



Yolo County Transportation District  
FINAL BUDGET  
FISCAL YEAR 2021/22

Yolo County Transportation District  
350 Industrial Way  
Woodland, CA 95776

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**MEMORANDUM**

DATE: June 30, 2021

TO: Jesse Loren, Chair,  
And Members of the Yolo County Transportation District Board of Directors

FROM: Jose Perez, Acting Executive Director  
Janice Bryan, Deputy Director Finance, Grants & Procurement

RE: Final FY 2021/22 Budget

Enclosed is the Yolo County Transportation District (YCTD) Final Budget for the 2021/22 fiscal year. It was developed during a period of significant challenges, change, uncertainty, opportunity, and excitement. Revised based on guidance and feedback from the YCTD Board of Directors, management consultant, member jurisdictions, and the public. The Yolo County Transportation District is poised to redefine its purpose, identity, and its value to the region, state, and nation. In partnership with member jurisdictions, this budget serves to establish a solid fiscal foundation for the incredible opportunities and challenges in the coming year.

Fortunately, YCTD is benefitting by receiving a significant piece of \$25 billion that federal legislators programmed for relief to transit systems across the country that have been dramatically impacted by COVID-19.

The overall YCTD budget is **\$21,834,758** (see Table on page 7), comprised primarily of two major categories:

- ✓ **\$16,519,280 (75.7%)** for transportation administration, operations, and planning,
  - **\$4,192,757** for Districtwide Administration
  - **\$9,654,482** for fixed-route operations and associated activities.
  - **\$2,672,041** for demand-responsive services (paratransit, and microtransit).
- ✓ **\$5,315,478 (24.3%)** for capital projects.

The subsequent pages in this document are organized by Sections. Section 1 presents the YCTD FY 2021/22 budgets; Section 2 presents narrative in support of the introduction of an administration budget unit. Section 3 presents narrative in support of fixed-route operations and activities; Section 4 presents narrative in support of demand-responsive operations, services, and activities. Section 5 presents information on YCTD, and a glossary has been added to clarify budget acronyms.

Copies of the proposed preliminary budget were provided to the administrative head of each member jurisdiction for review on April 30, 2021, and comments received by the May 30, 2021 deadline were reviewed and incorporated within the Revised Preliminary Budget as appropriate. The Revised Preliminary Budget was adopted as the Final Budget by the YCTD Board of Directors on June 14, 2021.



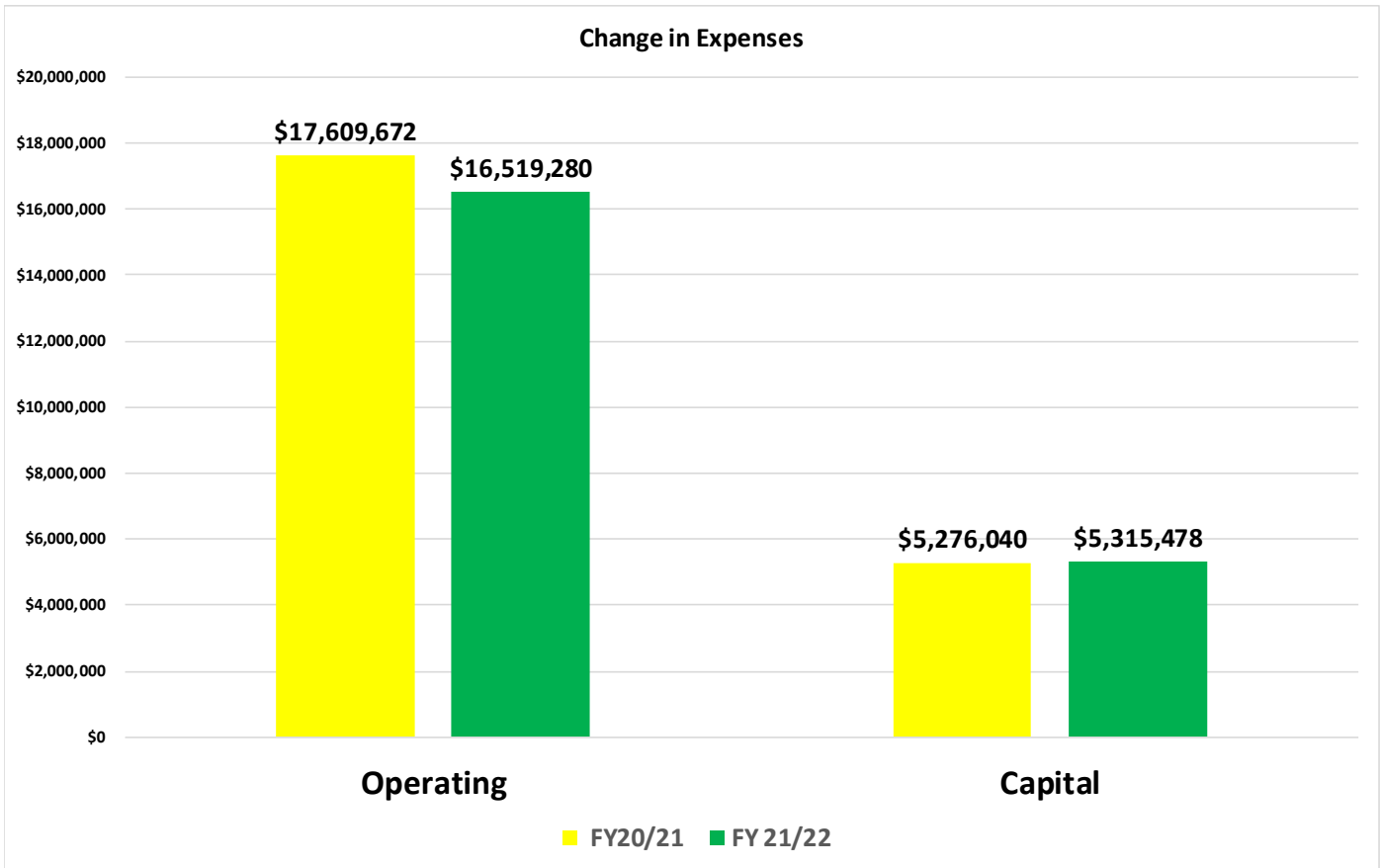
Jose Perez  
Acting Executive Director

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## SECTION 1: Budgets

### Change in Overall Expenses FY 2020/21 TO FY 2021/22

	Operating/Other	Capital	Total
Administration	\$ 4,192,757		\$ 4,192,757
Fixed Route Service	\$ 9,654,482	\$ 4,755,478	\$ 14,409,960
Demand Responsive Service	\$ 2,672,041	\$ 560,000	\$ 3,232,041
<b>Total FY 2021/22 Budget</b>	<b>\$ 16,519,280</b>	<b>\$ 5,315,478</b>	<b>\$ 21,834,758</b>
Total FY 2020/21 Budget	\$ 17,609,672	\$ 5,276,040	\$ 22,885,712
Change	\$ (1,090,392)	\$ 39,438	\$ (1,050,954)
Percent Change	-6.19%	0.75%	-4.59%



**FINAL FY 2021/22 ADMINISTRATION BUDGET**

Account	Operating Expenses	Approved 2020/21	Approved 2021/22	Change	Percent Change
1101	Regular Employees	\$932,608	\$1,303,301	\$370,693	39.75%
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>\$991,608</b>	<b>\$1,362,301</b>	<b>\$370,693</b>	<b>37.38%</b>
1201	YCTD Contribution to Retirement	\$209,400	\$251,937	\$42,537	20.31%
1202	YCTD Contribution to Social Security	\$3,100	\$3,100	\$0	0.00%
1203	YCTD Contribution to MEDICARE	\$14,247	\$19,623	\$5,376	37.73%
1300	YCTD Contribution to Health Ins.	\$185,716	\$216,625	\$30,909	16.64%
1301	YCTD Contribution to OPEB	\$71,000	\$75,394	\$4,394	6.19%
1400	YCTD Contribution to Unemp. Ins.	\$6,440	\$5,152	(\$1,288)	-20.00%
1500	Worker's Compensation Insurance	\$12,222	\$17,023	\$4,801	39.28%
1600	Other Fringe Benefits	\$32,100	\$38,037	\$5,937	18.50%
	<b>Subtotal Benefits</b>	<b>\$534,225</b>	<b>\$626,891</b>	<b>\$92,666</b>	<b>17.35%</b>
	<b>Subtotal Labor &amp; Benefits</b>	<b>\$1,525,833</b>	<b>\$1,989,192</b>	<b>\$463,359</b>	<b>30.37%</b>
2170	Housekeeping Expense	\$20,392	\$19,952	(\$440)	-2.16%
2271	Maintenance-Equipment	\$618,543	\$338,100	(\$280,443)	-45.34%
2272	Maintenance-Bldgs. & Improvements	\$91,700	\$91,700	\$0	0.00%
2423	Legal Services	\$25,000	\$40,000	\$15,000	60.00%
2429	Professional & Spec. Services	\$441,898	\$356,582	(\$85,316)	-19.31%
2548	Training Expense	\$23,050	\$21,300	(\$1,750)	-7.59%
2557	Trustees, Commissioners, Dir.	\$7,600	\$7,600	\$0	0.00%
	<b>Subtotal Services</b>	<b>\$1,228,183</b>	<b>\$875,234</b>	<b>(\$352,949)</b>	<b>-28.74%</b>
2613	Fuel YCTD	\$2,000	\$2,000	\$0	0.00%
2613	Fuel Outside Use	\$54,000	\$54,000	\$0	0.00%
	<b>Subtotal Fuel &amp; Lubricants</b>	<b>\$56,000</b>	<b>\$56,000</b>	<b>\$0</b>	<b>0.00%</b>



**FINAL FY 2021/22 ADMINISTRATION BUDGET**

Account	Operating Expenses	Approved 2020/21	Approved 2021/22	Change	Percent Change
2130	Food	\$3,735	\$3,735	\$0	0.00%
2390	Office Expense	\$20,200	\$20,200	\$0	0.00%
2391	Postage	\$3,500	\$1,200	(\$2,300)	-65.71%
2392	Printing	\$1,950	\$1,750	(\$200)	-10.26%
2520	Small Tools & Minor Equipment	\$27,962	\$61,075	\$33,113	118.42%
	<b>Subtotal Materials &amp; Supplies</b>	<b>\$57,347</b>	<b>\$87,960</b>	<b>\$30,613</b>	<b>53.38%</b>
2090	Communications	\$93,800	\$93,800	\$0	0.00%
2640	Utilities	\$92,760	\$52,370	(\$40,390)	-43.54%
	<b>Subtotal Utilities</b>	<b>\$186,560</b>	<b>\$146,170</b>	<b>(\$40,390)</b>	<b>-21.65%</b>
2202	Insurance-Public Liability	\$1,022,989	\$648,632	(\$374,357)	-36.59%
2203	Insurance-Other Than Vehicle	\$12,500	\$12,500	\$0	0.00%
2209	Insurance-Physical Damage	\$50,929	\$50,787	(\$142)	-0.28%
	<b>Subtotal Casualty &amp; Liability</b>	<b>\$1,086,418</b>	<b>\$711,919</b>	<b>(\$374,499)</b>	<b>-34.47%</b>
2330	Memberships	\$29,947	\$30,677	\$730	2.44%
2460	Publications & Legal Notices	\$2,500	\$3,500	\$1,000	40.00%
2465	Advertising	\$88,000	\$65,000	(\$23,000)	-26.14%
2491	Rents & Leases-Equipment	\$1,023	\$500	(\$523)	-51.14%
2492	Rents & Leases-Bldgs. & Improvements	\$5,800	\$6,500	\$700	12.07%
2553	Library Books & Periodicals	\$1,252	\$150	(\$1,102)	-88.02%
2559	Special Dept. Expense-Other	\$16,070	\$7,570	(\$8,500)	-52.89%
2610	Transportation & Travel	\$36,764	\$38,385	\$1,621	4.41%
3200	Pass Through to Other Agencies	\$31,000	\$24,000	(\$7,000)	-22.58%
	<b>Subtotal Miscellaneous</b>	<b>\$212,356</b>	<b>\$176,282</b>	<b>(\$36,074)</b>	<b>-16.99%</b>
8101	<b>Contingencies</b>	<b>\$125,000</b>	<b>\$150,000</b>	<b>\$25,000</b>	<b>20.00%</b>
	<b>Total Operating Expenses</b>	<b>\$4,477,698</b>	<b>\$4,192,757</b>	<b>(\$284,941)</b>	<b>-6.36%</b>

**FINAL FY 2021/22 ADMINISTRATION BUDGET**

Account	Operating Revenues	Approved 2020/21	Approved 2021/22	Change	Percent Change
	Local Transportation Funds (LTF)				
1501	LTF--Woodland	\$330,833	\$521,358	\$190,525	57.59%
1501	LTF--Davis	\$356,600	\$582,438	\$225,838	63.33%
1501	LTF--West Sacramento	\$358,918	\$569,936	\$211,017	58.79%
1501	LTF -- Winters		\$0	\$0	N/A
1501	LTF -- Yolo County		\$0	(\$0)	N/A
	<b>Total Operating LTF</b>	<b>\$1,046,351</b>	<b>\$1,673,731</b>	<b>\$627,381</b>	<b>59.96%</b>
4100	Non-Transportation Revenues (Interest)	\$35,000	\$50,000	\$15,000	42.86%
6276	Auxiliary Revenue	\$79,440	\$89,909	\$10,469	13.18%
6399	Other--Other	\$212,180	\$216,001	\$3,821	1.80%
6400	Mitigation Revenue	\$1,974,292	\$711,312	(\$1,262,980)	-63.97%
7101	Local Operating Assistance (Carryover)	\$1,130,435	\$1,451,803	\$321,368	28.43%
	<b>Total Other Operating Income</b>	<b>\$3,431,347</b>	<b>\$2,519,025</b>	<b>(\$912,322)</b>	<b>-26.59%</b>
	<b>Total Operating Income</b>	<b>\$4,477,698</b>	<b>\$4,192,756</b>	<b>(\$284,942)</b>	<b>-6.36%</b>

**FINAL FY 2021/22 FIXED ROUTE BUDGET**

Account	Operating Expenses	Approved 2020/21	Approved 2021/22	Change	Percent Change
2271	Maintenance-Equipment		\$215,058	\$215,058	N/A
2272	Maintenance-Bldgs. & Improvements	\$101,815	\$132,899	\$31,084	30.53%
	<b>Subtotal Services</b>	<b>\$101,815</b>	<b>\$347,957</b>	<b>\$246,142</b>	<b>241.75%</b>
2613	Fuel YCTD	\$1,586,060	\$1,306,888	(\$279,172)	-17.60%
	<b>Subtotal Fuel &amp; Lubricants</b>	<b>\$1,586,060</b>	<b>\$1,306,888</b>	<b>(\$279,172)</b>	<b>-17.60%</b>
2392	Printing	\$43,850	\$44,350	\$500	1.14%
2520	Small Tools & Minor Equipment	\$1,000	\$10,456	\$9,456	945.60%
	<b>Subtotal Materials &amp; Supplies</b>	<b>\$44,850</b>	<b>\$54,806</b>	<b>\$9,956</b>	<b>22.20%</b>
2090	Communications	\$142,122	\$165,240	\$23,118	16.27%
	<b>Subtotal Utilities</b>	<b>\$142,122</b>	<b>\$165,240</b>	<b>\$23,118</b>	<b>16.27%</b>
	Purchased Services-Transit	\$9,201,538	\$7,779,592	(\$1,421,947)	-15.45%
	<b>Subtotal Purchased Transit</b>	<b>\$9,201,538</b>	<b>\$7,779,592</b>	<b>(\$1,421,947)</b>	<b>-15.45%</b>
	<b>Total Operating Expenses</b>	<b>\$11,076,385</b>	<b>\$9,654,482</b>	<b>(\$1,421,903)</b>	<b>-12.84%</b>

Account	Operating Revenues	Approved 2020/21	Approved 2021/22	Change	Percent Change
	Local Transportation Funds (LTF)				
1501	LTF--Woodland	\$451,278	\$711,450	\$260,172	57.65%
1501	LTF--Davis	\$869,671	\$1,420,842	\$551,171	63.38%
1501	LTF--West Sacramento	\$1,016,248	\$1,628,731	\$612,483	60.27%
1501	LTF -- Winters	\$104,948	\$0	(\$104,948)	-100.00%
1501	LTF -- Yolo County	\$144,761	\$0	(\$144,761)	-100.00%
	<b>Total Operating LTF</b>	<b>\$2,586,906</b>	<b>\$3,761,023</b>	<b>\$1,174,117</b>	<b>45.39%</b>
5134	State Operating - Other	\$883	\$260,189	\$259,306	29366.48%
5132	State of Good Repair Funds	\$0	\$215,058	\$215,058	N/A
5673	FTA 5307 Urban Area	\$1,641,050	\$1,908,400	\$267,350	16.29%
5673	FTA 5307 CARES Act	\$4,200,000	\$0	(\$4,200,000)	-100.00%
5673	FTA 5307 Causeway Connection	\$405,000	\$396,776	(\$8,224)	-2.03%
5673	FTA 5307 CMAQ Funds for Route 42	\$0	\$404,667	\$404,667	N/A
5677	FTA 5311 Rural Funds	\$148,329	\$154,009	\$5,680	3.83%
5677	FTA 5311 CARES	\$239,004	\$0	(\$239,004)	-100.00%
6271	Passenger Fares	\$1,412,948	\$871,524	(\$541,424)	-38.32%
6272	Special Fares	\$9,011	\$523	(\$8,488)	-94.20%
6399	Other--Other	\$405,000	\$396,776	(\$8,224)	-2.03%
6400	Mitigation Revenue	\$0	\$531,412	\$531,412	N/A
7101	Local Operating Assistance (Carryover)	\$28,254	\$754,125	\$725,871	2569.09%
	<b>Total Other Operating Income</b>	<b>\$8,489,479</b>	<b>\$5,893,459</b>	<b>(\$2,596,020)</b>	<b>-30.58%</b>
	<b>Total Operating Income</b>	<b>\$11,076,385</b>	<b>\$9,654,482</b>	<b>(\$1,421,903)</b>	<b>-12.84%</b>

**FINAL FY 2021/22 FIXED ROUTE BUDGET**

Account	Capital Expenses	Approved 2020/21	Approved 2021/22	Change	Percent Change
4300	Equipment	\$5,194,440	\$4,455,478	(\$738,962)	-14.23%
4200	Facility Improvements	\$81,600	\$300,000	\$218,400	267.65%
	<b>Total Capital Expenses</b>	<b>\$5,276,040</b>	<b>\$4,755,478</b>	<b>-\$520,562</b>	<b>-9.87%</b>

Account	Capital Revenues	Approved 2020/21	Approved 2021/22	Change	Percent Change
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--Winters	\$0	\$0	\$0	0.00%
1502	LTF--County of Yolo	\$0	\$0	\$0	0.00%
	<b>LTF Capital Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
5132	State of Good Repair	\$0	\$589,545	\$589,545	N/A
5133	State Transit Assistance	\$196,863	\$227,478	\$30,616	15.55%
5135	1B (OHS & PTMISEA, LCTOP)	\$921,600	\$220,000	(\$701,600)	-76.13%
5675	FTA 5307/STP (large, small urban, CMAQ)	\$4,117,578	\$3,263,455	(\$854,123)	-20.74%
5675	FTA CARES Act Funds	\$0	\$455,000	\$455,000	N/A
5830	Non County Gov't Agencies	\$40,000	\$0	(\$40,000)	-100.00%
	Other	\$0	\$0	\$0	0.00%
	Local Operating Assistance (Carryover)	\$0	\$0	\$0	0.00%
	<b>Other Capital Revenues</b>	<b>\$5,276,040</b>	<b>\$4,755,478</b>	<b>(\$520,562)</b>	<b>-9.87%</b>
	<b>Total Capital Revenues</b>	<b>\$5,276,040</b>	<b>\$4,755,478</b>	<b>-\$520,562</b>	<b>-9.87%</b>

**FINAL 2021/22 DEMAND RESPONSIVE BUDGET**

Account	Operating Expenses	Approved 2020/21	Approved 2021/22	Change	Percent Change
2613	Fuel	\$204,873	\$279,610	\$74,737	36.48%
2202	Insurance-Public Liability	\$173,655	\$184,476	\$10,821	6.23%
2428	Purchased Transportation	\$1,657,061	\$ 2,187,955	\$530,894	32.04%
8101	Contingencies	\$20,000	\$20,000	\$0	0.00%
	<b>Total Operating Expenses</b>	<b>\$2,055,589</b>	<b>\$2,672,041</b>	<b>\$616,452</b>	<b>29.99%</b>

Account	Operating Revenues	Approved 2020/21	Approved 2021/22	Change	Percent Change
1501	LTF--Davis	\$274,468	\$340,075	\$65,608	23.90%
1501	LTF--West Sacramento	\$166,263	\$285,229	\$118,965	71.55%
1501	LTF -- Woodland	\$395,866	\$763,642	\$367,776	92.90%
1501	LTF -- Winters	\$0	\$127,810	\$127,810	N/A
1501	LTF -- County	\$57,278	\$113,111	\$55,833	97.48%
	<b>Total Operating LTF</b>	<b>\$893,876</b>	<b>\$1,629,867</b>	<b>\$735,991</b>	<b>82.34%</b>
4100	Non-Transp. Revenues (Interest)	\$5,000	\$0	(\$5,000)	-100.00%
5673	FTA 5307	\$235,096	\$478,919	\$243,823	103.71%
5673	FTA CARES	\$350,000	\$0	(\$350,000)	-100.00%
6271	Passenger Fares	\$42,241	\$57,545	\$15,304	36.23%
6272	Special Transit Fares	\$40,255	\$13,430	(\$26,826)	-66.64%
6399	Other	\$0	\$0	\$0	N/A
6400	Mitigation Revenue	\$89,122	\$59,754	(\$29,367)	-32.95%
	Local Operating Assistance (Carryover)	\$400,000	\$432,527	\$32,527	8.13%
	Other Operating Revenues	\$1,161,714	\$1,042,175	-\$119,539	-10.29%
	<b>Total Operating Revenues</b>	<b>\$2,055,590</b>	<b>\$2,672,041</b>	<b>\$616,452</b>	<b>29.99%</b>

**FINAL 2021/22 DEMAND RESPONSIVE BUDGET**

Account	Capital Expenses	Approved 2020/21	Approved 2021/22	Change	Percent Change
4300	Equipment	\$0	\$560,000	\$560,000	N/A
	<b>Total Capital Expenses</b>	<b>\$0</b>	<b>\$560,000</b>	<b>\$560,000</b>	<b>N/A</b>
Account	Capital Revenues	Approved 2020/21	Approved 2021/22	Change	Percent Change
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%
	Total Capital LTF	\$0	\$0	\$0	0.00%
5133	State Transit Assistance	\$0	\$112,000	\$112,000	N/A
5135	Proposition 1B	\$0	\$0	\$0	0.00%
5673	FTA 5307	\$0	\$448,000	\$448,000	N/A
5676	FTA 5310 Capital	\$0	\$0	\$0	0.00%
5830	Non County Gov't Agencies	\$0	\$0	\$0	0.00%
	Local Operating Assistance (Carryover)	\$0	\$0	\$0	0.00%
	<b>Total Capital Revenues</b>	<b>\$0</b>	<b>\$560,000</b>	<b>\$560,000</b>	<b>0.00%</b>

<b>Final Capital Expenditures FY 2021/22</b>			
<b>Fixed Route</b>	<b>TOTAL</b>	<b>Fixed Route</b>	<b>ADA</b>
<b>Bus and Bus Components</b>			
Electric Buses (1 @ \$1.1 million each)	\$1,100,000	\$1,100,000	
Re-Tanking for 9 CNG Buses & related expenses	\$675,478	\$675,478	
CNG Buses (3 @ 725,000 each)	\$2,175,000	\$2,175,000	
<b>Subtotal</b>	<b>\$3,950,478</b>	<b>\$3,950,478</b>	
<b>Facility Improvements</b>			
Safety & Security Bus Stop Improvements	\$50,000	\$50,000	
Industrial way Pedestrian and Accessibility Improvements	\$250,000	\$250,000	
	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>
<b>Other Equipment</b>			
Bus Washer/Water Recycler Replacement	\$400,000	\$400,000	
YCTD Server Room AC, Board Room Equipment, Security Server	\$55,000	\$55,000	
Shop Equipment	\$50,000	\$50,000	
<b>Subtotal</b>	<b>\$505,000</b>	<b>\$505,000</b>	
<b>Total Fixed Route</b>	<b>\$4,755,478</b>	<b>\$4,755,478</b>	<b>\$0</b>
<b>Demand Responsive</b>			
4 Paratransit Vehicles for Woodland Microtransit	\$560,000		\$560,000
<b>Total Demand Responsive</b>	<b>\$560,000</b>	<b>\$0</b>	<b>\$560,000</b>
<b>Combined</b>			
<b>Total All Capital</b>	<b>\$5,315,478</b>	<b>\$4,755,478</b>	<b>\$560,000</b>
<b>Prior Year</b>	<b>\$5,279,040</b>	<b>\$5,276,040</b>	<b>\$0</b>
	0.7%	-9.9%	

<b>Capital Funding Sources</b>		
<b>Capital Expenses</b>	<b>Amount</b>	<b>Funding Sources</b>
Electric Buses (1 @ \$1.1 million each)	\$ 1,100,000	80% Woodland UZA FTA Section 5307; 20% LCTOP funds
Re-Tanking for 9 CNG Buses & related expenses	\$ 675,478	88.53% CMAQ Funds Sac UZA; 11.47% STA Operator Funds
CNG Buses (3 @ 725,000 each)	\$ 2,175,000	72.89% Sac UZA FTA Section 5307; 27.11% SGR (State) Funds
Safety & Security Bus Stop Improvements	\$ 50,000	100% STA Operator Funds
Industrial way Pedestrian and Accessibility Improvements	\$ 250,000	80% Woodland UZA FTA Section 5307; 20% STA Operator funds
Bus Washer/Water Recycler Replacement	\$ 400,000	100% CARES Act (Federal Stimulus) Funding
YCTD Server Room AC, Board Room Equipment, Security Server	\$ 55,000	100% CARES Act (Federal Stimulus) Funding
Shop Equipment	\$ 50,000	100% STA Operator Funds
4 Paratransit Vehicles for Woodland Microtransit	\$ 560,000	80% Woodland UZA FTA Section 5307; 20% STA Operator funds
<b>Total All Capital</b>	<b>\$ 5,315,478</b>	

**2021/22 LTF & STA TO YCTD REQUIRED FROM JURISDICTIONS**

(Local Transportation Fund & State Transit Assistance Fund)

	Davis				Woodland				West Sacramento			
	Final 2019/20	Final 2020/21	Final 2021/22	Change	Final 2019/20	Final 2020/21	Final 2021/22	Change	Final 2019/20	Final 2020/21	Final 2021/22	Change
LTF Estimate by Jurisdiction	\$3,553,923	\$2,487,746	\$4,118,366	65.5%	\$3,125,718	\$2,188,003	\$3,615,885	65.3%	\$2,801,746	\$1,961,222	\$3,234,069	64.9%
STA Estimate by Jurisdiction	\$666,630	\$466,641	\$620,254	32.9%	\$586,309	\$410,416	\$419,369	2.2%	\$525,540	\$367,878	\$375,086	2.0%
	\$4,220,553	\$2,954,387	\$4,738,620	60.4%	\$3,712,027	\$2,598,419	\$4,035,254	55.3%	\$3,327,286	\$2,329,100	\$3,609,155	55.0%
<b>LTF &amp; STA to YCTD</b>												
YCTD Fixed Route	\$1,762,934	\$1,226,182	\$2,003,280	63.4%	\$1,325,338	\$782,030	\$1,232,808	57.6%	\$1,947,615	\$1,375,088	\$2,198,667	59.9%
YCTD Capital	\$0	\$0	\$0		\$0	\$0	\$0		\$0	\$0	\$0	
YCTD Paratransit Service	\$317,138	\$274,468	\$340,075	23.9%	\$457,411	\$395,866	\$763,642	92.9%	\$192,112	\$166,263	\$285,229	71.6%
<b>Total Required LTF &amp; STA</b>	\$2,080,072	\$1,500,650	\$2,343,355	56.2%	\$1,782,749	\$1,177,896	\$1,996,450	69.5%	<b>\$2,139,727</b>	<b>\$1,541,351</b>	<b>\$2,483,896</b>	61.2%
Balance Not Used by YCTD	\$2,140,481	\$1,453,737	\$2,395,265	64.8%	\$1,929,278	\$1,420,523	\$2,038,804	43.5%	\$1,187,559	\$787,749	\$1,125,259	42.8%
% Not Used by YCTD	51%	49%	51%		52%	55%	51%		36%	34%	31%	

	Winters				County				Total			
	Final 2019/20	Final 2020/21	Final 2021/22	Change	Final 2019/20	Final 2020/21	Final 2021/22	Change	Final 2019/20	Final 2020/21	Final 2021/22	Change
LTF Estimate by Jurisdiction	\$377,201	\$264,041	\$433,309	64.1%	\$1,587,275	\$1,111,093	\$1,796,156	61.7%	\$11,445,863	\$8,012,105	\$13,197,785	64.7%
STA Estimate by Jurisdiction	\$70,754	\$49,528	\$50,255	1.5%	\$297,734	\$208,414	\$208,317	0.0%	\$2,146,967	\$1,502,877	\$1,673,281	11.3%
	\$447,955	\$313,569	\$483,564	54.2%	\$1,885,009	\$1,319,507	\$2,004,473	51.9%	\$9,514,982	\$6,660,488	\$14,871,066	123.3%
<b>LTF &amp; STA to YCTD</b>												
YCTD Fixed Route	\$151,004	\$104,940	\$0	-100.0%	\$224,940	\$144,706	\$0	-100.0%	\$5,411,831	\$3,632,946	\$5,434,755	49.6%
YCTD Capital	\$0	\$0	\$0		\$0	\$0	\$0		\$0	\$0	\$0	
YCTD Paratransit Service	\$0	\$0	\$127,810		\$18,726	\$57,278	\$113,111	97.5%	\$985,387	\$893,876	\$1,629,867	82.3%
<b>Total Required LTF &amp; STA</b>	\$151,004	\$104,940	\$127,810	21.8%	\$243,666	\$201,984	\$113,111	-44.0%	\$6,397,218	\$4,526,821	\$7,064,622	56.1%
Balance Not Used by YCTD	\$296,951	\$208,629	\$355,754	70.5%	\$1,641,343	\$1,117,523	\$1,891,362	69.2%	\$3,117,764	\$2,133,667	\$7,806,444	265.9%
% Not Used by YCTD	66%	67%	74%		87%	85%	94%		33%	32%	52%	



## SECTION 2

### YCTD Administration Budget

For the final budget, YCTD has extracted administration expenses and revenues from the operating budgets and inserted them into a new budget unit for Administration.

This budget unit consists of administration expenses for the district and the revenues to offset these expenses. Expenses include staff salaries and benefits, office expenses, a minor pass-through of County funds to Unitrans for its bus operations, the provision and sale of a small volume of compressed natural gas (CNG) to outside parties, and several (ongoing) COVID-19 related expenses.

YCTD is proposing to make changes to staffing for fiscal year 2021/22. The budget includes a 30.37% increase in salaries and benefits. This is to be able to undertake new projects and increase the productivity of the district. Salaries and Benefits line item includes \$97,083 for an Administrative Reserve. This will allow the new Executive Director the opportunity to review the most recent salary survey conducted and recommend salary range adjustments to the Board.

There is a current recruitment for a new Executive Director that is expected to be filled in July 2021. One vacant position, as well, will be filled early in the fiscal year.

Additionally, this budget proposes three new positions: A Senior Project Manager, specifically for Trails/Special Projects; a Procurement & Grants Specialist; and a Communications and Marketing Specialist.

The first table below contains the proposed salary ranges for the Executive Director position as well as the three new positions. The second table contains the actual budgeted salaries for FY 2021/22.

<b>Salary Ranges for Executive Director and New Positions</b>			
<b>Effective June 14, 2021</b>			
<b>Position Title</b>	<b># of Positions</b>	<b>Annual Salary Range</b>	
		<b>Low</b>	<b>High</b>
Executive Director	1	180,000	225,000
Senior Project Manager	1	96,474	119,519
Communications and Marketing Specialist	1	80,086	95,370
Procurement and Grants Specialist	1	72,998	95,241
<b>Total Number of Positions</b>	<b>4</b>		

<b>Budgeted Regular Salaries for FY 2021/22</b>	
<b>Position Title</b>	<b>20/21 Salary</b>
Executive Director *	\$ 202,500
Senior Project Manager	106,120
Communications and Marketing Specialist	87,728
Procurement and Grants Specialist	84,120
<b>Administration Reserve</b>	<b>97,083</b>
<b>Total</b>	<b>\$ 577,551</b>
Other Positions-Previously Budgeted - 9	\$ 725,750
<b>Total Salaries Budgeted FY 2021/22</b>	<b>\$ 1,303,301</b>

\*Mean

**New Positions**

Senior Project Manager – will allow YCTD to take on additional projects to facilitate YCTD’s mission as a Multi-Modal agency.

Procurement and Grants Specialist – will take on grants management including procurement of grant funded items. This will allow the district to free up both Planning and Finance staff to work on other priorities.

Communications and Marketing Specialist – will work toward increased awareness of YCTD services leading to increased ridership.

SECTION 3

**Fixed-route Operations and Activities (\$7,062,439)**

This budget unit includes all Yolobus fixed-route bus services, YoloGo implementation related operational activities, and YCTD’s portion of the operation of the Causeway Connection. Line-item budget details for expenses and revenues is presented beginning on page 5.

In FY 2021/22, Yolobus Fixed Route will provide service along 14 bus routes for a total of 157 bus trips on weekdays, 114 on Saturdays, and 110 on Sundays.

The table below includes only those **services available on July 1, 2021**. During the fiscal year, YoloGo will be implemented per Board direction and there will be increases in some services, some routes will be permanently eliminated, and some eliminated routes will be replaced by Microtransit services. The budget reflects expenses estimated for these changes. Please see the YoloGo study for more information on proposed changes. (Yolobus.com)

**FIXED ROUTE BUS SERVICE DESCRIPTIONS**

<b>Route</b>	<b>Community / Destinations</b>	<b>Total Bus Trips</b>
<b>42A/42B</b>	Intercity: Woodland, Davis, West Sacramento, Sacramento International Airport, Downtown Sacramento	34 loops M-F 32 loops Sat 32 loops Sun
<b>35</b>	Bridgeway Island, Southport, Gateway, West Sacramento Transit Center	11 loops M-F 11 loops Sat 11 loops Sun
<b>40</b>	Northern West Sacramento, Ikea Ct, West Sacramento Transit Center, Downtown Sacramento	12 loops M-F 11 loops Sat 9 loops Sun
<b>41</b>	Ikea Ct, Northern West Sacramento, West Sacramento Transit Center, Downtown Sacramento	12 loops M-F
<b>240</b>	Ikea Ct, Reed Ave, Harbor Blvd, West Sacramento Transit Center, Downtown Sacramento	12 loops M-F 12 loops Sat 12 loops Sun
<b>241</b>	Downtown Sacramento, West Capitol Ave Industrial Blvd Commute	1 AM loops M-F 1 PM loops M-F
<b>45, 45X</b>	West/Central Woodland, Downtown Sacramento Express	3 AM trips M-F 2 PM trips M-F
<b>211</b>	County Fair Mall, West Woodland Loop	11 loops M-F 11 loops SAT 11 loops SUN
<b>212</b>	County Fair Mall, East Woodland Loop	11 loops M-F 11 loops SAT 11 loops SUN

<b>215</b>	Woodland, Madison, Esparto, Capay, Cache Creek Casino Resort	12 westbound trips 7 days/wk
		12 eastbound trips 7 days/wk
<b>43</b>	Davis, Downtown Sacramento Express	2 AM loops M-F 3 PM loops M-F
<b>43R</b>	<b>Reverse Commute:</b> Downtown Sacramento, U.C. Davis Express	0 AM loops M-F 0 PM loops M-F
<b>230</b>	West Davis, Downtown Sacramento Express	2 AM loops M-F 2 PM loops M-F
<b>Causeway Connection</b>	Service between UCD Med Ctr and UCD Main campus, with limited stops between	14 trips per day in each direction, run by Yolobus M-F
<b>Total</b>		157 trips Weekdays 114 trips Saturdays 110 trips Sun

Federal Operating Funding

**Federal Operating Funds**

<b>Fixed Route</b>	<b>FY 2021/22 Amount</b>
FTA Section 5307 SAC UZA Funds (Preventive Maint.-Route 42)	\$ 968,000
FTA Section 5307 Woodland UZA Funds (Operating & Prev. Maint.)	\$ 790,400
FTA Section 5307 Davis UZA Funds (Operating)	\$ 150,000
FTA Section 5307 Causeway Connection (Operating)	396,776
FTA 5307 CMAQ Funds for Route 42 (Operating)	404,667
FTA Section 5311 Rural Funds *	154,009
<b>Total Federal Operating Funds</b>	<b>2,863,852</b>

\* Note: FTA Section 5311 Rural Funds used for Winters and Yolo County Operating Expenses.

**Federal Operating Funds**

<b>Demand Responsive</b>	<b>FY 2021/22 Amount</b>
FTA Section 5307 SAC UZA Funds	235,096
FTA Section 5307 Woodland UZA Funds	243,823
<b>Total Federal Operating Funds</b>	<b>478,919</b>

Other transit services included in the Fixed Route budget include:

- 1,000 revenue hours and 25,000 revenue miles for holiday shuttles and other service adjustments
- A \$24,000 County contribution to Unitrans operations in the fixed route budget
- 150 hours of Community Service

## SECTION 4

### Demand Responsive Operations and Activities (\$2,672,041)

#### ADA and Beyond ADA Premium (\$1,936,312)

18,868 revenue hours for 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, including the Capay Valley, and Premium service for ADA eligible clients traveling deeper into Sacramento and parts of Vacaville for medical related purposes.

The FY 2021/22 cost for ADA and Beyond ADA service will be shared using the following allocations which are based on miles and hours for each jurisdiction in FY 20/21:

County Total	3.74%
Davis Total	27.12%
West Sacramento Total	26.43%
Woodland Total	42.72%
	<hr/>
	100.00%

To comply with the federal Americans with Disabilities Act (ADA), YCTD must supply complementary paratransit (origin-to-destination) service for ADA eligible riders anywhere most fixed routes operate, except for 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.

#### Microtransit (\$735,729)

Microtransit is a demand responsive transportation service, that offers highly flexible scheduling of small vehicles (buses, vans, sedans). It is a shared ride service. Microtransit allows YCTD to offer riders an on-demand option that is more flexible than designated fixed routes and appointment-like paratransit.

YCTD has two current Microtransit pilot projects in Knights Landing and Winters that will continue into FY 2021/22. A third Microtransit service area is planned to launch in Woodland approximately midway through FY 2021/22.

#### FY 2021/22 Proposed Microtransit Projects

Microtransit	Revenue Hours	Operating Cost
Knights Landing	2,324	114,140
Winters	2,201	128,796
Woodland (New)	9,040	492,793

## **SECTION 5**

### **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 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.

## GLOSSARY OF ACRONYMS

ARPA – American Rescue Plan Act (Federal Funding)

AVL – Automatic Vehicle Location

CARES – Coronavirus Aid, Relief, and Economic Security Act (Federal Funding)

CRRSAA – Coronavirus Response and Relief Supplemental Appropriations Act (Federal Funding)

CMAQ – Congestion Mitigation and Air Quality Improvement (Federal Funding)

CNG – Compressed Natural Gas

FTA – Federal Transit Administration (Federal Funding)

FTA Section 5307 – Urbanized Area funds-can be used for operating and capital expenses.

FTA Section 5310 – Beyond ADA funds-can be used for operating and capital expenses.

FTA Section 5311 – Rural federal funds-can be used for operating and capital expenses.

FY – Fiscal Year (July1-June30)

LCTOP - Low Carbon Transit Operations Program (State Funding)

LTF – Local Transportation Fund (Local ¼ cent Sales Tax)

SGR – State of Good Repair (State Funding)

STA – State Transit Assistance (State Funding, portion of Statewide gas tax)

UZA – Urbanized Zone Area

YCTD – Yolo County Transportation District