

**Casco Bay Island Transit District
Board of Directors Meeting Agenda*
Thursday, March 24, 2022 at 8:00 AM**

Due to the COVID-19 Pandemic this will be a *Video Conference* meeting.

The public is invited to participate.

Video Conference Link and Call-in number are available at:

<https://www.cascobaylines.com/about-us/board/>

1. Call to Order
 - a. CBITD 40th Anniversary recognition
2. Approval of the February 24, 2022, meeting minutes
3. Business
 - a. Consideration and action to adopt the resolution authorizing the District's President and General Manager to apply, prepare, file, execute and approve draw down for grants (Postponed)
 - b. Consideration and action regarding changing the term of the monthly passes to be 30 days from the date of purchase effective May 1, 2022
 - c. Consideration and action regarding Peaks Island Residential Boarding
 - d. Executive Session
 - i. Discussion with Labor Consultant on collective bargaining pursuant to 1 M.R.S.A Section 405(6) (D) TBD
4. Workshops
5. General Information Reports
 - a. Financial Report
 - b. Committee Reports
 - c. Staff Reports
 - d. Wharf and MDOT Reports
6. General Announcements
 - a. Establish next meeting dates (all meetings at 8:00AM unless indicated otherwise):

i. Executive Committee:	Thursday, April 7
ii. Operations Committee:	Thursday, April 21
iii. Finance Committee:	TBD
iv. Board of Directors:	Thursday, April 28
v. Sales & Marketing Committee:	No meeting planned
vi. Personnel Committee:	No meeting planned
vii. Government Relations Committee:	No meeting planned
viii. Pension Committee:	No meeting planned
7. Public Comment
8. Adjournment

Notes: *Agenda items may be taken out of order

*Public comment is limited to 3 minutes per person

Agenda Item 2

Approval of the minutes of the previous Board of Directors' meeting



**CASCO BAY ISLAND TRANSIT DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING OF
February 24, 2022
Video/Phone in only due to COVID-19**

Directors on Conference: Anderson, Braden, Crowley, Donovan, Higgins, Hoffman, Murray, Pizey, Radis, Wentworth
Directors absent: Cohen, Luedke
Staff on Conference: Greven, Berg, C. Gildart
Public on Conference: L. Heineman

1. Call to Order:

- A. *The Board meeting was called to order at 8:05 AM by President Braden*
- B. *It was noted that the meeting was being recorded*
- C. *President Braden asked Berg to do a roll call of who was attending the meeting, which he did.*

2. Approve the minutes of January 17, 2022 Board of Directors meeting

- A. *President Braden asked if there was a motion to approve the minutes.*
- B. *Hoffman moved to approve the minutes; Wentworth seconded.*
- C. *President Braden opened the floor for Board comments and there were none.*
- D. *President Braden called for a roll call vote.*
- E. *Berg did a roll call vote. The motion passed unanimously (10-0)*

3. Business

- A. Consideration and action regarding the Delegation of Authority to the Board President and General Manager
 - 1. *President Braden gave a short introduction*
 - 2. *There was a short discussion regarding process*
 - 3. *Donovan made a motion to delegate authority as presented in Board packet; Wentworth seconded*
 - 4. *President Braden opened the floor for Public comments*
 - *There were no public comments*
 - 5. *President Braden opened the floor for Board comments*
 - *Hoffman spoke against the motion*
 - *Wentworth spoke against the motion*
 - 6. *President Braden called for a roll call vote.*
 - 7. *Berg did a roll call vote. The motion failed unanimously (0-10)*
- B. Consideration and action to adopt the resolution authorizing the District's President and General Manager to apply, prepare, file, execute and approve draw down for grants
 - 1. *Berg gave an introduction and the recommendation to postpone this item until March*
 - 2. *President Braden asked if there was anyone against postponing. No one disagreed so it was agreed to postpone until the March Board meeting*



- C. Adoption of Federal Transit Administration's (FTA) FFY2022 Certifications and Assurances (TBD)
1. *Berg gave an overview*
 2. *President Braden asked if there was a motion*
 3. *Wentworth made a motion to adopt the FTA Certification and Assurances as presented in the Board packet; Crowley seconded*
 4. *President Braden opened the floor for Public comments*
 - *There were no public comments*
 5. *President Braden opened the floor for Board comments*
 - *Anderson asked a clarifying question*
 - *Hoffman asked a clarifying questions*
 6. *President Braden called for a roll call vote.*
 7. *Berg did a roll call vote. The motion passed unanimously (10-0)*

D. Executive Session

1. Discussion of General Manager's evaluation pursuant to 1 M.R.S.A. Section 405(6) (A)
The Executive session was moved out of order to the end of the meeting

4. **Workshops**

- A. There were no workshops

5. **General Information Reports**

A. **Financial Report**

- a) *Hoffman shared her thoughts and solicited feedback from other Directors to see what the Board would like to see for financial reporting at the Board meeting*
- b) *Hoffman asked Greven to give a report on the November financials which he did*

B. **Committee Reports**

- a) *Anderson gave a report of the February Operations committee meeting where the committee discussed Peaks Island Vehicle Reservations, Peaks Island Council requests regarding webcam and display on the island, and a generator for the transfer bridge on the island*

C. **Staff Reports**

- a) *Berg gave an update on the terminal renovation, new Peaks ferry, and new grant funding for the Down Bay ferry replacement*
 - i) *Braden asked a clarifying question*
 - ii) *Donovan asked a clarifying question*
 - iii) *Hoffman shared her opinion of the Peaks Island replacement ferry process and requested the following:*
 - (1) *that the Finance committee be able to review proposals for the construction of the Peaks Island replacement ferry*
 - (2) *a briefing to the finance committee of cost reduction changes to the new vessel*
 - (3) *Asked when the proposals were due (Berg sent email out later that day sharing the due date of April 21)*
 - iv) *Crowley asked if the "sprint" speed changed and Berg replied he knew of no changes but would verify*
 - v) *Anderson asked a clarifying question on the terminal renovation*

6. **General Announcements**

- A. Establish next meeting dates: (all meetings at 8:00 AM unless indicated otherwise)

- | | |
|------------------------------------|-----------------------|
| 1. Executive Committee: | Thursday, February 3 |
| 2. Operations Committee: | Thursday, February 17 |
| 3. Finance Committee: | Tuesday, February 22 |
| 4. Board of Directors: | Thursday, February 24 |
| 5. Sales & Marketing Committee: | No meeting planned |
| 6. Personnel Committee: | No meeting planned |
| 7. Government Relations Committee: | No meeting planned |
| 8. Pension Committee: | No meeting planned |

**7. Public Comment**

- A. *President Braden opened the floor for Public comments on items not on the agenda*
i) *There were no public comments*

8. Executive Session

- A. Discussion of General Manager's evaluation pursuant to 1 M.R.S.A. Section 405(6) (A) [taken out order]
1. *President Braden asked if there was a motion to go into executive session*
 2. *Wentworth made a motion to go into Executive session to discuss the General Manager's evaluation pursuant to 1 M.R.S.A. Section 405(6) as presented in Board packet; Hoffman seconded*
 3. *President Braden opened the floor for Public comments*
 - *There were no public comments*
 4. *Recording was turned off & public blocked from the meeting*
 5. *Executive session started and ended*
- B. President Braden asked if there was a motion
1. *Wentworth made a motion to adopt the change to the General Manager's compensation as discussed; Anderson seconded*
 2. *The motion passed unanimously (10-0)*

9. Adjournment

- A. *Murray moved to adjourn the meeting; Wentworth seconded.*
B. *The motion passed unanimously (10-0) and the meeting was adjourned*

Respectfully submitted by: _____
James Luedke, Clerk

Agenda Item 3b

**Motion for Changing the term of the monthly passes to 30 days from
the date of purchase**

Agenda #3b
Vote on changing the term of the monthly passes

Action: Act on resolution(s) changing the term of the monthly passes to be 30 days from the date of purchase effective May 1, 2022.

Motion: **I move that the Board adopt the resolution(s) approving changing the term of the monthly passes to be 30 days from the date of purchase effective May 1, 2022.**

Resolved: That the District recently implemented a new ticketing system from Rocket Rez which easily allows the term of the monthly passes to be 30 days from the date of purchase.

Agenda Item 3c

Motion for Peaks Island Residential Boarding Policy

Agenda #3c
Vote on Peaks Island Residential Boarding Policy

Action: Act on resolution(s) approving the annual Peaks Island Residential Boarding Policy for the summer and fall sailing schedules as recommended by the Operations Committee with a pass rate of \$10 as recommended by the Finance Committee effective the beginning of the 2022 summer sailing schedule.

Motion: **I move that the Board adopt the resolution(s) approving the annual Peaks Island Residential Boarding Policy for the summer and fall sailing schedules as recommended by the Operations Committee with a pass rate of \$10 as recommended by the Finance Committee effective the beginning of the 2022 summer sailing schedule.**

Resolved: That at its January 20, 2022 meeting, the District's Operations Committee approved to recommend to the Board of Directors to continue the Peaks Island Residential Boarding Policy.

Resolved: That at its February 22, 2022 meeting, the District's Finance Committee approved recommending to CBITD's Board of Directors to continue the Peaks Island Residential Boarding Pass Rate of \$10 annually.

Agenda Item 3d

Executive Session

**Discussion with Labor Consultant on collective bargaining
pursuant to 1 M.R.S.A Section 405(6) (D)**

AGENDA ITEM 3d

AGENDA ITEM 3d: Executive Session

Discussion with Labor Consultant on collective bargaining
pursuant to 1 M.R.S.A Section 405(6)(D)

MOTION before the Board to go into Executive Session:

I move to go into Executive Session for a discussion with Labor Consultant on collective bargaining pursuant to 1 M.R.S.A Section 405(6) (D)

MOTION before the Board after coming out of Executive Session:

I move to authorize the President and General Manager to enter into agreement with Maine Marine Association for the 2022-2024 Marine and Shoreside Collective Bargaining Agreements as presented on behalf of the Board of Directors

Agenda Item 5

Reports:

Financial

Committee

Staff



Casco Bay Lines
P.O. Box 4656
56 Commercial St.
Portland, ME 04112

March 18, 2022

FY 2022 Financial Notes:
For the Month of December 2021

Synopsis:

December was characterized by favorable revenue and total expenses that were also quite favorable to budget. **December revenues were higher than planned by 12.1% at \$197K, while expenses were lower than planned by a factor of 19.9% primarily due to delay in Wabanaki drydock billing. As compared to December 2020, which was severely COVID impacted, revenues were 10.2% higher in 2021 and expenses were lower by 3.4%. Operating results for December 2021 were 28.6% favorable to budget at -\$462K and were favorable to December of last year by 8.2%. Grant revenues were capped at the loss for the month and were 28.6% under budget.**

Revenue Assessment: Excellent

Current Month:

December Operating Revenue of \$197K closed 12.1% over budgeted amounts and 10.2% above the same period last fiscal year.

- Scheduled passenger revenues of \$58K were 23.5% lower than budget and 29.5% higher than the same period last year.
- Vehicle revenues of \$71K closed 61.8% higher than budget and 5.2% higher than the same period last year.
- Freight revenues were \$57K and closed 41.1% above budget and 9.6% lower than the same period last year.
- Group sales closed 89.0% below projections and 18.1% lower than the same month last year.

Year to date (YTD):

YTD Operating Revenue was \$855K and was 16.2% ahead of budget and 15.2% ahead of the same period last fiscal year.

- Scheduled passenger revenues YTD were better than budget by 6.8% and were up 17.5% as compared to last fiscal year.
- Vehicle revenues YTD of \$257K are better than budget by 54.3% and are 6.2% ahead of FY21 YTD.
- Freight revenues YTD of \$193K were 22.0% above budgeted numbers and were 6.7% behind last fiscal YTD.
- Group sales YTD of \$57K closed 24.7% behind budget but significantly above the same period last year which was only \$2.2K.
 - The Diamond Pass Run and Mailboat Run were offered starting in October 2021 and were responsible for the majority of Group Sales Revenue.

Expense Assessment: Excellent

Current Month:

December expenses of \$659K were 19.9% under budgeted amount and were 3.4% lower than December of last year. All expense categories were favorable to budget.

- Personnel expenses were 6.7% under budget and 19.9% below December of last year.

- Crew platooning has been suspended as of mid-September 2021 which has impacted expenses favorably.
 - Admin Direct Offset was zero for the month.
 - Employee insurances were at budget for the month.
- Vessel maintenance ended 36.3% under budget and 90% above December of last year.
 - Machigonne was well under budget for December. Total expense for the month was \$5.5K. Repairs were routine repairs, maintenance, as well as lighting and glass.
 - Maquoit maintenance for the month totaled \$4.5K and was also under budget. The entirety of expense for the month were routine replacement and maintenance.
 - Bay Mist was under budget for the month at \$433. The vessel has seen little use this winter, so repairs included small and general repairs aboard the vessel.
 - Aucocisco required \$6.9K in repairs during the month, which is unfavorable to budget. Repairs included air filter replacements and hose and pump repairs in addition to inspection and other routine service.
 - Wabanaki for the month was \$125K, which was well under budget, but primarily due to delay in drydock billing. Additional drydock expense is expected in the near future.
 - Fuel was right at budget in December at \$43K. CBL has locked fuel at \$1.85 per gallon. Fuel pricing is favorable and predictable through FY2022, despite currently increasing prices.
- Operations expense was 27.0% below budget and 37.9% lower than the same period last year.
 - Data processing was \$11.3K and included network maintenance and support.
 - Ops Misc. included items and supplies to clean and sanitize vessels due to COVID-19, as well as first aid supplies and a City of Portland Trash Bag order.
 - Credit card fees were over budget for the month, as sales were higher than planned for the month of September.
 - Employee Recognition was budgeted for December, but expense was recorded in November.
- Terminal expense was 12.3% under budget and 7.4% lower than last December.
 - Paper and Cleaning Supplies included various safety supplies and items and supplies to clean and sanitize terminal areas due to COVID-19.
 - Terminal Misc. included door lock repairs, electrical work, and repairs to damaged gang planks.
 - Freight Equipment included replacement caster wheels and freight supplies such as stretch wrap.
- Sales expense was under budget and closed 30.3% under projections and 76.7% higher than the same period last year.
 - Marketing included COVID-19 communications consulting and related services for the month.

Year to date (YTD):

YTD Expenses were 4.1% under budget and were 2.1% lower than last YTD.

- Personnel expenses YTD were 1.3% favorable to budget and 15.2% below last YTD, where crew platooning in response to COVID-19 resulted increase personnel expense.
- Vessel maintenance was 3.0% under budget and 59.6% higher than last fiscal YTD.
 - Wabanaki drydock expense currently stands at \$192K, more expense is expected to post soon.
- Operations expense was 11.3% under budget and 15.2% below last YTD.
- Terminal expense was 9.6% unfavorable to budget and 4.5% lower than last YTD.
- Sales expense YTD was 57.7% below budget and 16.6% above last YTD.

Operating Surplus/Loss: Excellent

Current Month:

Operating result of -\$462K was 28.6% favorable to budget and 8.2% better than the same period last year, which was -\$503K.

Year to date (YTD):

YTD operating result of -\$964K was 16.9% better than budget and 13.7% favorable to last YTD where the result was -1.117M.

Grant Revenues: Very Good

Current Month:

Grant revenue of \$462K for the month were capped at the loss for December and as a result were 28.5% unfavorable to budget and 8.2% unfavorable to December of last year.

Year to date (YTD):

Grant revenue YTD of \$964K is 16.8% below budget, and 13.7% below last YTD. The single largest constraint to increased grant revenue has been ticket, freight and vehicle revenue that has been higher than planned, which reduced CBITD's ability to draw against un-funded expenses.

Surplus/Loss: Very Good

Current Month:

Final result of \$0 was at budget, which was projected at -\$553.

Year to date (YTD):

Our current YTD result is \$0K, which is better than budgeted loss of \$1.3K.

Line of Credit Balance: Currently \$0 with an available credit balance of \$2,000,000

**CBITD Revenues and Expenses
Summary**

	FY2021 BUDGET	DECEMBER				FISCAL YEAR TO DATE				PREVIOUS	FY22 vs. FY21
		PROJECTED	ACTUAL	VARIANCE	VARIANCE %	PROJECTED	ACTUAL	VARIANCE	VARIANCE %	YTD	
REVENUES											
SCH SERVICE	\$4,481,093	\$ 161,540	\$ 187,653	\$ 26,113	16.2%	\$ 639,326	\$ 786,364	\$ 147,038	23.0%	\$ 735,474	6.9%
GR SALES	\$1,033,574	\$ 9,737	\$ 5,651	\$ (4,086)	-42.0%	\$ 81,964	\$ 61,791	\$ (20,173)	-24.6%	\$ 2,203	2704.9%
MISC	\$51,390	\$ 4,800	\$ 4,057	\$ (743)	-15.5%	\$ 14,690	\$ 5,883	\$ (8,807)	-60.0%	\$ 4,398	33.8%
TOTAL REVENUES	\$5,566,057	\$ 176,077	\$ 197,361	\$ 21,284	12.1%	\$ 735,980	\$ 854,038	\$ 118,058	16.0%	\$ 742,075	15.1%
EXPENSES											
PERSONNEL	\$4,691,875	\$ 408,312	\$ 380,853	\$ 27,459	6.7%	\$ 1,067,155	\$ 1,053,131	\$ 14,024	1.3%	\$ 1,241,990	15.2%
VESSELS	\$2,115,819	\$ 303,390	\$ 193,307	\$ 110,083	36.3%	\$ 494,303	\$ 479,595	\$ 14,708	3.0%	\$ 300,433	-59.6%
OPERATIONS	\$765,876	\$ 55,651	\$ 40,624	\$ 15,027	27.0%	\$ 186,700	\$ 165,984	\$ 20,716	11.1%	\$ 195,373	15.0%
TERMINAL	\$352,266	\$ 32,942	\$ 28,902	\$ 4,040	12.3%	\$ 86,223	\$ 94,665	\$ (8,442)	-9.8%	\$ 98,915	4.3%
SALES	\$336,570	\$ 23,000	\$ 16,027	\$ 6,973	30.3%	\$ 62,775	\$ 26,573	\$ 36,202	57.7%	\$ 22,791	-16.6%
DEBT SERVICE	\$0	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
PROVISION FOR DEF RED	\$0	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
TOTAL EXPENSES	\$8,262,406	\$ 823,295	\$ 659,714	\$ 163,582	19.9%	\$ 1,897,156	\$ 1,819,948	\$ 77,208	4.1%	\$ 1,859,501	2.1%
OPERATING SURPLUS/LOSS	-\$2,696,349	\$ (647,218)	\$ (462,352)	\$ 184,866	28.6%	\$ (1,161,176)	\$ (965,909)	\$ 195,267	16.8%	\$ (1,117,427)	13.6%
OP GRANT REVENUES											
FTA PM REVENUE	\$0	\$ -	\$ 4,358	\$ 4,358	0.0%	\$ -	\$ 4,358	\$ 4,358	0.0%	\$ -	0.0%
FTA RURAL REVENUE	\$516,862	\$ 157,392	\$ 114,956	\$ (42,436)	-27.0%	\$ 272,876	\$ 241,013	\$ (31,863)	-11.7%	\$ 263,295	0.0%
FTA OPERATING REVENUE	\$2,110,410	\$ 472,177	\$ 343,038	\$ (129,139)	0.0%	\$ 818,630	\$ 719,210	\$ (99,420)	0.0%	\$ 785,688	0.0%
STATE SUBSIDY REVENUE	\$68,444	\$ 17,118	\$ -	\$ (17,118)	0.0%	\$ 68,444	\$ -	\$ (68,444)	0.0%	\$ 68,444	0.0%
TOTAL OP GRANT RESERVES	\$2,695,716	\$ 646,687	\$ 462,352	\$ (184,335)	-28.5%	\$ 1,159,950	\$ 964,581	\$ (195,369)	-16.8%	\$ 1,117,427	-13.7%
SURPLUS/LOSS	-\$633	\$ (531)	\$ -	\$ 531	100.0%	\$ (1,226)	\$ (1,328)	\$ (102)	8.3%	\$ -	0.0%

**CBITD Revenues and Expenses
Overview**

	FY2021 BUDGET	DECEMBER				FISCAL YEAR TO DATE				PREVIOUS	FY22 vs. FY21
		PROJECTED	ACTUAL	VARIANCE	VARIANCE %	PROJECTED	ACTUAL	VARIANCE	VARIANCE %	YTD	
REVENUES											
PASSENGER	\$ 2,529,205	\$ 76,533	\$ 58,522	\$ (18,011)	-23.5%	\$ 313,222	\$ 334,540	\$ 21,318	6.8%	\$ 284,650	17.5%
VEHICLE	\$ 1,029,036	\$ 44,271	\$ 71,638	\$ 27,367	61.8%	\$ 167,073	\$ 257,854	\$ 90,781	54.3%	\$ 242,837	6.2%
FREIGHT	\$ 850,852	\$ 34,736	\$ 50,656	\$ 15,920	45.8%	\$ 141,031	\$ 173,823	\$ 32,792	23.3%	\$ 189,814	-8.4%
MAIL	\$ 72,000	\$ 6,000	\$ 6,837	\$ 837	14.0%	\$ 18,000	\$ 20,148	\$ 2,148	11.9%	\$ 18,173	10.9%
TOTAL	\$ 4,481,093	\$ 161,540	\$ 187,653	\$ 26,113	16.2%	\$ 639,326	\$ 786,364	\$ 147,038	23.0%	\$ 735,474	6.9%
GR SALES											
TOURS	\$ 599,351	\$ 2,981	\$ 5,181	\$ 2,200	73.8%	\$ 50,722	\$ 55,410	\$ 4,688	9.2%	\$ -	0.0%
CHARTERS	\$ 224,500	\$ 1,500	\$ -	\$ (1,500)	0.0%	\$ 20,000	\$ 2,450	\$ (17,550)	0.0%	\$ -	0.0%
CATERING	\$ 168,550	\$ 1,000	\$ -	\$ (1,000)	0.0%	\$ 3,500	\$ 1,989	\$ (1,511)	0.0%	\$ -	0.0%
VENDING	\$ 8,000	\$ 500	\$ 156	\$ (344)	-68.8%	\$ 1,750	\$ 606	\$ (1,144)	-65.4%	\$ 895	-32.3%
PROMOTIONAL	\$ 9,000	\$ -	\$ 314	\$ 314	0.0%	\$ 1,900	\$ 1,335	\$ (565)	-29.7%	\$ 1,308	0.0%
ADVERTISING	\$ 24,173	\$ 3,756	\$ -	\$ (3,756)	-100.0%	\$ 4,092	\$ -	\$ (4,092)	-100.0%	\$ -	0.0%
TOTAL	\$ 1,033,574	\$ 9,737	\$ 5,651	\$ (4,086)	-42.0%	\$ 81,964	\$ 61,791	\$ (20,173)	-24.6%	\$ 2,203	2704.9%
OTHER INCOME											
MISC	\$ 11,140	\$ 1,050	\$ 3,449	\$ 2,399	228.5%	\$ 3,040	\$ 3,795	\$ 755	24.8%	\$ 1,144	231.7%
INTEREST	\$ 40,250	\$ 3,750	\$ 608	\$ (3,142)	-83.8%	\$ 11,650	\$ 2,089	\$ (9,561)	-82.1%	\$ 3,254	-35.8%
TOTAL	\$ 51,390	\$ 4,800	\$ 4,057	\$ (743)	-15.5%	\$ 14,690	\$ 5,883	\$ (8,806)	-59.9%	\$ 4,398	33.8%
TOTAL OP REVENUES	\$ 5,566,057	\$ 176,077	\$ 197,361	\$ 21,284	12.1%	\$ 735,980	\$ 854,039	\$ 118,059	16.0%	\$ 742,075	15.1%

**CBITD Revenues and Expenses
Overview**

	FY2021 BUDGET	DECEMBER				FISCAL YEAR TO DATE				PREVIOUS	FY22 vs. FY21
		PROJECTED	ACTUAL	VARIANCE	VARIANCE %	PROJECTED	ACTUAL	VARIANCE	VARIANCE %	YTD	
EXPENSES											
PERSONNEL											
PAYROLL	\$ 3,458,349	\$ 293,721	\$ 284,238	\$ 9,483	3.2%	\$ 762,479	\$ 768,342	\$ (5,863)	-0.8%	\$ 954,508	19.5%
TAXES	\$ 264,564	\$ 22,471	\$ 20,757	\$ 1,714	7.6%	\$ 58,331	\$ 56,385	\$ 1,946	3.3%	\$ 76,590	26.4%
EMPLOYEE INSURANCE	\$ 496,411	\$ 38,725	\$ 37,592	\$ 1,133	2.9%	\$ 116,175	\$ 117,176	\$ (1,001)	-0.9%	\$ 107,239	-9.3%
EMPLOYEE RELATED EXP	\$ 34,015	\$ 16,850	\$ 1,721	\$ 15,129	89.8%	\$ 20,535	\$ 5,083	\$ 15,452	75.2%	\$ 4,486	-13.3%
PENSION	\$ 438,536	\$ 36,545	\$ 36,545	\$ -	0.0%	\$ 109,635	\$ 106,145	\$ 3,490	3.2%	\$ 99,167	-7.0%
TOTAL	\$ 4,691,875	\$ 408,312	\$ 380,853	\$ 27,459	6.7%	\$ 1,067,155	\$ 1,053,131	\$ 14,024	1.3%	\$ 1,241,990	15.2%
VESSELS											
REPAIRS	\$ 1,484,750	\$ 253,550	\$ 143,340	\$ 110,210	43.5%	\$ 338,700	\$ 323,742	\$ 14,958	4.4%	\$ 125,733	-157.5%
FUEL	\$ 551,869	\$ 43,240	\$ 43,708	\$ (468)	-1.1%	\$ 135,803	\$ 137,074	\$ (1,271)	-0.9%	\$ 156,562	12.4%
INSURANCE	\$ 79,200	\$ 6,600	\$ 6,260	\$ 340	5.2%	\$ 19,800	\$ 18,779	\$ 1,021	5.2%	\$ 18,138	-3.5%
TOTAL	\$ 2,115,819	\$ 303,390	\$ 193,307	\$ 110,083	36.3%	\$ 494,303	\$ 479,595	\$ 14,708	3.0%	\$ 300,433	-59.6%
OPERATIONS											
TELEPHONE	\$ 22,440	\$ 1,870	\$ 2,078	\$ (208)	-11.1%	\$ 5,610	\$ 6,347	\$ (737)	-13.1%	\$ 5,956	-6.6%
MAIL AGENT	\$ 11,220	\$ 935	\$ 935	\$ -	0.0%	\$ 2,805	\$ 2,805	\$ -		\$ 2,805	0.0%
OFFICE	\$ 7,500	\$ 625	\$ 799	\$ (174)	-27.8%	\$ 1,875	\$ 2,397	\$ (522)	-27.8%	\$ 2,511	4.5%
CREDIT CARD	\$ 141,496	\$ 5,600	\$ 8,686	\$ (3,086)	-55.1%	\$ 33,120	\$ 42,361	\$ (9,241)	-27.9%	\$ 34,144	-24.1%
POSTAGE	\$ 3,360	\$ 280	\$ 265	\$ 15	5.4%	\$ 840	\$ 1,168	\$ (328)	-39.0%	\$ 731	-59.8%
TRAVEL	\$ 16,500	\$ 1,000	\$ -	\$ 1,000	100.0%	\$ 6,000	\$ 64	\$ 5,936	98.9%	\$ -	0.0%
DAMAGES	\$ 22,950	\$ 2,000	\$ 671	\$ 1,329	0.0%	\$ 9,450	\$ 2,890	\$ 6,560	69.4%	\$ 1,668	-73.3%
OTHER INSURANCES	\$ 29,880	\$ 2,490	\$ 3,933	\$ (1,443)	-58.0%	\$ 7,470	\$ 11,799	\$ (4,329)	-58.0%	\$ 7,946	-48.5%
MISCELLANEOUS	\$ 16,481	\$ 500	\$ 142	\$ 358	71.6%	\$ 2,190	\$ 1,293	\$ 897	41.0%	\$ 1,167	-10.8%
BARGE SUBCONTRACTING	\$ 8,500	\$ -	\$ -	\$ -	0.0%	\$ 1,000	\$ -	\$ 1,000	100.0%	\$ 28,000	0.0%
PROFESSIONAL	\$ 99,480	\$ 6,455	\$ 4,687	\$ 1,768	27.4%	\$ 19,630	\$ 8,587	\$ 11,043	56.3%	\$ 7,242	-18.6%
DUES & PUC	\$ 20,975	\$ 4,100	\$ 675	\$ 3,425	0.0%	\$ 4,275	\$ 1,481	\$ 2,794	0.0%	\$ 7,926	81.3%
UNIFORMS	\$ 36,165	\$ 2,560	\$ 666	\$ 1,894	74.0%	\$ 17,460	\$ 7,896	\$ 9,564	54.8%	\$ 4,289	-84.1%
TRAINING	\$ 12,550	\$ 1,850	\$ 1,304	\$ 546	29.5%	\$ 4,150	\$ 1,504	\$ 2,646	63.8%	\$ -	0.0%
TOTAL	\$ 765,876	\$ 55,651	\$ 40,624	\$ 5,424	9.7%	\$ 186,700	\$ 165,984	\$ 25,283	13.5%	\$ 195,373	15.0%

**CBITD Revenues and Expenses
Overview**

	FY2021 BUDGET	DECEMBER				FISCAL YEAR TO DATE				PREVIOUS	FY22 vs. FY21
		PROJECTED	ACTUAL	VARIANCE	VARIANCE %	PROJECTED	ACTUAL	VARIANCE	VARIANCE %	YTD	
EXPENSES											
TERMINAL											
UTILITIES	\$ 63,999	\$ 6,530	\$ 5,340	\$ 1,190	18.2%	\$ 15,669	\$ 13,357	\$ 2,312	14.8%	\$ 19,353	31.0%
JANITORIAL	\$ 95,940	\$ 7,840	\$ 7,727	\$ 113	1.4%	\$ 23,820	\$ 23,055	\$ 765	3.2%	\$ 24,340	5.3%
RENT	\$ 35,940	\$ 2,995	\$ 2,995	\$ -	0.0%	\$ 8,985	\$ 10,319	\$ (1,334)	-14.8%	\$ 8,986	-14.8%
MAINTENANCE	\$ 156,387	\$ 15,577	\$ 12,839	\$ 2,738	17.6%	\$ 37,749	\$ 47,934	\$ (10,185)	-27.0%	\$ 46,236	-3.7%
TOTAL	\$ 352,266	\$ 32,942	\$ 28,902	\$ 4,040	12.3%	\$ 86,223	\$ 94,665	\$ (8,442)	-9.8%	\$ 98,915	4.3%
SALES											
ADVERTISING	\$ 190,015	\$ 20,100	\$ 13,619	\$ 6,481	32.2%	\$ 42,050	\$ 23,314	\$ 18,736	44.6%	\$ 20,376	-14.4%
CATERING	\$ 146,555	\$ 2,900	\$ 2,408	\$ 492	0.0%	\$ 20,725	\$ 3,259	\$ 17,466	0.0%	\$ 2,415	0.0%
TOTAL	\$ 336,570	\$ 23,000	\$ 16,027	\$ 6,973	30.3%	\$ 62,775	\$ 26,573	\$ 36,202	57.7%	\$ 22,791	-16.6%
DEBT SERVICE											
TOTAL	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -	0.00
TOTAL EXPENSES	\$ 8,262,406	\$ 823,295	\$ 659,714	\$ 163,581	19.9%	\$ 1,897,156	\$ 1,819,948	\$ 77,208	4.1%	\$ 1,859,501	2.1%
TOTAL OP REVENUES	\$ 5,566,057	\$ 176,077	\$ 197,361	\$ 21,284	12.1%	\$ 735,980	\$ 854,039	\$ 118,059	16.0%	\$ 742,075	15.1%
OP SURPLUS/LOSS	\$ (2,696,349)	\$ (647,218)	\$ (462,352)	\$ 184,865	28.6%	\$ (1,161,176)	\$ (965,909)	\$ 195,267	16.8%	\$ (1,117,427)	13.6%
OP GRANT REVENUES											
FTA PREVENTATIVE MAIN	\$ -	\$ -	\$ 4,358	\$ 4,358	0.0%	\$ -	\$ 4,358	\$ 4,358	0.0%	\$ -	0.0%
FTA RURAL REVENUE	\$ 516,862	\$ 157,392	\$ 114,956	\$ (42,436)	0.0%	\$ 272,876	\$ 241,013	\$ (31,863)	-11.7%	\$ 263,295	-8.5%
FTA OPERATING REVENUE	\$ 2,110,410	\$ 472,177	\$ 343,038	\$ (129,139)	0.0%	\$ 818,630	\$ 719,210	\$ (99,420)	0.0%	\$ 785,688	-8.5%
STATE SUBSIDY REVENUE	\$ 68,444	\$ 17,118	\$ -	\$ (17,118)	100.0%	\$ 68,444	\$ -	\$ (68,444)	0.0%	\$ 68,444	0.0%
TOTAL	\$ 2,695,716	\$ 646,687	\$ 462,352	\$ (167,217)	-25.9%	\$ 1,159,950	\$ 964,581	\$ (126,925)	-10.9%	\$ 1,117,427	-13.7%
SURPLUS/LOSS	\$ (633)	\$ (531)	\$ -	\$ 531	100.0%	\$ (1,226)	\$ (1,328)	\$ (102)	-8.3%	\$ -	0.0%

Casco Bay Island Transit District	Budget 2022	December 2021 Budget	December 2021 Actual	YTD Budget 12/31/21	YTD Actual 12/31/21	YTD Actual 12/31/20	% Change
1. REVENUES: SCHEDULED SERVICE							
PASSENGER - PEAKS	1,724,029	51,480	36,669	213,471	241,098	204,692	17.8%
PASSENGER-LD	45,831	1,010	550	3,595	3,682	3,084	19.4%
PASSENGER - GD	91,401	3,482	3,755	13,998	14,896	16,581	-10.2%
PASSENGER -D COVE	199,967	2,361	3,613	18,111	13,981	6,864	103.7%
PASSENGER-LONG	321,535	12,975	9,875	46,626	39,929	36,284	10.0%
PASSENGER -CHEB	35,364	378	550	1,519	4,234	3,338	26.8%
PASSENGER -CLIFF	75,340	3,022	1,756	10,030	9,084	7,530	20.6%
ANIMALS	35,738	1,825	1,753	5,872	7,635	6,277	21.6%
TICKET	2,529,205	76,533	58,522	313,222	334,540	284,650	17.5%
VEHICLES - DOWNBAY	14,901	284	1,116	1,029	2,774	1,132	145.1%
VEHICLES - PEAKS	1,014,135	43,987	70,521	166,044	255,079	241,705	5.5%
VEHICLE	1,029,036	44,271	71,638	167,073	257,854	242,837	6.2%
FREIGHT - PEAKS	360,534	17,817	25,113	68,477	80,126	90,063	-11.0%
FREIGHT -LD	16,220	95	332	1,179	1,390	1,279	8.7%
FREIGHT -GD	25,537	1,015	1,844	3,313	5,398	5,720	-5.6%
FREIGHT -DCOVE	52,027	1,185	2,523	6,601	9,002	11,373	-20.8%
FREIGHT -LONG	137,271	6,932	8,338	23,513	30,699	28,450	7.9%
FREIGHT -CHEB	138,529	5,390	9,188	22,886	29,268	34,943	-16.2%
FREIGHT -CLIFF	42,277	1,659	2,559	6,090	8,538	7,775	9.8%
UPFREIGHT	21,598	407	463	4,370	3,684	3,910	-5.8%
BIKES	56,859	236	296	4,602	5,718	6,301	-9.3%
MAIL	72,000	6,000	6,837	18,000	20,148	18,173	10.9%
FREIGHT	922,852	40,736	57,493	159,031	193,970	207,987	-6.7%
1. REVENUES: SCHEDULED SERVICE TOTAL	4,481,093	161,540	187,653	639,326	786,364	735,474	6.9%
2. REVENUES: GROUP TOURS AND SALES							
BAILEY ISLAND RUN	115,000	0	0	0	0	0	0.0%
BAILEY NATURE RUN	30,000	0	0	0	0	0	0.0%
MAILBOAT RUN	280,794	2,981	3,217	41,033	35,436	0	0.0%
SUNSET RUN	69,073	0	496	6,120	1,840	0	0.0%
DIAMOND PASS RUN	99,516	0	1,468	3,569	18,134	0	0.0%
MOONLIGHT RUN	4,968	0	0	0	0	0	0.0%
TOUR	599,351	2,981	5,181	50,722	55,410	0	0.0%
CHARTERS	197,500	1,500	0	20,000	2,450	0	0.0%
CONCERT CRUISES	27,000	0	0	0	0	0	0.0%
BAR	88,250	1,000	0	3,500	1,989	0	0.0%
LOBSTER BAKES	80,300	0	0	0	0	0	0.0%
CHARTER AND CATERING	393,050	2,500	0	23,500	4,439	0	0.0%
ADVERTISING	24,173	3,756	0	4,092	0	0	0.0%
VENDING	8,000	500	156	1,750	606	895	-32.3%
PROMOTIONAL ITEMS	9,000	0	314	1,900	1,335	1,308	2.1%
GROUP SALES OTHER	41,173	4,256	470	7,742	1,942	2,203	-11.8%
2. REVENUES: GROUP TOURS AND SALES TOTAL	1,033,574	9,737	5,651	81,964	61,791	2,203	2704.9%
3. REVENUES: OTHER INCOME							
OTHER MISC INCOME	11,140	1,050	3,449	3,040	3,795	1,144	231.7%
INTEREST INCOME	40,250	3,750	608	11,650	2,089	3,254	-35.8%
MISC INCOME	51,390	4,800	4,057	14,690	5,883	4,398	33.8%
3. REVENUES: OTHER INCOME TOTAL	51,390	4,800	4,057	14,690	5,883	4,398	33.8%
TOTAL REVENUES	5,566,057	176,077	197,361	735,980	854,039	742,075	15.1%

Casco Bay Island Transit District	Budget 2022	December 2021 Budget	December 2021 Actual	YTD Budget 12/31/21	YTD Actual 12/31/21	YTD Actual 12/31/20	% Change
5. EXPENSE: PERSONNEL							
ADMINISTRATIVE	471,993	45,384	40,966	117,998	112,238	116,377	-3.6%
ADMINISTRATIVE DIRECT OFFSET	0	0	0	0	0	-6,763	-100.0%
ADMINISTRATIVE	471,993	45,384	40,966	117,998	112,238	109,614	2.4%
CAPTAINS - REGULAR	117,433	3,978	2,127	13,027	6,836	4,878	40.1%
CAPTAINS - OVERTIME	45,501	1,143	1,352	4,818	1,880	3,455	-45.6%
UNION DECKHANDS - REGULAR	723,490	67,348	61,960	184,148	164,368	172,663	-4.8%
UNION DECKHANDS - OVERTIME	238,511	9,743	9,459	36,989	34,642	120,567	-71.3%
NONUNION DH - REGULAR	142,957	1,942	9,338	9,023	23,315	28,071	-16.9%
NONUNION DH - OVERTIME	28,565	0	621	957	2,850	16,566	-82.8%
SR CAPTAINS - REGULAR	521,092	46,335	58,439	121,501	149,078	146,143	2.0%
SR CAPTAINS - OVERTIME	76,332	4,846	4,348	14,578	19,522	88,657	-78.0%
CREWS	1,893,881	135,335	147,644	385,041	402,491	581,000	-30.7%
MAINTENANCE - REGULAR	209,381	19,183	17,445	51,401	45,199	44,236	2.2%
MAINTENANCE - OVERTIME	13,029	1,575	532	2,512	1,347	1,432	-5.9%
MAINTENANCE	222,410	20,758	17,978	53,913	46,545	45,668	1.9%
SALES WAGES	131,206	15,595	7,839	33,916	20,973	19,080	9.9%
OPS AGENTS - REGULAR	368,098	48,658	37,597	106,396	97,297	88,102	10.4%
OPS AGENTS - OVERTIME	52,685	6,060	3,269	11,949	10,577	16,999	-37.8%
OPS AGENTS	420,783	54,718	40,866	118,345	107,873	105,102	2.6%
TICKET OFFICE - REGULAR	126,149	4,300	11,472	7,637	32,281	50,921	-36.6%
TICKET OFFICE - OVERTIME	10,447	181	134	259	855	1,081	-20.9%
TICKET OFFICE	136,596	4,481	11,606	7,896	33,136	52,002	-36.3%
OPERATIONS MANAGEMENT	181,480	17,450	17,341	45,370	45,086	42,042	7.2%
Payroll-Salaries	3,458,349	293,721	284,238	762,479	768,342	954,508	-15.2%
FICA ADMINISTRATIVE	36,104	3,472	2,741	9,026	7,919	8,503	-6.9%
FICA - OPS AGENTS	32,191	4,186	3,103	9,054	8,164	8,351	-2.2%
FICA UNION DECKHANDS	73,595	5,898	5,474	16,918	15,143	22,721	-33.4%
FICA NONUNION DECKHANDS	13,121	149	762	764	2,002	3,415	-41.4%
FICA SR CAPTAINS	58,169	4,307	4,607	11,775	12,321	17,736	-30.5%
FICA CREW	144,885	10,354	10,842	29,457	29,465	43,871	-32.8%
FICA MAINTENANCE	17,014	1,588	1,322	4,124	3,412	3,445	-1.0%
FICA - SALES	10,035	1,193	590	2,595	1,581	1,460	8.3%
FICA - TICKET OFFICE	10,451	343	888	604	2,539	3,978	-36.2%
FICA - OPERATIONS MANAGEMENT	13,884	1,335	1,282	3,471	3,316	3,170	4.6%
STATE UNEMPLOYMENT	0	0	-11	0	-11	3,811	-100.3%
Taxes	264,564	22,471	20,757	58,331	56,385	76,590	-15.2%
HEALTH INSURANCE ADMINISTRATIVE	66,612	5,200	5,183	15,600	16,466	14,547	13.2%
DENTAL INSURANCE ADMINISTRATIVE	5,551	390	370	1,170	1,110	1,167	-4.9%
LIFE INSURANCE ADMINISTRATIVE	465	20	18	60	54	54	0.0%
ADMINISTRATIVE	72,628	5,610	5,571	16,830	17,630	15,768	11.8%
HEALTH INSURANCE CREW	240,828	18,800	18,134	56,400	56,668	50,638	11.9%
DENTAL INSURANCE CREW	10,464	1,600	1,604	4,800	6,941	4,928	40.8%
LIFE INSURANCE CREW	782	98	87	294	261	261	0.0%
CREW	252,074	20,498	19,824	61,494	63,870	55,827	14.4%
HEALTH INSURANCE MAINTENANCE	17,294	1,350	1,249	4,050	3,747	3,609	3.8%
DENTAL INSURANCE MAINTENANCE	4,861	220	209	660	627	660	-5.0%
LIFE INSURANCE MAINTENANCE	433	12	10	36	30	30	0.0%
MAINTENANCE	22,588	1,582	1,468	4,746	4,404	4,299	2.4%
HEALTH INSURANCE SALES	16,717	1,305	1,272	3,915	3,816	3,622	5.4%
DENTAL INSURANCE SALES	4,139	42	34	126	102	107	-4.7%
LIFE INSURANCE SALES	400	4	3	12	10	10	0.0%
SALES	21,256	1,351	1,309	4,053	3,928	3,739	5.1%

Casco Bay Island Transit District	Budget 2022	December 2021 Budget	December 2021 Actual	YTD Budget 12/31/21	YTD Actual 12/31/21	YTD Actual 12/31/20	% Change
HEALTH INSURANCE OPS AGENTS	99,918	7,800	7,691	23,400	22,012	14,812	48.6%
DENTAL INSURANCE OPS AGENTS	5,633	410	329	1,230	1,126	1,257	-10.4%
LIFE INSURANCE OPS AGENTS	481	24	17	72	58	62	-6.5%
OPS AGENTS	106,032	8,234	8,037	24,702	23,196	16,131	43.8%
HEALTH INSURANCE OPERATIONS MANAGER	16,973	1,325	1,272	3,975	3,816	11,128	-65.7%
DENTAL INSURANCE OPERATIONS MANAGER	4,439	116	104	348	311	327	-4.9%
LIFE INSURANCE OPERATIONS MANAGER	421	9	7	27	21	21	0.0%
OPERATIONS MANAGEMENT	21,833	1,450	1,383	4,350	4,148	11,476	-63.9%
Employee Insurance	496,411	38,725	37,592	116,175	117,176	107,239	-15.2%
Employee Related Expense	34,015	16,850	1,721	20,535	5,083	4,486	-15.2%
Pension	438,536	36,545	36,545	109,635	106,145	99,167	-15.2%
5. EXPENSE: PERSONNEL TOTAL	4,691,875	408,312	380,853	1,067,155	1,053,131	1,241,990	-15.2%
6. EXPENSE: VESSEL							
GENERAL REPAIR SHOP	7,350	350	125	4,200	2,046	802	155.1%
GENERAL	7,350	350	125	4,200	2,046	802	155.1%
GENERAL REPAIR MACHIGONNE	73,000	5,800	2,654	17,400	7,106	15,384	-53.8%
DRYDOCK MACHIGONNE	0	0	0	0	0	0	0.0%
DIVING MACHIGONNE	21,800	1,000	0	3,400	8,888	0	0.0%
OIL CHANGE MACHIGONNE	24,200	1,500	2,924	5,000	8,774	7,374	19.0%
MACHIGONNE	119,000	8,300	5,578	25,800	24,769	22,758	8.8%
GENERAL REPAIRS MAQUOIT	78,000	7,000	3,363	21,000	16,582	23,329	-28.9%
DRYDOCK MAQUOIT	550,000	0	0	0	0	0	0.0%
DIVING MAQUOIT	23,700	600	0	3,600	9,504	0	0.0%
OIL CHANGE MAQUOIT	25,300	2,400	1,172	7,000	6,086	7,146	-14.8%
MAQUOIT	677,000	10,000	4,535	31,600	32,171	30,475	5.6%
GENERAL REPAIRS BAY MIST	36,500	1,500	433	9,500	3,129	2,233	40.1%
DRYDOCK BAY MIST	0	0	0	0	0	0	0.0%
DIVING BAY MIST	9,400	0	0	1,900	6,079	0	0.0%
OIL CHANGE BAY MIST	5,200	0	0	400	0	0	0.0%
BAY MIST	51,100	1,500	433	11,800	9,208	2,233	312.4%
GENERAL REPAIRS AUOCO	63,000	3,500	5,438	12,000	10,657	26,975	-60.5%
DRYDOCK AUOCO	50,000	0	0	0	0	0	0.0%
DIVING AUOCO	23,300	400	0	5,000	9,970	0	0.0%
OIL CHANGE AUOCO	20,000	2,000	1,522	5,000	4,044	1,690	139.3%
AUCOCISCO	156,300	5,900	6,961	22,000	24,671	28,665	-13.9%
GENERAL REPAIRS WABANAKI	39,200	0	674	8,800	25,833	32,765	-21.2%
DRYDOCK WABANAKI	390,000	227,500	125,034	227,500	192,133	0	0.0%
DIVING WABANAKI	20,800	0	0	3,000	10,004	0	0.0%
OIL CHANGE WABANAKI	24,000	0	0	4,000	2,906	8,035	-63.8%
WABANAKI	474,000	227,500	125,708	243,300	230,876	40,801	465.9%
Repairs	1,484,750	253,550	143,340	338,700	323,742	125,733	59.6%
FUEL MACHIGONNE	162,969	12,933	11,389	43,290	37,702	57,348	-34.3%
FUEL MAQUOIT	170,216	17,424	13,884	51,855	41,991	48,706	-13.8%
FUEL BAY MIST	17,043	1,409	581	3,141	1,726	1,356	27.3%
FUEL AUCOCISCO	102,039	11,474	17,854	28,462	41,540	9,827	322.7%
FUEL WABANAKI	99,602	0	0	9,055	14,117	39,325	-64.1%
Fuel	551,869	43,240	43,708	135,803	137,074	156,562	59.6%
Insurance Boat	79,200	6,600	6,260	19,800	18,779	18,138	59.6%
6. EXPENSE: VESSEL TOTAL	2,115,819	303,390	193,307	494,303	479,595	300,433	59.6%

Casco Bay Island Transit District	Budget 2022	December 2021 Budget	December 2021 Actual	YTD Budget 12/31/21	YTD Actual 12/31/21	YTD Actual 12/31/20	% Change
7. EXPENSE: OPERATIONS							
Telephone	22,440	1,870	2,078	5,610	6,347	5,956	-15.0%
Mail Agent	11,220	935	935	2,805	2,805	2,805	-15.0%
DATA PROCESSING	253,192	12,496	11,351	50,723	47,000	63,590	-26.1%
TICKET FORMS & SUPPLIES	12,700	0	0	0	0	0	0.0%
MEETING MEALS	1,350	0	72	0	192	0	0.0%
OFFICE SUPPLIES	15,900	600	467	2,400	3,784	2,305	64.2%
ARMORED CAR	5,280	440	398	1,320	1,187	987	20.3%
CREW MEALS	9,695	850	314	2,070	846	8,762	-90.3%
TWIC CARDS	1,500	0	250	250	877	0	0.0%
MISC	2,462	200	2,930	662	10,011	4,685	113.7%
EMPLOYEE RECOGNITION	14,300	10,800	0	13,400	11,496	10,657	7.9%
INTERNET	7,500	625	799	1,875	2,397	2,511	-4.5%
Office	323,879	26,011	16,582	72,700	77,790	93,497	-15.0%
Credit Card	141,496	5,600	8,686	33,120	42,361	34,144	-15.0%
Postage	3,360	280	265	840	1,168	731	-15.0%
Travel	16,500	1,000	0	6,000	64	0	-15.0%
EMPLOYEE INJURIES	9,450	2,000	0	6,500	497	984	-49.5%
EMPLOYEE LOST TIME	500	0	0	250	0	0	0.0%
FREIGHT DAMAGES	7,300	0	249	700	739	573	29.0%
CUSTOMER INJURIES	1,200	0	0	0	0	0	0.0%
DAMAGES CARS	4,500	0	422	2,000	1,653	112	1375.9%
Damages	22,950	2,000	671	9,450	2,890	1,668	-15.0%
Other Insurances	29,880	2,490	3,933	7,470	11,799	7,946	-15.0%
VAN	1,200	100	260	300	490	422	16.1%
OVER/SHORT	0	0	-118	0	-200	59	-439.0%
METRO PASSES	4,180	400	0	1,190	0	0	0.0%
LOST PASSES	0	0	0	0	-16	-8	100.0%
NEWSPAPER ADS	1,000	0	0	200	669	310	115.8%
WATER TAXI	1,600	0	0	500	350	385	-9.1%
REGGAE SECURITY	8,501	0	0	0	0	0	0.0%
Miscellaneous	16,481	500	142	2,190	1,293	1,167	-15.0%
Barge Subcontracting	8,500	0	0	1,000	0	28,000	-15.0%
LEGAL	55,200	4,600	3,091	13,800	4,825	5,431	-11.2%
HUMAN PERFORMANCE	14,980	1,605	1,050	4,280	3,150	0	0.0%
PHYSICALS	4,800	0	0	0	66	336	-80.4%
DRUG TESTS	5,900	250	546	750	546	1,475	-63.0%
ACCOUNTANTS	13,800	0	0	0	0	0	0.0%
OTHER	4,000	0	0	0	0	0	0.0%
ELECTION EXPENSE	800	0	0	800	0	0	0.0%
Professional	99,480	6,455	4,687	19,630	8,587	7,242	-15.0%
Dues & PUC	20,975	4,100	675	4,275	1,481	7,926	-15.0%
Uniforms	23,685	1,460	516	14,610	7,459	2,681	-15.0%
Boots	12,480	1,100	150	2,850	437	1,608	-15.0%
Training	12,550	1,850	1,304	4,150	1,504	0	-15.0%
7. EXPENSE: OPERATIONS TOTAL	765,876	55,651	40,624	186,700	165,984	195,373	-15.0%
8. EXPENSE: TERMINAL							
UTILITIES TERMINAL	35,424	3,264	3,408	9,379	7,816	13,400	-41.7%
WATER	8,248	416	673	1,488	3,628	2,211	64.1%
TERMINAL HEAT	18,527	2,700	1,139	4,352	1,551	3,370	-54.0%
UTILITIES PEAKS	1,800	150	120	450	361	372	-3.0%
Utilities	63,999	6,530	5,340	15,669	13,357	19,353	-4.3%

Casco Bay Island Transit District	Budget 2022	December 2021 Budget	December 2021 Actual	YTD Budget 12/31/21	YTD Actual 12/31/21	YTD Actual 12/31/20	% Change
JANITORIAL TERMINAL ROUTINE	91,200	7,600	7,727	22,800	23,055	18,985	21.4%
JANITORIAL PEAKS	4,740	240	0	1,020	0	5,355	-100.0%
Janitorial	95,940	7,840	7,727	23,820	23,055	24,340	-4.3%
Rent	35,940	2,995	2,995	8,985	10,319	8,986	-4.3%
FIRE ALARM	6,000	500	831	1,500	5,916	1,730	242.0%
PEST CONTROL	1,104	92	92	276	276	272	1.5%
TRASH	11,245	785	782	2,720	2,386	1,666	43.2%
PAPER & CLEANING SUPPLIES	36,733	1,850	3,513	7,933	10,728	8,260	29.9%
FREIGHT EQUIPMENT AND SUPPLIES	5,200	0	518	500	8,202	369	2122.8%
RUG RENTAL	5,435	450	214	1,350	696	487	42.9%
MISC	48,440	6,300	3,720	14,300	8,736	30,042	-70.9%
PROPANE	9,630	600	665	1,970	2,125	2,021	5.1%
FORKLIFT	1,000	0	357	0	5,389	0	0.0%
POWER WASHING	4,400	0	0	600	0	0	0.0%
PIER & TRANSFER BRIDGE	8,000	0	917	1,600	2,249	355	533.5%
PLOWING TERMINAL	3,000	1,000	1,230	1,000	1,230	1,035	18.8%
PLOWING PEAKS	16,200	4,000	0	4,000	0	0	0.0%
Maintenance	156,387	15,577	12,839	37,749	47,934	46,236	-4.3%
8. EXPENSE: TERMINAL TOTAL	352,266	32,942	28,902	86,223	94,665	98,915	-4.3%
9. EXPENSE: SALES							
BROCHURE	5,000	0	835	0	835	0	0.0%
SAILING SCHEDULE	9,800	1,500	0	3,000	1,461	124	1078.2%
PUBLICATIONS	6,060	500	375	2,000	1,447	0	0.0%
ADVERTISING	3,000	750	1,600	750	1,600	1,969	-18.7%
OTHER ADVERTISING EXPENSE	6,955	250	0	500	0	60	-100.0%
ONLINE ADVERTISING	14,400	1,200	280	3,600	773	651	18.7%
RADIO ADS	29,000	0	0	0	0	0	0.0%
WEBSITE	28,800	2,400	0	7,200	0	600	-100.0%
KIOSK	6,000	500	0	1,000	0	0	0.0%
MARKETING	81,000	13,000	10,530	24,000	17,198	16,972	1.3%
SPECIAL EVENT CRUISES	0	0	0	0	0	0	0.0%
Advertising	190,015	20,100	13,619	42,050	23,314	20,376	16.6%
BEVERAGES	28,900	250	0	1,250	576	0	0.0%
OTHER BAR EXPENSE	17,930	2,500	2,408	4,500	2,451	2,415	1.5%
SECURITY	14,675	150	0	1,775	232	0	0.0%
BAR EXPENSE	61,505	2,900	2,408	7,525	3,259	2,415	34.9%
LOBSTER BAKES	69,300	0	0	13,200	0	0	0.0%
CONCERT CRUISES	15,750	0	0	0	0	0	0.0%
Catering	146,555	2,900	2,408	20,725	3,259	2,415	16.6%
9. EXPENSE: SALES TOTAL	336,570	23,000	16,027	62,775	26,573	22,791	16.6%
TOTAL EXPENSE	8,262,406	823,295	659,714	1,897,156	1,819,948	1,859,501	-2.1%
NET OPER INCOME (LOSS) TOTAL	-2,696,349	-647,218	-462,352	-1,161,176	-965,909	-1,117,427	-13.6%
FTA PM REVENUE	0	0	4,358	0	4,358	0	0.0%
FTA RURAL REVENUE	516,862	157,392	114,956	272,876	241,013	263,295	-8.5%
FTA OPERATING REVENUE	2,110,410	472,177	343,038	818,630	719,210	785,688	-8.5%
STATE SUBSIDY REVENUE	68,444	17,118	0	68,444	0	68,444	-100.0%
TOTAL	2,695,716	646,687	462,352	1,159,950	964,581	1,117,427	-13.7%
SURPLUS/LOSS TOTAL	-633	-531	0	-1,226	-1,328	0	0.0%

Note: CBITD monthly Income Statements exclude General Fund balance deposit and depreciation expense for the current fiscal year. CBITD estimates these line items for the September statement only, and reports them on the Audited Financial Statement, which can be found at www.cascobaylines.com



Casco Bay Island Transit District

Cash Balances

As of: December 31, 2021

Gorham Savings Bank Operating Account			
December 1 - Opening Balance	\$	184,000.00	
	<i>Deposits/Credits</i>		\$ 4,103,536.16
	<i>Withdrawals/Debits</i>		\$ 4,103,536.16
December 31 - Closing Balance			\$ 184,000.00
Gorham Savings Demand Deposit Account			
December 1 - Opening Balance	\$	2,301,689.47	
	<i>Interest Earned</i>		\$ 344.96
December 31 - Closing Balance			\$ 2,905,474.92
Gorham Savings Restricted Funds			
December 1 - Opening Balance	\$	1,781,896.61	
	<i>Interest Earned</i>		\$ 384.42
December 31 - Closing Balance			\$ 1,705,913.43
Total Cash On Hand			
December 1 - Opening Balance	\$	4,267,586.08	
December 31 - Closing Balance			\$ 4,795,388.35
Net Change in Cash Position - Month of December		527,802.27	

Maintenance Fund Balance	\$	346,677.76
Capital Reserve Fund Balance	\$	823,801.72
Garage Maintenance Fund Balance	\$	166,081.29
Garage Excess Fund Balance	\$	94,352.68



Casco Bay Island Transit District

Grant Balances

As of: December 31, 2021

Grant Number	Desc.	Total (incl Local Share)
ME2019-005	New Vessel Const.	\$ 9,677,479
ME2016-14	Electronics	\$ 212,129
ME2016-18	Phase 2	\$ 4,894,736
ME2021-006	Phase 3	\$ 2,372,334
ME2021-007	Propulsion	\$ 4,000,000
ME2018-014	PM	\$ -
	Security	\$ 180,300
	PM Hardware Software	\$ 5,436
	Ticketing Software	\$ 60,100
	Planning	\$ 128,999
ME2018-003	PM	\$ -
	Furniture	\$ 62,626
40775-020787.66	Rural Operating Asst.	\$ 68,444
42329	VW Funds	\$ 1,224,840
ME2020-005	COVID-19 Rural	\$ 341,095
ME2020-016	COVID-19 Urban	\$ 1,541,422
Grant Balance Total		\$ 24,777,868

Casco Bay Island Transit District
Fund Balance Detail
December-21

