

LRTA BUDGET SUMMARY

BUDGET 2018

July 1, 2017 to June 30, 2018

(Revised 7/1/17 to include New Dracut Service)

	<u>Expenses</u>	<u>Revenue</u>	<u>Net Cost</u>
Administrative	756,455	136,358	620,098
Professional	83,000	0	83,000
Gallagher Terminal	804,059	828,000	(23,941)
North Billerica	420,000	420,000	0
Transit Service	10,151,813	** 1,325,994	8,825,819
Bus Advertising	0	50,000	(50,000)
Other Income	0	5,000	(5,000)
Interest	79,500	9,000	70,500
Grand Totals	12,294,826	2,774,352	9,520,475

** New Dracut Service

Net Cost Funding Sources:

1. Federal Government via FTA Section 5307 Grant	\$2,992,735
2. Commonwealth of Mass. via Contract Assistance	\$3,608,306
3. Assessments to LRTA Member Communities	\$2,860,434

**Total Funding
Sources**

\$9,461,475

**LRTA ADMINISTRATIVE
FISCAL YEAR 2018 BUDGET
July 1, 2017 to June 30, 2018**

ADMINISTRATIVE EXPENSES

Salaries	443,565
Fringe Benefits	92,140
Lowell Retirement Assessment	108,000
OPEB (Other Postemployment Employment Benefit)	55,000
Telephone	13,000
Maintenance/Equipment Lease	4,000
IT Support Services	6,000
Supplies	5,000
Postage	2,500
Stationery/Printing	1,500
Dues & Subscriptions	15,000
Advertising and Marketing	5,250
TVM/Charlie Card Fees	2,000
Training & Travel	1,500
Advisory Board Expenses	2,000
Total Admin.	756,455
Less Revenues	136,358
Net Administrative	\$620,098

PROFESSIONAL SERVICES

Financial and Audit	53,000
Legal	17,000
Research & Analysis	10,000
Miscellaneous	3,000
Total Professional	\$83,000

CHARLES GALLAGHER TRANSPORTATION TERMINAL

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Payroll Expenses

Facility Manager	47,000	
Security / Maintenance	266,999	
Parking Coordinator	47,500	
Payroll Tax	32,210	
Health Insurance	103,620	
NEAD Insurance	5,680	
Uniforms	4,500	
Total Payroll Expenses		\$507,509

Operating Expenses

Equipment/Building Repairs & Service	35,000	
Electricity	98,000	
Gas {Heat}	19,500	
Insurance (Property)	50,000	
Janitorial Supplies & Bulbs	18,750	
Rubbish Removal	4,000	
Grounds Landscaping & Maintenance	2,300	
Snow Storms { Sand & Chemicals}	20,000	
Vehicles {Gas & Maintenance}	15,000	
Computer/WIFI	1,500	
Water {City & Drinking}	1,000	
Painting & Signage	1,000	
Miscellaneous	500	
(New) Peter Pan Reimbursement	30,000	
Total Operating Expenses		\$296,550

Grand Total Expenses **\$804,059**

Terminal Revenue **\$793,000**

(New) Peter Pan Revenues **\$35,000**

Grand Total Revenues **\$828,000**

CAGTT Net Cost of Service

(\$23,941)

NORTH BILLERICA TRAIN STATION

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Income

Parking and Concession revenue	\$420,000
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Operating Expense

Security / Maintenance	75,000
Janitorial Supplies	3,500
Waste Disposal	3,000
Equipment/Vehicle Maintenance	7,000
Telephone/WIFI	2,000
Electricity	26,500
Gas {Heat}	2,500
Insurance	4,150
Grounds Landscaping	3,000
Painting & Signage	2,000
Snow Plowing	35,000
Administration Cost	16,365

Total Expenses	\$180,015
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Surplus for Distribution	\$239,985
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MBTA @ 50%	\$119,993
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LRTA @ 50%	\$119,993
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FIXED ROUTE BUS SERVICE

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Operators Salary	3,214,101	
Dispatchers/Clerical Salary	531,000	
Mechanics Salary	560,786	
Sub Total Salary & Wages Expense		4,305,887
FICA	329,400	
Unemployment	54,254	
Uniforms	30,000	
Workers Comp	134,853	
Medical Insurance	917,000	
Miscellaneous	2,000	
Security	5,000	
Gas, Water, Sewer (Utility)	28,000	
Electric (Utility)	28,000	
Travel	650	
Printing	17,500	
Retirement Plan	85,000	
Safety Program/Training/Employee Relations	5,000	
Office Supplies	4,500	
IT Technical Support & Computer Supplies	30,000	
Telephone	7,500	
Insurance (Vehicle)	479,600	
Fuel	746,050	
Repair Parts/Maintenance	200,000	
Tires	42,000	
Shop Expense/Supplies	15,000	
Plant Maintenance (Building)	38,000	
Data Processing	9,000	
Equipment	5,000	
Licenses & Registration	3,300	
Drug Testing	5,000	
Fare Collection Equipment Maintenance	67,748	
Sub Total Expense		<u>3,289,356</u>
Total Operating Expenses		7,595,243
Management Fee (Paid Direct to McDonald Transit)		<u>177,200</u>
Total Expenses		7,772,443
Less: Farebox Revenue		1,180,000
Net Cost of Service		<u>\$6,592,443</u>

PARATRANSIT SERVICE SUMMARY

FISCAL YEAR 2018 BUDGET

ROAD RUNNER SERVICE	Gross Cost	Revenues	Net Cost
Billerica Road Runner	\$208,711	\$11,390	\$197,321
Chelmsford Road Runner	\$105,362	\$5,080	\$100,283
Dracut Road Runner	\$106,704	\$5,542	\$101,162
Lowell Road Runner	\$676,466	\$32,300	\$644,166
Tewksbury Road Runner	\$220,791	\$11,988	\$208,803
Tyngsboro Road Runner	\$24,159	\$1,700	\$22,459
Totals	\$1,342,194	\$68,000	\$1,274,194

COUNCIL ON AGING SERVICES	Gross Cost	Revenues	Net Cost
Acton Council on Aging	\$119,847	\$10,000	\$109,847
Acton Town Fixed Route	\$103,305	\$4,000	\$99,305
Billerica Council on Aging	\$65,147	\$4,200	\$60,947
Carlisle Council on Aging	\$46,222	\$1,500	\$44,722
Chelmsford Council on Aging	\$47,174	\$8,500	\$38,674
Dracut Council on Aging	\$145,554	\$13,200	\$132,354
Groton Council on Aging	\$87,421	\$5,360	\$82,061
Maynard Council on Aging	\$82,571	\$4,800	\$77,771
Pepperell Council on Aging	\$26,150	\$3,000	\$23,150
Tyngsboro Council on Aging	\$79,765	\$10,434	\$69,331
Townsend Council on Aging	\$70,818	\$4,000	\$66,818
Westford Council on Aging	\$104,202	\$9,000	\$95,202
Totals	\$978,176	\$77,994	\$900,182

GRAND TOTALS PARATRANSIT SERVICES	\$2,320,370	\$145,994	\$2,174,376
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**ROAD RUNNER SERVICE
FISCAL YEAR 2018 BUDGET
July 1, 2017 to June 30, 2018**

Operating Expense

Driver's Salary	592,983
Dispatcher's Salary	112,266
Maintenance Salary	98,038
Health Insurance	133,000
Payroll Taxes FICA	61,451
Payroll Taxes Unemployment	10,121
Short Term Disability (NEAD)	12,000
Employee IRA	9,400
Workers Comp	24,745
Uniforms	8,000
Payroll Processing Expense	2,850
Gasoline & Oil	104,825
Maintenance	18,500
Software Annual Maintenance	5,000
Office/Computer Supplies	6,000
IT Support Services	3,250
Telephone	6,000
Equipment Rental	2,700
MDT Communication Fees	1,764
Drug Testing	1,800
Driver Training	7,000
Miscellaneous	500
Subtotal Operating Expenses	1,222,194
Management Service Fee Expenses	120,000
Gross Cost of Service	1,342,194
Less Revenue	68,000
Net Cost of Service	\$1,274,194

Town of ACTON COA & ROADRUNNER

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary	100,647
Dispatch Salary	1,000
Substitute Driver	2,000
Gasoline & Oil	10,000
Maintenance	6,200

Total Expenses 119,847

Less Revenue 10,000

Net Cost of Service **\$109,847**

ACTON TOWN FIXED ROUTE SERVICE

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary	75,197
Dispatcher Salary	500
Substitute Driver	2,515
Gasoline & Oil	21,093
Maintenance	4,000

Total Expenses **103,305**

Less Revenue 4,000

Net Cost of Service

\$99,305

BILLERICA COUNCIL ON AGING

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary (Part-time)	28,599
Transportation Coordinator	27,742
Gasoline & Oil	4,378
Maintenance	2,393
Supplies	1,010
Insurance	<u>1,025</u>
Total Expenses	65,147
Less Revenue	<u>4,200</u>
Net Cost of Service	60,947

CARLISLE COUNCIL ON AGING

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary (Part-time)	19,091
Transportation Coordinator	15,000
Gasoline & Oil	4,000
Maintenance	4,000
Other Admin/Program Expense	4,131

Total Expenses 46,222

Less Revenue 1,500

Net Cost of Service 44,722

CHELMSFORD COUNCIL ON AGING

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary	38,214
Driver Fringe	2,000
Gasoline & Oil	2,600
Maintenance	2,470
Insurance	1,800

Administrative Expense

Salaries	<u>90</u>
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Total Expenses **47,174**

Less Revenue 8,500

Net Cost of Service **\$38,674**

DRACUT COUNCIL ON AGING

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Drivers Salary (Full- time)	51,654
Driver Fringe	9,168
Sub-Drivers & Part -time)	38,886
Dispatcher Salary	14,210
Gasoline & Oil	20,826
Maintenance	7,343
Insurance	1,905
Telephone	<u>1,562</u>
Total Expenses	145,554
Less Revenue	<u><u>13,200</u></u>

Net Cost of Service

\$132,354

** Includes new service (local medical and extended hours) starting 7/1/17

GROTON COUNCIL ON AGING
FISCAL YEAR 2018 BUDGET
July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary	37,559
Dispatch Salary	5,000
Gasoline & Oil	7,709
Maintenance	4,500
Insurance	600
Safety Training	200
Telephone	400

Total Expenses	55,968
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Less Revenue	<u>2,860</u>
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Net Cost of Service

\$53,108

Medical Bus Expenses

(Tuesday and Thursday @ 9 Hrs Per Day)

Driver Salary	18,347
Dispatch Salary	1,000
Gasoline & Oil	6,953
Maintenance	4,450
Insurance	603
Safety Training	100

Total Expenses	<u>31,453</u>
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Less Revenue	<u>2,500</u>
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Net Cost of Service

\$28,953

Total Net Costs

\$82,061

MAYNARD COUNCIL ON AGING

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary	45,675
Dispatch Salary	11,000
Spare Driver	12,896
Gasoline & Oil	8,000
Maintenance	4,000

Administrative Expense

Admin Salary	500
Telephone	500

Total Expenses 82,571

Less Revenue 4,800

Net Cost of Service \$77,771

PEPPERELL COUNCIL ON AGING

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary	21,875
Gasoline & Oil	2,625
Maintenance	1,125
Insurance	525
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Total Expenses	\$26,150
Less Revenue	<u>3,000</u>
Net Cost of Service	\$23,150

TYNGSBOROUGH COUNCIL ON AGING

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary	48,991
Dispatcher Salary	11,656
Gasoline & Oil	10,566
Maintenance	5,214
Insurance	1,700
Telephone	1,638

Total Expenses **79,765**

Less Revenue 10,434

Net Cost of Service

\$69,331

* Includes New second bus.

TOWNSEND COUNCIL ON AGING

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary	36,182
Spare Driver Salary	5,000
Driver Fringe	19,578
Gasoline & Oil	5,808
Maintenance	3,000
Insurance	600

Administrative Expense

Telephone	650
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Total Expenses **\$70,818**

Less Revenue 4,000

Net Cost of Service **\$66,818**

WESTFORD COUNCIL ON AGING

FISCAL YEAR 2018 BUDGET

July 1, 2017 to June 30, 2018

Operating Expense

Driver Salary	23,230
Dispatch Salary	12,504
Driver/Dispatch Fringe	8,305
Spare Driver	30,431
Gasoline & Oil	13,338
Maintenance	3,535
Insurance	600
Supplies	350

Administrative Expense

Admin Salary	11,117
Space & Utility	120
Telephone	<u>672</u>

Total Expenses **\$104,202**

Less Revenue 9,000

Net Cost of Service

\$95,202

LRTA FY2017 APPROVED BUDGET & FY2018 BUDGET PROPOSAL

	FY2017 APPROVED BUDGET	FY2018 PROPOSED BUDGET	FY2018 BUDGET VERSUS FY2017 BUDGET
LRTA ADMINISTRATIVE:			
SALARIES	\$433,565	\$443,565	\$10,000
FRINGE	\$89,140	\$92,140	\$3,000
LOWELL RET. ASSESSMENT	\$106,000	\$108,000	\$2,000
OPEB ACCOUNT	\$85,000	\$55,000	(\$30,000)
TELEPHONE	\$13,000	\$13,000	\$0
MAINT./EQUIP. LEASE	\$4,000	\$4,000	\$0
IT SUPPORT	\$4,000	\$6,000	\$2,000
SUPPLIES	\$5,500	\$5,000	(\$500)
POSTAGE	\$2,500	\$2,500	\$0
PRINTING	\$1,000	\$1,500	\$500
DUES & SUBSCRPTS.	\$15,000	\$15,000	\$0
ADVERTISING	\$5,250	\$5,250	\$0
TVM/Charlie Card Fees	\$2,000	\$2,000	\$0
TRNG/TRAVEL	\$1,500	\$1,500	\$0
ADVISORY BOARD EXP	\$2,000	\$2,000	\$0
(ADMIN REVENUES)	<u>(\$142,706)</u>	<u>(\$136,358)</u>	<u>\$6,349</u>
TOTAL ADMIN =	\$626,749	\$620,098	(\$6,652)
LRTA PROFESSIONAL:			
FINANCIAL	\$51,000	\$53,000	\$2,000
LEGAL	\$17,000	\$17,000	\$0
RESEARCH & ANALY.	\$10,000	\$10,000	\$0
MISC.	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$0</u>
TOTAL PROF. =	\$81,000	\$83,000	\$2,000
NET INTEREST & BUS ADV:			
NET INTEREST	\$26,800	\$70,500	\$43,700
BUS ADVERTISING	\$2,000	\$0	(\$2,000)
(BUS ADV. INC)	(\$80,000)	(\$50,000)	\$30,000
(OTHER INC)	<u>(\$10,000)</u>	<u>(\$5,000)</u>	<u>\$5,000</u>
TOTAL INT. & INC. =	(\$61,200)	\$15,500	\$76,700
GALLAGHER TERMINAL:			
EXPENSES	\$746,675	\$804,059	\$57,384
(REVENUES)	<u>(\$750,000)</u>	<u>(\$828,000)</u>	<u>(\$78,000)</u>
NET COST =	(\$3,325)	(\$23,941)	(\$20,616)
TOTALS PAGE 1 =	\$643,224	\$694,656	\$51,432

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	FY2017 APPROVED BUDGET	FY2018 PROPOSED BUDGET	FY2018 BUDGET VERSUS FY2017 BUDGET
N. BILLERICA TERMINAL			
EXPENSES	\$435,000	\$420,000	(\$15,000)
(REVENUES)	<u>(\$435,000)</u>	<u>(\$420,000)</u>	<u>\$15,000</u>
NET COST =	\$0	\$0	\$0
COA COMBINED:			
EXPENSES	\$940,799	\$978,176	\$37,377
(REVENUES)	<u>(\$76,994)</u>	<u>(\$77,994)</u>	<u>(\$1,000)</u>
NET COST =	\$863,805	\$900,182	\$36,377
ROAD RUNNER (LTMC):			
EXPENSES	\$1,328,008	\$1,342,194	\$14,186
(REVENUES)	<u>(\$68,000)</u>	<u>(\$68,000)</u>	<u>\$0</u>
NET COST =	\$1,260,008	\$1,274,194	\$14,186
FIXED ROUTE BUS SERVICE (LTMI):			
EXPENSES	\$7,547,875	\$7,831,443	\$283,568
(REVENUES)	<u>(\$1,265,000)</u>	<u>(\$1,180,000)</u>	<u>\$85,000</u>
NET COST =	\$6,282,875	\$6,651,443	\$368,568
BUDGET TOTALS	\$9,049,912	\$9,520,475	\$470,563

LRTA 2017 BUDGET & FY2018 PROPOSED BUDGET

	<u>FY2017 APPROVED BUDGET</u>	<u>FY2018 PROPOSED BUDGET</u>
EXPENSES:		
LRTA ADMINISTRATIVE:	\$ 769,455	\$ 756,455
LRTA PROFESSIONAL:	\$ 81,000	\$ 83,000
GALLAGHER TERMINAL:	\$ 746,675	\$ 804,059
NORTH BILLERICA	\$ 435,000	\$ 420,000
TRANSIT SERVICE:	\$ 9,816,682	\$ 10,151,813
BUS ADVERTISING:	\$ 2,000	\$ -
INTEREST EXPENSE:	\$ 31,800	\$ 79,500
TOTAL EXPENSES =		
	\$ 11,882,612	\$ 12,294,826

REVENUES:

LRTA ADMINISTRATIVE:	\$ 142,706	\$ 136,358
GALLAGHER TERMINAL:	\$ 750,000	\$ 828,000
NORTH BILLERICA	\$ 435,000	\$ 420,000
TRANSIT SERVICE:	\$ 1,409,994	\$ 1,325,994
BUS ADVERTISING:	\$ 80,000	\$ 50,000
INTEREST INCOME:	\$ 5,000	\$ 9,000
OTHER:	\$ 10,000	\$ 5,000
TOTAL REVENUES =		
	\$ 2,832,700	\$ 2,774,352
NET COST OF SERVICE =		
	\$ 9,049,912	\$ 9,520,475

COMPARISON OF NET COST

	<u>FY2017 BUDGET</u>	<u>FY2018 PROPOSED</u>
FEDERAL [FTA SECTION 5307 GRANTS]	\$2,472,148	\$2,992,735
[JARC GRANT]	\$213,111	\$0
STATE [CONTRACT ASSISTANCE]	\$3,608,306	\$3,608,306
LOCAL [ASSESSMENTS]	\$2,772,183	\$2,860,434
TOTAL SOURCES =	\$9,065,748	\$9,461,475

**LOWELL REGIONAL TRANSIT AUTHORITY
APPROVED CAPITAL & PLANNING PROGRAM
July 1, 2017 to June 30, 2018**

Capital Projects:

<u>Project</u>	<u>Estimated Cost</u>	<u>Funding Source</u>	<u>Funding Amount</u>
Purchase: Capital Spare Parts	\$100,000	Section 5307	\$50,000
		State RTA Cap	\$50,000
		Total	<u>\$100,000</u>
IT Computers & Equipment	\$10,000	State RTA Cap	\$10,000
		Total	<u>\$10,000</u>
Real Estate Acquisition	\$425,000	State RTA Cap 100%	\$425,000
		Total	<u>\$425,000</u>
Capital Maintenance Items	\$50,000	State RTA Cap	\$50,000
		Total	<u>\$50,000</u>
Terminal & Building Equipment	\$100,000	Section 5307	\$50,000
		State RTA Cap	\$50,000
		Total	<u>\$100,000</u>
Construction			
Construct Pedestrian Walkway at the Gallagher Intermodal Center	\$600,000	State RTA Cap	\$600,000
		Total	<u>\$600,000</u>
Planning Projects:			
Short Range Transit Planning	\$100,000	Ssection 5307	\$80,000
		Local Match (NMCOG)	\$20,000
		Total	<u>\$100,000</u>

TOTAL ALL PROJECTS	\$1,385,000
TOTAL FEDERAL	\$180,000
TOTAL STATE RTA Cap	\$1,185,000
TOTAL LOCAL MATCH	\$20,000