



Green Mountain Transit Board of Commissioners Meeting
December 19, 2023 – 7:30 a.m.
101 Queen City Road, Burlington VT 05401

The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit-oriented development, and enhance the quality of life for all.

Attendees may join in-person or remotely via Zoom.

To join the meeting via Zoom:

Video Conference

Audio Only: (646)-558-8656

Meeting ID: 893 0596 8523

- 7:30 a.m. 1. Open Meeting
- 7:31 a.m. 2. Adjustment of the Agenda
- 7:33 a.m. 3. Public Comment
- 7:43 a.m. 4. Consent Agenda (Action Item) **Pages 4-36**
- a. November Meeting Minutes
 - b. Finance Report
 - c. Check Register
 - d. Planning, Marketing and Public Affairs Report
 - e. Ridership Reports
 - f. Grants and Capital Projects
- 7:48 a.m. 5. General Manager's Report
- 7:55 a.m. 6. Committee Reports
- 8:00 a.m. 7. **Action: Fiscal Year 2025 Initial Budget Pages 37-63**



- 8:15 a.m. 8. **Discussion:** 2025 Unified Planning Work Program Grant Application
- 8:25 a.m. 9. **Discussion:** Service Review for FY25 State Grant Application
- 8:40 a.m. 10. **Information:** Seasonal Service
- 8:50 a.m. 11. **Information:** Return to Fare Service Outreach **Page 64**
- 9:00 a.m. 12. **Break**
- 9:10 a.m. 13. **Information:** Role of VTrans and Financial Outlook – VTrans
- 10:00 a.m. 14. **Information:** Creating GMT Non-Profit Arm – Ed Adrian
- 10:30 a.m. 15. **Discussion:** VPTA Non-Federal Match Study
- 11:00 a.m. 16. **Discussion:** 2024 Actions Review
- 11:25 a.m. 17. **Discussion:** 2024 Committee Priorities
- 11:50 a.m. 18. Commissioner Comments
- Noon 19. Adjourn

Next GMT Board of Commissioners Meeting Date: January 16, 2023

NOTES

- Persons with disabilities who require assistance or special arrangements to participate in programs or activities are encouraged to contact Jamie Smith at 802-540-1098 at least 48 hours in advance so that proper



arrangements can be made. Hearing disabled patrons can contact GMT through the Vermont Relay Service (711).

- Free transportation to and from GMT Board Meetings is available within the GMT service area. To make advance arrangements, please call GMT's Customer Service Representatives at 802-540-2468.



Green Mountain Transit Board of Commissioners Meeting Minutes
November 21, 2023 – 7:30 a.m.
101 Queen City Road, Burlington VT 05401
and on Zoom

The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit-oriented development, and enhance the quality of life for all.

Present:

Commissioner Austin Davis, Winooski
Commissioner Catherine Dimitruk, Franklin County
Commissioner Paul Bohne, Essex
Commissioner Andrea Souzzo, Burlington
Commissioner Bob Buermann, Grand Isle County
Commissioner Christian Meyer, Washington County
Commissioner Chapin Spencer, Burlington
Commissioner Henry Bonges, Milton
Commissioner Susan Grasso, Shelburne
Commissioner Tasha Wallis, Lamoille County
Commissioner Amy Brewer, Williston
Commissioner Phil Pouech, Hinesburg
Commissioner Michael Scanlan, South Burlington
Alternate Commissioner Chapin Kaynor, Williston
Alternate Commissioner Kyle Grenier, Grand Isle County
Alternate Commissioner Tom Derenthal, Burlington
Alternate Commissioner Judy Rosenstreich, Shelburne
Clayton Clark, General Manager
Jamie Smith, Director of Planning and Marketing
Chris Damiani, Senior Transit Planner
Nick Foss, Director of Finance
Matt Kimball, Director of Grants and Project Development
Stephanie Reid, Director of Human Resources
Tammy Masse, Controller
Tim Bradshaw, Director of Rural Operations
Dan Currier, VTrans

Open Meeting



Chair Davis opened the meeting at 7:31 AM.

Adjustment of the Agenda

None

Public Comment

None

Consent Agenda (Action Item)

Commissioner Bohne motioned to approve the consent agenda, and Commissioner Buermann seconded. Commissioner Bohne asked for a future ridership presentation. All were in favor and the motion carried.

Review Rural Service Additions Previously Identified

GM Clark and Director Smith reviewed the last planning study and service requests made since that study was completed. This list will be further developed to include more detailed information about hours and funding available to implement services. Commissioner Dimitruk asked that the organization pay close attention to how transit services are prioritized and noted that communities with the most need may not have the same level of legislative representation.

Barre City New Service Request (Action Item)

GM Clark discussed the Barre City service request. After some conversation and a request by Commissioner Meyer to have an actionable plan to present to Barre City regarding options to operate the evening service, Commissioner Meyer motioned to approve the restoration of the AM City Commuter run contingent on increased staffing and asked GMT staff to explore additional ways to work with partners to operate evening service, and to develop a process of prioritization of future service requests. Commissioner Grasso seconded.

Commissioner Spencer offered a friendly amendment to consider not approving service if it results in a change to state, local, or federal funding levels without having a prioritization process in place. GM Clark offered an amendment to the amendment.

After some discussion, Commissioner Meyer dropped the friendly amendment.

All were in favor and the motion carried.



83
84 **VTrans Update**

85 Dan Currier reported that VTrans has begun the FY23 route performance
86 report and requested time at a future meeting to present the results.

87
88 Dan also gave an overview of a statewide O&D survey that would be issued
89 soon; Dan asked that staff help disseminate that survey as they are able.

90
91 **General Manager's Update**

92 GM Clark had nothing additional to share except to say that he would be
93 working toward increasing his level of communication back to where it was
94 when he began his tenure at GMT.

95
96 **Committee Reports**

97 Finance Committee: Commissioner Bohne reported the committee focused
98 mostly on the FY24 capital budget adjustment and the FY25 capital budget.
99 More budget information will come before the Board in December.

100
101 JEDI Committee: GM Clark reported the committee met but did not have a
102 quorum. One member brought forth a resolution on continuity of meetings in
103 the absence of the chair.

104
105 Leadership Committee: Chair Davis reported the committee focused on the
106 agenda item and the December retreat. Chair Davis asked Commissioners to
107 send any ideas for agenda items to him.

108
109 **Finalize Fare Plan and Set Fare Return Date (Action)**

110 GM Clark gave an overview of the timeline and process to implement fares
111 and presented the public feedback report. Commissioner Bonges motioned
112 to approve the draft fare plan and to move the fare resumption date to
113 March 6, 2024. Commissioner Brewer seconded.

114
115 Commissioner Spencer thanked the staff for robust outreach and said while
116 the Board hoped to remain fare-free, the reality is the local funding
117 generated by fares is critical for maintaining service.

118
119 All were in favor and the motion carried.

120
121 **Authorization to Amend Service – San Remo Access (Action)**

122 GM Clark gave an overview of a recent service request made to improve
123 access to the Howard Center location on San Remo Drive. After a discussion,



Commissioner Spencer made a motion authorizing GMT to work with the City of Burlington, South Burlington, and Howard Center to access state opioid funds to provide the full cost of expanded service to San Remo Drive and to explore other options to provide increased access to other treatment services. Commissioner Wallis seconded. All were in favor and the motion carried.

FY24 Capital Budget Adjustment (Action)

Director Kimball presented the FY24 capital budget adjustment. Commissioner Bohne motioned to amend the FY24 capital budget to incorporate the changes as outlined. Commissioner Dimitruk seconded. All were in favor and the motion carried.

FY25 Capital Budget (Action)

Director Kimball presented the FY25 capital budget. After some discussion, Commissioner Bohne motioned to approve the FY25 capital budget, totaling \$17,023,385, and Commissioner Spencer seconded. All were in favor and the motion carried.

Discussion: Committee Structure

Chair Davis gave a brief overview of the new committee structure being presented. Chair Davis conducted a straw poll, all were in favor. All commissioners were asked to share their preferences for which committee they would like to be a part of.

Executive Session for Labor Relations

Commissioner Buermann motioned to enter executive session inviting GM Clark, Director Reid, and Director Foss to join. Commissioner Dimitruk seconded. All were in favor and the Board entered executive session at 9:16AM.

The Board exited executive session at 9:53AM with no action taken.

FY25 Urban Operator Counteroffer (Action)

The Board did not discuss this agenda item.

Commissioner Comments

Commissioner Pouech gave an update on the Hinesburg inquiry to leave GMT. Commissioner Pouech is looking to work with staff to gather data on the route.



165 Commissioner Dimitruk acknowledged the good work of GMT staff and told a
166 story about an incident on-board that was handled well and respectfully.
167 Chair Davis reminded Commissioners to email final committee assignment
168 requests ASAP.

169

170 **Adjourn**

171 Commissioner Brewer made a motion to adjourn, Commissioner Scanlan
172 seconded. All were in favor and the meeting adjourned at 9:58AM.



To: Finance Committee (FC)

From: Nick Foss, Director of Finance
Tammy Masse, Controller

Date: December 8, 2023

RE: Finance/Grants/Capital Projects

The Finance Department's primary objective is to provide accurate, useful, and timely financial reporting, as well as fiscal management and stewardship of assets to GMT, its management, and stakeholders.

The following is a summary of department updates and projects of focus:

- **College Street Shuttle (CSS) Assessment:** During the COVID-19 pandemic the Authority went fare-free systemwide and this remains the policy currently. However, an issue has arisen due to the mechanics of the CSS assessment, which is funded directly by the City of Burlington, and includes a fare-replacement charge as a component. This component remained in place even throughout the pandemic when GMT decided to go fare-free. The assessments timeline and continuing debate on the longevity of fare-free each fiscal year resulted fare component remaining in the CSS assessment. This item has been placed on the agenda this month so the committee can discuss possible options available.

CSS Fare Replacement History	
FY21	\$ 127,025
FY22	\$ 93,680
FY23	\$ 57,994
FY24	\$ 57,994
Total: \$ 336,693	

- **Washington County Flood Cost Update:** Flood costs continue to negatively impact the financial results of the rural system, with close to \$230K of unreimbursed expenses showing at the end of Q1. The Authority received insurance proceeds of roughly \$156K in October, which brings the cumulative total as of November to roughly \$97K of unreimbursed expenses. Staff expects these costs to continue to grow, however, albeit at a slower pace for the remainder of the year. In addition, communication continues with GMT's insurance adjuster, which could yield additional proceeds. Conversations with VTRANS occurred this month regarding this topic, and management is hopeful full or partial relief will be provided for uncovered amounts.



- **CTO Liability Accounting:** Last year staff attended a Government Finance Officers Association (GFOA) conference, which included a seminar on accounting for uncompensated absences provided by representatives of the Governmental Accounting Standards Board (GASB). After the seminar, staff concluded several adjustments to how GMT has historically accounted for its uncompensated absences (combined time-off) liability were necessary. They include (1) adding a liability for the portion of combined time-off (CTO) that will receive a match in GMT's 401(a) retirement plan; and (2) adding a liability for the value of employer payroll taxes (FICA). The impact of this liability as of the end of FY23 is reflected below and staff is planning to expense these liabilities sometime in FY24.

<i>CTO Related Expenses</i>		
	Urban	Rural
Retirement	\$ 39,431.26	\$ 7,719.02
FICA	\$ 54,712.63	\$ 15,064.12
Total:	\$ 94,143.89	\$ 22,783.13

- **FY25 Operating Budget:** This month staff will be presenting the Proposed FY25 Operating Budget to the committee for consideration. The budget being presented is balanced; however, concerns remain over the longevity of current service levels without an injection of new revenues in future years. Staff is looking forward to providing a detailed presentation of the budget at this month's meeting.
- **Liquidity Update:** The Authority's liquidity profile remains robust even with slightly lower cash levels over last month's results. This calculation was prepared before several large federal drawdowns were to be completed, so the figures have been affected by timing. The investment account (*cash equivalents*) remains easily accessible in case demand for cashflow were to unexpectedly rise, which is why those assets are included in a separate measurement.

Cash Balance*	\$ 968,887
Cash Equivalents Market Value*	\$ 3,623,905
Days of Cash on Hand**	13.6
Days of Cash on Hand (excl. Capital Expenses)**	14.8
Days of Cash & Cash Equivalents on Hand**	64.3
Days of Cash & Cash Equivalents on Hand (ex. Capital Expenses)**	70.0

*Values as of 12/7/23

**Expenses based on FY23 year-end actuals

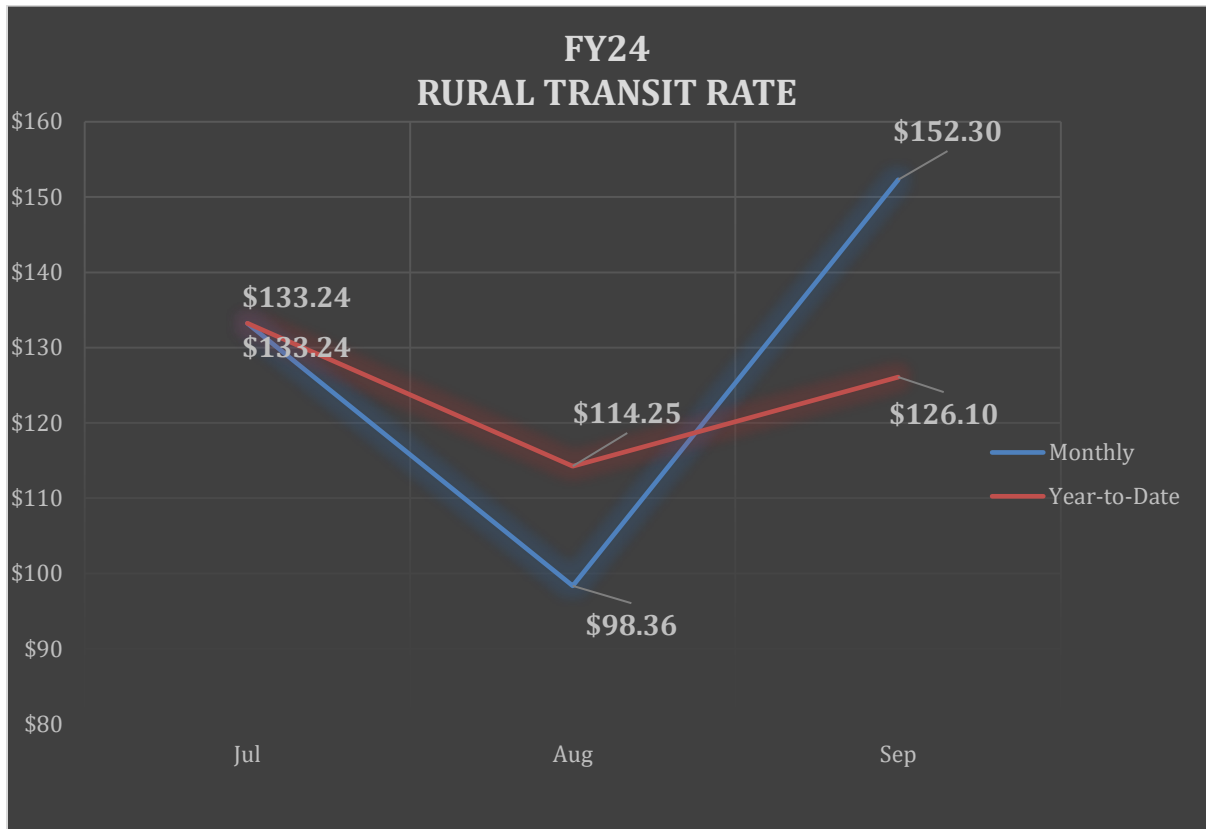


Investment Portfolio Update:

<i>Portfolio as of 11/30/23</i>				
	Cost Basis	Market Value	Maturity Value	
U.S. Treasury Bill Due 03/05/23	\$ 1,034,963	\$ 1,038,425	\$	1,053,000
U.S. Treasury Bill Due 01/02/24	\$ 523,954	\$ 530,493	\$	533,000
U.S. Treasury Bill Due 02/06/24	\$ 1,028,248	\$ 1,035,760	\$	1,046,000
U.S. Treasury Bill Due 12/12/23	\$ 999,452	\$ 1,015,362	\$	1,017,000
Portfolio Market Value	\$ 3,620,040			
Total Money Market Value	\$ 596			
Total Investments:	\$ 3,620,636			
Investment Returns Since Inception*: \$	137,217			
<i>*Portfolio inception date is 1/11/23</i>				

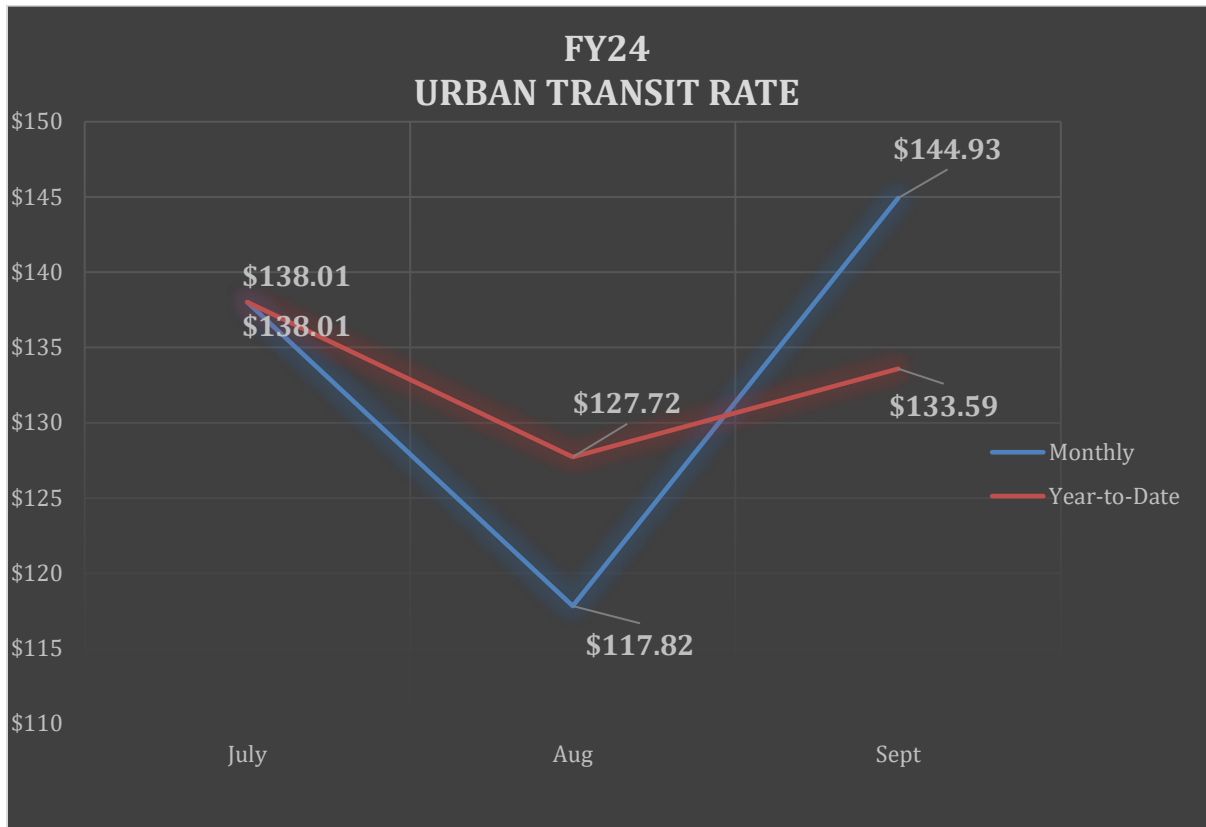
- **Transit Rate Summary:** Each month the Finance Department will provide updates on the Authority's transit rates, which measure the operating costs associated with providing a distinct measurement unit of service. It is important to note that GMT's two systems (urban/rural) use different measurements for unit cost. The rural system uses a per vehicle hour (actual time on-road) measure, while the urban system utilizes scheduled driver payroll hours.

The **rural transit rate** ended Q1 at an average rate of \$126.10, up significantly from staff's last reporting period of year-end FY23, which was \$96.23. This upward trend in the rate is driven by four factors: (1) July bonuses for operators and mechanics; (2) the removal of standby hours from the transit rate calculation – staff felt this both improves the rate methodology and is more equitable to all GMT programs; (3) a large increase in van special trips year-over-year; and (4) the occurrence of three pay periods in the month of September.



Rural		
Time Period	Transit Operating Expenses	Actual Vehicle Hours
FY24 Q1	\$ 1,594,273	12,643
FY23 Q1	\$ 1,303,226	11,258
% Change	22.3%	12.3%
Nominal Change	\$ 291,047	1,385

The **urban transit rate** ended Q1 at an average rate of \$133.59, which is also up significantly from FY23's end of year figure of \$114.80. The drivers of this increase are largely the same as the rural system's: bonuses in July and three (3) pay periods in September.



Urban		
Time Period	Transit Operating Expenses	Scheduled Driver Pay Hours
FY24 Q1	\$ 3,940,638	29,498
FY23 Q1	\$ 3,665,467	29,591
% Change	7.5%	-0.3%
Nominal Change	\$ 275,171	\$ (93)

Staff is hopeful that like FY23, both rates will trend downward as both the bonuses and the results of uneven pay periods amortize out over the remainder of the fiscal year.

Medicaid Financial Update: The rural system financial results are being pushed into the red in part because of the poor financial performance of the Medicaid program year-to-date. As the pro-forma statement below reflects, staff estimates a net loss of over \$175.6K. This is largely the result of the elevated transit rate, but also an increase in demand and the use of high-cost modes to meet demand – i.e. private taxis. Staff have been notified that the Authority can expect an FY23 true-up payment of close to \$180K from VPTA in the coming months, which will help stem some of the current losses.



FY24 Medicaid Profitability Analysis	
PRO FORMA	
As of September 30, 2023	
	<u>Totals</u>
<u>Revenue:</u>	
PMPW Revenue*	\$499,357
<u>Expenses:</u>	
Operating Costs	\$541,471
General & Administrative	<u>\$133,560</u>
Total:	\$675,030
Profit/(Loss):	(\$175,673)
Net Margin:	-35.2%

- **Budget Development Tracker:**

- ❖ **FY24 Capital Budget Adjustment** – Approved by BOC on 9/19/23.
- ❖ **FY24 Operating Budget Adjustment** – Approved by BOC on 10/17/23.
- ❖ **FY25 Proposed Capital Budget** – Approved by BOC on 11/21/23.
- ❖ **FY25 Proposed Operating Budget – DRAFT presentation in December.**

All Budget Documents are available on the Finance Page at ridegmt.com, or by clicking [HERE](#).

Retirement Committee Update:

Retirement Committee (RC) meetings are held quarterly. The last meeting was held on October 25th at 12 p.m.

Retirement Committee Minutes can be found [HERE](#).

Financial Snapshot:

As of **Q1**, the **Authority** has a **total operating deficit** of roughly **\$485.6K**. Please note that due to the status of the FY23 Audit, staff have been unable to close out the fixed asset module, and therefore cannot report the current change in net assets. Staff expect this to only be a short-term delay in net asset reporting and plan to provide a full accounting by January or February.

The operating result between systems is the following:

- ❖ Urban System = **-\$12.7K Operating Deficit**



➡ Because the Urban grant billing process is based on reimbursement, large operating surpluses, or deficits (unless grant funding ran out) should not be reported. The current result is higher than staff would like to see, therefore further investigation is warranted and will be conducted by staff in the short term.

❖ Rural System = **-\$472.8K Operating Deficit**

➡ The rural system is showing a sizeable deficit for Q1, which is the net result of the Berlin flood expense (\$230K or 49%); the estimated loss in the Medicaid program (\$176K or 37%); and current losses in the O&D program caused by the spread between the transit rate currently being charged (\$95) and the actual rate (\$126).



Green Mountain Transit Authority
Budget v. Actual Report
For the Three Months Ending Saturday, September 30, 2023

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
BENCHMARK = 25%	Current Fiscal Year To Date			FY24 ADJ BUDGET (Approved Oct. 2023)			Budget Variance			PYTD 2023	
REVENUES											
FEDERAL, STATE AND LOCAL REVENUE											
Municipal Member Assessments	\$663,555		\$663,555	\$2,654,221		\$2,654,221	25.0%	0.0%	25.0%	\$628,649	
Municipal Paratransit Assessments	\$220,106		\$220,106	\$880,426		\$880,426	25.0%	0.0%	25.0%	\$198,302	
Local Operating Assistance	\$13,985	\$50,090	\$64,075	\$55,663	\$494,414	\$550,077	25.1%	10.1%	11.6%	\$13,518	\$54,052
Federal Urban Formula Grant	\$1,648,855		\$1,648,855	\$5,655,347		\$5,655,347	29.2%	0.0%	29.2%	\$1,413,660	
Federal Rural Operating Grant		\$244,767	\$244,767		\$1,504,825	\$1,504,825	0.0%	16.3%	16.3%		\$387,620
State Regular Subsidy Operating Grant	\$925,000	\$173,713	\$1,098,713	\$2,850,000	\$919,903	\$3,769,903	32.5%	18.9%	29.1%	\$600,000	\$53,076
E&D Grants and Local Match		\$466,300	\$466,300		\$1,911,034	\$1,911,034	0.0%	24.4%	24.4%		\$400,358
Other State Grants	\$13,489	\$95,104	\$108,592	\$440,613	\$344,685	\$785,298	3.1%	27.6%	13.8%	\$374,564	\$61,420
Other Federal Grants	\$1,179,133	\$388,549	\$1,567,682	\$5,480,508	\$1,758,600	\$7,239,108	21.5%	22.1%	21.7%	\$1,026,159	\$290,741
Fund Balance Reserves							0.0%	0.0%	0.0%		
Capital Reserve Revenue							0.0%	0.0%	0.0%		
Total Federal, State and Local Revenues	\$4,664,124	\$1,418,524	\$6,082,647	\$18,016,778	\$6,933,461	\$24,950,239	25.9%	20.5%	24.4%	\$4,254,852	\$1,247,268
OPERATING REVENUE											
Passenger Revenue	\$49,182		\$49,182	\$668,592		\$668,592	7.4%	0.0%	7.4%	\$25,578	
Paratransit Passenger Fares				\$38,546		\$38,546	0.0%	0.0%	0.0%		
Advertising Revenue	\$82,682	\$2,700	\$85,382	\$150,000	\$36,000	\$186,000	55.1%	7.5%	45.9%	\$66,343	\$7,335
Investment Income	\$825	\$54,695	\$55,519		\$130,000	\$130,000	0.0%	42.1%	42.7%	\$43	\$2,209
Miscellaneous Revenue	\$1,270	\$400	\$1,670	\$4,000	\$1,000	\$5,000	31.8%	40.0%	33.4%	\$3,358	\$4,378
Sales Of Equipment				\$5,000	\$5,000	\$10,000	0.0%	0.0%	0.0%		
Medicaid Purchase Of Svc		\$499,357	\$499,357		\$2,015,000	\$2,015,000	0.0%	24.8%	24.8%		\$412,489
Purchase of Service	\$8,775	\$11,172	\$19,946	\$33,000	\$40,000	\$73,000	26.6%	27.9%	27.3%	\$8,277	\$11,407
Warranty Revenue							0.0%	0.0%	0.0%		
Operating Revenue	\$142,733	\$568,324	\$711,057	\$899,138	\$2,227,000	\$3,126,138	15.9%	25.5%	22.7%	\$103,599	\$437,818
Total Revenue	\$4,806,857	\$1,986,847	\$6,793,704	\$18,915,916	\$9,160,461	\$28,076,377	25.4%	21.7%	24.2%	\$4,358,451	\$1,685,086
EXPENSES											
SALARIES AND WAGES											
Other Wages	\$502,419	\$298,472	\$800,890	\$1,998,203	\$1,248,021	\$3,246,224	25.1%	23.9%	24.7%	\$441,081	\$218,410
Driver/Operator Wages	\$1,555,830	\$583,260	\$2,139,090	\$5,231,418	\$2,472,538	\$7,703,956	29.7%	23.6%	27.8%	\$1,399,760	\$517,353
Vehicle Repair Wages	\$311,753	\$51,282	\$363,034	\$1,159,334	\$199,036	\$1,358,370	26.9%	25.8%	26.7%	\$258,155	\$32,825
Salaries and Wages	\$2,370,001	\$933,014	\$3,303,015	\$8,388,955	\$3,919,595	\$12,308,550	28.3%	23.8%	26.8%	\$2,098,995	\$768,588
PERSONNEL TAXES AND BENEFITS											
Payroll Taxes (FICA/MC)	\$184,140	\$71,502	\$255,643	\$641,755	\$299,849	\$941,604	28.7%	23.8%	27.1%	\$163,786	\$60,424
Unemployment Tax Exp		(\$389)	(\$389)	\$15,000	\$18,000	\$33,000	0.0%	-2.2%	-1.2%		\$212
Medical Insurance/HRA	\$490,815	\$172,216	\$663,031	\$2,154,673	\$770,731	\$2,925,404	22.8%	22.3%	22.7%	\$495,603	\$124,441
Pension Plan Expenses	\$118,382	\$29,692	\$148,074	\$385,892	\$117,588	\$503,480	30.7%	25.3%	29.4%	\$102,666	\$27,099
Employee Development	\$29,032	\$23,068	\$52,100	\$45,000	\$36,000	\$81,000	64.5%	64.1%	64.3%	(\$28)	\$4,770
Other Employee Benefits	\$28,658	\$10,009	\$38,667	\$129,993	\$49,055	\$179,048	22.0%	20.4%	21.6%	\$26,874	\$9,850
Personnel Taxes and Benefits	\$851,027	\$306,098	\$1,157,125	\$3,372,313	\$1,291,223	\$4,663,536	25.2%	23.7%	24.8%	\$788,901	\$226,797
GENERAL AND ADMIN EXPENSES											
Admin Supplies and Expenses	\$8,672	\$5,130	\$13,803	\$83,602	\$25,800	\$109,402	10.4%	19.9%	12.6%	\$7,970	\$4,310
Recruiting Expenses	\$820	\$1,087	\$1,907	\$15,000	\$42,000	\$57,000	5.5%	2.6%	3.3%	\$2,741	\$1,770
Dues and Subscriptions	\$1,175	\$1,425	\$2,599	\$4,000	\$9,800	\$13,800	29.4%	14.5%	18.8%	\$805	\$18
Travel and Meetings	\$1,861	\$9,661	\$11,522	\$4,000	\$2,000	\$6,000	46.5%	483.0%	192.0%	\$593	\$107
Board Development							0.0%	0.0%	0.0%		
Communications	\$12,287	\$9,483	\$21,769	\$54,850	\$37,200	\$92,050	22.4%	25.5%	23.6%	\$7,273	\$7,931
Computer Service Exp	\$40,635	\$31,892	\$72,527	\$206,774	\$193,938	\$400,712	19.7%	16.4%	18.1%	\$31,965	\$22,954
Legal Fees	\$10,033	\$110	\$10,143	\$45,000	\$35,000	\$80,000	22.3%	0.3%	12.7%	\$3,318	\$268
Insurance	\$280,953	\$379,547	\$660,499	\$1,162,568	\$568,886	\$1,731,454	24.2%	66.7%	38.1%	\$227,218	\$152,431
Audit Fees				\$18,568	\$7,958	\$26,526	0.0%	0.0%	0.0%		
Consulting Fees	\$6,632	\$6,589	\$13,221	\$42,300	\$45,600	\$87,900	15.7%	14.4%	15.0%	\$2,441	



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	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
BENCHMARK = 25%	Current Fiscal Year To Date			FY24 ADJ BUDGET (Approved Oct. 2023)			Budget Variance			PYTD 2023	
General and Admin Expenses	\$363,068	\$444,922	\$807,990	\$1,636,662	\$968,182	\$2,604,844	22.2%	46.0%	31.0%	\$284,324	\$189,789
OPERATIONS EXPENSES											
Background Checks	\$945	\$1,655	\$2,599	\$4,000	\$12,000	\$16,000	23.6%	13.8%	16.2%	\$331	\$1,570
Drug & Alcohol Testing							0.0%	0.0%	0.0%		\$30
DOT Testing	\$1,726	\$1,708	\$3,434	\$6,825	\$5,400	\$12,225	25.3%	31.6%	28.1%	\$2,165	\$1,816
Employment Recruitment Program				\$800	\$400	\$1,200	0.0%	0.0%	0.0%		
Driver's Uniforms	\$11,273	\$1,222	\$12,495	\$20,000	\$10,000	\$30,000	56.4%	12.2%	41.6%	\$7,256	\$3,283
Safety Expense	\$563		\$563	\$2,000	\$500	\$2,500	28.2%	0.0%	22.5%	\$289	
Misc. Operating Exp	\$972		\$972	\$2,500	\$500	\$3,000	38.9%	0.0%	32.4%		
Operations Expenses	\$15,479	\$4,584	\$20,063	\$36,125	\$28,800	\$64,925	42.8%	15.9%	30.9%	\$10,041	\$6,699
PLANNING EXPENSES											
Other Planning Expenses		\$5,298	\$5,298	\$4,200	\$26,800	\$31,000	0.0%	19.8%	17.1%		\$133
MPO Planning Expenses	\$10,265		\$10,265	\$1,137,500		\$1,137,500	0.9%	0.0%	0.9%	\$2,279	
Planning Expenses	\$10,265	\$5,298	\$15,563	\$1,141,700	\$26,800	\$1,168,500	0.9%	19.8%	1.3%	\$2,279	\$133
VEHICLE/BUILDING MAINTENANCE EXP (15)											
Industrial											
Parts Expense - Non-Revenue Vehicles	\$2,903	\$178	\$3,081	\$5,000	\$2,000	\$7,000	58.1%	8.9%	44.0%	\$2,605	\$38
Parts Expense - Revenue Vehicles	\$127,320	\$45,524	\$172,844	\$682,000	\$125,500	\$807,500	18.7%	36.3%	21.4%	\$106,440	\$9,822
Tires	\$44,227	\$12,693	\$56,921	\$115,000	\$50,000	\$165,000	38.5%	25.4%	34.5%	\$27,710	\$7,925
Facility Maintenance	\$16,292	\$23,176	\$39,468	\$140,000	\$115,000	\$255,000	11.6%	20.2%	15.5%	\$14,006	\$11,552
Passenger Facility Expenses	\$6,089		\$6,089	\$28,200		\$28,200	21.6%	0.0%	21.6%	\$4,873	
Security Expenses							0.0%	0.0%	0.0%		
Cleaning Expense		\$200	\$200	\$4,000		\$4,000	0.0%	0.0%	5.0%		\$599
Repeater Fees	\$5,925	\$4,675	\$10,600	\$23,701	\$18,673	\$42,374	25.0%	25.0%	25.0%	\$5,709	\$4,441
Light, Heat and Water	\$33,093	\$6,492	\$39,585	\$190,000	\$70,000	\$260,000	17.4%	9.3%	15.2%	\$27,549	\$6,796
Fuel - Vehicles	\$290,161	\$109,032	\$399,193	\$1,004,715	\$544,035	\$1,548,750	28.9%	20.0%	25.8%	\$336,641	\$120,422
Maintenance Tools/Supplies/Uniforms	\$36,145	\$9,159	\$45,305	\$116,850	\$34,050	\$150,900	30.9%	26.9%	30.0%	\$35,536	\$5,134
Misc Maint Expenses and fees	\$2,277	\$2,301	\$4,578	\$21,964	\$11,962	\$33,926	10.4%	19.2%	13.5%	\$3,996	\$419
Vehicle/Building Maintenance Exp	\$564,432	\$213,430	\$777,862	\$2,331,430	\$971,220	\$3,302,650	24.2%	22.0%	23.6%	\$565,065	\$167,149
CONTRACTOR EXPENSES											
ADA/SSA Paratransit	\$513,988		\$513,988	\$1,831,004		\$1,831,004	28.1%	0.0%	28.1%	\$425,798	
Partner Local Share				\$19,833	\$4,941	\$24,774	0.0%	0.0%	0.0%		
Functional Assessment Costs							0.0%	0.0%	0.0%		
Volunteer Drivers		\$96,551	\$96,551		\$375,000	\$375,000	0.0%	25.7%	25.7%		\$93,438
Other Transportation (incl Cabs)		\$379,881	\$379,881		\$1,366,318	\$1,366,318	0.0%	27.8%	27.8%		\$231,152
Contractor Expenses	\$513,988	\$476,432	\$990,419	\$1,850,837	\$1,746,259	\$3,597,096	27.8%	27.3%	27.5%	\$425,798	\$324,590
MARKETING EXPENSE											
Bus Tickets/Fare Media				\$10,000		\$10,000	0.0%	0.0%	0.0%		
Marketing Expense	\$4,141	\$1,360	\$5,501	\$26,320	\$12,000	\$38,320	15.7%	11.3%	14.4%	\$1,460	\$1,886
Public Information	\$11,088	\$6,339	\$17,427	\$26,000	\$15,000	\$41,000	42.6%	42.3%	42.5%	\$1,996	\$1,715
Marketing Expense	\$15,229	\$7,699	\$22,928	\$62,320	\$27,000	\$89,320	24.4%	28.5%	25.7%	\$3,456	\$3,601
OTHER EXPENSES											
Allowance for Doubtful Accounts							0.0%	0.0%	0.0%		
Debt Service/Capital Reserve							0.0%	0.0%	0.0%		
Bond Interest							0.0%	0.0%	0.0%		
Capital Match	\$109,547	\$28,875	\$138,422	\$161,456	\$115,500	\$276,956	67.8%	25.0%	50.0%	\$74,806	\$42,713
Other Expenses	\$109,547	\$28,875	\$138,422	\$161,456	\$115,500	\$276,956	67.8%	25.0%	50.0%	\$74,806	\$42,713
TOTAL EXPENSES	\$4,813,037	\$2,420,350	\$7,233,387	\$18,981,798	\$9,094,579	\$28,076,377	25.4%	26.6%	25.8%	\$4,253,667	\$1,730,059
Current Year Deferred Costs	(\$45,914)		(\$45,914)				0.0%	0.0%	0.0%	(\$139,668)	
OH Admin Allocation	\$93,290	(\$93,290)		\$277,032	(\$277,032)		33.7%	33.7%	0.0%	\$91,854	(\$91,854)



Green Mountain Transit Authority
Budget v. Actual Report
For the Three Months Ending Saturday, September 30, 2023

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
BENCHMARK = 25%	Current Fiscal Year To Date			FY24 ADJ BUDGET (Approved Oct. 2023)			Budget Variance			PYTD 2023	
Urban Shop Allocation	\$35,129	(\$35,129)		\$90,000	(\$90,000)		39.0%	39.0%	0.0%	\$18,344	(\$18,344)
Rural Link Cost Allocation	(\$89,088)	\$89,088		(\$301,150)	\$301,150		29.6%	29.6%	0.0%	(\$69,112)	\$69,112
ALLOCATIONS BETWEEN PROGRAMS	\$39,331	(\$39,331)		\$65,882	(\$65,882)		59.7%	59.7%	0.0%	\$41,086	(\$41,086)
Balance Of Operating Budget	(\$12,763)	(\$472,834)	(\$485,597)	\$0	\$0		0.0%	0.0%	0.0%	\$6,203	(\$86,059)
Capital Revenue											
Federal Revenue	\$487,940	\$48,452	\$536,392	\$11,674,084	\$3,823,279	\$15,497,363	4.2%	1.3%	3.5%	\$193,353	\$563,680
State Revenue	\$59,662	\$6,056	\$65,718	\$1,151,390	\$300,474	\$1,451,864	5.2%	2.0%	4.5%	\$24,169	\$46,172
Paratransit Lease Revenue				\$112,600	\$24,800	\$137,400	0.0%	0.0%	0.0%		
Local Match Revenue	\$109,547	\$148,875	\$258,422	\$436,456	\$235,500	\$671,956	25.1%	63.2%	38.5%	\$74,806	\$42,713
Total Capital Revenue	\$657,149	\$203,383	\$860,532	\$13,374,530	\$4,384,053	\$17,758,583	4.9%	4.6%	4.8%	\$292,329	\$652,564
Capital Expenses											
Vehicles	\$1,092	\$1,092	\$2,184	\$8,738,553	\$4,299,170	\$13,037,723	0.0%	0.0%	0.0%		\$651,465
Maintenance Parts and Equipment	\$538,152	\$14,869	\$553,021	\$657,478	\$38,500	\$695,978	81.9%	38.6%	79.5%	\$225,074	\$8,517
Passenger Amenities	\$5,470	\$157	\$5,627	\$110,000	\$211,000	\$321,000	5.0%	0.1%	1.8%	\$2,280	
Facility Repairs and Improvements	\$58,276	\$983	\$59,259	\$3,672,352	\$31,500	\$3,703,852	1.6%	3.1%	1.6%	\$14,340	\$3,901
Total Capital Expenses	\$602,990	\$17,101	\$620,091	\$13,178,383	\$4,580,170	\$17,758,553	4.6%	0.4%	3.5%	\$241,693	\$663,883
Balance of Capital Budget	\$54,159	\$186,282	\$240,441	\$196,147	(\$196,117)	\$30	27.6%	-95.0%	801470.2%	\$50,635	(\$11,319)
Transfer of Purchases to Fixed Assets				\$12,853,383	\$4,299,170	\$17,152,553	0.0%	0.0%	0.0%		
Deferred Costs							0.0%	0.0%	0.0%		
Depreciation Expense				(\$2,753,189)	(\$723,404)	(\$3,476,593)	0.0%	0.0%	0.0%		
Subtotal	\$0	\$0		\$10,100,194	\$3,575,766	\$13,675,960	0.0%	0.0%	0.0%	\$0	\$0
Current Change in Net Assets	\$41,396	(\$286,551)	(\$245,156)	\$10,296,341	\$3,379,649	\$13,675,990	0.4%	-8.5%	-1.8%	\$56,838	(\$97,378)



Green Mountain Transit Authority
Budget v. Actual Report
For the Four Months Ending Tuesday, October 31, 2023

EXPENSES ONLY

	BENCHMARK = 33.3%			Current Fiscal Year To Date			FY24 ADJ BUDGET (Approved Oct. 2023)			Budget Variance			PYTD 2023		
	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined
REVENUES															
FEDERAL, STATE AND LOCAL REVENUE															
Municipal Member Assessments		\$884,741		\$884,741		\$2,654,221		\$2,654,221		33.3%	0.0%		33.3%	\$838,198	
Municipal Paratransit Assessments		\$293,475		\$293,475		\$880,426		\$880,426		33.3%	0.0%		33.3%	\$264,403	
Local Operating Assistance		\$18,647	\$65,897	\$84,544		\$55,663	\$494,414	\$550,077		33.5%	13.3%		15.4%	\$18,024	\$72,053
Federal Urban Formula Grant		\$1,648,855		\$1,648,855		\$5,655,347		\$5,655,347		29.2%	0.0%		29.2%	\$1,890,620	
Federal Rural Operating Grant			\$244,767	\$244,767		\$1,504,825		\$1,504,825		0.0%	16.3%		16.3%		\$501,883
State Regular Subsidy Operating Grant		\$1,091,667	\$173,713	\$1,265,380		\$2,850,000		\$919,903	\$3,769,903	38.3%	18.9%		33.6%	\$800,000	\$70,722
E&D Grants and Local Match			\$465,373	\$465,373			\$1,911,034	\$1,911,034		0.0%	24.4%		24.4%		\$528,429
Other State Grants		\$13,489	\$95,104	\$108,592		\$440,613		\$344,685	\$785,298	3.1%	27.6%		13.8%	\$379,990	\$84,518
Other Federal Grants		\$1,179,133	\$388,549	\$1,567,682		\$5,480,508		\$1,758,600	\$7,239,108	21.5%	22.1%		21.7%	\$1,341,166	\$383,675
Fund Balance Reserves										0.0%	0.0%		0.0%		
Capital Reserve Revenue										0.0%	0.0%		0.0%		
Total Federal, State and Local Revenues	\$5,130,006	\$1,433,404	\$6,563,410	\$18,016,778	\$6,933,461	\$24,950,239	28.5%	20.7%	26.3%	\$5,532,401	\$1,641,280				
OPERATING REVENUE															
Passenger Revenue	\$65,533		\$65,533		\$668,592		\$668,592		9.8%	0.0%	9.8%	\$34,243			
Paratransit Passenger Fares				\$38,546		\$38,546			0.0%	0.0%	0.0%				
Advertising Revenue	\$109,405	\$2,970	\$112,375	\$150,000		\$36,000		\$186,000		72.9%	8.3%	\$101,407	\$11,730		
Investment Income	\$838	\$77,850	\$78,688			\$130,000		\$130,000		0.0%	59.9%	\$43	\$5,559		
Miscellaneous Revenue	\$3,526	\$400	\$3,927	\$4,000	\$1,000	\$5,000			88.2%	40.0%	78.5%	\$3,358	\$4,378		
Sales Of Equipment				\$5,000	\$5,000	\$10,000			0.0%	0.0%	0.0%	\$20,800	\$17,733		
Medicaid Purchase Of Svc		\$660,845	\$660,845		\$2,015,000	\$2,015,000			0.0%	32.8%	32.8%		\$528,030		
Purchase of Service	\$9,377	\$12,183	\$21,560	\$33,000	\$40,000	\$73,000			28.4%	30.5%	29.5%	\$10,870	\$14,579		
Warranty Revenue									0.0%	0.0%	0.0%				
Operating Revenue	\$188,680	\$754,248	\$942,928	\$899,138	\$2,227,000	\$3,126,138	21.0%	33.9%	30.2%	\$170,721	\$582,009				
Total Revenue	\$5,318,686	\$2,187,652	\$7,506,338	\$18,915,916	\$9,160,461	\$28,076,377	28.1%	23.9%	26.7%	\$5,703,122	\$2,223,289				
EXPENSES															
SALARIES AND WAGES															
Other Wages	\$663,439	\$396,153	\$1,059,592	\$1,998,203	\$1,248,021	\$3,246,224	33.2%	31.7%	32.6%	\$572,351	\$286,442				
Driver/Operator Wages	\$1,969,206	\$732,336	\$2,701,541	\$5,231,418	\$2,472,538	\$7,703,956	37.6%	29.6%	35.1%	\$1,756,984	\$648,710				
Vehicle Repair Wages	\$402,192	\$68,754	\$470,947	\$1,159,334	\$199,036	\$1,358,370	34.7%	34.5%	34.7%	\$320,616	\$41,957				
Salaries and Wages	\$3,034,836	\$1,197,243	\$4,232,080	\$8,388,955	\$3,919,595	\$12,308,550	36.2%	30.5%	34.4%	\$2,649,952	\$977,110				
PERSONNEL TAXES AND BENEFITS															
Payroll Taxes (FICA/MC)	\$234,551	\$90,321	\$324,872	\$641,755	\$299,849	\$941,604	36.5%	30.1%	34.5%	\$205,726	\$77,827				
Unemployment Tax Exp		(\$389)	(\$389)	\$15,000	\$18,000	\$33,000	0.0%	-2.2%	-1.2%		\$1,560				
Medical Insurance/HRA	\$659,961	\$229,799	\$889,760	\$2,154,673	\$770,731	\$2,925,404	30.6%	29.8%	30.4%	\$666,140	\$166,894				
Pension Plan Expenses	\$146,821	\$38,557	\$185,378	\$385,892	\$117,588	\$503,480	38.0%	32.8%	36.8%	\$131,918	\$33,920				
Employee Development	\$37,032	\$25,812	\$62,844	\$45,000	\$36,000	\$81,000	82.3%	71.7%	77.6%	(\$28)	\$7,905				
Other Employee Benefits	\$40,902	\$13,913	\$54,815	\$129,993	\$49,055	\$179,048	31.5%	28.4%	30.6%	\$36,713	\$13,550				
Personnel Taxes and Benefits	\$1,119,268	\$398,013	\$1,517,281	\$3,372,313	\$1,291,223	\$4,663,536	33.2%	30.8%	32.5%	\$1,040,470	\$301,656				
GENERAL AND ADMIN EXPENSES															
Admin Supplies and Expenses	\$11,122	\$6,293	\$17,416	\$83,602	\$25,800	\$109,402	13.3%	24.4%	15.9%	\$12,193	\$6,962				
Recruiting Expenses	\$2,820	\$1,087	\$3,907	\$15,000	\$42,000	\$57,000	18.8%	2.6%	6.9%	\$4,740	\$8,495				
Dues and Subscriptions	\$1,669	\$8,004	\$9,673	\$4,000	\$9,800	\$13,800	41.7%	81.7%	70.1%	\$902	\$7,438				
Travel and Meetings	\$2,328	\$910	\$3,238	\$4,000	\$2,000	\$6,000	58.2%	45.5%	54.0%	\$593	\$256				
Board Development							0.0%	0.0%	0.0%						
Communications	\$16,985	\$11,135	\$28,120	\$54,850	\$37,200	\$92,050	31.0%	29.9%	30.5%	\$11,912	\$11,299				
Computer Service Exp	\$55,427	\$97,482	\$152,909	\$206,774	\$193,938	\$400,712	26.8%	50.3%	38.2%	\$37,138	\$26,420				
Legal Fees	\$14,191	\$110	\$14,301	\$45,000	\$35,000	\$80,000	31.5%	0.3%	17.9%	\$5,057	\$523				
Insurance	\$374,597	\$294,922	\$669,519	\$1,162,568	\$568,886	\$1,731,454	32.2%	51.8%	38.7%	\$313,004	\$201,323				
Audit Fees				\$18,568	\$7,958	\$26,526	0.0%	0.0%	0.0%						
Consulting Fees	\$10,554	\$9,666	\$20,220	\$42,300	\$45,600	\$87,900	25.0%	21.2%	23.0%	\$3,241					



Green Mountain Transit Authority
Budget v. Actual Report
For the Four Months Ending Tuesday, October 31, 2023

EXPENSES ONLY

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
	Current Fiscal Year To Date			FY24 ADJ BUDGET (Approved Oct. 2023)			Budget Variance			PYTD 2023	
BENCHMARK = 33.3%											
General and Admin Expenses	\$489,693	\$429,609	\$919,302	\$1,636,662	\$968,182	\$2,604,844	29.9%	44.4%	35.3%	\$388,781	\$262,717
OPERATIONS EXPENSES											
Background Checks	\$1,092	\$2,405	\$3,496	\$4,000	\$12,000	\$16,000	27.3%	20.0%	21.9%	\$357	\$2,368
Drug & Alcohol Testing							0.0%	0.0%	0.0%		\$95
DOT Testing	\$2,401	\$2,938	\$5,339	\$6,825	\$5,400	\$12,225	35.2%	54.4%	43.7%	\$2,719	\$2,564
Employment Recruitment Program				\$800	\$400	\$1,200	0.0%	0.0%	0.0%		
Driver's Uniforms	\$11,981	\$1,532	\$13,513	\$20,000	\$10,000	\$30,000	59.9%	15.3%	45.0%	\$7,656	\$3,518
Safety Expense	\$1,614		\$1,614	\$2,000	\$500	\$2,500	80.7%	0.0%	64.6%	\$289	
Misc. Operating Exp	\$1,722	\$750	\$2,472	\$2,500	\$500	\$3,000	68.9%	150.0%	82.4%		
Operations Expenses	\$18,810	\$7,625	\$26,434	\$36,125	\$28,800	\$64,925	52.1%	26.5%	40.7%	\$11,021	\$8,545
PLANNING EXPENSES											
Other Planning Expenses		\$7,075	\$7,075	\$4,200	\$26,800	\$31,000	0.0%	26.4%	22.8%		\$3,154
MPO Planning Expenses	\$15,299		\$15,299	\$1,137,500		\$1,137,500	1.3%	0.0%	1.3%	\$5,627	
Planning Expenses	\$15,299	\$7,075	\$22,374	\$1,141,700	\$26,800	\$1,168,500	1.3%	26.4%	1.9%	\$5,627	\$3,154
VEHICLE/BUILDING MAINTENANCE EXP (15)											
Industrial											
Parts Expense - Non-Revenue Vehicles	\$3,553	\$178	\$3,732	\$5,000	\$2,000	\$7,000	71.1%	8.9%	53.3%	\$3,323	\$498
Parts Expense - Revenue Vehicles	\$177,769	\$69,295	\$247,064	\$682,000	\$125,500	\$807,500	26.1%	55.2%	30.6%	\$157,947	\$18,673
Tires	\$55,544	\$19,829	\$75,373	\$115,000	\$50,000	\$165,000	48.3%	39.7%	45.7%	\$35,907	\$10,883
Facility Maintenance	\$20,503	\$34,990	\$55,493	\$140,000	\$115,000	\$255,000	14.6%	30.4%	21.8%	\$16,769	\$18,758
Passenger Facility Expenses	\$9,276		\$9,276	\$28,200		\$28,200	32.9%	0.0%	32.9%	\$11,349	
Security Expenses							0.0%	0.0%	0.0%		
Cleaning Expense		\$200	\$200	\$4,000		\$4,000	0.0%	0.0%	5.0%		\$599
Repeater Fees	\$7,900	\$6,233	\$14,133	\$23,701	\$18,673	\$42,374	33.3%	33.4%	33.4%	\$7,674	\$6,000
Light, Heat and Water	\$45,906	\$7,632	\$53,537	\$190,000	\$70,000	\$260,000	24.2%	10.9%	20.6%	\$41,457	\$10,325
Fuel - Vehicles	\$364,294	\$109,502	\$473,797	\$1,004,715	\$544,035	\$1,548,750	36.3%	20.1%	30.6%	\$457,770	\$154,928
Maintenance Tools/Supplies/Uniforms	\$46,916	\$12,399	\$59,314	\$116,850	\$34,050	\$150,900	40.2%	36.4%	39.3%	\$43,225	\$7,169
Misc Maint Expenses and fees	\$2,668	\$4,349	\$7,017	\$21,964	\$11,962	\$33,926	12.1%	36.4%	20.7%	\$5,423	\$2,392
Vehicle/Building Maintenance Exp	\$734,330	\$264,607	\$998,937	\$2,331,430	\$971,220	\$3,302,650	31.5%	27.2%	30.2%	\$780,843	\$230,223
CONTRACTOR EXPENSES											
ADA/SSTA Paratransit	\$716,214		\$716,214	\$1,831,004		\$1,831,004	39.1%	0.0%	39.1%	\$572,361	
Partner Local Share				\$19,833	\$4,941	\$24,774	0.0%	0.0%	0.0%		
Functional Assessment Costs							0.0%	0.0%	0.0%		
Volunteer Drivers		\$131,753	\$131,753		\$375,000	\$375,000	0.0%	35.1%	35.1%		\$125,327
Other Transportation (incl Cabs)		\$511,648	\$511,648		\$1,366,318	\$1,366,318	0.0%	37.4%	37.4%		\$305,530
Contractor Expenses	\$716,214	\$643,400	\$1,359,615	\$1,850,837	\$1,746,259	\$3,597,096	38.7%	36.8%	37.8%	\$572,361	\$430,857
MARKETING EXPENSE											
Bus Tickets/Fare Media				\$10,000		\$10,000	0.0%	0.0%	0.0%		
Marketing Expense	\$4,141	\$1,360	\$5,501	\$26,320	\$12,000	\$38,320	15.7%	11.3%	14.4%	\$1,815	\$4,057
Public Information	\$11,303	\$6,357	\$17,660	\$26,000	\$15,000	\$41,000	43.5%	42.4%	43.1%	\$2,018	\$1,737
Marketing Expense	\$15,444	\$7,717	\$23,161	\$62,320	\$27,000	\$89,320	24.8%	28.6%	25.9%	\$3,833	\$5,795
OTHER EXPENSES											
Allowance for Doubtful Accounts							0.0%	0.0%	0.0%		
Debt Service/Capital Reserve							0.0%	0.0%	0.0%		
Bond Interest							0.0%	0.0%	0.0%		
Capital Match	\$53,819	\$38,500	\$92,319	\$161,456	\$115,500	\$276,956	33.3%	33.3%	33.3%	\$99,742	\$56,950
Other Expenses	\$53,819	\$38,500	\$92,319	\$161,456	\$115,500	\$276,956	33.3%	33.3%	33.3%	\$99,742	\$56,950
TOTAL EXPENSES	\$6,197,714	\$2,993,789	\$9,191,502	\$18,981,798	\$9,094,579	\$28,076,377	32.7%	32.9%	32.7%	\$5,552,629	\$2,277,007
Current Year Deferred Costs	(\$45,914)		(\$45,914)				0.0%	0.0%	0.0%	(\$168,295)	
OH Admin Allocation	\$93,290	(\$93,290)		\$277,032	(\$277,032)		33.7%	33.7%	0.0%	\$121,146	(\$121,146)



Green Mountain Transit Authority
Budget v. Actual Report
For the Four Months Ending Tuesday, October 31, 2023

EXPENSES ONLY

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
BENCHMARK = 33.3%	Current Fiscal Year To Date			FY24 ADJ BUDGET (Approved Oct. 2023)			Budget Variance			PYTD 2023	
Urban Shop Allocation	\$47,713	(\$47,713)		\$90,000	(\$90,000)		53.0%	53.0%	0.0%	\$23,940	(\$23,940)
Rural Link Cost Allocation	(\$89,088)	\$89,088		(\$301,150)	\$301,150		29.6%	29.6%	0.0%	(\$100,355)	\$100,355
ALLOCATIONS BETWEEN PROGRAMS	\$51,915	(\$51,915)		\$65,882	(\$65,882)		78.8%	78.8%	0.0%	\$44,731	(\$44,731)
Balance Of Operating Budget	(\$873,026)	(\$858,052)	(\$1,731,079)	\$0	\$0		0.0%	0.0%	0.0%	\$26,930	(\$98,449)
Capital Revenue											
Federal Revenue	\$1,044,834	\$48,452	\$1,093,285	\$11,674,084	\$3,823,279	\$15,497,363	9.0%	1.3%	7.1%	\$222,599	\$573,363
State Revenue	\$59,662	\$6,056	\$65,718	\$1,151,390	\$300,474	\$1,451,864	5.2%	2.0%	4.5%	\$27,825	\$47,383
Paratransit Lease Revenue				\$112,600	\$24,800	\$137,400	0.0%	0.0%	0.0%		
Local Match Revenue	\$53,819	\$158,500	\$212,319	\$436,456	\$235,500	\$671,956	12.3%	67.3%	31.6%	\$99,742	\$56,950
Total Capital Revenue	\$1,158,314	\$213,008	\$1,371,322	\$13,374,530	\$4,384,053	\$17,758,583	8.7%	4.9%	7.7%	\$350,166	\$677,695
Capital Expenses											
Vehicles	\$1,092	\$1,092	\$2,184	\$8,738,553	\$4,299,170	\$13,037,723	0.0%	0.0%	0.0%		\$651,465
Maintenance Parts and Equipment	\$586,300	\$16,347	\$602,647	\$657,478	\$38,500	\$695,978	89.2%	42.5%	86.6%	\$246,633	\$10,946
Passenger Amenities	\$28,782	\$157	\$28,939	\$110,000	\$211,000	\$321,000	26.2%	0.1%	9.0%	\$2,280	
Facility Repairs and Improvements	\$921,946	\$983	\$922,929	\$3,672,352	\$31,500	\$3,703,852	25.1%	3.1%	24.9%	\$29,339	\$13,575
Total Capital Expenses	\$1,538,120	\$18,579	\$1,556,699	\$13,178,383	\$4,580,170	\$17,758,553	11.7%	0.4%	8.8%	\$278,251	\$675,987
Balance of Capital Budget	(\$379,806)	\$194,429	(\$185,377)	\$196,147	(\$196,117)	\$30	-193.6%	-99.1%	-617922.4%	\$71,915	\$1,709
Transfer of Purchases to Fixed Assets				\$12,853,383	\$4,299,170	\$17,152,553	0.0%	0.0%	0.0%		\$527,893
Deferred Costs							0.0%	0.0%	0.0%		
Depreciation Expense				(\$2,753,189)	(\$723,404)	(\$3,476,593)	0.0%	0.0%	0.0%	(\$917,305)	(\$225,465)
Subtotal	\$0	\$0		\$10,100,194	\$3,575,766	\$13,675,960	0.0%	0.0%	0.0%	(\$917,305)	\$302,429
Current Change in Net Assets	(\$1,252,832)	(\$663,623)	(\$1,916,455)	\$10,296,341	\$3,379,649	\$13,675,990	-12.2%	-19.6%	-14.0%	(\$818,461)	\$205,688

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V265	ICMA	10/30/23	V236 2023 1030	2,293.13	Retirement
V311	Teamsters Local 597	10/30/23	V311 2023 1030	200.00	
V1025	Alter, Charles	11/3/23	100169	541.69	Volunteer
V2137	Chapin Bobbie	11/3/23	100170	112.38	Volunteer
V1619	Cherrad, Tracy	11/3/23	100171	76.12	
V1957	Clark Barbara	11/3/23	100172	218.77	Volunteer
V1884	Donaghy Peardon	11/3/23	100173	53.71	
V1904	Falby Irene	11/3/23	100174	22.93	
V2108	MacAuley Angela	11/3/23	100175	310.47	Volunteer
V2032	Merrill John	11/3/23	100176	440.16	Volunteer
V181	Owen, Helen	11/3/23	100177	1,574.62	Volunteer
V2058	Vassar Carol	11/3/23	100178	271.17	Volunteer
V2006	Wisell Evan	11/3/23	100179	57.64	
V279	ABC Bus Companies-Muncie	11/3/23	100180	958.05	
V217	Airgas USA, LLC	11/3/23	100181	217.31	
V2138	Alif Media LLC	11/3/23	100182	1,800.00	Recruiting Invoice
V1305	Allegiant Care	11/3/23	100183	249,293.00	Health Insurance
V101	Bradshaw, Tim	11/3/23	100184	405.72	Meals and Supplies reimbursement
V225	Burlington Electric Department	11/3/23	100185	4,903.03	6 Electric Bills
V1227	Burlington Public Works-NON Water!!!	11/3/23	100186	160.00	
V293	Charlebois, R.R.Inc.	11/3/23	100187	10,946.72	Repair Invoice
V220	Class C Solutions Group	11/3/23	100188	1,507.59	4 Part Invoices
V1564	Connolly Heather	11/3/23	100189	375.00	
V2131	Cornerstone Land Management	11/3/23	100190	7,932.00	Concrete Floor work Berlin
V239	Cummins Northeast LLC	11/3/23	100191	4,807.78	4 Part Invoices
V250	Fisher Auto Parts	11/3/23	100192	864.97	
V252	FleetPride, Inc	11/3/23	100193	848.72	
V1814	Fred's Plumbing & Heating Inc.	11/3/23	100194	451.96	
V257	Gillig Corp.	11/3/23	100195	4,463.61	3 Part Invoices
V259	Grainger	11/3/23	100196	1,888.25	5 Maintenance Supply Invoices
V715	Green Mountain Electric Supply	11/3/23	100197	25.28	
V328	Kirk's Automotive Inc.	11/3/23	100198	395.00	
V2130	Laura Mulligan	11/3/23	100199	8,974.00	2 Painting and Drywall Invoices
V1509	Lawson Products, Inc	11/3/23	100200	571.68	
V473	Limoge & Sons Garage Doors, Inc.	11/3/23	100201	1,054.36	Repair Invoice
V2015	M&T Bank	11/3/23	100202	6,824.51	Credit cards, Training, parts, and trailer rentals
V436	Mabee, Jonathan	11/3/23	100203	100.00	Shoe Reimbursement
V1455	Mag & Sons Clothing	11/3/23	100204	542.50	
V1923	Mcgee Ford Of Montpelier	11/3/23	100205	259.01	
V1068	Midwest Bus Corporation	11/3/23	100206	235.50	
V329	Minuteman Press	11/3/23	100207	2,150.34	Driver Log Books
V278	Mohawk Mfg. & Supply Co.	11/3/23	100208	598.52	
V280	Mutual of Omaha Insurance Co.	11/3/23	100209	14.03	
V792	Myers Container Service Corp.	11/3/23	100210	538.12	
V996	New England Air Systems	11/3/23	100211	253.14	
V611	Northwestern Occupational Health	11/3/23	100212	115.00	
V2010	Nucar Automall of Saint Albans	11/3/23	100213	55.00	
V223	O'Reilly Auto Enterprises, LLC	11/3/23	100214	610.58	
V408	Pitney Bowes - Purchase Power	11/3/23	100215	16.27	
V294	RHR Smith & Company	11/3/23	100216	12,950.00	3 Auditor Invoices
V2101	Smith Connor	11/3/23	100217	1,833.23	Training Reimbursement
V302	Sports & Fitness Edge Inc.	11/3/23	100218	543.00	
V2056	Sprague Operating Resources LLC	11/3/23	100219	17,708.35	Fuel
V2139	Stertil Koni USA Inc	11/3/23	100220	696,101.92	Bus Lifts Urban
V1883	TDI Repair Facility LLC	11/3/23	100221	565.00	
V734	Thermo King Northeast/Dattco	11/3/23	100222	1,329.55	Part Invoice
V2020	Thomson Gary	11/3/23	100223	1,300.00	Tool Allowance
V273	Transit Holding, Inc.	11/3/23	100224	900.56	
V313	Travelers	11/3/23	100225	52.50	

V1046	ULINE	11/3/23	100226	159.40	
V1030	UniFirst Corporation	11/3/23	100227	44.31	
V315	United Parcel Service	11/3/23	100228	35.99	
V537	Vermont Public Transportation Association	11/3/23	100229	6,579.50	Dues
V336	W.B Mason Co., Inc.	11/3/23	100230	216.39	
V796	Yipes Auto Accessories	11/3/23	100231	91.02	
V1150	Bruley SR, Mark	11/3/23	EFT000000017437	1,610.65	Volunteer
V1707	Chase, Betty	11/3/23	EFT000000017438	1,418.73	Volunteer
V2090	Churchill Brenda	11/3/23	EFT000000017439	214.85	Volunteer
V1952	Cook Kathleen	11/3/23	EFT000000017440	147.38	Volunteer
V1676	Croteau, William	11/3/23	EFT000000017441	1,446.24	Volunteer
V1915	Donna Perry	11/3/23	EFT000000017442	439.51	Volunteer
V1121	Fitzgerald, Terry	11/3/23	EFT000000017443	73.36	
V1820	Franklin County Transportation	11/3/23	EFT000000017444	16,740.00	Cab Service
V170	Hertz, Kenneth	11/3/23	EFT000000017445	788.62	Volunteer
V70	LeClair Raymond	11/3/23	EFT000000017446	1,205.87	Volunteer
V2118	Marsh Donald	11/3/23	EFT000000017447	199.12	Volunteer
V86	Pike, Gail	11/3/23	EFT000000017448	982.51	Volunteer
V771	Sammons Chandra	11/3/23	EFT000000017449	860.67	Volunteer
V93	Timm, Marta	11/3/23	EFT000000017450	672.04	Volunteer
V1725	Utton, Debra	11/3/23	EFT000000017451	1,455.41	Volunteer
V2100	Wood Jeremy	11/3/23	EFT000000017452	992.99	Volunteer
V1066	Cassell, Robert Jr.	11/3/23	EFT000000017453	495.00	FSA Reimbursement
V1182	Charissakis, John	11/3/23	EFT000000017454	1,372.77	FSA Reimbursement
V1446	M T Wallets, LLC	11/3/23	EFT000000017455	3,200.00	Lease
V38	Moore, Jon	11/3/23	EFT000000017456	552.62	FSA and DMV Reimbursement
V1994	Reid Stephanie	11/3/23	EFT000000017457	82.03	
V1825	Ride Your Bike LLC	11/3/23	EFT000000017458	955.09	
V17	Smith, Jamie L	11/3/23	EFT000000017459	144.53	Training Reimbursement
V303	SSTA	11/3/23	EFT000000017460	14,727.00	ADA

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V1423	Alling, Andrew	11/17/23	100234	93.01	
V1025	Alter, Charles	11/17/23	100235	258.73	Volunteer
V1099	Barnett, Wendy	11/17/23	100236	1,037.52	Volunteer
V1957	Clark Barbara	11/17/23	100237	395.62	Volunteer
V1450	English, Leslie	11/17/23	100238	32.75	
V2071	Fleming Laurie	11/17/23	100239	68.12	
V2108	MacAuley Angela	11/17/23	100240	196.50	Volunteer
V2032	Merrill John	11/17/23	100241	406.10	Volunteer
V1911	O'Donnell Kathleen	11/17/23	100242	45.20	
V181	Owen, Helen	11/17/23	100243	763.73	Volunteer
V1588	Provost, Meaghan	11/17/23	100244	56.32	
V1800	Sells Catherine	11/17/23	100245	86.46	
V1932	Sheridan Megan	11/17/23	100246	9.17	
V2058	Vassar Carol	11/17/23	100247	273.79	Volunteer
V962	Williams, Kenneth	11/17/23	100248	73.92	
V2006	Wsell Evan	11/17/23	100249	48.47	
V279	ABC Bus Companies-Muncie	11/17/23	100250	6,364.09	10 Part Invoices
V927	All Seasons Excavating & Landscaping, Inc.	11/17/23	100251	20,200.00	Shelter pad Replace and Removal Invoice
V219	Aubuchon C/O Blue Tarp Financial, Inc.	11/17/23	100252	585.10	
V1334	Background Investigation Bureau, LLC	11/17/23	100253	408.00	
V284	Brenntag Lubricants Northeast	11/17/23	100254	2,814.22	Part Invoice
V226	Burlington Public Works-Water	11/17/23	100255	2,885.58	4 Water and Sewer Bills
V227	Burlington Telecom	11/17/23	100256	2,227.32	IT Invoice
V228	C.I.D.E.R., Inc.	11/17/23	100257	34,669.00	E&D Medicaid And Care Partner Rides
V851	Champlain Medical	11/17/23	100258	318.00	
V2104	Community Rides Vermont, Inc.	11/17/23	100259	13,171.71	E&D Medicaid And MFA Rides
V2084	Consolidated Communications	11/17/23	100260	197.18	
V239	Cummins Northeast LLC	11/17/23	100261	4,950.87	3 Part Invoices
V2136	Department of Permitting & Inspections	11/17/23	100262	155.50	
V417	Dion Security, Inc.	11/17/23	100263	675.60	
V250	Fisher Auto Parts	11/17/23	100264	673.07	
V252	FleetPride, Inc	11/17/23	100265	10,869.25	13 Part Invoices
V253	FleetWave Partners, LLP	11/17/23	100266	3,533.25	2 Radio Repeater Invoices
V1814	Fred's Plumbing & Heating Inc.	11/17/23	100267	216.03	
V799	Gauthier Trucking Company, Inc.	11/17/23	100268	266.47	
V256	Genfare	11/17/23	100269	164,700.00	Fare box Invoice
V257	Gillig Corp.	11/17/23	100270	12,093.60	14 Part Invoices
V259	Grainger	11/17/23	100271	983.51	
V260	Green Mountain Kenworth, Inc.	11/17/23	100272	8,203.50	2 Part and Repair Invoices
V261	Green Mountain Power	11/17/23	100273	1,856.42	3 Electric Bills
V1210	Howard, Andrew	11/17/23	100274	100.00	Shoe Reimbursement
V472	Irving Energy Distribution	11/17/23	100275	1,141.50	Heating Oil
V2094	Josephson Taylor	11/17/23	100276	2,524.34	Lawn Care Invoice
V1779	Key Motors of South Burlington	11/17/23	100277	158.88	
V328	Kirk's Automotive Inc.	11/17/23	100278	30.92	
V1191	Lucky's Trailer Sales Inc.	11/17/23	100279	242.35	
V792	Myers Container Service Corp.	11/17/23	100280	131.86	
V996	New England Air Systems	11/17/23	100281	4,388.43	2 Heating Repair Invoices Rural
V331	North Avenue News	11/17/23	100282	200.00	
V223	O'Reilly Auto Enterprises, LLC	11/17/23	100283	1,607.76	15 Part Invoices
V863	P & P Septic Service, Inc	11/17/23	100284	3,647.50	Pumping,Service call and Rental Invoices
V1484	Parsons Environment & Infrastructure Group Inc.	11/17/23	100285	67.80	
V1906	Pete's Tire Barns Inc	11/17/23	100286	7,935.44	2 Tire Invoices
V1249	Petrosyan, Oleg	11/17/23	100287	206.00	FSA Reimbursement
V2048	Pokhrel Deepak	11/17/23	100288	100.00	Shoe Reimbursement
V1165	Posner, Jordan	11/17/23	100289	935.00	
V864	Rick's Towing & Repair, Inc.	11/17/23	100290	525.00	
V301	Sovernet	11/17/23	100291	1,840.23	2 IT Invoices
V2056	Sprague Operating Resources LLC	11/17/23	100292	36,883.30	2 Fuel Invoices
V1875	Sunwealth Project Pool 14 LLC	11/17/23	100293	3,388.98	Solar Invoice
V2074	T-Mobile	11/17/23	100294	1,415.87	IT Invoice
V1883	TDI Repair Facility LLC	11/17/23	100295	835.00	
V273	Transit Holding, Inc.	11/17/23	100296	1,454.70	3 Part Invoices
V2017	Trapeze Software Group	11/17/23	100297	52,876.83	4 Scheduling Software Invoices

V315	United Parcel Service	11/17/23	100298	168.28	
V391	Verizon Wireless	11/17/23	100299	2,059.39	IT Invoice
V626	VERMONT BUSINESS FOR SOCIAL RESPONSIBILITY	11/17/23	100300	675.00	
V410	Vermont Gas Systems, Inc.	11/17/23	100301	88.53	
V1459	Vermont Information Consortium LLC	11/17/23	100302	489.00	
V2133	Vital Delivery Solutions LLC	11/17/23	100303	41.65	
V336	W.B Mason Co., Inc.	11/17/23	100304	21.99	
V2095	Waytek Inc	11/17/23	100305	46.96	
V1953	WEX BANK	11/17/23	100306	37,501.22	Fuel
V1929	Brock Christine	11/17/23	EFT0000000017461	107.42	Volunteer
V1150	Bruley SR, Mark	11/17/23	EFT0000000017462	1,845.81	Volunteer
V548	Burnor, David	11/17/23	EFT0000000017463	698.89	Volunteer
V1707	Chase, Betty	11/17/23	EFT0000000017464	1,324.41	Volunteer
V1952	Cook Kathleen	11/17/23	EFT0000000017465	66.81	
V1676	Croteau, William	11/17/23	EFT0000000017466	1,206.51	Volunteer
V1820	Franklin County Transportation	11/17/23	EFT0000000017467	16,720.00	Cab Service
V170	Hertz, Kenneth	11/17/23	EFT0000000017468	972.02	Volunteer
V70	LeClair Raymond	11/17/23	EFT0000000017469	1,332.93	Volunteer
V2118	Marsh Donald	11/17/23	EFT0000000017470	203.05	Volunteer
V86	Pike, Gail	11/17/23	EFT0000000017471	1,478.35	Volunteer
V771	Sammons Chandra	11/17/23	EFT0000000017472	945.82	Volunteer
V1523	Smith Erika	11/17/23	EFT0000000017473	93.40	
V93	Timm, Marta	11/17/23	EFT0000000017474	662.21	Volunteer
V1725	Utton, Debra	11/17/23	EFT0000000017475	1,117.43	Volunteer
V2100	Wood Jeremy	11/17/23	EFT0000000017476	456.54	Volunteer
V1751	Foss, Nicholas	11/17/23	EFT0000000017477	45.46	
V38	Moore, Jon	11/17/23	EFT0000000017478	134.62	FSA Reimbursement
V17	Smith, Jamie L	11/17/23	EFT0000000017479	4,513.49	FSA Reimbursement
V303	SSTA	11/17/23	EFT0000000017480	51,281.44	E&D Rides
V2015	M&T Bank	11/17/23	100307	28,798.41	Travel, Bike Rack, Parts Cabinets, and Trailer rentals

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V1804	Absolute Spill Response LLC	11/24/23	100308	594.00	
V415	Amazon Capital Services	11/24/23	100309	2,664.79	28 Office supply, parts and IT Invoices
V1481	Amerigas	11/24/23	100310	96.93	
V284	Brenntag Lubricants Northeast	11/24/23	100311	5,320.53	3 Part Invoices
V224	Burlington Communications	11/24/23	100312	169.75	
V1227	Burlington Public Works-NON Water!!!	11/24/23	100313	80.00	
V229	Camerota Truck Parts	11/24/23	100314	12,322.26	2 Transmission Invoices
V888	Champlain Door Co Inc	11/24/23	100315	217.00	
V220	Class C Solutions Group	11/24/23	100316	1,029.55	Part Invoices
V1564	Connolly Heather	11/24/23	100317	250.00	
V2084	Consolidated Communications	11/24/23	100318	124.08	
V239	Cummins Northeast LLC	11/24/23	100319	1,966.17	Part Invoices
V2096	DuBois & King, Inc.	11/24/23	100320	556.52	
V250	Fisher Auto Parts	11/24/23	100321	2,124.60	14 Part Invoices
V252	FleetPride, Inc	11/24/23	100322	3,920.45	4 Part Invoices
V257	Gillig Corp.	11/24/23	100323	338.50	
V259	Grainger	11/24/23	100324	1,224.32	3 Maintenance Supply Invoices
V260	Green Mountain Kenworth, Inc.	11/24/23	100325	51.24	
V328	Kirk's Automotive Inc.	11/24/23	100326	4,443.81	Part Invoices
V2038	Lafayette Highway Specialties	11/24/23	100327	500.00	
V1509	Lawson Products, Inc	11/24/23	100328	187.40	
V1162	Lowell Mcleods Inc.	11/24/23	100329	702.48	
V2015	M&T Bank	11/24/23	100330	7,565.04	Parts, IT, Meals and Travel Invoices
V1923	Mcgee Ford Of Montpelier	11/24/23	100331	455.76	
V1709	Monaghan Safar Ducham PLLC	11/24/23	100332	4,105.50	Legal Invoice
V283	Neopart LLC	11/24/23	100333	857.74	
V996	New England Air Systems	11/24/23	100334	386.00	
V611	Northwestern Occupational Health	11/24/23	100335	115.00	
V863	P & P Septic Service, Inc	11/24/23	100336	1,813.00	Bus wash Pumping Invoice Urban
V1906	Pete's Tire Barns Inc	11/24/23	100337	10,060.63	4 Tire Invoices
V291	Prevost Parts	11/24/23	100338	38.98	
V294	RHR Smith & Company	11/24/23	100339	1,800.00	Auditor Invoice
V2056	Sprague Operating Resources LLC	11/24/23	100340	20,653.35	Fuel
V309	Stride Creative Group	11/24/23	100341	173.40	
V310	Swish White River, LTD	11/24/23	100342	1,140.80	2 Maintenance Supply Invoices
V273	Transit Holding, Inc.	11/24/23	100343	34.08	
V1030	UniFirst Corporation	11/24/23	100344	853.96	
V1945	Union Jack's	11/24/23	100345	2,265.80	2 Employee Events
V315	United Parcel Service	11/24/23	100346	10.12	
V796	Yipes Auto Accessories	11/24/23	100347	74.80	



To: GMT Board of Commissioners
From: Jamie L. Smith, Director of Marketing and Planning
Date: November 15, 2023
Re: Marketing and Planning Report

Fare Resumption:

The bulk of the Planning Department work this month has been dedicated to fare resumption. Our farebox vendor, Genfare, had staff onsite testing systems, setting up our fare structure, and installing fareboxes. Staff is currently in a group of testers during a "User Acceptance Testing" phase of the project.

Once we have run through payment scenarios, tested the app, etc. we will be ready for the final production of the technology systems.

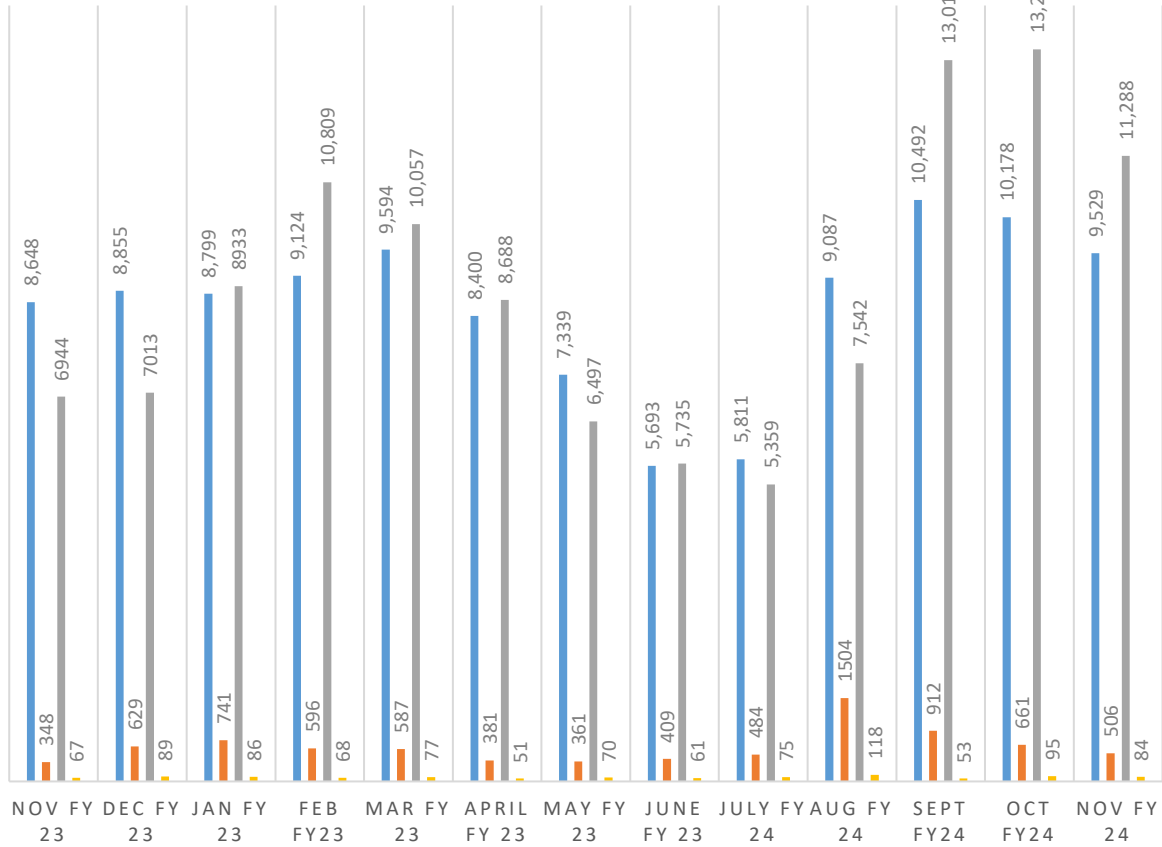
In addition to this process, we have been crafting internal and external communication about fare resumption. Staff will be sitting in the driver break rooms initially to make sure Drivers are equipped with enough knowledge to answer rider questions.

Seasonal Service:

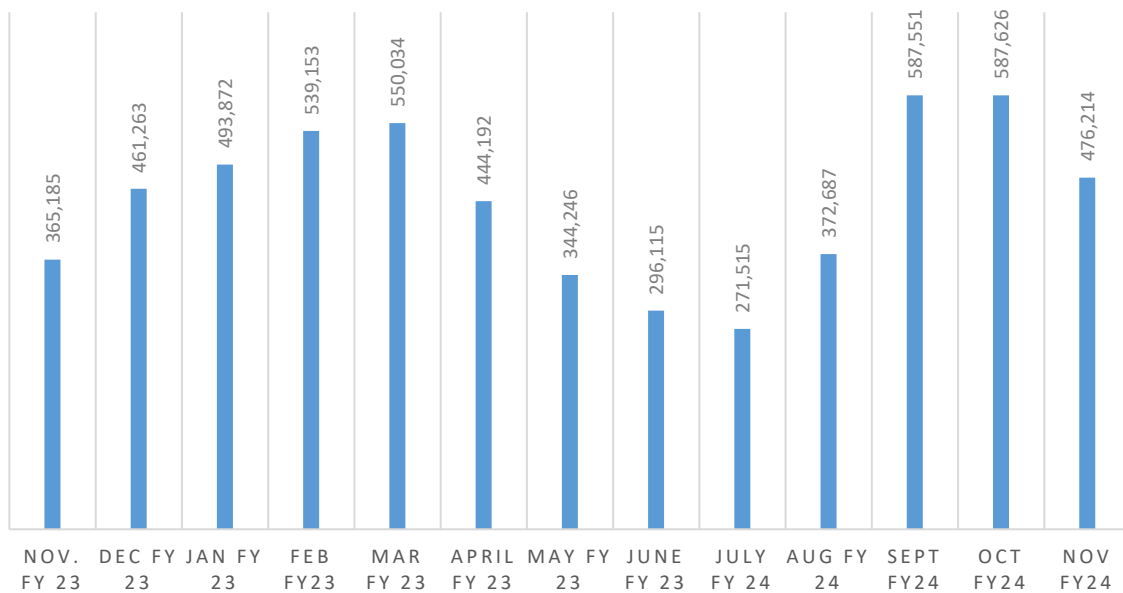
Both Planning and Marketing teams have been finalizing work for the upcoming start of seasonal service in the Mad River Valley. Our department supports schedule creation, setting up the count sheets, and marketing the service.

GMT TRANSIT APP STATISTICS

Monthly Active Users Downloads GO trips New Alert Subscribers



SESSIONS



Urban Ridership Report - November Data

# ^	Route Name	Type of Service	AVG Daily Ridership WKD	Ridership
1	Williston	Local	1623	44,210
2	Essex Junction	Local	1712	42,179
3	Lakeside Commuter	Local	2	52
5	Pine Street	Local	269	6,596
6	Shelburne Rd	Local	863	21,669
7	North Avenue	Local	949	22,916
8	City Loop	Local	286	6,582
9	Riverside/Winooski	Local	599	13,814
10	Williston/Essex	Local	101	2,356
11	Airport	Local	356	9,969
16	Hannaford's	Local	41	164
19	Price Chopper #1	Local	65	258
20	Price Chopper #2	Local	48	238
21	Neighborhood Special	Local	320	5,443
36	Jeffersonville Commuter	Commuter	29	604
46	116 Commuter	Commuter	9	188
56	Milton Commuter	Commuter	43	895
86	Montpelier Link	Commuter	193	4,061
96	St. Albans Link	Commuter	77	1,626

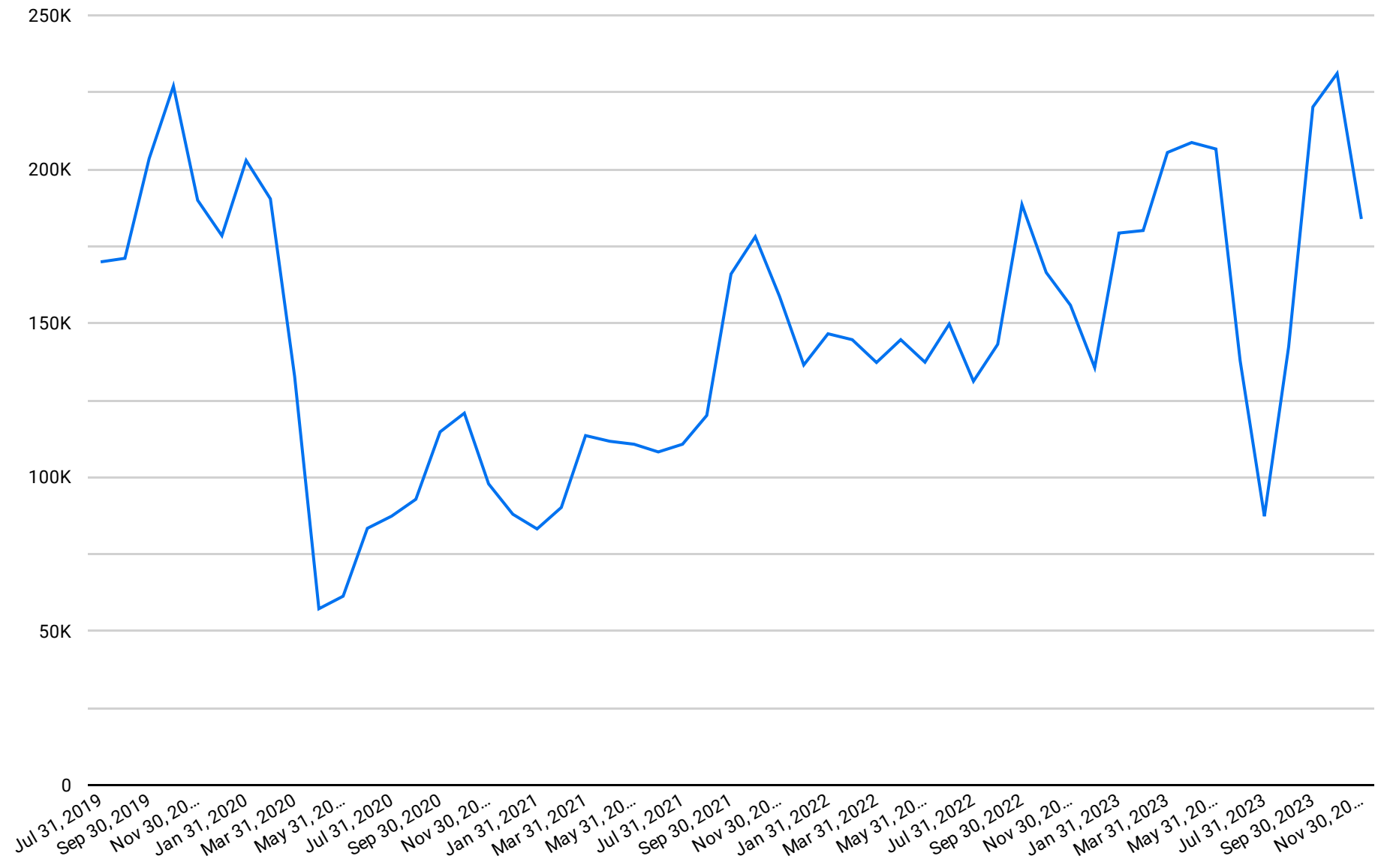
Type of Service	Ridership
Local	176,446
Commuter	7,374
Grand total	183,820

# ▲	Route Name	YTD FY 23 *	YTD FY 19	YTD
1	Williston	37.07%	7.33%	212,711
2	Essex Junction	48.77%	-5.07%	191,322
3	Lakeside Commuter	31.25%	-76.68%	210
5	Pine Street	40.91%	-19.66%	37,396
6	Shelburne Rd	24.12%	0.94%	102,233
7	North Avenue	32.34%	6.83%	111,136
8	City Loop	58.59%	10.24%	28,845
9	Riverside/Winooski	32.75%	33.19%	67,357
10	Williston/Essex	14.64%	-54.06%	11,573
11	Airport	44.76%	-48.83%	49,322
16	Hannaford's	30.91%	-14.84%	809
19	Price Chopper #1	49.80%	-31.34%	734
20	Price Chopper #2	41.42%	0.58%	874
21	Neighborhood Special	91.13%	-66.98%	19,990
36	Jeffersonville Commuter	31.75%	-36.66%	2,697
46	116 Commuter	-10.38%	-51.23%	924
56	Milton Commuter	8.54%	-40.15%	4,640
86	Montpelier Link	8.24%	-62.86%	19,067
96	St. Albans Link	63.23%	-17.43%	6,286

System Wide Percent Change Totals

YTD 23%	YTD 22 %	YTD 21%	YTD 20%	YTD 19%
10.20%	18.25%	69.64%	-7.95%	-10.80%

Urban Ridership July 2019 -November 2023



Rural Ridership Report - November Data

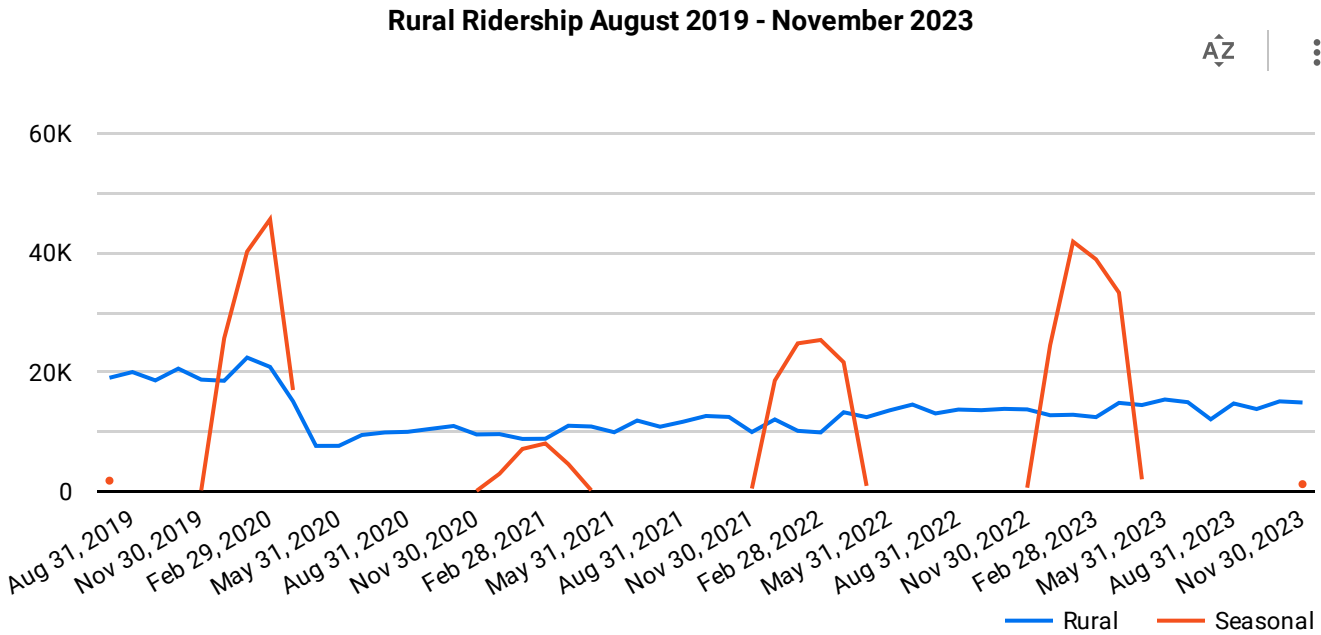
# ▲	Route Name	Type of Service	Ridership	AVG Daily Ridership WKD
	MyRide	Microtransit	2,293	
80	City Route Mid-Day	Local	2,067	84
81	Barre Hospital Hill	Local	3,045	126
83	Waterbury Commuter	Commuter	280	13
84	US 2 Commuter	Commuter	0	
85	Hannaford Shopping Special	Local	154	39
87	Northfield Shuttle	Local	38	8
89	City Commuter	Local	2,220	96
93	Northfield Commuter	Commuter	298	14
108	Mountain Road Shuttle	Local	1,252	172
109	Tuesday Shopping Shuttle (FGI)	Local	54	14
110	St.Albans DT Shuttle	Local	2,395	98
115	Alburg-Georgia Commuter	Commuter	471	21
116	Richford-St.Albans Commuter	Commuter	359	16

Type of Service	Ridership
Microtransit	2,293
Local	11,225
Commuter	1,408

*Mountain Road Shuttle service began 11/24/23

Service Region	Ridership
FGI	3,279
Capital District	10,395
Grand total	13,674

# ▲	Route Name	YTD	YTD FY 23	YTD FY 19
	MyRide	12,884	4%	
80	City Route Mid-Day	9,226	-16%	-14%
81	Barre Hospital Hill	16,976	15%	13%
83	Waterbury Commuter	1,935	13%	-57%
84	US 2 Commuter	58		
85	Hannaford Shopping Special	856	11%	17%
87	Northfield Shuttle	202	22%	-47%
89	City Commuter	10,988	-1%	-28%
93	Northfield Commuter	1,396	-38%	-60%
109	Tuesday Shopping Shuttle (FGL)	224	-15%	-31%
110	St.Albans DT Shuttle	10,372	10%	9%
115	Alburg-Georgia Commuter	2,298	9%	-25%
116	Richford-St.Albans Commuter	2,089	39%	-27%



System Wide Percent Change Totals				
YTD 23% ▼	YTD 22 %	YTD 21%	YTD 20%	YTD 19%
3.91%	21.49%	67.07%	-3.48%	1.14%



To: GMT Board of Commissioners

From: Matt Kimball, Director of Grants & Project Development

Date: December 14, 2023

RE: Grants and Project Development Report

GRANTS

Grants staff are reviewing a draft amendment from VTrans to the urban state grant agreement. Notable changes to the state grant include the programming of additional capital funding from existing federal LONO awards to support the current electric bus infrastructure project. Staff and VTrans have also has preliminary discussions about the scope of future amendments to the rural grant agreement to capture items such as additional O&D program funding and additional funds to support flood repair/replacement costs which are not expected to be covered by insurance.

Staff is also reconciling grant billing through the first quarter and will incorporate any corrections into the October grant billing currently in progress.

Continuing work on the development of competitive 5339 applications covering multiple facility improvement items as well as additional funding to cover remaining electric bus infrastructure project expenses over the next 2-3 years.

Grants & Project Development staff recently attended an FTA webinar regarding the upcoming Innovative Coordinated Access and Mobility grant opportunity. This is a competitive grant opportunity to provide capital funding for coordinated transit related projects aimed at improving transportation access for older persons, persons with disabilities, and economically disadvantaged communities. Staff will discuss potential projects with the leadership team and capacity to submit an application for this grant opportunity.

PROJECT DEVELOPMENT

Below is an overview of the existing projects in development at GMT:

☆ 101 Queen City Park Rd Maintenance Lift Replacement

- GMT staff have revised and reissued an IFB for shop construction work to support the installation of new lift equipment that GMT currently has on hand. The IFB was released on 12/11/23 and bids are due on 1/31/24. Staff intends to have an award recommendation to the Board in February with a project start by April 1, 2024.



- GMT took delivery of the lift equipment in September and currently have the lifts in storage.

☆ **Washington County Facility Site Selection Study**

- The Phase 1 ESA report has been shared with FTA Region 1 and the Region 1 Environmental contact has been invited to an upcoming project meeting with the consulting team. This meeting may occur after the new year due to conflict schedules and upcoming holidays.
- Staff is continuing to coordinate with internal staff and consultants to advance facility design efforts for the new Washington County facility. Design surveys are also planned to be sent to frontline staff in Berlin once everyone is moved back into the current facility.
- VHB has received a quote from the UVM Consulting Archaeological Program to perform an Archaeological Resources Assessment of the property. Staff is working with VHB to schedule this assessment in the near future.
- Preparing scope of work and procurement materials for FTA Uniform Act consulting assistance.

☆ **GMT Fare Collection System Overhaul Project**

- Continuing to support the Planning and Maintenance departments in project activities for the development of the upgraded fare collection system and the installation of new equipment.

☆ **LONO Electric Bus and EVSE Infrastructure Project**

- Staff and other project stakeholders met with the Fire Marshal for the City of Burlington and members of the City's permitting office in November to discuss permitting for the bus charging infrastructure project. The City conveyed their intent to enforce new fire safety code standards as part of permitting any new high-voltage indoor charging systems. This is due to increasing occurrences of runaway thermal events stemming from Lithium-Ion batteries. Permitting officials expressed that newer fire safety codes will require upgrades to the building sprinkler system and possibly the ventilation system. The permitting office has requested that GMT perform a code analysis on the project to evaluate building and fire safety codes as they pertain to the installation and use of high-voltage charging systems. GMT has contracted with Wiemann Lamphere Architects to perform this code analysis, which is ongoing and expected to be completed within the next week.
- Since the meeting referenced above, GMT and New Flyer have collaborated on viable outdoor charging solutions which will accommodate electric bus charging until necessary upgrades can be made to onsite sprinkler and ventilation infrastructure. The group is evaluating the cost of different solutions as well as outdoor parking



areas which do not interfere with active operations or place the buses in unsecure areas of the property. Staff is working diligently to develop a path forward so that charging activities can be implemented shortly after the anticipated bus delivery in Q1 2024.

☆ **Vehicle Orders**

- An order has been placed for three (3) Toyota Rav-4 vehicles to replace sedans previously leased to SSTA. All three vehicles are anticipated to be delivered by mid January.
- The statewide small bus RFP has been finalized and is publicly advertised. VPTA working group staff are currently evaluating approved equal requests as they come in.

☆ **Urban & Rural Passenger Shelters:**

- Enseicom has indicated that they will not be able to deploy their own personnel to perform the installation of shelters prior to Spring 2024. They did indicate that they would be able to send a Supervisor to assist a local firm with performing the installation of the Market 32 shelter as soon as January. GMT staff have reached out to two local glazing companies to request quotes to perform the installation with Enseicom's assistance. Additionally, staff have completed all of the necessary permitting for the project to move forward in January.
- In relation to the above, staff are working to secure a date in the spring for Enseicom to perform the installation of a second shelter on Shelburne Road (near Fayette Drive) in the spring. VTrans permit officials have requested that the installation take place after April 15th as the project will require the closure of a lane on Shelburne road and VTrans does not allow non-emergency work within the roadway during plowing season.
- One of GMT's stored post and beam shelters has been installed at the pad constructed by Stowe Mountain Resort at an existing bus stop on Stowe Mountain Road.
- Staff is continuing to evaluate other bus stops and engaging in discussions with landowners to develop bidding materials for shelter improvement projects in Spring 2024. The goal is to package multiple locations into one procurement to obtain more competitive pricing. The scope is expected to include multiple shelter and bench installations.
- Staff have convened an internal shelter committee to continuously evaluate bus stop improvements as well as prioritization of repairs to existing amenities.



TO: GMT Board of Commissioners
CC: GMT Finance Committee
FR: Nick Foss, Director of Finance
DT: December 19, 2023
RE: FY25 Operating Budget

Per 24 App. V.S.A. ch. 801, § 7 (a) of GMT's Municipal Charter, the Board of Commissioners are to prepare a budget for the Authority for the next fiscal year. This memo accompanies the Authority's Proposed FY25 Operating Budget for consideration by the GMT Board of Commissioners.

As has been the standard process for the past few years, staff are first requesting an endorsement of the proposed operating budget by the Board of Commissioners; this will allow for a public meeting to be held. After which, a report will be provided to the Board of Commissioners of any comments or public input received, which can then be considered before final budget ratification in January.

A proposed motion has been provided below for the Board of Commissioners to consider:

The Board of Commissioners endorses the FY25 Operating Budget totaling \$28,772,302 and approves staff to move forward with the holding of its Annual Public Budget Meeting.

GREEN MOUNTAIN TRANSIT AUTHORITY

Proposed FY25 Operating Budget

Revenues

FEDERAL, STATE AND LOCAL REVENUES

Municipal Member Assessments	\$2,773,211	\$0	\$2,773,211
Municipal Paratransit Assessments	\$972,438	\$0	\$972,438
Local Operating Assistance	\$57,610	\$543,499	\$601,108
Federal Urban Formula Grant (5307)	\$5,888,134	\$0	\$5,888,134
Federal Rural Operating Grant (5311)	\$0	\$1,447,076	\$1,447,076
State Regular Subsidy Operating Grant	\$2,000,000	\$905,446	\$2,905,446
E&D Grants and Cash Match	\$0	\$1,911,034	\$1,911,034
CMAQ Grants	\$1,947,902	\$1,270,600	\$3,218,502
Preventative Maintenance Grants	\$2,100,000	\$675,000	\$2,775,000
Other Federal/State Grants	\$1,881,619	\$164,285	\$2,045,904
Fund Balance Reserves	\$0	\$144,610	\$144,610
Local Match Fund Reserve Revenue	\$0	\$0	\$0

Total Federal, State and Local Revenues

\$17,620,914 \$7,061,550 \$24,682,463

OPERATING REVENUE

Passenger Revenue	\$1,613,339	\$0	\$1,613,339
Paratransit Fare	\$115,500	\$0	\$115,500
Advertising Revenue	\$150,000	\$35,000	\$185,000
Interest Earnings	\$3,000	\$70,000	\$73,000
Miscellaneous Revenue	\$4,000	\$1,000	\$5,000
Sales of Equipment	\$5,000	\$5,000	\$10,000
Medicaid Purchase of Service Revenue	\$0	\$2,015,000	\$2,015,000
Misc. Purchase of Service	\$33,000	\$40,000	\$73,000
Warranty Revenue	\$0	\$0	\$0

Operating Revenues

\$1,923,839 \$2,166,000 \$4,089,839

TOTAL REVENUES

\$19,544,752 \$9,227,550 \$28,772,302

SALARIES AND WAGES

Other Wages	\$2,038,173	\$1,275,247	\$3,313,420
Driver Wages	\$5,049,636	\$2,456,788	\$7,506,424
Mechanic Wages	\$1,214,097	\$215,756	\$1,429,853

SALARIES AND WAGES

\$8,301,907 \$3,947,790 \$12,249,697

PERSONNEL TAXES AND BENEFITS

Payroll Taxes FICA/MC (7.65% of Wages)	\$635,096	\$302,006	\$937,102
Unemployment Tax Exp	\$15,000	\$18,000	\$33,000
Medical Insurance	\$2,365,034	\$820,361	\$3,185,395
Retirement ER Contributions	\$381,888	\$118,434	\$500,321
Employee Development	\$25,000	\$28,000	\$53,000
GM Development/training	\$0	\$0	\$0
Employee Benefits	\$129,993	\$49,055	\$179,048

PERSONNEL TAXES AND BENEFITS

\$3,552,010 \$1,335,856 \$4,887,866

GENERAL AND ADMIN EXPENSES

GREEN MOUNTAIN TRANSIT AUTHORITY

Proposed FY25 Operating Budget

	URBAN	RURAL	Total
Admin Supplies and Expenses	\$163,700	\$25,800	\$189,500
Recruiting Expenses	\$15,000	\$42,000	\$57,000
Dues and Subscriptions	\$4,000	\$9,800	\$13,800
Travel and meetings	\$4,000	\$4,000	\$8,000
Communications	\$59,070	\$37,200	\$96,270
Computer Services	\$206,774	\$107,753	\$314,526
Board Development	\$0	\$0	\$0
Legal Fees	\$45,000	\$35,000	\$80,000
Insurance	\$1,232,322	\$598,973	\$1,831,295
Audit Fees	\$18,568	\$7,958	\$26,525
Consulting Fees	\$12,300	\$15,600	\$27,900
GENERAL AND ADMIN EXPENSES	\$1,760,734	\$884,082	\$2,644,816

OPERATIONS EXPENSES

Employee New Hire/Background Checks	\$4,000	\$12,000	\$16,000
DOT Testing	\$6,825	\$5,400	\$12,225
Employment Recruitment Referral Program	\$800	\$400	\$1,200
Drivers' Uniforms	\$32,000	\$15,860	\$47,860
Safety Expense	\$2,000	\$500	\$2,500
Misc. Operating Expenses	\$2,500	\$500	\$3,000
OPERATIONS EXPENSES	\$48,125	\$34,660	\$82,785

PLANNING EXPENSES

Other Planning Expense	\$4,200	\$26,800	\$31,000
CCRPC Planning Exp	\$1,137,500	\$0	\$1,137,500
PLANNING EXPENSES	\$1,141,700	\$26,800	\$1,168,500

VEHICLE/BUILDING MAINTENANCE EXP

Parts Expense - Non-Revenue Vehicle	\$5,000	\$2,000	\$7,000
Parts Expense - Revenue Vehicles	\$682,000	\$125,500	\$807,500
Tires	\$115,000	\$50,000	\$165,000
Facility Maintenance	\$149,720	\$115,000	\$264,720
Passenger Facility Expense	\$28,200	\$0	\$28,200
Cleaning Expense	\$4,000	\$0	\$4,000
Repeater Fees	\$23,701	\$18,673	\$42,374
Light, Heat and Water	\$190,000	\$70,000	\$260,000
Fuel -Vehicles	\$1,004,715	\$544,035	\$1,548,750
Maintenance Tools/Supplies/Uniforms	\$116,850	\$34,050	\$150,900
Misc. Maintenance Expenses and fees	\$21,964	\$11,965	\$33,929
VEHICLE/BUILDING MAINTENANCE EXP	\$2,341,149	\$971,223	\$3,312,372

CONTRACTED EXPENSES

ADA/SSTA PARATRANSIT	\$1,928,657	\$0	\$1,928,657
Partner Local Share	\$19,833	\$4,941	\$24,774
Functional Assessment Expenses	\$0	\$0	\$0
Volunteer Drivers	\$0	\$375,000	\$375,000

GREEN MOUNTAIN TRANSIT AUTHORITY

Proposed FY25 Operating Budget

	URBAN	RURAL	Total
Other Transportation Svcs	\$0	\$1,366,318	\$1,366,318
CONTRACTOR EXPENSES	\$1,948,490	\$1,746,259	\$3,694,749
MARKETING EXPENSE			
Bus Tickets/Fare Media	\$10,000	\$0	\$10,000
Marketing Exp	\$26,320	\$12,000	\$38,320
Public Information	\$26,000	\$15,000	\$41,000
MARKETING EXPENSE	\$62,320	\$27,000	\$89,320
OTHER EXPENSES			
Debt Service/Capital Reserve	\$0	\$0	\$0
Capital Match Fund	\$454,199	\$187,999	\$642,198
OTHER EXPENSES	\$454,199	\$187,999	\$642,198
Total Expenses	\$19,610,634	\$9,161,668	\$28,772,303
Deferred Cost			
Cost Allocations	<u>\$65,882</u>	<u>(\$65,882)</u>	\$0
Balance	\$0	(\$0)	(\$0)
<i>Cost Allocations Details (negative is increased expense)</i>			
Admin Allocations based on internal projection	\$277,032	(\$277,032)	
Maintenance Labor/fringe/overhead	\$90,000	(\$90,000)	
GMTA Operated Link	(\$301,150)	\$301,150	
Current Year Deferred Costs IDC			
Total Cost Allocations:	<u>\$65,882</u>	<u>(\$65,882)</u>	



FY25 PROPOSED OPERATING BUDGET

December 19th, 2023

Largely Level
VTRANS Federal
Funding
(Urban + Rural)

Urban Federal 5307
Funding = ARPA +
Formula

3% Wage
Adjustments
(Union & Non-Union)

Urban Fare
Resumption

Current Service
Levels Budgeted

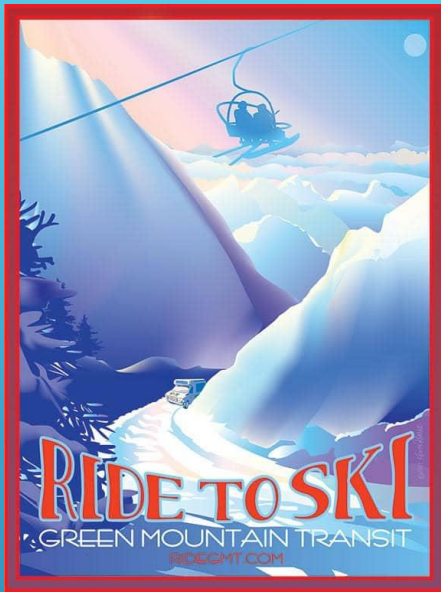
Rural System deficit
funded with
reserves

FY25 KEY ITEMS



FY25 Proposed Operating Budget

	Proposed FY25 Operating Budget			\$ Changes between Proposed FY25 & Approved FY24 Adj. Budget			% Changes between Proposed FY25 & Approved FY24 Adj. Budget		
	URBAN	RURAL	Total	URBAN	RURAL	Total	URBAN	RURAL	Total
<u>Revenues</u>									
Federal, State and Local Revenues	\$17,620,914	\$7,061,550	\$24,682,463	(\$395,865)	\$128,089	(\$267,776)	-2.2%	1.8%	-1.1%
Operating Revenues	\$1,923,839	\$2,166,000	\$4,089,839	\$1,024,701	(\$61,000)	\$963,701	114.0%	-2.7%	30.8%
Total Revenues	\$19,544,752	\$9,227,550	\$28,772,302	\$628,837	\$67,089	\$695,926	3.3%	0.7%	2.5%
<u>Expenses</u>									
Salaries & Wages	\$8,301,907	\$3,947,790	\$12,249,697	(\$87,048)	\$28,195	(\$58,853)	-1.0%	0.7%	-0.5%
Personnel Taxes & Benefits	\$3,552,010	\$1,335,856	\$4,887,866	\$179,698	\$44,633	\$224,331	5.3%	3.5%	4.8%
General & Administrative	\$1,760,734	\$884,082	\$2,644,816	\$124,070	(\$84,097)	\$39,973	7.6%	-8.7%	1.5%
Operations	\$48,125	\$34,660	\$82,785	\$12,000	\$5,860	\$17,860	33.2%	20.3%	27.5%
Planning	\$1,141,700	\$26,800	\$1,168,500	\$0	\$0	\$0	0.0%	0.0%	0.0%
Vehicle & Building Maintenance	\$2,341,149	\$971,223	\$3,312,372	\$9,720	\$0	\$9,720	0.4%	0.0%	0.3%
Contractors	\$1,948,490	\$1,746,259	\$3,694,749	\$97,654	\$0	\$97,654	5.3%	0.0%	2.7%
Marketing	\$62,320	\$27,000	\$89,320	\$0	\$0	\$0	0.0%	0.0%	0.0%
Other	\$454,199	\$187,999	\$642,198	\$292,743	\$72,498	\$365,242	181.3%	62.8%	131.9%
Total Expenses	\$19,610,634	\$9,161,668	\$28,772,303	\$628,836	\$67,089	\$695,926	3.3%	0.7%	2.5%
Cost Allocations	\$65,882	(\$65,882)	\$0	\$0	\$0	\$0	0.0%	0.0%	0.0%
Balance	\$0	(\$0)	\$0	\$0	\$0	\$0	0.0%	0.0%	0.0%

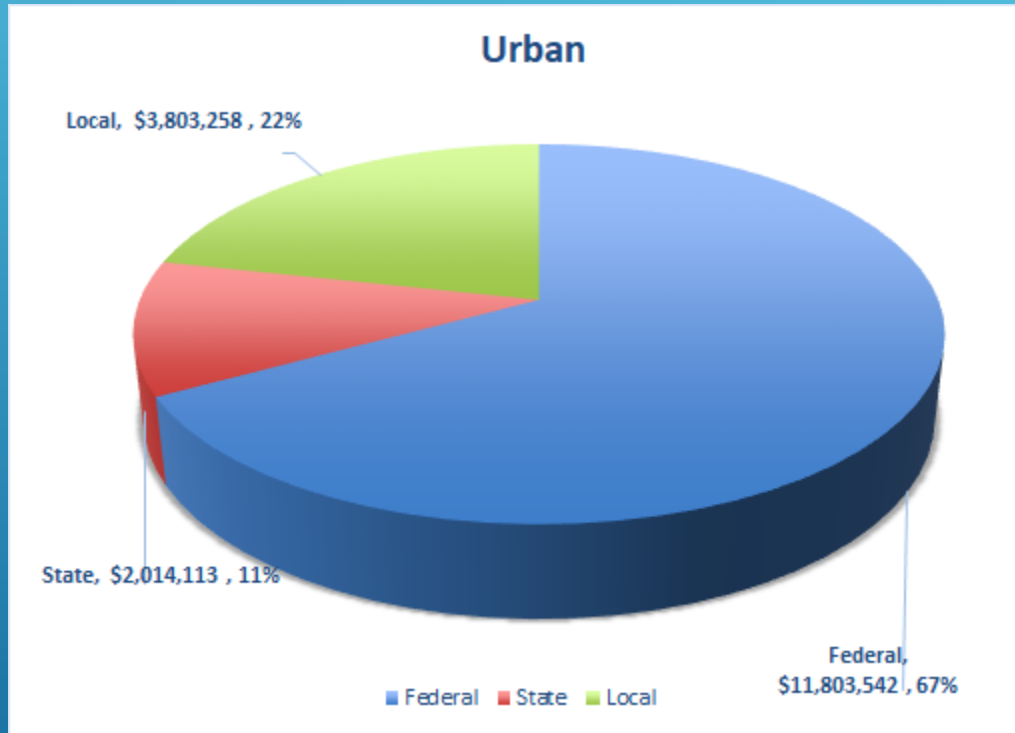


FEDERAL, STATE, & LOCAL FUNDING



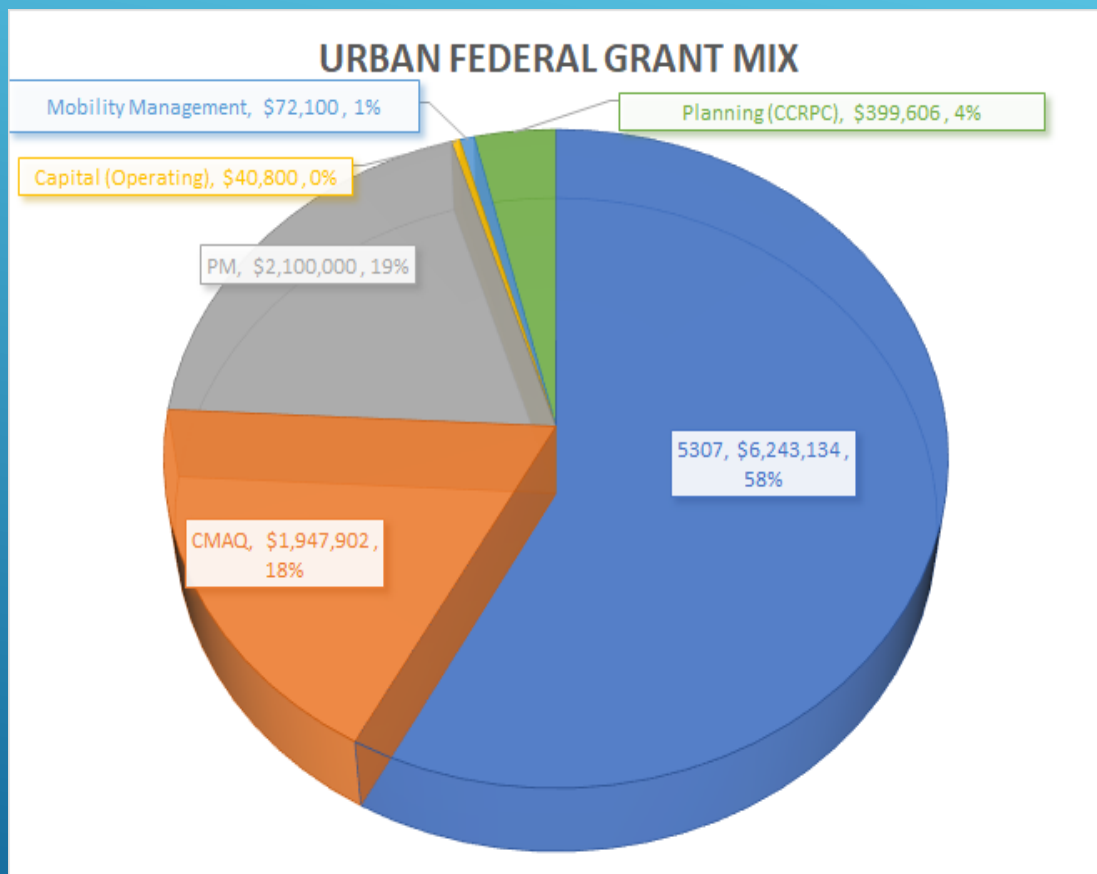
Federal, State, and Local Revenues

Urban



- 22% Local Match Budgeted
- Budget includes roughly \$1.3M of ARPA Funds
- \$2M of State Operating Funds budgeted
- Fed., State, and Local represents 90% of total urban budget

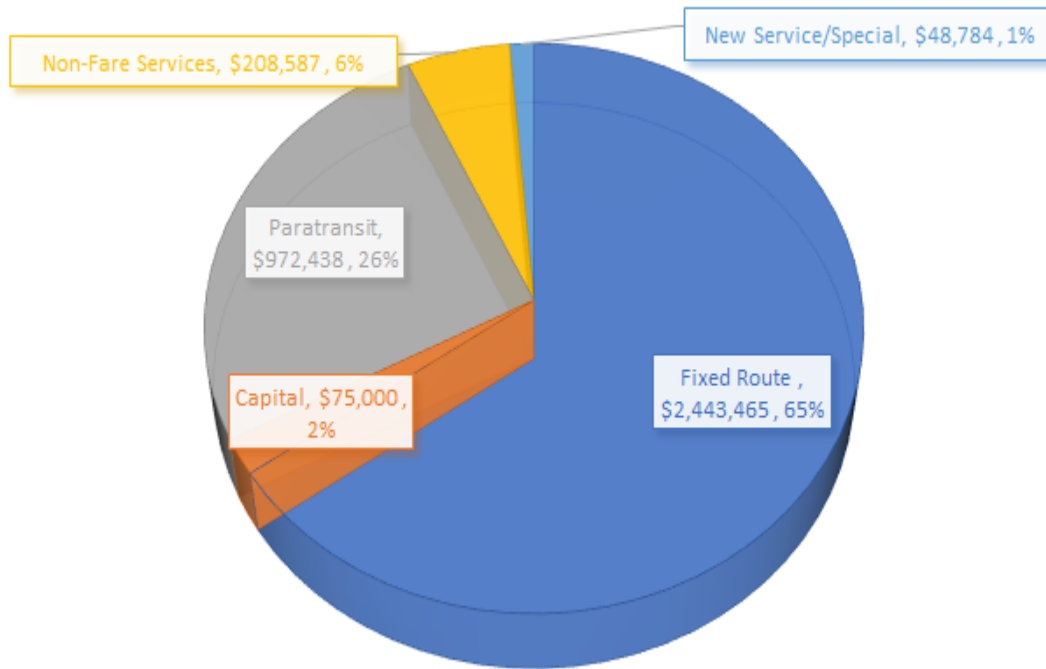
Urban Federal Grants Mix



- 5307 figure includes 5311 Flex Funds and allocation to ADA
- CMAQ allocation is based on \$110 transit rate – likely too conservative
- PM (Preventative Maintenance) includes additional 5307 programming of funds

Urban State & Local Assessments

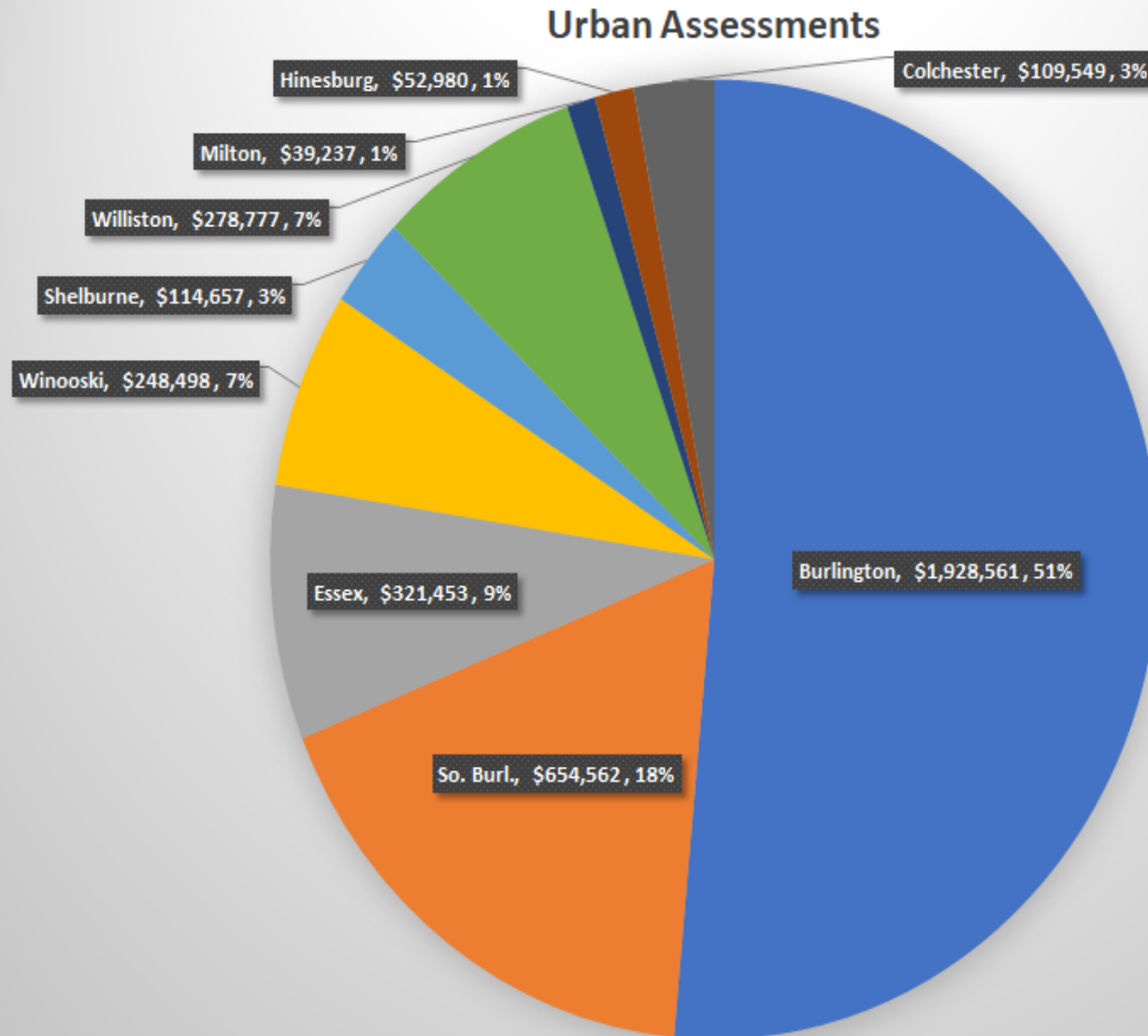
URBAN ASSESSMENT MIX



- State Operating guidance represents a \$850K reduction over FY24
- FY25 Assessments raised roughly \$211K of additional local funds
- 50% funding of ADA program remains a long-term fiscal challenge

State Operating	\$2,000,000
Mobility Management Match	\$9,013
Capital (Operating)	\$5,100
Total State Funds:	\$2,014,113

Urban Assessments by Source



URBAN 5307 FEDERAL GRANT BUDGET/OUTLOOK

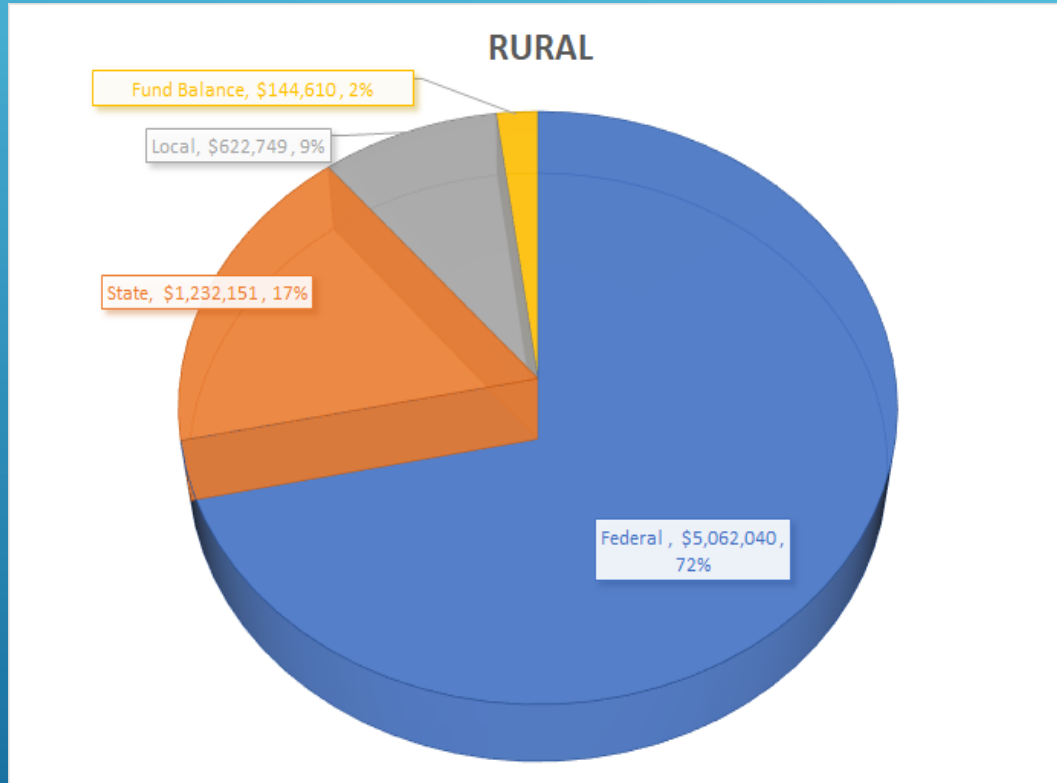
5307 Forecast

Formula 5307	
5307-2022-004	\$2,960,680
5307-2023 Apportionment	\$4,148,526
Total 5307 Reserves:	\$7,109,206
Less: FY24 Formula Spending:	(\$5,510,089)
Adj. Balance for FY25:	\$1,599,117
Add: 2024 Forecasted Apportionment	\$3,625,957
Less: FY25 Forecasted Formula Spending:	(\$4,582,102)
Remaining Formula Reserves avail. for FY26:	\$642,972

Covid-Relief	
Forecasted ARPA Reserves available for FY24:	\$2,454,222
Less: FY24 Budgeted Spending	(\$327,504)
Remaining ARPA Reserves avail. for FY25:	\$2,126,718
Less: FY25 Forecasted Spending	(\$1,306,032)
Remaining ARPA Reserves avail. for FY26:	\$820,686

Federal, State, and Local Revenues

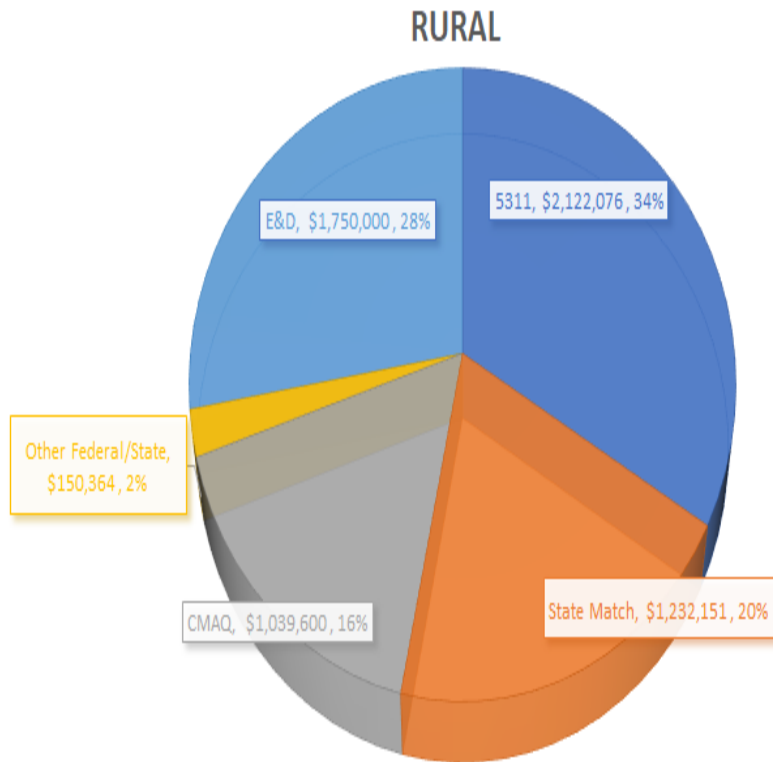
Rural



- Local funds represent 11% of total budget (incl. Fund Balance)
- Fund balance figure results in a roughly 2% budget deficit
- Fund Balance of \$2.1M (unaudited) as of FY23 available to support deficit

Federal & State Grants Mix

Rural



- Increased use of CMAQ funding sources has helped to reduce local match needs
- E&D share continues to grow with little growth in local support
- State funding provided to support nonfederal match for 5311, CMAQ, and other Federal grants



OPERATING REVENUES



OPERATING REVENUE

	GREEN MOUNTAIN TRANSIT AUTHORITY Proposed FY25 Operating Budget			Approved FY24 Operating Budget Adj.			\$ Changes between FY25 & Approved FY24 Adj.		
	URBAN	RURAL	Total	URBAN	RURAL	Total	URBAN	RURAL	Total
OPERATING REVENUE									
Passenger Revenue	\$1,613,339	\$0	\$1,613,339	\$668,591	\$0	\$668,591	\$944,747	\$0	\$944,747
Paratransit Fare	\$115,500	\$0	\$115,500	\$38,546	\$0	\$38,546	\$76,954	\$0	\$76,954
Advertising Revenue	\$150,000	\$35,000	\$185,000	\$150,000	\$36,000	\$186,000	\$0	(\$1,000)	(\$1,000)
Interest Earnings	\$3,000	\$70,000	\$73,000	\$0	\$130,000	\$130,000	\$3,000	(\$60,000)	(\$57,000)
Miscellaneous Revenue	\$4,000	\$1,000	\$5,000	\$4,000	\$1,000	\$5,000	\$0	\$0	\$0
Sales of Equipment	\$5,000	\$5,000	\$10,000	\$5,000	\$5,000	\$10,000	\$0	\$0	\$0
Medicaid Purchase of Service Revenue	\$0	\$2,015,000	\$2,015,000	\$0	\$2,015,000	\$2,015,000	\$0	\$0	\$0
Misc. Purchase of Service	\$33,000	\$40,000	\$73,000	\$33,000	\$40,000	\$73,000	\$0	\$0	\$0
Warranty Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Revenues	\$1,923,839	\$2,166,000	\$4,089,839	\$899,137	\$2,227,000	\$3,126,137	\$1,024,701	(\$61,000)	\$963,701
TOTAL REVENUES	\$19,544,752	\$9,227,550	\$28,772,302	\$18,915,916	\$9,160,461	\$28,076,377	\$628,837	\$67,089	\$695,926



PROGRAMMING OF BOTH
FIXED ROUTE AND
PARATRANSIT FARE
REVENUE REPRESENTS
LARGEST CHANGE Y/Y



\$196K OF FARE REVENUE
FORECASTED FROM
UNLIMITED ACCESS



INVESTMENT INCOME
REDUCED Y/Y B/C OF
POSSIBLE CHANGE IN
RATE ENVIRONMENT



OPERATING EXPENSES



Salary & Fringe

	GREEN MOUNTAIN TRANSIT AUTHORITY Proposed FY25 Operating Budget			Approved FY24 Operating Budget Adj.			\$ Changes between FY25 & Approved FY24 Adj.		
	URBAN	RURAL	Total	URBAN	RURAL	Total	URBAN	RURAL	Total
<u>SALARIES AND WAGES</u>									
Other Wages	\$2,038,173	\$1,275,247	\$3,313,420	\$1,998,203	\$1,248,021	\$3,246,224	\$39,970	\$27,226	\$67,196
Driver Wages	\$5,049,636	\$2,456,788	\$7,506,424	\$5,231,418	\$2,472,538	\$7,703,956	(\$181,781)	(\$15,751)	(\$197,532)
Mechanic Wages	\$1,214,097	\$215,756	\$1,429,853	\$1,159,334	\$199,036	\$1,358,370	\$54,763	\$16,720	\$71,483
SALARIES AND WAGES	\$8,301,907	\$3,947,790	\$12,249,697	\$8,388,955	\$3,919,595	\$12,308,550	(\$87,048)	\$28,195	(\$58,853)
<u>PERSONNEL TAXES AND BENEFITS</u>									
Payroll Taxes FICA/MC (7.65% of Wages)	\$635,096	\$302,006	\$937,102	\$641,755	\$299,849	\$941,604	(\$6,659)	\$2,157	(\$4,502)
Unemployment Tax Exp	\$15,000	\$18,000	\$33,000	\$15,000	\$18,000	\$33,000	\$0	\$0	\$0
Medical Insurance	\$2,365,034	\$820,361	\$3,185,395	\$2,154,673	\$770,731	\$2,925,404	\$210,361	\$49,630	\$259,991
Retirement ER Contributions	\$381,888	\$118,434	\$500,321	\$385,892	\$117,588	\$503,480	(\$4,004)	\$846	(\$3,158)
Employee Development	\$25,000	\$28,000	\$53,000	\$45,000	\$36,000	\$81,000	(\$20,000)	(\$8,000)	(\$28,000)
GM Development/training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Employee Benefits	\$129,993	\$49,055	\$179,048	\$129,993	\$49,055	\$179,048	\$0	\$0	\$0
PERSONNEL TAXES AND BENEFITS	\$3,552,010	\$1,335,856	\$4,887,866	\$3,372,312	\$1,291,223	\$4,663,535	\$179,698	\$44,633	\$224,331



3% wage growth
targeted across all work
groups



No bonuses programmed
resulting in y/y decreases
in driver wages



Vacancy savings of 3%
budgeted for wages and
5% for benefits



Medical insurance
budgeted to increase at
historical growth rates

15

General & Admin

	GREEN MOUNTAIN TRANSIT AUTHORITY Proposed FY25 Operating Budget			Approved FY24 Operating Budget Adj.			\$ Changes between FY25 & Approved FY24 Adj.		
	URBAN	RURAL	Total	URBAN	RURAL	Total	URBAN	RURAL	Total
GENERAL AND ADMIN EXPENSES									
Admin Supplies and Expenses	\$163,700	\$25,800	\$189,500	\$83,604	\$25,800	\$109,404	\$80,096	\$0	\$80,096
Recruiting Expenses	\$15,000	\$42,000	\$57,000	\$15,000	\$42,000	\$57,000	\$0	\$0	\$0
Dues and Subscriptions	\$4,000	\$9,800	\$13,800	\$4,000	\$9,800	\$13,800	\$0	\$0	\$0
Travel and meetings	\$4,000	\$4,000	\$8,000	\$4,000	\$2,000	\$6,000	\$0	\$2,000	\$2,000
Communications	\$59,070	\$37,200	\$96,270	\$54,850	\$37,200	\$92,050	\$4,220	\$0	\$4,220
Computer Services	\$206,774	\$107,753	\$314,526	\$206,774	\$193,937	\$400,710	\$0	(\$86,184)	(\$86,184)
Board Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Legal Fees	\$45,000	\$35,000	\$80,000	\$45,000	\$35,000	\$80,000	\$0	\$0	\$0
Insurance	\$1,232,322	\$598,973	\$1,831,295	\$1,162,568	\$568,886	\$1,731,454	\$69,754	\$30,087	\$99,841
Audit Fees	\$18,568	\$7,958	\$26,525	\$18,568	\$7,958	\$26,525	\$0	\$0	\$0
Consulting Fees	\$12,300	\$15,600	\$27,900	\$42,300	\$45,600	\$87,900	(\$30,000)	(\$30,000)	(\$60,000)
GENERAL AND ADMIN EXPENSES	\$1,760,734	\$884,082	\$2,644,816	\$1,636,664	\$968,179	\$2,604,843	\$124,070	(\$84,097)	\$39,973

- Growth in Admin supplies entirely tied to cost of credit card fees associated with reinstatement of fares
- Computer Services decrease due to removal of RouteMatch costs
- Insurance premiums expected to grow by 6% (ex. Flood insurance = 25%)

Operations & Planning

	GREEN MOUNTAIN TRANSIT AUTHORITY Proposed FY25 Operating Budget			Approved FY24 Operating Budget Adj.			\$ Changes between FY25 & Approved FY24 Adj.		
	URBAN	RURAL	Total	URBAN	RURAL	Total	URBAN	RURAL	Total
<u>OPERATIONS EXPENSES</u>									
Employee New Hire/Background Checks	\$4,000	\$12,000	\$16,000	\$4,000	\$12,000	\$16,000	\$0	\$0	\$0
DOT Testing	\$6,825	\$5,400	\$12,225	\$6,825	\$5,400	\$12,225	\$0	\$0	\$0
Employment Recruitment Referral Program	\$800	\$400	\$1,200	\$800	\$400	\$1,200	\$0	\$0	\$0
Drivers' Uniforms	\$32,000	\$15,860	\$47,860	\$20,000	\$10,000	\$30,000	\$12,000	\$5,860	\$17,860
Safety Expense	\$2,000	\$500	\$2,500	\$2,000	\$500	\$2,500	\$0	\$0	\$0
Misc. Operating Expenses	\$2,500	\$500	\$3,000	\$2,500	\$500	\$3,000	\$0	\$0	\$0
OPERATIONS EXPENSES	\$48,125	\$34,660	\$82,785	\$36,125	\$28,800	\$64,925	\$12,000	\$5,860	\$17,860
<u>PLANNING EXPENSES</u>									
Other Planning Expense	\$4,200	\$26,800	\$31,000	\$4,200	\$26,800	\$31,000	\$0	\$0	\$0
CCRPC Planning Exp	\$1,137,500	\$0	\$1,137,500	\$1,137,500	\$0	\$1,137,500	\$0	\$0	\$0
PLANNING EXPENSES	\$1,141,700	\$26,800	\$1,168,500	\$1,141,700	\$26,800	\$1,168,500	\$0	\$0	\$0

- Only change y/y is related to increase in uniform costs

Vehicle/Building Maintenance

	GREEN MOUNTAIN TRANSIT AUTHORITY			Approved FY24 Operating Budget Adj.			\$ Changes between FY25 & Approved FY24 Adj.		
	Proposed FY25 Operating Budget			Budget Adj.			Approved FY24 Adj.		
	URBAN	RURAL	Total	URBAN	RURAL	Total	URBAN	RURAL	Total
VEHICLE/BUILDING MAINTENANCE EXP									
Parts Expense - Non-Revenue Vehicle	\$5,000	\$2,000	\$7,000	\$5,000	\$2,000	\$7,000	\$0	\$0	\$0
Parts Expense - Revenue Vehicles	\$682,000	\$125,500	\$807,500	\$682,000	\$125,500	\$807,500	\$0	\$0	\$0
Tires	\$115,000	\$50,000	\$165,000	\$115,000	\$50,000	\$165,000	\$0	\$0	\$0
Facility Maintenance	\$149,720	\$115,000	\$264,720	\$140,000	\$115,000	\$255,000	\$9,720	\$0	\$9,720
Passenger Facility Expense	\$28,200	\$0	\$28,200	\$28,200	\$0	\$28,200	\$0	\$0	\$0
Cleaning Expense	\$4,000	\$0	\$4,000	\$4,000	\$0	\$4,000	\$0	\$0	\$0
Repeater Fees	\$23,701	\$18,673	\$42,374	\$23,701	\$18,673	\$42,374	\$0	\$0	\$0
Light, Heat and Water	\$190,000	\$70,000	\$260,000	\$190,000	\$70,000	\$260,000	\$0	\$0	\$0
Fuel -Vehicles	\$1,004,715	\$544,035	\$1,548,750	\$1,004,715	\$544,035	\$1,548,750	\$0	\$0	\$0
Maintenance Tools/Supplies/Uniforms	\$116,850	\$34,050	\$150,900	\$116,850	\$34,050	\$150,900	\$0	\$0	\$0
Misc. Maintenance Expenses and fees	\$21,964	\$11,965	\$33,929	\$21,964	\$11,965	\$33,929	\$0	\$0	\$0
VEHICLE/BUILDING MAINTENANCE EXP	\$2,341,149	\$971,223	\$3,312,372	\$2,331,429	\$971,223	\$3,302,652	\$9,720	\$0	\$9,720

- Only change y/y is related to addition of costs related to housing of MCI vehicles off campus

Contract, Marketing, & Other

	GREEN MOUNTAIN TRANSIT AUTHORITY Proposed FY25 Operating Budget			Approved FY24 Operating Budget Adj.			\$ Changes between FY25 & Approved FY24 Adj.		
	URBAN	RURAL	Total	URBAN	RURAL	Total	URBAN	RURAL	Total
CONTRACTED EXPENSES									
ADA/SSTA PARATRANSIT	\$1,928,657	\$0	\$1,928,657	\$1,831,004	\$0	\$1,831,004	\$97,654	\$0	\$97,654
Partner Local Share	\$19,833	\$4,941	\$24,774	\$19,833	\$4,941	\$24,774	\$0	\$0	\$0
Functional Assessment Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Volunteer Drivers	\$0	\$375,000	\$375,000	\$0	\$375,000	\$375,000	\$0	\$0	\$0
Other Transportation Svcs	\$0	\$1,366,318	\$1,366,318	\$0	\$1,366,318	\$1,366,318	\$0	\$0	\$0
CONTRACTOR EXPENSES	\$1,948,490	\$1,746,259	\$3,694,749	\$1,850,837	\$1,746,259	\$3,597,095	\$97,654	\$0	\$97,654
MARKETING EXPENSE									
Bus Tickets/Fare Media	\$10,000	\$0	\$10,000	\$10,000	\$0	\$10,000	\$0	\$0	\$0
Marketing Exp	\$26,320	\$12,000	\$38,320	\$26,320	\$12,000	\$38,320	\$0	\$0	\$0
Public Information	\$26,000	\$15,000	\$41,000	\$26,000	\$15,000	\$41,000	\$0	\$0	\$0
MARKETING EXPENSE	\$62,320	\$27,000	\$89,320	\$62,320	\$27,000	\$89,320	\$0	\$0	\$0
OTHER EXPENSES									
Debt Service/Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Match Fund	\$454,199	\$187,999	\$642,198	\$161,456	\$115,500	\$276,956	\$292,743	\$72,498	\$365,242
OTHER EXPENSES	\$454,199	\$187,999	\$642,198	\$161,456	\$115,500	\$276,956	\$292,743	\$72,498	\$365,242

- ADA expense growth tied to program demand and cost growth
- Local capital match matches approved FY25 Capital Budget

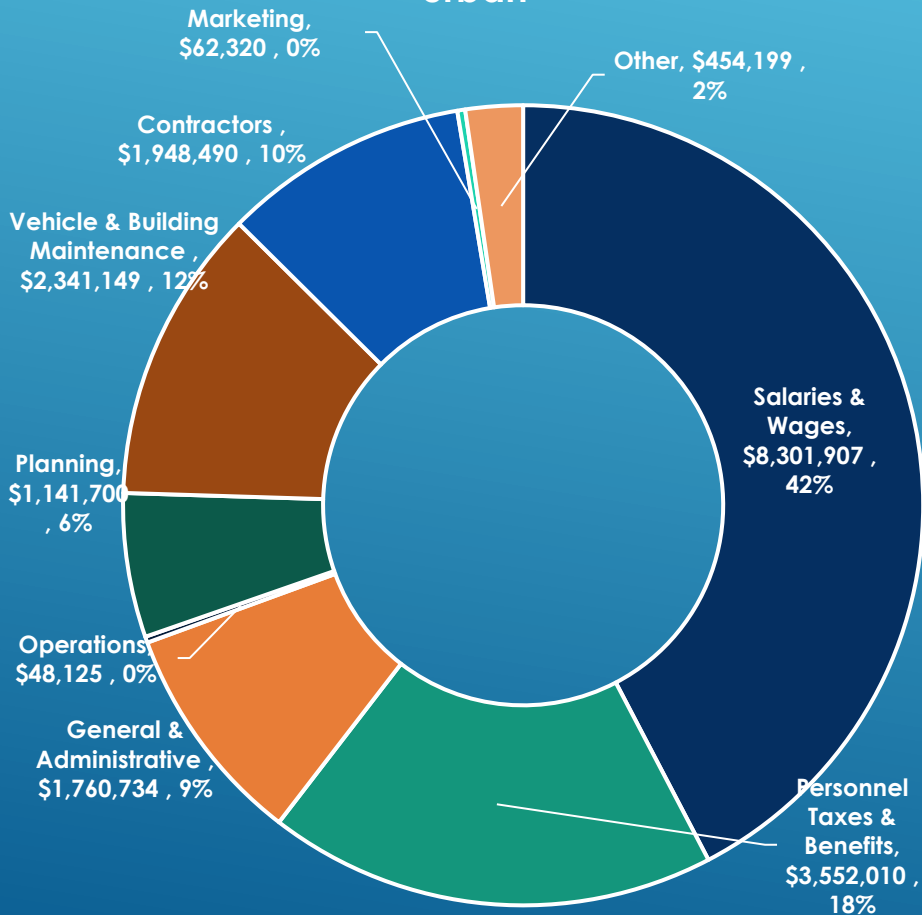
Cost Allocations

	GREEN MOUNTAIN TRANSIT AUTHORITY			Approved FY24 Operating Budget Adj.			\$ Changes between FY25 & Approved FY24 Adj.		
	Proposed FY25 Operating Budget								
	URBAN	RURAL	Total	URBAN	RURAL	Total	URBAN	RURAL	Total
<i>Cost Allocations Details (negative is increased expense)</i>									
Admin Allocations based on internal projection	\$277,032	(\$277,032)		\$277,032	(\$277,032)		\$0	\$0	
Maintenance Labor/fringe/overhead	\$90,000	(\$90,000)		\$90,000	(\$90,000)		\$0	\$0	
GMTA Operated Link	(\$301,150)	\$301,150		(\$301,150)	\$301,150		\$0	\$0	
Current Year Deferred Costs IDC									
Total Cost Allocations:	\$65,882	(\$65,882)		\$65,882	(\$65,882)		\$0	\$0	

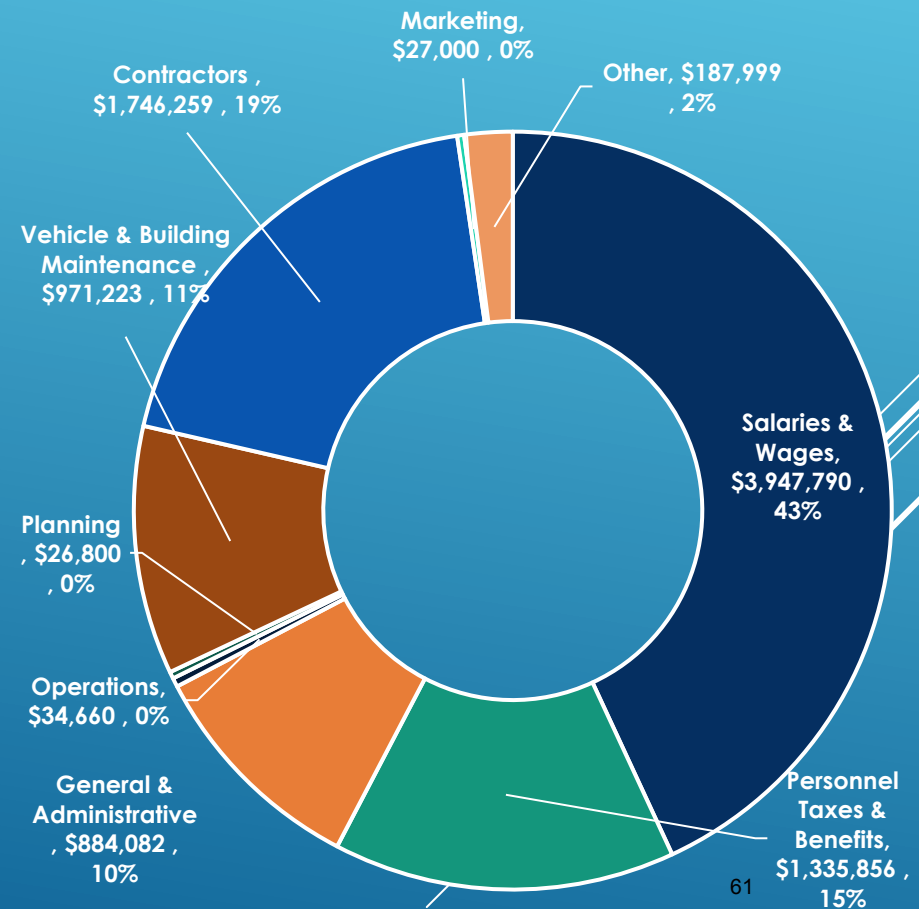
- No change in cost allocation assumptions.

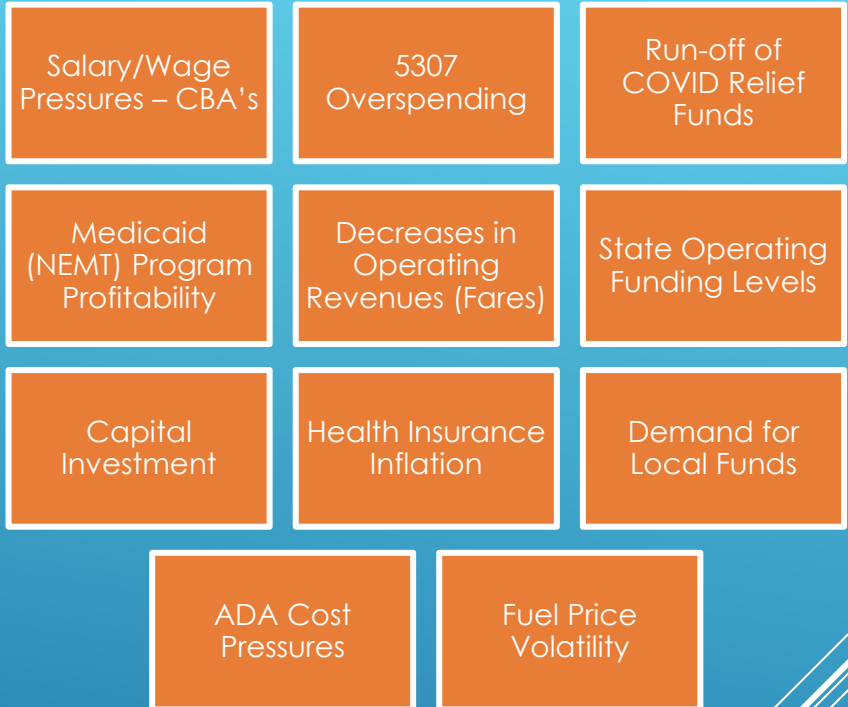
GMT Expense Profiles

Urban



Rural





FY26 CHALLENGES

Questions?

GMT Fare Resumption :: Urban						
The Message: GMT will resume fare collection, in Chittenden County and LINK Express routes, on March 6, 2024						
Goal 1:	Alert passengers to the change early so folks have proper time to plan for the fare resumption					
Goal 2:	Create a clear message that this is urban only and all LINK Express service (which means a level of Marketing in all regions)					
Goal 3:	Work with partners and stakeholders (including ETP, UA, and human service agencies) to give ample notice of the change					
Reflective question 1:	Are the people most impacted and informed meaningfully included in discussions and decisions? What policies or practices contribute to the exclusion?					
Reflective question 2:	Who will benefit from and/or be burdened by this decision? Will the benefits be accessible?					
Reflective Question 3:	Which employees, groups, or community groups with experience in these specific communities can help us conduct outreach? How are we compensating these outreach partners?					
Department consideration:	Is the medium easily accessible and understood by the full diversity of our audience? (e.g., plain language, accessible formats, graphics, multiple languages, both online and print, phone messaging, and voicemail).					
Department consideration:	Which employees, groups, or community groups with experience in these specific communities can help us conduct outreach? How are we compensating these outreach partners?					
Department consideration:	How is inclusion and equity framework incorporated into community engagement and outreach? How does GMT measure its diversity network as it pertains to who is involved and who is missing at community events and/or public meetings? In other words, are people involved in the planning and identification of a new site socioeconomically diverse, or is GMT receiving the same voices from the same people and/or groups?					
Project Task	Task Description	Person Responsible	Task Status	Priority	Date needed to be completed	Project Comments/ Notes
Create a project timeline	Create a timeline that can be used publicly and internally to show progress and expectation. This will allow people to engage when it feels right for them, and staff will remain on task and deliver information accordingly.	Jamie	In Progress	High		To include in-person events, pass buy-back events, and other times that staff will be presenting on this topic publicly.
Create a project one sheet	Create a clear and concise one sheet explaining the change	Jamie/Ashley	In Progress	High		All materials should be translated into common languages, and icons for literacy considerations
How-to Videos	Partnering with the VT Language Justice Project to identify how-to video opportunities		In Progress	High		Can translate into 15 languages, \$1k per video. GMT will use our Title VI program to help identify the most common languages in the GMT service area.
Partner resources	Create a place on the website for partners to pull information for their own communication	Jamie/Ashley	Not Started	Medium		All materials should be translated into common languages, and icons for literacy considerations
Meetings	Staff should plan to attend as many partner meetings as possible, this update should be given on behalf of GMT	Jamie/Chris	In Progress	High		Please track meetings on the project timeline
Unlimited Access	Renengage Unlimited Access partners	Jamie	In Progress	High		Begin the communication process with CATMA. The bulk of outreach will begin when students return from winter break (January 16th)
Partner and Stakeholder Outreach	Email blast to all partner	Jamie	Not Started	High		Offer translated versions, if needed.
Marketing materials	Create: Flyers (large and small), bus signs, website posts, graphics for emails blasts, virtual graphics for DTC and MTC screens.	Jamie/Ashley	In Progress	High		Reach out to the state to have this language translated.
Press	Create a press release	Jamie	Complete	High		First press release will go out December 18, 2023
BMG	How to display fare information in the BMG	Ashley	Not Started	Medium		A new BMG will be released with the start of fare resumption
Fare media	Documents that explain how to reload smartcards, how to access them, and how to access fare capping.	Jamie/Ashley	Not Started	High		Internal and external
Payment System	Work with Genfare on the design of the new fare system	Jamie/Chris	In Progress	High		Almost completed UAT
Front Porch Forum	Purchase a series of ads leading up to the fare resumption.	Jamie	Not Started	Medium		Consider reinstating our municipality accounts