



**Biddeford Saco Old Orchard Beach Transit Committee**

**AGENDA**

**Virtual**

**July 28, 2022**

**4:00 PM – 5:30 PM**

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

Meeting ID: 875 9550 5856 | Passcode: 760303

1 929 205 6099 US (New York)

<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>• June 2022 Transit Committee</li> <li>• June 2022 Finance Committee</li> </ul>	Kenny Blow	Action
5.) Remote Meeting Policy	Chad Heid	Action
6.) Financial Report	Staff	Information
7.) Executive Director Report <ul style="list-style-type: none"> <li>• PACTS Activities</li> <li>• Ridership Reports</li> <li>• Electric Fleet Performance</li> <li>• Saco Transportation Center</li> <li>• Operator Uniforms</li> <li>• FY23 Committee Actions</li> <li>• Kennebunk – Workforce Transportation</li> </ul>	Chad Heid	Information
8.) Administrative Discussion Items <ul style="list-style-type: none"> <li>• Upcoming Meetings: August 25, 4p, Committee</li> </ul>	Staff	Information
9.) New Business		Information
10.) Adjournment		Action



Biddeford Saco Old Orchard Beach Transit Committee  
**Meeting Minutes**  
**June 23, 2022**  
**4:00 PM**  
**Virtual**

1. **Call to Order** – Doris Ortiz called the meeting to order at 4:05 PM.
2. **Roll Call** – Members present: Doris Ortiz, Phil Hatch, Bryan Kaenrath, Jen Hayes, Curt Koehler (joined late,) Absent: Kenny Blow, Maya Atlas  
Staff present: Chad Heid, Craig Pendleton, Anne Austin
3. **Public Comment** – There was no public comment.
4. **Approval of the Previous Meeting Minutes** –  
*Motion by Phil Hatch to approve the meeting minutes of May 26, 2022. Jen Hayes seconded. Roll call vote: Doris Ortiz, Jen Hayes, Phil Hatch, Bryan Kaenrath, Curt Koehler voted in favor. Motion passed unanimously. Minutes approved.*
5. **Finance Subcommittee Report** – FYCOP and ARPA
  - Chad Heid stated that this month does not have the traditional month-end close report as we have gone considerably short staffed over the past six weeks. Next month we will have the May month-end close as well as the fiscal year-end close. The FY23 budget presentation was prepared.
  - Focus of the Finance Subcommittee was an update on the 5307 FY23 request to PACTS. For FY23 there are funding opportunities assuming the FYCOP is approved next Tuesday, June 28<sup>th</sup> at the executive committee meeting. This would be for preventative maintenance, catwalk for maintenance facility to access the battery and infrastructure on top of electric buses, improvement for bus stops and shelters, to continue to fund mobility management efforts, AVL (automated vehicle location) system upgrade, and funding to support project overages for on-route chargers.
  - The FY23 budget makes assumptions that these will be funded through the PACTS 5307 funding and Five Year Capital Plan (FYCOP.)
  - Preventative Maintenance (PM) discussion at Finance Subcommittee meeting—FTA’s perspective is that PM defines as all activities associated with maintaining existing assets. We may define as regular maintenance. Moving forward, we will leverage the PM money the way FTA intends it.
  - ARPA – nothing has changed.

**Capital Reserve designation-** as part of the fiscal year close, we currently have unrestricted fund balance. At the end of the year we want a restricted fund balance that will be allocated and designated for the Low-No award program we submitted.



Phil Hatch commented that emergency fund planning is important and we should make whatever efforts we can to build up as much of a reserve as possible.

## 6. FY23 Budget Presentation –

### *Employee Compensation Adjustments*

- Adjustments total \$134,527 which includes contractually obligated 4% increase for represented workforce and similar increases for non-represented workforce.
- Existing FY22 budget has 3 vacant full time positions but reduced Zoom service only needs two operators- cost savings.
- Two new administrative staff positions will include focus on marketing/ communications and customer service.
- Seasonal workforce reduction with no Camp Ellis trolley.
- Tactical reduction in overtime across work units from \$117,149 to \$88,831 by using HVAC technology and improving management oversight.
- Payroll tax and benefit increases.

### *Adjustments to Non-Capital Expenses*

- Essential adjustments are characterized by the cost of doing business-- vehicle fuel increases, both diesel and electricity, insurance increases, legal expense reduction from \$30k in FY22 to \$15k FY23 as no labor contract in FY23.
- Strategic and organizational investments include IT support and service, professional services and consultants, vehicle repair and preventative maintenance.
- Vehicle repair line will be reduced and PM increased.
- Net increase of the adjustments to non-capital expenses is \$460,971

### *Revenue Allocations & Projections*

- We continue to get support from the state for our intercity route and Zoom service.
- Municipal contributions went up \$50,000 per municipality for net \$150,000 increase.
- The total revenue package coming to the agency is a reduction of \$1.53 million which is mostly an outcome of the capital grants from FY22 being fully expensed.
- FY23 total projected revenue is \$6,280,647. This does not include any ARPA money.

Doris Ortiz asked about the budgeted UNE Shuttle Fares for FY23. It is showing -\$18,500.

Chad Heid explained that in 2022 we separated out 2 UNE contracts. One is a fare partnership, the other an operating subsidy. In 2023, the payments were combined in line item 48114 (UNE Annual Contribution.)

### *Capital Program*

- Exciting projects intended to be completed in the upcoming fiscal year!
- On Route Chargers is the biggest at \$1,360,590. We are eager to have our electric buses out at the same time.
- Facelift for the agency with:
  - Bus Stop and Shelter improvements.



- Security Fencing at Pomerleau St.
- Technology advances on our fleet.

**Motion by Phil Hatch to approve the full organizational budget that is \$6.28M (\$6,280,647) with the assumption that the FY23 PACTS 5307 money is approved as well, and allow to revisit this budget if PACTS were to make changes. Jen Hayes seconded.**

**Point of discussion: Bryan Kaenrath stated that he is in support of the budget, but to represent a big piece of the community, he does hope we can revisit the Camp Ellis trolley issue in the future with hopes to restore that service.**

**Roll call vote: Doris Ortiz, Jen Hayes, Phil Hatch, Bryan Kaenrath, Curt Koehler all voted in favor. Motion passed unanimously.**

Bryan Kaenrath asked about the elimination of the Camp Ellis trolley and how that decision was made. He assumed it was based on numbers and ridership, but asked for clarification due to some questions coming in from the community. Chad Heid confirmed that based on low ridership numbers, it was the least productive trolley. Also staffing shortages limited the operation. Chad met with many of the Camp Ellis business owners, residents, and property owners. It was a difficult decision to make, but necessary considering limited resources, primarily staffing operators.

Phil Hatch commented he agrees with the logic of the business decision to eliminate the Camp Ellis trolley run, but asked if an operator could be found, would there be room to reconsider. Chad Heid confirmed it would be reconsidered.

The trade-off as constructed is that if we were to put the Camp Ellis trolley back in service, we would need to pull service from somewhere else. The percentage of ridership for that Camp Ellis service is marginal compared to the full service compliment.

## **7. Executive Director's Report - Chad Heid shared his presentation slides.**

### **Ridership**

- Monthly ridership in May 2022 crossed 10,000 riders.
- Ridership on the Green Line has increased.
- Other lines are increasing as well with the increase in gas prices. More people are riding our service.

### **Zoom Service Reduction**

- Average weekday ridership May 2<sup>nd</sup> to June 17<sup>th</sup> was 39 trips per day.
- Service reduction/modification begins June 20<sup>th</sup>.
  - Reduce to one peak bus/ one driver position.
- Maintained connections at Exit 32, Saco Transportation Center, and Exit 36.
- We were able to message to our customers in advance of this service reduction.
- Average weekday ridership June 20<sup>th</sup> to June 23<sup>rd</sup> was 29 trips per day.

### **Other Items**

- Trolley Season is in full operation
- Governance meeting- hopeful for a July meeting.



- Future meetings- some prefer in person meetings but many feel a hybrid format may be preferable.
- Find a remote meeting policy. Old Orchard Beach and Saco to send options.
- Ridership and public outreach efforts were discussed.
- Saco Transportation Center – Chargers update—moving forward to purchase equipment. There is 22 to 26 weeks lead time. Will be working with the City of Saco and Proterra for potential construction early Spring 2023.
- PACTS Funding Framework Taskforce- This new taskforce is primarily comprised of the Regional Transit Advisory Committee (RTAC). Will look at funding structure and administrative components that have created the current ARPA situation. Chad will be acting as a regional representative for the southern region.
- PACTS Executive Vice Chair- Pat Fox, Director Public Works in Saco has accepted the PACTS Vice Chair role.
- MDOT Workforce Transportation Grant- Chad discussed this \$5M grant for transit operators and rural employers to provide enhanced transit opportunity.

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

- July 25<sup>th</sup>, 12:00 pm, Finance Subcommittee
- July 28<sup>th</sup>, 4:00 pm, Committee

**9. New Business – None at this time.**

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

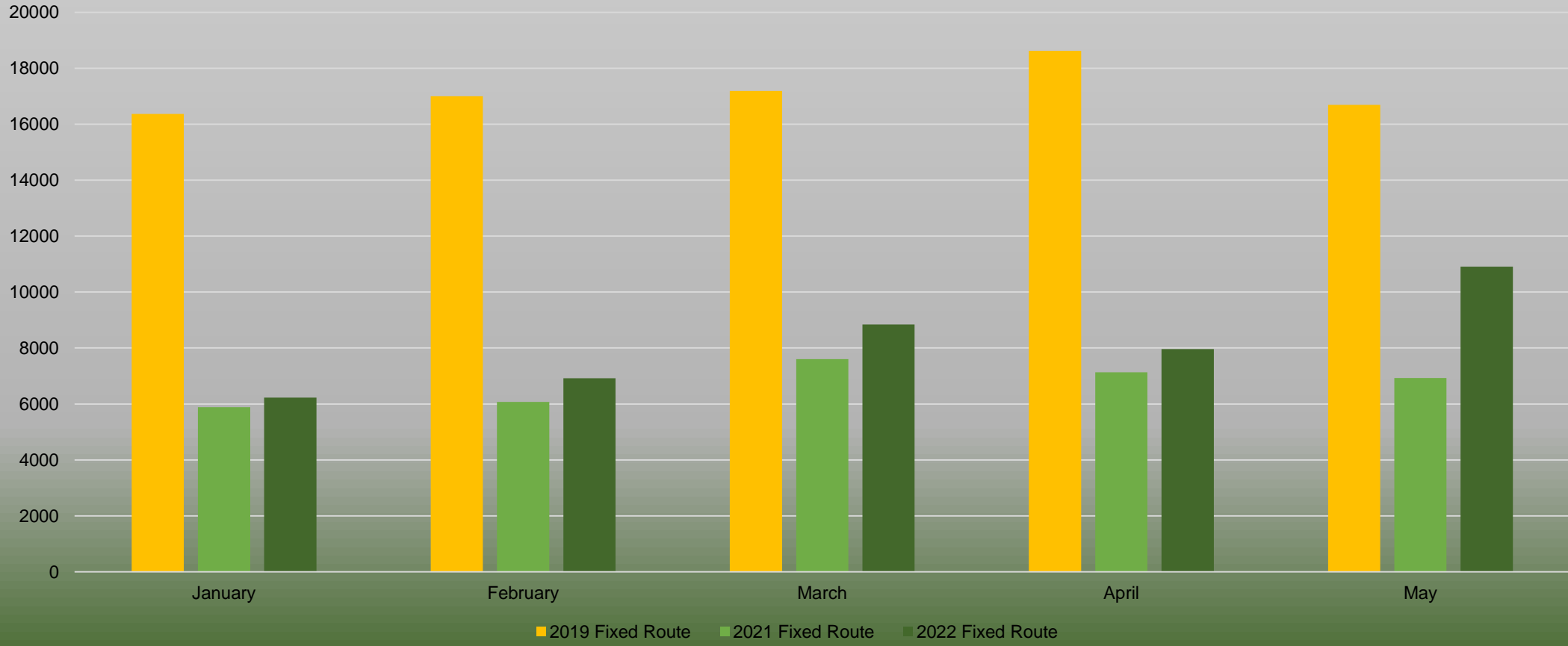
# BSOOB Transit Committee Meeting

June 23, 2022



# Monthly Ridership Comparison

Fixed Route Ridership Comparison  
2019, 2021 and 2022



# Zoom Service Reduction

- Average Weekday Ridership 5/2 – 6/17: 39 Trips/Day
- Service Reduction/Modification begins 6/20
  - Reduce 1 Peak Bus / 1 Driver Position
  - Maintained Connections at Exit 32, STC, and Exit 36
- Average Weekday Ridership 6/20-6/23: 29 Trips/Day





# Other Items

- Trolley Season
- Governance Committee – July Meeting
- Meeting in Person or Zoom?
- Ridership / Public Outreach efforts
- Saco Transportation Center - Chargers
- PACTS Funding Framework Taskforce
- PACTS Executive Vice Chair
- MDOT Workforce Transportation Grant





**BSOOB Transit Finance Subcommittee  
Meeting Minutes  
June 21, 2022  
12:00 PM – 1:30 PM  
Saco Transportation Center**

1. **Call to Order** – Kenny Blow called the meeting to order at 12:10 PM.
2. **Roll Call/ Ascertain Quorum** – Members present: Kenny Blow, Phil Hatch, Curt Koehler, Doris Ortiz, Staff present: Chad Heid, Caroline FreeSpirit.
3. **Public Comment** – None.
4. **Approval of the Previous Minutes** –

**Motion by Doris Ortiz to approve the May 23, 2022 meeting minutes as Phil Hatch seconded. Motion passed unanimously. Minutes approved.**

5. **PACTS 5307 FYCOP and ARPA Update** – Chad introduced the topic acknowledging that similar to BSOOB Transit, PACTS is operating with less than full staffing levels, leading to the FYCOP discussions occurring later in the fiscal year than the target. He described the process as overly complicated, which is a perspective shared among the regional operators and PACTS staff. There are intentions to revise the process for allocating regional funding. There was a suggestion that the BSOOB Transit budget discussion includes a caveat for the PACTS Policy Board approval of the 5307 distribution. Chad then walked through the funding requests provided in the meeting packet. Committee members and staff had a discussion on the intent of each project, noting that the FYCOP programming focuses on funding operating and maintenance of existing services.
6. **FY23 Budget Discussion** – Chad and committee members reviewed the content of the memo prepared for the Committee. Topics are listed below. Kenny Blow recommended that Chad provide the full committee a summary presentation of the topics discussed and acknowledge that the Finance Committee supports and agrees with the proposed budget.
  - **Employee compensation** – +\$134,527  
The CBA requires a 4% increase for the represented workforce. A similar increment will be applied to the non-represented workforce. There are intentions to increase the administrative staff levels to address existing voids in capacity.
  - **Adjustments to non-capital expenses** - +\$460,971  
Chad walked through the charts provided in the meeting packet, which itemize and categorize the various expense lines, comparing FY22 and FY23 budget projections. Kenny Blow asked for additional details on the definition of preventative maintenance, to which Chad explained the FTA definition and addressed the lack of direct alignment with historical BSOOB Transit practices. Curt Koehler suggested that the traditional maintenance line be reduced in some degree. Staff confirmed they would make an adjustment for the Committee presentation.
  - **FY23 projected revenues** – -\$1,534,294



Chad walked through the charts provided in the meeting packet, which itemize and categorize the various expense lines, comparing FY22 and FY23 budget projections. The largest adjustment from this section is due to no FTA revenues to support vehicle purchases.

- **FY23 capital program**

Staff detailed the capital project goals for FY23, which are a collection of incomplete/deferred projects from FY22 and the new projects detailed in the FYCOP 5307 program.

**7. FY22 Capital Reserve Account Designation** – This topic is an introduction to the strategic benefit of designating funds for future capital projects. Staff detailed historical examples for designating funds for vehicle purchases. There will be a future request for designating funds for the expected Low-No grant vehicle purchase.

**8. Administrative Discussion Items**

Upcoming Meetings:

Thursday, July 28<sup>th</sup>, 4p, Committee

**9. New Business** – None at this time

**10. Adjournment** – The meeting was adjourned at 1:34 PM.



## **Remote Meeting Policy**

July 28, 2022

### **A. Purpose**

This policy is adopted pursuant to 1 M.R.S. § 403-B, as may be amended, to provide a written policy to govern the use of remote means for public meetings by the Biddeford Saco Old Orchard Beach Transit Committee. The conduct of remote meetings by the Committee and remote participation in meetings shall be governed by this policy.

### **B. Scope**

Members of the body are expected to be physically present for meetings except when not practicable, such as in the case of an emergency or urgent issue that requires the body to meet via remote methods, or an illness or temporary absence of a member that causes significant difficulty traveling to the meeting location.

### **C. Determination of Remote Meetings**

The chair, in consultation with other members, will make a determination that remote methods of participation are necessary in as timely a manner as possible under the circumstances. Meetings may be listed as in-person or remote. At least twenty-four hours notice will be provided to the public.

A member who is unable to attend a meeting in person will notify the chair as far in advance as possible. Remote methods of participation may include telephonic or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as e-mail, text messages, or chat functions.

### **D. Notice of Public Meetings**

Notice of all meetings will be provided in accordance with 1 M.R.S. § 406 and any applicable charter, ordinance, policy, or bylaw. When the public may attend via remote methods, notice will include the means by which the public may access the meeting remotely and will provide a method for disabled persons to request necessary accommodation to access the meeting.

Notice will also identify a location where the public may attend the meeting in person. The Transit Committee will not restrict public attendance to remote methods except in the case of an emergency or urgent issue that requires the body to meet using remote methods of attendance. The Transit Committee will make all documents and materials to be considered available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the Transit Committee.

**E. Use of Remote Means for Public Meetings**

All votes taken during a meeting using remote methods will be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other members of the body and the public.

A member of the body who participates remotely will be considered present for purposes of a quorum and voting. This policy will remain in force indefinitely unless amended or rescinded.

**F. Public Participation**

The public will be provided a meaningful opportunity to attend via remote methods unless technically not possible and when any member of the body participates via remote methods.

If public input is allowed or required at the meeting, an effective means of communication between the body and the public will also be provided.

The public will also be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire body to meet using remote methods.

**Notes:**

**For additional consideration:**

If the Transit Committee elects to include a hybrid option, with the subsequent investments in equipment and staffing, then the body may add hybrid to the options above and include the definition below.

**Hybrid Meeting:**

A public proceeding, as defined in 1 M.R.S. § 402(2), as may be amended, conducted with some meeting attendees in person/face-to-face at a designated physical location while connecting with other meeting attendees by remote means.



## **Memorandum**

*July 26, 2022*

To: BSOOB Transit Committee Members  
From: Caroline Freespirit, Finance Manager  
Subject: Review of Financial Position as of May 30, 2022

### **Month End Details:**

We have completed 92% of the fiscal year. The organization is tracking approximately 84% of the way through the total personnel expense budget.

As of the month close, fuel costs are 63% of budget, as opposed to 68% the previous year. The cost of diesel has doubled under the new contract. We should still end up the year at or below budgeted totals.

There are still capital projects that were initially intended to be completed this year, but have moved to be finished in the new year. Such projects include the Garage Security Fence, and three replacement support vehicles.

### **Future Considerations:**

While the Committee is meeting in July, the month end for May is being reported. Between FY23 budget preparation activities, supporting daily administrative tasks with a reduced workforce, and coordinating audit activities, closing FY22 will require additional time. It is our goal to have this fiscal year end completed in August, pending audit outcomes. Many of the recommendations from the FY21 audit have now been implemented into regular monthly procedures.

As previously mentioned, finalizing and activating the FY23 5307 grant funds in July 2022 will face some challenges due to the timing of GPCOG's FYCOP process. The split letter was signed on 7/5/22 allowing us to go with the budget as approved. However, in discussion with FTA Region 1, it was observed that the Split Letter as written had allocated more funds from the 2021 appropriation than allowed. An amended split letter, appropriately allocating the funds from 2021 and 2022 is being circulated for finalization. This amendment will not impact the total funds BSOOB Transit receives. This delayed approval process puts us into the TrAMS down time. As such, there is a possibility that the organization may need to use the line of credit and cash balances in the interim.

**Statement of Revenues, Expenses and Changes in Fund Equity**  
**As of MAY 2022**

	<b>Fund 801 Transit Agency</b>	<b>Last Year</b>
<b>Revenues</b>		
Fares:		
Intercity fares	\$ 44,849.53	24,931.75
Urban fares	68,883.30	34,960.14
Trolley fares	108,179.47	50,806.67
Zoom fares	24,548.46	4,601.18
Noreaster UNE fares	7,368.46	7,794.36
Total fares	253,829.22	123,094.10
Grant revenues, including this month unbilled:		
FTA-Urban, Planning & Capital	2,729,954.50	2,750,450.95
MDOT-Urban	93,733.40	31,145.00
MDOT-Intercity	531,782.52	460,471.46
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	411,353.46	304,155.23
MTA-ZOOM	0.00	30,000.00
FTA-Capital-Mobility	40,985.78	36,538.14
MDOT-Interline	0.00	0.00
Other grant revenue	1,510,000.00	7,613.14
MDOT-Capital grant	0.00	0.00
Total grant revenues	5,317,809.66	3,620,373.92
Insurance claims revenue	11,581.30	0.00
Fuel & miscellaneous operating revenue	22,717.72	8,385.82
Contract repair parts & labor revenue	103,298.13	133,485.08
Municipal contributions	625,000.00	520,000.00
Greyhound ticket sales	319.00	58.06
Contract stops - all	185,708.55	126,556.84
Contract revenue - UNE annual contribution	24,000.00	48,000.00
Advertising revenue - urban	41,505.75	29,800.00
Advertising revenue - intercity	525.00	0.00
Advertising revenue - zoom	6,181.54	0.00
Advertising Commissions Paid	(19,656.46)	(5,770.34)
Other income	46,048.03	7,720.00
<b>Total revenues</b>	<b>6,618,867.44</b>	<b>4,611,703.48</b>
Reconciliation (for Finance Dept. use only)		
Revenue Control	6,549,806.23	4,535,743.43
Add current month unbilled grants	69,057.28	75,960.05
Less nonoperating income	(3.48)	
Adjusted Revenue Control to tie to above	6,618,866.99	4,611,703.48
Difference	0.45	0.00

**Expenses**

Indirect Expenses		
Administrative Salaries	372,072.13	373,734.20
Administrative Benefits	203,243.24	196,971.88
Employee's Expense	12,779.53	11,274.13
Travel	14,318.25	3,208.17
Training	6,302.08	2,714.19
Utilities	20,408.55	18,363.23
Telephone	4,450.00	3,807.64
Postage	918.24	1,259.85
Office Supplies	16,119.22	15,451.11
Miscellaneous Office	155,621.79	97,736.46
Advertising	14,139.13	14,533.04
Professional Services	95,816.91	127,790.00
Insurance	177,610.53	157,109.00
Facility Repairs & Maint.	5,884.24	12,519.64
Vehicle Fuel	2,874.82	2,780.95
Depreciation	469,709.64	355,348.05
<u>Total indirect expenses</u>	<u>1,572,268.30</u>	<u>1,394,601.54</u>
Direct expenses:		
Operating wages-Drivers	970,757.92	782,575.61
Operating wages-Repair	284,974.31	227,800.61
Operating benefits-Drivers	181,663.03	161,326.16
Operating benefits-Repair	95,194.89	90,686.87
Miscellaneous supplies & costs	48,869.84	29,098.29
Vehicle Fuel	135,805.00	120,837.65
Vehicle Maintenance	194,297.47	236,237.57
Preventive Maintenance, all sources	155,171.39	145,174.75
<u>Total operations expenses</u>	<u>2,066,733.85</u>	<u>1,793,737.51</u>
<b><u>Total operating expenses</u></b>	<b><u>3,639,002.15</u></b>	<b><u>3,188,339.05</u></b>
Reconciliation (for Finance Dept. use only)		
Appropriation Control	6,261,513.34	5,404,475.29
Encumbrance Control		
Less nonoperating expense	<u>(2,687,788.27)</u>	<u>(2,216,136.24)</u>
Adjusted Approp. Control to tie to above	<u>3,573,725.07</u>	<u>3,188,339.05</u>
Difference	65,277.08	0.00
<u>Operating income (loss)</u>	<u>2,979,865.29</u>	<u>1,423,364.43</u>
Nonoperating revenues (expenses):		
Sale of surplus property	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	(2,691,112.18)	(2,216,154.43)
Interest revenue (expense)	3,323.91	18.19
<u>Total nonoperating revenue (expense)</u>	<u>(2,687,788.27)</u>	<u>(2,216,136.24)</u>
<u>Net income (loss)</u>	<u>292,077.02</u>	<u>(792,771.81)</u>
Fund equity, beginning of year		
adjust reserve for inventory	3,317,938.44	1,815,707.49
change in value of fixed assets	2,276,207.01	2,234,342.03
loss on disposal of capital assets		
prior year adjustment		
<b><u>Fund equity, end of year</u></b>	<b><u>\$ 5,886,222.47</u></b>	<b><u>3,257,277.71</u></b>
<u>To tie to balance sheet fund equity</u>	<u>5,886,222.47</u>	<u>3,257,277.71</u>
Difference	0.00	0.00



**Balance Sheet**

*As of MAY 2022*

	<b>Fund 801 Transit Agency</b>	<b>Fund 801 Transit Agency</b>
<b>ASSETS</b>		
Current assets:		
Petty Cash	200.00	200.00
Cash on Hand	400.00	450.00
Accounts Receivable		
Billed	235,803.58	106,236.84
Unbilled, this month	69,057.28	75,960.05
Inventory	293,552.34	288,617.03
Total current assets	<u>599,013.20</u>	<u>471,463.92</u>
Fixed assets:		
Property, plant and equipment	7,423,393.03	6,931,411.73
Less accumulated depreciation	<u>(3,380,683.08)</u>	<u>(3,667,602.89)</u>
Total fixed assets	<u>4,042,709.95</u>	<u>3,263,808.84</u>
Other assets:		
Prepaid expenses	8,449.59	(17,025.00)
Total prepaids	<u>8,449.59</u>	<u>(17,025.00)</u>
<b>Total assets</b>	<b><u>4,650,172.74</u></b>	<b><u>3,718,247.76</u></b>
<b>LIABILITIES AND EQUITY</b>		
Current liabilities:		
Accounts payable	(151,965.37)	98,923.25
Payroll liabilities outstanding	3,644.28	15,029.59
Accrued payroll	110,753.02	51,758.46
Accrued compensated absences	0.00	99,075.35
Unearned receipts	18,615.72	11,115.72
Total current liabilities	<u>(18,952.35)</u>	<u>275,902.37</u>
Non-current liabilities:		
Owed to (from) City of Biddeford	(1,217,097.38)	185,067.68
Total non-current liabilities	<u>(1,217,097.38)</u>	<u>185,067.68</u>
<b>Total liabilities</b>	<b><u>(1,236,049.73)</u></b>	<b><u>460,970.05</u></b>
Equity		
Retained earnings, end of prior year	5,528,912.30	4,050,049.52
Net income, current year	357,310.17	(792,771.81)
<b>Total equity</b>	<b><u>5,886,222.47</u></b>	<b><u>3,257,277.71</u></b>
<b>Total liabilities and fund equity</b>	<b><u>\$ 4,650,172.74</u></b>	<b><u>3,718,247.76</u></b>
Difference - Assets - (Liab. + Fund Equity)	0.00	0.00

YTD Cost Center Analysis - Local Service As of MAY 2022	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	68,883.30	34,960.14
Trolley fares	108,179.47	50,806.67
Zoom fares	0.00	0.00
Noreaster UNE fares	7,368.46	7,794.36
<b>Total fares</b>	<b>184,431.23</b>	<b>93,561.17</b>
Grant revenues:		
FTA-Urban, including this month unbilled	1,471,442.50	1,257,214.95
MDOT-Urban	93,733.40	31,145.00
MDOT-Intercity	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
<b>Total grant revenues</b>	<b>1,565,175.90</b>	<b>1,288,359.95</b>
Insurance claims revenue	11,581.30	0.00
Fuel & miscellaneous operating revenue	8,342.72	3,725.21
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	185,708.55	126,556.84
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	24,000.00	48,000.00
Advertising revenue - local (budget here)	0.00	0.00
Advertising revenue - intercity (charge to grant here)	525.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	(11,289.00)	(3,573.57)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>1,956,894.40</b>	<b>1,556,629.60</b>

<b>Local Service</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	223,363.18	235,979.27
Administrative Benefits	130,835.61	133,165.38
Employee's Expense	8,362.92	7,747.58
Travel	9,369.86	2,204.65
Training	4,124.08	1,865.19
Utilities	11,728.26	11,419.28
Telephone	2,617.60	2,428.44
Postage	600.90	865.77
Office Supplies	8,033.62	10,481.81
Miscellaneous Office	44,484.96	43,313.21
Advertising	8,251.43	8,788.36
Professional Services	44,386.03	27,762.88
Insurance	114,379.72	102,783.80
Facility Repairs & Maint.	3,850.65	8,530.43
Vehicle Fuel	1,818.23	1,868.85
Depreciation	10,283.86	27,124.76
<b>Total administrative expenses</b>	<b>626,490.91</b>	<b>626,329.66</b>
Operations expenses:		
Operating wages-Drivers	647,690.98	493,512.06
Operating wages-Repair	145,949.94	129,778.01
Operating benefits-Drivers	116,107.40	108,766.10
Operating benefits-Repair	48,754.18	51,664.31
Miscellaneous supplies & costs	17,847.44	10,706.21
Vehicle Fuel	70,822.10	68,841.21
Vehicle Maint.- regular	46,600.43	59,468.40
Preventive Maintenance	101,375.36	112,282.76
<b>Total operations expenses</b>	<b>1,195,147.83</b>	<b>1,035,019.06</b>
<b>Total operating expenses</b>	<b>1,821,638.74</b>	<b>1,661,348.72</b>
<b>Municipal Contribution needed</b>	<b>(135,255.66)</b>	<b>104,719.12</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Intercity Service As of MAY 2022	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 44,849.53	24,931.75
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Total fares	44,849.53	24,931.75
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	531,782.52	460,471.46
MDOT-Interline	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	531,782.52	460,471.46
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	25,000.00	25,000.00
Greyhound ticket sales	319.00	58.06
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - zoom (charge to grant here)	6,181.54	0.00
Advertising revenue - intercity (budget here)	0.00	0.00
Advertising Commissions Paid	(4,236.81)	(1,139.64)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>603,895.78</b>	<b>509,321.63</b>

<b>Intercity Service</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	68,777.02	72,730.51
Administrative Benefits	40,286.33	41,042.53
Employee's Expense	2,575.08	2,387.86
Travel	2,885.13	679.49
Training	1,269.87	574.87
Utilities	3,611.32	3,519.50
Telephone	806.00	748.46
Postage	185.03	266.84
Office Supplies	2,473.68	3,230.57
Miscellaneous Office	13,806.33	13,377.26
Advertising	2,981.21	2,461.45
Professional Services	13,667.15	8,556.72
Insurance	30,169.42	26,659.48
Facility Repairs & Maint.	1,185.67	2,629.14
Vehicle Fuel	599.45	593.10
Depreciation	3,859.58	8,650.32
<b>Total administrative expenses</b>	<b>189,138.27</b>	<b>188,108.10</b>
Operations expenses:		
Operating wages-Drivers	176,684.08	129,429.10
Operating wages-Repair	70,395.69	50,845.10
Operating benefits-Drivers	38,218.08	35,588.55
Operating benefits-Repair	23,515.49	20,241.31
Miscellaneous supplies & costs	8,589.02	4,194.53
Vehicle Fuel	32,904.42	26,970.96
Vehicle Maint.	49,109.64	43,102.54
Preventive Maintenance	21,566.37	12,235.48
<b>Total operations expenses</b>	<b>420,982.79</b>	<b>322,607.57</b>
<b>Total operating expenses</b>	<b>610,121.06</b>	<b>510,715.67</b>
<b>Municipal Contribution needed</b>	<b>6,225.28</b>	<b>1,394.04</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Zoom Service As of MAY 2022	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	24,548.46	4,601.18
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	24,548.46	4,601.18
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	411,353.46	304,155.23
MTA-ZOOM	0.00	30,000.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	411,353.46	334,155.23
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local (charge to grant here)	41,505.75	29,800.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom (budget here)	0.00	0.00
Advertising Commissions Paid	(4,130.65)	(1,057.13)
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>473,277.02</b>	<b>367,499.28</b>

<b>ZOOM Service</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
1 Administrative Salaries	49,184.96	34,682.63
1 Administrative Benefits	28,810.23	19,571.74
1 Employee's Expense	1,841.53	1,138.69
2 Travel	2,063.26	324.03
9 Training	908.13	274.13
3 Utilities	2,582.58	1,678.33
3 Telephone	576.40	356.92
9 Postage	132.32	127.24
9 Office Supplies	1,769.02	1,540.54
9 Miscellaneous Office	10,030.71	6,752.78
11 Advertising	2,906.50	3,283.23
5 Professional Services	9,773.88	4,080.40
4 Insurance	33,061.39	27,665.72
6 Facility Repairs & Maint.	847.92	1,253.74
7 Vehicle Fuel	457.13	319.00
10 Depreciation	3,762.87	8,023.99
<b>Total administrative expenses</b>	<b>148,708.83</b>	<b>111,073.11</b>
Operations expenses:		
1 Operating wages-Drivers	126,382.86	61,722.31
1 Operating wages-Repair	68,628.68	47,177.51
1 Operating benefits-Drivers	27,337.55	16,971.51
1 Operating benefits-Repair	22,925.22	18,781.25
9 Miscellaneous supplies & costs	21,360.39	13,499.15
7 Vehicle Fuel	32,078.48	25,025.48
8 Vehicle Maint.	7,051.27	7,218.19
12 Preventive Maintenance	32,229.66	20,656.52
<b>Total operations expenses</b>	<b>337,994.11</b>	<b>211,051.92</b>
<b>Total operating expenses</b>	<b>486,702.94</b>	<b>322,125.03</b>
<b>Municipal Contribution needed</b>	<b>13,425.92</b>	<b>(45,374.25)</b>
<b>Operating income (loss)</b>	<b>0.00</b>	<b>0.00</b>

YTD Cost Center Analysis - Mobility/Outreach As of MAY 2022	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	0.00	0.00
Grant revenues:		
FTA-Urban	0.00	0.00
MDOT-Intercity	0.00	0.00
FTA-Capital/Mobility/Outreach	40,985.78	36,538.14
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
Total grant revenues	40,985.78	36,538.14
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>40,985.78</b>	<b>36,538.14</b>



<b>Mobility/Outreach Coordinator</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	30,746.97	30,341.78
Administrative Benefits	3,311.07	3,192.23
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	2,486.39	1,746.12
Telephone	450.00	273.82
Postage	0.00	0.00
Office Supplies	519.00	0.00
Miscellaneous Office	10,348.70	2,486.38
Advertising	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
<b>Total administrative expenses</b>	<b>47,862.13</b>	<b>38,040.33</b>
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	1,073.00	698.40
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Preventive Maintenance	0.00	0.00
<b>Total operations expenses</b>	<b>1,073.00</b>	<b>698.40</b>
<b>Total operating expenses</b>	<b>48,935.13</b>	<b>38,738.73</b>
<b>Municipal Contribution needed</b>	<b>7,949.35</b>	<b>2,200.59</b>
Operating income (loss)	0.00	0.00

YTD Cost Center Analysis - Outside Repair/Sales As of MAY 2022	Agency	Agency
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
Total fares	0.00	0.00
Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
Total grant revenues	0.00	0.00
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	103,298.13	133,485.08
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>103,298.13</b>	<b>133,485.08</b>

<b>Outside Agency Repairs &amp; Fuel Sales</b>	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	0.00	0.00
Advertising	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
Total administrative expenses	0.00	0.00
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	91,536.13	121,797.83
Total operations expenses	91,536.13	121,797.83
<b>Total operating expenses</b>	91,536.13	121,797.83
<b>Municipal Contribution needed</b>	(11,762.00)	(11,687.25)
Operating income (loss)	0.00	0.00

<b>YTD Cost Center Analysis - Items not Allocated As of MAY 2022</b>	<b>Agency</b>	<b>Agency</b>
<b>Revenues</b>		
Grant revenues:		
FTA non-operating grant revenue	1,258,512.00	1,493,236.00
MDOT non-operating grant revenue	1,510,000.00	0.00
MDOT RTAP grant revenue	0.00	0.00
Other grant revenue	0.00	7,613.14
MDOT capital grant revenue	0.00	0.00
<b>Total grant revenues</b>	<b>2,768,512.00</b>	<b>1,500,849.14</b>
Municipal contributions	600,000.00	495,000.00
Fuel & miscellaneous operating revenue	14,375.00	4,660.61
Other income	46,048.03	7,720.00
<b>Total revenues</b>	<b>3,428,935.03</b>	<b>2,008,229.75</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Miscellaneous & Office	2,587.25	7,869.83
RTAP Grant Expense	0.00	0.00
Advertising	0.00	0.00
Professional Services	27,989.85	87,390.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	106.33
Vehicle Fuel	0.00	0.00
Depreciation	451,803.32	311,548.98
<b>Total administrative expenses</b>	<b>482,380.42</b>	<b>406,915.14</b>
Operations expenses:		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	4,650.61
<b>Total operations expenses</b>	<b>0.00</b>	<b>4,650.61</b>
Items Paid from Restricted Fund Balance	0.00	0.00
Loss on Disposal of Capital Assets	0.00	0.00
Building Construc/Repair Capital	0.00	0.00
Equipment Purchase Capital	50,498.54	26,204.83
Vehicles Purchase Capital	2,640,613.64	2,189,949.60
<b>Total capital expenses</b>	<b>2,691,112.18</b>	<b>2,216,154.43</b>
<b>Total expenses</b>	<b>3,173,492.60</b>	<b>2,627,720.18</b>
Non-allocated items income (loss)	255,442.43	(619,490.43)
Income (loss) before depreciation	707,245.75	(307,941.45)
Municipal Contributions needed to fund operations	(119,417.11)	51,252.25
Excess (shortfall) in Municipal Contributions	826,662.86	(359,193.70)

<b>YTD Cost Center Analysis - COVID RELATED As of MAY 2022</b>	<b>Agency</b>	<b>Agency</b>
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<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00
Biddeford rural loop fares	0.00	0.00
Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
<b>Total fares</b>	<b>0.00</b>	<b>0.00</b>

Biddeford-Old Orchard Beach-Saco Transit Committee

Grant revenues:		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MTA-ZOOM	0.00	0.00
MDOT-Biddeford rural loop	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
<b>Total grant revenues</b>	<b>0.00</b>	<b>0.00</b>
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract stops - Biddeford rural loop	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - Biddeford rural loop	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>0.00</b>	<b>0.00</b>
	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
Administrative expenses:		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	74,363.84	23,937.00
Advertising / Printing	0.00	180.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
<b>Total administrative expenses</b>	<b>74,363.84</b>	<b>24,117.00</b>
Operations expenses:		
Operating wages-Drivers	20,000.00	97,912.15
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Preventive Maintenance	0.00	0.00
<b>Total operations expenses</b>	<b>20,000.00</b>	<b>97,912.15</b>
<b>Total operating expenses</b>	<b>94,363.84</b>	<b>122,029.15</b>
Operating income (loss)	(94,363.84)	(122,029.15)
<b>YTD Cost Center Analysis -</b>	<b>Agency</b>	<b>Agency</b>
<b>As of MAY 2022</b>		
<b>Revenues</b>		
Fares:		
Portland fares	\$ 0.00	0.00
Shuttle fares	0.00	0.00
Trolley fares	0.00	0.00

Biddeford-Old Orchard Beach-Saco Transit Committee

Zoom fares	0.00	0.00
Noreaster UNE fares	0.00	0.00
Fares - other	0.00	0.00
<b>Total fares</b>	<b>0.00</b>	<b>0.00</b>
<b>Grant revenues:</b>		
FTA-Urban	0.00	0.00
	0.00	0.00
	0.00	0.00
MDOT-Intercity	0.00	0.00
	0.00	0.00
MDOT-ZOOM	0.00	0.00
MDOT-Trolley	0.00	0.00
MTA-ZOOM	0.00	0.00
Grant revenue - UNE	0.00	0.00
	0.00	0.00
<b>Total grant revenues</b>	<b>0.00</b>	<b>0.00</b>
Fuel & miscellaneous operating revenue	0.00	0.00
Contract repair parts & labor revenue	0.00	0.00
Municipal contributions	0.00	0.00
Contract stops - Local	0.00	0.00
Contract stops - Trolley	0.00	0.00
Contract revenue - UNE annual contribution	0.00	0.00
Advertising revenue - local	0.00	0.00
Advertising revenue - intercity	0.00	0.00
Advertising revenue - trolley	0.00	0.00
Advertising revenue - zoom	0.00	0.00
Advertising Commissions Paid	0.00	0.00
Interest income	0.00	0.00
Other local revenue	0.00	0.00
Other income	0.00	0.00
<b>Total revenues</b>	<b>0.00</b>	<b>0.00</b>
	<b>Agency</b>	<b>Agency</b>
<b>Expenses</b>		
<b>Administrative expenses:</b>		
Administrative Salaries	0.00	0.00
Administrative Benefits	0.00	0.00
Employee's Expense	0.00	0.00
Travel	0.00	0.00
Training	0.00	0.00
Utilities	0.00	0.00
Telephone	0.00	0.00
Postage	0.00	0.00
Office Supplies	0.00	0.00
Miscellaneous Office	0.00	0.00
Advertising	0.00	0.00
Professional Services	0.00	0.00
Insurance	0.00	0.00
Facility Repairs & Maint.	0.00	0.00
Vehicle Fuel	0.00	0.00
Depreciation	0.00	0.00
<b>Total administrative expenses</b>	<b>0.00</b>	<b>0.00</b>
<b>Operations expenses:</b>		
Operating wages-Drivers	0.00	0.00
Operating wages-Repair	0.00	0.00
Operating benefits-Drivers	0.00	0.00
Operating benefits-Repair	0.00	0.00
Miscellaneous supplies & costs	0.00	0.00
Vehicle Fuel	0.00	0.00
Vehicle Maint.	0.00	0.00
Preventive Maintenance	0.00	0.00
<b>Total operations expenses</b>	<b>0.00</b>	<b>0.00</b>
<b>Total operating expenses</b>	<b>0.00</b>	<b>0.00</b>
Operating income (loss)	0.00	0.00
<b>Biddeford-Saco-OOB Transit Committee</b>		
<b>YTD Cost Center Analysis - Total of all Areas</b>	<b>FY22</b>	<b>Last Year</b>
<b>As of MAY 2022</b>	<b>Totals</b>	<b>F.S. Totals</b>
<b>Revenues</b>		
Fares:		

Biddeford-Old Orchard Beach-Saco Transit Committee

Portland fares	\$ 44,849.53	24,931.75
Shuttle fares	68,883.30	34,960.14
Trolley fares	108,179.47	50,806.67
Zoom fares	24,548.46	4,601.18
Noreaster UNE fares	7,368.46	7,794.36
<b>Total fares</b>	<b>253,829.22</b>	<b>123,094.10</b>
<b>Grant revenues:</b>		
FTA-Urban	2,729,954.50	2,750,450.95
MDOT-Urban	93,733.40	31,145.00
MDOT-Intercity	531,782.52	460,471.46
MDOT-RTAP	0.00	0.00
MDOT-ZOOM	411,353.46	304,155.23
MTA-ZOOM	0.00	30,000.00
Planning/Mobility/Outreach	40,985.78	36,538.14
Interline grant revenue	0.00	0.00
MDOT-Other grants	1,510,000.00	7,613.14
Capital grants	0.00	0.00
<b>Total grant revenues</b>	<b>5,317,809.66</b>	<b>3,620,373.92</b>
Insurance claims revenue	11,581.30	0.00
Fuel & miscellaneous operating revenue	22,717.72	8,385.82
Contract repair parts & labor revenue	103,298.13	133,485.08
Municipal contributions	625,000.00	520,000.00
Greyhound ticket sales	319.00	58.06
Contract stops - Local	185,708.55	126,556.84
Contract revenue - UNE annual contribution	24,000.00	48,000.00
Advertising revenue - local	41,505.75	29,800.00
Advertising revenue - intercity	525.00	0.00
Advertising revenue - zoom	6,181.54	0.00
Advertising Commissions Paid	(19,656.46)	(5,770.34)
Other income	46,048.03	7,720.00
<b>Total revenues</b>	<b>6,618,867.44</b>	<b>4,611,703.48</b>
<b>Expenses</b>		
<b>Administrative expenses:</b>		
Administrative Salaries	372,072.13	373,734.20
Administrative Benefits	203,243.24	196,971.88
Employee's Expense	12,779.53	11,274.13
Travel	14,318.25	3,208.17
Training	6,302.08	2,714.19
Utilities	20,408.55	18,363.23
Telephone	4,450.00	3,807.64
Postage	918.24	1,259.85
Office Supplies	12,795.31	15,432.92
Miscellaneous Office	155,621.79	97,736.46
Advertising	14,139.13	14,533.04
Professional Services	95,816.91	127,790.00
Insurance	177,610.53	157,109.00
Facility Repairs & Maint.	5,884.24	12,519.64
Vehicle Fuel	2,874.82	2,780.95
<b>Total administrative expenses</b>	<b>1,099,234.75</b>	<b>1,039,235.30</b>
<b>Operations expenses:</b>		
Operating wages-Drivers	970,757.92	782,575.61
Operating wages-Repair	284,974.31	227,800.61
Operating benefits-Drivers	181,663.03	161,326.16
Operating benefits-Repair	95,194.89	90,686.87
Miscellaneous supplies & costs	48,869.84	29,098.29
Vehicle Fuel	135,805.00	120,837.65
Vehicle Maint.	194,297.47	236,237.57
Preventive Maintenance	155,171.39	145,174.75
Depreciation	469,709.64	355,348.05
<b>Total operations expenses</b>	<b>2,536,443.49</b>	<b>2,149,085.56</b>
<b>Total operating expenses</b>	<b>3,635,678.24</b>	<b>3,188,320.86</b>
<b>Operating income (loss)</b>	<b>2,983,189.20</b>	<b>1,423,382.62</b>
Contingency fund	0.00	0.00
Loss on disposal of capital assets	0.00	0.00
Capital expense	2,691,112.18	2,216,154.43
Interest expense (included in office supplies allocation)		
<b>Total non-operating expenses</b>	<b>2,691,112.18</b>	<b>2,216,154.43</b>

Biddeford-Old Orchard Beach-Saco Transit Committee

<b>Total expenses</b>	<u>6,326,790.42</u>	<u>5,404,475.29</u>
Net income (loss)	<u>292,077.02</u>	<u>(792,771.81)</u>



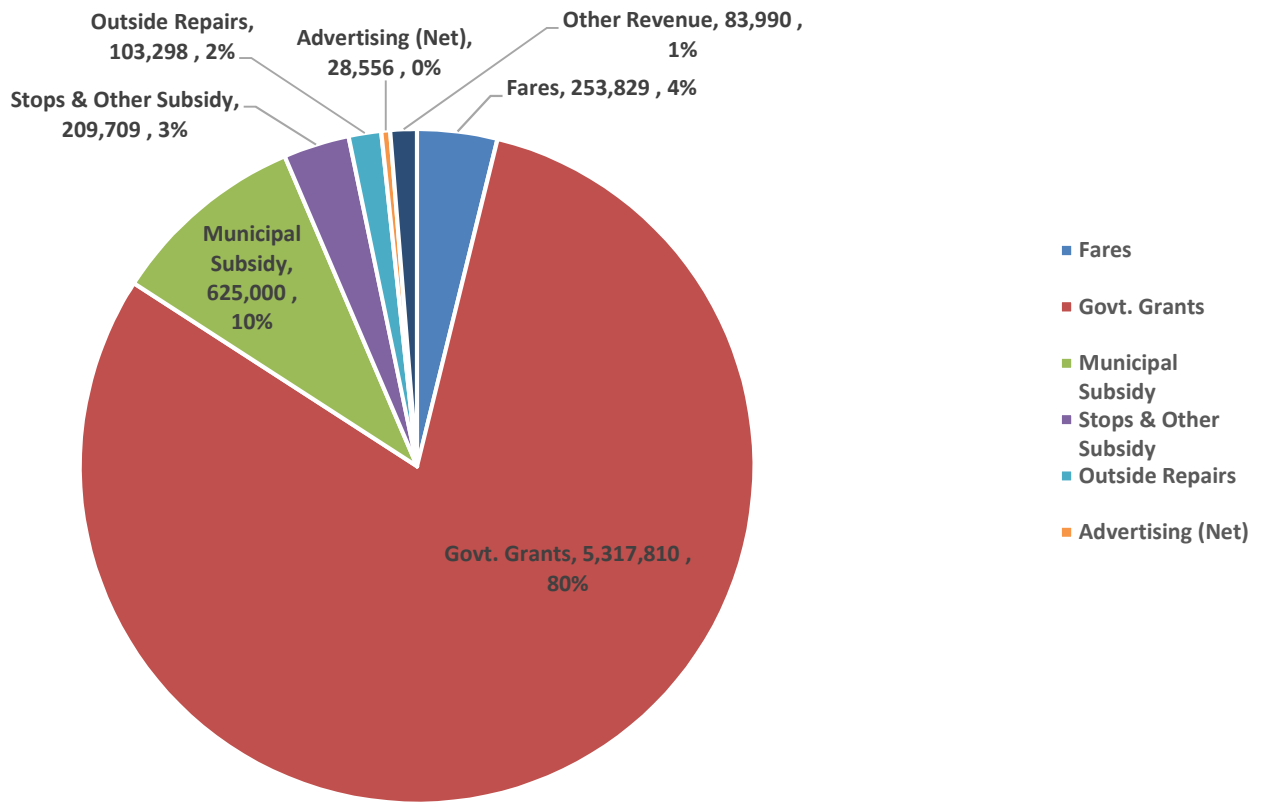
**B-S-OOB Transit Committee**  
**Monthly Financial Report - Revenues**  
**Month Ending MAY 2022**

Target %: .92

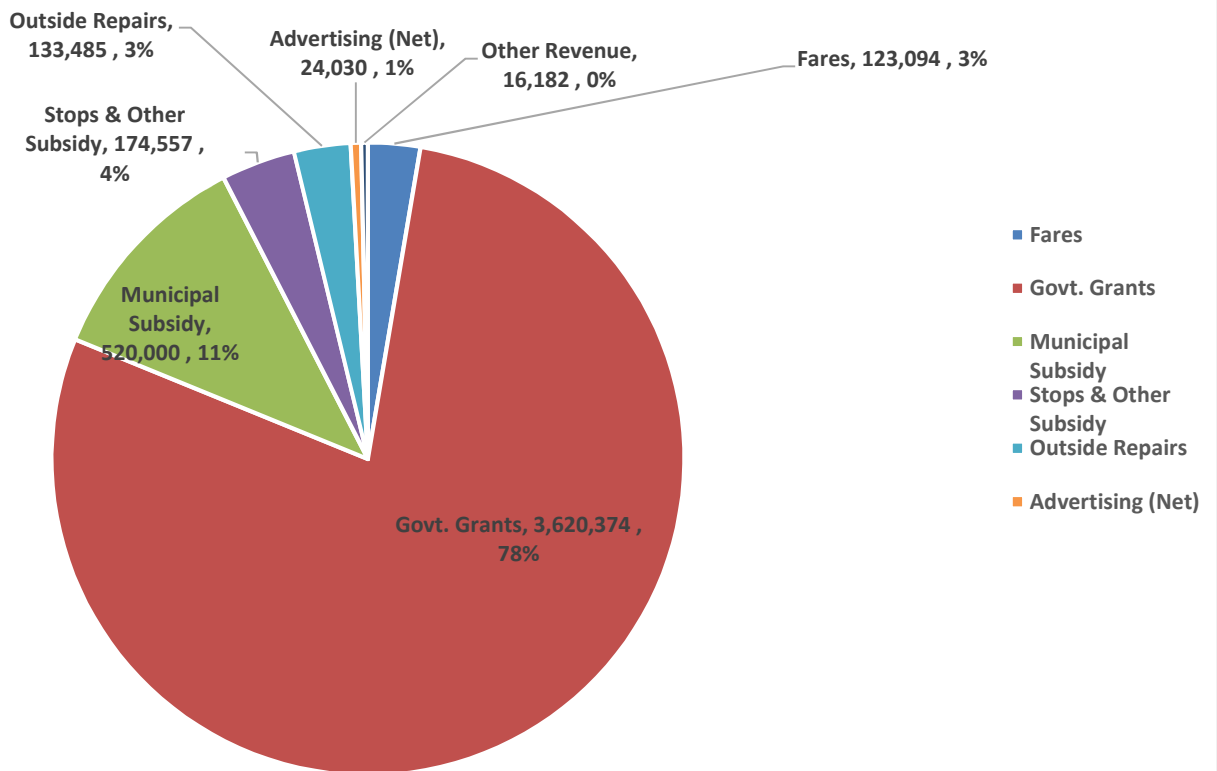
	FY2022				FY2021		
	Estimate	Month Ended May	Remaining Estimate	Percentage Realized	Revised Estimate	Month Ended May	Percentage Realized
<b>General Revenues:</b>							
Sale of surplus property	0	46,048	(46,048)	0.0%	0	7,720	0.0%
Donations	0	0	0	0.0%	0	0	0.0%
Interest earned	0	0	0	0.0%	0	0	0.0%
Advertising commissions paid	(12,200)	(19,660)	7,460	161.1%	(20,000)	(5,770)	28.9%
Miscellaneous revenue	500	19,924	(19,424)	3984.8%	2,000	3,725	186.3%
<b>YCCTC Repairs Revenues:</b>							
Repair parts	52,000	37,839	14,161	72.8%	100,000	57,138	57.1%
Repair labor	63,000	33,210	29,790	52.7%	75,000	52,598	70.1%
<b>Other Agency Repairs Revenues:</b>							
Repair parts	20,000	18,247	1,753	91.2%	20,000	12,489	62.4%
Repair labor	15,000	14,002	998	93.3%	15,000	11,261	75.1%
<b>Local Service Revenues:</b>							
FTA Urban grant	1,300,000	1,471,443	(171,443)	113.2%	614,135	1,257,215	204.7%
Local fares	150,500	184,431	(33,931)	122.5%	283,000	93,561	33.1%
Advertising sales	40,000	41,506	(1,506)	103.8%	84,000	29,800	35.5%
Contract stops	82,000	185,709	(103,709)	226.5%	128,000	126,557	98.9%
MDOT grants	31,450	93,733	(62,283)	298.0%	31,145	31,145	100.0%
UNE contribution	72,000	24,000	48,000	33.3%	72,000	48,000	66.7%
Other local service revenues	0	0			0	0	
<b>Zoom Service Revenues:</b>							
Zoom fares	26,000	24,548	1,452	94.4%	110,000	4,601	4.2%
Advertising sales	0	6,182	(6,182)	0.0%	30,000	0	0.0%
MDOT Zoom grant	526,935	411,353	115,582	78.1%	140,000	304,155	217.3%
MTA Zoom grant	0	0	0	0.0%	130,000	30,000	23.1%
<b>Intercity Service Revenues:</b>							
Intercity fares/ticket sales	50,100	45,169	4,931	90.2%	127,000	24,990	19.7%
Advertising sales	0	525	(525)	0.0%	20,000	0	0.0%
MDOT Intercity grant	687,104	531,783	155,321	77.4%	586,850	460,471	78.5%
Municipal contributions	25,000	25,000	0	100.0%	25,000	25,000	100.0%
<b>Mobility/Outreach Coordinator</b>							
FTA Planning grant	52,953	40,986	11,967	77.4%	36,895	36,538	99.0%
<b>Fuel Sales Revenue:</b>							
Fuel sales	0	0	0	0.0%	0	0	0.0%
<b>Non-operating Revenues:</b>							
FTA non-operating grants	3,927,739	1,258,512	2,669,227	32.0%	288,000	1,493,236	518.5%
MDOT non-operating grants	0	1,510,000	(1,510,000)	0.0%	0	0	0.0%
MDOT RTAP grant	0	0	0	0.0%	15,000	0	0.0%
Other grants	104,860	0	104,860	0.0%	0	7,613	0.0%
Capital grants	0	0	0	0.0%	0	0	0.0%
Municipal contributions	600,000	600,000	0	100.0%	375,000	495,000	132.0%
Other non-operating revenues	0	14,375	(14,375)	0.0%	473	4,661	985.4%
<b>TOTAL REVENUES</b>	<b>7,814,941</b>	<b>6,618,865</b>	<b>1,196,076</b>	<b>84.7%</b>	<b>3,288,498</b>	<b>4,611,704</b>	<b>140.2%</b>
Total, less Municipal contributions	7,214,941	6,018,865	1,196,076	83.4%	2,913,498	4,116,704	141.3%
Total fares	226,600	254,148	(27,548)	112.2%	520,000	123,152	23.7%
Total less fares & Municipal conts.	6,988,341	5,764,717	1,223,624	82.5%	2,393,498	3,993,552	166.9%
Total external repairs/fuel sales	150,000	103,298	46,702	68.9%	210,000	133,486	63.6%
Total operating revenues	3,182,342	3,235,978	(53,636)	101.7%	2,610,025	2,611,194	100.0%

**B-S-OOB Transit Committee**  
**Monthly Financial Report - Expenditures**  
**Month Ending MAYL 2022**

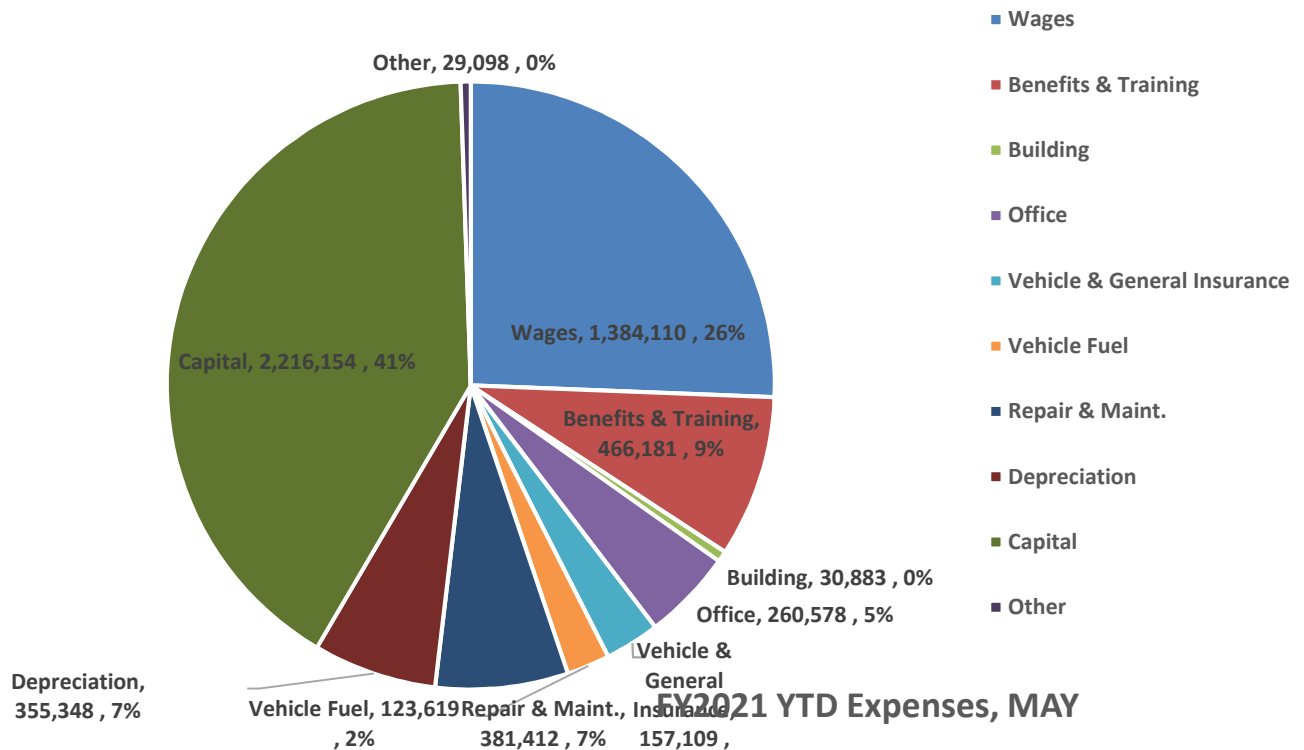
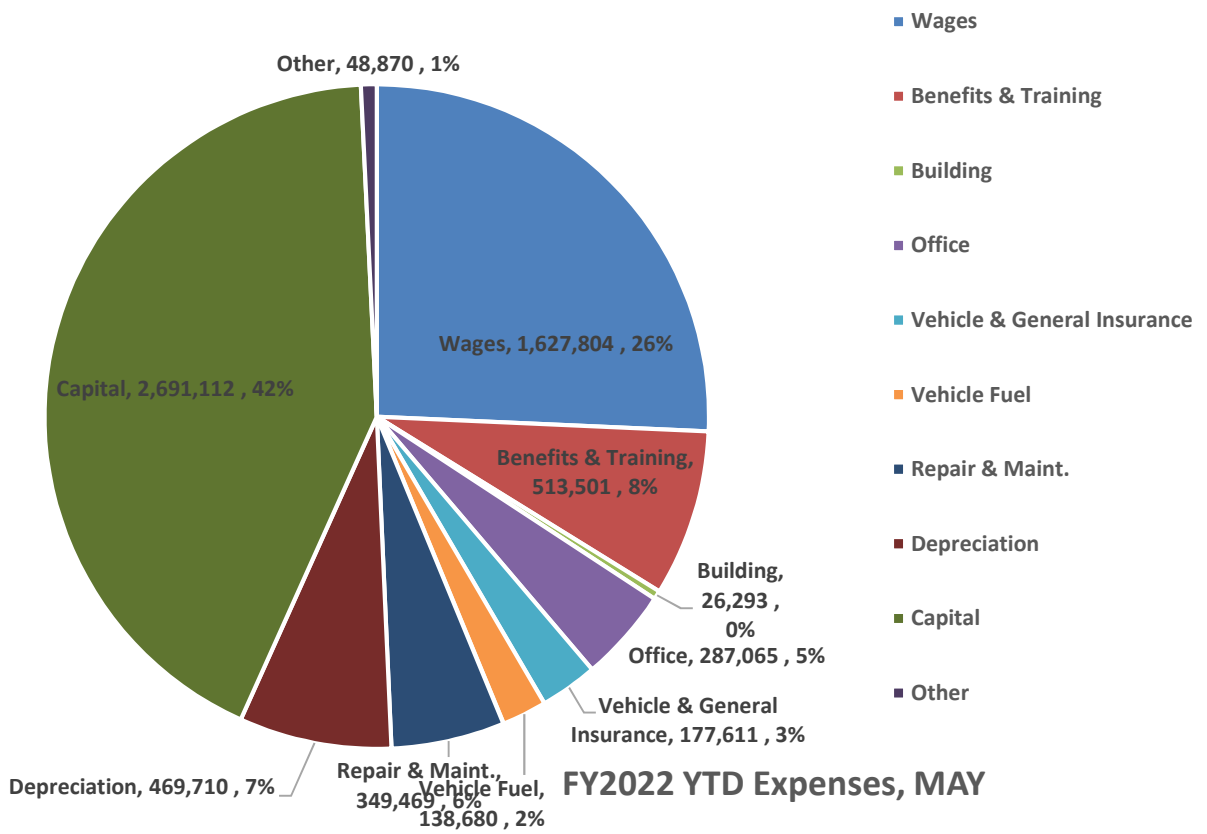
Target %: 92	FY2022				FY2021		
	Revised Budget	Month Ended May	Remaining Budget	Percentage Expended	Revised Budget	Month Ended May	Percentage Expended
<b>Admin/Overhead Expenditures:</b>							
Salaries & wages	409,400	341,325	68,075	83.4%	319,374	343,392	107.5%
Employee benefits	217,913	199,932	17,981	91.7%	171,984	189,980	110.5%
Other employment costs	38,500	33,400	5,100	86.8%	22,520	20,996	93.2%
Purchased professional svcs.	76,500	75,945	555	99.3%	60,100	46,368	77.2%
General operating costs	158,100	597,753	(439,653)	378.1%	322,400	480,213	148.9%
Insurances	196,363	177,623	18,740	90.5%	96,000	157,109	163.7%
Borrowing costs	0	(3,324)	3,324	0.0%	0	(18)	0.0%
Contingency	0	0	0	0.0%	0	0	0.0%
<b>Garage Operating Expenditures:</b>							
Salaries & wages, regular	368,732	322,082	46,650	87.3%	258,918	292,496	113.0%
Overtime wages	53,574	53,220	354	99.3%	24,082	40,792	169.4%
Employee benefits	121,686	95,204	26,482	78.2%	72,699	90,687	124.7%
Other employment costs	2,000	3,309	(1,309)	165.5%	3,745	2,713	72.4%
Reclassification to external repairs	(115,000)	(90,299)	(24,701)	78.5%	(160,000)	(105,488)	65.9%
General operating costs	159,430	112,563	46,867	70.6%	145,235	120,721	83.1%
<b>YCCTC Repairs Expenditures:</b>							
All costs	110,000	62,010	47,990	56.4%	155,000	100,892	65.1%
<b>Other Agency Repairs Expenditures:</b>							
All costs	20,000	29,526	(9,526)	147.6%	32,000	20,906	65.3%
<b>Bus Services Expenditures:</b>							
Salaries & wages, regular	1,106,944	941,799	165,145	85.1%	704,577	677,766	96.2%
Overtime wages	63,574	64,080	(506)	100.8%	39,677	42,993	108.4%
Employee benefits	258,953	198,338	60,615	76.6%	174,460	171,826	98.5%
Other employment costs	0	40	(40)	0.0%	9,744	0	0.0%
Advertising costs	7,500	308	7,192	4.1%	1,500	2,070	138.0%
Fuel costs	210,410	133,216	77,194	63.3%	176,896	120,838	68.3%
General operating costs	123,500	111,130	12,370	90.0%	233,800	110,284	47.2%
<b>Mobility/Outreach Coordinator</b>							
Salaries & wages, regular	49,068	30,003	19,065	61.1%	39,601	30,269	76.4%
Overtime wages	0	744	(744)	0.0%	990	73	7.4%
Employee benefits	5,314	3,311	2,003	62.3%	4,395	3,192	72.6%
Other employment costs	0	0	0	0.0%	333	0	0.0%
General operating costs	13,020	14,877	(1,857)	114.3%	800	5,205	650.6%
<b>Fuel Sales Expenditures:</b>							
Fuel costs	0	0	0	0.0%	0	0	0.0%
<b>Non-operating Expenditures</b>							
Training/Travel/Lodging	0	0	0	0.0%	200	0	0.0%
Consultants	60,000	27,990	32,010	46.7%	30,000	87,390	291.3%
RTAP grant expenses	0	0	0	0.0%	15,000	0	0.0%
Repairs & maintenance, non-cap	0	0	0	0.0%	0	4,757	0.0%
Loss on disposal of assets	0	0	0	0.0%	0	0	0.0%
Capital equipment	4,057,118	2,691,112	1,366,006	66.3%	330,000	2,216,154	671.6%
Other non-oper. Expense	42,337	2,587	39,750	6.1%	2,468	7,870	318.9%
<b>Total Expenditures</b>	<b>7,814,936</b>	<b>6,229,804</b>	<b>1,585,132</b>	<b>79.7%</b>	<b>3,288,498</b>	<b>5,282,446</b>	<b>160.6%</b>
<b>Total Personnel Costs</b>	<b>2,710,658</b>	<b>2,288,024</b>	<b>422,634</b>	<b>84.4%</b>	<b>1,874,099</b>	<b>1,923,485</b>	<b>102.6%</b>
<b>Total Fuel Costs</b>	<b>210,410</b>	<b>133,216</b>	<b>77,194</b>	<b>63.3%</b>	<b>176,896</b>	<b>120,838</b>	<b>68.3%</b>
<b>Total Capital Equipment Costs, net</b>	<b>4,057,118</b>	<b>2,691,112</b>	<b>1,366,006</b>	<b>66.3%</b>	<b>330,000</b>	<b>2,216,154</b>	<b>671.6%</b>
<b>Total Other Costs</b>	<b>836,750</b>	<b>1,117,452</b>	<b>(280,702)</b>	<b>133.5%</b>	<b>907,503</b>	<b>1,021,969</b>	<b>112.6%</b>



FY2022 YTD Revenues, MAY



FY2021 YTD Revenues, MAY



Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
<b>FTA: ME-2019-011-00</b>			<b>5307 Funds</b>	<b>FTA: ME-2019-011-00</b>		<b>Start Date 7/25/2019 - End Date 6/30/22</b>			
	441	A3	Planning Consultant	1,522.00	14,478.00	3,619.50	20%		
<b>FTA: ME-2020-031-01-00</b>			<b>5307 Funds FY21</b>	<b>FTA: ME-2020-031-01-00</b>		<b>Start Date 8/21/20 - End Date 6/30/23</b>			
	117	A2	Preventive Maintenance	142,281.00	21,279.00	5,319.75	20%	163,560.00	204,450.00
	114	A4	Cap-Surv/Security	49,029.00	46,971.00	11,742.75	20%	96,000.00	120,000.00
	117	A2	Mobility Management	51,660.00	0.00	-	20%	51,660.00	64,575.00
	441	A3	Planning Consultant	0.00	17,600.00	4,400.00	20%	17,600.00	22,000.00
<b>FTA: ME-2021019</b>			<b>5307 Funds FY22</b>	<b>FTA: ME-2021019</b>		<b>Start Date 8/23/21 - End Date 6/30/24</b>			
	300	A1	Service Operations	633,090.00	95,720.00	95,720.00	50%	728,810.00	1,457,620.00
	117	A4	Preventive Maintenance	0.00	166,831.00	41,707.75	20%	166,831.00	208,538.75
	114	A3	Cap-Surv/Security	0.00	60,000.00	15,000.00	20%	60,000.00	75,000.00
	114	A3	2 Support Vehicles	38,608.00	121,392.00	30,348.00	20%	160,000.00	190,348.00
	111	A5	Replacement VANS	0.00	60,000.00	15,000.00	20%	60,000.00	75,000.00
	117	A4	Mobility Management	11,753.00	39,435.00	9,858.75	20%	51,188.00	61,046.75
	441	A2	Planning Consultant	0.00	19,200.00	4,800.00	20%	19,200.00	24,000.00
<b>FTA: ME-2022 DRAFT</b>			<b>5307 Funds FY23</b>			<b>Start Date 8/23/21 - End Date 6/30/24</b>			
	300	xx	Service Operations	0.00	858,000.00	858,000.00	50%	858,000.00	1,716,000.00
	117	xx	Preventive Maintenance	0.00	170,168.00	42,542.00	20%	170,168.00	212,710.00
	114	xx	AVL	0.00	144,000.00	36,000.00	20%	144,000.00	180,000.00
	xx	xx	Improve Shelters	0.00	40,000.00	10,000.00	20%	40,000.00	50,000.00
	xx	xx	Scissor Lift	0.00	68,000.00	17,000.00	20%	68,000.00	85,000.00
	xx	xx	Onroute Charger Overag	0.00	104,047.00	26,011.75	20%	104,047.00	130,058.75
	117	xx	Mobility Management	0.00	52,211.00	13,052.75	20%	52,211.00	65,263.75
	441	xx	Planning Consultant	0.00	20,800.00	5,200.00	20%	20,800.00	26,000.00
<b>FTA: ME-2020-022-00</b>			<b>Zoom Coaches</b>	<b>FTA: ME-2020-022-00</b>					
	111	A1	Zoom Coaches	854,154.00	191,306.00	47,826.50	20%		

Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
FTA: ME-2022-007-01-00			CARE 5307 Funds PHASE V All Covid	53,891.00	738,582.00			792,473.00	
Second LONO Grant Place Holder									
			FTA XXX	0.00	1,224,531.00				
			MEDOT CSN 43211	0.00	136,059.00				
			Total Project	0.00	1,360,590.00				
					1,224,531.00	0%		1,224,531.00	
FTA: ME-2019-020-00			FTA: ME-2019-020-00	954,167.00	315,833.00	16,968.08		1,270,000.00	1,329,225.00
			MEDOT CSN 42857	1,500,000.00	0.00			1,500,000.00	1,500,000.00
MDOT: ME-2018-024-00, CSN 41564			Intercity 2020-2 Intercity 2020-2	119,121.08	384,331.92	384,331.92	50%		50% covered by Greyhound
MDOT: ME-2018-024-00, CSN 41564			Intercity CARISSA Intercity CARISSA	244,086.82	455,913.18				
Intercity CARISSA			Intercity CARISSA						
Intercity ARPA			Intercity ARPA Intercity ARPA	-	1,032,000	0	0%	1,032,000	1,032,000
			Intercity ARPA						

Grant	Scope	Suffix	Comments	Amount Spent	Balance Remaining	Local Match Still Required	Match Percent	Original Grant	Original Total Budget
<b>MDOT: ME-2019-019-00, CSN 40774</b>			Zoom 2020 Operating	117,339.21	54,660.79	54,660.79	50%		50% covered by MTA in the past, but that is uncertain
<b>MDOT: ME-2021-005-00, CSN 43013</b>			<b>ZOOM Carissa</b> ZOOM Carissa	<b>MDOT: ME-2021-005-00, CSN 43013</b> 418,909.87	6,090.13	0	0%		
<b>Assignment Letter 20 CSN 43129</b>			Urban State 2022	111,615.80	8,941.20	0			Supplements 5307 funds and silver line for 3 years