

**Washington Suburban Transit Commission**  
**Fiscal Year 2025 PROPOSED Administrative Budget**

Latest update: 12/7/23

|   | FY 2025           | ALLOCATION        |                   |                   |                  |
|---|-------------------|-------------------|-------------------|-------------------|------------------|
|   | Proposed          | MDOT              | Montgomery        | Prince George's   | MTA              |
| <b>PERSONNEL COSTS*</b>                       |                   |                   |                   |                   |                  |
| Salaries                                      | \$ 235,593        | \$ 78,531         | \$ 78,531         | \$ 78,531         |                  |
| Fringe and Benefits                           | \$ 138,225        | \$ 45,721         | \$ 40,459         | \$ 40,459         | \$ 11,586        |
| <b><i>Personnel Costs Total</i></b>           | <b>\$ 373,818</b> | <b>\$ 124,252</b> | <b>\$ 118,990</b> | <b>\$ 118,990</b> | <b>\$ 11,586</b> |
| <b>COMMISSIONER COMPENSATION</b>              |                   |                   |                   |                   |                  |
| State of Maryland Commissioners               | \$ 40,250         | \$ 40,250         | \$ -              | \$ -              | \$ -             |
| Montgomery County Commissioners               | 20,000            | -                 | 20,000            | -                 | -                |
| Prince George's County Commissioners          | -                 | -                 | -                 | -                 | -                |
| <b><i>Commissioner Compensation Total</i></b> | <b>\$ 60,250</b>  | <b>\$ 40,250</b>  | <b>\$ 20,000</b>  | <b>\$ -</b>       | <b>\$ -</b>      |
| <b>OPERATING EXPENSES</b>                     |                   |                   |                   |                   |                  |
| Accounting/Audit fees                         | 8,710             | \$ 2,178          | \$ 2,178          | \$ 2,178          | \$ 2,178         |
| Bank/Payroll fees                             | 2,400             | 600               | 600               | 600               | 600              |
| Insurance**                                   | 1,288             | 322               | 322               | 322               | 322              |
| Internet service                              | 2,129             | 532               | 532               | 532               | 532              |
| Local travel                                  | 361               | 90                | 90                | 90                | 90               |
| APTA / Conference Attendance Fund             | 1,889             | 630               | 630               | 630               | -                |
| Miscellaneous                                 | 2,000             | 500               | 500               | 500               | 500              |
| Office supplies                               | 880               | 220               | 220               | 220               | 220              |
| Rent  | 53,256            | 13,314            | 13,314            | 13,314            | 13,314           |
| Office telephone services                     | -                 | -                 | -                 | -                 | -                |
| Software Maintenance                          | 200               | 50                | 50                | 50                | 50               |
| Public Forums                                 | 800               | 200               | 200               | 200               | 200              |
| <b><i>Operating Expenses Total</i></b>        | <b>73,913</b>     | <b>\$ 18,636</b>  | <b>\$ 18,636</b>  | <b>\$ 18,636</b>  | <b>\$ 18,006</b> |
| <b>TOTAL ADMINISTRATIVE EXPENDITURES</b>      | <b>\$ 507,981</b> | <b>\$ 183,138</b> | <b>\$ 157,626</b> | <b>\$ 137,626</b> | <b>\$ 29,592</b> |
| <b>REVENUES</b>                               |                   |                   |                   |                   |                  |
| Grants and Contributions                      | \$ 507,981        | \$ 183,138        | \$ 157,626        | \$ 137,626        | \$ 29,592        |
| <b>TOTAL ADMINISTRATIVE REVENUES</b>          | <b>\$ 507,981</b> | <b>\$ 183,138</b> | <b>\$ 157,626</b> | <b>\$ 137,626</b> | <b>\$ 29,592</b> |

**WSTC FY2025 PROPOSED Admin Budget Inclusive of Metro Joint Study Fund**

|   | FY 2025           | ALLOCATION        |                   |                   |                  |
|---|-------------------|-------------------|-------------------|-------------------|------------------|
|   | Proposed          | MDOT              | Montgomery        | Prince George's   | MTA              |
| <b>PERSONNEL COSTS*</b>                           |                   |                   |                   |                   |                  |
| <b><i>Personnel Costs Total</i></b>               | <b>\$ 373,818</b> | <b>\$ 124,252</b> | <b>\$ 118,990</b> | <b>\$ 118,990</b> | <b>\$ 11,586</b> |
| <b>COMMISSIONER COMPENSATION</b>                  |                   |                   |                   |                   |                  |
| <b><i>Commissioner Compensation Total</i></b>     | <b>\$ 60,250</b>  | <b>\$ 40,250</b>  | <b>\$ 20,000</b>  | <b>\$ -</b>       | <b>\$ -</b>      |
| <b>OPERATING EXPENSES</b>                         |                   |                   |                   |                   |                  |
| <b>Proposed Operating Expenses Total</b>          | <b>73,913</b>     | <b>18,636</b>     | <b>18,636</b>     | <b>18,636</b>     | <b>18,006</b>    |
| <b><i>Addition of: Metro Joint Study Fund</i></b> | <b>100,000</b>    | <b>\$ 33,333</b>  | <b>\$ 33,333</b>  | <b>\$ 33,333</b>  | <b>\$ -</b>      |
| <b><i>Revised Operating Expenses Proposal</i></b> | <b>\$ 173,913</b> | <b>\$ 51,969</b>  | <b>\$ 51,969</b>  | <b>\$ 51,969</b>  | <b>\$ 18,006</b> |
| <b>TOTAL ADMINISTRATIVE EXPENDITURES</b>          | <b>\$ 607,981</b> | <b>\$ 216,471</b> | <b>\$ 190,959</b> | <b>\$ 170,959</b> | <b>\$ 29,592</b> |

\*There are three permanent Washington Suburban Transit Commission (WSTC) positions: a Financial Analyst, an Office Manager, and a Transit Analyst. The personnel cost for these positions is allocated equally among Montgomery County, Prince George's County, and the Maryland Department of Transportation (MDOT).

\*\*Insurance is based on a 5% increase over the previous year fee; subject to change