

# Skagit Transit

Burlington,  
Skagit County, Washington



---

---

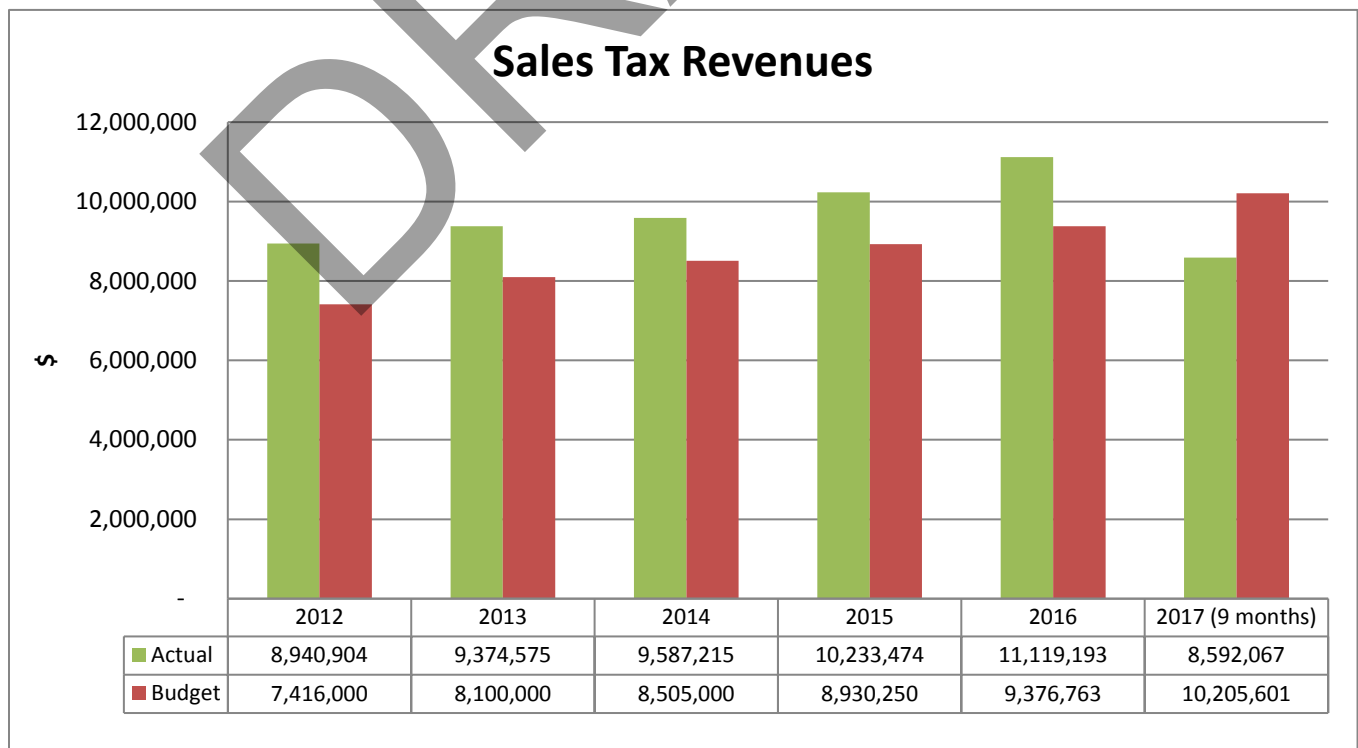
## Fiscal Year 2018

## Draft Budget

### 2018 Budget Highlights – Revenue Projections

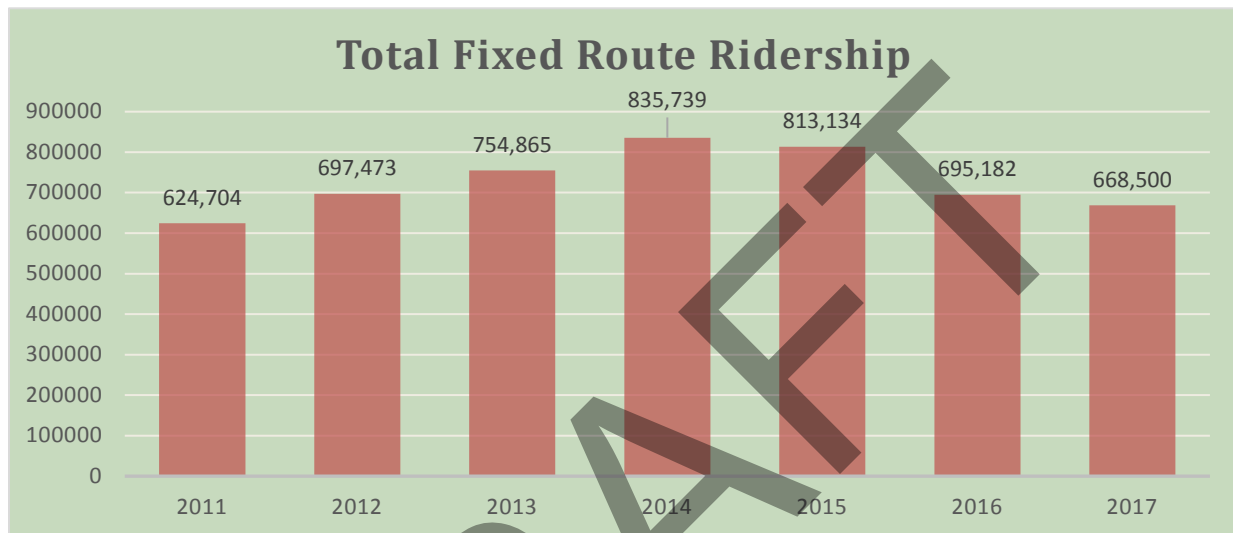
	2016		2017		2018	Change
	Actual	Amended Budget	YTD	Amended Budget	Budget Request	2018 vs. 2017
Fare	859,170	985,000	659,498	910,000	882,700	-3.0%
Sales Taxes	11,119,193	9,376,763	8,592,067	10,205,601	10,715,881	5.0%
Investment Interest Income	32,999	15,000	46,706	25,000	55,000	120.0%
Local Grants General Operating	3,460	3,460	500	3,000	3,000	0.0%
State Grant Operating Assistance	633,232	640,544	520,904	429,050	428,178	-0.2%
Federal Grant Operating Assistance	1,803,397	1,871,490	43,043	1,836,238	1,940,071	5.7%
State Capital Contributions	225,708	1,094,430	1,006,039	1,629,851	757,200	-53.5%
Federal Capital Contributions	409,944	1,109,930	99,551	1,456,290	1,690,747	16.1%
Other Capital Contributions	5,418	-	-	-	-	0.0%
Miscellaneous	56,540	2,353,264	66,947	18,000	25,000	38.9%
<b>Total Revenues</b>	<b>15,149,061</b>	<b>17,449,881</b>	<b>11,035,255</b>	<b>16,513,030</b>	<b>16,497,777</b>	<b>-0.1%</b>

**Sales Tax** – The tax rate which was passed in November 2008 to increase the rate to 4/10 of 1% has been helping Skagit Transit to provide increased services in 2009 to present. Sales tax is Skagit Transit’s main source of revenue. Over the last 5 years, the actual revenue exceeded the budget by 11% average. Skagit Transit projects sales tax revenues to increase in 2018 by approximately 5% over the 2017 budget.

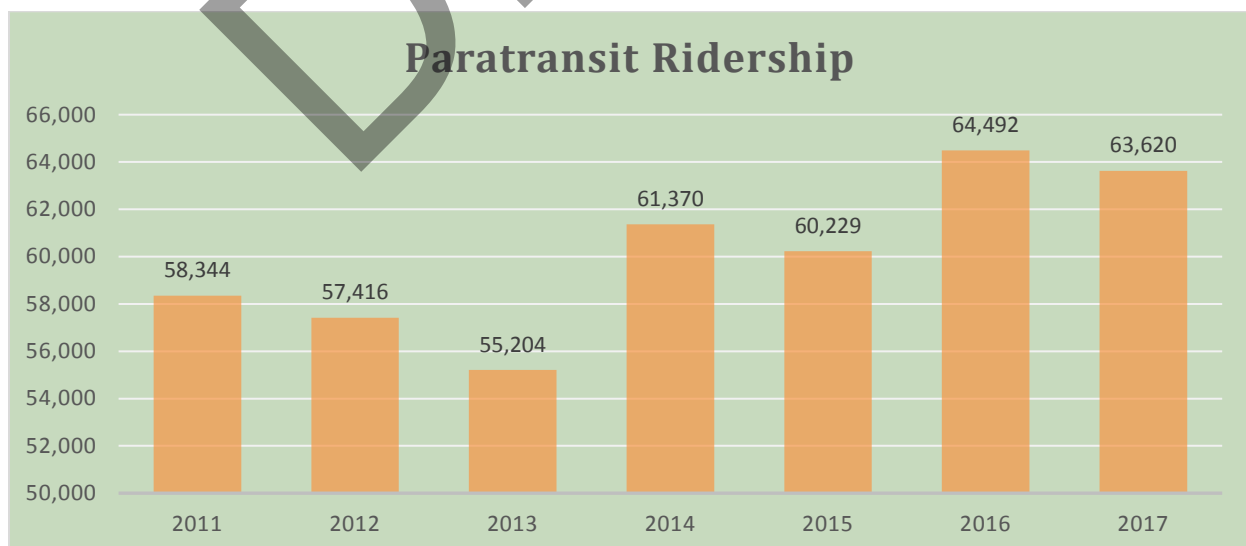


**Fares** - Skagit Transit provides local fixed route service, commuter bus service, general public demand response service, ADA transit service, and a vanpool program. Skagit Transit has been seeing declining ridership in Fixed Route Services due to relatively cheap fuel cost in the past few years. Skagit Transit estimates that 2018 fare revenue will total \$882,700. This revenue forecast is 3% less than 2017 budget.

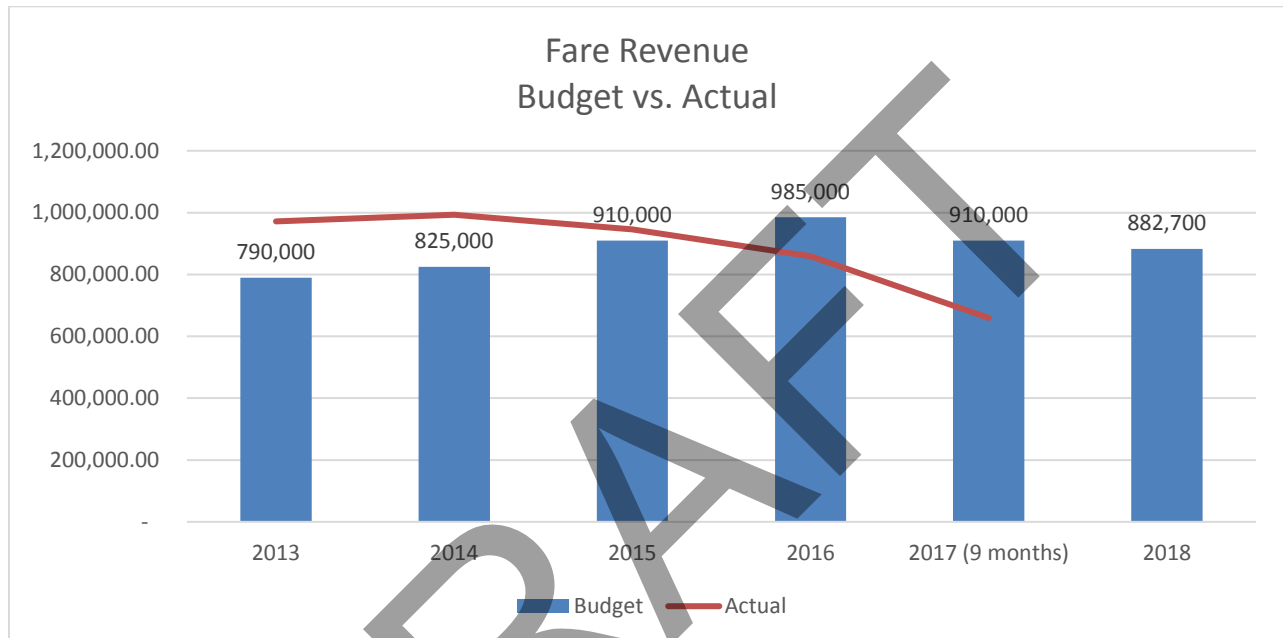
**Fixed Route Service:** Skagit Transit's fixed route service includes local routes, commuter routes, and flex routes. There is no plan for service increase in 2018 and the service level will remain the same as in 2017. In 2016, the number of all fixed route passenger boardings (local, commuter, and flex) decreased by 14.1% from 2015. The projected fixed route ridership for 2017 is 668,500 which is a 3.83% decrease from 2016.



**ADA Transit:** ADA Paratransit provides specialized transportation comparable with Skagit Transit's fixed-route bus service. In 2016, ADA transit boardings increased by 7.1% from 2015 and the ridership projection for 2017 is 63,620, 1.35% decrease from 2016. ADA Paratransit services are fare free service.



**Vanpool Program:** The Vanpool Program is a service that allows people with long commutes to share the drive to work with others making the same or similar trip. Vanpool groups must either start or end their trip in Skagit County. Groups pay a monthly fee and a per mile charge. Skagit Transit maintains the van and provides fuel and insurance. In 2017, the projected cumulative sum of the distances ridden by each vanpool passenger total is 4,883,849 miles. By far the largest number of vanpool users, 60%, are traveling to Snohomish County as Boeing employees. The vanpool program has a goal of increasing the number of vanpool groups by two to five per year, however forecasting demand for the service can be difficult because of variables such as gas prices, tolls, parking, and local employment trends.



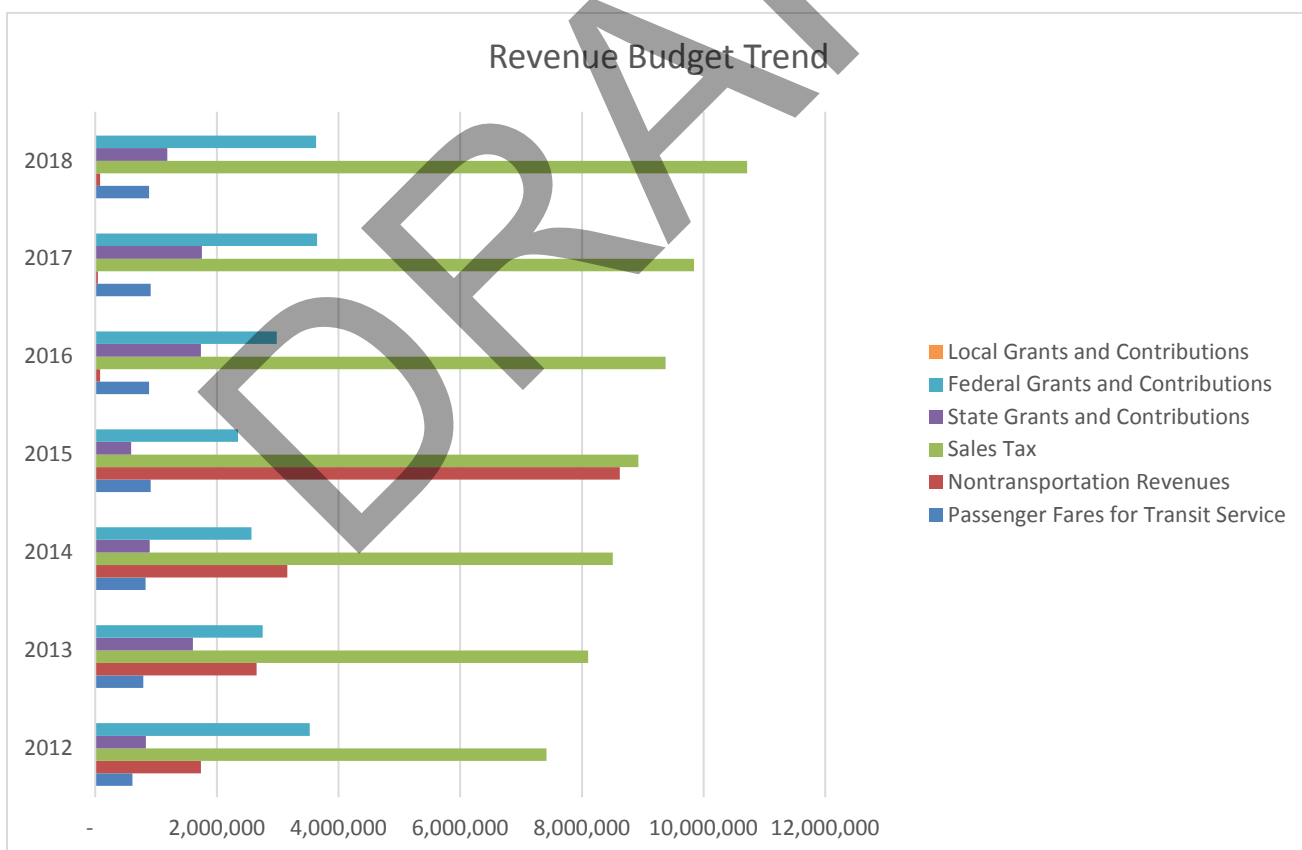
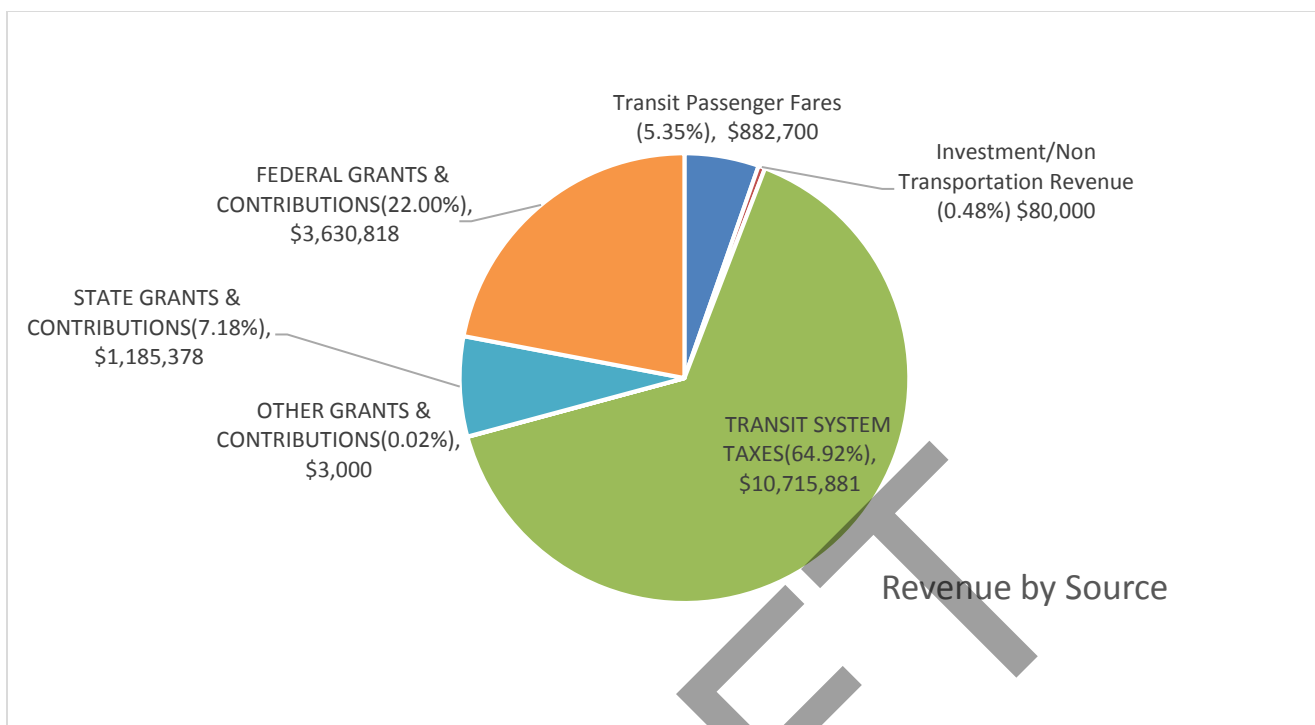
**Investment Interest** – Skagit Transit invests in the Washington State Treasurer’s Local Government Investment Pool (LGIP) the portion of its funds that do not need for immediate operations. While the LGIP is a very safe investment, the rate of return for funds invested in the LGIP has been low. During 2017, the rate of return for the LGIP has been higher than 2016 and is between 0.64% and 1.12%. Skagit Transit estimates interest revenue will grow by \$35,000 in 2018.

**State and Federal Grants and Contributions** – Skagit Transit is expecting to receive \$4,819,196 state, federal and local grants and contributions in 2018. See Grant Budget section for more information.

**Non Transportation** The 2018 budget for miscellaneous revenues totals \$25,000, including the rental revenues from concessions, building, and meeting room at the Skagit Station.

**Grant Budget**

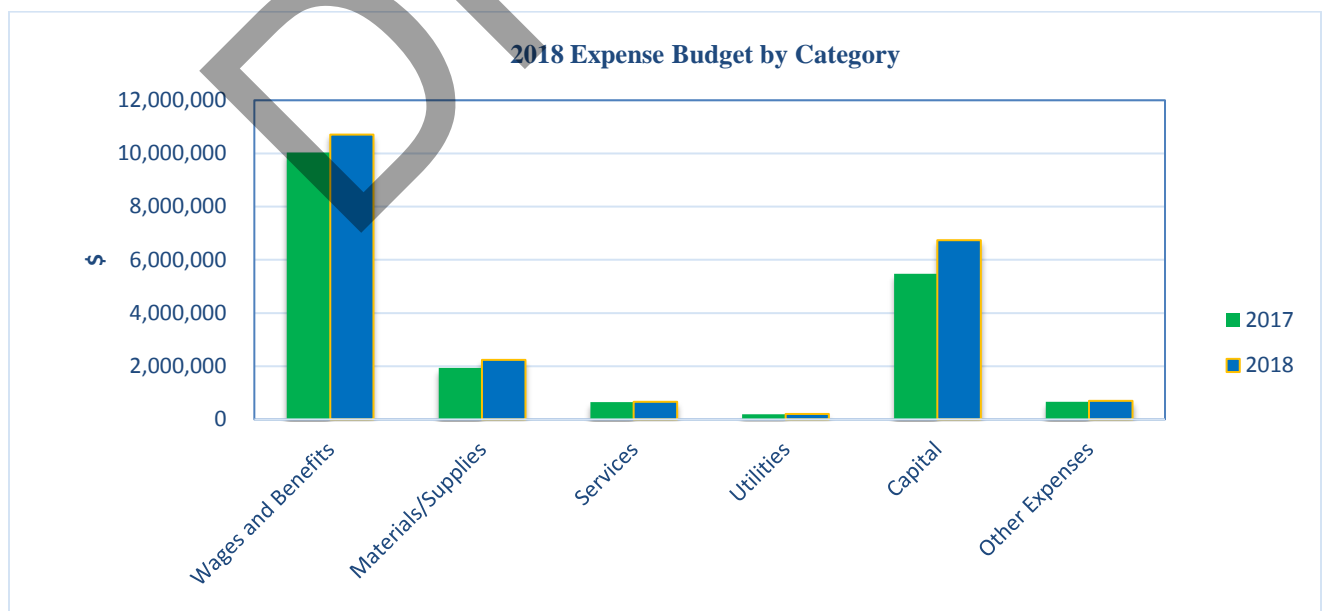
<b>State Grants</b>	<b>Amount</b>
State Special Needs Operating Assistant Program	120,932
Connector Service	307,246
State Special Needs Paratransit Vehicle	642,150
State Vanpool Improvement Program	115,050
<b>State Grants - Total</b>	<b>\$1,185,378</b>
<b>Federal Grants</b>	
Federal Section 5307 General Operating for 2018 (estimate)	1,700,000
Mobility Management Specialist	68,075
Expansion of service for Route 40X	49,996
Section 5307 PSRC Funding – Commuter Vehicle Purchase	122,000
Section 5307 PSRC Funding – Commuter Vehicle Purchase	238,000
Section 5307 PSRC Funding – Design of MOA II	867,045
PSRC 2014-2015 Funding – Purchase of Commuter Vehicles	392,934
Federal 5310 Replacement Paratransit Vehicle	77,804
WA-2017-059 Vanpool Vehicles	114,964
<b>Federal Grants - Total</b>	<b>\$3,630,818</b>
<b>Other Grants</b>	
WSTIP Vault Award (Safety)	\$2,500
AWC Wellness Mini Grant	500
<b>Other Grants - Total</b>	<b>\$3,000</b>
<b>Grants - Total</b>	<b>\$4,819,196</b>



## 2018 Budget Highlights – Operating Expense Projections

	2016		2017		2018	Change
	Actual	Amended Budget	YTD	Amended Budget	Budget Request	2018 vs. 2017
Fixed Route	3,565,853	4,020,537	2,603,372	4,477,179	4,760,141	6.3%
Paratransit	1,510,171	1,876,353	1,100,510	1,848,262	1,986,778	7.5%
Vanpool	306,504	443,677	211,775	384,289	428,844	11.6%
Ops Admin & Dispatchers	1,581,934	1,553,422	1,194,186	1,692,103	1,893,196	11.9%
Administration	875,896	984,253	626,872	1,060,444	960,311	-9.4%
Executive Director	432,094	564,109	358,790	650,921	714,313	9.7%
Human Resources	-	-	-	-	253,342	0.0%
Information Technology	484,914	515,418	370,370	550,709	556,047	1.0%
Vehicle/Service Maintenance	1,886,314	1,827,171	1,301,197	1,863,920	2,057,394	10.4%
Facilities Maintenance	441,724	477,946	339,232	582,762	584,436	0.3%
Skagit Station	157,054	222,200	80,374	207,150	171,150	-17.4%
MOA 2	26,687		16,076	33,000	40,000	21.2%
Park & Ride	126,203	158,400	90,065	137,800	113,800	-17.4%
<b>Total Operating Expense</b>	<b>\$ 11,395,348</b>	<b>\$ 12,643,486</b>	<b>\$ 8,292,819</b>	<b>\$ 13,488,539</b>	<b>\$ 14,519,752</b>	<b>7.6%</b>

The total 2018 operating budget is \$14,519,752, increase by 7.6% from the amended budget. There will be 13 departments in 2018 compared to 12 departments in 2017. Skagit Transit will create Human Resources Department which is currently a part of Administration Department.



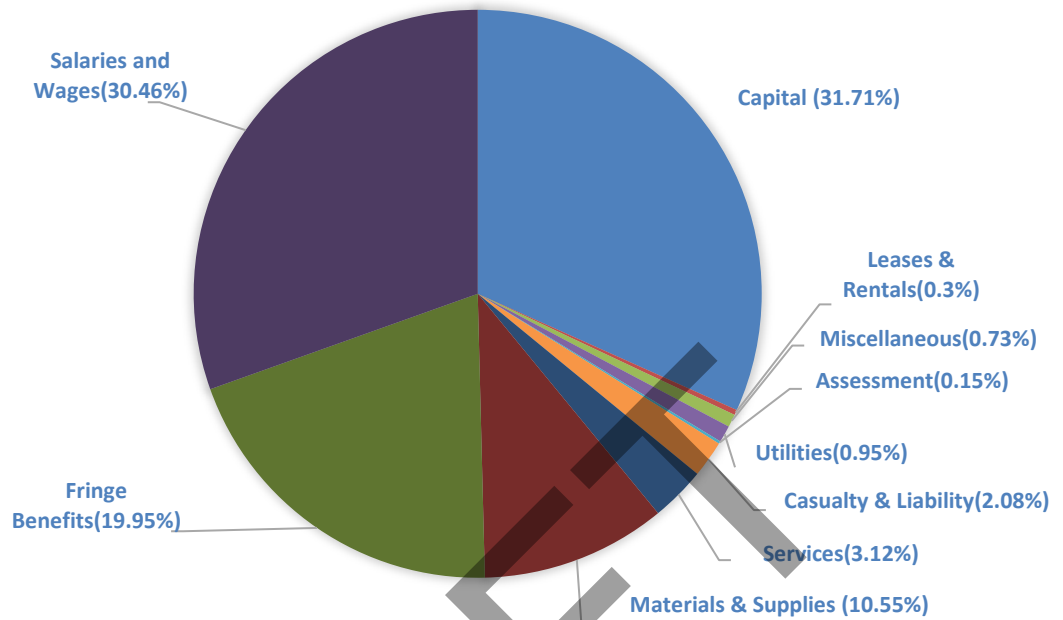
**Salaries/Wages & Benefits** – The total budget for Salaries/Wages and Benefits will increase by 6.7% in 2018 over 2017. The 2018 budget includes a 2% wage increase for represented employees and wage adjustments based on the result of the compensation study done in 2017 for non-represented employees. The 2018 budget also includes 1 new full time position. Medical premium increased by 7.2% for Regence and 7.6% for Kaiser Permanente medical coverage. The average budget increase for all other operating expenses is about 2.6% except the premium for insurance increase by a 7%.

**Staffing Summary** – The following table shows the FTE for Skagit Transit by Department. Skagit Transit is planning on creating and hiring one new position, Safety Supervisor in Executive Department. This new position will be responsible for Skagit Transit's safety, security and training programs.

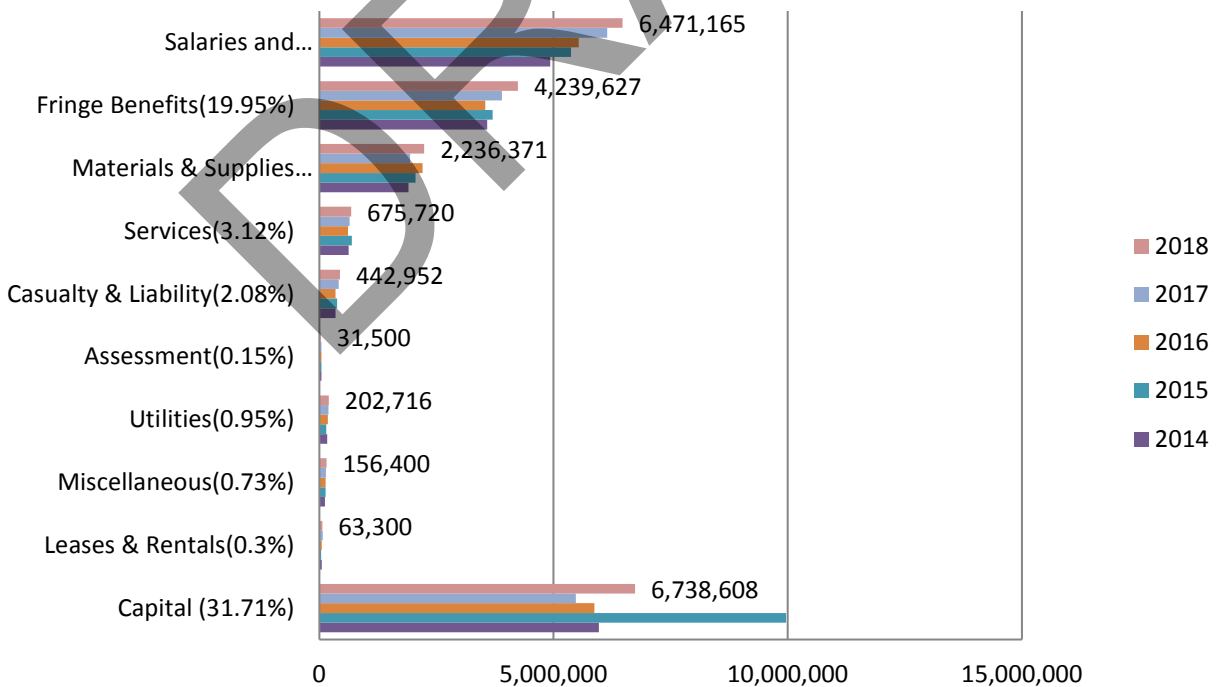
Department	2017 Budget	2018 Budget	Change
Fixed Route	53	53	0
Paratransit	24	24	0
Operations	22	22	0
Vanpool	1	1	0
Administration	8	8	0
Executive	3	4	1
Human Resources	2	2	0
Information Technology	2	2	0
Maintenance/Facilities	20	20	0
<b>Total</b>	<b>135</b>	<b>136</b>	<b>1</b>



## EXPENSE BY PURPOSE



## Expense Budget Trend



## **DEPARTMENTAL DETAIL**

DRAFT

FIXED ROUTE			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
10	501010	Operators' Salaries and Wages	1,761,205	1,819,384	1,325,680	2,177,615	2,217,922	1.85%
10	502010	Employer's FICA Expense	154,941	127,220	114,195	151,478	152,508	0.68%
10	502020	401a Pension Plan	102,384	102,600	74,445	122,160	122,991	0.68%
10	502030	Medical Insurance	509,878	442,936	362,836	524,320	581,199	10.85%
10	502040	Dental /Vision Insurance	65,116	65,597	44,807	72,705	71,689	-1.40%
10	502050	Life Insurance Plans	1,219	1,441	782	1,114	1,102	-1.08%
10	502060	Group Disability Insurance	22,277	23,620	15,652	25,748	31,619	22.80%
10	502070	Unemployment Insurance	1,101	15,000	-	15,000	10,000	-33.33%
10	502080	Worker's Comp Insurance	80,588	87,838	61,382	97,729	99,501	1.81%
10	502090	General Leave	175,815	185,288	115,632	211,397	233,952	10.67%
10	502100	Holiday Pay	100,856	102,420	72,312	117,824	125,541	6.55%
10	502105	On Call Pay	19,078	10,000	12,477	15,382	15,000	-2.48%
10	502120	Other Paid Absence	8,845	8,000	10,931	8,152	10,000	22.67%
10	502130	Uniform Allowance	23,007	24,500	6,802	16,600	16,600	0.00%
10	502140	Other Benefits	26,051	-	13,835	25,313	50,000	97.53%
10	503030	Professional and Technical Services	-	4,000	-	2,000	-	-100.00%
10	503061	Vehicle Washing/Cleaning	(1,694)	7,500	-	-	-	0.00%
10	503070	Security Services	59,476	65,000	39,186	65,000	65,000	0.00%
10	503990	Other Services	7,827	4,000	14,390	-	15,000	0.00%
10	503991	Drug & Alcohol Testing	2,775	2,000	715	2,000	1,000	-50.00%
10	503994	CDL Testing/DMV Checks	600	-	2,250	500	1,000	100.00%
10	503995	Vaccination Services	-	300	-	300	-	-100.00%
10	504013	Ultra-Low Sulfur Fuel	295,543	771,233	213,440	656,147	760,433	15.89%
10	504200	Office Supplies	9	250	-	250	250	0.00%
10	504240	Cleaning/Sanitation Supplies	946	500	751	500	1,000	100.00%
10	504260	Misc Operating Supplies	5	-	-	-	-	0.00%
10	504270	Bus Stop/Poles & Signs	-	-	128	-	-	0.00%
10	504340	Sm Tools/Equip/Furn-Other	-	500	66	50	100	100.00%
10	504991	Postage	500	500	-	-	-	0.00%
10	505022	Telephone Service	809	1,000	475	500	500	0.00%
10	505023	Cellular Phone	4,665	10,000	494	5,000	1,000	-80.00%
10	506030	Premium For PL/PD Insurance	135,394	135,910	91,988	157,695	168,734	7.00%
10	509010	Dues, Memberships, Subscriptions	3,730	-	2,297	2,500	2,500	0.00%
10	509022	Conference Registration	-	500	-	500	500	0.00%
10	509990	Other Miscellaneous Expenses	289	-	1,054	200	1,000	400.00%
10	509992	Employee Recruitment	1,686	1,000	4,370	1,000	2,500	150.00%
10	509993	Employee Incentive	932	500	-	500	-	-100.00%
		<b>Total - Fixed Route</b>	<b>3,565,853</b>	<b>4,020,537</b>	<b>2,603,372</b>	<b>4,477,179</b>	<b>4,760,141</b>	<b>6.32%</b>

PARATRANSIT			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
12	501010	Operators' Salaries and Wages	776,696	993,010	560,089	945,349	1,022,583	8.17%
12	502010	Employer's FICA Expense	69,835	69,493	48,831	67,851	73,565	8.42%
12	502020	401a Pension Plan	45,603	56,035	32,747	54,718	59,327	8.42%
12	502030	Medical Insurance	251,070	262,889	192,540	279,448	267,945	-4.12%
12	502040	Dental /Vision Insurance	33,566	36,844	24,227	39,527	32,331	-18.21%
12	502050	Life Insurance Plans	624	1,156	422	584	497	-14.90%
12	502060	Group Disability Insurance	7,765	13,289	6,669	12,574	15,123	20.27%
12	502070	Unemployment Insurance	-	5,000	-	5,000	5,000	0.00%
12	502080	Worker's Comp Insurance	39,052	52,324	28,658	47,114	46,544	-1.21%
12	502090	General Leave	93,062	104,431	58,151	104,332	139,795	33.99%
12	502100	Holiday Pay	45,510	55,050	33,134	57,904	52,345	-9.60%
12	502105	On Call Pay	13,581	10,000	9,265	12,138	10,000	-17.61%
12	502120	Other Paid Absence	1,910	2,500	2,157	2,500	2,500	0.00%
12	502130	Uniform Allowance	12,101	13,500	3,380	10,300	10,300	0.00%
12	502140	Other Benefits	11,037	1,000	5,706	10,000	16,052	60.52%
12	503030	Professional and Technical Services	-	1,500	845	500	1,000	100.00%
12	503061	Vehicle Washing/Cleaning	(1,694)	-	-	-	-	0.00%
12	503990	Other Services	1,517	-	1,909	1,500	2,000	33.33%
12	503991	Drug & Alcohol Testing	1,605	1,500	340	1,500	1,000	-33.33%
12	503994	CDL Testing/DMV Checks	800	-	250	1,000	250	-75.00%
12	503995	Vaccination Services	-	300	-	300	-	-100.00%
12	504013	Ultra-Low Sulfur Fuel	55,682	147,937	40,978	101,349	119,282	17.69%
12	504016	Propane	-	-	8,891	27,357	36,709	34.19%
12	504200	Office Supplies	117	300	19	300	200	-33.33%
12	504240	Cleaning/Sanitation Supplies	946	500	751	500	1,000	100.00%
12	504310	Sm Tools/Equip/Furn-Mtce	-	150	-	150	150	0.00%
12	504340	Sm Tools/Equip/Furn-Other	-	500	-	-	-	0.00%
12	504991	Postage	1,020	1,000	-	500	500	0.00%
12	505023	Cellular Phone	9,199	3,500	7,365	5,500	10,000	81.82%
12	506030	Premium For PL/PD Insurance	36,696	36,945	31,772	54,467	58,280	7.00%
12	507040	Veh License/Registration Fee	35	-	-	-	-	0.00%
12	509020	Travel & Meeting Expense	-	1,500	-	1,000	-	-100.00%
12	509022	Conference Registration	-	1,200	-	500	-	-100.00%
12	509024	Training / Seminars	-	1,500	-	500	-	-100.00%
12	509990	Other Miscellaneous Expenses	(0)	-	285	-	500	0.00%
12	509992	Employee Recruitment	2,150	1,000	1,021	1,500	1,500	0.00%
12	509993	Employee Incentive	687	500	110	500	500	0.00%
		<b>Total - Paratransit</b>	<b>1,510,171</b>	<b>1,876,353</b>	<b>1,100,510</b>	<b>1,848,262</b>	<b>1,986,778</b>	<b>7.49%</b>

VANPOOL			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
14	501020	Other Salaries and Wages	45,091	46,090	30,218	49,730	51,713	3.99%
14	502010	Employer's FICA Expense	3,911	3,268	2,715	3,700	3,670	-0.81%
14	502020	401a Pension Plan	2,635	2,635	1,824	2,888	2,960	2.49%
14	502030	Medical Insurance	15,362	15,320	10,662	14,394	15,604	8.41%
14	502040	Dental /Vision Insurance	1,403	1,339	993	1,395	1,395	0.00%
14	502050	Life Insurance Plans	26	29	18	22	22	0.00%
14	502060	Group Disability Insurance	663	821	474	900	748	-16.89%
14	502080	Worker's Comp Insurance	205	228	131	263	208	-20.75%
14	502090	General Leave	5,034	4,972	4,594	4,987	5,596	12.21%
14	502100	Holiday Pay	2,382	1,644	1,677	3,031	1,885	-37.81%
14	502140	Other Benefits	240	-	180	1,000	1,053	5.30%
14	503020	Advertising	500	2,000	2,080	2,000	2,500	25.00%
14	503030	Professional and Technical Services	-	5,000	114	2,500	2,500	0.00%
14	503990	Other Services	-	500	467	500	500	0.00%
14	504012	Gas	105,174	231,708	75,403	153,055	184,772	20.72%
14	504200	Office Supplies	-	500	43	500	500	0.00%
14	504250	Safety Training Material & Supply	-	1,000	-	1,000	1,000	0.00%
14	504330	Safety Supplies	-	500	-	500	500	0.00%
14	504990	Other Materials & Supplies	65	500	-	500	500	0.00%
14	504991	Postage	100	100	-	100	100	0.00%
14	506030	Premium For PL/PD Insurance	121,544	121,723	79,114	135,624	145,118	7.00%
14	506040	Non-Insured PL/PD Claims	-	1,000	-	1,000	1,000	0.00%
14	507040	Veh License/Registration Fee	253	500	-	500	500	0.00%
14	509010	Dues, Memberships, Subscriptions	-	200	-	200	200	0.00%
14	509020	Travel & Meeting Expense	184	500	326	500	500	0.00%
14	509022	Conference Registration	100	500	200	300	300	0.00%
14	509024	Training / Seminars	-	500	-	500	500	0.00%
14	509080	Promotional Items	1,104	-	-	2,500	2,500	0.00%
14	509990	Other Miscellaneous Expenses	244	500	543	200	500	150.00%
14	509991	Books & Periodicals	-	100	-	-	-	0.00%
14	509992	Employee Recruitment	85	-	-	-	-	0.00%
14	509993	Employee Incentive	199	-	-	-	-	0.00%
		<b>Total - Vanpool</b>	<b>306,504</b>	<b>443,677</b>	<b>211,775</b>	<b>384,289</b>	<b>428,844</b>	<b>11.59%</b>

OPERATIONS/DISPATCHERS			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
18	501020	Other Salaries and Wages	940,193	960,920	718,378	1,049,379	1,149,935	9.58%
18	502010	Employer's FICA Expense	84,241	68,843	61,156	77,418	81,933	5.83%
18	502020	401a Pension Plan	56,034	55,010	39,953	60,464	66,075	9.28%
18	502030	Medical Insurance	230,388	238,666	174,234	235,082	284,664	21.09%
18	502040	Dental /Vision Insurance	28,529	28,113	21,219	30,695	30,695	0.00%
18	502050	Life Insurance Plans	533	478	378	475	475	0.00%
18	502060	Group Disability Insurance	13,339	12,650	10,053	13,991	16,805	20.11%
18	502070	Unemployment Insurance	(1,469)	10,000	19,145	10,000	25,000	150.00%
18	502080	Worker's Comp Insurance	11,510	4,809	12,370	7,070	19,073	169.77%
18	502090	General Leave	120,309	105,418	78,051	108,885	130,088	19.47%
18	502100	Holiday Pay	50,112	33,855	30,576	53,997	41,480	-23.18%
18	502120	Other Paid Absence	429	1,000	1,732	1,000	2,000	100.00%
18	502130	Uniform Allowance	(24)	500	378	500	500	0.00%
18	502140	Other Benefits	7,719	-	5,446	10,000	11,174	11.74%
18	503030	Professional and Technical Services	1,846	-	832	1,500	1,500	0.00%
18	503051	Repair/Maintenance - Other	114	-	11	-	100	0.00%
18	503991	Drug & Alcohol Testing	350	500	200	500	500	0.00%
18	503994	CDL Testing/DMV Checks	250	-	500	-	-	0.00%
18	504200	Office Supplies	1,047	2,500	422	1,000	500	-50.00%
18	504240	Cleaning/Sanitation Supplies	456	500	155	500	500	0.00%
18	504260	Misc Operating Supplies	-	250	-	250	-	-100.00%
18	504270	Bus Stop/Poles & Signs	-	500	-	500	-	-100.00%
18	504290	Forms	894	-	-	-	-	0.00%
18	504300	Small Computer Equipment	33	-	-	-	-	0.00%
18	504310	Sm Tools/Equip/Furn-Mtce	-	500	841	250	500	100.00%
18	504330	Safety Supplies	801	-	47	500	500	0.00%
18	504340	Sm Tools/Equip/Furn-Other	1,038	2,650	460	1,500	1,000	-33.33%
18	504350	Ergonomic Equipment & Furniture	1,128	-	2,055	500	1,500	200.00%
18	504991	Postage	118	200	-	100	100	0.00%
18	505023	Cellular Phone	713	1,000	573	1,000	1,000	0.00%
18	505025	Utilities	178	-	919	-	1,000	0.00%
18	506030	Premium For PL/PD Insurance	4,143	-	2,098	3,597	3,849	7.00%
18	509010	Dues, Memberships, Subscriptions	25	110	-	-		0.00%
18	509020	Travel & Meeting Expense	7,982	8,000	2,586	8,000	8,000	0.00%
18	509022	Conference Registration	4,305	4,300	2,900	4,300	5,000	16.28%
18	509024	Training / Seminars	528	3,000	1,320	1,500	1,500	0.00%
18	509080	Promotional Items	50	-	100	-	100	0.00%
18	509990	Other Miscellaneous Expenses	106	150	562	150	150	0.00%
18	509992	Employee Recruitment	2,701	1,500	936	1,500	500	-66.67%
18	509993	Employee Incentive	714	2,500	242	1,000	500	-50.00%
18	512120	Equipment Lease	5,172	5,000	3,359	5,000	5,000	0.00%
18	512121	Building Lease	5,400	-	-	-	-	0.00%
		<b>Total - Operations</b>	<b>1,581,934</b>	<b>1,553,422</b>	<b>1,194,187</b>	<b>1,692,103</b>	<b>1,893,196</b>	<b>11.88%</b>

ADMINISTRATION			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
20	501020	Other Salaries and Wages	414,232	448,600	311,571	480,188	443,185	-7.71%
20	502010	Employer's FICA Expense	34,906	31,531	26,868	36,510	31,994	-12.37%
20	502020	401aPension Plan	(9,030)	25,428	17,589	28,660	25,802	-9.97%
20	502030	Medical Insurance	128,907	133,103	94,833	131,535	119,953	-8.81%
20	502040	Dental /Vision Insurance	10,053	10,710	8,937	12,558	11,161	-11.12%
20	502050	Life Insurance Plans	200	227	156	195	173	-11.28%
20	502060	Group Disability Insurance	5,889	5,727	4,767	6,681	6,345	-5.03%
20	502070	Unemployment Insurance	(7,371)	-	-	-	20,000	0.00%
20	502080	Worker's Comp Insurance	1,539	1,878	1,054	2,321	1,649	-28.95%
20	502090	General Leave	49,139	44,388	43,217	65,505	56,412	-13.88%
20	502100	Holiday Pay	22,303	15,577	14,943	27,509	16,437	-40.25%
20	502120	Other Paid Absence	1,748	500	1,085	500	500	0.00%
20	502140	Other Benefits	(2,307)	7,800	180	10,000	5,427	-45.73%
20	503020	Advertising	1,743	1,000	120	1,000	1,000	0.00%
20	503030	Professional and Technical Services	3,188	50,000	415	30,000	20,000	-33.33%
20	503035	Audit Services	15,400	20,000	-	25,000	20,000	-20.00%
20	503051	Repair/Maintenance - Other	-	500	-	-	-	0.00%
20	503990	Other Services	4,042	5,000	2,285	5,000	5,000	0.00%
20	503993	Election Expense	(1,055)	-	-	-	-	0.00%
20	504200	Office Supplies	7,890	8,000	5,078	8,000	8,000	0.00%
20	504240	Cleaning/Sanitation Supplies	4,967	5,000	2,935	5,000	5,000	0.00%
20	504260	Misc Operating Supplies	43	-	-	-	-	0.00%
20	504290	Forms	19,950	5,000	537	10,000	5,000	-50.00%
20	504300	Small Computer Equipment	-	1,000	-	1,000	-	-100.00%
20	504310	Sm Tools/Equip/Furn-Mtce	-	1,000	-	1,000	-	-100.00%
20	504330	Safety Supplies	95	-	-	-	-	0.00%
20	504340	Sm Tools/Equip/Furn-Other	499	1,000	503	1,000	2,000	100.00%
20	504350	Ergonomic Equipment & Furniture	4,706	2,000	2,975	2,000	2,000	0.00%
20	504400	Non Revenue Vehicle Parts/Supplies	74	-	-	-	-	0.00%
20	504990	Other Materials & Supplies	120	-	-	-	-	0.00%
20	504991	Postage	1,972	2,000	29	2,000	2,000	0.00%
20	504992	Shipping	-	-	9	-	100	0.00%
20	505022	Telephone Service	22,150	25,000	13,400	25,000	25,000	0.00%
20	505025	Utilities	47,632	50,000	29,362	50,000	50,000	0.00%
20	506030	Premium For PL/PD Insurance	32,724	33,084	23,673	40,582	43,423	7.00%
20	507020	State & Sales Tax	2,667	2,500	1,835	2,500	2,500	0.00%
20	507990	Property Assessment	2,223	5,000	1,994	5,000	2,500	-50.00%
20	509010	Dues, Memberships, Subscriptions	28,362	12,000	1,520	15,000	3,000	-80.00%
20	509020	Travel & Meeting Expense	7,786	10,000	5,505	10,000	8,000	-20.00%
20	509021	Misc Travel Expense	98	-	6	-	-	0.00%
20	509022	Conference Registration	1,199	1,500	1,920	1,500	3,000	100.00%
20	509023	Board/CAC Meeting Expense	92	200	3	200	100	-50.00%
20	509024	Training / Seminars	4,349	5,000	1,554	5,000	5,000	0.00%
20	509990	Other Miscellaneous Expenses	2,124	500	30	500	100	-80.00%
20	509991	Books & Periodicals	157	1,000	176	500	250	-50.00%
20	509992	Employee Recruitment	666	500	593	500	1,000	100.00%
20	509993	Employee Incentive	2,497	2,000	135	2,000	500	-75.00%
20	512120	Equipment Lease	6,626	8,000	4,671	8,000	6,000	-25.00%
20	512121	Building Lease	702	1,000	410	1,000	800	-20.00%
		<b>Total - Administration</b>	<b>875,896</b>	<b>984,253</b>	<b>626,872</b>	<b>1,060,444</b>	<b>960,311</b>	<b>-9.44%</b>

EXECUTIVE DIRECTOR			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
25	501020	Other Salaries and Wages	212,224	216,663	167,382	280,104	313,584	11.95%
25	502010	Employer's FICA Expense	18,744	15,795	14,134	20,531	22,653	10.34%
25	502020	401a Pension Plan	12,897	12,738	9,483	16,116	18,269	13.36%
25	502030	Medical Insurance	56,764	56,662	42,337	60,979	61,228	0.41%
25	502040	Dental /Vision Insurance	4,209	4,017	3,227	4,931	5,581	13.18%
25	502050	Life Insurance Plans	79	88	57	78	86	10.26%
25	502060	Group Disability Insurance	2,839	2,614	2,160	3,431	4,179	21.80%
25	502080	Worker's Comp Insurance	597	684	455	906	825	-8.94%
25	502090	General Leave	32,879	30,217	17,583	34,675	40,276	16.15%
25	502100	Holiday Pay	12,158	7,881	6,092	13,470	11,520	-14.48%
25	502120	Other Paid Absence	258	-	-	500	712	42.40%
25	503020	Advertising	2,014	10,000	3,945	10,000	10,000	0.00%
25	503030	Professional and Technical Services	3,777	100,000	10,033	93,250	100,000	7.24%
25	503031	Labor Law Service	15,054	25,000	12,780	20,000	15,000	-25.00%
25	503032	Legal Services	13,516	10,000	21,893	12,000	40,000	233.33%
25	503036	Consulting Services	-	1,500	-	-	-	0.00%
25	503051	Repair/Maintenance - Other	-	250	-	250	250	0.00%
25	503990	Other Services	528	1,000	-	1,000	500	-50.00%
25	503994	CDL Testing/DMV Checks	-	800	-	2,500	-	-100.00%
25	503995	Vaccination Services	-	2,000	-	2,000	500	-75.00%
25	504200	Office Supplies	183	500	548	500	750	50.00%
25	504240	Cleaning/Sanitation Supplies	-	50	-	50	50	0.00%
25	504250	Safety Training Material & Supply	807	3,500	598	5,000	5,000	0.00%
25	504260	Misc Operating Supplies	27	-	-	50	50	0.00%
25	504300	Small Computer Equipment	32	1,000	-	1,000	1,000	0.00%
25	504310	Sm Tools/Equip/Furn-Mtce	8	500	-	500	500	0.00%
25	504330	Safety Supplies	5,100	2,500	1,270	1,500	1,500	0.00%
25	504340	Sm Tools/Equip/Furn-Other	-	500	1,103	1,000	1,000	0.00%
25	504350	Ergonomic Equipment & Furniture	-	1,000	2,868	1,200	1,200	0.00%
25	504400	Non Revenue Vehicle Parts/Supplies	-	50	-	-	250	0.00%
25	504990	Other Materials & Supplies	-	250	-	250	250	0.00%
25	504991	Postage	47	50	-	50	50	0.00%
25	505023	Cellular Phone	669	1,500	276	800	800	0.00%
25	509010	Dues, Memberships, Subscriptions	21,151	30,000	20,387	25,000	25,000	0.00%
25	509020	Travel & Meeting Expense	3,778	2,500	2,989	5,000	5,000	0.00%
25	509021	Misc Travel Expense	-	-	16	-	200	0.00%
25	509022	Conference Registration	460	2,500	1,000	2,500	2,000	-20.00%
25	509023	Board/CAC Meeting Expense	205	500	-	500	500	0.00%
25	509024	Training / Seminars	-	1,500	140	3,000	1,000	-66.67%
25	509080	Promotional Items	(923)	2,500	887	3,800	2,000	-47.37%
25	509990	Other Miscellaneous Expenses	122	500	163	900	250	-72.22%
25	509991	Books & Periodicals	(0)	300	139	300	300	0.00%
25	509992	Employee Recruitment	582	500	306	800	-	-100.00%
25	509993	Employee Incentive	1,958	2,000	1,102	2,500	2,500	0.00%
25	512121	Building Lease	9,349	12,000	13,433	18,000	18,000	0.00%
		<b>Total - Executive Director</b>	<b>432,094</b>	<b>564,109</b>	<b>358,790</b>	<b>650,921</b>	<b>714,313</b>	<b>9.74%</b>



HUMAN RESOURCES			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase / Decrease (%)
26	501020	Other Salaries and Wages					136,108	0.00%
26	502010	Employer's FICA Expense					9,765	0.00%
26	502020	401a Pension Plan					7,875	0.00%
26	502030	Medical Insurance					31,207	0.00%
26	502040	Dental /Vision Insurance					2,791	0.00%
26	502050	Life Insurance Plans					43	0.00%
26	502060	Group Disability Insurance					1,897	0.00%
26	502080	Worker's Comp Insurance					412	0.00%
26	502090	General Leave					16,372	0.00%
26	502100	Holiday Pay					5,015	0.00%
26	502120	Other Paid Absence					607	0.00%
26	503030	Professional and Technical Services					6,500	0.00%
26	503990	Other Services					100	0.00%
26	504200	Office Supplies					500	0.00%
26	504350	Ergonomic Equipment & Furniture					500	0.00%
26	504370	Equipment Repair Supplies					-	0.00%
26	504990	Other Materials & Supplies					-	0.00%
26	504991	Postage					200	0.00%
26	504992	Shipping					-	0.00%
26	509010	Dues, Memberships, Subscriptions					13,750	0.00%
26	509020	Travel & Meeting Expense					9,100	0.00%
26	509022	Conference Registration					3,500	0.00%
26	509024	Training / Seminars					2,000	0.00%
26	509990	Other Miscellaneous Expenses					200	0.00%
26	509991	Books & Periodicals					100	0.00%
26	509993	Employee Incentive					4,800	0.00%
		<b>Total - HR</b>	-	-	-	-	<b>253,342</b>	<b>0.00%</b>

INFORMATION TECHNOLOGY			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
30	501020	Other Salaries and Wages	116,768	112,640	80,726	127,161	127,568	0.32%
30	502010	Employer's FICA Expense	9,992	7,705	7,015	9,212	8,869	-3.72%
30	502020	401a Pension Plan	6,780	6,214	4,754	7,206	7,152	-0.75%
30	502030	Medical Insurance	41,454	37,558	28,771	38,842	42,116	8.43%
30	502040	Dental /Vision Insurance	2,806	2,678	1,986	2,791	2,791	0.00%
30	502050	Life Insurance Plans	53	43	35	43	43	0.00%
30	502060	Group Disability Insurance	1,687	1,449	1,165	1,698	1,749	3.00%
30	502080	Worker's Comp Insurance	410	456	276	529	460	-13.04%
30	502090	General Leave	11,847	9,560	10,680	12,318	12,716	3.23%
30	502100	Holiday Pay	6,391	4,076	3,667	6,654	4,757	-28.51%
30	502120	Other Paid Absence					607	0.00%
30	503030	Professional and Technical Services	5,710	6,000	4,166	42,000	42,000	0.00%
30	503037	Computer Prog/Network	166	500	-	500	500	0.00%
30	503051	Repair/Maintenance - Other	3,394	3,000	146	4,000	6,000	50.00%
30	503990	Other Services	-	-	3	-	-	0.00%
30	503992	Internet Fee	1,487	4,080	-	8,000	7,320	-8.50%
30	504200	Office Supplies	293	1,000	219	100	350	250.00%
30	504210	Software	213,164	244,000	169,639	215,605	227,633	5.58%
30	504300	Small Computer Equipment	48,251	50,000	43,246	50,000	20,000	-60.00%
30	504310	Sm Tools/Equip/Furn-Mtce	376	500	2,537	3,000	-	-100.00%
30	504340	Sm Tools/Equip/Furn-Other	239	1,000	2,601	500	8,750	1650.00%
30	504350	Ergonomic Equipment & Furniture	1,795	-	-	-	-	0.00%
30	504370	Equipment Repair Supplies	-	-	41	-	-	0.00%
30	504990	Other Materials & Supplies	33	-	114	-	-	0.00%
30	504991	Postage	196	500	-	250	350	40.00%
30	504992	Shipping	272	-	321	-	-	0.00%
30	505023	Cellular Phone	810	1,159	417	1,000	1,000	0.00%
30	505026	Fiber Optics	9,483	15,200	6,722	16,000	31,016	93.85%
30	509010	Dues, Memberships, Subscriptions	-	500	48	100	100	0.00%
30	509020	Travel & Meeting Expense	487	2,100	-	1,000	500	-50.00%
30	509022	Conference Registration	-	1,000	200	1,000	500	-50.00%
30	509024	Training / Seminars	570	1,000	875	1,000	1,000	0.00%
30	509990	Other Miscellaneous Expenses	-	1,000	-	100	100	0.00%
30	509991	Books & Periodicals	-	500	-	100	100	0.00%
<b>Total - IT</b>			<b>484,914</b>	<b>515,418</b>	<b>370,370</b>	<b>550,709</b>	<b>556,047</b>	<b>0.97%</b>

VEHICLE/SERVICER MAINTENANCE			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
41	501020	Other Salaries and Wages	697,718	730,496	505,708	777,513	780,485	0.38%
41	502010	Employer's FICA Expense	63,717	51,332	44,697	58,383	55,827	-4.38%
41	502020	401a Pension Plan	41,371	41,397	29,088	45,046	45,022	-0.05%
41	502030	Medical Insurance	150,056	201,612	112,122	142,514	144,016	1.05%
41	502040	Dental /Vision Insurance	20,457	20,081	14,894	20,929	20,929	0.00%
41	502050	Life Insurance Plans	380	434	261	324	324	0.00%
41	502060	Group Disability Insurance	10,295	9,534	6,741	10,467	11,273	7.70%
41	502080	Worker's Comp Insurance	23,790	26,891	17,854	7,832	28,475	263.57%
41	502090	General Leave	83,802	71,791	54,857	85,625	92,118	7.58%
41	502100	Holiday Pay	42,884	25,656	29,448	29,906	27,833	-6.93%
41	502120	Other Paid Absence	3,279	-	746	5,000	2,000	-60.00%
41	502130	Uniform Allowance	1,203	2,000	1,406	2,000	2,000	0.00%
41	502140	Other Benefits	15,976	-	7,677	10,000	12,801	28.01%
41	502141	Tool Allowance	4,000	3,200	4,939	4,000	5,000	25.00%
41	502142	Boot Allowance	-	-	3,000	-	3,000	0.00%
41	503030	Professional and Technical Services	33	1,000	156	-	500	0.00%
41	503040	Temporary Help	15,399	-	2,698	10,000	5,000	-50.00%
41	503050	Contract Maintenance Services	3,071	15,000	480	10,000	-	0.00%
41	503051	Repair/Maintenance - Other	56,149	60,000	27,216	60,000	60,000	0.00%
41	503055	GFI services	-	-	-	-	5,500	0.00%
41	503062	Skagit Co Inmate Program	20,000	20,000	10,000	20,000	20,000	0.00%
41	503990	Other Services	2,253	2,000	1,701	1,000	2,000	100.00%
41	503991	Drug & Alcohol Testing	345	1,000	305	1,000	1,000	0.00%
41	503994	CDL Testing/DMV Checks	100	-	250	500	500	0.00%
41	504012	Gas	32	-	-	-	-	0.00%
41	504013	Ultra-Low Sulfur Fuel	4,797	14,605	3,138	5,475	9,762	78.30%
41	504014	Lubricants	29,302	28,000	16,552	28,000	28,000	0.00%
41	504015	Fuel Staff Vehicles	9,514	19,205	6,769	13,457	20,880	55.16%
41	504016	Propane	12	-	-	2,275	5,000	119.78%
41	504017	Fuel Equipment	44	-	67	-	-	0.00%
41	504020	Tires and Tubes	86,553	70,000	41,377	75,000	75,000	0.00%
41	504200	Office Supplies	2,522	1,000	159	1,000	1,000	0.00%
41	504230	Small Tools Replacement/Repair	4,271	5,000	2,335	5,000	5,000	0.00%
41	504240	Cleaning/Sanitation Supplies	3,384	15,000	2,685	5,000	5,000	0.00%
41	504270	Bus Stop/Poles & Signs	-	-	2,912	-	-	0.00%
41	504280	Fare Cards	-	-	6,597	-	20,000	0.00%
41	504310	Sm Tools/Equip/Furn-Mtce	14,535	12,000	20,595	23,000	15,000	-34.78%
41	504311	Small Tools & Equipment - Vehicle Servicers	-	-	2,135	3,000	4,000	33.33%
41	504375	GFI repair supplies	-	-	-	-	38,000	0.00%
41	504320	Safety Boot Allowance	3,000	3,800	-	3,000	-	-100.00%
41	504330	Safety Supplies	600	1,000	3,088	1,000	3,000	500.00%
41	504340	Sm Tools/Equip/Furn-Other	60	-	1,802	500	2,000	0.00%
41	504360	Building Repair Supplies	-	-	5	-	-	0.00%
41	504370	Equipment Repair Supplies	898	-	121	-	500	0.00%
41	504835	Vehicle Washing/Cleaning	5,127	1,000	-	10,500	10,500	0.00%
41	504390	Revenue Vehicle Parts/Supplies	407,109	300,000	264,839	300,000	400,000	33.33%
41	504400	Non Revenue Vehicle Parts/Supplies	27,494	25,000	5,913	20,000	20,000	0.00%
41	504405	Shop Supplies	-	-	17,934	20,000	20,000	0.00%
41	504410	Sales Tax/Inventory	-	5,000	-	-	-	0.00%
41	504420	Freight In/Inventory	-	2,000	-	-	-	0.00%
41	504990	Other Materials & Supplies	440	2,500	10	1,000	1,000	0.00%
41	504991	Postage	1,227	1,000	-	-	-	0.00%
41	504992	Shipping	-	-	259	1,000	1,000	0.00%
41	505023	Cellular Phone	3,065	3,600	1,363	3,600	3,600	0.00%
41	506030	Premium For PL/PD Insurance	15,894	16,037	12,293	21,074	22,549	7.00%
41	507040	Veh License/Registration Fee	116	-	-	-	-	0.00%
41	509020	Travel & Meeting Expense	5,075	7,500	7,504	7,500	8,000	6.67%
41	509022	Conference Registration	1,578	1,500	1,630	1,500	2,000	33.33%
41	509024	Training / Seminars	250	7,000	195	8,000	8,000	0.00%
41	509990	Other Miscellaneous Expenses	-	-	100	-	500	0.00%
41	509992	Employee Recruitment	477	2,000	175	2,000	2,000	0.00%
41	509993	Employee Incentive	-	-	250	-	500	0.00%
41	512120	Equipment Lease	2,660	-	2,152	-	-	0.00%
		<b>Total - Vehicle/Servicer Maintenance</b>	<b>1,886,314</b>	<b>1,827,171</b>	<b>1,301,197</b>	<b>1,863,920</b>	<b>2,057,394</b>	<b>10.38%</b>

FACILITIES			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
45	501020	Other Salaries and Wages	194,393	210,951	150,816	257,125	228,082	-11.30%
45	502010	Employer's FICA Expense	16,381	14,003	12,951	18,541	16,209	-12.58%
45	502020	401a Pension Plan	11,131	11,285	8,679	14,444	13,072	-9.50%
45	502030	Medical Insurance	78,280	75,794	63,389	78,354	84,952	8.42%
45	502040	Dental /Vision Insurance	5,969	6,053	4,965	6,976	6,976	0.00%
45	502050	Life Insurance Plans	112	129	88	108	108	0.00%
45	502060	Group Disability Insurance	2,832	3,916	2,702	4,657	3,361	-27.83%
45	502080	Worker's Comp Insurance	8,173	6,886	6,685	3,099	10,161	227.88%
45	502090	General Leave	17,755	11,167	14,516	24,016	26,140	8.84%
45	502100	Holiday Pay	11,707	6,962	10,903	12,042	8,208	-31.84%
45	502120	Other Paid Absence	385	1,000	427	1,000	1,000	0.00%
45	502130	Uniform Allowance	1,037	800	1,250	1,000	2,000	100.00%
45	502140	Other Benefits					1,267	0.00%
45	502142	Boot Allowance	-	-	1,000	-	1,000	0.00%
45	503030	Professional and Technical Services	4,028	-	-	5,000	5,000	0.00%
45	503050	Contract Maintenance Services	12,410	8,000	4,143	8,000	8,000	0.00%
45	503051	Repair/Maintenance - Other	5,559	15,000	764	15,000	15,000	0.00%
45	503060	Custodial Services	19,480	15,000	11,375	15,000	15,000	0.00%
45	503062	Inmate Program					6,000	0.00%
45	503070	Security Services	916	5,000	786	5,000	5,000	0.00%
45	503990	Other Services	1,630	1,500	390	1,500	1,500	0.00%
45	504014	Lubricants	47	-	-	100	100	0.00%
45	504017	Fuel Equipment	311	-	173	500	500	0.00%
45	504200	Office Supplies	85	-	80	100	100	0.00%
45	504230	Small Tools Replacement/Repair	-	1,000	-	1,000	1,000	0.00%
45	504240	Cleaning/Sanitation Supplies	8,529	6,000	3,912	6,000	6,000	0.00%
45	504260	Misc Operating Supplies	983	750	-	750	750	0.00%
45	504270	Bus Stop/Poles & Signs	754	6,000	8,200	6,000	16,000	166.67%
45	504300	Small Computer Equipment	-	-	59	-	-	0.00%
45	504310	Sm Tools/Equip/Furn-Mtce	16,238	4,000	15,077	18,500	18,500	0.00%
45	504320	Safety Boot Allowance	800	-	-	1,000	-	-100.00%
45	504330	Safety Supplies	1,360	500	1,565	500	1,000	100.00%
45	504340	Sm Tools/Equip/Furn-Other	622	1,750	2,599	1,750	1,750	0.00%
45	504360	Building Repair Supplies	1,633	27,500	4,899	27,500	27,500	0.00%
45	504370	Equipment Repair Supplies	7,836	17,000	2,598	17,000	17,000	0.00%
45	504400	Non Revenue Vehicle Parts/Supplies	-	-	49	-	-	0.00%
45	504405	Shop Supplies	-	-	8	-	500	0.00%
45	504510	Grounds Maintenance Supplies	149	10,000	553	10,000	10,000	0.00%
45	504990	Other Materials & Supplies	453	1,000	85	1,000	1,000	0.00%
45	505023	Cellular Phone	1,299	1,000	1,476	1,000	2,000	100.00%
45	509020	Travel & Meeting Expense	2,752	-	-	3,500	3,500	0.00%
45	509022	Conference Registration	75	-	-	200	200	0.00%
45	509024	Training / Seminars	250	-	65	2,500	6,000	140.00%
45	509991	Books & Periodicals	-	-	125	-	-	0.00%
45	509992	Employee Recruitment	519	-	-	-	-	0.00%
45	509993	Employee Incentive	-	-	150	-	-	0.00%
45	512040	Passenger Vehicles Lease	65	-	-	-	-	0.00%
45	512060	Equipment Rental	1,043	2,000	734	2,000	2,000	0.00%
45	512120	Equipment Lease	3,747	5,000	997	10,000	10,000	0.00%
45	512121	Building Lease	-	1,000	-	1,000	1,000	0.00%
		<b>Total - Facilities</b>	<b>441,724</b>	<b>477,946</b>	<b>339,232</b>	<b>582,762</b>	<b>584,436</b>	<b>0.29%</b>

SKAGIT STATION			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
50	503030	Professional and Technical Services	14,668	1,500	1,831	8,000	8,000	0.00%
50	503050	Contract Maintenance Services	8,760	13,700	5,059	13,700	13,700	0.00%
50	503051	Repair/Maintenance - Other	304	12,000	-	12,000	12,000	0.00%
50	503060	Custodial Services	24,145	25,000	13,635	25,000	25,000	0.00%
50	503070	Security Services	43,406	37,000	25,401	37,000	37,000	0.00%
50	503990	Other Services	-	1,000	-	-	-	0.00%
50	504200	Office Supplies	898	500	367	500	500	0.00%
50	504240	Cleaning/Sanitation Supplies	3,874	7,000	2,500	7,000	7,000	0.00%
50	504270	Bus Stop/Poles & Signs	-	2,000	906	2,000	2,000	0.00%
50	504300	Small Computer Equipment	380	-	-	-	-	0.00%
50	504310	Sm Tools/Equip/Furn-Mtce	450	500	-	-	-	0.00%
50	504330	Safety Supplies	220	-	-	500	500	0.00%
50	504340	Sm Tools/Equip/Furn-Other	1,677	3,500	322	3,500	3,500	0.00%
50	504350	Ergonomic Equipment & Furniture	-	-	649	-	-	0.00%
50	504360	Building Repair Supplies	15,443	20,000	3,177	20,000	15,000	-25.00%
50	504370	Equipment Repair Supplies	1,150	40,000	850	20,000	5,000	-75.00%
50	504510	Ground Maintenance & Supplies		7,500		3,750	3,750	0.00%
50	504990	Other Materials & Supplies	208	-	97	200	200	0.00%
50	505025	Utilities	35,940	35,000	19,425	35,000	25,000	-28.57%
50	507990	Property Assessment	3,875	6,000	3,702	6,000	5,000	-16.67%
50	509990	Other Miscellaneous Expenses	-	-	65	-	-	0.00%
50	512060	Equipment Rental	1,657	10,000	616	10,000	5,000	-50.00%
50	512120	Equipment Lease	-	-	1,773	3,000	3,000	0.00%
		<b>Total - Skagit Station</b>	<b>157,054</b>	<b>222,200</b>	<b>80,374</b>	<b>207,150</b>	<b>171,150</b>	<b>-17.38%</b>

MOA 2			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
51	503030	Professional and Technical Services	18,036	-	2,212	12,000	12,000	0.00%
51	503050	Contract Maintenance Services	325	-	-	1,000	1,000	0.00%
51	503051	Repair/Maintenance - Other	896	-	50	-	-	0.00%
51	503070	Security Services	882	-	1,572	1,500	1,500	0.00%
51	503990	Other Services	42	-	739	500	500	0.00%
51	504200	Office Supplies	-	-	29	-	-	0.00%
51	504340	Sm Tools/Equip/Furn-Other	-	-	1,802	-	2,000	0.00%
51	504360	Building Repair Supplies	-	-	288	-	500	0.00%
51	504990	Other Materials & Supplies	-	-	516	-	500	0.00%
51	505023	Cellular Phone	-	-	80	-	-	0.00%
51	505025	Utilities	5,660	-	7,942	16,000	20,000	25.00%
51	507990	Property Assessment	400	-	400	1,000	1,000	0.00%
51	509010	Dues, Memberships, Subscriptions	445	-	445	1,000	1,000	0.00%
		<b>Total - MOA 2</b>	<b>26,687</b>	<b>-</b>	<b>16,076</b>	<b>33,000</b>	<b>40,000</b>	<b>21.21%</b>

PARK & RIDE			2016		2017			
Dept	GL	Acct Description	Actual	Budget - Amended Budget	YTD	Budget - Amended Budget	2018 Budget Request	Increase /Decrease (%)
52	503050	Contract Maintenance Services	44,363	28,000	25,965	28,000	28,000	0.00%
52	503051	Repair/Maintenance - Other	19,862	6,000	3,689	6,000	6,000	0.00%
52	503070	Security Services	740	500	792	1,000	1,000	0.00%
52	503990	Other Services	2,166	8,000	1,291	1,000	1,000	0.00%
52	504240	Cleaning/Sanitation Supplies	449	1,500	526	1,500	1,500	0.00%
52	504260	Misc Operating Supplies	23	-	-	-	-	0.00%
52	504270	Bus Stop/Poles & Signs	317	500	-	500	500	0.00%
52	504310	Sm Tools/Equip/Furn-Mtce	-	5,000	764	-	-	#DIV/0!
52	504360	Building Repair Supplies	1,314	23,000	2,160	10,000	1,000	-90.00%
52	504370	Equipment Repair Supplies	-	1,500	329	1,500	1,500	0.00%
52	504510	Ground Maintenance Supplies		10,000	10,000	10,000	10,000	0.00%
52	505022	Telephone Service	807	500	542	800	800	0.00%
52	505025	Utilities	34,589	35,000	19,036	35,000	30,000	-14.29%
52	505026	Fiber Optics	(40)	-	-	-	-	0.00%
52	507990	Property Assessment	15,948	30,000	15,619	30,000	20,000	-33.33%
52	512060	Equipment Rental	5,665	7,500	4,588	7,500	7,500	0.00%
52	512120	Equipment Lease	-	1,400	4,764	5,000	5,000	0.00%
		<b>Total - Park &amp; Ride</b>	<b>126,203</b>	<b>158,400</b>	<b>90,065</b>	<b>137,800</b>	<b>113,800</b>	<b>-17.42%</b>

### **2018 Capital Budget**

Capital projects for 2018 are budgeted at \$6,738,608 including \$1,300,000 depreciation expense or 31.7% of the total budget. Capital expenditures are supported by approximately \$2,447,947 in grant revenues from the Washington State Department of Transportation and the Federal Transit Administration. Capital projects include purchase of 16 revenue vehicles, 12 Vanpool vans, Shop Equipment, Bus shelters and Design and Engineering of new Maintenance, Operations, and Administration (MOA).

<b>Capital Project/Item</b>	<b>Qty</b>	<b>Unit Price</b>	<b>2017 Carry Over Project</b>	<b>2018 Capital Project</b>
<b>Revenue Vehicle</b>				
40 ft. Gillig	1	494,700	\$ 494,700	
29 ft. Gillig	5	430,000		\$ 2,150,000
Paratransit	3	130,000		390,000
Paratransit	7	119,130	833,910	
scheduled engine/transmission re-power	3	37,922		113,766
unscheduled engine/transmission issue fund	1	37,922		37,922
		<b>Total</b>	<b>1,328,610</b>	<b>2,691,688</b>
<b>Vanpool</b>				
seven and fifteen passenger replacement van	10		295,000	
15 passenger replacement	2	36,000	72,000	
		<b>Total</b>	<b>367,000</b>	
<b>Garage/Shop Equipment</b>				
Radio upgrade	55	1,286		70,722
Wireless 4 post lift	1	42,948		42,948
Brake maintenance system	1	16,896		16,896
Z930M Industrial mower	1	10,000		10,000
		<b>Total</b>		<b>140,566</b>
<b>Route Improvements</b>				
Bus shelter, standard	2	6,000		12,000
Simme seats	2	850		1,700
		<b>Total</b>		<b>13,700</b>
<b>IT Budget</b>				
New Servers				<b>30,000</b>
<b>MOA II</b>				
Design and Engineer				867,045
		<b>Total</b>		<b>867,045</b>
<b>Total Capital Budget</b>			<b>\$1,695,610</b>	<b>\$3,742,998</b>



### *Reserve Account Balance*



The Skagit Transit Board of Directors established a reserve account by Resolution No. 50. In subsequent action, the Board separated the account into three distinct categories (Operating, Capital replacement, and Undesignated). The Capital Replacement reserve account was further broken down to Facilities, Expansion, and Capital Replacement accounts. Total Reserve Balance is estimated to be \$8.63 mil at the end of 2017. Skagit Transit has no long term debt in 2017. All reserve fund balances are at levels to meet the Board approved internal policy.

	2017 Cash Balance	2018 Cash Balance	Increase/Decrease (%)
Beginning Cash Balance	4,983,659	5,013,678	1%
Projected Revenues	17,651,286	17,456,312	-1%
Projected Expenses	15,816,267	15,954,684	1%
Cash Balance	6,818,678	6,515,305	-4%
Transfer to Capital Reserve	1,805,000	1,800,000	0%
Projected Ending Cash Balance	5,013,678	4,715,305	-6%