

RESOLUTION NO. 2020-42

**A RESOLUTION OF THE MASON TRANSIT AUTHORITY BOARD
ADOPTING A BUDGET FOR THE MASON COUNTY PUBLIC
TRANSPORTATION BENEFIT AREA FOR THE CALENDAR YEAR
BEGINNING JANUARY 1, 2021.**

WHEREAS, the Mason County Public Transportation Benefit Area dba Mason Transit Authority (MTA) has prepared a budget for the 2021 calendar year; and

WHEREAS, the governing authority of Mason County Public Transportation Benefit Area did hold, pursuant to law, two duly advertised public hearings on the preliminary budget; and

WHEREAS, management has recommended the 2021 Budget, which budget also includes a Compensation Plan and Capital Budget, a copy of which is attached hereto and incorporated herein by this reference;

NOW THEREFORE, BE IT RESOLVED BY THE MASON TRANSIT AUTHORITY BOARD that the attached budget for Mason Transit Authority for the year 2021 which also includes the Compensation Plan and Capital Budget therein, is hereby adopted.

Adopted this 15th day of December, 2020.

DocuSigned by:

Wes Martin

Wes Martin, Chair

DocuSigned by:

Sharon Trask

Sharon Trask, Vice-Chair

DocuSigned by:

John Campbell

John Campbell, Authority Member

DocuSigned by:

Kevin Dorcy

Kevin Dorcy, Authority Member

DocuSigned by:

Matt Jewett

Matt Jewett, Authority Member

DocuSigned by:

Randy Neatherlin

Randy Neatherlin, Authority Member

[Vacant], Authority Member

DocuSigned by:

Kevin Shuttly

Kevin Shuttly, Authority Member

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Sandy Tarzwell

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Sandy Tarzwell, Authority Member

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Danette Brannin

APPROVED AS TO CONTENT:

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Danette Brannin, General Manager

DocuSigned by:

Rob Johnson

APPROVED AS TO FORM:

847920496...
Robert W. Johnson, Legal Counsel

ATTEST:

Tracy Becht
Tracy Becht, Clerk of the Board

DATE:

December 22, 2020



2021 Annual Budget

&

Compensation Plan

Approved

December 15, 2021

Objective

The purpose of the 2021 Budget is to ensure that Mason Transit Authority (MTA) continues to meet the needs of its community and operate effectively with its available financial resources.

Goals

1. Maintain a 4-month Operating reserve fund
2. Establish spending levels that contribute to a 5-year sustainability plan
3. Ensure fiscal responsibility and stewardship of public funds
4. Progress towards 80% State of Good Repair
5. Maintain facilities for optimal performance
6. Streamline operations and admin
7. Restore pre-pandemic service levels and recall laid off workers.

2021 Budget Overview

The COVID-19 pandemic has had a significant impact on the agency and the demand for service. In response to the recent trend for ridership demand, the agency found it necessary to separate with 12 individuals either by attrition or layoff throughout the Operations department in 2020. The 2021 budget reflects a 12% reduction to wages and benefits. The FTE budget has been reduced from 42 to 34 driver positions. Of the 34 budgeted driver positions, 4 are currently vacant to account for drivers laid off with recall rights through September 2021. We have budgeted for their hopeful return.

Uncertainty remains for 2021 State grant funding. Although I-976 was overturned in the courts, the economic impacts from COVID-19 are yet to be seen. Operating Grant revenue in the 2021 budget reflects projected funds awarded and apportioned beginning July 1, 2021.

Sales tax revenue has been at a record pace in 2020. However, with persisting restrictions to a normal economic flow of business, and the potential impacts to employment, it is uncertain that consumer spending will continue to increase. Therefore, the sales tax budget reflects a 0% increase from the 2020 budget.

The 2021 Budget reflects the impacts of the compression of step scales from 10 to 7 years to reach the top of the scale as part of the Drivers CBA agreement negotiated in 2020. The average tenure of a MTA driver is 10 years, 77% of all MTA drivers will be at the top of the step scale by the end of 2021.

2021 Budget Highlights

1. Operating Revenue (Fares) is budgeted for a net 50% decrease, this forecast mirrors ridership trends seen for the last few months of 2020. Passenger, Worker Driver and Vanpool fares are anticipated to see fewer riders throughout 2021.
2. Non-Operating Revenue is slightly less due to the loss of TCC Rental Income, the result of MTA assuming previously rented space for business needs. Community Van income is also forecasted with a decline for 2021. Overall Revenue is forecasted down by 5%.
3. Budgeted expenses are anticipated to decrease by 6%, attributable primarily to staff reductions, reduced service output, and a decreased insurance premium.
4. 2021 Full Time Employees (FTE) reflect 68, a decrease of 13 budgeted FTE's. 12 previously budgeted FTE's are from within the Operations team. 1 FTE in Administration is being outsourced in 2021.
5. In addition to the continued work on the Park & Ride Project, the bulk of the capital budgeted for 2021 is for vehicle replacement: 2 35' Coaches, 1 Mini Cutaway, and the hope of securing grant to fund an additional 35' coach and 6 Cutaways. Costs associated with moving Admin Services to the TCC are included in the 2021 Capital Budget as well as upgrades to IT and phone system equipment.
6. The T-CC's Operating Budget's ^[13] net deficit is projected as significantly higher than 2020 in part to a reduction in event rental revenue, and a larger investment in building maintenance and repairs, along with an increase in cleaning/sanitization and safety supplies. Utility expenses at the T-CC have been increased in 2021 to accommodate for more MTA working at the T-CC facility.

2021 Proposed Operating Budget

The Operating Budget does not include Capital expenditures (see Capital Budget on page 12).

Consolidated 2021 Budget							Budget %		
		2017 Actual	2018 Actual	2019 Actual	2020 Projection	2020 Budget	2021 Budget	Change YoY	
Operating Revenue (Fares)									
Passenger Fares	1	98,224	101,791	96,358	39,349	105,000	32,500	-69%	
WD/VP	2	265,129	254,753	243,169	163,936	260,000	150,500	-42%	
		<u>363,353</u>	<u>356,544</u>	<u>339,527</u>	<u>203,285</u>	<u>365,000</u>	<u>183,000</u>	<u>-50%</u>	1
Non-Operating Revenue									
Sales Tax	4	4,258,175	4,807,028	5,478,270	5,418,783	4,054,264	4,054,264	0%	2
Operating Grants	5	2,913,315	3,378,164	3,447,207	4,327,062	3,049,288	2,992,852	-2%	3
Rental Income	6	181,205	180,439	175,574	145,691	179,520	144,180	-20%	4
Investment Income	7	44,156	106,978	178,661	78,782	50,000	50,000	0%	5
Other income	8	277,418	350,089	245,560	79,992	61,510	53,410	-13%	6
		<u>7,674,269</u>	<u>8,822,698</u>	<u>9,525,272</u>	<u>10,050,310</u>	<u>7,394,582</u>	<u>7,294,706</u>	<u>-1%</u>	
Operating Reserves Allocation						130,406	-		
Total Revenue		<u>8,037,622</u>	<u>9,179,242</u>	<u>9,864,799</u>	<u>10,253,595</u>	<u>7,889,988</u>	<u>7,477,706</u>	<u>-5%</u>	
Expenses									
Wages & Benefits	9	5,127,618	4,975,696	5,548,074	5,392,808	6,223,621	5,474,061	-12%	7
Contracted Services	10	254,849	353,117	223,619	207,320	180,475	346,332	92%	8
Fuel	12	331,502	389,011	384,880	218,835	377,450	300,750	-20%	9
Vehicle/Facility Repair & Maintenance	13	268,631	319,553	353,183	169,194	325,354	265,751	-18%	10
Insurance Premium	14	238,034	238,506	235,477	243,028	242,605	210,364	-13%	1
Intergovernmental - Audit Fees	15	26,604	29,411	31,649	33,000	33,000	38,000	15%	12
Facility Rent and Park & Ride	16	27,662	28,930	29,280	35,529	32,500	42,500	31%	
Utilities	17	117,810	124,471	127,036	126,205	137,508	156,539	14%	
Supplies	18	93,803	109,087	265,679	189,326	123,801	230,390	86%	13
Training & Meetings	19	26,433	29,439	37,271	7,244	47,035	40,237	-14%	14
Other Operating Expenses	20	131,735	253,846	121,710	113,081	166,639	306,007	84%	15
Total Expense		<u>6,644,681</u>	<u>6,851,067</u>	<u>7,357,858</u>	<u>6,735,570</u>	<u>7,889,988</u>	<u>7,410,931</u>	<u>-6%</u>	
Net Income (Loss)		<u>1,392,941</u>	<u>2,328,175</u>	<u>2,506,941</u>	<u>3,518,025</u>	<u>-</u>	<u>66,775</u>		
Operating Reserves Allocation			(699,494)			-	-		
Net Income (Loss) Net Reserves Allocated		<u>1,392,941</u>	<u>1,628,681</u>	<u>2,506,941</u>	<u>3,518,025</u>	<u>-</u>	<u>66,775</u>		

2021 Budget Notes

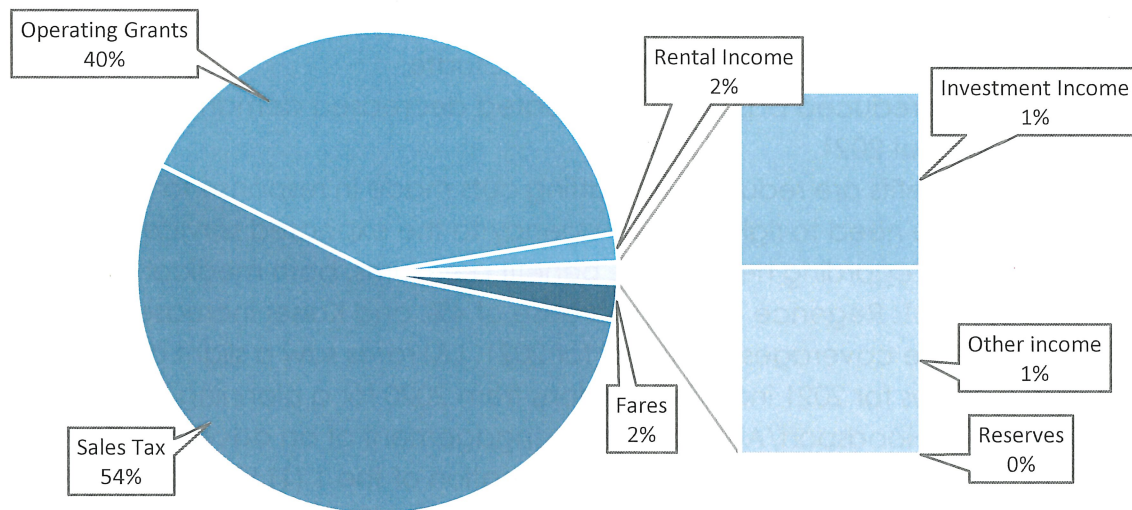
1. Operating Revenues (Fares) are budgeted substantially lower for 2021 due to the loss of ridership and the anticipated slow return to normal. Vanpool continues to decline, with only 4 groups remaining.
2. Sales Tax Revenue has been at a record level in 2020. Given the unforeseen long-term impacts from the public health crisis, management is budgeting 2021 Sales Tax Revenue at a 0% growth rate from 2020's budget. The practice to set aside sales tax revenue above budget in reserves for future operating and capital expenditures continues.
3. Operating grant revenue is based off the 2019-2023 biennium contracted awards. At this time, it is unclear whether state funding for the July 2021 - June 2023 award will be contracted as expected.
4. Budgeted Rental Income is based upon current fixed leases through commitments from tenants. Rental income is decreased to MTA forgiving income to consolidate operations at the Transit Community Center. Event rental income is projected with a significant decrease with fewer in person gatherings expected in 2021.
5. The treasury pool investment continues to outperform. Budgeted amount for 2021 remains conservative, as interest rates may fluctuate.
6. Other Income is reduced based on an anticipated decreased demand for Community Van rentals throughout 2021.
7. Wages and Benefits are reduced by staffing cuts made in response to decreased ridership and the need to right size the agency to the expected service level required and provided. Regarding health care benefit premiums, both medical plans saw increases for 2021: Regence had an increase of 4%, and Kaiser increased by 5%. No other health care coverages changed for 2021. L&I rates saw a slight decrease for 2021.
8. Contract Services for 2021 include additions from 2020 for a planning study for a Park and Ride in the Hoodspout/Allyn area, the engagement of an advertising/public relations firm, and outsourced IT support with the elimination of the 1 (1) FTE Systems Administrator.
9. Fuel is forecasted with a 20% decrease to account for the service reduction expected to persist deep into the year. MTA encumbers \$120K for fuel reserves.
10. Within Repairs and Maintenance many projects at both the JP and T-CC facilities are being planned for in 2021. These costs are offset by the reduced cost of vehicle maintenance and repairs after the addition of 4 Worker Driver coaches and nine new cutaways received in 2020.
11. WSTIP Insurance coverage is quoted to decrease by 13% due after including additional liability coverage for the Volunteer Driver program. The sizeable decrease is the result of reduced claims, and reflects reduced miles driven in response to reduced service levels.
12. Standard Intergovernmental Audit fees for 2021 are quoted to be consistent to 2020. \$5,000 has been added to cover anticipated additional costs for the audit of the federal CARES Act Operating Grant funds claimed.
13. The increase in Supplies largely comes from costs associated with increased cleaning/sanitization, safety supplies, software for both Ops and Maintenance and increased printing costs for passenger outreach.

14. External trainings and meetings are still in question for 2021, however funding has been included should meetings require travel as 2021 progresses. Funds have been provided to allow employees for staff knowledge enhancement.
15. The 84% increase in Other Operating Expenses as compared to 2020 includes costs to redesign the MTA website, to accommodate for an advertising/public relations firm, and additional funds to provide increased advertised public messaging to promote a safe return to riding public transit.

Operating Revenues

Total operating revenue budgeted is projected to decrease from \$7,889,988 in 2020 to \$7,477,706 in 2021. The two major revenue sources making up 94% of our revenue are sales taxes collected in Mason County and grant funding from WSDOT.

Funding Source Breakdown



Sales Tax

Sales tax revenue continues to remain the largest source of funding - projected to be 54% of revenue for 2021. Sales tax revenues were approximately \$5.4m in 2019 compared to 2018's \$4.8m showing a growth of 11%. The current projections for sales tax in 2020 come at approximately \$5.3m mark. Sales tax revenue continues to be forecasted conservatively.

Historical and Projected Sales Tax Revenue

The following table shows actual sales tax revenue for 2017 through September 2020, the remainder of the year is at the 2020 budgeted amount (in gray).

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2020 Budget	2021 Budget
January	279,777	310,547	377,689	406,391	250,512	250,512
February	276,310	292,604	354,467	372,932	267,297	267,297
March	356,214	394,293	459,822	408,506	334,132	334,132
April	320,241	350,586	445,171	409,532	317,834	317,834
May	357,049	391,052	461,236	531,711	337,957	337,957
June	435,445	440,606	525,839	568,045	397,996	397,996
July	386,531	449,080	498,248	543,942	366,369	366,369
August	397,061	462,622	489,291	525,644	395,696	395,696
September	388,845	443,327	504,696	574,589	395,670	395,670
October	319,477	431,530	439,534	334,940	334,940	334,940
November	325,586	379,605	409,930	282,327	282,327	282,327
December	416,254	467,961	512,346	373,534	373,534	373,534
	4,258,790	4,813,813	5,478,270	5,332,093	4,054,264	4,054,264

Grant Revenues

Operating grant revenue is comprised of state and federal funds awarded by WSDOT from the Consolidated Operating Grants Program. Operating grant revenue is forecasted to make up 40% of MTA's 2021 operating revenue. MTA awaits notice from WSDOT as to whether previously awarded projected funds for the 2021-2023 biennium will be contracted. Budgeted operating grant revenue is predicated on receiving awarded projected funds by either state or federal dollars. Different than recent years, Sales Tax Equalization revenue has not been budgeted for 2021. It remains unclear how the defeat of I-976 will affect the State's ability to fund elements of operating and capital grants.

Fares

Fares consist of three sources: out-of-county fares, Worker/Driver fares, and Vanpool fares. The out-of-county fares make up nearly 18% of total budgeted fares while Worker/Driver makes up roughly 66% and Vanpool the remaining 16%.

Transit-Community Center Revenues

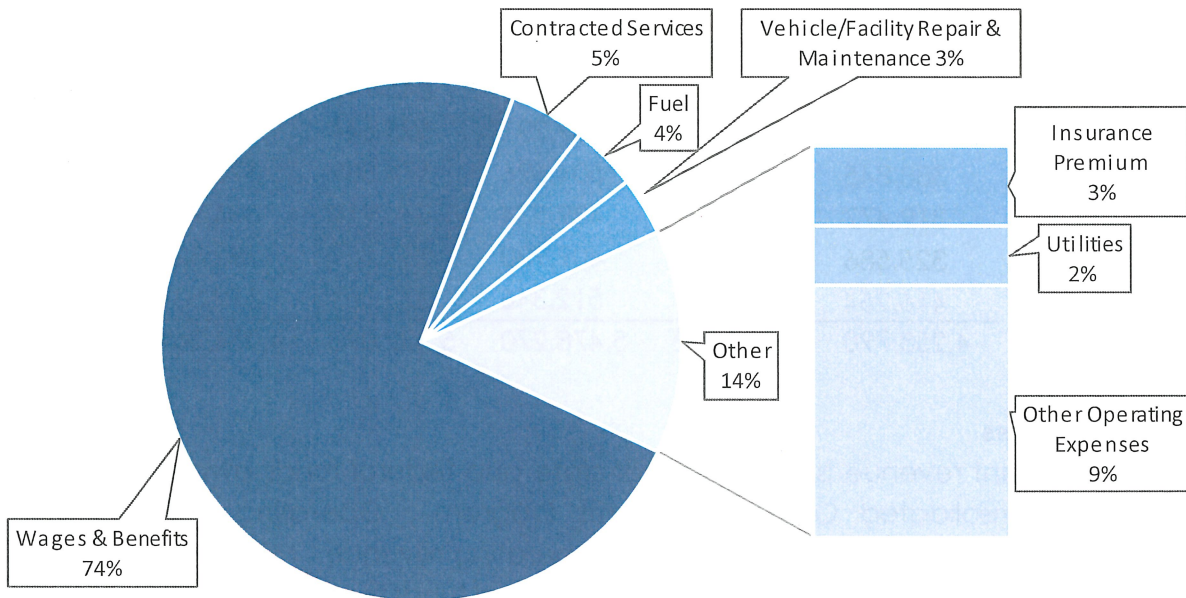
The T-CC provides revenue through leases and providing event space in the gym, conference room, kitchen, and atrium. The revenues generated from the Transit-Community Center typically are 80% from active leases, and the remaining 20% is attributed to event use throughout the year. Event rental income is budgeted at 80% less than recent years based on pandemic impacts. Tenant rental is budgeted with an

increase after renewing all long-term tenants' leases by mid-2021 and applying appropriate CPI or fair market value adjustments to lease agreements.

Operating Expenses

Total operating expense budgeted is projected to decrease from \$7,889,988 in 2020 to \$7,410,931 in 2021; which is roughly a 6% decrease from 2020. The largest operating expense is employee wages and benefits, accounting for 74% of total operating expense, with the second highest expense category being Contracted Services at about 5%.

Expense Source Breakdown



Wages and Benefits

Wages and Benefits are budgeted 12% lower than 2020. The Budgeted Positions and Full-Time Equivalents Table ^[10] outlines the staff changes between 2020 and 2021. As has been previously mentioned several Operations positions were eliminated based on a lack of work. We have budgeted to call back 4 drivers sometime in 2021, needs dependent.

In 2020 the Drivers contract was renegotiated resulting in a significant change to the wage scale. By changing the number of years to reach the top of the scale from 10 years to 7 and placing each driver per their years of service, 77% of drivers will be at the top of the wage schedule by the end of 2021.

Dispatcher/Schedulers chose not to negotiate a new collective bargaining agreement upon the expiration of their existing contract August 31, 2020. This group has been incorporated into the Non-Represented Compensation Philosophy and Salary Matrix.

Details for 2021 non-represented employee compensation can be found on page 11. The proposed GWI and performance compensation elements have been factored in to 2021 budgeted wages and benefits.

Benefits

No changes in benefits are anticipated for 2021. The cost of medical premiums experienced an increase of 4% for 2021. The cost of all other health care benefits stayed the same for 2021.

Labor & Industries Workers Comp rates for 2021 saw a slight decrease for 2021.

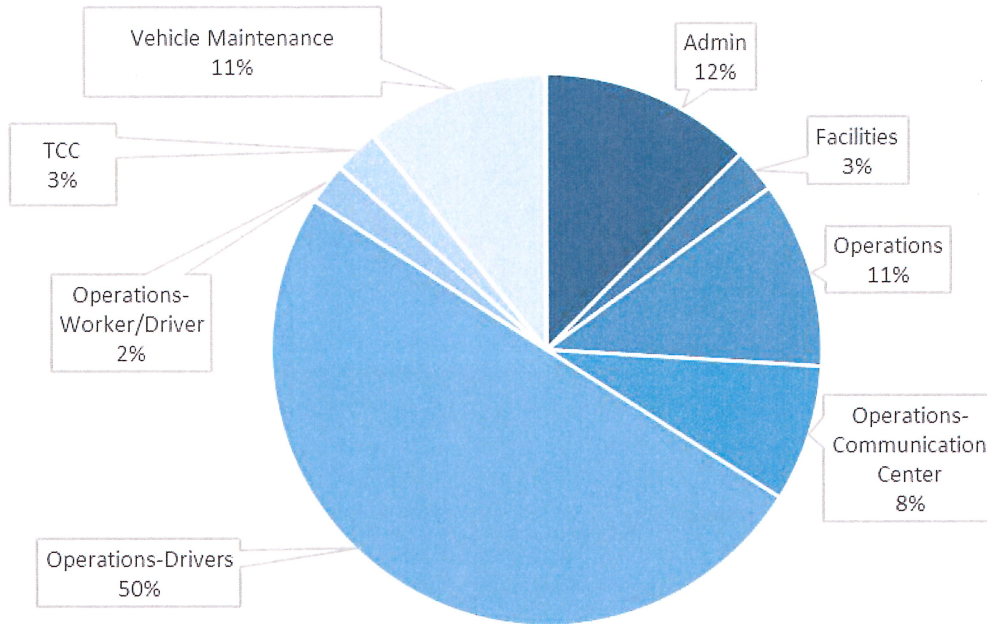
Public Employees' Retirement System (PERS) has posted rates as adopted but deemed unofficial until approved by the 2021 Legislature. The employer portion would drop by 2.72% effective July 1, 2021. Since these rates are not confirmed at this time, the PERS expense has been left at the higher current rates for all of 2021.

Wages and Benefits by Department

The following table below breaks out budgeted FTEs, wages, and benefits for each department for 2021

Department	FTEs	Wages	Benefits	2021 Budget Total	2020 Budget
Admin	8	456,738	218,500	675,238	710,231
Admin-Board		4,320	337	4,657	4,650
Facilities	2	88,595	49,701	138,296	134,538
Operations	6.8	383,033	208,061	591,094	675,909
Operations-Communication Center	7	293,005	140,928	433,933	560,908
Operations-Drivers	42	1,742,684	969,473	2,712,157	3,216,798
Operations-Worker/Driver	8	103,267	26,817	130,084	126,635
Transit Community Center	2	98,303	46,273	144,576	139,965
Vehicles/Maintenance	6	382,500	202,668	585,168	572,690
Volunteer Driver		15,891	6,314	22,205	21,989
Vanpool		-	-	-	6,648
Total	81.8	3,568,336	1,869,072	5,437,408	6,170,961

The following chart shows each department's % of total wages and benefit expense.



Budgeted Positions and Full-Time Equivalents

The following chart shows the staff position and Full-Time Equivalent (FTE) changes with explanations describing each change.

Department	2020		2021		2020		2021	
	Budget - Positions	Change	Budget - Positions	Change	Budget FTEs	Change	Budget FTEs	
Administration								
General Manager	1.0	0.0	1.0		1.0	0.0	1.0	
Administrative Services Manager	1.0	0.0	1.0		1.0	0.0	1.0	
Executive Assistant	1.0	0.0	1.0		1.0	0.0	1.0	
Accounting Assistant	2.0	0.0	2.0		2.0	0.0	2.0	
Staff Accountant	1.0	-1.0	0.0		1.0	-1.0	0.0	
Accounting Coordinator	0.0	1.0	1.0		0.0	1.0	1.0	
Systems Administrator ¹	1.0	-1.0	0.0		1.0	-1.0	0.0	
Technical Support Analyst	1.0	0.0	1.0		1.0	0.0	1.0	
<i>Total Administration</i>	8.0	-1.0	7.0		8.0	-1.0	7.0	
Maintenance/Facilities								
Maintenance Manager	1.0	0.0	1.0		1.0	0.0	1.0	
Lead Mechanic	1.0	0.0	1.0		1.0	0.0	1.0	
Service Mechanics	3.0	0.0	3.0		3.0	0.0	3.0	
Fueler/Detailer	1.0	0.0	1.0		1.0	0.0	1.0	
Facilities Technician	1.0	0.0	1.0		1.0	0.0	1.0	
Custodian/Detailer	1.0	0.0	1.0		1.0	0.0	1.0	
<i>Total Maintenance/Facilities</i>	8.0	0.0	8.0		8.0	0.0	8.0	
Operations								
Operations Manager	1.0	0.0	1.0		1.0	0.0	1.0	
Assistant Operations Manager ²	1.0	-1.0	0.0		1.0	-1.0	0.0	
Operations Supervisor ³	3.0	0.0	3.0		3.0	0.0	3.0	
Dispatcher/CSR/Lead ³	7.0	-2.0	5.0		7.0	-2.0	5.0	
Drivers ³	42.0	-8.0	34.0		42.0	-8.0	34.0	
Worker/Drivers	8.0	0.0	8.0		8.0	0.0	8.0	
Outreach/Transit Planner ⁴	1.0	-1.0	0.0		1.0	-1.0	0.0	
<i>Total Operations</i>	63.0	-12.0	51.0		63.0	-12.0	51.0	
Transit-Community Center								
T-CC Assistant/Custodian	1.0	0.0	1.0		1.0	0.0	1.0	
T-CC Building Superintendent	1.0	0.0	1.0		1.0	0.0	1.0	
<i>Total Transit-Community Center</i>	2.0	0.0	2.0		2.0	0.0	2.0	
TOTAL	81.0	-13.0	68.0		81.0	-13.0	68.0	

FTE Notes

1. The Systems Administrator FTE is eliminated after a recent vacancy. The cost of this FTE has been reallocated to Contract Services to fund a third-party support arrangement.
2. The Operations Department has experienced a staffing reorganization based on service level needs contributing to a reduction from 63 FTE's in 2020 to 51 in 2020; made up of two Dispatchers, one Operations Supervisor a reduction of 8 Drivers from 2020.
3. The Outreach/Transit Planner position will not be filled with some tasks internalized and supplemented by the outsourced advertising/public relations firm.
4. Of the 34 budgeted Driver FTE positions, four are currently separated but with recall rights. These four drivers are budgeted to accommodate for a hopeful return of service demand.

2021 Non-Represented Compensation

The Compensation Philosophy & Plan was initially Board adopted in April 2017 and amended in November 2018. The plan outlines the basis for budgeting General Wage Increases (GWI) for non-represented employees annually and outlines how performance is to be measured to qualify for additional compensation. The Compensation Plan states that an annual review will take place. The following considerations have been reviewed by Board Finance and HR Committee members and included in the 2021 Wage and Benefit Budget: 2021 GWI of 2.25%. The plan includes language that places a GWI cap each year of 2.25%, based on the consumer price index performance (CPI). CPI was 2.03% based on the twelve-month average as of August 2020. The wage budget proposes the max 2.25% for 2021 to catch wages up from the year before when CPI was 2.67% but 2020 increases were capped at 2.25%. The proposed 2.25% GWI would apply to all non-represented employees including Worker Drivers and Managers.

Managers to receive one additional personal day for a total of five personal days. The compensation plan states employees receive 2 personal days and that managers receive two additional days. The proposed additional personal day for 2021 is a gesture to compensate Managers for the long hours spent navigating the impacts of the pandemic.

Performance compensation typically considered each April 1st would be made available effective January 1, 2021. Employees who qualify for a performance increase have carried a heavy burden this past year in ensuring MTA's safe, high quality service even while navigating difficult obstacles. Pushing this increase forward by three months has been budgeted.

The General Manager's compensation is set to mirror that of the other managers; 2.25% GWI plus a 1.50% performance increase, along with the five personal days.

Of note, the Dispatch team is no longer part of a collective bargaining unit and now considered non-represented. The position of Dispatch/Scheduler has been added to the Salary Matrix, Grade 3 and will receive the same compensation and performance increases as other non-represented staff.

CAPITAL BUDGET

Mason Transit Authority 2021 Capital Budget						
2021 CAPITAL PROJECT BUDGET						
Project	Budget	Grants	MTA Funding	Contingent Projects	Project Costs to Date	Purpose
Park & Ride Development - 2015-2023	8,397,571	7,335,000	1,062,571		4,474,512	Construct or improve 5 park & rides throughout county including base in North Mason and roundabout at SR3 & Log yard road.
Radich building roof repair	40,000	40,000				Project will be funded in 2021 by Sales Tax Equalization allocation.
Radich Building improvements	100,000			100,000		Will seek grant or sales tax equalization funds to upgrade wiring and other improvements to the Radich Building.
Scissor lift for T-CC	17,300	17,300				Project will be funded in 2021 by Sales Tax Equalization allocation.
Utility Trailer	5,000		5,000			For maintenance
HVAC Units at JP	50,000			50,000		
IT Equipment	50,000		50,000			New IT switches
Phone System	75,000		75,000			Estimate. Still waiting for actual budget for new phone system.
TCC Customer Service Office Remodel	50,000			50,000		Contingent on future sales tax equalization.
TCC Generator	100,000			100,000		Contingent on future sales tax equalization.
Fax Machine	8,000		8,000			Replace outdated analog unsupported technology
Admin Office - furniture and fixtures	20,000		20,000			4 workstations admin staff at TCC
Admin Office	55,000		55,000			Build walls for offices in admin area at T-CC
TOTAL CAPITAL PROJECTS	\$ 8,967,871	\$ 7,392,300	\$ 1,275,571	\$ 300,000	\$ 4,474,512	
VEHICLE REPLACEMENT						
Vehicle	Budget	Grants	MTA Funding	Contingent Replacement		Purpose
2 35' Coaches	1,033,052	468,636	564,416			Replacement inventory.
1 35' Coach; 6 Cutaways	1,269,526		317,381	952,145		Contingent on grant application being awarded.
Mini Cutaway	96,650	96,650				Expansion vehicle; funded through Sales Tax Equalization.
TOTAL VEHICLE REPLACEMENT	\$ 2,399,228	\$ 565,286	\$ 881,797	\$ 952,145	\$ -	
PROPOSED 2021 CAPITAL PROJECTS	\$ 11,367,099	\$ 7,957,586	\$ 2,157,368	\$ 1,252,145	\$ 4,474,512	

Contingent Projects will be funded should grant opportunities be presented and successful or Sales Tax Equalization is available.

Disadvantaged Business Enterprise (DBE) Goal

As a recipient of Federal Transit funds subject to the requirements of 49 CFR Part 26, MTA commits to making good faith efforts through solicitation and notice to bid for any DBE Certified Contractors that would fit the scope of work that MTA may contract for. MTA maintains a DBE goal of 1% purchases financed with FTA assistance.

State of Good Repair

The State of Good repair is a measurement used to determine in what condition an agency's fleet is in. Our current goal is to have our fleet be at 80% state of good repair. Once the vehicles budgeted for above are received, our fleet will be in the following condition: Cutaways – 72%, Fixed Route – 100%, Worker Driver – 100%, Medium Duty – 100%. The condition of our fleet continues to improve and will continue to do so as we continue budgeting for replacement vehicles.

Transit – Community Center

2021 Proposed T-CC Operating Budget

The on-going operating costs for the T-CC are allocated between Transit-related functions and Community Center-related functions based upon the square footage or anticipated utilization associated with each division.

	2020 Budget			2021 Budget				
	TCC	Ops	Total	TCC	Ops	Total		
Revenue								
T-CC Rental	125,630	-	125,630	116,687	-	116,687	1	-7%
Expenses								
Wages and Benefits	132,383	-	132,383	145,104	-	145,104	2	10%
Contracted Services	9,315	1,885	11,200	9,400	1,500	10,900		-3%
Repair & Maintenance	10,500	4,000	14,500	32,982	11,970	44,952	3	210%
Insurance	15,673	-	15,673	16,128	-	16,128		3%
Utilities	35,120	13,250	48,370	35,500	16,000	51,500		6%
Supplies & Small Equipment	11,400	2,895	14,295	21,188	10,062	31,250	4	119%
Training & Meetings	450	-	450	1,100	-	1,100	5	144%
Other Operating Expenses	3,400	-	3,400	3,232	-	3,232		-5%
Total Operating Expenses	218,241	22,030	240,271	264,634	39,532	304,166		27%
Net Income (Deficit) from Operations	(92,611)	(22,030)	(114,641)	(147,947)	(39,532)	(187,479)		

T-CC Budget Notes

1. T-CC Rental reflects event and tenant rental income. Event rental income is budgeted with a substantial reduction for 2021. T-CC tenant rental income is also impacted by MTA Administration Services moving into previously rented space.
2. Wages and Benefits is adjusted to provide a wage disparity adjustment to the T-CC Assistant/Custodian position along with gross wage increases per the Non-Rep Compensation Plan.
3. Repair and Maintenance includes increases for fire extinguisher replacements throughout the complex as required, plus estimated costs to maintain the T-CC complex as it ages.
4. Supplies & Small Equipment is budgeted with an increase to account for additional cleaning/sanitation and safety supplies needed in 2021 and a retrofit of the basement area in the Armory.
5. Training & Meetings expense is increased to provide for training needed once the scissor lift is received in 2021.