

Lowell Regional Transit Authority

FISCAL YEAR 2022 BUDGET



LRTA BUDGET SUMMARY
FISCAL YEAR 2022 BUDGET
July 1, 2021 to June 30, 2022

	<u>Expenses</u>	<u>Revenue</u>	<u>Net Cost</u>
Administrative	883,853	0	883,853
Professional	87,500	0	87,500
Gallagher Terminal	880,388	275,000	605,388
Transit Service	10,889,388	508,733	10,380,655
Bus Advertising	0	36,000	(36,000)
Other Income	0	15,000	(15,000)
Interest	60,000	3,000	57,000
Grand Totals	12,801,129	837,733	11,963,396

Net Cost Funding Sources:

1. Federal Government FTA	
CARES ACT	\$2,900,000
FTA Section 5307	\$1,732,969
2. Commonwealth of Mass. via Contract Assistance	\$4,250,052
3. Assessments to LRTA Member Communities	\$3,080,375

**Total Funding
Sources**

\$11,963,396

**LRTA ADMINISTRATIVE
FISCAL YEAR 2022 BUDGET
July 1, 2021 to June 30, 2022**

ADMINISTRATIVE EXPENSES

Salaries	532,976
Fringe Benefits	115,000
Directors & Professional Liability Insurance	11,000
Lowell Retirement Assessment	158,877
Telephone	12,500
Maintenance/Equipment Lease	500
IT Support Services	14,000
Supplies	5,800
Postage	2,000
Stationery/Printing	1,200
Dues & Subscriptions	15,000
Advertising and Marketing	5,000
TVM/Charlie Card Fees	2,500
Training & Travel	5,000
Advisory Board Expenses	2,500
Total Admin.	883,853
Less Revenues	0
Net Administrative	\$883,853

PROFESSIONAL SERVICES

Financial and Audit	60,000
Legal	15,000
Research & Analysis	7,500
Miscellaneous	5,000
Total Professional	\$87,500

CHARLES GALLAGHER TRANSPORTATION TERMINAL

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Payroll Expenses

Facility Manager	66,000	
Security / Maintenance	391,283	
Payroll Tax	50,571	
Health Insurance	80,734	
401K Plan	6,400	
Life Insurance	4,980	
Uniforms	4,500	
Total Payroll Expenses		604,468

Operating Expenses

Equipment/Building Repairs and Service	25,000	
Credit Card Processing (NOVA)	8,000	
Electricity	90,000	
Gas {Heat}	30,000	
Insurance (Property)	62,350	
Janitorial Supplies & Bulbs	22,750	
Rubbish Removal	5,520	
Grounds Landscaping & Maintenance	2,300	
Snow Storms { Sand & Chemicals}	15,000	
Vehicles {Gas & Maintenance}	11,000	
Computer/WIFI	1,500	
Water {City & Drinking}	1,000	
Painting & Signage	1,000	
Miscellaneous	500	
Total Operating Expenses		\$275,920

Grand Total Expenses **\$880,388.11**

Terminal Revenue **\$275,000**

FIXED ROUTE BUS SERVICE

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Operators Salary	3,644,140	
Dispatchers/Clerical Salary	463,500	
Mechanics Salary	644,000	
Sub Total Salary & Wages Expense		4,751,640
FICA	363,500	
Unemployment	75,000	
Uniforms	32,000	
Workers Comp	130,000	
Medical Insurance	971,990	
Miscellaneous	1,500	
Security	6,000	
Gas, Water, Sewer (Utility)	31,000	
Electric (Utility)	47,000	
Travel	1,000	
Printing	14,500	
Retirement Plan	120,000	
Safety Program/Training/Employee Relations	24,000	
Office Supplies	7,000	
Professional Services (IT Support & Marketing)	48,673	
Telephone	6,000	
Insurance (Vehicle)	680,000	
Fuel	530,000	
Repair Parts/Maintenance	200,000	
Tires	30,000	
Shop Expense/Supplies	17,500	
Plant Maintenance (Building)	40,000	
Data Processing	10,000	
Equipment Rental	9,000	
Licenses & Registration	1,500	
Drug Testing	7,750	
Route Match Annual Maintenance	73,754	
Fare Collection Equipment Maintenance	70,000	
Sub Total Expense		<u>3,548,667</u>
Total Operating Expenses		8,300,307
Management Fee (Paid Direct to First Transit)		<u>190,189</u>
Total Expenses		8,490,496
Less: Farebox Revenue		415,000
Net Cost of Service		<u>\$8,075,496</u>

PARATRANSIT SERVICE SUMMARY

FISCAL YEAR 2022 BUDGET

ROAD RUNNER SERVICE			
	Gross Cost	Revenues	Net Cost
Billerica Road Runner	\$214,709	\$7,538	\$207,172
Chelmsford Road Runner	\$108,390	\$3,362	\$105,029
Dracut Road Runner	\$109,771	\$3,668	\$106,103
Lowell Road Runner	\$695,906	\$21,375	\$674,531
Tewksbury Road Runner	\$227,136	\$7,934	\$219,203
Tyngsboro Road Runner	\$24,854	\$1,125	\$23,729
Totals	\$1,380,767	\$45,000	\$1,335,767

COUNCIL ON AGING SERVICES			
	Gross Cost	Revenues	Net Cost
Acton Paratransit and Fixed Route	\$225,236	\$0	\$225,236
Billerica Council on Aging	\$68,634	\$3,000	\$65,634
Carlisle Council on Aging	\$48,811	\$650	\$48,161
Chelmsford Council on Aging	\$49,132	\$7,494	\$41,638
Dracut Council on Aging	\$152,255	\$9,723	\$142,532
Groton Council on Aging	\$93,731	\$5,360	\$88,371
Maynard Council on Aging	\$86,507	\$2,757	\$83,750
Peppereil Council on Aging	\$27,322	\$2,392	\$24,930
Tyngsboro Council on Aging	\$83,275	\$8,613	\$74,662
Townsend Council on Aging	\$74,200	\$2,245	\$71,955
Westford Council on Aging	\$109,022	\$6,499	\$102,523
Totals	\$1,018,125	\$48,733	\$969,392

GRAND TOTALS PARATRANSIT SERVICES	\$2,398,892	\$93,733	\$2,305,159
--	--------------------	-----------------	--------------------

ROAD RUNNER SERVICE
FISCAL YEAR 2022 BUDGET
July 1, 2021 to June 30, 2022

Operating Expense

Driver's Salary	501,979
Dispatcher's Salary	146,357
Maintenance Salary	129,111
Health Insurance	160,000
Payroll Taxes FICA	59,475
Payroll Taxes Unemployment	10,000
Short Term Disability (Principal)	7,500
Employee IRA	18,000
Workers Comp	21,000
Uniforms	8,000
Payroll Processing Expense	3,400
Gasoline & Oil	55,000
Maintenance	18,000
Route Match Software Annual Maintenance	40,460
Office/Computer Supplies	12,500
IT Support Services	9,000
Telephone	9,000
Equipment Rental	3,400
Drug Testing	3,000
Safety Program/Driver Training/Employee Relations	5,000
Miscellaneous	500
Subtotal Operating Expenses	1,220,682
Management Service Fee Expenses	144,085
ADA Eligibility Coordinator	16,000
Gross Cost of Service	1,380,767
Less Revenue	45,000
Net Cost of Service	\$1,335,767

TOWN OF ACTON FIXED ROUTE & PARATRANSIT

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary	177,094
Dispatch Salary	1,538
Substitute Driver	4,628
Gasoline & Oil	31,715
Maintenance	10,261

Total Expenses 225,236

Less Revenue 0

Net Cost of Service **\$225,236**

BILLERICA COUNCIL ON AGING

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary (Part-time)	32,086
Transportation Coordinator	27,742
Gasoline & Oil	4,378
Maintenance	2,393
Supplies	1,010
Insurance	<u>1,025</u>
Total Expenses	68,634
Less Revenue	<u>3,000</u>
Net Cost of Service	65,634

CARLISLE COUNCIL ON AGING

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary (Part-time)	21,811
Transportation Coordinator	20,000
Gasoline & Oil	2,000
Maintenance	3,000
Other Admin/Program Expense	2,000
	<hr/>
Total Expenses	48,811
Less Revenue	<u>650</u>
Net Cost of Service	48,161

CHELMSFORD COUNCIL ON AGING

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary	40,172
Driver Fringe	2,000
Gasoline & Oil	2,600
Maintenance	2,470
Insurance	1,800

Administrative Expense

Salaries	<u>90</u>
----------	-----------

Total Expenses **49,132**

Less Revenue 7,494

Net Cost of Service **\$41,638**

DRACUT COUNCIL ON AGING

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary (Full- time)	58,355
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	152,255
Less Revenue	<u>9,723</u>

Net Cost of Service

\$142,532

GROTON COUNCIL ON AGING
FISCAL YEAR 2022 BUDGET
July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary	41,643
Dispatch Salary	5,000
Gasoline & Oil	7,709
Maintenance	4,500
Insurance	600
Safety Training	200
Telephone	400

Total Expenses	60,052
-----------------------	---------------

Less Revenue	2,860
--------------	-------

Net Cost of Service

\$57,192

Medical Bus Expenses
(Tuesday and Thursday @ 9 Hrs Per Day)

Drivers Salary	20,573
Dispatch Salary	1,000
Gasoline & Oil	6,953
Maintenance	4,450
Insurance	603
Safety Training	100

Total Expenses	33,679
----------------	--------

Less Revenue	2,500
--------------	-------

Net Cost of Service

\$31,179

Total Net Costs

\$88,371

MAYNARD COUNCIL ON AGING

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary	49,611
Dispatch Salary	11,000
Spare Driver	12,896
Gasoline & Oil	8,000
Maintenance	4,000

Administrative Expense

Admin Salary	500
Telephone	500

Total Expenses \$86,507

Less Revenue 2,757

Net Cost of Service \$83,750

PEPPERELL COUNCIL ON AGING

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary	23,047
Gasoline & Oil	2,625
Maintenance	1,125
Insurance	525
	<hr/>
Total Expenses	\$27,322
Less Revenue	<hr/> 2,392
Net Cost of Service	\$24,930

TOWNSEND COUNCIL ON AGING

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary	36,207
Driver Fringe	21,935
Gasoline & Oil	5,808
Maintenance	3,000
Insurance	600

Administrative Expense

Salaries	6,000
Telephone	650

Total Expenses **\$74,200**

Less Revenue 2,245

Net Cost of Service **\$71,955**

TYNGSBOROUGH COUNCIL ON AGING

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary	52,501
Dispatcher Salary	11,656
Gasoline & Oil	10,566
Maintenance	5,214
Insurance	1,700
Telephone	1,638

Total Expenses 83,275

Less Revenue 8,613

Net Cost of Service **\$74,662**

* Includes New second bus.

WESTFORD COUNCIL ON AGING

FISCAL YEAR 2022 BUDGET

July 1, 2021 to June 30, 2022

Operating Expense

Drivers Salary	28,050
Dispatch Salary	12,504
Driver/Dispatch Fringe	8,305
Spare Drivers	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 **\$109,022**

Less Revenue 6,499

Net Cost of Service **\$102,523**

LRTA FY2021 APPROVED BUDGET & FY2022 PROPOSED BUDGET

	FY2021 APPROVED BUDGET	FY2022 PROPOSED BUDGET	FY'22 BUDGET VERSUS FY'21 BUDGET
LRTA ADMINISTRATIVE:			
SALARIES	\$555,632	\$532,976	(\$22,656)
FRINGE	\$152,610	\$115,000	(\$37,610)
DIRECTORS LIABILITY INSURANCE	\$10,000	\$11,000	\$1,000
LOWELL RET. ASSESSMENT	\$139,207	\$158,877	\$19,670
OPEB ACCOUNT	\$0	\$0	\$0
TELEPHONE	\$12,000	\$12,500	\$500
MAINT./EQUIP. LEASE	\$500	\$500	\$0
IT SUPPORT	\$9,500	\$14,000	\$4,500
SUPPLIES	\$5,800	\$5,800	\$0
POSTAGE	\$2,300	\$2,000	(\$300)
PRINTING	\$1,200	\$1,200	\$0
DUES & SUBSCRPTS.	\$15,000	\$15,000	\$0
ADVERTISING	\$5,000	\$5,000	\$0
TVM/CHARLIE CARD	\$2,500	\$2,500	\$0
TRNG/TRAVEL	\$1,500	\$5,000	\$3,500
ADVISORY BOARD EXP	<u>\$2,500</u>	<u>\$2,500</u>	<u>\$0</u>
	\$915,249	\$883,853	(\$31,396)
(ADMIN REVENUES)	<u>(\$10,000)</u>	<u>\$0</u>	<u>\$10,000</u>
TOTAL ADMIN =	\$905,249	\$883,853	(\$21,396)
LRTA PROFESSIONAL:			
FINANCIAL	\$55,000	\$60,000	\$5,000
LEGAL	\$15,000	\$15,000	\$0
RESEARCH & ANALY.	\$5,000	\$7,500	\$2,500
MISC.	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$0</u>
TOTAL PROF. =	\$80,000	\$87,500	\$7,500
NET INTEREST & BUS ADV:			
NET INTEREST	\$27,480	\$57,000	\$29,520
BUS ADVERTISING	\$0	\$0	\$0
(BUS ADV. INC)	(\$15,000)	(\$36,000)	(\$21,000)
(OTHER INC)	<u>(\$15,000)</u>	<u>(\$15,000)</u>	<u>\$0</u>
TOTAL INT. & INC. =	(\$2,520)	\$6,000	\$8,520
GALLAGHER TERMINAL:			
EXPENSES	\$787,974	\$880,388	\$92,414
(REVENUES)	<u>(\$300,000)</u>	<u>(\$275,000)</u>	<u>\$25,000</u>
NET COST =	\$487,974	\$605,388	\$117,414
TOTALS PAGE 1 =	\$1,470,703	\$1,582,741	\$112,038

LRTA FY2021 APPROVED BUDGET & FY2022 PROPOSED BUDGET

	FY2021 APPROVED BUDGET	FY2022 PROPOSED BUDGET	FY'22 BUDGET VERSUS FY'21 BUDGET
N. BILLERICA TERMINAL			
EXPENSES	\$110,297	\$0	\$0
(REVENUES)	(\$24,000)	\$0	\$0
NET COST =	\$86,297	\$0	\$0
COA COMBINED:			
EXPENSES	\$1,009,749	\$1,018,125	\$8,376
(REVENUES)	<u>(\$63,994)</u>	<u>(\$48,733)</u>	<u>\$15,261</u>
NET COST =	\$945,755	\$969,392	\$23,637
ROAD RUNNER (LTMC):			
EXPENSES	\$1,353,025	\$1,380,767	\$27,742
(REVENUES)	<u>(\$36,000)</u>	<u>(\$45,000)</u>	<u>(\$9,000)</u>
NET COST =	\$1,317,025	\$1,335,767	\$18,742
FIXED ROUTE BUS SERVICE (LTMI):			
EXPENSES	\$8,214,543	\$8,490,496	\$275,953
(REVENUES)	<u>(\$300,000)</u>	<u>(\$415,000)</u>	<u>(\$115,000)</u>
NET COST =	\$7,914,543	\$8,075,496	\$160,953
BUDGET TOTALS	\$11,734,323	\$11,963,396	\$315,370

LRTA 2021 BUDGET & FY2022 AMENDED BUDGET

	<u>FY2021 AMENDED BUDGET</u>	<u>FY2022 PROPOSED BUDGET</u>
EXPENSES:		
LRTA ADMINISTRATIVE:	\$ 915,249	\$ 883,853
LRTA PROFESSIONAL:	\$ 80,000	\$ 87,500
GALLAGHER TERMINAL:	\$ 787,974	\$ 880,388
NORTH BILLERICA:	\$ 110,297	\$ -
TRANSIT SERVICE:	\$ 10,577,317	\$ 10,889,388
INTEREST EXPENSE:	\$ 30,480	\$ 60,000
TOTAL EXPENSES =		
	\$ 12,501,318	\$ 12,801,129

REVENUES:

LRTA ADMINISTRATIVE:	\$ 10,000	\$ -
GALLAGHER TERMINAL:	\$ 300,000	\$ 275,000
NORTH BILLERICA:	\$ 24,000	\$ -
TRANSIT SERVICE:	\$ 399,994	\$ 508,733
BUS ADVERTISING:	\$ 15,000	\$ 36,000
OTHER INCOME:	\$ 15,000	\$ 15,000
INTEREST INCOME:	\$ 3,000	\$ 3,000
TOTAL REVENUES =		
	\$ 766,994	\$ 837,733

NET COST OF SERVICE =	\$ 11,734,324	\$ 11,963,396
------------------------------	----------------------	----------------------

LRTA FISCAL YEAR 2022

COMPARISON OF NET COST

	<u>FY2021 BUDGET</u>	<u>FY2022 BUDGET</u>	<u>DIFFERENCE</u>
FEDERAL			
[FTA 5307]	\$1,689,891	\$1,732,969	\$43,078
[FTA CARES ACT]	\$3,000,000	\$2,900,000	(\$100,000)
STATE			
[CONTRACT ASSISTANCE]	\$4,039,189	\$4,250,052	\$210,863
LOCAL			
[ASSESSMENTS]	\$3,005,244	\$3,080,375	\$75,131
TOTAL	\$11,734,324	\$11,963,396	\$229,072

**LOWELL REGIONAL TRANSIT AUTHORITY
APPROVED CAPITAL & PLANNING PROGRAM
July 1, 2021 to June 30, 2022**

Capital Projects:

<u>Project</u>	<u>Estimated Cost</u>	<u>Funding Source</u>	<u>Funding Amount</u>
Replacement: Fixed Route Cutaway Vans (4)	\$720,000	Section 5339b Federal	\$540,000
		State RTA Cap	\$180,000
		Total	<u>\$720,000</u>
Replacement: Fixed Route Vehicle Lifts (5)	\$300,000	Section 5339b Federal	\$240,000
		State RTA Cap	\$60,000
		Total	<u>\$300,000</u>
Purchase: Automated Passenger Counters	\$300,000	Section 5307	\$64,953
		Section 5339 Federal	\$175,047
		State RTA Cap	\$60,000
		Total	<u>\$300,000</u>
Replacement: Non-revenue Service Truck/Plow	\$85,000	Section 5307	\$52,000
		State RTA Cap	\$13,000
		Total	<u>\$65,000</u>
IT Computers & Equipment	\$15,000	Section 5307	\$12,000
		State RTA Cap	\$3,000
		Total	<u>\$15,000</u>
Purchase: Capital Spare Parts	\$130,000	Section 5307	\$104,000
		State RTA Cap	\$26,000
		Total	<u>\$130,000</u>
Terminal & Building Equipment Maintenance	\$200,000	Section 5307	\$160,000
		State RTA Cap	\$40,000
		Total	<u>\$200,000</u>

Planning Projects:

Short Range Transit Planning	110000	Section 5307	\$88,000
		Local Match (NMCOG)	\$22,000
		Total	<u>\$110,000</u>

TOTAL ALL PROJECTS \$1,840,000

TOTAL FEDERAL 5307	\$480,953
TOTAL FEDERAL 5339	\$175,047
TOTAL FEDERAL 5339b (discretionary)	\$780,000
TOTAL STATE RTA Cap	\$382,000
TOTAL LOCAL MATCH	\$22,000