



**Franklin Transit Authority
Regular Meeting (Rescheduled January Meeting) Agenda
Thursday, February 15, 2024, 3:30 P.M.
Franklin City Hall**

1. Call to Order
2. Roll Call/Confirm Quorum
 - Welcome to Doris McMillian – Franklin Transit Authority Member
3. Public Comments

This portion of the agenda is for members of the public to directly address the Authority on any items not on the agenda and within the jurisdiction of the Authority. Comments are limited to three minutes per speaker. The Authority will hear all communication but will not take any action on items that are not on the Agenda.

CONSENT CALENDAR

4. Minutes of September 21, 2023 Regular Meeting (ITEM #4)
 - Minutes of November 1, 2023 Special Meeting Minutes
 - Minutes of November 28, 2023, Special Meeting Minutes

OLD BUSINESS

5. Year-to-Date Financial Statement and Summary (ITEM #5)
6. Transit Report and VanStar Report (ITEM #6)
7. Grant Report (ITEM #7)
8. Contractor Monitor Report (ITEM #8)
9. Franklin Transit Authority RFP Update

NEW BUSINESS

10. WPS Presentation: Franklin Transit Authority Zero Emission Transition Plan (ITEM #10)
11. Consideration of FY 2024-25 Franklin Transit Authority Budget (BAI 2-15-24A)

OTHER BUSINESS

12. Report of TMA President/CEO
13. Chairman's Report
14. Adjourn: next regular scheduled meeting: May 16, 2024 @ 3:30 p.m.

*Anyone needing accommodations due to disabilities please contact the Risk Manager at
615-791-3277 24-hours prior to the meeting.*



**FRANKLIN TRANSIT AUTHORITY
MINUTES OF BOARD MEETING
Thursday, September 21, 2023; 3:30 P.M.**

The Franklin Transit Authority met on Thursday, May 19, 2023, at 3:30 P.M. at 708 Columbia Avenue, Franklin, TN.

Members Present

Patrick Baggett	Kelly Bair, The TMA Group	Shauna Billingsley, City of Franklin
Chuck Barber	Debbie Henry, The TMA Group	Abby Gambill, City of Franklin
Jill Burgin	S Stanton Higgs, The TMA Group	David Diaz, City of Franklin
Eric McElroy	Todd Moore, Attorney	Vernon Gerth, City of Franklin
Kerry Perkinson	Christiana Dunn, Franklin Transit Authority	Aahil Rajpari, City of Franklin
Ashley Roberts		Adam Moser, City of Franklin
John Schroer		

1. Call to Order

Mr. John Schroer welcomed everyone and asked everyone to introduce themselves. Afterward, he called the meeting to order.

2. Roll Call/Confirm Quorum

Chairman Schroer confirmed a quorum was present.

3. Public Comment

Ned Dannenburg of Walk Bike Franklin attended. Ned commented on a transit service in North Carolina that had parked its fixed route buses and was focusing on its on demand service and inquired as to whether this might be an option for Franklin Transit. No discussion occurred.

CONSENT CALENDAR

4. Minutes of May 19, 2023, Meeting Minutes

There were no suggested revisions to the meeting minutes. Chairman Schroer called to approve the minutes of the March 16, 2023, meeting. A motion to approve was made by Mr. Eric McElroy and seconded by Ms. Ashley Roberts. The motion passed unanimously.

OLD BUSINESS

5. Transit Presentation

Mr. Stanton Higgs had a short update about marketing efforts specific to social media campaigns and messaging and stressed the print media requirement from Federal Transit. Mr. Higgs discussed the upcoming Federal Transit Administration drug and alcohol audit that would be occurring the following week. Mr. Stanton Higgs provided a brief update on the zero-emission plan and the TDOT plan to transition to electric vehicles. He also mentioned the potential government shutdown and how it might affect transit and vanpool operations and commute benefits.

Mr. provided an update on the Vanpool program and indicated a new vanpool had been started for the VA. He mentioned there are approximately 45 vans on the road and estimated the vanpool program had saved 21,000 personal trips and 900,000 miles. He also indicated there were four new

employers starting up with the vanpool program.

6. Year-to-Date Financial Statement and Summary

Dr. Kelly Bair shared the financial report through June 2023, pointing out that the TMA Group had performed very well to budget for the fiscal year and had come in under budget on the City's share by over \$400,000 due to maximizing the CARES Act dollars as well as other 100% money. Preventive maintenance continues to be larger than budgeted as a result of the overhauls being done since new buses aren't available. Dr. Bair informed the Board that the financial audit would be conducted in mid-October.

7. Grant Report

With the absence of Ms. Sharmila Patel the grant report was tabled with the exception of an update made by Dr. Kelly Bair. There are two changes to the grant report in the meeting packet noting that under the Grant Applications in Progress the 5307 funds are now active and under the TDOT Urban Operating Assistance Program, the contract that we were awaiting has now been received.

8. Contractor Monitor Report

Ms. Christiana Dunn shared updates regarding the contractor's monitoring report. Chairman Schroer informed the Board that Ms. Dunn had received the Governor's Excellence Award.

Chairman Schroer called for a motion to approve the reports that had been presented. A motion to approve was made by Ms. Ashley Roberts and seconded by Mr. Chuck Barber. The motion passed unanimously.

NEW BUSINESS

9. Acknowledgement of the Franklin Transit Authority Triennial Review Final Report FY2023

Chairman Schroer commented on what a good job TMA did on the Triennial Review and indicated how rare it was for there to be no findings or issues.

A motion to acknowledge the report was made by Mr. Kerry Perkinson and seconded by Ms. Jill Burgin. The motion passed unanimously.

10. Acknowledgement of TDOT and Franklin Transit FY 2024 Urban Operating Assistance Program Letter of Allocation

Ms. Debbie Henry presented the board action item, explaining that we had received more funding this year; the amount for FY 2024 is \$290,600. Funds are to support core urban fixed route transit service and complementary fixed route service.

Mr. Eric McElroy made a motion to acknowledge the letter. Ms. Roberts seconded the motion, and it passed unanimously.

11. Consideration of Procurement and Purchase of Williamson County Vehicles

Ms. Henry explained that these are replacement vehicles and that we would purchase up to 10 vehicles when they become available. Ms. Henry explained that our vehicles have a 100,000 mile/5-year life and no City funds would be involved in the purchase of these vehicles.

Ms. Roberts made a motion authorizing the procurement and purchase of up to 10 vehicles. The motion was seconded by Mr. Barber, and it passed unanimously.

12. Consideration of Procurement of Security Cameras for Transit Buses

Ms. Henry informed the Board that the last time we purchased cameras for the buses was in 2011. She informed the Board it was time to upgrade and replace the existing cameras in 16 buses. She

indicated the cameras would be purchased using 80/10/10 funding and stressed that this is a safety issue. The new system will include 3 HD cameras on each bus.

Mr. Patrick Baggett made a motion authorizing the procurement and purchase of cameras for transit buses. Motion was seconded by Mr. McElroy, and it passed unanimously.

13. Acknowledgement of Federal Transit Management Transit Asset Management (TAM) Plan Performance Measures Targets

Ms. Henry provided a discussion to the Board concerning the annual Federal Transit Administration requirement for the TAM plan for state of good repair and maintenance. Mr. Higgs discussed the useful life on cutaways is 5 years or 150,000 miles and that the plan gives an idea of the age and condition of the fleet. The Federal Transit Administration template was presented, and Mr. Higgs explained how to read the template pages. He indicated that the purpose of the report is to assess the age and condition of the vehicles compared to useful life. Mr. McElroy asked why we would show the need to replace vehicles in 2024 if 100% are replaced in 2023. Chairman Schroer stated that we need a realistic plan to understand when to replace vehicles and to show what we say this year compared to what we say next year.

Mr. Perkinson made a motion to acknowledge the TAM Plan Targets. Ms. Burgin seconded the motion, and it passed unanimously.

14. RFQ for Transit Services Discussion

Mr. David Diaz and Ms. Abby Gambill with the City of Franklin provided a discussion to the Board on the upcoming renewal of the Franklin Transit Authority contract in June 2024. Ms. Gambill indicated that The TMA Group had the contract for 20 years. Mr. Diaz stated that they are working on the RFQ for the Authority to review and that the Authority will be able to review the draft before it is finalized. Mr. Diaz stated that in preparation for the RFQ they had been comparing the 2019 RFQ to the new proposal with a list of recommended changes. Ms. Shauna Billingsley expressed concern on the 3 year term for a large process like this. Chairman Schroer asked about the basis of the changes. Mr. Diaz said they were just comparing 2019 and increasing it. Chairman Schroer asked about the timeline. Mr. Diaz said it would likely be the 1st quarter of 2024 but releasing the RFQ potentially this year, within a few weeks. The Board requests to approve the RFQ before it is released. Ms. Gambill said it would be sent to the Board in a couple of weeks. Mr. Baggett said they would need 2 meetings to discuss and approve the RFQ. Ms. Billingsley said to keep it not open to the public she would send it out to the Board and they could communicate with her or they would need a neutral place, such as meeting at City Hall but that would make it an open meeting. The Board decided to meet at City Hall on November 1.

OTHER BUSINESS

15. Report of President/CEO

Ms. Henry stated she had nothing further to add.

16. Chairman's Report

Chairman Schroer indicated that he had nothing further to add.

17. Adjourn

Mr. Patrick Baggett made a motion to adjourn, and Mr. Kerry Perkinson seconded the motion, which passed unanimously.

The meeting adjourned at 4:35 p.m.; the next regular scheduled meeting will be November 1, 2023, @ 3:30 p.m. at the Franklin Transit Center.



Franklin Transit Authority

Meeting Minutes

Special Meeting

Wednesday, November 1, 2023

3:30 PM

City of Franklin Board Room

CALL TO ORDER

Chairman John Schroer called the meeting to order at 3:30 PM.

Board Members Present: John Schroer, Patrick Baggett, Jill Burgin, Kerry Perkinson

Board Members Absent: Eric McElroy, Chuck Barber, Ashley Roberts

1. Board Session – RFP Review and questions

City Attorney Shauna Billingsly explained the new low bid process.

Time frame for the RFP letting decided for December 1, 2023. RFP due date decided for January 19, 2024.

Discussion that the payment process for the management company be included in RFP.

Alderman Patrick Baggett request the annual transit ridership numbers be included in RFP.

ADJOURN

At 4:20 PM, a motion was made by Jill Burgin, seconded by Kerry Perkinson to adjourn the meeting. The motion passed.

X

Chairman of Franklin Transit Authority



Franklin Transit Authority

Meeting Minutes

Special Meeting

Tuesday, November 28, 2023

4 PM

City of Franklin Board Room

CALL TO ORDER

Chairman John Schroer called the meeting to order at 4 PM

Board Members Present: John Schroer, Eric McElroy, Chuck Barber, Patrick Baggett

Board Members Absent: Kerry Perkinson, Ashley Roberts

1. Consideration of RFP for Franklin Transit Services

A motion was made by Chuck Barber, seconded by Patrick Baggett to Approve the RFP. The motion passed 4-0.

ADJOURN

At 4:08 PM, a motion was made by Eric McElroy, seconded by Alderman Patrick Baggett to adjourn the meeting. The motion passed.

X

Chairman of Franklin Transit Authority

The TMA Group
Statement of Activities
Franklin Transit Service
For the Five Months Ending November 30, 2023

	Month Actual	Month Budget	YTD Actual	YTD Budget	Total Budget
Revenues					
COF Transit Operating	\$ 178,547.70	\$ 81,028.95	\$ 440,547.29	\$ 440,539.13	694,473.51
Fares	3,858.25	12,333.33	36,295.96	61,666.65	148,000.00
Other Revenues	800.00	800.00	4,811.55	4,100.00	9,700.00
State Funding	708.00	86,691.19	291,695.00	189,278.60	669,281.49
Federal Funding	199,315.00	114,917.66	570,449.00	741,271.30	2,083,464.00
Total Revenues	383,228.95	295,771.13	1,343,798.80	1,436,855.68	3,604,919.00
Direct Cost of Program					
Salaries	236,079.24	148,245.95	707,943.22	699,229.75	1,801,197.15
Employer Taxes and Benefits	52,449.77	32,638.39	168,299.91	163,191.95	423,965.65
Marketing and Outreach	2,811.04	4,375.00	5,575.75	21,875.00	52,500.00
Professional Services	8,284.62	10,017.42	28,074.22	50,087.10	120,209.00
Transit Building Maintenance	3,642.73	5,416.67	24,033.14	27,083.35	65,000.00
Transit Maintenance	19,452.33	25,133.33	98,647.29	125,666.65	301,600.00
Transit Center Cleaning	2,197.68	2,166.67	10,428.40	10,833.35	26,000.00
Transit Safety	20.00	500.00	1,212.50	2,500.00	6,000.00
IT Support	6,682.50	3,333.33	25,479.00	16,666.65	40,000.00
Transit Security	751.00	2,083.33	973.50	10,416.65	25,000.00
Transit Surveillance	296.65	208.33	1,483.25	1,041.65	2,500.00
Legal Fees	0.00	416.67	99.75	2,083.35	5,000.00
Transit-DAM Compliance	703.59	375.00	2,641.30	1,875.00	4,500.00
Payroll Fees	800.94	464.40	3,756.04	2,322.00	6,037.20
Transit Fuel & Lubricants	12,314.58	19,625.00	74,138.75	98,125.00	235,500.00
Postage and Supplies	2,037.00	1,058.33	10,659.09	5,291.65	12,700.00
Utilities	3,498.05	3,750.00	17,848.89	18,750.00	45,000.00
Trolley Insurance	12,948.15	13,500.00	62,381.71	67,500.00	162,000.00
Transit General Liability	1,346.31	1,375.00	6,657.55	6,875.00	16,500.00
Payouts for Insured Liab Damag	0.00	625.00	0.00	3,125.00	7,500.00
Errors & Omissions Liability	1,020.75	916.67	5,103.75	4,583.35	11,000.00
Insurance General Office & D&O	1,387.02	1,416.67	6,930.28	7,083.35	17,000.00
Property Tax	0.00	0.00	0.00	0.00	650.00
Vehicle Licensing & Registrati	0.00	0.00	0.00	0.00	0.00
Dues and Subscriptions	1,914.95	2,500.00	14,526.26	12,500.00	30,000.00
Meetings	0.00	208.33	356.08	1,041.65	2,500.00
Travel and Training	0.00	500.00	668.71	2,500.00	6,000.00
Equipment - Other	116.90	250.00	8,836.54	1,250.00	3,000.00
Bank Fees	27.92	150.00	112.49	750.00	1,800.00
Marketing & Advertising	3,019.04	4,383.33	17,840.32	21,916.65	52,600.00
Office Rent	4,074.67	4,096.67	20,373.35	20,483.35	49,160.00
Equipment Lease	386.60	500.00	2,573.80	2,500.00	6,000.00
Tracking Software	2,696.75	5,416.67	5,308.75	27,083.35	65,000.00
Depreciation Expense	2,268.17	0.00	10,835.21	0.00	0.00
ADA Expenditures	0.00	125.00	0.00	625.00	1,500.00
Total Direct Cost of Program	383,228.95	295,771.16	1,343,798.80	1,436,855.80	3,604,919.00
Net Difference - Operations	\$ 0.00	(\$ 0.03)	\$ 0.00	(\$ 0.12)	0.00

The TMA Group
Statement of Activities
Franklin Transit Service
For the Five Months Ending November 30, 2023

	Month Actual	Month Budget	YTD Actual	YTD Budget	Total Budget
Planning					
Federal Planning	\$ 0.00	\$ 6,666.67	\$ 12,800.00	\$ 33,333.35	80,000.00
State Planning	0.00	833.33	1,600.00	4,166.65	10,000.00
COF Planning Cost Share	0.00	833.33	1,600.00	4,166.65	10,000.00
Total Planning Revenues	0.00	8,333.33	16,000.00	41,666.65	100,000.00
Planning Costs					
Planning/Transit	0.00	8,333.33	16,000.00	41,666.65	100,000.00
Net Difference - Planning	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00
Equipment					
Federal Capital Expenditures	\$ 33,860.00	\$ 0.00	\$ 209,700.00	0.00	536,000.00
State Capital Expenditures	4,231.00	0.00	26,210.00	0.00	67,000.00
COF Capital Cost Share	4,234.03	0.00	26,215.03	0.00	67,000.00
Total Equipment Revenues	42,325.03	0.00	262,125.03	0.00	670,000.00
Equipment Costs					
Equipment - Transit	42,325.03	0.00	262,125.03	0.00	670,000.00
Net Difference - Equipment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00

The TMA Group
Statement of Financial Position
November 30, 2023

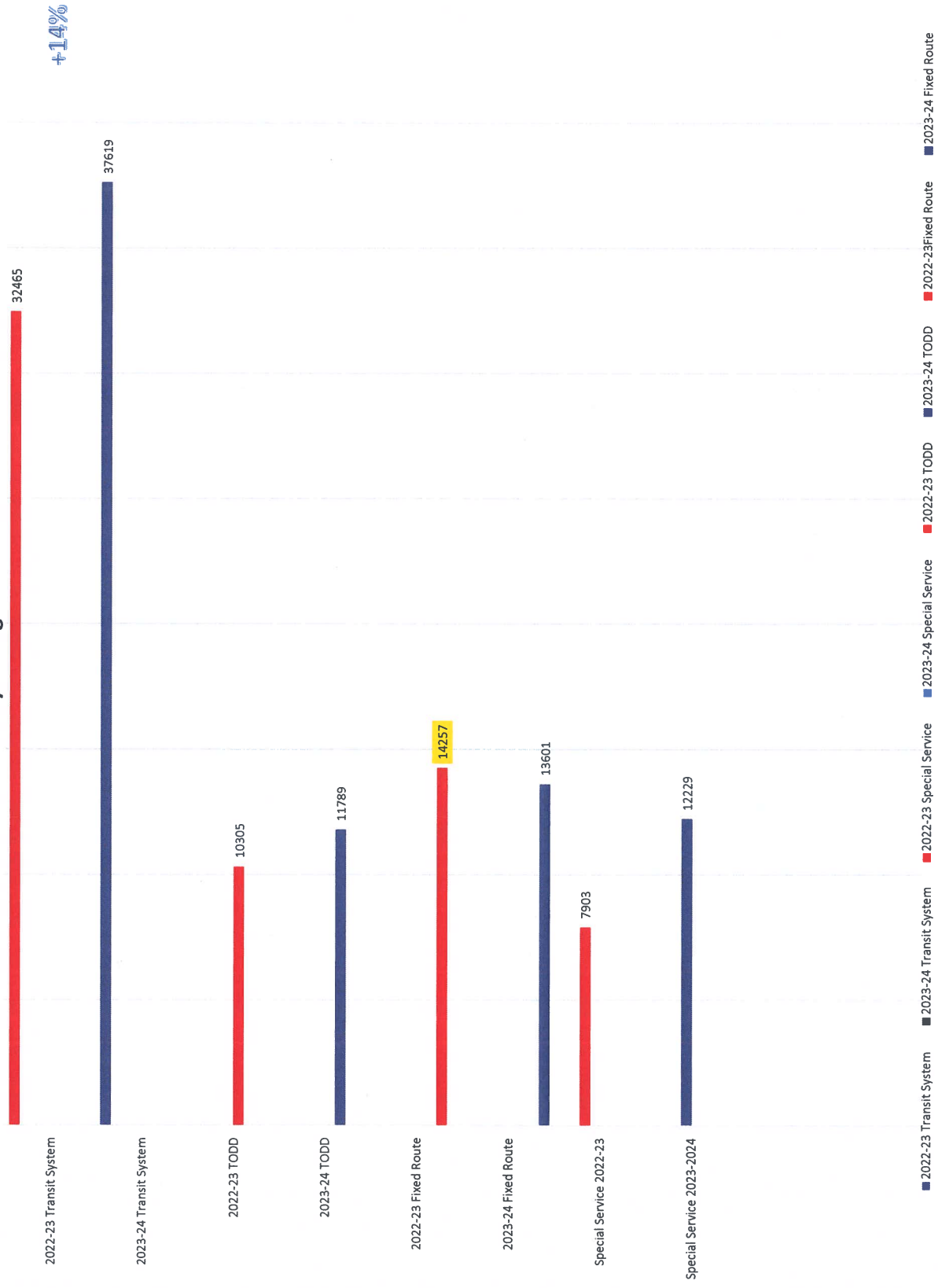
ASSETS

Current Assets		
Receivables - Federal	375,633.00	
Receivables - State	<u>324,989.00</u>	
Total Current Assets		700,622.00
Total Assets	<u>\$</u>	<u>700,622.00</u>

LIABILITIES AND NET ASSETS

Current Liabilities		
Accrued Revenue Due to Transit	<u>700,622.00</u>	
Total Current Liabilities		700,622.00
Total Liabilities & Net Assets	<u>\$</u>	<u>700,622.00</u>

Franklin Transit 2022-23 to 2023-24 Comparison July through November





TDM Commute Benefit & Vanpool Report

The Vanstar vanpool continues to work to regain its footing, post Pandemic. The TDM sales and marketing efforts are robust and as targeted as it has been over the last decade, promoting Commute Benefits, VanStar vanpool and the benefits of connecting employees to employers through transit. The team has come close to large employer taking the final step of embracing the strategy of commute as a benefit for its employees, only to come up short of full implementation. We continue to evaluate our messaging and seek solutions to the obstacles that we encounter. We believe success is just around the corner.

Vanstar Comparisons

July through November 2022

Vehicles in Operation	35	
Unlinked Passenger Trips	41,007	
Revenue Miles	341,361	
Passenger Miles Travelled	1,832,827	Miles reduced on roads.

July through November 2023

Vehicles in Operation	32	
Unlinked Passenger Trips	34,842	
Revenue Miles	319,044	
Passenger Miles Travelled	1,565,005	Miles reduced on roads.

Vanpool Success

Arnold Airforce Base	2 vehicles placed in November for Airforce personnel
State Vanpool	Launch program in first quarter 2024
Hybrid Vehicle Purchase	10 Improve Act vehicles closed out during Supply Chain difficulties

TDM Success

Guaranteed Ride Home Program. TMA is managing the regional GRH for RTA commute options Music City Star and Express Commute Bus on top of the VanStar GRH. Visit [www. Tnridehome.com](http://www.Tnridehome.com).

Internship program in connection with On Your Mark partnership, increasing our sales and marketing outreach throughout Middle Tennessee.

Zoho Customer Relationship Management Software Implementation of software to better track and evaluate our past, current and future corporate prospects for TDM and Vanstar Vanpool. Creating the best sales and marketing TDM program in the State of Tennessee.

The TMA Group

708 Columbia Avenue
Franklin, TN 37064
P: 615-628-0260
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Federal Transit Grant Balances

Federal Transit Administration Funding Source	Grant Number	Balance in TrAMS (As of 1/9/2024)	Uses
5307	TN-2017-020-00	\$144,595	Planning
5307	TN-90-X384-00	\$321,303	Security (WC: Vanpool Replacement Vehicles)
5307	TN-90-X352-00	\$305,647	Security, Shelters (WC: Vanpool Vehicles)
5307	TN-2019-021-00	\$1,137,197	Shelters, PM, Buses, Support Equipment
5307	TN-2020-008-00	\$1,104,507	Operating Assistance, CCC, PM, Software, Rent, (WC: Vanpool Replacement Vehicles)
5307	TN-2022-031-00	\$1,024,301	Operating Assistance, Planning, PM, Security, Rent (WC: Operating Assistance and Planning)
5307 CARES Act (100%)	TN-2020-018-00	\$1,938,808	Operating Assistance (WC: Operating Assistance)
5307 American Rescue Plan (100%)	TN-2022-027-00	\$655,205	Operating Assistance, Security (WC: Operating Assistance)
5310 American Rescue Plan (100%)	TN-2023-001-00	\$143,230	Operating Assistance (Enhanced Mobility for Seniors and Individuals with Disabilities)
5310 CRRSAA (100%)	TN-2023-002-00	\$143,228	Operating Assistance Enhanced Mobility for Seniors and Individuals with Disabilities)
5307	TN-2023-037-00	\$1,999,351	Operating Assistance, PM, Security, Rolling Stock (WC: Operating Assistance)

- **\$2,611,365** of the above listed FTA funds are allocated to the vanpool program. Franklin Transit serves as the direct recipient/pass-through entity.

- Typically, 5307 funds require a match. Expenses are distributed among federal government, state government, and the City of Franklin as follows:
 - ✓ Operating Assistance: 50% federal, 50% local
 - ✓ Capital Expenditures: 80% federal, 10% state, 10% local
 - ✓ Preventive Maintenance Expenses: 80% federal and 20% local
 - ✓ Planning Expenses: 80% federal, 10% state, and 10% local.

Grant Applications in Process

Federal Transit Administration Funding Source	Type of Funding Used	Amount Requested	Uses
5307	CMAQ Flex	\$1,425,460.00	Cool Springs Microtransit

Other Grants:

- **CMAQ:**
 - **Vanpool Post-Pandemic Initiative:** Balance as of October 31: \$3,295,243.99
 - **Regional Multimodal and Rideshare Park and Ride:** Balance as of October 31: \$1,441,841.42
- **TDOT IMPROVE Act**—Ten vehicles have been purchased. The last invoice has been submitted with all funds expended.
- **TDOT Urban Operating Assistance Program (UROP):**
 - Award amount for state fiscal year 2024 is \$290,600.
 - TDOT will reimburse at 80%.
 - The last invoice has been submitted with funds expended.
- **TDOT Transportation Planning Grant:**
 - Zero Emission Vehicle Feasibility Study--first-of-its-kind plan for this grant program
 - Presentation by WSP at the January Franklin Transit Authority meeting.
 - Grant expires January 30, 2024.

**FRANKLIN TRANSIT AUTHORITY
BOARD ACTION ITEM**

Item Number: 2-15-24A

Meeting Date: 02-15-2024

Item Title: Consideration of FY 2024-25 Franklin Transit Budget

BACKGROUND

Attached is the Proposed FY 2024-35 Transit Budget for your consideration.

STAFF RECOMMENDATION

Staff recommends that the Franklin Transit Authority approve the proposed FY 2024-25 Franklin Transit Budget.

Approved _____
Board Officer

Date

Description	2024 Estimated		2025 Budget
	2024 Budget	Actual	
COF Transit Operating	694,473.51	676,662.47	837,775.80
Fares	68,000.00	56,000.00	68,000.00
Fares - MicroTransit Service	35,000.00	-	35,000.00
Special Events	45,000.00	25,000.00	30,000.00
Building & EquipRent	9,700.00	9,700.00	9,700.00
Recov. For Liab & Dmg	-	811.55	1,000.00
State Grant Funds	290,350.00	294,794.00	304,148.00
CMAQ - for MicroTransit 75%	378,931.49	-	376,546.00
Federal Grant Funds	2,083,464.00	1,942,985.00	2,048,440.00
Total Revenues	3,604,919.00	3,005,953.02	3,710,609.80
Salaries	1,801,197.14	1,539,905.69	1,944,300.29
Fica/Med	135,781.40	117,802.79	148,738.97
Employee Benefits	264,930.15	246,803.52	395,323.75
Workers Comp	19,254.11	14,240.98	19,907.19
Uniforms	4,000.00	10,000.00	7,000.00
Marketing/Outreach MicroTransit	50,000.00	-	57,500.00
Professional Services Transit	120,209.00	66,875.16	86,150.00
Transit Building Maintenance	65,000.00	49,554.08	35,000.00
Transit Vehicle Maintenance	301,600.00	264,591.68	300,100.00
Transit Center Cleaning	26,000.00	24,556.80	26,000.00
Transit Safety	25,000.00	1,500.00	5,000.00
IT Support	40,000.00	40,000.00	40,000.00
Transit Security	6,000.00	2,392.00	4,000.00
Transit Surveillance	2,500.00	3,559.80	4,000.00
Legal Fees	5,000.00	150.00	-
Transit-DAM Compliance	4,500.00	5,000.00	5,500.00
Payroll Fees	6,037.20	7,375.00	8,361.60
Fuel	235,500.00	172,469.80	213,000.00

Description	2024 Estimated		2025 Budget
	2024 Budget	Actual	
Postage & Supplies (G&A)	12,700.00	25,450.00	1,000.00
Transit Maint. Fac - Utilities	35,000.00	43,186.12	36,000.00
Radio Communications	10,000.00	540.00	-
Vehicle Insurance	162,000.00	153,018.76	158,000.00
Transit General Liability	16,500.00	16,081.72	18,000.00
Payouts for Insured Liab Damag	7,500.00	-	8,500.00
Errors & Omissions Liability	11,000.00	12,249.00	13,500.00
Insurance General Office	17,000.00	16,639.42	18,100.00
Property Taxes	650.00	-	-
Dues, Subs, Tuition	30,000.00	19,291.93	20,000.00
Meetings	2,500.00	356.08	700.00
Travel & Training	6,000.00	5,310.32	5,000.00
Equipment - Transit Other	3,000.00	9,474.94	10,500.00
Bank/Credit Card Charges	1,800.00	329.14	450.00
Education/Community Outreach	10,000.00	-	-
Print Advertising	15,000.00	15,000.00	6,000.00
Radio Advertising/Web	6,600.00	6,250.00	6,250.00
Recruitment	16,000.00	7,365.66	7,000.00
Printed Brochures & Pieces	5,000.00	7,500.00	7,500.00
Transit Maint. Facility-Rent	41,000.00	40,256.04	40,256.00
Office Rent	8,160.00	8,640.00	8,160.00
Equipment Lease	6,000.00	6,100.00	6,100.00
Tracking Software - Micro	65,000.00	11,924.00	13,000.00
Depreciation - Transit Off Equ		26,712.40	26,712.00
Equipment Other - ADA	1,000.00	-	-
Printed Broch & Pieces - ADA	500.00	-	-
Total Direct Expenditures	3,604,919.00	3,005,952.82	3,710,609.80
Total Indirect Expenditures	-	-	-
Total Expenditures	3,604,919.00	3,005,952.82	3,710,609.80

Description	2024 Estimated		2025 Budget
	2024 Budget	Actual	
Net Income/Loss	-	-	-

Revenue

Federal 5307 Planning	80,000.00	25,600.00	80,000.00
State 5307 Planning	10,000.00	3,200.00	10,000.00
COF Planning Cost Share	10,000.00	3,200.00	10,000.00
Total Revenue	100,000.00	32,000.00	100,000.00
Zero Emission Study Match			
Planning/Transit	100,000.00	32,000.00	100,000.00

Revenue

Federal 5307 Capital Expenditu	536,000.00	209,700.00	328,000.00
State 5307 Capital Expenditure	67,000.00	26,210.00	41,000.00
COF Capital Cost Share	67,000.00	26,215.03	41,000.00
Total Revenue	670,000.00	262,125.03	410,000.00
Equipment - Transit	-		-
Capital Rolling Stock	200,000.00	262,125.03	300,000.00
Cameras for Vehicles	440,000.00		50,000.00
Transit Shelters	30,000.00		60,000.00