

2013/14

**Yolo County Transportation District
Final Budget**



Prepared By:
Kwai Reitz, Finance Officer
Terry Bassett, Executive Director

Approved:
June 10, 2013



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City of Davis - City of West Sacramento - City of Winters
City of Woodland - County of Yolo
Ex Officio: CalTrans District 3 - University of California, Davis

MEMORANDUM

DATE: June 18, 2013

TO: William Marble, Chair,
And Members of the Yolo County Transportation District
City Managers and County Administrator

FROM: Terry V. Bassett, Executive Director
Kwai Reitz, Financial Officer

RE: Final YCTD Budget 2013/2014

Enclosed is the Yolo County Transportation District (YCTD) final budget for the 2013/2014 fiscal year, as adopted by the YCTD Board of Directors on Monday, June 10, 2013. YCTD is the public transportation operator that provides both fixed route and paratransit services throughout Yolo County, as well as into Sacramento and Solano Counties. YCTD uses a contract with Veolia Transportation, Incorporated to provide these services. YCTD is also the Congestion Management Agency for Yolo County, coordinating and advocating regional, state, and federal funding for a number of road and alternative transportation projects.

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.

The **overall YCTD budget is down (-16.64%)**. **Operating and planning expenses are up 10.65%** from the prior year, mostly due to staff's decision to put certain overhaul activities under preventive maintenance, rather than capital, escalators in YCTD's contract with Veolia Transportation, and an increase in estimated pass-thru of possessory interest property taxes associated with the YCTD facility expansion. The **capital budget is down (-40.29%)**, primarily because 1) certain overhauls were moved to preventive maintenance (an operating expense), 2) we are proposing to both rehabilitate some existing CNG buses and purchase new CNG buses and paratransit vehicles, rather than buying all new units and 3) YCTD's operations facility improvements are mostly complete.

This budget assumes:

- Approximately **1.7** million rides will be provided on local and intercity fixed route and paratransit service.
- **102,140** hours and **2,025,368** miles of fixed route service.
- **17,865** hours of paratransit services, including a set-aside of **1,456** hours for ADA service funded by Cache Creek Casino Resort.
- 100 hours of community transit service.
- A modest **2.3% increase** in fixed route fare revenue.
- Maximizing use of federal funding for operations.
- The following highlights related to personnel:
 - Employees now pick up the entire 8% employee contribution to PERS.
 - Two YCTD positions (Customer Service Representatives) will be eliminated. (Note that the bus contractor has four persons who perform customer service related functions.)
 - One new Intelligent Technology Assistant position will be added.
 - A step-based salary range system including modest 3% steps on employee anniversary dates (most jurisdictions have 5% steps).
- Pass-Thru of \$21,000 in County funds for UNITRANS bus service.
- Undertaking various other transit capital projects.
- Continued involvement in the Capitol Corridor Joint Powers Authority for continued passenger train service between Auburn and San Jose, via Sacramento and Davis (YCTD has two seats on the CCJPA).
- Transit and Congestion Management planning.
- Being part of a five-party streetcar Memorandum of Understanding, participating in the next phase of the West Sacramento/Downtown Sacramento Streetcar project (mostly environmental work).
- While the final budget reflects \$1,059,326 in Woodland area Section 5307 funds for bus replacements, that amount may be reduced to \$245,663 in the event YCTD is successful in securing \$813,663 in SACOG Regional/Local funds in its pending "Call for Projects" for bus replacements.

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Part I: Budget Summary

Table A reveals that the 2013/2014 YCTD budget is \$21,111,840, composed of \$13,008,623 for planning and operations and \$8,103,217 for capital. The total budget decreased (-16.64%) over the 2012/2013 budget. The capital budget decreased by \$5,467,423 (-40.29%) primarily because the YCTD operations facility is nearly completed, we've altered our vehicle replacement program to include a number of bus rehabilitations and certain overhaul expenses have been moved to operations under preventive maintenance.

2013/2014 overall operating and planning expenses, for fixed route are up 10.65%, or \$1,253,597, compared to the 2012/2013 budget, due mostly to 1) moving certain capital expenses to preventive maintenance (an \$812,500 shift), changes in contractor rates and service levels and higher anticipated property taxes associated with YCTD's expanded facility. Note that the budget includes 1,000 hours for added service to cover extra trips to the airport during holidays and school breaks and for re-routes anticipated because of ongoing street detours during the construction season.

Table B shows non-capital expenses by type, including 62.1% of all such expenses for Purchased Transportation (Veolia contract), followed by 11.0% for fuel, 10.3% for services and supplies, 9.5% for salaries and benefits, 4.2% for insurance, 1.4% for contingencies, and 1.6% for other purposes.

Table C lists fixed route operating and planning revenues by source. Fares make up 23.1% of the revenues, followed by 20.1% from FTA, 14.2% from West Sacramento, 11.3% from Davis, 10.7% from the Yocha Dehe Wintun Nation, 10.5% from Woodland, 3.0% from the CNG incentive program, 2.9% from YCTD reserves, 2.2% from the County, 1.0% from Winters and the balance from other sources.

Table D summarizes paratransit operating revenues by source. FTA comprises 22.8% of the revenues, followed by 18.0% from reserves, 15.8% apiece from West Sacramento and Woodland, 11.3% from Davis, 8.5% from the Yocha Dehe Wintun Nation, 5.1% from fares, 2.2% from the County and .4% from interest.

Table E is a summary of capital expenses by project category. 64.0% of the total capital budget is for the purchase of 9 CNG buses and four Paratransit vehicles, 17.9% for bus rehabilitation, 15.0% for passenger facilities, 2.0% for maintenance/operations/administrative equipment and 1.2% for YCTD facility improvements (ITS rehabilitation and addition of equipment).

Table F reveals capital revenues by source. FTA and Proposition 1B (state bond act money) make up 69.8% of all capital revenues, the vehicle replacement fund 11.0%, 12.0% from other agencies, such as a County contribution towards road improvements at the Madison bus stop and state safety security funds, 5.3% from

YCTD operator State Transit Assistance (STA) funds and 2.0% in Gaming Commission revenues tied to the Madison bus stop.

Table G breaks down the overall impact of the budget on each jurisdiction's 2013/2014 Local Transportation Fund and their corresponding share of 2013/2014 STA Funds.

Table A

Change in Overall Expenses 2012/2013 TO 2013/2014

	<u>Operating/Other</u>	<u>Capital</u>	<u>Total</u>
Fixed Route Transit	\$ 11,621,943	\$ 7,753,217	\$ 19,375,160
Paratransit	\$ 1,386,680	\$ 350,000	\$ 1,736,680
Total 2013/14 Budget	\$ 13,008,623	\$ 8,103,217	\$ 21,111,840
Total 2012/2013 Budget	\$ 11,756,026	\$ 13,570,640	\$ 25,326,666
Percent Change	10.65%	-40.29%	-16.64%

Change in Expenses

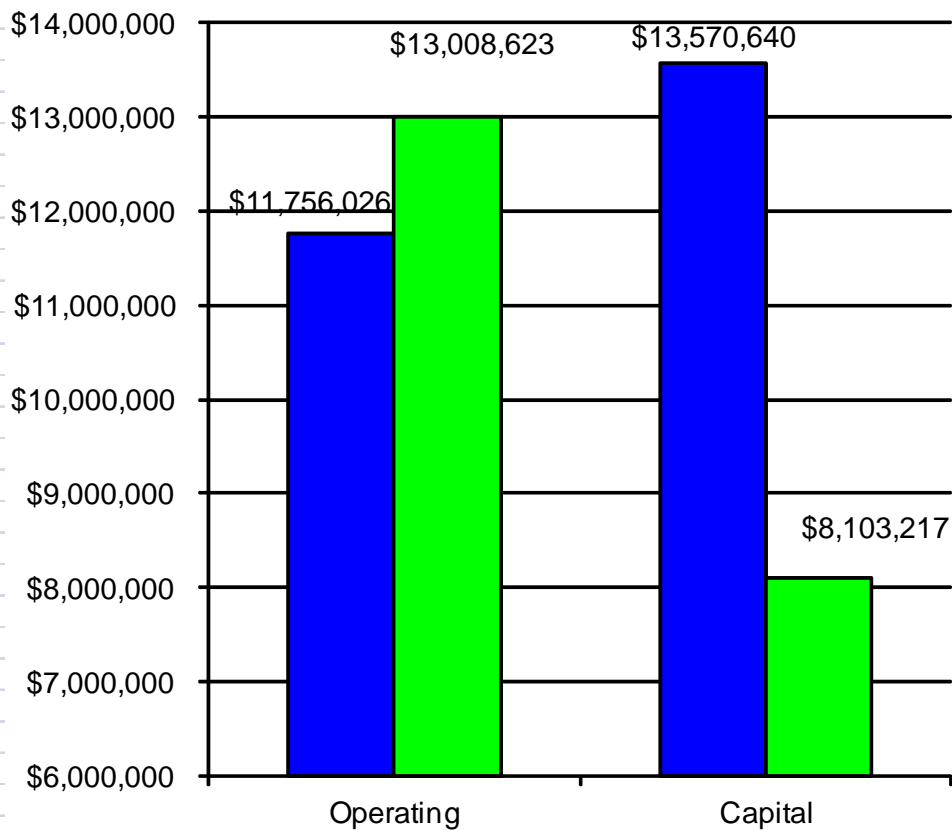


Table B

2013/2014 All Operating and Planning Expenses By Type

Purchased Transportation	\$	8,072,264	62.1%
Fuel	\$	1,435,908	11.0%
Services & Supplies	\$	1,343,687	10.3%
Salaries & Benefits	\$	1,226,973	9.5%
Insurance	\$	551,783	4.2%
Contingencies	\$	178,551	1.4%
Utilities	\$	138,207	1.1%
Streetcar Study	\$	61,250	0.5%
Total Expenses	\$	13,008,623	100.0%

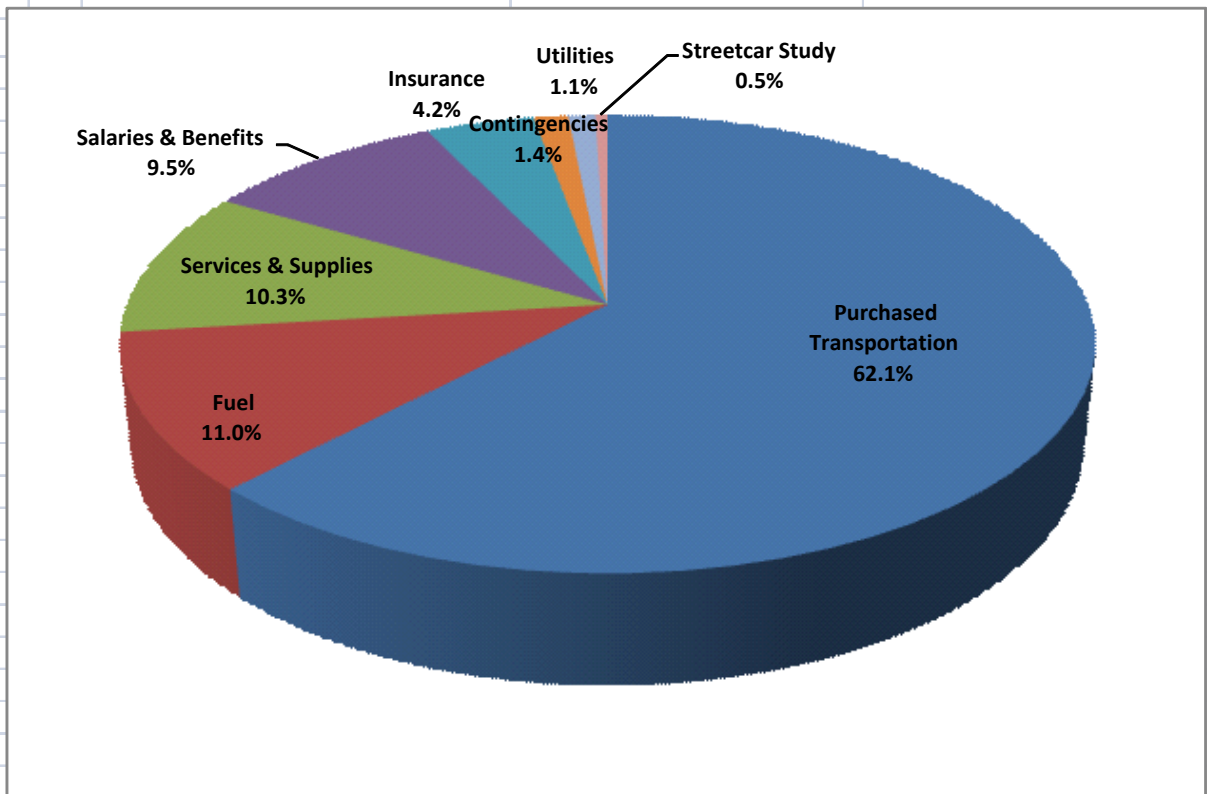


Table C

2013/2014 Fixed Route Operating Revenues By Source

Fares	\$ 2,688,111	23.1%
FTA	\$ 2,337,068	20.1%
West Sacramento	\$ 1,647,593	14.2%
Davis	\$ 1,309,960	11.3%
Tribe	\$ 1,238,887	10.7%
Woodland	\$ 1,218,536	10.5%
CNG Incentive	\$ 350,000	3.0%
Reserves	\$ 334,250	2.9%
County	\$ 258,066	2.2%
Winters	\$ 115,675	1.0%
CALSTRS	\$ 70,779	0.6%
Interest	\$ 35,000	0.3%
Spring Lake Mitigation	\$ 18,018	0.2%
Total Operating Revenues	\$ 11,621,943	100.0%

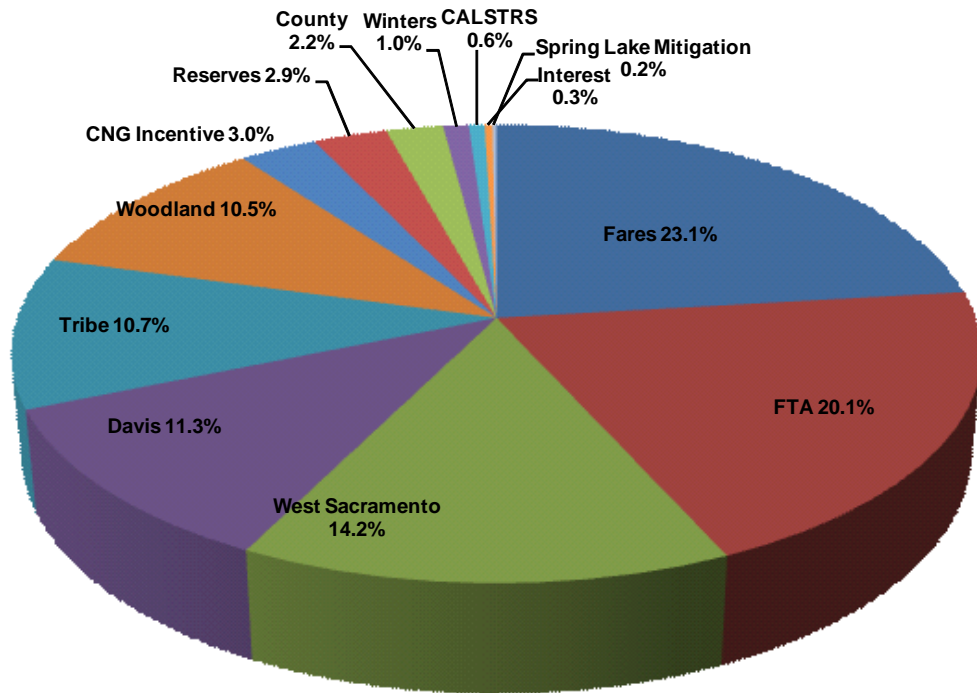


Table D

2013/2014 Paratransit Operating Revenues By Source

FTA*	\$ 316,000	22.8%	
Reserves	\$ 250,000	18.0%	
West Sacramento	\$ 219,190	15.8%	
Woodland	\$ 219,190	15.8%	
Davis	\$ 156,866	11.3%	
Tribe	\$ 118,096	8.5%	
Fares	\$ 71,326	5.1%	
County	\$ 31,011	2.2%	
Interest	\$ 5,000	0.4%	
Total Revenues	\$ 1,386,680	100.0%	
*Sac Urban 5307	\$ 231,000		
*New Freedoms	\$ 85,000		

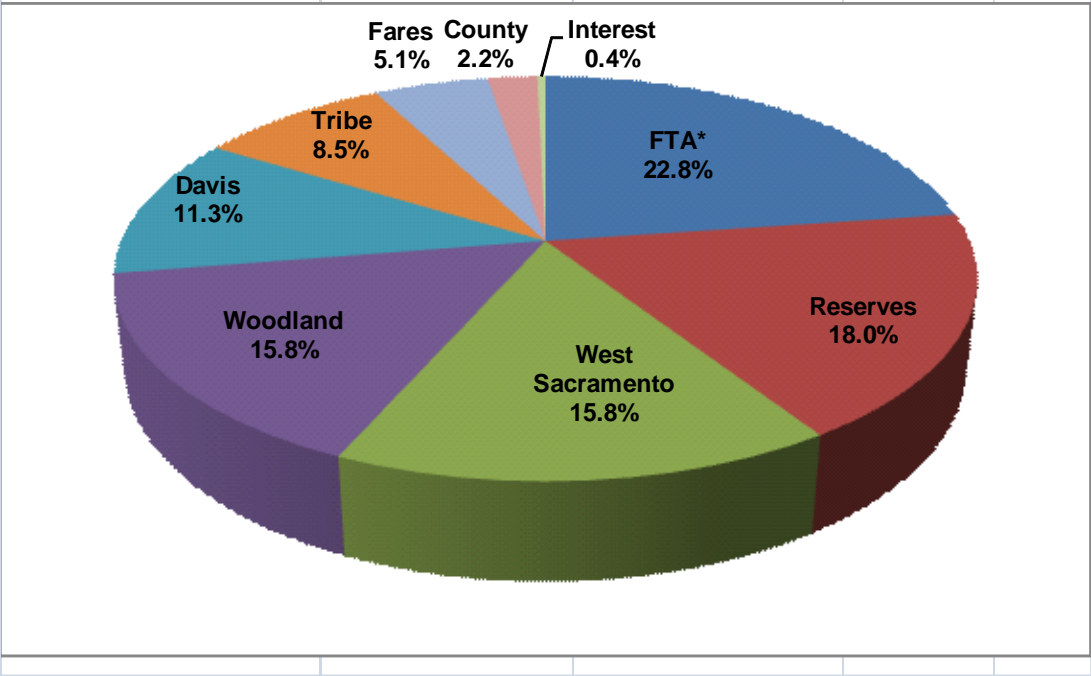


Table E

2013/2014 Capital Expenses By Project Category

Buses & Paratransit Vehicles	\$	5,183,000	64.0%
Bus Rehabilitation	\$	1,452,000	17.9%
Passenger Facilities	\$	1,214,181	15.0%
Maintenance/Operations Equipment	\$	160,036	2.0%
YCTD Facility Improvements	\$	94,000	1.2%
Total Expenses	\$	8,103,217	100.0%

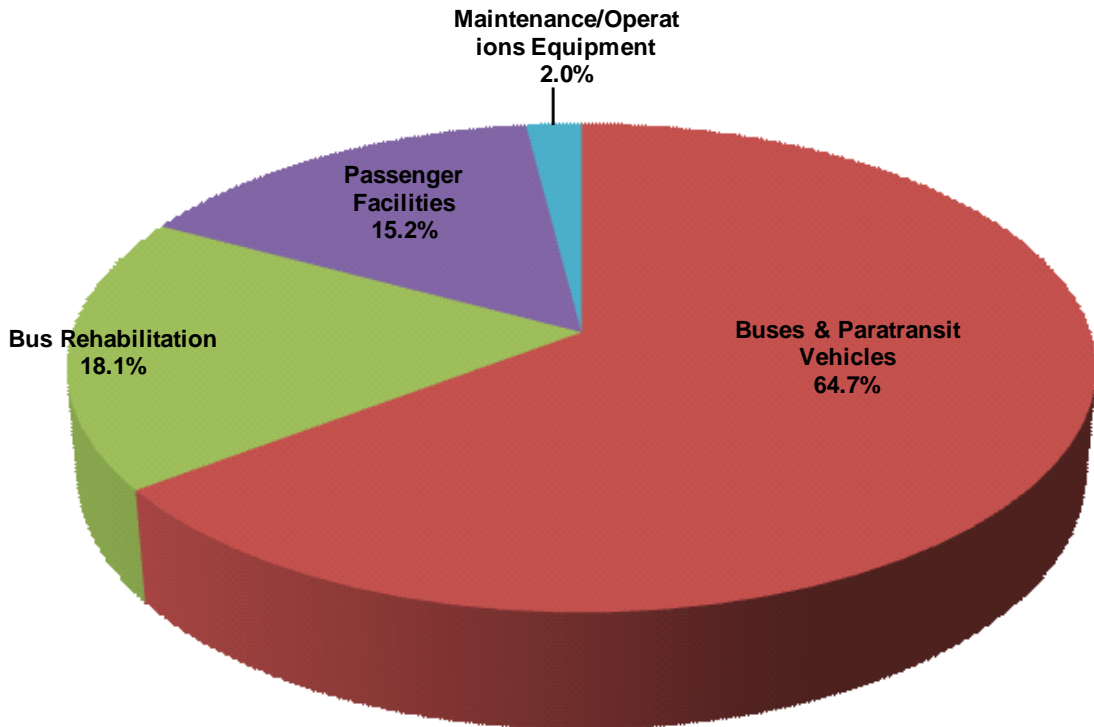


Table F

2013/2014 Capital Revenues By Source

FTA	\$	2,590,073	32.0%
Prop 1B (State)	\$	3,064,831	37.8%
Replacement Fund	\$	888,575	11.0%
Other Agencies	\$	973,738	12.0%
YCTD STA	\$	426,000	5.3%
Tribe	\$	160,000	2.0%
Total Revenues	\$	8,103,217	100.0%

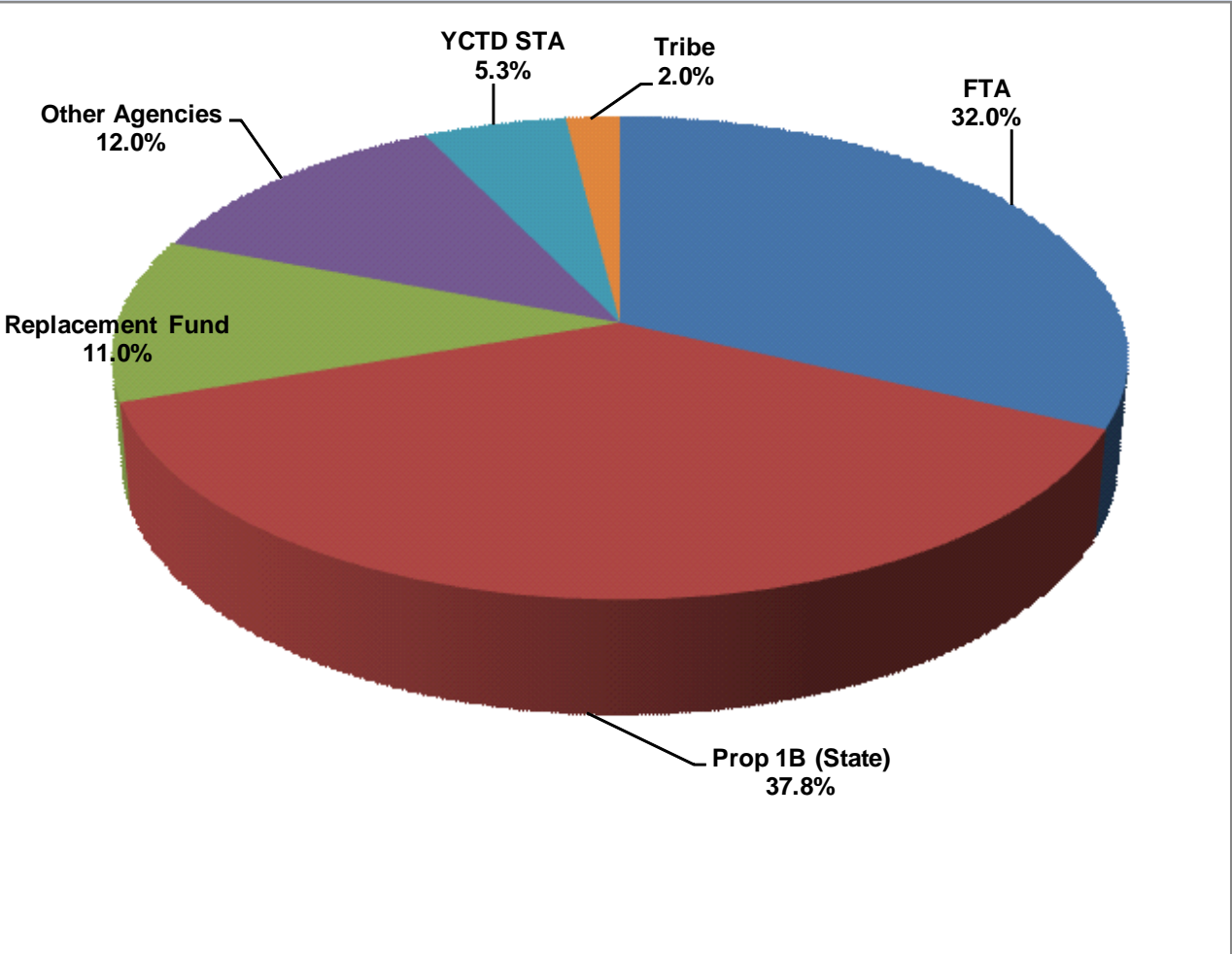


Table G

ESTIMATED 2013/2014 LTF & STA TO YCTD BY JURISDICTION

(Local Transportation Fund & State Transit Assistance Fund)

	Davis			Woodland			West Sacramento		
	Final 2012/2013	Final 2013/2014	Change	Final 2012/2013	Final 2013/2014	Change	Final 2012/2013	Final 2013/2014	Change
LTF Estimate by Jurisdiction	\$3,001,926	\$3,161,117	5.3%	\$2,529,631	\$2,704,045	6.9%	\$2,239,270	\$2,395,280	7.0%
STA Estimate by Jurisdiction	<u>\$369,337</u>	<u>\$338,370</u>	-8.4%	<u>\$311,254</u>	<u>\$289,444</u>	-7.0%	<u>\$275,455</u>	<u>\$256,394</u>	-6.9%
	\$3,371,263	\$3,499,487	3.8%	\$2,840,885	\$2,993,489	5.4%	\$2,514,725	\$2,651,674	5.4%
<u>LTF & STA to YCTD</u>									
YCTD Fixed Route	\$1,262,050	\$1,309,960	3.8%	\$1,218,722	\$1,218,536	0.0%	\$1,578,624	\$1,647,593	4.4%
YCTD Capital		\$0		\$0	\$0		\$0	\$0	
YCTD Paratransit Service	<u>\$142,992</u>	<u>\$156,866</u>	<u>9.7%</u>	<u>\$195,191</u>	<u>\$219,190</u>	<u>12.3%</u>	<u>\$195,191</u>	<u>\$219,190</u>	<u>12.3%</u>
Total Required LTF & STA	\$1,405,042	\$1,466,826	4.4%	\$1,413,913	\$1,437,726	1.7%	\$1,773,815	\$1,866,783	5.2%
Amount Not Used By YCTD	\$1,966,221	\$2,032,661	3.4%	\$1,426,972	\$1,555,763	9.0%	\$740,910	\$784,891	5.9%

	Winters			County			Total		
	Final 2012/2013	Final 2013/2014	Change	Final 2012/2013	Final 2013/2014	Change	Final 2012/2013	Final 2013/2014	Change
LTF Estimate by Jurisdiction	\$301,387	\$332,332	10.3%	\$1,116,419	\$1,229,615	10.1%	\$9,188,633	\$9,822,389	6.9%
STA Estimate by Jurisdiction	<u>\$37,116</u>	<u>\$35,573</u>	-4.2%	<u>\$137,341</u>	<u>\$131,619</u>	-4.2%	<u>\$1,130,503</u>	<u>\$1,051,400</u>	-7.0%
	\$338,503	\$367,905	8.7%	\$1,253,760	\$1,361,234	8.6%	\$10,319,136	\$10,873,789	5.4%
<u>LTF & STA to YCTD</u>									
YCTD Fixed Route	\$121,228	\$115,675	-4.6%	\$258,444	\$258,066	-0.1%	\$4,439,068	\$4,549,830	2.5%
YCTD Capital	\$0	\$0		\$0	\$282,700		\$0	\$282,700	
YCTD Paratransit Service	<u>\$0</u>	<u>\$0</u>	<u>100.0%</u>	<u>\$24,315</u>	<u>\$31,011</u>	<u>27.5%</u>	<u>\$557,689</u>	<u>\$626,258</u>	<u>12.3%</u>
Total Required LTF & STA	\$121,228	\$115,675	-4.6%	\$282,759	\$571,777	102.2%	\$4,996,757	\$5,458,788	9.2%
Amount Not Used By YCTD	\$217,275	\$252,230	16.1%	\$971,001	\$789,457	-18.7%	\$5,322,379	\$5,415,001	1.7%

Part II: Budget Detail

Fixed Route Service Narrative

(Approximately 1.7 million rides annually)

In FY 2013/2014, YOLOBUS will provide service along 27 bus routes for a total of 261 bus trips on weekdays, 100 on Saturdays, and 85 on Sundays and Holidays.

Route	Community / Destinations	Total Bus Trips	Cost Allocated to:
42A/42B	Intercity: Woodland, Davis, West Sacramento, Sacramento International Airport, Downtown Sacramento	39 loops M-F + 2 partial trips 33 loops Sat 33 loops Sun	Shared: Davis Woodland West Sacramento
35	Bridgeway Island, Southport, Gateway, West Sacramento Transit Center	15 loops M-F 11 loops Sat 11 loops Sun	West Sacramento
39	Southport, Downtown Sacramento Commute	4 AM loops 4 PM loops	West Sacramento
40	Northern West Sacramento, Ikea Ct, West Sacramento Transit Center, Downtown Sacramento	17 loops M-F 12 loops Sat 9 loops Sun	West Sacramento
41	Ikea Ct, Northern West Sacramento, West Sacramento Transit Center, Downtown Sacramento	14 loops M-F	West Sacramento
240	Ikea Ct, Reed Ave, Harbor Blvd, West Sacramento Transit Center, Downtown Sacramento	15 loops M-F 12 loops Sat 10 loops Sun	West Sacramento
241	Downtown Sacramento, West Capitol Ave Industrial Blvd Commute	2 AM loops M-F 2 PM loops M-F	West Sacramento
340	Downtown Sacramento, CalSTRS, Ziggurat Commute	8 AM trips M-F 7 PM trips M-F	West Sacramento
209	Spring Lake to County Fair Fashion Mall	2 peak trips M-F	Woodland
210	Community & Senior Center, West Woodland Loop	12 loops M-F	Woodland
211	County Fair Mall, West Woodland Loop	14 loops M-F 13 loops SAT 11 loops SUN	Woodland
212	County Fair Mall, East Woodland Loop	14 loops M-F 12 loops SAT 11 loops SUN	Woodland
214	Community & Senior Center, East Woodland Loop	12 loops M-F	Woodland
242	Woodland, UC Davis Commute	1 AM southbound trip M-F 1 PM northbound trip M-F	Woodland
45	Woodland, Downtown Sacramento Express	5 AM trips M-F 5 PM trips M-F	Woodland

220 C 220	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	Shared: Winters County
215	Woodland, Madison, Esparto, Capay, Cache Creek Casino Resort	17 westbound trips 7 days/wk 17 eastbound trips 7 days/wk	Shared: County Tribe
216	Knights Landing, Woodland	1 morning loop 3 days/wk 1 afternoon loop 3 days/wk 1 morning loop, 1st Sat of Mo. 1 afternoon loop, 1 st Sat of Mo.	County
217	Dunnigan, Yolo, Woodland	1 morning loop 2 days/wk 1 afternoon loop 2 days/wk	County
43 43R	Davis, Downtown Sacramento Express Reverse Commute: Downtown Sacramento, U.C. Davis Express	5 AM loops M-F 4 PM loops M-F 1 AM loops M-F 1 PM loops M-F	Davis
44	South Davis, Downtown Sacramento Express	3 AM loops M-F 3 PM loops M-F	Davis
230	West Davis, Downtown Sacramento Express	3 AM loops M-F 3 PM loops M-F	Davis
231	Downtown Sacramento, Davis Modified Express	1 PM loop M-F	Davis
232	Davis, Downtown Sacramento Express	1 AM loop M-F 1 PM loop M-F	Davis
	Total	261 trips on Weekdays 100 trips on Saturdays 85 trips on Sundays/Holidays	

Also, under “Fixed Route” are:

- ✓ A \$21,000 County contribution to Unitrans operations
- ✓ Congestion management and transit planning, including a contribution to the next phase of the West Sacramento/Downtown Sacramento Streetcar project

Table H-1

FIXED ROUTE FINAL 2013/2014 BUDGET

OPERATING EXPENSES: 13/14 VS PREVIOUS YEAR					
		APPROVED	APPROVED		PERCENT
		2012/2013	2013/2014	CHANGE	CHANGE
1101	Regular Employees	\$707,264	\$710,396	\$3,132	0.44%
1102	Extra Help	\$30,176	\$45,000	\$14,824	49.13%
1103	Overtime	\$0	\$0	\$0	0.00%
1107	Cash out (Mgmt Leave Buy-Back)	\$4,000	\$4,000	\$0	0.00%
	SUBTOTAL LABOR	\$741,440	\$759,396	\$17,956	2.42%
1201	YCTD Contribution to Retirement	\$125,240	\$125,740	\$500	0.40%
1203	YCTD Contribution to MEDICARE	\$12,207	\$12,911	\$704	5.77%
1300	YCTD Contribution to Health Ins.	\$207,500	\$167,474	(\$40,026)	-19.29%
1301	YCTD Contribution to OPEB	\$100,000	\$126,399	\$26,399	26.40%
1400	YCTD Contribution to Unemp. Ins.	\$2,940	\$2,695	(\$245)	-8.33%
1500	Worker's Compensation Insurance	\$8,971	\$9,158	\$187	2.08%
1600	Other Fringe Benefits	\$23,200	\$23,200	\$0	0.00%
	SUBTOTAL BENEFITS	\$480,058	\$467,577	(\$12,481)	-2.60%
	SUBTOTAL LABOR & BENEFITS	\$1,221,498	\$1,226,973	\$5,475	0.45%
2170	Housekeeping Expense	\$15,698	\$13,650	(\$2,048)	-13.05%
2271	Maintenance-Equipment	\$25,188	\$842,613	\$817,425	3245.30%
2272	Maintenance-Bldgs & Improvement	\$48,600	\$57,400	\$8,800	18.11%
2423	Legal Services	\$65,000	\$49,000	(\$16,000)	-24.62%
2429	Professional & Spec. Services	\$150,713	\$112,613	(\$38,100)	-25.28%
2548	Training Expense	\$14,765	\$18,365	\$3,600	24.38%
2557	Trustees, Commissioners, Dir.	\$9,200	\$8,000	(\$1,200)	-13.04%
	SUBTOTAL SERVICES	\$329,164	\$1,101,641	\$772,477	234.68%
2613	Fuel	\$1,198,384	\$1,287,151	\$88,767	7.41%
	SUBTOTAL FUEL & LUBRICANTS	\$1,198,384	\$1,287,151	\$88,767	7.41%

Table H-1

FIXED ROUTE FINAL 2013/2014 BUDGET

OPERATING EXPENSES: 13/14 VS PREVIOUS YEAR						
		APPROVED	APPROVED		PERCENT	
		2012/2013	2013/2014	CHANGE	CHANGE	
2130	Food	\$968	\$968	\$0	0.00%	
2390	Office Expense	\$25,000	\$25,000	\$0	0.00%	
2391	Postage	\$8,600	\$11,000	\$2,400	27.91%	
2392	Printing	\$84,866	\$80,766	(\$4,100)	-4.83%	
2520	Small Tools & Minor Equipment	\$37,000	\$40,000	\$3,000	8.11%	
	SUBTOTAL MATERIALS & SUPPLIES	\$156,434	\$157,734	\$1,300	0.83%	
2090	Communications	\$116,507	\$116,507	\$0	0.00%	
2640	Utilities	\$58,800	\$21,700	(\$37,100)	-63.10%	
	SUBTOTAL UTILITIES	\$175,307	\$138,207	(\$37,100)	-21.16%	
2202	Insurance-Public Liability	\$432,678	\$432,678	\$0	0.00%	
2203	Insurance-Other Than Vehicle	\$20,000	\$20,000	\$0	0.00%	
2209	Insurance-Other	\$40,638	\$40,638	\$0	0.00%	
	SUBTOTAL CASUALTY & LIABILITY	\$493,316	\$493,316	\$0	0.00%	
2428	Purchased Services-Transit	\$6,591,921	\$6,915,181	\$323,260	4.90%	
	SUBTOTAL PURCHASED TRANSIT	\$6,591,921	\$6,915,181	\$323,260	4.90%	
2330	Memberships	\$31,657	\$32,617	\$960	3.03%	
2460	Publications & Legal Notices	\$1,750	\$1,750	\$0	0.00%	
2465	Advertising	\$33,240	\$33,240	\$0	0.00%	
2491	Rents & Leases-Equipment	\$1,000	\$1,000	\$0	0.00%	
2492	Rents & Leases-Bldgs & Improvements	\$12,000	\$12,000	\$0	0.00%	
2553	Library Books & Periodicals	\$685	\$685	\$0	0.00%	
2559	Special Dept. Expense-Other	\$6,200	\$4,200	(\$2,000)	-32.26%	
2610	Transportation & Travel	\$39,069	\$39,069	\$0	0.00%	
3200	Pass Through to Other Agencies	\$21,000	\$21,000	\$0	0.00%	
	SUBTOTAL MISCELLANEOUS	\$146,601	\$145,561	(\$1,040)	-0.71%	
	Contingencies	\$153,723	\$156,178	\$2,455	1.60%	
	TOTAL OPERATING EXPENSES	\$10,466,348	\$11,621,943	\$1,155,595	11.04%	

Table H-2

FIXED ROUTE FINAL 2013/2014 BUDGET

OPERATING REVENUES: 13/14 VS PREVIOUS YEAR					
		APPROVED 2012/2013	APPROVED 2013/2014	CHANGE	PERCENT CHANGE
1501	LTF--Woodland	\$1,218,722	\$1,218,536	(\$186)	-0.02%
1501	LTF--Davis	\$1,262,050	\$1,309,960	\$47,910	3.80%
1501	LTF--West Sacramento	\$1,578,624	\$1,647,593	\$68,969	4.37%
1501	LTF -- Winters	\$121,228	\$115,675	(\$5,553)	-4.58%
1501	LTF -- Yolo County	\$258,444	\$258,066	(\$378)	-0.15%
	TOTAL OPERATING LTF	\$4,439,068	\$4,549,830	\$110,762	2.50%
4100	Non-Transportation Revenues (Interest)	\$35,000	\$35,000	\$0	0.00%
5134	State Operating - Other	\$0	\$35,000	\$35,000	100.00%
5673	FTA 5307 (urban)	\$930,000	\$1,876,279	\$946,279	101.75%
5676	FTA 5316 (ATJ)	\$265,000	\$265,000	\$0	0.00%
5677	FTA 5311 (rural)	\$294,252	\$160,789	(\$133,463)	-45.36%
6271	Passenger Fares	\$2,595,137	\$2,654,924	\$59,787	2.30%
6272	Special Transit Fares	\$33,187	\$33,187	\$0	0.00%
6399	Other--Other	\$269,291	\$350,000	\$80,709	29.97%
6400	Mitigation Revenue	\$1,241,427	\$1,327,684	\$86,257	6.95%
7101	Local Operating Assistance	\$373,999	\$334,250	(\$39,749)	-10.63%
	TOTAL OPERATING REVENUES	\$10,476,361	\$11,621,943	\$1,145,582	10.93%

Table H-3

FIXED ROUTE FINAL 2013/2014 BUDGET

CAPITAL EXPENSES: 12/13 VS PREVIOUS YEAR					
		APPROVED 2012/2013	APPROVED 2013/2014	CHANGE	PERCENT CHANGE
4300	Equipment	\$3,283,000	\$6,285,000	\$3,002,000	91.44%
4200	Facility Improvements	\$8,876,639	\$1,468,217	(\$7,408,422)	-83.46%
	TOTAL CAPITAL EXPENSES	\$12,159,639	\$7,753,217	-\$4,406,422	-36.24%
CAPITAL REVENUES: 13/14 VS PREVIOUS YEAR					
		APPROVED 2012/2013	APPROVED 2013/2014	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--From Veh. Repl. Fund	\$212,500	\$854,574	\$642,074	302.15%
	TOTAL CAPITAL LTF	\$212,500	\$854,575	\$642,074	302.15%
5133	State Transit Assistance	\$214,427	\$426,000	\$211,573	98.67%
5135	Prop 1B (OSH & PTMISEA)	\$4,538,941	\$2,886,831	(\$1,652,110)	-36.40%
5675	FTA 5307 (urban)	\$1,461,406	\$2,324,044	\$862,638	59.03%
5674	FTA 5309 (Sec 3)	\$5,868,629	\$128,029	(\$5,740,600)	-97.82%
5812	County Gov't Agencies	\$778,585	\$865,588	\$87,003	11.17%
5830	Non County Gov't Agencies	\$318,150	\$268,150	(\$50,000)	-15.72%
	TOTAL CAPITAL REVENUES	\$13,392,638	\$7,753,217	-\$5,639,421	-42.11%

Table I

Capital Project Listing

	Buses		
New Section 5307 & PTMISEA	Replace 9 CNG transit buses	\$4,833,000	
New Section 5339 & PTMISEA	Replace 4 Paratransit vehicles	\$350,000	
		<u>SUBTOTAL</u>	\$5,183,000
	Bus Component Overhauls/Replacements		
CA-90-Y854 & CA-90-Y051	Rehab 4-8 CNG Transit Buses	\$1,452,000	
		<u>SUBTOTAL</u>	\$1,452,000
	Passenger Facilities		
CA-90-Y051	West Sacramento Intermodal Facility Phase 1	\$60,000	
TRIBE	Electronic Information Signs	\$10,000	
TRIBE	Madison Bus Stop Improvements	\$125,000	
SACOG	Madison Bus Stop Improvements	\$100,000	
County	Madison Bus Stop Improvements	\$345,700	
CA-90-Y585	Signage for Downtown Sacramento	\$62,500	
STA	City of Woodland Bus Stop Improvements*	\$125,000	
STA	City of West Sacramento Bus Stop Improvements	\$100,000	
Air District	Bike Rack installation at Bus Stops	\$8,150	
STA	City of Davis Bus Stop Improvements	\$50,000	
CTAF	Bus Stop Improvements	\$192,831	
TRIBE	City of Woodland Bus Stop Improvements	\$25,000	
STA Davis	Electronic Information sign at MU	\$10,000	
		<u>SUBTOTAL</u>	\$1,214,181
	YCTD Facility Improvements		
03A0080-05	ITS Rehab and addition of equipment	\$94,000	
		<u>SUBTOTAL</u>	\$94,000
	Maintenance/Operations Equipment		
CA-04-0179	Shop equipment replacement	\$160,036	
		<u>SUBTOTAL</u>	\$160,036
		<u>\$8,103,217</u>	<u>\$8,103,217</u>

*Including improvements at the County Fair Mall

Paratransit Service Narrative

(Approximately 25,000 Rides Annually)

The final budget assumes some 16,409 revenue hours for local ADA and Senior paratransit rides in West Sacramento, local ADA rides in Woodland, and inter-city ADA rides for Davis, Woodland and West Sacramento.

The cost for this service will be shared as follows:

- 35% City of Woodland
- 35% City of West Sacramento
- 26% City of Davis
- 4% County of Yolo

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.

Additionally, the budget assumes 1,456 revenue hours (28 hours/week) of added Capay Valley related paratransit service, funded by Cache Creek Casino Resort. The casino will be billed only for paratransit service actually provided.

Table J-1

PARATRANSIT FINAL 2013/2014 BUDGET

OPERATING EXPENSES : 13/14 VS. PREVIOUS YEAR					
		APPROVED 2012/2013	APPROVED 2013/2014	CHANGE	PERCENT CHANGE
2613	Fuel	\$144,765	\$148,757	\$3,992	2.76%
2615	Lubricants	\$0	\$0	\$0	0.00%
	SUBTOTAL FUEL & LUBRICANTS	\$144,765	\$148,757	\$3,992	2.76%
2090	Communications	\$0	\$0	\$0	0.00%
	SUBTOTAL UTILITIES	\$0	\$0	\$0	0.00%
2202	Insurance-Public Liability	\$58,010	\$58,467	\$457	0.79%
2209	Insurance-Other	\$0	\$0	\$0	0.00%
	SUBTOTAL CASUALTY & LIABILITY	\$58,010	\$58,467	\$457	0.79%
2428	Purchased Services-Transit	\$1,054,516	\$1,157,083	\$102,567	9.73%
	SUBTOTAL PURCHASED TRANSIT	\$1,054,516	\$1,157,083	\$102,567	9.73%
8101	Contingencies	\$22,373	\$22,373	\$0	0.00%
	TOTAL OPERATING EXPENSES	\$1,279,664	\$1,386,680	\$107,016	8.36%
OPERATING REVENUES: 13/14 VS PREVIOUS YEAR					
		APPROVED 2012/2013	APPROVED 2013/2014	CHANGE	PERCENT CHANGE
1501	LTF--Davis	\$142,992	\$156,866	\$13,874	9.70%
1501	LTF--West Sacramento	\$195,191	\$219,190	\$23,999	12.30%
1501	LTF -- Woodland	\$195,191	\$219,190	\$23,999	12.30%
1501	LTF -- County	\$24,315	\$31,011	\$6,696	27.54%
	TOTAL OPERATING LTF	\$557,689	\$626,258	\$68,569	12.30%
4100	Non-Transportation Revenues (Interest)	\$15,000	\$5,000	(\$10,000)	-66.67%
5673	FTA 5307 (urban)	\$231,000	\$231,000	\$0	0.00%
5676	FTA 5317 (New Freedom)	\$85,000	\$85,000	\$0	0.00%
6271	Passenger Fares	\$48,420	\$51,326	\$2,906	6.00%
6272	Special Transit Fares	\$10,000	\$20,000	\$10,000	100.00%
6400	Mitigation Revenue	\$118,096	\$118,096	\$0	0.00%
7101	Local Operating Assistance	\$332,555	\$250,000	(\$82,555)	-24.82%
	TOTAL OPERATING REVENUES	\$1,397,760	\$1,386,680	(\$11,080)	-0.79%

Table J-2

PARATRANSIT FINAL 2013/2014 BUDGET

CAPITAL EXPENSES: 13/14 VS PREVIOUS YEAR					
		APPROVED	APPROVED	PERCENT	
		2012/2013	2013/2014	CHANGE	CHANGE
4300	Equipment	\$178,000	\$350,000	\$172,000	100.00%
TOTAL CAPITAL EXPENSES		\$178,000	\$350,000	\$172,000	100.00%
CAPITAL REVENUES: 12/13 VS PREVIOUS YEAR					
		APPROVED	APPROVED	PERCENT	
		2012/2013	2013/2014	CHANGE	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--From Veh. Repl. Fund	\$0	\$34,000	\$34,000	0.00%
TOTAL CAPITAL LTF		\$0	\$34,000	\$34,000	0.00%
5135	1B (OHS & PTMISEA)	\$178,000	\$178,000	\$0	100.00%
5675	FTA 5339	\$0	\$138,000	\$138,000	0.00%
TOTAL CAPITAL REVENUES		\$178,000	\$350,000	\$172,000	0.00%
TOTAL CAPITAL REVENUES		\$178,000	\$350,000	\$172,000	100.00%

Part III: Operating Budget Factors & Capital Detail

Operating Budget Factors

Noteworthy factors influencing the 2013/2014 budget include:

EXPENSE SIDE

- 1) **Service Changes—**
The budget assumes more paratransit service to accommodate a 29% increase in paratransit ridership over the first eight months of the 2012/13 fiscal year. The budget also assumes a set aside of 1,000 hours to accommodate added service during the holidays and school breaks, as well as changes in service due to road construction activities.
- 2) **Engine and Transmission Overhauls—**Some \$812,500 in engine and transmission overhauls/replacements, including associated components, has been shifted from a capital expense to an ongoing preventive maintenance expense. This grant funded project will carry over from year to year until it is fully expended.
- 3) **Lease Costs—**The budget includes \$12,000 annual lease expenses associated with the Port of West Sacramento, where buses are parked primarily during the midday.
- 4) **Employee Salaries and Benefits—**The preliminary budget eliminates YCTD's two Customer Service Representative (CSR) positions (Veolia has four CSR related positions) and adds one Intelligent Technology Assistant position. Employee anniversary step increases will be limited to 3%. The budget also reflects the required 8% employee contribution towards PERS retirement. The net effect of all of these changes is that the total for salaries and benefits of regular employees will remain virtually the same.
- 5) **Interns--**In addition to the positions above, the budget includes 3,624 hours/year in assistance from interns. This coming year, interns will be

performing federally required triennial on-board passenger activity surveys, assisting in updating other databases and the automatic vehicle location system, performing web page updates, marketing YOLOBUS service, performing field checks of operations, undertaking numerous special projects and providing other technical assistance where needed. The total hours jumped by 1,000 because of the federally mandated surveys. An increase of \$14,824 for interns is requested in the final budget.

- 6) **Fuel**--The budget for fuel includes \$4.00 per gallon for gasoline and diesel costs. YCTD owns 14 vehicles that run on these fuels. The budget also assumes that natural gas prices are somewhat consistent with the current year.
- 7) **Contingency Line Item**--The budget includes a contingency line item under both fixed route and paratransit. Its primary function is to cover fuel price hikes. It amounts to about 1.6% of the operating budgets.
- 8) **Congestion Management Planning and Transit Planning**--The budget assumes in-house staff, rather than a consultant, working with YCTD's Technical Advisory Committee, to develop an updated countywide transportation plan and congestion management plan.
- 9) **Streetcar Planning**---For 2012/2013, \$100,000 was set aside to fund YCTD's contribution to the West Sacramento/Downtown Sacramento planning efforts. These revenues were essentially received from the City of West Sacramento in previous years for this purpose. Some \$61,250 of that amount still remains and will be carried over into the 2013/2014 budget.

REVENUE SIDE

- 1) **Operating Reserves \$523,000** in operating reserves (\$273,000 for fixed route, \$250,000 for paratransit) are used to minimize the draw on FY 2013/2014 Local Transportation Funds.
- 2) **State Transit Assistance (STA) Funds**—The final budget excludes STA funds for operating. While STA funds from Davis, Winters, Yolo County, and West Sacramento are reflected in the final budget as available, those jurisdictions are reminded that they are eligible to utilize such funds for either transit capital or operating expenses for at least the next two years. It is anticipated that the County of Yolo may use all of its STA reserves for Yolobus operations, freeing up a similar amount in County Local Transportation Funds to pay for the street improvements associated with the Madison bus stop.

- 3) **Federal Operating Offsets:** The following federal funds (from the Federal Transit Administration) are being used to offset fixed route and paratransit operating costs:
- Sacramento Urban Area (5307) funds, including:
 - **\$900,000** to offset part of YCTD's maintenance costs associated with the YOLOBUS intercity Route 42 fixed route service.
 - **\$231,000** to offset ADA operating costs.
 - **\$160,789** in rural (5311) federal funds to offset operating costs for Winters, and rural unincorporated parts of Yolo County.
 - **\$296,279** in Woodland area Section 5307 federal funds to offset operating costs for Woodland.
 - **\$85,000** in New Freedoms (5316) funds for paratransit services (medically related trips) beyond the ADA service area.
 - **\$265,000** in Job Access/Reverse Commute (JARC--5317) funding for West Sacramento (\$65,000), Cache Creek (\$50,000), plus evenings and weekends for intercity Route 42 service (\$150,000 Davis).
 - **\$350,000** in IRS CNG fuel rebates. This amount is about \$70,000 higher than normal because of a one-time retroactive adjustment.

Capital Detail

CATEGORY 1: Bus Replacements, Bus Rehabilitations, Overhauls

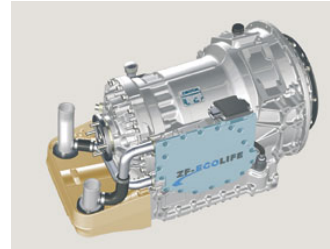
The capital budget includes **\$5,183,000** towards the purchase of nine (9) fully equipped replacement CNG buses (replacing buses that are either over 12 years old or have over 500,000 miles accrued) and four (4) fully equipped replacement paratransit vehicles.



The capital budget also includes **\$1,452,000** towards the rehabilitation of 4-8 CNG buses, much like the bus shown in the picture below. This is being done in order to stretch out the district's dollars and maximize how many buses will have a new drive train and other improvements.



YCTD's contract stipulates that YCTD pay for engine and transmission related overhaul expenses. Ongoing engine and transmission overhauls have been **shifted** from capital to preventive maintenance expenses. Funds not spent on rebuilds in 2013/2014 will be carried over to next year.



CATEGORY 2: Passenger Facilities (\$1,314,181)

All passenger amenities in the field are included in this category. Some are carryover projects. New projects will be paid for by Federal Transit Administration (FTA), State Transit Assistance (STA), Public Transportation Modernization, Improvement, and Service Enhancement Account (**PTMISEA**), and safety and security funds made available through Proposition 1B.

Bus Stop Improvements—This **\$1,314,181** project involves various bus stop improvements throughout the system, including installation of more bus shelters and pads, solar powered lighting, further improvements at the County Fair Fashion Mall transit center in Woodland, design and construction of a bus turnout in Madison, including some road improvements, video surveillance systems at certain locations, such as the West Sacramento Transit Center and real time electronic bus arrival information signs.

CATEGORY 3: YCTD Facility Improvements--The budget reflects **\$94,000** for ITS (Intelligent Transportation System) projects previously approved by the YCTD board and funded from outside sources.

CATEGORY 4: Other Equipment -The budget includes **\$160,036** for shop equipment (State of Good Repair grant).

Part IV: 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.

Highlights and Accomplishments for 2012/13

- Oversaw the construction contractor's completion of the YCTD facility improvement. The only thing remaining is installation of the new generator (a different contract).



- Participated in Cap-to-Cap trip, where we advocated for federal transportation reauthorization, for continuation of funding of the Port of West Sacramento and for a possible railroad realignment project.



- Continued working with jurisdictions regarding the West Sacramento/Downtown Sacramento streetcar project.
- Continued participation in Universal Fare Card project.
- Partially addressed overcrowding problem on route 42 between Woodland and Davis.
- Oversaw completion of certain transit center access road improvements in Woodland.
- Negotiated and received approval for five-year contract extension with Veolia Transportation.
- Restructured and streamlined YCTD's organization.
- Convinced SACOG's Transit Coordinating Committee to support a Sacramento urbanized Section 5307 FTA funding split for the 2013/2014 fiscal year that is similar to the previous year (and financial accomplishment for YCTD).

Goals for 2013/14

- Continue advocating reauthorization of MAP-21, as well as stabilization of state funding for transportation projects (e.g., ability to use STA funds for operations).
- Continue negotiations regarding the programming of future allocations in FTA Section 5307 and 5311 funds.
- Continue advocating for transportation projects submitted by YCTD and its member jurisdictions, working with YCTD's Technical Advisory Committee, the Yolo Manager's Group and the YCTD board.
- Continue implementing ITS projects underway, including real time electronic information signs and video surveillance systems.
- During the fiscal year, place orders for nine (9) new CNG buses, four (4) paratransit vehicles and the rehabilitation of 4-8 existing CNG buses.
- Complete other bus stop improvements.
- Undertake next phase of the Streetcar study.
- Actively participate in regional bike share project.
- Begin implementing YCTD Short Range Transit Plan.