



Green Mountain Transit Board of Commissioners Meeting
June 20, 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 Conferencing: <https://us02web.zoom.us/j/89305968523>

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
- 7:35 a.m. 4. Consent Agenda (Action Item)
 - a. [May 16, 2023, Board Meeting Minutes](#) **Pages 3-6**
 - b. Finance Report **Pages 7-19**
 - c. Check Register **Pages 20-25**
 - d. Planning, Marketing and Public Affairs Report **Pages 26-27**
 - e. Ridership Reports **Pages 28-32**
 - f. Grants and Capital Projects **Pages 33-35**
- 7:45 a.m. 5. VTrans Update
- 7:55 a.m. 6. General Manager's Report
- 8:05 a.m. 7. Committee Reports
- 8:15 a.m. 8. **Action:** Approval of 12 Month Fuel Contract



- 8:25 a.m. 9. **Action:** Approval for Line of Credit **Pages 36-37**
- 8:35 a.m. 10. **Action:** Approval of FY24 Meeting Schedule
- 8:45 a.m. 11. **Action:** Approval of GenFare Link Procurement
- 8:55 a.m. 12. Executive Session to Discuss Labor Contracts
- 9:15 a.m. 13. **Action:** Approval of Adjustments to Maintenance Wages
- 9:20 a.m. 14. **Action:** Approval of Adjustments to Urban Operators Wages
- 9:25 a.m. 15. Commissioner Comments
- 9:30 a.m. 16. Adjourn

Next GMT Board of Commissioners Meeting Date: July 18, 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
May 11, 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.

Present:

Commissioner Bob Buermann, Grand Isle County
Commissioner Austin Davis, Winooski
Commissioner Paul Bohne, Essex
Commissioner Phil Pouech, Hinesburg
Alternate Commissioner Kyle Grenier, Grand Isle
Commissioner Susan Grasso, Shelburne
Commissioner Amy Brewer, Williston
Alternate Commissioner Chapin Kaynor, Williston
Alternate Commissioner Tom Derenthal, Burlington
Commissioner Christian Meyer, Washington County
Alternate Commissioner Elisabeth Nance, Franklin County
Alternate Commissioner Eric Covey, Winooski
Commissioner Henry Bonges, Milton
Commissioner Matt Cota, South Burlington
Commissioner Chapin Spencer, Burlington
Jamie Smith, Director of Planning and Marketing
Chris Damiani, Senior Transit Planner
Clayton Clark, General Manager
Jon Moore, Assistant General Manager
Debbie Coppola, Controller
Tammy Masse, Controller
Stephanie Reid, Director of Human Resources
Commissioner Tasha Wallis, Lamoille County
Tim Bradshaw, Director of Rural Operations
Nick Foss, Director of Finance
Matt Kimball, Director of Grants and Project Development
Steve Falbel, Steadman Hill Consulting
Dan Currier, VTrans
Ross MacDonald, VTrans



41
42
43 **Open Meeting**

44 Chair Davis opened the meeting at 7:32AM.

45
46 **Adjustment of the Agenda**

47 None

48
49 **Public Comment**

50 None

51
52 **Consent Agenda (Action Item)**

53 Commissioner Bohne made a motion to approve the consent agenda,
54 Commissioner Pouech seconded. All were in favor and the motion carried.

55
56 **Action: Title VI Program Review and Approval**

57 Steve Falbel gave an overview of the Title VI program and updates made
58 since the 2020 Title VI plan was adopted.

59
60 Commissioner Brewer made a motion to approve submission of the updated
61 Title VI program to the FTA, Commissioner Wallis seconded. Commissioner
62 Derenthal asked if we need to get VTrans approval on the plan. Steve Falbel
63 noted that there isn't an approval process, but GMT would normally submit
64 the plan to VTrans as well. All were in favor and the motion carried.

65
66 **VTrans Update**

67 Ross MacDonald gave an update on the State Grant application process
68 and negotiations that are ongoing.

69
70 **General Manager's Report**

71 GM Clark reviewed items from the written GM Report.

72
73 Commissioner Bohne asked if there is a penalty if GMT doesn't meet 10% of
74 the operating budget with fares?

75
76 Commissioner Wallis made a request that we have a presentation at the next
77 board meeting on ridership trends.

78
79 **Committee Reports**

80 Committee chairs reviewed items of note from each committee meeting.



81
82 **Review: Plan to Consider and Adjust Fares**

83 GM Clark gave an overview of the public phase portion of the fair fare
84 process, including the following timeline:

- 85
- 86 • Information to inform staff and prepare them for public questions
87 distributed May 15, 2023.
 - 88 • Media advisory and municipality notifications to go out May 22, 2023.
 - 89 • There will be a survey and opportunity to provide public input to fares
90 in June, to include a public comment session June 7, 2023 at 6:00 p.m.
91 at a location TBD within walking distance of the Downtown Transit
92 Center.
 - 93 • We will have a recommended fare plan to the Board at your July
94 meeting.
 - 95 • We will receive public comment on the fare plan in August.
 - 96 • We will have a final plan for the Board to review at your September
97 meeting.
 - 98 • This will then give us 3 months to educate the public and start the process
99 of setting up user accounts so that we'll be ready to proceed January 2,
100 2024.

101
102 **Discussion: Board Retreat in September**

103 GM Clark presented a draft plan for a Board of Commissioners retreat in
104 September. The Board discussed items for a draft agenda.

105
106 **Training: Planning Rides on Website and Transit App**

107 Director Smith conducted a virtual walkthrough of the GMT website to
108 highlight important places to find information.

109
110 Chris Damiani gave an overview of Transit App and how Commissioners can
111 use the app to plan trips and find bus information in real time.

112
113 **Executive Session to Discuss Labor Contracts**

114 Commissioner Bohne made a motion to enter executive session to discuss
115 personnel inviting in General Manager Clark, Assistant General Manager
116 Moore, Director Reid, Director Foss, and Director Smith; Commissioner
117 Buermann seconded. All were in favor and the Board entered executive
118 session at 9:08AM.



120 Commissioner Bohne made a motion to exit executive session, Commissioner
121 Spencer seconded. All were in favor and the Board exited executive session
122 at 9:45AM with no action taken.

123

124 **Board of Commissioner Comments**

125 Chair Davis welcomed new Board members.

126

127 Commissioner Bohne thanked GM Clark for jumping straight into the GM role.

128

129 Commissioner Wallis noted that Bobby Murphy from Stowe Mountain Resort
130 would be moving on to another Vail property and asked staff to make
131 connections with the new contact.

132

133 **Adjourn**

134 Commissioner Spencer made a motion to adjourn, Commissioner Wallis
135 seconded. All were in favor and the motion carried. The meeting adjourned
136 at 9:47AM.

To: Finance Committee (FC)

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

Date: June 11, 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:

- **Staffing Update:**

- **Debbie Coppola** has retired from the Finance Department after close to 5 years at GMT. Staff wishes Debbie a happy retirement and thanks her for her many years of service to the Authority.

- *All open GMT position can be found [HERE](#)*

- **Contracts & Leases:** Staff are in the process of updating and renewing the following operating agreements and leases.

- **C.I.D.E.R** (annual)
- **St. Albans Facility** (3-year)

- **GFOA Conference:** Staff attended the Government Finance Officers Association (GFOA) conference in Portland Oregon in May, which is an association of public finance officials throughout the United States and Canada. Highlights of the conference included meetings and briefings from officials working for the Government Accounting Standards Board (GASB), the CFO and finance personnel of TriMet (Portland's transit system), and representatives from the Cybersecurity and Infrastructure Security Agency (CISA).

- **ADA Assessment Study Update:** The committee will pick up where it left off on ADA Assessment reform this month. Stephen Falbel of Steadman Hill will be joining again to review the recommended proposal, however with fixed route included this time to provide a broader picture of assessment impact. GMT's ADA costs have risen, and continue to rise, which has made tacking this reform increasingly important, as the volatility embedded in the current methodology could become increasingly more difficult for member partners to absorb.

- **Cyber Liability Renewal:** Staff procured a new Cyber Liability policy for the Authority on May 5th. Staff would like to thank GMT's insurance broker partner Gallagher for assisting in the marketing of the policy, and helping staff meet the increasingly complex requirements to access coverage. Staff received proposals from three qualified bidders, and in the end bound coverage with TokioMarine Holdings Inc.
- **Line of Credit:** Due to the Governor's veto of the state budget, staff have been preparing the Authority for any cashflow/liquidity challenges that could arise from an extended delay of upfront state payments. Part of that preparation has included discussions with both the Authority's banking partner (M&T Bank) and GMT's legal counsel Ed Adrian on establishing a short-term line of credit. Staff have included a memo further outlining the details of this request in the materials provided to the FC this month.
- **FY23 Audit Schedule:** Staff has coordinated with its external auditors RHR Smith & Co. to schedule the FY23 Single Audit which will occur as follows:
 - **Pre-Audit: May 1st – 5th**
 - The pre-audit is off to a fantastic start and staff did a great job compiling the auditors' requests. Miranda MacDonald of RHR Smith was on-site two days this past week to review and test, as well as interview staff.
 - Staff held an internal control working group with the auditor in May to discuss best practices and receive feedback on current GMT policies. The feedback from the auditor was positive and staff plans to hold another meeting before the end of the calendar year.
 - **Single Audit: October 23rd – 27th**
- **Investment Portfolio Update:**

Figure 1

Portfolio as of 5/31/23			
	Cost Basis	Market Value	Maturity Value
U.S. Treasury Bill Due 7/31/23	\$ 993,698	\$ 1,010,969	\$ 1,017,000
U.S. Treasury Bill Due 9/7/23	\$ 998,737	\$ 1,009,920	\$ 1,024,000
U.S. Treasury Bill Due 10/12/23	\$ 1,006,840	\$ 1,007,995	\$ 1,028,000
Portfolio Market Value	\$ 3,028,884		
Total Money Market Value	\$ 840		
Total Investments:	\$ 3,029,724		
Investment Returns Since Inception*:	\$ 49,912		
*Portfolio inception date is 1/11/23			

- **Budget Development Tracker:**

- ❖ **FY23 Capital Budget Adjustment (#1)** - Approved by BOC on 8/16/22.
- ❖ **FY23 Capital Budget Adjustment (#2)** – Approved by BOC on 11/15/22.
- ❖ **FY24 Capital Budget** - Approved by BOC on 9/20/22.
- ❖ **FY23 Operating Budget Adjustment** – Approved by BOC on 10/18/22.
- ❖ **FY24 Operating Budget:** - Approved by BOC on 1/17/23.
- ❖ **FY24 Proposed Operating Budget Adjustment** – Target Date Sept./Oct.
- ❖ **FY24 Proposed Capital Budget Adjustment** – Target Date Sept./Oct.

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

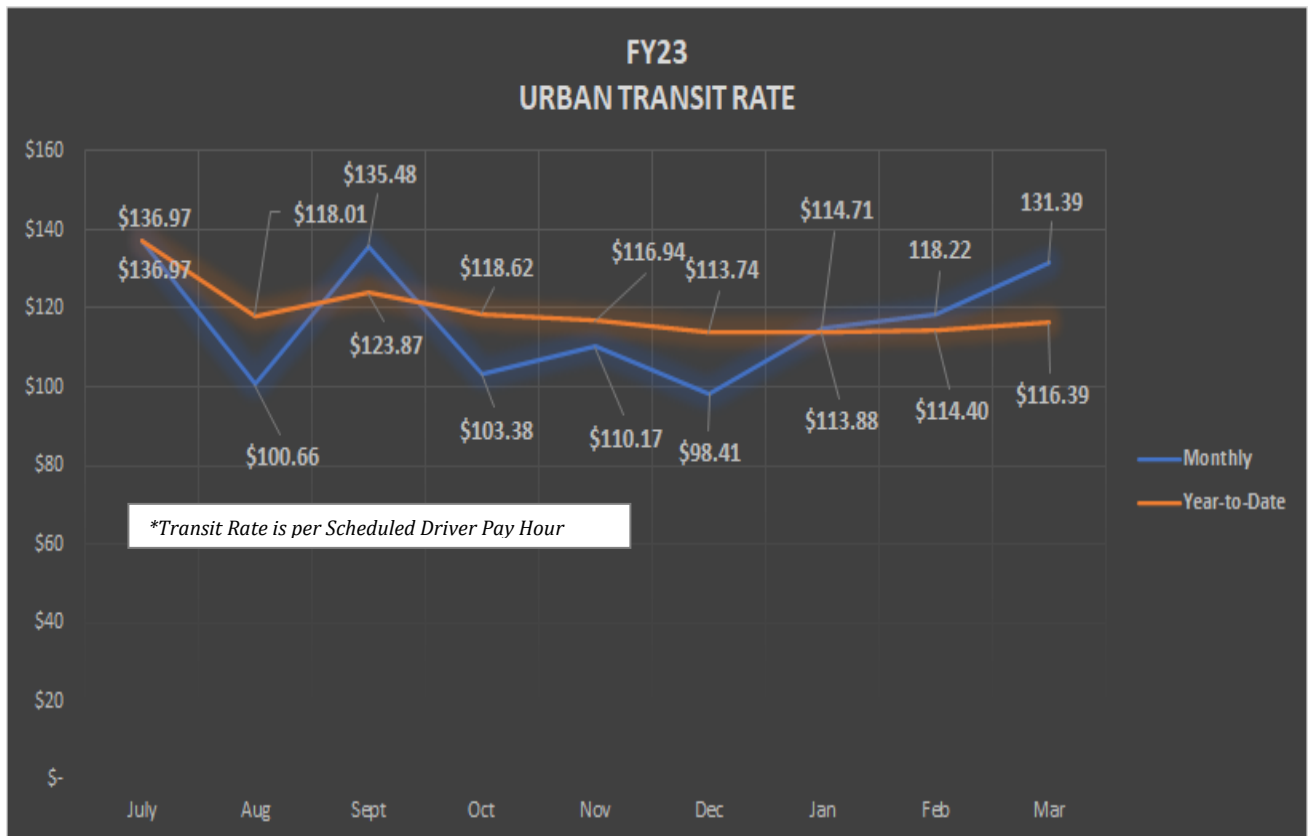
Transit Rate (Operating Cost) Update:

Each month the Finance Department will provide updates on the Authority's transit rates, which measures 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 **urban transit rate** increased roughly 11% to \$131.39 in March (see Figure 2). The increase was primarily the result of three payrolls recognized during the month, which adds a level of volatility to the results. Unsurprisingly, the year-to-date rate also increased roughly 2% to \$116.39. Staff continue to expect the transit rate to trend lower for the remainder of the year, with the year-end rate falling in the \$110 - \$115 range.

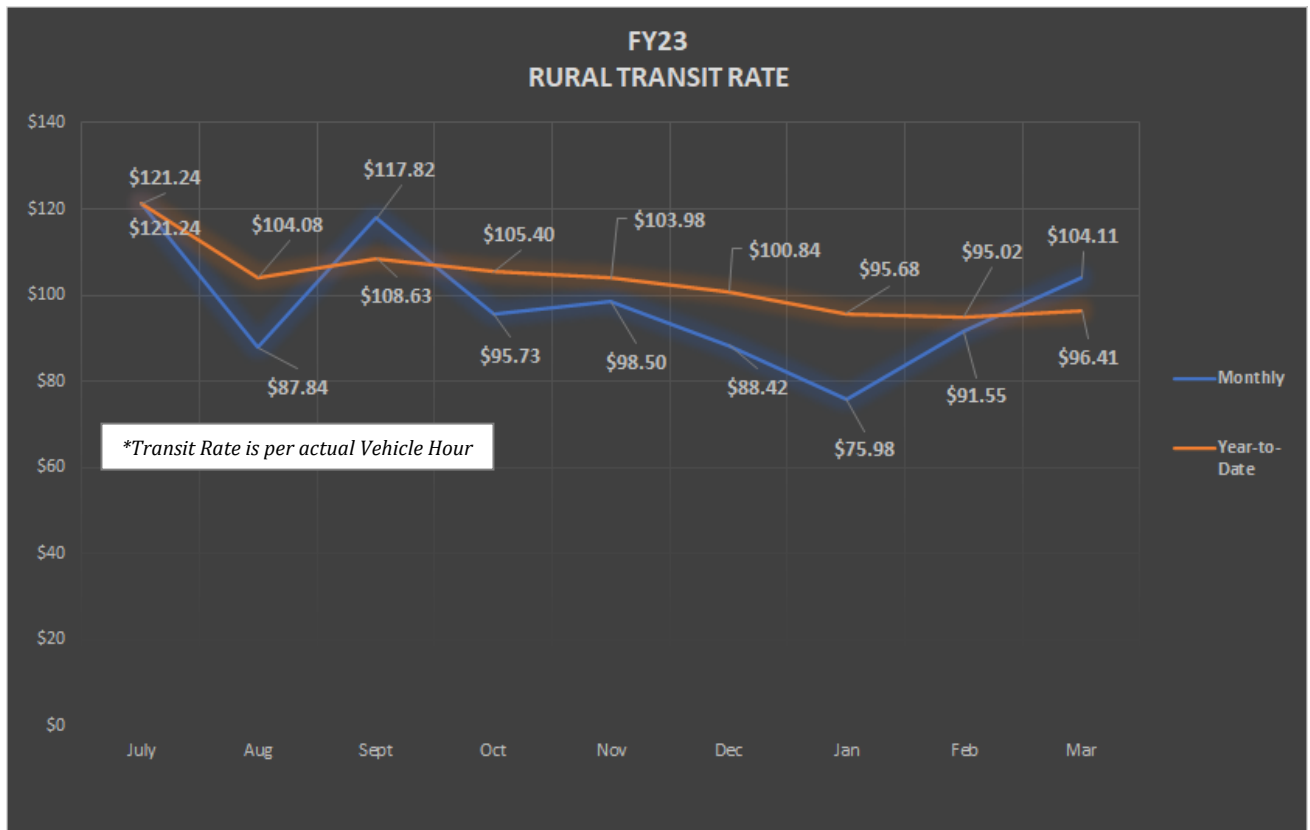
Please remember, the monthly rate tends to be quite volatile because of one-time costs, and the timing of payrolls (September and March are good examples). Therefore, staff relies heavily on other measures, such as the year-to-date rate (Orange Line), or other time periods, to help smooth out these effects and provide additional insight into where the rate is trending and why.

Figure 2



The **rural transit rate** (see Figure 3) rose in March due to identical reasons as its urban counterpart (3 payrolls). The monthly rate hit \$104.11, a roughly 14% increase from February's rate of \$91.55. This volatility occurred back in September for the same reason, where a 34% increase was witnessed, but was followed by a 19% drop the following month. The year-to-date rate remains within staff's year-end guidance (\$95 - \$100) at \$96.41.

Figure 3



Medicaid Financial Update:

As reflected in Figure 4, GMT's NEMT program is currently operating at a pro forma loss of roughly **\$321.1K** for the year, however, please note this includes roughly \$48.3K in escrow payments from activity in FY22. This represents a 15% increase over February and is driven by both the dramatic rise in the rural transit rate in March and an increase in program demand. Net margin increased slightly by 10 basis points (0.1%) and the current loss run rate increased to roughly \$35.7K/month. If this loss run rate were to remain stable the program would lose roughly \$428K by the end of the year.

Staff do not expect GMT to incur that level of program losses in FY23 for the following reasons:

1. To tackle these losses, which are being felt by all Medicaid partners across the state, the legislature awarded VPTA \$1.7M in additional funding. This funding is being distributed to partners currently and will show up in May and June financial results.

2. March's transit rate was elevated for reasons previously stated. The rural transit rate is expected to normalize and fall for the remainder of the fiscal year, which will lower operating expense results.
3. VPTA provided a true-up payment in April, which resulted in an additional \$80K of revenue coming into the program.

Figure 4

FY23 Medicaid Profitability Analysis	
PRO FORMA	
As of March 31, 2023	
	<u>Totals</u>
<u>Revenue:</u>	
PMPW Revenue*	\$1,271,911
<u>Expenses:</u>	
Operating Costs	\$1,229,414
General & Administrative	<u>\$363,582</u>
Total:	\$1,592,997
Profit/(Loss):	(\$321,085)
Net Margin:	-25.2%
*Includes prior year escrow payments	

Retirement Committee Update:

Retirement Committee (RC) meetings are held quarterly. The last meeting was held on June 7th at 12 p.m.

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

Financial Snapshot:

As of **March 31, 2023**, the **Authority** has a **total operating surplus** of roughly **\$70.8K** and **negative change in net assets** of roughly **\$1.59M**.

The operating result between systems is the following:

- ❖ Urban System = **+\$5.2K Operating Surplus/- \$1.84M Change in Net Assets**
 ➡ 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 operating surplus represents 0.04% of total urban revenues year-to-date which is positive reinforcement that GMT's grant billing and accounting processes are sound.

➡ The Authority's urban net assets continue to be negative in February due to a lack of fixed asset investment year-to-date. The urban division has recognized roughly \$2M in depreciation expense year-to-date, offset by roughly \$33K in fixed asset investment. After receiving an update on GMT's vehicle delivery schedule, staff's forecast for fixed investment of roughly \$1.6M is now unlikely. This change in guidance will result in a sizeable detractor in the urban division's equity in capital assets for FY23.

❖ Rural System = **+\$65.6K Operating Surplus/+\$251.8K Change in Net Assets**

➡ Despite sizeable losses in GMT's Medicaid (NEMT) program, GMT maintains an operating surplus in the division because of (1) additional Medicaid (NEMT) revenues made available by the legislature – see Medicaid section, and (2) sufficient funding in GMT's 5311 and CMAQ programs. GMT received enough rural federal and state funding this fiscal year to more than cover its costs, which is allowing for the vast majority of its local and operating revenues to fall to the bottom line and absorb Medicaid losses.

➡ The rural division's change in net assets continues in positive territory for March thanks to both operating and capital surpluses of \$65K and \$70K respectively, as well as a higher level of net fixed asset investment year-to-date, however this has declined over the past few months. As of March, GMT has capitalized roughly \$665.3K in fixed assets year-to-date, which currently exceeds its depreciation expense of a little more than \$549K, equating to roughly \$116K of net capital investment.



	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
BENCHMARK = 75%	Current Fiscal Year To Date			FY23 ADJ BUDGET (Approved Oct. 2022)			Budget Variance			PYTD 2022	
REVENUES											
FEDERAL, STATE AND LOCAL REVENUE											
Municipal Member Assessments	\$1,885,946		\$1,885,946	\$2,514,596		\$2,514,596	75.0%	0.0%	75.0%	\$1,877,703	
Municipal Paratransit Assessments	\$594,907		\$594,907	\$793,210		\$793,210	75.0%	0.0%	75.0%	\$512,268	
Local Operating Assistance	\$40,553	\$429,734	\$470,287	\$53,791	\$500,375	\$554,166	75.4%	85.9%	84.9%	\$40,811	\$338,388
Federal Urban Formula Grant	\$4,556,030		\$4,556,030	\$6,721,601		\$6,721,601	67.8%	0.0%	67.8%	\$5,794,878	
Federal Rural Operating Grant		\$1,424,950	\$1,424,950		\$1,750,000	\$1,750,000	0.0%	81.4%	81.4%		\$1,824,791
State Regular Subsidy Operating Grant	\$1,800,000	\$210,225	\$2,010,225	\$2,400,000	\$780,000	\$3,180,000	75.0%	27.0%	63.2%	\$600,000	
E&D Grants and Local Match		\$1,180,405	\$1,180,405		\$1,747,506	\$1,747,506	0.0%	67.5%	67.5%		\$1,121,666
Other State Grants	\$399,123	\$176,311	\$575,434	\$436,863	\$312,107	\$748,970	91.4%	56.5%	76.8%	\$346,767	\$59,901
Other Federal Grants	\$3,129,543	\$1,038,296	\$4,167,839	\$3,797,522	\$1,653,033	\$5,450,555	82.4%	62.8%	76.5%	\$2,707,133	\$794,912
Fund Balance Reserves							0.0%	0.0%	0.0%		
Capital Reserve Revenue							0.0%	0.0%	0.0%		
Total Federal, State and Local Revenues	\$12,406,103	\$4,459,921	\$16,866,024	\$16,717,583	\$6,743,021	\$23,460,604	74.2%	66.1%	71.9%	\$11,879,561	\$4,139,657
OPERATING REVENUE											
Passenger Revenue	\$85,507		\$85,507	\$104,507		\$104,507	81.8%	0.0%	81.8%	(\$279)	
Paratransit Passenger Fares							0.0%	0.0%	0.0%		
Advertising Revenue	\$218,252	\$30,030	\$248,282	\$130,000	\$13,000	\$143,000	167.9%	231.0%	173.6%	\$107,461	\$11,256
Interest Earnings	\$1,049	\$39,902	\$40,951	\$300	\$4,000	\$4,300	349.6%	997.6%	952.4%	\$184	\$2,570
Miscellaneous Revenue	\$8,486	\$4,378	\$12,863	\$1,000		\$1,000	848.6%	0.0%	1286.3%	\$1,004	\$1,230
Sales Of Equipment	\$20,800	\$22,513	\$43,313	\$1,000	\$2,000	\$3,000	2080.0%	1125.7%	1443.8%		
Medicaid Purchase Of Svc		\$1,271,911	\$1,271,911		\$1,495,000	\$1,495,000	0.0%	85.1%	85.1%		\$1,244,931
Purchase of Service	\$24,547	\$30,667	\$55,214	\$32,790	\$59,982	\$92,772	74.9%	51.1%	59.5%	\$28,049	\$41,858
Warranty Revenue							0.0%	0.0%	0.0%		
Operating Revenue	\$358,640	\$1,399,402	\$1,758,042	\$269,597	\$1,573,982	\$1,843,579	133.0%	88.9%	95.4%	\$136,418	\$1,301,846
Total Revenue	\$12,764,743	\$5,859,323	\$18,624,065	\$16,987,180	\$8,317,003	\$25,304,183	75.1%	70.4%	73.6%	\$12,015,979	\$5,441,503
EXPENSES											
SALARIES AND WAGES											
Other Wages	\$1,287,153	\$704,645	\$1,991,798	\$1,700,836	\$994,020	\$2,694,856	75.7%	70.9%	73.9%	\$1,053,497	\$669,149
Driver/Operator Wages	\$3,695,300	\$1,654,296	\$5,349,596	\$4,681,715	\$2,403,051	\$7,084,766	78.9%	68.8%	75.5%	\$3,399,623	\$1,353,311
Vehicle Repair Wages	\$694,368	\$104,995	\$799,363	\$1,060,185	\$163,413	\$1,223,598	65.5%	64.3%	65.3%	\$650,240	\$69,659
Salaries and Wages	\$5,676,821	\$2,463,936	\$8,140,757	\$7,442,736	\$3,560,484	\$11,003,220	76.3%	69.2%	74.0%	\$5,103,360	\$2,092,120
PERSONNEL TAXES AND BENEFITS											
Payroll Taxes (FICA/MC)	\$435,781	\$189,980	\$625,761	\$569,369	\$272,377	\$841,746	76.5%	69.7%	74.3%	\$398,300	\$156,849
Unemployment Tax Exp	\$114	\$15,064	\$15,177	\$20,000	\$15,000	\$35,000	0.6%	100.4%	43.4%	\$661	\$3,126
Medical Insurance/HRA	\$1,484,225	\$411,518	\$1,895,742	\$2,203,451	\$607,228	\$2,810,679	67.4%	67.8%	67.4%	\$1,400,899	\$374,144
Pension Plan Expenses	\$259,215	\$75,199	\$334,414	\$361,086	\$117,055	\$478,141	71.8%	64.2%	69.9%	\$242,947	\$62,889
Employee Development	\$3,853	\$21,141	\$24,994	\$13,000	\$28,000	\$41,000	29.6%	75.5%	61.0%	\$1,201	\$7,332
Other Employee Benefits	\$89,117	\$31,279	\$120,396	\$110,900	\$47,400	\$158,300	80.4%	66.0%	76.1%	\$103,329	\$40,206
Personnel Taxes and Benefits	\$2,272,305	\$744,180	\$3,016,484	\$3,277,806	\$1,087,060	\$4,364,866	69.3%	68.5%	69.1%	\$2,147,337	\$644,545
GENERAL AND ADMIN EXPENSES											
Admin Supplies and Expenses	\$30,879	\$19,162	\$50,041	\$35,331	\$18,700	\$54,031	87.4%	102.5%	92.6%	\$26,307	\$12,425
Recruiting Expenses	\$13,272	\$32,546	\$45,817	\$32,000	\$30,000	\$62,000	41.5%	108.5%	73.9%	\$17,236	\$15,046
Dues and Subscriptions	\$2,301	\$8,244	\$10,546	\$2,169	\$8,805	\$10,974	106.1%	93.6%	96.1%	\$1,300	\$8,826
Travel and Meetings	\$906	\$681	\$1,587	\$1,000	\$1,000	\$2,000	90.6%	68.1%	79.4%	\$716	\$33
Board Development							0.0%	0.0%	0.0%		
Communications	\$30,844	\$26,299	\$57,142	\$52,687	\$37,485	\$90,172	58.5%	70.2%	63.4%	\$25,819	\$26,314
Computer Service Exp	\$109,303	\$49,802	\$159,105	\$132,664	\$75,676	\$208,340	82.4%	65.8%	76.4%	\$59,567	\$130,085
Legal Fees	\$10,118	\$1,686	\$11,803	\$35,000	\$35,000	\$70,000	28.9%	4.8%	16.9%	\$34,674	\$33,809
Insurance	\$775,801	\$439,940	\$1,215,741	\$1,095,595	\$494,203	\$1,589,798	70.8%	89.0%	76.5%	\$728,203	\$378,464
Audit Fees				\$16,450	\$7,050	\$23,500	0.0%	0.0%	0.0%		
Consulting Fees	\$9,211		\$9,211				0.0%	0.0%	0.0%		\$2,500
General and Admin Expenses	\$982,636	\$578,359	\$1,560,995	\$1,402,896	\$707,919	\$2,110,815	70.0%	81.7%	74.0%	\$893,821	\$607,502



	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
BENCHMARK = 75%	Current Fiscal Year To Date			FY23 ADJ BUDGET (Approved Oct. 2022)			Budget Variance			PYTD 2022	
OPERATIONS EXPENSES											
Background Checks	\$1,248	\$6,245	\$7,493	\$2,000	\$9,500	\$11,500	62.4%	65.7%	65.2%	\$1,699	\$6,245
Drug & Alchol Testing		\$470	\$470				0.0%	0.0%	0.0%		
DOT Testing	\$5,484	\$4,272	\$9,756	\$6,500	\$6,000	\$12,500	84.4%	71.2%	78.1%	\$4,532	\$4,034
Employment Recruitment Program			\$800	\$400	\$1,200		0.0%	0.0%	0.0%		
Driver's Uniforms	\$11,225	\$6,662	\$17,887	\$20,000	\$10,000	\$30,000	56.1%	66.6%	59.6%	\$15,332	\$6,150
Safety Expense	\$289		\$289	\$4,200	\$500	\$4,700	6.9%	0.0%	6.1%	\$2,436	
Misc. Operating Exp	\$1,371		\$1,371	\$2,800	\$1,000	\$3,800	49.0%	0.0%	36.1%	\$565	
Operations Expenses	\$19,617	\$17,649	\$37,266	\$36,300	\$27,400	\$63,700	54.0%	64.4%	58.5%	\$24,564	\$16,428
PLANNING EXPENSES											
Other Planning Expenses		\$9,354	\$9,354	\$4,200	\$26,800	\$31,000	0.0%	34.9%	30.2%		\$16,948
MPO Planning Expenses	\$62,762		\$62,762	\$100,000		\$100,000	62.8%	0.0%	62.8%	\$20,310	
Planning Expenses	\$62,762	\$9,354	\$72,116	\$104,200	\$26,800	\$131,000	60.2%	34.9%	55.1%	\$20,310	\$16,948
VEHICLE/BUILDING MAINTENANCE EXP (15 Industrial)											
Parts Expense - Non-Revenue Vehicles	\$8,531	\$3,677	\$12,208	\$5,000	\$2,000	\$7,000	170.6%	183.9%	174.4%	\$2,564	\$227
Parts Expense - Revenue Vehicles	\$440,174	\$64,199	\$504,373	\$637,000	\$98,000	\$735,000	69.1%	65.5%	68.6%	\$360,236	\$45,423
Tires	\$85,149	\$32,011	\$117,161	\$80,000	\$43,000	\$123,000	106.4%	74.4%	95.3%	\$59,341	\$20,951
Facility Maintenance	\$55,379	\$67,680	\$123,059	\$100,000	\$107,800	\$207,800	55.4%	62.8%	59.2%	\$66,827	\$42,797
Passenger Facility Expenses	\$24,734	\$1,000	\$25,734	\$29,224		\$29,224	84.6%	0.0%	88.1%	\$26,364	
Security Expenses							0.0%	0.0%	0.0%	\$729	
Cleaning Expense		\$1,599	\$1,599	\$4,200	\$8,000	\$12,200	0.0%	20.0%	13.1%		\$5,734
Repeater Fees	\$17,380	\$13,791	\$31,171	\$22,560	\$17,280	\$39,840	77.0%	79.8%	78.2%	\$17,790	\$13,762
Light, Heat and Water	\$185,727	\$51,716	\$237,443	\$190,000	\$70,000	\$260,000	97.8%	73.9%	91.3%	\$136,299	\$48,509
Fuel - Vehicles	\$1,074,873	\$406,312	\$1,481,185	\$1,581,100	\$625,000	\$2,206,100	68.0%	65.0%	67.1%	\$740,856	\$338,851
Maintenance Tools/Supplies/Uniforms	\$81,675	\$17,356	\$99,031	\$132,200	\$19,050	\$151,250	61.8%	91.1%	65.5%	\$94,617	\$8,738
Misc Maint Expenses and fees	\$16,063	\$9,185	\$25,247	\$10,787	\$7,420	\$18,207	148.9%	123.8%	138.7%	\$7,646	\$4,306
Vehicle/Building Maintenance Exp	\$1,989,686	\$668,526	\$2,658,212	\$2,792,071	\$997,550	\$3,789,621	71.3%	67.0%	70.1%	\$1,513,268	\$529,297
CONTRACTOR EXPENSES											
ADA/SSTA Paratransit	\$1,312,576		\$1,312,576	\$1,663,101		\$1,663,101	78.9%	0.0%	78.9%	\$1,152,649	
Partner Local Share	\$19,833	\$4,941	\$24,774	\$19,833	\$4,941	\$24,774	100.0%	100.0%	100.0%	\$9,917	
Functional Assessment Costs							0.0%	0.0%	0.0%		
Volunteer Drivers		\$273,504	\$273,504		\$432,890	\$432,890	0.0%	63.2%	63.2%		\$247,381
Other Transportation (incl Cabs)	\$219	\$740,090	\$740,309		\$1,170,801	\$1,170,801	0.0%	63.2%	63.2%	\$3,328	\$691,930
Contractor Expenses	\$1,332,628	\$1,018,534	\$2,351,162	\$1,682,934	\$1,608,632	\$3,291,566	79.2%	63.3%	71.4%	\$1,165,894	\$939,311
MARKETING EXPENSE											
Bus Tickets/Fare Media							0.0%	0.0%	0.0%		
Marketing Expense	\$15,512	\$21,862	\$37,373	\$26,320	\$12,000	\$38,320	58.9%	182.2%	97.5%	\$7,751	\$8,355
Public Information	\$12,132	\$7,200	\$19,332	\$26,000	\$15,000	\$41,000	46.7%	48.0%	47.2%	\$18,442	\$9,056
Marketing Expense	\$27,644	\$29,062	\$56,706	\$52,320	\$27,000	\$79,320	52.8%	107.6%	71.5%	\$26,192	\$17,411
OTHER EXPENSES											
Allowance for Doubtful Accounts							0.0%	0.0%	0.0%		
Debt Service/Capital Reserve							0.0%	0.0%	0.0%	\$5,651	
Bond Interest							0.0%	0.0%	0.0%	\$85	
Capital Match	\$224,419	\$128,138	\$352,556	\$299,225	\$170,850	\$470,075	75.0%	75.0%	75.0%	\$1,010,969	\$82,788
Other Expenses	\$224,419	\$128,138	\$352,556	\$299,225	\$170,850	\$470,075	75.0%	75.0%	75.0%	\$1,016,705	\$82,788
TOTAL EXPENSES											
	\$12,588,518	\$5,657,736	\$18,246,254	\$17,090,488	\$8,213,695	\$25,304,183	73.7%	68.9%	72.1%	\$11,911,451	\$4,946,350
Current Year Deferred Costs	(\$307,011)		(\$307,011)				0.0%	0.0%	0.0%	\$137,756	
OH Admin Allocation	\$301,262	(\$301,262)		\$328,081	(\$328,081)		91.8%	91.8%	0.0%	\$180,094	(\$180,094)
Urban Shop Allocation	\$62,614	(\$62,614)		\$55,586	(\$55,586)		112.6%	112.6%	0.0%	\$36,267	(\$36,267)
Rural Link Cost Allocation	(\$227,863)	\$227,863		(\$280,360)	\$280,360		81.3%	81.3%	0.0%	(\$191,151)	\$191,151
ALLOCATIONS BETWEEN PROGRAMS	\$136,014	(\$136,014)		\$103,307	(\$103,307)		131.7%	131.7%	0.0%	\$25,210	(\$25,210)



	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
	Current Fiscal Year To Date			FY23 ADJ BUDGET (Approved Oct. 2022)			Budget Variance			PYTD 2022	
BENCHMARK = 75%											
Balance Of Operating Budget	\$5,228	\$65,572	\$70,800	\$0	\$0	\$0				\$267,493	\$469,943
Capital Revenue											
Federal Revenue	\$329,028	\$596,296	\$925,324	\$1,780,129	\$2,157,496	\$3,937,625	18.5%	27.6%	23.5%	\$1,724,914	\$50,340
State Revenue	\$41,129	\$50,249	\$91,378	\$151,754	\$260,839	\$412,593	27.1%	19.3%	22.1%	\$119,007	\$5,922
Paratransit Lease Revenue				\$6,179	\$144,979	\$151,158	0.0%	0.0%	0.0%		
Local Match Revenue	\$224,419	\$128,138	\$352,556	\$299,225	\$170,850	\$470,075	75.0%	75.0%	75.0%	\$1,010,969	\$82,788
Total Capital Revenue	\$594,576	\$774,683	\$1,369,259	\$2,237,287	\$2,734,164	\$4,971,451	26.6%	28.3%	27.5%	\$2,854,890	\$139,049
Capital Expenses											
Vehicles		\$651,465	\$651,465	\$1,351,536	\$2,435,482	\$3,787,018	0.0%	26.7%	17.2%	\$1,617,656	\$31,484
Maintenance Parts and Equipment	\$348,725	\$32,284	\$381,009	\$565,000	\$36,000	\$601,000	61.7%	89.7%	63.4%	\$315,518	\$8,750
Passenger Amenities	\$2,280		\$2,280	\$42,500	\$109,500	\$152,000	5.4%	0.0%	1.5%	\$2,803	\$1,670
Facility Repairs and Improvements	\$60,285	\$20,888	\$81,173	\$175,500	\$25,000	\$200,500	34.4%	83.6%	40.5%	\$118,587	\$18,139
Total Capital Expenses	\$411,290	\$704,637	\$1,115,927	\$2,134,536	\$2,605,982	\$4,740,518	19.3%	27.0%	23.5%	\$2,054,564	\$60,042
Balance of Capital Budget	\$183,286	\$70,046	\$253,332	\$102,751	\$128,182	\$230,933	178.4%	54.6%	109.7%	\$800,326	\$79,007
Transfer of Purchases to Fixed Assets	\$33,028	\$665,315	\$698,343	\$1,649,036	\$2,487,482	\$4,136,518	2.0%	26.7%	16.9%	\$1,570,891	(\$71,296)
Deferred Costs							0.0%	0.0%	0.0%		
Depreciation Expense	(\$2,064,773)	(\$549,175)	(\$2,613,948)	(\$2,744,557)	(\$809,049)	(\$3,553,606)	75.2%	67.9%	73.6%	(\$2,065,242)	(\$555,337)
Subtotal	(\$2,031,745)	\$116,140	(\$1,915,606)	(\$1,095,521)	\$1,678,433	\$582,912	185.5%	6.9%	328.6%	(\$494,351)	(\$626,633)
Current Change in Net Assets	(\$1,843,231)	\$251,758	(\$1,591,474)	(\$992,770)	\$1,806,615	\$813,845	185.7%	13.9%	195.5%	\$573,468	(\$77,683)



(EXPENSES ONLY)

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
BENCHMARK = 83.3%	Current Fiscal Year To Date			FY23 ADJ BUDGET (Approved Oct. 2022)			Budget Variance			PYTD 2022	
REVENUES											
FEDERAL, STATE AND LOCAL REVENUE											
Municipal Member Assessments	\$2,095,496		\$2,095,496	\$2,514,596		\$2,514,596	83.3%	0.0%	83.3%	\$2,086,337	
Municipal Paratransit Assessments	\$661,008		\$661,008	\$793,210		\$793,210	83.3%	0.0%	83.3%	\$569,187	
Local Operating Assistance	\$45,059	\$500,635	\$545,694	\$53,791	\$500,375	\$554,166	83.8%	100.1%	98.5%	\$45,346	\$391,751
Federal Urban Formula Grant	\$4,556,030		\$4,556,030	\$6,721,601		\$6,721,601	67.8%	0.0%	67.8%	\$6,849,711	
Federal Rural Operating Grant		\$1,424,950	\$1,424,950		\$1,750,000	\$1,750,000	0.0%	81.4%	81.4%		\$2,122,883
State Regular Subsidy Operating Grant	\$2,000,000	\$210,225	\$2,210,225	\$2,400,000	\$780,000	\$3,180,000	83.3%	27.0%	69.5%	\$666,667	\$56,181
E&D Grants and Local Match		\$1,180,644	\$1,180,644		\$1,747,506	\$1,747,506	0.0%	67.6%	67.6%		\$1,230,298
Other State Grants	\$399,123	\$176,311	\$575,434	\$436,863	\$312,107	\$748,970	91.4%	56.5%	76.8%	\$355,821	\$73,143
Other Federal Grants	\$3,129,543	\$1,038,296	\$4,167,839	\$3,797,522	\$1,653,033	\$5,450,555	82.4%	62.8%	76.5%	\$3,135,135	\$902,604
Fund Balance Reserves							0.0%	0.0%	0.0%		
Capital Reserve Revenue							0.0%	0.0%	0.0%		
Total Federal, State and Local Revenues	\$12,886,259	\$4,531,061	\$17,417,320	\$16,717,583	\$6,743,021	\$23,460,604	77.1%	67.2%	74.2%	\$13,708,204	\$4,776,860
OPERATING REVENUE											
Passenger Revenue	\$94,216		\$94,216	\$104,507		\$104,507	90.2%	0.0%	90.2%	(\$279)	
Paratransit Passenger Fares							0.0%	0.0%	0.0%		
Advertising Revenue	\$233,942	\$31,730	\$265,672	\$130,000	\$13,000	\$143,000	180.0%	244.1%	185.8%	\$109,664	\$11,256
Interest Earnings	\$1,049	\$56,856	\$57,904	\$300	\$4,000	\$4,300	349.6%	1421.4%	1346.6%	\$203	\$2,849
Miscellaneous Revenue	\$8,486	\$4,378	\$12,863	\$1,000		\$1,000	848.6%	0.0%	1286.3%	\$2,787	\$1,230
Sales Of Equipment	\$20,800	\$22,513	\$43,313	\$1,000	\$2,000	\$3,000	2080.0%	1125.7%	1443.8%	\$15,965	\$2,400
Medicaid Purchase Of Svc		\$1,525,749	\$1,525,749		\$1,495,000	\$1,495,000	0.0%	102.1%	102.1%		\$1,400,416
Purchase of Service	\$27,140	\$33,344	\$60,484	\$32,790	\$59,982	\$92,772	82.8%	55.6%	65.2%	\$30,790	\$44,999
Warranty Revenue							0.0%	0.0%	0.0%		
Operating Revenue	\$385,632	\$1,674,569	\$2,060,201	\$269,597	\$1,573,982	\$1,843,579	143.0%	106.4%	111.8%	\$159,130	\$1,463,150
Total Revenue	\$13,271,891	\$6,205,630	\$19,477,521	\$16,987,180	\$8,317,003	\$25,304,183	78.1%	74.6%	77.0%	\$13,867,333	\$6,240,010
EXPENSES											
SALARIES AND WAGES											
Other Wages	\$1,425,807	\$783,225	\$2,209,031	\$1,700,836	\$994,020	\$2,694,856	83.8%	78.8%	82.0%	\$1,233,126	\$774,537
Driver/Operator Wages	\$4,045,262	\$1,829,818	\$5,875,081	\$4,681,715	\$2,403,051	\$7,084,766	86.4%	76.1%	82.9%	\$3,915,304	\$1,733,353
Vehicle Repair Wages	\$767,519	\$114,076	\$881,595	\$1,060,185	\$163,413	\$1,223,598	72.4%	69.8%	72.0%	\$751,184	\$81,449
Salaries and Wages	\$6,238,588	\$2,727,119	\$8,965,707	\$7,442,736	\$3,560,484	\$11,003,220	83.8%	76.6%	81.5%	\$5,899,614	\$2,589,339
PERSONNEL TAXES AND BENEFITS											
Payroll Taxes (FICA/MC)	\$477,379	\$210,989	\$688,368	\$569,369	\$272,377	\$841,746	83.8%	77.5%	81.8%	\$456,120	\$193,556
Unemployment Tax Exp	\$114	\$17,182	\$17,296	\$20,000	\$15,000	\$35,000	0.6%	114.5%	49.4%	\$661	\$4,237
Medical Insurance/HRA	\$1,645,021	\$463,652	\$2,108,673	\$2,203,451	\$607,228	\$2,810,679	74.7%	76.4%	75.0%	\$1,567,333	\$421,776
Pension Plan Expenses	\$287,695	\$83,455	\$371,150	\$361,086	\$117,055	\$478,141	79.7%	71.3%	77.6%	\$279,204	\$77,202
Employee Development	\$3,853	\$21,141	\$24,994	\$13,000	\$28,000	\$41,000	29.6%	75.5%	61.0%	\$4,001	\$13,139
Other Employee Benefits	\$101,906	\$36,263	\$138,169	\$110,900	\$47,400	\$158,300	91.9%	76.5%	87.3%	\$118,103	\$46,407
Personnel Taxes and Benefits	\$2,515,967	\$832,681	\$3,348,648	\$3,277,806	\$1,087,060	\$4,364,866	76.8%	76.6%	76.7%	\$2,425,422	\$756,316
GENERAL AND ADMIN EXPENSES											
Admin Supplies and Expenses	\$35,109	\$22,022	\$57,131	\$35,331	\$18,700	\$54,031	99.4%	117.8%	105.7%	\$29,115	\$15,431
Recruiting Expenses	\$13,573	\$32,589	\$46,162	\$32,000	\$30,000	\$62,000	42.4%	108.6%	74.5%	\$18,465	\$15,745
Dues and Subscriptions	\$2,301	\$8,244	\$10,546	\$2,169	\$8,805	\$10,974	106.1%	93.6%	96.1%	\$1,380	\$8,906
Travel and Meetings	\$1,353	\$1,633	\$2,987	\$1,000	\$1,000	\$2,000	135.3%	163.3%	149.3%	\$1,189	\$33
Board Development							0.0%	0.0%	0.0%		
Communications	\$31,464	\$29,704	\$61,168	\$52,687	\$37,485	\$90,172	59.7%	79.2%	67.8%	\$28,504	\$29,409
Computer Service Exp	\$123,164	\$55,685	\$178,849	\$132,664	\$75,676	\$208,340	92.8%	73.6%	85.8%	\$70,821	\$134,922
Legal Fees	\$13,013	\$1,686	\$14,698	\$35,000	\$35,000	\$70,000	37.2%	4.8%	21.0%	\$35,337	\$34,038
Insurance	\$878,123	\$483,746	\$1,361,868	\$1,095,595	\$494,203	\$1,589,798	80.2%	97.9%	85.7%	\$810,478	\$435,707
Audit Fees	\$3,080	\$1,320	\$4,400	\$16,450	\$7,050	\$23,500	18.7%	18.7%	18.7%	\$2,800	\$1,200
Consulting Fees	\$10,259	\$1,125	\$11,384				0.0%	0.0%	0.0%		\$2,500
General and Admin Expenses	\$1,111,439	\$637,753	\$1,749,192	\$1,402,896	\$707,919	\$2,110,815	79.2%	90.1%	82.9%	\$998,088	\$677,890



(EXPENSES ONLY)

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
BENCHMARK = 83.3%	Current Fiscal Year To Date			FY23 ADJ BUDGET (Approved Oct. 2022)			Budget Variance			PYTD 2022	
OPERATIONS EXPENSES											
Background Checks	\$1,557	\$6,489	\$8,045	\$2,000	\$9,500	\$11,500	77.8%	68.3%	70.0%	\$1,676	\$6,621
Drug & Alchol Testing		\$470	\$470				0.0%	0.0%	0.0%		
DOT Testing	\$6,140	\$4,590	\$10,730	\$6,500	\$6,000	\$12,500	94.5%	76.5%	85.8%	\$5,247	\$4,364
Employment Recruitment Program			\$800	\$400	\$1,200		0.0%	0.0%	0.0%		
Driver's Uniforms	\$11,325	\$12,417	\$23,742	\$20,000	\$10,000	\$30,000	56.6%	124.2%	79.1%	\$15,932	\$6,270
Safety Expense	\$289		\$289	\$4,200	\$500	\$4,700	6.9%	0.0%	6.1%	\$2,744	
Misc. Operating Exp	\$2,004		\$2,004	\$2,800	\$1,000	\$3,800	71.6%	0.0%	52.7%	\$565	
Operations Expenses	\$21,315	\$23,965	\$45,280	\$36,300	\$27,400	\$63,700	58.7%	87.5%	71.1%	\$26,164	\$17,255
PLANNING EXPENSES											
Other Planning Expenses		\$10,779	\$10,779	\$4,200	\$26,800	\$31,000	0.0%	40.2%	34.8%		\$19,511
MPO Planning Expenses	\$86,722		\$86,722	\$100,000		\$100,000	86.7%	0.0%	86.7%	\$34,184	
Planning Expenses	\$86,722	\$10,779	\$97,502	\$104,200	\$26,800	\$131,000	83.2%	40.2%	74.4%	\$34,184	\$19,511
VEHICLE/BUILDING MAINTENANCE EXP (15 Industrial)											
Parts Expense - Non-Revenue Vehicles	\$9,526	\$3,730	\$13,256	\$5,000	\$2,000	\$7,000	190.5%	186.5%	189.4%	\$2,564	\$267
Parts Expense - Revenue Vehicles	\$552,863	\$74,791	\$627,655	\$637,000	\$98,000	\$735,000	86.8%	76.3%	85.4%	\$414,603	\$47,773
Tires	\$86,452	\$36,458	\$122,910	\$80,000	\$43,000	\$123,000	108.1%	84.8%	99.9%	\$68,833	\$24,416
Facility Maintenance	\$114,727	\$78,797	\$193,525	\$100,000	\$107,800	\$207,800	114.7%	73.1%	93.1%	\$75,704	\$54,304
Passenger Facility Expenses	\$25,689	\$1,000	\$26,689	\$29,224		\$29,224	87.9%	0.0%	91.3%	\$27,319	
Security Expenses	\$289		\$289				0.0%	0.0%	0.0%	\$729	
Cleaning Expense		\$1,599	\$1,599	\$4,200	\$8,000	\$12,200	0.0%	20.0%	13.1%		\$6,333
Repeater Fees	\$19,315	\$15,349	\$34,664	\$22,560	\$17,280	\$39,840	85.6%	88.8%	87.0%	\$19,569	\$15,171
Light, Heat and Water	\$208,935	\$57,102	\$266,037	\$190,000	\$70,000	\$260,000	110.0%	81.6%	102.3%	\$153,877	\$54,068
Fuel - Vehicles	\$1,158,195	\$440,153	\$1,598,348	\$1,581,100	\$625,000	\$2,206,100	73.3%	70.4%	72.5%	\$868,360	\$371,961
Maintenance Tools/Supplies/Uniforms	\$91,967	\$19,814	\$111,781	\$132,200	\$19,050	\$151,250	69.6%	104.0%	73.9%	\$103,457	\$9,553
Misc Maint Expenses and fees	\$16,238	\$9,198	\$25,437	\$10,787	\$7,420	\$18,207	150.5%	124.0%	139.7%	\$9,196	\$4,588
Vehicle/Building Maintenance Exp	\$2,284,198	\$737,991	\$3,022,190	\$2,792,071	\$997,550	\$3,789,621	81.8%	74.0%	79.7%	\$1,744,211	\$588,433
CONTRACTOR EXPENSES											
ADA/SSTA Paratransit	\$1,468,255		\$1,468,255	\$1,663,101		\$1,663,101	88.3%	0.0%	88.3%	\$1,283,152	
Partner Local Share	\$19,833	\$4,941	\$24,774	\$19,833	\$4,941	\$24,774	100.0%	100.0%	100.0%	\$9,917	\$19,610
Functional Assessment Costs							0.0%	0.0%	0.0%		
Volunteer Drivers		\$300,730	\$300,730		\$432,890	\$432,890	0.0%	69.5%	69.5%		\$275,462
Other Transportation (incl Cabs)	\$219	\$827,095	\$827,314		\$1,170,801	\$1,170,801	0.0%	70.6%	70.7%	\$3,328	\$746,781
Contractor Expenses	\$1,488,307	\$1,132,766	\$2,621,073	\$1,682,934	\$1,608,632	\$3,291,566	88.4%	70.4%	79.6%	\$1,296,397	\$1,041,852
MARKETING EXPENSE											
Bus Tickets/Fare Media							0.0%	0.0%	0.0%		
Marketing Expense	\$15,632	\$21,532	\$37,163	\$26,320	\$12,000	\$38,320	59.4%	179.4%	97.0%	\$13,358	\$10,425
Public Information	\$19,219	\$7,444	\$26,663	\$26,000	\$15,000	\$41,000	73.9%	49.6%	65.0%	\$18,845	\$9,377
Marketing Expense	\$34,851	\$28,976	\$63,826	\$52,320	\$27,000	\$79,320	66.6%	107.3%	80.5%	\$32,203	\$19,801
OTHER EXPENSES											
Allowance for Doubtful Accounts							0.0%	0.0%	0.0%		
Debt Service/Capital Reserve							0.0%	0.0%	0.0%	\$9,586	
Bond Interest							0.0%	0.0%	0.0%	\$41	
Capital Match	\$249,354	\$142,375	\$391,729	\$299,225	\$170,850	\$470,075	83.3%	83.3%	83.3%	\$1,123,298	\$91,987
Other Expenses	\$249,354	\$142,375	\$391,729	\$299,225	\$170,850	\$470,075	83.3%	83.3%	83.3%	\$1,132,925	\$91,987
TOTAL EXPENSES											
	\$14,030,742	\$6,274,405	\$20,305,147	\$17,090,488	\$8,213,695	\$25,304,183	82.1%	76.4%	80.2%	\$13,589,208	\$5,802,384
Current Year Deferred Costs	(\$303,432)		(\$303,432)				0.0%	0.0%	0.0%	(\$204,616)	
OH Admin Allocation	\$329,201	(\$329,201)		\$328,081	(\$328,081)		100.3%	100.3%	0.0%	\$222,443	(\$222,443)
Urban Shop Allocation	\$73,220	(\$73,220)		\$55,586	(\$55,586)		131.7%	131.7%	0.0%	\$39,958	(\$39,958)
Rural Link Cost Allocation	(\$253,837)	\$253,837		(\$280,360)	\$280,360		90.5%	90.5%	0.0%	(\$211,843)	\$211,843
ALLOCATIONS BETWEEN PROGRAMS	\$148,584	(\$148,584)		\$103,307	(\$103,307)		143.8%	143.8%	0.0%	\$50,558	(\$50,558)



(EXPENSES ONLY)

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
	Current Fiscal Year To Date			FY23 ADJ BUDGET (Approved Oct. 2022)			Budget Variance			PYTD 2022	
BENCHMARK = 83.3%											
Balance Of Operating Budget	(\$913,698)	(\$217,360)	(\$1,131,058)	\$0	\$0	\$0				\$124,068	\$387,067
Capital Revenue											
Federal Revenue	\$329,028	\$596,296	\$925,324	\$1,780,129	\$2,157,496	\$3,937,625	18.5%	27.6%	23.5%	\$1,725,082	\$61,115
State Revenue	\$41,129	\$50,249	\$91,378	\$151,754	\$260,839	\$412,593	27.1%	19.3%	22.1%	\$122,827	\$7,639
Paratransit Lease Revenue				\$6,179	\$144,979	\$151,158	0.0%	0.0%	0.0%		
Local Match Revenue	\$249,354	\$142,375	\$391,729	\$299,225	\$170,850	\$470,075	83.3%	83.3%	83.3%	\$1,123,298	\$91,987
Total Capital Revenue	\$619,511	\$788,920	\$1,408,431	\$2,237,287	\$2,734,164	\$4,971,451	27.7%	28.9%	28.3%	\$2,971,207	\$160,741
Capital Expenses											
Vehicles	\$33,050	\$651,465	\$684,515	\$1,351,536	\$2,435,482	\$3,787,018	2.4%	26.7%	18.1%	\$1,617,656	\$31,484
Maintenance Parts and Equipment	\$353,935	\$33,426	\$387,362	\$565,000	\$36,000	\$601,000	62.6%	92.9%	64.5%	\$321,749	\$15,632
Passenger Amenities	\$2,280		\$2,280	\$42,500	\$109,500	\$152,000	5.4%	0.0%	1.5%	\$2,803	\$5,670
Facility Repairs and Improvements	\$60,285	\$22,338	\$82,623	\$175,500	\$25,000	\$200,500	34.4%	89.4%	41.2%	\$124,362	\$24,896
Total Capital Expenses	\$449,551	\$707,229	\$1,156,780	\$2,134,536	\$2,605,982	\$4,740,518	21.1%	27.1%	24.4%	\$2,066,569	\$77,682
Balance of Capital Budget	\$169,961	\$81,691	\$251,652	\$102,751	\$128,182	\$230,933	165.4%	63.7%	109.0%	\$904,638	\$83,059
Transfer of Purchases to Fixed Assets	\$39,486	\$665,315	\$704,801	\$1,649,036	\$2,487,482	\$4,136,518	2.4%	26.7%	17.0%	\$1,570,891	(\$32,233)
Deferred Costs							0.0%	0.0%	0.0%		
Depreciation Expense	(\$2,294,029)	(\$606,887)	(\$2,900,915)	(\$2,744,557)	(\$809,049)	(\$3,553,606)	83.6%	75.0%	81.6%	(\$2,278,019)	(\$611,141)
Subtotal	(\$2,254,543)	\$58,428	(\$2,196,115)	(\$1,095,521)	\$1,678,433	\$582,912	205.8%	3.5%	376.7%	(\$707,128)	(\$643,374)
Current Change in Net Assets	(\$2,998,281)	(\$77,240)	(\$3,075,521)	(\$992,770)	\$1,806,615	\$813,845	302.0%	4.3%	377.9%	\$321,577	(\$173,248)

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V2015	M&T Bank	4/3/23	98681	9,703.83	Credit Cards, Travel, Meals, office supplies and parts
V1467	Charles Schwab	4/3/23	V1467 2023 0403	23,932.79	Retirement
V468	Vermont Department of Motor Vehicles	4/4/23	98682	9.00	
V1926	Wilson Bruce	4/6/23	98691	50.00	
V1025	Alter, Charles	4/7/23	98683	157.20	Volunteer
V1957	Clark Barbara	4/7/23	98684	196.50	Volunteer
V1922	Lippa Laura	4/7/23	98685	44.54	
V2032	Merrill John	4/7/23	98686	373.35	Volunteer
V2052	Metivier Veronica	4/7/23	98687	23.58	
V1733	Slack, Robert	4/7/23	98688	193.88	Volunteer
V2058	Vassar Carol	4/7/23	98689	293.44	Volunteer
V2006	Wisell Evan	4/7/23	98690	57.64	
V279	ABC Bus Companies-Muncie	4/7/23	98692	6,938.54	8 Part Invoices
V217	Airgas USA, LLC	4/7/23	98693	242.10	
V1852	Allegiance Trucks LLC	4/7/23	98694	2,938.00	5 Part Invoices
V1305	Allegiant Care	4/7/23	98695	220,816.00	Insurance
V1481	Amerigas	4/7/23	98696	3,093.67	4 Propane Invoices
V219	Aubuchon C/O Blue Tarp Financial, Inc.	4/7/23	98697	269.53	
V1695	Austin, Tyler	4/7/23	98698	250.00	FSA Reimbursement
V1062	Bailey Spring & Chassis	4/7/23	98699	150.00	
V696	BANG	4/7/23	98700	2,170.55	Recruiting and Marketing Invoices
V590	Barrett Trucking Co., Inc.	4/7/23	98701	201.50	
V284	Brenntag Lubricants Northeast	4/7/23	98702	5,755.95	4 Part Invoices
V224	Burlington Communications	4/7/23	98703	309.50	
V225	Burlington Electric Department	4/7/23	98704	11,214.16	7 Electric Bills
V226	Burlington Public Works-Water	4/7/23	98705	269.69	
V227	Burlington Telecom	4/7/23	98706	2,166.47	IT Invoice
V228	C.I.D.E.R., Inc.	4/7/23	98707	21,336.67	E AND D Medicaid and van Service
V220	Class C Solutions Group	4/7/23	98708	546.64	
V1240	ClearChoiceMD	4/7/23	98709	285.00	
V1564	Connolly Heather	4/7/23	98710	125.00	
V928	Conway Office Solutions	4/7/23	98711	105.95	
V239	Cummins Northeast LLC	4/7/23	98712	980.81	
V242	Danform Shoes	4/7/23	98713	1,268.96	5 Maintenance Boot allowance Invoices
V250	Fisher Auto Parts	4/7/23	98714	4,045.03	28 Part Invoices
V252	FleetPride, Inc	4/7/23	98715	5,605.18	7 Part Invoices
V1814	Fred's Plumbing & Heating Inc.	4/7/23	98716	425.86	
V257	Gillig Corp.	4/7/23	98717	11,072.86	13 Part Invoices
V2027	Goss Dodge	4/7/23	98718	2,167.66	2 Part Invoices
V704	Government Finance Officers Association	4/7/23	98719	160.00	
V259	Grainger	4/7/23	98720	99.84	
V1639	Gratton, Yancey	4/7/23	98721	126.90	FSA Reimbursement
V260	Green Mountain Kenworth, Inc.	4/7/23	98722	92.52	
V261	Green Mountain Power	4/7/23	98723	1,237.25	3 Electric Bills Rural
V1976	Hanley Scott	4/7/23	98724	106.15	FSA Reimbursement
V1341	Iroquois Manufacturing Company	4/7/23	98725	6,458.00	Installed plow on truck
V472	Iving Energy Distribution	4/7/23	98726	1,484.57	Heating Oil invoice
V1658	J. David White Associates, Inc.	4/7/23	98727	260.00	
V446	Janek Corporation, The	4/7/23	98728	1,300.00	Part Invoice
V2077	Jason Jones	4/7/23	98729	400.00	
V1859	Jeremy J Becker	4/7/23	98730	1,072.50	Snow Plowing and Salting Invoice
V1779	Key Motors of South Burlington	4/7/23	98731	69.95	
V328	Kirk's Automotive Inc.	4/7/23	98732	1,863.40	Part Invoice
V1947	Land Care Agri. Services LLC	4/7/23	98733	100.00	
V1509	Lawson Products, Inc	4/7/23	98734	246.07	
V473	Limoge & Sons Garage Doors, Inc.	4/7/23	98735	202.00	
V1191	Lucky's Trailer Sales Inc.	4/7/23	98736	2,831.69	8 Part Invoices
V1455	Mag & Sons Clothing	4/7/23	98737	987.02	
V1923	Mcgee Ford Of Montpelier	4/7/23	98738	902.65	
V278	Mohawk Mfg. & Supply Co.	4/7/23	98739	1,298.54	3 Part Invoices
V280	Mutual of Omaha Insurance Co.	4/7/23	98740	14.03	
V792	Myers Container Service Corp.	4/7/23	98741	391.15	
V283	Neopart LLC	4/7/23	98742	2,119.12	Part Invoice
V2010	Nucar Automall of Saint Albans	4/7/23	98743	1,029.36	Repair Invoice
V223	O'Reilly Auto Enterprises, LLC	4/7/23	98744	961.52	
V1878	Otis Elevator Company	4/7/23	98745	530.76	

V1484	Parsons Environment & Infrastructure Group Inc.	4/7/23	98746	49.72	
V1906	Pete's Tire Barns Inc	4/7/23	98747	9,609.89	5 Tire Invoices
V232	Petty Cash	4/7/23	98748	100.00	
V1165	Posner, Jordan	4/7/23	98749	1,047.50	Consulting Invoices
V1994	Reid Stephanie	4/7/23	98750	25.00	
V1449	Robinson, Alec	4/7/23	98751	414.82	Travel Expenses
V297	Safety-Kleen Systems, Inc.	4/7/23	98752	2,566.28	Hazard Material Disposal Invoice
V298	Sanel Auto Parts Co.	4/7/23	98753	287.37	
V299	SB Collins, Inc.	4/7/23	98754	11,063.16	Fuel
V301	Sovernet	4/7/23	98755	1,354.53	IT Invoice
V302	Sports & Fitness Edge Inc.	4/7/23	98756	628.60	
V2056	Sprague Operating Resources LLC	4/7/23	98757	54,502.96	Fuel
V516	Stowe Reporter	4/7/23	98758	1,203.84	3 Marketing Invoices
V1875	Sunwealth Project Pool 14 LLC	4/7/23	98759	859.20	
V310	Swish White River, LTD	4/7/23	98760	1,047.60	3 Maintenance Supply Invoices
V1883	TDI Repair Facility LLC	4/7/23	98761	430.00	
V452	Times Argus, The	4/7/23	98762	300.00	
V2044	Townsend Liv	4/7/23	98763	303.32	FSA and Mileage Reimbursements
V273	Transit Holding, Inc.	4/7/23	98764	2,588.70	3 Part Invoices
V313	Travelers	4/7/23	98765	875.00	
V1046	ULINE	4/7/23	98766	1,125.60	Maintenance Equipement Invoice
V1030	UniFirst Corporation	4/7/23	98767	991.29	
V315	United Parcel Service	4/7/23	98768	16.04	
V410	Vermont Gas Systems, Inc.	4/7/23	98769	10,831.24	5 gas Bills Urban
V1119	Vermont League of Cities & Towns	4/7/23	98770	75.00	
V336	W.B Mason Co., Inc.	4/7/23	98771	59.97	
V1953	WEX BANK	4/7/23	98772	44,097.69	Fuel
V796	Yipes Auto Accessories	4/7/23	98773	392.87	
V1628	Andrews, Nancy	4/7/23	EFT000000017093	483.39	Volunteer
V1150	Bruley SR, Mark	4/7/23	EFT000000017094	1,556.96	Volunteer
V1707	Chase, Betty	4/7/23	EFT000000017095	851.50	Volunteer
V1676	Croteau, William	4/7/23	EFT000000017096	1,156.73	Volunteer
V1915	Donna Perry	4/7/23	EFT000000017097	658.28	Volunteer
V1820	Franklin County Transportation	4/7/23	EFT000000017098	8,535.00	Cab Service
V170	Hertz, Kenneth	4/7/23	EFT000000017099	453.26	Volunteer
V174	Langlois, Paulette	4/7/23	EFT000000017100	657.62	Volunteer
V70	LeClair Raymond	4/7/23	EFT000000017101	180.78	Volunteer
V86	Pike, Gail	4/7/23	EFT000000017102	1,146.92	Volunteer
V771	Sammons Chandra	4/7/23	EFT000000017103	952.37	Volunteer
V93	Timm, Marta	4/7/23	EFT000000017104	311.79	Volunteer
V1725	Utton, Debra	4/7/23	EFT000000017105	1,627.02	Volunteer
V14	Bruce, Judith	4/7/23	EFT000000017106	210.00	FSA Reimbursement
V1182	Charissakis, John	4/7/23	EFT000000017107	326.28	f
V2004	LaBombard Ashley	4/7/23	EFT000000017108	204.62	Travel Expenses
V1446	M T Wallets, LLC	4/7/23	EFT000000017109	3,200.00	Lease
V2070	Masse Tammy	4/7/23	EFT000000017110	190.00	FSA Reimbursement
V38	Moore, Jon	4/7/23	EFT000000017111	290.25	DCAP Reimbursement
V1825	Ride Your Bike LLC	4/7/23	EFT000000017112	955.09	
V303	SSTA	4/7/23	EFT000000017113	69,365.52	E AND D 2 Months
V308	Steadman Hill Consulting, Inc.	4/7/23	EFT000000017114	6,783.12	Consulting Invoices

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V279	ABC Bus Companies-Muncie	5/12/23	98997	283.52	
V742	AHC Corp	5/12/23	98998	3,213.90	2 Li9ft Repair Invoices
V284	Brenntag Lubricants Northeast	5/12/23	98999	1,388.01	2 Part Invoices
V226	Burlington Public Works- Water	5/12/23	99000	4,177.92	4 Water and Sewer Bills
V220	Class C Solutions Group	5/12/23	99001	979.70	
V242	Danform Shoes	5/12/23	99002	369.00	
V1963	Evans Group Inc.	5/12/23	99003	15,341.42	Fuel
V1989	Falcon Plumbing Service Inc	5/12/23	99004	292.00	
V403	Firetech Sprinkler Corp.	5/12/23	99005	627.50	
V250	Fisher Auto Parts	5/12/23	99006	553.41	
V252	FleetPride, Inc	5/12/23	99007	561.91	
V253	FleetWave Partners, LLP	5/12/23	99008	3,533.25	2 Radio Repeater Invoices
V1814	Fred's Plumbing & Heating Inc.	5/12/23	99009	191.69	
V257	Gillig Corp.	5/12/23	99010	4,980.64	8 Part Invoices
V259	Grainger	5/12/23	99011	1,466.57	9 Maintance Supply Invoices
V260	Green Mountain Kenworth, Inc.	5/12/23	99012	321.76	
V261	Green Mountain Power	5/12/23	99013	41.61	
V1956	Heritage-Crystal Clean Inc.	5/12/23	99014	1,595.78	Hazardous Waste Disposal Inv.
V2077	Jason Jones	5/12/23	99015	400.00	
V328	Kirk's Automotive Inc.	5/12/23	99016	1,692.00	2 Part Invoices
V1509	Lawson Products, Inc	5/12/23	99017	26.41	
V2092	LimeLite Restoration Services Inc	5/12/23	99018	1,689.27	BioHazard Cleanup MTC
V473	Limoge & Sons Garage Doors, Inc.	5/12/23	99019	2,836.00	Garage Door Repair Invoice
V1191	Lucky's Trailer Sales Inc.	5/12/23	99020	4,711.17	5 Part Invoices
V1923	Mcgee Ford Of Montpelier	5/12/23	99021	87.22	
V278	Mohawk Mfg. & Supply Co.	5/12/23	99022	94.50	
V1709	Monaghan Safar Ducham PLLC	5/12/23	99023	1,670.00	Legal invoices
V331	North Avenue News	5/12/23	99024	200.00	
V2010	Nucar Automall of Saint Albans	5/12/23	99025	997.90	
V223	O'Reilly Auto Enterprises, LLC	5/12/23	99026	2,494.12	13 Part Invoices
V1484	Parsons Environment & Infrastructure Group Inc.	5/12/23	99027	63.28	
V2093	Polli Construction, Inc.	5/12/23	99028	21,309.52	Flood Damage Repairs
V1165	Posner, Jordan	5/12/23	99029	1,047.50	2 Consulting Invoices
V720	Power Washer Sales,LLC	5/12/23	99030	2,418.00	Repair Invoice
V864	Rick's Towing & Repair, Inc.	5/12/23	99031	600.00	
V300	Seven Days	5/12/23	99032	144.50	
V312	Stowe, Town of	5/12/23	99033	2,500.00	Plowing Stowe Annual
V310	Swish White River, LTD	5/12/23	99034	53.15	
V186	Tech Group, The	5/12/23	99035	27,223.62	9 IT Invoices
V1046	ULINE	5/12/23	99036	147.75	
V1030	UniFirst Corporation	5/12/23	99037	1,215.84	6 Maintenance Uniform Invoices
V315	United Parcel Service	5/12/23	99038	11.29	
V410	Vermont Gas Systems, Inc.	5/12/23	99039	290.99	
V336	W.B Mason Co., Inc.	5/12/23	99040	299.95	
V796	Yipes Auto Accessories	5/12/23	99041	30.00	
V1385	Barrett's Tree Service	5/12/23	99042	160.00	
V303	SSTA	5/12/23	EFT000000017161	61.57	
V308	Steadman Hill Consulting, Inc.	5/12/23	EFT000000017162	14,426.55	Consulting Invoice
V1856	Via Transportation Inc.	5/12/23	EFT000000017163	2,440.00	Mirco Transit Invoice
V415	Amazon	5/12/23	99043	8,274.45	Parts, Office Supplies

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V225	Burlington Electric Department	5/15/23	99044	200.00	
V263	Heritage Ford	5/16/23	99045	50,211.34	Truck Berlin
V1423	Alling, Andrew	5/19/23	99046	48.47	
V1025	Alter, Charles	5/19/23	99047	336.02	Volunteer
V1099	Barnett, Wendy	5/19/23	99048	1,006.08	Volunteer
V1957	Clark Barbara	5/19/23	99049	501.73	Volunteer
V1763	Couture Linda	5/19/23	99050	57.64	
V1922	Lippa Laura	5/19/23	99051	55.02	
V2032	Merrill John	5/19/23	99052	301.30	Volunteer
V181	Owen, Helen	5/19/23	99053	1,357.16	Volunteer
V962	Williams, Kenneth	5/19/23	99054	80.08	
V2006	Wisell Evan	5/19/23	99055	101.53	Volunteer
V279	ABC Bus Companies-Muncie	5/19/23	99056	15,727.81	10 Part Invoices
V316	Able Paint, Glass & Flooring Co.	5/19/23	99057	306.67	
V1481	Amerigas	5/19/23	99058	113.60	
V101	Bradshaw, Tim	5/19/23	99059	115.70	Reimbursement for Vol Appreication
V284	Brenntag Lubricants Northeast	5/19/23	99060	263.55	
V1946	Bundy Dale	5/19/23	99061	120.00	Shoe Reimbursement
V224	Burlington Communications	5/19/23	99062	562.00	
V1227	Burlington Public Works-NON Water!!!	5/19/23	99063	240.00	
V228	C.I.D.E.R., Inc.	5/19/23	99064	21,081.91	E&D, Medicaid, and Van Service Invoices
V1624	Carleton, Victoria	5/19/23	99065	250.00	FSA Reimbursement
V220	Class C Solutions Group	5/19/23	99066	1,557.34	3 Part Invoices
V1240	ClearChoiceMD	5/19/23	99067	190.00	
V1174	Eddy, Hunter	5/19/23	99068	75.33	
V252	FleetPride, Inc	5/19/23	99069	87.05	
V445	Front Porch Forum, Inc	5/19/23	99070	14,238.00	7 Marketing and Recruitment Invoices
V257	Gillig Corp.	5/19/23	99071	10,686.22	6 Part Invoices
V1129	Global Montello Group Corp	5/19/23	99072	17,527.98	Fuel
V259	Grainger	5/19/23	99073	118.19	
V2078	Green Mountain Express	5/19/23	99074	156.88	
V260	Green Mountain Kenworth, Inc.	5/19/23	99075	440.28	
V261	Green Mountain Power	5/19/23	99076	1,541.61	Electric bill Berlin
V2094	Josephson Taylor	5/19/23	99077	2,524.34	Plowing and Lawn Care Invoice
V1283	Kelley Bros of NE, LLC	5/19/23	99078	2,384.85	Repair Invoice Berlin
V1433	Lamm, Dave	5/19/23	99079	51.99	
V270	Lowe's	5/19/23	99080	108.48	
V2013	Luneau Brothers Glass LLC	5/19/23	99081	560.00	
V515	McKenzie, David	5/19/23	99082	250.00	FSA Reimbursement
V1891	Minuteman Security Technologies	5/19/23	99083	2,172.75	Repair Invoice DTC
V223	O'Reilly Auto Enterprises, LLC	5/19/23	99084	250.12	
V1906	Pete's Tire Barns Inc	5/19/23	99085	4,515.28	3 Tire Invoices
V291	Prevost Parts	5/19/23	99086	29.99	
V1994	Reid Stephanie	5/19/23	99087	15.00	
V297	Safety-Kleen Systems, Inc.	5/19/23	99088	235.05	
V299	SB Collins, Inc.	5/19/23	99089	3,604.85	Fuel
V414	Seon Systems Sales Inc.	5/19/23	99090	1,331.00	Part Invoice
V301	Sovernet	5/19/23	99091	407.77	
V310	Swish White River, LTD	5/19/23	99092	508.00	
V1030	UniFirst Corporation	5/19/23	99093	396.02	
V1628	Andrews, Nancy	5/19/23	EFT000000017164	214.84	Volunteer
V1929	Brock Christine	5/19/23	EFT000000017165	176.20	Volunteer
V1150	Bruley SR, Mark	5/19/23	EFT000000017166	1,513.72	Volunteer
V1707	Chase, Betty	5/19/23	EFT000000017167	1,307.38	Volunteer
V2090	Churchill Brenda	5/19/23	EFT000000017168	79.91	

V1952	Cook Kathleen	5/19/23	EFT000000017169	56.33	
V1676	Croteau, William	5/19/23	EFT000000017170	720.50	Volunteer
V1915	Donna Perry	5/19/23	EFT000000017171	874.44	Volunteer
V1121	Fitzgerald, Terry	5/19/23	EFT000000017172	68.12	
V1820	Franklin County Transportation	5/19/23	EFT000000017173	14,570.00	Cab Service
V170	Hertz, Kenneth	5/19/23	EFT000000017174	996.91	Volunteer
V70	LeClair Raymond	5/19/23	EFT000000017175	1,148.23	Volunteer
V1440	Menard, Leighanne	5/19/23	EFT000000017176	216.15	Volunteer
V86	Pike, Gail	5/19/23	EFT000000017177	860.03	Volunteer
V771	Sammons Chandra	5/19/23	EFT000000017178	786.00	Volunteer
V93	Timm, Marta	5/19/23	EFT000000017179	454.58	Volunteer
V1066	Cassell, Robert Jr.	5/19/23	EFT000000017180	150.00	FSA Reimbursement
V2088	Gilbert Cynthia	5/19/23	EFT000000017181	128.38	Mileage Reimbursement
V303	SSTA	5/19/23	EFT000000017182	193,238.18	ADA And E&D

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V279	ABC Bus Companies-Muncie	5/26/23	99094	5,048.81	12 Part Invoices
V1481	Amerigas	5/26/23	99095	1,180.59	Propane Berlin
V284	Brenntag Lubricants Northeast	5/26/23	99096	1,845.70	2 Part Invoices
V225	Burlington Electric Department	5/26/23	99097	2,182.84	6 Electric Bills
V851	Champlain Medical	5/26/23	99098	106.00	
V220	Class C Solutions Group	5/26/23	99099	2,470.67	4 Part invoices
V2084	Consolidated Communications	5/26/23	99100	195.83	
V928	Conway Office Solutions	5/26/23	99101	124.45	
V242	Danform Shoes	5/26/23	99102	103.50	
V1989	Falcon Plumbing Service Inc	5/26/23	99103	688.00	
V402	Fastenal Company	5/26/23	99104	20.66	
V250	Fisher Auto Parts	5/26/23	99105	657.56	
V252	FleetPride, Inc	5/26/23	99106	787.97	
V115	Gallagher, Donna	5/26/23	99107	525.00	
V257	Gillig Corp.	5/26/23	99108	2,036.21	5 Part Invoices
V261	Green Mountain Power	5/26/23	99109	88.44	
V472	Irving Energy Distribution	5/26/23	99110	1,376.36	Heating Oil Invoice
V1921	J.A. Gould Plumbing & Heating Inc.	5/26/23	99111	135.00	
V2077	Jason Jones	5/26/23	99112	400.00	
V1191	Lucky's Trailer Sales Inc.	5/26/23	99113	723.16	
V1923	Mcgee Ford Of Montpelier	5/26/23	99114	2,614.51	14 Part and Credit Invoices
V280	Mutual of Omaha Insurance Co.	5/26/23	99115	14.03	
V792	Myers Container Service Corp.	5/26/23	99116	269.06	
V1565	Noyes Automotive and Tire	5/26/23	99117	125.25	
V2010	Nucar Automall of Saint Albans	5/26/23	99118	270.00	
V223	O'Reilly Auto Enterprises, LLC	5/26/23	99119	41.78	
V1906	Pete's Tire Barns Inc	5/26/23	99120	360.00	
V518	Queen City Steel	5/26/23	99121	45.00	
V298	Sanel Auto Parts Co.	5/26/23	99122	259.56	
V301	Sovernet	5/26/23	99123	1,281.45	IT Invoice
V451	Stowe, Town of Electric Department	5/26/23	99124	170.69	
V1993	TForce Freight, Inc	5/26/23	99125	2,395.59	Freight Invoice Brake parts
V2050	Thomas Parker	5/26/23	99126	899.00	
V1030	UniFirst Corporation	5/26/23	99127	625.08	
V315	United Parcel Service	5/26/23	99128	78.51	
V334	Vanasse Hangen Brustlin, Inc.	5/26/23	99129	1,410.00	Professional Service Invoice
V391	Verizon Wireless	5/26/23	99130	2,053.05	IT Invoice
V364	Vermont Dept of Taxes	5/26/23	99131	24.00	
V410	Vermont Gas Systems, Inc.	5/26/23	99132	2,837.58	5 Gas Bills
V336	W.B Mason Co., Inc.	5/26/23	99133	200.15	
V796	Yipes Auto Accessories	5/26/23	99134	63.76	

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

Community Outreach: Marketing staff has been actively advertising the resumption of temporary service changes in Central VT. Service on the City Commuter, Northfield Commuter and the US2 Commuter will resume on June 19th.

Americorps VISTA Recruitment: The Planning Staff has two AmeriCorp Vista interviews in the coming days. We are hopeful that we will have a VISTA on-site to assist with our boots on the ground outreach plans, especially as we begin and plan for fare resumption.

Fare Resumption Outreach: Marketing and Planning staff have been advertising the return to fares on social media, FPF, and on-board our transit vehicles. Once the GMT Board is presented with and approves a fare policy, staff will ramp up the outreach to include public meetings, training opportunities, bus signage, and more.

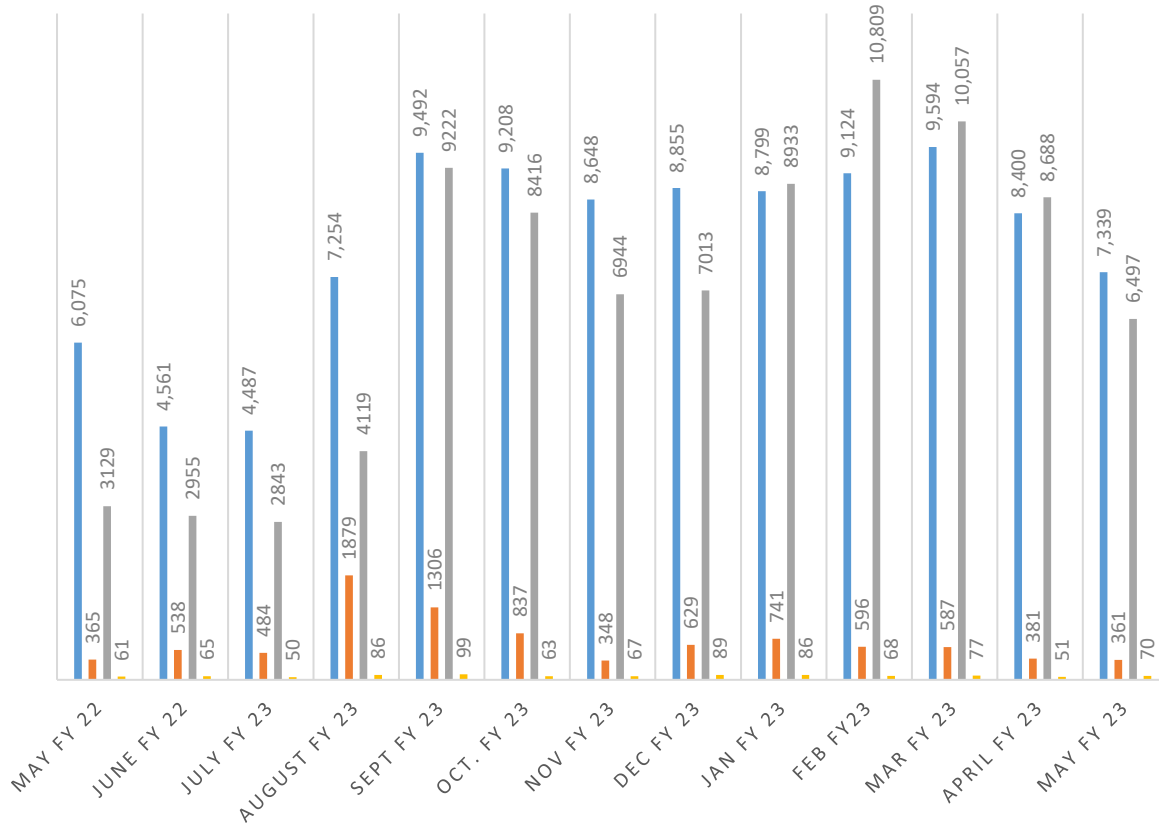
Microtransit: VIA was in the state a couple of weeks ago to engage in person on two exciting projects that Planning Staff were involved in. One was with the Town of Williston and the local stakeholder group around their feasibility study. The other meeting was hosted by VTrans on the culmination of the statewide micro transit feasibility study. This includes the two studies that were done in the GMT service regions for the greater St. Albans area and Barre. After that presentation, those in attendance had a robust thinking session about the applicability of microtransit in different community types. Agency staff in attendance were curious to hear from the experts on microtransit in other communities they work with across the country!

CATMA ETC: Staff attended the Spring CATMA Employee Transportation Coordinator network meeting at the South Burlington Library. There was a great presentation on the role and logistics of vanpools as well as a first-hand account from a local business on how they implemented their vanpool program with the assistance of VTrans

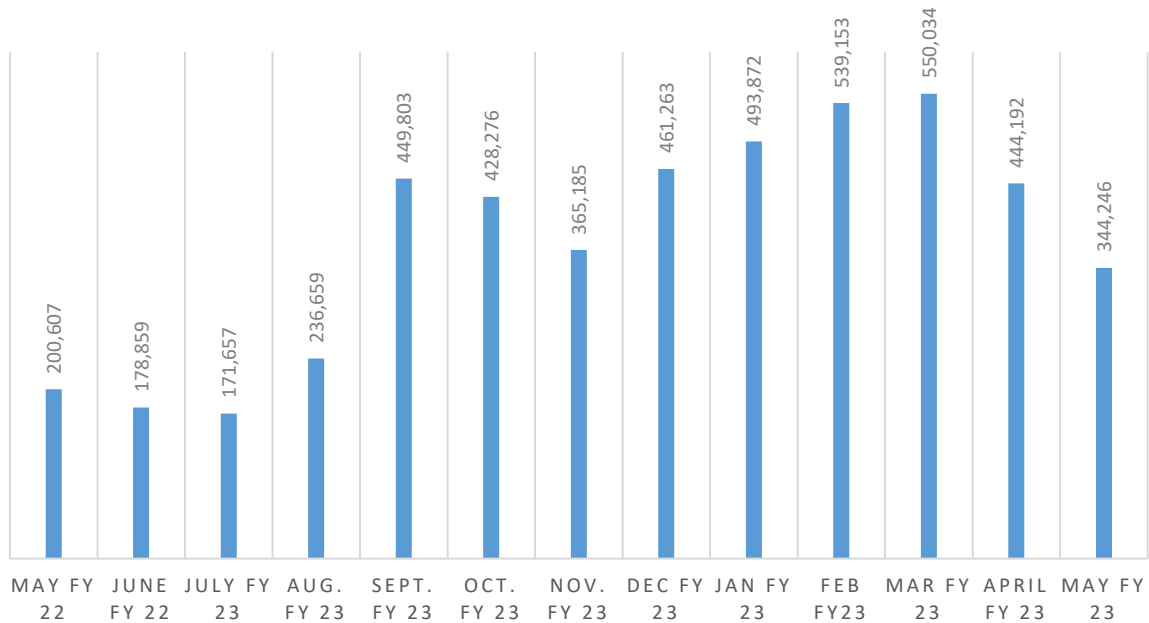
Service Planning: Staff has been busy with the development of June and August schedules for both the Burlington and Berlin service areas. The immediate focus has been on servicing the Williston Park & Ride when it comes online in August as well as providing commuter service to the Gauthier Drive neighborhood in Essex.

GMT TRANSIT APP STATISTICS

Monthly Active Users Downloads GO trips New Alert Subscribers



SESSIONS



Urban Ridership Report - May Data

#	Route Name	Type of Service	Rank	Ridership	Avg Weekday Daily Ridership
1	Williston	Local	2	40,269	1,520
2	Essex Junction	Local	1	41,352	1,604
3	Lakeside Commuter	Local	14	57	3
5	Pine Street	Local	7	9,773	388
6	Shelburne Rd	Local	4	29,523	1,131
7	North Avenue	Local	3	29,879	1,211
8	City Loop	Local	9	5,925	236
9	Riverside/Winooski	Local	5	19,849	822
10	Williston/Essex	Local	10	4,118	173
11	Airport	Local	6	10,163	390
16	Hannaford's	Local	12	196	39
19	Price Chopper #1	Local	13	58	15
20	Price Chopper #2	Local	11	198	40
21	Neighborhood Special	Local	8	7,299	332
36	Jeffersonville Commuter	Commuter	4	666	30
46	116 Commuter	Commuter	5	208	9
56	Milton Commuter	Commuter	2	1,357	62
86	Montpelier Link	Commuter	1	4,605	209
96	St. Albans Link	Commuter	3	1,042	47

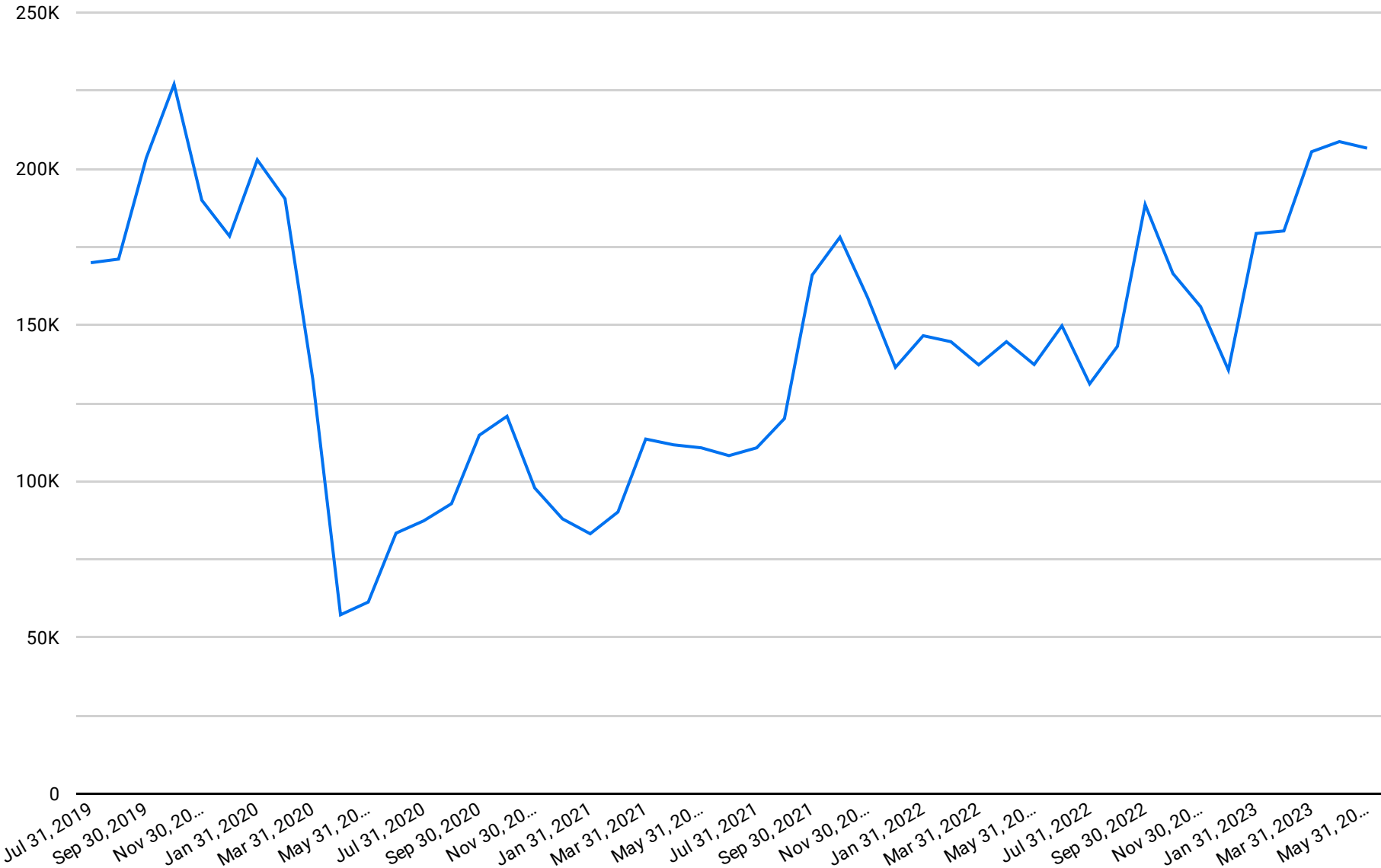
Type of Service	Ridership
Local	198,659
Commuter	7,878
Grand total	206,537

# ▲	Route Name	% Change From Previous Month	YTD	YTD FY 22	YTD FY 21
1	Williston	-18%	449,543	21%	68%
2	Essex Junction	-11%	390,357	15%	79%
3	Lakeside Commuter	280%	637	230%	138%
5	Pine Street	13%	80,589	14%	71%
6	Shelburne Rd	9%	247,896	9%	41%
7	North Avenue	15%	250,366	20%	74%
8	City Loop	-17%	60,258	41%	144%
9	Riverside/Winooski	14%	157,989	21%	59%
10	Williston/Essex	25%	31,679	26%	74%
11	Airport	-3%	97,689	57%	94%
16	Hannaford's	15%	2,138	39%	25%
19	Price Chopper #1	-22%	1,560	-5%	-30%
20	Price Chopper #2	10%	1,880	5%	3%
21	Neighborhood Special	64%	46,385	17%	107%
36	Jeffersonville Commuter	10%	6,061	15%	64%
46	116 Commuter	-22%	2,857	88%	
56	Milton Commuter	-5%	12,132	17%	36%
86	Montpelier Link	10%	41,945	18%	169%
96	St. Albans Link	-5%	11,404	80%	110%

System Wide Percent Change Totals

YTD	YTD 22 %	YTD 21%	YTD 20%	YTD 19%
1,900,054	20.11%	71.42%	8.4%	-11.56%

Urban Ridership July 2019 - May 2023



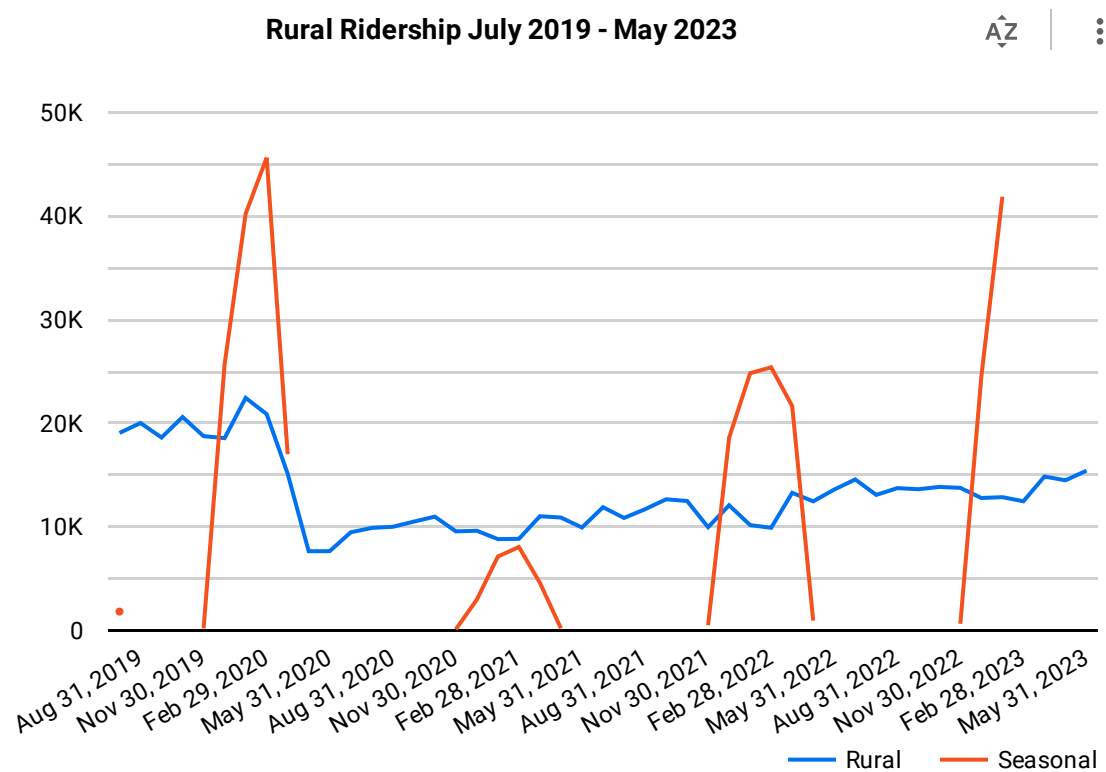
Rural Ridership Report - May Data

# ▲	Route Name	Type of Service	Rank	Ridership	Avg Weekday Daily Ridership
	MyRide	Microtransit		3,540	147
80	City Route Mid-Day	Local	3	2,199	85
81	Barre Hospital Hill	Local	1	3,420	135
83	Waterbury Commuter	Commuter	3	389	18
85	Hannaford Shopping Special	Local	5	206	41
87	Northfield Shuttle	Local	7	36	7
89	City Commuter	Local	2	2,464	101
93	Northfield Commuter	Commuter	4	252	11
109	Tuesday Shopping Shuttle (FGI)	Local	6	60	12
110	St.Albans DT Shuttle	Local	4	1,977	80
115	Alburg-Georgia Commuter	Commuter	1	474	22
116	Richford-St.Albans Commuter	Commuter	2	414	19

Type of Service	Ridership
Microtransit	3,540
Local	10,362
Commuter	1,529

Service Region	Ridership
Capital District	12,506
FGI	2,925
Grand total	15,431

# ▲	Route Name	% Change From Previous Month	YTD	YTD FY 22	YTD FY 21
80	City Route Mid-Day	4%	22,629	37%	55%
81	Barre Hospital Hill	8%	32,075	36%	45%
83	Waterbury Commuter	28%	3,708	15%	134%
85	Hannaford Shopping Special	37%	1,839	3%	9%
87	Northfield Shuttle	-5%	366	-4%	-7%
89	City Commuter	12%	23,751	2%	23%
93	Northfield Commuter	-27%	4,211	-20%	48%
109	Tuesday Shopping Shuttle (FGI)	11%	606	2%	8%
110	St.Albans DT Shuttle	5%	20,777	21%	26%
115	Alburg-Georgia Commuter	29%	4,848	56%	30%
116	Richford-St.Albans Commuter	66%	3,471	24%	47%



System Wide Percent Change Totals
Includes seasonal ridership only until January

YTD	YTD 22 %	YTD 21%	YTD 20%	YTD 19%
217,648	6.35%	98.46%	5.11%	6.02%



To: GMT Board of Commissioners

From: Matt Kimball, Director of Grants & Project Development

Date: June 15, 2023

RE: Grants and Project Development Report

GRANTS

Over the previous month, GMT staff have reviewed proposed SFY24 grant insert sheets from VTrans and have held multiple discussions regarding specific funding requests. GMT staff and VTrans have reached an agreement and the final draft insert sheets have been returned to VTrans for processing at the State level. Awards are expected to be made in July as close to the start of the fiscal year as possible.

Grants staff are continuing to work with the FTA on the development of federal grants in TrAMS for GMT's FFY2023 5307 apportionment and SFY23 transfer federal funding from VTrans. Additionally, staff are working with FTA and CCRPC on the federal application for the RAISE grant award received by CCRPC in FY23.

PROJECT DEVELOPMENT

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

☆ 101 Queen City Park Rd Maintenance Lift Replacement

- Shop construction design work has been completed and a draft IFB has been shared with the project team for finalization and advertisement as soon as June 19, 2023. The goal is to receive proposals during the second week of July, so that a recommendation can be prepared by staff for the July board meeting.
- If an award is made following the July board meeting, construction is anticipated to begin in early August, with beneficial use of the new lifts expected in Fall 2023.

☆ Washington County Facility Site Selection Study

- A kick-off meeting with VHB and Wiemann-Lamphere is scheduled for 6/15/23 to review the scope and timeline for completion of NEPA Environmental Site Assessment as well as identification of any other assessments that may be required at the property. Following this



meeting, staff will discuss the scope of a task order contract with Wiemann Lamphere to kick off preliminary design activities for the project.

- Preparing scope of work and procurement materials for FTA Uniform Act consulting assistance and appraisal/appraisal review services. Working to align these items with the completion of NEPA activities and fall within the validity period of the final NEPA materials.

☆ **GMT Fare Collection System Overhaul Project**

- Fareboxes have been ordered and are scheduled to be released from Genfare in late August.
- Working with Genfare on the development of a sales agreement for the Genfare Link system. This goal is to be executed this agreement as close to July 1st as possible to be on track launch in conjunction with the restoration of fares.
- Assisting Maintenance with coordination with Genfare for the replacement of GMT's cash vault at the facility.

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

- Pricing and order configuration materials have been completed for the five (5) New Flyer XE40 buses. Staff is working on preparing contract documents to execute the award of these buses.
- A new service application has been submitted to Burlington Electric Department to start the design process by BED for new service infrastructure to support bus charging equipment located at 101 QCP and to secure a transformer for GMT at this location.
- Staff is reviewing an updated proposal from New Flyer Infrastructure Solutions (NFIS) for a turnkey charging solution. The proposal is above the infrastructure budget amount in the LONO grant award, so staff is working with VEIC to identify value engineering opportunities to bring the project within budget.

☆ **Vehicle Orders**

- One (1) minivan for CIDER has been delivered and staff is reviewing post-delivery documentation before scheduling transfer to CIDER and issuing payment to the vendor.
- Evaluating piggybacking opportunities for cutaway vehicle orders to compare with the existing contract. There may be cost savings as well as shorter delivery schedules through other contracting opportunities.
- Participating in a procurement committee for a new statewide vehicle procurement with other transit agencies in the Vermont. The



new procurement is intended to cover a wide array of vehicle types and sizes, including cutaway buses and full size transit buses.

☆ **ADA Conversion Van RFP**

- Continuing to evaluate staff's capacity to move forward with an RFP for minivans to fulfill the capital needs of GMT and its subcontractors in FY24. GMT will discuss the timeline of the statewide vehicle procurement to determine if GMT can await the results of this procurement to fulfill these capital needs.

☆ **Urban & Rural Passenger Shelters:**

- Coordinating with project management consultants and Enseicom to schedule the installation of four shelters in Summer/Fall 2023 at the following locations:
 - Shelburne Road @ Fayette Drive in South Burlington
 - Shelburne Road @ Market 32 in Burlington
 - North Avenue across from Cambrian Way in Burlington
 - Educational Drive in Essex Junction
- Exploring opportunities to repurpose the concrete pad at a former bus stop in Williston Village as an alternative to its complete removal. Working with community members to identify alternative uses which could provide community benefit as well as significant cost savings over removal of the pad, which will cost several thousand dollars based on information from Contractors.
- Coordinating with Stowe Mountain Resort on site needs for installation of a shelter at a bus stop located on Mountain Road near the Toll House Conference Center.
- Conducting outreach with property owners regarding the installation of benches as bus stops within GMT's system. The goal is to develop a bid package for improvements at multiple locations.
- Researching options for covered bike storage within the City of Burlington easement areas adjacent to the DTC.

☆ **Berlin Wastewater Collection**

- Working with VHB to finalize wastewater permit application and submit to DEC. Once the application materials are ready for submission they will be referred to an appropriate member of VTrans to sign off as the property owner.

To: Finance Committee (FC)

From: Nick Foss, Director of Finance

Date: June 11, 2023

RE: Line of Credit Recommendation

Background:

On June 2nd, staff received communication from Ross MacDonald (VTRANS, Public Transit Program Manager) about the possible delay in the approval of GMT's state grant agreement due to the Governor's veto of the state budget. Mr. MacDonald stated that with the budget approval process currently unknown, upfront payments could be delayed, and *"we are requesting all transit providers make contingency plans and cover organization costs with financial reserves and/or lines of credit if we are presented with delays past July 1"*.

As a result, the Finance Department has held discussions with its banking partner (M&T Bank) and legal counsel on establishing a line of credit. This line of credit would be short-term in nature, meaning the targeted repayment term would be no greater than 12 months, and would only be utilized in anticipation of upfront revenues provided under GMT's unapproved FY24 State Grant Agreement with the Vermont Agency of Transportation (VTRANS).

Rationale:

This line of credit will ensure GMT has the financial resources readily available to cover any unexpected interruption in funding from its largest partner. These resources will cover only operational expenses and will not be used for expansionary efforts or capital investment.

GMT receives upfront payments in both quarterly and triannual installments from the State of Vermont, and this provides the majority of the Authority's working capital. As a result, the combination of local funds and operating reserves would not be sufficient to maintain operations for an extended period if upfront payments were delayed.

Staff requests authorization for a line of credit of up to \$2 million. This amount represents slightly less than the first round of upfront payments per the current FY24 state grant agreement which totals \$2,152,787.

Recommended Action:

Staff kindly requests the Finance Committee move to approve the following draft motion below:

The Finance Committee recommends the GMT Board of Commissioners authorize the General Manager to establish a line of credit not to exceed \$2 million.

Regular Reporting and Accountability:

Once the line of credit is established, the Finance Department will provide regular reports to the Board of Commissioners and Finance Committee, detailing the utilization, outstanding balance, and any significant financial implications.