

# **2018-19 FINAL BUDGET**

## **Yolo County Transportation District**



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## MEMORANDUM

DATE: July 25, 2018

TO: Xochitl Rodriguez, Chair,  
And Members of the Yolo County Transportation District

FROM: Terry V. Bassett, Executive Director 

RE: Final YCTD Budget 2018/19

Enclosed is the Yolo County Transportation District (YCTD) adopted final budget for the 2018/19 fiscal year. YCTD is the public transportation operator that provides both fixed route and paratransit services throughout Yolo County, as well as into Sacramento and Solano Counties. YCTD uses a contract with Transdev, Incorporated to provide these services. YCTD is also the Congestion Management Agency for Yolo County, coordinating and advocating regional, state, and federal funding for a number of road and alternative transportation projects.

This budget, like last year's budget, depends heavily upon use of \$1,576,131 in reserves to offset fixed route operating expenses, plus \$474,193 to offset paratransit operating expenses. It also utilizes one-time liability insurance credits of \$86,249. Paratransit services are particularly hard hit next year when \$150,000 in federal Section 5310 funds for New Freedoms service beyond ADA will no longer be available. At some point, the board should review services in "premium" service areas, which exceed ADA requirements and have been limited to medical related trips. Staff is not advocating abandoning transportation for those needing to get to and from medical appointments for such purposes as kidney dialysis and cancer treatment; however, there may be a need to reconfigure how transportation to and from such medical centers can be coordinated, provided and/or funded.

To address ways to reduce the use of reserves in future years, the budget includes \$150,000 (mostly funded by Caltrans) to conduct a Comprehensive Operational Analysis (COA) of both fixed route and paratransit services during 2018/19. The purpose is to re-evaluate levels of service, consider new technologies and changes in routes and schedules to optimize efficiencies, limit costs, allocate expenses and revenues equitably, and determine net subsidies in a manner that is fair and reasonable. While a goal is to complete the COA in time for preparation of the 2019/20 budget next Spring, timing with the Caltrans grant (not expected until October, 2018) may make it difficult to finish it by then.

## **Transdev Contract**

In early 2018, staff undertook a competitive Request for Proposals (RFP) process to select a vendor and finalize a 7-year base contract, with renewal options for up to five (5) additional years. Transdev was selected for the next contract. The attached budget reflects the new contract rates in Transdev's best and final offer from that process, as well as a limited number of options that staff recommend exercising.

The new contract with Transdev includes 20 additional options, which may be exercised at any time, including:

1. Transdev continues providing transportation services to the Adult Day Health Care Center in Woodland, using ADHC vehicles. (This will require a separate contract between Dignity Health Care and Transdev.)
2. Transdev would operate transit service between the UC Medical Center and UC Davis. Note that this concept, including service level and vehicle selection, is undergoing review. It has been proposed that YCTD and Sacramento Regional Transit District each run one-half the service.
3. Microtransit (flexible, on-demand rides using a smart phone app, or phone call, for hailing a vehicle) in as many as six (6) areas or corridors.
4. Provision of shuttle service between the Davis Rail Depot and the UC Davis campus, using autonomous vehicles.
5. Adjusting pricing for maintenance in the event that YCTD switches from Compressed Natural Gas (CNG) buses to electric buses.
6. If Transdev is selected to clean and repair shelters and solar power lighting systems in the City of Woodland and unincorporated areas west and north of Woodland, using a .40 FTE employee. (87.5% of the time and costs would be attributable to Woodland with the remaining 12.5% attributable to rural county routes.) Includes \$39,751 in the final budget.
7. A rate per mechanic hour for maintenance work on outside vehicles operated by non-profit agencies. Also, a rate per vehicle per wash for outside vehicles was also proposed.
8. Adjusting pricing for maintenance in the event that YCTD switches from full size CNG buses to smaller CNG or electric buses.
9. Cost per vehicle and per employee for certifications required in the event vehicle use is re-classified as General Public Paratransit Vehicle (GPPV).
10. Change in maintenance related rates if YCTD hired all maintenance related employees.
11. Change in maintenance related rates if YCTD took over the purchase of all parts and supplies associated with maintenance.
12. Change in rates if liability and physical damage insurance switched from the California Transit Insurance Pool, which includes YCTD, to Transdev provided coverage.
13. If Transdev, or its subcontractor, Paratransit Incorporated, provided fixed route travel training to persons determined ineligible for paratransit services. This grant funded project (\$18,628) is included in the final budget; however staff intend to solicit competitive proposals before choosing a vendor.
14. If Transdev was assigned the duty of collecting, securing, counting, transporting, depositing and reconciling fare revenues.
15. Additional costs if staff are added or deleted.
16. If Transdev was asked to inspect Transit Network Company vehicles, taxis and other transportation related vehicles for safety compliance.
17. Transdev created and filling a Quality Assurance Manager position. The final budget Includes **\$101,250** for this purpose.
18. Additional costs if YCTD decides to choose one of three ideas and incentives to attract and retain employees. Two of the three incentives (adjustment in bonuses--**\$12,000** and upgrade in health

insurance--**\$68,759**) are assumed in the final budget.

19. Other cost savings and ridership generating ideas and proposals (Mobile Eye Shield Plus collision avoidance system, electronic fare ticketing).
20. If Transdev, or its subcontractor, Paratransit Incorporated, provided comprehensive mobility assessments and determined eligibility of ADA riders. This grant funded project (**\$86,658**) is included in the final budget; however staff intend to solicit competitive proposals before choosing a vendor.

### **Fixed Route Service Operating Cost Allocations**

The final budget includes the same number of “quick” trips (certain trips open for revenue service between the main Woodland YCTD yard and the start or end of a route) that existed in the prior year and excludes two additional round trips to Cache Creek Casino Resort. These two extra casino serving round trips will be added once YCTD and the casino establish the rate for that additional service.

2018/19					2017/18				
	Share of Miles		Share of Hours			Share of Miles		Share of Hours	
West Sac	467,722.00	23.22%	28,549.88	27.90%	West Sac	467,065.11	23.21%	28,502.19	27.88%
Davis	611,973.21	30.39%	27,690.60	27.06%	Davis	611,154.15	30.38%	27,651.61	27.05%
Woodland	492,963.98	24.48%	28,680.26	28.02%	Woodland	492,301.27	24.47%	28,637.99	28.02%
Winters	74,798.88	3.71%	2,972.17	2.90%	Winters	74,548.76	3.71%	2,962.12	2.90%
County	366,576.41	18.20%	14,454.40	14.12%	County	366,843.07	18.23%	14,462.38	14.15%
	2,014,034.48	100.00%	102,347.30	100.00%		2,011,912.36	100.00%	102,216.28	100.00%

### **Paratransit Service Operating Cost Allocations**

Paratransit operating costs are split based on July 1, 2017 through March 31, 2018 data reflecting the combined percentage of hours and miles attributable to each jurisdiction. The following are the results in terms of share operating costs:

		2018/19	2017/18
West Sacramento		20.00%	24.43%
	Davis	32.80%	32.88%
	Woodland	41.70%	38.69%
	County	5.50%	4.00%
		100.00%	100.00%

The subsequent pages in this document are organized by Sections. **Section 1** is the budget itself, **Section 2** is a narrative under the fixed route category, **Section 3** is a narrative under paratransit, and **Section 4** consists of Appendices providing additional backup information.

# SECTION 1: Budgets

The proposed overall YCTD budget is **\$18,856,331** (**Table A**), made up of two major categories:

- ✓ **\$16,043,927** for operating and planning, including **\$14,033,418** for fixed route operations and other activities and **\$2,010,509** for paratransit.
- ✓ **\$2,812,404** for capital projects, including **\$2,549,233** for fixed route capital and **\$263,171** for paratransit.

The proposed operating and planning budget for all programs will be **1.55%** more than the previous year's budget. Capital expenses will be **67.49%** lower than the previous year's budget, largely because only one paratransit vehicle purchase is in the Final budget; whereas, in FY 2017/18, eight (8) new buses were purchased.

The following noteworthy changes affect the fixed route and paratransit operating budgets, with a total net operating increase of \$245,468 over the previous fiscal year:

- Changes in Fixed Route Operating Expenses: +\$140,875
- Changes in Paratransit Operating Expenses: +104,593

**Table B** shows the overall impact of the YCTD budget to Local Transportation Funds and State Transit Assistance Funds.

Within these totals is a series of tables:

**Tables C-1 thru C-3:** Fixed Route Operating Expenses and Revenues with other Activities

**Table C-4:** Fixed Route Capital Expenses and Revenues

**Table D-1:** Paratransit Operating Expenses and Revenues

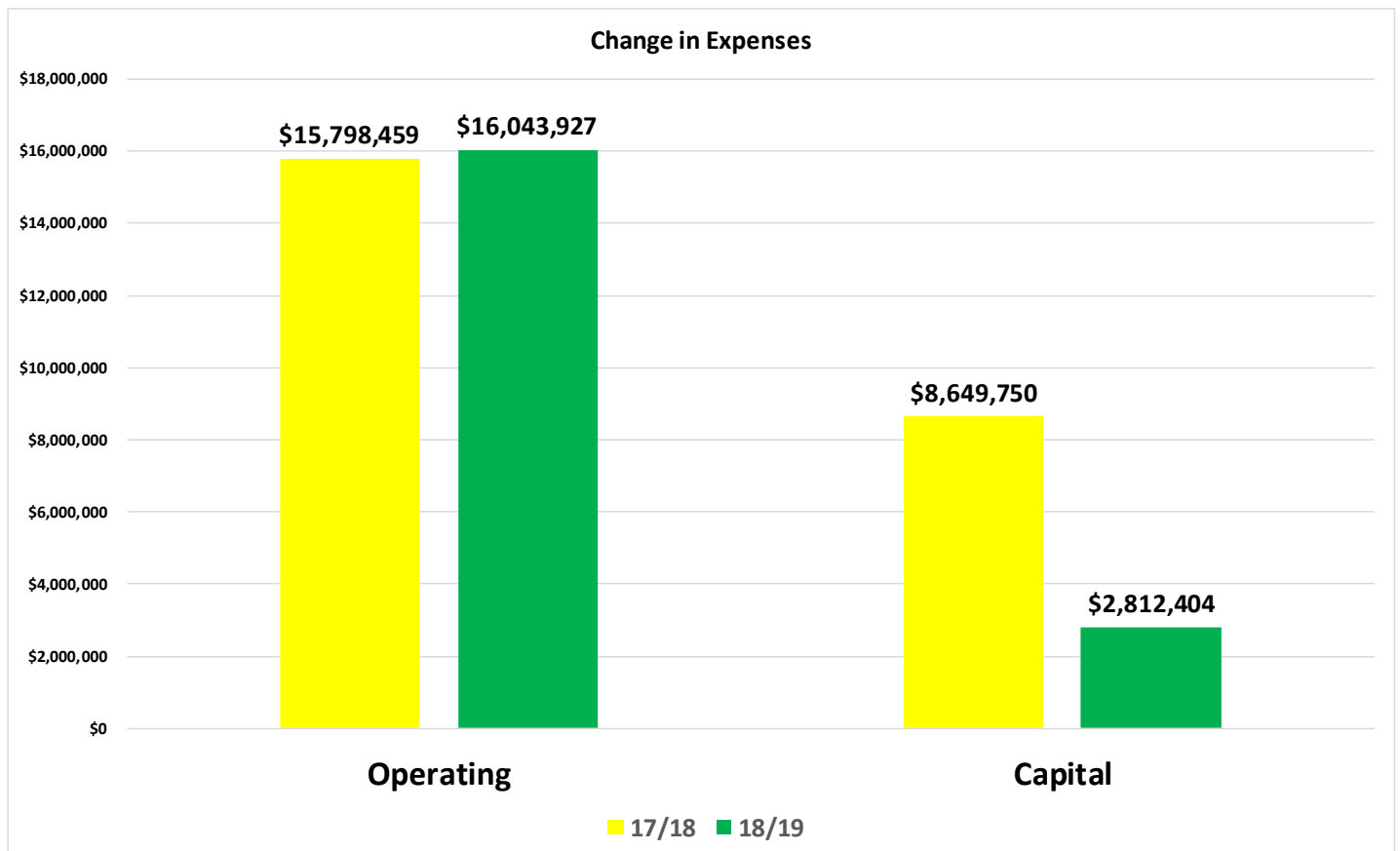
**Table D-2:** Paratransit Capital Expenses and Revenues



# Table A

## Change in Overall Expenses 2017/2018 TO 2018/2019

	Operating/Other	Capital	Total
Core Fixed Route	\$ 13,074,549	\$ 2,549,233	\$ 15,623,782
Paratransit	\$ 2,010,509	\$ 263,171	\$ 2,273,680
<b>OTHER ACTIVITIES:</b>			
Comprehensive Operational Analysis	\$150,000	\$ -	\$ 150,000
Y-Shuttle	\$ 103,656	\$ -	\$ 103,656
County Pass-Thru to Unitrans	\$ 25,000	\$ -	\$ 25,000
Public CNG Costs Related to Outside Sales	\$ 646,587	\$ -	\$ 646,587
Yolo Transportation Management Association	\$ 33,626	\$ -	\$ 33,626
<b>Total 2018/2019 Budget</b>	<b>\$ 16,043,927</b>	<b>\$ 2,812,404</b>	<b>\$ 18,856,331</b>
<b>Total 2017/2018 Budget</b>	<b>\$ 15,798,459</b>	<b>\$ 8,649,750</b>	<b>\$ 24,448,209</b>
<b>Change</b>	<b>\$ 245,468</b>	<b>\$ (5,837,346)</b>	<b>\$ (5,591,878)</b>
<b>Percent Change</b>	<b>1.55%</b>	<b>-67.49%</b>	<b>-22.87%</b>



# Table B

## ESTIMATED 2018/19 LTF & STA TO YCTD BY JURISDICTION

(Local Transportation Fund & State Transit Assistance Fund)

	Davis				Woodland				West Sacramento			
	Final 2016/17	Final 2017/18	Final 2018/19	Change	Final 2016/17	Final 2017/18	Final 2018/19	Change	Final 2016/17	Final 2017/18	Final 2018/19	Change
<b>LTF</b> Estimate by Jurisdiction	\$3,240,798	\$2,816,949	\$2,981,547	5.8%	\$2,792,619	\$2,369,029	\$2,585,800	9.2%	\$2,489,060	\$2,144,594	\$2,305,906	7.5%
<b>STA</b> Estimate by Jurisdiction	<u>\$230,238</u>	<u>\$252,528</u>	<u>\$481,784</u>	90.8%	<u>\$198,261</u>	<u>\$217,605</u>	<u>\$417,836</u>	92.0%	<u>\$177,156</u>	<u>\$193,952</u>	<u>\$372,608</u>	92.1%
	\$3,512,526	\$3,069,477	\$3,463,331	12.8%	\$3,026,769	\$2,586,634	\$3,003,636	16.1%	\$2,697,758	\$2,338,546	\$2,678,514	14.5%
<b>LTF &amp; STA to YCTD</b>												
YCTD Fixed Route	\$1,496,685	\$1,512,081	\$1,599,359	5.8%	\$1,141,473	\$1,178,081	\$1,219,619	3.5%	\$1,645,195	\$1,674,482	\$1,857,431	10.9%
YCTD Capital	\$67,771	\$0	\$0		\$54,289	\$0	\$0		\$56,168	\$0	\$0	
YCTD Paratransit Service	<u>\$307,213</u>	<u>\$312,437</u>	<u>\$349,981</u>	12.0%	<u>\$361,499</u>	<u>\$367,645</u>	<u>\$444,945</u>	21.0%	<u>\$228,261</u>	<u>\$232,142</u>	<u>\$213,403</u>	-8.1%
<b>Total Required LTF &amp; STA</b>	\$1,871,669	\$1,816,547	<b>\$1,949,340</b>	7.3%	\$1,557,261	\$1,536,347	<b>\$1,664,564</b>	8.3%	\$1,929,624	\$1,900,702	<b>\$2,070,834</b>	9.0%

	Winters				County				Total			
	Final 2016/17	Final 2017/18	Final 2018/19	Change	Final 2016/17	Final 2017/18	Final 2018/19	Change	Final 2016/17	Final 2017/18	Final 2018/19	Change
<b>LTF</b> Estimate by Jurisdiction	\$337,590	\$297,155	\$314,680	5.9%	\$1,305,164	\$1,114,126	\$1,306,520	17.3%	\$10,165,231	\$8,741,853	\$9,494,453	8.6%
<b>STA</b> Estimate by Jurisdiction	<u>\$23,663</u>	<u>\$26,306</u>	<u>\$50,849</u>	93.3%	<u>\$92,735</u>	<u>\$101,700</u>	<u>\$211,119</u>	107.6%	<u>\$792,091</u>	<u>\$792,091</u>	<u>\$1,534,196</u>	93.7%
	\$365,896	\$323,461	\$365,529	13.0%	\$1,414,597	\$1,215,826	\$1,517,639	24.8%	\$11,017,546	\$9,533,944	\$11,028,649	15.7%
<b>LTF &amp; STA to YCTD</b>												
YCTD Fixed Route	\$133,147	\$147,652	\$158,426	7.3%	\$138,099	\$187,264	\$172,339	-8.0%	\$4,554,599	\$4,699,560	\$5,007,173	6.5%
YCTD Capital	\$8,300	\$0	\$0		\$40,204	\$0	\$0		\$226,732	\$0	\$0	
YCTD Paratransit Service	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		<u>\$48,226</u>	<u>\$38,609</u>	<u>\$58,686</u>	52.0%	<u>\$945,199</u>	<u>\$950,833</u>	<u>\$1,067,014</u>	12.2%
<b>Total Required LTF &amp; STA</b>	\$141,447	\$147,652	<b>\$158,426</b>	7.3%	\$226,529	\$224,303	<b>\$231,025</b>	3.0%	\$5,726,530	\$5,625,551	<b>\$6,074,188</b>	8.0%

# Table C-1

## FINAL 2018/19 FIXED ROUTE BUDGET

Account	OPERATING EXPENSES	APPROVED	APPROVED	PERCENT	
		2017/18	2018/19	CHANGE	CHANGE
1101	Regular Employees	\$888,479	\$889,443	\$964	0.11%
1102	Extra Help	\$50,000	\$50,000	\$0	0.00%
1103	Overtime	\$5,000	\$5,000	\$0	0.00%
1107	Cash out (Mgmt Leave Buy-Back)	\$4,000	\$4,000	\$0	0.00%
	<b>SUBTOTAL LABOR</b>	<b>\$947,479</b>	<b>\$948,443</b>	<b>\$964</b>	<b>0.10%</b>
1201	YCTD Contribution to Retirement	\$154,213	\$170,672	\$16,458	10.67%
1202	YCTD Contribution to Social Security	\$3,100	\$3,100	\$0	0.00%
1203	YCTD Contribution to MEDICARE	\$13,606	\$13,621	\$15	0.11%
1300	YCTD Contribution to Health Ins.	\$186,612	\$189,893	\$3,281	1.76%
1301	YCTD Contribution to OPEB	\$109,000	\$112,000	\$3,000	2.75%
1400	YCTD Contribution to Unemp. Ins.	\$6,440	\$6,440	\$0	0.00%
1500	Worker's Compensation Insurance	\$11,035	\$11,011	(\$24)	-0.22%
1600	Other Fringe Benefits	\$32,100	\$32,100	\$0	0.00%
	<b>SUBTOTAL BENEFITS</b>	<b>\$516,106</b>	<b>\$538,837</b>	<b>\$22,730</b>	<b>4.40%</b>
	<b>SUBTOTAL LABOR &amp; BENEFITS</b>	<b>\$1,463,585</b>	<b>\$1,487,279</b>	<b>\$23,694</b>	<b>1.62%</b>
2170	Housekeeping Expense	\$17,502	\$17,922	\$420	2.40%
2271	Maintenance-Equipment	\$686,460	\$572,719	(\$113,741)	-16.57%
2272	Maintenance-Bldgs & Improvement	\$82,000	\$183,851	\$101,851	124.21%
2423	Legal Services	\$25,000	\$25,000	\$0	0.00%
2429	Professional & Spec. Services	\$283,073	\$377,731	\$94,658	33.44%
2548	Training Expense	\$25,550	\$25,550	\$0	0.00%
2557	Trustees, Commissioners, Dir.	\$6,800	\$6,800	\$0	0.00%
	<b>SUBTOTAL SERVICES</b>	<b>\$1,126,385</b>	<b>\$1,209,573</b>	<b>\$83,188</b>	<b>7.39%</b>
2613	Fuel YCTD	\$1,070,751	\$1,062,783	(\$7,968)	-0.74%
2613	Fuel Outside Use	\$599,190	\$466,224	(\$132,966)	-22.19%
	<b>SUBTOTAL FUEL &amp; LUBRICANTS</b>	<b>\$1,669,942</b>	<b>\$1,529,008</b>	<b>(\$140,934)</b>	<b>-8.44%</b>

## Operating Expenses

# Table C-2

## FINAL 2018/19 FIXED ROUTE BUDGET

Account	OPERATING EXPENSES	APPROVED	APPROVED	PERCENT	
		2017/18	2018/19	CHANGE	CHANGE
2130	Food	\$3,696	\$3,696	\$0	0.00%
2390	Office Expense	\$27,200	\$20,700	(\$6,500)	-23.90%
2391	Postage	\$11,000	\$7,800	(\$3,200)	-29.09%
2392	Printing	\$59,941	\$46,275	(\$13,666)	-22.80%
2520	Small Tools & Minor Equipment	\$47,492	\$44,447	(\$3,045)	-6.41%
	<b>SUBTOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$149,329</b>	<b>\$122,918</b>	<b>(\$26,411)</b>	<b>-17.69%</b>
2090	Communications	\$185,026	\$190,026	\$5,000	2.70%
2640	Utilities	\$26,300	\$88,459	\$62,159	236.35%
	<b>SUBTOTAL UTILITIES</b>	<b>\$211,326</b>	<b>\$278,485</b>	<b>\$67,159</b>	<b>31.78%</b>
2202	Insurance-Public Liability	\$625,680	\$880,893	\$255,213	40.79%
2203	Insurance-Other Than Vehicle	\$21,844	\$15,844	(\$6,000)	-27.47%
2209	Insurance-Physical Damage	\$26,718	\$21,069	(\$5,649)	-21.14%
	<b>SUBTOTAL CASUALTY &amp; LIABILITY</b>	<b>\$674,242</b>	<b>\$917,806</b>	<b>\$243,564</b>	<b>36.12%</b>
2428	Purchased Services-Transit	\$8,126,631	\$8,066,991	(\$59,640)	-0.73%
	<b>SUBTOTAL PURCHASED TRANSIT</b>	<b>\$8,126,631</b>	<b>\$8,066,991</b>	<b>(\$59,640)</b>	<b>-0.73%</b>
2330	Memberships	\$36,022	\$31,753	(\$4,269)	-11.85%
2460	Publications & Legal Notices	\$2,500	\$2,500	\$0	0.00%
2465	Advertising	\$33,225	\$32,575	(\$650)	-1.96%
2491	Rents & Leases-Equipment	\$400	\$1,023	\$623	155.84%
2492	Rents & Leases-Bldgs & Improvements	\$5,600	\$5,800	\$200	3.57%
2553	Library Books & Periodicals	\$980	\$980	\$0	0.00%
2559	Special Dept. Expense-Other	\$16,070	\$18,070	\$2,000	12.45%
2610	Transportation & Travel	\$43,703	\$40,476	(\$3,227)	-7.38%
3200	Pass Through to Other Agencies	\$54,000	\$46,126	(\$7,874)	-14.58%
3300	Loan Repayment	\$133,603	\$117,054	(\$16,548)	-12.39%
	<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$326,103</b>	<b>\$296,358</b>	<b>(\$29,745)</b>	<b>-9.12%</b>
8101	<b>CONTINGENCIES</b>	<b>\$145,000</b>	<b>\$125,000</b>	<b>(\$20,000)</b>	<b>-13.79%</b>
	<b>TOTAL OPERATING EXPENSES</b>	<b>\$13,892,543</b>	<b>\$14,033,418</b>	<b>\$140,875</b>	<b>1.01%</b>

## Operating Expenses

# Table C-3

## FINAL 2018/19 FIXED ROUTE BUDGET

Account	OPERATING REVENUES	APPROVED	APPROVED	PERCENT	
		2017/18	2018/19	CHANGE	CHANGE
1501	LTF--Woodland	\$1,178,081	\$1,219,619	\$41,538	3.53%
1501	LTF--Davis	\$1,512,081	\$1,599,359	\$87,279	5.77%
1501	LTF--West Sacramento	\$1,674,482	\$1,857,431	\$182,949	10.93%
1501	LTF -- Winters	\$147,652	\$158,426	\$10,774	7.30%
1501	LTF -- Yolo County	\$187,264	\$172,339	(\$14,925)	-7.97%
	<b>Total LTF</b>	<b>\$4,699,560</b>	<b>\$5,007,173</b>	<b>\$307,614</b>	<b>6.55%</b>
4100	Non-Transportation Revenues (Interest)	\$35,000	\$35,000	(\$0)	0.00%
5133	State Transit Assistance (Operator Share)	\$0	\$0	\$0	0.00%
5134	State Operating - Other	\$35,412	\$185,908	\$150,496	424.99%
5140	State Motor Vehicle in Lieu Tax	\$0	\$0	\$0	0.00%
5673	FTA 5307	\$2,431,243	\$2,241,550	(\$189,692)	-7.80%
5676	FTA Section 37 (ATJ)	\$0	\$0	\$0	0.00%
5677	FTA 5311	\$130,879	\$130,879	\$0	0.00%
6271	Passenger Fares	\$2,413,642	\$2,317,432	(\$96,210)	-3.99%
6272	Special Transit Fares	\$17,099	\$15,449	(\$1,650)	-9.65%
6276	Auxiliary Revenue	\$747,174	\$646,587	(\$100,587)	-13.46%
6399	Other--Other	\$285,976	\$226,108	(\$59,868)	-20.93%
6400	Mitigation Revenue	\$1,589,620	\$1,651,200	\$61,580	3.87%
7101	Local Operating Assistance (Unrestricted res	\$1,506,938	\$1,576,131	\$69,193	4.59%
	<b>Total Other Operating Income</b>	<b>\$9,192,983</b>	<b>\$9,026,245</b>	<b>(\$166,739)</b>	<b>-1.81%</b>
	<b>TOTAL OPERATING INCOME</b>	<b>\$13,892,543</b>	<b>\$14,033,418</b>	<b>\$140,875</b>	<b>1.01%</b>

## Operating Revenues

# Table C-4

## FINAL 2018/19 FIXED ROUTE BUDGET

Account	CAPITAL EXPENSES	APPROVED	APPROVED	PERCENT	
		2017/18	2018/19	CHANGE	CHANGE
4300	Equipment	\$5,983,275	\$158,149	(\$5,825,126)	-97.36%
4200	Facility Improvements	\$2,328,304	\$2,391,084	\$62,780	2.70%
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$8,311,579</b>	<b>\$2,549,233</b>	<b>-\$5,762,346</b>	<b>-69.33%</b>

Account	CAPITAL REVENUES	APPROVED	APPROVED	PERCENT	
		2017/18	2018/19	CHANGE	CHANGE
1502	LTF--Woodland	\$0	\$0	\$0	N/A
1502	LTF--Davis	\$0	\$0	\$0	N/A
1502	LTF--West Sacramento	\$0	\$0	\$0	N/A
1502	LTF--Winters	\$0	\$0	\$0	N/A
1502	LTF--County of Yolo	\$0	\$0	\$0	N/A
	<b>LTF CAPITAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>

5133	State Transit Assistance	\$168,126	\$86,940	(\$81,186)	-48.29%
5135	1B (OHS & PTMISEA, LCTOP)	\$393,686	\$243,996	(\$149,690)	-38.02%
5675	FTA 5307/STP (large, small urban, CMAQ)	\$5,227,870	\$306,300	(\$4,921,570)	-94.14%
5830	Non County Gov't Agencies	\$40,000	\$40,000	\$0	0.00%
	Loan	\$1,300,000	\$1,300,000	\$0	0.00%
	Restricted Reserves	\$990,458	\$571,997	(\$418,461)	-42.25%
	Unrestricted Reserves	\$191,439	\$0	(\$191,439)	-100.00%
	<b>OTHER CAPITAL REVENUES</b>	<b>\$8,311,579</b>	<b>\$2,549,233</b>	<b>(\$5,762,346)</b>	<b>-69.33%</b>

## Capital Expenses & Revenues

# TABLE D-1

## FINAL 2018/19 PARATRANSIT BUDGET

<u>Account</u>	<b>OPERATING EXPENSES</b>	APPROVED	APPROVED	PERCENT	
		2017/18	2018/19	CHANGE	CHANGE
2613	Fuel	\$159,211	\$174,292	\$15,081	9.47%
2202	Insurance-Public Liability	\$118,748	\$151,371	\$32,623	27.47%
2428	Purchased Transportation	\$1,502,671	\$ 1,559,560	\$56,889	3.79%
2429	Professional Services	\$105,286	\$ 105,286	\$0	N/A
8101	Contingencies	\$20,000	\$20,000	\$0	0.00%
<b>TOTAL OPERATING EXPENSES</b>		<b>\$1,905,916</b>	<b>\$2,010,509</b>	<b>\$104,593</b>	<b>5.49%</b>

Operating  
Expenses

<u>Account</u>	<b>OPERATING REVENUES</b>	APPROVED	APPROVED	PERCENT	
		2017/18	2018/19	CHANGE	CHANGE
1501	LTF -- Woodland	\$367,645	\$444,945	\$77,300	21.03%
1501	LTF--Davis	\$312,437	\$349,981	\$37,544	12.02%
1501	LTF--West Sacramento	\$232,142	\$213,403	(\$18,739)	-8.07%
1501	LTF -- County	\$38,009	\$58,686	\$20,677	54.40%
<b>TOTAL OPERATING LTF</b>		<b>\$950,233</b>	<b>\$1,067,015</b>	<b>\$116,782</b>	<b>12.29%</b>
4100	Non-Transportation Revenues (Interest)	\$5,000	\$5,000	\$0	0.00%
5673	FTA 5307	\$260,450	\$222,369	(\$38,081)	-14.62%
5676	FTA 5310 (used to be New Freedom)	\$255,286	\$84,229	(\$171,057)	-67.01%
6271	Passenger Fares	\$74,947	\$64,234	(\$10,713)	-14.29%
6272	Special Transit Fares	\$45,000	\$64,635	\$19,635	43.63%
6399	Other	\$25,000	\$0	(\$25,000)	-100.00%
6400	Mitigation Revenue	\$0	\$28,834	\$28,834	N/A
	Unrestricted Reserves	\$290,000	\$474,193	\$184,193	63.51%
<b>OTHER OPERATING REVENUE</b>		<b>\$955,683</b>	<b>\$943,494</b>	<b>-\$12,189</b>	<b>-1.28%</b>
<b>TOTAL OPERATING REVENUE</b>		<b>\$1,905,916</b>	<b>\$2,010,509</b>	<b>\$104,593</b>	<b>5.49%</b>

Operating  
Revenues

# TABLE D-2

## FINAL 2018/19 PARATRANSIT BUDGET

<u>Account</u>	<b>CAPITAL EXPENSES</b>	<b>APPROVED 2017/18</b>	<b>APPROVED 2018/19</b>	<b>CHANGE</b>	<b>PERCENT CHANGE</b>
4300	Equipment	\$338,171	\$263,171	(\$75,000)	-22.18%
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$338,171</b>	<b>\$263,171</b>	<b>(\$75,000)</b>	<b>-22.18%</b>

<u>Account</u>	<b>CAPITAL REVENUES</b>	<b>APPROVED 2017/18</b>	<b>APPROVED 2018/19</b>	<b>CHANGE</b>	<b>PERCENT CHANGE</b>
1502	LTF--Woodland	\$0	\$0	\$0	0.00%
1502	LTF--Davis	\$0	\$0	\$0	0.00%
1502	LTF--West Sacramento	\$0	\$0	\$0	0.00%
1502	LTF--County	\$0	\$0	\$0	0.00%
	<b>TOTAL CAPITAL LTF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
5133	State Transit Assistance	\$0	\$0	\$0	0.00%
5135	Proposition 1B	\$63,171	\$63,171	\$0	0.00%
5676	FTA 5310 Capital	\$60,000	\$60,000	\$0	0.00%
5830	Non County Gov't Agencies	\$140,000	\$140,000	\$0	0.00%
	Restricted Reserves	\$75,000	\$0	(\$75,000)	-100.00%
	<b>TOTAL CAPITAL REVENUE</b>	<b>\$338,171</b>	<b>\$263,171</b>	<b>(\$75,000)</b>	<b>-22.18%</b>

### Capital Expenses & Revenues



# Table E

## Final Capital Expenditures: FY 2018/19

<b>Fixed Route</b>	
<b>Bus Component Overhauls/Replacements</b>	
Safety & Security Improvements	\$89,303
Connect Card Equipment (spares)	\$16,000
Connect Card Equipment	\$17,500
Other Connect Card Equipment	\$35,346
<b>SUBTOTAL</b>	<b>\$158,149</b>
<b>Facility Improvements</b>	
Site Selection Study, Environmental	\$162,500
Bus Stop Improvements for Casino Route (if grant funded)	\$40,000
E-Lockers	\$35,961
Third CNG Skid	\$1,300,000
Bus Washer, Water Recycler Replacement, Pavement Work, and Other Facility Improvements	\$202,971
Bus stop improvements (\$110k Lemen Ave, \$33,800 other)	\$143,800
Safety & Security--Bus Stop Safety Improvements	\$196,111
Safety & Security--Bus Stop Safety Improvements	\$172,915
Safety & Security Improvements	\$67,386
	<b>\$2,321,644</b>
<b>Other Equipment</b>	
Office Equipment	\$19,440
Shop Equipment	\$50,000
<b>SUBTOTAL</b>	<b>\$69,440</b>
<b>TOTAL FIXED ROUTE:</b>	<b>\$2,549,233</b>
<b>Paratransit</b>	
Replace One Paratransit Vehicle (including accessories)	\$140,000
Novus Customer Information Module and IVR System	\$123,171
<b>TOTAL PARATRANSIT:</b>	<b>\$263,171</b>
<b>Combined</b>	
<b>TOTAL ALL CAPITAL</b>	<b>\$2,812,404</b>

# SECTION 2

## Fixed Route Service Narrative

### **Total Estimated Fixed Route Ridership: Approximately 1.3 million**

This fixed route budget unit includes all YoloBus fixed route bus services, plus other activities, including the Y-Shuttle (a mitigation measure largely associated with events at the Golden One Center), pass-through of County funds to Unitrans, the provision and sale of compressed natural gas (CNG) to outside parties, and a minor amount related to managing the Yolo Transportation Management Association, a non-profit entity that works with employers in the region and their employees to reduce vehicle miles traveled.

### **Fixed Route Operating and Other Activity Expense Assumptions (\$14,033,418)**

#### **Core Fixed Route Services (YoloBus) (\$13,074,549):**

- a. 1.3 million Rides on local and intercity fixed route service.
- b. 96,925 revenue hours and 1,848,633 revenue miles, plus
- c. 150 hours of community transit service, plus
- d. 1,000 hours and 25,000 miles for **extra fixed route service** associated with service to and from Sacramento International Airport during school breaks and holidays, as well as other re-routes and service augmentations throughout the year.
- e. **Cities of Davis, West Sacramento and Woodland and Route 42**

This route is considered the backbone of YoloBus inter-city service, connecting these three cities, Sacramento International Airport and downtown Sacramento, with transfer opportunities for buses headed to/from Winters and Cache Creek Casino Resort. Route 42 makes up 32.7% of all YoloBus fixed route revenue hours and 37.4% of all fixed route revenue miles. It also makes up 35.3% of all fixed route ridership. The City of Davis contributes 58% of the costs net of fares on this route, while the Cities of Woodland and West Sacramento contribute 26% and 16% respectively.

This route also provides important redundancy intercity express routes, giving workers and other express bus rider trip options other than just during commute hours.

- f. **City of Davis:** While the Final budget shows no change in the service level on routes serving the City of Davis, staff will likely recommend that the single tripper from Sacramento to Davis (route 231) be replaced with an additional afternoon peak hour route 43 trip from Sacramento to Davis. We are also working with Transdev to make certain that express bus trippers that start out in Sacramento leave the Woodland yard early enough to start the

afternoon peak hour runs on time.

g. **City of West Sacramento**: The proposed budget assumes:

- Continuation of modified local West Sacramento/Sacramento schedules so that the net effect provides bus service between the West Sacramento Transit Center and downtown Sacramento approximately every 20 minutes; and
- Coordination efforts between YCTD and the City of West Sacramento regarding its flexible, on demand microtransit service, operated by Via, Incorporated, which started in May, 2018.
- Staff has established rates with Transdev for optional microtransit service in the City of West Sacramento, in the event the city decides to change its approach or contractors. Microtransit is not in the Final budget but could be amended into it.
- The budget also assumes that YCTD will continue to park out buses in a facility made available by the City of West Sacramento, or at an alternative site if preferred.

h. **City of Winters**: In the Summer of 2016, YCTD began deviating Winters bus route 220 to serve Kaiser Hospital and Solano Community College in Vacaville. The hospital is served Monday through Saturday, while the college is served on weekdays only. This service will continue.

The City of Winters contribution, using Local Transportation Funds and rural Section 5311 FTA credits, pays for 85% of the cost of this route net of fares.

YCTD staff is also investigating the feasibility of trying flexible, on-demand microtransit in Winters, as well as during off peak periods to and from Davis and Vacaville. A review of existing fixed route service levels in those corridors will occur as part of the Comprehensive Operational Analysis (COA), particularly if microtransit service is considered. (Note that a grant application has been submitted to SACOG to help fund some microtransit operations in the beginning.)

i. **City of Woodland**: The existing level of service is proposed to continue. YCTD has also has an option for flexible, on-demand microtransit service in the Woodland area, in the event that the city wishes to explore microtransit to underserved, underutilized areas, like Spring Lake and areas on the north side of the city. (Note that a grant application has been submitted to SACOG to help fund some microtransit operations in the beginning.)

j. **County of Yolo**: Dunnigan, Yolo and Knights Landing routes 216 and 217, operate only two or three days a week and are in need of re-structuring.

- Knights Landing is currently served three days a week with two round trips per day, plus one Saturday each month. Staff may recommend the following change:
  - Serve Knights Landing two days a week, but with three round trips both of those days; and
  - Consider an alternative to the current bus service to Knights Landing one Saturday per month.
- Dunnigan would continue to be served two days a week with two round trips per day; however, this route needs to be re-structured.
- Alternatively, YCTD staff is investigating the merits of offering a flexible on-demand microtransit shuttle from these communities when a vehicle would not be sent until a

certain minimum number of ride requests is reached. (Note that a grant application has been submitted to SACOG to help fund some microtransit operations in the beginning.)

- The County of Yolo also pays for 15% of the cost net of fares for Winters serving route 220, which also includes a stop at El Rio Villa Housing in unincorporated Yolo County.
- The County of Yolo and the Yocha Dehe Tribe of the Wintun Nation together have funded 17 round trips per day, 365 days annually between Woodland and Cache Creek Casino Resort, in Brooks. **The proposed Final budget DOES NOT include two more added round trips** to the casino, as a mitigation measure that was agreed to by the County and the Tribe. The costs for that service expansion will be amended into the budget once YCTD and the Tribe agree on the start date and costs for the added service. In addition, staff will work with the Tribe and the City of Woodland to pursue certain bus stop improvements, including the possibility of designating Park-and-Ride spots for commuters and visitors traveling to and from the casino resort.

k. **Personnel**

- Eleven (11) in-house positions are currently in the budget, including one position that also undertakes extra support activities associated with the Yolo Transportation Management Association, as well as the Y-Shuttle and other re-routes that continuously occur in downtown Sacramento.
- Due to the recent departure of one Deputy Director, and pending approval from the YCTD Board, the Senior Transportation Planner was promoted to the Deputy Director position. A recruitment for the Senior Transportation Planner position will occur in the Summer of 2018.
- The final budget assumes each employee, except the Executive Director, receives a three percent (3%) adjustment to their wage on their anniversary date, most of which are between September and April of each year. This can be accomplished without significantly increasing the budget for salaries and benefits, as replacing the departing Deputy Director will likely occur at an initial step.
- The Final budget assumes 3% salary adjustments for most employees on their anniversary dates. Because there are several YCTD employees at the top of their pay ranges, a salary survey has been undertaken and YCTD's Executive Director is working with the Board's Personnel Subcommittee to develop recommendations on salary ranges.
- YCTD utilizes approximately 4-5 Interns (most are recruited from U.C. Davis) to help in data gathering, service planning and service support activities, such as marketing. The final budget assumes continuation of this program and **\$53,115** in reimbursements from Caltrans.
- Effective on or before August 1, 2018, YCTD's transit contractor, Transdev Transportation, will have approximately 121 FTE employees:
  - 80 drivers
  - 10 mechanics
  - 6.8 utility workers/cleaners
  - 2 parts clerks
  - 1 handyman/janitor
  - 10 dispatchers, road supervisors and trainers
  - 4 customer service
  - 6 managers (GM, Ops Manager, Maintenance Manager, Safety & Training

Manager and Human Resources Manager, Quality Assurance Manager)

- 1 office clerk

With the YCTD facility being staffed 24/7 by Transdev employees, this amounts to 168 hours a week that these employees are being spread over.

- l. **Contractor Rate Adjustments:** Pending the finalization of a new 7-year base agreement, and the possibility of extension options for up to five (5) additional years, the fixed route and paratransit contract with Transdev has annual escalators. While the annual unit rates paid to Transdev per month, hour and mile of service vary between 2.10% and 5.56%, overall purchased transportation is expected to remain nearly the same from the previous budget, because Y-Shuttle purchased transportation expenses are anticipated to be 53.9% lower than assumed in the previous fiscal year.
- m. **Other Projects:** YCTD is also involved with the following projects, all of which involve little or no funding from YCTD:
- Continued participation in the West Sacramento/Downtown Sacramento Streetcar project, including planning for how best to feed the streetcar at the West Sacramento Transit Center.
  - Developed and adopted a county-wide transportation capital improvement plan (CTCIP). Over the next year, staff will embark on a public education program, identifying and communicating transportation projects included in the CTCIP.
  - Continue involvement in the Capitol Corridor Joint Powers Authority for passenger train service between Auburn and San Jose, via Sacramento and Davis (YCTD has two seats on the CCJPA).
  - Continue participation in the regional Bike Share project.
  - Continue involvement in the rail relocation project, which has land use, economic development, transportation and flood control implications for the Cities of Woodland, Davis and Winters, as well as the County of Yolo. (No funds are specifically programmed for this purpose, but some staff time will be expended on this activity.)

## **Other Activities (\$778,505)**

- a. **Comprehensive Operational Analysis:** The purpose of this **\$150,000** expense is to thoroughly review and improve fixed route and paratransit services, taking efficiency and coverage into consideration. In order to minimize utilization of limited reserves in 2018/19 and beyond, YCTD needs to reduce operating expenses net of fares by as much as \$2 million, require a greater local subsidy from all five of its member jurisdictions, find new revenues and new funding partners, or undertake some combination of all three approaches. Staff hope to incorporate COA recommendations into the 2019/20 budget, but that will be largely dependent on when the Caltrans grant for the COA is made effective.
- b. **Y-Shuttle:** **1,263** hours of service for the Y-Shuttle is included to mitigate the impacts of events at the Golden One Center when attendance exceeds 10,000 attendees. **\$103,656**

of the overall operating budget is budgeted for such augmented service, compared to **\$286,568** budgeted in 17/18.

- c. **Unitrans:** A pass-thru of **\$25,000** in County funds for Unitrans bus service. The UC Davis campus is located outside of the Davis City limits. The County's contribution is minimal compared to the \$6 million annual Unitrans operating budget.
- d. **Third Party Consumed CNG:** **\$466,224** for expenses related to YCTD's public dispenser include a reduction in expenses over the previous year, mostly because YCTD no longer will pay O&M fees for the public station; rather, Trillium will be responsible for charging and collecting such fees from third party buyers, such as Waste Management of Woodland.
- e. **Yolo TMA:** YCTD now provides staff to manage activities associated with the Yolo Transportation Management Association. **\$12,500** in revenue from the TMA is assumed for this purpose. Additionally, **\$21,126** in anticipated pass-thru funds from the Yolo-Solano AQMD and LCTOP for the TMA is assumed.

### **Fixed Route Operating and Other Activity Revenue Assumptions: (\$14,033,418)**

- a. **Reserves:** The Final budget assumes a drawdown of **\$1,576,131** in reserves to help offset fixed route expenses. This is being done to lessen the impact on the Local Transportation Fund (LTF).
- b. **Outside CNG Fuel Sales:** It is assumed that YCTD will receive **\$646,587 in fuel revenue**, which will net **\$180,363** from outside CNG sales. This will apply as a credit to cover Yolo bus operations.
- c. **FTA Funding:** It is estimated that FTA funding towards fixed route operations will decline to **\$2,372,429**, which is **\$189,692** lower than the previous budget due to the following:
  - Reduction in revenue for overhauls -\$140,000
  - Reduction in preventive maintenance revenues -\$ 45,524
  - Reduction in Y-Shuttle federal match -\$ 88,252
  - Woodland Transit Service increase in FTA +\$ 84,084
  - \$189,692
- d. **Local Match Funding for the Y-Shuttle:** The Final budget assumes **\$49,033** in local match from three cities (\$15,879 from Woodland, \$15,878 from Davis and \$17,276 from West Sacramento), which is 64.3% lower than **\$137,284** assumed in the 2017/18 budget. This partly reflects the fact that intercity route 42 now runs its normal route even during large events at the Golden One Center, saving shuttle expenses.
- e. **Fares:** Fixed Route fares for FY 2018/19 are estimated to be **\$2,332,881**, or **\$97,860** lower than the amount in the FY 2017/18 budget. The July, 2016 fare increase, combined with reasonably low gasoline prices, increased VMTs on the road, and activities by Transportation Network Companies, like Uber and Lyft have each hurt bus ridership. This had a negative effect on farebox revenue. For this reason, fare increases planned for July 1, 2018 have been deferred for at least one year.

- f. **CNG Rebate:** There are no new rebates assumed in the FY 2018/19 Final Budget.
- g. **Exterior Advertising Sales:** The Final budget includes **\$66,000** in revenue receipts anticipated from Aldrete Communications, the firm selected to manage the sale of exterior bus ads.
- h. **Local Transportation Funds:** The net impact of all of the changes described above is that the four cities and the County will collectively need to contribute **\$5,004,876**, or **\$305,316** more than they did in FY 2017/18. This is due to new contract rates, rising diesel costs, the reduction in available federal funding and a more conservative fare revenue forecast.
- i. **Mitigation Revenues from Tribe:** The budget assumes **\$1,651,205** from the Yocha Dehe Wintun Nation for route 215 service, excluding two additional round trips per day, which will be amended into the budget once YCTD and the Tribe agree to the start date and contribution amounts.
- j. **Other Revenues:** Other revenues that make up the remaining amount include interest **(\$35,000)**, Caltrans grants **(\$185,908)**, a reimbursement (from Transdev) for electricity **(\$61,360)**, Yolo TMA revenue **(\$12,500)** and a one-time insurance rebate **(\$86,248)**.

**Fixed Route Capital Expense Assumptions: (\$2,549,233)**

1. No additional new buses are assumed in the final budget. It takes a year or more to order and receive a new transit bus.
2. A third CNG skid is necessary to add to the two existing skids to not only meet growing use at both the bus and public dispensers, but to also provide sufficient redundancy to allow reciprocal access by other transit operators when their CNG stations are down. It is proposed that this project be financed over 7-12 years. **Amount: \$1,300,000.**
3. Bus stop improvements are proposed throughout the region. Such improvements include bus shelters, pads, and lighting, possible bus stop surface improvements, and bicycle lockers. **Amount: \$219,761.**
4. The current phase for a Woodland Transit Center; namely, a site selection review and environmental, is under way, using consultants. **Amount: \$162,500.**
5. Other Safety & Security Improvements. **Amount: \$525,715.**
6. Other Connect Card Equipment Acquired by YCTD. **Amount: \$68,846.**
7. Upgrade bus washer, water-recycling system, extra bus overhauls if there are sufficient funds. **Amount: \$202,971.**
8. Shop (\$50,000) and Office Equipment (\$19,440). **Amount: \$69,440.**

# Table F

## FIXED ROUTE BUS SERVICE DESCRIPTIONS

In FY 2018/19, YOLOBUS will provide service along 29 bus routes for a total of 256 bus trips on weekdays, 136 on Saturdays, and 123 on Sundays and Holidays. Total revenue hours are budgeted at 97,925, while revenue miles are 1,873,633 for FY 2018/19. This includes the transit services summarized below, as well as 1,000 hours and 25,000 miles for added service due to holidays, school breaks and other service delays and events.

Route	Community / Destinations	Total Bus Trips	Cost Allocated to:
<b>42A/42B</b>	Intercity: Woodland, Davis, West Sacramento, Sacramento International Airport, Downtown Sacramento	39 loops M-F 33 loops Sat 33 loops Sun	<b>Shared:</b> Davis (58%) Woodland (26%) West Sacramento (16%)
<b>35</b>	Bridgeway Island, Southport, Gateway, West Sacramento Transit Center	15 loops M-F 11 loops Sat 11 loops Sun	West Sacramento
<b>39</b>	Southport, Downtown Sacramento Commute	4 AM loops 4 PM loops	West Sacramento
<b>40</b>	Northern West Sacramento, Ikea Ct, West Sacramento Transit Center, Downtown Sacramento	17 loops M-F 12 loops Sat 9 loops Sun	West Sacramento
<b>41</b>	Ikea Ct, Northern West Sacramento, West Sacramento Transit Center, Downtown Sacramento	14 loops M-F	West Sacramento
<b>240</b>	Ikea Ct, Reed Ave, Harbor Blvd, West Sacramento Transit Center, Downtown Sacramento	15 loops M-F 12 loops Sat 10 loops Sun	West Sacramento
<b>241</b>	Downtown Sacramento, West Capitol Ave Industrial Blvd Commute	2 AM loops M-F 2 PM loops M-F	West Sacramento
<b>45, 45X</b>	West/Central Woodland, Downtown Sacramento Express	5 AM trips M-F (1 trip to be extended to Spring Lake)  5 PM trips M-F (1 trip to be extended to Spring Lake))	Woodland
<b>46</b>	East Woodland, Downtown Sacramento Express (to serve Springlake, Maxwell, Gateway park and ride)	1 AM trip M-F 1 PM trip M-F	Woodland
<b>243</b>	Spring Lake to County Fair Fashion Mall, to U.C. Davis Campus	1 AM trip M-F (2nd trip eliminated)  1 PM trip M-F (2nd trip eliminated)	Woodland
<b>210</b>	Community & Senior Center, West Woodland Loop	12 loops M-F	Woodland
<b>211</b>	County Fair Mall, West Woodland Loop	14 loops M-F (1 loop added)  13 loops SAT (1 loop eliminated) 11 loops SUN	Woodland



<b>212</b>	County Fair Mall, East Woodland Loop	14 loops M-F 12 loops SAT 11 loops SUN	Woodland
<b>214</b>	East Woodland Loop	12 loops M-F	Woodland
<b>242</b>	Woodland, UC Davis Commute	1 AM southbound trip M-F 1 PM northbound trip M-F	Woodland
<b>220 C</b>  <b>220</b>	Winters, U.C. Davis Commute  Davis, Winters, Vacaville	1 AM eastbound trip M-F 1 PM westbound trip M-F 3 eastbound trips M-F 3 westbound trips M-F 3 eastbound trips Sat 3 westbound trips Sat	<b>Shared:</b> Winters (85%) County (15%)
<b>215</b>	Woodland, Madison, Esparto, Capay, Cache Creek Casino Resort	17 westbound trips 7 days/wk 17 eastbound trips 7 days/wk  Adding: 2 westbound trips 7 days/wk 2 eastbound trips 7 days/wk (due to expansion of casino related facilities)	<b>Shared:</b> County Yocha Dehe Wintun Nation
<b>216</b>	Knights Landing, Woodland	1 morning loop 3 days/wk 1 afternoon loop 3 days/wk 1 morning loop, 1st Sat of Mo. 1 afternoon loop, 1 <sup>st</sup> Sat of Mo.	County
<b>217</b>	Dunnigan, Yolo, Woodland	1 morning loop 2 days/wk 1 afternoon loop 2 days/wk	County
<b>43</b>	Davis, Downtown Sacramento Express	5 AM loops M-F 4 PM loops M-F	Davis
<b>43R</b>	<b>Reverse Commute:</b> Downtown Sacramento, U.C. Davis Express	1 AM loops M-F 1 PM loops M-F	
<b>44</b>	South Davis, Downtown Sacramento Express	3 AM loops M-F 3 PM loops M-F	Davis
<b>230</b>	West Davis, Downtown Sacramento Express	3 AM loops M-F 3 PM loops M-F	Davis
<b>231</b>	Downtown Sacramento, Davis Modified Express ( <i>this afternoon trip, which has low ridership, may be swapped out for an additional afternoon trip on route 43</i> )	1 PM loop M-F	Davis
<b>232</b>	Davis, Downtown Sacramento Express	1 AM loop M-F 1 PM loop M-F	Davis
	<b>Total</b>	<b>256 Weekday Bus Trips 136 Saturday Bus Trips 123 Sun/Hol Bus Trips</b>	

Other transit services under “Fixed Route” include:

- 1,263 revenue hours and 18,784 revenue miles for the Y-Shuttle and other transit mitigations associated with downtown Sacramento
- A \$25,000 County contribution to Unitrans operations in the fixed route budget
- 150 hours of Community Service

# SECTION 3

## Paratransit Narrative

### Total Estimated Paratransit Ridership: Approximately 30,000

The Final budget assumes some **20,690** revenue hours for local ADA and senior paratransit rides in West Sacramento, local ADA rides in Woodland, inter-city ADA rides for Davis, Woodland, West Sacramento and unincorporated Yolo County, and “Premium” service for ADA eligible clients traveling deeper into Sacramento and parts of Vacaville for medical related purposes.

The cost for this service will be shared using the following methodology:

YCTD Paratransit Cost Percentage by Jurisdiction									
7/1/17 through 3/31/18									
									Weighted Average Miles & Hours
Origin City	Total Hours, Minutes	% of Hours	Passenger Count	% of Ridership	Fare	% of Fares	Total Miles	% of Miles	
County Total	356:19:00	4.4%	511	3.1%	\$ 2,145.00	3.3%	12,151.70	6.5%	5.5%
Davis Total	2630:33:00	32.3%	4,233	25.4%	\$17,518.00	27.0%	62,078.23	33.4%	32.8%
West Sacramento Total	1567:53:00	19.3%	3,868	23.3%	\$14,589.50	22.5%	38,581.81	20.7%	20.0%
Woodland Total	3582:13:00	44.0%	8,024	48.2%	\$30,706.50	47.3%	73,305.90	39.4%	41.7%
	8136:58:00	100.0%	16,636	100.0%	\$ 64,959.00	100.0%	186,117.64	100.0%	100.0%

For comparisons, the following table compares previous allocation shares to the proposed new split:

		2018/19	2017/18
West Sacramento		20.00%	24.43%
	Davis	32.80%	32.88%
	Woodland	41.70%	38.69%
	County	5.50%	4.00%
		100.00%	100.00%

To comply with the federal Americans with Disabilities Act, YCTD must supply complementary paratransit (door-to-door) service for ADA eligible riders anywhere most YOLOBUS routes go, with the exception of commute routes and rural routes that provide route deviation. The budget does NOT assume YCTD operates any local ADA service in Davis, as that is considered a responsibility of Davis Community Transit.

Cache Creek Casino Resort will be billed for all paratransit trips provided to, from and within the Capay Valley corridor.

### **Paratransit Operating Expense Assumptions: (\$2,010,509)**

- a. **Fuel**—The estimate for fuel has been **increased by \$15,081** because the forecasted average price per gallon was raised from \$3.50 to \$4.00.
- b. **Liability Insurance**—Paratransit liability insurance rates **increased by \$32,623**.
- c. **Purchased Transportation**—Purchased Transportation is anticipated to increase by **\$56,889** (3.79%), due to both the new contract and a planned 12% increase in paratransit usage.
- d. **Professional Services**—This expense remains unchanged at **\$105,286** and will allow YCTD to develop and implement a mobility assessment program for ADA riders, as well as fixed route travel training for those who do not qualify to use ADA service. The purpose of the program is to make certain that only clients who have a functional disability that prevents them from being able to ride a fixed route bus are eligible for paratransit service.
- e. **Contingencies**—Contingencies primarily for fuel price increases remain at **\$20,000**.

### **Paratransit Operating Revenue Assumptions: (\$2,010,509)**

- a. **FTA**—Section 5310 has been **decreased by \$209,138** due to reduced Sacramento urban Section 5307 funds from SACOG, as well as the loss of Section 5310 funds for paratransit beyond ADA requirements (for medical purposes).
- b. **Fares**—Fare revenue has been **increased by \$8,922** due to an estimated 12% increase in paratransit demand.
- c. **Local Transportation Funds**—The drawdown from LTF/STA funds will **increase by \$116,782**, due primarily to loss of Section 5310 funds.
- d. **Tribe Mitigation Funds**—A total of **\$28,834 in revenue is included** to help pay for up to 360 hours of paratransit service in the Capay Valley corridor between Woodland and Cache Creek Casino Resort.
- e. **Unrestricted Reserves**—The amount needed from this source has been **increased by \$184,193**, primarily due to the loss of Sacramento urban Section 5310 funds for paratransit beyond ADA requirements (for medical purposes).
- f. **No Caltip Rebate**—Unlike the previous year, **\$25,000** in the form of an insurance rebate is not expected to be applied against 18/19 paratransit service.

### **Paratransit Capital Expense Assumptions: (\$263,171)**

- a. Acquiring paratransit reservation and ride scheduling software, plus Customer Information Module and IVR system. **Amount: \$123,171.**
- b. One replacement paratransit vehicle, using funds from the Yocha De He Tribe of the Wintun Nation, as previously agreed. **Amount: \$140,000.**

# Appendix A (page 1 of 4)

## FINAL 2018/19 FIXED ROUTE BUDGET

### OPERATING EXPENSES BY SUB-ACTIVITY

<u>Account</u>	<u>Description</u>	<u>Core</u>					<u>Total Budget</u>
		<u>Fixed Route</u>	<u>Y-Shuttle</u>	<u>Unitrans</u>	<u>Outside Fuel</u>	<u>Yolo TMA</u>	<u>Fixed Route</u>
1101	Regular Employees	\$879,443				\$10,000	\$889,443
1102	Extra Help	\$48,500				\$1,500	\$50,000
1103	Overtime	\$5,000					\$5,000
1107	Cash out (Mgmt Leave Buy-Back)	\$4,000					\$4,000
	<b>SUBTOTAL LABOR</b>	\$936,943	\$0	\$0	\$0	\$11,500	\$948,443
1201	YCTD Contribution to Retirement	\$170,672					\$170,672
1202	YCTD Contribution to Social Security	\$3,100					\$3,100
1203	YCTD Contribution to MEDICARE	\$13,621					\$13,621
1300	YCTD Contribution to Health Ins.	\$189,893					\$189,893
1301	YCTD Contribution to OPEB	\$112,000					\$112,000
1400	YCTD Contribution to Unemp. Ins.	\$6,440					\$6,440
1500	Worker's Compensation Insurance	\$11,011					\$11,011
1600	Other Fringe Benefits	\$32,100					\$32,100
	<b>SUBTOTAL BENEFITS</b>	\$538,837	\$0				\$538,837
	<b>SUBTOTAL LABOR &amp; BENEFITS</b>	\$1,475,779	\$0	\$0	\$0	\$11,500	\$1,487,279
2170	Housekeeping Expense	\$17,922					\$17,922
2271	Maintenance-Equipment	\$572,719					\$572,719
2272	Maintenance-Bldgs & Improvement	\$183,851					\$183,851
2423	Legal Services	\$25,000					\$25,000
2429	Professional & Spec. Services	\$369,731	\$8,000				\$377,731
2548	Training Expense	\$24,550				\$1,000	\$25,550
2557	Trustees, Commissioners, Dir.	\$6,800	\$0				\$6,800
	<b>SUBTOTAL SERVICES</b>	\$1,200,573	\$8,000	\$0	\$0	\$1,000	<b>\$1,209,573</b>
2613	Fuel YCTD	\$1,045,682	\$17,102				\$1,062,783
2613	Fuel Outside Use	\$0	\$0	\$0	\$466,224	\$0	\$466,224
	<b>SUBTOTAL FUEL &amp; LUBRICANTS</b>	\$1,045,682	\$17,102	\$0	\$466,224	\$0	<b>\$1,529,008</b>

# Appendix A (page 2 of 4)

## FINAL 2018/19 FIXED ROUTE BUDGET

### OPERATING EXPENSES BY SUB-ACTIVITY

Account	Description	Core Yolobus					Total Budget
		Fixed Route	Y-Shuttle	Unitrans	Outside Fuel	Yolo TMA	Fixed Route
2130	Food	\$3,696					\$3,696
2390	Office Expense	\$20,700					\$20,700
2391	Postage	\$7,800					\$7,800
2392	Printing	\$43,275	\$3,000				\$46,275
2520	Small Tools & Minor Equipment	\$44,447					\$44,447
	<b>SUBTOTAL MATERIALS &amp; SUPPLIES</b>	\$119,918	\$3,000	\$0	\$0	\$0	\$122,918
					\$0	\$0	
2090	Communications	\$190,026					\$190,026
2640	Utilities	\$88,459					\$88,459
	<b>SUBTOTAL UTILITIES</b>	\$278,485	\$0	\$0	\$0	\$0	\$278,485
2202	Insurance-Public Liability	\$880,893					\$880,893
2203	Insurance-Other Than Vehicle	\$15,844					\$15,844
2209	Insurance-Physical Damage	\$21,069					\$21,069
	<b>SUBTOTAL CASUALTY &amp; LIABILITY</b>	\$917,806	\$0	\$0	\$0	\$0	\$917,806
2428	Purchased Services-Transit	\$7,996,938	\$70,054				\$8,066,991
	<b>SUBTOTAL PURCHASED TRANSIT</b>	\$7,996,938	\$70,054	\$0	\$0	\$0	\$8,066,991
2330	Memberships	\$31,753					\$31,753
2460	Publications & Legal Notices	\$2,500					\$2,500
2465	Advertising	\$29,575	\$3,000				\$32,575
2491	Rents & Leases-Equipment	\$1,023					\$1,023
2492	Rents & Leases-Bldgs & Improvements	\$5,800					\$5,800
2553	Library Books & Periodicals	\$980					\$980
2559	Special Dept. Expense-Other	\$18,070					\$18,070
2610	Transportation & Travel	\$39,976	\$500				\$40,476
3200	Pass Through to Other Agencies	\$0		\$25,000		\$21,126	\$46,126
3300	Loan Repayment	\$117,054					\$117,054
	<b>SUBTOTAL MISCELLANEOUS</b>	\$246,732	\$3,500	\$25,000	\$0	\$21,126	\$296,358
8101	Contingencies	\$123,000	\$2,000	\$0	\$0	\$0	\$125,000
	<b>TOTAL OPERATING EXPENSES</b>	\$13,404,913	\$103,655	\$25,000	\$466,224	\$33,626	<b>\$14,033,418</b>

# Appendix A (page 3 of 4)

## FINAL 2018/19 FIXED ROUTE BUDGET

### OPERATING REVENUES BY SUB-ACTIVITY

<u>Account</u>	<u>Description</u>	<u>Core Yolo</u>					<u>Total Budget</u>
		<u>Fixed Route</u>	<u>Y-Shuttle</u>	<u>Unitrans</u>	<u>Outside Fuel</u>	<u>Yolo TMA</u>	<u>Fixed Route</u>
1501	LTF--Woodland	\$1,202,456	\$15,879			\$1,283	\$1,219,619
1501	LTF--Davis	\$1,582,095	\$15,878			\$1,386	\$1,599,359
1501	LTF--West Sacramento	\$1,838,876	\$17,276			\$1,279	\$1,857,431
1501	LTF -- Winters	\$158,290				\$136	\$158,426
1501	LTF -- Yolo County	\$146,423		\$25,000		\$916	\$172,339
	<b>TOTAL OPERATING LTF</b>	<b>\$4,928,140</b>	<b>\$49,033</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,007,173</b>
4100	Non-Transportation Revenues (Interest)	\$35,000					\$35,000
5133	State Transit Assistance	\$0					\$0
5134	State Operating - Other	\$185,908					\$185,908
5673	FTA 5307	\$2,192,518	\$49,033				\$2,241,550
5677	FTA 5311	\$130,879					\$130,879
6271	Passenger Fares	\$2,311,842	\$5,590				\$2,317,432
6272	Special Transit Fares	\$15,449					\$15,449
6276	Auxiliary Revenue	\$0			\$646,587		\$646,587
6399	Other--Other	\$213,608				\$12,500	\$226,108
6400	Mitigation Revenue	\$1,651,200					\$1,651,200
7101	Local Operating Assistance	\$1,560,005				\$16,126	\$1,576,131
	<b>TOTAL OPERATING REVENUES</b>	<b>\$13,224,549</b>	<b>\$103,656</b>	<b>\$25,000</b>	<b>\$646,587</b>	<b>\$33,626</b>	<b>\$14,033,418</b>
	Profit	\$180,363					\$180,363

# Appendix A (page 4 of 4)

## FINAL 2018/19 FIXED ROUTE BUDGET

### CAPITAL EXPENSES BY SUB-ACTIVITY

<u>Account</u>	<u>Description</u>	<u>Base Service</u>	<u>Y-Shuttle</u>	<u>Unitrans</u>	<u>Outside Fuel</u>	<u>Yolo TMA</u>	<u>Total Fixed Rt</u>
4300	Equipment	\$158,149					\$158,149
4200	Facility Improvements	\$2,391,084					\$2,391,084
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$2,549,233</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,549,233</b>

### CAPITAL REVENUES BY SUB-ACTIVITY

<u>Account</u>	<u>Description</u>	<u>Base Service</u>	<u>Y-Shuttle</u>	<u>Unitrans</u>	<u>Outside Fuel</u>	<u>Yolo TMA</u>	<u>Total Fixed Rt</u>
1502	LTF--County of Yolo						\$0
1502	LTF--Woodland						\$0
1502	LTF--Davis						\$0
1502	LTF--West Sacramento						\$0
1502	LTF--Winters						\$0
	<b>TOTAL LTF CAPITAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

5133	State Transit Assistance (Operator Share)	\$86,940					\$86,940
5135	1B (OHS & PTMISEA, LCTOP)	\$243,996					\$243,996
5675	FTA 5307/STP (large, small urban, CMAQ)	\$306,300					\$306,300
5830	Non County Gov't Agencies	\$40,000					\$40,000
	Loan	\$1,300,000					\$1,300,000
	Restricted Reserves	\$571,997					\$571,997
	Unrestricted Reserves	\$0					\$0
	<b>TOTAL CAPITAL REVENUES</b>	<b>\$2,549,233</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,549,233</b>



# Appendix B (Page 1 of 2)

## Summary of Fixed Route Expense and Revenue Changes

Fixed Route							
Item	Operating Expenses	17/18	18/19	Change			
1	Labor & Benefits	\$ 1,463,585	\$ 1,487,279	\$ 23,694	1.6%		
2	Services	\$ 1,126,385	\$ 1,209,573	\$ 83,188	7.4%		
3	Fuel-YCTD	\$ 1,070,751	\$ 1,062,783	\$ (7,968)	-0.7%		
4	Fuel-Outside Sales Costs	\$ 599,190	\$ 466,224	\$ (132,966)	-22.2%		
5	Materials & Supplies	\$ 149,329	\$ 122,918	\$ (26,411)	-17.7%		
6	Communications & Utilities	\$ 211,326	\$ 278,485	\$ 67,159	31.8%		
7	Casualty, Liability & Phys Dam Insurance	\$ 674,242	\$ 917,806	\$ 243,564	36.1%		
8a	Purchased Transportation, Excluding Y-Shuttle	\$ 7,974,617	\$ 7,996,938	\$ 22,321	0.3%		
8b	Purchased Transportation, Y-Shuttle	\$ 152,014	\$ 70,054	\$ (81,960)	-53.9%		
9	Loan Payment	\$ 133,603	\$ 117,054	\$ (16,548)	-12.4%		
10	Miscellaneous	\$ 138,500	\$ 133,177	\$ (5,323)	-3.8%		
11	Pass Through to Other Agencies	\$ 54,000	\$ 46,126	\$ (7,874)	-14.6%		
12	Contingencies	\$ 145,000	\$ 125,000	\$ (20,000)	-13.8%		
		\$ 13,892,543	\$ 14,033,418	\$ 140,875	1.0%		
Item	Operating Revenues	17/18	18/19	Change			
13	LTF Woodland	\$ 1,178,081	\$ 1,219,619	\$ 41,538	3.5%		
14	LTF Davis	\$ 1,512,081	\$ 1,599,359	\$ 87,279	5.8%		
15	LTF West Sacramento	\$ 1,674,482	\$ 1,857,431	\$ 182,949	10.9%		
16	LTF Winters	\$ 147,652	\$ 158,426	\$ 10,774	7.3%		
17	LTF Yolo County	\$ 187,264	\$ 172,339	\$ (14,925)	-8.0%		
18	Interest	\$ 35,000	\$ 35,000	\$ -	0.0%		
19	State Operating-Other	\$ 35,412	\$ 185,908	\$ 150,496	425.0%		
20	FTA 5307 Sac Urban	\$ 1,435,000	\$ 1,249,476	\$ (185,524)	-12.9%		
21	FTA 5307 Sac Urban Discretionary	\$ 137,284	\$ 49,032	\$ (88,252)	-64.3%		
22	FTA 5307 Woodland	\$ 708,959	\$ 793,042	\$ 84,084	11.9%		
23	FTA 5307 Davis	\$ 150,000	\$ 150,000	\$ -	0.0%		
24	Rural 5311	\$ 130,879	\$ 130,879	\$ -	0.0%		
25	Fares	\$ 2,430,741	\$ 2,332,881	\$ (97,860)	-4.0%		
26	Auxilliary Revenue (Outside Fuel Sales)	\$ 747,174	\$ 646,587	\$ (100,587)	-13.5%		
27	One time insurance credit	\$ 90,000	\$ 86,249	\$ (3,751)	-4.2%		
28	Other	\$ -	\$ 61,359	\$ 61,359			
29	Exterior Advertising	\$ 66,000	\$ 66,000	\$ -	0.0%		
30	LCTOP	\$ 81,152	\$ -	\$ (81,152)	-100.0%		
31	Yolo Solano AQMD	\$ 38,824	\$ -	\$ (38,824)	-100.0%		
32	Yolo TMA	\$ 10,000	\$ 12,500	\$ 2,500	25.0%		
33	Mitigation Funds	\$ 1,589,620	\$ 1,651,200	\$ 61,580	3.9%		
34	Unrestricted Reserves	\$ 1,506,938	\$ 1,576,131	\$ 69,193	4.6%		
		\$ 13,892,542	\$ 14,033,418	\$ 140,876	1.0%		

# Appendix B Page 2 of 2)

## Summary of Fixed Route Capital Changes

<u>Item</u>	Capital Expenses	17/18	18/19	Change	
35	Equipment	\$5,983,275	\$ 158,149	\$(5,825,126)	-97.4%
36	Facility Improvements	\$2,328,304	\$ 2,391,084	\$ 62,780	2.7%
		\$ 8,311,579	\$ 2,549,233	\$(5,762,346)	-69.3%
	Capital Revenues	17/18	18/19	Change	
37	LTF--Woodland	\$ -	\$ -	\$ -	
38	LTF--Davis	\$ -	\$ -	\$ -	
39	LTF--West Sacramento	\$ -	\$ -	\$ -	
40	LTF--Winters	\$ -	\$ -	\$ -	
41	LTF--County of Yolo	\$ -	\$ -	\$ -	
42	State Transit Assistance	\$168,126	\$ 86,940	\$ (81,186)	-48.3%
43	1B (OHS & PTMISEA, LCTOP)	\$393,686	\$ 243,996	\$ (149,690)	-38.0%
44	FTA 5307/STP (large, small urban, CMAQ)	\$5,227,870	\$ 306,300	\$(4,921,570)	-94.1%
45	Non County Gov't Agencies (IGLCBC)	\$40,000	\$ 40,000	\$ -	0.0%
46	Loan for Third CNG Skid	\$1,300,000	\$ 1,300,000	\$ -	0.0%
47	Restricted Reserve	\$990,458	\$ 571,997	\$ (418,461)	-42.2%
48	Unrestricted Reserve	\$191,439	\$ -	\$ (191,439)	-100.0%
		\$ 8,311,579	\$ 2,549,233	\$(5,762,346)	-69.3%

# Appendix C

## YCTD Fixed Route Core Service Costs by Route

(Excludes Y Shuttle, outside fuel sales, pass-thru to Unitrans, TMA expenses)							
	OVERALL PERCENT					OVERALL PERCENT	
	OF TOTAL	Total	Fixed %	Total	Variable %	OF TOTAL	TOTAL GROSS
<u>W Sac</u>	<u>FIXED COSTS</u>	<u>Fixed Costs</u>	<u>of Operating</u>	<u>Variable Costs</u>	<u>of Operating</u>	<u>VARIABLE COSTS</u>	<u>COSTS</u>
35		\$ 315,664	49.23%	\$ 325,588	50.77%		\$ 641,252
39		\$ 187,453	48.80%	\$ 196,688	51.20%		\$ 384,141
40		\$ 278,189	46.24%	\$ 323,458	53.76%		\$ 601,648
41		\$ 177,293	46.06%	\$ 207,590	53.94%		\$ 384,883
42		\$ 385,057	50.31%	\$ 380,287	49.69%		\$ 765,344
240		\$ 256,080	46.41%	\$ 295,690	53.59%		\$ 551,770
241		\$ 47,485	46.82%	\$ 53,926	53.18%		\$ 101,410
	25.18%	\$ 1,647,222	48.02%	\$ 1,783,226	51.98%	25.98%	\$ 3,430,448
<u>Davis</u>							
42		\$ 1,253,737	47.63%	\$ 1,378,539	52.37%		\$ 2,632,277
43		\$ 196,147	47.08%	\$ 220,492	52.92%		\$ 416,640
44		\$ 112,730	46.59%	\$ 129,236	53.41%		\$ 241,966
230		\$ 136,231	47.78%	\$ 148,875	52.22%		\$ 285,106
231		\$ 23,177	47.28%	\$ 25,841	52.72%		\$ 49,017
232		\$ 42,981	47.29%	\$ 47,916	52.71%		\$ 90,897
	26.98%	\$ 1,765,003	47.50%	\$ 1,950,899	52.50%	28.42%	\$ 3,715,903
<u>Woodland</u>							
42		\$ 589,348	48.81%	\$ 617,966	51.19%		\$ 1,207,314
45		\$ 158,481	49.20%	\$ 163,664	50.80%		\$ 322,144
46		\$ 76,830	49.54%	\$ 78,250	50.46%		\$ 155,080
211		\$ 232,485	44.83%	\$ 286,067	55.17%		\$ 518,552
212		\$ 222,862	44.94%	\$ 273,002	55.06%		\$ 495,863
210		\$ 143,636	45.20%	\$ 174,162	54.80%		\$ 317,798
214		\$ 150,268	44.79%	\$ 185,261	55.21%		\$ 335,529
242		\$ 20,254	50.02%	\$ 20,239	49.98%		\$ 40,492
243		\$ 22,595	47.41%	\$ 25,063	52.59%		\$ 47,658
	24.72%	\$ 1,616,759	46.99%	\$ 1,823,672	53.01%	26.57%	\$ 3,440,430
<u>County</u>							
220 (15%)		\$ 31,176	48.34%	\$ 33,321	51.66%		\$ 64,496
215		\$ 1,252,606	54.83%	\$ 1,031,765	45.17%		\$ 2,284,371
216		\$ 24,133	49.30%	\$ 24,819	50.70%		\$ 48,952
217		\$ 27,594	49.94%	\$ 27,665	50.06%		\$ 55,259
	20.42%	\$ 1,335,508	54.44%	\$ 1,117,569	45.56%	16.28%	\$ 2,453,078
<u>Winters</u>							
220 (85%)	2.69%	\$ 176,228	48.28%	\$ 188,818	51.72%	2.75%	\$ 365,046
	100.00%	\$ 6,540,721	48.79%	\$ 6,864,185	51.21%	100.00%	\$ 13,404,906
<u>Fixed Costs:</u>							
Monthly Fixed Fees to Contractor							
24/7 Fees for Cache Creek				(charged only to Yolo County)			
Shelter Maintenance				(charged only to Woodland--87.5% and County--12.5%)			
Woodland Transit Center repairs							
Harbor Yard & streetcar related expenses				(charged only to West Sacramento)			
YCTD Overhead with 3rd Skid Loan Payment				(labor & benefits, insurance, services, materials & supplies, miscellaneous, utilities, transportation & travel, contingencies)			
<u>Variable Costs:</u>							
Hourly rate to contractor							
Mileage rate to contractor							
Fuel							

# Appendix D (Page 1 of 2)

## Summary of Paratransit Expense and Revenue Changes

### Paratransit

Item	Operating Expenses	17/18	18/19	Change	
1	Fuel-YCTD	\$ 159,211	\$ 174,292	\$ 15,081	9.5%
2	Casualty, Liability & Phys Dam Insurance	\$ 118,748	\$ 151,371	\$ 32,623	27.5%
3	Purchased Transportation Base Service	\$ 1,502,671	\$ 1,559,560	\$ 56,889	3.8%
4	Professional Services*	\$ 105,286	\$ 105,286	\$ -	0.0%
5	Contingencies	\$ 20,000	\$ 20,000	\$ -	0.0%
		\$ 1,905,916	\$ 2,010,509	\$ 104,593	5.5%
*This amount is for ADA mobility assessments for 1/3 of current registered riders					
Item	Operating Revenues	17/18	18/19	Change	
6	LTF Woodland	\$ 367,645	\$ 444,945	\$ 77,300	21.0%
7	LTF Davis	\$ 312,437	\$ 349,981	\$ 37,544	12.0%
8	LTF West Sacramento	\$ 232,142	\$ 213,403	\$ (18,739)	-8.1%
9	LTF Winters	\$ -	\$ -	\$ -	
10	LTF Yolo County	\$ 38,009	\$ 58,686	\$ 20,676	54.4%
11	Interest	\$ 5,000	\$ 5,000	\$ -	0.0%
12	FTA 5307	\$ 260,450	\$ 222,369	\$ (38,081)	-14.6%
13	FTA 5310	\$ 255,286	\$ 84,229	\$ (171,057)	-67.0%
14	Fares	\$ 119,947	\$ 128,869	\$ 8,922	7.4%
15	One time insurance credit	\$ -	\$ -	\$ -	
16	Mitigation Funds	\$ 24,242	\$ 28,834	\$ 4,592	18.9%
17	Unrestricted	\$ 290,000	\$ 474,193	\$ 184,193	63.5%
		\$ 1,905,158	\$ 2,010,509	\$ 105,351	5.5%

# Appendix D (Page 2 of 2)

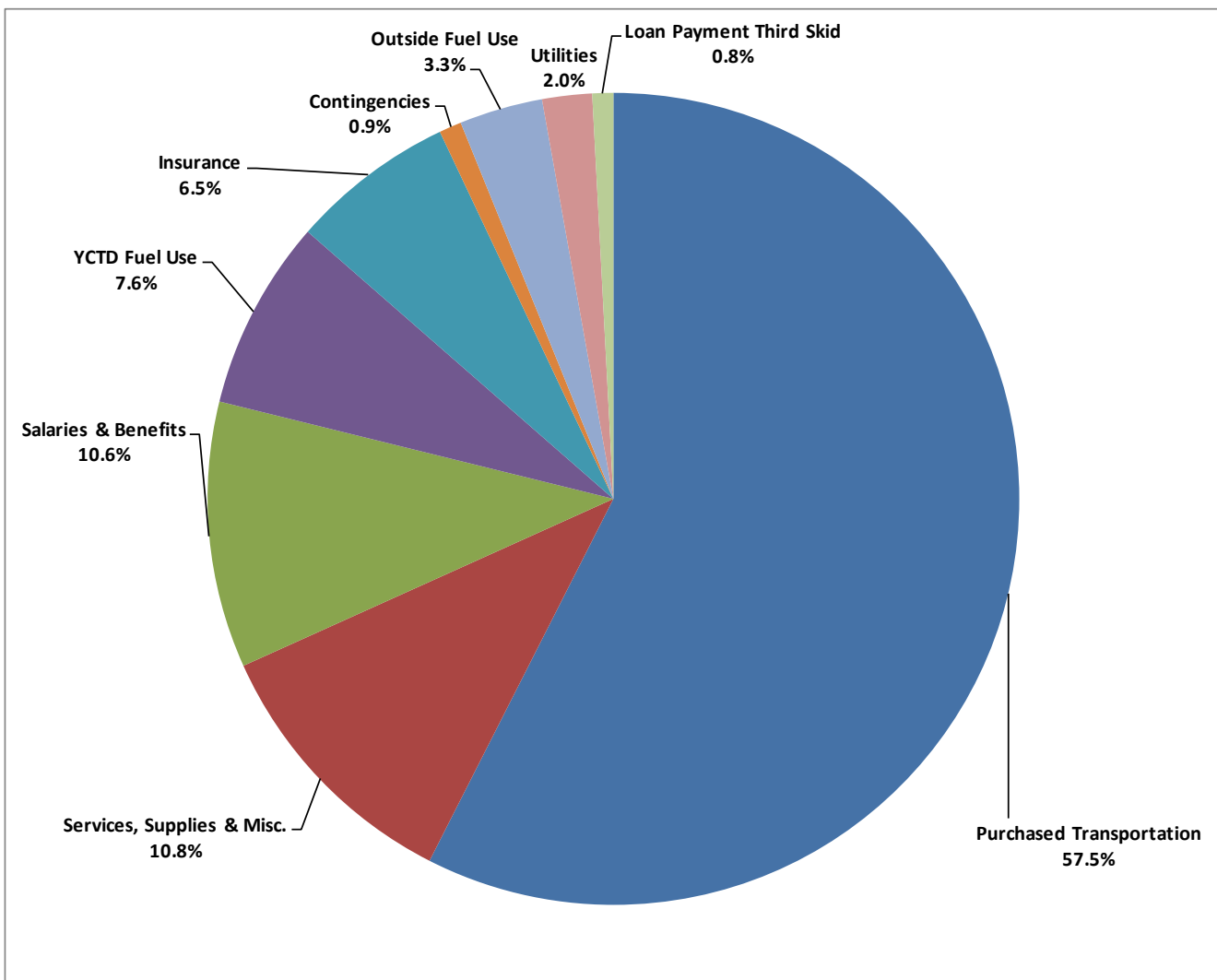
## Summary of Paratransit Capital Changes

Item	Capital Expenses				17/18	18/19	Change	
18	Equipment				\$ 338,171	\$ 263,171	\$ (75,000)	-22.2%
	Capital Revenues				17/18	18/19	Change	
19	State Transit Assistance				\$ -	\$ -	\$ -	
20	Proposition 1B				\$63,171	\$ 63,171	\$ -	0.0%
21	FTA 5310 Capital				\$60,000	\$ 60,000	\$ -	0.0%
22	Non County Gov't Agencies				\$140,000	\$ 140,000	\$ -	0.0%
23	Restricted Reserve				\$75,000	\$ -	\$ (75,000)	-100.0%
					\$ 338,171	\$ 263,171	\$ (75,000)	-22.2%

# Appendix E

## 2018/19 All Fixed Route Operating Expenses By Type

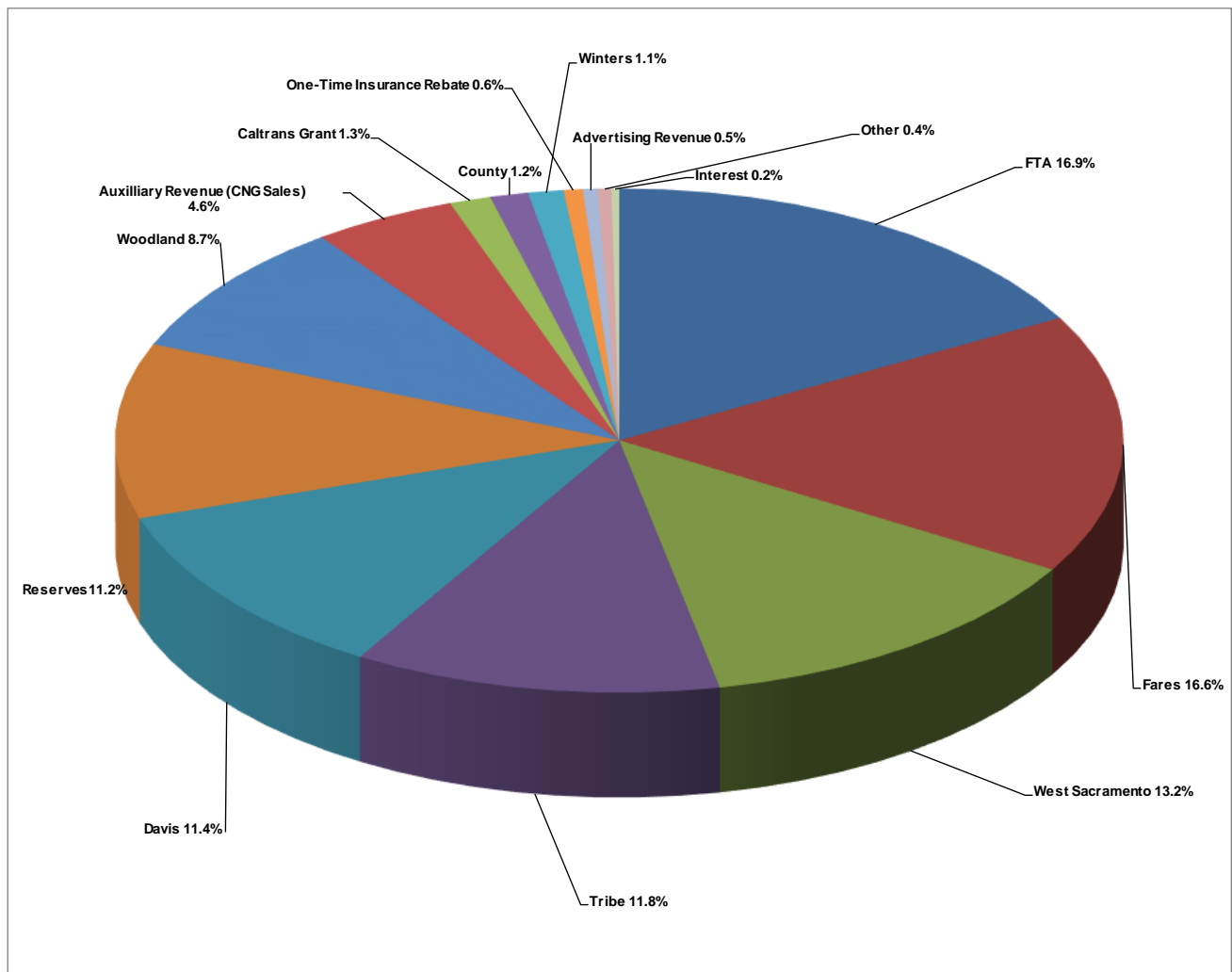
Purchased Transportation	\$	8,066,991	57.5%
Services, Supplies & Misc.	\$	1,511,794	10.8%
Salaries & Benefits	\$	1,487,279	10.6%
YCTD Fuel Use	\$	1,062,783	7.6%
Insurance	\$	917,806	6.5%
Contingencies	\$	125,000	0.9%
Outside Fuel Use	\$	466,224	3.3%
Utilities	\$	278,485	2.0%
Loan Payment Third Skid	\$	117,054	0.8%
<b>Total Expenses</b>	<b>\$</b>	<b>14,033,418</b>	<b>100.0%</b>



# Appendix F

## 2018/19 Fixed Route Operating Revenues By Source

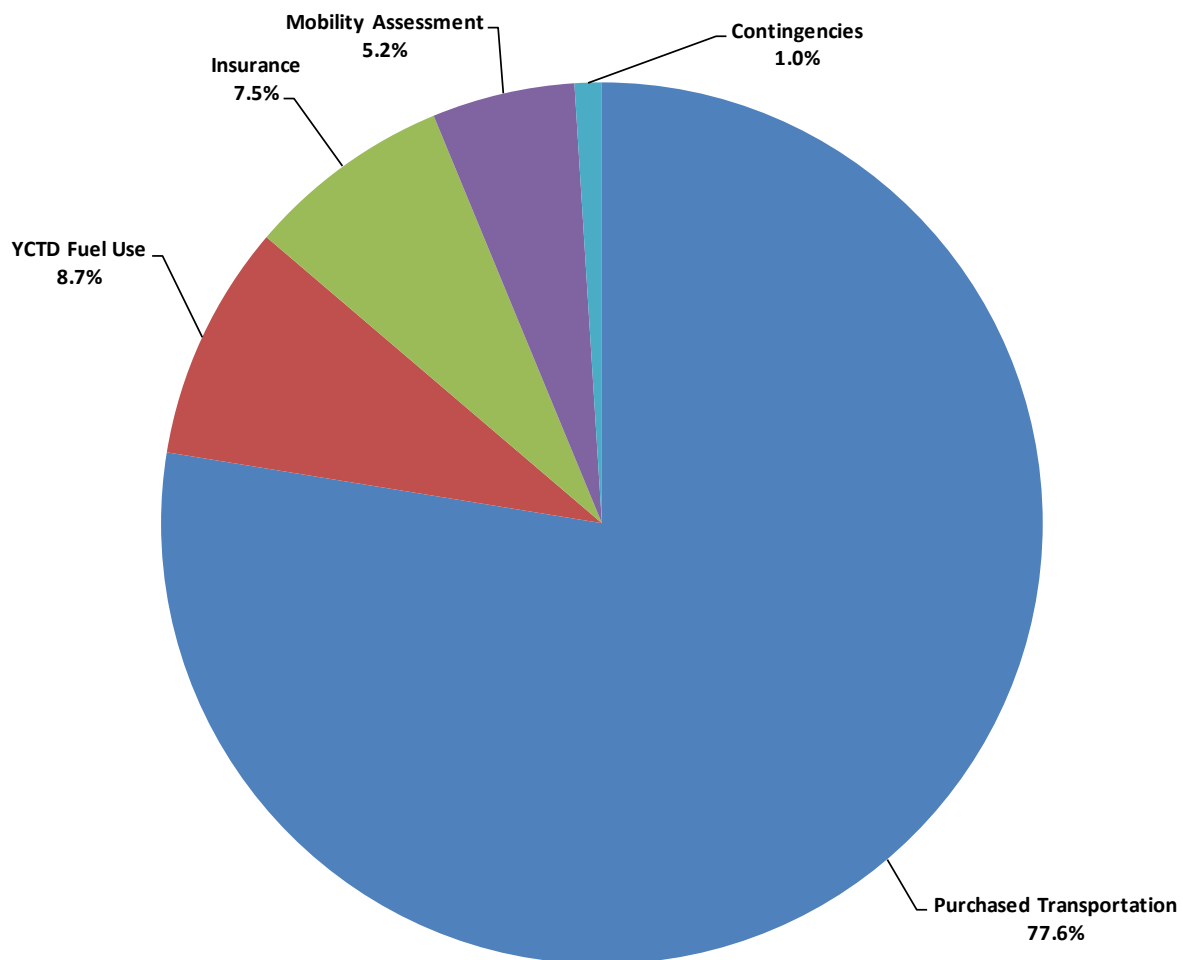
FTA	\$ 2,372,429	16.9%
Fares	\$ 2,332,881	16.6%
West Sacramento	\$ 1,857,431	13.2%
Tribe	\$ 1,651,200	11.8%
Davis	\$ 1,599,359	11.4%
Reserves	\$ 1,576,131	11.2%
Woodland	\$ 1,219,619	8.7%
Auxilliary Revenue (CNG Sales)	\$ 646,587	4.6%
Caltrans Grant	\$ 185,908	1.3%
County	\$ 172,339	1.2%
Winters	\$ 158,426	1.1%
One-Time Insurance Rebate	\$ 86,249	0.6%
Advertising Revenue	\$ 66,000	0.5%
Other	\$ 61,359	0.4%
Interest	\$ 35,000	0.2%
LCTOP, YSAQMD, TMA	\$ 12,500	0.1%
<b>Total Operating Revenues</b>	<b>\$ 14,033,418</b>	<b>100.0%</b>



# Appendix G

## 2018/19 Paratransit Operating Expenses By Type

Purchased Transportation	\$	1,559,560	77.6%
YCTD Fuel Use	\$	174,292	8.7%
Insurance	\$	151,371	7.5%
Mobility Assessment	\$	105,286	5.2%
Contingencies	\$	20,000	<u>1.0%</u>
<b>Total Expenses</b>	\$	<b>2,010,509</b>	<b>100.0%</b>





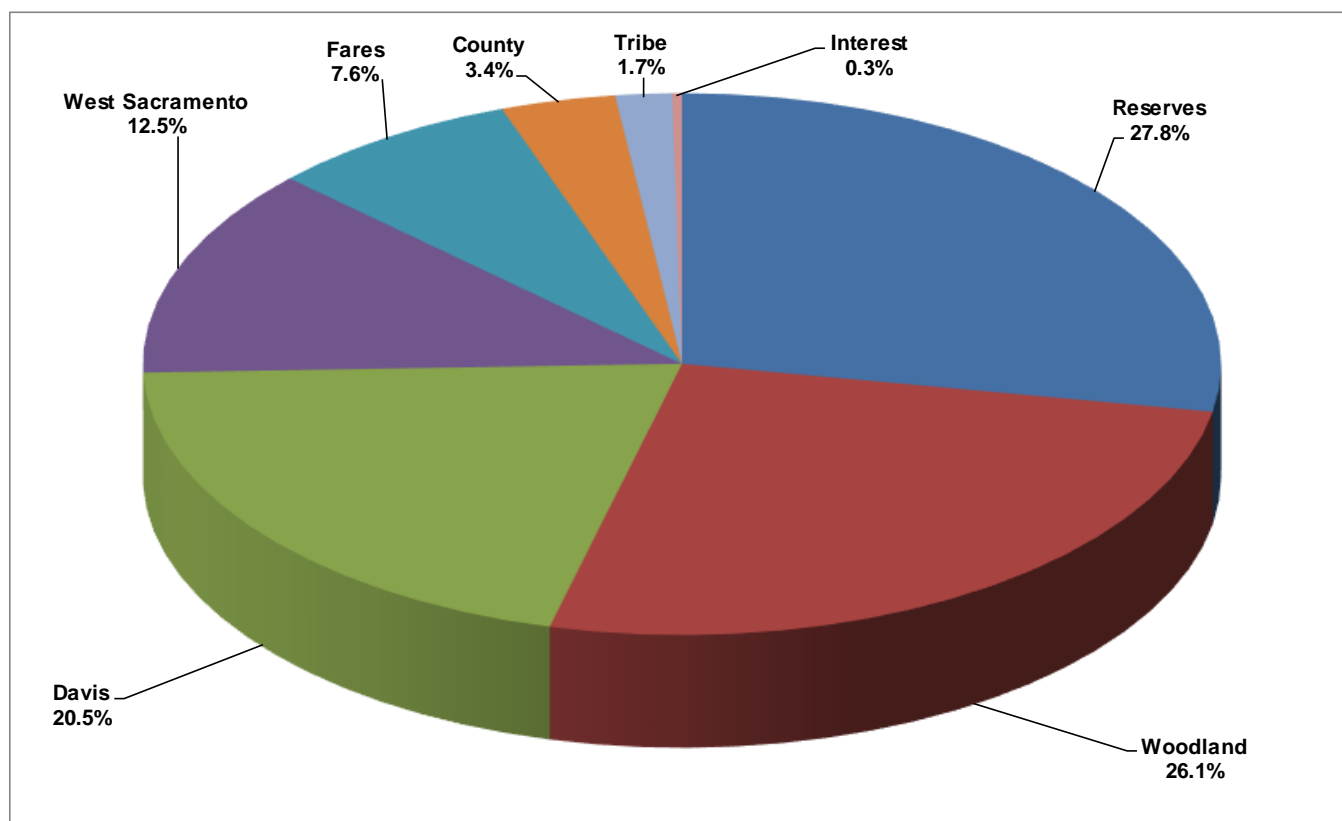
# Appendix H

## 2018/19 Paratransit Operating Revenues By Source

*FTA	\$ 306,598	15.2%
Reserves	\$ 474,193	23.6%
Woodland	\$ 444,945	22.1%
Davis	\$ 349,981	17.4%
West Sacramento	\$ 213,403	10.6%
Fares	\$ 128,869	6.4%
County	\$ 58,686	2.9%
Tribe	\$ 28,834	1.4%
Interest	\$ 5,000	0.2%
<b>Total Revenues</b>	<b>\$ 2,010,509</b>	<b>100.0%</b>

\*Sac Urban 5307 \$ 222,369

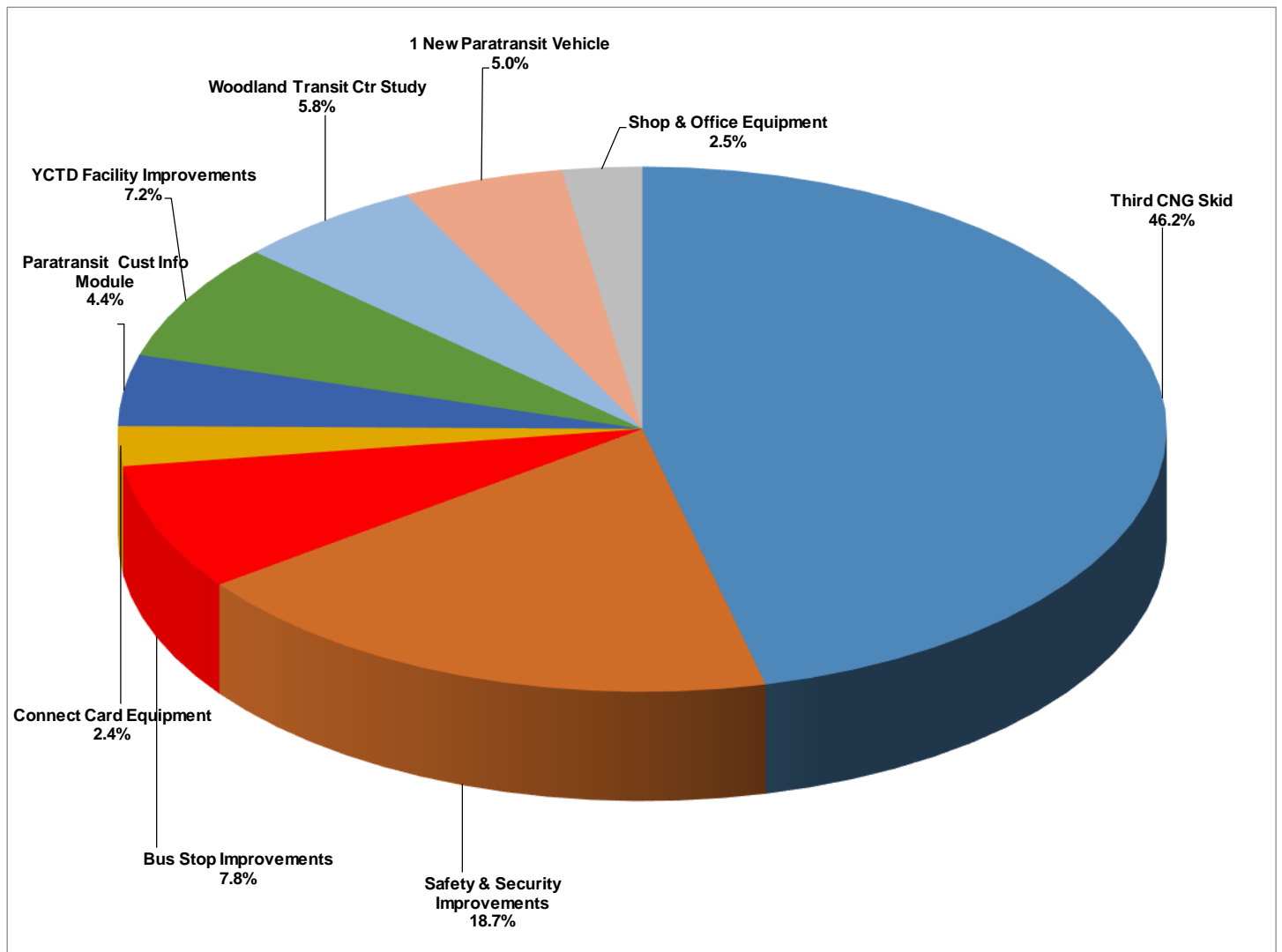
\*Rural & Sac Urban 5310 \$ 84,229



# Appendix I

## 2018/19 Capital Expenses By Project Category

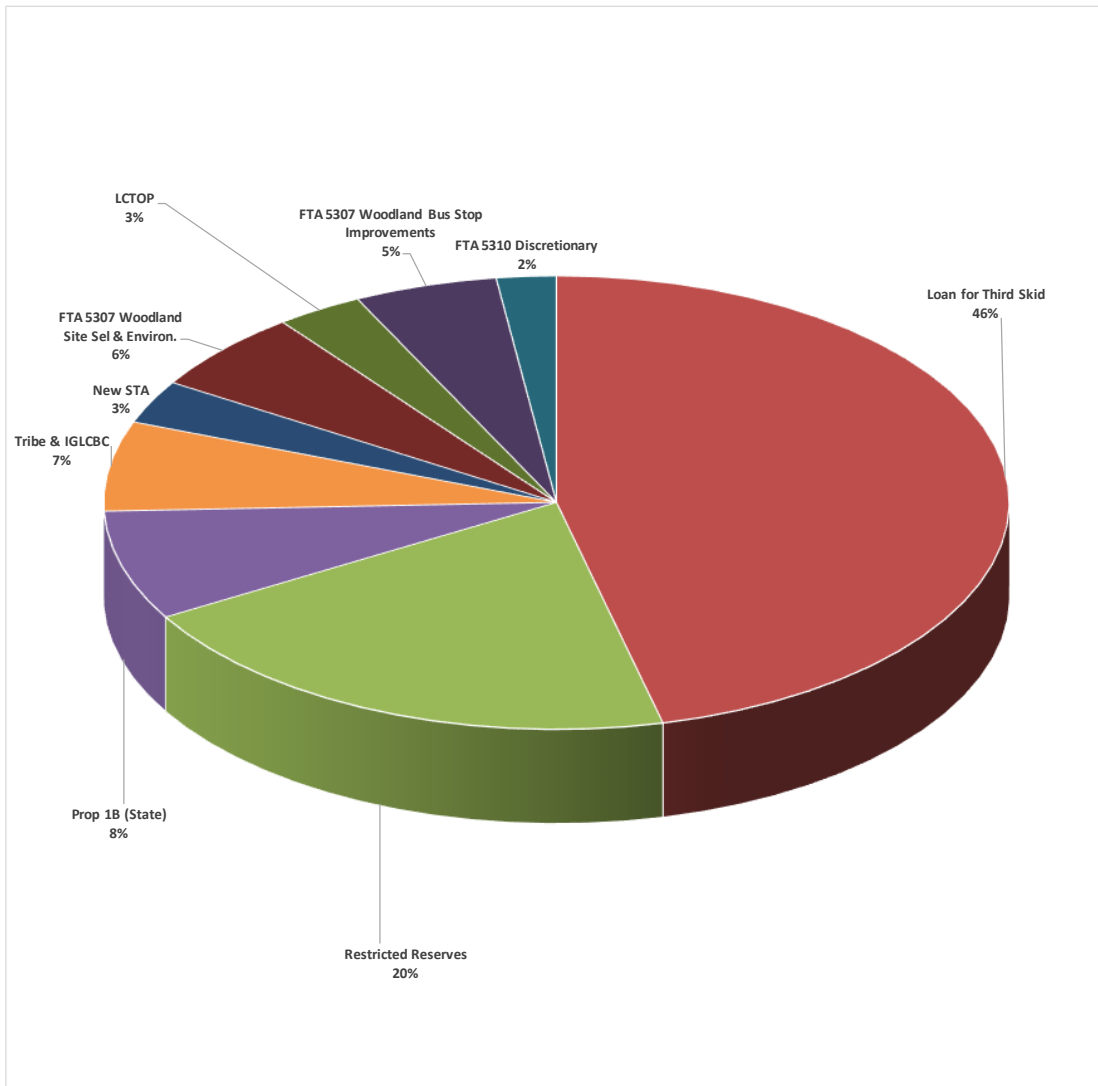
Third CNG Skid	\$ 1,300,000	46.2%
Safety & Security Improvements	\$ 525,715	18.7%
Bus Stop Improvements	\$ 219,761	7.8%
Connect Card Equipment	\$ 68,846	2.4%
Paratransit Cust Info Module	\$ 123,171	4.4%
YCTD Facility Improvements	\$ 202,971	7.2%
Woodland Transit Ctr Study	\$ 162,500	5.8%
1 New Paratransit Vehicle	\$ 140,000	5.0%
Shop & Office Equipment	\$ 69,440	2.5%
<b>Total Revenues</b>	<b>\$2,812,404</b>	<b>100.0%</b>



# Appendix J

## 2018/19 Capital Revenues By Source

Loan for Third Skid	\$	1,300,000	46.2%
Restricted Reserves	\$	571,997	20.3%
Prop 1B (State)	\$	219,860	7.8%
Unrestricted Reserves	\$	-	0.0%
Tribe & IGLCBC	\$	180,000	6.4%
New STA	\$	86,940	3.1%
FTA 5307 Woodland Site Sel & Environ.	\$	162,500	5.8%
LCTOP	\$	87,307	3.1%
FTA 5307 Woodland Bus Stop Improvements	\$	143,800	5.1%
FTA 5310 Discretionary	\$	60,000	2.1%
<b>Total Revenues</b>	\$	<b>2,812,404</b>	<b>100.0%</b>



# Appendix K

## Calculation of Unrestricted Reserves applied against YCTD Operating & Capital Budgets

### Estimated Unrestricted Fund Balance

\$ 7,893,104	Unrestricted end of 16/17 (Audited FS)
\$ (631,640)	Less unrestricted STA funds reserved for Capital purchases
\$ (179,934)	Less unrestricted LCTOP funds reserved
\$ (1,988,377)	(Operating and Capital)Less unrestricted Reserve Drawdown Budgeted for FY 17/18
\$ (3,530,363)	18/19 for 3 months of fixed route service
\$ 1,562,790	Subtotal

### Other Adjustments

\$ 145,000	Fixed Route Contingencies not used in 17/18
\$ 133,000	Not used for fixed route fuel in 17/18
\$ (100,798)	Fixed Route Fare Shortfall in 17/18
\$ (42,000)	Exterior Advertising Shortfall in 17/18
\$ 68,642	Local not used for Y shuttle
\$ 114,400	Local not used for professional services
\$ 24,000	Local not used for bus repainting
\$ 20,000	Local not used for Asphalt Repairs at Mall
\$ 20,000	Paratransit Contingencies not used in 17/18
\$ 15,093	1/2 yr Not used for paratransit fuel in 17/18
\$ (4,126)	LCTOP prepaid for bus passes
\$ (12,000)	YSAQMD prepaid for emergency ride home program
\$ (6,332)	Paratransit Fare Shortfall in 17/18
\$ 112,650	1/2 yr Not used for paratransit service in 17/18
\$ 487,529	Subtotal

\$ 2,050,319 Net Unrestricted to be used for 18/19 budget

<u>Davis</u>	<u>Woodland</u>	<u>West Sacramento</u>	<u>Winters</u>	<u>County</u>	<u>TOTAL</u>	
(\$487,813)	(\$380,061)	(\$600,205)	(\$47,634)	(\$60,413)	(\$1,576,126)	Fixed Route
(\$155,535)	(\$197,739)	(\$94,839)	\$0	(\$26,081)	\$ (474,193)	Paratransit
(\$643,348)	(\$577,800)	(\$695,044)	(\$47,634)	(\$86,494)	(\$2,050,319)	

# Appendix L

## About YCTD

On July 1, 1997, the Yolo County Transportation District (YCTD) was formed, replacing the previously existing Yolo County Transit Authority. The district extends throughout Yolo County, including all of the incorporated and unincorporated territory. Duties of the district include:

- 1) Serve as public transit provider.
- 2) Serve as the consolidated transportation services agency for Yolo County.
- 3) Serve as the congestion management agency for Yolo County.
- 4) Act as a countywide forum for the coordination of transportation system planning, programming, and prioritization of significant projects.
- 5) Promulgate a plan for funding transportation projects within its jurisdiction.
- 6) Act as the coordinating agency for all state and federal funding applications where appropriate.

The YCTD Board is comprised of appointees from the Winters, West Sacramento, Woodland and Davis City Councils, as well as from the Yolo County Board of Supervisors. The University of California at Davis and CalTrans have ex-officio Board membership.