

# **2020-21 FINAL BUDGET**

## **Yolo County**

### **Transportation District**



**Prepared By:**

**Terry Bassett, Executive Director**

**Janice Bryan, Deputy Director of Finance, Grants and Procurement**

**Jose Perez, Deputy Director of Operations, Planning and Special Projects**

**JUNE 30, 2020**

This page deliberately left blank

# TABLE OF CONTENTS

## Page


<b>April 30, 2020 Memorandum</b>	5-9
Table A: Change in Overall Expenses & Revenues	6
 <b>SECTION 1: Budgets</b>	 10-18
Table B: LTF & STA Impacts	11
Table C-1, C-2: Fixed Route Operating Expenses	12-13
Table C-3: Fixed Route Operating Revenues	14
Table C-4: Fixed Route Capital Expenses and Revenues	15
Table D-1: Paratransit Operating Expenses and Revenues	16
Table D-2: Paratransit Capital Expenses and Revenues	17
Table E: Capital Projects	18
 <b>SECTION 2: Fixed Route Narrative</b>	 19-25
Fixed Route Operating and Other Activity Expense Assumptions	19-21
Fixed Route Operating and Other Activity Revenue Assumptions	22-23
Table F: Fixed Route Service Descriptions	24-25
 <b>SECTION 3: Paratransit Narrative</b>	 26-27
Paratransit Operating Expense Assumptions	26-27
Paratransit Operating Revenue Assumptions	27
 <b>SECTION 4: Appendices</b>	 28-32
Appendix A: Fixed Route By Activity	28-32
Appendix B: Paratransit By Activity	31
Appendix C: About YCTD	32

This page deliberately left blank

## MEMORANDUM

DATE: June 30, 2020

TO: Chris Ledesma, Chair,  
And Members of the Yolo County Transportation District Board of Directors

FROM: Terry V. Bassett, Executive Director 

RE: Final YCTD Budget FY 2020/21

Enclosed is a copy of the Yolo County Transportation District (YCTD) adopted final budget for the 2020/21 fiscal year. It comes at a time when COVID-19 has created unprecedented challenges and opportunities to YCTD's jurisdictions, including the District itself.

Fortunately, for transit, we are benefitting by receiving a significant piece of \$25 billion that federal legislators programmed for relief to transit systems that have been dramatically impacted across the country.

The overall YCTD budget is **\$22,885,712** (see Table A on the next page), made up of two major categories:

- ✓ **\$17,609,672 (76.9%)** for operating and planning, including **\$15,554,083** for fixed route operations and other activities and **\$2,055,589** for paratransit.
- ✓ **\$5,276,040 (23.1%)** for capital projects.

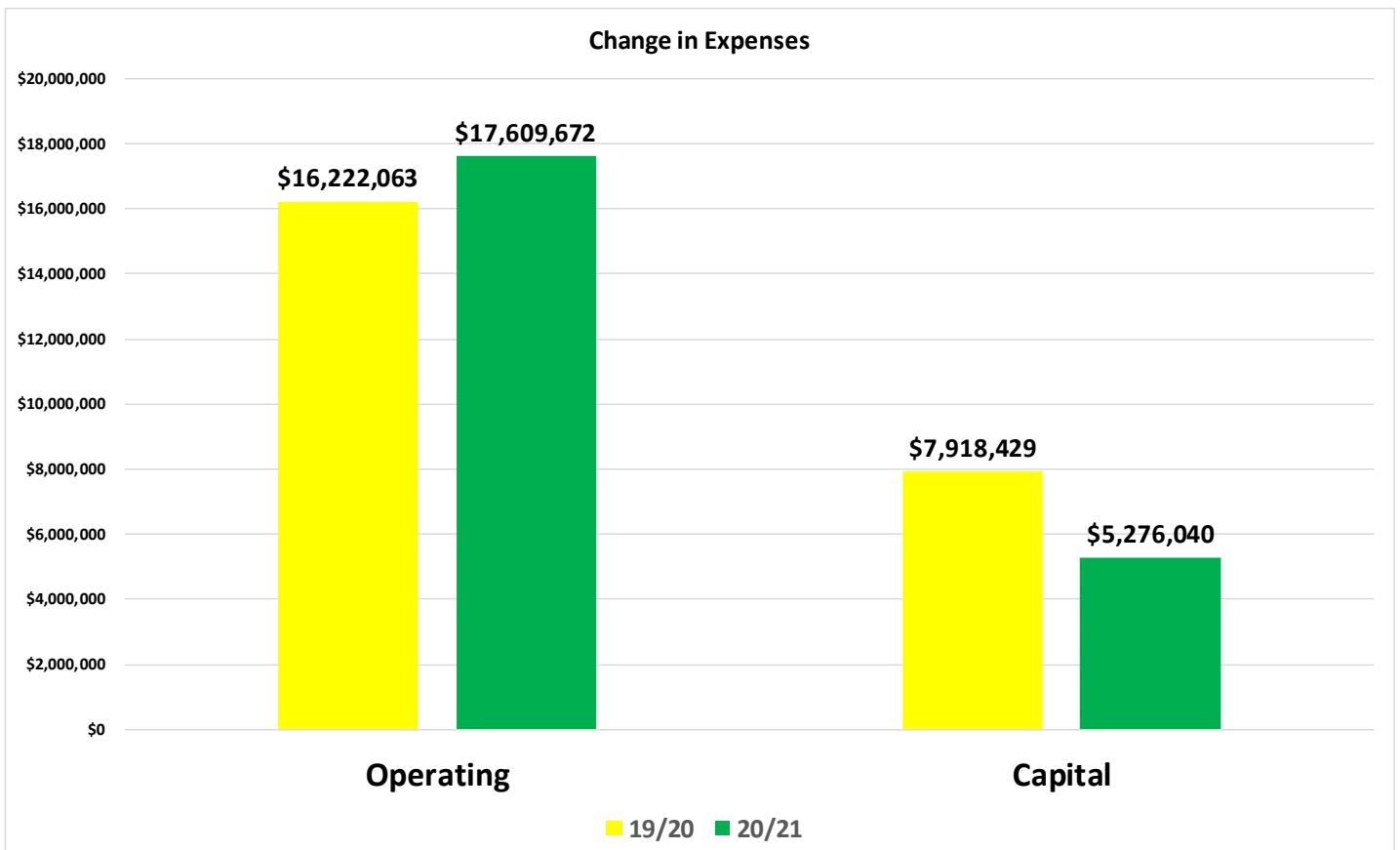
The subsequent pages in this document are organized by Sections. **Section 1** is the budget itself; **Section 2** is a narrative under the fixed route category, **Section 3** is a narrative under paratransit.

On June 8, 2020, your Board adopted the Proposed 2020/21 Preliminary Budget as the Final Budget, including the directive that 1) expenditures associated with the procurement of new buses using Woodland Small Urban Area Section 5307 formula funds shall be subject to separate YCTD Board review and approval, after considering input from the City of Woodland; and 2) staff shall prepare and submit a proposed budget revision between September 2020 and January 2021. Said revision shall include a review of CAREs Act funding use for 2020/21 and beyond.

# Table A

## Change in Overall Expenses 2019/2020 TO 2020/2021

	Operating/Other	Capital	Total
Core Fixed Route	\$ 14,718,083	\$ 5,276,040	\$ 19,994,123
Causeway Connection	\$ 810,000	\$ -	\$ 810,000
County Pass-Thru to Unitrans	\$ 26,000	\$ -	\$ 26,000
Paratransit	\$ 2,055,589	\$ -	\$ 2,055,589
<b>Total 2020/2021 Budget</b>	<b>\$ 17,609,672</b>	<b>\$ 5,276,040</b>	<b>\$ 22,885,712</b>
<b>Total 2019/2020 Budget</b>	<b>\$ 16,222,063</b>	<b>\$ 7,918,429</b>	<b>\$ 24,140,492</b>
<b>Change</b>	<b>\$ 1,387,609</b>	<b>\$ (2,642,389)</b>	<b>\$ (1,254,780)</b>
<b>Percent Change</b>	<b>8.55%</b>	<b>-33.37%</b>	<b>-5.20%</b>



## **COVID-19**

COVID-19 is such an important topic that it needs to be mentioned early. The proposed overall YCTD budget, as well as expenses in the current year, makes use of COVID-19 related CARES funding to fill in gaps associated with the following:

- Estimated 30% Reduction in Available Local Transportation Fund and State Transit Assistance Funds
- Estimated 30% Reduction in Farebox Revenue
- Contractor Workforce Reduction Reimbursements (an eligible expense)
- Added Costs Associated with COVID-19 Related Services, Materials and Supplies
  - Includes food deliveries to homeless, and possible other activities, at the direction of EOC
  - Equipment, materials, supplies and labor to frequently sanitize buses and facilities
  - Masks, face shields, gloves, hand sanitizers and other protective materials
  - Additional costs associated with meeting social distancing requirements
  - Costs to retrofit most of bus fleet with protective barrier at the driver compartment
  - Plans to obtain run cutting software, upgrade web site, make improvements in real time AVL feeds
  - Added costs to undertake ongoing service changes, depending on changing conditions
  - Outreach, enhanced customer service efforts, advertising and other marketing activities to inform and educate the public and build up ridership
  - Use this opportunity to rebuild & replace engines and transmissions on older buses to improve equipment reliability

The following table outlines the amount of CARES funding (\$11,453,720) that will likely be available to YCTD. It also shows how we propose to utilize it. Note that the breakdown of \$4,789,004 in CARES funding below relates only to expenses in the upcoming fiscal year. About half of the remaining 58.2% will be used to offset revenue losses and unforeseen expenses for the 2019/20 fiscal year. It is advised that the other half be applied towards the 2021/22 fiscal year.

**CARES FUNDING THROUGH YCTD**

Woodland Small Urban Services	\$4,695,805
Davis Small Urban Services	\$3,711,096
Sac Large Urban Services	\$2,602,353
Rural First Phase*	\$155,462
Rural Future Phases**	<u>\$289,004</u>
<b>TOTAL CARES FTA FUNDING TO YCTD:</b>	<b>\$11,453,720</b>

\*Funding through Caltrans Somewhat Assured

\*\*Funding through Caltrans NOT Assured

**IN 2020/21 BUDGET TO OFFSET YCTD EXPENSES AND REDUCTIONS IN SALES TAX AND FARE REVENUES**

Credited to Woodland Fixed Route & Microtransit	<b>(\$1,400,000)</b>	5307 CARES Woodland Small Urban
Credited to Woodland Paratransit	<b>(\$141,956)</b>	5307 CARES Woodland Small Urban
Credited to Davis Fixed Route	<b>(\$1,400,000)</b>	5307 CARES Davis Small Urban
Credited to Davis Paratransit	<b>(\$98,423)</b>	5307 CARES Davis Small Urban
Credited to West Sacramento Fixed Route	<b>(\$1,400,000)</b>	5307 CARES Sacramento Large Urban
Credited to West Sacramento Paratransit	<b>(\$59,621)</b>	5307 CARES Sacramento Large Urban
Credited to Winters Transit Services	<b>(\$86,701)</b>	5311 CARES Winters Rural
Credited to County Fixed Route	<b>(\$152,303)</b>	5311 CARES County Rural
Credited to County Microtransit	<b>(\$50,000)</b>	5311 CARES County Rural
Credited to 2020/21 Year	<b>(\$4,789,004)</b>	
<b>Balance for 19/20 year and 21/22 year</b>	<b>\$6,664,716</b>	

The total amount of CARES Section 5311 funds for rural Yolo County (including Winters) is \$444,466. Caltrans decided to program only a portion (30-35%) of the statewide rural funds at this time. In Yolo's case, the amount is \$155,462. We are assuming that amount will be used to offset losses in the current 2019/20 fiscal year and that **the remaining amount of \$289,004 will available for 2020/21**. Yolo County and Winters are advised that these funds are not necessarily assured to be allocated to this county and will depend on whatever competitive process Caltrans decides to undertake for the remaining 65-70% of the rural CARES funding that Caltrans controls.

Unlike the rural CARES transit funds, in the case of the large and small urban monies, YCTD can apply for all the available funding.

**Fixed Route Changes from Previous Year:**

- Added Causeway Connection between the UCD Medical Center and the UCD main campus in Davis, with limited bus stops in between. The budget reflects YCTD's half of the service and expenses. The other half would be reflected in Sacramento Regional Transit District's operating budget. YCTD's budgeted half of the expense is \$810,000. All expenses associated with this service are being funded by outside sources, most notably a federal grant through SACOG, and contributions from UC Davis and the City of Sacramento.
- New Capital Projects:
  - 4 Fully Equipped Low-Floor Zero Emission Battery Electric Buses
  - Re-tanking 9 CNG Buses to extend their useful life



- Office & Shop Equipment and Servers
- This budget assumes that \$1,159,000 in carryover funds will be used to offset fixed route operating expenses.

**Paratransit Service Changes from Previous Year:**

- Continuing Microtransit Service in Knights Landing, replacing the fixed route bus to that community.
- Like the current year, the final budget for next year assumes \$400,000 in carryover funds are used to offset paratransit operating expenses.

**Fixed Route Service Operating Cost Allocations:**

The final budget includes roughly the same number of fixed route revenue miles and revenue hours as the previous year. In addition to the stats below, there are 8,317 hours and 209,215 miles of added service associated with the Causeway Connection (UCD Medical Center to UCD Main Campus) service, which will be open to the general public.

2019/20				2020/21					
	Share of Miles		Share of Hours			Share of Miles		Share of Hours	
West Sac	454,155.74	22.21%	28,420.46	27.43%	West Sac	452,741.94	22.31%	28,329.80	27.51%
Davis	610,629.24	29.86%	27,666.99	26.70%	Davis	608,750.37	30.00%	27,581.33	26.78%
Woodland	492,386.16	24.08%	28,662.54	27.66%	Woodland	490,810.25	24.18%	28,570.23	27.74%
Winters	63,880.05	3.12%	2,303.61	2.22%	Winters	63,667.45	3.14%	2,295.90	2.23%
County	423,693.57	20.72%	16,563.17	15.99%	County	413,520.39	20.38%	16,212.30	15.74%
	2,044,744.77	100.00%	103,616.77	100.00%		2,029,490.40	100.00%	102,989.56	100.00%

The County’s share of hours and miles decreased slightly because Knights Landing bus service has been moved over to microtransit and shows up under paratransit service.

**Paratransit Service Operating Cost Allocations**

Paratransit operating costs are split based on the same split used for the FY 2019/20 fiscal year. It reflects data derived from the combined percentage of hours and miles attributable to each jurisdiction. (The mid-year budget revision will adjust these percentages slightly, using more recent data.) The following are the results in terms of share of paratransit operating costs:

<b>County Total</b>	4.9%
<b>Davis Total</b>	31.2%
<b>West Sacramento Total</b>	18.9%
<b>Woodland Total</b>	45.0%
	100.0%

# SECTION 1: Budgets

The combined operating and planning budget for all programs will be **5.20%** lower than the previous year's budget. Capital expenses are **33.37%** lower (-\$2,642,389) than the previous year's budget, largely because we will not be spending as much on bus replacements as in the 2019/20 fiscal year. Operating expenses are **8.55%** higher (+\$1,387,609), primarily because of the start-up of the Causeway Connection bus route (\$810,000) and an automatic annual rate adjustment (\$266,554) built into the operating contract with Transdev. Additionally, there are other expenses associated with COVID-19 that will need to be addressed on a few fronts.

**Table B** shows the overall impact of the YCTD budget to Local Transportation Funds and State Transit Assistance Funds. Note that staff assume a 30% drop in LTF and STA funds and a 30% decline in farebox revenue.

Following Table B 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 B

## ESTIMATED 2020/21 LTF & STA TO YCTD REQUIRED FROM JURISDICTIONS

(Local Transportation Fund & State Transit Assistance Fund)  
 ASSUMES 30% DECLINE IN LTF & STA REVENUE OVER 2019/20 ADOPTED LEVELS

	Davis				Woodland				West Sacramento			
	Final 2018/19	Final 2019/20	Final 2020/21	Change	Final 2018/19	Final 2019/20	Final 2020/21	Change	Final 2018/19	Final 2019/20	Final 2020/21	Change
LTF Estimate by Jurisdiction	\$2,981,547	\$3,553,923	\$2,487,746	-30.0%	\$2,585,800	\$3,125,718	\$2,188,003	-30.0%	\$2,305,906	\$2,801,746	\$1,961,222	-30.0%
STA Estimate by Jurisdiction	\$481,784	\$666,630	\$466,641	-30.0%	\$417,836	\$586,309	\$410,416	-30.0%	\$372,608	\$525,540	\$367,878	-30.0%
	\$3,463,331	\$4,220,553	\$2,954,387	-30.0%	\$3,003,636	\$3,712,027	\$2,598,419	-30.0%	\$2,678,514	\$3,327,286	\$2,329,100	-30.0%
<b>LTF &amp; STA to YCTD</b>												
YCTD Fixed Route	\$1,599,359	\$1,762,934	\$1,226,182	-30.4%	\$1,219,619	\$1,325,338	\$782,030	-41.0%	\$1,857,431	\$1,947,615	\$1,375,088	-29.4%
YCTD Capital	\$0	\$0	\$0		\$0	\$0	\$0		\$0	\$0	\$0	
YCTD Paratransit Service	\$349,981	\$317,138	\$274,468	-13.5%	\$444,945	\$457,411	\$395,866	-13.5%	\$213,403	\$192,112	\$166,263	-13.5%
<b>Total Required LTF &amp; STA</b>	<b>\$1,949,339</b>	<b>\$2,080,072</b>	<b>\$1,500,650</b>	<b>-27.9%</b>	<b>\$1,664,564</b>	<b>\$1,782,749</b>	<b>\$1,177,896</b>	<b>-33.9%</b>	<b>\$2,070,834</b>	<b>\$2,139,727</b>	<b>\$1,541,351</b>	<b>-28.0%</b>
Balance Not Used by YCTD	\$1,513,992	\$2,140,481	\$1,453,737	-32.1%	\$1,339,072	\$1,929,278	\$1,420,523	-26.4%	\$607,680	\$1,187,559	\$787,749	-33.7%
% Not Used by YCTD	51%	60%	58%	-3.0%	52%	62%	65%	5.2%	26%	42%	40%	-5.2%
County Total												
	Final 2018/19	Final 2019/20	Final 2020/21	Change	Final 2018/19	Final 2019/20	Final 2020/21	Change	Final 2018/19	Final 2019/20	Final 2020/21	Change
LTF Estimate by Jurisdiction	\$314,680	\$377,201	\$264,041	-30.0%	\$1,306,520	\$1,587,275	\$1,111,093	-30.0%	\$9,494,453	\$11,445,863	\$8,012,105	-30.0%
STA Estimate by Jurisdiction	\$50,849	\$70,754	\$49,528	-30.0%	\$211,119	\$297,734	\$208,414	-30.0%	\$1,534,196	\$2,146,967	\$1,502,877	-30.0%
	\$365,529	\$447,955	\$313,569	-30.0%	\$1,517,639	\$1,885,009	\$1,319,507	-30.0%	\$11,028,649	\$13,592,830	\$9,514,982	-30.0%
<b>LTF &amp; STA to YCTD</b>												
YCTD Fixed Route	\$158,426	\$151,004	\$104,940	-30.5%	\$172,339	\$224,940	\$144,706	-35.7%	\$5,007,173	\$5,411,831	\$3,632,946	-32.9%
YCTD Capital	\$0	\$0	\$0		\$0	\$0	\$0		\$0	\$0	\$0	
YCTD Paratransit Service	\$0	\$0	\$0		\$58,686	\$18,726	\$57,278	205.9%	\$1,067,014	\$985,387	\$893,876	-9.3%
<b>Total Required LTF &amp; STA</b>	<b>\$158,426</b>	<b>\$151,004</b>	<b>\$104,940</b>	<b>-30.5%</b>	<b>\$231,025</b>	<b>\$243,666</b>	<b>\$201,984</b>	<b>-17.1%</b>	<b>\$6,074,188</b>	<b>\$6,397,218</b>	<b>\$4,526,821</b>	<b>-29.2%</b>
Balance Not Used by YCTD	\$207,103	\$296,951	\$208,629	-29.7%	\$1,286,614	\$1,641,343	\$1,117,523	-31.9%	\$4,954,461	\$7,195,612	\$4,988,161	-30.7%

# Table C-1

## FINAL FY 2020/21 FIXED ROUTE BUDGET

Account	OPERATING EXPENSES	APPROVED	APPROVED	PERCENT	
		2019/20	2020/21	CHANGE	CHANGE
1101	Regular Employees	\$911,495	\$932,608	\$21,113	2.32%
1102	Extra Help	\$60,000	\$50,000	(\$10,000)	-16.67%
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>\$980,495</b>	<b>\$991,608</b>	<b>\$11,113</b>	<b>1.13%</b>
1201	YCTD Contribution to Retirement	\$187,308	\$209,400	\$22,092	11.79%
1202	YCTD Contribution to Social Security	\$3,720	\$3,100	(\$620)	-16.67%
1203	YCTD Contribution to MEDICARE	\$14,087	\$14,247	\$160	1.14%
1300	YCTD Contribution to Health Ins.	\$163,335	\$185,716	\$22,381	13.70%
1301	YCTD Contribution to OPEB	\$81,000	\$71,000	(\$10,000)	-12.35%
1400	YCTD Contribution to Unemp. Ins.	\$6,440	\$6,440	\$0	0.00%
1500	Worker's Compensation Insurance	\$11,392	\$12,222	\$830	7.29%
1600	Other Fringe Benefits	\$32,100	\$32,100	\$0	0.00%
	<b>SUBTOTAL BENEFITS</b>	<b>\$499,382</b>	<b>\$534,225</b>	<b>\$34,843</b>	<b>6.98%</b>
	<b>SUBTOTAL LABOR &amp; BENEFITS</b>	<b>\$1,479,877</b>	<b>\$1,525,833</b>	<b>\$45,956</b>	<b>3.11%</b>
2170	Housekeeping Expense	\$20,392	\$20,392	\$0	0.00%
2271	Maintenance-Equipment	\$462,543	\$618,543	\$156,000	33.73%
2272	Maintenance-Bldgs & Improvement	\$210,466	\$193,515	(\$16,951)	-8.05%
2423	Legal Services	\$25,000	\$25,000	\$0	0.00%
2429	Professional & Spec. Services	\$395,088	\$441,898	\$46,810	11.85%
2548	Training Expense	\$21,050	\$23,050	\$2,000	9.50%
2557	Trustees, Commissioners, Dir.	\$7,600	\$7,600	\$0	0.00%
	<b>SUBTOTAL SERVICES</b>	<b>\$1,142,139</b>	<b>\$1,329,998</b>	<b>\$187,859</b>	<b>16.45%</b>
2613	Fuel YCTD	\$1,128,821	\$1,588,060	\$459,239	40.68%
2613	Fuel Outside Use	\$488,174	\$54,000	(\$434,174)	-88.94%
	<b>SUBTOTAL FUEL &amp; LUBRICANTS</b>	<b>\$1,616,995</b>	<b>\$1,642,060</b>	<b>\$25,065</b>	<b>1.55%</b>

Operating Expenses

# Table C-2

## FINAL FY 2020/21 FIXED ROUTE BUDGET

Account	OPERATING EXPENSES	APPROVED	APPROVED	PERCENT	
		2019/20	2020/21	CHANGE	CHANGE
2130	Food	\$3,735	\$3,735	\$0	0.00%
2390	Office Expense	\$20,200	\$20,200	\$0	0.00%
2391	Postage	\$3,500	\$3,500	\$0	0.00%
2392	Printing	\$45,800	\$45,800	\$0	0.00%
2520	Small Tools & Minor Equipment	\$28,962	\$28,962	\$0	0.00%
	<b>SUBTOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$102,197</b>	<b>\$102,197</b>	<b>\$0</b>	<b>0.00%</b>
2090	Communications	\$175,922	\$235,922	\$60,000	34.11%
2640	Utilities	\$92,760	\$92,760	\$0	0.00%
	<b>SUBTOTAL UTILITIES</b>	<b>\$268,682</b>	<b>\$328,682</b>	<b>\$60,000</b>	<b>22.33%</b>
2202	Insurance-Public Liability	\$793,396	\$1,022,989	\$229,593	28.94%
2203	Insurance-Other Than Vehicle	\$10,000	\$12,500	\$2,500	25.00%
2209	Insurance-Physical Damage	\$37,574	\$50,929	\$13,355	35.54%
	<b>SUBTOTAL CASUALTY &amp; LIABILITY</b>	<b>\$840,970</b>	<b>\$1,086,418</b>	<b>\$245,448</b>	<b>29.19%</b>
2428	Purchased Services-Transit	\$8,419,260	\$9,201,538	\$782,278	9.29%
	<b>SUBTOTAL PURCHASED TRANSIT</b>	<b>\$8,419,260</b>	<b>\$9,201,538</b>	<b>\$782,278</b>	<b>9.29%</b>
2330	Memberships	\$29,947	\$29,947	\$0	0.00%
2460	Publications & Legal Notices	\$2,500	\$2,500	\$0	0.00%
2465	Advertising	\$34,000	\$88,000	\$54,000	158.82%
2491	Rents & Leases-Equipment	\$1,023	\$1,023	\$0	0.00%
2492	Rents & Leases-Bldgs & Improvements	\$5,800	\$5,800	\$0	0.00%
2553	Library Books & Periodicals	\$1,252	\$1,252	\$0	0.00%
2559	Special Dept. Expense-Other	\$16,070	\$16,070	\$0	0.00%
2610	Transportation & Travel	\$36,764	\$36,764	\$0	0.00%
3200	Pass Through to Other Agencies	\$31,000	\$31,000	\$0	0.00%
3300	Loan Repayment	\$42,013		(\$42,013)	N/A
	<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$200,370</b>	<b>\$212,356</b>	<b>\$11,987</b>	<b>5.98%</b>
8101	<b>CONTINGENCIES</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$0</b>	<b>0.00%</b>
	<b>TOTAL OPERATING EXPENSES</b>	<b>\$14,195,490</b>	<b>\$15,554,083</b>	<b>\$1,358,593</b>	<b>9.57%</b>

Operating Expenses

# Table C-3

## FINAL FY 2020/21 FIXED ROUTE BUDGET

Account	OPERATING REVENUES	APPROVED	APPROVED	PERCENT	
		2019/20	2020/21	CHANGE	CHANGE
1501	LTF--Woodland	\$1,325,338	\$782,030	(\$543,309)	-40.99%
1501	LTF--Davis	\$1,762,934	\$1,226,182	(\$536,752)	-30.45%
1501	LTF--West Sacramento	\$1,947,615	\$1,375,088	(\$572,527)	-29.40%
1501	LTF -- Winters	\$151,004	\$104,940	(\$46,064)	-30.51%
1501	LTF -- Yolo County	\$224,940	\$144,706	(\$80,234)	-35.67%
	<b>Total LTF</b>	<b>\$5,411,832</b>	<b>\$3,632,946</b>	<b>(\$1,778,885)</b>	<b>-32.87%</b>
4100	Non-Transportation Revenues (Interest)	\$35,000	\$35,000	\$0	0.00%
5133	State Transit Assistance (Operator Share)	\$0	\$0	\$0	N/A
5134	State Operating - Other	\$185,908	\$883	(\$185,025)	-99.53%
5673	FTA 5307	\$1,933,767	\$1,641,050	(\$292,717)	-15.14%
5673	FTA 5307 CARES		\$4,200,000	\$4,200,000	
5673	FTA 5307 CAUSEWAY CONNECTION		\$405,000	\$405,000	
5677	FTA 5311	\$130,879	\$148,329	\$17,450	13.33%
5677	FTA 5311 CARES		\$239,004	\$239,004	
6271	Passenger Fares	\$2,018,498	\$1,412,948	(\$605,550)	-30.00%
6272	Special Fares	\$12,872	\$9,011	(\$3,861)	-30.00%
6276	Auxiliary Revenue	\$663,111	\$79,440	(\$583,671)	-88.02%
6399	Other--Other	\$266,665	\$617,180	\$350,515	131.44%
6400	Mitigation Revenue	\$1,900,281	\$1,974,292	\$74,011	3.89%
7101	Local Operating Assistance (Unrestricted res	\$1,636,677	\$1,159,000	(\$477,677)	-29.19%
	<b>Total Other Operating Income</b>	<b>\$8,783,658</b>	<b>\$11,921,137</b>	<b>\$3,137,479</b>	<b>35.72%</b>
	<b>TOTAL OPERATING INCOME</b>	<b>\$14,195,490</b>	<b>\$15,554,083</b>	<b>\$1,358,594</b>	<b>9.57%</b>

Operating Revenues

# Table C-4

## FINAL FY 2020/21 FIXED ROUTE BUDGET

Account	CAPITAL EXPENSES	APPROVED	APPROVED	PERCENT	
		2019/20	2020/21	CHANGE	CHANGE
4300	Equipment	\$5,777,732	\$5,194,440	(\$583,292)	-10.10%
4200	Facility Improvements	\$1,753,697	\$81,600	(\$1,672,097)	-95.35%
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$7,531,429</b>	<b>\$5,276,040</b>	<b>-\$2,255,389</b>	<b>-29.95%</b>

Account	CAPITAL REVENUES	APPROVED	APPROVED	PERCENT	
		2019/20	2020/21	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	\$334,210	\$196,863	(\$137,348)	-41.10%
5135	1B (OHS & PTMISEA, LCTOP)	\$87,307	\$921,600	\$834,293	955.59%
5675	FTA 5307/STP (large, small urban, CMAQ)	\$4,980,684	\$4,117,578	(\$863,107)	-17.33%
5830	Non County Govt Agencies	\$40,000	\$40,000	\$0	0.00%
	Other	\$298,886	\$0	(\$298,886)	-100.00%
	Loan	\$424,583	\$0	(\$424,583)	-100.00%
	Restricted Reserves	\$605,616	\$0	(\$605,616)	-100.00%
	Unrestricted Reserves	\$760,143	\$0	(\$760,143)	-100.00%
	<b>OTHER CAPITAL REVENUES</b>	<b>\$7,531,429</b>	<b>\$5,276,040</b>	<b>(\$2,255,389)</b>	<b>-29.95%</b>
	<b>TOTAL CAPITAL REVENUES</b>	<b>\$7,531,429</b>	<b>\$5,276,040</b>	<b>-\$2,255,389</b>	<b>-29.95%</b>

Capital Expenses & Revenues

**TABLE D-1**

**FINAL 2020/21 PARATRANSIT BUDGET**

<u>Account</u>		APPROVED		PERCENT	
		2019/20	2020/21	CHANGE	CHANGE
<b>OPERATING EXPENSES</b>					
2613	Fuel	\$215,307	\$204,873	(\$10,434)	-4.85%
2202	Insurance-Public Liability	\$131,726	\$173,655	\$41,929	31.83%
2428	Purchased Transportation	\$1,658,539	\$1,657,061	(\$1,478)	-0.09%
8101	Contingencies	\$21,001	\$20,000	(\$1,001)	-4.77%
<b>TOTAL OPERATING EXPENSES</b>		<b>\$2,026,573</b>	<b>\$2,055,589</b>	<b>\$29,016</b>	<b>1.43%</b>

**Operating Expenses**

<u>Account</u>		APPROVED		PERCENT	
		2019/20	2020/21	CHANGE	CHANGE
<b>OPERATING REVENUES</b>					
1501	LTF--Davis	\$317,138	\$274,468	(\$42,670)	-13.45%
1501	LTF--West Sacramento	\$192,112	\$166,263	(\$25,849)	-13.45%
1501	LTF -- Woodland	\$457,411	\$395,866	(\$61,545)	-13.45%
1501	LTF -- County	\$18,725	\$57,278	\$38,553	205.89%
<b>TOTAL OPERATING LTF</b>		<b>\$985,386</b>	<b>\$893,876</b>	<b>(\$91,510)</b>	<b>-9.29%</b>
4100	Non-Transportation Revenues (Interest)	\$5,000	\$5,000	\$0	0.00%
5673	FTA 5307	\$425,455	\$235,096	(\$190,359)	-44.74%
5673	FTA CARES	\$0	\$350,000	\$350,000	N/A
6271	Passenger Fares	\$60,307	\$42,241	(\$18,066)	-29.96%
6272	Special Transit Fares	\$57,545	\$40,255	(\$17,290)	-30.05%
6399	Other	\$0	\$0	\$0	N/A
6400	Mitigation Revenue	\$92,880	\$89,122	(\$3,758)	-4.05%
	Unrestricted Reserves	\$400,000	\$400,000	\$0	0.00%
<b>OTHER OPERATING REVENUE</b>		<b>\$1,041,187</b>	<b>\$1,161,714</b>	<b>\$120,527</b>	<b>11.58%</b>
<b>TOTAL OPERATING REVENUE</b>		<b>\$2,026,573</b>	<b>\$2,055,590</b>	<b>\$29,017</b>	<b>1.43%</b>

**Operating Revenues**



**TABLE D-2**

**FINAL 2020/21 PARATRANSIT BUDGET**

		APPROVED	APPROVED	PERCENT	
<b>CAPITAL EXPENSES</b>		2019/20	2020/21	CHANGE	CHANGE
Account					
4300	Equipment	\$387,000	\$0	(\$387,000)	-100.00%
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$387,000</b>	<b>\$0</b>	<b>(\$387,000)</b>	<b>-100.00%</b>
<b>CAPITAL REVENUES</b>		APPROVED	APPROVED	PERCENT	
		2019/20	2020/21	CHANGE	CHANGE
Account					
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	N/A
5135	Proposition 1B	\$0	\$0	\$0	N/A
5673	FTA 5307	\$258,000	\$0	(\$258,000)	0.00%
5676	FTA 5310 Capital	\$0	\$0	\$0	N/A
5830	Non County Gov't Agencies	\$129,000	\$0	(\$129,000)	-100.00%
	Restricted Reserves	\$0	\$0	\$0	N/A
	<b>TOTAL CAPITAL REVENUE</b>	<b>\$387,000</b>	<b>\$0</b>	<b>(\$387,000)</b>	<b>-100.00%</b>

**Capital Expenses & Revenues**

# Table E

## Preliminary Capital Expenditures: FY 2020/21

			<b>Fixed</b>	
<b>Fixed Route</b>		<b>TOTAL</b>	<b>Route</b>	<b>ADA</b>
<b>Electric Buses (4 @ \$1.1 million apiece)</b>		\$4,400,000	\$4,400,000	
<b>Bus Component Overhauls/Replacements</b>				
Re-Tanking for 9 CNG Buses & related expenses		\$675,000	\$675,000	
	<b>SUBTOTAL</b>	<b>\$5,075,000</b>	<b>\$5,075,000</b>	
<b>Facility Improvements</b>				
Bus Stop Improvements for Casino Route (if grant funded)		\$40,000	\$40,000	
Safety & Security Bus Stop Improvements		\$41,600	\$41,600	
		<b>\$81,600</b>	<b>\$81,600</b>	<b>\$0</b>
<b>Other Equipment</b>				
Office Equipment		\$19,440	\$19,440	
YCTD Servers		\$50,000	\$50,000	
Shop Equipment		\$50,000	\$50,000	
	<b>SUBTOTAL</b>	<b>\$119,440</b>	<b>\$119,440</b>	
<b>TOTAL FIXED ROUTE:</b>		<b>\$5,276,040</b>	<b>\$5,276,040</b>	<b>\$0</b>
<b>Paratransit</b>				
No Projects Proposed				
<b>TOTAL PARATRANSIT:</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Combined</b>				
<b>TOTAL ALL CAPITAL</b>		<b>\$5,276,040</b>	<b>\$5,276,040</b>	<b>\$0</b>
<b>PRIOR YEAR</b>		<b>\$7,918,429</b>	<b>\$7,531,429</b>	<b>\$387,000</b>
		-33.4%	-29.9%	-100.0%

# SECTION 2

## Fixed Route Service Narrative

### Total Estimated Fixed Route Ridership: Approximately 1.1 million

This fixed route budget unit includes all Yolobus fixed route bus services, plus other activities, includes a minor pass-through of County funds to Unitrans for its bus operations, running the Causeway Connection, the provision and sale of a smaller volume of compressed natural gas (CNG) to outside parties, and several COVID-19 related expenses.

### Fixed Route Operating and Other Activity Expense Assumptions (\$15,554,083):

- a. 1.1 million Rides on local and intercity fixed route service, plus new rides from upcoming Causeway Connection.
- b. **110,306 (+7.5%)** revenue hours and **2,213,705 (+9.6%)** revenue miles, due to the Causeway Connection, plus
- c. Pass-through of County funds towards the Unitrans bus operations in Davis; plus
- d. **150** hours of community transit service, plus
- e. **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.

f. **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 29.1% of all Yolobus fixed route revenue hours and 32.6% of all fixed route revenue miles. It also makes up over a third 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 to intercity express routes, giving workers and other express bus rider trip options other than just during commute hours.

The COA (Comprehensive Operational Analysis) included service improvements to build up ridership. Those changes included the possibility of doubling intercity route 42 service and streamlining the route. But now, we are facing a much more challenging situation. We reduced overall weekday service by 36% because of COVID-19 and stay-at-home directives from local, state and federal agencies. While we plan to get services back up and running, we are not sure what the transit demand and use might look like if the State of California, UC Davis, cities, Yolo County and other entities undertake massive layoffs to stay financially

afloat. Suffice it to say that the service we bring back up will not be at the same level that existed in mid-March, before the pandemic took hold.

- g. **City of West Sacramento**: The final budget assumes continuation of existing levels of fixed route services. However, a mid-year budget change is planned because significant service changes are likely by early 20/21, as a product of the still incomplete COA. Staff will stay mindful of the financial limits of this budget in assessing and recommending what service changes, should be implemented.
- h. **City of Winters**: The City of Winters contribution, using Local Transportation Funds and some 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, and possibly to other destinations, including Davis and Vacaville. If such service is initiated, a corresponding adjustment in traditional off-peak fixed route bus service in those corridors will also need to be considered.

- i. **City of Woodland**: The existing level of fixed route service is proposed to continue. YCTD also has an option for flexible, on-demand microtransit service in the Woodland area, if the city wishes to explore microtransit to underserved, underutilized areas. Note that changes in ridership demand and use as the result of COVID-19 fallout will likely impact the level of bus service that YCTD will provide for the Woodland area. This could affect all four local Woodland routes, the commute hour buses headed into Sacramento (45 and 46) and the UCD area (242 and 243), plus possibly intercity route 42.
- j. **City of Davis**: Note that changes in ridership demand and use as the result of COVID-19 fallout will likely impact the level of bus service that YCTD will provide for the Davis area. This could affect the commute hour buses headed into Sacramento (43, 44, 230, 232) and to Woodland (242 and 243), plus possibly intercity route 42.

k. **County of Yolo**:

- Knights Landing was previously served three days a week with two round trips per day, plus one Saturday each month. Dunnigan is served two days a week, also with two round trips per day.
- As a Civic lab project, YCTD staff initiated flexible on-demand microtransit shuttle between Knights Landing and Woodland. (See said service under the paratransit part of this final budget.)
- Dunnigan would continue to be served two days a week with two round trips per day; however, this route needs to be re-structured and could end up being replaced with a microtransit shuttle, as well.
- 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 final budget includes two more added round trips** to the casino, as a mitigation measure that was agreed to by the County and the Tribe. 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.

## I. Personnel

- Eleven (11) in-house positions are currently in the budget; however, there are currently two vacancy planning positions that we intend to fill shortly. These positions are critical in completing and submitting timely and accurate grant applications and in undertaking rapid service planning associated with COVID-19 and ongoing changes in service.
- The final budget assumes each employee receive their three percent (3%) adjustment to their salary on their anniversary date, which is consistent the wage and range scale that was adopted by your Board.
- YCTD utilizes approximately 4-5 Interns (most are recruited from U.C. Davis and California State University, Sacramento) to help in data gathering, service planning and service support activities, such as marketing. The final budget assumes continuation of this program.
- YCTD's transit contractor, Transdev Transportation, will have approximately 121 FTE employees:
  - 81 drivers
  - 10 mechanics
  - 7 utility workers/cleaners
  - 2 parts clerks
  - 1 handyman/janitor
  - 10 dispatchers, road supervisors and trainers
  - 4 customer service
  - 5 managers (GM, Ops Manager, Maintenance Manager, Safety & Training Manager and Human Resources Manager)
  - 1 office clerk

The number of drivers will increase with the startup of the Causeway Connection (also known as route 138), which calls for up to about 30 hours of added service each weekday. (Note that this is full roll-out; however, it is likely that service levels will increase more modestly.)

- m. **Contractor Rate Adjustments:** The fixed route and paratransit base contract rates with Transdev have annual escalators.
- n. **Other Projects:** YCTD is also involved with the following projects, all of which involve little or no funding from YCTD:
  - We will offer assistance to the City of West Sacramento, as it explores alternatives or variations to the planned West Sacramento/Downtown Sacramento Streetcar project.
  - 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 bike related projects, including Bike Share and Bicycle related financial incentives through the Yolo TMA.
  - YCTD is working with Caltrans, SACOG and other partnering agencies in exploring the viability of managed lane projects along I-80 and I-5.

## Fixed Route Operating and Other Activity Revenue Assumptions: (\$15,554,083)

- a. **Carryover:** The final budget assumes a drawdown of **\$1,159,000** in carryover funds to help offset fixed route expenses. This is being done to lessen the impact on the Local Transportation Fund (LTF). That is lower than the \$1,636,677 number from the current year, primarily because of the availability of CARES funding.
- b. **Outside CNG Fuel Sales:** It is assumed that YCTD will receive **\$79,440**, which will net \$25,440 from outside CNG sales. This is about \$150,000 lower than normal because Waste Management of Woodland decided to build and use its own CNG facilities.
- c. **FTA Funding:** The following chart reveals a significant bump-up of federal funding, primarily because of new CARES funding:

		APPROVED 2019/20	REQUEST 2020/21
5673	FTA 5307 (Large & Small Urban)		
	Preventive Maintenance	705,288	700,561
	Woodland Operating	790,479	790,489
	Davis Operating	150,000	150,000
	Causeway Connection		410,000
	CARES Act Funding	-	3,750,000
	Regular 5307 + CARES Act Funding for Overhauls & Rebuilds	288,000	450,000
		1,933,767	6,251,050
5677	FTA Section 5311 (Rural)		
	CARES Act Funding; Lost LTF City of Winters	-	86,701
	CARES Act Funding; Lost LTF Yolo County		152,303
	City of Winters	98,159	118,663
	Yolo County	32,720	29,666
		130,879	387,333

- d. **State Funding (\$883):** The final budget only reflects \$883 in state funding, as funding towards the COA has mostly been spent.
- e. **Funding for the Causeway Connection:** The following is the proposed breakdown of funding for this new service. (Note that the federal funds are also shown in the table above.)

CMAQ grant approved by SACOG:	\$405,000
City of Sacramento contribution:	47,500
UCD Contribution:	357,500
Total:	\$810,000

- f. **Fares:** Fares for FY 2020/21 are estimated to be **\$1,421,958**, or 30% lower than the amount in the FY 2019/20 budget. This is a direct result of COVID-19.
- g. **LCFS Credits:** There are **\$102,315** in revenues anticipated from the Low Carbon Fuel

Standard, offered by the State of California. Of that amount, \$8,235 may be returned to Trillium for the public station use and the remaining \$94,080 is net new revenue.

- h. **Exterior Advertising Sales:** The final budget includes **\$36,000** in revenue receipts anticipated from Aldrete Communications, the firm selected to manage the sale of exterior bus ads.
- i. **Local Transportation Funds and State Transit Assistance Funds:** The net impact of all the changes described above on the fixed route side is that the four cities and the County will collectively need to contribute **\$3,632,946** which is \$1,778,885 (32.87%) less than shown in the adopted FY 2019/20 budget. Again, the forecast was lowered because sales tax revenue is expected to drop significantly. CARES money is the primary tool being used to fill that gap.
- j. **Mitigation Revenues from Tribe (\$1,974,292):** The budget assumes \$1,731,863 from the Yocha Dehe Wintun Nation for existing route 215 service, plus \$50,000 towards overhauls, and \$192,429 for two additional round trips per day.
- k. **Other Revenues (\$108,865):** Other revenues that make up the remaining amount include interest (\$35,000), plus electricity reimbursements from Transdev (\$61,365), plus revenues (\$12,500) from the Yolo TMA.

# Table F

## FIXED ROUTE BUS SERVICE DESCRIPTIONS

In FY 2020/21, YOLOBUS will provide service along 29 bus routes for a total of 281 bus trips on weekdays, 136 on Saturdays, and 123 on Sundays and Holidays. Total revenue hours are budgeted at 111,306, while revenue miles are 2,238,705 for FY 2020/21. This includes the transit services summarized below, including the Causeway Connection, and 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 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  1 PM trip M-F	Woodland
<b>210</b>	Community & Senior Center, West Woodland Loop	12 loops M-F	Woodland
<b>211</b>	County Fair Mall, West Woodland Loop	15 loops M-F  12 loops SAT 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	13 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	Moved over to Microtransit (See Paratransit Budget)	County
<b>217</b>	Dunnigan, Yolo, Woodland	1 morning loop 2 days/wk 1 afternoon loop 2 days/wk	County
<b>43</b> <b>43R</b>	Davis, Downtown Sacramento Express  <b>Reverse Commute:</b> Downtown Sacramento, U.C. Davis Express	5 AM loops M-F 5 PM loops M-F  1 AM loops M-F 1 PM loops M-F	Davis
<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>232</b>	Davis, Downtown Sacramento Express	1 AM loop M-F 1 PM loop M-F	Davis
<b>Causeway Connection</b>	Service between UCD Med Ctr and UCD Main campus, with limited stops between	13 trips per day in each direction, run by Yolobus M-F (if full roll-out)	SACOG, UCD, City of Sacramento (SacRT is running an equal number of trips)
	<b>Total</b>	<b>281 Weekday Bus Trips</b> <b>136 Saturday Bus Trips</b> <b>123 Sun/Hol Bus Trips</b>	

Other transit services under “Fixed Route” include:

- 1,000 revenue hours and 25,000 revenue miles for holiday shuttles and other service adjustments
- A \$26,000 County contribution to Unitrans operations in the fixed route budget
- 150 hours of Community Service

# SECTION 3

## Paratransit Narrative

### Total Estimated Paratransit and Microtransit Ridership: Approximately 33,000

The final budget assumes the following:

**18,868** revenue hours for core ADA and senior paratransit rides in West Sacramento, core local ADA rides in Woodland, core inter-city ADA rides for Davis, Woodland, West Sacramento and unincorporated Yolo County, including the Capay Valley, and “Premium” service for ADA eligible clients traveling deeper into Sacramento and parts of Vacaville for medical related purposes.

The cost for the **core** ADA service will be shared using the following cost splits:

County Total	4.9%
Davis Total	31.2%
West Sacramento Total	18.9%
Woodland Total	45.0%
	100.0%

Note that these percentages will change slightly with the anticipated mid-year budget revision.

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.

In the case of new **Knights Landing microtransit** service, it is estimated that it will entail **2,448** revenue hours of service and provide 4,896 rides.

### **Paratransit Operating Expense Assumptions: (\$2,055,589)**

- a. **Fuel— (\$204,873).** Fuel decreased by **\$10,434**.
- b. **Liability Insurance— (\$173,655).** Paratransit liability insurance rates increased by **\$41,929**.
- c. **Purchased Transportation— (\$1,657,061).** Purchased Transportation is anticipated to stay somewhat flat. Even with an annual escalator built into the contract with Transdev, decreased usage and deployment of paratransit vehicles should keep the expense somewhat in check.

- d. **Professional Services**—There are no professional services assumed in this budget, for screening and registering riders.
- e. **Contingencies**—Contingencies primarily for fuel price increases remain set at **\$21,000**.

**Paratransit Operating Revenue Assumptions: (\$2,055,589)**

- a. **FTA— (\$235,096)**. This consists of Section 5307 earned share funds. The total is down because \$132,975 in Civic Lab funding for Knights Landing microtransit service is drying up.
- b. **FTA CARES— (\$350,000)**. The budget assumes \$100,000 apiece for Woodland, Davis and West Sacramento in CARES funding will be programmed for paratransit service, plus \$50,000 in CARES funding for Knights Landing microtransit service.
- c. **Fares— (\$82,496)**. We lowered the fares forecast by 30% because of the COVID-19 situation.
- d. **Local Transportation Funds— (\$893,876)**. We reduced combined LTF funds applied to paratransit services from the Cities of Davis, West Sacramento and Woodland by \$130,064. Conversely, we increased the County's LTF contribution by \$38,553 because of continuation of Knights Landing microtransit service without a subsidy from SACOG.
- e. **Tribe Mitigation Funds— (\$89,122)**. This contribution pays for complementary paratransit service, based on ADA rides beginning or ending in the Capay Valley corridor. It is down slightly (reduced by \$3,758) from the 2019/20 budget.
- f. **Unrestricted Fund balance— (\$400,000)**. The amount needed from this source is assumed to come from unrestricted fund balance.
- g. **Interest— (\$5,000)**.

# SECTION 4

## Appendix A (page 1 of 3)

### FINAL 2020/21 FIXED ROUTE BUDGET

#### OPERATING EXPENSES BY SUB-ACTIVITY

Account	Description	Core				Total Budget	
		<u>Fixed Route</u>	<u>Causeway Connection</u>	<u>Unitrans</u>	<u>Yolo TMA</u>	<u>Fixed Route</u>	
1101	Regular Employees	\$932,608				\$932,608	
1102	Extra Help	\$50,000				\$50,000	
1103	Overtime	\$5,000				\$5,000	
1107	Cash out (Mgmt Leave Buy-Back)	\$4,000				\$4,000	
	<b>SUBTOTAL LABOR</b>	<b>\$991,608</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$991,608</b>
1201	YCTD Contribution to Retirement	\$209,400				\$209,400	
1202	YCTD Contribution to Social Security	\$3,100				\$3,100	
1203	YCTD Contribution to MEDICARE	\$14,247				\$14,247	
1300	YCTD Contribution to Health Ins.	\$185,716				\$185,716	
1301	YCTD Contribution to OPEB	\$71,000				\$71,000	
1400	YCTD Contribution to Unemp. Ins.	\$6,440				\$6,440	
1500	Worker's Compensation Insurance	\$12,222				\$12,222	
1600	Other Fringe Benefits	\$32,100				\$32,100	
	<b>SUBTOTAL BENEFITS</b>	<b>\$534,225</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$534,225</b>
	<b>SUBTOTAL LABOR &amp; BENEFITS</b>	<b>\$1,525,833</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$1,525,833</b>
2170	Housekeeping Expense	\$20,392				\$20,392	
2271	Maintenance-Equipment	\$618,543				\$618,543	
2272	Maintenance-Bldgs & Improvement	\$193,515				\$193,515	
2423	Legal Services	\$25,000				\$25,000	
2429	Professional & Spec. Services	\$441,898				\$441,898	
2548	Training Expense	\$23,050				\$23,050	
2557	Trustees, Commissioners, Dir.	\$7,600				\$7,600	
	<b>SUBTOTAL SERVICES</b>	<b>\$1,329,998</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$1,329,998</b>
2613	Fuel YCTD	\$1,425,383	\$162,677				\$1,588,060
2613	Fuel Outside Use	\$54,000					\$54,000
	<b>SUBTOTAL FUEL &amp; LUBRICANTS</b>	<b>\$1,479,383</b>	<b>\$162,677</b>	<b>\$0</b>		<b>\$0</b>	<b>\$1,642,060</b>

# Appendix A (page 2 of 3)

## FINAL 2020/21 FIXED ROUTE BUDGET

### OPERATING EXPENSES BY SUB-ACTIVITY

Account	Description	Core Yolobus				Total Budget	
		Fixed Route	Causeway Connection	Unitrans	Yolo TMA	Fixed Route	Total
2130	Food	\$3,735					\$3,735
2390	Office Expense	\$20,200					\$20,200
2391	Postage	\$3,500					\$3,500
2392	Printing	\$45,800					\$45,800
2520	Small Tools & Minor Equipment	\$25,506	\$3,456				\$28,962
	<b>SUBTOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$98,741</b>	<b>\$3,456</b>	<b>\$0</b>		<b>\$0</b>	<b>\$102,197</b>
					\$0		
2090	Communications	\$220,082	\$15,840				\$235,922
2640	Utilities	\$92,760					\$92,760
	<b>SUBTOTAL UTILITIES</b>	<b>\$312,842</b>	<b>\$15,840</b>	<b>\$0</b>		<b>\$0</b>	<b>\$328,682</b>
2202	Insurance-Public Liability	\$944,550	\$78,439				\$1,022,989
2203	Insurance-Other Than Vehicle	\$12,500					\$12,500
2209	Insurance-Physical Damage	\$40,283	\$10,646				\$50,929
	<b>SUBTOTAL CASUALTY &amp; LIABILITY</b>	<b>\$997,333</b>	<b>\$89,085</b>	<b>\$0</b>		<b>\$0</b>	<b>\$1,086,418</b>
2428	Purchased Services-Transit	\$8,685,814	\$515,724				\$9,201,538
	<b>SUBTOTAL PURCHASED TRANSIT</b>	<b>\$8,685,814</b>	<b>\$515,724</b>	<b>\$0</b>		<b>\$0</b>	<b>\$9,201,538</b>
2330	Memberships	\$29,947					\$29,947
2460	Publications & Legal Notices	\$2,500					\$2,500
2465	Advertising	\$64,782	\$23,218				\$88,000
2491	Rents & Leases-Equipment	\$1,023					\$1,023
2492	Rents & Leases-Bldgs & Improvements	\$5,800					\$5,800
2553	Library Books & Periodicals	\$1,252					\$1,252
2559	Special Dept. Expense-Other	\$16,070					\$16,070
2610	Transportation & Travel	\$36,764					\$36,764
3200	Pass Through to Other Agencies	\$5,000		\$26,000			\$31,000
3300	Loan Repayment	\$0					\$0
	<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$163,138</b>	<b>\$23,218</b>	<b>\$26,000</b>		<b>\$0</b>	<b>\$212,356</b>
8101	Contingencies	\$125,000	\$0	\$0		\$0	\$125,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>\$14,718,083</b>	<b>\$810,000</b>	<b>\$26,000</b>		<b>\$0</b>	<b>\$15,554,083</b>

# Appendix A (page 3 of 3)

## FINAL 2020/21 FIXED ROUTE BUDGET

### OPERATING REVENUES BY SUB-ACTIVITY

Account	Description	Core Yolobus				Total Budget	
		Fixed Route	Causeway Connection	Unitrans	Yolo TMA	Fixed Route	
1501	LTF--Woodland	\$782,030			\$0	\$782,030	
1501	LTF--Davis	\$1,226,182			\$0	\$1,226,182	
1501	LTF--West Sacramento	\$1,375,088			\$0	\$1,375,088	
1501	LTF -- Winters	\$104,940			\$0	\$104,940	
1501	LTF -- Yolo County	\$118,706		\$26,000	\$0	\$144,706	
	<b>TOTAL OPERATING LTF</b>	<b>\$3,606,946</b>	<b>\$0</b>	<b>\$26,000</b>	<b>\$0</b>	<b>\$3,632,946</b>	
4100	Non-Transportation Revenues (Interest)	\$35,000				\$35,000	
5133	State Transit Assistance	\$0				\$0	
5134	State Operating - Other	\$883				\$883	
5673	FTA 5307	\$1,641,050				\$1,641,050	
5673	FTA 5307 CARES	\$4,200,000				\$4,200,000	
5673	FTA 5307 CAUSEWAY CONNECTION		\$405,000			\$405,000	
5677	FTA 5311	\$148,329				\$148,329	
5677	FTA 5311 CARES	\$239,004				\$239,004	
6271	Passenger Fares	\$1,412,948				\$1,412,948	
6272	Special Transit Fares	\$9,011				\$9,011	
6276	Auxiliary Revenue	\$79,440				\$79,440	
6399	Other--Other	\$212,180	\$405,000			\$617,180	
6400	Mitigation Revenue	\$1,974,292				\$1,974,292	
7101	Local Operating Assistance	\$1,159,000				\$1,159,000	
	<b>Total Other Operating Income</b>	<b>\$11,111,137</b>	<b>\$810,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,921,137</b>	
	<b>TOTAL OPERATING REVENUES</b>	<b>\$14,718,083</b>	<b>\$810,000</b>	<b>\$26,000</b>	<b>\$0</b>	<b>\$15,554,083</b>	
		(\$0)					
			\$0	\$0	\$0	\$0	\$0

## FINAL 2020/21 FIXED ROUTE BUDGET

### CAPITAL EXPENSES BY SUB-ACTIVITY

Account	Description	Base Service	Causeway			Yolo TMA	Total Fixed Rt
			Connection	Unitrans	Outside Fuel		
4300	Equipment	\$5,194,440				\$5,194,440	
4200	Facility Improvements	\$81,600				\$81,600	
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$5,276,040</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,276,040</b>

### CAPITAL REVENUES BY SUB-ACTIVITY

Account	Description	Base Service	Causeway			Yolo TMA	Total Fixed Rt
			Connection	Unitrans	Outside Fuel		
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)	\$196,863					\$196,863
5135	1B (OHS & PTMISEA, LCTOP)	\$921,600					\$921,600
5675	FTA 5307/STP (large, small urban, CMAQ)	\$4,117,578					\$4,117,578
5830	Non County Govt Agencies	\$40,000					\$40,000
	Other	\$0					\$0
	Loan	\$0					\$0
	Restricted Reserves	\$0					\$0
	Unrestricted Reserves	\$0					\$0
	<b>TOTAL CAPITAL REVENUES</b>	<b>\$5,276,040</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,276,040</b>

# Appendix B (page 1 of 1)

## **FINAL 2020/21 PARATRANSIT BUDGET**

### **OPERATING EXPENSES BY SUB-ACTIVITY**

<u>Account</u>	<u>Description</u>	<u>Core</u>		<u>Microtransit</u>	<u>Total Budget</u>
		<u>ADA</u>			<u>Paratransit</u>
2613	Fuel YCTD	\$187,533		\$17,340	\$204,873
2202	Insurance-Public Liability	\$159,888		\$13,767	\$173,655
2428	Purchased Services-Transit	\$1,559,059		\$98,002	\$1,657,061
8101	Contingencies	\$20,000		\$0	\$20,000
<b>TOTAL OPERATING EXPENSES</b>		<b>\$1,926,480</b>		<b>\$129,109</b>	<b>\$2,055,589</b>

## **FINAL 2020/21 PARATRANSIT BUDGET**

### **OPERATING REVENUES BY SUB-ACTIVITY**

<u>Account</u>	<u>Description</u>	<u>Core</u>		<u>Microtransit</u>	<u>Total Budget</u>
		<u>ADA</u>			<u>Paratransit</u>
1501	LTF--Woodland	\$395,866			\$395,866
1501	LTF--Davis	\$274,468			\$274,468
1501	LTF--West Sacramento	\$166,263			\$166,263
1501	LTF -- Winters	\$0			\$0
1501	LTF -- Yolo County	\$0		\$57,278	\$57,278
<b>TOTAL OPERATING LTF</b>		<b>\$836,597</b>		<b>\$57,278</b>	<b>\$893,876</b>
4100	Non-Transportation Revenues (Interest)	\$4,755		\$245	\$5,000
5133	State Transit Assistance	\$0			\$0
5134	State Operating - Other	\$0			\$0
5673	FTA 5307	\$235,096			\$235,096
5673	FTA CARES	\$300,000		\$50,000	\$350,000
6271	Passenger Fares	\$40,255		\$ 1,986	\$42,241
6272	Special Transit Fares	\$40,255			\$40,255
6276	Auxiliary Revenue	\$0			\$0
6399	Other--Other				\$0
6400	Mitigation Revenue	\$89,122			\$89,122
7101	Local Operating Assistance (Unrestricted reserves)	\$380,400		\$19,600	\$400,000
<b>TOTAL OPERATING REVENUES</b>		<b>\$1,926,481</b>		<b>\$129,109</b>	<b>\$2,055,590</b>

# Appendix C

## 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.