

Lowell Regional Transit Authority

FISCAL YEAR 2025 BUDGET



LRTA BUDGET SUMMARY
FISCAL YEAR 2025 BUDGET
July 1, 2024 to June 30, 2025

	<u>Expenses</u>	<u>Revenue</u>	<u>Net Cost</u>
Administrative	972,089	0	972,089
Professional	95,000	0	95,000
Gallagher Terminal	1,077,521	595,000	482,521
Transit Service	13,681,174	929,250	12,751,924
Bus Advertising	0	70,000	(70,000)
Other Income	0	10,000	(10,000)
Interest	263,500	140,000	123,500
Grand Totals	16,089,284	1,744,250	14,345,034

Net Cost Funding Sources:

1. Federal Government FTA

ARPA	\$2,047,898
------	-------------

2. Commonwealth of Mass. via Contract Assistance

\$8,953,384

Try Transit Pilot

\$124,337

Community Transity Grant

\$40,000

3. Assessments to LRTA Member Communities

\$3,179,415

**Total Funding
Sources**

\$14,345,034

LRTA ADMINISTRATIVE
FISCAL YEAR 2025 BUDGET
July 1, 2024 to June 30, 2025

ADMINISTRATIVE EXPENSES

Salaries	601,691
Fringe Benefits	147,013
Directors & Professional Liability Insurance	27,500
Lowell Retirement Assessment	140,687
Telephone	12,500
Maintenance/Equipment Lease	656
Supplies	5,800
Postage	1,500
Stationery/Printing	1,200
Dues & Subscriptions	19,542
Advertising and Marketing	4,000
TVM/Charlie Card Fees	2,500
Training & Travel	5,000
Advisory Board Expenses	2,500
Total Admin.	972,089
Less Revenues	0
<i>Net Administrative</i>	\$972,089

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 2025 BUDGET

July 1, 2024 to June 30, 2025

Payroll Expenses

Facility Manager	111,062	
Security / Maintenance	474,786	
Payroll Tax	53,571	
Health Insurance	79,880	
401K Plan	13,500	
Life Insurance	4,980	
Uniforms	4,000	
Total Payroll Expenses		741,779

Operating Expenses

Equipment/Building Repairs and Service	25,000	
Credit Card Processing (NOVA)	25,926	
Electricity	96,984	
Gas {Heat}	25,332	
Insurance (Property)	93,467	
Janitorial Supplies & Bulbs	19,000	
Rubbish Removal	6,700	
Grounds Landscaping & Maintenance	2,300	
Snow Storms { Sand & Chemicals}	16,533	
Vehicles {Gas & Maintenance}	10,000	
Water {City & Drinking}	13,000	
Painting & Signage	1,000	
Miscellaneous	500	
Total Operating Expenses		\$335,742

Grand Total Expenses **\$1,077,521**

Terminal Revenue \$595,000

FIXED ROUTE BUS SERVICE

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Operators Salary	4,502,680	
Dispatchers/Clerical Salary	690,000	
Mechanics Salary	805,000	
Sub Total Salary & Wages Expense		5,997,680
FICA	458,823	
Unemployment	115,000	
Uniforms	43,000	
Workers Comp	265,000	
Medical Insurance	1,200,000	
Retirement Plan	135,000	
Drug Testing	9,000	
Licenses & Registration	1,500	
Safety Program/Training/Employee Relations	18,000	
Insurance (Vehicle)	718,750	
Telephone	20,000	
Gas, Water, Sewer (Utility)	50,000	
Electric (Utility)	5,000	
Office Supplies	9,000	
Printing	20,000	
Data Processing	15,000	
Security	9,550	
Advertising	40,000	
Professional Services (ADA & Marketing)	60,000	
IT Tech Support and Equipment	30,000	
Fuel	996,235	
Repair Parts/Maintenance	185,000	
Tires	21,000	
Shop Expense/Supplies	20,000	
Plant Maintenance (Building)	50,000	
Equipment Rental	13,500	
AVL/GPS Annual Maintenance	66,000	
Fare Collection Equipment Maintenance	70,000	
Miscellaneous	1,750	
Travel	1,000	
Sub Total Expense		<u>4,647,108</u>
Total Operating Expenses		10,644,788
Management Fee (Paid Direct to First Transit)		<u>213,915</u>
Total Expenses		10,858,703
Less: Farebox Revenue		839,274
Net Cost of Service		\$10,019,429

PARATRANSIT SERVICE SUMMARY

FISCAL YEAR 2025 BUDGET

ROAD RUNNER SERVICE

	Gross Cost	Revenues	Net Cost
Billerica Road Runner	\$217,162	\$5,670	\$211,492
Chelmsford Road Runner	\$135,295	\$3,533	\$131,763
Dracut Road Runner	\$137,019	\$3,578	\$133,441
Lowell Road Runner	\$868,647	\$22,680	\$845,967
Tewksbury Road Runner	\$283,517	\$7,403	\$276,114
Tyngsboro Road Runner	\$27,748	\$725	\$27,024
Westford Road Runner	\$54,118	\$1,413	\$52,705
Totals	\$1,723,506	\$45,000	\$1,678,506

COUNCIL ON AGING SERVICES

	Gross Cost	Revenues	Net Cost
Acton Paratransit and Fixed Route	\$242,554	\$0	\$242,554
Billerica Council on Aging	\$76,980	\$6,300	\$70,680
Carlisle Council on Aging	\$52,514	\$650	\$51,864
Chelmsford Council on Aging	\$50,840	\$6,000	\$44,840
Dracut Council on Aging	\$170,050	\$9,800	\$160,250
Groton Council on Aging	\$98,261	\$3,095	\$95,166
Maynard Council on Aging	\$92,690	\$2,500	\$90,190
Pepperell Council on Aging	\$29,238	\$2,392	\$26,846
Tyngsboro Council on Aging	\$85,142	\$4,739	\$80,403
Townsend Council on Aging	\$83,290	\$2,500	\$80,790
Westford Council on Aging	\$117,406	\$7,000	\$110,406
Totals	\$1,098,965	\$44,976	\$1,053,989

GRAND TOTALS PARATRANSIT SERVICES	\$2,822,471	\$89,976	\$2,732,495
--	--------------------	-----------------	--------------------

ROAD RUNNER SERVICE
FISCAL YEAR 2025 BUDGET
July 1, 2024 to June 30, 2025

Operating Expense

Driver's Salary	620,000
Dispatcher's Salary	185,099
Maintenance Salary	152,684
Health Insurance	145,000
Payroll Taxes FICA	73,270
Payroll Taxes Unemployment	23,000
Short Term Disability (Principal)	3,500
Employee IRA	27,000
Workers Comp	33,000
Uniforms	12,500
Payroll Processing Expense	4,750
Gasoline & Oil	104,750
Maintenance	36,000
Route Match Software Annual Maintenance	48,000
Office/PrintingComputer Supplies	12,000
IT Support Services	12,000
Telephone	6,500
Equipment Rental	4,000
Drug Testing	4,000
Safety Program/Driver Training/Employee Relations	4,500
Miscellaneous	500
Subtotal Operating Expenses	1,512,053
Management Service Fee Expenses	171,453
ADA Eligibility Coordinator	40,000
Gross Cost of Service	1,723,506
Less Revenue	45,000
Net Cost of Service	\$1,678,506

TOWN OF ACTON FIXED ROUTE & PARATRANSIT

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Drivers Salary	224,424
Substitute Driver	17,630
Drug & Alcohol Testing	500

Total Expenses	\$242,554
-----------------------	------------------

Less Revenue	0
--------------	---

Net Cost of Service	\$242,554
----------------------------	------------------

BILLERICA COUNCIL ON AGING

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Drivers Salary (Part-time)	37,132
Transportation Coordinator	28,000
Drug & Alcohol Testing	500
Gasoline & Oil	6,723
Maintenance	3,000
Telephone	<u>1,625</u>
Total Expenses	\$76,980
Less Revenue	<u><u>\$6,300</u></u>
Net Cost of Service	\$70,680

CARLISLE COUNCIL ON AGING

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Drivers Salary (Part-time)	28,713
Transportation Coordinator	20,135
Drug & Alcohol Testing	500
Gasoline & Oil	2,316
Maintenance	850

Total Expenses	\$52,514
----------------	----------

Less Revenue	<u>\$650</u>
--------------	--------------

Net Cost of Service	\$51,864
----------------------------	-----------------

CHELMSFORD COUNCIL ON AGING

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Drivers Salary	41,807
Drug & Alcohol Testing	500
Gasoline & Oil	2,600
Maintenance	2,043
Insurance	1,800

Administrative Expense

Salaries	<u>2,090</u>
----------	--------------

Total Expenses **\$50,840**

Less Revenue \$6,000

Net Cost of Service **\$44,840**

DRACUT COUNCIL ON AGING

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Drivers Salary (Full- time)	75,655
Driver Fringe	9,120
Sub-Drivers & Part -time)	28,000
Dispatcher Salary	35,000
Drug & Alocohol Testing	500
Gasoline & Oil	12,425
Maintenance	5,000
Insurance	2,600
Telephone	<u>1,750</u>
Total Expenses	\$170,050
Less Revenue	<u><u>\$9,800</u></u>

Net Cost of Service

\$160,250

GROTON COUNCIL ON AGING
FISCAL YEAR 2025 BUDGET
July 1, 2024 to June 30, 2025

Operating Expense

Administrative Salary	25,861
Fringe	1,728
Drivers Salary	44,155
Dispatch Salary	6,000
Drug & Alcohol Testing	500
Gasoline & Oil	7,824
Maintenance	8,950
Equipment and Supplies	1,340
Insurance	1,203
Safety Training	300
Telephone	400

Total Expenses	\$98,261
-----------------------	-----------------

Less Revenue	\$3,095
--------------	---------

Net Cost of Service	\$95,166
----------------------------	-----------------

MAYNARD COUNCIL ON AGING

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Drivers Salary	40,100
Driver Fringe	18,000
Spare Driver	19,890
Drug & Alcohol Testing	500
Gasoline & Oil	9,000
Maintenance	4,000

Administrative Expense

Telephone	1,200
-----------	-------

Total Expenses	\$92,690
----------------	----------

Less Revenue	<u>\$2,500</u>
--------------	----------------

Net Cost of Service	<u><u>\$90,190</u></u>
---------------------	------------------------

PEPPERELL COUNCIL ON AGING

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Drivers Salary	24,463
Drug and Alcohol Testing	500
Gasoline & Oil	2,625
Maintenance	1,125
Insurance	525
	<hr/>
Total Expenses	\$29,238
Less Revenue	<hr/> \$2,392
Net Cost of Service	<div><div>\$26,846</div></div>

TOWNSEND COUNCIL ON AGING

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Drivers Salary	34,128
Driver Fringe	13,216
Dispatch Salary	15,598
Gasoline & Oil	6,800
Maintenance	2,000
Insurance	500

Administrative Expense

Salaries	10,398
Telephone	650

Total Expenses	\$83,290
-----------------------	-----------------

Less Revenue	\$2,500
--------------	---------

Net Cost of Service	\$80,790
----------------------------	-----------------

TYNGSBOROUGH COUNCIL ON AGING

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Drivers Salary	53,868
Dispatcher Salary	11,656
Drug & Alcohol Testing	500
Gasoline & Oil	10,566
Maintenance	5,214
Insurance	1,700
Telephone	1,638

Total Expenses	\$85,142
-----------------------	-----------------

Less Revenue	\$4,739
--------------	---------

Net Cost of Service	\$80,403
----------------------------	-----------------

* Includes New second bus.

WESTFORD COUNCIL ON AGING

FISCAL YEAR 2025 BUDGET

July 1, 2024 to June 30, 2025

Operating Expense

Driver Salary	9,755
Spare Driver	54,174
Dispatch Salary	34,104
Driver/Dispatch Fringe	1,000
Drug & Alcohol Testing	500
Gasoline & Oil	9,656
Maintenance	2,900

Administrative Expense

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

Total Expenses **\$117,406**

Less Revenue \$7,000

Net Cost of Service **\$110,406**

LRTA FY2024 APPROVED BUDGET & FY2025 PROPOSED BUDGET

	FY2024 APPROVED BUDGET	FY2025 PROPOSED BUDGET	FY'25 BUDGET VERSUS FY'24 BUDGET
LRTA ADMINISTRATIVE:			
SALARIES	\$556,280	\$601,691	\$45,411
FRINGE	\$143,831	\$147,013	\$3,182
DIRECTORS LIABILITY INSURANCE	\$27,500	\$27,500	\$0
LOWELL RET. ASSESSMENT	\$119,564	\$140,687	\$21,123
OPEB ACCOUNT	\$0	\$0	\$0
TELEPHONE	\$12,500	\$12,500	\$0
MAINT./EQUIP. LEASE	\$656	\$656	\$0
IT SUPPORT	\$0	\$0	\$0
SUPPLIES	\$5,800	\$5,800	\$0
POSTAGE	\$1,500	\$1,500	\$0
PRINTING	\$1,200	\$1,200	\$0
DUES & SUBSCRPTS.	\$18,324	\$19,542	\$1,218
ADVERTISING	\$4,000	\$4,000	\$0
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>
	\$901,155	\$972,089	\$70,934
(ADMIN REVENUES)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL ADMIN =	\$901,155	\$972,089	\$70,934
LRTA PROFESSIONAL:			
FINANCIAL	\$60,000	\$60,000	\$0
LEGAL	\$15,000	\$15,000	\$0
IT Support Services	\$14,000	\$14,000	\$0
MISC.	<u>\$6,000</u>	<u>\$6,000</u>	<u>\$0</u>
TOTAL PROF. =	\$95,000	\$95,000	\$0
NET INTEREST & BUS ADV:			
NET INTEREST	\$204,200	\$123,500	(\$80,700)
(BUS ADV. INC)	(\$60,000)	(\$70,000)	(\$10,000)
(OTHER INC)	<u>(\$22,000)</u>	<u>(\$10,000)</u>	<u>\$12,000</u>
TOTAL INT. & INC. =	\$122,200	\$43,500	(\$78,700)
GALLAGHER TERMINAL:			
EXPENSES	\$963,724	\$1,077,521	\$113,797
(REVENUES)	<u>(\$393,262)</u>	<u>(\$595,000)</u>	<u>(\$201,738)</u>
NET COST =	\$570,462	\$482,521	(\$87,941)
TOTALS PAGE 1 =	\$1,688,817	\$1,593,110	(\$95,707)

LRTA FY2024 APPROVED BUDGET & FY2025 PROPOSED BUDGET

	FY2024 APPROVED BUDGET	FY2025 PROPOSED BUDGET	FY'25 BUDGET VERSUS FY'24 BUDGET
COA COMBINED:			
EXPENSES	\$1,077,188	\$1,098,965	\$21,777
(REVENUES)	<u>(\$46,937)</u>	<u>(\$44,976)</u>	<u>\$1,961</u>
NET COST =	\$1,030,251	\$1,053,989	\$23,738
ROAD RUNNER (LTMC):			
EXPENSES	\$1,560,147	\$1,723,506	\$163,359
(REVENUES)	<u>(\$40,000)</u>	<u>(\$45,000)</u>	<u>(\$5,000)</u>
NET COST =	\$1,520,147	\$1,678,506	\$158,359
FIXED ROUTE BUS SERVICE (LTMI):			
EXPENSES	\$9,561,926	\$10,858,703	\$1,296,777
(REVENUES)	<u>(\$775,000)</u>	<u>(\$839,274)</u>	<u>(\$64,274)</u>
NET COST =	\$8,786,926	\$10,019,429	\$1,232,503
BUDGET TOTALS	\$13,026,141	\$14,345,034	\$1,318,893

LRTA 2024 BUDGET & FY2025 APPROVED BUDGET

	FY2024 APPROVED <u>BUDGET</u>	FY2025 PROPOSED <u>BUDGET</u>
EXPENSES:		
LRTA ADMINISTRATIVE:	\$ 901,155	\$ 972,089
LRTA PROFESSIONAL:	\$ 95,000	\$ 95,000
GALLAGHER TERMINAL:	\$ 963,724	\$ 1,077,521
TRANSIT SERVICE:	\$ 12,199,261	\$ 13,681,174
INTEREST EXPENSE:	\$ 254,200	\$ 263,500
TOTAL EXPENSES =	\$ 14,413,340	\$ 16,089,284

REVENUES:		
GALLAGHER TERMINAL:	\$ 393,262	\$ 595,000
TRANSIT SERVICE:	\$ 861,937	\$ 929,250
BUS ADVERTISING:	\$ 60,000	\$ 70,000
OTHER INCOME:	\$ 22,000	\$ 10,000
INTEREST INCOME:	\$ 50,000	\$ 140,000
TOTAL REVENUES =	\$ 1,387,199	\$ 1,744,250
NET COST OF SERVICE =	\$ 13,026,141	\$ 14,345,034

LRTA FISCAL YEAR 2025

COMPARISON OF NET COST

	<u>FY2024 BUDGET</u>	<u>FY2025 BUDGET</u>	<u>DIFFERENCE</u>
FEDERAL			
[FTA 5307]	\$2,186,886	\$0	(\$2,186,886)
[FTA ARPA]	\$1,815,711	\$2,047,898	\$232,187
[FTA CARES ACT]	\$1,700,000	\$0	(\$1,700,000)
STATE			
[CONTRACT ASSISTANCE]	\$4,251,009	\$8,953,384	\$4,702,375
Try Transit	\$0	\$124,337	\$124,337
Community Transit Grant	\$0	\$40,000	\$40,000
LOCAL			
[ASSESSMENTS]	\$3,080,375	\$3,179,415	\$99,040
TOTAL	\$13,033,981	\$14,345,034	\$1,311,053

**LOWELL REGIONAL TRANSIT AUTHORITY
APPROVED CAPITAL & PLANNING PROGRAM
July 1, 2024 to June 30, 2025**

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

Planning Projects:

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

MEMBER COMMUNITY ASSESSMENTS

ASSESSMENTS TO BE RECEIVED DURING FY 2025

(For Fiscal Year 2023 Services)

ACTON	\$237,141
BILLERICA	\$348,479
CARLISLE	\$52,119
CHELMSFORD	\$286,723
DRACUT *	\$239,482
DUNSTABLE	\$0
GROTON	\$92,825
LOWELL	\$1,152,755
MAYNARD	\$91,812
PEPPERELL	\$20,568
TEWKSBURY	\$306,998
TOWNSEND **	\$66,322
TYNGSBOROUGH	\$94,573
WESTFORD	<u>\$189,619</u>
Total	\$3,179,416

* Dracut COA Includes \$6,433 for new service

** Townsend COA includes \$15,598 for additional dispatch hours