44	84.4%	604,867.73	89,633.22	17%
81005	- 60106	P-T Employee Wage Exp	110,197.39	111,372.15	172,795.16	155.2%	113,415.88	2,043.73	2%
81005	- 60107	Temp Employee Wage Exp	116,088.02	120,760.61	46,828.71	38.8%	125,765.02	5,004.41	4%
81005	- 60111	Overtime Wage Expense	35,153.58	45,907.87	69,041.53	150.4%	60,800.18	14,892.31	32%
81005	- 60201	FICA/Medicare-ER Share Exp	56,458.04	62,216.88	53,961.05	86.7%	71,587.63	9,370.75	15%
81005	- 60204	Transit Retirement-Employer Sh	12,096.36	20,017.39	14,725.09	73.6%	30,937.20	10,919.81	55%
81005	- 60210	HPHC Ins Employer Share Exp	85,019.56	80,483.09	91,400.22	113.6%	130,997.92	50,514.83	63%
81005	- 60212	S-T Disability ER Share Exp	6,775.43	7,519.64	9,607.35	127.8%	8,826.99	1,307.35	17%
81005	- 60215	Delta Dental Premium-Transit	683.19	806.07	1,396.93	173.3%	1,060.10	254.03	32%
81005	- 60230	Clothing	-	-	-	0.0%	6,000.00	6,000.00	0%
81005	- 60252	Travel/Mileage Expense	-	-	4,036.00	0.0%	-	-	0%
81005	- 60259	Unemployment Comp Exp	-	-	-	0.0%	-	-	0%
81005	- 60310	Service Contracts Exp	-	-	-	0.0%	-	-	0%
81005	- 60320	Advertising	7,500.00	7,500.00	3,924.00	52.3%	5,000.00	(2,500.00)	-33%
81005	- 60410	Diesel Fuel Expense	37,680.00	43,560.00	142,930.78	328.1%	147,484.00	103,924.00	239%
81005	- 60411	Gasoline Expense	-	-	-	0.0%	-	-	0%
81005	- 60413	Electric Vehicle Fuel	141,300.00	60,000.00	14,644.08	24.4%	60,000.00	-	0%
81005	- 60453	Vehicle Repair/Tires/Oil Exp	10,000.00	12,000.00	18,858.51	157.2%	16,000.00	4,000.00	33%
81005	- 60455	Preventive Maintenance	371,652.14	375,000.00	341,700.12	91.1%	250,000.00	(125,000.00)	-33%
81005	- 60797	Miscellaneous Expense	500.00	500.00	-	0.0%	-	(500.00)	-100%
81006	- 60105	F-T Employee Wage Exp	47,916.47	53,152.59	40,319.69	75.9%	74,844.74	21,692.15	41%
81006	- 60106	P-T Employee Wage Exp	11,368.18	11,489.37	14,225.63	123.8%	14,033.78	2,544.41	22%
81006	- 60107	Temp Employee Wage Exp	-	-	-	0.0%	-	-	0%
81006	- 60111	Overtime Wage Expense	3,109.53	4,192.45	6,735.17	160.6%	6,823.66	2,631.21	63%
81006	- 60201	FICA/Medicare-ER Share Exp	4,868.62	5,423.81	5,030.13	92.7%	7,614.07	2,190.26	40%
81006	- 60204	Transit Retirement-Employer Sh	1,247.88	2,065.03	1,484.96	71.9%	3,828.09	1,763.06	85%
81006	- 60210	HPHC Ins Employer Share Exp	8,770.78	8,302.79	8,616.25	103.8%	16,209.34	7,906.55	95%
81006	- 60212	S-T Disability ER Share Exp	698.97	775.74	975.98	125.8%	1,092.23	316.49	41%
81006	- 60215	Delta Dental Premium-Transit	70.48	83.16	141.99	170.7%	131.17	48.01	58%
81006	- 60252	Maine Turnpike Tolls	14,500.00	14,500.00	3,061.44	21.1%	5,000.00	(9,500.00)	-66%
81006	- 60259	Unemployment Comp Exp	-	-	-	0.0%	-	-	0%
81006	- 60320	Advertising	-	-	-	0.0%	-	-	0%
81006	- 60402	Phone/Celular/Paging Exp	-	-	-	0.0%	-	-	0%
81006	- 60410	Diesel Fuel Expense	71,806.00	83,011.00	42,642.37	51.4%	30,639.00	(52,372.00)	-63%
81006	- 60453	Vehicle Repair/Tires/Oil Exp	8,000.00	8,000.00	3,113.50	38.9%	5,000.00	(3,000.00)	-38%
81006	- 60455	Preventive Maintenance	20,000.00	20,000.00	27,855.25	139.3%	-	(20,000.00)	-100%

FY25 ORG-OBJ Budget Descriptions			FY23 Budget	FY24 Budget- Revised Oct23	FY24 Actual (Thru May24)	Percent of Budget	FY25 Budget	\$ Change from FY24	% Change from FY24
Org	Obj	Description							
81006	- 60797	Miscellaneous Expense	500.00	500.00	-	0.0%	-	(500.00)	-100%
81007	- 60105	F-T Employee Wage Exp	229,346.34	254,408.35	208,215.65	81.8%	218,783.86	(35,624.49)	-14%
81007	- 60106	P-T Employee Wage Exp	54,412.38	54,992.45	74,414.56	135.3%	41,023.12	(13,969.33)	-25%
81007	- 60107	Temp Employee Wage Exp	-	-	-	0.0%	-	-	0%
81007	- 60111	Overtime Wage Expense	14,883.38	20,066.66	33,174.26	165.3%	19,946.73	(119.93)	-1%
81007	- 60201	FICA/Medicare-ER Share Exp	23,303.04	25,960.39	23,861.84	91.9%	22,257.20	(3,703.19)	-14%
81007	- 60204	Transit Retirement-Employer Sh	5,972.84	9,884.02	7,108.22	71.9%	11,190.15	1,306.13	13%
81007	- 60210	HPHC Ins Employer Share Exp	41,980.28	39,740.29	41,244.11	103.8%	47,382.64	7,642.35	19%
81007	- 60212	S-T Disability ER Share Exp	3,345.52	3,712.99	4,867.47	131.1%	3,192.77	(520.22)	-14%
81007	- 60215	Delta Dental Premium-Transit	337.34	398.01	683.67	171.8%	383.44	(14.57)	-4%
81007	- 60259	Unemployment Comp Exp	-	-	-	0.0%	-	-	0%
81007	- 60320	Advertising	-	-	-	0.0%	-	-	0%
81007	- 60402	Phone/Celular/Paging Exp	-	-	-	0.0%	-	-	0%
81007	- 60410	Diesel Fuel Expense	141,714.00	163,829.00	78,482.10	47.9%	59,477.00	(104,352.00)	-64%
81007	- 60453	Vehicle Repair/Tires/Oil Exp	45,000.00	45,000.00	10,228.57	22.7%	25,000.00	(20,000.00)	-44%
81007	- 60455	Preventive Maintenance	-	-	110,491.82	0.0%	-	-	0%
81007	- 60797	Miscellaneous Expense	-	-	-	0.0%	-	-	0%
81008	- 60105	F-T Employee Wage Exp	51,030.72	55,730.81	46,254.58	83.0%	103,152.42	47,421.61	85%
81008	- 60107	Temp Employee Wage Exp	-	-	8,161.92	0.0%	-	-	0%
81008	- 60111	Overtime Wage Expense	-	-	-	0.0%	4,179.81	4,179.81	0%
81008	- 60201	FICA/Medicare-ER Share Exp	3,942.89	4,391.31	3,375.47	76.9%	8,539.35	4,148.04	94%
81008	- 60204	Transit Retirement-Employer Sh	510.31	1,671.92	1,303.18	77.9%	4,293.29	2,621.37	157%
81008	- 60210	HPHC Ins Employer Share Exp	330.10	355.49	7,096.34	1996.2%	17,944.60	17,589.11	4948%
81008	- 60212	S-T Disability ER Share Exp	744.81	813.32	861.12	105.9%	1,504.85	691.53	85%
81008	- 60215	Delta Dental Premium-Transit	-	-	112.17	0.0%	-	-	0%
81008	- 60251	Conferences/Training Expense	500.00	500.00	-	0.0%	1,000.00	500.00	100%
81008	- 60252	Travel/Mileage Expense	250.00	250.00	52.07	20.8%	250.00	-	0%
81008	- 60253	Food/Lodging Expense	500.00	500.00	-	0.0%	500.00	-	0%
81008	- 60259	Unemployment Comp Exp	-	-	-	0.0%	-	-	0%
81008	- 60320	Advertising and Outreach	-	-	-	0.0%	15,000.00	15,000.00	0%
81008	- 60400	Electricity Expense	1,000.00	1,000.00	960.59	96.1%	1,200.00	200.00	20%
81008	- 60401	Water Expense	75.00	75.00	74.84	99.8%	100.00	25.00	33%
81008	- 60402	Phone/Celular/Paging Exp	600.00	600.00	592.79	98.8%	650.00	50.00	8%
81008	- 60404	Sewer User Fee Expense	-	-	-	0.0%	-	-	0%
81008	- 60405	Heating Fuel Expense	1,700.00	1,700.00	867.57	51.0%	1,000.00	(700.00)	-41%
81008	- 60406	Fiber/Internet Expense	720.00	-	-	0.0%	2,500.00	2,500.00	0%
81008	- 60500	Admin/Office Supp/Eqt Non-Cap	500.00	500.00	-	0.0%	1,500.00	1,000.00	200%
81008	- 60501	Operating Supp/Eqt Non-Cap	-	-	-	0.0%	-	-	0%
81008	- 60502	Printing & Copying Expense	8,000.00	6,000.00	5,417.58	90.3%	7,500.00	1,500.00	25%
81008	- 60797	Miscellaneous Expense	-	-	-	0.0%	-	-	0%
81009	60130	TRANSIT COVID RELATED	-	-	-	0.0%	-	-	0%
81009	60201	FICA/Medicare-ER Share Exp	-	-	-	0.0%	-	-	0%
81009	60204	Transit Retirement-Employer Sh	-	-	-	0.0%	-	-	0%
81009	60210	HPHC Ins Employer Share Exp	-	-	-	0.0%	-	-	0%
81009	60212	S-T Disability ER Share Exp	-	-	-	0.0%	-	-	0%
81009	60215	Delta Dental Premium-Transit	-	-	-	0.0%	-	-	0%
81009	- 60410	Diesel Fuel Expense	-	-	-	0.0%	-	-	0%
81009	60502	Printing & Copying Expense	-	-	-	0.0%	-	-	0%
81009	60514	Transit COVID Related	-	-	-	0.0%	-	-	0%
81010	- 60105	F-T Employee Wage Exp	49,944.96	50,425.20	53,970.81	107.0%	71,290.19	20,864.99	41%
81010	- 60106	P-T Employee Wage Exp	24,972.48	25,212.60	-	0.0%	-	(25,212.60)	-100%
81010	- 60107	Temp Employee Wage Exp	-	-	-	0.0%	-	-	0%
81010	- 60111	Overtime Wage Expense	2,497.25	2,521.26	4,584.18	181.8%	3,781.89	1,260.63	50%
81010	- 60201	FICA/Medicare-ER Share Exp	5,962.34	6,100.68	4,512.79	74.0%	5,972.73	(127.95)	-2%
81010	- 60204	Transit Retirement-Employer Sh	524.42	1,588.39	1,789.27	112.6%	3,002.88	1,414.49	89%
81010	- 60210	HPHC Ins Employer Share Exp	13,710.71	14,708.80	11,607.39	78.9%	20,766.32	6,057.52	41%
81010	- 60212	S-T Disability ER Share Exp	728.50	736.12	1,054.18	143.2%	1,040.57	304.45	41%
81010	- 60215	Delta Dental Premium-Transit	71.21	75.08	163.57	217.9%	109.41	34.33	46%
81010	- 60259	Unemployment Comp Exp	-	-	-	0.0%	-	-	0%
81010	- 60310	Service Contract Exp	1,000.00	1,000.00	1,338.00	133.8%	2,500.00	1,500.00	150%
81010	- 60400	Electricity Expense	-	-	-	0.0%	-	-	0%
81010	- 60401	Water Expense	-	-	-	0.0%	-	-	0%
81010	- 60404	Sewer User Fee Expense	-	-	-	0.0%	-	-	0%
81010	- 60450	Building Repair/Maint Exp	-	1,000.00	15,683.12	1568.3%	-	(1,000.00)	-100%
81010	- 60454	Grounds Maint/Improve Exp	-	-	11,034.20	0.0%	-	-	0%
81010	- 60509	Cleaning Supplies	3,000.00	5,000.00	5,879.88	117.6%	7,500.00	2,500.00	50%
81010	- 60797	Miscellaneous Expense	-	-	158.24	0.0%	-	-	0%
81011	- 60251	Conferences/Training Expense	-	-	-	0.0%	-	-	0%
81011	- 60252	Travel/Mileage Expense	-	-	-	0.0%	-	-	0%
81011	- 60253	Food/Lodging Expense	-	-	-	0.0%	-	-	0%
81011	- 60306	Other Prof / Consult and SMART Grant Expen	73,560.00	390,000.00	22,488.85	5.8%	250,000.00	(140,000.00)	-36%
81011	- 60450	Building Repair/Maint Exp	-	-	11,275.00	0.0%	-	-	0%
81011	- 60453	Vehicle Repair/Tires/Oil Exp for repairs that a	-	-	(27,786.56)	0.0%	-	-	0%
81011	- 60601	Building Construc/Repair Cap	-	-	-	0.0%	-	-	0%
81011	- 60602	Equipment Purchase Cap	-	-	45,695.73	0.0%	-	-	0%
81011	- 60603	Vehicles Purchase Capital	-	-	16,570.56	0.0%	-	-	0%
81011	- 60611	Capital Project - Facility Improvements	151,740.00	134,740.00	67,765.00	50.3%	350,000.00	215,260.00	160%
81011	- 60612	Capital Project - Security System	75,000.00	-	-	0.0%	40,000.00	40,000.00	0%

FY25 ORG-OBJ Budget Descriptions			FY23 Budget	FY24 Budget- <i>Revised Oct23</i>	FY24 Actual (Thru May24)	Percent of Budget	FY25 Budget	\$ Change from FY24	% Change from FY24
Org	Obj	Description							
81011	- 60613	Capital Project - Microtransit fleet	75,000.00	130,000.00	137,232.85	105.6%	300,000.00	170,000.00	131%
81011	- 60614	Capital Acquisition - 5 - Overhead Chargers	1,360,590.00	1,360,590.00	1,050.00	0.1%	1,360,590.00	-	0%
81011	- 60615	Capital Acquisition - 6 - New Project	180,000.00	60,000.00	60,552.16	100.9%	-	(60,000.00)	-100%
81011	- 60616	Capital Acquisition - 7 -New Project	85,000.00	85,000.00	14,604.00	17.2%	-	(85,000.00)	-100%
81011	- 60617	Capital Acquisition - 8 Bus Wash	-	395,000.00	250,503.60	63.4%	158,000.00	(237,000.00)	-60%
81011	- 60618	Capital Acquisition - 9 LONO III	-	2,408,154.00	2,500.00	0.1%	2,408,154.00	-	0%
81011	- 60700	Depreciation Expense	-	-	556,306.57	0.0%	-	-	0%
81011	- 60708	Loss on Disposal of Assets	-	-	-	0.0%	-	-	0%
81011	- 60748	Bus Stop Sign Improvements	-	50,000.00	13,402.37	26.8%	-	(50,000.00)	-100%
81011	- 60797	Miscellaneous Expense	35,435.00	-	22,177.59	0.0%	-	-	0%
<b>Total Expenses</b>			<b>6,280,647.00</b>	<b>9,635,756.48</b>	<b>4,974,983.64</b>		<b>9,147,662.50</b>	<b>(488,093.98)</b>	<b>-5%</b>