

YoloTD Board of Directors Meeting

May 13, 2024





Agenda Item 1: Determination of Quorum Agenda Item 2 : Approve Agenda Agenda Item 3: General Public Comment



Agenda Item 4 Consent Calendar

4a. Approve Minutes for April 8 2024 Meeting
4b. Resolution 2024-10: CNG Bus Procurement
4c. Receive Third Quarter Financial Update
4d. Receive FY 2022-23 Budget-to-Actuals Final Report





Agenda Item 5 Receive Draft Workplan for FY 2024-25



Workplan Highlights: Transit Operations

Revisit Route 42A/B schedule and routing to serve new Downtown Woodland Transit Center and update downtown Sacramento routing

Complete the transition to Automatic Passenger Counters (APCs) to provide more robust and accurate data about our transit services.

Improve ADA Paratransit passenger tools, policies and management practices

Infrastructure design/engineering for zero emission bus implementation plan.



Workplan Highlights: Multimodal Planning

Complete planning for the new Downtown Woodland Transit Center

Complete community outreach and planning for the Yolo Active Transportation Corridors (YATC) project

Envision the future of Yolobus with our Short Range Transit Plan

Develop expanded countywide TDM program

Conduct a countywide household travel survey



Workplan Highlights: Communications



- New marketing campaign targeting state workers returning to downtown Sacramento
- Explore marketing partnerships for major sports events and special events
- Continue Beeline marketing, promotions and partnerships
- Continue marketing new Route 42 service to UC Davis students and staff





Agenda Item 6 Receive Draft Budget for Fiscal Year 2024-25



Outline:

A. Proposed Transit Service ChangesB. Ongoing & One-Time Funding SourcesC. Preliminary Budget Details



Proposed Transit Service Changes: Fixed Route

Service Restorations <u>Proposed</u> for FY 2024-25:

- RT 40 (West Sacramento Local): **Five** additional AM and PM trips
- RT 240 (West Sacramento Local): <u>Two</u> additional AM and PM trips
- RT 43 (Davis Sacramento Express): <u>Two</u> additional AM and PM trips
- RT 230 (W. Davis Sacramento Express)- <u>**Two</u>** additional AM and PM trips</u>
- RT 44 (S. Davis Sacramento Express)- <u>Three</u> AM and PM trips

Service Expansions **Postponed until future years**:

- RT 42A/B (Intercity): <u>Sixteen</u> additional trips
- RT 37 (Southport): Weekend service thirteen additional trips



Table 1.2b Fixed Route Service Hours and Miles

					FY2023-	24			Proposed FY 2024-25		024-25		nge from nt Actual	
Route	Community / Destinations	Operating Days	Budgeted Trips ¹	Actual Trips ¹	Budgeted Hours	Actual Hours	Budgeted Miles	Actual Miles	Trips	Hours	Miles	Hours ²	Miles ²	
42A* 42B*	Intercity ,W oodland, Davis, W est Sacramento, Sacramento International Airport, Downtown Sacramento	MON-FRI SAT - SUN	70	54	56,949	44,302	1,274,569	1,106,888	*	44.505	7,706,888	0%	0%	
37	37 Southport Gateway West Sacramento Transit Center Downtown Sacramento	M ON-FRI	15	13	4,845	3,895	86,953	51,435	U	5.011	81,435	0%	0%	
		SAT-SUN	13	0					10	1	1.00			
	Northern West Sacramento	M ON-FRI	15	12					17					
40	Ikea Ct West Sacramento Transit Center	SAT	14	11	4,803	4,273	63,303	49,640	- 11	5.529	63,861	29%	29%	
	Downtown Sacramento	SUN	11	9					17	A	I Control I			
	Northern West Sacramento	MON-FRI	15	12						14		i		
41	Ikea Ct West Sacramento Transit Center	SAT	15	0	4,173	3,333	54,742	37,961	D	3.347 37	37,951	0%	0%	
Downtown Sacramento	SUN	11	0					Ű.						
	Ikea Ct. Reed Ave. Harbor Blvd	M ON-FRI	15	12					44.	-				
240 West Sacramento Tr	West Sacramento Transit Center	SAT	15	12	4,724	4,563	61,186	54,049	12	4 637	87.206	6%	6%	
	Downtown Sacramento	SUN	12	12	-				1	1.0	1.000			
	West/Central Woodand	MON-FRI - AM TRIP	1	1		1.2.2.1	Las Terra I	1.2.2.2	1					
45	Downtown Sacramento Express	MONFRI - PM TRIP	1	1	827	836	22,818	23,095	,	836	23,095	0%	0%	
		M ON-FRI	12	15	4,389				15	1	1	0%	1	
211	County Fair Mall, West Woodland	SAT	12	12		5,141	57,742	68.036	12	5 144	66.036		0%	
	Loop	SUN	11	11					11		1000		l	
212		MON-FRI	11	14						-			1	
	County Fair Mal, East Woodland Loop	SAT	11	14	4,088	8 4,988 64,098 77,833	12		4,960	77.035	0%	0%		
		SUN	11	11					.11		1.			
215	Woodland, Madison, Esparto, Capay	MON-SUN - WESTBOUND	12	12	10,135	135	253,383	253,383	19	10,135	253,363	0%	0%	
	Cache Creek Casino Resort	MON-SUN - EASTBOUND	12	12					- 69					
1.11	Davis, Downtown Sacramento	MONER - AM TRIP	3	t					3					
43	Expreas	MONFRI - PM TRIP	3	1		1.5.5	1.00		3	1.5	1.00			
1.1.1	Reverse Commute:	MONER - AM TRIP	1	1	2,306	1,338	53,414	28,265	1	3,366	73,428	152%	160%	
43R	Downtown Sacramento, U.C. Davis Express	U.C. Davis MOREFRE - PM TRUP 4 1		-1										
	South Davis	MONER - AM TRIP	3	0					3		1.000			
44	Downtown Sacramento Express	MONFRI - PM TRIP	3	0	1,469		38,230		3	2,866	57,062			
	West Davis, Downtown Sacramento	MONER - AM TRIP	3	1					-3				161%	
230*	Express	MONER - PM TRIP	3	1	1,959	988 50,974	50,974	25,795	3	2.779	67,225	181%		
138 Causeway Connection	Service between UCD Med Ctr and UCD Main campus, with limited stops between	MON-FRI	14	14	4,303	4,338	95,540	96,695	14	4.855	96,605	0%	0%	
	Total		349	270	104,969	78,130	2,176,951	1.873.065	295	96.396	2.034.180	-8%	-7%	

Yolo

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Proposed Transit Service Changes: Microtransit

		Current Serv FY 202			Proposed Ser FY 202	Change from Prior Year			
Service Area	Operating Days	Operating Times	Max # of Beeline Vehicles	Hours	Operating Times	Max # of BeeLine Vehicles	Hours	Vehicles	Hours
	MON - THUR	7:00 AM - 7:00 PM			7:00 AM - 7:00 PM	4		4	(78)
Weedland	FRI	7:00 AM - 11:00 PM		21,615	7:00 AM - 11:00 PM		21,537		
Woodland	SAT	9:00 AM - 11:00 PM	4		9:00 AM - 11:00 PM				
	SUN	8:00 AM - 7:00 PM			8:00 AM - 7:00 PM		-		
	MON - FRI	8:30 AM - 4:30 PM			7:00 AM - 7:00 PM	2	6,951	2	4,224
Winters	SAT	8:30 AM - 4:30 PM	1	2,727	7:00 AM - 7:00 PM				
	SUN	No Service			No Service				
	MON - FRI	8:30 AM - 5:30 PM		-	7:00 AM - 6:00 PM		-		-
Knights Landing and Yolo	SAT	No Service	1	2,964	No Service	2	7,043	2	4,079
	SUN	8:30 AM - 5:30 PM			7:00 AM - 6:00 PM				
То	ital		6	27,306		8	35,531	8	8,225



Proposed Transit Service Changes: Paratransit

- The FY 2024-25 cost allocations for ADA and Beyond ADA service are based on miles and hours for each jurisdiction in the current fiscal year
- Paratransit service is anticipated to require 14,700 revenue hours, and approximately 261,200 miles
- There are no plans for service expansion or reduction this Fiscal Year.





Ongoing & One-Time Funding Sources



Five-Year Outlook (From 2023-24)

Expenditures	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Base FY2023-24 Operating Expenditure Budget	\$19,691,000	\$19,691,000	\$19,691,000	\$19,691,000	\$19,691,000
Impact of annualizing fixed route service	\$0	\$1,472,000	\$1,472,000	\$1,472,000	\$1,472,000
Additional 25% deposit to General Reserve from budget increase	\$0	\$368,000	\$0	\$0	\$0
Scenario Expenditure Budgets in 2023 Dollars:	\$19,691,000	\$21,531,000	\$21,163,000	\$21,163,000	\$21,163,000
Revenues	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
State Transit Assitance	\$2,882,000	\$2,882,000	\$2,882,000	\$2,882,000	\$2,882,000
Local Transportation Fund (FY 23-24 Level)	\$6.211.000	\$6,211,000	\$6,211,000	\$6,211,000	\$6,211,000
Cache Creek Miligation Funds	\$1,273,000	\$1,273,000	\$1,273,000	\$1,273,000	\$1,273,000
STA-SGR State of Good Repair Funds	\$302,000	\$302,000	\$302,000	\$302,000	\$302,000
Fare Revenue	\$1,175,000	\$1,175,000	\$1,175,000	\$1,175,000	\$1,175,000
Fuel Sales/Advertising/Fuel Credits/Interest Etc.	\$482,000	\$482,000	\$482,000	\$482,000	\$482,000
UC Davis Causeway Connection Support	\$285,000	\$285,000	\$285,000	\$285,000	\$285,000
FTA 5307 Formula Funds	\$2,265,000	\$2,265,000	\$2,265,000	\$2,265,000	\$2,265,000
FTA 5311 Formula Funds	\$224,000	\$224,000	\$224,000	\$224,000	\$224,000
FTA Competitive Grants (42 Expansion, Causeway Connection)	\$690,000	\$285,000	\$0	\$0	\$0
ARPA 100% reimbursement funds (\$3M available)	\$3,012,000	\$0	\$0	\$0	\$0
CARES Act 100% reimbursement funds (\$4.4M available)	\$891,000	\$3,498,000	\$0	50	\$0
Total Base Revenues	\$19,692,000	\$18,882,000	\$15,000,000	\$15,099,000	\$15,099,000
Base Funding Gap	n/a	\$2,649,000	\$6,064,000	\$6,064,000	\$6,064,000
Potential Funding Solutions					
Increased use of 5307 Formula Funds (Backfill 50% ARPA/CARES)		\$200,000	\$1,900,000	\$1,900,000	\$1,900,000
Obtain new competitive grants to backfill expiring CMAQ		\$405,000	\$690,000	\$690,000	\$690,000
Use of unrestricted fund balance carried forward from prior years.		\$1,500,000	\$1,500,000	\$1,000,000	\$0
Additional use of LTF/other potential funding strategies		\$544,000	\$1,974,000	\$2,474,000	\$3,474,000
Subtotal Potential Strategies to Close Gap		\$2,649,000	\$6,064,000	\$6,064,000	\$6.064.000



SB 125: New One-Time Funding Source

- Flexible transit funding for next 4 years
- YoloTD received **\$3 million** in first round allocation
 - Can be used for operations or capital projects
 - SACOG responsible for allocating funds in our region
- Accountability and Audit requirements
- Creates a Transit Transformation Task Force to "develop policy recommendations to grow transit ridership, improve the transit experience and address long-term operational needs."



Mitigation Dollars for Yolo 80 Project

- Annual funding for expanded transit service and programs
- <u>Cannot</u> be used to backfill existing budget
- Not included in this budget or existing Five-Year Outlook
- Likely timing: FY 2027-28

Route 42A/B additional trips **\$2.3 million**

Causeway Connection (138) **\$800,000**

Yolo Commute program **\$1.3 million**

Microtransit expansion **\$1.5 million**



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Impact of annualizing fixed route service	\$0	\$1,472,000	\$1,472,000	\$1,472,000	\$1,472,000
Additional 25% deposit to General Reserve from budget increase	\$0	\$368,000	\$0	\$0	\$0
Scenario Expenditure Budgets in 2023 Dollars:	\$19,691,000	\$21,531,000	\$21,163,000	\$21,163,000	\$21,163,000
Revenues	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
State Transit Assitance	\$2,882,000	\$2,882,000	\$2,882,000	\$2,882,000	\$2.882,000
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Fare Revenue	\$1,175,000	\$1,175,000	\$1,175,000	\$1,175,000	\$1,175,000
Fuel Sales/Advertising/Fuel Credits/Interest Etc.	\$482,000	\$482,000	\$482,000	\$482,000	\$482,000
UC Davis Causeway Connection Support	\$285,000	\$285,000	\$285,000	\$285,000	\$285,000
FTA 5307 Formula Funds	\$2,265,000	\$2,265,000	\$2,265,000	\$2,265,000	\$2,265,000
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CARES Act 100% reimbursement funds (\$4.4M available)	\$891,000	\$3,498,000	\$0	.50	\$0
Total Base Revenues	\$19,692,000	\$18,882,000	\$15,099,000	\$15,099,000	\$15,099,000
Base Funding Gap	n/a	\$2,649,000	\$6,064,000	\$6,064,000	\$6,064,000
Potential Funding Solutions					
Increased use of 5307 Formula Funds (Backfill 50% ARPA/CARES)		\$200,000	\$1,900,000	\$1,900,000	\$1,900,000
Obtain new competitive grants to backfill expiring CMAQ		\$405,000	\$690,000	\$690,000	\$690,000
Use of unrestricted fund balance carried forward from prior years.		\$1,500,000	\$1,500,000	\$1,000,000	\$0
Additional use of LTF/other potential funding strategies		\$544,000	\$1,974,000	\$2,474,000	\$3,474,000
Subtotal Potential Strategies to Close Gap		\$2,649,000	\$6,064,000	\$6,064,000	\$6.064.000



Recurring Funding Sources for Transit Operations - FEDERAL

Federal Formula Transit Funds (5307, 5311)

- Approx **\$4.3 million** available annually for YoloTD
- We use **\$3.4 million** annually (85%)

Why Not More?

- We're using one-time COVID recovery funds before they expire
- Constrained by local match requirements
- Recent legislation increased amount available



Recurring Funding Sources for Transit Operations -CALIFORNIA

State Transit Assistance (STA)

- Exclusively for transit
- **\$2.8 million** available annually
- YoloTD uses **100%**

Local Transportation Funds (LTF)

- Prioritized for transit
- If no "Unmet Transit Needs" exist, can be used for other needs
- YoloTD uses **40%** of available funding
 - **\$13.9** million available annually
 - **\$5.6** million used by YoloTD

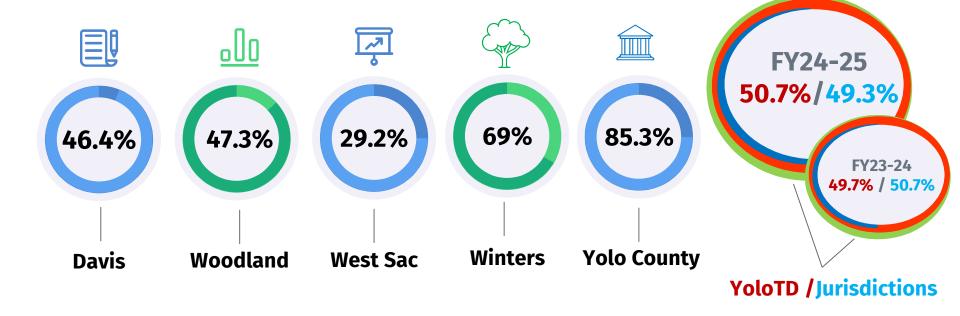
Why Not More?

No unmet transit needs OR Other needs are prioritized





FY2024-25 Combined % of STA and LTF Funding Retained by Jurisdictions



Recurring and One-Time Funds for \$21 million Operating Budget (FY 2024-25)

Annual Funding Source	Amount Available	Amount Budgeted for YoloTD Operations	Amount Not Budgeted	% Not Budgeted
California formula transit funds (STA/LTF)	\$16.7 million	\$8.5 million	\$8.2 million	49%
Federal formula transit funds (5307,5311)	\$4.3 million \$3.5 million		\$0.9 million	21%
Miscellaneous	\$3.7 million	\$3.7 million	\$0	0%
Annual Funds Available	\$24.7 million	\$15.7 million	\$9.1 million	37%
One-time Funds	(\$5.3 million		







Preliminary FY 2024-2025 Annual Budget

Overview of Recurring Transit Funding



Transportation Development Act (TDA)



- 1. State Transit Assistance (STA) funds are generated by a sales tax on fuel and diesel fuel.
- 2. Local Transportation Funds (LTF) funds derived from a ¼ cent of the general sales tax collected statewide.



Federal Transportation Funds (FTA)

- 1. 5307 Urbanized Area Formula Grants for Populations > 50,000
- 2. 5311 Rural Areas Formula Grants for Populations < 50,000

STA and LTF funds are used as a required Local Match for FTA grants

Preliminary FY2024-25 Budget STA & LTF Funding



Administration

Fixed Route

Total	\$ 3,391,860	
STA/LTF	\$ 1,666,061	49%
Other Revenues	\$ 1,725,799	51%

Total	\$ 12,485,603	
STA/LTF	\$ 4,529,448	36%
Other Revenues	\$ 7,956,155	64%

Paratransit

Microtransit

Total	\$ 2,175,136	
STA/LTF	\$ 838,762	39%
Other Revenues	\$ 1,336,374	61%

Total\$ 3,058,137STA/LTF\$ 1,465,000Other Revenues\$ 1,593,13752%

Preliminary FY2024-25 Budget Estimated Funding Sources by Program



Funding Source	Admin	F	ixed Route	Γ	Nicrotransit	Paratransit	\$ Total	% Total
Fares	\$ -	\$	(1,175,000)	\$	(45,000)	\$ (150,000)	\$ (1,370,000)	6%
Other Revenues	(1,725,799)		(2,932,149)		(423,214)	(889,073)	\$ (5,970,235)	28%
CARES	-		(2,152,143)		(405,550)	(437,496)	\$ (2,995,189)	14%
STA/LTF	(1,666,061)		(4,529,448)		(838,762)	(1,465,000)	\$ (8,499,271)	40%
CRRSSA	-		(915,810)		-	-	\$ (915,810)	4%
SB125	-		(781,053)		(462,610)	(116,568)	\$ (1,360,231)	6%
	\$ (3,391,860)	\$	(12,485,603)	\$	(2,175,136)	\$ (3,058,137)	\$ (21,110,736)	100%
% of STA & LTF by Program	49%		36%		39%	48%	40%	40%

One-time funds used to offset the 50% of the Combined Total STA & LTF funds retained by jurisdictions:

- CARES
- CRRSAA
- SB125

Preliminary FY2024-25 Budget Overview as Compared to Prior Year



YoloTD Budget	Final FY 23-24	Draft FY 24-25	\$ Change	% Change
Administration Operating Expenses	\$3,186,000	\$3,391,860	\$205,860	6%
Fixed Route Operating Expenses	\$12,109,000	\$12,485,603	\$376,603	3%
Microtransit Operating Expenses	\$1,364,000	\$2,175,136	\$811,136	59%
Paratransit Operating Expenses	\$3,050,000	\$3,058,137	\$8,137	0%
Total, Operating Expenses (OE)	\$19,709,000	\$21,110,736	\$1,401,736	7%
Less: STA funding LTF funding	\$2,882,000 \$6,211,000	\$2,845,757 \$5,653,513	(\$36,243) (\$557,487)	-1.3% -9.0%
Total, STA/LTF funding	\$9,093,000	\$8,499,270	(\$593,730)	-6.5%
Total, OE Net of STA/LTF	\$10,616,000	\$12,611,466	\$1,995,466	18.8%



	Final	Draft	\$	%
YoloTD Budget	FY 23-24	FY 24-25	Change	Change
Administration Operating Expenses	\$3,186,000	\$3,391,860	\$205,860	6%

Increases:

- Overtime due to current vacancies and expected delays in recruitments
- Internship program to align budget with actual needs.
- 4% Cost of Living adjustment for all full-time classifications except the Executive Director
- Professional Services Finance, Clerk & IT consultant support

Decreases:

- Eliminates an Associate Planner position
- Marketing & Communications to align with workplan
- Legal, EE Training & Utilities to align with current
- Contingency in response to decreased volatility in fuel costs



	Final	Draft	\$	%
YoloTD Budget	FY 23-24	FY 24-25	Change	Change
Fixed Route Operating Expenses	\$12,109,000	\$12,485,603	\$376,603	3%

Increases:

- Limited restoration of services
 Routes: 40, 41, 43/43R, 44 & 230
- July 2024 Restoration (12 months)
 - = ~**\$875,000** Budgeted in FY24-25

excludes Administrative costs

- Facilities & Vehicle Maintenance
- Leasing of (8) Fixed Route buses

Decreases:

Some restoration of services

Routes: 42 A/B, 37, 40,41,240,43/43R, 44 & 230

- January 2024 Restoration (6 months)
 - = ~\$736,000 Budgeted in FY23-24

excludes Administrative costs

- Insurance to align closer to actuals
- Contingency in response to decreased volatility in fuel costs



	Final	Draft	\$	%
YoloTD Budget	FY 23-24	FY 24-25	Change	Change
Microtransit Operating Expenses	\$1,364,000	\$2,175,136	\$811,136	59%

Increases:

- Service Expansions in Winters, Knight Landing & Yolo
- Service in Woodland to reflect fully launched services
- Insurance to include new vehicles

Decreases:

 Technology to reflect normal operating costs after new vehicle technology installations were completed during FY23-24



YoloTD Budget	Final FY 23-24	Draft FY 24-25	\$ Change	% Change
Paratransit Operating Expenses	\$3,050,000	\$3,058,137	\$8,137	0%
Total, Operating Expenses (OE)	\$19,709,000	\$21,110,736	\$1,401,736	7%

Increases:

- No change in services
- Technology System Upgrades

Decreases:

- Insurance to align closer to actuals
- Vehicle Maintenance (pending further review)

Preliminary FY2024-25 Budget Multi-year Capital and Planning Projects



Multiyear Capital and Planning Projects	Carryforward FY23-24	Actual/ Encumbered to Date	Balance FY23-24	Proposed FY 24-25 Appropriations	Total Multi-year Project Budget
Total Continuing Projects (no new Funding)	\$3,863,581	\$570,000	\$3,293,581	(\$520,000)	\$2,773,581
Combined Total Multiyear Projects	\$7,101,581	\$1,604,659	\$5,496,922	\$2,060,000	\$7,556,922
Subtotal Fixed Route Projects - FR	\$3,651,581	\$474,952	\$3,176,629	\$1,111,000	\$4,287,629
Subtotal Mulitmodal Projects - MM	\$3,450,000	\$1,129,707	\$2,320,293	\$510,000	\$2,830,293
Subtotal Paratransit Projects - PT	\$0	\$0	\$0	\$360,000	\$360,000
Subtotal YoloTD Reserves Funding -YT	\$0	\$0	\$0	\$79,000	\$79,000
Total, Expenses	\$7,101,581	\$1,604,659	\$5,496,922	\$2,060,000	\$7,556,922

Multi-year Capital and Planning Projects

Fixed Route (FR):

Carryforward	\$ 3,176,629
Carryforward Defunding/Savings	\$ (520,000)
Planning Efforts	\$ 200,000
Capital Replacement	\$ 124,000
Capital Projects	\$ 830,000
• Capital Reserve Contributions (FR-1)	\$ 447,000

Total, Capital for Fixed Route \$4,257,629



Preliminary FY2024-25 Budget Multi-year Capital and Planning Projects

Paratransit (PT):

Capital Replacement.....\$ 360,000

Total, Capital for Paratransit \$360,000





Multi-year Capital and Planning Projects

Multimodal (MM):

Carryforward......\$ 2,320,293
Planning Efforts.....\$ 100,000
Major Fleet Maintenance.....\$ 210,000
Yolo Active Transportation Corridors.....\$ 200,000

Total, Capital for Multimodal \$2,830,293

Preliminary FY2024-25 Budget Capital & General Operating Reserves



YoloTD Capital Reserves Annual Contribution (YT):

- ZEB Electrification Infrastructure Repairs and Maintenance (Woodland).....\$ 25,000
- Maintenance Shop Repairs.....\$ 54,000
- Electric Buses Reserve (Captured in Fixed Route as FR-1)......\$447,000

Total, Annual Capital Reserves Contributions **\$ 526,000**

YoloTD General Operating Reserves- 25% of Total Operating Expenses:

- General Operating Reserves FY23-24.....\$4,927,000
- Preliminary FY24-25 Total Operating Expenses......\$21,110,736

General Reserves Policy x 25% = \$5,278,000

Total, FY24-25 Deposit \$351,000

Agenda Item 7

Receive Audited Financial Statements for FY 2022-23

Dave Holbrook, Richardson & Co.





Agenda Item 8 Administrative Reports

- A. Board Member Reports
- B. Transdev Report
- C. Executive Director Report
- D. Yolo 80 Managed Lanes Update



Agenda Item 9

Adjourn Meeting

