

# Mason Transit

## 2011-2016 Transit Development Plan and 2010 Annual Report



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## Introduction

The Transit Development Plan (TDP) is Mason Transit Authority's annual update as required under Washington State RCW Section 35.58.2795, *Public Transportation Systems — Six-Year Transit Plans*. This report provides summary information for 2010 as well as projected changes for 2011-2016.

This year's Transit Development Plan (TDP) continues the shift in how we define the direction of the transit system for the next six years. In previous iterations until the 2010-2015 TDP we included all the requests from the community in anticipation of obtaining funding for service expansion. In today's financial climate this is not a realistic vision we would be able to initially fund or sustain in the future. Instead the TDP reflects a more accurate picture of our current service, infrastructure, equipment and financial outlook.

The TDP provides a starting point for an in-depth look when considering and developing future service designs, capital facilities, equipment, agency policies and other key business strategies. It also serves as the basis for developing the future year operating and capital annual budgets.

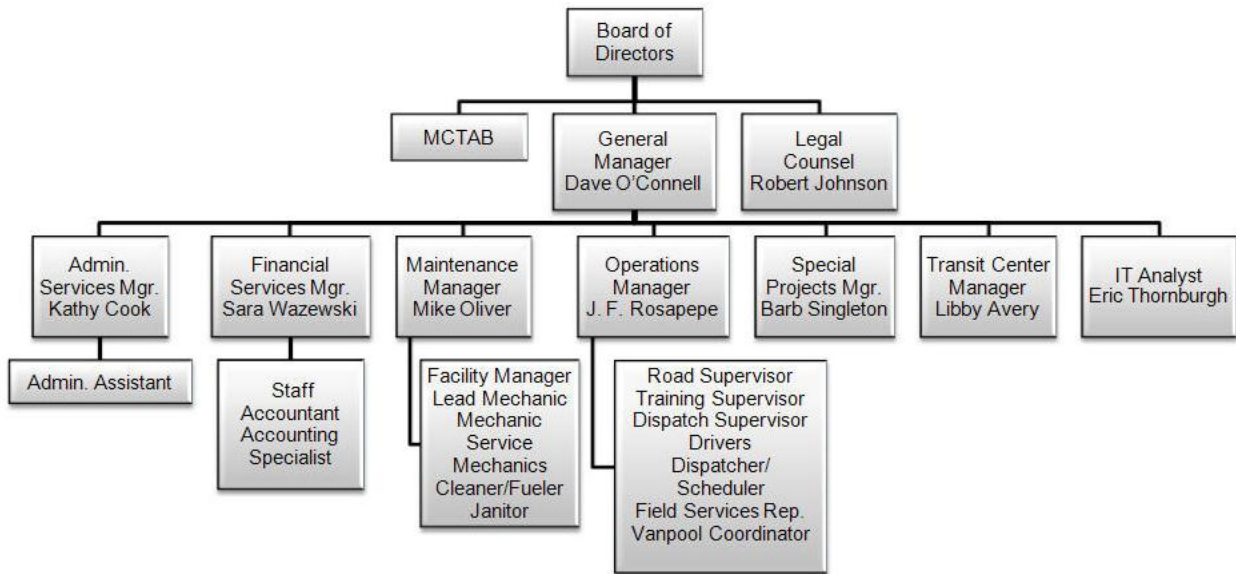
Distribution of the draft was made available on Mason Transit's website, at public libraries and at numerous other community organizations throughout Mason County. Public meetings were held on January 25, February 8 and March 8, 2011. We encouraged the public to comment on the document or attend the public meetings in person.

The Mason Transit Board approved the 2011-2016 Transit Development Plan on March 8, 2011.

## Section I: Organization

Mason Transit Authority is a Public Transportation Benefit Area (PTBA) incorporated under Washington State RCW 36.57A (1975). The PTBA was approved by Mason County voters in November 1991 and began providing public transportation service in December 1992. The service area is all of Mason County if road access is available, with connections to adjacent counties.

### Mason County Transportation Authority Organizational Chart



The Mason County Public Transportation Benefit Authority (MTA) Board of Directors is composed of nine members as follows:

- Three (3) elected members representing Mason County
- One (1) elected member representing the City of Shelton
- One (1) elected member representing the North Mason School District
- One (1) elected member representing the Mary M. Knight School District or Southside School District with Mary M. Knight School District serving in even years and the Southside School District serving in odd years.
- One (1) elected member representing the Mason County Public Hospital District No. 2
- One (1) elected member representing the Hood Canal School District
- One (1) elected member representing Mason County Fire Protection District 3, 5, or 11 starting with Fire Protection District 3 in 2008, Fire Protection District 5 in 2009, Fire Protection District 11 in 2010 and then rotating in that order thereafter.

Mason County Public Transportation Benefit Authority (MTA) Board Members as of December 31, 2010 are:

- John Campbell, North Mason School District – Chair
- Lynda Ring-Erickson, Mason County Commissioner – Vice Chair
- Mike Byrne, City of Shelton Commissioner
- Ross Gallagher, Mason County Commissioner
- Deborah Petersen, Hood Canal School District
- Tim Sheldon, Mason County Commissioner
- Leroy Valley, Mary M. Knight School District
- Gary Volk, Mason County Fire Protection District No. 11
- Bev Wendell, Mason County Public Hospital District No. 2

Mason County citizens comprise members of Mason County Transportation Advisory Board or “MCTAB,” and are appointed by the MTA Board to provide policy and technical advice.

Mason County Transportation Authority Advisory Board (MCTAB) Members as of December 31, 2010 are:

- John Piety – Chair
- Mary Ogg – Vice-Chair/Secretary
- John Calabrese
- Glen Fourre
- Kevin Frankeberger, Ph.D.
- Pamela Hillstrom

As of December 31, 2010, MTA employed:

Management	1 FTE
Administration & Information Technology	5 FTE
Finance	3 FTE
Operations - Administration	5 FTE
Operations - Scheduling/Dispatching	7.75 FTE
Operations - Full-Time Operators	22 FTE
Operations - Part-Time Operators	7.5 FTE
Maintenance - Administration	1 FTE
Maintenance - Facilities Management	1 FTE
Maintenance - Vehicle Maintenance	6 FTE

Mason Transit is funded through a combination of sales tax, fares, and Federal and State grants. Section X, Operating Revenues and Expenditures 2010 – 2016, details projected revenues and expenses.

## Section II: Physical Plant

The MTA administrative office, base of operations and maintenance operations are located at 790 E. Johns Prairie Road in Shelton, Washington. A satellite operations base is located at 23780 NE State Hwy 3 in Belfair, Washington. MTA leases space at the All Star Boat, RV & Self Storage commercial storage facility on Hwy 106 in Belfair to park three coaches and three cutaway vans used to provide services in the northern part of Mason County.

Additionally, MTA owns the Transit Community Center, formerly the Shelton Armory, located at 601 W. Franklin St. in Shelton, Washington. This facility consists of two buildings. The main building has a large activities floor, offices, a computer lab, and kitchen that house over twenty sports groups, private and public event activities, business and non-profit offices. The second building has three bays that are leased as warehouses for local food bank operations and a non-profit bike shop.

See Appendix A, Inventories, for the State’s public transportation management system forms for Mason Transit’s rolling stock, owned equipment, and facility inventories.

## Section III: Service Characteristics

In 2010, MTA provided transportation services consisting of Fixed Route, Dial-A-Ride, Worker/Driver commuter service to Puget Sound Naval Shipyard, regional routes, contracted supplemental service using school buses, Vanpools, and volunteers using private cars.

### Core Service

Hours of operation of the transportation service are 5:25 a.m. to 8:40 p.m., Monday through Friday, and 6:40 a.m. to 8:30 p.m. on Saturday. There is no service on Sunday or observed holidays. MTA operates ten (10) Fixed Routes that allow minimal deviated service to persons traveling off designated routes. Dial-A-Ride service operates in rural areas where route deviations are not possible as well as in populated areas of the County for people who have difficulty using the routed service. All Dial-A-Ride service is open to the general public. Riders using Dial-A-Ride can make a trip request from two (2) hours before to two (2) weeks prior to the preferred pick-up time. All vehicles in MTA scheduled service are lift/ramp equipped with exterior bike racks.

### Fares Structure

<b>Travel within Mason County</b>	All riders	No Charge
<b>Out of County Travel – to and from Brinnon, Olympia and Bremerton</b>	Adults and Youth one way	\$1.50
	Seniors and Persons with disabilities	\$.50
	Children five and under	No Charge
<b>Out of County Travel – Monthly Passes</b>	Adults	\$28.00
	Seniors and Persons with Disabilities	\$9.00
	Youth (ages 6 – 17)	\$18.00
	Summer Youth Adventure Pass (Memorial Day through Labor Day)	\$13.00

### Coordinated Service

MTA coordinates all service requests with other area transportation providers. Squaxin Transit coordinates local service with Mason Transit's regional service. Shelton School District operates four afternoon general public deviated routes under contract with Mason Transit. In 2004, MTA assisted in the formation of the Regional Transportation Partners, a 501(c) (3) organization, for the purpose of developing and coordinating transportation resources in Mason County.

### Volunteer Service

Local volunteers use their own cars, on their own time, to transport persons 60 years of age or older who are unable to use regular transit primarily to reach medical appointments

within and outside Mason County. Mason Transit has a sub-contract with Faith In Action to coordinate volunteer service in the north end of Mason County.

### Vanpool

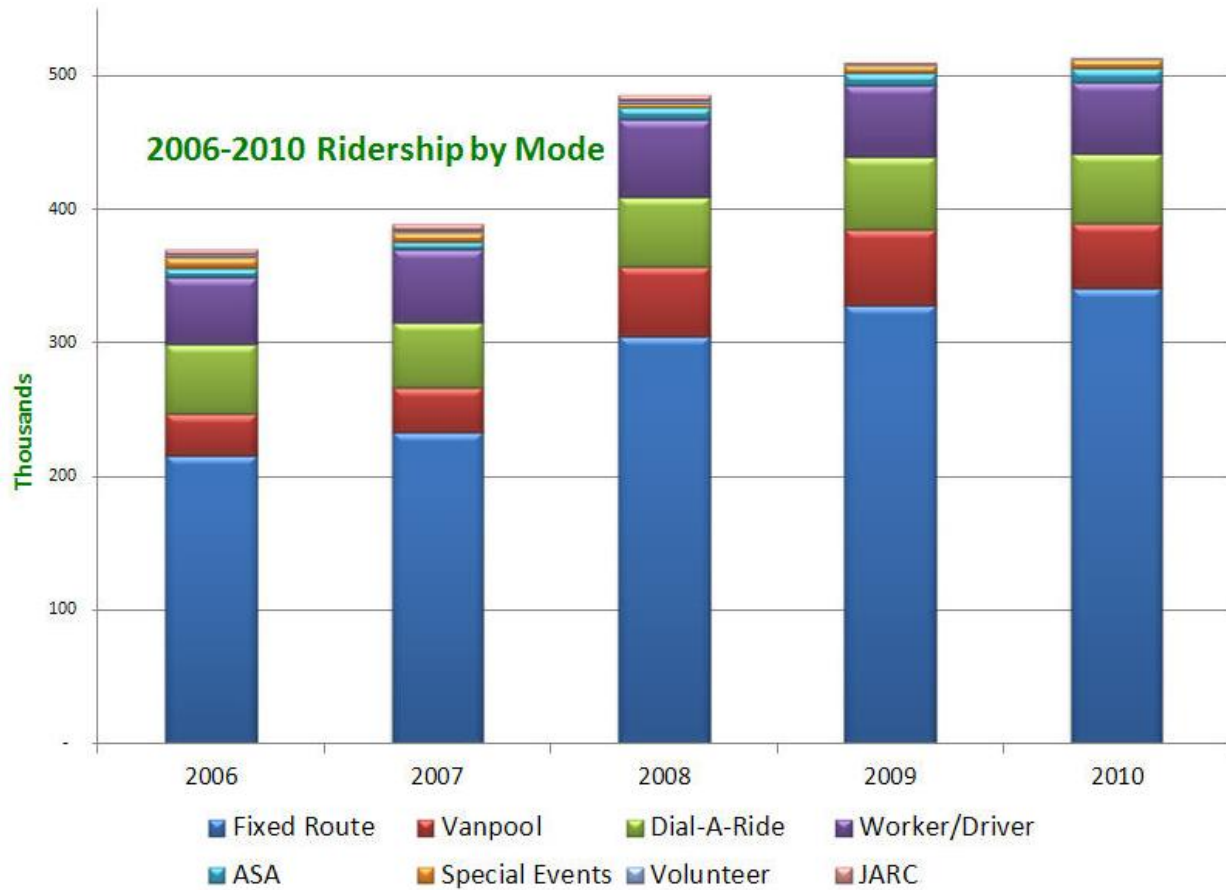
Since its inception in 2005, the Vanpool program has expanded to a fleet of 28 vans to promote statewide ridesharing goals and benefits to residents commuting to and from major employment centers. This successful program complements Mason Transit's network of local and express services, providing commute alternatives to many destinations that cannot be effectively served by Fixed Route services. In 2010 Mason Transit Vanpools provided over 48,000 rides, over 9 percent of the agency's total ridership. However, due to the economy and reduction in gas prices Vanpool ridership has decreased almost -16 percent from 2009 to 2010, and the number of active Vanpools has decreased from twenty-four to nineteen.



Figure 1 MTA Contracted Service

### Ridership History 2006-2010

Mode of Service	2006	2007	2008	2009	2010	Percent +/- 2006-2010
<b>Fixed Route</b>	215,934	233,225	304,644	328,193	341,517	58.2%
<b>Vanpool</b>	31,677	33,364	53,114	57,236	48,219	52.2%
<b>Dial-A-Ride</b>	51,257	49,129	52,018	53,863	52,296	2.0%
<b>Worker/Driver</b>	50,646	54,883	57,354	53,467	52,805	4.3%
<b>ASA Contracted</b>	6,679	5,503	9,337	9,659	10,810	61.9%
<b>Special Events</b>	7,892	6,779	3,045	5,963	6,942	-12.0%
<b>Volunteer</b>	2,069	1,686	1,788	1,213	1,318	-36.3%
<b>JARC</b>	4,367	5,005	4,775	405	0	-100.0%
<b>Total</b>	370,521	389,574	486,075	509,999	513,907	<b>38.7%</b>



## Section IV: Service Connections

Regional connections with other transit systems occurs Monday through Saturday with Intercity Transit, Grays Harbor Transit, and Pierce Transit in Olympia; Kitsap Transit in Bremerton; and Jefferson Transit in Brinnon. Regional connection with Squaxin Transit occurs Monday through Friday at Kamilche along Highway 101.

- **Route 3 ~ Belfair to Bremerton**  
(connections with Kitsap Transit and Washington State Ferries)
- **Route 6 ~ Shelton to Olympia**  
(connections with Intercity, Grays Harbor, Squaxin, and Pierce Transits)
- **Route 8 ~ Shelton to Brinnon**  
(connections with Jefferson Transit)

Connections to the above listed transit systems, except Jefferson Transit, are at transfer facilities located near services that allow connections to other ground transportation including: Washington State Ferries in Bremerton, Greyhound and Amtrak in Olympia.



**Figure 2 Regional Connections**

Mason County Transit service is available to persons traveling to and from area schools including Olympic College in Shelton and Bremerton. Mason County residents attending South Puget Sound Community College and Evergreen State College in Olympia can also use Mason Transit to transfer to Intercity Transit service in Olympia.

### Park & Ride Lots

Mason Transit also supports a network of Park and Ride facilities that are located throughout Mason County. At year's end there were 124 parking spaces provided at the facilities owned and operated by Washington State or Mason County. On average, about 54% of the county's Park & Ride lot capacity is occupied on any given weekday.



The following table summarizes those facilities and usage:

2010 Park & Ride Location	# Stalls	Avg. Use	% Use
1. Assembly of God, Belfair, WA	40	19	48%
2. Pickering Road, Shelton, WA	33	19	58%
3. Cole Road, Shelton, WA	29	14	48%
4. Kamilche, Kamilche, WA	22	15	68%
<b>Total</b>	<b>124</b>	<b>67</b>	<b>54%</b>

## **Section V: Activities in 2010**

### **Schedule Changes**

Two major schedule changes were made in 2010.

For Fixed Route service Route 10 was started in February to augment peak service in the City of Shelton.

For Dial-A-Ride service two new Link Routes, Lake Limerick & Mason Lake and Cole-Arcadia-Lynch Roads, were started to combine rides and improve efficiency of operations. A review of ridership statistics and trending was conducted in 2009 prior to the service change in February 2010. Service changes for 2011 have been postponed pending Federal and State grant award, and a review of the agency's financial position.

Two additional Link Routes were started in North Mason in February to serve ridership in the Tahuya and Dewatto areas respectively. These routes were discontinued after four months due to low ridership.

An additional Zone Route was started in February to serve ridership in the west portion of Mason County but was discontinued after four months due to low ridership.

### **Facilities**

No facility Capital projects were scheduled or funded during 2010. Minor facility improvements are planned for the Main Base and Transit Community Center in 2011.

### **Vehicles and Equipment**

Three replacement buses are contracted to be delivered in the first quarter of 2011. Funding approval for the three replacement buses was received from Washington State and contracted with Gillig by piggybacking on options held by Kanawha Valley Regional Transportation (KRT) Authority in Charleston, WV. One replacement bus is programmed for purchase in 2011.

Four replacement cutaway vehicles were received and put into service in 2010. Nine cutaway replacements are programmed for purchase and delivery in 2011.

### **Vanpool**

Staff continues to present benefits of the Vanpool program to community groups and have a presence at various community events in order to inform people of the rideshare options that Mason Transit can offer. Six replacement vans are programmed for purchase and delivery in 2011.

### **Special Events**

Special Event Service requests are processed in compliance with Charter Regulations and guidelines under 49 CFR Part 604.

## Section VI: Proposed Action Strategies 2011-2016

The Washington State Department of Transportation (WSDOT) requires that transit agencies report their progress towards accomplishing the state’s public transportation objectives. These objectives are identified in *Washington State’s Transportation Plan 2007 to 2026*. Mason Transit reports its success at achieving the state’s objectives for 2010, and strategies for achieving the state’s objectives for 2011 through 2016. Additional unfunded projects, Appendix B, may be completed as funding becomes available. Conversely, some projects may be postponed if anticipated revenues decrease.

### 1. Preservation

To maintain, preserve, and extend the life and utility of prior investments in transportation systems and services.

<b>2010</b>	<b>2011-2016</b>
Continued Effort	Continuing Effort

Preserve existing transportation service levels.

- 2010**
  - Fixed Route service schedule was adjusted to meet rider demands and improve coordination between existing routes.
  - Dial-A-Ride services continued to meet the requirements of the Americans with Disabilities Act.

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- 2011-2016**
  - Mason Transit will reassess its schedule and shift service to areas where need and demand are greatest.
  - Dial-A-Ride services will continue to meet the requirements of the Americans with Disabilities Act.

Preserve existing public transportation facilities and equipment.

- 2010**
  - Mason Transit received four (4) Dial-A-Ride replacement vehicles.

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- 2011-2016**
  - Mason Transit will replace vehicles in accordance with the adopted fleet replacement standards.
  - Mason Transit maintains a six-year replacement plan for technology infrastructure such as servers, printers/plotters, LAN equipment (routers, firewalls and switches).

## 2. Safety

To provide for and improve the safety and security of transportation customers and the transportation system.

2010	2011-2016
Continued Effort	Continuing Effort

### 2010

- Preventable accidents decreased from nine (9) to six (6) from 2009 to 2010. The preventable accident rate per 100K miles decreased from 1.01 to 0.71.
- Mason Transit monitors all service on a daily basis to ensure the safety of passengers and employees.
- Mason Transit participates in local and regional efforts to increase and improve security components on routes, at Park & Ride lots, and at bus stop locations throughout the service area.
- Mason transit coordinates with local law enforcement agencies and emergency services.

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### 2011-2016

- Mason Transit will install a digital camera security system on buses as part of an agency-wide security focus. This project will increase passenger and Driver security while reducing claims against Mason Transit. The installation of cameras will begin in 2011 and continue for a period of 2 years.
- Mason Transit will install a digital camera security system at the main base to improve employee, equipment and facility security.

## 3. Mobility

To improve the predictable movement of goods and people throughout Washington state.

2010	2011-2016
Continued Effort	Continuing Effort

### 2010

- Mason Transit provides regional connections with six other public transportation providers, the Washington State ferry system, as well as interstate bus and passenger rail service.

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### 2011-2016

- Mason Transit provides regional connections with six other public transportation providers, the Washington State ferry system, as well as interstate bus and passenger rail service.
- Mason Transit will continue to work with Grays Harbor, Pierce and Squaxin Transit to coordinate further improvement in regional connection for Key Peninsula, Kamilche and McCleary, Washington.

## 4. Environment

To enhance Washington's quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment.

2010	2011-2016
Continued Effort	Continuing Effort

### 2010

- Mason Transit staff continued to participate in planning efforts to develop and improve alternatives to the single occupant vehicles.
- Mason Transit participates in recycling programs for office paper, cardboard material, printer ink cartridge, as well as promoting water quality standards through the recycling of antifreeze and engine oil.
- Mason Transit continues to retrofit idle reduction technology to agency vehicles.

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### 2011-2016

- Mason Transit will continue to maintain and improve recycling programs that help reduce energy consumption and improve air and water quality.
- Mason Transit continues to retrofit idle reduction technology to agency vehicles.

## 5. Stewardship

To continuously improve the quality, effectiveness, and efficiency of the transportation system.

2010	2011-2016
Continued Effort	Continuing Effort

### 2010

- Continued and expanded comprehensive long-term planning efforts. Actively participated in local and regional planning efforts including Peninsula Regional Transportation Planning Organization, Agency Council on Coordinated Transportation, Community Transportation Association NW, and United We Ride.
- Signed Memorandum of Understanding with Jefferson Transit to share a Mobility Manager full time position. The primary benefit of the shared position will be coordination of transportation services between MTA, JTA, and other Olympic peninsula transit agencies, non-profits and for profit agencies, tribal and state social services; coordination of the Olympic peninsula loop transportation; and coordination of schedules between Olympic peninsula transit agencies to improve the effectiveness, efficiency, and quality of the travel services being delivered.
- Continuing operational and planning coordination with the region's other public transportation providers, including Washington State Department of Transportation, Grays Harbor Transit, Intercity Transit, Kitsap Transit, Jefferson Transit and Squaxin Transit.
- Participation in Mason County's transportation planning initiatives with the City of Shelton and Mason County.

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### 2011-2016

- Staff will continue to work with local jurisdictions and participate in community based efforts to implement transit-supportive improvements including Peninsula Regional Transportation Planning Organization, Agency Council on Coordinated Transportation, Community Transportation Association NW, and United We Ride.
- Mason Transit will continue partnerships with other transit agencies, municipalities, and municipal planning organizations to address transportation issues in the region and encourage transit oriented design.

## Section VII: Proposed Changes 2011-2016

The financial outlook for 2011 to 2016 is at best sustaining existing service levels and at worst unsustainable. The impact of Federal deficit spending<sup>1</sup>, reduction in Federal transportation funds, Washington State's budget deficit<sup>2</sup>, and a decline in consumer spending and confidence has resulted in potential decreases in grant funding and stagnation in sales tax revenue – the two primary sources of Mason Transit's funding. This can significantly impact existing service, future service, and vehicle and facility replacement and/or maintenance.

This presents a unique challenge at a time when Mason County's population has grown by 15.6 percent since the 2000 census, making it the thirteenth fastest growing county in Washington State. Additionally the senior population, resident's 65-years old or older, is 21 percent of the county's population, which ranks eleventh out of Washington State's 39 counties.<sup>3</sup>

For 2011 Mason Transit has balanced the budget through several fiscally sound initiatives including: no employee cost-of-living allowance (COLA); no increase in service hours; and continuation of a line item budget to further identify and drilldown costs. However, with an unknown decrease in the Washington State consolidated grant program for the 2011-2013 biennium budget, the impact on Mason Transit's operating budget in the subsequent out years is a projected decrease of approximately \$550K per year. The potential loss of capital grant funding is unknown at this time. Combined with projected cost increases in fuel<sup>4</sup>, employee health care benefits, and employee compensation, the financial loss of revenue needs to be offset with one or a combination of the following alternatives:

- Additional Grant Funding. Look for additional federal, state and local grants to make up for lost or reduced revenue. Areas that have the largest grant potential are vehicle replacement and capital improvements.
- Employee Compensation and Benefits. There are two main areas of focus for 2011 and subsequent out years, employee wages and health care benefits.

Traditionally, employee COLA percentage has been linked with local city and county agencies. This is not anticipated to change in the near future. Mason Transit has continued to fund step increases for employees on their yearly anniversary. Each percent increase in COLA adds approximately \$27K per year to wages and salaries.

Employee health care benefits, specifically medical, have seen major cost increases over the past years. Mason Transit was forced to seek a new medical benefits provider after the previous provider raised rates by 18 percent. While we were able to switch coverage without a significant increase to our costs, we still had to make reduction in employee medical benefits. Full-time employees and qualified dependents receive full medical coverage without sharing in premium costs.

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<sup>1</sup> Congress of the United States Congressional Budget Office, *The Budget and Economic Outlook: Fiscal Years 2010 to 2010, January 2010*

<sup>2</sup> Washington State Economic and Revenue Forecast Council, *Economic Review Executive Summary*, December 10, 2010

<sup>3</sup> State of Washington Office of Financial Management, *2010 Population Trends*, October 2010

<sup>4</sup> U.S. Energy Information Administration, *Annual Energy Outlook 2011*, December 16, 2010

Compensation and benefits is a sensitive item since Mason Transit employees are non-represented and have an outstanding performance record in areas of safety, customer service, and attendance.

- Defer Equipment and Facility Replacement. The old adage of “pay me now pay me later” is certainly applicable to equipment replacement. Equipment that is not replaced based on historical and manufacturer guidelines can often be the cause of loss of service, higher maintenance cost, and potential safety deficiency. However some equipment can exceed the projected useful life by careful analysis and maintaining a strong preventative maintenance program.
- Institute In-County Fares and Increase Out-of-County Fares. This is seen as the least viable alternative since historically increases in fares decreases ridership, sometimes in the area of 10 – 20 percent, and the project revenue of the fare increase often falls short by use of reduced fare passes.

Instituting an in-county fare is not viewed as feasible for the following reasons:

- cost of backroom operations;
  - fare box equipment costs;
  - loss of ridership;
  - community criticism; and
  - existing data and studies showing that fare collection for a rural transit agency is a financial burden.
- Reduce and Reprioritize Service. Mason Transit serves almost all of Mason County in one aspect or another. Regional connector service, Fixed Route service, and Dial-A-Ride are the primary service provided to the citizens of the county. Any reduction of service would impact each of these service alternatives and restrict the quality of life and ability of citizens to access health care, social services, nutrition sites, employment, training and education opportunities, as well as shopping and social community participation. The percentage of Fixed Route service, including regional connector service, and Dial-A-Ride as a percentage of total service hours is 41 percent and 36 percent respectively.

- Eliminate Saturday Service. This is an option and would reduce the Fixed Route and Dial-A-Ride service hours by approximately 10.7 percent. There would also be a corresponding savings in both the Communication Center and Maintenance staffing by the reduction of Saturday service. However a 10.7 percent reduction in Fixed Route and Dial-A-Ride service doesn't automatically translate to 10.7 percent budget reduction. There are multiple fixed and variable indirect costs that are not reduced by a service reduction.
  
- Increase Revenue Streams. The three main possibilities are external vehicle advertising, rental of existing space at the downtown Transit Community Center, and rental of existing space at the main base on Johns Prairie Road in Shelton. None of these alternatives are expected to bring in a significant revenue stream but should still be explored.
  
- Divestiture of Assets. A major asset for Mason Transit is the Transit Community Center (former Armory in the City of Shelton). Although operating costs are minimal, the projected return on investment won't be fully realized until the facility is restored and the City of Shelton rebuilds the Franklin Street infrastructure. Project funding and execution are probably four to six years out even in the most optimistic estimates. However selling the Transit Community Center is seen as a short-term return on investment based on today's depressed real estate market and the real possibility that another facility would not be available in downtown Shelton that would meet our needs in the future.
  
- Sales Tax Increase. Currently Mason Transit receives six tenths of one percent sales tax. The 2011 budget projects sales tax revenue of \$2.8M for 2011 or \$233.3K per month. Assuming that sales tax collection remains constant then an increase in sales tax collection would be a feasible way to replace the projected decrease of \$550K per year in operating grants and supplement a projected loss of operating or capital funding. The following table demonstrates the gain in revenue of each 1/10 of 1 percent of sales tax increase.

1/10 of 1 percent	2/10 of 1 percent	3/10 of 1 percent
\$466K	\$933K	\$1,400K

In summary, Mason Transit has approximately 12-18 months to explore options, and make financial and operating decisions to sustain service to Mason County residents. The 2011-2016 Transit Development Plan is a realistic assessment of the direction the agency may take in order to provide service to Mason County residents, with a strong focus on being good public stewards of limited public funding.

## Section VIII: Capital Improvement Program 2011-2016

The six-year capital plan sustains existing service. In anticipation of austere financial conditions described in Section VII, MTA's Capital funding priorities are:

- Minimal replacement of revenue vehicles and infrastructure
- Maintaining existing facilities and equipment
- No additional vehicles

Capital vehicle replacement is predicated on receipt of grant funding at the 80 percent grant / 20 percent local match allocation.

### Revenue Vehicles



MTA has reviewed its vehicle replacement criteria and has determined that it is feasible to extend the life of coaches from the WSDOT replacement guidelines of 12 years and/or 500,000 miles to 15 years and/or 500,000 miles. Additionally the cutaway vehicle replacement criteria have also been extended from the WSDOT guidelines of 5 years and/or 150,000 miles to 7 years and/or 250,000 miles. These vehicle replacement criteria changes are based on using best maintenance practices, completing scheduled preventative maintenance, and repairing vehicle system breakdowns as they occur to minimize the impact of equipment failure. Delivery of coaches expected to be in the year after funds are encumbered

Planned Vehicle Orders	2011	2012	2013	2014	2015	2016
Replacement Buses	1	0	0	0	2	1
Replacement Dial-A-Ride Vehicles	9	0	3	3	0	1
Replacement Vanpool Vans	6	14	0	5	3	0
Replacement Agency Vehicle	0	2	0	0	0	0

Planned Vehicle Receipt	2011	2012	2013	2014	2015	2016
Replacement Buses	3	1	0	0	0	2
Replacement Dial-A-Ride Vehicles	9	0	3	3	0	1
Replacement Vanpool Vans	6	14	0	5	3	0
Replacement Agency Vehicle	0	2	0	0	0	0

## Facilities

The primary facility focus during the 2011-2016 capital projects is maintaining existing facilities, improving facility security and replacing existing wooden bus shelters with refurbished metal bus shelter.

Planned Facility Projects	2011	2012	2013	2014	2015	2016
Replacement Bus Shelters	3	3	3	3	3	3
Main Base Security Upgrade		-	-	-	-	-
Replacement Phone System		-	-	-	-	-

The following table summarizes capital costs by project area. This table does not include any unfunded capital projects listed in Appendix B.

	2011	2012	2013	2014	2015	2016
Vehicles (Buses, Dial-A-Ride, Vanpool, Support)	\$2,169,000	\$870,601	\$287,237	\$143,942	\$1,030,226	\$589,379
Facilities	\$105,000	\$0	0	\$0	\$0	\$0
Technology	\$135,000	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$2,409,000</b>	<b>\$870,601</b>	<b>\$287,237</b>	<b>\$143,942</b>	<b>\$1,030,226</b>	<b>\$589,379</b>

## Section IX: Operating Data, 2010 – 2016

Operating data for 2010 showed an overall ridership increase of 0.9 percent over 2009. For 2011-2016 we expect modest increases in Fixed Route, Dial-A-Ride and Vanpool ridership. Due to financial constraints previously described in Section VII, Proposed Changes 2011-2016, no additional service hours or increase in service is planned for 2011-2016.

Ridership	2010	2011	2012	2013	2014	2015	2016
Fixed Route	341,517	348,347	355,314	362,421	369,669	377,062	384,604
Dial-A-Ride	52,296	53,342	54,409	55,497	56,607	57,739	58,894
Worker/Driver	52,805	52,800	52,800	52,800	52,800	52,800	52,800
Vanpool	48,219	49,700	51,200	52,700	54,200	55,700	57,200
Volunteer	1,318	1,320	1,320	1,320	1,320	1,320	1,320
Contracted - ASA	10,810	10,800	10,800	10,800	10,800	10,800	10,800
Other – Special Events	6,942	6,950	6,950	6,950	6,950	6,950	6,950
Total Ridership	513,907	523,259	532,793	542,488	552,346	562,371	572,567

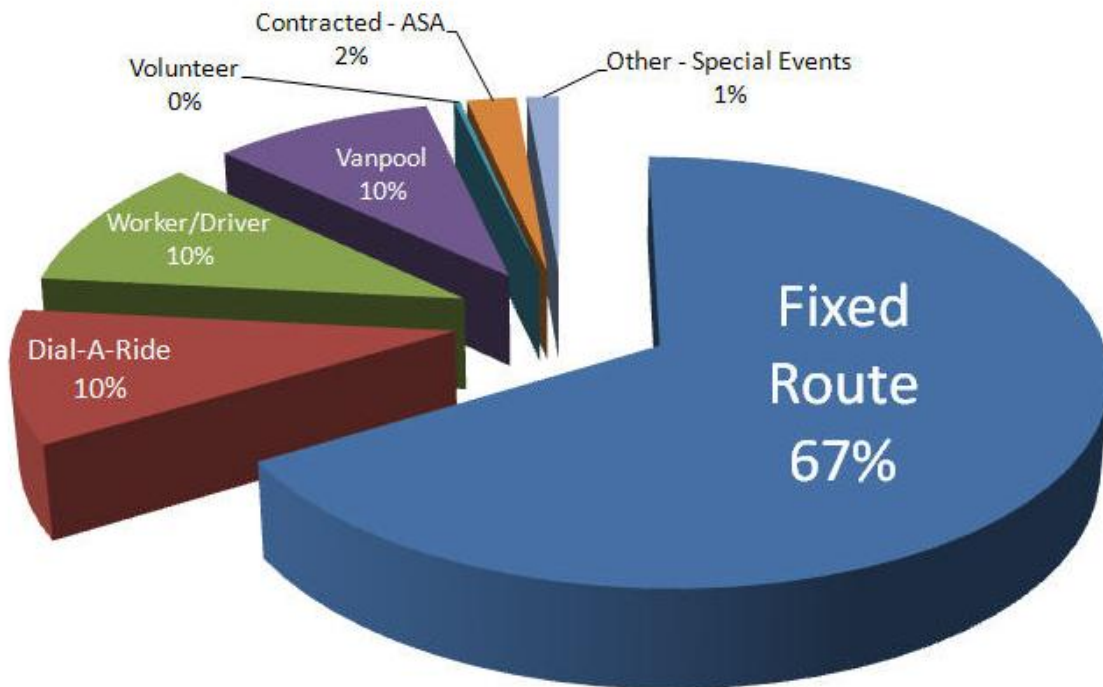
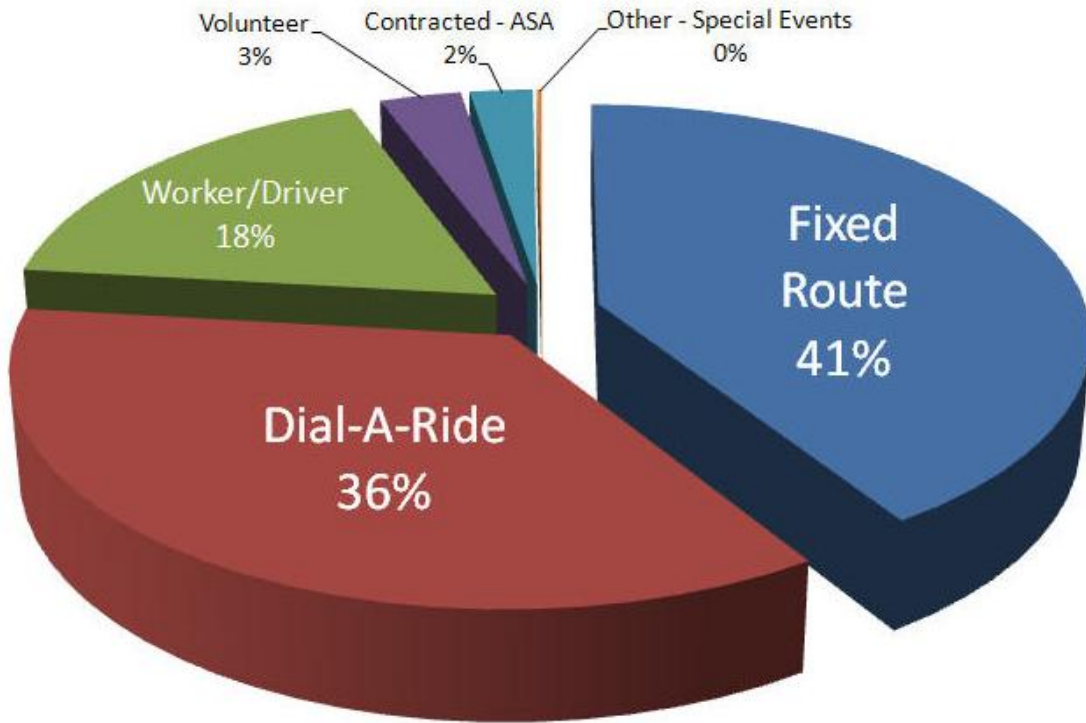


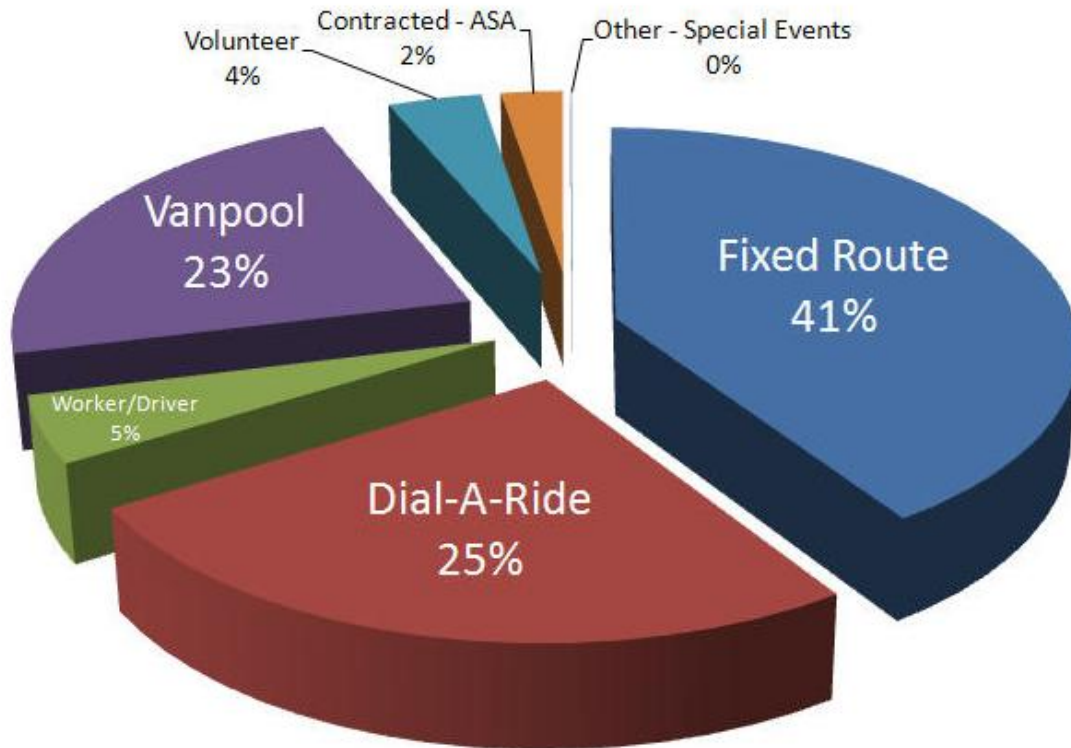
Figure 4 – 2010 Ridership by Mode

Service Hours	2010	2011	2012	2013	2014	2015	2016
Fixed Route	28,202	28,200	28,200	28,200	28,200	28,200	28,200
Dial-A-Ride	24,665	24,670	24,670	24,670	24,670	24,670	24,670
Worker/Driver	12,052	12,000	12,000	12,000	12,000	12,000	12,000
Volunteer Drivers	2,128	2,100	2,100	2,100	2,100	2,100	2,100
Contracted - ASA	1,643	1,650	1,650	1,650	1,650	1,650	1,650
Other – Special Events	131	130	130	130	130	130	130
Total Service Hours	68,821	68,750	68,750	68,750	68,750	68,750	68,750



**Figure 5 – 2010 Service Hours by Service Mode**

Mileage	2010	2011	2012	2013	2014	2015	2016
Fixed Route	521,588	521,600	521,600	521,600	521,600	521,600	521,600
Dial-A-Ride	327,504	327,500	327,500	327,500	327,500	327,500	327,500
Worker/Driver	62,648	62,600	62,600	62,600	62,600	62,600	62,600
Vanpool	289,266	289,000	289,000	289,000	289,000	289,000	289,000
Volunteer Drivers	48,555	48,500	48,500	48,500	48,500	48,500	48,500
Contracted - ASA	31,934	32,000	32,000	32,000	32,000	32,000	32,000
Other – Special Events	559	560	560	560	560	560	560
Total Mileage	1,282,054	1,281,760	1,281,760	1,281,760	1,281,760	1,281,760	1,281,760



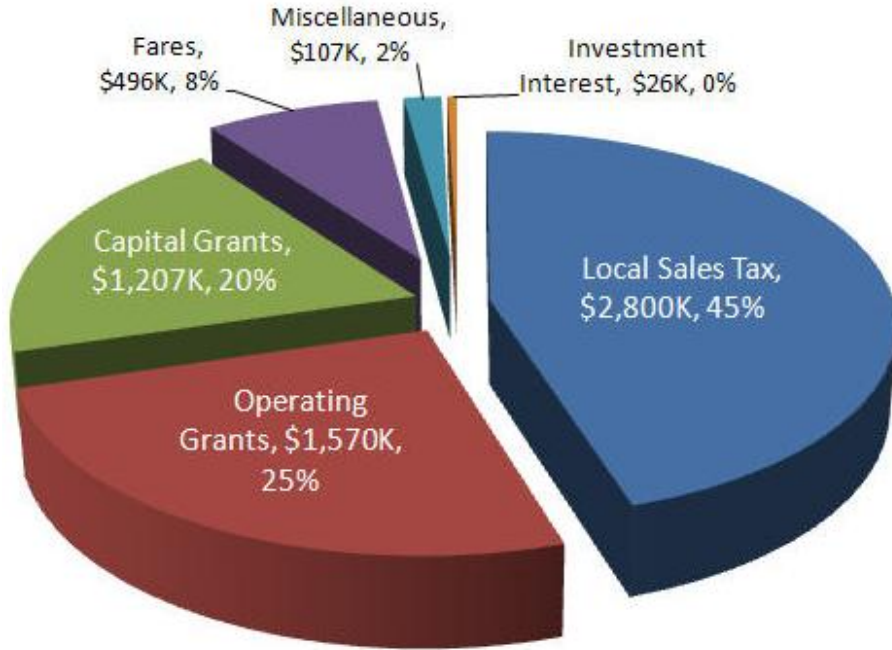
**Figure 6 – 2010 Mileage by Service Mode**

## Section X: Operating Revenues and Expenditures 2011 – 2016

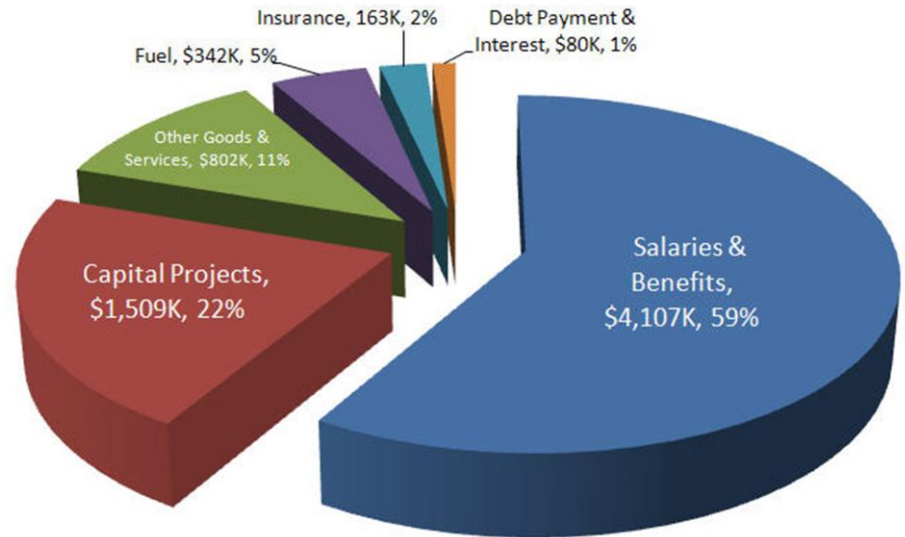
Operating revenue and expenditures are projected based on Federal and Washington State published economic data and assumptions. Expenditures for operating expenses and capital projects are predicated on receipt of requested funds to offset local fund expenditure. The following assumptions were used to forecast expenditures:

- COLA per year of 2 percent
- Fuel increase of 10 percent per year
- Benefit is a fixed percent of salaries
- Step increases are 2.5 percent per year

ANNUAL OPERATING INFORMATION	2010	2011	2012	2013	2014	2015	2016
	Actual	Budget	Projected	Projected	Projected	Projected	Projected
<b>Operating Revenue</b>							
Local Sales Tax	3,125,284	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000	2,800,000
Investment Interest	21,807	26,500	26,765	27,033	27,303	27,576	27,852
Operating Grants	1,701,425	1,570,532	1,314,412	1,314,412	1,314,412	1,314,412	1,314,412
Capital Grants	274,400	1,207,200	696,480	229,790	115,154	824,181	471,503
Fares	504,636	496,000	501,250	502,503	502,503	502,503	502,503
Miscellaneous	66,672	107,933	109,012	110,102	111,203	112,316	113,439
<b>Total Operating Revenue</b>	<b>5,694,224</b>	<b>6,208,165</b>	<b>5,447,919</b>	<b>4,983,840</b>	<b>4,870,575</b>	<b>5,580,988</b>	<b>5,229,709</b>
<b>Operating Expenses</b>							
Salaries	2,697,401	2,908,213	3,040,536	3,178,881	3,323,520	3,474,740	3,632,841
Benefits	1,188,751	1,199,020	1,253,576	1,310,614	1,370,247	1,432,593	1,497,776
Fuel	357,490	342,032	376,235	413,859	455,245	500,769	550,846
Insurance	151,386	163,322	166,588	169,920	173,319	176,785	180,321
Debt Payment and Interest	185,692	80,526	80,526	80,526	80,526	80,526	80,526
Capital Projects	343,000	1,509,000	870,601	287,237	143,942	1,030,226	589,379
Other Goods and Services	745,047	802,009	818,049	834,410	851,098	868,120	885,483
<b>Total Operating Expenses</b>	<b>5,668,767</b>	<b>7,004,122</b>	<b>6,606,111</b>	<b>6,275,447</b>	<b>6,397,897</b>	<b>7,563,759</b>	<b>7,417,172</b>
<b>Net Revenue over Expenses</b>	<b>25,457</b>	<b>(795,957)</b>	<b>(1,158,192)</b>	<b>(1,291,607)</b>	<b>(1,527,322)</b>	<b>(1,982,771)</b>	<b>(2,187,463)</b>
<b>Ending Balances, December 31</b>	<b>\$7,587,807</b>	<b>\$6,791,850</b>	<b>\$5,633,658</b>	<b>\$4,342,051</b>	<b>\$2,814,729</b>	<b>\$831,958</b>	<b>(\$1,355,505)</b>



**Figure 7 – 2011 Projected Operating Revenues  
\$6,208,165**




**Figure 8 – 2011 Projected Operating Expenditures  
\$7,004,122**

# Appendix A: Inventories

## Public Transportation Management System Owned Rolling Stock Inventory

**Agency/Organization:** Mason County Transportation Authority

**Date:** For Period Ending December 31, 2010

*I hereby certify that all information reported in this inventory reflects true, accurate and complete information for the agency/organization listed.*  
Dave O'Connell General Manager  
 Signature and Title   
 03/08/2011  
 Date

	Year/Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Current Odometer	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost \$	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
1	1997 Star Trans	11	1FDKE30F9VHA65708	421	237,358	20	14	0	\$90,000	Y	10+2	D	N
2	2001 Goshen GCII	11	1FDXE45F31HB24170	426	295,274	30	10	0	\$90,000	Y	14+2	D	N
3	2001 Goshen GCII	11	1FDXE45F81HB24164	427	300,325	30	10	0	\$90,000	Y	14+2	D	N
4	2001 Goshen GCII	11	1FDXE45F71HB24172	428	309,099	30	10	0	\$90,000	Y	14+2	D	N
5	2002 Goshen	11	1FDXE45F52HB65028	510	309,383	50	9	0	\$90,000	Y	14+2	D	N
6	2002 Goshen	11	1FDXE45F72HB65029	511	295,367	50	9	0	\$90,000	Y	14+4	D	N
7	2002 Goshen	11	1FDXE45F32HB65030	512	304,176	50	9	0	\$90,000	Y	14+4	D	N
8	2003 Goshen	11	1FDXE45F93HB05707	513	270,726	50	8	0	\$90,000	Y	14+4	D	N
9	2003 Goshen	11	1FDXE45F03HB05708	514	263,130	50	8	0	\$90,000	Y	14+4	D	N
10	2003 Goshen	11	1FDXE45F23HB05709	515	247,049	50	8	0	\$90,000	Y	14+4	D	N
11	2003 Goshen	11	1FDXE45F93HB05710	516	271,261	50	8	0	\$90,000	Y	14+4	D	N
12	2004 Glaval	11	1FDXE45P64HA23928	517	228,587	50	7	0	\$90,000	Y	14+4	D	N
13	2004 Glaval	11	1FDXE45P44HA23927	518	208,443	50	7	0	\$90,000	Y	14+4	D	N
14	1993 Gillig Coach 30'	03	15GCA1811P1085067	801	345,685	30	18	0	\$415,000.	Y	23+2	D	N
15	1993 Gillig Coach 30'	03	15GCA1813P1085068	802	387,819	30	18	0	\$415,000	Y	23+2	D	N
16	1995 Gillig Coach 30'	03	15GCA1811R1085668	803	394,850	60	16	0	\$415,000	Y	23+2	D	N
17	1997 Gillig Coach 30'	03	15GCA1815V1088616	804	387,383	60	14	0	\$415,000	Y	23+2	D	N
18	1999 Gillig Coach	01	15GCD2110X1089554	805	150,295	80	12	0	\$415,000	Y	43+2	D	Y
19	1999 Gillig Coach	01	15GCD2112X1089555	806	125,776	80	12	0	\$415,000	Y	43+2	D	Y

20	2002 Gillig Coach 35'	02	15GCB211921110366	807	274,569	70	9	3	\$415,000	Y	31+2	D	Y
21	2003 Gillig 30'	03	15GCA211831112212	808	259,530	70	8	4	\$415,000	Y	23+2	D	Y
22	2005 35' Gillig Bus	02	15GDB211851112652	809	185,355	90	6	6	\$415,000	Y	37+2	D	Y
23	2005 35' Gillig Bus	02	15GCB211351112653	810	187,548	90	6	6	\$415,000	Y	37+2	D	Y
24	2005 40' Gillig Bus	01	15GCD211651112655	811	109,450	90	6	6	\$415,000	Y	37+2	D	Y
25	2005 40' Gillig Bus	01	15GCD211851112656	812	98,538	90	6	6	\$415,000	Y	37+2	D	Y
26	1980 MCI Coach	01	S14448	904	131,769	20	31	0	\$415,000	N	41	D	N
27	1981 MCI Coach	01	1TUA AH98BR002663	905	376,451	40	30	0	\$415,000	N	41	D	N
28	1997 Dodge Ram Van	13	2B5WB35Z6VK556809	7502	114,004	10	14	0	\$26,000	N	12	G	N
29	1997 Dodge Ram Van	13	2B5WB35ZXVK556814	7507	122,384	10	14	0	\$26,000	N	12	G	N
30	1997 Dodge Ram Van	13	2B5WB35Z6VK556826	7516	116,792	10	14	0	\$26,000	N	12	G	N
31	1997 Dodge Ram Van	13	2B5WB35Z8VK586507	7534	101,043	10	14	0	\$26,000	N	12	G	N
32	1997 Dodge Ram Van	13	2B5WB35Z3VK586494	7539	90,272	10	14	0	\$26,000	N	12	G	N
33	2006 Ford Econoline	13	1FBNE31L86HA09254	7601	62,701	60	5	0	\$26,000	N	12	G	N
34	2006 Ford Econoline	13	1FBNE31LX6HA09255	7602	45,155	60	5	0	\$26,000	N	12	G	N
35	2006 Ford Econoline	13	1FBNE31L16HA09256	7603	61,532	70	5	0	\$26,000	N	12	G	N
36	2006 Ford Econoline	13	1FBNE31L36HA09257	7604	57,675	60	5	0	\$26,000	N	12	G	N
37	2006 Ford Econoline	13	1FBNE31L56HA09258	7605	60,145	60	5	0	\$26,000	N	12	G	N
38	2006 Ford Econoline	13	1FBNE31L76HA09259	7606	48,619	60	5	0	\$26,000	N	12	G	N
39	2006 Ford Econoline	13	1FBNE31L36HA09260	7607	61,852	60	5	0	\$26,000	N	12	G	N
40	2006 Ford Econoline	13	1FBNE31L56HA09261	7608	55,964	60	5	0	\$26,000	N	12	G	N
41	2006 Ford Econoline	13	1FBNE31L76HA09262	7609	42,525	60	5	0	\$26,000	N	12	G	N
42	2006 Ford Econoline	13	1FBNE31L96HA09263	7610	65,927	60	5	0	\$26,000	N	12	G	N
43	2006 Ford Econoline	13	1FBNE31L06HA09264	7611	47,148	60	5	0	\$26,000	N	12	G	N
44	2006 Ford Econoline	13	1FBNE31L26HA09265	7612	50,765	60	5	0	\$26,000	N	12	G	N
45	2006 Ford Econoline	13	1FBNE31L46HA09266	7613	66,136	60	5	0	\$26,000	N	12	G	N
46	2006 Ford Econoline	13	1FBNE31L66HA09267	7614	58,570	60	5	0	\$26,000	N	12	G	N
47	2006 Ford Econoline	13	1FBNE31L86HA09268	7615	54,079	60	5	0	\$26,000	N	12	G	N
48	2006 Ford Econoline	13	1FBNE31L56HB32803	7616	41,313	60	5	0	\$26,000	N	12	G	Y
49	2006 Ford Econoline	13	1FBNE31L56HB32804	7617	60,848	60	5	0	\$26,000	N	12	G	Y
50	2006 Ford Econoline	13	1FBNE31L56HB32805	7618	63,663	60	5	0	\$26,000	N	12	G	Y

51	2006 Ford Econoline	13	1FBNE31L56HB32806	7619	56,250	60	5	0	\$26,000	N	12	G	Y
52	2006 Ford Econoline	13	1FBNE31L56HB32807	7620	58,224	60	5	0	\$26,000	N	12	G	Y
53	2006 Ford Minibus	11	1FDXE45P26DA96434	429	139,347	60	5	0	\$90,000	Y	16+4	D	Y
54	2006 Ford Minibus	11	1FDXE45P96DB26870	431	140,390	60	5	0	\$90,000	Y	16+4	D	Y
55	2006 Ford Minibus	11	1FDXE45P86DA96437	432	147,442	60	5	0	\$90,000	Y	16+4	D	Y
56	2007 Gillig Coach	02	15GGB211771077859	300	111,832	90	4	8	\$415,000	Y	34+2	D	Y
57	2007 Gillig Coach	02	15GGB211771077860	301	104,651	90	4	8	\$415,000	Y	34+2	D	Y
58	2007 Gillig Coach	02	15GGB211771077861	302	107,160	90	4	8	\$415,000	Y	34+2	D	Y
59	2008 Ford Econoline	13	1FBNE31L68DB44114	7621	23,508	90	3	1	\$26,000	N	12	G	Y
60	2008 Ford Econoline	13	1FBNE31L88DB44115	7622	29,162	90	3	1	\$26,000	N	12	G	Y
61	2008 Ford Econoline	13	1FBNE31LX8DB44116	7623	29,994	90	3	1	\$26,000	N	12	G	Y
62	2008 Ford Econoline	13	1FBNE31L18DB44117	7624	26,549	90	3	1	\$26,000	N	12	G	Y
63	2008 Ford Econoline	13	1FBNE31L38DB44118	7625	30,736	90	3	1	\$26,000	N	12	G	Y
64	2009 Chev/Express Pass	13	1GAHG35K391150002	7800	17,428	10	3	1	\$26,000	N	12	G	Y
65	2009 Chev/Express Pass	13	1GAHG35K491150042	7801	25,805	10	3	1	\$26,000	N	12	G	Y
66	2009 Chev/Express Pass	13	1GAHG35K591150003	7802	16,847	10	3	1	\$26,000	N	12	G	Y
67	2009 Chevy/Startrans	11	1GBJG316X91149743	433	31,503	100	2	3	\$90,000	Y	12+3	D	Y
68	2010 Chev/Startrans	11	1GB9G5A61A1108484	434	30,974	90	1	4	\$90,000	Y	12+3	D	Y
69	2010 Chev/Startrans	11	1GB9G5A69A1107907	435	36,347	90	1	4	\$90,000	Y	12+3	D	Y
70	2010 Chev/Startrans	11	1GB9G5A60A1107858	436	35,963	90	1	4	\$90,000	Y	12+3	D	Y
71	2010 Chev/Startrans	11	1GB9G5A61A1107982	437	36,397	90	1	4	\$90,000	Y	12+3	D	Y

**Public Transportation Management System  
Owned Equipment Inventory**

**Agency/Organization:** Mason County Transit Authority

**Date:** For Period Ending December 31, 2010

	<b>Equipment Code and Description</b>	<b>Condition (points)</b>	<b>Age (years)</b>	<b>Remaining Useful Life (years)</b>	<b>Replacement Cost (\$)</b>	<b>Comments <i>(If more than two lines, please attach a separate comment page)</i></b>
1.	Trapeze Setup, Implementation, Hardware & Software	100	10	4	\$118,021.17	Originally implemented in 1999
2.	DPF Cleaning Equipment	100	2	10	\$59,741.00	Vehicle Maintenance Shop 2011
3.	Phone System Server	100	1	5	\$8,672.00	Dispatch Relocation 2008
4.	Security System	100	1	8	\$6,629.00	Dispatch Relocation 2008
5.	Vehicle Lift	100	8	2	\$48,000.00	Purchased 2002
6.	Vehicle Lift	100	1	9	\$39,510.34	Purchased 2010

**Public Transportation Management System  
Owned Facility Inventory**

**Agency/Organization:** Mason County Transit Authority

**Date:** Period Ending December 31, 2010

	<b>Facility Code</b>	<b>Facility Name</b>	<b>Condition (points)</b>	<b>Age (years)</b>	<b>Remaining Useful Life (years)</b>	<b>Replacement Cost (\$)</b>	<b>Comments</b> <i>(If more than two lines, please attach a separate comment page)</i>
1.	23	John's Prairie Land and Buildings	100	8	13	\$2,231,770	Cost Admin, Ops and Maintenance Bldg.
2.	11	Maintenance Building	100	6	17	\$869,948	Cost Bldg. #4 Conversion to Maintenance Bldg.
3.	24	Wallace Kneeland - Shelter	60	6	13	\$15,000	\$52K cost includes removal of Wal-Mart Bus Shelter and bus pull out
4.	24	Civic Center Bus Shelter	80	12	10	\$15,000	
5.	24	Cota Street Bus Shelter	70	7	15	\$15,000	
6.	24	Red Apple Bus Shelter	60	9	13	\$10,000	
7.	06	Transit Community Center	50	5	20	\$400,000	
8.	23	Base Fuel Facility	100	1	20	\$525,000	Cost includes engineering, design, and construction

## Appendix B: Unfunded Projects

The following capital projects are deemed financially unsustainable in today's economic climate. However as capital and operating funding become available then this list will be reviewed and projects that were sustainable would be funded. Since no service increases are projected for 2011-2016 timeframe, no expansion vehicles are listed as unfunded capital projects.

	Unfunded Capital Projects	Estimated Year Start	Estimated Year Finished	Est. Total Cost (thou)
1	Trapeze Novus	2012	2012	\$ 60
2	One (1) ADA Accessible Van	2012	2012	\$ 80
3	CAD/AVL on Vehicles	2012	2012	\$ 250
4	Construct Wet Maintenance Facility at Main Base	2012	2012	\$ 350
5	Replace FM Communication System with Digital	2012	2012	\$ 1,000
6	Downtown Shelton Park & Ride	2012	2012	\$ 1,150
7	Facility Improvements to Buildings 1 & 2	2012	2013	\$ 400
8	Regional Call Center for Coordinated Transportation	2012	2013	\$ 800
9	Shelton Transit Community Center	2012	2014	\$ 6,200
10	North Mason Operations Base and Park & Ride Lot	2012	2014	\$ 7,000
11	Building 2 & 3 Renovation	2013	2013	\$ 725
12	Allyn Transit Center - Planning	2014	2016	\$ 50
13	Hoodsport Transit Center	2014	2016	\$ 400
14	Brinnon Transit Center	2014	2016	\$ 980
<b>Total</b>				<b>\$ 19,445</b>

	<b>Unfunded Operating Projects</b>	<b>Description</b>	<b>Benefit</b>
1	Sunday Service	Currently there is no Sunday transit service.	Sunday service would enable riders to shop, attend religious services, employment opportunities and community events.
2	Extended Daily Service Hours	Current service ends at 9 p.m. at night. This would extend service until 11 p.m.	Extending evening service two hours would enable riders to shop, attend religious services, employment opportunities and community events.
3	Regional Connection – Purdy Park & Ride	Either create a new route or reroute the existing Route 1 to connect with Pierce Transit and Kitsap Transit at the Purdy Park and Ride.	Increase regional connection and decrease time for riders to get from Shelton to destinations in Pierce County.