

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;

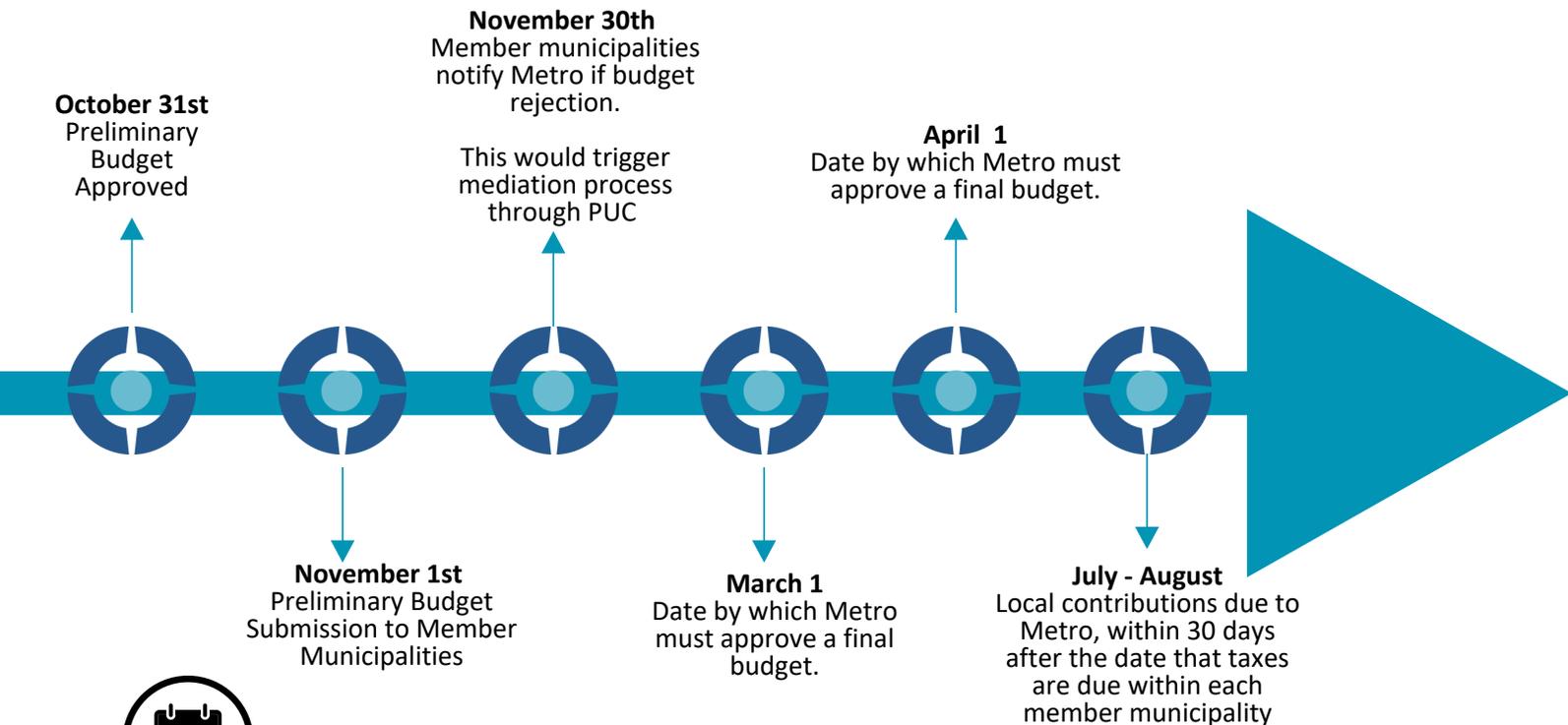
Serve as a foundation for regional prosperity, growing communities, and a healthy environment.

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

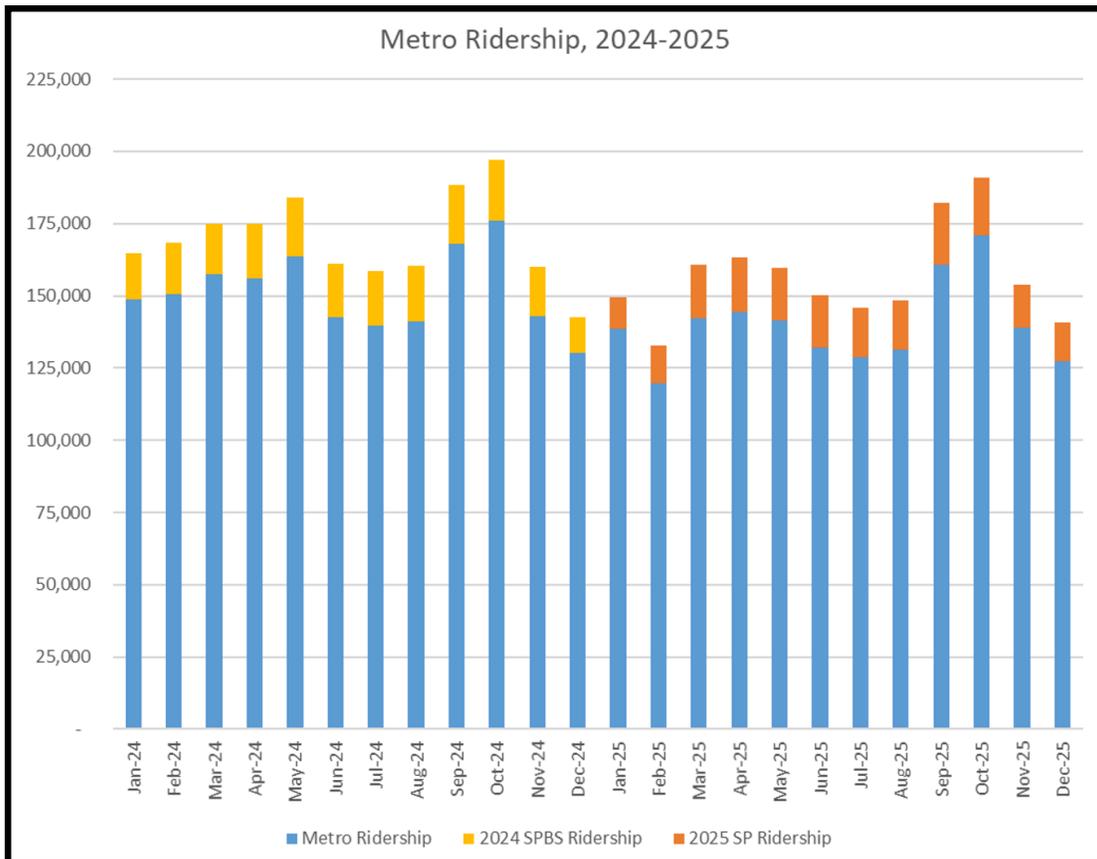
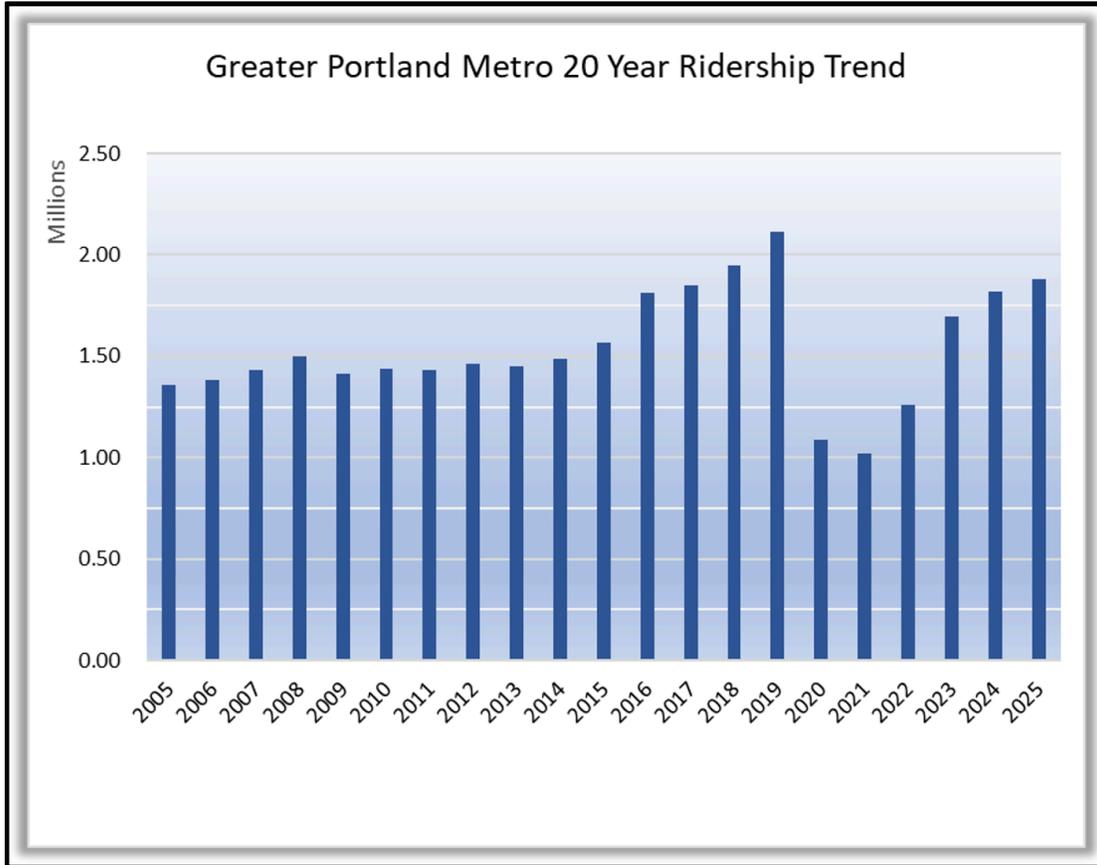
Glenn Fenton, Executive Director
Shelly Brooks, Chief Financial Officer
Mike Tremblay, Transit Development Director
Chad Heid, Chief Transportation Officer
Megan Hannan, Director of Government Affairs & Community Engagement

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:

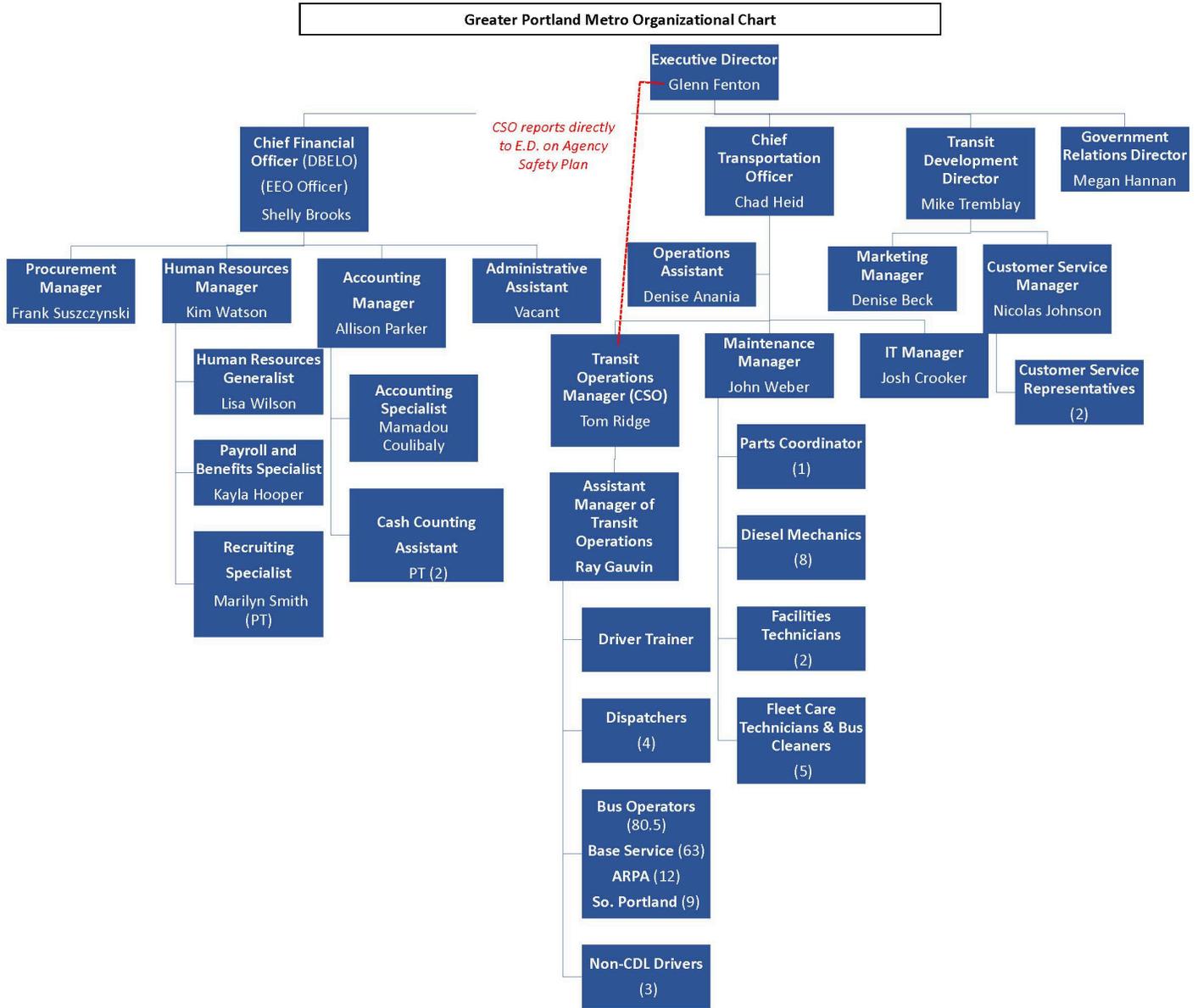
South Portland | Scarborough

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

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

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.

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

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	%	
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*

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

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 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>
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 :2/31/25 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	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. Revisions to wages are related to staffing changes since the draft budget approval in October.
2	New Positions- Wages	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.
3	Overtime	Increase in Overtime is related to staffing coverage of long-term absences. 2025 amounts are projected to be over budget for same reasons. Estimated request for Maintenance OT was reduced.
4	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.
5	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.
6	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.
7	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.
8	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.

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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.