



## Approved Budget For Calendar Year 2024

Questions or Comments regarding this draft budget please contact:

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# 2023 EOY Estimate to 2024 Budget Estimate



# SKAGIT TRANSIT

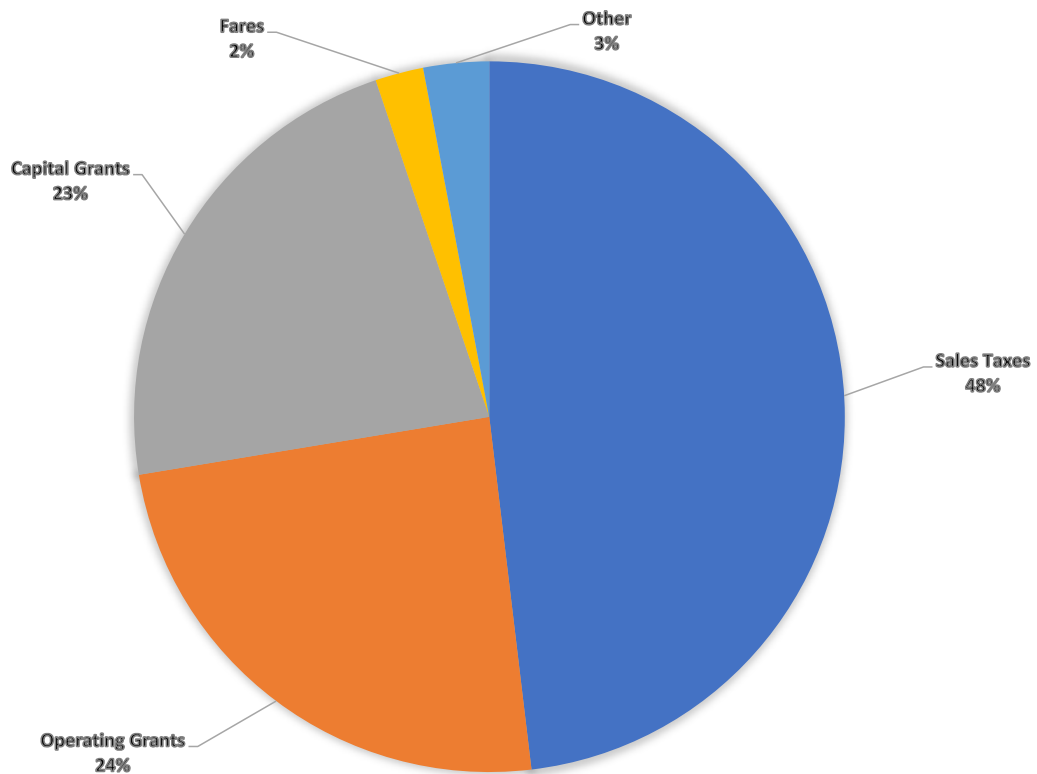
<b>Income From Operations</b>		
<b>Revenues</b>	<b>2023 EOY Estimate</b>	<b>2024 Budget Estimate</b>
<b>Operating Revenues</b>		
Operational Income	\$ 18,949,325	\$ 17,448,500
Operating Grants	<u>7,940,392</u>	<u>7,944,775</u>
<b>Total Operating Revenues</b>	<u>26,889,717</u>	<u>25,393,275</u>
<b>Operating Expenditures</b>	<u>22,609,701</u>	<u>24,612,919</u>
<b>Total Surplus/(deficit) from Operations</b>	<u>\$ 4,280,016</u>	<u>\$ 780,356.68</u>
 <b>Capital Projects Summary</b>		
	<b>2023 EOY Estimate</b>	<b>2024 Budget Estimate</b>
<b>Capital Grant Revenues</b>	\$ 1,332,217	\$ 7,340,698
<b>Capital Expenditures</b>	<u>\$ 3,262,285</u>	<u>10,079,821</u>
<b>Total Deficit from Capital Projects</b>	<u>\$ (1,930,068)</u>	<u>\$ (2,739,122)</u>
<b>Total Surplus \ (Deficit)</b>	<u>\$ 2,349,948</u>	<u>\$ (1,958,765) 391,182</u>

## 2024 Budget Highlights – Revenue Projections

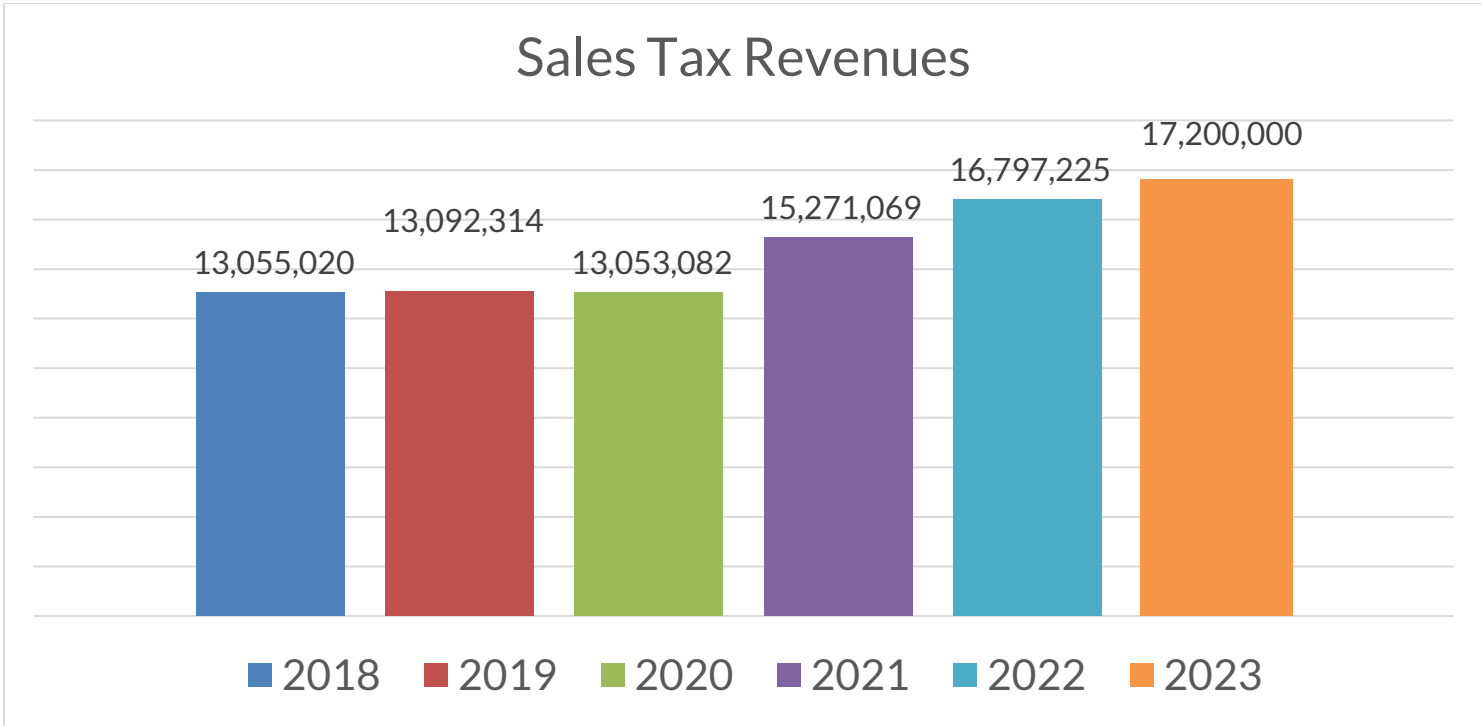
### All Revenues - Operating and Capital

Categories	2022		2023		2024	Budget Change
	Budget	Actual	Budget	Estimated Year End Actuals	Budget	2024 vs. 2023 (%)
Sales Taxes	14,000,000	16,797,225	15,000,000	17,200,000	15,750,000	5%
Operating Grants	8,447,362	8,151,412	5,778,374	8,752,115	7,944,775	37%
Capital Grants	3,433,997	581,589	3,924,395	520,494	7,340,698	87%
Fares	592,964	674,711	684,500	726,772	718,000	5%
Other	40,600	318,279	185,900	1,022,553	980,500	427%
<b>Total Revenues</b>	<b>26,514,923</b>	<b>26,523,216</b>	<b>25,573,169</b>	<b>28,221,934</b>	<b>32,733,974</b>	<b>28%</b>

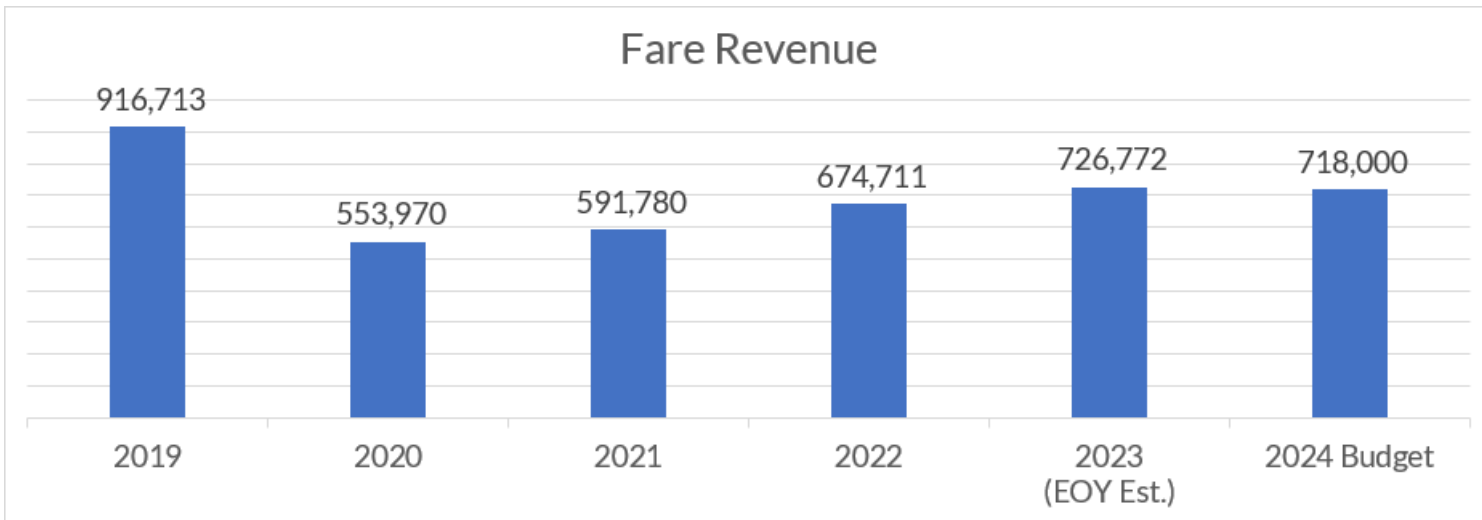
### ALL REVENUES - OPERATING AND CAPITAL - 2024 BUDGET



**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 2023 represent actual collections received through September of 2023 plus a conservative estimate of what we expect to receive for the remainder of the year.

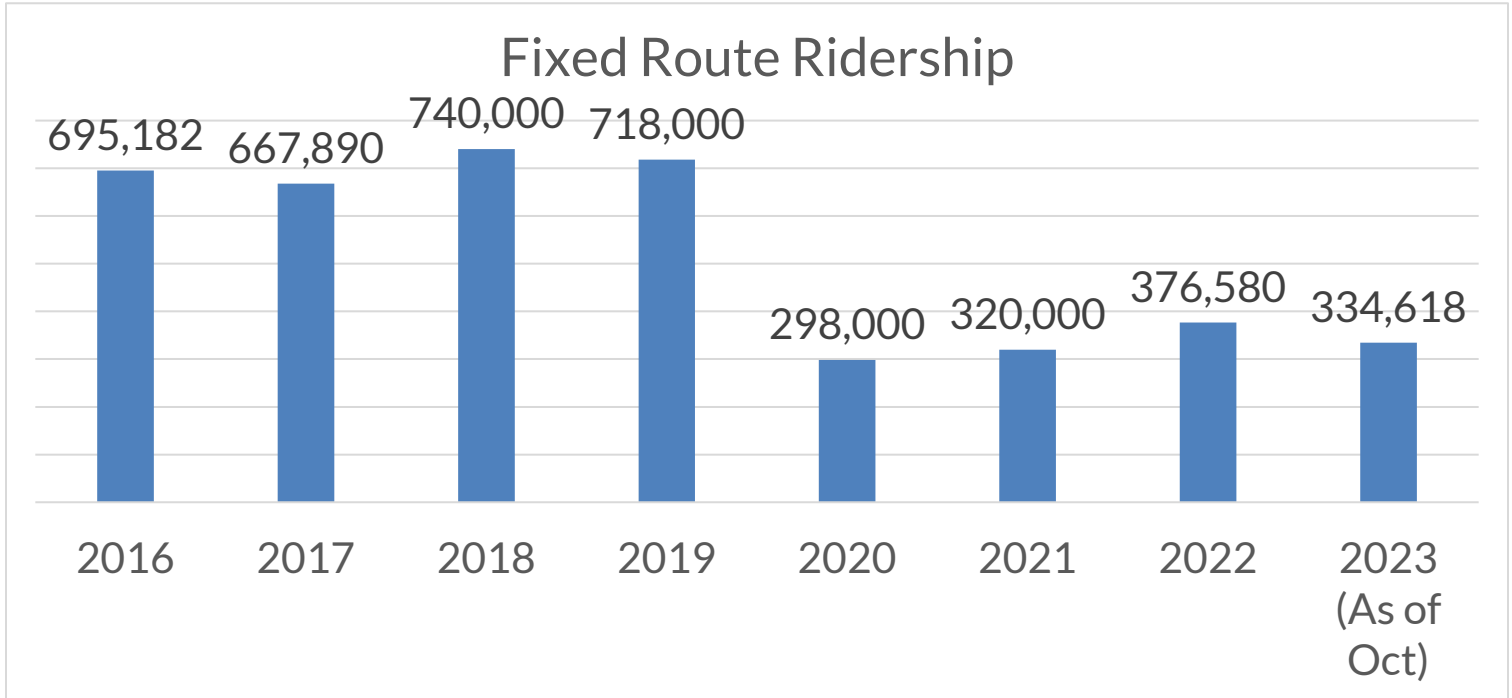


**Fares** - Fare revenues come from Fixed Route/Paratransit passenger payments, and Vanpool rider fees. Revenues from fares represent less than 2.6% of total operating revenues. In 2019, the Board approved a Fare increase effective Jan 1, 2020. In 2019 the Board also approved charging a \$2 Fare for each Paratransit Ride. Paratransit Rides were free prior to 2020.

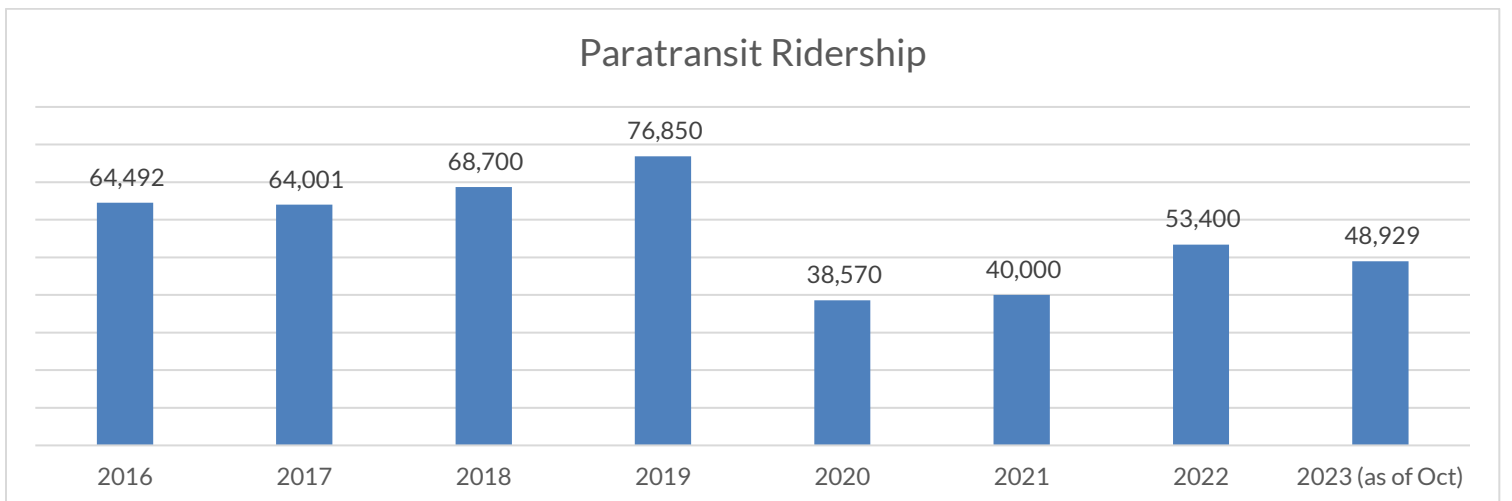


### Transportation Mode Summaries

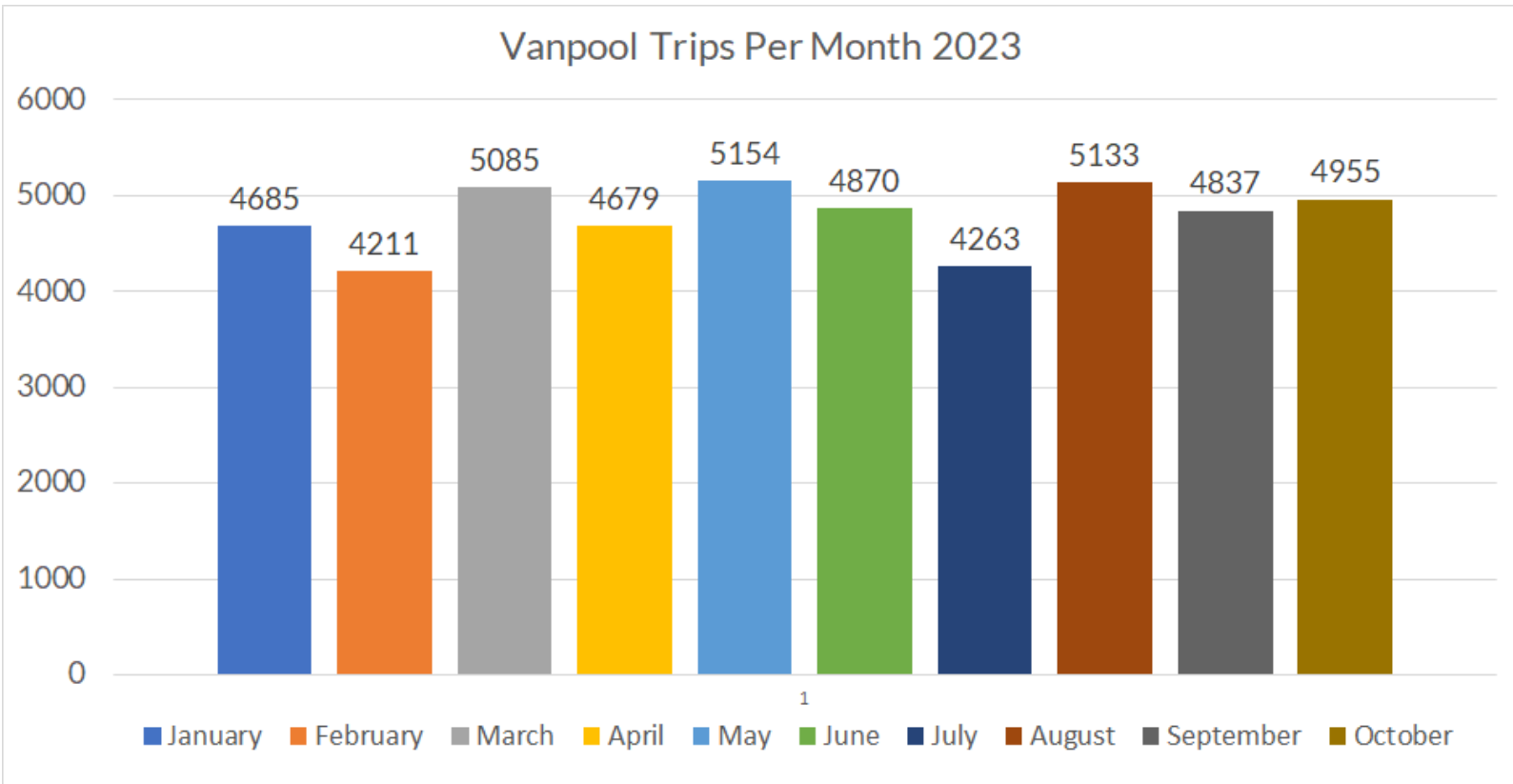
**Fixed Route Service:** Skagit Transit's fixed route service includes both local and commuter bus service. Through most of the pandemic, monthly ridership was around 18,000 a month. In the 12 months encompassing September 2022 to September 2023, Skagit Transit experienced an 19.1% increase in Fixed Route Ridership. Additional ridership growth is anticipated in 2024.



**Paratransit:** Skagit Transit directly operates the required ADA paratransit service for our service area. 2023 has seen steady growth of 26% over ridership at this time last year. 2024 should see an additional rise in ridership over 2023.



**Vanpool Service:** Skagit Transit's Vanpool 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. Changes at the Boeing facility in Everett have greatly impacted Vanpool as most of our Vanpool Groups are Boeing Employees. There are also supply chain issues. There is a very limited ability to purchase new or replacement vehicles right now due to supply shortages from the manufacturers.



## FY 2024 Grants

Skagit Transit takes advantage of available Grant funds to purchase capital assets and to supplement its operations. Operating Grant funds represent 25% of Operating Revenues while Capital Grants pays for about 73% of intended Capital Purchases for the 2023 Budget. Most of our Grant funding comes from the Federal Transit Administration and the Washington State Department of Transportation.

<u>State Grants</u>	
<b>Operating</b>	
2023-2025 State Special Needs - Operating Assistance	1,787,266
<b>Total State Operating</b>	<b>\$1,787,266</b>
<b>Capital</b>	
Paratransit State Special Needs Paratransit Coaches	750,000
2023-2025 Transit Support Grant Program - Replacement Fixed Route Coaches	626,211
2023-2025 Rideshare Grant Program - Replacement Vans	299,418
2023-2025 Rideshare Grant Program - Expansion Vans	187,669
2024 Supplemental Vanpool Investment Program - Replacement Vans	216,000
<b>Total State Capital</b>	<b>\$2,079,298</b>
<b>TOTAL STATE GRANTS</b>	<b>\$3,866,564</b>
<u>Federal Grants</u>	
<b>Operating</b>	
2023 - Section 5307 Annual Operating Funds - Operations Assistance	5,188,565
2023-2025 State Rural Mobility - NW Regional Transportation Study	140,000
2023-2025 - FTA Section 5311 - Increase Frequency West Sk. County Rt. 615	326,667
2023-2025- FTA Section 5311 - Increase Frequency East Sk. County Rt. 717	304,560
FY2022 FTA AoPP Program - Microtransit Study	80,000
2023-2025 - FTA Section 5310 - Mobility Management - Community Engagement Coordinator	67,718
<b>Total Federal Operating</b>	<b>\$6,107,510</b>
<b>Capital</b>	
Federal Section FY18 5307 Capital MOA2 Construction Phase 1	833,976
Federal Section FY21-23 5307 Capital MOA Design Phases 2 and 3	1,788,045
FWHA Flexed to FTA 5307 SCOG Award -Shelter Purchase	29,081
FY 2022 Flexed 5307 Bus Shelter Purchase	68,062
2023-2025 FTA Section 5310 - Replacement Fixed Route Coaches	2,504,842
2022 WSDOT Pass Through FTA Section 5339 - Maintenance Equipment	37,394
<b>Total Federal Capital</b>	<b>\$5,261,400</b>
<b>TOTAL FEDERAL GRANTS</b>	<b>\$11,368,910</b>
Local Grant WSTIP - COOP	\$50,000
<b>TOTAL GRANTS</b>	<b>\$15,285,474</b>



## 2024 Budget Highlights – Operating Expense

Fiscal year 2023 actual expenditures are projected to be approximately \$1,300,000 over the 2023 Budget. We will draft and present a budget amendment in December of 2023 due to the increases in professional services, security services, and payroll and benefits. The fiscal year 2024 Operating budget is 15.82% higher than the 2023 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 2023 is due to a 4.25% COLA increase, an increase in medical premiums, budgeted overtime, and additional employees.

**Services** – The increase is due to additional security services needed for the Construction of the new Maintenance Operations and Administration Facility (MOA2).

**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.

	2022		2023		2024	Change
	Budget	Actuals	Budget	EOY Estimate	Budget Request	YOY % Change
Salaries and Wages	8,327,926	8,318,425	9,911,862	10,122,485	11,572,084	16.75%
Benefits	5,451,209	5,620,053	6,961,013	7,510,239	7,828,541	12.46%
Services	717,950	680,456	698,285	1,203,557	851,507	21.94%
Supplies and Materials	2,117,850	3,102,300	2,644,071	2,970,516	3,415,237	29.17%
Utilities	272,000	222,505	263,549	238,133	246,000	-6.66%
Casualty & Liability	305,177	314,115	467,133	476,216	579,735	24.10%
Assessments	24,750	16,234	24,250	21,941	22,000	-9.28%
Leases & Rentals	59,300	27,819	56,010	42,921	65,306	16.60%
Misc.	243,800	19,386	239,508	23,693	32,509	-86.43%
<b>Total</b>	<b>17,519,962</b>	<b>18,321,294</b>	<b>21,265,681</b>	<b>22,609,701</b>	<b>24,612,919</b>	<b>15.74%</b>

**Staffing Summary** – the following shows the budgeted FTE's by Department and compares to last year's budget. There will be six new FTEs in 2024.

Department	2023 Budget	2024 Budget	Change
Fixed Route/Paratransit Drivers	82	86	4
Vanpool	1	1	0
Operations	21	20	-1
Administration	9	8	-1
Executive	3	6	3
Human Resources	2	2	0
Information Technology	3	3	0
Safety and Training	3	3	0
Security	3	3	0
Maintenance	19	19	0
Facilities	9	9	0
<b>Total</b>	<b>155</b>	<b>160</b>	<b>5</b>

### Operating Expenses by Department

Department	2022 Actuals	2023 Proposed Budget	2024 Proposed Budget	Change 2024 vs 2023 Budget
Fixed Route	6,479,988	7,129,187	8,548,703	19.91%
Paratransit	1,557,449	2,133,675	2,395,160	12.26%
Vanpool	198,263	338,729	421,461	24.42%
Operations	2,233,100	2,606,025	2,704,641	3.78%
Administration	1,229,529	1,609,045	1,601,179	-0.49%
Executive	641,336	722,583	946,561	31.00%
Human Resources	302,521	374,327	473,099	26.39%
Information Technology	1,017,363	1,007,139	1,310,194	30.09%
Safety and Security	939,837	939,916	1,155,990	22.99%
Maintenance	2,478,200	2,976,926	3,211,402	7.88%
Facilities	1,001,005	1,145,519	1,402,929	22.47%
Skagit Station	101,868	122,800	117,800	-4.07%
MOA2	56,813	63,600	67,100	5.50%
Park and Rides	89,022	96,210	106,700	10.90%
Capital*	-	-	150,000	
<b>Total</b>	<b>18,326,294</b>	<b>21,265,681</b>	<b>24,612,919</b>	<b>15.74%</b>

\*Prior years these fees weren't split into capital but paid out Administration or Executive.

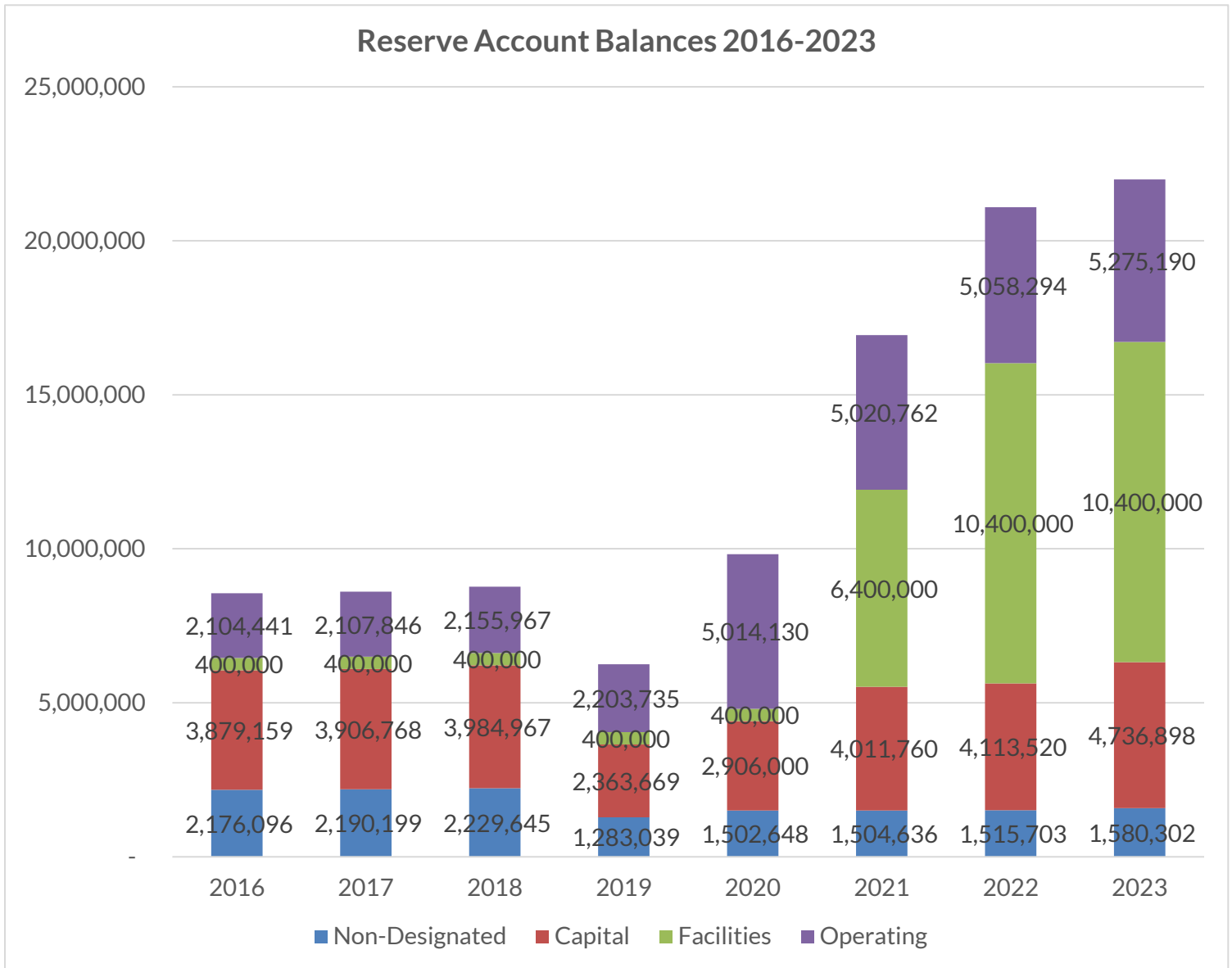
## 2024 Capital Budget

The following table lists all capital expenses budgeted for fiscal year 2024. Skagit Transit relies on Federal and State Grants to supplement its capital purchases. The 2023 Capital Budget will be funded by approximately \$7.3 Million in Grant Funds from the FTA and WSDOT.

<b>2024 Capital Budget</b>			
	<b>Unit Price</b>	<b>Qty</b>	<b>Total</b>
<b>Revenue Vehicle</b>			
40 Ft Fixed Route Bus	\$626,211	5	\$3,131,053
Endera Paratransit Coach	\$186,694	5	\$933,470.00
Capital Engine Replacement	\$62,000	2	\$124,000.00
	<b>Total</b>		<b>\$4,188,523.49</b>
<b>Vanpool</b>			
6 Replacement 2024 Pacifica Vans	\$51,396	6	\$308,376.00
1 Expansion 2024 Pacifica Van	\$51,396	2	\$102,792.00
1 Replacement 2023 Transit 15 Passenger Van	\$65,897	1	\$65,897.00
2 Expansion 2023 Transit 15 Passenger Vans	\$65,897	2	\$131,794.00
	<b>Total</b>		<b>\$608,859.00</b>
<b>Staff Vehicle</b>			
Vehicle Replacment - Operations	\$46,743.00	1	\$46,743.00
Vehicle Replacment - Security	\$46,743.00	1	\$46,743.00
	<b>Total</b>		<b>\$46,743.00</b>
<b>Garage/Shop Equipment</b>			
VIS Shine Tire Machine	\$7,984.12	1	\$7,984.12
	<b>Total</b>		<b>\$7,984.12</b>
<b>Route Improvements</b>			
Tripspark Novus Migration	\$150,000.00	1	\$150,000.00
Tripspark Streets Service Interruption Module	\$65,000.00	1	\$65,000.00
Bus Shelters	\$20,000.00	12	\$240,000.00
	<b>Total</b>		<b>\$455,000.00</b>
<b>Skagit Station/Park&amp;Ride</b>			
DR Fire Supression System - Chuckanut	\$50,000.00	1	\$50,000.00
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
	<b>Total</b>		<b>\$270,000.00</b>
<b>IT Budget</b>			
DR Solution. Generator, Equip, Hardware, Software	\$180,000.00	1	\$180,000.00
Smart Board for Conference Room	\$0.00	1	\$0.00
Emergency Alert System	\$100,000.00	1	\$100,000.00
Verkada MOA Cameras	\$72,710.96	1	\$72,710.96
Arctic Wolf or Dark Trace or Crowd Strike Managed EDR	\$115,000.00	1	\$115,000.00
MOA Core Network Upgrade Redundant Switches	\$35,000.00	1	\$35,000.00
	<b>Total</b>		<b>\$502,710.96</b>
<b>MOA II</b>			
Phase 1 Construction	1,400,000.00	1	1,400,000.00
A&E for Phases 2 & 3	2,600,000.00	1	2,600,000.00
	<b>Total</b>		<b>4,000,000.00</b>
<b>Total Capital Budget</b>			<b>\$10,079,820.57</b>

## 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 Washington State Local Government Investment Pool (LGIP). All reserve balances are at levels that meet Board approved internal policies. Skagit Transit’s operating reserve doubled in 2020. The increase in the Reserve levels in 2020 through 2022 were primarily due to federal stimulus funds received from the Federal Government. Interest rates are back to historical averages resulting in increased interest income for 2023.



# Departmental Details

## 2024 Approved Budget Worksheets

Fixed Route (10)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Operators' Salaries and Wages	501010	2,224,372	2,909,351	3,450,900	3,931,535	4,380,481	27%
Overtime							
Salaries and Wages	501020	0	182,799	0	0	0	0%
Employer's FICA Expense	502010	196,069	274,545	295,171	359,997	356,669	21%
401a Pension Plan	502020	140,323	184,178	400,892	221	0	-100%
PERS Pension Plan	502025	0	0	0	525,348	436,395	0%
Medical Insurance	502030	619,877	693,960	816,540	960,699	962,756	18%
Dental/Vision Insurance	502040	71,047	85,259	146,876	91,372	100,634	-31%
Life Insurance Plans	502050	1,417	1,520	2,835	4,391	4,047	43%
Group Disability Insurance	502060	24,043	40,906	39,567	51,177	51,875	31%
Unemployment Comp Insurance	502070	16,726	1,463	10,000	1,058	10,000	0%
Worker's Comp Insurance	502080	97,188	213,142	231,279	189,600	245,390	6%
WA State Paid FML	502085	3,890	5,822	5,710	10,461	6,900	21%
General Leave	502090	237,388	348,009	314,723	353,610	433,738	38%
Holiday Pay	502100	122,833	171,041	162,818	192,668	218,118	34%
On Call Pay	502105	26,501	22,817	0	22,529	35,000	0%
First Stop Health	502110	2,861	2,952	3,364	33	209	-94%
Other Paid Absence	502120	13,638	15,984	0	44,771	15,000	0%
Uniform Allowance	502130	15,173	14,199	30,000	21,181	30,000	0%
Other Benefits	502140	48,565	59,780	63,000	83,756	50,250	-20%
Professional and Technical Services	503030	100	12,186	10,000	9,500	10,000	0%
Other Services	503990	859	0	0	4,337	4,941	0%
Drug and Alcohol Testing	503991	4,525	3,828	5,000	2,386	5,000	0%
Security Services	503070	1,442	1,560	2,000	1,560	1,600	-20%
CDL Testing/DMV Checks	503994	250	3,250	2,500	192	2,000	-20%
Ultra-Low Sulfur Fuel	504013	253,755	1,037,559	900,000	948,824	900,000	0%
Office Supplies	504200	0	0	0	0	200	0%
Cleaning/Sanitation Supplies	504240	681	671	1,000		1,000	0%
Misc Operating Supplies	504260	107	11,286	20,000	17,106	20,000	0%
Bus Stop/Poles & Signs	504270	433	0	0	0	0	0%

## 2024 Approved Budget Worksheets

Fixed Route (10)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Fare Cards	504280	2,250	5,310	0	0	0	0%
Sm Tools/Equip/Furn-Other	504340	0	0	5,000	2,638	5,000	0%
Revenue Vehicle Parts/Supplies	504390	131	0	0	0	0	0%
Other Materials and Supplies	504990	33	0	0	2,054	0	0%
Postage	504991	100	0	0	600	1,000	0%
Telephone Service	505022	814	903	1,000	405	0	-100%
Premium For PL/PD Insurance	506030	205,816	168,045	198,511	198,511	244,342	23%
Dues, Memberships, Subscription	509010	4,741	4,838	5,000	5,473	5,000	0%
Travel & Meeting Expense	509020	0	148	0	0	2,000	0%
Conference Registration	509022	0	400	1,000	0	2,000	100%
Training / Seminars	509024	0	0	2,500	0	2,500	0%
Promotional Items	509080	0	0	0	0	500	0%
Other Miscellaneous Expenses	509990	0	0	500	132	500	0%
Employee Recruitment	509992	5,099	1,876	1,500	1,426	1,600	7%
Employee Incentive	509993	1,440	400	0	1,501	2,059	0%
<b>Total Expense</b>		\$ 4,344,486	\$ 6,479,988	\$ 7,129,186	\$ 8,041,052	\$ 8,548,703	20%

## 2024 Approved Budget Worksheets

Paratransit (12)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Operators' Salaries and Wages	501010	915,288	745,249	1,119,630	823,996	1,287,437	15%
Salaries and Wages	501020	4,780	66,750				0%
Employer's FICA Expense	502010	82,762	72,395	96,162	83,239	108,730	13%
401a Pension Plan	502020	55,529	48,485	130,604	(265)		-100%
PERS Pension Plan	502025				131,244	133,035	0%
Medical Insurance	502030	214,463	166,232	236,987	194,985	270,158	14%
Dental/Vision Insurance	502040	30,004	23,173	44,296	13,074	25,388	-43%
Life Insurance Plans	502050	532	400	855	1,024	1,140	33%
Group Disability Insurance	502060	11,126	11,256	12,505	10,061	15,808	26%
Unemployment Comp Insurance	502070			5,000		5,000	0%
Worker's Comp Insurance	502080	51,814	53,846	69,244	37,533	68,921	0%
WA State Paid FML	502085	1,683	1,526	1,860	2,440	2,104	13%
General Leave	502090	107,218	94,169	105,911	89,666	142,463	35%
Holiday Pay	502100	53,149	44,870	51,474	48,828	66,413	29%
On Call Pay	502105	15,907	11,035			10,000	0%
First Stop Health	502110	1,104	810	1,015	18	59	-94%
Other Paid Absence	502120	1,934	2,904		4,637	2,000	0%
Uniform Allowance	502130	3,077	2,992	6,000	1,578	6,000	0%
Other Benefits	502140	19,525	17,255	19,000	18,047	14,250	-25%
Professional and Technical Services	503030				390	1,500	0%
Other Services	503990				1,331	1,000	0%
Drug & Alcohol Testing	503991	1,172	715	1,000	451	1,000	0%
Ultra-Low Sulfur Fuel	504013	2,576	5,159	2,500	3,510	5,100	104%
Propane	504016	108,249	143,564	135,000	156,946	135,000	0%
Office Supplies	504200			200		200	0%
Cleaning/Sanitation Supplies	504240			500		500	0%
Misc Operating Supplies	504260			500	2,450	500	0%
Fare Cards	504280			500		500	0%
Revenue Vehicle Parts/Supplies	504390						0%
Postage	504991	500	1	500	1,500	1,500	200%



## 2024 Approved Budget Worksheets

Paratransit (12)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
Shipping	504992					100	0%
Cellular Phone	505023	18,982	19,444	20,000	12,606		-100%
Premium For PL/PD Insurance	506030	26,381	24,899	71,132	71,132	87,554	23%
Veh License/Registration Fee	507040		71		256	500	0%
Other Miscellaneous Expenses	509990			300		300	0%
Employee Incentive	509993	250	250	1,000	660	1,000	0%
<b>Total Expense</b>		\$ 1,728,004	\$ 1,557,449	\$ 2,133,675	\$ 1,711,337	\$ 2,395,160	12%

## 2024 Approved Budget Worksheets

Vanpool (14)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Salaries and Wages	501020	31,652	39,480	54,346	61,797	68,003	25%
Employer's FICA Expense	502010	3,322	3,412	4,853	5,476	6,072	25%
401a Pension Plan	502020	2,254	2,393	6,591			-100%
PERS Pension Plan	502025				6,598	7,429	0%
Medical Insurance	502030	13,329	18,679	18,537	24,807	24,070	30%
Dental/Vision Insurance	502040	1,146	1,539	2,331	2,399	2,809	20%
Life Insurance Plans	502050	21	26	45	83	69	53%
Group Disability Insurance	502060	491	665	709	722	887	25%
Worker's Comp Insurance	502080	184	220	305	287	305	0%
WA State Paid FML	502085	69	80	94	167	117	25%
General Leave	502090	7,002	4,666	6,100	656	7,632	25%
Holiday Pay	502100	2,498	2,910	2,989	3,005	3,737	25%
First Stop Health	502110	42	51	53	1		-100%
Other Paid Absence	502120	3,932	41				0%
Other Benefits	502140	500	890	1,000	1,348	750	-25%
Boot Allowance	502142		200		240		0%
Advertising	503020			250			-100%
Professional and Technical Svcs	503030				838		0%
Training Services	503034	705		1,000		1,000	0%
Drug & Alcohol Testing	503991	234		500		250	-50%
Gas	504012	81,890	119,178	132,792	134,211	185,000	39%
Tires and Tubes	504020				1,371		0%
Office Supplies	504200			500			-100%
Safety Training Material & Supp	504250			500		500	0%
Sm Tools/Equip/Furn-Mtce	504310			1,000		1,000	0%
Safety Supplies	504330			500	98	500	0%
Revenue Vehicle Parts/Supplies	504390	163					0%
Other Materials & Supplies	504990			500	375		-100%
Postage	504991	100		500	120		-100%
Cellular Phone	505023	608	627	1,000	376		-100%

## 2024 Approved Budget Worksheets

<b>Vanpool (14)</b>							
	<b>GL</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Proposed Budget</b>	<b>End Of Year Estimate 12/31/2023</b>	<b>2024 Budget Request</b>	<b>Change (%) 2023 Budget to 2024 Budget</b>
Premium For PL/PD Insurance	506030	76,501	2,051	86,834	86,834	106,882	23%
Non-Insured PL/PD Claims	506040			200		1,000	400%
Veh License/Registration Fee	507040	501	405	750	88	1,000	33%
Dues, Memberships, Subscriptio	509010			8,500	9,783		-100%
Travel & Meeting Expense	509020			1,500		500	-67%
Conference Registration	509022			1,000		500	-50%
Training / Seminars	509024			1,000		500	-50%
Bridge, Tunnel, and Highway To	509030			200	128	200	0%
Fines & Penalties	509060				86		0%
Promotional Items	509080			1,000			-100%
Other Miscellaneous Expenses	509990	401	525	750		750	0%
Employee Recruitment	509992						0%
Employee Incentive	509993		223				0%
<b>Total Expense</b>		\$ 227,548	\$ 198,263	\$ 338,729	\$ 341,894	\$ 421,461	24%

## 2024 Approved Budget Worksheets

Ops Admin and Dispatchers (18)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Operators' Salaries and Wages	501010	12					0%
Salaries and Wages	501020	1,065,165	1,278,656	1,503,059	1,532,168	1,530,007	2%
Employer's FICA Expense	502010	95,963	115,619	131,253	178,159	135,431	3%
401a Pension Plan	502020	64,569	77,779	178,264			-100%
PERS Pension Plan	502025				215,033	165,704	0%
Medical Insurance	502030	278,352	312,661	349,332	430,971	368,572	6%
Dental/Vision Insurance	502040	28,294	30,192	48,959	7,591	34,942	-29%
Life Insurance Plans	502050	516	529	945	1,986	1,260	33%
Group Disability Insurance	502060	12,845	15,221	16,257	17,997	18,689	15%
Unemployment Comp Insurance	502070	9,262		10,000		10,000	0%
Worker's Comp Insurance	502080	25,803	31,287	38,571	23,231	34,930	-9%
WA State Paid FML	502085	1,918	2,436	2,539	5,347	2,620	3%
General Leave	502090	140,416	181,334	147,002	143,440	177,342	21%
Holiday Pay	502100	70,862	82,588	69,664	75,477	82,989	19%
On Call Pay	502105	2,664	1,575		78		0%
First Stop Health	502110	1,041	1,036	1,121	83		-100%
Other Paid Absence	502120	4,391	4,939		17,251	2,000	0%
Uniform Allowance	502130	4,161	7,632		2,378		0%
Other Benefits	502140	17,162	15,716	22,500	21,586	15,000	-33%
Professional and Technical Services	503030	1,697	2,396	5,000	2,974	5,000	0%
Graphic Design	503033	118			612	750	0%
Training Services	503034	2,584	3,195	3,500	1,432	5,000	43%
Other Services	503990		230	250	686	2,000	700%
Drug & Alcohol Testing	503991	1,142	660	1,800	957	1,800	0%
CDL Testing/DMV Checks	503994		250	500			-100%
Vaccination Services	503995		330	500	132	500	0%
Fuel Staff Vehicles	504015	41	16				0%
Office Supplies	504200	4,930	2,512	2,500	3,323	3,000	20%
Software	504210		54			4,000	0%
Small Tools Replacement/Repair	504230	23				500	0%
Cleaning/Sanitation Supplies	504240	6,653	5,225	3,500	5,799	5,000	43%
Safety Training Materials & Supplies	504250		851		47		0%
Misc Operating Supplies	504260	1,428	1,374	2,000	1,203	2,000	0%

## 2024 Approved Budget Worksheets

Ops Admin and Dispatchers (18)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
Bus Stop/Poles and Signs	504270	207	53	500		500	0%
Fare Cards	504280		15,831	10,000	17,713	20,000	100%
Small Computer Equipment	504300	39		1,000			-100%
Sm Tools/Equip/Furn-Mtce	504310			1,000		2,000	100%
Safety Supplies	504330	252	173	1,000	855	4,000	300%
Sm Tools/Equip/Furn-Other	504340	1,531	855		24	1,000	0%
Ergonomic Equipment & Furniture	504350	532	1,725	2,500	2,100	3,000	20%
Other Materials & Supplies	504990	90	1,306	200	2,661	2,500	1150%
Postage	504991	100			120	500	0%
Cellular Phone	505023	5,719	6,464	6,000	3,602		-100%
Radio	505024			1,000			-100%
Utilities	505025						0%
Premium For PL/PD Insurance	506030	12,553	7,791	6,910	6,910	8,505	23%
Dues, Memberships, Subscriptions	509010			100		100	0%
Travel & Meeting Expense	509020	7,384	7,540	20,000	14,756	25,000	25%
Misc Travel Expense	509021	42	328	100		500	400%
Conference Registration	509022	5,700	2,275	3,000	780	3,000	0%
Training / Seminars	509024	1,055	1,070	1,000	1,536	5,000	400%
Other Miscellaneous Expenses	509990		36	200	593	500	150%
Books & Periodicals	509991		950	1,000		1,000	0%
Employee Recruitment	509992	16,761	6,309	5,000	10,563	12,000	140%
Employee Incentive	509993	1,100	1,170	1,500	1,141	1,500	0%
Interest Expenses	511010		53				0%
Equipment Lease	512120	2,471	2,878	5,000	1,915	5,000	0%
Building Lease	512121	193					0%
<b>Total Expense</b>		\$ 1,897,740.52	\$ 2,233,100.57	\$ 2,606,025.72	\$ 2,755,210.00	\$ 2,704,640.94	4%

## 2024 Approved Budget Worksheets

<b>Administration (20)</b>							
	<b>GL</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Proposed Budget</b>	<b>End Of Year Estimate 12/31/2023</b>	<b>2024 Budget Request</b>	<b>Change (%) 2023 Budget to 2024 Budget</b>
<b>Expense</b>							
Salaries and Wages	501020	506,453	593,990	753,068	473,183	736,614	-2%
Employer's FICA Expense	502010	45,068	52,496	65,013	49,621	65,814	1%
401a Pension Plan	502020	17,532	35,454	88,298			-100%
PERS Pension Plan	502025				68,693	80,525	0%
Medical Insurance	502030	124,762	126,647	187,099	126,498	189,108	1%
Dental/Vision Insurance	502040	12,222	13,109	20,982	9,870	15,789	-25%
Life Insurance Plans	502050	223	233	405	488	504	24%
Group Disability Insurance	502060	6,221	7,051	7,536	6,457	7,802	4%
Unemployment Comp Insurance	502070		354	5,000	354	5,000	0%
Worker's Comp Insurance	502080	2,293	2,786	2,745	1,920	2,426	-12%
WA State Paid FML	502085	901	1,129	1,258	1,454	1,273	1%
General Leave	502090	73,930	81,764	67,613	53,587	84,541	25%
Holiday Pay	502100	27,895	30,245	33,158	19,588	40,160	21%
First Stop Health	502110	450	455	481	7		-100%
Other Paid Absence	502120	1,291	568		58,915	2,000	0%
Uniform Allowance	502130				210		0%
Other Benefits	502140	3,773	7,260	9,000	7,495	6,000	-33%
Advertising	503020			500			-100%
Legal/Public Notices	503025			200			-100%
Professional and Technical Serv	503030	2,601	22,142	100,000	250,000	100,000	0%
Legal Services	503032	233		1,000		1,000	0%
Training Services	503034	95	1,174				0%
Audit Services	503035	35,593	26,607	35,000	37,000	45,000	29%
Consulting Services	503036		650	200			-100%
Temporary Help	503040	34,440		5,000			-100%
Other Services	503990	6,309	10,280	9,000	11,000	12,000	33%
Office Supplies	504200	10,368	12,980	10,000	16,000	12,000	20%
Software	504210	15,704	18,254	19,000			-100%
Cleaning/Sanitation Supplies	504240		13		67	100	0%
Misc Operating Supplies	504260	27					0%

## 2024 Approved Budget Worksheets

Administration (20)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
Fare Cards	504280	7,316	1,308	2,500	1,500	2,500	0%
Forms	504290		1,132	2,000	1,500	1,500	-25%
Small Computer Equipment	504300			1,000			-100%
Sm Tools/Equip/Furn-Other	504340	474			600	1,000	0%
Ergonomic Equipment & Furnitu	504350		200	500	475	500	0%
Other Materials and Supplies	504990	229	198		600	600	0%
Postage	504991	2,500	230	150	3,000	3,000	1900%
Shipping	504992	26					0%
Telephone Service	505022	20,269	17,337	20,000	5,630		-100%
Cellular Phone	505023		734	500	158		-100%
Utilities	505025	53,909	61,313	48,000	61,753	48,000	0%
Premium For PL/PD Insurance	506030	58,602	76,501	74,839	74,839	92,117	23%
Non-Insured PL/PD Claims	506040		5,000		5,000		0%
State & Sales Tax	507020	1,398	2,019	2,000	1,855	2,000	0%
Property Assessment	507990	1,451	1,309	1,500	1,434	1,500	0%
Dues, Memberships, Subscriptio	509010	28,646	854	15,000	10,951	15,000	0%
Travel & Meeting Expense	509020		1,636	5,000	729	5,000	0%
Misc Travel Expense	509021						0%
Conference Registration	509022	740	675	2,000	1,013	2,000	0%
Training / Seminars	509024	480	3,620	3,500		3,500	0%
Bridget, Tunnel, and Highway T	509030				14		0%
Fines & Penalties	509060	25			963		0%
Promotional Items	509080				672		0%
Other Miscellaneous Expenses	509990	4,618	1,244	5,000	(11,145)	5,000	0%
Books & Periodicals	509991			500		500	0%
Employee Recruitment	509992	3,220	5,982	3,000	10,122	3,000	0%
Employee Incentive	509993		130	500	22	500	0%
Interest Expense	511010		185				0%
Equipment Lease	512120	3,862	1,580		3,401	4,104	0%
Building Lease	512121	706	702		2,202	2,202	0%
<b>Total Expense</b>		1,116,855	1,229,529	1,609,045	1,369,695	1,601,179	0%

## 2024 Approved Budget Worksheets

Executive (25)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Salaries and Wages	501020	303,643	317,348	357,094	507,817	467,562	31%
Employer's FICA Expense	502010	26,384	28,105	31,621	49,965	41,427	31%
401a Pension Plan	502020	18,533	19,944	42,946	0		-100%
PERS Pension Plan	502025				65,917	50,688	0%
Medical Insurance	502030	54,634	48,003	42,553	67,646	61,208	44%
Dental/Vision Insurance	502040	5,791	5,112	6,994	6,415	6,644	-5%
Life Insurance Plans	502050	98	87	135	318	273	102%
Group Disability Insurance	502060	3,469	3,133	2,874	4,474	4,706	64%
Unemployment Comp Insurance	502070	103		2,000	0	2,000	0%
Worker's Comp Insurance	502080	1,001	1,026	894	1,285	1,530	71%
WA State Paid FML	502085	557	614	612	1,424	801	31%
General Leave	502090	46,851	61,111	40,960	72,169	51,668	26%
Holiday Pay	502100	18,249	17,461	15,790	23,778	25,304	60%
First Stop Health	502110	213	173	160	5		-100%
Other Paid Absence	502120	1,953	2,519		13,946	500	0%
Other Benefits	502140	2,000	2,440	3,000	12,354	3,750	25%
Advertising	503020	3,560	4,924	32,500	4,368	5,000	-85%
Legal/Public Notices	503025	712	1,716	2,500	1,095	10,000	300%
Professional and Technical Serv	503030	14,985	37,651	42,500	200,772	50,000	18%
Legal Services	503032	2,593	7,205	6,500	14,342	40,000	515%
Graphic Design	503033	33			0	2,500	0%
Repair/Maintenance - Other	503051			250	0	500	100%
Other Services	503990			2,500	262	500	-80%
Vaccination Services	503995			250	0	500	100%
Office Supplies	504200	140	71	150	1,206	1,000	567%
Cleaning/Sanitation Supplies	504240				0		0%
Safety Training Material & Supp	504250	245		500	0		-100%
Misc Operating Supplies	504260			50	0		-100%
Bus Stop/Poles & Signs	504270		600		0		0%
Fare Cards	504280	187			0		0%



## 2024 Approved Budget Worksheets

Executive (25)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
Sm Tools/Equip/Furn-Mtce	504310				0		0%
Safety Supplies	504330		95		0		0%
Sm Tools/Equip/Furn-Other	504340	47		150	395	500	233%
Ergonomic Equipment & Furnitu	504350			500	13,896	1,000	100%
Other Materials & Supplies	504990	174	1,244	1,000	101	1,000	0%
Postage	504991	50	48		179		0%
Cellular Phone	505023	1,714	1,710	2,000	3,604		-100%
Property Assessment	507990	1,271	1,458	1,500	1,685	2,000	33%
Dues, Memberships, Subscriptio	509010	36,268	39,715	40,000	31,364	60,250	51%
Travel & Meeting Expense	509020	(675)	(116)	5,000	8,675	5,000	0%
Misc Travel Expense	509021		34	250	122		-100%
Conference Registration	509022	1,165	995	10,250	4,488	10,250	0%
SKAT Board/CAC Meeting Exper	509023			1,000	0		-100%
Training / Seminars	509024			4,000	96	2,000	-50%
Promotional Items	509080	5,612	1,327	5,000	2,525	5,000	0%
Other Miscellaneous Expenses	509990	145	2,759		976		0%
Books & Periodicals	509991			100	0		-100%
Employee Recruitment	509992	4,934	23,187	1,500	41,097	1,500	0%
Employee Incentive	509993	1,471	6,330	5,000	12,239	15,000	200%
Interest Expense	511010		600		0		0%
Building Lease	512121	10,545	2,707	10,000	11,971	15,000	50%
<b>Total Expense</b>		\$ 568,653	\$ 641,336	\$ 722,583	\$ 1,182,972	\$ 946,561	31%

## 2024 Approved Budget Worksheets

HR (26)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Salaries and Wages	501020	48,935	153,741	209,593	216,462	232,929	11%
Employer's FICA Expense	502010	4,564	13,368	18,088	19,225	20,779	15%
401a Pension Plan	502020	3,007	8,933	24,566	0	0	-100%
PERS Pension Plan	502025	0	0	0	27,593	25,424	0%
Medical Insurance	502030	2,108	27,141	32,352	35,162	33,678	4%
Dental/Vision Insurance	502040	1,206	2,617	4,663	4,663	2,276	-51%
Life Insurance Plans	502050	22	46	90	90	114	27%
Group Disability Insurance	502060	197	1,717	1,909	346	2,039	7%
Unemployment Comp Insurance	502070	5,486	7,577	2,000	21,000	20,000	900%
Worker's Comp Insurance	502080	238	546	609	609	609	0%
WA State Paid FML	502085	94	276	350	575	402	15%
General Leave	502090	4,695	16,842	18,013	19,293	26,118	45%
Holiday Pay	502100	2,716	7,366	8,837	12,417	12,579	42%
First Stop Health	502110	44	89	107	0	0	-100%
Other Paid Absence	502120	469	0	0	0	0	0%
Uniform Allowance	502130	0	236	0	0	0	0%
Other Benefits	502140	3,817	720	2,000	3,300	1,500	-25%
Advertising	503020	0	0	1,500	0	1,500	0%
Legal/Public Notices	503025	0	0	250	0	250	0%
Professional and Technical Serv	503030	2,049	12,987	2,500	0	2,500	0%
Labor Law Service	503031	174	541	5,000	3,500	5,000	0%
Legal Services	503032	0	9,244	3,000	25,000	25,000	733%
Temporary Help	503040	6,754	15,355	10,000	18,350	20,000	100%
Drug & Alcohol Testing	503991	46	169	250	0	250	0%
Office Supplies	504200	0	1,521	1,500	1,500	3,000	100%
Misc Operating Supplies	504260	0	0	250	0	250	0%
Forms	504290	265	0	250	0	250	0%
Sm Tools/Equip/Furn-Other	504340	0	616	500	0	2,500	400%
Ergonomic Equipment & Furnitu	504350	0	340	250	250	500	100%
Wellness Program Activity/Supp	504600	2,042	3,848	5,000	1,050	6,150	23%

## 2024 Approved Budget Worksheets

HR (26)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
Other Materials & Supplies	504990	0	300	500	0	500	0%
Postage	504991	500	27	500	250	750	50%
Shipping	504992	131	15	250	0	0	-100%
Cellular Phone	505023	0	871	650	100		-100%
Dues, Memberships, Subscriptio	509010	494	6,592	2,500	0	2,500	0%
Travel & Meeting Expense	509020	0	2,211	2,500	2,500	5,000	100%
Conference Registration	509022	0	4,477	5,000	0	7,500	50%
Training / Seminars	509024	0	0	2,500	0	3,750	50%
Other Miscellaneous Expenses	509990	0	814	750	0	750	0%
Books & Periodicals	509991	0	0	250	0	250	0%
Employee Recruitment	509992	1,775	1,231	5,000	0	5,000	0%
Employee Incentive	509993	25	148	500	1,000	1,500	200%
<b>Total Expense</b>		\$ 91,854	\$ 302,521	\$ 374,327	\$ 414,235	\$ 473,099	26%

## 2024 Approved Budget Worksheets

Information Technology (30)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Salaries and Wages	501020	203,569	223,671	282,990	287,010	307,298	9%
Employer's FICA Expense	502010	17,965	19,904	24,418	27,898	27,325	12%
401a Pension Plan	502020	12,079	13,431	33,163	(362)	0	-100%
PERS Pension Plan	502025	0	0	0	34,280	33,433	0%
Medical Insurance	502030	54,554	64,563	68,571	71,987	71,383	4%
Dental/Vision Insurance	502040	4,343	4,429	6,994	5,513	7,115	2%
Life Insurance Plans	502050	79	78	135	245	207	53%
Group Disability Insurance	502060	2,451	2,521	2,503	2,718	2,961	18%
Worker's Comp Insurance	502080	798	910	907	873	901	-1%
WA State Paid FML	502085	358	424	472	822	529	12%
General Leave	502090	24,240	33,159	27,238	47,019	41,604	53%
Holiday Pay	502100	11,649	11,789	11,456	9,004	16,284	42%
First Stop Health	502110	160	153	160	4	0	-100%
Other Paid Absence	502120	119	0	0		500	0%
Other Benefits	502140	3,509	1,500	3,000	4,143	2,250	-25%
Professional and Technical Serv	503030	47,170	27,121	21,427	65,445	50,000	133%
Office Supplies	504200	1,062	58	105	119	200	90%
Software	504210	265,792	423,001	351,045	349,610	452,906	29%
Cleaning/Sanitation Supplies	504240	984	0	0		0	0%
Small Computer Equipment	504300	28,955	105,351	0	96,664	120,000	0%
Sm Tools/Equip/Furn-Mtce	504310	5,394	68	135,482	37,569	35,000	-74%
Safety Supplies	504330	0	156	0		0	0%
Sm Tools/Equip/Furn-Other	504340	90,073	31,343	813		0	-100%
Postage	504991	700	0	0		0	0%
Shipping	504992	95	230	252	129	300	19%
Telephone Service	505022	0	0	0	10,306	21,000	0%
Cellular Phone	505023	797	480	576	31,177	53,000	9101%
Radio	505024	6,972	0	0	554	20,000	0%
Fiber Optics	505026	26,828	27,894	30,600	27,190	28,000	-8%
Internet Fee	505027	4,919	4,919	4,723	11,287	13,000	175%

## 2024 Approved Budget Worksheets

<b>Information Technology (30)</b>							
	<b>GL</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Proposed Budget</b>	<b>End Of Year Estimate 12/31/2023</b>	<b>2024 Budget Request</b>	<b>Change (%) 2023 Budget to 2024 Budget</b>
Dues, Memberships, Subscriptio	509010	4,557	19,460	108	440	1,000	826%
Travel & Meeting Expense	509020	0	0	0	2,780	4,000	0%
Conference Registration	509022	0	750	0	399	0	0%
Training / Seminars	509024	0	0	0		0	0%
Other Miscellaneous Expenses	509990	100	0	0		0	0%
<b>Total Expense</b>		<b>\$ 820,271</b>	<b>\$ 1,017,363</b>	<b>\$ 1,007,139</b>	<b>\$ 1,124,823</b>	<b>\$ 1,310,194</b>	<b>30%</b>

## 2024 Approved Budget Worksheets

<b>Safety &amp; Security (35)</b>							
	<b>GL</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Proposed Budget</b>	<b>End Of Year Estimate 12/31/2023</b>	<b>2024 Budget Request</b>	<b>Change (%) 2023 Budget to 2024 Budget</b>
<b>Expense</b>							
Salaries and Wages	501020	344,908	359,629	400,044	420,346	535,842	34%
Employer's FICA Expense	502010	31,380	31,750	35,944	41,754	0	-100%
401a Pension Plan	502020	21,051	20,752	48,818			-100%
PERS Pension Plan	502025				65,214	50,155	0%
Medical Insurance	502030	76,556	76,102	100,146	126,202	130,449	30%
Dental/Vision Insurance	502040	7,541	7,424	11,657	10,551	13,512	16%
Life Insurance Plans	502050	138	132	225	426	390	73%
Group Disability Insurance	502060	4,236	5,236	4,504	6,003	5,605	24%
Worker's Comp Insurance	502080	4,631	5,623	4,826	7,995	8,636	79%
WA State Paid FML	502085	612	614	695	1,222	793	14%
General Leave	502090	53,250	42,969	49,647	63,559	55,332	11%
Holiday Pay	502100	22,678	12,939	20,160	20,061	26,646	32%
First Stop Health	502110	278	267	267	7		-100%
Other Paid Absence	502120	177	500		5,314		0%
Uniform Allowance	502130	1,144	750		1,546		0%
Other Benefits	502140	3,000	2,500	5,000	4,578	4,500	-10%
Boot Allowance	502142			750			-100%
Professional and Technical Serv	503030	94	200	250		250	0%
Other Services	503990			75		75	0%
Repair/Maintenance - Other	503051			0			0%
Security Services	503070	205,037	348,000	230,233	416,773	313,092	36%
Drug & Alcohol Testing	503991	54	200	100	108	100	0%
CDL Testing/DMV Checks	503994	255	1,500	500		200	-60%
Fuel Staff Vehicles	504015	30					0%
Office Supplies	504200	483	500	500	198	150	-70%
Software	504210	2,713		750		750	0%
Cleaning/Sanitation Supplies	504240	1,753	1,000		401	200	0%
Safety Training Material & Supp	504250	4,429	3,500	300	3,033	5,000	1567%
Misc Operating Supplies	504260		50	50		50	0%
Sm Tools/Equip/Furn-Mtce	504310			25		50	100%

## 2024 Approved Budget Worksheets

<b>Safety &amp; Security (35)</b>							
	<b>GL</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Proposed Budget</b>	<b>End Of Year Estimate 12/31/2023</b>	<b>2024 Budget Request</b>	<b>Change (%) 2023 Budget to 2024 Budget</b>
Safety Supplies	504330	18,423	9,000	10,000	2,670	4,000	-60%
Sm Tools/Equip/Furn-Other	504340	116	300	500	41	250	-50%
Ergonomic Equipment & Furnitu	504350	0	250	1,750		1,500	-14%
Other Materials & Supplies	504990	0	250	200	192	200	0%
Postage	504991	3	0	0		0	0%
Shipping	504992	0	0	0		0	0%
Cellular Phone	505023	3,109	3,500	4,500	2,185		-100%
Dues, Memberships, Subscriptio	509010	691	750	3,500	2,718	4,000	14%
Travel & Meeting Expense	509020	98	200	1,500	1,839	2,500	67%
Misc Travel Expense	509021	0	200	250		250	0%
Conference Registration	509022	145	1,000	500	475	500	0%
Training / Seminars	509024	141	1,000	750	75	750	0%
Other Miscellaneous Expenses	509990	47	250	250		250	0%
Employee Recruitment	509992	0	0	250		250	0%
Employee Incentive	509993	1,892	1,000	500	385	750	50%
<b>Total Expense</b>		\$ 811,094	\$ 939,837	\$ 939,916	\$ 1,205,871	\$ 1,166,976	24%

## 2024 Approved Budget Worksheets

<b>Vehicle/Services Maintenance (41)</b>							
	<b>GL</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Proposed Budget</b>	<b>End Of Year Estimate 12/31/2023</b>	<b>2024 Budget Request</b>	<b>Change (%) 2023 Budget to 2024 Budget</b>
<b>Expense</b>							
Salaries and Wages	501020	802,473	1,001,186	1,239,499	1,292,987	1,367,526	10%
Employer's FICA Expense	502010	72,294	89,255	108,285	126,657	120,638	11%
401a Pension Plan	502020	48,573	59,794	147,069	434		-100%
PERS Pension Plan	502025	0	0	0	147,928	147,604	0%
Medical Insurance	502030	206,734	213,555	291,409	298,285	284,663	-2%
Dental/Vision Insurance	502040	23,588	24,879	46,627	21,642	30,388	-35%
Life Insurance Plans	502050	427	460	900	1,356	1,119	24%
Group Disability Insurance	502060	10,602	11,934	14,071	15,419	16,223	15%
Unemployment Comp Insurance	502070	1,103	16	10,000	2	10,000	0%
Worker's Comp Insurance	502080	45,997	59,975	70,020	49,418	66,255	-5%
WA State Paid FML	502085	1,464	1,972	2,082	3,676	2,328	12%
General Leave	502090	105,676	117,694	113,434	112,536	147,325	30%
Holiday Pay	502100	49,578	61,299	59,553	80,357	73,318	23%
First Stop Health	502110	868	890	1,015	25		-100%
Other Paid Absence	502120	7,328	3,073	0	3,111	2,000	0%
Uniform Allowance	502130	772	0	0		0	0%
Other Benefits	502140	11,345	17,638	19,000	24,235	14,250	-25%
Boot Allowance	502142	3,000	3,200	9,000	4,560	3,800	-58%
Advertising	503020	0	0	100		100	0%
Legal/Public Notices	503025	0	0	200		200	0%
Professional and Technical Serv	503030	(48)	47	500		500	0%
Graphic Design	503033	0	0	500		500	0%
Temporary Help	503040	12,738	1,244	10,000	1,618	10,000	0%
Contract Maintenance Services	503050	4,142	2,855	11,500	7,741	11,500	0%
Repair/Maintenance - Other	503051	8,379	21,868	20,000	69,154	45,000	125%
GFI Services	503055	0	0	1,000		1,000	0%
Vehicle Washing/Cleaning	503061	14	0	100		100	0%
Skagit Co Inmate Program	503062	0	0	0		0	0%
Other Services	503990	5,300	1,085	4,000	198	4,000	0%
Drug & Alcohol Testing	503991	1,195	601	1,200	1,298	1,200	0%



## 2024 Approved Budget Worksheets

<b>Vehicle/Services Maintenance (41)</b>							
	<b>GL</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Proposed Budget</b>	<b>End Of Year Estimate 12/31/2023</b>	<b>2024 Budget Request</b>	<b>Change (%) 2023 Budget to 2024 Budget</b>
CDL Testing/DMV Checks	503994	250	1,000	800		800	0%
Gas	504012	0	4,529	0	(4,529)	0	0%
Ultra-Low Sulfur Fuel	504013	5,421	9,099	8,907	8,826	8,907	0%
Lubricants	504014	32,758	58,133	43,000	52,303	53,000	23%
Fuel Staff Vehicles	504015	24,367	27,674	33,000	36,316	33,000	0%
Fuel Equipment	504017	0	91	100	16	100	0%
Tires and Tubes	504020	109,237	141,841	153,000	112,905	99,124	-35%
Office Supplies	504200	1,908	937	1,000	960	1,500	50%
Software	504210	3,955	2,498	4,000	2,346	4,000	0%
Small Tools Replacement/Repair	504230	4,191	4,497	5,500	985	5,500	0%
Cleaning/Sanitation Supplies	504240	13,773	13,503	14,000	13,871	14,000	0%
Misc Operating Supplies	504260	0	0	0		0	0%
Fare Cards	504280	488	0	2,000		1,000	-50%
Small Computer Equipment	504300	1,086	1,726	4,000		4,000	0%
Sm Tools/Equip/Furn-Mtce	504310	17,262	14,195	16,000	15,500	16,000	0%
Small Tools & Equipment - Vehi	504311	4,002	2,049	4,100	2,589	4,100	0%
Safety Supplies	504330	6,522	2,123	6,000	2,204	6,000	0%
Sm Tools/Equip/Furn-Other	504340	1,908	1,590	3,000		3,000	0%
Ergonomic Equipment & Furnitu	504350	0	0	500	469	500	0%
Building Repair Supplies	504360	0	0	500		500	0%
Equipment Repair Supplies	504370	2,558	96	3,000	2,979	3,000	0%
GFI Repair Supplies	504375	6,219	6,976	10,000	2,440	8,000	-20%
Vehicle Washing Supplies	504385	4,007	4,142	8,000	7,868	8,000	0%
Revenue Vehicle Parts/Supplies	504390	367,911	418,796	350,000	460,954	450,000	29%
Non Revenue Vehicle Parts/Sup	504400	15,502	9,543	15,000	3,741	15,000	0%
Shop Supplies	504405	25,066	15,579	25,000	17,145	25,000	0%
Other Materials & Supplies	504990	1,232	1,149	2,000	66	2,000	0%
Postage	504991	758	163	750	1,040	1,000	33%
Shipping	504992	358	310	1,000	305	1,000	0%
Cellular Phone	505023	3,159	3,350	3,500	1,816		-100%
Radio	505024	912	359	1,000	131		-100%

## 2024 Approved Budget Worksheets

<b>Vehicle/Services Maintenance (41)</b>							
	<b>GL</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Proposed Budget</b>	<b>End Of Year Estimate 12/31/2023</b>	<b>2024 Budget Request</b>	<b>Change (%) 2023 Budget to 2024 Budget</b>
Premium For PL/PD Insurance	506030	28,346	22,689	28,707	28,707	35,335	23%
Travel & Meeting Expense	509020	0	3,936	12,000	2,494	12,000	0%
Conference Registration	509022	50	100	2,000	780	2,000	0%
Training / Seminars	509024	1,128	75	8,000	7,840	8,000	0%
Other Miscellaneous Expenses	509990	(56)	0	1,000		1,000	0%
Books & Periodicals	509991	0	0	0		0	0%
Employee Recruitment	509992	20,397	7,371	12,000	226	12,000	0%
Employee Incentive	509993	0	1,281	1,500	1,140	1,500	0%
Equipment Rental	512060	0	0	5,000	0	5,000	0%
Equipment Lease	512120	16,966	2,285	7,000		5,000	-29%
<b>Total Expense</b>		\$ 2,145,184	\$ 2,478,200	\$ 2,976,926	\$ 3,047,070	\$ 3,211,402	8%

## 2024 Approved Budget Worksheets

Facilities Maintenance (45)							
Facilities Maintenance (45)	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Salaries and Wages	501020	360,535	446,576	541,640	575,184	710,363	31%
Employer's FICA Expense	502010	32,048	39,745	48,081	57,466	63,941	33%
401a Pension Plan	502020	21,820	26,937	65,302	0		-100%
PERS Pension Plan	502025	0	0	0	61,385	78,233	0%
Medical Insurance	502030	142,651	147,044	171,763	173,273	191,618	12%
Dental/Vision Insurance	502040	11,582	12,845	20,982	11,606	18,065	-14%
Life Insurance Plans	502050	211	227	405	697	642	59%
Group Disability Insurance	502060	4,389	5,328	6,118	7,151	8,131	33%
Unemployment Comp Insurance	502070	0	0	5,000	0	5,000	0%
Worker's Comp Insurance	502080	22,794	29,427	32,559	24,346	34,380	6%
WA State Paid FML	502085	642	848	924	1,687	1,234	34%
General Leave	502090	50,552	59,552	59,643	64,152	85,396	43%
Holiday Pay	502100	23,385	30,228	26,172	42,236	40,227	54%
First Stop Health	502110	426	440	481	12		-100%
Other Paid Absence	502120	318	788	0	2,913	2,000	0%
Other Benefits	502140	4,000	4,000	9,000	8,645	7,500	-17%
Boot Allowance	502142	1,600	1,600	4,050	2,160	2,000	-51%
Professional and Technical Serv	503030	(42)	17,882	2,500	252	2,500	0%
Temporary Help	503040	0	3,462	7,500	0	7,500	0%
Contract Maintenance Services	503050	7,361	(2,839)	1,000	0	1,000	0%
Repair/Maintenance - Other	503051	6,284	5,915	6,000	9,102	8,000	33%
Custodial Services	503060	24,542	23,300	20,000	22,050	22,000	10%
Vehicle Washing/Cleaning	503061	0	271	0	1,758	0	0%
Security Services	503070	345	830	1,000	311	1,000	0%
Other Services	503990	121	0	1,000	0	1,000	0%
Ultra-Low Sulfur Fuel	504013	0	0	1,000	0	1,000	0%
Lubricants	504014	0	0	100	0	100	0%
Fuel Equipment	504017	1,689	412	1,200	1,953	2,000	67%
Office Supplies	504200	662	68	200	661	200	0%
Small Tools Replacement/Repair	504230	330	340	1,000	716	1,000	0%

## 2024 Approved Budget Worksheets

Facilities Maintenance (45)							
Facilities Maintenance (45)	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
Cleaning/Sanitation Supplies	504240	10,106	8,043	12,000	8,164	12,000	0%
Misc Operating Supplies	504260	619	176	750	47	750	0%
Bus Stop/Poles & Signs	504270	58,463	53,216	6,000	16,432	6,000	0%
Small Computer Equipment	504300	0	0	0	0	0	0%
Sm Tools/Equip/Furn-Mtce	504310	9,883	4,527	5,000	4,097	5,000	0%
Safety Supplies	504330	2,674	2,102	1,500	368	1,500	0%
Sm Tools/Equip/Furn-Other	504340	1,433	1,537	3,500	1,883	3,500	0%
Ergonomic Equipment & Furniture	504350	0	0	0	0	0	0%
Building Repair Supplies	504360	34,799	25,174	30,000	23,681	30,000	0%
Equipment Repair Supplies	504370	7,004	11,509	5,000	8,260	7,000	40%
Revenue Vehicle Parts/Supplies	504390	0	10	0	76	0	0%
Non Rev Vehicle Parts/Supplies	504400	0	0	0	2,220	2,000	0%
Shop Supplies	504405	4,755	9,745	10,000	4,622	10,000	0%
Ground Maintenance Supplies	504510	1,392	9,206	10,000	10,600	10,000	0%
Other Materials & Supplies	504990	2,035	9,289	2,500	506	2,500	0%
Shipping	504992	29	0	0	2	0	0%
Cellular Phone	505023	9,021	10,499	8,000	5,679		-100%
Dues, Memberships, Subscriptions	509010	0	0	0	0	0	0%
Travel & Meeting Expense	509020	0	1,389	5,000	144	5,000	0%
Misc Travel Expense	509021	0	0	0	0	0	0%
Conference Registration	509022	0	200	1,000	540	1,000	0%
Training / Seminars	509024	1,458	621	2,500	2,226	2,500	0%
Other Miscellaneous Expenses	509990	0	160	150	0	150	0%
Books & Periodicals	509991	0	0	1,000	0	1,000	0%
Employee Recruitment	509992	0	1,374	1,000	0	1,000	0%
Interest Expense	511010	0	1,521	0	0	0	0%
Equipment Rental	512060	1,603	4,318	3,000	4,231	3,000	0%
Equipment Lease	512120	1,553	(8,836)	3,000	1,267	3,000	0%
<b>Total Expense</b>		\$ 865,073	\$ 1,001,005	\$ 1,145,519	\$ 1,164,758	\$ 1,402,929	22%

## 2024 Approved Budget Worksheets

Skagit Station (50)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Professional and Technical Serv	503030	0	0	1,000	0	1,000	0%
Temporary Help	503040	0	6,212	10,000	3,656	5,000	-50%
Contract Maintenance Services	503050	0	0	1,000	0	1,000	0%
Repair/Maintenance - Other	503051	1,290	952	5,000	911	5,000	0%
Custodial Services	503060	26,956	29,100	25,000	27,000	25,000	0%
Security Services	503070	847	1,012	1,000	764	1,000	0%
Other Services	503990	270	0	0	0	0	0%
Office Supplies	504200	0	0	200	0	200	0%
Software	504210	0	2,812	3,000	3,460	3,000	0%
Cleaning/Sanitation Supplies	504240	5,626	5,468	7,000	4,845	7,000	0%
Safety Training Materials and Su	504250	0	0	0	0	0	0%
Misc Operating Supplies	504260	24	0	0	0	0	0%
Bus Stop/Poles & Signs	504270	0	0	500	244	1,000	100%
Sm Tools/Euip/Furn-Mtce	504310	0	40	100	12	100	0%
Safety Supplies	504330	1,000	0	1,000	578	1,000	0%
Sm Tools/Equip/Furn-Other	504340	0	370	1,000	941	1,000	0%
Building Repair Supplies	504360	7,753	3,434	12,000	4,792	12,000	0%
Equipment Repair Supplies	504370	0	0	2,000	89	2,000	0%
Ground Maintenance Supplies	504510	390	6,011	5,000	7,273	5,000	0%
Other Materials & Supplies	504990	22	22	500	70	500	0%
Utilities	505025	33,482	37,245	35,000	39,783	35,000	0%
Property Assessment	507990	1,802	1,743	3,000	2,096	3,000	0%
Other Miscellaneous Expenses	509990	65	0	500	480	Remove	0%
Equipment Rental	512060	413	4,460	6,000	5,598	6,000	0%
Equipment Lease	512120	3,106	2,987	3,000	2,533	3,000	0%
<b>Total Expense</b>		\$ 83,046	\$ 101,868	\$ 122,800	\$ 105,126	\$ 117,800	-4%

## 2024 Approved Budget Worksheets

MOA 2 - Bay Ridge (51)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Professional and Technical Serv	503030	640	0	2,000	0	2,000	0%
Repair/Maintenance - Other	503051	5,529	3,105	4,000	2,858	4,000	0%
Security Services	503070	501	502	2,500	452	2,500	0%
Other Services	503990	360	576	600	693	600	0%
Fuel Equipment	504017	0	0	200	0	200	0%
Cleaning/Sanitation Supplies	504240	6,873	8,031	9,000	4,448	9,000	0%
Sm Tools/Equip/Furn-Mtce	504310	0	0	0	0	0	0%
Safety Supplies	504330	839	0	0	0	0	0%
Sm Tools/Equip/Furn-Other	504340	1,400	0	1,500	0	1,500	0%
Building Repair Supplies	504360	15,996	1,951	2,500	1,095	2,500	0%
Equipment Repair Supplies	504370	107	140	200	0	200	0%
Shop Supplies	504405	43	0	100	0	100	0%
Ground Maintenance Supplies	504510	0	0	500	0	500	0%
Other Materials & Supplies	504990	68	868	2,000	1,421	2,000	0%
Telephone Service	505022	0	0	0	0		0%
Cellular Phone	505023	480	480	500	192		-100%
Utilities	505025	28,644	28,019	33,000	29,603	33,000	0%
Internet Fee	505027	1,924	2,368	3,000	2,375	3,000	0%
Premium For PL/PD Insurance	506030	3,569	7,138	0	4,283	4,000	0%
Property Assessment	507990	426	426	500	596	500	0%
Dues, Memberships, Subscriptio	509010	431	0	500	0	500	0%
Other Miscellaneous	509990	0	0	0	0	0	0%
Interest Expenses	511010		1,261	0	0	0	0%
Equipment Rental	512060	901	283	1,000	1,929	1,000	0%
Building Lease	512121		1,666	0	0	0	0%
<b>Total Expense</b>		\$ 68,733	\$ 56,813	\$ 63,600	\$ 49,943	\$ 67,100	6%

## 2024 Approved Budget Worksheets

Park & Ride (52)							
	GL	2021 Actuals	2022 Actuals	2023 Proposed Budget	End Of Year Estimate 12/31/2023	2024 Budget Request	Change (%) 2023 Budget to 2024 Budget
<b>Expense</b>							
Professional and Technical Svcs	503030	1,523	2,283	2,500	5,217	4,000	60%
Contract Maintenance Services	503050	0	143	2,000	0	2,000	0%
Repair/Maintenance - Other	503051	2,777	2,891	4,000	4,758	6,000	50%
Security Services	503070	208	209	1,000	188	1,000	0%
Other Services	503990	233	0	1,000	0	1,000	0%
Fuel Equipment	504017	0	0	0	0	0	0%
Cleaning/Sanitation Supplies	504240	510	2,087	2,500	3,549	3,500	40%
Miscellaneous Operating Supplie	504260	729	0	200	0	200	0%
Bus Stop/Poles & Signs	504270	772	0	1,000	281	1,000	0%
Sm Tools/Equip/Furn-Mtce	504310	0	0	0	0	0	0%
Safety Supplies	504330	0	0	0	0	0	0%
Sm Tools/Equip/Furn-Other	504340	0	0	0	166	0	0%
Building Repair Supplies	504360	3,628	12,702	7,000	8,827	7,000	0%
Equipment Repair Supplies	504370	0	869	1,500	30	1,500	0%
Ground Maintenance Supplies	504510	1,831	1,260	5,000	1,227	5,000	0%
Other Materials & Supplies	504990	1,983	272	1,000	872	1,000	0%
Telephone Service	505022	875	900	1,000	386		-100%
Utilities	505025	39,761	41,249	38,000	48,731	45,000	18%
Property Assessment	507990	12,143	11,298	15,000	16,129	15,000	0%
Other Miscellaneous Expenses	509990	8	71	500	0	500	0%
Equipment Rental	512060	2,316	5,358	5,000	1,540	5,000	0%
Equipment Lease	512120	7,764	7,430	8,000	6,334	8,000	0%
Building Lease	512121	0	2	10	0	0	-100%
<b>Total Expense</b>		\$ 77,061	\$ 89,023	\$ 96,210	\$ 98,236	\$ 106,700	11%

## 2024 Approved Budget Worksheets

<b>Capital (55)</b>							
	<b>GL</b>	<b>2021 Actuals</b>	<b>2022 Actuals</b>	<b>2023 Proposed Budget</b>	<b>End Of Year Estimate 12/31/2023</b>	<b>2024 Budget Request</b>	<b>Change (%) 2023 Budget to 2024 Budget</b>
<b>Expense</b>							
Advertising	503020				0	0	0%
Legal/Public Notices	503025	109			0	150,000	0%
Professional and Tech Svcs	503030				0		0%
Veh License/Registration Fee	507040				0		0%
Route Improvements	555010			194,505	52,430	455,000	134%
Park & Ride	555030		11,203	135,000	203,860	270,000	100%
Revenue Equipment	555040	2,493,384		1,673,567	44,940	4,188,523	150%
Service Equipment	555050			140,622	145,505	46,743	-67%
Vanpool Vehicles	555051			113,918	320,684	608,859	434%
Bldg - New MOA	555118		1,592,075	12,529,071	2,328,044	4,000,000	-68%
Bldgs. - MOA	555120			373,318	17,141		-100%
Garage/Shop Equipment	555121			67,055	67,797	7,984	-88%
Office Furniture/Equipment	555122		1,553		62,709		0%
Intangible Asset	555123			105,000	19,175	502,711	379%
<b>Total Expense</b>		<b>\$ 2,493,493</b>	<b>\$ 1,604,831</b>	<b>\$15,332,056</b>	<b>\$ 3,262,285</b>	<b>\$ 10,229,821</b>	<b>-33%</b>