



**Biddeford Saco Old Orchard Beach Transit Committee**

**AGENDA**

**Virtual**

**June 23, 2022**

**4:00 PM – 5:30 PM**

<https://us06web.zoom.us/j/87595505856?pwd=ZmdBTzFtNVkxWG9CQVhRZnBOOUVzUT09>

Meeting ID: 875 9550 5856 | Passcode: 760303

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<b>Agenda Item</b>	<b>Responsibility</b>	<b>Action or Information</b>
1.) Call to Order	Kenny Blow	Action
2.) Roll Call / Ascertain Quorum	Kenny Blow	Action
3.) Public Comment	Kenny Blow	Information
4.) Approval of Previous Minutes <ul style="list-style-type: none"><li>• May 2022</li></ul>	Kenny Blow	Action
5.) Finance Subcommittee Report <ul style="list-style-type: none"><li>• FYCOP &amp; ARPA Update</li><li>• Capital Reserve Designation</li></ul>	Staff	Information
6.) FY23 Budget Presentation <ul style="list-style-type: none"><li>• Employee Compensation</li><li>• Expense Adjustments &amp; Projections</li><li>• Revenue Allocations &amp; Projections</li><li>• Capital Program</li></ul>	Staff	Both
7.) Executive Director Report	Chad Heid	Information
8.) Administrative Discussion Items <ul style="list-style-type: none"><li>• Upcoming Meetings: July 25, 12p, Finance July 28, 4p, Committee</li></ul>	Staff	Information
9.) New Business		Information
10.) Adjournment		Action



Biddeford Saco Old Orchard Beach Transit Committee

**Meeting Minutes**

**May 26, 2022**

**4:00 PM**

**Virtual**

1. **Call to Order** – Phil Hatch called the meeting to order at 4:05 PM.
2. **Roll Call** – Members present: Curt Koehler, Jen Hayes, Phil Hatch, Bryan Kaenrath, Maya Atlas, Kenny Blow (joined 4:07 PM)  
Staff present: Chad Heid, Craig Pendleton, Caroline FreeSpirit, Anne Austin

3. **Public Comment** – There was no public comment.

4. **Approval of the Previous Meeting Minutes** –

**Motion by Curt Koehler to approve the meeting minutes of March 24, 2022. Phil Hatch seconded.**

**Roll call vote: Curt Koehler, Jen Hayes, Phil Hatch, Kenny Blow, Bryan Kaenrath, Maya Atlas voted in favor. Motion passed unanimously. Minutes approved.**

**Motion by Curt Koehler to accept the meeting notes of April 28, 2022 for the record. Phil Hatch**

**seconded. Roll call vote: Curt Koehler, Jen Hayes, Phil Hatch, Kenny Blow, Bryan Kaenrath, Maya Atlas voted in favor. Motion passed unanimously.**

5. **Finance Subcommittee Report** -

- Current Budget Status Report – Caroline FreeSpirit gave the monthly financial status report, reviewing the financial position as of April 30, 2022. We have completed 83% of the fiscal year and tracking approximately 78% of the way through the total personnel expense budget.
- Fuel costs are 53% of budget, as opposed to 63% the previous year. Example, we now pay \$25k to fill our underground tank where last year it was \$11k. However, we should still end the year at or below budgeted totals.
- Fare revenues are approaching the budgeted projections with 2 months remaining in FY 22.
- Future Considerations – FY 23 budget preparation occurring now. There may be some difficulty this year finalizing the budget because of the timing of GPCOG's FYCOP (Five Year Capital and Operating Plan) process. A final agreement on the Split Letter is not likely to be ready for signing before June 28, 2022.
- As the Transit Committee reviews a proposed budget in June, it may be necessary to act with assumptions built into the approval process. For example, staff will have indications on the proposed outcomes of the FYCOP process, but will not have clarity until the PACTS Policy Board meeting on



6/28/22. As such, the Transit Committee will have to use the indications provided by staff as benchmarks for the 5307 formula funds available.

- The era of full funding of rural routes is coming to an end, particularly concerning the ZOOM Express service. There are resources available for full-funding of the ZOOM for at least 66% of the year, after which 5311 funding will be used that will cover 50% of expenses. The Maine Turnpike Authority used to contribute to the operations expense, but that funding relationship is no more. Discussion is needed about what the strategy for funding and operating the ZOOM Express service will be moving forward.
- CARES funding will be fully expended during FY23, the final allocations have been combined into the final Phase V grant for \$792,473. This has been submitted to TRAMS. After the CARES funding is done, there may be ARPA funds available to us, both from the PACTS region and Maine DOT. However, the amounts being considered will certainly be much less that CARES had been.
- ZOOM Funding Discussion – Chad reviewed options as to how to fund the ZOOM service in the future. One option -- operating the two ZOOM buses as constructed and leveraging the increase local match or the capital reserve fund. A second option – reduce the ZOOM service down to one bus with some service modifications to ensure that the vast majority of the riders can still use the service effectively, but limit the local contribution that we will need to provide to operate that service.
- Green Intercity Route – the money is programmed through the calendar year of 2023. It is funded now through rural money. Discussions with Maine DOT - May reclassify to urban. Phil Hatch asked if there was the possibility of making arrangements with some of the larger employers in the Portland area to incentivize taking the ZOOM service into work. Chad will be taking an approach to that effect.
- Low-No Grant Application Funding Update – Chad reviewed we had made a request to Maine DOT to be a funding partner in our grant application for next low-no grant round.  
Initial request: 3 buses at \$3.5 million where Maine DOT would contribute 12.5% of total project cost, approximately \$442,000 and BSOOB Transit approximately \$90,000. After good discussion, Maine DOT's position is they will fund 10% of a project like this.  
We shifted to requesting 2 additional Proterra all electric buses instead for roughly \$2.3 million. Maine DOT has committed \$235,565, which is 10% and our agency will be required to contribute approximately \$120,000. Grant application will be submitted May 31, 2022.
- Municipal Contributions – In both the Biddeford and Saco budget processes, the \$250,000 municipal contributions have been approved. Old Orchard Beach will also be approving.

**6. Executive Director Report** – Chad Heid shared his PowerPoint presentation.

- **Ridership Report**- Chad presented slides reviewing ridership history from 2019, implementation of the pulse system in August of 2019 through present, showing ridership trends. Monthly ridership



comparison was shown along with some new charts focusing on the month of April 2022 which include DiriGo-UMO utilization, weekday ridership based on DiriGo-UMO transactions by hour of the day, and route productivity weekdays.

- **Electric Buses** – In conjunction with Greater Portland Metro, the Proterra electric bus unveiling event on May 16<sup>th</sup> at Ocean Gateway Park in Portland went very well. Chad Heid gave his appreciation to Metro staff for coordinating this well executed event. Our two electric buses are out on the road!  
CMP Time of Use charging- After technical discussions, the preferred rate for us with this size fleet is to use a medium sized industrial time of use charged rate. We will charge during off peak hours only. For the on-route chargers, the DCFC rate will be beneficial for us and cheaper than diesel.
- **Staffing update** – We are actively and tirelessly recruiting for both full and part time bus operators, seasonal trolley drivers and an additional mechanic. We have been experiencing short-term health and wellness issues with our current operators and have razor thin coverage for the routes, but continue to do all we can to provide complete service for our customers. Maya asked if the trolley/seasonal positions were more desirable, as we were able to hire 12 seasonal operators. Chad confirmed that many were returning and a near majority drive school buses during the school season and trolley for us during the summer months.
- **Other Items**
  - We have hired a Grant Program Specialist who will start mid-June.
  - FY23 budget activities – next month will be isolated to the budget conversations and capital reserve fund conversations.
  - Governance Subcommittee- has not met in a while waiting for the municipalities to approve their budgets. Consensus was the Governance Subcommittee should reconvene in July to get discussions going again.
  - Ridership / Public Outreach efforts- Discussions ensued regarding a possible subcommittee for these efforts, individual engagement activities, targeting groups and developing tactical engagements around those groups, as well as developing general narratives that help us have a more prominent position in peoples' thoughts about transit and moving about the region.
  - Saco Transportation Center – Chad will be ramping up efforts to make a presentation to the Saco City Council about what is on-going at the Saco Transportation Center, getting final approval at the Saco Transportation Center for the chargers or the final plan for their implementation in the region. Chargers have been purchased.
  - ARPA Follow Up- There was a very detailed conversation at GPCOG's PACTS Policy Board meeting. Transit operators request that GPCOG prioritizes a process for evaluating and improving the funding framework moving forward. At the end of the meeting there was a motion to approve a new transit taskforce group to accomplish this request.



--Trolley season kick off- Memorial Day weekend 2022 on the eve of Friday, May 27th to late afternoon on Monday, May 30<sup>th</sup>, then full service beginning the evening of Friday June 17<sup>th</sup>. We are looking forward to a fun, busy season!

- **Ride with Me** – GPCOG has facilitated opportunities for transit leaders to sit with the riding public to get some understanding on their perspective and identify some things that providers may be missing. Chad participated and sat with a rider over coffee. They discussed the challenges faced on both sides- as rider and as transit provider. Chad said he was thankful for the opportunity and hope other transit leaders will participate.

**7. Administrative Discussion Items – Upcoming Meetings:**

- June 21<sup>st</sup>, 12:00 pm, Finance Subcommittee
- June 23<sup>rd</sup>, 4:00 pm, Committee – will be solely focused on the budget.
- July 25<sup>th</sup>, 12:00 pm, Finance Subcommittee
- July 28<sup>th</sup>, 4:00 pm, Committee

**8. New Business** – Jen Hayes thanked Chad for attending the J1 Exchange Visitor Information session. The students valued the information he provided.

Maya Atlas thought the ribbon cutting (at the unveiling of the electric bus event) had great energy and asked if there would be any celebratory events here locally. Chad said there is a vision to have one in the fall when we get the electric chargers.

Phil Hatch shared there are numerous local summer events, such as the late-June art festival in Saco and may be opportunities for showcasing the bus. Chad agreed and we will be involved in some of the upcoming events.

**12. Adjournment** – Meeting was adjourned at 5:26 PM.



**BSOOB Transit Finance Subcommittee  
Meeting Agenda**

**Saco Transportation Center  
Tuesday, June 21<sup>st</sup>, 2022  
12:00 PM – 1:30 PM**

<b>Agenda Item</b>	<b>Responsibility</b>	<b>Action or Information</b>
1.) Call to Order	Kenny Blow	Action
2.) Roll Call / Ascertain Quorum	Kenny Blow	Action
3.) Public Comment	Kenny Blow	Information
4.) Approval of Previous Minutes – May 23, 2022	Kenny Blow	Action
5.) PACTS 5307 FYCOP and ARPA Update <ul style="list-style-type: none"><li>• PACTS Calendar</li><li>• Request Details</li></ul>	Staff	Information
6.) FY23 Budget Discussion <ul style="list-style-type: none"><li>• Employee Compensation</li><li>• Expense Adjustments &amp; Projections</li><li>• Revenue Allocations &amp; Projections</li></ul>	Staff	Both
7.) FY22 Capital Reserve Account Designation	Staff	Both
8.) Administrative Discussion Items <ul style="list-style-type: none"><li>• Upcoming Meetings: Thursday June 23<sup>rd</sup>, 4p, Committee Monday, July 18<sup>th</sup>, 12p, Finance</li></ul>		Information
9.) New Business		Information
10.) Adjournment		Action



**BSOOB Transit Finance Subcommittee  
Meeting Minutes  
May 23, 2022  
12:00 PM – 1:30 PM  
Virtual Zoom Meeting**

- 1. Call to Order** – Phil Hatch called the meeting to order at 12:02 PM.
- 2. Roll Call/ Ascertain Quorum** – Members present: Phil Hatch, Curt Koehler, Doris Ortiz, Absent (excused): Kenny Blow, Staff present: Chad Heid, Caroline FreeSpirit.
- 3. Public Comment** – None.
- 4. Approval of the Previous Minutes** –

**Motion by Curt Koehler to approve the April 25, 2022 meeting minutes as Doris Ortiz seconded. Motion passed unanimously. Minutes approved.**

- 5. Budget Discussion** – Caroline Freespirit walked through the monthly budget status review. The approved budget revisions have been applied. She explained that there are a number of expense lines that will no longer have related revenue support, which will force the need for discussion on municipal support for the Zoom, Green Line, and other routes. Chad discussed the history of Zoom funding from the Maine Turnpike Authority (MTA), and that this operating support has been terminated. This loss of funding will directly inform the service package provided by BSOOB Transit. Phil Hatch asked staff to clarify the ridership levels on the current Zoom services, which Chad responded between 40%-60% of pre-pandemic levels on any given weekday.

Chad provided an update on municipal contributions. Doris Ortiz and Phil Hatch acknowledged the \$250,000 request has been approved by Biddeford and Saco. Chad segued the discussion to the PACTS region 5307 urban funding program, and discussed the lack of alignment with the regional provider's fiscal years. A majority of the providers have a July-June fiscal year. PACTS staff leaving this determination to this point in the fiscal calendar may create some administrative/financial impacts. BSOOB Transit has access to a line of credit to handle such events. Chad asked committee members to recognize the lack of alignment between PACTS and the operators, and that in his first pass through the FYCOP (five year capital and operating plan) process, he sees many opportunities to improve regional planning and utilization of funds. Chad provided an update on the adjusted FYCOP requests and BSOOB Transit specific allocations.

Chad introduced some themes that will be included in the budget presentation for the upcoming meeting. This includes:

- 4% wage increases based on the CBA
- Additional staffing positions
  - Marketing/Communications, and Transportation roles being considered
- Zoom service cost reductions



6. **Electric Bus / Low-No Grant Application** – Chad gave an update on the Low-No application that will be submitted at the end of May. Coordinating with Maine DOT, BSOOB Transit will adjust the application from 3 battery electric buses to a total of 2 buses. This adjustment is based on Maine DOT committing to fund 10% of the total project cost, leaving BSOOB Transit to fund 5% of the total project, approximately \$120,000. The application deadline is May, 31 2022, with the likely award notice being sent in the fall of 2022. Chad informed committee members that each of the Federal elected officials, along with the three municipal partners have provided letters of support for the application.
7. **Zoom Express Funding Discussion** – This topic was a brief discussion on the potential impacts for reducing the Zoom service moving forward, Chad summarized the discussion from the budget agenda item, and asked that committee members give consideration to what external stakeholders should be notified of adjustments. Phil asked if it would be possible to survey/poll existing riders to get an understanding of the origin-destination and employers that generate ridership. Chad said this is something to be added to the analysis. Curt mentioned some historical strategies to generate new ridership, including reverse commuters.
8. **Administrative Discussion Items**
  - Upcoming Meetings:
  - Thursday May 26th, 4p, Committee
  - Moved – Tuesday, June 21, 12p, Finance – **In Person**
9. **New Business** – None at this time
10. **Adjournment** – The meeting was adjourned at 12:46 PM.



PACTS 2022–2026 Five-Year Capital and Operating Plan

Section 5307—Urbanized Area Formula Grants

Biddeford-Saco-Old Orchard Beach Transit

			Federal Fiscal Years (Oct 1–Sept 30)							
Project Listing	% Growth Assumption	Local Match Assumption	2015	2021	2022	2023	2024	2025	2026	Five-Year Total
Capital Program			Combined Federal & Local Funds							
Facilities		20%	\$ -	\$ 75,000	\$ -	\$ 125,000	\$ 750,000	\$ 200,000	\$ -	\$ 1,075,000
Maintenance and Safety		20%	\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Preventive Maintenance	2.0%	20%	\$ 50,000	\$ 208,539	\$ 212,710	\$ 216,964	\$ 221,303	\$ 225,729	\$ 230,244	\$ 1,106,950
Bus Stops and Shelters		20%	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Mobility Management	2.0%	20%	\$ -	\$ 63,985	\$ 65,264	\$ 66,570	\$ 67,901	\$ 69,259	\$ 70,644	\$ 339,638
Technology - AVL		20%	\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 180,000
Technology - ERP and Finance		20%	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000
Technology - Microtransit		20%	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bus Replacements		20%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bus Wash System		20%	\$ -	\$ -	\$ -	\$ 275,000	\$ -	\$ -	\$ -	\$ 275,000
On Route Charger Project Overage		20%	\$ -	\$ 80,000	\$ 130,059	\$ -	\$ -	\$ -	\$ -	\$ 130,059
Microtransit Vans (2)		20%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
...			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Program			\$ 50,000	\$ 602,524	\$ 723,033	\$ 858,534	\$ 1,039,204	\$ 494,988	\$ 300,888	\$ 3,416,647
Total Local Match			\$ 10,000	\$ 120,505	\$ 144,607	\$ 171,707	\$ 207,841	\$ 98,998	\$ 60,178	\$ 683,329
Operating Program			Federal Funds Only							
Fixed Route Bus Service	2.0%	100%	\$ 352,404	\$ 541,539	\$ 858,000	\$ 925,071	\$ 943,572	\$ 962,443	\$ 981,692	\$ 4,670,778
Pulse Implementation	2.0%	100%		\$ 104,040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cost Allocation Realignment	2.0%	100%		\$ 83,232	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Program			\$ 352,404	\$ 728,811	\$ 858,000	\$ 925,071	\$ 943,572	\$ 962,443	\$ 981,692	\$ 4,670,778
Total Local Match			\$ 352,404	\$ 728,811	\$ 858,000	\$ 925,071	\$ 943,572	\$ 962,443	\$ 981,692	\$ 4,670,778
ADA Paratransit			Combined Federal & Local Funds							
ADA Paratransit	2.0%	20%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total ADA Paratransit			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Local Match			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Planning Projects (UPWP)

Mobility Manager	20%	Combined Federal & Local Funds						
Planning Projects	20%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
...		\$ -	\$ 24,000	\$ 26,000	\$ 28,000	\$ 30,000	\$ 32,000	\$ -
...								\$ -
...								\$ -
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...								\$ -
...								\$ -
...								\$ -
...								\$ -
Total Planning Projects		\$ 40,352	\$ 24,000	\$ 26,000	\$ 28,000	\$ 30,000	\$ 32,000	\$ -
Total Local Match		\$ 8,070	\$ 4,800	\$ 5,200	\$ 5,600	\$ 6,000	\$ 6,400	\$ -

Sec 5307 Funding Summary

Capital Program	\$ 50,000	\$ 602,524	\$ 723,033	\$ 858,534	\$ 1,039,204	\$ 494,988	\$ 300,888	\$ 3,416,647
Federal	\$ 40,000	\$ 482,019	\$ 578,426	\$ 686,827	\$ 831,363	\$ 395,991	\$ 240,710	\$ 2,733,318
Local	\$ 10,000	\$ 120,505	\$ 144,607	\$ 171,707	\$ 207,841	\$ 98,998	\$ 60,178	\$ 683,329
Operating Program	\$ 704,808	\$ 1,457,621	\$ 1,716,000	\$ 1,850,141	\$ 1,887,144	\$ 1,924,887	\$ 1,963,385	\$ 9,341,556
Federal	\$ 352,404	\$ 728,811	\$ 858,000	\$ 925,071	\$ 943,572	\$ 962,443	\$ 981,692	\$ 4,670,778
Local	\$ 352,404	\$ 728,811	\$ 858,000	\$ 925,071	\$ 943,572	\$ 962,443	\$ 981,692	\$ 4,670,778
ADA Paratransit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Planning Projects	\$ 40,352	\$ 24,000	\$ 26,000	\$ 28,000	\$ 30,000	\$ 32,000	\$ -	\$ 116,000
Federal	\$ 32,282	\$ 19,200	\$ 20,800	\$ 22,400	\$ 24,000	\$ 25,600	\$ -	\$ 92,800
Local	\$ 8,070	\$ 4,800	\$ 5,200	\$ 5,600	\$ 6,000	\$ 6,400	\$ -	\$ 23,200
Total	\$ 795,160	\$ 2,084,145	\$ 2,465,033	\$ 2,736,675	\$ 2,956,348	\$ 2,451,875	\$ 2,264,273	\$ 12,874,204
Federal	\$ 424,686	\$ 1,230,029	\$ 1,457,226	\$ 1,634,297	\$ 1,798,935	\$ 1,384,034	\$ 1,222,403	\$ 7,496,896
Local	\$ 370,474	\$ 854,115	\$ 1,007,807	\$ 1,102,377	\$ 1,157,413	\$ 1,067,841	\$ 1,041,870	\$ 5,377,308

## **Memorandum**

*June 21, 2022*

To: BSOOB Transit Committee Members  
From: Chad Heid, Executive Director  
Subject: FY23 Budget Plan

### **Purpose:**

This document details the proposed FY23 budget. The majority of the organizations specific budget items are aligned with the FY22 budget revisions applied in the last quarter of the concluding fiscal year. For the FY23 budget, there are four areas of focus; compensation increases, non-capital expense adjustments, projected revenue adjustments, and the FY23 capital program. The BSOOB Transit fiscal year runs from July 1 to June 30. Should the Transit Committee adopt these revisions, a new balanced budget will go into effect on July, 1, 2022. This budget is balanced with expenses and revenues each totaling \$6,280,647.

### **Employee Compensation Adjustments: +\$134,527**

The BSOOB Transit represented workforce agreed a collective bargaining agreement with 4% annual wage increases. These compensation adjustment account for these increases, and apply similar increases for non-representation staff. As BSOOB Transit continues to advance strategic initiatives, investment in new roles are also critical to the organization.

- Direct Wage Increase: +\$81,825
  - Regularly scheduled 4% wage increases for represented workforce
  - Similar incremental increase for non-represented staff
  - Includes 2 vacant FT bus operator positions and 2 new admin staff
  - Seasonal workforce reduction with no Camp Ellis trolley
  - Reduction in budgeted OT across work units, from \$117,149 to \$88,831
    - Leveraging HVAC Technology and improving management oversight
- Payroll Taxes and Employee Benefits Increase: +\$52,702

### **Adjustments to Non-Capital Expenses: +\$460,971**

These two groups of revisions address organizational need based on requirements for enhancing capacity, along with operational projections based on rates of inflation and usage.

#### *Strategic & Organizational Investments*

- 60305 – IT Support & Service: +\$11,00
- 60306 – Professional Services & Consultants: +\$13,560
- 60453 – Vehicle Repair: -\$45,000
- 60455 - Preventative Maintenance: +\$270,652

### *Essential Adjustments*

- Insurance expense increases: +\$28,376
- Vehicle fuel increases: +\$185,060
- Legal service expenses: -\$15,000
- Minor adjustments based on inflation and operational requirements: +\$12,323

**FY23 Total Projected Revenues: \$6,280,647**

**Revenues Adjustments: -\$1,534,294**

Total revenues have decreased this year due to a number of factors, primarily the completion of the electric bus procurement in FY22.

- 81005-40431 FTA Urban Grant: +\$350,391
  - CARES Phase V, and 5307 Operating and Preventative Maintenance
  - Agency will be leveraging outstanding PM funds to enhance support activities
- 81011-40431 FTA Non-Operating Grant Revenue: -\$2,105,769
- Municipal Contributions: +\$150,000
- Direct Operating Revenues: +\$53,825
  - A summary of multiple revenue sources generated from fares and contract ridership programs
- Zoom Operating Support: -\$270,654
  - A 51% reduction from previous years. Service is no longer supported by Maine Turnpike contribution.
- MDOT Urban and Intercity Grants: +\$207,136
  - A 29% increase of State-sourced funds include ARPA and formula funds
- Other Revenue Sources: -\$73,282
  - A 23% reduction from FY22. 81011-48104, Other Grant Revenue, has been reprogrammed/reduced.

### **FY23 Capital Program**

This section outlines projects intended to be completed in the upcoming fiscal year. The funding source for each of these projects are federal and state grants, which require a degree of local contribution. The revenues stated below are also accounted for in the revenue adjustment section above.

### *Projects - \$1,977,330*

- Service Van and Service Truck (FY22 Carryover): \$151,740
- 8x2 Paratransit Van (FY22): \$75,000
- Pomerleau Security Fence (FY22): \$75,000
- On Route Chargers (FY22): \$1,360,590
- CAD/AVL System (FY23): \$180,000
- Maintenance Catwalk (FY23): \$85,000
- Bus Stop and Shelter Improvements (FY23): \$50,000



*Revenues – \$1,977,330*

- FY22 5307 Capital Funding: \$241,392
- FY23 5307 Capital Funding: \$252,000
- Low-No 2 FTA and MDOT Grants: \$1,360,590
- Local Contribution: \$123,348

**BSOOB Transit FY23 Budget Revenues - Summarized by OBJ Code - As of 6.22.22**

OBJ	DESCRIPTION	MAY ACTUAL	FY22 Budget	FY 23 BUDGET	Diff FY23-FY22
40126	Sale of Surplus Goods	46,048.03	-	-	-
40431	FTA Non-operating Grant Revenue	1,258,512.00	3,927,739.00	1,821,970.00	(2,105,769.00)
	FTA Urban Grant Revenue	1,405,110.00	1,300,000.00	1,650,391.00	350,391.00
	FTA Urban Grant Revenue -Mobility	38,261.00	52,953.00	52,211.00	(742.00)
40500	Interest Earned	-	-	-	-
40557	Donations received	-	-	-	-
	Donations Received Revenue	-	-	-	-
40565	Insurance Claims Rev	11,581.30	-	-	-
48000	Miscellaneous Operating Revenue	22,717.72	500.00	43,625.00	43,125.00
48001	Local Fares Revenue	67,683.30	72,000.00	72,000.00	-
48002	Greyhound Ticket Sales Rev	319.00	100.00	300.00	200.00
48003	Portland Fares Revenue	44,849.53	50,000.00	35,000.00	(15,000.00)
48004	ZOOM Fares Revenue	24,548.46	26,000.00	26,000.00	-
48005	Seasonal Fares Revenue	108,179.47	60,000.00	104,000.00	44,000.00
48006	UNE Shuttle Fares	7,368.46	18,500.00	-	(18,500.00)
48008	Angel Fare Donations Revenue	1,200.00	-	-	-
48030	Repair Parts Sales	56,086.47	72,000.00	72,000.00	-
48031	Repair Labor Sales	47,211.66	78,000.00	78,000.00	-
48050	Advertising Sales	48,212.29	40,000.00	47,650.00	7,650.00
48051	Advertising Comisns Paid	(19,660.39)	(12,200.00)	(13,480.00)	(1,280.00)
48090	Contract Stops Revenue	185,708.55	82,000.00	87,150.00	5,150.00
48100	MDOT Grant Revenue	93,733.40	31,450.00	120,862.00	89,412.00
	MDOT Intercity Grant Revenue	531,782.52	687,104.00	804,828.00	117,724.00
	MDOT Non-operating Grant Rev.	1,510,000.00	-	136,059.00	136,059.00
	MDOT ZOOM Grant Revenue	411,353.46	526,935.00	256,281.00	(270,654.00)
48101	MTA Grant Revenue	-	-	-	-
48103	MDOT RTAP Grant Revenue	-	-	-	-
48104	Other Grant Revenue	-	104,860.00	20,800.00	(84,060.00)
48105	MDOT Capital Grant Rev.	-	-	-	-
48106	MDOT Interline Grant Rev (Greyhound inkind match	-	-	-	-
48110	Biddeford Annual Contribution	200,000.00	200,000.00	250,000.00	50,000.00
48111	Saco Annual Contribution	200,000.00	200,000.00	250,000.00	50,000.00
48112	OOB Annual Contribution	200,000.00	200,000.00	250,000.00	50,000.00
48113	Scarborough Annual Contribution	25,000.00	25,000.00	25,000.00	-
48114	UNE Annual Contribution	24,000.00	72,000.00	90,000.00	18,000.00
	<b>Totals</b>		<b>7,814,941.00</b>	<b>6,280,647.00</b>	<b>(1,534,294.00)</b>

capital program
direct operating revenue
Zoom
MDOT Urban and Intercity Grar
Muni Contributions
Urban grant
Other

**BSOOB Transit FY23 Budget Expenses - Summarized by OBJ Code - As of 6.22.22**

OBJ	DESCRIPTION	MAY ACTUAL	FY22 Budget	FY 23 BUDGET	Diff FY23-FY22
60101	Dept Manager Salary Exp	135,090.84	95,365.00	99,180.00	3,815.00
60102	Reg Employee Salary Exp	197,312.91	324,508.00	344,358.66	19,850.66
60105	F-T Employee Wage Exp	916,440.33	1,162,138.00	1,266,336.87	104,198.87
60106	P-T Employee Wage Exp	275,334.52	217,218.00	218,322.59	1,104.59
60107	Temp Employee Wage Exp	110,920.72	134,915.00	116,088.02	(18,826.98)
60111	Overtime Wage Expense	118,153.35	117,148.00	88,831.08	(28,316.92)
60130	TRANSIT COVID RELATED	20,000.00	-	-	-
60201	FICA/Medicare-ER Share Exp	134,805.20	158,504.00	166,345.53	7,841.53
60204	Transit Retirement Employer Sh	3,537.50	4,223.00	8,333.37	4,110.37
	Transit Retirement-Employer Sh	12,518.74	16,445.00	33,000.76	16,555.76
60210	HPHC Ins Employer Share Exp	328,576.34	398,929.00	421,363.80	22,434.80
60212	S-T Disability ER Share Exp	14,885.17	22,144.00	24,608.03	2,464.03
60215	Delta Dental Premium-Transit	2,463.07	3,621.00	2,916.97	(704.03)
	<b>Employee Compensation Subtotals</b>	<b>2,270,038.69</b>	<b>2,655,158.00</b>	<b>2,789,685.68</b>	<b>134,527.68</b>

Direct Wage Increase
Payroll Taxes and Benefits

**BSOOB Transit FY23 Budget Expenses - Summarized by OBJ Code - As of 6.22.22**
**Strategic**

	MAY ACTUAL	FY22 Budget	FY 23 BUDGET	Diff FY23-FY22
60253 Event Food, and non Conference Lodging	5,403.63	5,000.00	2,000.00	(3,000.00)
Food/Lodging Expense	-	500.00	500.00	-
60305 Computer Support/Service Exp	7,370.00	4,000.00	15,000.00	11,000.00
60306 Other Prof / Consult	27,989.85	60,000.00	73,560.00	13,560.00
Other Prof/Consult Svcs Exp	13,305.06	15,000.00	15,000.00	-
60453 Vehicle Repair/Tires/Oil Exp	98,043.26	108,000.00	63,000.00	(45,000.00)
60455 Preventive Maintenance	76,036.34	133,000.00	403,652.14	270,652.14

**Essential**

	MAY ACTUAL	FY22 Budget	FY 23 BUDGET	Diff FY23-FY22
60230 Clothing	40.00			-
Uniforms Expense	3,704.46	12,000.00	6,000.00	(6,000.00)
60251 Conferences/Training Expense	6,302.08	8,500.00	18,500.00	10,000.00
60256 Dues/Memberships Expense	6,612.34	6,500.00	9,000.00	2,500.00
60301 Legal Services Expense	30,852.00	30,000.00	15,000.00	(15,000.00)
60310 Service Contract Exp	8,672.00	7,500.00	9,000.00	1,500.00
Service Contracts Exp	-	-	-	-
60315 User License Exp	18,793.35	20,500.00	17,500.00	(3,000.00)
60340 Waste Tipping Fee Expense	3,375.50	2,750.00	4,000.00	1,250.00
60370 Workers Comp Insurance Exp	40,066.25	54,863.00	64,573.18	9,710.18
60371 General Insurance Expense	10,370.00	9,500.00	9,792.00	292.00
60372 Vehicle Insurance Expense	127,187.00	132,000.00	150,374.00	18,374.00
60399 Repair Labor Reclass	(90,299.00)	(115,000.00)	(80,000.00)	35,000.00
60400 Electricity Expense	8,569.79	9,000.00	9,100.00	100.00
60401 Water Expense	670.45	500.00	675.00	175.00
60404 Sewer User Fee Expense	674.16	500.00	700.00	200.00
60405 Heating Fuel Expense	10,494.15	9,500.00	11,700.00	2,200.00
60406 Fiber/Internet Expense	32,766.04	32,720.00	35,720.00	3,000.00
60410 Diesel Fuel Expense	133,216.28	209,980.00	251,200.00	41,220.00
60411 Gasoline Expense	2,874.86	8,660.00	11,200.00	2,540.00
60413 Electric Vehicle Fuel	2,602.04		141,300.00	141,300.00
60450 Building Repair/Maint Exp	8,286.98	5,000.00	3,000.00	(2,000.00)
60451 Admin/Office Equip Repair Exp	1,892.01	-	3,000.00	3,000.00
Vehicle Repair/Tires/Oil Exp all other outside agencies	29,526.25	20,000.00	35,000.00	15,000.00
Vehicle Repair/Tires/Oil Exp York County	62,009.88	110,000.00	75,000.00	(35,000.00)
Vehicle Repair/Tires/Oil Exp--trucks and vans	1,312.25	2,700.00	2,000.00	(700.00)
60454 Grounds Maint/Improve Exp	3,057.50	3,500.00	4,000.00	500.00
60500 Admin/Office Supp/Eqt Non-Cap	10,868.45	10,500.00	11,500.00	1,000.00
60501 Operating Supp/Eqt Non-Cap	27,936.71	13,000.00	18,000.00	5,000.00
60512 Computer Hardware, Non-capital	3,853.26	4,500.00	3,000.00	(1,500.00)
60797 Miscellaneous Expense	5,653.06	46,337.30	39,435.00	(6,902.30)
60700 Depreciation Expense	469,713.22	25,000.00	15,000.00	(10,000.00)

Total 213,758.88  
Non-named groups 15,322.70

**Capital Program**

	MAY ACTUAL	FY22 Budget	FY 23 BUDGET	Diff FY23-FY22
60601 Building Construc/Repair Cap	-	75,000.00	-	(75,000.00)
60602 Equipment Purchase Cap	50,498.54	118,750.00	-	(118,750.00)
60603 Vehicles Purchase Capital	2,590,852.64	3,863,368.00	-	(3,863,368.00)
60611 Service VAN and Service Truck - Capital Acquisition - 2	48,261.00		151,740.00	151,740.00
60612 8x2 Paratransit Van -----Capital Acqui	-	-	75,000.00	75,000.00
60613 Security Fencing -----	-	-	75,000.00	75,000.00
60614 Overhead Charger Project-----	1,500.00	-	1,360,590.00	1,360,590.00
60615 Capital Acquisition - 6 - AVL Investment	-		180,000.00	180,000.00
60616 Capital Acquisition - 7 - Catwalk	-		85,000.00	85,000.00

Total (2,129,788.00)