



Board of Directors – Finance Committee

October 7, 2020 at 4:00 p.m. – via ZOOM

Attendee Link: <https://us02web.zoom.us/j/81781395619?pwd=NzNMTVd6RytLT3BqMUcyQ256Rjl1QT09>

Attendee Phone Number: +1 646 558 8656 **Webinar ID:** 817 8139 5619 **Password:** 416744

MEETING AGENDA

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
1. Call Meeting to Order (4:00)	Paul Bradbury, Committee Chair	N/A
2. Public Comment (4:00-4:05) The METRO Board’s Finance Committee welcomes public comment for items listed on this agenda. There is a <i>three-minute time limit</i> per citizen.	Paul Bradbury, Committee Chair	Information
3. Approval of Meeting Minutes (4:05-4:10) The committee will be asked to approve meeting minutes from the September 16, 2020 meeting of the Finance Committee.	Paul Bradbury Committee Chair	ACTION
4. Draft 2021 Operating Budget (4:10-4:50) Staff will present the second draft of the 2021 operating budget for review and input.	Ellen Sanborn, METRO Finance Director	Information and Possible Action
5. Future Agenda Items (4:50-4:55) Committee members may request future agenda items. <ul style="list-style-type: none"> • 2020 Budget Performance • CARES Act Funding and Long-term Planning • Update on Fare Collection Following Reinstatement 	Paul Bradbury, Committee Chair	Information
76. Upcoming Meetings (4:55-5:00) <ul style="list-style-type: none"> • Executive Committee – October 14, 2020 at 4:30 p.m. • Ridership Committee – October 15, 2020 at 4:00 p.m. • Board of Directors – October 22, 2020 at 4:00 p.m. • Finance Committee – November 4, 2020 at 4:00 p.m. 	Paul Bradbury, Committee Chair	Information
7. Adjournment (5:00)	Paul Bradbury, Committee Chair	N/A

Board of Directors –Finance Committee
DRAFT Meeting Minutes
September 16, 2020

Minutes of the Board of Directors Finance Committee Meeting of Wednesday, September 16, 2020 held at 4:00 p.m. via ZOOM.

Committee Members Present:

Paul Bradbury
Merrill Barter
Nat Tupper

Absent:

Kim Cook
Mike Foley

Staff and Others Present:

Greg Jordan
Ed Suslovic
Ellen Sanborn
Shelly Brooks
Lauren Shaw
Josh Crooker

Public: None

- 1. With a quorum in place, the meeting was called to order at 4:04 p.m. by Paul Bradbury, Treasurer.**
- 2. Public comment**
No members of the public were present.
- 3. Approval of Meeting Minutes**
Merrill Barter moved, seconded by Nat Tupper, to approved the minutes of the August 5, 2020 meeting of the Finance Committee. A roll call vote was taken by Paul Bradbury. With approval by Merrill Barter, Nat Tupper, and Paul Bradbury, **the motion pass unanimously by all those present.**
- 4. CARES Act Funding – Phase II**
Greg Jordan reviewed the information regarding funding received from the July-December 2020 period from the CARES Act in the amount of \$423k and asked for direction on how to allocate it. After this disbursement, \$31.5m remains in CARES Act funding to carry Metro and other agencies over the next 1-3 years.

Following discussion about options, Nat Tupper moved, seconded by Merrill Barter, to recommend to the Board of Directors that 17% be allocated to the financial reserve and the remaining 83% be credited to the municipalities, leaving the determination of which fiscal year it should be credited to up to the Board. A roll call vote was taken by Paul Bradbury. With approval by Merrill Barter, Nat Tupper, and Paul Bradbury, **the motion pass unanimously by all those present.**
- 5. Draft 2021 Operating Budget**
Greg Jordan and Ellen Sanborn presented the draft 2021 Operating Budget, which is currently estimated to be \$13.1m; 7.8% higher than 2020. A fall-off in ridership is expected with fares resuming and USM and PPS doing hybrid school models. There will be a 3% reduction in revenue

hours next year due to a slight reduction in service, due to anticipated ridership demand and budget pressure. Some offsets will be two fewer Bus Operator positions (done by attrition, not layoffs), fuel, maintenance, and other operations savings. Overall, there is an increase of 1 FTE between the proposed positions and fewer operator positions.

Revenue is down due to COVID-19 – fare revenue, advertising, school CNG fuel and maintenance billing. The estimated municipal responsibility increased by 2.5%, but this will be offset by credits back to the municipalities. It is better to maintain the assessment as usual and then make a credit back to avoid a large single increase in the future.

Discussion followed regarding the expected \$1.1m request from CARES Act funding being enough, keeping rates flat for the municipality, and three new proposed positions. Greg reminded the committee that this is just a first pass at the budget and needs more refinement to lessen the budget gap. Insurance costs are estimates as final numbers are not received until the end of the year, and the debt service was reduced in 2020 when the Board approved an early payoff.

Some major expenditures are Bus Operator steps increases, which are expected to be less in future years as longevity increases, personnel wages and benefits, PPE to continue pandemic measures, insurance (expected to increase due to newer buses), a 3% COLA increase, the retirement match increasing by .5%, and an increase in marketing costs for public outreach and advertising surround the Peninsula Loop Reboot.

Planning/Community Outreach Director position: has been discussed for several years to free up some of Glenn's time, and is a professional gap in our agency (most transit agencies have this position). There is available funding to cover up to 50% of this position, which is currently listed in the proposed budget without any offset and as a full-year job in 2021. This will be discussed further at the Executive Committee level.

Procurement Officer: will relieve workload of Finance Director and some of the administrative burden for directors and managers. FTA requirements are complex and closely scrutinized audit items. This position is expected to leverage grant funding from the operating budget to offset the financial impact. Also, time spent on procured projects can be charged to those projects, offsetting more of the financial impact of this position.

The typical CIP is approximately \$2.3m and has not been updated for the 2021-2025 period; it will be addressed in depth at the October meeting. Funding has been received (federal and state) to fully cover the cost of two replacement buses in 2021, with no local exposure. No other bus procurements are scheduled for 2021.

6. Future Agenda Items

- Create internal Board policies around procurement and make them an appendix to the Procurement Procedures manual.
- Consolidate Board policies into one centralized document.
- Periodically review existing policies to keep the Board familiar with them.
- Closely track if actual fare collection is on track with projected budget figures as the new system goes into effect.
- Continuation of budget discussion.

7. Upcoming meetings.

- Executive Committee – October 14, 2020 at 4:30 p.m.
- Ridership Committee – September 17, 2020 at 4:00 p.m.
- Board of Directors – September 24, 2020 at 4:00 p.m.
- Finance Committee – October 7, 2020 at 4:00 p.m.

8. Adjournment

Motion made by Nat Tupper, seconded by Merrill Barter, to adjourn. A roll call vote was called for by Paul Bradbury, Treasurer. With approval by Merrill Barter, Nat Tupper, and Paul Bradbury, **the motion passed unanimously by all those present and the meeting adjourned at 5:11 p.m.**

DRAFT

FINANCE COMMITTEE

AGENDA ITEM 4

DATE

October 5, 2020

SUBJECT

2021 Updated Operating and Capital Budgets

PURPOSE

Review revised 2021 operating and capital budgets.

BACKGROUND/ANALYSIS

Revisions to the draft operating budget the Committee reviewed in September, described below, reduced expenditures by about \$265,000 and result in a total expenditure budget of \$12,832,429, representing a 5.6% increase compared to the 2020 budget. Revenue adjustments of about \$219,000 reduced the gap to a balanced budget, but more work needs to be done to close the \$135,000 difference. Numbered descriptions correspond to reference numbers on the worksheets.

Revenue Changes

1. Rental of Property – RTP had initially expected to be moving out of the building in April, but have revised that timeline to September, so this revenue was increased to reflect additional months.
2. Municipal Payments for Operating – This revenue reflects non-member municipal contributions related to service expansion “pilots.” The Town of Gorham is in its third year of the Transit West expansion and, similar to communities in the BREEZ expansion area, will be determining whether to continue as a district member. The amount added here represents the payment for the six-month transition at the end of 2021.
3. Municipal Credit – The previous draft showed a credit of about \$102,000 to offset the increase in the assessment for 2021 and has been removed from this version.
4. Municipal Assessment for Capital – The CIP was revised to lower the local match amount by \$45,000. This is offset by an equal expenditure amount.
5. Federal Operating Assistance – This revenue was increased by \$91,574 to reflect 50% support for the cost of new positions.
6. Federal CARES Act -- \$35,000 was added to this revenue to offset the expected increase in cost for Covid related expenses, such as ongoing PPE replacement and additional cleaning and sanitizing supplies.

7. 2021 Remaining Gap – In order to achieve the assessment, a combination of additional funding and cost reductions totaling about \$135,000 will still need to be considered.

Expenditure Changes – Wages and Benefits

1. Wages – Regular wages were decreased by about \$41,000, reflecting a revised calculation for the deduction of wage savings for employee who are on medical leave.
2. The cost of new positions was prorated to reflect staggered start dates of March for the Planning/Marketing Director and October for the Procurement Officer, reducing about \$74,000.
3. Overtime – After further analysis of the impact of the reduction of two driver positions, an increase of \$10,000 was added to overtime for bus operators.
4. FICA – FICA is a percentage of wages paid, so the reduction in regular wages reduces FICA by about \$2,400.
5. Dental Insurance – We received our new rates for 2021 which will actually be lower than in 2020, which reduced this budget by \$4,000.
6. Pension – Similar to FICA, pension is a percentage of wages paid, so the reduction of regular wages reduces pension by about \$1,900.
7. Benefits for New Positions – This reflects the staggered start times for new positions, reducing about \$53,000.

Expenditure Changes – Non-personnel Expenditures

1. Technology Services – A reduction of \$1,067 for an estimated increase in license fees for the AVL system.
2. Bank and CC Fees – Estimated fees reduced by \$500.
3. Advertising – A placeholder reduction of \$50,000 was made in Advertising to revise the marketing plan for 2021; it will be distributed among various marketing related accounts once finalized.
4. Other Contracted Services – \$5,000 reduction in miscellaneous contracted services; this account is used for consulting help as needs arise, such as organizational development or recruiting services.
5. Office Machines Maintenance – Estimated cost reduced by \$500.
6. Custodial Services – An addition of \$50,000 reflects the need to hire a company to handle custodial needs of the building, including the additional space RTP will be vacating.
7. Office Supplies – Reduction of \$1,500.

8. Minor Equipment – Reduction of \$4,500 from original request; overall increase reflects additional equipment for new positions.
9. Utilities – Original request included taking over utility costs for the RTP space in April, then adjusted to September.
10. Conferences and Travel – Reduction of \$5,500.
11. Meals and Hosting – Reduction of \$2,500.
12. Interest Expense Short Term – This included the estimated cost of financing the State share of cost for the electric buses, which were expected to be delivered in September 2021. That date has moved closer to the end of the year, so the need for that financing shifts to 2022.
13. Capital Outlay for Other Capital Items – This line reflects the local match contribution for grant projects in the CIP, which was reduced by \$45,000.

FISCAL IMPACT

As described

RECOMMENDATION

Review and offer guidance on budget targets.

CONTACT

Ellen Sanborn

Finance Director

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ATTACHMENTS

Attachment A – Revised Draft 2021 Expenditure and Revenue Budget

Attachment B – Draft 2021-2025 Capital Improvement Program

2021 Budget

Revenue

10/5/2020

changes from 9-10-20

Ref#	Description	2019 Actual	2020 Budget	2020 Projection	2021 Est	\$ +/-	% +/-
	Passenger Fares	1,688,314	2,273,440	764,645	1,719,854	(553,586)	-24.4%
	BREEZ- Passenger Fares	61,429	-	-	-	-	0.0%
	Coupons	(845)	-	-	-	-	0.0%
	Organization Paid Fares	647,929	716,117		259,396	(456,721)	-63.8%
	BREEZ- Organization Paid Fares	21,463	-	-	-	-	0.0%
	Total Passenger Fares	2,418,290	2,989,557	764,645	1,979,250	(1,010,307)	-33.8%
	Advertising Revenue	288,995	292,000	120,754	195,000	(97,000)	-33.2%
	Vehicle Maint Services	13,150	8,000	5,665	5,675	(2,325)	-29.1%
	Sale of Fuel	33,107	45,000	12,000	10,000	(35,000)	-77.8%
	Interest Income	32,884	25,000	15,000	20,000	(5,000)	-20.0%
	Reimbursements of Auto Fare fees	-	21,283	4,800	15,154	(6,129)	100.0%
	Miscellaneous Income	25,441	7,000	186,300	8,400	1,400	20.0%
1	Rental of Property	40,732	41,750	41,750	28,529	(13,221)	-31.7%
	Claims Recovery	122,606	-	-	-	-	0.0%
	Total Other Revenue	556,915	440,033	386,269	282,758	(157,275)	-35.7%
2	Municipal Payments for Oper	33,000	35,000	35,000	17,500	(17,500)	-50.0%
	BREEZ- Municipal Pmts Cap	13,500	-	-	-	-	0.0%
	Municipal Payments for ADA	87,905	92,000	50,000	90,000	(2,000)	-2.2%
	Municipal Assessment for Oper	3,576,162	4,084,716	4,084,716	4,186,834	102,118	2.5%
3	Municipal Credit	-	-	(375,000)	-	-	-100.0%
4	Municipal Assessment for Cap	166,000	25,162	25,162	97,225	72,063	286.4%
	Total Municipal Revenue	3,876,567	4,236,878	3,819,878	4,391,559	154,681	3.7%
	State Operating Subsidy	170,426	170,426	170,426	170,426	-	0.0%
	Total State Revenue	170,426	170,426	170,426	170,426	-	0.0%
5	Federal Operating Assistance	2,029,157	2,228,386	2,228,386	2,639,528	411,142	18.5%
	BREEZ Fed Operating Assistance	356,202	-	-	-	-	0.0%
	TW Fed Operating Assistance	623,822	824,000	511,434	824,000	-	0.0%
	Federal Prev Maint Assistance	1,058,372	895,000	627,453	914,924	19,924	2.2%
	Federal Paratransit Assistance	347,459	367,000	71,076	360,000	(7,000)	-1.9%
6	Federal CARES Act	-	-	3,861,373	1,135,000	1,135,000	0.0%
	Total Federal Revenue	4,415,012	4,314,386	7,299,722	5,873,452	1,559,066	36.1%
	Total Revenue	\$ 11,437,210	\$ 12,151,280	\$ 12,440,940	\$ 12,697,445	\$ 546,165	4.5%
	Less Expenditures				\$ (12,832,429)		
7	Remaining 2021 Gap				\$ (134,983)		

Greater Portland Transit District
 2021 Budget
 Wages & Benefit Expenditures
 10/5/2020
 changes from 9-10-20

Ref #	Description	2019 Actual	2020 Budget	2020 Projection	2021 Request	2021 \$ +/-	2021 % +/-
Wages							
1	Regular Wages	\$ 5,078,260	\$ 5,406,838	\$ 5,627,185	\$ 5,630,798	\$ 223,960	4.1%
2	New Positions	-	-	-	130,820	130,820	100.0%
3	Overtime - Operations	605,180	488,501	438,827	479,305	(9,196)	-1.9%
	Overtime - Maintenance	53,072	48,725	54,550	40,317	(8,408)	-17.3%
	Overtime - Administration	6,035	7,274	3,300	5,062	(2,212)	-30.4%
	Add'l Pay (PTO payout, Hlth opt ou	57,592	71,584	51,526	77,635	6,051	8.5%
	Holiday Pay - Worked	87,429	62,182	88,946	93,929	31,747	51.1%
	Total Wages	5,887,568	6,085,104	6,264,334	6,457,865	372,761	6.1%
Benefits							
4	FICA	432,426	465,243	477,342	484,056	18,813	4.0%
	Health Ins	1,358,389	1,424,343	1,419,101	1,566,777	142,434	10.0%
	HRA Payments	73,622	70,000	80,000	80,000	10,000	14.3%
5	Dental Insurance	65,412	70,932	66,881	66,725	(4,207)	-5.9%
	Disability Insurance	40,896	52,032	43,114	46,563	(5,469)	-10.5%
	Life Insurance	215	3,761	1,856	1,880	(1,881)	-50.0%
	Workers Comp	92,619	134,431	133,231	145,185	10,754	8.0%
	Unemployment	9,467	-	1,800	-	-	0.0%
	Vision	2,689	2,940	2,769	2,785	(155)	-5.3%
6	Pension	324,641	340,570	350,601	392,308	51,738	15.2%
7	New Positions	-	-	-	52,328	52,328	100.0%
	Uniforms	27,252	23,850	23,773	21,200	(2,650)	-11.1%
	Contract Reimb	8,933	10,200	4,600	11,800	1,600	15.7%
	Total Benefits	2,436,561	2,598,302	2,605,069	2,871,608	273,306	10.5%
Total Wages & Benefits		\$ 8,324,129	\$ 8,683,406	\$ 8,869,403	\$ 9,329,474	\$ 646,067	7.4%

Greater Portland Transit District
2021 Budget
Non-Wage Expenditures
10/5/2020
changes from 9-10-20

Ref#	Description	2019 Actual	2020 Budget	2020 Projection	2021 Request	2021 \$ +/-	2021 % +/-
	Wellness Program	\$ 2,444	\$ 2,500	\$ 1,500	\$ 2,500	\$ -	0.0%
	Legal Fees	22,502	30,000	25,000	30,000	-	0.0%
	Audit Fees	21,366	21,000	20,000	21,000	-	0.0%
	Temporary Help	44,990	-	-	-	-	0.0%
	Employment Services	11,470	11,762	9,687	10,725	(1,037)	-8.8%
	Benefit Administration Fees	7,923	7,336	7,070	7,204	(132)	-1.8%
1	Technology Services	116,468	143,904	140,632	154,175	10,271	7.1%
2	Bank and CC Fees	11,781	51,525	13,036	44,205	(7,320)	-14.2%
3	Advertising	24,929	58,000	47,021	34,000	(24,000)	-41.4%
	Postage	2,785	3,755	4,469	4,930	1,175	31.3%
4	Other Contracted Services	34,167	142,550	39,755	138,760	(3,790)	-2.7%
	Maint Software	2,006	2,020	2,500	2,995	975	48.3%
5	Office Machines Maintenance	6,419	5,732	5,243	5,596	(136)	-2.4%
	Maintenance Services	97,993	124,214	134,000	127,964	3,750	3.0%
	Snow Plowing/Removal	1,690	9,000	2,500	9,000	-	0.0%
6	Custodial Services	-	-	-	50,000	50,000	100.0%
	Miscellaneous Services	3,185	3,420	2,161	3,800	380	11.1%
	Total Services and Fees	412,118	616,718	454,574	646,854	30,136	4.9%
	CNG Fuel	221,985	294,000	110,000	100,000	(194,000)	-66.0%
	Diesel Fuel	366,962	392,812	413,236	527,850	135,038	34.4%
	Greases and Fluids	49,572	51,857	53,400	53,400	1,543	3.0%
	Tires and Tubes	56,540	56,000	56,000	56,000	-	0.0%
	Total Fuel, Tires and Fluids	695,059	794,669	632,636	737,250	(57,419)	-7.2%
	Transportation Supplies	689	500	35,000	25,000	24,500	4900.0%
	Servicing/Fueling Supplies	-	-	25,000	10,000	10,000	100.0%
	Shop Supplies	25,071	30,500	30,500	30,500	-	0.0%
	Shelter Supplies	2,306	5,000	1,000	2,000	(3,000)	-60.0%
	Building Supplies	51,566	45,000	45,000	45,000	-	0.0%
	IT Supplies	2,066	2,000	1,200	2,000	-	100.0%
	Supplies Cust Rel	19,007	33,750	12,000	22,500	(11,250)	-33.3%
	Supplies Promo	4,999	8,000	8,000	8,000	-	0.0%
7	Office Supplies	16,105	19,000	16,000	17,500	(1,500)	-7.9%
	Fare Media	8,578	2,300	1,500	11,000	8,700	378.3%
	Parts	320,474	296,000	296,000	287,000	(9,000)	-3.0%
8	Minor Equipment	6,431	13,000	9,750	21,000	8,000	61.5%
	Total Supplies and Equipment	457,292	455,050	480,950	481,500	26,450	5.8%
9	Heating Fuel	129,746	188,100	142,720	158,034	(30,066)	-16.0%
9	Electricity	132,436	139,110	120,396	129,686	(9,424)	-6.8%
9	Water/Sewer/Stormwater	35,495	38,072	34,783	40,427	2,355	6.2%
	Phone/Cell/Internet	58,587	63,272	65,299	69,308	6,036	9.5%
	Total Utilities	356,264	428,554	363,198	397,455	(31,099)	-7.3%

Greater Portland Transit District
2021 Budget
Non-Wage Expenditures
 10/5/2020
 changes from 9-10-20

<i>Ref#</i>	<i>Description</i>	2019 Actual	2020 Budget	2020 Projection	2021 Request	2021 \$ +/-	2021 % +/-
	Auto/Liability Insurance	227,911	273,541	283,541	311,224	37,683	13.8%
	Dues, Subscriptions & Certifications	23,172	23,652	24,927	26,937	3,285	13.9%
10	Conferences and Travel	10,826	18,888	4,360	13,440	(5,448)	-28.8%
11	Meals and Hosting	7,127	10,000	6,000	7,500	(2,500)	-25.0%
	Liscenses and Permits	1,101	1,440	1,430	1,430	(10)	-0.7%
	ADA Paratransit Services	434,324	450,000	250,000	450,000	-	0.0%
12	Interest Expense Short Term	51,485	40,000	33,000	50,000	10,000	25.0%
	Interest Expense Long Term	36,842	44,946	39,018	54,640	9,694	21.6%
	Debt Service Principal	208,948	240,254	436,066	182,500	(57,754)	-24.0%
	Contribution to Unrest Balance	-	45,000	-	45,000	-	0.0%
13	GF Cap Outlay for Oth Cap Itms	166,000	25,162	25,162	97,225	72,063	286.4%
Total Non-wage Expenditures		<u>3,088,469</u>	<u>3,467,874</u>	<u>3,034,862</u>	<u>3,502,955</u>	<u>35,081</u>	<u>1.0%</u>
Wages & Benefits		<u>\$ 8,324,129</u>	<u>\$ 8,683,406</u>	<u>\$ 8,869,403</u>	<u>\$ 9,329,474</u>	<u>\$ 646,067</u>	<u>7.4%</u>
Total Budget		<u>\$11,412,598</u>	<u>\$ 12,151,280</u>	<u>\$11,904,266</u>	<u>\$ 12,832,429</u>	<u>\$ 681,148</u>	<u>5.6%</u>

Greater Portland Transit District: 2021-2025 Capital Improvement Program (CIP)

#	PROJECT NAME-DESCRIPTION	FUNDING SOURCES	2020	2021	2022	2023	2024	2025	5-Five Year Program
	Sum of CIP Local Share + Annual Debt Service on Fleet Purchases		310,362	338,789	552,438	496,739	402,585	395,213	2,185,764
	Debt Service (principal + interest)		285,200	232,140	271,822	314,348	362,585	355,213	1,536,108
TOTAL CIP	Local Share (Metro)		25,162	106,649	280,616	182,391	40,000	40,000	649,656
	Local Share (Other)		6,498	138,278	46,025	146,025	-	-	330,328
	Federal Grant (5307)		4,075,214	379,707	2,856,656	2,284,836	2,200,000	160,000	7,881,200
	Federal Grant (5339)		-	1,036,318	-	-	-	-	1,036,318
	Federal CARES Act		-	1,650,000	-	-	-	-	1,650,000
	State		-	205,381	1,500,000	-	-	-	1,705,381
	Locally Issued Bond		539,126	150,000	333,000	384,620	360,000	-	1,227,620
	TOTAL INVESTMENT		4,646,000	3,666,334	5,016,297	2,997,872	2,600,000	200,000	14,480,503
1	Metro Facility								
	<i>This category includes minor office renovations for the space vacated by RTP in late 2021 as well as proposed 2022 funding for planning/architectural services for a rebuilt or replaced Metro facility. \$50,000 was approved in 2019 to conduct a high leve feasibility study for either an expanded or new facility; this work has not commenced.</i>								
	Local Share		-	10,000	40,000				50,000
	Local Share (Other)								-
	Federal Grant (5307)		-	40,000	160,000				200,000
	Federal Grant (5339)								-
	State								-
	Locally Issued Bond								-
	Project Total		-	50,000	200,000	-	-	-	250,000
2	Fleet Major Components								
	<i>The 2020 federal amount represents the estimated cost to purchase and install "yield-to-bus" equipment on 35 buses. The 2021-22 amounts represents a mid-life engine replacement campaign for the agency's 5 2014 CNG Gillig buses. The CARES Act line includes an amount estimated to cover the cost of installing U/V light air purification on board buses (this project has not yet been determined for advancement)</i>								
	Local Share			14,000	21,000	-	-	-	35,000
	Local Share (Other)			-	-	-	-	-	-
	Federal Grant (5307)		32,000	56,000	84,000	-	-	-	140,000
	Federal Grant (5339)			-	-	-	-	-	-
	Federal CARES Act			150,000					
	State			-	-	-	-	-	-
	Locally Issued Bond			-	-	-	-	-	-
	Project Total		32,000	70,000	105,000	-	-	-	175,000
3	Safety-Security								
	<i>Metro plans to hire third party support to complete required security plans develop recommendations for high priority facility improvements. Funding proposed in 2019-2020 would complete facility security improvements.</i>								
	Local Share		-	-	10,000	-	-	-	10,000
	Local Share (Other)		-	-	-	-	-	-	-
	Federal Grant (5307)		-	-	40,000	-	-	-	40,000
	Federal Grant (5339)		-	-	-	-	-	-	-
	State		-	-	-	-	-	-	-
	Locally Issued Bond		-	-	-	-	-	-	-
	Project Total		-	-	50,000	-	-	-	50,000

#	PROJECT NAME-DESCRIPTION	FUNDING SOURCES						5-Five Year Program	
			2020	2021	2022	2023	2024		2025
4	<u>Bus Purchases (Replacement)</u> <i>Award of an FTA Section 5339 Discretionary Grant will fund the replacement of two (2) 2004 Gilligs in 2021. State funding will provide the local match. Amounts programmed in 2022-2024 represent the funds needed to replace the 2016-17 Metro Breez shuttles with heavy-duty 35 foot buses followed by the replacement cycle for the agency's seven 2011 Gillig buses.</i>	Local Share	-	-	-	-	-	-	-
		Local Share (Other)	-	-	-	-	-	-	-
		Federal Grant (5307)	3,876,575	-	1,887,000	1,471,180	2,040,000	-	5,398,180
		Federal Grant (5339)	-	821,526	-	-	-	-	821,526
		State	-	205,381	-	-	-	-	205,381
		Locally Issued Bond	539,126	-	333,000	259,620	360,000	-	952,620
		Project Total	4,415,701	1,026,907	2,220,000	1,730,800	2,400,000	-	7,377,707
5	<u>Bus Purchases (Expansion)</u> <i>Portland Peninsula Circulator, Network improvements, frequency improvements, and Breez South</i>	Local Share	-	-	-	-	-	-	
		Local Share (Other)	-	-	-	-	-	-	-
		Federal Grant (5307)	-	-	-	-	-	-	-
		Federal Grant (5339)	-	-	1,887,000	980,787	-	-	2,867,787
		State	-	-	333,000	173,080	-	-	506,080
		Locally Issued Bond	-	-	-	-	-	-	-
		Project Total	-	-	2,220,000	1,153,867	-	-	3,373,867
5	<u>Battery Electric Pilot Bus Project</u> <i>Metro secured \$1,145,000 from FTA's Low-No Emission Grant Program to purchase two (2) electric buses with supporting charging infrastructure. These two (2) buses will replace two (2) of the four (4) 2004 Gillig Diesel buses in 2020. The state of Maine has committed up to \$1.5 million to support Metro's share of this multi-agency project. Federal funding was awarded in 2018 and resides in active grants. State funding is payable upon acceptance of new buses.</i>	Local Share	-	-	84,225	-	-	-	84,225
		Local Share (Other)	-	-	-	-	-	-	-
		Federal Grant (5307)	-	-	-	-	-	-	-
		Federal Grant (5339)	-	-	-	-	-	-	-
		State	-	-	1,500,000	-	-	-	1,500,000
		Locally Issued Bond	-	-	-	-	-	-	-
		Project Total	-	-	1,584,225	-	-	-	1,584,225
6	<u>Equipment (Facility)</u> <i>This project anticipates replacing Metro's automatic bus wash facility in 2021 (presuming the whole facility is neither rebuilt nor replaced). A facility back-up generator will require replacement between 2022-2024.</i>	Local Share (Other)	-	30,000	-	25,000	-	-	55,000
		Federal Grant (5307)	-	120,000	-	100,000	-	-	220,000
		Federal Grant (5339)	-	-	-	-	-	-	-
		State	-	-	-	-	-	-	-
		Locally Issued Bond	-	-	-	-	-	-	-
		Project Total	-	150,000	-	125,000	-	-	275,000
7	<u>Equipment (Support Vehicles)</u> <i>Metro operates five support vehicles including three (3) maintenance trucks and two (2) operations/administrative vehicles. In accordance with Metro's Transit Asset Management plan, one of the maintenance trucks (a 2010 F-350 Ford truck) is scheduled for replacement in 2023 and an operations support vehicle is scheduled for replacement in 2022.</i>	Local Share	-	-	8,000	10,000	-	-	18,000
		Local Share (Other)	-	-	-	-	-	-	-
		Federal Grant (5307)	-	-	32,000	40,000	-	-	72,000
		Federal Grant (5339)	-	-	-	-	-	-	-
		State	-	-	-	-	-	-	-
		Locally Issued Bond	-	-	-	-	-	-	-
Project Total	-	-	40,000	50,000	-	-	90,000		

#	PROJECT NAME-DESCRIPTION	FUNDING SOURCES						5-Five Year Program	
			2020	2021	2022	2023	2024		2025
8	<u>Bus Stop Improvement Project</u> <i>The 2020 and 2021 projects will allow for bus stop improvements and bus shelter installations at sites requiring simple concrete pad work. This funding will also help conduct planning, engineering and design work associated with future bus stop improvements aimed at improving overall conditions at bus stops system wide. A future larger scale bus stop improvement project is planned for 2023-2025.</i>	Local Share (Metro)	10,000	10,000	10,000	40,000	40,000	40,000	140,000
		Local Share (Other)							-
		Federal Grant (5307)	80,000	40,000	40,000	160,000	160,000	160,000	560,000
		Federal Grant (5339)							-
		State							-
		Locally Issued Bond							-
		Project Total	90,000	50,000	50,000	200,000	200,000	200,000	700,000
9	<u>Transit Stop Access Project</u> <i>This is a regional project that will make targeted ADA, pedestrian and bicycle improvements at/near bus stops region-wide (the mini-hubs element is deferred due to cost). There is \$52,922 in carry-forward funding from a previous phase of this project. GPCOG is managing phase 3 of the project which includes final design-engineering work for the improvements at 100 sites. This phase will cost 465,856. Construction will take place in 2022-2023.</i>	Local Share (Metro)	15,162	42,649	107,391	107,391	-	-	257,431
		Local Share (Other)	6,498	18,278	46,025	46,025	-	-	110,328
		Federal Grant (5307)	86,639	243,707	613,656	613,656	-	-	1,471,020
		Federal Grant (5339)	-	-	-	-	-	-	-
		State	-	-	-	-	-	-	-
		Locally Issued Bond	-	-	-	-	-	-	-
		Project Total	108,299	304,635	767,072	767,072	-	-	1,838,779
10	<u>Electronic Messaging Signs</u> <i>Following the deployment of the AVL system, this project will install electronic messaging signs that provide real-time bus arrival information at high volume transit centers/bus shelters. This is a regional project with Metro as lead agency. Federal funding (\$214,792) allocated to this project has yet to be placed into an active grant as staff needs to work with PACTS, FTA and regional partners to isolate the proper funding. The local match (\$42,958) was secured and set aside in 2017.</i>	Local Share	-	-	-	-	-	-	-
		Local Share (Other)	-	-	-	-	-	-	-
		Federal Grant (5307)	-	-	-	-	-	-	-
		Federal Grant (5339)	-	214,792	-	-	-	-	214,792
		State	-	-	-	-	-	-	-
		Locally Issued Bond	-	-	-	-	-	-	-
		Project Total	-	214,792	-	-	-	-	214,792
11	<u>Transit System Innovation</u> <i>Subject to Board input and PACTS approval, staff proposed to pursue the following innovation projects using CARES Act funding: replacement of current AVL system, deployment of Transit Signal Priority on major corridors, and implement a Autonomous Transit shuttle pilot.</i>	Local Share	-	-	-	-	-	-	-
		Local Share (Other)	-	-	-	-	-	-	-
		Federal Grant (5307)	-	-	-	-	-	-	-
		Federal Grant (5339)	-	-	-	-	-	-	-
		Federal CARES Act		1,500,000					
		State	-	-	-	-	-	-	-
		Locally Issued Bond	-	-	-	-	-	-	-
Project Total	-	1,500,000	-	-	-	-	1,500,000		