



Skagit Station
105 E Kincaid Street
Mount Vernon, WA 98273

**Skagit Transit
Board of Directors
Retreat Agenda**

Special Meeting
October 22nd, 2024
2:00 p.m.

1. CALL TO ORDER	
2. PLEDGE OF ALLEGIANCE	
3. ROLL CALL OF MEMBERS	
4. PUBLIC COMMENT	
5. 2025 BUDGET REVIEW.....	Page 3
6. 2025 GRANTS.....	Page 30
7. ADJOURNMENT	

Skagit Transit Board of Directors Officers

Mayor Matt Miller Chair Commissioner Peter Browning.. Vice Chair

Skagit Transit Board of Directors Membership and Votes

Mayor of Anacortes	1
Mayor of Burlington	1
Mayor of Mount Vernon	1
Mayor of Sedro-Woolley	1
Skagit County Commissioner District 1 ..	1
Skagit County Commissioner District 2 ..	1
Skagit County Commissioner District 3 ..	1
Mount Vernon Councilperson	1
Burlington Councilperson	1

Non-Voting Members

Community Advisory Committee Chair
Skagit Transit Labor Union Representative

Quorum Requirement

A quorum consists of a simple majority (5) of the total votes (9).

Title VI Notice to the Public: Skagit Transit fully complies with Title VI of the federal Civil Rights Act of 1964 and related statutes, and does not discriminate on the basis of race, color or national origin. For more information, or to obtain a Title VI Complaint Form, visit Skagit Transit's website at <https://www.skagittransit.org/about-us/civil-rights-discrimination/>

Aviso resumido del Título VI al público: Skagit Transit cumple plenamente con el Título VI de la Ley federal de derechos civiles de 1964 y los estatutos relacionados, y no discrimina por motivos de raza, color u origen nacional. Para mayor información, o para obtener un Formulario de queja del Título VI, visite el sitio web del Skagit Transit en <https://www.skagittransit.org/about-us/civil-rights-discrimination/>

ADA Notice to the Public: Skagit Transit fully complies with Section 504 of the Rehabilitation act of 1973 and the Americans with Disabilities Act of 1990 (ADA) and does not discriminate on the basis of disability. For more information, or to file a grievance contact the ADA Coordinator, Jennifer Davidson at 360-757-5178 or jdavidson@skagittransit.org.

Aviso de la ADA para el público: Skagit Transit cumple plenamente con la Sección 504 de la Ley de Rehabilitación de 1973 y la Ley de Americanos con Discapacidades de 1990 (ADA) y no discrimina por motivos de discapacidad. Para obtener más información, o para presentar una queja, póngase en contacto con el Coordinador de la ADA, Jennifer Davidson en 360-757-5178 o jdavidson@skagittransit.org.



FY 2025 Preliminary Budget

Questions or Comments regarding this draft budget please contact:

Crystle Stidham
Chief Executive Officer
Skagit Transit cstidham@skagittransit.org
Phone – 360.757.9155

Income From Operations			
	2023 Budget	2024 Budget	2025 Budget
Revenues			
Operating Revenues			
Operational Income	18,949,325	17,448,500	18,284,265
Operating Grants	7,940,392	7,736,463	7,385,591
Total Operating Revenues	26,889,717	25,184,963	25,669,856
Operating Expenditures	22,609,701	24,788,409	25,668,030
Total Surplus/(deficit) from Operations	4,280,016	396,554	1,825.58

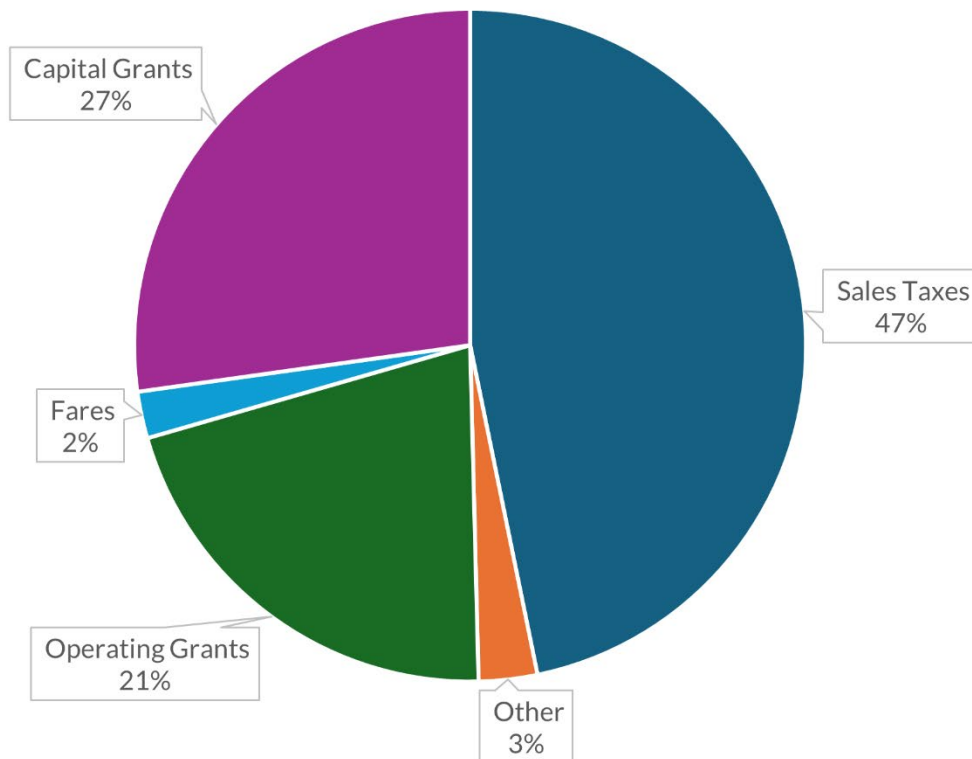
Capital Projects Summary			
	2023 Budget	2024 Budget	2025 Budget
Capital Grant Revenues	1,332,217	7,470,698	9,596,866
Capital Expenditures	3,262,285	10,860,409	38,046,082
Total Deficit from Capital Projects	(1,930,068)	(3,389,711)	(28,449,216)
Prior Year Surplus\ (Deficit)		2,349,948	(643,209)
Total Surplus\ (Deficit)	2,349,948	(643,209)	(29,090,600)

2025 Budget Highlights – Revenue Projections

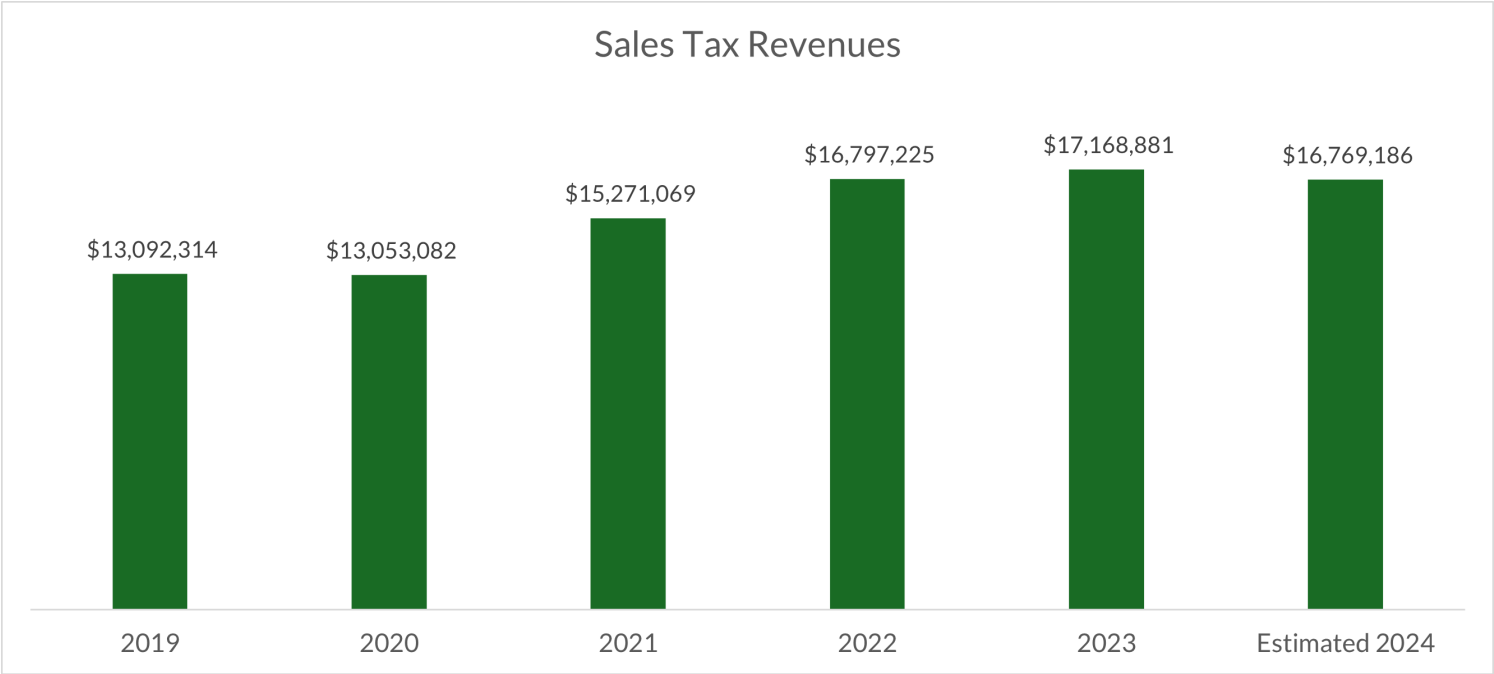
All Revenues – Operating and Capital

Categories	2024		2025	Budget Change
	Budget	Estimated Year End Actuals	Budget	2025 vs. 2024 (%)
Sales Taxes	15,750,000	16,769,186	16,500,000	5%
Operating Grants	7,736,463	7,736,463	7,385,591	-5%
Capital Grants	7,470,698	5,113,392	9,596,866	28%
Fares	718,000	756,300	791,765	10%
Other	980,500	1,302,283	992,500	1%
Total Revenues	32,655,661	31,677,624	35,266,721	8%

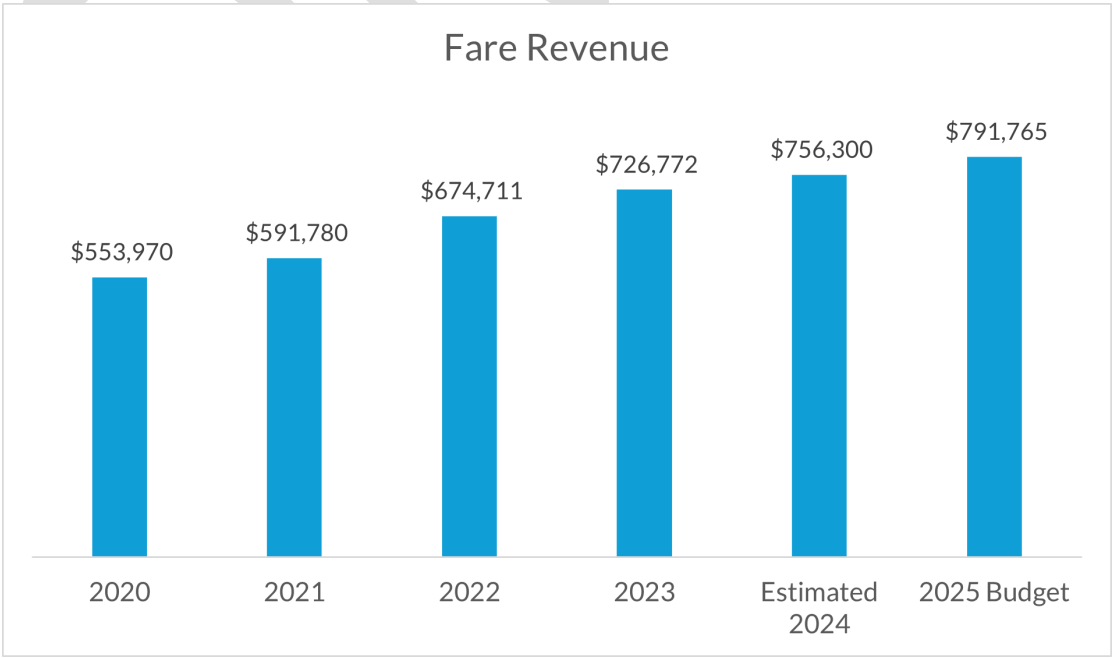
All Revenues - Operating and Capital - 2025 Budget



Sales Taxes - Skagit Transit receives 4/10 of 1% of sales tax collections in the Public Transportation Benefit Area (PTBA) and is the main source of our operating revenues. The data presented for 2024 represent actual collections received through September of 2024 plus a conservative estimate of what we expect to receive for the remainder of the year.

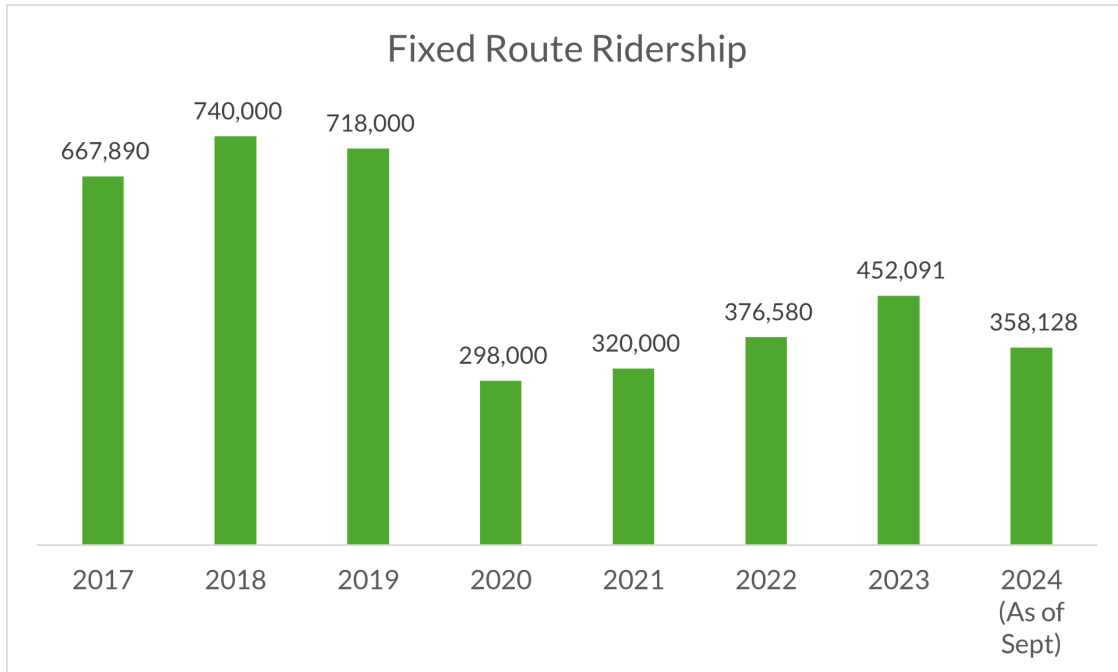


Fares - Fare revenues come from Fixed Route/Paratransit passenger payments, and Rideshare rider fees. Revenues from fares represent less than 2.2% of total operating revenues. In 2019, the Board approved a Fare increase effective Jan 1, 2020. In 2019 the Board also approved charging a \$2 Fare for each Paratransit Ride. Paratransit Rides were free prior to 2020.

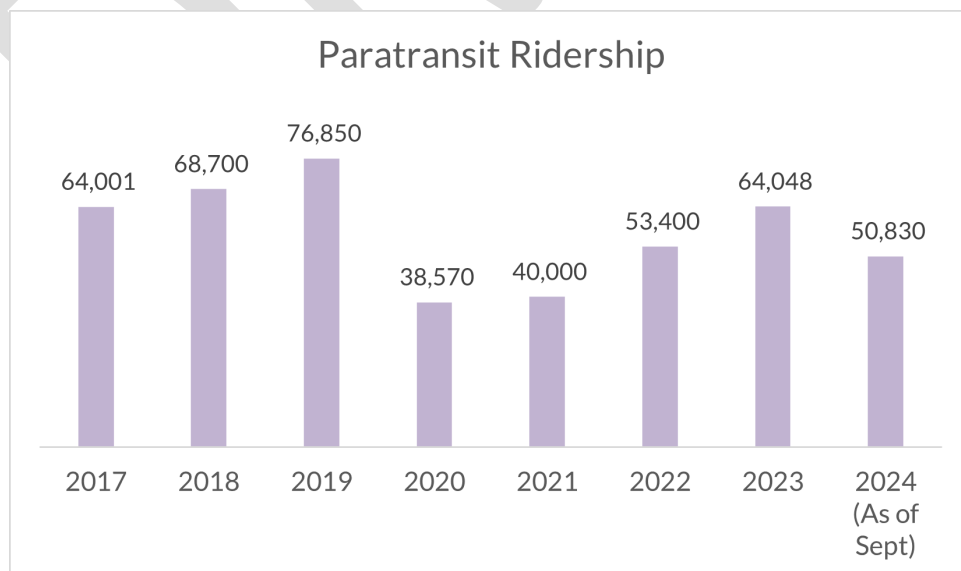


Transportation Mode Summaries

Fixed Route Service: Skagit Transit's fixed route service includes both local and commuter bus service. Through most of the pandemic, monthly ridership was around 30,000 rides per month. In 2023, average monthly ridership increased 25.6% and we are on track to increase an additional 5.6% over 2023.

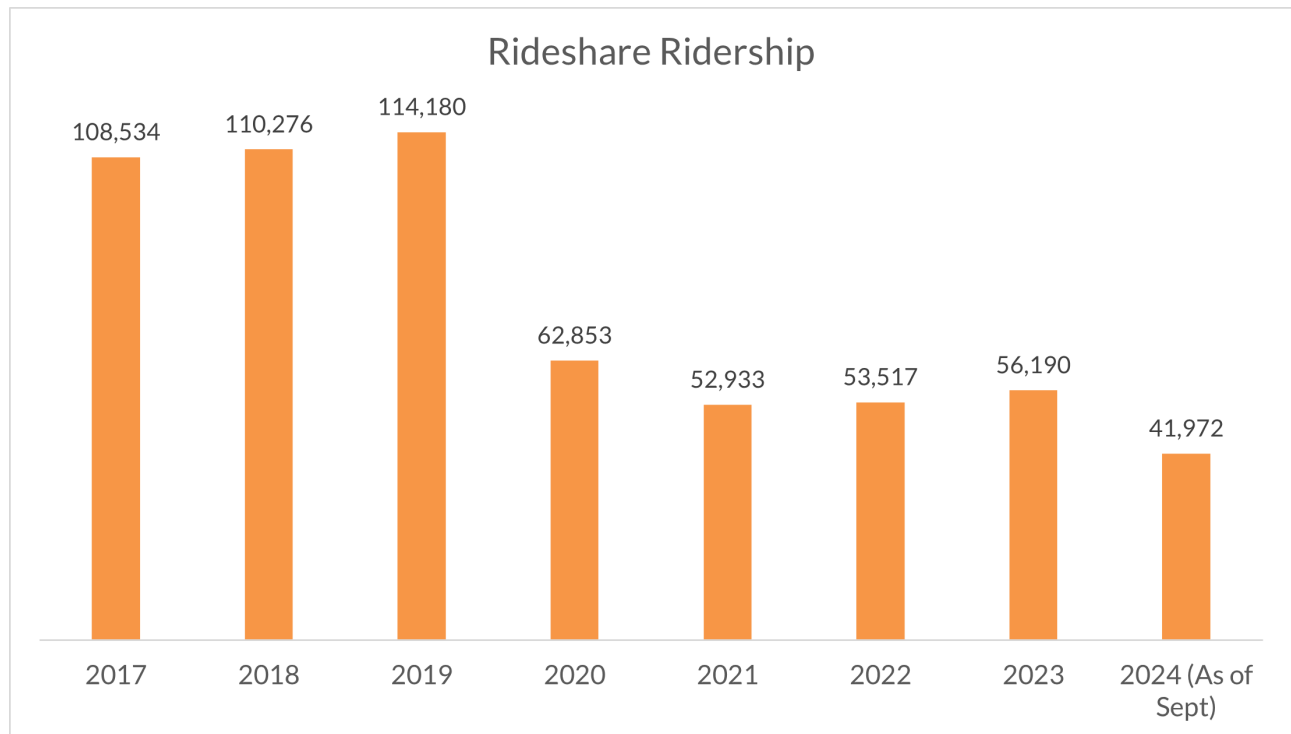


Paratransit: Skagit Transit directly operates the complimentary ADA paratransit service for our service area. Through most of the pandemic, monthly ridership was around 4,000 rides per month. In 2023, average monthly ridership increased 33.4% and we are on track to increase an additional 5.8% over 2023.



Rideshare Service: Skagit Transit's Rideshare service provides a shared ride to work for commuters. The COVID era greatly reduced ridership and the ability to work remotely continues to be a barrier for growth. As a result, Skagit Transit reduced its Rideshare van fleet from 56 to 36 vehicles in 2021. Following the pandemic, there has been an increase in interest in Rideshare and we are beginning to rebuild our fleet.

September ridership is low due to the strike at Boeing and incomplete reporting.



FY 2025 Grants

Skagit Transit takes advantage of available Grant funds to purchase capital assets and to supplement its operations. Operating Grant funds represent 21% of Operating Revenues while Capital Grants pays for 80% of intended Capital Purchases aside from MOA 2 for the 2025 Budget. Most of our Grant funding comes from the Federal Transit Administration and the Washington State Department of Transportation.

<u>State Grants</u>	
Operating	
State Special Needs - Operating Assistance	\$ 2,296,801
Community Engagement Coordinator - \$19,482	
R615 - \$242,492	
R717 - \$303,023	
Total State Operating	\$ 2,296,801
TOTAL STATE GRANTS	\$ 2,296,801
<u>Federal Grants</u>	
Operating	
Section 5307 Annual Operating Funds - Operations Assistance	\$ 4,265,347
State Rural Mobility - NW Regional Transportation Study	\$ 140,000
FTA Section 5311 - Increase Frequency West Sk. County Rt. 615	\$ 242,492
FTA Section 5311 - Increase Frequency East Sk. County Rt. 717	\$ 303,023
FY2022 FTA AoPP Program - Microtransit Study	\$ 60,000
FTA Section 5310 - Mobility Management - Community Engagement Coordinator	\$ 77,928
Total Federal Operating	\$ 5,088,790
Capital	
FY23 5339(b) MOA2 Construction Phase 3	\$ 5,000,000
Federal Section FY24 5307 & 5339 Capital MOA Design Phases 2 and 3	\$ 391,412
FWHA Flexed to FTA 5307 SCOG Award -Shelter Purchase	\$ 304,300
FY 2022 Flexed 5307 Bus Shelter Purchase	\$ 68,062
2022 WSDOT Pass Through FTA Section 5339 - Maintenance Equipment	\$ 37,000
FWHA Flexed to FTA 5339 - Replacement Staff Vehicles	\$ 291,200
FWHA Flexed to FTA 5339 - Expansion Staff Vehicles	\$ 60,000
Other Grants As Awarded	\$ 3,444,892
Total Federal Capital	\$ 9,596,866
TOTAL FEDERAL GRANTS	\$ 14,685,656
TOTAL GRANTS	\$ 16,982,457

MOA 2 will either be funded via grant or TIFIA loan.

2025 Budget Highlights – Operating Expense

Fiscal year 2024 actual operating expenditures are projected to be approximately \$800,000 under the 2024 Budget. We will draft and present a budget amendment in December of 2024 if necessary. The fiscal year 2025 budget is 3.5% higher than the 2024 budget due to the reasons summarized in the narratives below.

Operating Expenses by Expense Category

Salaries & Benefits – The increase in budgeted salaries and benefits compared to 2024 is due to a 4.25% COLA increase, an increase in medical premiums, and budgeted overtime. This percent would have been even greater, however, we had a reduction in workforce in 2024.

Services – The decrease is due to the elimination of 24-hour security services needed for the Construction of the new Maintenance Operations and Administration Facility (MOA2), and contracted positions.

Casualty and Liability – Skagit Transit is a member of the Washington State Transit Insurance Pool (WSTIP). WSTIP is a 25-member self-insurance program located in Olympia, Washington. WSTIP provides Skagit Transit's auto, general, and public officials' liability coverages, auto physical damage coverage, employee infidelity/crime coverage, and cyber liability coverage.

	2024		2025	Change
	Budget	EOY Estimate	Budget Request	YOY % Change
Salaries and Wages	10,609,142	10,281,718	11,146,258	5.06%
Overtime	524,160	736,980	616,160	17.55%
Benefits	7,740,349	7,917,880	7,899,312	2.05%
Services	1,531,007	1,086,653	1,304,950	-14.77%
Supplies and Materials	3,431,701	3,067,298	3,533,450	2.96%
Utilities	251,000	273,892	305,500	21.71%
Casualty & Liability	579,735	513,556	732,000	26.26%
Assessments	22,000	21,912	25,500	15.91%
Leases & Rentals	66,806	49,544	68,800	2.98%
Misc.	32,509	30,550	36,100	11.05%
Total	24,788,409	23,979,982	25,668,030	3.55%

Wages and Salaries represents 85% of the net increase to the overall operating budget.

Staffing Summary – the following shows the budgeted FTE's by Department and compares to last year's budget. There will be five less FTEs in 2025.

Department	2024 Budget	2025 Budget	Change
Fixed Route/Paratransit Drivers	86	86	0
Vanpool	1	1	0
Operations	20	20	0
Administration	8	7	-1
Executive	6	6	0
Human Resources	2	2	0
Information Technology	3	0	-3
Safety and Training	3	3	0
Security	3	3	0
Maintenance	19	19	0
Facilities	9	8	-1
Total	160	155	-5

Expenses by Department

Department	2024 Amended Budget	2025 Proposed Budget	Change 2025 vs 2024 Budget
Fixed Route	8,351,640	9,504,607	13.81%
Paratransit	2,398,129	2,541,138	5.96%
Vanpool	437,105	239,734	-45.15%
Operations	2,606,660	2,641,897	1.35%
Administration	1,927,269	1,838,486	-4.61%
Executive	1,228,561	1,303,478	6.10%
Human Resources	518,099	532,628	2.80%
Information Technology	1,217,280	923,200	-24.16%
Safety and Security	1,153,726	1,051,288	-8.88%
Maintenance	3,258,410	3,564,213	9.39%
Facilities	1,402,929	1,176,311	-16.15%
Skagit Station	114,800	127,050	10.67%
MOA2	67,100	91,050	35.69%
Park and Rides	106,700	132,950	24.60%
Capital*	10,860,409	38,046,082	250.32%
Total	35,648,818	63,714,112	

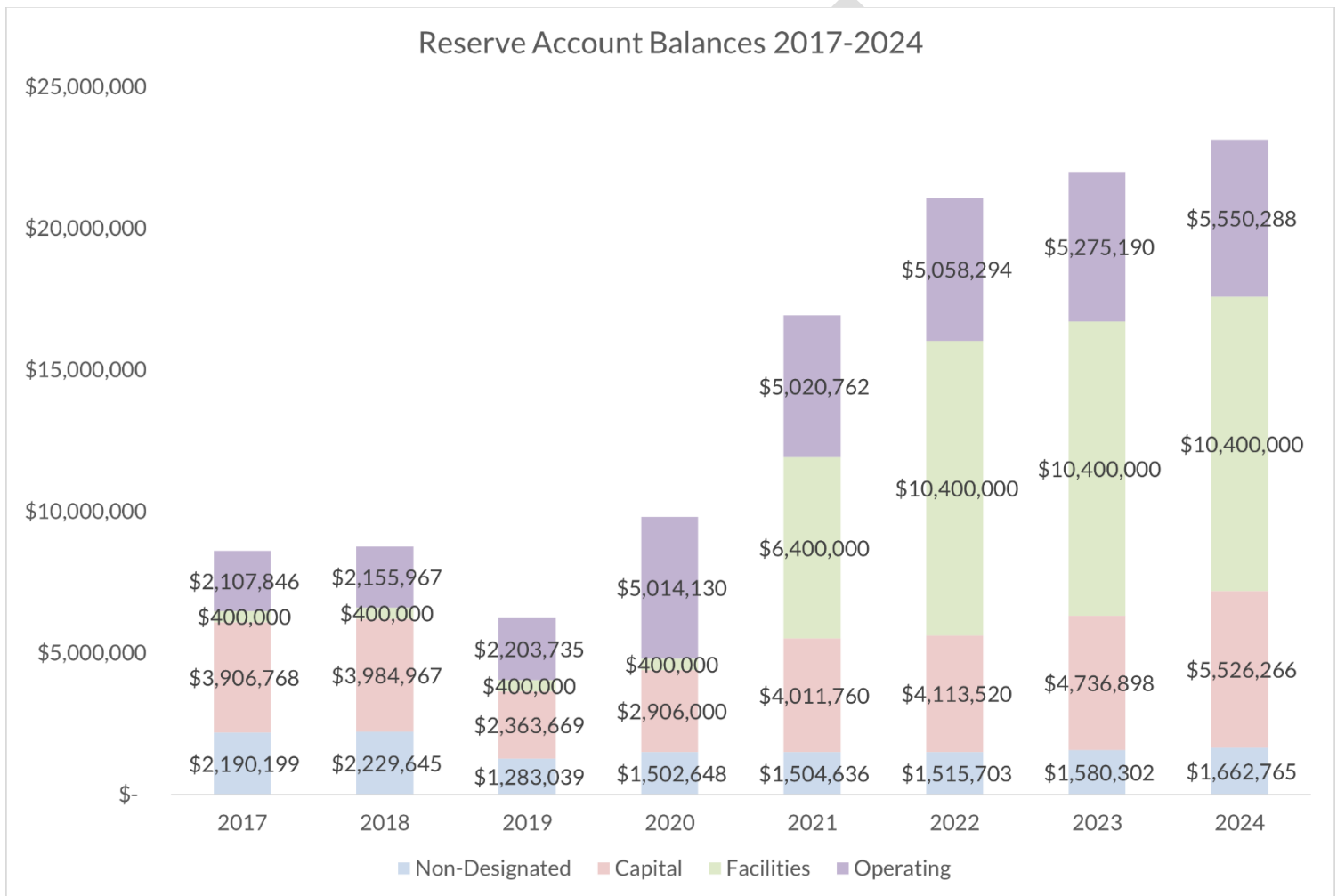
2025 Capital Budget

The following table lists all capital expenses budgeted for fiscal year 2025. Skagit Transit relies on Federal and State Grants to supplement its capital purchases. The 2025 Capital Budget will be funded by approximately \$4.6 Million in Grant Funds from the FTA and WSDOT.

2025 Capital Budget			
	Unit Price	Qty	Total
Revenue Vehicle			
Paratransit Electric Coach Expansion	\$350,000	1	\$350,000.00
Paratransit Electric	\$350,000	2	\$700,000.00
Paratransit Propane	\$250,000	3	\$750,000.00
Capital Engine Replacement	\$62,000	2	\$124,000.00
	Total		\$1,924,000.00
Staff Vehicle			
Vehicle Replacement - Operations	\$53,000.00	1	\$53,000.00
Vehicle Replacement - Security	\$53,000.00	2	\$106,000.00
Vehicle Replacement - Facilities	\$127,000.00	1	\$127,000.00
Vehicle Replacement - Executive	\$78,000.00	1	\$78,000.00
Vehicle Expansion - Facilities	\$75,000.00	1	\$75,000.00
	Total		\$439,000.00
Garage/Shop Equipment			
Paratransit Electric Chargers	\$37,694.00	3	\$113,082.00
	Total		\$113,082.00
Route Improvements			
ADA Transition	\$150,000.00	1	\$150,000.00
			\$0.00
			\$0.00
	Total		\$150,000.00
Skagit Station/Park&Ride			
Chuck-a-nut Re-Seal Parking Lot	\$100,000.00	1	\$100,000.00
SMV Re-Seal Parking Lot	\$80,000.00	1	\$80,000.00
SS Re-Seal Parking Lot	\$40,000.00	1	\$40,000.00
Inductive Charging	\$1,400,000.00	2	\$2,800,000.00
Secuirty Doors	\$20,000.00	5	\$100,000.00
	Total		\$3,120,000.00
MOA II			
Phases 2 & 3 Construction	31,000,000.00	1	31,000,000.00
Architect - Design Support for Construction	800,000.00	1	800,000.00
Architect - Finish Design 100%	500,000.00	1	500,000.00
	Total		32,300,000.00
Total Capital Budget			\$38,046,082.00

Reserve Account Balances

The Skagit Transit Board of Directors established a reserve account by Resolution #50. In subsequent actions, the Board separated the account into four distinct categories namely Operating, Capital Replacement, Facilities, and Non-Designated. Skagit Transit reserves are invested with the Skagit County Investment Pool (SKIP). Skagit Transit's operating reserve doubled in 2020. The increase in the Reserve levels in 2020 through 2022 was primarily due to federal stimulus funds received from the Federal Government. Interest rates are back to historical averages resulting in increased interest income for 2024.



Fixed Route (10)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Operators' Salaries and Wages	501010	4,010,481	4,086,079	4,403,436
Operators' Overtime	501015	370,000	602,979	500,000
Employer's FICA Expense	502010	356,669	429,176	430,963
PERS Pension Plan	502025	436,395	545,486	521,044
Medical Insurance	502030	962,756	995,121	1,096,175
Dental/Vision Insurance	502040	100,634	107,426	103,157
Life Insurance Plans	502050	4,047	6,571	4,158
Group Disability Insurance	502060	51,875	52,304	56,650
Unemployment Comp Insurance	502070	10,000	30,272	10,000
Worker's Comp Insurance	502080	245,390	248,562	256,928
WA State Paid FML	502085	6,900	12,127	7,598
General Leave	502090	433,738	451,525	467,615
Holiday Pay	502100	218,118	265,523	241,062
Other Paid Absence	502120	15,000	586	2,000
Jury Duty	502165	0	1,612	3,000
Bereavement Leave	502155	0	6,428	10,000
First Stop Health	502110	209	0	0
Other Benefits	502140	50,250	88,800	52,500
Uniform Allowance	502130	30,000	16,475	30,000
On Call Pay	502105	0	181	0
Guaranteed Hours	502160	0	3,424	3,500
Third Party Sick Pay	502175	0	15,134	15,000
Medical Premium Opt Out Reimb	502180	0	30,748	31,000
Wellness Benefit	502185	0	6,214	17,500
Professional and Technical Service	503030	10,000	0	
Security Services	503070	1,600	1,560	1,600
Other Services	503990	4,941	5,114	5,750
Drug and Alcohol Testing	503991	5,000	2,298	5,000
CDL Testing/DMV Checks	503994	2,000	0	
Ultra-Low Sulfur Fuel	504013	950,000	885,589	900,000
Propane	504016	0	20	0
Office Supplies	504200	200	0	1,000
Cleaning/Sanitation Supplies	504240	1,000	0	0
Misc Operating Supplies	504260	20,000	7,755	20,000
Fare Cards	504280	0	0	
Sm Tools/Equip/Furn-Other	504340	5,000	0	0
Other Materials and Supplies	504990	0	0	
Postage	504991	1,000	1,500	2,000
Telephone Service	505022	0	0	0
Premium For PL/PD Insurance	506030	10,510	215,143	298,871
Dues, Memberships, Subscription	509010	5,000	0	0
Travel & Meeting Expense	509020	2,000	0	0
Conference Registration	509022	2,000	1,050	2,000
Training / Seminars	509024	2,500	0	2,500
Promotional Items	509080	500	0	0
Other Miscellaneous Expenses	509990	500	0	500
Employee Recruitment	509992	1,600	1,053	1,600
Employee Incentive	509993	2,059	150	500
Total Expense		\$ 8,329,871	\$ 9,123,984	9,504,607.10

Paratransit (12)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Operators' Salaries and Wages	501010	1,164,440	812,965	1,284,645
Operators' Overtime	501015	75,000	80,676	75,000
Employer's FICA Expense	502010	108,730	79,494	120,509
401a Pension Plan	502020		0	0
PERS Pension Plan	502025	133,035	99,876	147,446
Medical Insurance	502030	270,158	197,874	289,681
Dental/Vision Insurance	502040	25,388	17,961	25,388
Life Insurance Plans	502050	1,140	804	1,140
Group Disability Insurance	502060	15,808	10,701	16,524
Unemployment Comp Insurance	502070	5,000	0	5,000
Worker's Comp Insurance	502080	68,921	42,948	69,099
WA State Paid FML	502085	2,104	2,252	2,220
General Leave	502090	142,463	87,062	146,752
Holiday Pay	502100	66,413	45,707	68,882
Other Paid Absence	502120	2,000	0	250
Jury Duty	502165	0	0	750
Bereavement Leave	502155	0	0	1,000
First Stop Health	502110	59	0	59
Other Benefits	502140	14,250	14,400	14,250
Uniform Allowance	502130	6,000	14,118	10,000
On Call Pay	502105	0	0	0
Guaranteed Hours	502160	0	319	250
Third Party Sick Pay	502175	0	1,012	700
Professional and Technical Services	503030	1,500	0	0
Other Services	503990	0	1,290	1,000
Drug & Alcohol Testing	503991	1,000	741	1,000
Ultra-Low Sulfur Fuel	504013	5,100	4,876	5,000
Propane	504016	135,000	169,498	145,000
Office Supplies	504200	200	0	0
Cleaning/Sanitation Supplies	504240	500	0	0
Misc Operating Supplies	504260	500	0	0
Fare Cards	504280	500	0	0
Postage	504991	1,500	1,500	1,500
Shipping	504992	100	0	0
Cellular Phone	505023		0	0
Premium For PL/PD Insurance	506030	149,520	77,092	107,094
Veh License/Registration Fee	507040	500	4	0
Other Miscellaneous Expenses	509990	300	0	0
	509992		162	0
Employee Incentive	509993	1,000	375	1,000
Total Expense		\$ 2,398,129	\$ 1,763,705	\$ 2,541,138

Rideshare (14)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Salaries and Wages	501020	68,003	68,806	0
Employer's FICA Expense	502010	6,072	6,228	0
401a Pension Plan	502020		0	0
PERS Pension Plan	502025	7,429	8,078	0
Medical Insurance	502030	24,070	25,678	0
Dental/Vision Insurance	502040	2,809	2,996	0
Life Insurance Plans	502050	69	74	0
Group Disability Insurance	502060	887	743	0
Worker's Comp Insurance	502080	305	299	0
WA State Paid FML	502085	117	182	0
General Leave	502090	7,632	8,851	0
Holiday Pay	502100	3,737	4,381	0
First Stop Health	502110	0	0	0
Other Benefits	502140	750	1,200	0
Boot Allowance	502142	0	0	0
Wellness Benefit	502185	0	576	0
Advertising	503020	0	0	0
Professional and Technical Svcs	503030	0	0	0
Training Services	503034	1,000	0	500
Drug & Alcohol Testing	503991	250	0	0
Gas	504012	125,000	120,202	100,000
Tires and Tubes	504020	0	0	0
Office Supplies	504200	0	0	0
Safety Training Material & Supply	504250	500	0	0
Sm Tools/Equip/Furn-Mtce	504310	1,000	0	0
Safety Supplies	504330	500	293	500
Other Materials & Supplies	504990	0	0	0
Postage	504991	0	0	0
Cellular Phone	505023	0	0	0
Premium For PL/PD Insurance	506030	182,526	94,109	130,734
Non-Insured PL/PD Claims	506040	1,000	0	0
Veh License/Registration Fee	507040	1,000	2,141	2,000
Dues, Memberships, Subscription	509010	0	7,306	5,000
Travel & Meeting Expense	509020	500	185	500
Conference Registration	509022	500	150	500
Training / Seminars	509024	500	0	0
Bridge, Tunnel, and Highway To	509030	200	0	0
Fines & Penalties	509060	0	0	0
Promotional Items	509080	0	0	0
Other Miscellaneous Expenses	509990	750	0	0
Total Expense		\$ 437,105	\$ 352,478	\$ 239,734

Ops Admin and Dispatchers (18)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Non-Operator Salaries and Wages	501020	1,430,007	1,402,790	1,497,600
Non-Operator Overtime	501025	0	22,785	20,000
Employer's FICA Expense	502010	135,431	133,053	135,737
401a Pension Plan	502020	0	0	
PERS Pension Plan	502025	165,704	165,664	166,078
Medical Insurance	502030	368,572	362,984	328,357
Dental/Vision Insurance	502040	34,942	36,146	35,289
Life Insurance Plans	502050	1,260	1,236	1,146
Group Disability Insurance	502060	18,689	15,946	18,463
Unemployment Comp Insurance	502070	10,000	17,582	20,000
Worker's Comp Insurance	502080	34,930	26,187	32,742
WA State Paid FML	502085	2,620	3,809	2,596
General Leave	502090	177,342	165,322	174,737
Holiday Pay	502100	82,989	100,005	82,096
Other Paid Absence	502120	2,000	0	250
Jury Duty	502165	0	621	750
Bereavement Leave	502155	0	4,326	2,000
First Stop Health	502110	0	0	0
Other Benefits	502140	15,000	20,400	15,000
Uniform Allowance	502130	0	4,739	3,000
On Call Pay	502105	0	0	
Third Party Sick Pay	502175	0	56	100
Wellness Benefit	502185	0	5,759	6,500
Legal/Public Notices	503025	0	420	750
Professional and Technical Services	503030	5,000	1,301	2,500
Graphic Design	503033	750	0	0
Training Services	503034	5,000	0	0
Other Services	503990	2,000	1,050	2,000
Drug & Alcohol Testing	503991	1,800	654	1,800
CDL Testing/DMV Checks	503994	0	0	0
Vaccination Services	503995	500	0	0
Office Supplies	504200	3,000	2,647	3,000
Software	504210	0	0	0
Small Tools Replacement/Repair	504230	500	0	0
Cleaning/Sanitation Supplies	504240	5,000	5,015	5,500
Safety Training Materials & Supplies	504250	0	0	0
Misc Operating Supplies	504260	2,000	0	0
Bus Stop/Poles and Signs	504270	500	0	0
Fare Cards	504280	20,000	21,737	32,500
Small Computer Equipment	504300	0	0	0
Sm Tools/Equip/Furn-Mtce	504310	2,000	85	2,000
Safety Supplies	504330	4,000	0	0
Sm Tools/Equip/Furn-Other	504340	1,000	652	1,000
Ergonomic Equipment & Furniture	504350	3,000	1,699	3,000
Other Materials & Supplies	504990	2,500	435	2,500
Postage	504991	500	750	1,000
Cellular Phone	505023	0	0	0
Radio	505024	0	0	0
Premium For PL/PD Insurance	506030	14,525	7,489	10,404
Dues, Memberships, Subscriptions	509010	100	0	0
Travel & Meeting Expense	509020	25,000	10,268	17,500
Misc Travel Expense	509021	500	0	0

Conference Registration	509022	3,000	4,125	5,000
Training / Seminars	509024	5,000	450	1,000
Other Miscellaneous Expenses	509990	500	1,005	1,500
Books & Periodicals	509991	1,000	0	0
Employee Recruitment	509992	12,000	8,224	0
Employee Incentive	509993	1,500	556	1,500
Equipment Lease	512120	5,000	2,567	5,000
Total Expense		\$2,606,660.48	\$ 2,560,537.48	\$ 2,641,896.61

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Administration (20)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Non-Operator Salaries and Wages	501020	603,509	575,485	728,090
Non-Operator Overtime	501025	0	1,935	1,000
Employer's FICA Expense	502010	65,814	57,190	65,483
401a Pension Plan	502020	0	0	0
PERS Pension Plan	502025	80,525	91,237	80,120
Medical Insurance	502030	189,108	136,263	113,790
Dental/Vision Insurance	502040	15,789	13,216	12,918
Life Insurance Plans	502050	504	473	414
Group Disability Insurance	502060	7,802	6,191	7,430
Unemployment Comp Insurance	502070	5,000	27,976	5,000
Worker's Comp Insurance	502080	2,426	2,076	2,106
WA State Paid FML	502085	1,273	1,595	1,267
General Leave	502090	84,541	113,358	87,888
Holiday Pay	502100	40,160	37,159	40,004
Other Paid Absence	502120	2,000	0	0
Jury Duty	502165	0	0	0
Bereavement Leave	502155	0	0	0
First Stop Health	502110		0	0
Other Benefits	502140	6,000	9,984	5,250
Uniform Allowance	502130		0	0
Wellness Benefit	502185		1,632	1,500
Advertising	503020		0	0
Legal/Public Notices	503025		0	0
Professional and Technical Services	503030	100,000	82,557	355,000
Legal Services	503032	1,000	0	0
Training Services	503034		0	0
Audit Services	503035	45,000	4,590	55,000
Consulting Services	503036	60,000	0	0
Temporary Help	503040	256,000	89,908	0
Other Services	503990	22,000	26,394	18,000
Vaccination Services	503995	0	165	0
Office Supplies	504200	12,000	19,800	15,000
Software	504210		0	0
Cleaning/Sanitation Supplies	504240	100	8	0
Misc Operating Supplies	504260		0	0
Fare Cards	504280	2,500	195	1,000
Forms	504290	1,500	2,350	1,750
Sm Tools/Equip/Furn-Other	504340	1,000	0	1,000
Ergonomic Equipment & Furniture	504350	500	0	500
Other Materials and Supplies	504990	600	2,896	2,000
Postage	504991	3,000	4,591	3,000
Telephone Service	505022		0	0
Cellular Phone	505023		0	0
Utilities	505025	48,000	69,990	70,000
Premium For PL/PD Insurance	506030	157,312	81,110	112,676
Non-Insured PL/PD Claims	506040		7,500	5,000
State & Sales Tax	507020	2,000	1,745	2,000
Property Assessment	507990	1,500	1,615	1,500
Dues, Memberships, Subscriptions	509010	15,000	36,188	25,000
Travel & Meeting Expense	509020	3,000	784	5,000
Misc Travel Expense	509021		1,401	0
Conference Registration	509022	2,000	1,718	2,000
Training / Seminars	509024	3,500	345	3,500
Bridget, Tunnel, and Highway Taxes	509030		0	0
Fines & Penalties	509060		396	0
Promotional Items	509080		0	0
Other Miscellaneous Expenses	509990	5,000	446	1,000
Books & Periodicals	509991	500	0	0
Employee Recruitment	509992	73,000	66,973	0
Employee Incentive	509993	500	0	0
Interest Expense	511010		0	0
Equipment Lease	512120	4,104	3,509	4,000
Building Lease	512121	2,202	790	2,300
Total Expense		1,927,269	1,583,732	1,838,486

Executive (25)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Non-Operator Salaries and Wage	501020	467,562	462,258	493,798
Non-Operator Overtime	501025	0	10,641	3,000
Employer's FICA Expense	502010	41,427	43,649	44,273
401a Pension Plan	502020		0	0
PERS Pension Plan	502025	50,688	50,983	53,936
Medical Insurance	502030	61,208	42,784	57,605
Dental/Vision Insurance	502040	6,644	5,364	7,362
Life Insurance Plans	502050	273	254	297
Group Disability Insurance	502060	4,706	4,441	4,835
Unemployment Comp Insurance	502070	2,000	0	2,000
Worker's Comp Insurance	502080	1,530	2,958	1,530
WA State Paid FML	502085	801	1,216	852
General Leave	502090	51,668	49,792	54,908
Holiday Pay	502100	25,304	23,763	27,032
Other Benefits	502140	3,750	5,616	3,750
DRS 457 Benefit	502143	7,000	7,071	0
Third Party Sick Pay	502175	0	47	0
Medical Premium Opt Out Reimb	502180	0	5,125	0
First Stop Health	502110	0	0	0
Other Paid Absence	502120	500	0	0
Uniform Allowance	502130	0	864	0
Wellness Benefit	502185	0	2,297	2,500
Advertising	503020	5,000	2,262	10,000
Legal/Public Notices	503025	5,000	1,747	10,000
Professional and Technical Servic	503030	330,000	201,140	325,000
Legal Services	503032	40,000	20,006	50,000
Graphic Design	503033	2,500	0	10,000
Repair/Maintenance - Other	503051	500	0	0
Other Services	503990	500	225	500
Vaccination Services	503995	500	0	0
Office Supplies	504200	1,000	1,435	2,000
Software	504210	0	152	0
Safety Training Material & Supply	504250	0	0	0
Misc Operating Supplies	504260	0	0	0
Sm Tools/Equip/Furn-Other	504340	500	0	500
Ergonomic Equipment & Furnitur	504350	1,000	0	1,000
Other Materials & Supplies	504990	1,000	1,095	1,200
Postage	504991		309	500
Shipping	504992		65	100
Cellular Phone	505023		0	0
Property Assessment	507990	2,000	0	0
Dues, Memberships, Subscription	509010	60,250	22,121	50,000
Travel & Meeting Expense	509020	5,000	17,627	20,000
Misc Travel Expense	509021		6,195	7,500
Conference Registration	509022	10,250	7,790	10,250
SKAT Board/CAC Meeting Exper	509023	0	1,575	1,750
Training / Seminars	509024	2,000	698	2,000
Promotional Items	509080	5,000	3,026	7,500
Other Miscellaneous Expenses	509990	0	2,927	5,000
Employee Recruitment	509992	1,500	11,818	0
Employee Incentive	509993	15,000	12,252	15,000
Building Lease	512121	15,000	15,542	16,000
Total Expense		\$ 1,228,561	\$ 1,049,130	\$ 1,303,478

HR (26)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Salaries and Wages	501020	232,929	240,628	251,331
Employer's FICA Expense	502010	20,779	21,919	22,421
401a Pension Plan	502020	0	0	0
PERS Pension Plan	502025	25,424	27,195	27,433
Medical Insurance	502030	33,678	35,930	33,678
Dental/Vision Insurance	502040	2,276	3,827	2,276
Life Insurance Plans	502050	114	122	114
Group Disability Insurance	502060	2,039	2,020	2,078
Unemployment Comp Insurance	502070	20,000	0	20,000
Worker's Comp Insurance	502080	609	605	609
WA State Paid FML	502085	402	614	434
General Leave	502090	26,118	28,663	28,181
Holiday Pay	502100	12,579	13,770	13,572
First Stop Health	502110	0	0	0
Other Benefits	502140	1,500	2,400	1,500
Wellness Benefit	502185	0	726	1,000
Advertising	503020	1,500	0	0
Legal/Public Notices	503025	250	0	0
Professional and Technical Service	503030	2,500	0	0
Labor Law Service	503031	5,000	42,363	45,000
Legal Services	503032	25,000	0	0
Temporary Help	503040	65,000	32,550	0
Drug & Alcohol Testing	503991	250	0	0
Office Supplies	504200	3,000	464	3,000
Safety Training Material & Supply	504250	0	461	500
Misc Operating Supplies	504260	250	0	250
Forms	504290	250	0	250
Sm Tools/Equip/Furn-Other	504340	2,500	0	2,500
Ergonomic Equipment & Furniture	504350	500	0	500
Wellness Program Activity/Supplies	504600	6,150	3,045	12,150
Other Materials & Supplies	504990	500	197	500
Postage	504991	750	1,125	1,500
Shipping	504992	0	0	0
Cellular Phone	505023		0	0
Dues, Memberships, Subscription	509010	2,500	4,316	5,000
Travel & Meeting Expense	509020	5,000	3,754	5,000
Misc Travel Expense	509021	0	41	100
Conference Registration	509022	7,500	1,701	2,000
Training / Seminars	509024	3,750	113	3,750
Other Miscellaneous Expenses	509990	750	0	750
Books & Periodicals	509991	250	0	250
Employee Recruitment	509992	5,000	1,156	45,000
Employee Incentive	509993	1,500	194	0
Total Expense		\$ 518,099	\$ 469,900	\$ 532,628

Information Technology (30)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Non-Operator Salaries and Wages	501020	229,384	297,420	0
Non-Operator Overtime	501025	0	7,704	0
Employer's FICA Expense	502010	27,325	29,377	0
401a Pension Plan	502020	0	0	0
PERS Pension Plan	502025	33,433	37,012	0
Medical Insurance	502030	71,383	76,151	0
Dental/Vision Insurance	502040	7,115	7,589	0
Life Insurance Plans	502050	207	221	0
Group Disability Insurance	502060	2,961	2,903	0
Worker's Comp Insurance	502080	901	894	0
WA State Paid FML	502085	529	831	0
General Leave	502090	41,604	50,103	0
Holiday Pay	502100	16,284	19,579	0
First Stop Health	502110	0	0	0
Other Paid Absence	502120	500	0	0
Other Benefits	502140	2,250	3,600	0
Bereavement Leave	502155	0	1,446	0
Wellness Benefit	502185	0	576	0
Professional and Technical Services	503030	50,000	42,940	75,000
Office Supplies	504200	200	0	0
Software	504210	424,906	601,122	591,000
Cleaning/Sanitation Supplies	504240	0	63	0
Small Computer Equipment	504300	120,000	112,977	110,000
Sm Tools/Equip/Furn-Mtce	504310	35,000	1,200	12,000
Safety Supplies	504330	0	0	0
Sm Tools/Equip/Furn-Other	504340	0	8,885	0
Shipping	504992	300	60	200
Telephone Service	505022	15,000	13,855	15,000
Cellular Phone	505023	50,000	47,873	50,000
Radio	505024	20,000	2,786	10,000
Fiber Optics	505026	25,000	24,653	27,000
Internet Fee	505027	27,000	29,209	33,000
Dues, Memberships, Subscriptions	509010	16,000	1,500	0
Travel & Meeting Expense	509020	0	0	0
Training / Seminars	509024	0	481	0
Total Expense		\$ 1,217,280	1,423,013	\$ 923,200

Safety & Security (35)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Non-Operator Salaries and Wage	501020	535,842	408,580	480,989
Non-Operator Overtime	501025	30,000	0	0
Employer's FICA Expense	502010	0	38,789	43,443
401a Pension Plan	502020	0	0	0
PERS Pension Plan	502025	50,155	40,524	53,154
Medical Insurance	502030	130,449	115,675	130,449
Dental/Vision Insurance	502040	13,512	12,118	13,512
Life Insurance Plans	502050	390	334	390
Group Disability Insurance	502060	5,605	6,191	5,731
Worker's Comp Insurance	502080	8,636	10,742	8,636
WA State Paid FML	502085	793	1,102	840
General Leave	502090	55,332	47,125	58,742
Holiday Pay	502100	26,646	36,914	28,151
First Stop Health	502110	0	0	0
Other Paid Absence	502120	0	0	0
Uniform Allowance	502130	0	2,108	2,500
Other Benefits	502140	4,500	7,200	4,500
Boot Allowance	502142	0	0	0
Bereavement Leave	502155	0	1,654	0
Professional and Technical Service	503030	250	0	0
Repair/Maintenance - Other	503051	0	(135)	0
Security Services	503070	270,592	322,763	200,000
Other Services	503990	75	240	0
Drug & Alcohol Testing	503991	100	0	0
CDL Testing/DMV Checks	503994	200	0	0
Office Supplies	504200	150	102	150
Software	504210	0	0	0
Cleaning/Sanitation Supplies	504240	200	0	0
Safety Training Material & Supplies	504250	5,000	1,998	5,000
Misc Operating Supplies	504260	50	0	50
Sm Tools/Equip/Furn-Mtce	504310	50	0	50
Safety Supplies	504330	4,000	3,795	4,500
Sm Tools/Equip/Furn-Other	504340	250	504	500
Ergonomic Equipment & Furniture	504350	1,500	162	1,000
Other Materials & Supplies	504990	200	233	300
Cellular Phone	505023	0	0	0
Dues, Memberships, Subscription	509010	4,000	234	4,000
Travel & Meeting Expense	509020	2,500	(326)	1,500
Misc Travel Expense	509021	250	0	200
Conference Registration	509022	500	0	500
Training / Seminars	509024	750	0	500
Other Miscellaneous Expenses	509990	250	0	250
Employee Recruitment	509992	250	0	250
Employee Incentive	509993	750	1,053	1,500
Total Expense		\$ 1,153,726	1,059,680	\$ 1,051,288

Vehicle/Services Maintenance (41)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Non-Operator Salaries and Wage	501020	1,367,526	1,249,386	1,507,684
Non-Operator Overtime	501025	0	8,758	15,000
Employer's FICA Expense	502010	120,638	117,953	134,310
401a Pension Plan	502020	0	0	0
PERS Pension Plan	502025	147,604	143,013	164,332
Medical Insurance	502030	284,663	289,131	313,648
Dental/Vision Insurance	502040	30,388	32,411	32,603
Life Insurance Plans	502050	1,119	1,114	1,212
Group Disability Insurance	502060	16,223	14,068	17,641
Unemployment Comp Insurance	502070	10,000	0	10,000
Worker's Comp Insurance	502080	66,255	51,981	69,977
WA State Paid FML	502085	2,328	3,275	2,592
General Leave	502090	147,325	127,386	162,783
Holiday Pay	502100	73,318	86,162	81,211
First Stop Health	502110	0	0	0
Other Paid Absence	502120	2,000	0	2,000
Other Benefits	502140	14,250	12,750	15,000
Boot Allowance	502142	3,800	5,760	6,000
Third Party Sick Pay	502175	0	1,971	2,000
Medical Premium Opt Out Reimb	502180	0	5,125	5,500
Wellness Benefit	502185	0	2,502	3,000
Advertising	503020	100	0	0
Legal/Public Notices	503025	200	0	0
Professional and Technical Service	503030	500	0	0
Graphic Design	503033	500	0	0
Temporary Help	503040	10,000	1,551	7,500
Contract Maintenance Services	503050	11,500	8,526	12,500
Repair/Maintenance - Other	503051	45,000	25,599	35,000
GFI Services	503055	1,000	0	0
Non-Insured PL/PD Claims	506040	0	0	20,000
Vehicle Washing/Cleaning	503061	100	0	0
Other Services	503990	4,000	975	4,000
Drug & Alcohol Testing	503991	1,200	660	1,200
CDL Testing/DMV Checks	503994	800	0	800
Gas	504012	0	0	0
Ultra-Low Sulfur Fuel	504013	8,907	7,880	11,000
Lubricants	504014	53,000	36,249	50,000
Fuel Staff Vehicles	504015	33,000	39,132	45,000
Fuel Equipment	504017	100	0	0
Tires and Tubes	504020	125,124	125,854	175,000
Office Supplies	504200	1,500	195	1,500
Software	504210	0	0	0
Small Tools Replacement/Repair	504230	5,500	431	5,500
Cleaning/Sanitation Supplies	504240	14,000	14,523	16,000
Fare Cards	504280	1,000	0	0
Small Computer Equipment	504300	4,000	0	0
Sm Tools/Equip/Furn-Mtce	504310	16,000	5,291	16,000
Small Tools & Equipment - Vehicle	504311	4,100	1,462	3,500
Safety Supplies	504330	6,000	685	3,000
Sm Tools/Equip/Furn-Other	504340	3,000	0	3,000
Ergonomic Equipment & Furniture	504350	500	0	500
Building Repair Supplies	504360	500	0	500
Equipment Repair Supplies	504370	3,000	751	3,000
GFI Repair Supplies	504375	8,000	3,394	8,000
Vehicle Washing Supplies	504385	8,000	6,100	8,000
Revenue Vehicle Parts/Supplies	504390	450,000	434,581	465,000
Non Revenue Vehicle Parts/Supplies	504400	15,000	7,939	15,000
Shop Supplies	504405	25,000	19,589	25,000
Other Materials & Supplies	504990	2,000	0	2,000
Postage	504991	1,000	1,500	2,500
Shipping	504992	1,000	0	0
Cellular Phone	505023	0	0	0
Radio	505024	0	0	0
Premium For PL/PD Insurance	506030	60,342	31,113	43,221
Travel & Meeting Expense	509020	12,000	8,623	12,000
Conference Registration	509022	2,000	488	2,000
Training / Seminars	509024	8,000	0	8,000
Other Miscellaneous Expenses	509990	1,000	450	1,000
Employee Recruitment	509992	12,000	12,520	0
Employee Incentive	509993	1,500	381	1,500
Equipment Rental	512060	5,000	0	5,000
Equipment Lease	512120	5,000	2,218	5,000
Total Expense		\$ 3,258,410	\$ 2,951,405	\$ 3,564,213

Facilities Maintenance (45)				
Facilities Maintenance (45)	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Non-Operator Salaries and Wage	501020	653,618	677,322	498,685
Non-Operator Overtime	501025	0	1,502	2,160
Employer's FICA Expense	502010	63,941	62,164	44,821
401a Pension Plan	502020		0	0
PERS Pension Plan	502025	78,233	74,373	54,840
Medical Insurance	502030	191,618	187,637	135,586
Dental/Vision Insurance	502040	18,065	17,134	12,447
Life Insurance Plans	502050	642	636	504
Group Disability Insurance	502060	8,131	7,230	6,316
Unemployment Comp Insurance	502070	5,000	0	5,000
Worker's Comp Insurance	502080	34,380	28,106	27,178
WA State Paid FML	502085	1,234	1,765	865
General Leave	502090	85,396	77,797	56,490
Holiday Pay	502100	40,227	59,530	29,120
First Stop Health	502110		0	0
Other Paid Absence	502120	2,000	0	2,000
Other Benefits	502140	7,500	6,750	6,750
Boot Allowance	502142	2,000	1,400	1,600
Jury Duty	502165	0	1,525	0
Professional and Technical Service	503030	2,500	0	2,500
Temporary Help	503040	7,500	0	7,500
Contract Maintenance Services	503050	1,000	0	1,000
Repair/Maintenance - Other	503051	8,000	8,593	10,000
Custodial Services	503060	22,000	8,912	25,000
Vehicle Washing/Cleaning	503061	0	1,966	0
Security Services	503070	1,000	259	1,000
Other Services	503990	1,000	98	1,000
Ultra-Low Sulfur Fuel	504013	1,000	0	1,000
Lubricants	504014	100	0	100
Fuel Equipment	504017	2,000	2,235	3,000
Tires and Tubes	504020	0	942	1,500
Office Supplies	504200	200	221	300
Small Tools Replacement/Repair	504230	1,000	393	1,000
Cleaning/Sanitation Supplies	504240	12,000	14,324	16,000
Misc Operating Supplies	504260	750	94	750
Bus Stop/Poles & Signs	504270	6,000	1,429	6,000
Sm Tools/Equip/Furn-Mtce	504310	5,000	3,220	123,400
Safety Supplies	504330	1,500	1,637	2,000
Sm Tools/Equip/Furn-Other	504340	3,500	4,831	6,000
Building Repair Supplies	504360	30,000	23,511	30,000
Equipment Repair Supplies	504370	7,000	11,703	13,000
Revenue Vehicle Parts/Supplies	504390	0	157	250
Non Rev Vehicle Parts/Supplies	504400	2,000	1,347	2,000
Shop Supplies	504405	10,000	6,327	8,000
Ground Maintenance Supplies	504510	10,000	1,209	10,000
Other Materials & Supplies	504990	2,500	96	2,500
Shipping	504992	0	0	0
Cellular Phone	505023		925	0
Travel & Meeting Expense	509020	5,000	1,764	5,000
Conference Registration	509022	1,000	3,330	1,500
Training / Seminars	509024	2,500	557	2,500
Other Miscellaneous Expenses	509990	150	75	150
Books & Periodicals	509991	1,000	0	1,000
Employee Recruitment	509992	1,000	1,750	0
Equipment Rental	512060	3,000	1,772	3,000
Equipment Lease	512120	3,000	3,665	4,000
Total Expense		\$ 1,402,929	\$ 1,312,214	\$ 1,176,311

Skagit Station (50)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Professional and Technical Service	503030	1,000	0	0
Temporary Help	503040	5,000	0	5,000
Contract Maintenance Services	503050	1,000	0	0
Repair/Maintenance - Other	503051	5,000	1,351	5,000
Custodial Services	503060	25,000	9,945	25,000
Security Services	503070	1,000	1,567	2,000
Office Supplies	504200	200	0	200
Software	504210	0	0	0
Cleaning/Sanitation Supplies	504240	7,000	5,101	7,000
Bus Stop/Poles & Signs	504270	1,000	0	1,000
Sm Tools/Equip/Furn-Mtce	504310	100	0	100
Safety Supplies	504330	1,000	0	1,000
Sm Tools/Equip/Furn-Other	504340	1,000	570	1,000
Building Repair Supplies	504360	12,000	12,672	15,000
Equipment Repair Supplies	504370	2,000	35	1,500
Ground Maintenance Supplies	504510	5,000	3,024	5,000
Other Materials & Supplies	504990	500	0	500
Utilities	505025	35,000	39,165	45,000
Property Assessment	507990	3,000	2,150	3,250
Equipment Rental	512060	6,000	5,137	6,000
Equipment Lease	512120	3,000	2,815	3,500
Total Expense		\$ 114,800	\$ 83,532	\$ 127,050

MOA 2 - Bay Ridge (51)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Professional and Technical Service	503030	2,000	1,108	2,000
Repair/Maintenance - Other	503051	4,000	11,838	13,000
Security Services	503070	2,500	376	2,500
Other Services	503990	600	849	1,000
Fuel Equipment	504017	200	3,697	4,000
Cleaning/Sanitation Supplies	504240	9,000	5,367	9,000
Sm Tools/Equip/Furn-Other	504340	1,500	565	1,500
Building Repair Supplies	504360	2,500	894	2,500
Equipment Repair Supplies	504370	200	0	200
Shop Supplies	504405	100	0	100
Ground Maintenance Supplies	504510	500	64	500
Other Materials & Supplies	504990	2,000	0	2,000
Cellular Phone	505023		0	0
Utilities	505025	33,000	37,786	42,500
Internet Fee	505027	3,000	342	3,000
Premium For PL/PD Insurance	506030	4,000	0	4,000
Property Assessment	507990	500	639	750
Dues, Memberships, Subscription	509010	500	0	500
Equipment Rental	512060	1,000	0	1,000
Equipment Lease	512120	0	318	1,000
Total Expense		\$ 67,100	\$ 63,842	\$ 91,050

Park & Ride (52)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Professional and Technical Svcs	503030	4,000	7,426	9,000
Contract Maintenance Services	503050	2,000	740	2,000
Repair/Maintenance - Other	503051	6,000	6,334	7,000
Security Services	503070	1,000	156	1,000
Other Services	503990	1,000	0	750
Cleaning/Sanitation Supplies	504240	3,500	3,983	4,000
Miscellaneous Operating Supplies	504260	200	0	200
Bus Stop/Poles & Signs	504270	1,000	264	1,000
Sm Tools/Equip/Furn-Other	504340	0	0	0
Building Repair Supplies	504360	7,000	1,758	7,000
Equipment Repair Supplies	504370	1,500	0	1,500
Ground Maintenance Supplies	504510	5,000	3,794	5,000
Other Materials & Supplies	504990	1,000	788	1,000
Telephone Service	505022		0	0
Utilities	505025	45,000	56,104	60,000
Property Assessment	507990	15,000	17,508	20,000
Other Miscellaneous Expenses	509990	500	0	500
Equipment Rental	512060	5,000	4,174	5,000
Equipment Lease	512120	8,000	7,037	8,000
Building Lease	512121	0	0	0
Total Expense		\$ 106,700	\$ 110,066	\$ 132,950

Capital (55)				
	GL	2024 Budget Request	End Of Year Estimate 12/31/2024	2025 Budget Request
Expense				
Salaries and Wages	501020			
Employer's FICA Expense	502010			
401a Pension Plan	502020			
PERS Pension Plan	502025			
Medical Insurance	502030			
Dental/Vision Insurance	502040			
Life Insurance Plans	502050			
Group Disability Insurance	502060			
Unemployment Comp Insurance	502070			
Worker's Comp Insurance	502080			
Washington Long Term Care Tax	502082			
WA State Paid FML	502085			
General Leave	502090			
Holiday Pay	502100			
First Stop Health	502110			
Other Paid Absence	502120			
Uniform Allowance	502130			
Other Benefits	502140			
Advertising	503020	0		
Legal/Public Notices	503025	150,000	0	
Professional and Tech Svcs	503030			
Veh License/Registration Fee	507040			
Route Improvements	555010	455,000	(33,654)	
Park & Ride	555030	270,000	1,015	
Revenue Equipment	555040	4,188,523	3,379,701	
Service Equipment	555050	46,743	72,719	
Vanpool Vehicles	555051	608,859	705,101	
Bldg - New MOA	555118	4,000,000	3,051,365	
Bldgs. - MOA	555120	0	0	
Garage/Shop Equipment	555121	7,984	44,141	
Office Furniture/Equipment	555122	0	0	
Intangible Asset	555123	502,711	35,202	
Communications & Information Systems	555124	0	12,763	
Total Expense		\$11,880,377	\$ 7,268,353	\$ -

Grants



SKAGIT TRANSIT

Agenda

- Skagit Transit Grants
- WSDOT Grants
- FTA Funding Programs
 - Section 5304 & 5305
 - Section 5307 & STIC
 - Section 5310
 - Section 5311
 - Section 5339
- Grant Cycle & Reporting
- Climate Commitment Act Funding
- Funding Allocations
- Portfolio Growth Opportunities

1



Skagit Transit Grants

Skagit Transit's Core Funders

- U.S. DOT
- WSDOT

Federal Grant Programs:

- Section 5304: Statewide Planning Activities
- Section 5307: Urbanized Area Formula Program
- Section 5310: Enhanced Mobility of Seniors & Individuals with Disabilities
- Section 5311: Formula for Rural Areas
- Section 5339: Buses & Bus Facilities

State Programs:

- Consolidated Grant Program (multiple funding sources)
- Paratransit/Special Needs & Rural Mobility
- Transit Support Formula Program
- Public Transit Rideshare

Other Funders:

- Washington State Transportation Insurance Pool (WSTIP)
 - Risk Management Grant
 - Technology Risk Reduction Initiative Grant

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WSDOT Grants

Funding from federal sources are directly allocated or apportioned via WSDOT for smaller UZAs.

The Consolidated Grant Program leverages 3 federal sources and 3 State sources to fund various project types:

- Operating
- Mobility Management
- Capital – vehicles, equipment, and small construction projects
- Planning

- Final match percentage is dictated by funding source.
- WSDOT utilizes Paratransit/State Special Needs to address gaps in match for agencies should the funding source require a greater match percentage than committed in an application.

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WSDOT Funding

WSDOT Consolidated Grant Program leverages multiple federal and state funding sources for this program:

- Section 5304
- Section 5310
- Section 5311
- Section 5339
- Paratransit/Special Needs & Rural Mobility
 - Nonprofit competitive and transit formula funding to sustain and expand services to persons with disabilities, seniors, children and people in rural areas.
 - [Skagit Projects: Paratransit & FR operating, match portion of R615 & R717 projects, replacement paratransit coaches](#)
- Transit Support Formula Program
 - Competitive and transit formula funding to support rural and small urban areas. Includes funds based on sales tax expenditures, including money spent in county areas outside of the transit agency service area.
 - Utilize these funds to purchase or enhance vehicles and facilities as well as support operations.
 - [Skagit Projects: Paratransit & FR operating](#)
- Public Transit Rideshare
 - Funds expand rideshare fleets, replace aging rideshare vehicles, and provide incentives to increase ridership. The funding allows transit agencies to purchase rideshare vehicles with alternative fuel types, including low-emission plug-in hybrids and zero-emission all-electric vehicles.
 - [Skagit Projects: Replacement & Expansion Rideshare Vehicles](#)

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49 USC § 5304, 5305

Section 5304 funds support Statewide Planning Activities that:

- (A) support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (B) increase the safety of the transportation system for motorized and nonmotorized users;
- (C) increase the security of the transportation system for motorized and nonmotorized users;
- (D) increase the accessibility and mobility of people and for freight;
- (E) protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (F) enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (G) promote efficient system management and operation; and
- (H) emphasize the preservation of the existing transportation system.

Skagit Projects:

- [Northwest WA Regional Transportation Study](#)
- [Areas of Persistent Poverty – Microtransit Study](#)

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49 USC § 5307

Section 5307(a) formula funds support eligible activities that include:

- planning, engineering, design and evaluation of transit projects and other technical transportation-related studies; capital investments in bus and bus-related activities such as replacement, overhaul and rebuilding of buses, crime prevention and security equipment and construction of maintenance and passenger facilities; and capital investments in new and existing fixed guideway systems including rolling stock, overhaul and rebuilding of vehicles, station infrastructure, track, signals, communications, and computer hardware and software.
- In addition, associated transit improvements, workforce development activities, and certain expenses associated with mobility management programs are eligible under the program.
- All preventive maintenance and some Americans with Disabilities Act complementary paratransit service costs are considered capital costs.
- For urbanized areas with populations less than 200,000, operating assistance is an eligible expense.
- Funds from other transportation programs can be flexed to 5307 funds

Skagit Projects:

- [Operating costs](#)
- [Portion of MOA2 Design](#)
- [STBG flexed to 5307 projects supporting bus stop design & upgrades](#)

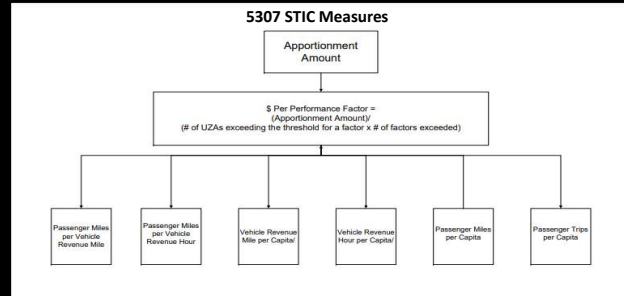
6

Funding Determinants

5307 Small Transit Intensive Cities (STIC)

Formula

- A portion of 5307 formula funding allocation is based on specific agency performance factors
- For FY24 allocation Skagit Transit met 3 of the 6 measures
- Previous funding years' (2020-2023) calculations were utilizing 2019 performance due to the COVID-19 pandemic's impact on transit agencies' performance
- Threshold is based on the average performance for UZA size
- Table 6 reflects the threshold UZAs were required to meet for each measure for FY24 apportionment calculations



FEDERAL TRANSIT ADMINISTRATION

TABLE 6

FY 2024 FULL YEAR SMALL TRANSIT INTENSIVE CITIES PERFORMANCE DATA AND APPORTIONMENTS

In this notice funding authorized under the Bipartisan Infrastructure Law, enacted as the Infrastructure Investment and Jobs Act (Pub. L. 117-58), and is based on funding made available under the Consolidated Appropriations Act, 2024 (H.R. 4368 / Public Law 118-42, March 9, 2024).

No UZA in the table below, the data and apportionment amounts shown are displayed for the State with the highest population share of each applicable UZA. However, the data and provided correspond to the UZA as a whole rather than to the specific State to which they are attributed in the table. Further, STIC apportionments to UZAs in more than one State are table States based on their respective population shares.

Urbanized Area (UZA) Description	Passenger Miles per Vehicle Revenue Mile	Passenger Miles per Vehicle Revenue Hour	Vehicle Revenue Mile per Capita	Vehicle Revenue Hour per Capita	Passenger Miles per Capita	Passenger Trips per Capita	Number of Performance Factors Met or Exceeded	STIC Funding: \$ > \$50,386 per Factor Met or Exceeded
Average for UZAs with Populations 200,000 - 999,999	3.72056	61.71216	5.72960	0.62014	42.01430	6.29238		
Mount Vernon, WA	2.75915	56.83029	28.69837	1.06937	81.45299	6.02348	3	\$1,500,159
Walla Walla, WA-OR	0.00000	0.00000	3.47518	0.65994	0.00000	6.54200	1	\$503,386
Wenatchee, WA	3.18025	61.17346	29.69769	1.54396	94.44619	11.76238	4	\$2,013,544

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49 USC § 5310

Section 5310: Enhanced Mobility of Seniors & Individuals with Disabilities

- to meet the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs.
- Funds are apportioned based on each state's share of the population for these two groups.
- Formula funds are apportioned to direct recipients; for rural and small urban areas, this is the state Department of Transportation, while in large urban areas, a designated recipient is chosen by the governor.
- The funding can be used for "traditional" or "nontraditional" projects. "Traditional" projects are capital projects as defined in 49 U.S.C. 5302(3). "Nontraditional" projects are capital and/or operating projects that go beyond the scope of the Americans with Disabilities Act (ADA) complementary paratransit services or public transportation alternatives designed to assist older adults and people with disabilities.

Skagit Projects:

- Community Engagement Coordinator
- Five Fixed Route Coaches

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49 USC § 5311

Section 5311: Formula Grants for Rural Areas

The Formula Grants for Rural Areas program provides capital, planning, and operating assistance to states to support public transportation in rural areas with populations of less than 50,000, where many residents often rely on public transit to reach their destinations. The program also provides funding for state and national training and technical assistance through the Rural Transportation Assistance Program.

5311(b)(3): assists in the design and implementation of training and technical assistance projects and other support services tailored to meet the needs of transit operators in nonurbanized areas.

5311(c)(1)(b): targets tribal transit services

Skagit Projects:

- Route 615
- Route 717

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49 USC § 5339

Section 5339: Buses & Bus Facilities

- These funds support projects that seek to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities.
- Funding is provided through formula allocations and competitive grants.
- A subprogram provides competitive grants for bus and bus facility projects that support low and zero-emission vehicles.

Skagit Projects:

- 5339(a) formula funds are supporting portions of projects supporting MOA2 design, various maintenance & operations equipment purchases
- 5339(b) funding has been awarded for MOA2 construction

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Grant Cycle & Reporting



- **Reporting:**
 - FTA & WSDOT – Quarterly for life of project
 - Milestone Performance Reports
 - Federal Financial Reports
 - Project Closeout Reporting
 - Washington State Transportation Insurance Pool (WSTIP) Grants – at project period end
- **State Auditor's Office**
 - Annual audit of agency's financials & compliance
 - Schedule of Expenditures of Federal Awards (SEFA)
- **FTA Triennial Monitoring**
 - Every 3 years
 - Last monitoring occurred June 2024
- **Transit Development Plan**
 - Six-year projection of operating & capital expenditures as well as goals, accomplishments & organizational structure
 - Submitted to WSDOT for approval and final submittal to FTA
 - Projects are required to be listed for grant funding

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Climate Commitment Act

CCA requires at least 35% (goal of 40%) of funds be invested in projects that benefit communities overburdened by climate & air pollution, and a minimum of 10% towards projects with tribal support.

- **Funding for Skagit Transit:**
 - Consolidated Grant Program – 22.3% CCA funded = \$1,460,347
 - Transit Support Grant – 100% CCA funded = \$2,193,602
 - Paratransit/Special Needs & Rural Mobility – 55.5% CCA funded = \$626,991
 - Move Ahead Washington – 100% CCA funded = \$5,000,000 (2029 & beyond biennium)

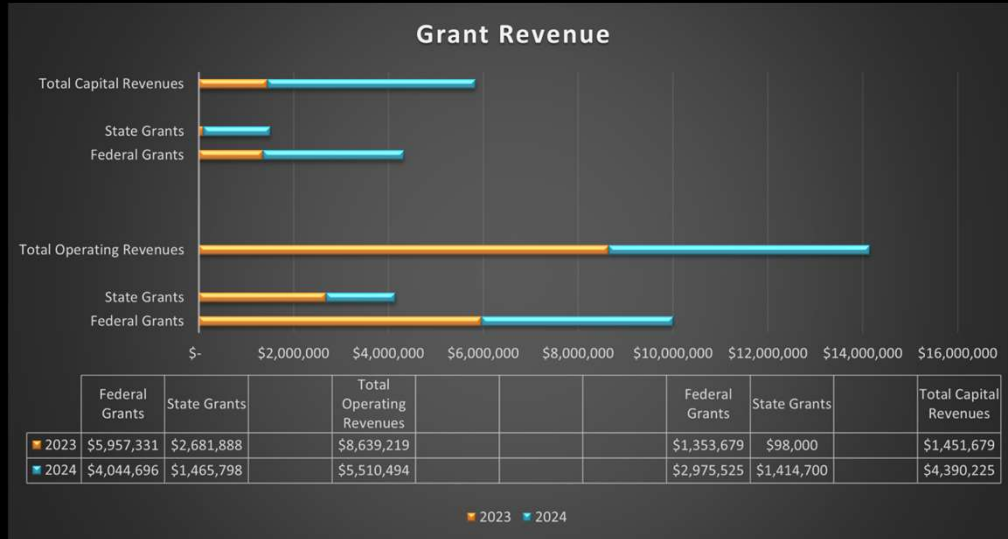
Programs Skagit Transit is seeking funds from to support capital costs for construction of MOA2 and fleet vehicles that are bolstered by CCA dollars:

- State Buses & Bus Facilities Grant Program (100% CCA funds)
- Green Transportation Capital Grant Program (76.7% CCA funds)
- Applications align with regional transportation planning goals from SCOG identified in the 2022 PT-HSTP
- These funding requests will enable Skagit Transit to expand & enhance services as well as enable the agency to meet State of Good Repair requirements.



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Funding Allocations



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Portfolio Growth Opportunities

➤ Strategic Grant Goals:

- Diversify funding streams to leverage non-transportation specific sources to strategically braid funding where appropriate
- Evaluate potential to leverage opportunities increase cost allocations to more effectively utilize grant funding
 - NICRA = Negotiated Indirect Cost Rate Agreement
 - De Minimus Rate
 - Current Cost Allocation Plan
- Enhance Grant Management Policies & Procedures



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