

## **Mason Transit Authority Regular Board Meeting**

**Agenda Item:** Discussion – Item 8A – *Discussion*  
**Subject:** Second View of the Draft 2024 Budget  
**Prepared by:** Amy Asher, General Manager  
**Approved by:** Amy Asher, General Manager  
**Date:** November 21, 2023

### **Background:**

Staff are still compiling the spreadsheets of the proposed 2024 Budget. This summary builds upon last month's review. There were slight changes to the 2024 proposed capital budget items based on cost estimates that have been received to date. Below is a summary of progress on the 2024 Draft Budget and of this second draft of the Capital Budget:

- Sales Tax is budgeted at 3% over the 2023 budgeted amount. Our current year to date returns have seen a 3% over 2022 actuals.
- Hired Cabot Dow and associates to complete a salary survey so that our non-represented positions are competitively positioned. Proposed a 4% COLA for 2024. The Finance and HR committees will meet to review the new survey and may adjust this proposed 4% based on those results. Survey results are expected on November 30.
- Proposed a 5% inflation rate to recurring supplies and services in the budget.
- Medical insurance rates for Regence increased 4.1% and Kaiser increased 5.6%. Dental and other benefits remained unchanged. We are still waiting for our 2024 L&I rates.

Updates to the 2024 Draft Capital Budget:

- Added a Belfair alarm system.
- Updated the cost of the pavement resurfacing for Pear Orchard and Matlock park and rides at \$80,000.
- Increased the bus stop improvement project to \$100,000 to be funded with Transit Support State Grant.
- Increased the HVAC replacement cost to \$36,000 based on recent replacement.
- Updated the number of cutaway buses from 4 to 10 after meeting with our vendor, the vehicles will not be delivered in December as previously thought. These buses are entirely grant funded.

**Summary:** Second View of the draft 2024 Capital Budget and discussion of proposed 2024 Operating Budget.

**Fiscal Impact:** None at this time.

**DRAFT Mason Transit Authority Proposed 2024 Capital Budget**

Draft: 11/21/23

Capital Projects	Budget	Grants	MTA Funding	Contingent Projects	Purpose
Belfair Sewer Connection	17,000		17,000		Finalize Utility Connection in 2024.
TCC customer service office remodel	100,000		100,000		Carry forward from 2023. Remove ADA ramp from middle of office and re-design space.
JP Alarm System Update	42,000		42,000		We are using an alarm system that was installed in 1984. We can't get replacement parts. New enterprise system can be moved to new building.
Phone System Update	18,000		18,000		Migrating away from Mitel system to a cloud based system.
TCC Badge Access Door Locks	10,000		10,000		Operations and staff doors at TCC to be upgraded to badge access.
Bus stop improvements	100,000	100,000			Bus stop improvements to include paving ADA pads, shelters, benches, lighting and signage as we transition from flag stops. Continuing project.
Automatic Gates at JP	115,000		115,000		The automatic gate openers at JP were installed when we purchased the building in the early 1990's. They are failing more frequently and need replaced.
Capital Facilities Improvements	50,000		50,000		Carry Forward. Improve Capital Facilities
Park and Ride Parking lot seal & Repair	80,000		80,000		Park and Ride Resurfacing. Pear Orchard, Matlock.
Air Condition for Server Room JP	11,000		11,000		The air conditioner in the server room is failing and needs replaced.
HVAC for JP	36,000		36,000		Recently replaced one failed system and second system is in need of replacement.
Fuel Communication System	60,000		60,000		Veder Root system we have is no longer supported. Fuel Master Card Reader, software and training.
Propane Conversion Kits	112,000		112,000		Convert sixteen cutaways to propane. Six are carryforward from 2023. \$7,000 ea.
Bus Column Lift Replacements	75,000	75,000	-		Replace one set of vehicle lifts past useful life.
Septic Grinder Pump Replacement	10,000		10,000		Need to replace septic grinder.
Scan Tool for Fleet	5,000		5,000		Tool to scan buses for diagnostics. The equipment we currently have will not read anything newer than 2018 buses.
TCC Gym Roof Repair	100,000		100,000		Gym roof has been leaking in a couple of places for a few years and staff's spot treatment has not held. Need professional help to solve problem.
Repair/replace TCC Gym floor	130,000		130,000		Parts of the floor are protruding. Many blocks of wood were replaced when TCC re-modeled, but we need either a replacement at \$130,000 and 35 year warranty, or a repair at \$60,000. Still waiting on further options from original installer.
MTA Johns Prarie Base Facility Updates	800,000		800,000		Begin design for new MTA admin and training facility. Administrative building has been in TIP since 2020.
Belfair Alarm System	11,000		11,000		Alarm system at Belfair Building.
<b>Total Misc Capital Projects</b>	<b>1,882,000</b>	<b>175,000</b>	<b>1,707,000</b>	<b>-</b>	
10 Cutaways	1,741,945	1,741,945		-	State Paratransit Special Needs Funded.
8 - 35' Gilligs	5,104,288	5,104,288			FY 22 FTA 5339 Grant to replace 5 buses \$2,968,727 (carry forward from 2023). Received grant funding for 3 more. All will be received in 2024 (2,135,561) Using state funds to cover match.
<b>Total Vehicle Replacements</b>	<b>\$ 6,846,233</b>	<b>\$ 6,846,233</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Proposed 2024 Capital Projects</b>	<b>\$ 8,728,233</b>	<b>\$ 7,021,233</b>	<b>\$ 1,707,000</b>	<b>\$ -</b>	