

**Bow Valley Regional Transit Services Commission  
2021-2023 Approved Operating Budget**

**ALL ROUTES**

	2021 Approved Budget	2022 Approved Budget	2023 Approved Budget
<b>INCOME</b>			
<b>Advertising &amp; Marketing Revenue</b>			
4200 Advertising & Marketing	\$ 54,060	\$ 55,141	\$ 56,244
<b>Total Advertising &amp; Marketing Revenue</b>	<b>\$ 54,060</b>	<b>\$ 55,141</b>	<b>\$ 56,244</b>
<b>Farebox Revenue</b>			
4100 Farebox Income	\$ 1,148,201	\$ 1,829,184	\$ 1,865,768
<b>Total Farebox Revenue</b>	<b>\$ 1,148,201</b>	<b>\$ 1,829,184</b>	<b>\$ 1,865,768</b>
<b>Interest Revenue</b>			
4810 Interest Income	\$ 20,000	\$ 12,000	\$ 12,240
<b>Total Interest Revenue</b>	<b>\$ 20,000</b>	<b>\$ 12,000</b>	<b>\$ 12,240</b>
<b>Other Income</b>			
4700 Charter Sales	\$ 2,040	\$ 2,080	\$ 2,122
4750 Route Detour Fee	\$ 408	\$ 416	\$ 424
<b>Total Other Income</b>	<b>\$ 2,448</b>	<b>\$ 2,496</b>	<b>\$ 2,546</b>
<b>Partner Programs</b>			
4300 Partner Program Revenue	\$ 390,171	\$ 429,178	\$ 543,326
<b>Total Partner Programs</b>	<b>\$ 390,171</b>	<b>\$ 429,178</b>	<b>\$ 543,326</b>
<b>Pass Sales</b>			
4150 Pass Revenue	\$ 383,775	\$ 499,553	\$ 509,543
<b>Total Pass Sales</b>	<b>\$ 383,775</b>	<b>\$ 499,553</b>	<b>\$ 509,543</b>
<b>TOTAL INCOME BEFORE REQUISITIONS</b>	<b>\$ 1,998,654</b>	<b>\$ 2,827,551</b>	<b>\$ 2,989,667</b>
<b>Recoveries - Operating (non-members)</b>			
4500 Recoveries - Operating (non-memb)	\$ 1,117,180	\$ 1,315,298	\$ 1,338,665
<b>Total Recoveries - Operating (non-members)</b>	<b>\$ 1,117,180</b>	<b>\$ 1,315,298</b>	<b>\$ 1,338,665</b>
<b>Total Requisitions - Capital</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Requisitions - Operating</b>			
4420-1 Operating Requisition - TOB	\$ 1,075,464	\$ 1,206,413	\$ 1,125,429
4420-2 Operating Requisition - TOC	\$ 1,000,380	\$ 1,047,406	\$ 1,068,356
4420-5 Operating Requisition - ID9	\$ 582,378	\$ 693,285	\$ 702,728
<b>Total Requisitions - Operating</b>	<b>\$ 2,658,221</b>	<b>\$ 2,947,103</b>	<b>\$ 2,896,513</b>
<b>TOTAL INCOME</b>	<b>\$ 5,774,056</b>	<b>\$ 7,089,953</b>	<b>\$ 7,224,845</b>
<b>EXPENSES</b>			
<b>Advertising &amp; Marketing Expenses</b>			
5226 Drivers recruitment	\$ 16,800	\$ 37,647	\$ 38,400
5616 Recruitment Costs - Admin	\$ 3,690	\$ 3,764	\$ 3,839
5700 Advertising and Marketing	\$ 91,051	\$ 150,362	\$ 153,370
5715 Commission	\$ 2,400	\$ 2,448	\$ 2,496
<b>Total Advertising &amp; Marketing Expenses</b>	<b>\$ 113,941</b>	<b>\$ 194,221</b>	<b>\$ 198,105</b>

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<b>Contracted Services / Professional Fees</b>			
5200 Operating Contracts	\$ 151,858	\$ 215,204	\$ 219,509
5364 Brinks service fees	\$ 10,875	\$ 11,170	\$ 11,394
5611 Accounting Fees	\$ 12,740	\$ 12,995	\$ 13,255
5612 Payroll service fee	\$ 3,955	\$ 4,135	\$ 4,219
5615 Legal Fees	\$ 4,886	\$ 4,983	\$ 5,084
5623 Security Fee	\$ 15,332	\$ 15,640	\$ 15,954
5624 IT Support	\$ 6,439	\$ 6,823	\$ 6,958
5629 Contract Work	\$ 25,000	\$ 40,500	\$ 41,310
<b>Total Contracted Services / Professional Fees</b>	<b>\$ 231,085</b>	<b>\$ 311,450</b>	<b>\$ 317,683</b>
<b>Fuel Expense</b>			
5270 Fuel	\$ 623,710	\$ 742,536	\$ 757,385
<b>Total Fuel Expense</b>	<b>\$ 623,710</b>	<b>\$ 742,536</b>	<b>\$ 757,385</b>
<b>General Operating Expenses</b>			
5351 Office Supplies	\$ 9,322	\$ 12,326	\$ 12,572
5352 Bank Service Charges	\$ 9,422	\$ 9,661	\$ 9,853
5353 Janitorial Supplies & Services	\$ 1,040	\$ 1,061	\$ 1,082
5354 Postage and Office Delivery	\$ 2,682	\$ 2,736	\$ 2,791
5357 Cell Phone	\$ 21,606	\$ 22,190	\$ 22,633
5358 Office Phone	\$ 10,081	\$ 10,565	\$ 10,777
5359 Board meeting expense	\$ 1,353	\$ 1,380	\$ 1,408
5626 Office Rent	\$ 47,783	\$ 50,549	\$ 51,559
5627 Copier	\$ 3,736	\$ 3,888	\$ 3,967
5630 Utilities	\$ 4,516	\$ 4,606	\$ 4,698
<b>Total General Operating Expenses</b>	<b>\$ 111,541</b>	<b>\$ 118,962</b>	<b>\$ 121,340</b>
<b>Infrastructure Maintenance</b>			
5430 Parks Canada Land Rent	\$ 403	\$ 411	\$ 419
5632 Infrastructure Maintenance Expense	\$ 33,693	\$ 35,132	\$ 35,834
<b>Total Infrastructure Maintenance</b>	<b>\$ 34,096</b>	<b>\$ 35,543</b>	<b>\$ 36,253</b>
<b>Insurance Expense</b>			
5310 General Liability Insurance	\$ 4,682	\$ 4,776	\$ 4,872
5320 Fleet insurance	\$ 83,443	\$ 85,112	\$ 86,814
<b>Total Insurance Expense</b>	<b>\$ 88,125</b>	<b>\$ 89,888</b>	<b>\$ 91,686</b>
<b>Software Fees &amp; Licences</b>			
5362 Software and License Fees	\$ 42,820	\$ 43,676	\$ 44,546
5617 Website	\$ 12,240	\$ 12,737	\$ 12,991
5620 Smart Farebox Software	\$ 63,000	\$ 64,260	\$ 65,544
5622 Bus Prediction Software	\$ 43,100	\$ 43,962	\$ 44,842
<b>Total Software Fees &amp; Licences</b>	<b>\$ 161,160</b>	<b>\$ 164,635</b>	<b>\$ 167,923</b>
<b>Training, Travel &amp; Meals</b>			
5171 Conference Fees	\$ 5,500	\$ 7,804	\$ 7,960
5172 Meals	\$ 7,320	\$ 14,343	\$ 14,630
5173 Training	\$ 2,200	\$ 2,244	\$ 2,289
5180 Travel Expense	\$ 5,500	\$ 5,610	\$ 5,722
5181 Mileage	\$ 4,335	\$ 5,532	\$ 5,642
5227 Driver Training	\$ 4,400	\$ 4,565	\$ 4,655
5356 Memberships	\$ 5,007	\$ 5,107	\$ 5,209
5619 Business Hosting Expenses	\$ -	\$ 1,673	\$ 1,706
<b>Total Training, Travel &amp; Meals</b>	<b>\$ 34,262</b>	<b>\$ 46,878</b>	<b>\$ 47,813</b>

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<b>Vehicle Expenses</b>			
5225 Drivers uniforms	\$ 26,076	\$ 26,985	\$ 27,525
5228 Driver recognition	\$ 4,057	\$ 4,291	\$ 4,375
5250 Parts	\$ 294,135	\$ 376,076	\$ 383,597
5255 Vehicle Supplies	\$ 45,198	\$ 69,878	\$ 71,275
5260 Maintenance Labour	\$ 515,473	\$ 668,205	\$ 681,568
5420 Bus Storage	\$ 153,595	\$ 194,201	\$ 198,085
5628 Bus wrap repair	\$ 9,046	\$ 9,226	\$ 9,411
<b>Total Vehicle Expenses</b>	<b>\$ 1,047,580</b>	<b>\$ 1,348,862</b>	<b>\$ 1,375,836</b>
<b>Wages &amp; Benefits - Administrative</b>			
5110 Wages - Administrative	\$ 431,072	\$ 484,146	\$ 493,830
<b>Total Wages &amp; Benefits - Administrative</b>	<b>\$ 431,072</b>	<b>\$ 484,146</b>	<b>\$ 493,830</b>
<b>Wages &amp; Benefits - Customer Support</b>			
5631 Wages - Customer Centre Support	\$ 137,287	\$ 181,999	\$ 185,639
<b>Total Wages &amp; Benefits - Customer Support</b>	<b>\$ 137,287</b>	<b>\$ 181,999</b>	<b>\$ 185,639</b>
<b>Wages &amp; Benefits - Drivers</b>			
5221 Drivers Wages	\$ 1,960,218	\$ 2,460,498	\$ 2,509,707
5223 Drivers Wages - Training	\$ 100,000	\$ 160,424	\$ 163,632
<b>Total Wages &amp; Benefits - Drivers</b>	<b>\$ 2,060,218</b>	<b>\$ 2,620,922</b>	<b>\$ 2,673,339</b>
<b>Wages &amp; Benefits - Operations</b>			
5220 Wages - Operations	\$ 355,097	\$ 405,029	\$ 413,129
<b>Total Wages &amp; Benefits - Operations</b>	<b>\$ 355,097</b>	<b>\$ 405,029</b>	<b>\$ 413,131</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 5,429,174</b>	<b>\$ 6,745,071</b>	<b>\$ 6,879,963</b>
<b>SURPLUS / DEFICIENCY PRIOR TO AMORTIZATION</b>	<b>\$ 344,882</b>	<b>\$ 344,882</b>	<b>\$ 344,882</b>
<b>Amortization Expense</b>			
5900 Amortization Exp	\$ 1,064,972	\$ 1,214,972	\$ 1,214,972
<b>Total Amortization Expense</b>	<b>\$ 1,064,972</b>	<b>\$ 1,214,972</b>	<b>\$ 1,214,972</b>
<b>NET INCOME</b>	<b>\$ (720,090)</b>	<b>\$ (870,090)</b>	<b>\$ (870,090)</b>