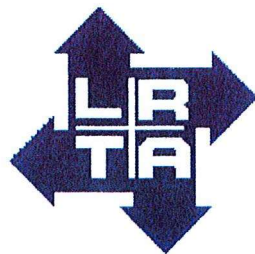


Lowell Regional Transit Authority

FISCAL YEAR 2024 BUDGET



LRTA BUDGET SUMMARY
FISCAL YEAR 2024 BUDGET
July 1, 2023 to June 30, 2024

	<u>Expenses</u>	<u>Revenue</u>	<u>Net Cost</u>
Administrative	901,155	0	901,155
Professional	95,000	0	95,000
Gallagher Terminal	963,724	393,262	570,462
Transit Service	12,207,101	861,937	11,345,164
Bus Advertising	0	60,000	(60,000)
Other Income	0	22,000	(22,000)
Interest	254,200	50,000	204,200
<i>Grand Totals</i>	14,421,180	1,387,199	13,033,981

Net Cost Funding Sources:

1. Federal Government FTA

ARPA \$1,815,711

CARES ACT \$1,700,000

FTA Section 5307 \$2,186,886

2. Commonwealth of Mass. via Contract Assistance \$4,251,009

3. Assessments to LRTA Member Communities \$3,080,375

***Total Funding
Sources***

13,033,981

**LRTA ADMINISTRATIVE
FISCAL YEAR 2024 BUDGET
July 1, 2023 to June 30, 2024**

ADMINISTRATIVE EXPENSES

Salaries	556,280
Fringe Benefits	143,831
Directors & Professional Liability Insurance	27,500
Lowell Retirement Assessment	119,564
Telephone	12,500
Maintenance/Equipment Lease	656
Supplies	5,800
Postage	1,500
Stationery/Printing	1,200
Dues & Subscriptions	18,324
Advertising and Marketing	4,000
TVM/Charlie Card Fees	2,500
Training & Travel	5,000
Advisory Board Expenses	2,500
Total Admin.	901,155
Less Revenues	0
<i>Net Administrative</i>	\$901,155

PROFESSIONAL SERVICES

Financial and Audit	60,000
Legal	15,000
IT Support Services	14,000
Banking & Miscellaneous Service Charges	6,000
<i>Total Professional</i>	\$95,000

CHARLES GALLAGHER TRANSPORTATION TERMINAL

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Payroll Expenses

Facility Manager	97,996	
Security / Maintenance	423,297	
Payroll Tax	50,571	
Health Insurance	79,880	
401K Plan	13,500	
Life Insurance	4,980	
Uniforms	4,000	
Total Payroll Expenses		674,224

Operating Expenses

Equipment/Building Repairs and Service	25,000	
Credit Card Processing (NOVA)	16,000	
Electricity	80,000	
Gas {Heat}	24,000	
Insurance (Property)	72,000	
Janitorial Supplies & Bulbs	19,000	
Rubbish Removal	6,700	
Grounds Landscaping & Maintenance	2,300	
Snow Storms { Sand & Chemicals}	18,000	
Vehicles {Gas & Maintenance}	10,000	
Water {City & Drinking}	15,000	
Painting & Signage	1,000	
Miscellaneous	500	
Total Operating Expenses		\$289,500

Grand Total Expenses

\$963,724

Terminal Revenue	\$393,262
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FIXED ROUTE BUS SERVICE

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Operators Salary	3,885,000	
Dispatchers/Clerical Salary	562,030	
Mechanics Salary	730,000	
Sub Total Salary & Wages Expense		5,177,030
FICA	396,043	
Unemployment	90,000	
Uniforms	38,000	
Workers Comp	210,000	
Medical Insurance	1,025,000	
Retirement Plan	120,000	
Drug Testing	9,000	
Licenses & Registration	1,500	
Safety Program/Training/Employee Relations	24,000	
Insurance (Vehicle)	700,000	
Telephone	18,000	
Gas, Water, Sewer (Utility)	50,000	
Electric (Utility)	20,000	
Office Supplies	8,500	
Printing	18,000	
Data Processing	11,000	
Security	8,000	
Advertising	30,000	
Professional Services (ADA & Marketing)	65,000	
IT Tech Support and Equipment	20,000	
Fuel	895,785	
Repair Parts/Maintenance	175,000	
Tires	21,000	
Shop Expense/Supplies	20,000	
Plant Maintenance (Building)	50,000	
Equipment Rental	12,500	
AVL/GPS Annual Maintenance	76,000	
Fare Collection Equipment Maintenance	70,000	
Miscellaneous	1,750	
Travel	1,000	
Sub Total Expense		<u>4,182,328</u>
Total Operating Expenses		9,359,358
Management Fee (Paid Direct to First Transit)		<u>199,818</u>
Total Expenses		9,559,176
Less: Farebox Revenue		775,000

Net Cost of Service

\$8,784,176

PARATRANSIT SERVICE SUMMARY

FISCAL YEAR 2024 BUDGET

ROAD RUNNER SERVICE

	Gross Cost	Revenues	Net Cost
Billerica Road Runner	\$196,579	\$5,040	\$191,539
Chelmsford Road Runner	\$122,472	\$3,140	\$119,332
Dracut Road Runner	\$124,032	\$3,180	\$120,852
Lowell Road Runner	\$786,314	\$20,160	\$766,154
Tewksbury Road Runner	\$256,644	\$6,580	\$250,064
Tyngsboro Road Runner	\$25,118	\$644	\$24,474
Westford Road Runner	\$48,989	\$1,256	\$47,733
Totals	\$1,560,147	\$40,000	\$1,520,147

COUNCIL ON AGING SERVICES

	Gross Cost	Revenues	Net Cost
Acton Paratransit and Fixed Route	\$236,638	\$0	\$236,638
Billerica Council on Aging	\$75,256	\$6,300	\$68,956
Carlisle Council on Aging	\$51,249	\$650	\$50,599
Chelmsford Council on Aging	\$49,746	\$6,000	\$43,746
Dracut Council on Aging	\$166,141	\$9,800	\$156,341
Groton Council on Aging	\$95,940	\$3,095	\$92,845
Maynard Council on Aging	\$90,490	\$2,500	\$87,990
Pepperell Council on Aging	\$28,583	\$2,392	\$26,191
Tyngsboro Council on Aging	\$85,142	\$6,700	\$78,442
Townsend Council on Aging	\$93,880	\$2,500	\$91,380
Westford Council on Aging	\$114,713	\$7,000	\$107,713
Totals	\$1,087,778	\$46,937	\$1,040,841

GRAND TOTALS PARATRANSIT SERVICES	\$2,647,925	\$86,937	\$2,560,988
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ROAD RUNNER SERVICE
FISCAL YEAR 2024 BUDGET
July 1, 2023 to June 30, 2024

Operating Expense

Driver's Salary	540,000
Dispatcher's Salary	163,332
Maintenance Salary	138,500
Health Insurance	162,000
Payroll Taxes FICA	64,400
Payroll Taxes Unemployment	13,000
Short Term Disability (Principal)	3,500
Employee IRA	32,000
Workers Comp	31,219
Uniforms	11,000
Payroll Processing Expense	4,200
Gasoline & Oil	98,070
Maintenance	36,000
Route Match Software Annual Maintenance	36,000
Office/Printing/Computer Supplies	14,000
IT Support Services	9,000
Telephone	8,500
Equipment Rental	4,000
Drug Testing	4,000
Safety Program/Driver Training/Employee Relations	4,500
Miscellaneous	500
Subtotal Operating Expenses	1,377,721
Management Service Fee Expenses	166,426
ADA Eligibility Coordinator	16,000
Gross Cost of Service	1,560,147
Less Revenue	40,000
Net Cost of Service	\$1,520,147

TOWN OF ACTON FIXED ROUTE & PARATRANSIT

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Drivers Salary 219,008

Substitute Driver 17,630

Total Expenses \$236,638

Less Revenue 0

Net Cost of Service \$236,638

BILLERICA COUNCIL ON AGING

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Drivers Salary (Part-time)	35,908
Transportation Coordinator	28,000
Gasoline & Oil	6,723
Maintenance	3,000
Telephone	<u>1,625</u>
Total Expenses	\$75,256
Less Revenue	<u><u>\$6,300</u></u>
Net Cost of Service	\$68,956

CARLISLE COUNCIL ON AGING

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Drivers Salary (Part-time)	27,948
Transportation Coordinator	20,135
Gasoline & Oil	2,316
Maintenance	850

Total Expenses	\$51,249
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Less Revenue	<u>\$650</u>
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Net Cost of Service	\$50,599
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CHELMSFORD COUNCIL ON AGING

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Drivers Salary	41,213
Gasoline & Oil	2,600
Maintenance	2,043
Insurance	1,800

Administrative Expense

Salaries	<u>2,090</u>
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Total Expenses	\$49,746
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Less Revenue	<u>\$6,000</u>
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Net Cost of Service	\$43,746
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DRACUT COUNCIL ON AGING

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Drivers Salary (Full- time)	72,246
Driver Fringe	9,120
Sub-Drivers & Part -time)	28,000
Dispatcher Salary	35,000
Gasoline & Oil	12,425
Maintenance	5,000
Insurance	2,600
Telephone	<u>1,750</u>
Total Expenses	\$166,141
Less Revenue	<u><u>\$9,800</u></u>

Net Cost of Service

\$156,341

GROTON COUNCIL ON AGING
FISCAL YEAR 2024 BUDGET
July 1, 2023 to June 30, 2024

Operating Expense

Administrative Salary	24,040
Fringe	1,728
Drivers Salary	44,155
Dispatch Salary	6,000
Gasoline & Oil	7,824
Maintenance	8,950
Equipment and Supplies	1,340
Insurance	1,203
Safety Training	300
Telephone	400

Total Expenses	\$95,940
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Less Revenue	\$3,095
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Net Cost of Service

\$92,845

MAYNARD COUNCIL ON AGING

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Drivers Salary	38,400
Driver Fringe	18,000
Spare Driver	19,890
Gasoline & Oil	9,000
Maintenance	4,000

Administrative Expense

Telephone	1,200
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Total Expenses	\$90,490
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Less Revenue	<u>\$2,500</u>
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Net Cost of Service	<u><u>\$87,990</u></u>
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PEPPERELL COUNCIL ON AGING

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Drivers Salary	24,308
Gasoline & Oil	2,625
Maintenance	1,125
Insurance	525
	<hr/>
Total Expenses	\$28,583
Less Revenue	<hr/> \$2,392
Net Cost of Service	<div>\$26,191</div>

TOWNSEND COUNCIL ON AGING

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Drivers Salary	26,703
Driver Fringe	30,188
Dispatch Salary	15,598
Gasoline & Oil	6,800
Maintenance	2,000
Insurance	500

Administrative Expense

Salaries	11,441
Telephone	650

Total Expenses	\$93,880
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Less Revenue	\$2,500
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Net Cost of Service	\$91,380
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TYNGSBOROUGH COUNCIL ON AGING

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Drivers Salary	54,368
Dispatcher Salary	11,656
Gasoline & Oil	10,566
Maintenance	5,214
Insurance	1,700
Telephone	1,638

Total Expenses	\$85,142
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Less Revenue	\$6,700
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Net Cost of Service

\$78,442

* Includes New second bus.

WESTFORD COUNCIL ON AGING

FISCAL YEAR 2024 BUDGET

July 1, 2023 to June 30, 2024

Operating Expense

Driver Salary	9,755
Spare Driver	51,981
Dispatch Salary	34,104
Driver/Dispatch Fringe	1,000
Gasoline & Oil	9,656
Maintenance	2,900

Administrative Expense

Admin Salary	4,501
Space & Utility	120
Telephone	<u>696</u>

Total Expenses **\$114,713**

Less Revenue \$7,000

Net Cost of Service **\$107,713**

LRTA FY2023 APPROVED BUDGET & FY2024 PROPOSED BUDGET

	FY2023 APPROVED BUDGET	FY2024 PROPOSED BUDGET	FY'24 BUDGET VERSUS FY'23 BUDGET
LRTA ADMINISTRATIVE:			
SALARIES	\$532,976	\$556,280	\$23,304
FRINGE	\$131,000	\$143,831	\$12,831
DIRECTORS LIABILITY INSURANCE	\$21,050	\$27,500	\$6,450
LOWELL RET. ASSESSMENT	\$130,368	\$119,564	(\$10,804)
OPEB ACCOUNT	\$0	\$0	\$0
TELEPHONE	\$12,500	\$12,500	\$0
MAINT./EQUIP. LEASE	\$500	\$656	\$156
IT SUPPORT	\$0	\$0	\$0
SUPPLIES	\$5,800	\$5,800	\$0
POSTAGE	\$2,000	\$1,500	(\$500)
PRINTING	\$1,200	\$1,200	\$0
DUES & SUBSCRPTS.	\$15,000	\$18,324	\$3,324
ADVERTISING	\$5,000	\$4,000	(\$1,000)
TVM/CHARLIE CARD	\$2,500	\$2,500	\$0
TRNG/TRAVEL	\$5,000	\$5,000	\$0
ADVISORY BOARD EXP	<u>\$2,500</u>	<u>\$2,500</u>	<u>\$0</u>
	\$867,394	\$901,155	\$33,761
(ADMIN REVENUES)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL ADMIN =	\$867,394	\$901,155	\$33,761
LRTA PROFESSIONAL:			
FINANCIAL	\$60,000	\$60,000	\$0
LEGAL	\$15,000	\$15,000	\$0
IT Support Services	\$14,000	\$14,000	\$0
MISC.	<u>\$5,000</u>	<u>\$6,000</u>	<u>\$1,000</u>
TOTAL PROF. =	\$94,000	\$95,000	\$1,000
NET INTEREST & BUS ADV:			
NET INTEREST	\$177,000	\$204,200	\$27,200
(BUS ADV. INC)	(\$48,000)	(\$60,000)	(\$12,000)
(OTHER INC)	<u>(\$15,000)</u>	<u>(\$22,000)</u>	<u>(\$7,000)</u>
TOTAL INT. & INC. =	\$114,000	\$122,200	\$8,200
GALLAGHER TERMINAL:			
EXPENSES	\$905,051	\$963,724	\$58,673
(REVENUES)	<u>(\$345,000)</u>	<u>(\$393,262)</u>	<u>(\$48,262)</u>
NET COST =	\$560,051	\$570,462	\$10,411
TOTALS PAGE 1 =	\$1,635,445	\$1,688,817	\$53,372

LRTA FY2023 APPROVED BUDGET & FY2024 PROPOSED BUDGET

	FY2023 APPROVED BUDGET	FY2024 PROPOSED BUDGET	FY'24 BUDGET VERSUS FY'23 BUDGET
COA COMBINED:			
EXPENSES	\$1,067,341	\$1,087,778	\$20,437
(REVENUES)	<u>(\$51,866)</u>	<u>(\$46,937)</u>	<u>\$4,929</u>
NET COST =	\$1,015,475	\$1,040,841	\$25,366
ROAD RUNNER (LTMC):			
EXPENSES	\$1,479,731	\$1,560,147	\$80,416
(REVENUES)	<u>(\$46,500)</u>	<u>(\$40,000)</u>	<u>\$6,500</u>
NET COST =	\$1,433,231	\$1,520,147	\$86,916
FIXED ROUTE BUS SERVICE (LTMI):			
EXPENSES	\$10,051,313	\$9,559,176	(\$492,137)
(REVENUES)	<u>(\$615,000)</u>	<u>(\$775,000)</u>	<u>(\$160,000)</u>
NET COST =	\$9,436,313	\$8,784,176	(\$652,137)
BUDGET TOTALS	\$13,520,464	\$13,033,981	(\$486,483)

LRTA 2023 BUDGET & FY2024 APPROVED BUDGET

	FY2023 APPROVED <u>BUDGET</u>	FY2024 PROPOSED <u>BUDGET</u>
EXPENSES:		
LRTA ADMINISTRATIVE:	\$ 867,394	\$ 901,155
LRTA PROFESSIONAL:	\$ 94,000	\$ 95,000
GALLAGHER TERMINAL:	\$ 905,051	\$ 963,724
TRANSIT SERVICE:	\$ 12,598,368	\$ 12,207,101
INTEREST EXPENSE:	\$ 180,000	\$ 254,200
TOTAL EXPENSES =	\$ 14,644,813	\$ 14,421,180
REVENUES:		
GALLAGHER TERMINAL:	\$ 345,000	\$ 393,262
TRANSIT SERVICE:	\$ 713,366	\$ 861,937
BUS ADVERTISING:	\$ 48,000	\$ 60,000
OTHER INCOME:	\$ 15,000	\$ 22,000
INTEREST INCOME:	\$ 3,000	\$ 50,000
TOTAL REVENUES =	\$ 1,124,366	\$ 1,387,199
NET COST OF SERVICE =	\$ 13,520,447	\$ 13,033,981

LRTA FISCAL YEAR 2024

COMPARISON OF NET COST

	<u>FY2023 BUDGET</u>	<u>FY2024 BUDGET</u>	<u>DIFFERENCE</u>
FEDERAL			
[FTA 5307]	\$1,914,194	\$2,186,886	\$272,692
[FTA ARPA}	\$2,500,000	\$1,815,711	(\$684,289)
[FTA CARES ACT]	\$1,850,000	\$1,700,000	(\$150,000)
STATE			
[CONTRACT ASSISTANCE]	\$4,251,009	\$4,251,009	\$0
LOCAL			
[ASSESSMENTS]	\$3,005,244	\$3,080,375	\$75,131
TOTAL	\$13,520,447	\$13,033,981	(\$486,466)

**LOWELL REGIONAL TRANSIT AUTHORITY
APPROVED CAPITAL & PLANNING PROGRAM
July 1, 2023 to June 30, 2024**

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 State RTA Cap Total	\$540,000 \$180,000 \$720,000
Fixed Route 35FT Hybrid Buses (2)	\$1,490,000	Section 5307 Section 5339b Federal State RTA Cap Total	\$792,000 \$400,000 \$298,000 \$1,490,000
Purchase: Automated Passenger Counters	\$300,000	Section 5307 Section 5339 Federal State RTA Cap Total	\$64,953 \$175,047 \$60,000 \$300,000
IT Computers & Equipment	\$15,000	Section 5307 State RTA Cap Total	\$12,000 \$3,000 \$15,000
Capital Spare Parts	\$100,000	Section 5307 State RTA Cap Total	\$80,000 \$20,000 \$100,000
Terminal & Building Equipment Maintenance	\$400,000	Section 5307 State RTA Cap Total	\$320,000 \$80,000 \$400,000
Rehab: Fixed Route Fueling Station	\$400,000	Section 5307 State RTA Cap Total	\$320,000 \$80,000 \$400,000
ADA/Commuter Access Way	\$3,000,000	Section 5339b Federal State RTA Cap Total	\$2,400,000 \$600,000 \$3,000,000

Planning Projects:

Short Range Transit Planning	\$110,000	Section 5307 Local Match (NMCOG) Total	\$88,000 \$22,000 \$110,000
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TOTAL ALL PROJECTS \$6,535,000

TOTAL FEDERAL 5307	\$1,676,953
TOTAL FEDERAL 5339	\$175,047
TOTAL FEDERAL 5339b (discretionary)	\$3,340,000
TOTAL STATE RTA Cap	\$1,321,000
TOTAL LOCAL MATCH	\$22,000