

Board of Directors

February 26, 2026 | 4:00 pm – 5:30 pm



Onsite:

Greater Portland Transit District
114 Valley Street, Conference Room A | Portland, ME 04102

Remote:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84797531055?pwd=mF796hmPQAp1FbsLeVwDgiuFbXILYJ.1>

Passcode: 311606 | Webinar ID: 847 9753 1055

Phone: (646) 558-8656 | Telephone participants: *9 to raise hand, *6 to unmute

MEETING AGENDA

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
1. Call Meeting to Order (4:00)	Ed Suslovic, Board President	N/A
2. Public Comment (4:00-4:05) The Board of Directors welcomes public comments at this time for items <u>not listed</u> on this agenda at this time. For items listed on the agenda, the chair will allow members of the public to comment following the staff presentation. There is a <i>three-minute time limit</i> per speaker. (Comments will be paraphrased in meeting minutes)	Ed Suslovic, Board President	Information
3. Meeting Minutes (4:00-4:05) Review and approve meeting minutes from the December 11, 2025 Board of Directors meeting.	Ed Suslovic, Board President	ACTION
4. Consent Agenda Approval (4:05-4:10) Review and approve the Metro business conducted by the Executive Committee on behalf of the Board of Directors. Board Members may request that any item on the consent agenda be discussed and voted on separately from the rest of the agenda.	Ed Suslovic, Board President	ACTION
5. Executive Director's Report (4:10-4:20) The Executive Director will provide updates on various initiatives, projects and recognize Metro staff.	Glenn Fenton, Executive Director	Information
6. FY 2026 Final Operating Budget and Capital Budget (4:20-4:30) Approval of Metro's final FY 2026 Operating and Capital Budgets as recommended by Metro's Finance Committee.	Shelly Brook, Chief Financial Officer	ACTION

<p>7. Update on Metro Board Resolution 2018.01 - 2040 Zero Emission Fleet Goal (4:30-4:50)</p> <p>Staff will provide and update on the status of Metro’s progress to achieve a zero emission fleet by 2040. The Board may act on a resolution to revise Metro’s 2040 zero emissions goal.</p>	<p>Glenn Fenton, Executive Director</p>	<p>ACTION</p>
<p>8. Creation of a New Facility Committee (4:50-4:55)</p> <p>The Board may act to create a new adhoc committee of the Board of Directors tasked with oversight of Metro’s planning, funding and construction of a successor maintenance and operations facility. Members to this committee will be assigned by the Board President.</p>	<p>Ed Suslovic, Board President</p>	<p>ACTION</p>
<p>9. Future Agenda Items (4:55-5:00)</p> <ul style="list-style-type: none"> • Bus Rapid Transit • Fare Policy Review • Metro Operations and Maintenance Facility Replacement 	<p>Ed Suslovic, Board President</p>	<p>Information</p>
<p>10. Upcoming Meetings (4:55-5:00)</p> <ul style="list-style-type: none"> • Mkt/Coms Committee – March 11, 2026 at 3:30 pm • Plan/Ops Committee – March 18, 2026 at 10:30 am • Finance Committee – March 4, 2026 at 3:00 pm • Advocacy Committee – March 19, 2026 at 3:00 pm • Executive Committee – March 25, 2026 at 3:30 pm • Board of Directors – June 25, 2026 at 4:00 pm 	<p>Ed Suslovic, Board President</p>	<p>Information</p>
<p>11. Adjournment (5:00)</p>	<p>Ed Suslovic, Board President</p>	<p>ACTION</p>

As of November 9, 2022 Greater Portland METRO is holding meetings of the Board of Directors (and its committees) in hybrid format, both in person at METRO’s offices and via webinar. The remote portions of all meetings are conducted in accordance with the requirements of [METRO’s Remote Participation Policy](#) (adopted August 25, 2022) as well as LD 1772, PL 2022 Ch. 666, and 1 MRSA Chapter 13, Subchapter 1.



Greater Portland Metro Board of Directors
Thursday, December 11, 2025
DRAFT Meeting Minutes

Board Member	Municipality	Role	Status
Ed Suslovic	Portland	President	Present
Julie Dubovsky	Yarmouth	Vice President	Present
Paul Bradbury	Portland	Treasurer	Present
Hope Cahan	Falmouth	Past President	Absent
John Thompson	Westbrook	Secretary	Absent
Christine Adamowicz	Brunswick	Member	Present
Merrill Barter	Falmouth	Member	Present
Anna Bullett	Portland	Member	Present
Linda Cohen	South Portland	Member	Present
Gabe Faulkner-Macklin	South Portland	Member	Absent
April Fournier	Portland	Member	Absent
Jeff Levine	Portland	Member	Absent
David Morse	Westbrook	Member	Absent
Tom Poirier	Gorham	Member	Present
Josh Reny	South Portland	Member	Present
Bill Rixon	Freeport	Member	Absent
Charles "Lou" Simms	Gorham	Member	Present
Michael Shaughnessy	Westbrook	Member	Present
Steven Riley	South Portland	Member	Present

Staff Present	Identified Members of the Public
Glenn Fenton, Executive Director Chad Heid, Chief Transportation Officer Shelly Brooks, Chief Financial Officer Mike Tremblay, Director of Transit Development Megan Hannan, Director of Government Affairs & Community Engagement Denise Beck, Marketing Manager Frank Suszczynski, Procurement Manager	No public was present

1. **The meeting was called to order by President Suslovic at 4:01**
2. **Public Comment**
 - There are no members of the public and no comments.
3. **Meeting Minutes**
 - Meeting minutes from the October 23, 2025 were reviewed and approved
 - **Approval moved by Merrill Barter, seconded by Steve Riley; unanimously approved**
4. **Consent Agenda Approval**

- The Board of Directors reviewed and approved the Metro business conducted by the Executive Committee on behalf of Board Members. Ed asked if there were any items to be removed from the consent agenda; there were none.
- **Approval moved by Julie Dubovsky, seconded by Linda Cohen; unanimously approved**

5. Authorization for Bond Application

Shelly Brooks discussed the request to authorize issuance of General Obligation Bonds to finance the local share cost of \$263,250 for five (5) new buses and expenses associated with acquiring and equipping these vehicles.

Approval moved by Paul Bradbury, seconded by Merrill Barter; unanimously approved

6. Authorization for Tax Anticipation Borrowing

Shelly Brooks discussed the request to authorize issuance of a Tax Anticipation Note (TAN) of \$6,100,000 to provide operating cash flow for Metro's budget year 2026 through short-term borrowing. The TAN is underwritten by Camden National Bank at a 4.9% interest rate, which is lower than previous years.

Approval moved by Paul Bradbury, seconded by Lou Sims; after a few clarifying questions, it was unanimously approved.

7. Metro Officer Selection/Outgoing Officer Recognition

The Board President recognized outgoing Treasurer Paul Bradbury and Vice President Julie Dubovsky for their service to Metro and presented the nominees for Metro Board Officers for 2026.

The proposed slate of officers is as follows:

- President: Ed Suslovic (2nd of two-year term, to expire 12.31.26)
- Vice President: Linda Cohen (1st of two-year term, to expire 12.31.27)
- Treasurer: Josh Reny (1st of two-year term, to expire 12.31.27)
- Secretary: John Thompson ((1st of two-year term, to expire 12.31.27)
- Past President: Hope Cahan (2nd of two-year term, to expire 12.31.26)

Approval of the slate of officers moved by Julie Dubovsky, seconded by Steve Riley; unanimously approved

Board committees will be determined by the President, who requested those who have requests for committee assignments to let him know; he will have them decided by the end of the month.

The President is also adding a new Facilities Committee chaired by Paul Bradbury.

8. Executive Director's Report

- Glenn Fenton provided updates pertaining to Metro operations, service performance, external affairs and major projects and initiatives.
- Slides are included in the board packet.

9. Future Agenda Items

- Committee Workplans
- Bus Rapid Transit
- Metro's Zero Emissions Goals
- Fare Policy Review
- Metro Operations and Maintenance Facility Replacement

10. Upcoming Meetings

Meeting times/dates to be determined. Staff will poll committee members for availability to schedule reoccurring committee meetings in 2026.

11. Adjournment

- **Moved by, Lou Sims, seconded by Linda Cohen, the meeting adjourned at 4:54**



BOARD OF DIRECTORS

AGENDA ITEM 4

DATE

February 26, 2026

SUBJECT

Consent Items

PURPOSE

Approve actions taken by Metro's Executive Committee on behalf of the Board of Directors.

BACKGROUND/ANALYSIS

In January 2025, Metro's Board of Directors adopted revised bylaws that empowered the Executive Committee to act on behalf of the Board of Directors for ministerial approvals as allow by State statute. While the statute does not explicitly authorize delegation of Board authority to committees, it grants broad powers to the Board, including all incidental powers necessary to operate the transit district. Based on this interpretation, it can be argued that the Board has the authority to delegate certain functions to the Executive Committee. However, to ensure compliance and minimize potential legal challenges, the Metro's legal counsel recommends a ratification process whereby actions taken by the Executive Committee are confirmed by the full Board at subsequent meetings.

In order to ensure that all actions taken by the Executive Committee are ratified by the full Board of Directors the following list of consent of items has been prepared for Board approval:

Item 2026-01

Update to Metro's Public Transit Agency Safety Plan; Approved unanimously by the Executive Committee on February 23, 2026. Annual update to federally required Public Transit Agency Safety Plan. Changes include; updates to key personnel, performance metrics and related meeting frequency.

Item 2026-02

MATI Pass Program; Approved unanimously by the Executive Committee on February 23, 2026. Two pass agreements with Cumberland County to facilitate a low-income pass program. This program, the Mobility Access and Transportation Insecurity Project ("MATI") is to be administered by the Moving Maine Network and is funded by an FTA grant administered by the University of Minnesota. This program is intended to measure the value of improving mobility for low and very low income individuals.

Board members may elect to remove any item from the list for separate consideration.

FISCAL IMPACT

Not applicable

RECOMMENDATION

Ratify the actions of the Executive Committee for the above listed items.

CONTACT

Glenn Fenton

Executive Director

(207) 517-3025

gfenton@gpmetro.org

ATTACHMENTS



BOARD OF DIRECTORS

AGENDA ITEM 6

DATE

February 26, 2026

SUBJECT

Metro's 2026 Operating Budget

PURPOSE

To review and approve revisions to Metro's 2026 Operating and Capital Budget.

BACKGROUND/ANALYSIS

The proposed FY 2026 Operating Budget is presented in detail as part of Attachment A. In accordance with 30-A-MRS §3516, Metro is required to adopt and implement its annual budget according to the following timeline:

Table 1: Metro's Budget Adoption Calendar

Milestone	Action
October 31	Date by which a 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 local contribution amounts to the "municipal officers" (i.e., the city/town councils) of 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 the member municipalities.
July-August	Local contributions due to Metro within 30 days after the date that taxes are due within each member municipality.

Summary of Revisions

Expenditures increased by \$54,124 from the original budget, resulting in a final FY 2026 Operating Budget to \$20,206,630.

The chart below provides a summary of revision to both expenditures and revenues. A more detailed line item explanation is included in the full budget document, provided in Attachment A.

Summary of Revisions- 2026 Operating Budget

Expenditures:	
Wages	(50,361)
Benefits	38,354
Services & Fees	(4,000)
Fuel, Fluids, Tires	37,000
Supplies & Equipment	12,445
Utilities	43,040
Insurance	<u>(25,354)</u>
Total Net Revisions to Expenditures:	<u><u>51,124</u></u>
Revenues:	
Misc. Revenue	3,000
State Funding	(17,592)
ARPA Funding	<u>65,716</u>
Total Net Revisions to Revenues:	<u><u>51,124</u></u>

Several factors contributed to this net increase. Metro’s health insurance premiums for 2026 increased by 11%, exceeding the 10 percent estimate included in the October budget request and causing an upward adjustment. Metro’s contract for natural gas supply expires in July 2026, and early pricing analysis indicates the supply rate may double with the new contract.

Expenditure increases were partially offset by savings in wages related to turnover experienced since the October approval. Liability insurance premiums also came in slightly lower than originally estimated.

On the revenue side, state funding was decreased by about \$17,000. This original budget included \$57,000 of discretionary funding to be used toward operating expenses, the confirmed discretionary funding amount for 2026 is \$40,000.

Finally, ARPA funding was increased by a little over \$65,000. The original carryforward funding estimate was based on projected year end 2025 expenditures, which ultimately came in slightly below forecast, resulting in additional funds available for 2026.

Capital Improvement Program

The revised 2026-2030 Capital Improvement Program (CIP) is provided as Attachment B.

PACTS Funding Application, Build Funding Application and State Support for Local Match

101- Replacement Facility Planning

Metro has applied through the PACTS Discretionary Funding program for the federal share of the planning funding programed in 2026, which has been increased from \$720,000 to \$960,000. Metro has collected local match funding to support a federal 80/20 matching grant of this higher amount.

Addition After Finance Committee Approval on February 4, 2026

Metro has applied through the BUILD Grant Funding Program for additional support for replacement facility planning and design. Funding of \$2.4mm in 2027 and 2028, along with State support for half of the required local match and local support for the remaining match reflects the BUILD application amounts.

Reassigning Local Match

202- Security

Metro collected local match funds of \$10,000 for a security project in 2022. However, this project was not programed through PACTS, therefore, Metro did not receive the federal funding associated with these local match funds. In 2025, Metro implemented security enhancements throughout the facilities, which included secure door access and upgraded security camera monitoring. At this time, there are no additional security projects planned. Staff are requesting approval to transfer \$2,000 of the local match funds to the 510- Administrative Copier Replacement project that has been added to the Capital Improvement Plan with this revision.

FISCAL IMPACT

AS described.

PRIOR COMMITTEE REVIEW

Finance Committee October 8, 2025
Finance Committee October 15, 2025
Board of Directors October 23, 2025
Finance Committee February 4, 2026

RECOMMENDATION

Staff recommend approval of the final 2026 Operating Budget.

CONTACT

Shelly Brooks
Chief Financial Officer
207-221-8710
sbrooks@gpmetro.org

ATTACHMENTS

Attachment A – FY 2026 Final Operating Budget
Attachment B- 2026-2030 Capital Improvement Program

2026 Operating Budget Greater Portland Metro Transit District



Fiscal Year: 2026
January 1, 2026 - December 31, 2026

GREATER PORTLAND
metro



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;

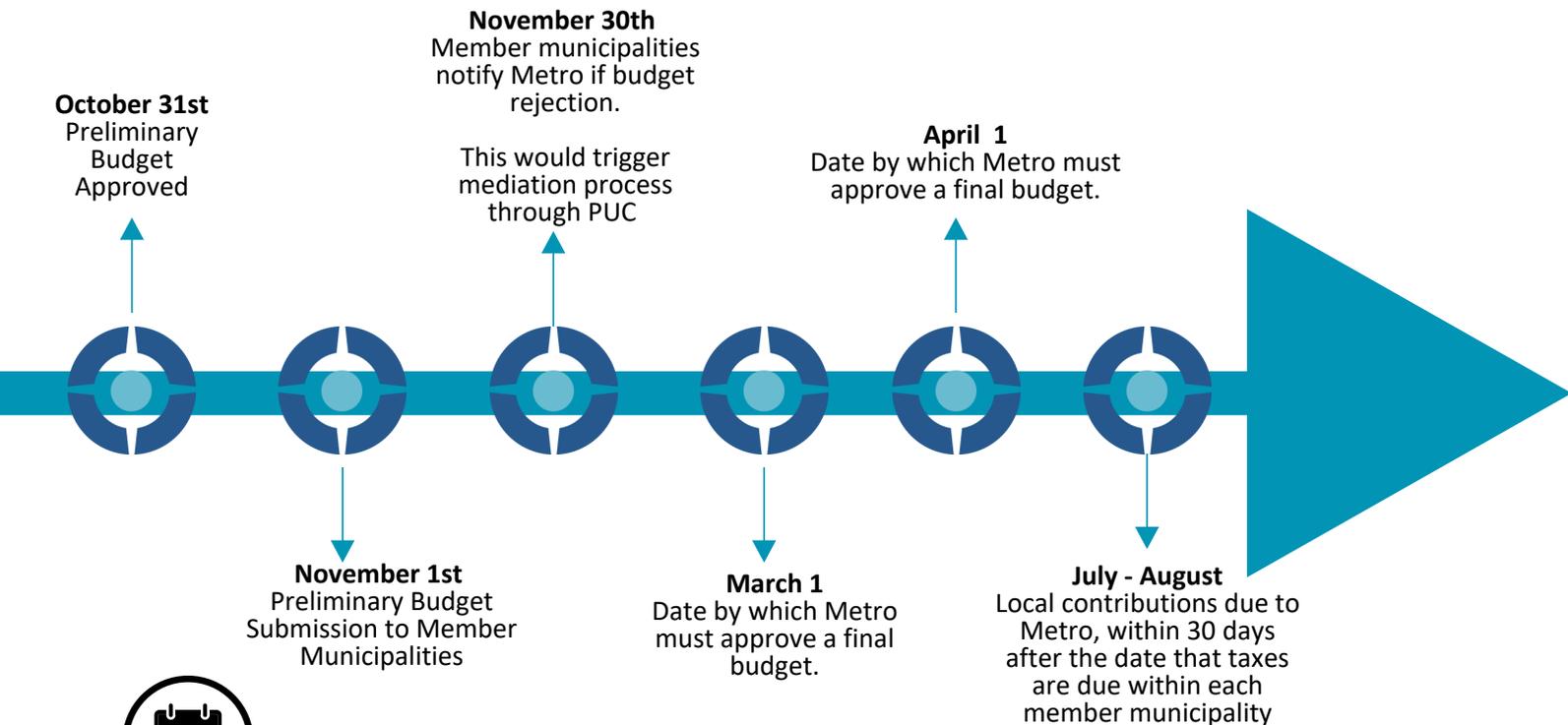
Serve as a foundation for regional prosperity, growing communities, and a healthy environment.

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 2026 Board of Directors

Officers

Board President - **Ed Suslovic, Portland**
Vice President - **Linda Cohen, South Portland**
Treasurer - **Josh Reny, South Portland**
Secretary - **John Thompson, Westbrook**
Past President - **Hope Cahan, Falmouth**

Members

Chrissy Adamowicz, Brunswick
Merrill Barter, Falmouth
Paul Bradbury, Portland
Anna Bullett, Portland
Julie Dubovsky, Yarmouth
Gabe Faulkner-Macklin, South Portland
Wes Pellitier, Portland
Jeff Levine, Portland
David Morse, Westbrook
Tom Poirier, Gorham
Steven Riley, South Portland
William Rixon, Freeport
Michael Shaughnessy, Westbrook
Lou Simms, Gorham

Agency Staff

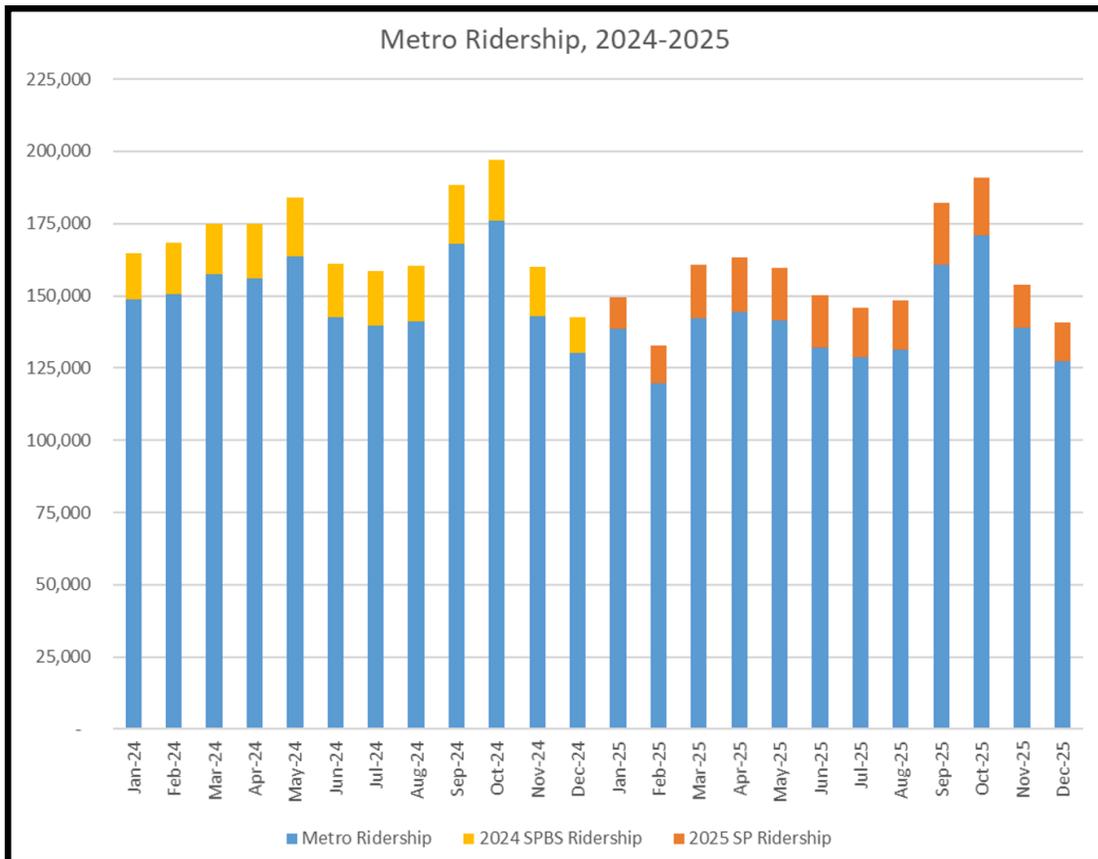
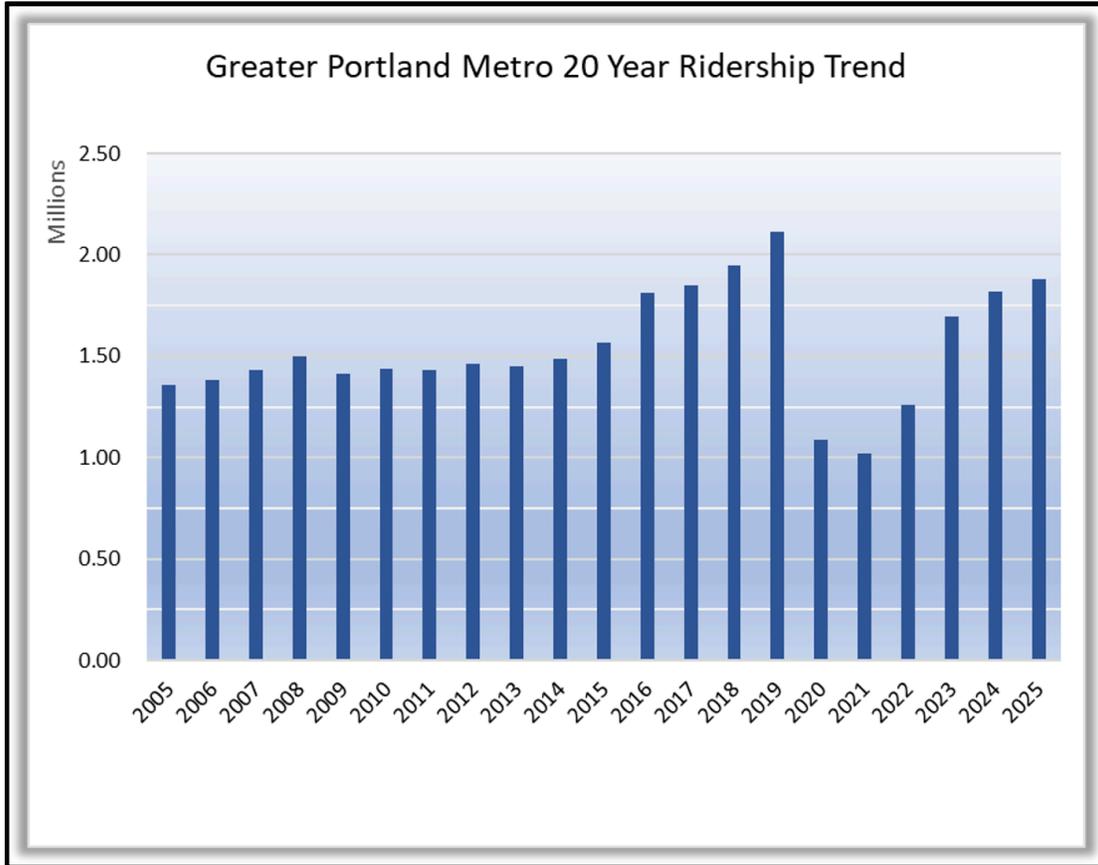
Glenn Fenton, Executive Director
Shelly Brooks, Chief Financial Officer
Mike Tremblay, Transit Development Director
Chad Heid, Chief Transportation Officer
Megan Hannan, Director of Government Affairs & Community Engagement

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



2025 Greater Portland Metro Ridership Trends



2025

in review



In July 2025, Greater Portland Metro expanded BREEZ service to include Bath, providing two round trips daily, M-F, to coincide with Bath Iron Works (BIW) shift change. An official kickoff was held in August where Metro Executive Director Glenn Fenton, along with BIW President Charles F. Krugh and several stakeholders, formally announced the new pilot service.



metro CONNECT
GREATER PORTLAND ON-DEMAND TRANSIT



During the first quarter of 2025, several Monday - Friday roundtrips were added to Route 7 service, providing more frequent service between Falmouth, Downtown Portland and the Portland Jetport (and DHHS).

The zone for Metro Connect on-demand service was expanded, from the original service area launched in the fall of 2025, to include service to most of Falmouth.

Portland Jetport to Downtown Portland and Falmouth

7



Next Step: Planning the Future of Transit in Greater Portland



In November 2025, Greater Portland Metro staff held community engagement opportunities with South Portland and Scarborough residents and stakeholders to provide information and gather feedback on transit service in those communities.

In October, MaineDOT and the Maine Turnpike Authority had voted unanimously to **expand public transit into Scarborough**. To support this project, the Maine Turnpike Authority, Federal Transit Administration (FTA), Portland Area Comprehensive Transportation System (PACTS), and The Town of Scarborough committed funding to launch a new route in 2026.

GREATER PORTLAND **metro next step:**

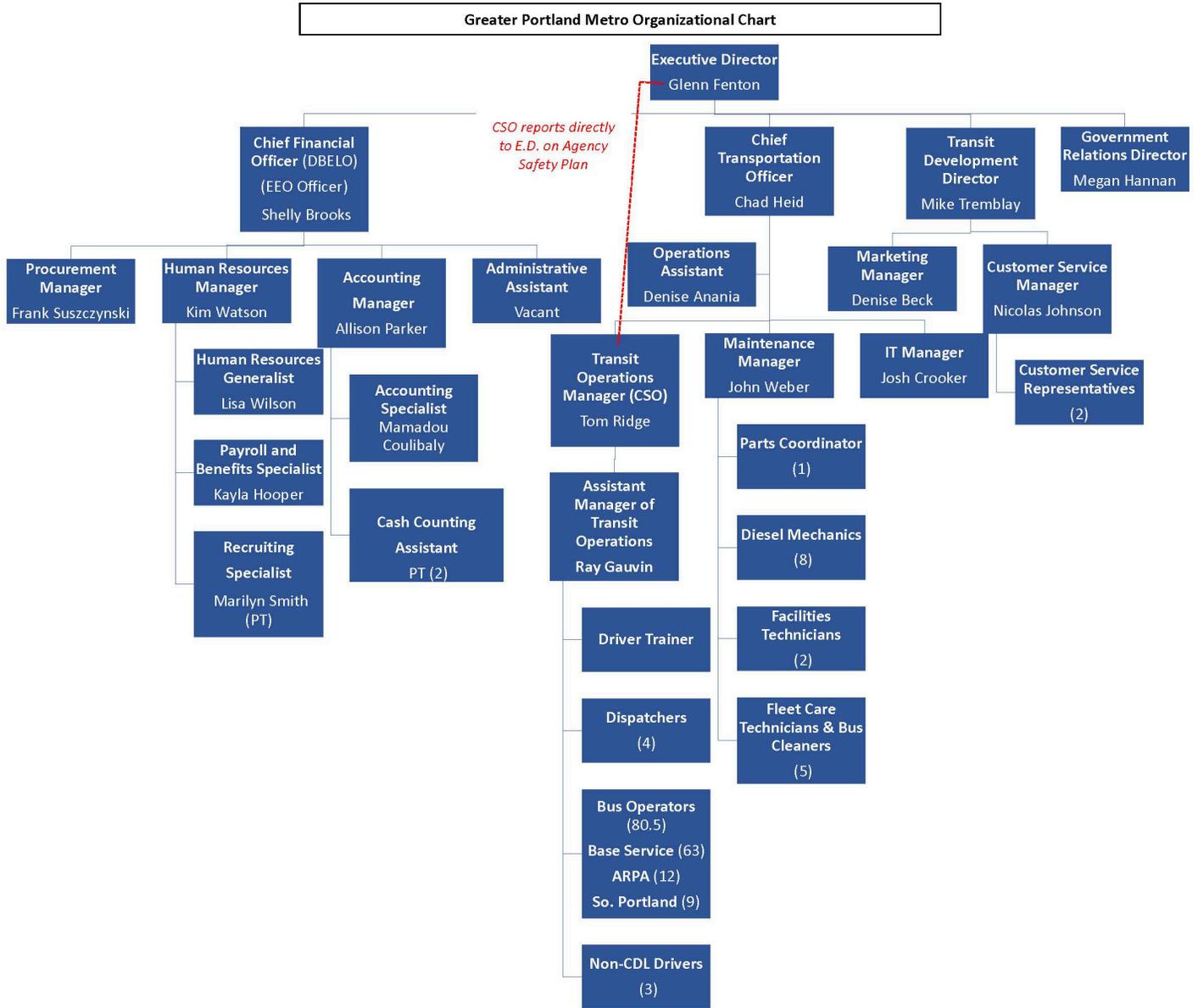
South Portland | Scarborough

In November 2025, Metro staff hosted workshops to gather feedback from residents and stakeholders in Scarborough, for input about new service, and South Portland, to discuss improving their current transit options.

In September 2025, Metro staff kicked off a facilities analysis with a consultant to explore the options for a new, larger facility needed for Metro's future growth. Another planning initiative that kicked off in 2025, is the bus rapid transit (BRT) project, a new route planned for the Gorham, Westbrook, and Portland corridor.



2026 Greater Portland Metro Organizational Chart



**Greater Portland Transit District:
FY 2026 Operating and Capital Budget- Final**

FY 2026 OPERATING BUDGET- Final

The total operating budget for FY 2026 is \$20,206,630, an increase of 4.96% compared to FY 2025.

Table 1: Total Budget Summary

	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudit	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %
EXPENDITURES									
Base Bus Budget									
Wages	7,275,589	8,095,775	9,661,876	9,520,931	10,208,330	(50,361)	10,157,969	496,094	5.13%
Benefits	2,929,801	3,294,106	3,959,250	3,843,263	4,309,956	38,354	4,348,310	389,060	9.83%
Services and Fees	930,898	996,518	1,098,685	890,291	1,170,644	(4,000)	1,166,644	67,958	6.19%
Fuel-Fluids-Tires	716,703	957,750	1,359,084	1,125,916	1,181,700	37,000	1,218,700	(140,384)	-10.33%
Supplies & Equipment	449,124	456,601	552,220	562,784	602,250	12,445	614,695	62,475	11.31%
Utilities	359,445	308,708	391,101	353,850	384,578	43,040	427,618	36,517	9.34%
Insurance	375,431	402,432	476,610	460,824	514,739	(25,354)	489,385	12,775	2.68%
Miscellaneous Expenses	55,402	72,426	85,494	75,261	98,551	-	98,551	13,057	15.27%
Debt Service	298,479	304,274	302,524	279,430	267,818	-	267,818	(34,705)	-11.47%
Capital & Reserves	134,820	393,732	258,560	277,816	219,089	-	219,089	(39,471)	-15.27%
Total Base Bus Budget	13,525,692	15,282,322	18,145,405	17,390,366	18,957,655	51,124	19,008,780	863,375	4.76%
Separate Budget Categories									
ADA Paratransit	458,106	410,475	615,000	627,580	698,340	-	698,340	83,340	13.55%
115 St. John's Street	469,022	477,017	491,898	493,359	499,510	-	499,510	7,612	1.55%
Service Improvements	164,743								
Total Expenditures	14,617,562	16,169,814	19,252,302	18,511,305	20,155,505	51,124	20,206,630	954,327	4.96%
REVENUES									
Base Bus Funding									
Fare Revenue	2,133,614	2,670,561	3,378,509	2,926,185	3,279,972	-	3,279,972	(98,538)	-2.92%
Miscellaneous Revenue	494,723	648,270	541,838	444,973	446,100	3,000	449,100	(92,738)	-17.12%
Municipal Funding	4,534,570	4,644,672	5,316,376	5,313,959	5,984,171	-	5,984,171	667,795	12.56%
State Funding	170,427	477,494	770,153	730,745	770,745	(17,592)	753,153	(17,000)	-2.21%
Federal Funding	6,287,950	6,027,495	6,544,835	6,544,835	7,934,652	-	7,934,652	1,389,817	21.24%
Total Base Bus Budget	13,621,284	14,468,492	16,551,711	15,960,697	18,415,639	(14,592)	18,401,047	1,849,336	11.17%
Separate Budget Categories									
ADA PT - Municipal Funding	89,339	81,764	123,000	125,516	139,668	-	139,668	16,668	13.55%
ADA PT - Federal Funding	346,387	328,380	492,000	492,000	558,672	-	558,672	66,672	13.55%
115 St. John's Other Revenue	249,656	252,785	255,287	255,287	257,649	-	257,649	2,361	0.92%
115 St. John's Municipal Funding	93,862	94,244	96,132	96,132	98,052	-	98,052	1,920	2.00%
115 St. John's State Funding	234,654	239,347	244,136	244,134	207,015	-	207,015	(37,121)	-15.21%
Service Imp. - Passenger Fares	53,467	-	-	-	-	-	-	-	0.00%
Service Imp. - Federal Funding	111,277	586,754	1,490,036	1,400,603	478,811	65,716	544,527	(945,509)	-63.46%
Total Revenues	14,799,926	16,051,766	19,252,302	18,574,369	20,155,506	51,124	20,206,630	954,327	4.96%
Surplus/(Deficit)	182,363	(118,048)	(0)	63,064	0	(0)	(0)	0	

Major Budget Factors:

- Base Bus Budget (Expenditures) –The FY 2026 Base Bus Budget is built on transit service levels that are mostly unchanged from FY 2025.
 - Service Improvements – ARPA funded service improvements implemented in May 2024 and November 2024 are reported as included in the base budget expenditure numbers.
- Base Bus Budget (Revenues) – revenue estimates include: decreases in fares and miscellaneous revenue as well as increases in federal funding. Current municipal funding reflects an overall 12.6% increase, which includes a 13.4% increase in operating funding and a 6.8% decrease in capital funding. The 2026-2030 CIP is attached. Staff anticipate a small balance of ARPA funding carrying into 2026, which will offset about ¼ year of ARPA related service improvements.
- ADA Paratransit budget is projected to increase based on actual increased ridership in 2025.

**Greater Portland Transit District:
FY 2026 Operating and Capital Budget- Final**

- 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 \$63,206 surplus in this section can be available to offset a deficit(s) in other sections of the budget.

BASE BUS SERVICE

For 2026, baseline bus service (including ARPA funded service improvements) will total approximately 137,576 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: 2026 Service Levels and Estimated Ridership

ROUTE	MUNICIPALITIES	CORRIDORS	Peak Headways			Revenue Hours	Estimated Boardings	Boardings/ Hour
			Wkdy	Sat	Sun			
Route 1	Portland	Congress	30 min.	60 min	60 min	9,854	139,000	14
Route 2	Portland-Westbrook	Forest	30 min.	60 min	60 min	10,708	191,000	18
Route 3	Portland-South Portland-Westbrook	Bridge-Spring	60 min	60 min	60 min	6,174	63,572	10
Route 4	Portland-Westbrook	Brighton-Main	30 min.	45 min	45 min	13,680	236,000	17
Route 5	Portland-South Portland	Outer Congress	30 min.	45 min	45 min	10,566	181,000	17
Route 7	Falmouth-Portland	Congress-Rt. 1	40 min	60 min.	60 min	14,648	149,900	10
Route 8	Portland	Peninsula Circulator	30 min.	60 min	60 min	6,758	78,300	12
Route 9	Falmouth-Portland	Congress-Washington-Stever	30 min.	30 min	60 min	19,698	367,330	19
Route 21	Portland - SMCC	Pillsbury-Cottage-Broadway	50 min	120 min	90 min	5,478	69,000	13
Route 24A	South Portland - Maine Mall	Congress-Broadway-Main	120 min	120 min	90 min	5,463	63,500	12
Route 24B	South Portland - Maine Mall	Congress-Highland-Broadway	120 min	N/A	N/A	3,968	61,500	15
Husky Line	Gorham-Portland-Westbrook	Rt. 25-William Clark-Brighton	30 min.	45 min	45 min	14,703	177,500	12
Breez	Brunswick-Freeport-Yarmouth-Portland	I-295-Rt. 1	50 min	150 min	N/A	10,688	62,800	6
Micro	Falmouth	Falmouth On-Demand	On Demand			5,190	5,500	1
Total						137,576	1,845,902	13

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Table 3: Base Bus Budget Summary

	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/2025	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %
EXPENDITURES									
Base Bus Budget									
Wages	7,275,589	8,095,775	9,661,876	9,520,931	10,208,330	(50,361)	10,157,969	496,094	5.1%
Benefits	2,929,801	3,294,106	3,959,250	3,843,263	4,309,956	38,354	4,348,310	389,060	9.8%
Services and Fees	930,898	996,518	1,098,685	890,291	1,170,644	(4,000)	1,166,644	67,958	6.2%
Fuel-Fluids-Tires	716,703	957,750	1,359,084	1,125,916	1,181,700	37,000	1,218,700	(140,384)	-10.3%
Supplies & Equipment	449,124	456,601	552,220	562,784	602,250	12,445	614,695	62,475	11.3%
Utilities	359,445	308,708	391,101	353,850	384,578	43,040	427,618	36,517	9.3%
Insurance	375,431	402,432	476,610	460,824	514,739	(25,354)	489,385	12,775	2.7%
Misc Exp	55,402	72,426	85,494	75,261	98,551	-	98,551	13,057	15.3%
Debt Service	298,479	304,274	302,524	279,430	267,818	-	267,818	(34,705)	-11.5%
Capital & Reserves	134,820	393,732	258,560	277,816	219,089	-	219,089	(39,471)	-15.3%
Service Improvements									
Total Base Bus Budget	13,525,692	15,282,322	18,145,405	17,390,366	18,957,655	51,124	19,008,780	863,375	4.8%
REVENUES									
Base Bus Funding									
Fare Revenue	2,133,614	2,670,561	3,378,509	2,926,185	3,279,972	-	3,279,972	(98,538)	-2.9%
Miscellaneous Revenue	494,723	648,270	541,838	444,973	446,100	3,000	449,100	(92,738)	-17.1%
Municipal Funding	4,534,570	4,644,672	5,316,376	5,313,959	5,984,171	-	5,984,171	667,795	12.6%
State Funding	170,427	477,494	770,153	730,745	770,745	(17,592)	753,153	(17,000)	-2.2%
Federal Funding	6,287,950	6,027,495	6,544,835	6,544,835	7,934,652	-	7,934,652	1,389,817	21.2%
Svc Imp- Federal Funding		586,754	1,490,036	1,400,603	478,811	65,716	544,527	(945,509)	-63.5%
Total Base Bus Budget	13,621,284	15,055,246	18,041,747	17,361,300	18,894,450	51,124	18,945,574	903,827	5.0%
Surplus/(Deficit)	95,592	(227,076)	(103,658)	(29,066)	(63,205)	(0)	(63,206)	40,452	

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.

- 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.

The Operations Department includes the following full-time equivalent (FTE) positions and number of employees. Several positions have been reclassified out of the Operations Department for 2026; Information Technology will be reported as a separate department budget. Additionally, Customer Service has been moved to the Planning and Marketing Department budget. The Safety and Training Manager position has been reclassified as the Assistant Transit Operations Manager and finally, two new positions are being requested, a Training Supervisor and a Scheduler/Data Analyst.

The Training Supervisor will perform the majority of the “hands on” new and refresher Bus Operator training. The Assistant Transit Operations Manager will provide support for the Transit Operations Manager in the areas of; dispatch oversight, operations, ITS systems and safety. This position is budgeted for the full year in 2026.

The Scheduler/Data Analyst position will primarily gather data and provide reports on a variety of KPIs. This position will make recommendations for schedule adjustments to improve on-time performance and will produce Metro’s operator and customer facing schedules. This position is budgeted for ½ year in 2026.

Table 4: Transit Operations Department Staffing

Staffing	2023	2024	2025	2026		
Transit Operations Manager	1.00	1.00	1.00	1.00	0.00	
Transit Operations Assistant Manager				1.00	1.00	*Reclassification
Safety and Training Manager	1.00	1.00	1.00	0.00	-1.00	*Reclassification
Training Supervisor				1.00	1.00	*Additional Position
Scheduler/Data Analyst	0.00	0.00	0.00	1.00	1.00	*Additional Position
Dispatcher	4.00	4.00	4.00	4.00	0.00	
Bus Operators	63.00	75.00	84.00	80.50	-3.50	
Operations Assistant	1.00	1.00	1.00	1.00	0.00	
Shuttle Driver	1.00	3.00	3.00	3.00	0.00	
Customer Service Manager	1.00	1.00	1.00	0.00	-1.00	* Moved to Planning/Marketing
Customer Service Representative	2.00	2.00	2.00	0.00	-2.00	* Moved to Planning/Marketing
IT Manager	1.00	1.00	1.00	0.00	-1.00	* Moved to IT Department
Totals	75.00	89.00	98.00	92.50	-5.50	

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

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Table 5: Transit Operations Department Budget

YTD Actual- Through June 30, 2025										
USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudit	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	Notes
Wages										
Regular Wages	4,545,926	5,025,804	6,092,300	5,987,285	6,153,964	(34,942)	6,119,022	26,722	0.4%	1
New Positions					43,987		43,987	43,987	100.0%	2
Overtime - Operations	504,636	544,757	641,417	700,828	710,154	(4,893)	705,261	63,844	10.0%	3
Add'l Pay (PTO payout, Hlth opt out)	35,509	54,606	72,618	61,796	78,120	-	78,120	5,502	7.6%	
Holiday Pay - Worked	100,244	123,060	138,424	147,418	149,995	(1,709)	148,286	9,863	7.1%	4
Wages	5,186,316	5,748,227	6,944,759	6,897,327	7,136,220	(41,544)	7,094,676	149,918	2.2%	
Benefits										
FICA/FMLA	391,936	438,594	570,516	553,026	575,037	4,594	579,632	9,115	1.6%	
Health Ins	1,033,410	1,219,143	1,517,434	1,472,676	1,634,508	16,345	1,650,853	133,419	8.8%	5
HRA Payments	72,773	85,114	85,000	75,099	75,335	-	75,335	(9,665)	-11.4%	6
Dental Insurance	45,282	45,563	56,122	52,251	56,296	-	56,296	173	0.3%	
Disability Insurance	41,049	46,564	58,232	48,990	38,637	-	38,637	(19,595)	-33.6%	7
Life Insurance	1,651	2,066	2,065	2,342	2,117	-	2,117	52	2.5%	
Workers Comp	165,008	179,662	152,503	160,803	193,927	11,000	204,927	52,424	34.4%	8
Unemployment	-	12,207	15,000	852	5,000	-	5,000	(10,000)	-66.7%	9
Vision	2,011	2,029	2,355	2,556	2,128	-	2,128	(227)	-9.6%	*
Retirement	320,702	347,659	445,865	399,419	426,653	-	426,653	(19,212)	-4.3%	
New Positions					17,659		17,659	17,659	100.0%	10
Uniforms/Reimbursements	28,579	16,792	33,892	22,594	20,592	-	20,592	(13,300)	-39.2%	*
Benefits	2,102,401	2,395,393	2,938,985	2,790,609	3,047,890	31,939	3,079,829	140,844	4.8%	
Total Wages & Benefits	7,288,717	8,143,621	9,883,744	9,687,936	10,184,110	(9,605)	10,174,506	290,762		
Non-Personnel Expenses										
USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudit	2026 Request		2026 Final Request	2025 Balance	2025 %	
Services and Fees										
Temporary Help	-	-	-	-	-	-	-	-	0.0%	
Technology Services	-	-	-	-	-	-	-	-	0.0%	
Other Contracted Services	88,964	99,472	107,500	84,749	112,500	-	112,500	5,000	4.7%	
Services and Fees	88,964	99,472	107,500	84,749	112,500	-	112,500	5,000	4.7%	
Supplies & Equipment										
Transportation Supplies	6,606	1,086	6,500	5,341	7,000	-	7,000	500	7.7%	
It Supplies	0	(0)	-	2,051	-	-	-	-	0.0%	
Fare Media	19,950	21,498	15,000	8,869	-	-	-	(15,000)	-100.0%	*
Minor Equipment	1,666	(0)	2,000	12,874	1,500	-	1,500	(500)	-25.0%	11
Supplies and Equipment	28,223	22,583	23,500	29,135	8,500	-	8,500	(15,000)	-63.8%	
Utilities										
Phone/Cell/Internet- AVL	-	-	-	4,400	-	-	-	-	0.0%	
Phone/Cell/Internet	1,684	1,959	1,920	2,136	1,920	(480)	1,440	(480)	-25.0%	
Utilities	1,684	1,959	1,920	6,536	1,920	(480)	1,440	(480)	-25.0%	
Miscellaneous Expenses										
Conferences and Travel	110	1,796	4,000	2,053	6,000	-	6,000	2,000	50.0%	12
Miscellaneous Expenses	110	1,796	4,000	2,053	6,000	-	6,000	2,000	50.0%	
Total Non-Personnel Expenses	118,981	125,810	136,920	122,472	128,920	(480)	128,440	(8,480)	-6.2%	
Total Base Bus Budget	7,407,698	8,269,431	10,020,664	9,810,408	10,313,030	(10,085)	10,302,946	282,282	2.8%	

Reclassifications*

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Note #	Line Item	Explanation
1	Wages	<p>Increase in regular wages is driven mainly by the COLA increase (3% Jan 1, 2% July 1) in base wages and step increases as required by the CBA 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.</p> <p>After evaluation of revenue hours and staffing requirements, staff determined the Bus Operator position count could be reduced by 3. This results in significant savings in wages and benefits from the 1st draft budget presented.</p> <p>Revisions to wages are related to staffing changes since the draft budget approval in October.</p>
2	New Positions- Wages	This amount reflects the request for two new positions. One, full year, Training Supervisor, and one, ½ year Scheduler/Data Analyst.
3	Overtime	Overtime increase is related to the 3% COLA as required by the CBA. Additionally, this includes an addition of Overtime expected for Micro Transit drivers.
4	Holiday Pay	Increase is related to COLA as required by the CBA. Additionally, 2025 projection estimates to be slightly over budget on this line, so increase is based on 2025 projection and not 2025 budget.
5	Health Insurance	<p>Health Insurance is estimated at an increase of 10% over 2025 budgeted amount. Reviewing current invoicing for Health Insurance, staff has increased the requested amount for 2025, and estimate a yearly premium increase of 10%.</p> <p>Health insurance premium increase 11%, revision to add additional 1% increase.</p>
6	HRA Payments	Historically, HRA payments were budgeted fully in Operations, as this department carried the majority of the expenses, and allocated to the departments based on actual expenditures. For 2026, we are budgeting an amount for each department. For 2026, Operations is showing a slight decrease, but this is based on the allocation to other departments. Overall, HRA Payments requested increase is about 20%, which is based on historical usage and added staff.
7	Disability Insurance	<p>Metro’s broker for Disability Insurance was able to negotiate a rate reduction on STD benefits only, which is contributed to the addition of MEPPFML benefits, starting in 2026. The Oct 2025 renewal includes a decrease in the STD rate, and no change in the rate for LTD benefits.</p> <p>Reviewing the renewal for Disability Insurance, staff were able to estimate additional savings related to the rate decrease contributed to MEPPFML beginning in 2026.</p>
8	Workers Compensation	<p>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 2026 policy renewals begin.</p> <p>Staff have lowered the estimated expense related to Workers Compensation using 2025 as a benchmark and a favorable claims experience rating for 2025.</p> <p>Current trends show expenditure tracking higher than budget, increase by \$11,000.</p>
9	Unemployment	Metro is self-insured for unemployment benefits, therefore, only has expenditures when claims are filed. So far, 2025 has been minimal. Staff have adjusted the budget request downward based on 2025 actuals.
10	New Positions- Benefits	This amount reflects an estimate of benefit expenditures for new positions. Staff are using 45% of wages as an estimate, which is in line with actual overall benefit costs related to wages.
11	Minor Equipment	Staff have adjusted this request downward, based on historical usage.
12	Conference and Travel	Increased based on need for additional training for Operations staff and managers

INFORMATION TECHNOLOGY DEPARTMENT

Overview and Staffing

The mission of the Information Technology Department is to provide secure, reliable, and innovative technology solutions that support Metro’s operations, enhance the rider experience, and safeguard agency data and systems. The department ensures the availability and integrity of critical technology infrastructure, applications, and digital services.

- **Systems & Infrastructure** – Maintain Metro’s hardware, software, and network infrastructure to ensure availability, operability, and business continuity.
- **Cybersecurity** – Protect agency systems, data, and digital assets through proactive monitoring, risk management, and compliance with security standards.
- **Application Support** – Manage, update, and support agency business systems, including financial, operational, and customer-facing platforms.
- **Innovation & Data** – Advance technology initiatives, data management, and analytics to improve decision-making, service delivery, and rider experience.

The Information Technology Department includes the following full-time equivalent (FTE) positions and number of employees. No additional positions or employees are proposed.

Table 6: Information Technology Department Staffing

Staffing	2023	2024	2025	2026	
IT Manager	1.00	1.00	1.00	1.00	0.00
Totals	1.00	1.00	1.00	1.00	0.00

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

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Table 7: Information Technology Department Budget

USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 .2/31/25 PreAudi	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	NOTES
Wages										
Regular Wages	72,857	71,565	80,882	76,730	87,524	-	87,524	6,642	8.2%	1
New Positions								-	0.0%	
Add'l Pay (PTO payout, Hlth opt out)								-	0.0%	
Holiday Pay - Worked								-	0.0%	
Wages	72,857	71,565	80,882	76,730	87,524	-	87,524	6,642	8.2%	
Benefits										
FICA/FMLA	4,723	4,640	6,592	5,436	7,133	-	7,133	541	8.2%	
Health Ins	13,583	13,343	17,794	14,482	20,454	205	20,658	2,864	16.1%	2
HRA Payments	-	-	-	1,200	1,500	-	1,500	1,500	100.0%	3
Dental Insurance	617	606	809	658	704	-	704	(104)	-12.9%	
Disability Insurance	600	600	600	426	483	-	483	(117)	-19.4%	4
Life Insurance								-	0.0%	
Workers Comp	126	126	126	150	146	-	146	20	15.8%	5
Vision	30	30	30	30	27	-	27	(3)	-11.2%	
Retirement	4,736	4,652	5,257	5,257	5,339	-	5,339	82	1.6%	
New Positions								-	0.0%	
Benefits	24,416	23,996	31,208	27,639	35,786	205	35,991	4,783	15.3%	
Total Wages & Benefits	97,273	95,561	112,090	104,369	123,310	205	123,515	11,425		
USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 .2/31/25 PreAudi	2026 Request		2025 Balance		%	
Services and Fees										
Technology Services	187,036	188,456	174,819	158,208	266,257	-	266,257	91,438	52.3%	6
Other Contracted Services								-	0.0%	
Services and Fees	187,036	188,456	174,819	158,208	266,257	-	266,257	91,438	52.3%	
Supplies & Equipment										
It Supplies	677	2,515	1,120	-	2,500	-	2,500	1,380	123.2%	7
Minor Equipment	7,326	8,364	3,600	-	5,000	-	5,000	1,400	38.9%	8
Supplies and Equipment	8,003	10,879	4,720	-	7,500	-	7,500	2,780	58.9%	
Utilities										
Phone/Cell/Internet	61,961	68,248	74,736	60,891	67,364	-	67,364	(7,372)	-9.9%	
Utilities	61,961	68,248	74,736	60,891	67,364	-	67,364	(7,372)	-9.9%	
Miscellaneous Expenses										
Conferences and Travel								-	0.0%	
Miscellaneous Expenses	-	-	-	-	-	-	-	-	0.0%	
Total Non-Personnel Expenses	257,000	267,583	254,275	219,099	341,121	-	341,121	86,846	34.2%	
Total Base Bus Budget	354,272	363,144	366,365	323,468	464,431	205	464,635	98,270	26.8%	

Note #	Line Item	Explanation
1	Wages	Increase in regular wages is driven mainly by the COLA increase (3% 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	Health Insurance	Health Insurance is estimated at an increase of 11% over 2025 budgeted amount. Reviewing current invoicing for Health Insurance, staff has increased the requested amount for 2025, and estimate a yearly premium increase of 10%. Health insurance premium increase 11%, revision to add additional 1% increase in expense.
3	HRA Payments	Historically, HRA payments were budgeted fully in Operations, as this department carried the majority of the expenses, and allocated to the departments based on actual expenditures. For 2026, we are budgeting an amount for each department. Overall, HRA Payments requested increase is about 20%, which is based on historical usage and added staff.

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Note #	Line Item	Explanation
4	Disability Insurance	<p>Metro’s broker for Disability Insurance was able to negotiate a rate reduction on STD benefits only, which is contributed to the addition of MEPFML benefits, starting in 2026. The Oct 2025 renewal includes a decrease in the STD rate, and no change in the rate for LTD benefits.</p> <p>Reviewing the renewal for Disability Insurance, staff were able to estimate additional savings related to the rate decrease contributed to MEPFML beginning in 2026.</p>
5	Workers Compensation	<p>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.</p> <p>Staff have lowered the estimated expense related to Workers Compensation using 2025 as a benchmark and a favorable claims experience rating for 2025.</p>
6	Technology Services	<p>This line reflects all of Metro’s Technology Services agreements and miscellaneous technology fees. Table 8 provides the detail of the items covered by this line. The increase is attributed mostly to new SaaS agreements for CAD/AVL, Timekeeping and microtransit.</p> <p>SaaS fees related to Equans (AVL) and Spare (Microtransit) have been moved to the CIP to apply Mobility funding with a lower local match requirement.</p>
7	IT Supplies	<p>Includes items like keyboards, mice, wires, etc. Increase is related to anticipation of replacements of aging equipment, along with normal equipment failure replacements.</p>
8	Minor Equipment	<p>Includes items like replacement monitors, docks, etc. Increase is related to anticipation of replacements of aging equipment.</p> <p>Due to award of MDOT Discretionary funding for computer replacements, request for this line has been reduced.</p>

Table 8: Technology Services Detail

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Technology Services- SaaS Agreements		
Provider	Service	Amount (annual)
Equans	CAD/AVL	CIP
Optibus	Schd/Timekeeping	64,310
Tyler/Munis	Financials/HRIS/Payroll/Purchasing	87,907
ClearGov	Budgeting Software	5,354
Macola	Inventory	2,187
Colbi Technologies	Secure Bidding	2,500
Planetaria	Website	6,250
Spare	Micro App	CIP
ChargePoint	Electric Bus	3,744
Samsara	Maint/Fleet Tracking Tool	1,661
Remix	Planning	18,648
		192,562

Technology Services- Misc		
Provider	Service	Amount (annual)
Seacoast Security	Door Access Control/Camera System	6,740
CDW	Cradlepoint License	9,015
Avenu HRS	Unclaimed Property Submission	450
Warp & Weft	DiriGO Website Hosting	828
Constant Contact	Newsletter/Email	785
Canva	Design	120
PC Rescue	Contracted Service	2,400
Snipe-It	IT Tools	480
Zendesk	IT Ticketing System	500
Screenly	IT Tools	960
Anydesk	IT Tools	1,000
Ubiquiti	IT Tools	100
Ninjio Tech	Training Tool	1,500
Secure Fax	Secure Fax for HR	264
Adobe	PDF Tool	7,100
Google	Workspace/Voice	16,560
Google	Domain&Device Consultant	15,000
Zoom	Board and Committee Meetings	4,823
Misc	Misc Support (software/tech/camera)	5,070
		73,695

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 49 transit buses, 10 support vehicles, 3 facilities and 500+ bus stops including 50+ bus 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. An additional full-time Mechanic is requested for ½ year 2026, which also assumes elimination of the part-time Mechanic at ½ year.

Table 9: Maintenance Department Staffing

Staffing	2023	2024	2025	2026	
Maintenance Manager	1.00	1.00	1.00	1.00	-
Master Technician	-	-	-	-	-
Technician	1.00	1.00	1.00	3.00	2.00
Mechanic II (1 PT Employee)	5.00	5.50	5.50	4.00	(1.50) *Net Add of .5 Position
Mechanic I	1.00	1.00	1.00	1.00	-
Fleet Care	4.00	4.00	4.00	4.00	-
Parts Clerk	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	1.00	-
Totals	15.00	15.50	15.50	16.00	0.50

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

Table 10: Maintenance Department Budget

USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudi	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	Notes
Wages										
Regular Wages	1,008,634	1,073,640	1,218,787	1,135,324	1,274,132	(15,419)	1,258,713	39,926	3.3%	1
New Positions	-	-	-	-	19,496	-	19,496	19,496	100.0%	2
Overtime - Maintenance	49,082	38,739	52,269	80,269	82,803	-	82,803	30,533	58.4%	3
Add'l Pay (PTO payout, Hlth opt out)	7,052	6,084	16,500	10,367	20,823	-	20,823	4,323	26.2%	
Holiday Pay - Worked	19,161	25,958	24,889	24,904	24,191	-	24,191	(698)	-2.8%	
Wages	1,083,929	1,144,421	1,312,445	1,250,864	1,421,444	(15,419)	1,406,025	93,580	7.1%	
Benefits										
FICA/FMLA	79,514	91,382	110,851	103,788	115,457	(1,257)	114,201	3,350	3.0%	
Health Ins	249,070	260,546	260,776	338,639	318,735	3,187	321,922	61,147	23.4%	4
HRA Payments	7,283	7,110	-	12,668	17,698	-	17,698	17,698	100.0%	5
Dental Insurance	9,845	9,875	9,778	10,958	10,978	-	10,978	1,199	12.3%	
Disability Insurance	10,095	10,469	10,449	11,203	7,534	-	7,534	(2,915)	-27.9%	6
Life Insurance	114	184	-	32	64	-	64	64	0.0%	
Workers Comp	30,408	29,356	22,992	24,244	26,619	-	26,619	3,627	15.8%	7
Unemployment	-	-	-	-	-	-	-	-	0.0%	
Vision	472	396	431	468	415	-	415	(16)	-3.7%	
Retirement	45,018	47,663	87,008	66,917	83,199	-	83,199	(3,809)	-4.4%	
New Positions	-	-	-	-	8,773	-	8,773	8,773	100.0%	8
Uniforms	6,462	10,559	9,950	10,319	8,450	-	8,450	(1,500)	-15.1%	
Benefits	438,282	467,539	512,236	579,235	597,923	1,931	599,854	87,618	17.1%	
Total Wages & Benefits	1,522,211	1,611,960	1,824,681	1,830,099	2,019,367	(13,488)	2,005,879	181,197	9.9%	

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Note #	Line Item	Explanation
1	Wages	<p>Increase in regular wages is driven mainly by the COLA increase (3% 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.</p> <p>Revisions to wages are related to staffing changes since the draft budget approval in October.</p>
2	New Positions- Wages	<p>This amount reflects the request for one new position. One, ½ year Mechanic II, and also assuming removal of the one Part-time Mechanic II position.</p>
3	Overtime	<p>Increase in Overtime is related to staffing coverage of long-term absences. 2025 amounts are projected to be over budget for same reasons.</p> <p>Estimated request for Maintenance OT was reduced.</p>
4	Health Insurance	<p>Health Insurance is estimated at an increase of 11% over 2025 budgeted amount. Reviewing current invoicing for Health Insurance, staff has increased the requested amount for 2025, and estimate a yearly premium increase of 10%.</p> <p>Health insurance premium increase 11%, revision to add additional 1% increase in expense.</p>
5	HRA Payments	<p>Historically, HRA payments were budgeted fully in Operations, as this department carried the majority of the expenses, and allocated to the departments based on actual expenditures. For 2026, we are budgeting an amount for each department. Overall, HRA Payments requested increase is about 20%, which is based on historical usage and added staff.</p>
6	Disability Insurance	<p>Metro’s broker for Disability Insurance was able to negotiate a rate reduction on STD benefits only, which is contributed to the addition of MEPFML benefits, starting in 2026. The Oct 2025 renewal includes a decrease in the STD rate, and no change in the rate for LTD benefits.</p> <p>Reviewing the renewal for Disability Insurance, staff were able to estimate additional savings related to the rate decrease contributed to MEPFML beginning in 2026.</p>
7	Workers Compensation	<p>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.</p> <p>Staff have lowered the estimated expense related to Workers Compensation using 2025 as a benchmark and a favorable claims experience rating for 2025.</p>
8	New Positions- Benefits	<p>This amount reflects an estimate of benefit expenditures for new positions. Staff are using 45% of wages as an estimate, which is in line with actual overall benefit costs related to wages.</p>

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Table 11: Department Budgets- Maintenance, continued

USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 :2/31/25 PreAudit	2026 Request	2026 Revision	2026 Final Request	2025 Balance	%	
Services and Fees										
Arch & Engineer Fees	-	-	5,000	-	2,500	-	2,500	(2,500)	-50.0%	9
Temporary Help	-	-	-	-	-	-	-	-	0.0%	
Other Contracted Services	-	3,570	5,000	241	6,000	-	6,000	1,000	20.0%	10
Maint Software	2,690	9,132	7,744	5,687	13,000	-	13,000	5,256	67.9%	11
Maintenance Services	204,274	210,475	299,125	194,577	304,125	-	304,125	5,000	1.7%	
Snow Plowing/Removal	2,675	-	9,900	3,613	9,900	-	9,900	-	0.0%	
Custodial Services	46,697	47,069	48,131	47,401	48,881	-	48,881	750	1.6%	
Services and Fees	256,336	270,246	374,900	251,519	384,406	-	384,406	9,506	2.5%	
Fuel-Fluids-Tires- Non-Revenue Vehicles										
CNG Fuel	91,032	61,884	95,000	86,005	95,000	37,000	132,000	37,000	38.9%	13
Diesel Fuel	484,297	723,877	1,049,755	827,485	850,000	-	850,000	(199,755)	-19.0%	13
Gasoline	-	-	5,500	11,797	15,000	-	15,000	9,500	172.7%	14
Greases and Fluids	60,945	86,517	98,550	84,820	100,200	-	100,200	1,650	1.7%	
Electricity as a Fuel	14,219	13,778	16,000	13,049	14,000	-	14,000	(2,000)	-12.5%	15
Tires and Tubes	66,209	71,694	94,279	102,760	107,500	-	107,500	13,221	14.0%	16
Fuel-Fluids-Tires- Non-Revenue Vehicl	716,703	957,750	1,359,084	1,125,916	1,181,700	37,000	1,218,700	(140,384)	-10.3%	
Supplies & Equipment										
Servicing/Fueling Supplies	4,902	4,994	5,000	6,746	6,500	-	6,500	1,500	30.0%	17
Shop Supplies	30,346	29,758	36,050	29,402	36,000	-	36,000	(50)	-0.1%	
Shelter Supplies	1,793	4,375	14,750	21,218	14,750	-	14,750	-	0.0%	
Building Supplies	30,577	27,048	36,750	28,374	30,000	-	30,000	(6,750)	-18.4%	18
Parts	300,481	320,218	382,950	407,060	435,000	-	435,000	52,050	13.6%	
Minor Equipment	6,868	6,112	8,000	4,750	10,000	-	10,000	2,000	25.0%	19
Veh Ops- Other Supplies	5,142	3,639	5,000	4,748	3,500	-	3,500	(1,500)	-30.0%	20
Supplies and Equipment	380,108	396,144	488,500	502,298	535,750	-	535,750	47,250	9.7%	
Utilities										
Phone/Cell/Internet	481	483	480	116	480	-	480	-	0.0%	
Utilities	481	483	480	116	480	-	480	-	0.0%	
Miscellaneous Expenses										
Liscenses and Permits	202	173	1,000	177	1,000	-	1,000	-	0.0%	
Miscellaneous Expenses	202	173	1,000	177	1,000	-	1,000	-	0.0%	
Total Non-Personnel Expenses	1,353,831	1,624,796	2,223,964	1,880,026	2,103,336	37,000	2,140,336	(83,628)	-3.8%	
Total Base Bus Budget	2,876,042	3,236,757	4,048,646	3,710,125	4,122,703	23,512	4,146,215	97,569	2.4%	

Note #	Line Item	Explanation
9	Architecture & Engineering Services	Historically no expenses allocated to this line. Reduced slightly based on non-usage.
10	Other Contracted Services	Expenditures related to contract service for Maintenance staff training. Increased based on additional training sessions planned in 2026. Reduced additional training sessions planned for 2026.
11	Maintenance Software	Covers maintenance software licensing for Maintenance computers. Increase is related to inventory system addition for 2026,
12	CNG Fuel	Revision related to increased cost of natural gas. Metro's contract for CNG supply expires in July 2026. Recent pricing estimates for renewal contracts are double the price of the current contract in place.
13	Diesel Fuel	By purchasing diesel futures, Staff was able to secure a favorable rate for METRO's 25-26 diesel contract of \$2.37/gal. The current contract will expire late summer of 2026, and will secure a new contract. Estimates for fuel purchases beyond contract expiration are currently estimated at an increased contract rate of \$2.55/gal.
14	Gasoline	Increase of Gasoline for Micro Transit revenue vehicles. 2025 was estimated with no historical data, and is estimated to be over budget.

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Note #	Line Item	Explanation
15	Electricity Fuel	Increase based on assumption of additional usage in 2026. Reduced usage assumption, and additional reduction related to NEB projects anticipated savings.
16	Tires and Tubes	Increase based on assumptions of price increases for 2026, as well as additional vehicle tires to purchase/maintain. Reduced request by \$10k
17	Servicing & Fueling Supplies	2025 Projection estimates are over 2025 budgeted amount. Increase for 2026 based on this overage, and slight pricing increases.
18	Building Supplies	Decreased budget request for 2026 based on historical spending being under budgeted amounts.
19	Minor Equipment	Increased budget request based on anticipated need for additional small equipment for shop use.
20	Other Supplies	Decreased budget request for 2026 based on historical spending being under budgeted amounts.

PLANNING, MARKETING and CUSTOMER SERVICE

Overview and Staffing

The mission of the Planning, Marketing, and Customer Service Department is to ensure Metro’s services remain responsive to community needs by planning future transit improvements, engaging riders and stakeholders, and providing clear, accessible information and assistance. The department advances Metro’s visibility, ridership, and rider satisfaction through effective service planning, communications, and customer support.

- **Planning** – Develop and evaluate service plans, monitor system performance, and recommend improvements to ensure Metro’s network remains efficient, effective, and aligned with community needs.
- **Marketing & Communications** – Promote Metro’s services through strategic communications, branding, outreach, and public engagement to build awareness, grow ridership, and strengthen community connections.
- **Customer Service** – Provide fare media sales, trip planning assistance, and responsive support to riders, partners, and the public across multiple communication channels.

The Planning, Marketing and Customer Service Department includes the following full-time equivalent (FTE) positions and number of employees. No additional positions or employees are proposed.

Table 12: Planning, Marketing and Customer Service Staffing

Staffing	2023	2024	2025	2026		
Director of Transit Development	1.00	1.00	1.00	1.00	-	
Marketing Manager	1.00	1.00	1.00	1.00	-	
Customer Service Manager				1.00	1.00	*Moved from Operations
Customer Service Representative				2.00	2.00	*Moved from Operations
Totals	2.00	2.00	2.00	5.00	3.00	

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

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Table 13: Planning, Marketing and Customer Service Department Budget

USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 2/31/25 PreAudi	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	Notes
Wages										
Regular Wages	193,172	203,851	213,619	270,941	372,761	-	372,761	159,142	74.5%	1
Overtime - Administration	-	-	-	104	3,000	4,893	7,893	7,893	100.0%	1
Add'l Pay (PTO payout, Hlth opt out)	-	-	-	-	11,000	-	11,000	11,000	0.0%	
Holiday Pay - Worked	-	-	-	-	-	1,709	1,709	1,709	0.0%	
Wages	193,172	203,851	213,619	271,045	386,761	6,602	393,363	179,744	84.1%	
Benefits										
FICA/FMLA	13,933	16,360	17,410	18,917	31,521	538	32,059	14,649	84.1%	1
Health Ins	46,038	39,946	42,445	43,227	90,383	904	91,286	48,841	115.1%	2
HRA Payments	5,692	3,400	-	2,540	23	-	23	23	100.0%	3
Dental Insurance	1,887	1,640	1,592	1,720	2,746	-	2,746	1,154	72.5%	1
Disability Insurance	1,430	1,792	1,977	2,142	2,136	-	2,136	159	8.1%	4
Life Insurance	-	-	-	18	-	-	-	-	0.0%	
Workers Comp	234	225	176	186	204	-	204	28	15.8%	5
Unemployment	-	-	-	-	-	-	-	-	0.0%	
Vision	53	45	74	80	118	-	118	44	59.1%	1
Retirement	14,376	16,262	15,111	16,546	23,592	-	23,592	8,482	56.1%	1
Uniforms	-	-	-	-	800	-	800	800	0.0%	
Benefits	83,643	79,670	78,785	85,375	151,524	1,442	152,965	74,181	94.2%	
Total Wages & Benefits	276,815	283,521	292,404	356,420	538,285	8,044	546,328	253,925	86.8%	

Note #	Line Item	Explanation
1	Wages	<p>Increase in regular wages is driven mainly by the COLA increase (3% 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.</p> <p>Additionally, Customer Service staff have been moved to the Planning and Marketing Department, accounting for the majority of the increase is wages seen here. There are several benefit lines that are showing significant increases based on this move as well.</p>
2	Health Insurance	<p>Health Insurance is estimated at an increase of 11% over 2025 budgeted amount.</p> <p>Reviewing current invoicing for Health Insurance, staff has increased the requested amount for 2025, and estimate a yearly premium increase of 10%.</p> <p>Health insurance premium increase 11%, revision to add additional 1% increase in expense.</p>
3	HRA Payments	<p>Historically, HRA payments were budgeted fully in Operations, as this department carried the majority of the expenses, and allocated to the departments based on actual expenditures. For 2026, we are budgeting an amount for each department. Overall, HRA Payments requested increase is about 20%, which is based on historical usage and added staff.</p>
4	Disability Insurance	<p>Metro's broker for Disability Insurance was able to negotiate a rate reduction on STD benefits only, which is contributed to the addition of MEPFML benefits, starting in 2026. The Oct 2025 renewal includes a decrease in the STD rate, and no change in the rate for LTD benefits.</p> <p>Reviewing the renewal for Disability Insurance, staff were able to estimate additional savings related to the rate decrease contributed to MEPFML beginning in 2026.</p>
5	Workers Compensation	<p>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.</p> <p>Staff have lowered the estimated expense related to Workers Compensation using 2025 as a benchmark and a favorable claims experience rating for 2025.</p>

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Table 14: Planning, Marketing and Customer Service Department Budget, continued

USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudi	2026 Request	2026 Revision	2026 Final Request	2025 Balance	2025 +/- %	Notes
Services and Fees										
Technology Services					-	-	-	-	0.0%	
Advertising	74,957	26,734	57,000	15,405	75,000	-	75,000	18,000	31.6%	
Other Contracted Services	42,924	9,465	56,450	56,165	26,000	-	26,000	(30,450)	-53.9%	5
Services and Fees	117,881	36,199	113,450	71,570	101,000	-	101,000	(12,450)	-11.0%	
Supplies & Equipment										
Fare Media					15,000	2,445	17,445	17,445	100.0%	6
Supplies Cust Rel	9,618	9,998	10,000	9,709	10,000	-	10,000	-	0.0%	
Supplies Promo	4,109	787	4,000	3,899	4,000	-	4,000	-	0.0%	7
Supplies and Equipment	13,727	10,785	14,000	13,608	29,000	2,445	31,445	17,445	124.6%	
Utilities										
Phone/Cell/Internet	972	956	960	1,005	1,440	-	1,440	480	50.0%	8
Utilities	972	956	960	1,005	1,440	-	1,440	480	50.0%	
Miscellaneous Expenses										
Dues, Subscriptions & Certifications	2,972	1,672	3,500	2,467	4,500	-	4,500	1,000	28.6%	9
Conferences and Travel	2,394	1,539	5,000	5,886	6,000	-	6,000	1,000	20.0%	10
Miscellaneous Expenses	5,366	3,211	8,500	8,353	10,500	-	10,500	2,000	23.5%	
Total Non-Personnel Expenses	137,946	51,151	136,910	94,536	141,940	2,445	144,385	7,475	5.5%	
Total Base Bus Budget	414,761	334,672	429,314	450,955	680,225	10,489	690,713	261,400	60.9%	

Note #	Line Item	Explanation
5	Other Contracted Services	Increase is related to addition of \$50,000 for on-call engineering support related to service expansions and bus stops. Removed increase of \$50,000 for on-call engineering support. Added Fare Analysis request for \$50,000 into the CIP.
6	Fare Media	This line was moved from Operations, along with other Customer Service expenditure lines. This amount reflects a small decrease from 2025. Adjusted request to keep flat for 2026, rather than decrease. Revision to increase slightly as production costs increase and staff will be purchasing on a regular, smaller quantity basis.
7	Supplies Promotion	Increased based on historical spending for supplies needed for promotion. Adjusted request to keep flat for 2026, rather than slight increase.
8	Phone/Cell/Internet	Increase is related to the addition of Customer Service staff members to this department.
9	Dues, Subscriptions and Certifications	Increase is related to the anticipation of increases in dues related to current memberships. Adjusted request to small increase 2026, \$1k over 2025 amount.
10	Conferences and Travel	Increase is related to the addition of Customer Service staff members to this department, and additional conference attendance planned for 2026. Adjusted request to small increase 2026, \$1k over 2025 amount.

ADMINISTRATION

Overview and Staffing

The mission of the Administration Department is to provide strategic leadership and essential business functions that ensure Metro operates effectively, responsibly, and in alignment with organizational goals. The department supports the District through financial stewardship, human resource management, and advocacy and executive leadership.

- **Finance** – Manage the District’s financial resources through budgeting, accounting, reporting, grants administration, and long-term financial planning to ensure fiscal responsibility and sustainability.
- **Human Resources** – Recruit, retain, and support Metro’s workforce through employee relations, benefits administration, professional development, and compliance with employment policies and regulations.
- **Executive Leadership** – Provide organizational leadership, oversight, and policy direction to advance Metro’s mission, foster regional partnerships, and ensure accountability to the Board of Directors and the community.

The Administration Department includes the following full-time equivalent (FTE) positions and number of employees. No additional positions or employees are proposed.

Table 15: Administration Department Staffing

Staffing	2023	2024	2025	2026		
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	1.00	-	
Finance Director	-	-	-	-	-	
Director of Gov. and Community Relations	-	1.00	1.00	1.00	-	
HR Director	-	-	-	-	-	
HR Manager	1.00	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	1.50	1.00	(0.50)	* Eliminated Position
HR Generalist	1.00	1.00	1.00	1.00	-	
Recruiting Specialist	-	0.50	0.50	0.50	-	
Administrative Assistant	1.00	1.00	1.00	1.00	-	
Cash Counting Assistant (2 PT Staff)	0.50	0.50	0.50	0.50	-	
Totals	10.50	12.00	12.50	12.00	(0.50)	

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

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Table 16: Administration Department Budgets

USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudi	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	Notes
Wages										
Regular Wages	737,243	926,579	1,106,697	1,022,673	1,167,278	-	1,167,278	60,581	5%	1
Overtime - Administration	1,078	1,132	1,974	14	1,103	-	1,103	(871)	-44%	2
Add'l Pay (PTO payout, Hlth opt out)	994	-	1,500	2,279	8,000	-	8,000	6,500	433%	
Holiday Pay - Worked	-	-	-	-	-	-	-	-	0%	
Total Wages	739,315	927,711	1,110,171	1,024,965	1,176,381	-	1,176,381	66,210	6%	
Benefits										
FICA/FMLA	56,187	68,861	82,065	73,426	89,676	-	89,676	7,611	9%	
Health Ins	122,902	148,827	213,005	183,303	283,797	2,838	286,635	73,630	35%	3
HRA Payments	3,252	4,599	-	4,349	7,153	-	7,153	7,153	0%	
Dental Insurance	6,411	6,780	7,987	7,326	9,539	-	9,539	1,552	19%	
Disability Insurance	14,485	15,555	15,727	15,839	6,708	-	6,708	(9,018)	-57%	4
Life Insurance	31	16	361	86	-	-	-	(361)	-100%	
Workers Comp	6,296	6,078	4,760	5,019	5,511	-	5,511	751	16%	5
Unemployment	8,613	1,914	-	(1,595)	-	-	-	-	0%	
Vision	306	303	327	339	370	-	370	42	13%	
Retirement	62,549	74,320	73,304	72,224	74,079	-	74,079	775	1%	
Uniforms	27	254	500	88	-	-	-	(500)	-100%	
Total Benefits	281,059	327,507	398,037	360,405	476,833	2,838	479,671	81,634	21%	
Total Wages & Benefits	1,020,374	1,255,218	1,508,207	1,385,371	1,653,214	2,838	1,656,052	147,845	10%	

Note #	Line Item	Explanation
1	Wages	Increase in regular wages is driven mainly by the COLA increase (3% 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	Health Insurance	Health Insurance is estimated at an increase of 11% over 2025 budgeted amount. Reviewing current invoicing for Health Insurance, staff has increased the requested amount for 2025, and estimate a yearly premium increase of 10%. Health insurance premium increase 11%, revision to add additional 1% increase in expense.
3	HRA Payments	Historically, HRA payments were budgeted fully in Operations, as this department carried the majority of the expenses, and allocated to the departments based on actual expenditures. For 2026, we are budgeting an amount for each department. Overall, HRA Payments requested increase is about 20%, which is based on historical usage and added staff.
4	Disability Insurance	Metro's broker for Disability Insurance was able to negotiate a rate reduction on STD benefits only, which is contributed to the addition of MEPFML benefits, starting in 2026. The Oct 2025 renewal includes a decrease in the STD rate, and no change in the rate for LTD benefits. Reviewing the renewal for Disability Insurance, staff were able to estimate additional savings related to the rate decrease contributed to MEPFML beginning in 2026.
5	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. Staff have lowered the estimated expense related to Workers Compensation using 2025 as a benchmark and a favorable claims experience rating for 2025.

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Table 17: Department Budgets- Administration, continued

USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudi	2026 Request	2026 Revision	2026 Final Request	2025 Balance	%	Notes
Services and Fees										
Tuition Reimbursement	1,500	960	6,000	-	6,000	-	6,000	-	0%	
Wellness Program	-	314	10,000	439	5,000	-	5,000	(5,000)	-50%	6
Legal Fees	74,384	177,754	80,000	62,824	83,000	-	83,000	3,000	4%	
Audit Fees	25,000	26,500	31,583	30,800	33,450	-	33,450	1,867	6%	
Temporary Help	82,182	4,674	50,400	88,832	-	-	-	(50,400)	-100%	7
Employment Services	13,402	10,581	19,500	15,315	22,000	-	22,000	2,500	13%	
Benefit Administration Fees	8,098	7,255	15,000	9,762	14,000	(4,000)	10,000	(5,000)	-33%	
Technology Services									0%	
Bank and CC Fees	20,971	38,300	37,933	53,969	76,531	-	76,531	38,598	102%	8
Advertising	31,654	48,059	35,500	40,403	37,500	-	37,500	2,000	6%	9
Postage	2,156	2,239	3,000	2,772	3,000	-	3,000	-	0%	
Other Contracted Services	14,461	77,215	30,000	10,140	14,500	-	14,500	(15,500)	-52%	10
Office Machines Maintenance	4,543	5,653	6,100	5,510	7,000	-	7,000	900	15%	
Miscellaneous Services	2,331	2,641	3,000	3,479	4,500	-	4,500	1,500	50%	11
Services and Fees	280,681	402,144	328,016	324,245	306,481	(4,000)	302,481	(25,535)	-8%	
Supplies & Equipment										
HR Supplies	-	60	2,500	599	2,500	-	2,500	-	0%	
Office Supplies	15,832	14,648	15,000	19,137	15,000	-	15,000	-	0%	
Minor Equipment	3,231	1,502	4,000	57	4,000	10,000	14,000	10,000	250%	12
Supplies and Equipment	19,063	16,211	21,500	19,794	21,500	10,000	31,500	10,000	47%	
Utilities										
Heating Fuel	146,979	93,540	133,210	112,190	115,000	44,000	159,000	25,790	19%	13
Electricity	114,597	108,206	140,415	135,602	160,000	-	160,000	19,585	14%	14
Water/Sewer/Stormwater	31,530	32,908	36,500	35,257	35,014	-	35,014	(1,486)	-4%	
Phone/Cell/Internet	1,241	2,408	2,880	2,252	3,360	(480)	2,880	-	0%	15
Utilities	294,347	237,062	313,005	285,302	313,374	43,520	356,894	43,889	14%	
Insurance										
Auto/Liability/Property Insurance	375,431	402,432	476,610	460,824	514,739	(25,354)	489,385	12,775	3%	16
Insurance	375,431	402,432	476,610	460,824	514,739	(25,354)	489,385	12,775	3%	
Miscellaneous Expenses										
Dues, Subscriptions & Certifications	25,247	36,781	37,894	36,937	43,315	-	43,315	5,421	14%	17
Conferences and Travel	11,947	9,827	19,100	13,663	22,736	-	22,736	3,636	19%	18
Meals and Hosting	12,530	20,639	15,000	14,078	15,000	-	15,000	-	0%	19
Miscellaneous Expenses	49,724	67,247	71,994	64,679	81,051	-	81,051	9,057	13%	
Total Non-Personnel Expenses	1,019,246	1,125,095	1,211,125	1,154,844	1,237,145	24,166	1,261,311	50,186	4%	
Total Base Bus Budget	2,039,620	2,380,313	2,719,833	2,540,214	2,890,359	27,004	2,917,363	198,030	7%	

Note #	Line Item	Explanation
6	Wellness Program	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.
7	Temporary Help	Decreased as no known need for temporary help.
8	Bank and Credit Card Fees	Increased costs related to credit card processing fees for sales of fare media. Additional costs assumed related to open fare payments.
9	Advertising	Increased costs related to advertising for job postings. Staff continue to evaluate opportunities for effective alternate methods of advertising.
10	Other Contracted Services	2025 budget included costs associated with non-union compensation analysis, decreased as not needed in 2026.
11	Miscellaneous Services	Increased costs associated with shredding services added in 2025.
12	Minor Equipment	Revision to add estimated costs of additional workstations needed for new positions.

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Note #	Line Item	Explanation
13	Heating Fuel	Revision related to increased cost of natural gas. Metro's contract for CNG supply expires in July 2026. Recent pricing estimates for renewal contracts are double the price of the current contract in place.
14	Electricity	2025 Projection estimates slightly over budget. Increase bases on 2025 projection and estimated price increases. Reduction related to NEB project anticipated savings.
15	Phone/Cell/Internet	Increase is related to added staff member.
16	Auto/Liability/Property Insurance	Increased by 8% bases on estimates received from Broker for 2026. 2026 Pricing under estimate by about \$25k.
17	Dues, Subscriptions and Certifications	Increases are related to estimated increases in current dues, and added dues and memberships related to additional staff. Reduced assumptions on dues increased for 2026
18	Conferences and Travel	Increase is related to the additional staff members to this department, and additional conference attendance planned for 2026. Reduced request related to additional training.
19	Meals and Hosting	Increase is related to estimated pricing increases, as well as planned Board and Committee Meetings for 2026. Reduced to 2025 budget amounts.

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CAPITAL AND RESERVES

Table 18: Base Bus Budget: Capital

USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudi	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	Notes
Debt Service										
Interest Expense Short Term	66,570	76,623	73,000	56,296	43,000	-	43,000	(30,000)	-41.1%	
Interest Expense Long Term	32,758	28,501	30,374	23,984	25,668	-	25,668	(4,705)	-15.5%	1
Debt Service Principal	199,150	199,150	199,150	199,150	199,150	-	199,150	-	0.0%	
Debt Service	298,479	304,274	302,524	279,430	267,818	-	267,818	(34,705)	-11.5%	
Capital & Reserves										
Contribution to Unrest Balance	-	-	45,000	-	20,000	-	20,000	(25,000)	-55.6%	2
GF Cap Outlay for Oth Cap Itms	125,960	345,100	213,560	213,560	199,089	-	199,089	(14,471)	-6.8%	3
GF Cap Outlay for Capital	13,621	34,366	-	64,256	-	-	-	-	0.0%	
Transfers	(4,761)	14,266	-	-	-	-	-	-	0.0%	
Capital & Reserves	134,820	393,732	258,560	277,816	219,089	-	219,089	(39,471)	-15.3%	
Total Base Bus Budget	433,299	698,006	561,084	557,246	486,907	-	486,907	(74,176)	-13.2%	

Note #	Line Item	Explanation
1	Long Term Interest	Interest expense related to Bond payments and interest due. Staff are also assuming a fall interest payment due on a new bond related to bus purchases in 2026.
2	Fund Balance Contribution	One of the goals approved with the 2025 Strategic Plan includes increasing Fund Balance to 16.6% of budgeted expenses. Increases contribution to work towards achieving that goal. Reduced to historical budgeted amount of \$45,000. Further reduction to \$20,000 to assist communities absorbing ARPA service improvement costs.
3	Capital Items	The 2026-2030 CIP is attached.

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REVENUE

Table 19: Base Bus Budget: Revenue

SOURCES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudit	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	Notes
Fare Revenue										
Passenger Fares	1,163,873	1,734,225	2,321,400	1,889,315	2,149,315		2,149,315	(172,085)	-7.4%	
Organization Paid Fares	864,741	606,169	693,004	608,185	669,004		669,004	(24,001)	-3.5%	
Organization Route Guarantees	105,000	330,167	364,105	428,685	461,653		461,653	97,548	26.8%	
Total Fare Revenue	2,133,614	2,670,561	3,378,509	2,926,185	3,279,972	-	3,279,972	(98,538)	-2.9%	1
Miscellaneous Revenue										
				452,324						
Advertising Revenue	243,637	236,907	322,338	243,600	243,600		243,600	(78,738)	-24.4%	2
Vehicle Maint Services	6,000	40,465	5,000	5,000	2,000	3,000	5,000	-	0.0%	3
Sale of Fuel	4,137	50	-	372	-		-	-	0.0%	
Interest Income	150,889	152,185	110,000	110,662	110,000		110,000	-	0.0%	
Reimbursements of Auto Fare fees	15,861	17,463	19,000	6,315	5,000		5,000	(14,000)	-73.7%	4
Wellness Grant Reimbursements	210	1,300	3,500	-	3,500		3,500	-	0.0%	
Training Grant Reimbursements	150	3,918	2,000	-	2,000		2,000	-	0.0%	
Miscellaneous Income	29,143	93,832	15,000	4,024	5,000		5,000	(10,000)	-66.7%	5
Claims Recovery	44,696	102,151	65,000	75,000	75,000		75,000	10,000	15.4%	
Total Other Revenue	494,723	648,270	541,838	444,973	446,100	3,000	449,100	(92,738)	-17.1%	
Municipal Funding										
Non-Member Municipal Funding (Gorham)	35,000	-	-	-	-		-	-	0.0%	
Member Municipal Funding: Operations	4,374,571	4,299,570	5,102,816	5,100,399	5,785,082		5,785,082	682,266	13.4%	6
Municipal Funding: CIP Local Match	124,999	345,102	213,560	213,560	199,089		199,089	(14,471)	-6.8%	7
Municipal Funding: Svc Veh Local Match	-	-	-	-	-		-	-	0.0%	
Total Municipal Revenue	4,534,570	4,644,672	5,316,376	5,313,959	5,984,171	-	5,984,171	667,795	12.6%	
State Funding										
State Operating Subsidy	170,427	477,494	770,153	730,745	770,745	(17,592)	753,153	(17,000)	-2.2%	8
Total State Revenue	170,427	477,494	770,153	730,745	770,745	(17,592)	753,153	(17,000)	-2.2%	
Federal Funding										
Federal Operating Assistance	3,717,037	4,617,398	4,690,835	4,690,835	5,584,652		5,584,652	893,817	19.1%	9
Federal Operating Assistance- Prior Year	-	-	-	-	325,000		325,000	325,000	100.0%	10
TW Fed Operating Assistance	-	-	-	-	-		-	-	0.0%	
Federal Fuel Reimbursement	-	124,819	25,000	25,000	25,000		25,000	-	0.0%	
Federal Prev Maint Assistance	1,211,036	1,285,278	1,829,000	1,829,000	2,000,000		2,000,000	171,000	9.3%	11
Federal CARES Act	865,292	-	-	-	-		-	-	0.0%	
Federal ARPA	494,585	586,754	1,490,036	1,400,603	478,811	65,716	544,527	(945,509)	-63.5%	12
Total Federal Revenue	6,287,950	6,614,249	8,034,871	7,945,438	8,413,463	65,716	8,479,179	444,308	5.5%	
Total Revenue	\$ 13,621,284	\$ 15,055,246	\$ 18,041,747	\$ 17,361,300	\$ 18,894,450	\$ 51,124	\$ 18,945,574	\$ 903,827	5.0%	

Note #	Line Item	Explanation
1	Fare Revenue	Fare revenue for 2025 is projected to be under budget. With ridership trending downward so far in 2025, staff have held fare revenue estimates for 2026 at 2025 projected levels, while continuing analysis of these trends. Organization route guarantees are increased from 2025 based on the contract with USM and the addition of BIW. Slight increase anticipated related to ridership growth and fare increase in Q3 of 2026.
2	Advertising	Advertising revenue is projected to be under budget for 2025. Staff are meeting with Metro's advertising vendor ATA Outdoor in the coming weeks to discuss 2025 projections and estimates for 2026. Slight increase after discussion with ATA Outdoor.
3	Vehicle Maintenance Services	Staff are reducing revenue estimated related to sales of maintenance services based on historical downward trends on this revenue item. Revision to increase slightly based on historical revenue collected.
4	Reimbursements for Auto Fare Fees	Reimbursements of Autofare fees is being adjusted downward. For 2025, the estimate included South Portland in error, which is being corrected for 2026.

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Note #	Line Item	Explanation
5	Miscellaneous Income	Misc income estimates reduced based on 2025 projection, which is expected to hold for 2026 budget year.
6	Member Mun. Funding	Amount reflects the local funding from member municipalities to support planned programs and operations in FY 2026. 2026 increase of 13.4% in operating support is in large part due to limited ARPA funding available for implemented service improvements in 2026.
7	Municipal Funding (CIP)	Amount reflects a 6.8% decrease in municipal funding needed to implement the FY 2026-2030 CIP. The CIP is attached.
8	State Funding	State funding for operations remains unchanged from 2025 to 2026. In 2025, there was a small amount of additional funding allocated to operating related to the South Portland Bus Service merger costs that is not recurring for 2026, therefore, showing a small decrease. Additional funding awarded from MDOT Discretionary grant for Marketing Open Fare Payments. Revision to reduce revenue estimate for 2026. Original estimate mirrored 2025 amount, however, Metro was awarded some discretionary funding 2025, and a lessor amount in 2026, therefore a small reduction is needed.
9	Federal 5307 (Operating)	Amount reflects a 2% increase in Federal 5307 formula funding for operations for FY 2026. Reallocation of \$500,000 from PM funding to Operating, as well as an additional \$300,000 in Federal Operating funding that staff anticipates receiving through PACTS formula funding allocation.
10	Federal 5307 (Operating- Prior Year)	Amount of anticipated “carry-forward” funding to be applied to ARPA service improvement routes as one-year assistance to step into the larger local contribution as a result of ARPA funding being fully spent down in 2026.
11	Federal 5307 (Preventative Maintenance)	Staff are proposing a higher allocation of 5307 preventative maintenance funding for 2026. This funding source requires a 20% match vs. a 50% match for operating funds, and there are adequate expenditures to support this amount of request.
12	Federal ARPA (Service Improvements)	Estimates ARPA Act funding remaining for FY 2026 service improvements to be about a ¼ year. Revision to increase ARPA funding available to carry into 2026 as 2025 expenditures were slightly under budget estimate.

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 20: 2026 Municipal Assessments- Cost Allocation

Municipality	FY 2025 Actual	Lease	Debt Service	FY 2026		Total	Change	
				Fixed	Variable		%	\$
Brunswick	\$ 118,101	\$ 1,901	\$ 2,857	\$ 15,063	\$ 111,726	\$ 131,547	11.4%	\$ 13,446
Falmouth	\$ 233,457	\$ 4,981	\$ 16,241	\$ 27,565	\$ 273,487	\$ 322,274	38.0%	\$ 88,817
Freeport	\$ 118,101	\$ 1,901	\$ 2,857	\$ 15,063	\$ 111,726	\$ 131,547	11.4%	\$ 13,446
Gorham	\$ 127,356	\$ -	\$ 1,695	\$ 26,777	\$ 100,408	\$ 128,880	1.2%	\$ 1,524
Portland	\$ 2,999,507	\$ 69,222	\$ 197,364	\$ 438,445	\$ 2,893,349	\$ 3,598,380	20.0%	\$ 598,873
South Portland	\$ 700,000	\$ -	\$ 4,618	\$ 76,984	\$ 647,779	\$ 729,381	4.2%	\$ 29,381
Westbrook	\$ 995,466	\$ 18,146	\$ 39,330	\$ 104,191	\$ 746,998	\$ 908,665	-8.7%	\$ (86,801)
Yarmouth	\$ 118,101	\$ 1,901	\$ 2,857	\$ 15,063	\$ 111,726	\$ 131,547	11.4%	\$ 13,446
Annual Total	\$ 5,410,089	\$ 98,052	\$ 267,818	\$ 719,150	\$ 4,997,200	\$ 6,082,220	12.4%	\$ 672,131

Metro’s revised cost and revenue allocation method, approved for the 2024 budget, resulted in increased local funding requirements for Brunswick, Freeport, Westbrook, and Yarmouth. Portland was similarly affected, though impacts were offset by other funding adjustments.

These increases stem from several factors, including the drawdown of “pilot” funds, reduced fare revenue due to the pandemic, rising operating costs, changes in service levels, and the transition to larger buses on the Breez Line.

To ease these impacts, the Board approved one-time bridge funding in 2024 using surplus FY 2023 federal funds—\$37,000 for each Breez municipality (\$148,000 total) and \$168,000 for Westbrook. The 2025 assessments do not include bridge funding, resulting in higher increases.

Metro’s member communities are facing a similar challenge as the ARPA funds are now fully expended and staff are proposing comparable bridge funding measures to ease the burden of stepping into larger local contributions.

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ADA PARATRANSIT

Table 21: ADA Paratransit Budget

USES OF FUNDS	2023 Actual	2024 Actual	2025 Final Request	2025 12/31/25 PreAudit	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	Notes
ADA Paratransit										
Contracted Services	\$ 458,106	\$ 410,475	\$ 615,000	\$ 627,580	\$ 698,340		\$ 698,340	\$ 83,340	13.6%	1
Total ADA Paratransit Service	458,106	410,475	615,000	627,580	698,340	-	698,340	83,340	13.6%	
Total Expenditures	458,106	410,475	615,000	627,580	698,340	-	698,340	83,340	13.6%	
SOURCES OF FUNDS	2023 Actual	2024 Projection	2025 Final Request	2025 12/31/25 PreAudit	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	Notes
Municipal Funding										
Municipal Funding	89,339	81,764	123,000	125,516	139,668		\$ 139,668	16,668	13.6%	2
Total Municipal Funding	89,339	81,764	123,000	125,516	139,668	-	139,668	16,668	13.6%	
Federal Funding										
FTA Section 5307	346,387	328,380	492,000	492,000	558,672		\$ 558,672	66,672	13.6%	3
Total Federal	346,387	328,380	492,000	492,000	558,672	-	558,672	66,672	13.6%	
Total Revenue	435,726	410,144	615,000	617,516	698,340	-	698,340	83,340	13.6%	
Surplus/(Deficit)	(22,380)	(331)	-	(10,064)	-	-	-	-		

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 2025 and contracted to increase in 2026. Ridership has been increasing in 2025. For FY 2026, staff are assuming ridership continues to increase.
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.

Table 22: ADA Paratransit Ridership: 2022-2024

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	60%
South Portland	436	379	418	413	473	451	370	345	344	352	313	313	4,607	21%
Westbrook	307	302	394	324	331	310	326	336	329	321	295	305	3,880	17%
Total	1,843	1,781	2,116	1,935	2,058	1,984	1,833	1,864	1,730	1,811	1,715	1,717	22,387	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	17	17	15	214	1%
Gorham	18	23	24	18	19	19	18	14	27	27	20	18	245	1%
Portland	1,036	1,012	936	948	1,008	915	971	1,085	961	1,144	1,077	1,002	12,095	59%
South Portland	370	359	305	346	357	351	378	393	377	427	381	357	4,401	21%
Westbrook	255	249	287	269	341	275	320	329	315	317	306	299	3,562	17%
Total	1,699	1,666	1,577	1,598	1,743	1,570	1,703	1,838	1,699	1,932	1,801	1,691	20,517	100%
2025	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	%
Falmouth	15	11	24	21	17	15	18	15					136	1%
Gorham	25	17	30	37	41	39	32	39					260	2%
Portland	1,012	858	1,079	1,130	1,148	1,051	1,058	988					8,324	59%
South Portland	254	286	363	342	354	390	414	463					2,866	20%
Westbrook	266	223	322	326	349	289	361	389					2,525	18%
Total	1,572	1,395	1,818	1,856	1,909	1,784	1,883	1,894	-	-	-	-	14,111	100%

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115 ST. JOHN'S Property

Table 23: 115 St. John's Street Property

USES OF FUNDS	2022 Actual	2023 Actual	2024 Actual	2025 Final Request	2025-P 12/31/25 PreAudit	2026 Request	2026 Revision	2026 Final Request	2025 +/- \$	2025 +/- %	Notes
Services and Fees											
Arch/Eng Fees		-		-					-	0.0%	
Legal Fees	6,095	162		-					-	0.0%	
Property Management Fees- Broker, Cam, Etc	63,783	8,766		9,119	9,119	9,305		9,305	186	2.0%	
Maintenance Services- 115 St John St.	4,298	-		-					-	0.0%	
Snow Plowing/Removal- 115 St John St.	-	-		-					-	0.0%	
Supplies	714	-		-					-	0.0%	
Total Services and Fees	74,889	8,928	-	9,119	9,119	9,305	-	9,305	186	2.0%	1
Utilities											
Heating Fuel- 115 St. John St.	8,535	-		-					-	0.0%	
Electricity- 115 St. John St.	7,176	1,296		-					-	0.0%	
Water/Sewer/Stormwater- 115 St. John St.	5,982	870		-					-	0.0%	
Total Utilities	21,693	2,166	-	-	-	-	-	-	-	0.0%	2
Rental Fees											
Rental Fees	326,083	332,605	339,257	346,042	346,042	352,963		352,963	6,921	2.0%	
Property Taxes	35,302	37,288	39,151	42,230	42,230	45,702		45,702	3,472	8.2%	
Total Rental Fees	361,385	369,893	378,408	388,272	388,272	398,665	-	398,665	10,393	2.7%	3
CAM Charges											
Management Fees		13,308	78,031	13,842	13,842	14,119		14,119	277	2.0%	
General R&M		7,704		5,030	5,030	5,181		5,181	151	3.0%	
General Administration		48,051		52,278	53,788	53,788		53,788	1,510	2.9%	
Total CAM Charges	-	69,063	78,031	71,150	72,610	73,088	-	73,088	1,938	2.7%	4
Property Insurance											
Property Insurance- 115 St. John Street	18,377	18,972	20,579	23,357	23,358	18,452		18,452	(4,905)	-21.0%	
Total Insurance	18,377	18,972	20,579	23,357	23,358	18,452	-	18,452	(4,905)	-21.0%	5
Total Expenditures	476,344	469,022	477,017	491,898	493,359	499,510	-	499,510	7,612	1.5%	
SOURCES OF FUNDS											
Other Revenue											
Reimbursements- Insurance	7,657	18,974		23,357	23,357	18,452		18,452	(4,905)	-21.0%	
Reimbursements- Taxes	15,230	40,182		42,230	42,230	45,702		45,702	3,472	8.2%	
Reimbursements- Maintenance and Repair	4,502	8,166		-	-	-		-	-	0.0%	
Management Fees	2,384	7,013		7,296	7,296	7,442		7,442	146	2.0%	
Rental of Property- 115 St. John's St.	59,612	175,321	252,785	182,404	182,404	186,052		186,052	3,648	2.0%	
Total Other Revenue	89,386	249,656	252,785	255,287	255,287	257,649	-	257,649	2,361	0.9%	6
Municipal Funding											
Municipal Assessment for Operating	90,938	93,862	94,244	96,132	96,132	98,052		98,052	1,920	2.0%	
Total Municipal Funding	90,938	93,862	94,244	96,132	96,132	98,052	-	98,052	1,920	2.0%	7
State Funding											
State Operating Subsidy	227,344	234,654	239,347	244,136	244,134	207,015		207,015	(37,121)	-15.2%	
Total State Funding	227,344	234,654	239,347	244,136	244,134	207,015	-	207,015	(37,121)	-15.2%	8
Total Revenue	407,668	578,172	586,376	595,555	595,553	562,716	-	562,716	(32,840)	-5.5%	
Surplus/(Deficit)	(68,676)	109,150	109,359	103,658	102,195	63,206		63,206	(40,452)	-39.0%	

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 2026.
4	CAM Charges	CAM fees received by NRR for 2026 budget year.
5	Insurance	Insurance amount from NRR for 2026 budget year.
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. 15% decrease from 2025 funding amount. This is the last year of committed funding for this project from MDOT.

2026-2030 CAPITAL IMPROVEMENT PROGRAM

PROGRAM SUMMARY

	Funds Rem.	2025	2026	2027	2028	2029	2030
Total	4,779,598	815,460	11,305,071	15,140,809	33,801,693	706,759	1,419,487
Federal (5307)	3,169,915	66,466	1,301,177	1,761,170	4,821,354	565,407	1,135,590
Federal (BUILD)	-	-	-	2,400,000	2,400,000	-	-
Federal (TBD)	-	-	5,120,000	-	12,500,000	-	-
Federal (5339)	89,046	-	2,596,305	8,421,854	-	-	-
Federal (CARES)	221,608	-	-	-	-	-	-
Federal (ARPA)	579,544	-	177,500	-	-	-	-
Federal (5310)	-	-	-	-	-	-	-
State	-	354,000	1,120,250	402,750	8,180,000	-	-
Maine Turnpike Auth.	-	113,280	-	-	-	-	-
Local (Bond)	600	-	783,250	1,486,209	5,330,000	-	-
Local (Assessment)	718,885	221,714	199,089	668,826	570,339	141,352	283,897
Local (Non-Member Assessment)	-	60,000	10,000	-	-	-	-
Local Assess (Projects)		221,714	199,089	668,826	570,339	141,352	283,897
Local Assess (Cap Res.)		-	-	-	-	-	-
Local (Debt Service)		223,981	224,904	289,569	493,728	808,598	743,935
Total		445,695	423,993	958,396	1,064,067	949,950	1,027,833

100 PLANNING & PROGRAMS

	Funds Rem.	2025	2026	2027	2028	2029	2030
101 Replacement Facility: Planning-Design							
<i>Prior funding and 2023 funding will be used to hire a consultant firm to prepare conceptual design, capital cost estimate, operating cost forecasts, and develop project roadmap (\$50,000). Funding in outer years reflects 8% of a facility's estimated construction cost for planning-design-engineering. \$120,000 collected in 2025 to match future grants.</i>							
<i>2026 Federal (TBD) represents application for federal funding through PACTS discretionary program in Feb 2026.</i>							
<i>Amounts in 2027 & 2028 represent application for BUILD grant submission in Feb 2026 and State funding commitment for local match for 2026-2028. Local assessments in the outer years are estimates and may be revised once grant awards are finalized.</i>							
Total	230,000	120,000	1,080,000	3,000,000	3,000,000		
Federal (5307)	180,000						
Federal (BUILD)				2,400,000	2,400,000		
Federal (TBD)			960,000	-	-		
Federal (5310)							
State			90,000	300,000	300,000		
Local (Bond)	-						
Local (Assessment)	50,000	120,000	30,000	300,000	300,000		
102 Service Planning							
<i>Program of funds to support agency planning goals</i>							
<i>Funds Remaining: \$22,883 So Portland (ME-2023-043) 5307* Planning funding awaiting FTA obligation</i>							
<i>2026 - Service Planning for Scarborough & South Portland</i>							
<i>2027 - Network Redesign</i>							
<i>2028 - Facility Site Service and Network Planning</i>							
Total	22,883	-	5,721	50,000	75,000		
Federal (5307)	22,883	-	-	40,000	60,000		
Federal (5310)	-	-	-	-	-		
State	-	-	-	-	-		
Local (Bond)	-	-	-	-	-		
Local (Assessment)	-	-	5,721	10,000	15,000		
103 Metro Mobility Programs							
<i>Historically - Metro has served as a pass-through of federal CARES Act funding in order to allow GPCOG to use federal CARES Act funding to implement a variety of mobility management programs.</i>							
<i>2026 - 2030- CAD/AVL and Customer Facing Technologies (Spare) to improve mobility</i>							
Total	-	-	61,476	62,563	63,683	64,837	66,025
Federal (5307)	-	-	49,181	50,051	50,947	51,869	52,820
State							
Local (Bond)							
Local (Assessment)			12,295	12,513	12,737	12,967	13,205
104 Planning Projects							
<i>Bus Rapid Transit Project.</i>							
<i>Funds remaining: \$53,525 ME-2016-016, \$68,301 CARES ME-2020-010</i>							
<i>So Portland (ME-2022-012) 5307* Planning funding awaiting FTA obligation \$33,849</i>							
Total	121,871	586,129	-	-	-	-	-
Federal (5307)	42,820	33,849	-	-	-	-	-
Federal (CARES)	68,301	-	-	-	-	-	-
Federal (5310)							
State		354,000					
Maine Turnpike Auth.		113,280					
Local (Bond)							
Local (Assessment)	10,750	85,000					
105 Planning Projects							
<i>Fare analysis</i>							
<i>Funds Remaining: \$1,441 So Portland (ME-2022-012) 5307* Planning funding awaiting FTA obligation and \$38,559 So Portland (ME-2023-043) 5307* Planning funding awaiting FTA obligation</i>							
Total	40,000	-	10,000	-	-	-	-
Federal (5307)	40,000	-					
Federal (5339)							
Federal (5310)							
State			10,000				
Local (Bond)	-	-					
Local (Assessment)	-	-					

200 FACILITIES: MAINTENANCE-ACQUISITION-CONSTRUCTION

	Funds Rem.	2025	2026	2027	2028	2029	2030
201 Metro Facility Replacement-Expansion							
<i>Phase 1: Acquire 151 St. John's Property - Federal assistance estimated at 80%; State assistance estimated at 10%. Local funding assumed to come from bonding at 10%. Bond issuance will be contingent on state-federal funding acquisition.</i>							
<i>Phase 2: Construct replacement facility - Federal assistance estimated at 50%; State assistance estimated at 30%. Local funding assumed to come from bonding at 20%.</i>							
Total	-	-	5,200,000	-	25,000,000		
Federal (5307)	-	-					
Federal (TBD)	-	-	4,160,000	-	12,500,000		
Federal (5310)	-	-	-	-	-		
State	-	-	520,000	-	7,500,000		
Local (Bond)	-	-	520,000	-	5,000,000		
Local (Assessment)	-	-	-	-	-		
202 Facility Renovations-Major Component Replacement							
<i>Unspent funding (\$495,000) for Backup Generator (\$125,000), and HVAC (\$70,000) CNG Rehab (300,000)- These</i>							
<i>2026 - Elm Street Rehab allowing for public utilization.</i>							
Total	495,000	-	275,000	-	-	-	-
Federal (5307)	396,000	-	220,000	-	-		
Federal (5310)	-	-	-	-	-		
State	-	-	-	-	-		
Local (Bond)	-	-	-	-	-		
Local (Assessment)	99,000	-	55,000	-	-		
202 Safety-Security Maintenance/Upgrades							
<i>Remaining funds (\$10,000) Local collected, grant not programmed.</i>							
<i>2027 - Full facility integrated security camera and access control system (Elm and Valley) \$45k</i>							
<i>2028 - Retrofit of full fleet for integrated wireless/real-time security system (safefleet), inc. installation \$269k</i>							
<i>Security - Staff requesting reallocation of \$2,000 of funds from Security, project 202 be move to project 510-Admin Copier Replacement</i>							
<i>Fed mandate to program 0.5%-1% of overall 5307 funds to safety and/or security. Need to develop a strategy to comply</i>							
Total	8,000	-	-	45,000	269,973		
Federal (5307)	-	-	-	36,000	215,978		
Federal (ARPA)	-	-	-	-	-		
Federal (5310)	-	-	-	-	-		
State	-	-	-	-	-		
Local (Bond)	-	-	-	-	-		
Local (Assessment)	8,000	-	-	9,000	53,995		
203 Maintenance Equipment							
Total	109,229	40,771	-	300,000	-	-	-

2025 - Tire Machine, Wheel Balancer, Maintenance Inventory System Upgrade 2027 - Planning, design and build of a paint shop + fire supression Remaining Funds: \$109,229 (ME-2021-016- Maintenance Equip)	Federal (5307)	87,383	32,617	-	240,000	-	-	-
	Federal (5310)							
	State							
	Local (Bond)							
	Local (Assessment)	21,846	8,154	-	60,000	-	-	-
	Total							

204 Fuel Tracking and Tank Replacement 2027 - Automated fleet fueling system, tank and dispenser replacement - estimated.	Total	-		-	527,500	-	-	-
	Federal (5307)	-		-	422,000	-	-	-
	Federal (5310)	-		-	-	-	-	-
	State	-		-	52,750	-	-	-
	Local (Bond)	-		-	-	-	-	-
	Local (Assessment)	-		-	52,750	-	-	-

300 VEHICLE MAINTENANCE & ACQUISITION Funds Rem. 2025 2026 2027 2028 2029 2030

301 Mid-Life Fleet Refurbishments Replacement of major components (engines, transmissions) and vehicle refurbishments of any bus at mid-life or older. 2026: Local Match for Current Year and \$9,868 required local match for Grant received from South Portland Merger Funds Remaining: \$165,951 (ME-2021-016), \$300,000 (ME-2024-010), \$49,340 (5339- ME-2024-010)	Total	505,423		159,868	327,818	270,122	270,122	270,122
	Federal (5307)	372,761		120,000	262,254	216,098	216,098	216,098
	Federal (5339)	39,472						
	Federal (5310)	-		-	-	-	-	-
	State	-		-	-	-	-	-
	Local (Bond)	-		-	-	-	-	-
Local (Assessment)	93,190		39,868	65,564	54,024	54,024	54,024	

302 Fleet Replacements GP Metro adheres manages to the FTA Uesful Life Benchmark (ULB) of 14 years, but aims to replace buses at years 13 and 14 in order to allow flexibility based on individual buses' condition. Replace five (5) 2011 diesel Gillig buses in FY 2026 with diesel New Flyers using existing contract. Service expansion; Add six (6) new diesel buses in FY 2027. Replace three (3) 2014 CNG Gillig buses in FY 2027 with zero emission buses and associated infrastructure. Replace two (2) 2014 CNG Gillig buses in FY 2028 with zero emission buses.	Total	50,174		3,502,801	9,908,063	4,400,000		
	Federal (5307)	-		379,996		3,740,000		-
	Federal (5339)	49,574		2,596,305	8,421,854			
	Federal (5310)							
	State			263,250		330,000		-
	Local (Bond)	600		263,250	1,486,209	330,000		-
Local (Assessment)								

303 Support Vehicle Replacement/Acquistions 2027 - New Service truck with a dump body; Assumse usage of remaining funds. Total project cost \$135k Remaining funds \$7,400 (from sale of retired vehicle), \$1,135 (remaining CARES funding), \$2,000 in 2023 and \$13,000 in 2024 local match collected but grant not programed can be applied to future needs. ME-2023-044 grant \$40,000	Total	63,535			74,865	-		
	Federal (5307)	32,000			74,865			
	Federal (CARES)	1,135						
	Federal (5310)							
	State				-			
	Local (Bond)				-			
Local (Assessment)	30,400			-	-	-		

304 Microtransit Fleet Expansion 2026 - 2 in service vans for Scarborough + South Portland, along with 1 spare 2030 - 2 Autonomous Microtransit vehicles (CapEx + OpEx for 2 year pilot)	Total	-	60,000	555,000	-	-	-	600,000
	Federal (5307)	-		444,000	-	-	-	480,000
	Federal (5310)	-		-	-	-	-	-
	State	-		111,000	-	-	-	-
	Local (Bond)	-		-	-	-	-	-
	Local (Assessment)	-		-	-	-	-	120,000
Local (Non-Member Assessment)		60,000						

305 Fleet Expansion TBD	Total	-	-	-	-	-	-	-
	Federal (5307)	-	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	-	-	-

400 BUS STOP IMPROVEMENTS Funds Rem. 2025 2026 2027 2028 2029 2030

401 General Bus Stop Improvements This project is aimed at general bus stop improvements including installation of shelters, seating, signage, and access improvements where needed. GP Metro plans to use consultant assistance to perform a full bus stop inventory and recommend design and amenity standards. 2026: \$50,000 for Service Expansion to Scarborough/South Portland	Total	-		100,000	220,000	242,000	371,800	483,340
	Federal (5307)			80,000	176,000	193,600	297,440	386,672
	Federal (5310)							
	State							
	Local (Bond)							
	Local (Assessment)	-		10,000	44,000	48,400	74,360	96,668
Local (Non-Member Assessment)			10,000					

402 Transit Stop Access Project Planning-design work completed in prior years. Amounts shown are for construction/inspection. Remaining amount includes \$38,642 (ME-2016-017), \$52,969 (ME-2020-025), \$525,000 (ME-2023-012, \$1,247,253 (ME-2023-044), \$767,973 (ME-2024-010) from prior grants which covers design-engineering as well as \$73,460 in local funding that was collected for construction but tied to federal funding in a future year. So Portland ARPA Funding (\$45,970)	Total	2,671,299		46,205	475,000	475,000		
	Federal (5307)	1,797,226		-	340,000	340,000		-
	Federal (ARPA)	570,970		-	-			
	Federal (5310)			-	-			
	State			-	50,000	50,000		-
	Local (Bond)			-	-			-
Local (Assessment)	303,103		46,205	85,000	85,000		-	

500 TECHNOLOGY INTEGRATIONS Funds Rem. 2025 2026 2027 2028 2029 2030

501 Management Information Systems	Total	-	-	-	-	-	-	-
	Federal (5307)	-	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	-	-	-

502 Transit Signal Priority Metro awarded \$500,000 in federal ARPA funding to install transit signal priority technology along Washington Avenue and Forest Avenue in Portland. Additional \$171,200 applied for through PACTS FTA Section 5307 formula set-aside program for transit enhancements (approved). Additional award would add TSP to Brighton Ave. and Congress Street. Funds Remaining: \$8,574 (ME-2023-012), \$214,000 (ME-2024-010), \$151,000 (CARES- Awaiting funding obligation from FTA)	Total	365,014	8,560	-	-	-	-	-
	Federal (5307)	171,200		-	-	-	-	-
	Federal (CARES)	151,000		-	-	-	-	-
	Federal (ARPA)	8,574		-	-	-	-	-
	Federal (5310)	-		-	-	-	-	-
	State	-		-	-	-	-	-
Local (Bond)	-		-	-	-	-	-	
Local (Assessment)	34,240	8,560	-	-	-	-	-	

503 CAD/AVL System Replacement	Total	95,170	-	-	-	-	-	-
	Federal (5307)	27,642	-	-	-	-	-	-

<i>Unspent funding (\$1,172) from CARES Act funding allocated to AVL/AVA System, \$34,552 (ME-2024-010)</i> <i>Local funding remains from prior year budgets for which local match was collected but project was not included in PACTS program of projects for federal funding, or local match collected exceeded match requirements of grant (\$8,590- Electronic Signs, \$50,856- AVL/AVA).</i>	Federal (CARES)	1,172	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	66,356	-	-	-	-	-	-

504 Office Phone System <i>2026 - Replace all workstations phones & acquire call monitoring software</i> <i>2027 - Automated off hours call center functionality / IVR</i>	Total			8,000	25,000	-	-	-
	Federal (5307)	-	-	-	20,000	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	8,000	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	-	-	-	5,000	-	-	-

505 Fleet Cradlepoint Networking Hardware Replacement <i>2026 - Full fleet replacement</i>	Total			90,000	-	-	-	-
	Federal (5307)	-	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	90,000	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	-	-	-

506 Office / Admin Workstation Replacements <i>2026 - 13 workstations + 22 docks</i> <i>2028 - 5 workstations</i>	Total			28,000		5,915	-	-
	Federal (5307)	-	-	-	-	4,732	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	28,000	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	1,183	-	-

507 Maintenance / Fleet Management System Peripherals <i>2026 - 6 Wireless Android tablets and Inventory Scanner. Tablets will have wireless SIM cards until new facility investment/enhanced wireless network</i>	Total			-		-	-	-
	Federal (5307)	-	-	-	-	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	-	-	-

508 Real Time Signs <i>2026 - CMS Deployment, 3 years hosting and licensing fees, 15-20 LCD and e-ink signs, solar power and installation fees</i> <i>So Portland ARPA Funding</i>	Total			175,000		-	-	-
	Federal (5307)	-	-	-	-	-	-	-
	Federal (ARPA)			177,500				
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	-	-	-	-	-	-	-

509 On Fleet Infotainment <i>2027 - On fleet display signs that provide real time info, along with advertising opportunities to offset expenses.</i>	Total			-	125,000	-	-	-
	Federal (5307)	-	-	-	100,000	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	-	-	-	25,000	-	-	-

510 Office / Admin Copier Replacement <i>2026 - Replacement of office copier</i> <i>Security - Staff requesting reallocation of \$2,000 of funds from Security, project 202 be move to project 510-Admin Copier Replacement</i>	Total	2,000		8,000		-	-	-
	Federal (5307)	-	-	8,000	-	-	-	-
	Federal (5310)	-	-	-	-	-	-	-
	State	-	-	-	-	-	-	-
	Local (Bond)	-	-	-	-	-	-	-
	Local (Assessment)	2,000	-	-	-	-	-	-



BOARD OF DIRECTORS

AGENDA ITEM 7

DATE

February 26, 2026

SUBJECT

Review of Metro Zero Emissions Goal

PURPOSE

Review the Metro's 2040 Zero Emissions Goal including; performance of electric buses, trends in the industry, changes in the federal funding landscape and cost implication of the goal relate to fleet and facility replacement.

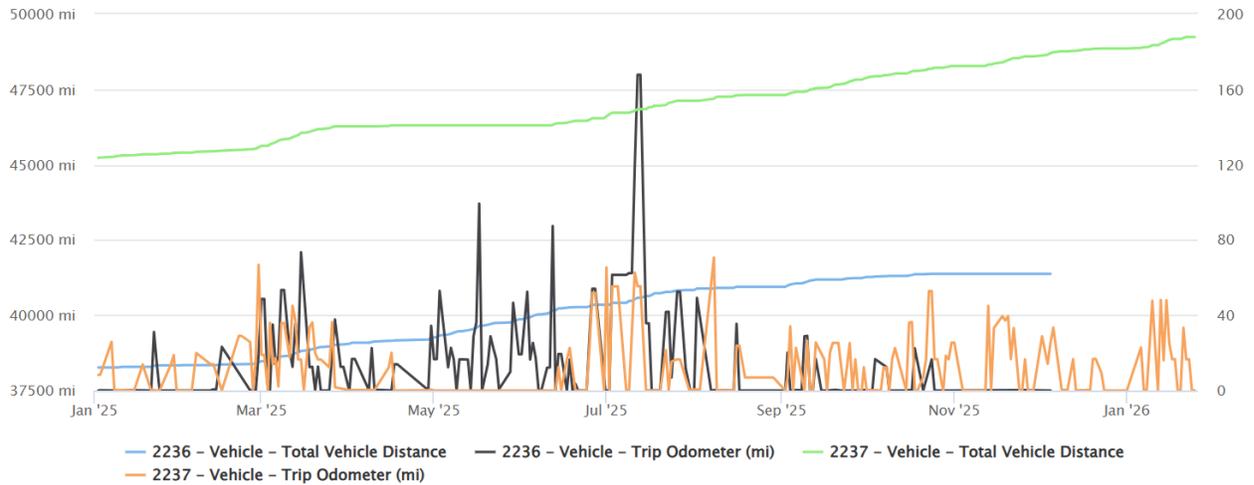
BACKGROUND/ANALYSIS

In June 2018 Metro's Board of Directors adopted a resolution that included Metro achieving a goal of a 100% zero emissions fleet by 2040. After approval of the resolution, Metro applied for and was awarded federal Low-No Emissions Grant Program funding (LoNo) to support acquisition of two electric buses and associated charging infrastructure. This application included bus manufacturer Proterra Inc as a named partner responsible for supplying the buses. Those buses were delivered and put into service in May 2022. In August 2023, Proterra filed for Chapter 11 bankruptcy protection. In March 2024 Proterra sold its bus manufacturing business to Phoenix Motor Inc.

After a relatively promising start to operation, Metro's electric buses have become less reliable with reduced range and uptime. The Proterra buses in the Metro fleet are numbered 2236 and 2237. At the time of deployment, the anticipated daily range on the BEBs was in the range of 180-240 miles per day, with staff understanding that temperature and operating conditions would impact the daily performance. While the benchmark of 180 miles per day would still be less than a diesel unit, the range would be satisfactory for 22 of 38 non-BREEZ currently scheduled weekday blocks. However, the observed vehicle performance is far below the 180-mile benchmark.

Usage Trends

Below is a chart that displays the daily usage and vehicle lifetime mileage beginning January 1, 2025.



Reviewing daily usage statistics for these buses over the last 12+ months, the bus performance was vastly below expectations and in most cases barely serviceable. The primary reason for the low daily mileage is based on battery imbalance issues. Metro Operations have been directed to use these buses, but the low range only permits them to be used on school tripper blocks and other short service needs.

Table 1 – Electric bus up-time and usage (2025)

	Bus 2236	Bus 2237
Days in Service	90	120
Average Daily Miles	34	25
Max Daily Miles	168	71

Bus 2236 has traveled 41,376 lifetime miles, and 2237 has completed 49,241 lifetime miles. Noting the in-service period began in the late spring of 2022, that’s approximately 3.75 years of service. Again, these lifetime usage totals are far below expectations and do not come anywhere close to the performance of diesel buses in the Metro Fleet. Below is a table comparing the annual performance of diesel buses purchased in 2020-2021 to the 2022 Proterra buses.

Table 2 – Metro vehicle mileage (Bus years 2020, 2021, 2022)

	2020 Fleet	2021 Fleet	2022 Fleet
# of Buses	7	2	2
AVG Lifetime Mileage	241,923	214,572	45,309
# Years in Service	Approx. 6	Approx. 5	3.75
AVG Annual Miles / Bus	40,320	42,914	12,082

Operating Expense

When compared to the CNG and Diesel, Metro’s Electric buses cost more to operate over the last three years. The table below shows average cost per mile for parts and fuel for Metro’s three fuel types. It should be noted that three years of experience for two buses is not a statistically significant sample size.

Table 3 – Metro Revenue Vehicle Operating Expense per Mile (2023-2025)

	Parts	Fuel	Total
Average expense / mi (Diesel)	\$ 0.15	\$ 0.49	\$ 0.64
Average expense / mi (CNG)	\$ 0.39	\$ 0.20	\$ 0.59
Average expense / mi (EV)	\$ 0.04	\$ 0.68	\$ 0.72

Current Status

Bus 2236 has been out of service since late October of 2025. This unit had a significant battery imbalance, along with faults for irregular battery temps, and will not accept a charge. Without being able to charge the battery, this bus sits idle on the lot until a contracted maintenance service can address the issue.

Bus 2237 remains in service, albeit with the low functional range and limited utility. There are also issues with the auxiliary diesel heaters, causing interior temperature challenges, and greater battery demand. This unit also suffers from an imbalanced battery problem, which presents as a significant state of charge drop from approximately 60% charged to 20% each time in use.

Vendor Support

There has been very little support provided by Phoenix Motor Inc. since the company acquired Proterra. In January 2025 the Northeast Regional Service Manager resigned. Since that time Metro staff have submitted multiple requests for service and received limited response. In June 2025, Phoenix Motor sent a technician to evaluate both buses. This technician confirmed imbalance in the battery packs and suggested replacement. Metro staff pushed back on the suggestion that the three-year-old batteries be replaced based on the fact that manufacturer was not offering to warranty the batteries and could not identify a supplier.

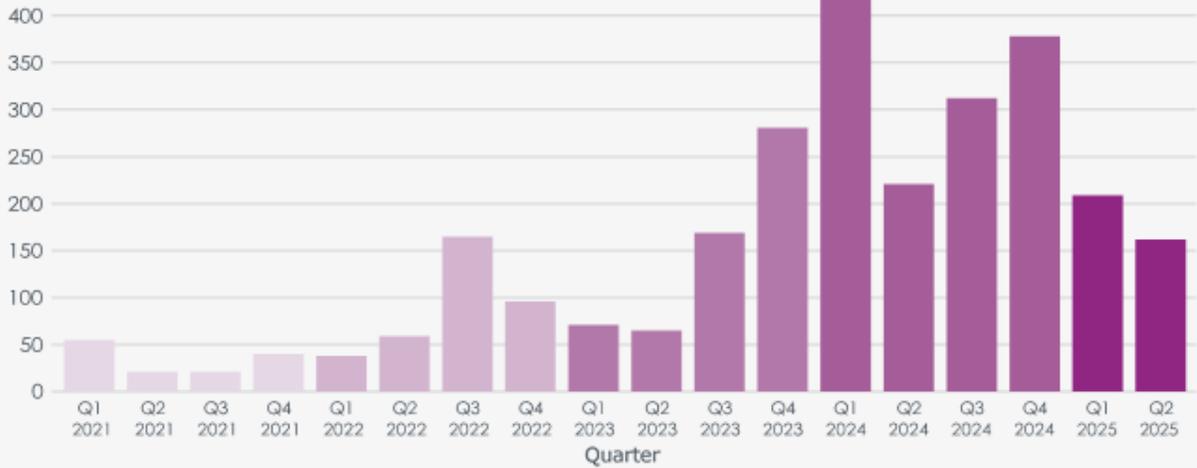
Since the discussion in June, there has been no substantive assistance provided by Phoenix Motor despite staff’s repeated requests for support. The new regional field services manager was scheduled to travel to Metro to assess the buses and discuss options on January 20th, however the trip was canceled due to a travel freeze imposed by Phoenix Motor leadership.

National Outlook on ZEBs

After several quarters of steady increases in vehicle registrations, the zero-emissions bus market is showing signs of slowing nationally.

FIGURE 3.1

Zero-emission bus registrations, Q1 2021–Q2 2025



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We're also seeing a reduction in ZEBs as a percentage of overall bus registrations.

FIGURE 3.2

Share of zero-emission bus registrations, Q1 2021–Q2 2025



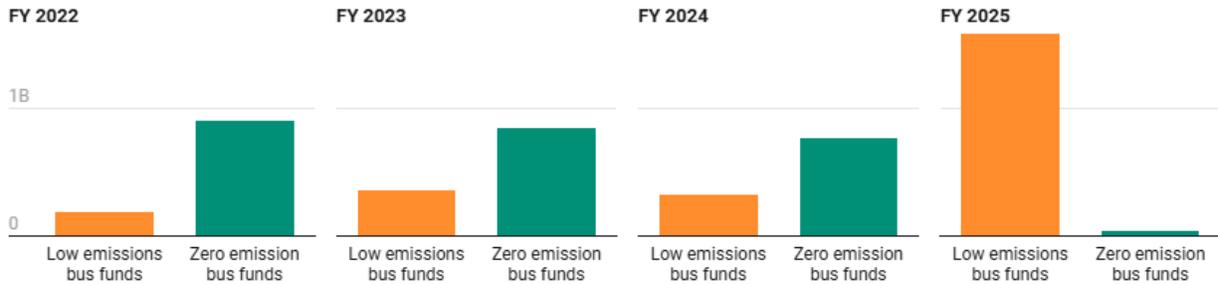
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These trends are likely a result of instability within the ZEB manufacturer market (i.e. Proterra bankruptcy), performance of ZEBs not meeting expectations and a funding climate that is favoring emitting buses. In 2025 the FTA's Lo-No program awarded more funding to emitting bus projects than zero emissions projects.

More emitting bus projects won more funding than ever in FY 2025 in the Low or No Emission Buses program.

The Low or No Emissions Bus Program, codified in 49 USC 5339(c), calls for the US Department of Transportation to award funds to the projects that reduce emissions the most compared to other buses.

As part of a concession made during the negotiations to pass the Infrastructure Investment and Jobs Act, the Low-No program received significantly more funding but also incorporated a 25% minimum set-aside for low emission buses. In FY 2022, the Biden administration awarded funds to 100% of applicants who applied for low emission buses (T4A Greener Fleets Report), but do to low demand, they were unable to hit the minimum and made up the difference in the following fiscal years.



Source: FTA FY2016 to FY2025 Low-No program award data - [Get the data](#) - Created with [Datawrapper](#)

Future Considerations

Metro’s current fleet management plan states that buses are replaced every 12 – 14 years. This means that in order to remain compliant with the goal of attaining a 100% zero emission’s fleet by 2040, Metro’s next order of buses (delivery in 2028 or 2029) and all subsequent orders would need to be zero emissions buses (ZEB).

As staff continue to work with Metro’s facility analysis consultant, key inputs to the analysis will be fleet size and fleet fuel/power train. A fleet expected to be 100% electric within 10 years of the facility opening will require that charging infrastructure is largely incorporated into the design of the facility. Additionally, based on the shorter range of ZEB’s, a larger fleet would likely be needed to operate the same amount of service as compared to a diesel fleet, unless an expansive on-route charging system could be established. This could mean that Metro would need to carry a higher spare ratio. Higher spare ratios could cause a problem once Metro’s maximum buses in service exceeds 50. The FTA requires that transit agencies not exceed a 20% spare ratio.

Additional buses, charging infrastructure and facility upgrades all come with associated costs. We don’t currently know the scale of these increases and will be working to provide estimates at our next meeting.

Cost Comparison

Rolling Stock

Based on Metro’s updated fleet management plan, scheduled fleet replacements were projected through 2039. Equipment replacement costs were estimated using both information from recent bus purchases made by Metro as well as estimates provided by bus manufacturers. The cost comparison over the next fourteen years shows scale of the financial commitment needed to switch Metro’s fleet to a completely zero emissions fleet by 2040.

Table 4 – Estimated Bond Expense for Bus Replacement 2026-2039

	Diesel	Electric	Difference
Total Cost	\$ 51,168,600	\$ 101,556,000	\$50,387,400
Bond Debt	\$ 7,675,290	\$ 15,233,400	\$ 7,548,110
Bond Expense	\$ 5,590,246	\$ 11,093,701	\$ 5,503,455

Assumptions:

1. Metro receives federal funding for 85% of the purchase of each bus.
2. Metro bonds the full 15% remaining (historically Metro has received MaineDOT support for a portion of the local match).
3. 3% annual cost escalation of all fleet types.
4. Straight one for one replacement of existing fleet and near-term planned service expansions, long-term service expansions not programmed.

Facility

High-level cost estimates for replacement of Metro’s operations and maintenance facility were developed by Metro’s facility consultant. These estimates include three scenarios for expansion on Metro’s existing site and adjacent properties.

- Scenario 1 – 118 Bus Facility;
 - Base design/construction cost \$82.7m
 - Charging infrastructure \$74.3m
- Scenario 2 – 166 Bus Facility;
 - Base design/construction cost \$96.6m
 - Charging infrastructure \$104.6m
- Scenario 3 – 139 Bus Facility;
 - Base design/construction cost \$101m
 - Charging infrastructure \$87.6m

Addition of charging infrastructure escalates the total project cost by 90%-108%. This is largely related to the need for pantograph overhead chargers in the bus parking garage. This requires extra reinforcement of the roof to support multiple chargers. There is also a need to program additional space for battery storage, transformer pads and fire suppression needs.

Table 5 – Total estimated bond expense for fleet replacement and facility

	Fleet Expense (Bond)	Facility Expense (Bond)	Total
Diesel	\$ 5,590,246	\$ 26,380,300	\$ 31,970,546
Battery Electric	\$ 11,093,701	\$ 54,945,000	\$ 66,038,071
Difference	\$ 5,503,455	\$ 28,564,700	\$ 34,067,525

Conclusions

This analysis concludes several key factors:

1. Metro's experience with Proterra battery electric buses has not been positive.
 - a. Reliability of the battery electric buses has been far worse than that of diesel and CNG buses.
 - b. Manufacturer support and parts availability greatly reduce vehicle uptime.
 - c. There has not been a demonstrable savings in operating expense gained by using battery electric buses versus diesel or CNG equipment.
2. Nationally, the zero emissions bus market is losing the momentum that it had just a few years prior. This is based in part on lower demand from transit agencies that have had similar experiences to Metro's, as well as a shift in funding awards for fully zero emissions projects.
3. From a cost perspective, the expense associated with purchasing and supporting zero emissions buses is significantly higher than that of conventional diesel buses. Driven by three main factors:
 - a. Vehicle acquisition costs are approximately double that of conventional diesel buses.
 - b. Bus operations and maintenance facilities equipped to charge and maintain battery electric buses are also twice as expensive as a conventional facility.
 - c. A 100% battery electric fleet would require on route fast charging to extend vehicle ranges until technology improves to a point where EV ranges are closer to those of diesel and CNG buses. Adding these chargers could push the total capital cost of electric buses to 3 to 4 times that of diesel buses.
4. The primary value associated with zero emissions buses include:
 - a. Improvement in local air quality.
 - b. Reduction in noise pollution.
 - c. Positions the agency as being environmentally conscience.
 - d. Supports an emerging industry that, with continued investment, could be the future of public transit.

RECOMMENDATION

Metro should remain focused on its environmental goals and especially local air quality, however a pivot away from a rigid goal of reaching a 100% zero emissions goal by 2040 is necessary based on uncertainty surrounding the zero emission vehicle performance and funding availability. Instead Metro should focus on reducing carbon outputs by increasing public transit ridership.

If Metro's fleet were 100% diesel powered, annual emissions for Metro's current service (110,000 hours per year) would be approximately 3,360 metric tons of carbon. This is the equivalent of the annual tailpipe emissions of approximately 740 cars. In order to achieve a reduction of 740 single occupancy vehicles to the region, ridership would need to increase by approximately 460,000 rides annually.

Through investing in more service with a focus on ridership growth specifically, Metro can have a positive impact on the environment while also improving mobility options and reducing traffic congestion. A revised board resolution with a stated goal of growing ridership by 25% by 2040 (475,000 more rides compared to 2025) would be a positive way to create a relatively aggressive target to which progress achieving can be easily measured.

With regards to Metro's Fleet Management Plan, it is advisable to leave flexibility on the fuel types that can be considered when purchasing buses. Procurements should be based on funding awards and with a focus on leveraging the most available funding. This should include low and no-emissions buses as funding for these vehicles is regularly provided.

Metro's Executive Committee voted on February 23, 2026 to recommend to the full board; adoption of a new resolution stating a goal of achieving a 25% increase in ridership no later than the year 2040, to supersede the Board's previously adopted goal of achieving a 100% zero emissions fleet by 2040. Resolution includes mandates that require annual reporting on progress toward the ridership goal as well as a reassessment of the feasibility to transition Metro's fleet to zero-emissions.

CONTACT

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ATTACHMENTS

Attachment A – Board Resolution 2018.01
Attachment B – Board Resolution 2026.01

PRIOR COMMITTEE REVIEW

Executive Committee – January 28, 2026
Executive Committee – February 23, 2026

RESOLUTION NO. 2018.01

RESOLUTION BY THE BOARD OF THE DIRECTORS OF THE GREATER PORTLAND TRANSIT DISTRICT ("GPTD"), TO APPROVE THE FILING OF AN APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION ("FTA") FOR THE PURPOSE OF ACQUIRING FEDERAL TITLE 49, SECTION 5339(c) CAPITAL FUNDING TO ACQUIRE UP TO FOUR (4) BATTERY ELECTRIC BUSES AND ASSOCIATED CHARGING INFRASTRUCTURE.

WHEREAS, Chapter 53 of Title 49 of the United States Code (formerly the Federal Transit Act of 1964, as amended), makes financial aid available to eligible transit agencies or units of local government showing a substantial effort toward the preservation, improvement and operation of mass transit systems; and,

WHEREAS, the GPTD is authorized to provide public transportation under Maine Revised Statutes Title 30-A, Chapter 163, Transportation and is eligible to receive federal grant funds under United States Code, Title 49, Section 5307 ("Section 5307") for transit operating and capital projects and Section 5339(c); and,

WHEREAS, GPTD has been working collaboratively with the State of Maine, the Greater Portland Council of Governments and Portland Area Comprehensive Transportation System (PACTS) serving as the Metropolitan Planning Organization for the Portland, ME Urbanized Areas, the Center for Transportation and the Environment and Shuttlebus-Zoom to develop the scope, costs and benefits of a multi-agency electric bus project ("the Project").

WHEREAS, the State of Maine has agreed to submit a single grant application to FTA's Section 5339(c) Low-No Emissions Grant Program on behalf of GPTD and Shuttlebus Zoom and contribute up to \$3.0 million to support the Project.

WHEREAS, the PACTS Transit and Executive Committees have approved a Six Year Capital and Operating Program that includes \$400,000 to support the Project.

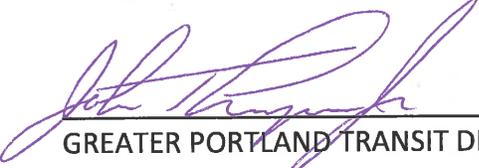
WHEREAS, the GPTD Board of Directors has been briefed on the costs and benefits associated with battery electric buses and understands the requirements of accepting the grant funds including the obligation to provide the necessary local share of the Project's costs; and,

WHEREAS, GPTD intends to comply with all FTA requirements for financial assistance for the Project and to submit any necessary certificates, assurances and other documents to that effect;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GREATER PORTLAND TRANSIT DISTRICT, as follows:

1. That GPTD shall commit up to \$250,000 as part of the Project's local match which is consistent with the local match figures programmed as part of GPTD's 2018-2022 Capital Improvement Program.
2. That the General Manager be authorized to approve GPTD's participation with the State of Maine to file the federal Section 5339(c) Low or No Emissions Grant Program on behalf of GPTD to secure funding for up to 4 battery electric buses and associated charging infrastructure manufactured by Proterra as well as project management, engineering and training costs.
3. That the General Manager is authorized to accept the offer of the FTA concerning the financing of the Project and to execute with the FTA grant agreements pertaining to financial assistance for the Project; and,
4. That the General Manager, subject to required procurement policies, is hereby authorized to execute all agreements and contracts with third parties, including affected local jurisdictions and utilities, in connection with this grant application and the Project; and,
5. That GPTD hereby authorizes the General Manager to execute the certification and agreement required by the Labor Protection provisions of 49 U.S.C. 5333 (b) and to execute and file such other certifications, assurances and documents with the FTA as may be required by the FTA in connection with federal grant assistance for the Project.
6. That GPTD shall adopt a goal of achieving a zero-emission public transit fleet by 2040.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE GREATER PORTLAND TRANSIT DISTRICT, this 13 day of JUNE, 2018.



GREATER PORTLAND TRANSIT DISTRICT
BOARD PRESIDENT

ATTEST:



GREATER PORTLAND TRANSIT DISTRICT
BOARD SECRETARY

Resolution No. 2026-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREATER PORTLAND TRANSIT DISTRICT (“GPTD”) ESTABLISHING A LONG-TERM RIDERSHIP GROWTH GOAL AND DIRECTING A COMPREHENSIVE ZERO-EMISSION BUS TECHNOLOGY MONITORING.

WHEREAS, the GPTD Board of Directors is committed to providing safe, reliable, and sustainable public transportation that meets the evolving needs of our community; and

WHEREAS, increasing transit ridership is essential to reducing regional traffic congestion, lowering greenhouse gas emissions, and promoting economic equity across the service area; and

WHEREAS, the Board recognizes that achieving significant ridership growth requires long-term strategic planning, sustained operational excellence, and transparent accountability; and

WHEREAS, the Board is dedicated to environmental stewardship and the transition to a clean energy future through the adoption of zero-emission technology; and

NOW, THEREFORE, BE IT RESOLVED BY THE GREATER PORTLAND TRANSIT DISTRICT BOARD OF DIRECTORS THAT:

1. GPTD hereby establishes a formal goal to increase total system-wide ridership by 25% by the year 2040, using the 2025 calendar year ridership data as the baseline for measurement.
2. GPTD’s Executive Director is hereby directed to provide the Board of Directors with a Progress Toward Ridership Goal Report on an annual basis. This report shall include:
 - a. Year-over-year ridership trends by mode and route.
 - b. Analysis of external factors impacting ridership (e.g., fuel prices, employment density, transit-oriented development).
 - c. Updates on specific marketing and service-delivery initiatives designed to meet the 2040 target.
 - d. Recommended strategies to reach the stated ridership goal within the specified time period.
3. GPTD’s Executive Director is hereby directed to conduct a comprehensive evaluation of the feasibility of GPTD implementing Zero-Emission Bus (ZEB) technology annually and present the results to GPTD’s Board of Directors. This evaluation shall include:
 - a. Current Technology Update: An assessment of the status of various propulsion systems in the transit bus industry in the United States, including updates on vehicle performance, range, and reliability.

- b. Funding Opportunities: A report on trends in recent Federal funding awards for low and no-emission buses, as well any other anticipated funding opportunities.
 - c. Recommendation: A recommendation on steps that GPTD can take to facilitate transitioning to a zero-emission fleet.
4. This Resolution hereby supersedes and replaces all prior resolutions or board policies regarding long-term ridership targets and zero-emission transition schedules.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE GREATER PORTLAND TRANSIT DISTRICT, THIS 26TH DAY OF FEBRUARY, 2026.

GREATER PORTLAND TRANSIT DISTRICT
BOARD PRESIDENT

ATTEST:

GREATER PORTLAND TRANSIT DISTRICT
BOARD SECRETARY



BOARD OF DIRECTORS

AGENDA ITEM 8

DATE

February 26, 2026

SUBJECT

Creation of a new committee.

PURPOSE

Approve formation of a new Metro Committee to oversee planning, development, funding and construction of a successor operations and maintenance facility.

BACKGROUND/ANALYSIS

Metro's 40+ year old facility is in critical need of replacement, with Metro's current operations exceeding the limitations of the facility. Staff in coordination with a consultant, have begun the planning process for a successor facility. This facility will require a significant amount of planning and compliance activities. Additionally, there will need to be a large capital investment to both design and construct this facility.

In order to insure proper oversight and build support for this project, Metro's Executive Committee is recommending the formation of a Facility Replacement Committee. This ad hoc committee would meet on an as needed basis with members being appointed by the Board President.

Metro's bylaws offer the Board of Directors broad authority to form and dissolve committees. A simple Board action is required to create this committee.

FISCAL IMPACT

Not applicable

RECOMMENDATION

Approve formation of Metro's Facility Replacement Oversight Committee.

CONTACT

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