

2025 Operating Budget Greater Portland Metro Transit District



Fiscal Year: 2025

January 1, 2025 - December 31, 2025





MISSION-VISION-VALUES

(Adopted September 2023)

OUR MISSION IS TO:

Provide a public transportation experience that is frequent, fast, safe, and simple.

OUR VISION FOR THE FUTURE IS TO

Be the mobility option of choice that connects people to each other and all the places that make for a full life;

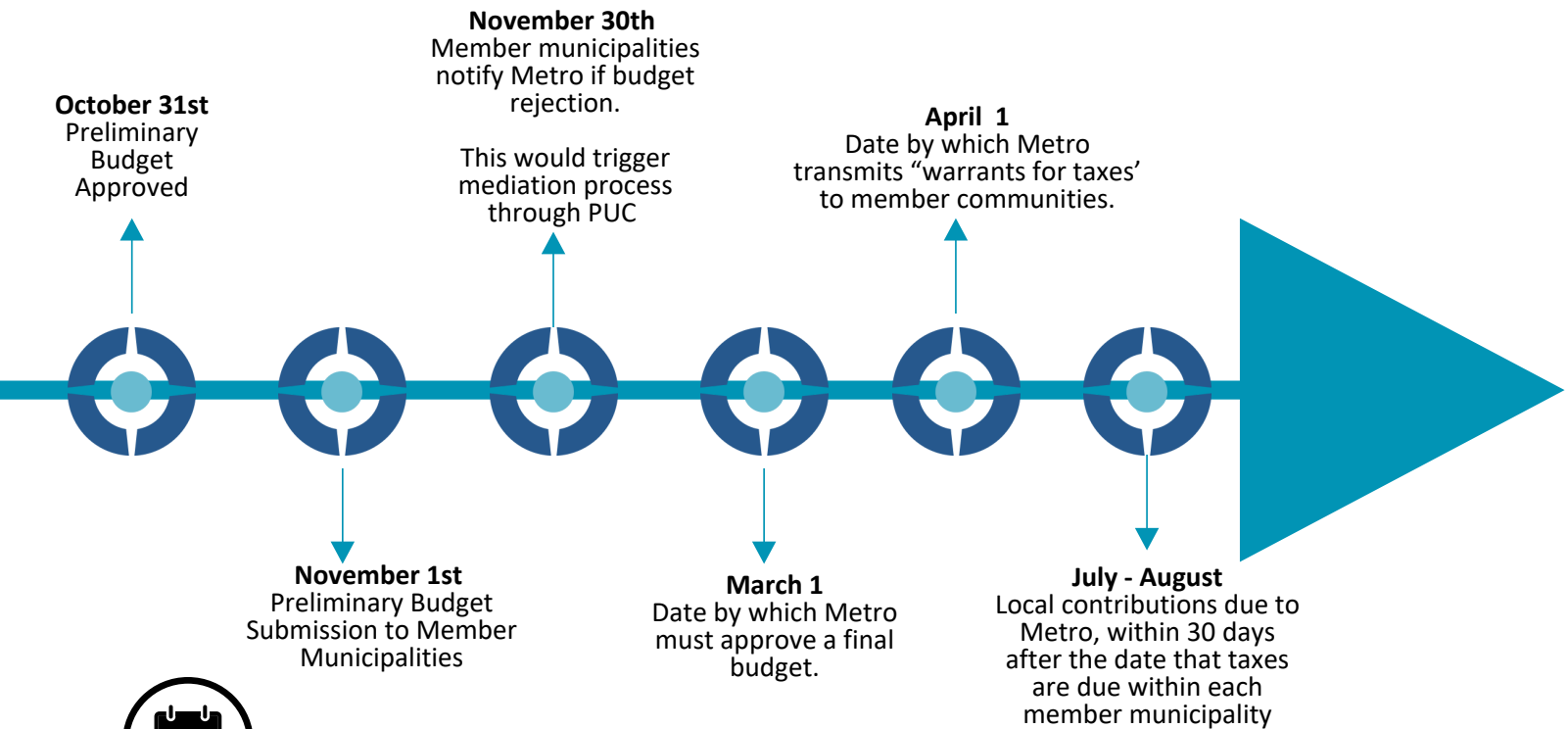
Serve as a foundation for regional prosperity, growing communities, and a healthy environment.

OUR CORE VALUES ARE:

- **Safety** – our highest priority is the safety of our riders, employees, and the public.
- **Service** – we serve our riders and communities, support our employees, and act in the public interest.
- **Simplicity** – we do the hard work to make transit easy for all.
- **Sustainability** – We commit to responsible and equitable practices today to ensure a sustainable and better future.
- **Innovation** – with imagination and determination we never stop building a better public transportation experience for riders.



Greater Portland Transit District Budget Adoption Timeline



Budget Adoption Calendar:

October 31

- Date by which the preliminary operating budget must be approved along with the formula by which local contributions are determined and the local contribution amounts.

November 1

- Date by which Metro is required to submit the preliminary budget, local contribution formula, and the local contribution amounts to the 'municipal officers' (i.e, the city/town councils) of the member municipalities

November 30

- Date by which city/town councils are required to notify Metro of a rejection of the formula by which local assessments are determined. A rejection would trigger a mediation process through the Public Utilities Commission.

March 1

- Date by which Metro must approve a final budget.

April 1

- Date by which Metro transmits "warrants for taxes" to member municipalities.

July - August:

- Local contributions are due to Metro within 30 days of taxes being due in each member municipality.



Greater Portland Transit District 2025 Board of Directors

Officers

Board President - **Ed Suslovic, Portland**

Vice President - **Hope Cahan, Falmouth**

Treasurer - **Paul Bradbury, Portland**

Secretary - **John Thompson, Westbrook**

Members

Merrill Barter, Falmouth

Pious Ali, Portland

Jeff Levine, Portland

Roberto Rodriguez, Portland

Michael Shaughnessy, Westbrook

Prosper Lohomboli, Westbrook

Chrissy Adamowicz, Brunswick

William Rixon, Freeport

Julie Dubovsky, Yarmouth

Tom Poirier, Gorham

Seven Siegel, Gorham

Joshua Reny, South Portland

Gabe Faulkner-Macklin, South Portland

Linda Cohen, South Portland

Steven Riley, South Portland

Agency Staff

Glenn Fenton, Executive Director

Shelly Brooks, Chief Financial Officer

Mike Tremblay, Transit Development Director

Chad Heid, Chief Transportation Officer

Main Office

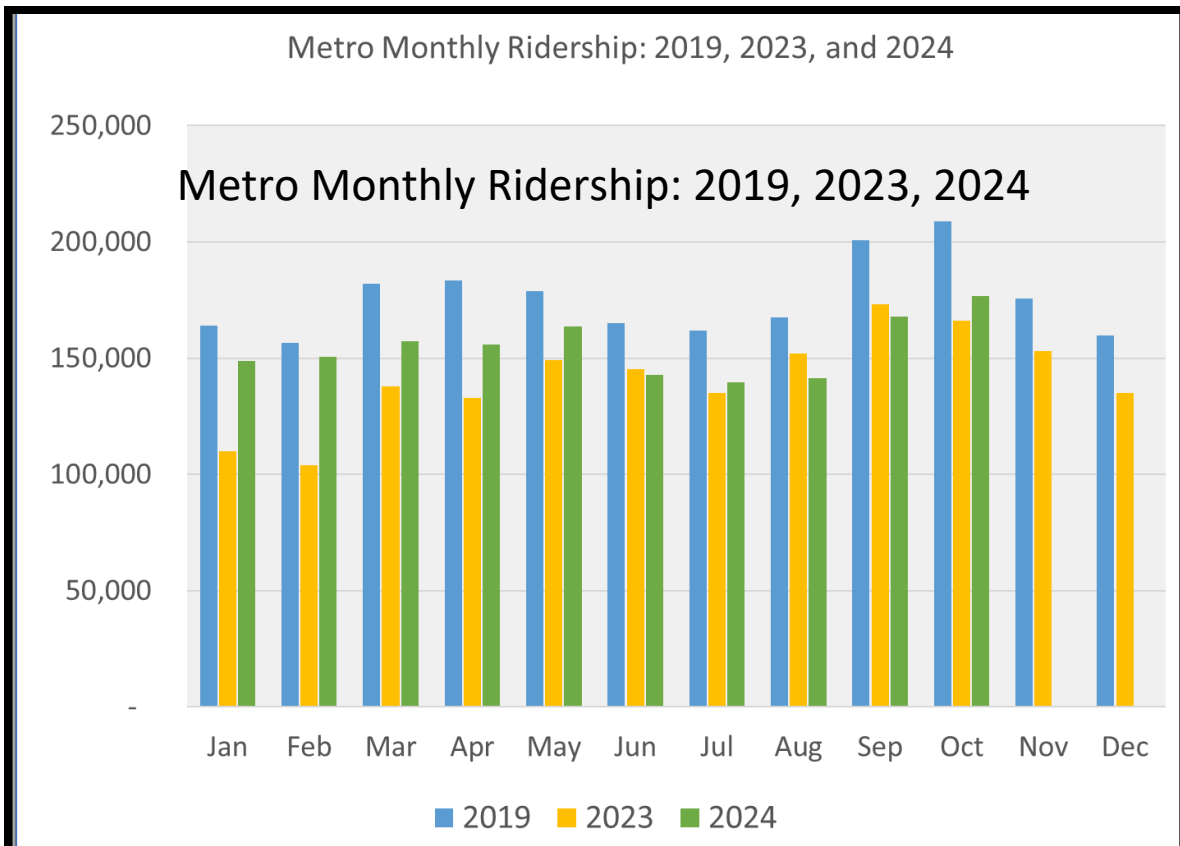
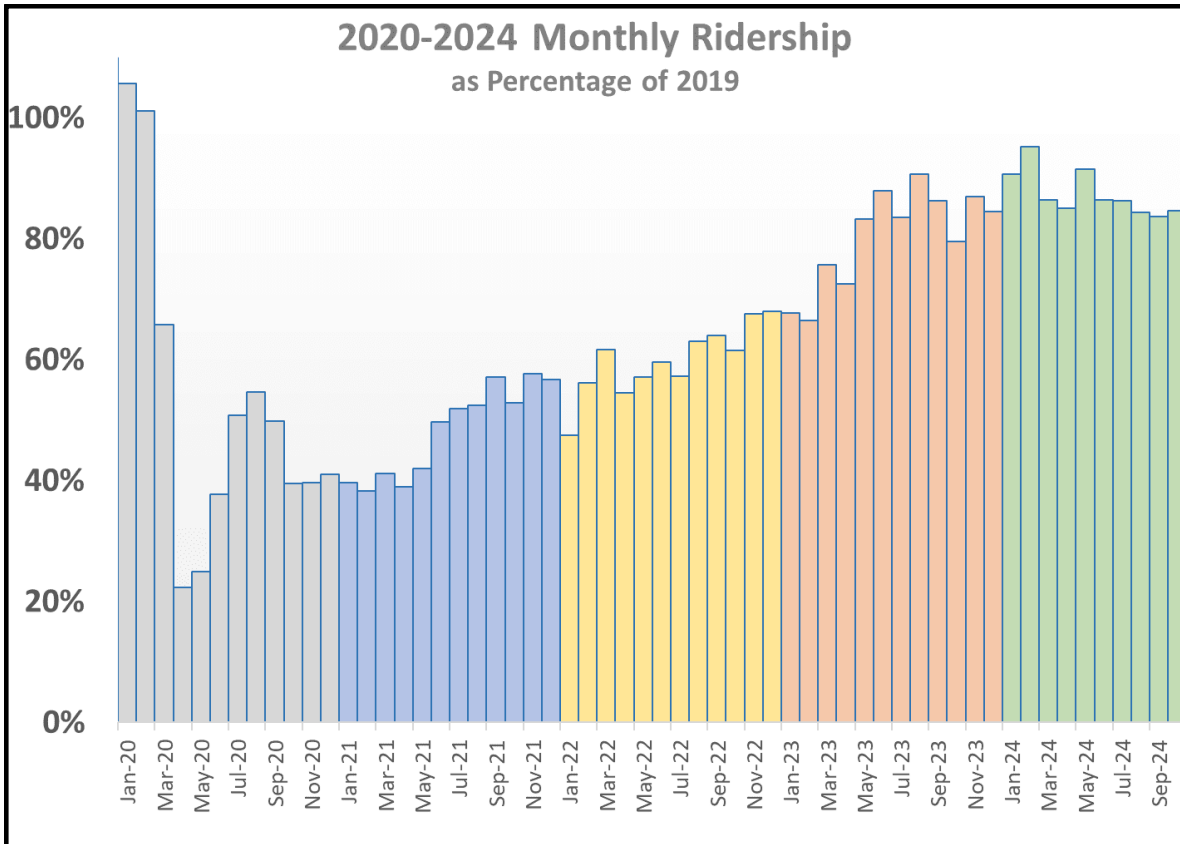
Greater Portland Metro
114 Valley Street
Portland, ME 04102

Downtown Transit Hub

21 Elm Street
Portland, ME 04101
Open M-F, 7am - 7pm



2024 Greater Portland Metro Ridership Trends





Key Achievements in 2024

Town of Gorham Joins Greater Portland Transit District

On March 12, 2024, the Gorham Town Council voted to become a member of GP Metro. The Husky Line was launched as a pilot in 2018 as a limited stop express service for Gorham, Westbrook, and Portland and the two USM campuses.

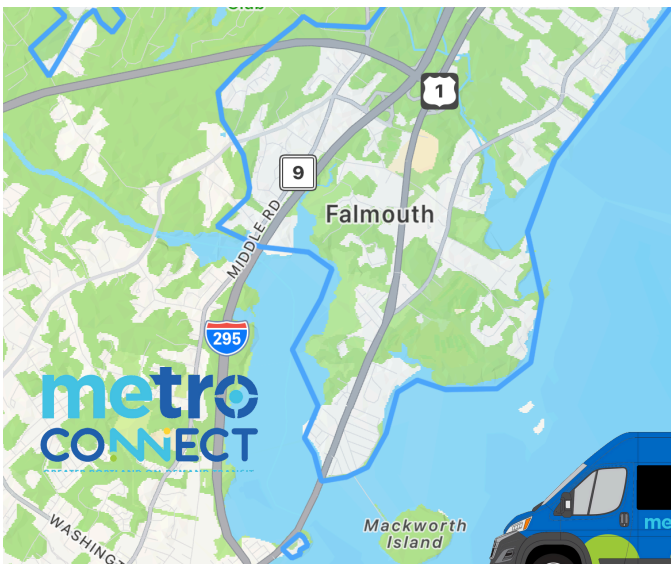


Service Improvements, Technology upgrades.

In June, 2024, Metro increased frequency and expanded Route 7 service, between Falmouth and Downtown Portland, to include the Portland Jetport. Later in the summer, Metro partnered with the City Of Portland to implement Transit Signal Priority, which allows buses to communicate with traffic signals to allow transit vehicles to get through intersections faster. And, plans to install a new Intelligent Transportation System (ITS) in 2025 were developed.

City of South Portland Joins Metro

On October 24, 2024, Greater Portland Metro's Board of Directors voted to approve merging South Portland's city-run bus system into Greater Portland Transit District (Metro). South Portland left Metro in 1983 and had operated its own system since. Rejoining Metro improves regional connections between South Portland and Greater Portland region.



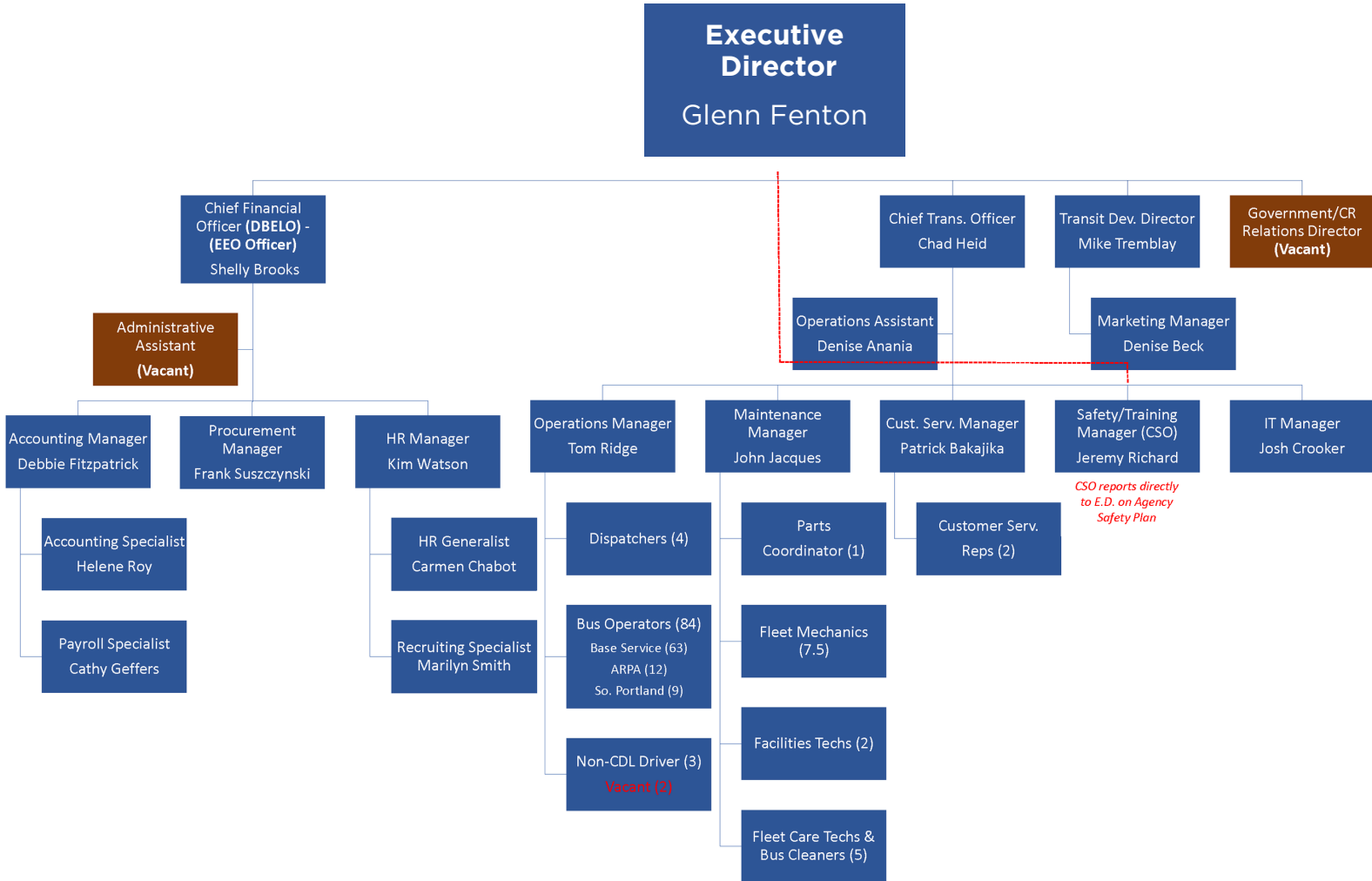
New Microtransit, On-Demand service

In the fall, Metro started piloting a new on-demand, microtransit service in parts of Falmouth. The new service, called Metro Connect, improves public transit options in parts of Falmouth that were previously underserved or not serviced. Riders are dropped off at locations within the specific zones or at a bus stop to transfer to regular fixed route service to travel into Portland and beyond.





2024 Greater Portland Metro Organizational Chart



ITEM 7 – PRELIMINARY FY 2025 OPERATING BUDGET

The total operating budget for FY 2025 is \$19,233,067, an increase of 13.2% compared to FY 2024. Approximately \$1.3m of this increase is related to the ongoing operating and one-time expenses related to the merger of Metro and South Portland Bus Service.

Table 1: Total Budget Summary

	2021 Actual	2022 Actual	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-
EXPENDITURES								
Base Bus Budget								
Wages	6,224,159	7,147,685	7,275,589	8,372,407	7,967,574	9,645,339	1,272,932	15.2%
Benefits	2,719,817	2,748,192	2,934,724	3,478,436	3,330,680	4,041,681	563,245	16.2%
Services and Fees	534,819	786,307	930,898	853,712	1,019,929	1,004,440	150,728	17.7%
Fuel-Fluids-Tires	660,413	627,682	716,703	1,073,046	1,025,922	1,352,479	279,433	26.0%
Supplies & Equipment	373,809	370,946	449,124	452,417	464,597	557,720	105,303	23.3%
Utilities	299,561	364,946	359,445	426,000	357,965	391,101	(34,899)	-8.2%
Insurance	325,138	345,754	375,431	401,625	402,154	473,713	72,088	17.9%
Miscellaneous Expenses	44,984	49,921	55,402	80,100	65,980	83,894	3,794	4.7%
Debt Service	231,494	236,824	298,479	313,365	304,988	299,524	(13,841)	-4.4%
Capital & Reserves	247,383	188,942	134,820	390,100	345,101	258,562	(131,538)	-33.7%
Total Base Bus Budget	11,661,576	12,867,200	13,530,615	15,841,207	15,284,890	18,108,453	2,267,246	14.3%
Separate Budget Categories								
ADA Paratransit	350,479	408,210	458,106	507,402	428,326	635,000	127,598	25.1%
115 St. John's Street	70,169	476,344	469,022	489,684	478,866	489,614	(70)	0.0%
Service Improvements	-	-	164,743	145,114	271,114	-	(145,114)	-100.0%
Total Expenditures	12,012,055	13,751,754	14,622,486	16,983,407	16,463,196	19,233,067	2,249,660	13.2%
REVENUES								
Base Bus Funding								
Fare Revenue	1,385,127	2,108,658	2,133,614	3,146,412	2,985,167	3,569,237	422,825	13.4%
Miscellaneous Revenue	314,751	496,006	494,723	463,310	656,476	549,500	86,190	18.6%
Municipal Funding	3,959,343	4,394,704	4,534,570	4,509,532	4,644,672	5,316,376	806,844	17.9%
State Funding	170,426	170,427	170,427	850,000	474,732	713,153	(136,847)	-16.1%
Federal Funding	6,058,274	5,975,181	6,287,950	5,689,234	5,855,779	6,366,224	676,990	11.9%
Total Base Bus Budget	11,887,921	13,144,976	13,621,284	14,658,488	14,616,826	16,514,490	1,856,002	12.7%
Separate Budget Categories								
ADA PT - Municipal Funding	71,756	83,088	89,339	101,480	85,665	127,000	25,520	25.1%
ADA PT - Federal Funding	280,383	326,566	346,387	405,922	342,661	508,000	102,078	25.1%
115 St. John's Other Revenue	1,000	89,386	249,656	258,524	243,018	253,277	(5,247)	-2.0%
115 St. John's Municipal Funding	-	90,938	93,862	94,245	94,245	96,130	1,885	2.0%
115 St. John's State Funding	37,500	227,344	234,654	239,347	239,347	244,134	4,787	2.0%
Service Imp. - Passenger Fares	-	-	53,467	-	-	-	-	-
Service Imp. - Federal Funding	-	-	111,277	1,225,400	848,294	1,490,036	264,636	21.6%
Total Revenues	12,278,560	13,962,298	14,799,926	16,983,407	16,470,056	19,233,067	2,249,661	13.2%
Surplus/(Deficit)	266,505	210,545	177,440	0	6,860	0		

Major Budget Factors:

- Base Bus Budget (Expenditures)
 - Service Improvements – ARPA funded service improvements implemented in May 2024, and scheduled for November 2024 are reported as included in the base budget expenditure numbers. The service improvements resulted in a net increase of 4 bus operator positions in 2023, 8 bus operator positions in 2024, and 2 non-CLD driver for a total of 75 bus operator positions and 3 non-CDL operators as of November 2024.

**Greater Portland Transit District:
FY 2025 Preliminary Operating and Capital Budget**

- South Portland Bus Service – South Portland Bus Service expenditures related to current service levels are incorporated into the base budget total, resulting in approximately 8% of the total increase in base budget expenditures of 13.2%.
- Metro’s estimated expenditure increase related to current service levels account for approximately \$860k of this increase, or 5%.
- Base Bus Budget (Revenues) – revenue estimates include: increases in state and federal funding as well as increases in fares and miscellaneous revenue, all mainly related to the merger with South Portland Bus Service. Current municipal funding reflects an overall 17.9% increase, which includes a 23.6% increase in operating funding (over 2024 actual- Gorham’s assessment was not included in 2024 budget) and a 38.1% decrease in capital funding based on the 2025-2029 CIP. Revenue increases in all categories are mainly related to the merger with South Portland Bus Service, with small increases related to estimated ridership increases. ARPA funding will offset 100% of ARPA related service improvements.
- ADA Paratransit budget is increased based on the addition of South Portland Bus Service estimated ridership. However, Metro experienced actual decreased ridership in 2024.
- Lease Property (151 St. John’s Street) – total budget includes the anticipated expenditures and revenues associated with lease and operations of the property at 115 St. John’s Street. A projected \$103,928 surplus in this section can be available to offset a deficit(s) in other sections of the budget.

BASE BUS SERVICE

For 2025, baseline bus service (including ARPA funded service improvements) will total 134,560 revenue hours. Table 2 outlines service levels, projected revenue hours and estimated boardings by route. Also presented are the boardings per hour statistics which is a basic metric of route performance.

Table 2: 2025 Service Levels and Estimated Ridership

ROUTE	MUNICIPALITIES	CORRIDORS	Max Service Headways			Revenue Hours	Estimated Boardings	Boardings/ Hour
			Wkdy	Sat	Sun			
Route 1	Portland	Congress	30 min	60 min	60 min	9,871	185,000	19
Route 2	Portland-Westbrook	Forest	30 min	60 min	60 min	9,835	270,000	27
Route 3	Portland-South Portland-Westbrook	Bridge-Spring	30 min	60 min	60 min	7,124	78,000	11
Route 4	Portland-Westbrook	Brighton-Main	30 min	45 min	45 min	13,707	310,000	23
Route 5	Portland-South Portland	Outer Congress-Maine Mall	30 min	45 min	45 min	10,298	236,000	23
Route 7	Falmouth-Portland	Congress-Rt. 1-Jetport	30 min	60 min	60 min	16,961	191,000	11
Route 8	Portland	Peninsula Circulator	30 min	60 min	60 min	6,768	100,000	15
Route 9	Falmouth-Portland	Congress-Washington-Stevens	30 min	30 min	60 min	19,807	445,800	23
Route 21	South Portland-Portland	Mill Creek-SMCC	45 min	45 min	75 min	5,331	81,700	15
Route 24A	South Portland-Portland	Mill Creek-Maine Mall Main St	120 min	120 min	75 min	5,871	88,900	15
Route 24B	South Portland-Portland	Mill Creek-Maine Mall Broadway	120 min	N/A	N/A	3,968	60,800	15
Husky Line	Gorham-Portland-Westbrook	Rt. 25-William Clark-Brighton	30 min.	45 min	45 min	14,675	199,000	14
Breez	Brunswick-Freeport-Yarmouth-Portland	I-295-Rt. 1	30-90 min	60-90 min	N/A	10,344	82,400	8
Total						134,560	2,328,600	17

**Greater Portland Transit District:
FY 2025 Preliminary Operating and Capital Budget**

Table 3: Base Bus Budget Summary

	2021 Actual	2022 Actual	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-
EXPENDITURES								
Base Bus Budget								
Wages	6,224,159	7,147,685	7,275,589	8,372,407	7,967,574	9,645,339	1,272,932	15.2%
Benefits	2,719,817	2,748,192	2,934,724	3,478,436	3,330,680	4,041,681	563,245	16.2%
Services and Fees	534,819	786,307	930,898	853,712	1,019,929	1,004,440	150,728	17.7%
Fuel-Fluids-Tires	660,413	627,682	716,703	1,073,046	1,025,922	1,352,479	279,433	26.0%
Supplies & Equipment	373,809	370,946	449,124	452,417	464,597	557,720	105,303	23.3%
Utilities	299,561	364,946	359,445	426,000	357,965	391,101	(34,899)	-8.2%
Insurance	325,138	345,754	375,431	401,625	402,154	473,713	72,088	17.9%
Misc Exp	44,984	49,921	55,402	80,100	65,980	83,894	3,794	4.7%
Debt Service	231,494	236,824	298,479	313,365	304,988	299,524	(13,841)	-4.4%
Capital & Reserves	247,383	188,942	134,820	390,100	345,101	258,562	(131,538)	-33.7%
Service Improvements				145,114	271,114			
Total Base Bus Budget	11,661,576	12,867,200	13,530,615	15,986,321	15,556,004	18,108,453	2,267,246	14.2%
REVENUES								
Base Bus Funding								
Fare Revenue	1,385,127	2,108,658	2,133,614	3,146,412	2,985,167	3,569,237	422,825	13.4%
Miscellaneous Revenue	314,751	496,006	494,723	463,310	656,476	549,500	86,190	18.6%
Municipal Funding	3,959,343	4,394,704	4,534,570	4,509,532	4,644,672	5,316,376	806,844	17.9%
State Funding	170,426	170,427	170,427	850,000	474,732	713,153	(136,847)	-16.1%
Federal Funding	6,058,274	5,975,181	6,287,950	5,689,234	5,855,779	6,366,224	676,990	11.9%
Svc Imp- Federal Funding				1,225,400	848,294	1,490,036	264,636	21.6%
Total Base Bus Budget	11,887,921	13,144,976	13,621,284	15,883,888	15,465,120	18,004,526	2,120,638	13.4%
Surplus/(Deficit)	226,345	277,776	90,669	(102,433)	(90,884)	(103,927)	(1,495)	1%

TRANSIT OPERATIONS DEPARTMENT

Overview and Staffing

The mission of the Transit Operations Department is to deliver safe and effective transit service on a daily basis in accordance with Metro’s published routes and schedules and provide an excellent rider experience across all touchpoints. In addition to Transit Operations, support functions include Safety-Training, Information Technology, and Customer Service sections.

- Transit Operations – deliver safe and effective bus operations on a daily basis in accordance with Metro’s published routes and schedules while providing an excellent rider experience.
- Safety-Training – effectively train and prepare new Bus Operators and manage Metro’s agency safety plan.
- Information Technology – manage the agency’s IT systems and assets to ensure proper availability, operability and security.
- Customer Service – Provide fare media sales and customer support to riders, members of the public, and pass program partners.

The Operations Department includes the following full-time equivalent (FTE) positions and number of employees. The addition of positions from 2023 to 2024 are related to ARPA service improvements, including Micro. The addition of positions from 2024 to 2025 are related to the Metro-South Portland Bus Service merger.

**Greater Portland Transit District:
FY 2025 Preliminary Operating and Capital Budget**

Table 4: Operations Staffing

Staffing	2022	2023	2023	2024	2025	Change
Operations Manager	1.00	1.00	1.00	1.00	1.00	-
Safety and Training Manager	1.00	1.00	1.00	1.00	1.00	-
Dispatcher	4.00	4.00	4.00	4.00	4.00	-
Bus Operators	66.00	63.00	63.00	75.00	84.00	9.00
Operations Assistant	1.00	1.00	1.00	1.00	1.00	-
Shuttle Driver	1.00	1.00	1.00	3.00	3.00	-
Customer Service Manager	1.00	1.00	1.00	1.00	1.00	-
Customer Service Representative	2.00	2.00	2.00	2.00	2.00	-
IT Manager	1.00	1.00	1.00	1.00	1.00	-
Totals	78.00	75.00	75.00	89.00	98.00	9

*Staffing is based on total position count, not amount budgeted.

Table 5: Transit Operations Department Budget

USES OF FUNDS	2022 Actual	2023 Budget	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-	Notes
Wages									
Regular Wages	4,011,944	4,423,275	4,618,783	5,302,943	5,033,732	6,173,176	870,233	16.4%	
Overtime - Operations	814,135	452,218	504,636	509,469	491,098	641,417	131,948	25.9%	1
Add'l Pay (PTO payout, Hlth opt out)	247,467	55,260	35,509	61,207	63,194	72,618	11,411	18.6%	
Holiday Pay - Worked	111,395	105,769	100,244	110,553	123,194	138,424	27,871	25.2%	
Wages	5,184,941	5,036,522	5,259,173	5,984,172	5,711,218	7,025,635	1,041,463	17.4%	
Benefits									
FICA/FMLA	387,078	381,266	396,660	457,784	435,652	572,589	114,805	25.1%	
Health Ins	990,614	1,085,755	1,046,993	1,273,377	1,281,060	1,520,020	246,643	19.4%	
HRA Payments	58,729	80,000	72,773	80,000	67,500	85,000	5,000	6.3%	
Dental Insurance	45,527	46,608	45,900	51,029	49,236	56,931	5,902	11.6%	
Disability Insurance	38,222	46,212	46,573	57,941	47,131	58,832	891	1.5%	
Life Insurance	1,979	2,065	1,651	2,065	2,029	2,065	-	0.0%	2
Workers Comp	148,218	153,251	165,134	181,190	179,788	240,271	59,081	32.6%	
Unemployment	-	3,000	-	20,000	14,589	15,000	(5,000)	-25.0%	
Vision	2,004	2,132	2,041	2,150	2,090	2,385	235	10.9%	
Retirement	314,821	323,952	325,438	388,965	372,651	451,122	62,157	16.0%	
Uniforms/Reimbursements	13,975	24,800	28,579	36,100	14,344	33,892	(2,208)	-6.1%	
Benefits	2,001,168	2,149,042	2,131,740	2,550,602	2,466,071	3,038,108	487,506	19.1%	
Total Wages & Benefits	7,186,108	7,185,563	7,390,913	8,534,774	8,177,289	10,063,743	1,528,969	17.9%	
Services and Fees									
Temporary Help	-	-	-	-	-	-	-	0%	
Technology Services	62,909	63,839	67,117	55,112	54,922	18,402	(36,710)	-66.6%	3
Other Contracted Services	72,885	91,029	88,964	95,000	100,316	107,500	12,500	13.2%	
Services and Fees	135,794	154,868	156,081	150,112	155,238	125,902	(24,210)	-16.1%	
Supplies & Equipment									
Transportation Supplies	4,614	6,000	6,606	6,000	3,500	6,500	500	8.3%	
It Supplies	609	2,000	677	2,000	2,000	1,120	(880)	-44.0%	
Fare Media	1,690	6,000	19,950	10,000	22,383	15,000	5,000	50.0%	4
Minor Equipment	6,230	8,500	8,992	6,500	5,350	10,600	4,100	63.1%	5
Supplies and Equipment	13,143	22,500	36,226	24,500	33,233	33,220	8,720	35.6%	
Utilities									
Phone/Cell/Internet- AVL	4,800	4,800	4,800	4,800	4,800	4,800	-	0.0%	
Phone/Cell/Internet	26,262	26,640	25,692	26,640	24,674	30,120	3,480	13.1%	
Utilities	31,062	31,440	30,492	31,440	29,474	34,920	3,480	11.1%	
Miscellaneous Expenses									
Conferences and Travel	170	4,200	110	2,500	300	4,000	1,500	60.0%	6
Miscellaneous Expenses	170	4,200	110	2,500	300	4,000	1,500	60.0%	
Total Non-Personnel Expenses	180,169	213,008	222,909	208,552	218,245	198,042	(10,510)	-5.0%	
Total Base Bus Budget	7,366,277	7,398,571	7,613,822	8,743,326	8,395,534	10,261,785	1,518,459	17.4%	

**Greater Portland Transit District:
FY 2025 Preliminary Operating and Capital Budget**

Note #	Line Item	Explanation
1	Wages	Increase in regular wages is driven mainly by the addition of 9 bus operators related to the merger, along with COLA increase (2% Jan 1, 2% July 1) in base wages and step increases as required by the Collective Bargaining Agreement with ATU and the Non-Union Salary Plan approved by the Board of Directors in 2022. Wages related to service improvement are included in this line as well. Staff are estimating the same COLA for non-union staff.
2	Benefits	Increase in benefits is driven mainly by the addition of 9 bus operators related to the merger, along with estimated premium increases for 2025. Staff are estimating a 10% increase in health insurance. Other benefit increases are estimated between 2-3% for 2025. Payroll taxes are increasing related to the 0.5% ME FMLA benefit eff 1/1/2025.
3	Technology Services	New CAD/AVL/Timekeeping system implementation is underway. The first year SaaS fees, along with initial setup fees, will be allocated to grants. The annual SaaS fees will return for the 2026 budget for this line item.
4	Fare Media	Due to increased demand for Fare Media in 2024, Metro has incurred larger than estimated production costs. Staff anticipate demand to remain high in 2025.
5	Minor Equipment	Increased based on anticipated need for additional on bus equipment.
6	Conference and Travel	Increased based on need for additional training for Operations staff and managers

FLEET & FACILITIES MAINTENANCE

Overview and Staffing

The mission of the Fleet and Facilities Maintenance Department is to maintain the agency’s physical assets in a state of good repair and ensure availability to deliver and support safe and effective transit services. This department maintains 51 revenue vehicles, 8 support vehicles, 4 facilities and 600 bus stops including 65 with shelters and other amenities. The following two divisions make up this department:

- Fleet Maintenance – deliver safe and effective bus operations on a daily basis in accordance with Metro’s published routes and schedules while providing an excellent rider experience.
- Facilities Maintenance – effectively train and prepare new Bus Operators and manage Metro’s agency safety plan.

The Fleet-Facilities Maintenance Department includes the following full-time equivalent (FTE) positions and number of employees. For base bus service, no additional positions or employees are proposed. However, there is some overstaffing expenses estimated due to anticipated long-term absences.

**Greater Portland Transit District:
FY 2025 Preliminary Operating and Capital Budget**

Table 6: Department Budgets- Maintenance

USES OF FUNDS	2022 Actual	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-	Notes
Wages								
Regular Wages	850,791	1,008,634	1,108,400	1,029,146	1,218,787	110,387	10.0%	1
Overtime - Maintenance	66,218	49,082	42,877	40,020	52,269	9,393	21.9%	2
Add'l Pay (PTO payout, Hlth opt out)	39,476	7,052	16,619	14,500	16,500	(119)	-0.7%	
Holiday Pay - Worked	19,875	19,161	21,829	24,160	24,889	3,060	14.0%	
Wages	976,360	1,083,929	1,189,725	1,107,825	1,312,445	122,721	10.3%	
Benefits								
FICA/FMLA	71,682	79,514	91,014	86,613	106,964	15,951	17.5%	3
Health Ins	233,652	249,070	252,676	257,512	258,194	5,518	2.2%	
HRA Payments	10,094	7,283	-	6,000	-	-	0.0%	
Dental Insurance	9,823	9,845	10,234	9,735	9,778	(456)	-4.5%	
Disability Insurance	6,919	10,095	11,490	10,449	10,449	(1,041)	-9.1%	
Life Insurance	-	114	-	185	-	-	0	
Workers Comp	27,293	30,408	29,637	29,356	36,195	6,558	22.1%	4
Unemployment	-	1	-	2	3	3	0.0%	
Vision	436	472	431	390	431	-	0.0%	
Retirement	39,378	45,018	75,020	71,874	87,008	11,988	16.0%	
Uniforms	8,153	6,462	8,800	4,855	9,950	1,150	13.1%	
Benefits	407,429	438,283	479,304	476,977	518,978	39,674	8.3%	
Total Wages & Benefits	1,383,789	1,522,212	1,669,029	1,584,802	1,831,423	162,395	9.7%	
Staffing								
	2022	2023	2024	2025	Change			
Maintenance Manager	1.00	1.00	1.00	1.00	-			
Master Technician	1.00	-	-	-	-			
Technician	1.00	1.00	1.00	2.00	1.00			
Mechanic II (1 PT Employee)	4.00	5.00	5.50	4.50	(1.00)			
Mechanic I	2.00	1.00	1.00	1.00	-			
Fleet Care	4.00	4.00	4.00	4.00	-			
Utility	1.00	1.00	1.00	1.00	-			
Building Maintenance	1.00	1.00	1.00	1.00	-			
Bus Cleaner	-	1.00	1.00	1.00	-			
Inventory Clerk	1.00	1.00	1.00	1.00	-			
Totals	16.00	16.00	16.50	16.50	0.00			

*Staffing is based on total position count, not amount budgeted.

Note #	Line Item	Explanation
1	Wages	Increase in regular wages is driven mainly by the COLA increase (2% Jan 1, 2% July 1) in base wages and step increases as required by the Collective Bargaining Agreement with ATU and the Non-Union Salary Plan approved by the Board of Directors in 2022. Staff are estimating the same COLA for non-union staff. Increase in wages is also related to the promotional opportunities negotiated as part of the new CBA for Mechanic positions.
2	Overtime	Overtime is budgeted at 8% of wages, which is the historical average. The expenditure is allocated to departments based on % of expenditures from 2024 actuals.
3	Payroll Taxes	Payroll taxes are increasing related to the 0.5% ME FMLA benefit eff 1/1/2025.
4	Workers Compensation	Workers Compensation expenditures have historically averaged around 2.75% of wages. Staff are using this as an estimate, and will update once initial discussions for 2025 policy renewals begin.

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Table 7: Department Budgets- Maintenance, continued

USES OF FUNDS	2022 Actual	2024 Projection	2024 Final Request	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-	Notes
Services and Fees								
Arch & Engineer Fees	-	-	5,000	-	5,000	-	0.0%	
Temporary Help	-	-	-	-	-	-	0.0%	
Other Contracted Services	-	-	5,000	3,000	5,000	-	0.0%	
Maint Software	2,690	2,690	4,000	10,428	6,700	2,700	67.5%	5
Maintenance Services	174,340	204,274	194,161	231,894	298,125	103,964	53.5%	6
Snow Plowing/Removal	3,625	2,675	9,000	3,500	9,900	900	10.0%	
Custodial Services	21,734	46,697	48,000	47,069	48,131	131	0.3%	
Services and Fees	202,389	256,336	265,161	295,891	372,856	107,695	40.6%	
Fuel-Fluids-Tires- Non-Revenue Vehicles								
CNG Fuel	106,653	91,032	133,851	86,646	95,000	(38,851)	-29.0%	7
Diesel Fuel	386,878	484,297	749,877	745,959	1,048,650	298,773	39.8%	8
Gasoline	-	-	-	-	5,500	5,500	100.0%	9
Greases and Fluids	64,174	60,945	81,514	98,514	98,550	17,036	20.9%	
Electricity as a Fuel	9,732	14,219	28,000	15,000	16,000	(12,000)	-42.9%	10
Tires and Tubes	60,245	66,209	79,804	79,804	94,279	14,475	18.1%	
Fuel-Fluids-Tires- Non-Revenue Vehicl	627,682	716,703	1,073,046	1,025,922	1,357,979	284,933	26.6%	
Supplies & Equipment								
Servicing/Fueling Supplies	3,905	4,902	3,500	4,500	5,000	1,500	42.9%	11
Shop Supplies	22,836	30,346	32,000	29,879	36,050	4,050	12.7%	
Shelter Supplies	3,658	1,793	5,000	5,000	14,750	9,750	195.0%	12
Building Supplies	30,754	30,577	35,000	35,000	36,750	1,750	5.0%	
Parts	239,852	300,481	305,817	314,986	382,950	77,133	25.2%	
Minor Equipment	19,143	6,868	4,500	7,500	8,500	4,000	88.9%	13
Veh Ops- Other Supplies	-	5,142	2,000	3,000	5,000	3,000	150%	14
Supplies and Equipment	320,148	380,108	387,817	399,865	489,000	101,183	26.1%	
Utilities								
Phone/Cell/Internet	443	481	480	480	480	-	0.0%	
Utilities	443	481	480	480	480	-	0.0%	
Miscellaneous Expenses								
Liscenses and Permits	575	202	1,500	500	1,000	(500)	-33.3%	
Miscellaneous Expenses	575	202	1,500	500	1,000	(500)	-33.3%	
Total Non-Personnel Expenses	1,151,237	1,353,831	1,728,003	1,722,658	2,221,315	493,312	28.5%	
Total Base Bus Budget	2,535,026	2,876,043	3,397,032	3,307,460	4,052,739	655,707	19.3%	

Note #	Line Item	Explanation
5	Maintenance Software	Increase is related to the addition of annual fees for electric bus monitoring software.
6	Maintenance Services	Increased based on 2024 actuals. Category includes services for maintenance of fleet, buildings and grounds. Insurance claim revenue has been increased as well, as some of the increase is related to accident repairs.
7	CNG Fuel	Working with CES Energy Brokers, staff were able to secure a contract with lower supply rates for CNG fuel resulting in a budgetary savings.
8	Diesel Fuel	By purchasing diesel futures, Staff was able to secure a favorable rate for METRO's 24-25 diesel contract of \$2.78/gal. The current contract will expire late summer of 2025, and will secure a new contract. Estimates for fuel purchases beyond contract expiration are currently estimated at the current contract rate of \$2.78/gal. Increase is mainly related to increased fuel costs related to the merger.
9	Gasoline	Addition of Gasoline for Micro Transit revenue vehicles.
10	Electricity Fuel	Based on historical usage, staff have reduced this expenditure line.

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Note #	Line Item	Explanation
11	Servicing/Fueling Supplies	Based on current year estimates of higher expenses, staff have increased this expenditure request.
12	Shelter Supplies	Increase related to shelter glass replacement costs.
13	Minor Equipment	Increases in minor equipment is related to historical spending trends, and the addition of shelter sites related to the merger.
14	Other Supplies	Increased based on historical costs of supplies, and projected increased expenditures related to on-bus equipment.

PLANNING AND MARKETING

Table 8: Department Budgets- Planning & Marketing

USES OF FUNDS	2022 Actual	2023 Budget	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-	Notes
Wages									
Regular Wages	80,186	189,153	193,172	200,439	194,635	213,619	13,180	6.6%	1
New Positions	-	-	-	-	-	-	-	0.0%	
Overtime - Administration	-	-	-	-	-	-	-	0.0%	
Add'l Pay (PTO payout, Hlth opt out)	2,800	-	-	-	-	-	-	0.0%	
Holiday Pay - Worked	-	-	-	-	1	2	2	0.0%	
Wages	82,986	189,153	193,172	200,439	194,636	213,621	13,182	6.6%	
Benefits									
FICA/FMLA	6,143	6,503	13,933	15,334	14,592	17,410	2,076	13.5%	
Health Ins	21,317	18,518	46,038	42,570	40,925	42,025	(545)	-1.3%	
HRA Payments	476	-	5,692	-	4,000	-	-	0.0%	
Dental Insurance	672	798	1,887	1,719	1,656	1,592	(127)	-7.4%	
Disability Insurance	1,329	802	1,430	1,929	1,977	1,977	48	2.5%	
Life Insurance	-	-	-	-	-	-	-	0.0%	
Workers Comp	210	217	234	227	225	278	50	22.1%	2
Unemployment	-	-	-	-	2	3	3	0.0%	
Vision	31	36	53	74	46	74	-	0.0%	
Retirement	6,162	5,525	14,376	13,029	12,482	15,111	2,082	16.0%	
Uniforms	-	-	-	-	-	-	-	0.0%	
Benefits	36,340	32,400	83,643	74,881	75,905	78,469	3,588	4.8%	
Total Wages & Benefits	119,326	221,553	276,815	275,320	270,541	292,090	16,770	6.1%	
Staffing									
	2022	2023	2023	2024		2025	Change		
Director of Transit Development	1.00	1.00	1.00	1.00		1.00	-		
Marketing Manager	1.00	1.00	1.00	1.00		1.00	-		
Totals	2.00	2.00	2.00	2.00		2.00	0.00		

*Staffing is based on total position count, not amount budgeted.

Note #	Line Item	Explanation
1	Wages	Increase in regular wages is driven mainly by the COLA increase (2% Jan 1, 2% July 1) in base wages and step increases as required the Non-Union Salary Plan approved by the Board of Directors in 2022. Staff are estimating the same COLA for non-union staff.
2	Workers Compensation	Workers Compensation expenditures have historically averaged around 2.75% of wages. Staff are using this as an estimate, and will update once initial discussions for 2025 policy renewals begin.

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Table 9: Department Budgets- Planning & Marketing, continued

USES OF FUNDS	2022 Actual	2023 Budget	2024 Projection	2024 Final Request	2024 Projection	2025 Request	2024 Request	2024 % +/-	Notes
Services and Fees									
Technology Services	9,512	17,400	16,450	21,400	21,067	24,000	2,600	12.1%	3
Advertising	41,694	106,000	74,957	60,000	55,496	57,000	(3,000)	-5.0%	
Other Contracted Services	62,308	76,500	42,924	39,500	25,225	32,000	(7,500)	-19.0%	4
Services and Fees	113,514	199,900	134,331	120,900	101,788	113,000	(7,900)	-6.5%	
Supplies & Equipment									
Supplies Cust Rel	9,948	7,500	9,618	11,500	10,000	10,000	(1,500)	-13.0%	
Supplies Promo	3,172	3,000	4,109	3,000	3,000	4,000	1,000	33.3%	5
Supplies and Equipment	13,120	10,500	13,727	14,500	13,000	14,000	(500)	-3.4%	
Utilities									
Phone/Cell/Internet	481	480	972	960	960	960	0	0.0%	
Utilities	481	480	972	960	960	960	0	0.0%	
Miscellaneous Expenses									
Dues, Subscriptions & Certifications	4,061	3,000	2,972	3,000	3,000	3,500	500	16.7%	
Conferences and Travel	395	1,610	2,394	4,000	1,138	5,000	1,000	25.0%	6
Miscellaneous Expenses	4,456	4,610	5,366	7,000	4,138	8,500	1,500	21.4%	
Total Non-Personnel Expenses	131,572	215,490	154,396	143,360	119,886	136,460	(6,900)	-4.8%	
Total Base Bus Budget	250,898	437,043	431,212	418,680	390,427	428,550	9,870	2.4%	

Note #	Line Item	Explanation
3	Technology Services	Increase is related to website hosting changes anticipated for early 2025.
4	Other Contracted Services	Staff anticipate slight decreases in expenditures for contract services related to Marketing and Planning.
5	Supplies-Promotion	Increased based on historical spending for supplies needed for promotion.
6	Dues, Subscriptions, Conferences	Increased are related to additional conference attendance anticipated for 2025, as well as anticipated increases in fees for dues and subscriptions.

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ADMINISTRATION

Table 10: Department Budgets- Administration

USES OF FUNDS	2022 Actual	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2024 \$ +/-	2024 % +/-	Notes
Wages								
Regular Wages	875,598	737,243	995,206	950,883	1,090,164	94,958	9.5%	1
Overtime - Administration	1,696	1,078	1,839	1,511	1,974	135	7.3%	
Add'l Pay (PTO payout, Hlth opt out)	26,104	994	1,024	1,500	1,500	476	46.5%	
Total Wages	903,399	739,316	998,071	953,898	1,093,643	95,572	9.6%	
Benefits								
FICA/FMLA	65,658	56,187	76,353	72,662	89,131	12,778	16.7%	
Health Ins	151,008	122,902	198,884	144,119	210,896	12,013	6.0%	
HRA Payments	3,135	3,252	-	5,000	-	-	0.0%	
Dental Insurance	9,528	6,411	8,024	6,728	7,987	(37)	-0.5%	
Disability Insurance	13,148	14,485	9,008	15,727	15,727	6,719	74.6%	2
Life Insurance	370	31	361	-	361	-	0.0%	
Workers Comp	5,651	6,296	6,136	6,078	7,493	1,358	22.1%	
Unemployment	4,311	8,613	11,000	-	-	(11,000)	-100.0%	3
Vision	375	306	327	302	327	-	0.0%	
Retirement	49,823	62,549	63,550	60,885	73,706	10,155	16.0%	
Uniforms	248	27	-	228	500	500	0.0%	
Total Benefits	303,255	281,059	373,645	311,732	406,134	32,489	8.7%	
Total Wages & Benefits	1,206,654	1,020,375	1,371,716	1,265,629	1,499,777	128,061	9.3%	
Staffing								
	2022	2023	2024	2025	Change			
Executive Director	1.00	1.00	1.00	1.00	-			
Chief Transportation Officer	1.00	1.00	1.00	1.00	-			
Chief Financial Officer	-	1.00	1.00	1.00	-			
Finance Director	1.00	-	-	-	-			
Director of Gov. and Community Relations	1.00	-	1.00	1.00	-			
HR Director	1.00	-	-	-	-			
HR Manager	-	1.00	1.00	1.00	-			
Accounting Manager	1.00	1.00	1.00	1.00	-			
Procurement Manager	1.00	1.00	1.00	1.00	-			
Payroll Specialist	1.00	1.00	1.00	1.00	-			
Accounting Assistant	1.00	1.00	1.00	1.00	-			
HR Generalist	1.00	1.00	1.00	1.00	-			
Recruiting Specialist (Request to add Permanent)	-	-	0.50	0.50	-			
Administrative Assistant	-	1.00	1.00	1.00	-			
Cash Counting Assistant (2 PT Staff)	0.50	0.50	0.50	0.50	-			
Totals	10.50	10.50	12.00	12.00	0.00			

*Staffing is based on total position count, not amount budgeted.

Note #	Line Item	Explanation
1	Wages	Increase in regular wages is driven mainly by the COLA increase (2% Jan 1, 2% July 1) in base wages and step increases as required by the Collective Bargaining Agreement with ATU and the Non-Union Salary Plan approved by the Board of Directors in 2022. Staff are estimating the same COLA for non-union staff.
2	Disability Insurance	Metro's current Disability Insurance provider was quoting an overall increase of 25% for 2025. Staff have secured a new provider of insurance which resulted in no overall increase. Changes reflected in the department budgets are based on reallocation of total expense to departments based on 2024 projections.
3	Unemployment	Metro does not anticipate any unemployment related expenses for 2025 in the Admin department.

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Table 11: Department Budgets- Administration, continued

USES OF FUNDS	2022 Actual	2024 Projection	2024 Final Request	2024 Projection	2025 Request	2024 \$ +/-	2024 % +/-	Notes
Services and Fees								
Tuition Reimbursement	2,955	1,500	5,000	1,920	6,000	1,000	20.0%	
Wellness Program	1,789	-	10,000	2,000	10,000	-	0.0%	
Legal Fees	43,492	74,384	40,000	140,126	80,000	40,000	100.0%	4
Audit Fees	23,500	25,000	27,500	35,500	29,500	2,000	7.3%	
Temporary Help	46,915	82,182	-	-	-	-	0%	
Employment Services	13,898	13,402	14,500	9,370	19,500	5,000	34.5%	
Benefit Administration Fees	8,514	8,098	10,000	8,000	15,000	5,000	50.0%	5
Technology Services	102,762	103,468	124,139	124,188	127,149	3,010	2.4%	
Bank and CC Fees	20,622	20,971	24,600	32,819	37,933	13,333	54.2%	6
Advertising	45,168	31,654	25,000	36,627	35,500	10,500	42.0%	7
Postage	2,254	2,156	3,000	3,000	3,000	-	0.0%	
Other Contracted Services	14,144	14,461	23,000	64,540	20,000	(3,000)	-13.0%	
Office Machines Maintenance	6,236	4,543	8,000	6,100	6,100	(1,900)	-23.8%	
Miscellaneous Services	2,361	2,331	2,800	2,821	3,000	200	7.1%	
Services and Fees	334,611	384,150	317,539	467,012	392,682	75,143	23.7%	
Supplies & Equipment								
HR Supplies	-	-	2,500	1,000	2,500	-	0.0%	
Office Supplies	20,981	15,832	18,100	15,000	15,000	(3,100)	-17.1%	
Minor Equipment	3,554	3,231	5,000	2,500	4,000	(1,000)	-20.0%	8
Supplies and Equipment	24,535	19,063	25,600	18,500	21,500	(4,100)	-16.0%	
Utilities								
Heating Fuel	156,711	146,979	170,844	125,874	133,210	(37,634)	-22.0%	9
Electricity	114,470	114,597	133,986	125,000	140,415	6,429	4.8%	
Water/Sewer/Stormwater	30,104	31,530	43,674	32,791	36,500	(7,174)	-16.4%	
Phone/Cell/Internet	31,674	34,394	44,616	43,386	44,616	-	0.0%	
Utilities	332,960	327,500	393,120	327,051	354,741	(38,379)	-9.8%	
Insurance								
Auto/Liability/Property Insurance	345,754	375,431	401,625	402,154	473,713	72,088	17.9%	
Insurance	345,754	375,431	401,625	402,154	473,713	72,088	17.9%	
Miscellaneous Expenses								
Dues, Subscriptions & Certifications	25,321	25,247	37,500	36,402	37,894	394	1.1%	
Conferences and Travel	8,939	11,947	16,600	9,639	17,500	900	5.4%	
Meals and Hosting	10,460	12,530	15,000	15,000	15,000	-	0.0%	
Miscellaneous Expenses	44,720	49,724	69,100	61,041	70,394	1,294	1.9%	
Total Non-Personnel Expenses	1,082,580	1,155,867	1,206,984	1,275,757	1,313,031	106,047	8.8%	
Total Base Bus Budget	2,289,233	2,176,242	2,578,700	2,541,387	2,812,808	234,107	9.1%	

Note #	Line Item	Explanation
4	Legal Fees	The increase in this line item reflects increased usage of legal services related to personnel and contracting consultation. Staff estimates continued increased usage of legal services in 2025.
5	Emp Svc/Benefit Admin	Increase mainly related to increased staffing levels due to merger.
6	Banking and Credit Card Fees	Increased costs related to credit card processing fees for sales of fare media.
7	Advertising	Increased costs related to advertising for job postings. Staff continue to evaluate opportunities for effective alternate methods of advertising.
8	Minor Equipment	Reduced request related to projected budgetary saving in 2024, and continued lower spending estimates.
9	Heating Fuel	Working with CES Energy Brokers, staff were able to secure a contract with lower supply rates for heating fuel resulting in a budgetary savings.

CAPITAL AND RESERVES

Table 12: Base Bus Budget: Capital

USES OF FUNDS	2022 Actual	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-	Notes
Debt Service								
Interest Expense Short Term	23,053	66,570	85,000	76,623	70,000	(15,000)	-17.6%	1
Interest Expense Long Term	31,271	32,758	29,215	29,215	30,374	1,159	4.0%	2
Debt Service Principal	182,500	199,150	199,150	199,150	199,150	-	0.0%	
Debt Service	236,824	298,479	313,365	304,988	299,524	(13,841)	-4.4%	
Capital & Reserves								
Contribution to Unrest Balance	-	-	45,000	-	45,000	-	0.0%	
GF Cap Outlay for Oth Cap Itms	155,460	125,960	345,100	345,100	213,560	(131,540)	-38.1%	3
GF Cap Outlay for Capital	30,547	13,621	-	-	-	-	0.0%	
Transfers	2,935	(4,761)	-	-	-	-	0.0%	
Capital & Reserves	188,942	134,820	390,100	345,100	258,560	(131,540)	-33.7%	
Total Base Bus Budget	425,766	433,299	703,465	650,088	558,084	(145,381)	-21%	

Note #	Line Item	Explanation
1	Short Term Interest	Interest expense related to TAN borrowing for cash flow at beginning of year. 2025 estimate is slightly lower based on anticipated lower borrowing rates for the coming year.
2	Long Term Interest	Interest expense related to long term borrowing. Slightly increased based on CIP for additional borrowing in Spring 2025.
3	Capital Items	Reduced based on CIP.

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REVENUE

Table 13: Base Bus Budget: Revenue

SOURCES OF FUNDS	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-	Notes
Fare Revenue									
Passenger Fares	1,140,893	1,325,270	1,163,873	2,164,631	2,064,421	2,512,128	347,497	16.1%	1
Organization Paid Fares	244,234	783,388	864,741	651,614	590,579	693,004	41,390	6.4%	
Organization Route Guarantees			105,000	330,167	330,167	364,105	33,938	10.3%	
Total Fare Revenue	1,385,127	2,108,658	2,133,614	3,146,412	2,985,167	3,569,237	422,825	13.4%	
Miscellaneous Revenue									
Advertising Revenue	194,244	349,816	243,637	300,000	300,000	330,000	30,000	10.0%	2
Vehicle Maint Services	9,915	6,000	6,000	5,000	30,681	5,000	-	0.0%	
Sale of Fuel	15,884	7,868	4,137	7,000	100	-	(7,000)	-100.0%	3
Interest Income	6,109	48,027	150,889	90,000	136,896	110,000	20,000	22.2%	4
Reimbursements of Auto Fare fees	10,088	13,887	15,861	15,810	18,798	19,000	3,190	20.2%	5
Wellness Grant Reimbursements	3,014	1,284	210	3,500	650	3,500	-	0.0%	
Training Grant Reimbursements	-	1,872	150	2,000	618	2,000	-	0.0%	
Miscellaneous Income	20,462	29,427	29,143	20,000	74,312	15,000	(5,000)	-25.0%	6
Rental of Property	40,228	-	-	-	-	-	-	0.0%	
Claims Recovery	14,807	37,826	44,696	20,000	94,420	65,000	45,000	225.0%	
Total Other Revenue	314,751	496,006	494,723	463,310	656,476	549,500	86,190	18.6%	
Municipal Funding									
Non-Member Municipal Funding (Gorham)	33,000	33,000	35,000	35,000	-	-	(35,000)	-100.0%	7
Member Municipal Funding: Operations	4,171,355	4,198,244	4,374,571	4,129,432	4,299,570	5,102,816	973,384	23.6%	8
Municipal Credit	(351,661)	-	-	-	-	-	-	0.0%	
Municipal Funding: CIP Local Match	106,649	155,460	124,999	345,100	345,102	213,560	(131,540)	-38.1%	9
Municipal Funding: Svc Veh Local Match	-	8,000	-	-	-	-	-	0.0%	
Total Municipal Revenue	3,959,343	4,394,704	4,534,570	4,509,532	4,644,672	5,316,376	806,844	17.9%	
State Funding									
State Operating Subsidy	170,426	170,427	170,427	850,000	474,732	713,153	(136,847)	-16.1%	10
Total State Revenue	170,426	170,427	170,427	850,000	474,732	713,153	(136,847)	-16.1%	
Federal Funding									
Federal Operating Assistance	2,424,171	3,247,517	3,717,037	4,100,000	4,100,000	4,690,835	590,835	14.4%	11
Federal Operating Assistance- Prior Year	-	-	-	316,000	316,000	-	(316,000)	-100.0%	12
TW Fed Operating Assistance	650,000	219,674	-	-	-	-	-	0.0%	
Federal Fuel Reimbursement	-	-	-	-	166,545	25,000	-	0.0%	
BREEZ Operating Assistance	-	-	-	-	-	-	-	0.0%	
Federal Prev Maint Assistance	944,263	1,107,990	1,211,036	1,273,234	1,273,234	1,650,389	377,155	29.6%	12
Federal CARES Act	2,039,840	1,400,000	865,292	-	-	-	-	0.0%	
Federal ARPA	-	-	494,585	1,225,400	848,294	1,490,036	264,636	21.6%	13
Total Federal Revenue	6,058,274	5,975,181	6,287,950	6,914,635	6,704,073	7,856,260	941,625	13.6%	
Total Revenue	\$ 11,887,921	\$ 13,144,976	\$ 13,621,284	\$ 15,883,888	\$ 15,465,120	\$ 18,004,526	2,120,638	13.4%	

Note #	Line Item	Explanation
1	Pass. Fares	Anticipated increase in fare revenue is based on anticipated increases in ridership from ARPA related service improvements and South Portland merger.
2	Advertising	Anticipated increase in Advertising revenue is mainly related to additional buses related to the merger.
3	Sale of Fuel	Staff are removing revenue estimated related to sale of fuel. PPS has retired their CNG buses, and was the main revenue source for this line.
4	Interest Income	Interest income is estimated based on current interest earning rates. For 2025, the projection assumes a slow decrease in the interest rate throughout the year.
5	Reimbursements for Auto Fare Fees	Increase based on estimated increase in sales of fare media, and associated fee increases as well.
6	Miscellaneous Income	2024 Misc. Income estimates include contracted services related to South Portland Bus Service contracts for management and vehicle maintenance services, which are not expected to continue into 2025.

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Note #	Line Item	Explanation
7	Non-Member Mun. Funding	Line item related Metro and Gorham agreements for continuing the pilot phase of the Husky Line. Gorham voted to join Metro as a Municipal Member Community in 2024. Therefore, their assessment is included in the Member Municipal Funding line item below.
8	Member Mun. Funding	Amount reflects the local funding from member municipalities to support planned programs and operations in FY 2025. Current figure represents the addition of Gorham and South Portland as Metro member communities, which account for the majority of the 17.9% increase.
9	Municipal Funding (CIP)	Amount reflects the estimated amount of new municipal funding needed to implement the proposed FY 2025-2028 CIP.
10	State Funding	Actual State Operating funding received was significantly lower than estimated for 2024. Staff have confirmed award of the \$602k entered here. An additional \$110k is added related to the State funding allocation for South Portland Bus Service for 2025. Staff are continuing to work with the State to discuss additional funding opportunities for operations.
11	Federal 5307 (Operating)	Amount reflects a decrease in Federal 5307 formula funding for operations for FY 2025. This is related to a major capital asset expenditure in the region, resulting in less funding availability for operations. Funding is projected to return to historical levels in 2026. An additional \$806k operating and \$304k PM is added related to the Federal funding allocation for South Portland Bus Service for 2025.
12	Federal 5307 (Prior Year)	The amount reflects the carry forward funding allocated to Westbrook and BREEZ communities to smooth the impacts related to loss of pilot funding for BREEZ and Transit West. Staff are not estimating carry forward funding usage in 2025.
13	Federal ARPA (Service Improvements)	Estimates ARPA Act funding for FY 2025 service improvements.

MUNICIPAL ASSESSMENTS

The table below lists local funding needed per municipality and adds in the local funding associated with the agency’s property lease. Both of these cost elements impact local assessments. ADA paratransit costs do not impact the local assessment. These costs are ridership driven, so municipalities are billed monthly for 20% of the cost of these trips.

Table 14: 2025 Municipal Assessments- Cost Allocation

Municipality	FY 2024 Actual	FY 2025					Change	
		Lease	Debt Service	Fixed	Variable	Total	%	\$
Brunswick	\$ 95,766	\$ 1,864	\$ 3,583	\$ 14,042	\$ 98,612	\$ 118,101	23.3%	\$ 22,335
Falmouth	\$ 244,215	\$ 4,884	\$ 10,967	\$ 20,424	\$ 197,181	\$ 233,457	-4.4%	\$ (10,758)
Freeport	\$ 95,766	\$ 1,864	\$ 3,583	\$ 14,042	\$ 98,612	\$ 118,101	23.3%	\$ 22,335
Gorham	\$ 170,139	\$ -	\$ 2,934	\$ 25,891	\$ 98,531	\$ 127,356	-25.1%	\$ (42,783)
Portland	\$ 3,092,221	\$ 67,864	\$ 217,069	\$ 401,336	\$ 2,313,238	\$ 2,999,507	-3.0%	\$ (92,714)
South Portland*	\$ 696,788	\$ -	\$ 8,845	\$ 76,512	\$ 612,555	\$ 697,912	0.2%	\$ 1,124
Westbrook	\$ 945,043	\$ 17,790	\$ 55,184	\$ 104,869	\$ 817,623	\$ 995,466	5.3%	\$ 50,423
Yarmouth	\$ 95,766	\$ 1,864	\$ 3,583	\$ 14,042	\$ 98,612	\$ 118,101	23.3%	\$ 22,335
Annual Total	\$ 5,435,704	\$ 96,130	\$ 305,750	\$ 671,157	\$ 4,334,964	\$ 5,408,002	-0.5%	\$ (27,702)
* Estimated								

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Metro's revised cost/revenue allocation method was approved by Metro's Board of Directors for the 2024 budget. This resulted in significant increases in the local funding required from Brunswick, Freeport, Westbrook and Yarmouth (as a Breez community, Portland was impacted similarly but the effects are offset due to other changes affecting the city). These increases result from the collective impact of the following factors:

- Drawdown of start-up funding during (or just prior to) the pandemic and temporary replacement with emergency federal funding.
- Pandemic impacts on ridership and fare revenue that stunted the growth potential of new routes.
- Overall cost increases in labor, fuel, contracted services, and commodities.
- Recent changes in service levels between communities which create cost increases/decreases in other communities.
- Transition from small to large buses on the Breez Line which increased the operating cost of this route.

To mitigate these impacts, the Finance Committee and Board of Directors approved a one-year funding bridge for these communities (as well as Portland) for the 2024 budget. The funding bridge allocated an additional \$37,000 to each of the four (4) Breez municipalities (\$148,000), and \$168,000 to the City of Westbrook. The source of funding for the bridge was surplus FY 2023 federal funding. The 2025 local assessments provided in the table above do not assume any additional bridge funding for these communities, which results in a higher increase.

Additionally, South Portland will be a member community in 2025, and their assessment has been set at \$700,000. This method of first year "flat" funding has been a consistent offer to member communities upon joining.

Finally, Gorham's assessment is seeing the most significant decrease. This, as with other communities, although not as apparent due to circumstances explained above, is related to increased fare, state and federal revenues related to the merger with South Portland Bus Service. Also, the Husky Support payment received from the University of Southern Maine has increased from 2024 to 2025. This support payment is used to offset part of the variable expense associated with operating the Husky Line, thus reducing the local assessment for the communities that the Husky Line operates in (Gorham, Westbrook and Portland).

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ADA PARATRANSIT

Table 15: ADA Paratransit Budget

USES OF FUNDS	2021 Actual	2022 Actual	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-	Notes
ADA Paratransit									
Contracted Services	\$ 350,479	\$ 408,210	\$ 458,106	\$ 507,402	\$ 428,326	\$ 635,000	127,598	25.1%	1
Total ADA Paratransit Service	350,479	408,210	458,106	507,402	428,326	635,000	127,598	25.1%	
Total Expenditures	350,479	408,210	458,106	507,402	428,326	635,000	127,598	25.1%	
SOURCES OF FUNDS									
SOURCES OF FUNDS	2021 Actual	2022-A Actual	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2021 \$ +/-	2021 % +/-	Notes
Municipal Funding									
Municipal Funding	71,756	83,088	89,339	101,480	85,665	127,000	25,520	25.1%	2
Total Municipal Funding	71,756	83,088	89,339	101,480	85,665	127,000	25,520	25.1%	
Federal Funding									
FTA Section 5307	280,383	326,566	346,387	405,922	342,661	508,000	102,078	25.1%	3
FTA CARES Act	-	-	-	-	-	-	-	0%	4
Total Federal	280,383	326,566	346,387	405,922	342,661	508,000	102,078	25.1%	
Total Revenue	352,139	409,654	435,726	507,402	428,326	635,000	127,598	25.1%	
Surplus/(Deficit)	1,660.20	1,444	(22,380)	0.00	0	-			

Note #	Line Item	Explanation
1	Contracted Serv.	Metro has a contract with the Regional Transportation Program (RTP) to provide complementary ADA Paratransit services. Metro’s cost is based on a negotiated net cost per trip boardings, which was increased in 2023. Ridership decreased from 2023 to 2024. For FY 2025, staff are assuming small ridership increases.
2	Mun. Funding	Municipalities are billed directly for 20% of the actual cost of ADA paratransit trips that originate in their jurisdictions.
3	Federal Funding (5307)	Metro receives federal funding to cover 80% of the cost of ADA paratransit. Additional funding is added related to the Federal funding allocation for South Portland Bus Service for 2025.

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Table 16: ADA Paratransit Ridership: 2022-2024

2022	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	%
Falmouth	13	10	32	37	26	39	24	39	34	18	10	14	296	2%
Gorham	4	3	6	9	8	10	3	11	8	9	22	18	111	1%
Portland	847	876	1,041	1,031	1,081	1,172	1,091	1,288	1,155	1,029	1,048	1,010	12,669	77%
Westbrook	137	160	246	242	241	262	248	323	392	367	333	321	3,272	20%
Total	1,001	1,049	1,325	1,319	1,356	1,483	1,366	1,661	1,589	1,423	1,413	1,363	16,348	100%
2023	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	%
Falmouth	12	12	18	14	15	15	9	11	21	16	20	26	189	1%
Gorham	18	13	17	20	23	20	19	25	21	30	19	17	242	1%
Portland	1,070	1,075	1,269	1,164	1,216	1,188	1,109	1,147	1,015	1,092	1,068	1,056	13,469	76%
Westbrook	307	302	394	324	331	310	326	336	329	321	295	305	3,880	22%
Total	1,407	1,402	1,698	1,522	1,585	1,533	1,463	1,519	1,386	1,459	1,402	1,404	17,780	100%
2024	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	%
Falmouth	20	23	25	17	18	10	16	17	19				165	1%
Gorham	18	23	24	18	19	19	18	14	27				180	2%
Portland	1,036	1,012	936	948	1,008	915	971	1,085	961				8,872	75%
Westbrook	255	249	287	269	341	275	320	329	315				2,640	22%
Total	1,329	1,307	1,272	1,252	1,386	1,219	1,325	1,445	1,322	-	-	-	11,857	100%

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115 ST. JOHN'S Property

Table 17: 115 St. John's Street Property

USES OF FUNDS	2021 Actual	2022 Actual	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2025 \$ +/-	2025 % +/-	Notes
Services and Fees									
Arch/Eng Fees	1,511		-	-			-	0.0%	
Legal Fees	-	6,095	162	-			-	0.0%	
Property Management Fees- Broker, Cam, Etc	-	63,783	8,766	8,941	8,941	9,119	178	2.0%	
Maintenance Services- 115 St John St.	3,202	4,298	-	10,000			(10,000)	-100.0%	
Snow Plowing/Removal- 115 St John St.	-	-	-	-			-	0.0%	
Supplies	-	714	-	2,000			(2,000)	-100.0%	
Total Services and Fees	4,713	74,889	8,928	20,941	8,941	9,119	(11,822)	-56.5%	1
Utilities									
Heating Fuel- 115 St. John St.	425	8,535	-	-			-	0.0%	
Electricity- 115 St. John St.	1,217	7,176	1,296	-			-	0.0%	
Water/Sewer/Stormwater- 115 St. John St.	1,004	5,982	870	-			-	0.0%	
Total Utilities	2,646	21,693	2,166	-	-	-	-	0.0%	2
Rental Fees									
Rental Fees	54,167	326,083	332,605	339,257	339,257	346,042	6,785	2.0%	
Property Taxes	8,643	35,302	37,288	41,000	41,000	42,230	1,230	3.0%	
Total Rental Fees	62,810	361,385	369,893	380,257	380,257	388,272	8,015	2.1%	3
CAM Charges									
Management Fees	-		13,308	13,570	13,570	13,842	271	2.0%	
General R&M			7,704	3,095	3,095	3,188	93	3.0%	
General Administration			48,051	52,278	52,278	53,846	1,568	3.0%	
Total CAM Charges	-	-	69,063	68,943	68,943	70,876	1,933	2.8%	4
Property Insurance									
Property Insurance- 115 St. John Street	-	18,377	18,972	20,725	20,725	21,347	622	3.0%	
Total Insurance	-	18,377	18,972	19,543	20,725	21,347	1,804	9.2%	5
Total Expenditures	70,169	476,344	469,022	489,684	478,866	489,614	(70)	0.0%	
SOURCES OF FUNDS									
SOURCES OF FUNDS	2021 Actual	2022 Actual	2023 Actual	2024 Final Request	2024 Projection	2025 Request	2024 \$ +/-	2024 % +/-	Notes
Other Revenue									
Reimbursements- Insurance	-	7,657	18,974	19,543	19,543	21,347	1,804	9.2%	
Reimbursements- Taxes		15,230	40,182	41,000	41,000	42,230	1,230	3.0%	
Reimbursements- Maintenance and Repair		4,502	8,166	12,000	-		(12,000)	-100.0%	
Management Fees	-	2,384	7,013	7,153	7,153	7,296	143	2.0%	
Rental of Property- 115 St. John's St.	1,000	59,612	175,321	178,828	175,321	182,404	3,577	2.0%	
Total Other Revenue	1,000	89,386	249,656	258,524	243,018	253,277	(5,247)	-2%	6
Municipal Funding									
Municipal Assessment for Operating	-	90,938	93,862	94,245	94,245	96,130	1,885	2.0%	
Total Municipal Funding	-	90,938	93,862	94,245	94,245	96,130	1,885	2.0%	7
State Funding									
State Operating Subsidy	37,500	227,344	234,654	239,347	239,347	244,134	4,787	2.0%	
Total State Funding	37,500	227,344	234,654	239,347	239,347	244,134	4,787	2.0%	8
Total Revenue	38,500	407,668	578,172	592,116	576,610	593,541	1,425	0.2%	
Surplus/(Deficit)	(31,669)	(68,676)	109,150	102,433	97,744	103,928	1,495	1%	

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Note #	Line Item	Explanation
1	Service-Fees	Anticipated services and maintenance expenses for building.
2	Utilities	Utilities have been transferred to sub-tenant upon occupancy in 2022.
3	Rental Fees	This figure represents the base lease cost and taxes for FY 2024.
4	CAM Charges	Based on 2024 actual, increased by 3% estimate.
5	Insurance	Based on 2024 actual, increased by 3% estimate.
6	Other Revenue	Anticipated revenue from sub-leasing entire building.
7	Mun. Funding	Municipal funding approved by the Board of Directors in July 2021.
8	State Funding	Funding committed to Metro by the Maine Department of Transportation.