

# **2017-18 PROPOSED PRELIMINARY BUDGET**

## **Yolo County Transportation District**



**April 16, 2017  
(Corrected April 18, 2017)**

**Prepared By:**

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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: April 16, 2017

TO: Don Saylor, Chair,  
And Members of the Yolo County Transportation District

FROM: Terry V. Bassett, Executive Director 

RE: Introduction of Preliminary YCTD Budget 2017/18

Enclosed is the Yolo County Transportation District (YCTD) Proposed Preliminary budget for the 2017/18 fiscal year. YCTD is the public transportation operator that provides both fixed route and paratransit services throughout Yolo County, as well as into Sacramento and Solano Counties. YCTD uses a contract with Transdev, Incorporated to provide these services. YCTD is also the Congestion Management Agency for Yolo County, coordinating and advocating regional, state, and federal funding for a number of road and alternative transportation projects.

The budget **assumes the existing level of service with the following noteworthy highlights:**

**Fixed Route (\$13,892,543 Operating, \$8,311,579 Capital):**

- a. Eliminates route 340 (subject to approval from the City of West Sacramento)
- b. Assumes continued park-out of buses in West Sacramento
- c. Includes several Woodland related service changes
- d. Continues the Y-Shuttle, though at a reduced expense
- e. Continues procurement of natural gas through State DGS and paying NGV-4 rates to PG&E for Non-Core natural gas transportation fees
- f. Assumes increased expenses and revenues for CNG fuel sold to outside parties
- g. Assumes YCTD and outside parties amortize payments for a 3<sup>rd</sup> CNG skid over a 10-12 year period
- h. Assumes a full year of operating with the Connect Card regional smart card system
- i. Woodland Site Selection Study and Environmental for downtown Transit Center are moved over to capital
- j. Assumes YCTD remains active with the following other projects: **\$24,000** Pass-Thru to Unitrans, Involvement with Capitol Corridor JPA, Downtown Streetcar partners, Bike

- Share partners, Transportation Management Association, Rail Relocation Efforts, Countywide Transportation Capital Improvement Plan (if still requested by jurisdictions), and other activities as Yolo County's Congestion Management Agency
- k. Assumes **\$30,000 in an equipment turnover inspections** associated with re-bidding the Yolobus contract.
  - l. Relies on **\$1,506,938 in reserves to balance operating revenues against expenses**
  - m. Requires **\$131,651 more** in new LTF/STA for fixed route operating purposes
  - n. Requires **\$226,732 less** in new LTF/STA for fixed route capital purposes
  - o. The net result is YCTD is requesting **\$95,081 fewer LTF/STA funds** for combined fixed route operating and capital purposes

**Paratransit (\$1,905,916 Operating, \$338,171 Capital):**

- a. Lowered estimated expense for **diesel fuel**
- b. **Reduced number of hours** for service/paratransit use
- c. Added Mobility Assessment Program
- d. Relies on **\$290,000 in reserves to balance operating revenues against expenses**
- e. Requires **\$19,208 less** in new LTF/STA for operating purposes

**Combined Fixed Route & Paratransit Capital Projects:**

- a. \$2,089,346 in **new or changed** projects:
  - **\$1,300,000 for Third CNG skid**
  - **\$162,500 for Woodland Transit Site Selection Study & Environmental**
  - \$100,000 more to SACOG for Connect Card Capital
  - \$16,000 for spare Connect Card on-board systems
  - \$89,303 for safety & security improvements on buses
  - \$35,961 for bike E-Locker project
  - \$40,000 for new casino related bus stop improvements
  - \$202,971 (reduced amount) towards bus washer, water recycler, pavement, other facility work
  - \$123,171 for paratransit information module and IVR notification system
  - \$19,440 for office equipment
- b. \$6,560,404 in **carryover** projects:
  - \$4,793,462 for 7 replacement CNG buses, 1 expansion CNG bus (for Woodland) and 1 replacement paratransit vehicle
  - \$621,570 to SACOG for Connect Card capital
  - \$433,500 in Safety/Security equipment & other Connect Card capital
  - \$586,872 for bus stop improvements
  - \$50,000 for shop equipment
  - \$75,000 for paratransit scheduling software

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

# SECTION 1: Budgets

The proposed overall YCTD budget is **\$24,448,209** (**Table A**), made up of two major categories:

- ✓ **\$15,798,459** for operating and planning, including **\$13,892,543** for fixed route operations and other activities and **\$1,905,916** for paratransit.
- ✓ **\$8,649,750** for capital projects, including **\$8,311,579** for fixed route capital and **\$338,171** for paratransit.

The proposed operating and planning budget for all programs will be **3.02%** more than the previous year's budget. Capital expenses will be **28.23%** lower than the previous year's budget, largely because fewer new bus purchases are in the proposed preliminary budget.

**Table B** shows the overall impact of the YCTD budget to Local Transportation Funds and State Transit Assistance Funds. Note that this table excludes any new funds generated from SB1.

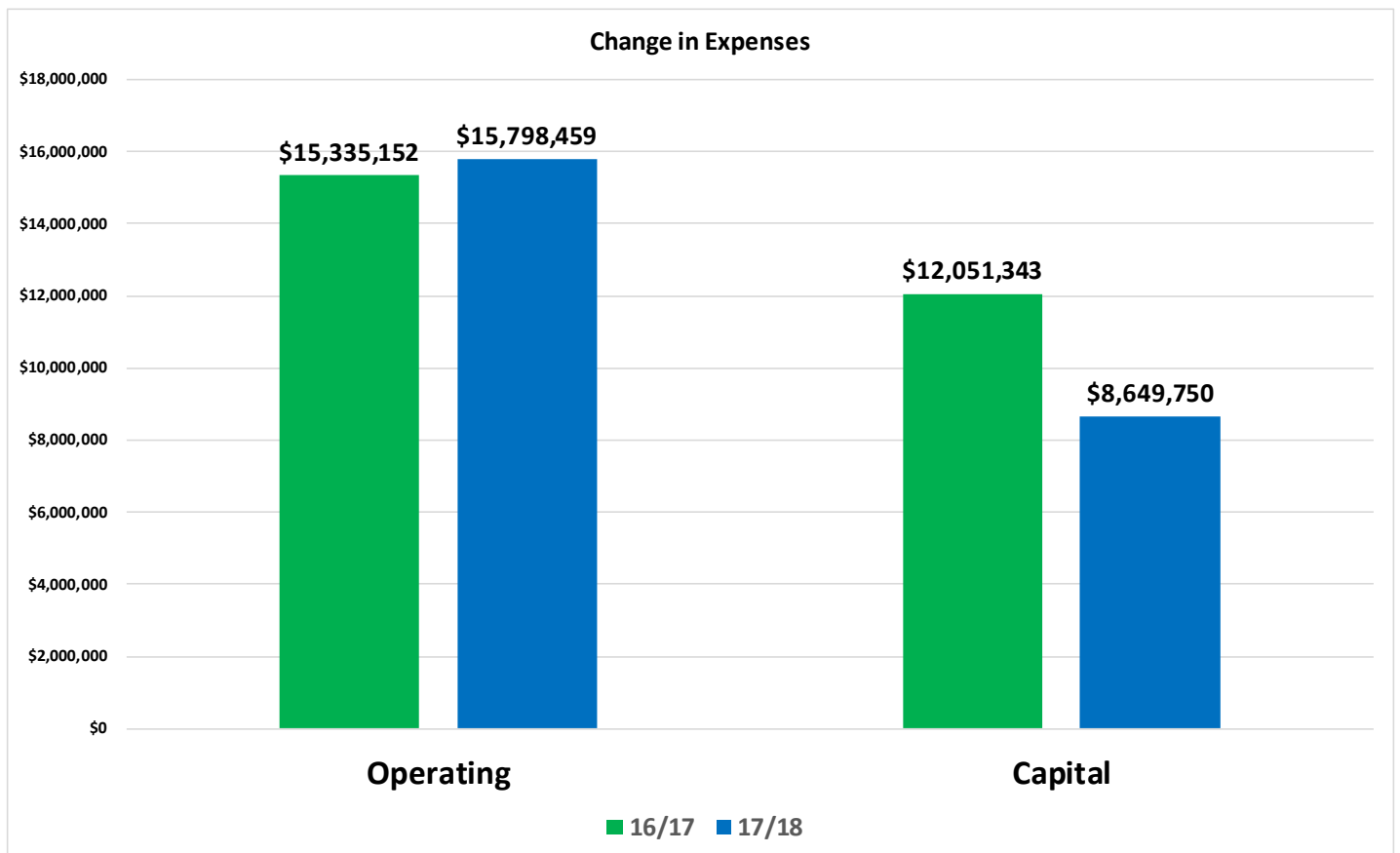
Within these totals is a series of tables:

- Tables C-1 thru C-3:** Fixed Route Operating Expenses and Revenues with other Activities
- Table C-4:** Fixed Route Capital Expenses and Revenues
- Table D-1:** Paratransit Operating Expenses and Revenues
- Table D-2:** Paratransit Capital Expenses and Revenues

# Table A

## Change in Overall Expenses 2016/2017 TO 2017/2018

	Operating/Other	Capital	Total
Core Fixed Route	\$ 12,952,785	\$ 8,311,579	\$ 21,264,364
Paratransit	\$ 1,905,916	\$ 338,171	\$ 2,244,087
<b>OTHER ACTIVITIES:</b>			
Y-Shuttle	\$ 286,568	\$ -	\$ 286,568
County Pass-Thru to Unitrans	\$ 24,000	\$ -	\$ 24,000
Public CNG Costs Related to Outside Sales	\$ 599,190	\$ -	\$ 599,190
Yolo Transportation Management Association	\$ 30,000	\$ -	\$ 30,000
<b>Total 2017/2018 Budget</b>	<b>\$ 15,798,459</b>	<b>\$ 8,649,750</b>	<b>\$ 24,448,209</b>
<b>Total 2016/2017 Budget</b>	<b>\$ 15,335,152</b>	<b>\$ 12,051,343</b>	<b>\$ 27,386,495</b>
<b>Change</b>	<b>\$ 463,307</b>	<b>\$ (3,401,593)</b>	<b>\$ (2,938,286)</b>
<b>Percent Change</b>	<b>3.02%</b>	<b>-28.23%</b>	<b>-10.73%</b>





# Table B

**Table B** below depicts the YCTD budgetary impacts on the Local Transportation Fund and State Transit Assistance funds allocated to the cities and the County. (Note that this table does not include adjustments in STA funds from SB1, which passed on April 6, 2017.)

**Table B**  
**ESTIMATED 2017/18 LTF & STA TO YCTD BY JURISDICTION**  
(Local Transportation Fund & State Transit Assistance Fund)

	Davis			Woodland			West Sacramento			
	Final 2015/16	Final 2016/17	Preliminary 2017/18	Change	Final 2016/17	Preliminary 2017/18	Change	Final 2016/17	Preliminary 2017/18	Change
LTF Estimate by Jurisdiction	\$3,039,004	\$3,240,798	\$2,816,949	-13.1%	\$2,608,931	\$2,792,819	-15.2%	\$2,317,733	\$2,489,060	-13.8%
STA Estimate by Jurisdiction	\$337,102	\$230,238	\$252,528	9.7%	\$289,396	\$198,261	\$217,605	\$257,095	\$193,952	9.5%
LTF & STA to YCTD	\$3,376,106	\$3,512,526	\$3,069,477	-12.6%	\$2,898,327	\$3,026,769	\$2,586,634	\$2,574,828	\$2,538,546	-13.3%
YCTD Fixed Route	\$1,426,221	\$1,496,685	\$1,512,081	1.0%	\$1,136,648	\$1,141,473	\$1,178,081	\$1,731,906	\$1,645,195	1.8%
YCTD Capital	\$0	\$67,771	\$0	-100.0%	\$0	\$54,289	\$0	\$56,168	\$0	-100.0%
YCTD Paratransit Service	\$265,320	\$307,213	\$304,466	-0.9%	\$314,556	\$361,498	\$356,266	\$198,620	\$226,261	-0.9%
Total Required LTF & STA	\$1,686,540	\$1,871,669	\$1,816,547	-2.9%	\$1,451,204	\$1,557,261	\$1,536,347	\$1,930,526	\$1,900,702	-1.5%
Amount Not Used By YCTD % to non YCTD	\$1,687,566	\$1,640,857	\$1,252,930	-23.6%	\$1,447,123	\$1,469,508	\$1,050,287	\$644,302	\$437,844	-43.0%
	50.0%	46.7%	40.8%	-12.6%	49.9%	48.6%	40.6%	25.0%	18.7%	-34.2%

	Winters			County			Total			
	Final 2015/16	Final 2016/17	Preliminary 2017/18	Change	Final 2015/16	Preliminary 2017/18	Change	Final 2015/16	Preliminary 2017/18	Change
LTF Estimate by Jurisdiction	\$316,189	\$337,590	\$297,155	-12.0%	\$1,125,538	\$1,305,164	\$1,114,126	\$9,409,395	\$10,165,231	-14.0%
STA Estimate by Jurisdiction	\$35,295	\$23,663	\$26,306	11.2%	\$124,851	\$92,735	\$101,700	\$1,043,739	\$722,053	9.7%
LTF & STA to YCTD	\$353,484	\$365,896	\$323,461	-11.6%	\$1,250,389	\$1,414,597	\$1,215,826	\$10,453,134	\$11,017,546	-13.5%
YCTD Fixed Route	\$127,049	\$133,147	\$147,652	10.9%	\$152,265	\$138,099	\$187,264	\$4,574,089	\$4,699,580	3.2%
YCTD Capital	\$0	\$8,300	\$0	-100.0%	\$0	\$40,204	\$0	\$226,732	\$0	-100.0%
YCTD Paratransit Service	\$0	\$0	\$0	0.0%	\$48,396	\$48,226	\$37,040	\$923,891	\$925,991	-0.2%
Total Required LTF & STA	\$127,049	\$141,447	\$147,652	4.4%	\$200,661	\$226,529	\$224,303	\$5,397,980	\$5,726,530	-1.8%
Amount Not Used By YCTD % to non YCTD	\$226,435	\$224,449	\$175,809	-21.7%	\$1,049,728	\$1,188,068	\$991,523	\$5,065,154	\$3,906,393	-26.1%
	64.1%	61.3%	54.4%	-11.4%	84.0%	84.0%	81.6%	48.4%	41.0%	-14.6%

# Table C-1

## PROPOSED PRELIMINARY 2017/18 FIXED ROUTE BUDGET

Account	OPERATING EXPENSES	APPROVED	REQUEST	PERCENT	
		2016/17	2017/18	CHANGE	CHANGE
1101	Regular Employees	\$860,874	\$888,479	\$27,605	3.21%
1102	Extra Help	\$70,000	\$50,000	(\$20,000)	-28.57%
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>\$939,874</b>	<b>\$947,479</b>	<b>\$7,605</b>	<b>0.81%</b>
1201	YCTD Contribution to Retirement	\$143,709	\$154,213	\$10,504	7.31%
1202	YCTD Contribution to Social Security	\$3,100	\$3,100	\$0	0.00%
1203	YCTD Contribution to MEDICARE	\$13,135	\$13,606	\$471	3.59%
1300	YCTD Contribution to Health Ins.	\$211,496	\$186,612	(\$24,884)	-11.77%
1301	YCTD Contribution to OPEB	\$48,802	\$109,000	\$60,198	123.35%
1400	YCTD Contribution to Unemp. Ins.	\$6,440	\$6,440	\$0	0.00%
1500	Worker's Compensation Insurance	\$10,756	\$11,035	\$279	2.59%
1600	Other Fringe Benefits	\$32,100	\$32,100	\$0	0.00%
	<b>SUBTOTAL BENEFITS</b>	<b>\$469,538</b>	<b>\$516,106</b>	<b>\$46,568</b>	<b>9.92%</b>
	<b>SUBTOTAL LABOR &amp; BENEFITS</b>	<b>\$1,409,412</b>	<b>\$1,463,585</b>	<b>\$54,173</b>	<b>3.84%</b>
2170	Housekeeping Expense	\$14,010	\$17,502	\$3,492	24.93%
2271	Maintenance-Equipment	\$741,415	\$686,460	(\$54,955)	-7.41%
2272	Maintenance-Bldgs & Improvement	\$98,600	\$82,000	(\$16,600)	-16.84%
2423	Legal Services	\$25,000	\$25,000	\$0	0.00%
2429	Professional & Spec. Services	\$339,353	\$283,073	(\$56,280)	-16.58%
2548	Training Expense	\$25,855	\$25,550	(\$305)	-1.18%
2557	Trustees, Commissioners, Dir.	\$6,800	\$6,800	\$0	0.00%
	<b>SUBTOTAL SERVICES</b>	<b>\$1,251,033</b>	<b>\$1,126,385</b>	<b>(\$124,648)</b>	<b>-9.96%</b>
2613	Fuel YCTD	\$1,074,377	\$1,070,751	(\$3,626)	-0.34%
2613	Fuel Outside Use	\$526,933	\$599,190	\$72,257	13.71%
	<b>SUBTOTAL FUEL &amp; LUBRICANTS</b>	<b>\$1,601,310</b>	<b>\$1,669,942</b>	<b>\$68,632</b>	<b>4.29%</b>

Operating Expenses

# Table C-2

## PROPOSED PRELIMINARY 2017/18 FIXED ROUTE BUDGET

Account		APPROVED		REQUEST		PERCENT	
		2016/17	2017/18	CHANGE	CHANGE		
<b>OPERATING EXPENSES</b>							
2130	Food	\$3,721	\$3,696	(\$25)	-0.67%		
2390	Office Expense	\$25,000	\$27,200	\$2,200	8.80%		
2391	Postage	\$11,000	\$11,000	\$0	0.00%		
2392	Printing	\$65,966	\$59,941	(\$6,025)	-9.13%		
2520	Small Tools & Minor Equipment	\$50,392	\$47,492	(\$2,900)	-5.75%		
	<b>SUBTOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$156,079</b>	<b>\$149,329</b>	<b>(\$6,750)</b>	<b>-4.32%</b>		
2090	Communications	\$189,098	\$185,026	(\$4,072)	-2.15%		
2640	Utilities	\$21,100	\$26,300	\$5,200	24.64%		
	<b>SUBTOTAL UTILITIES</b>	<b>\$210,198</b>	<b>\$211,326</b>	<b>\$1,128</b>	<b>0.54%</b>		
2202	Insurance-Public Liability	\$475,160	\$625,680	\$150,520	31.68%		
2203	Insurance-Other Than Vehicle	\$20,000	\$21,844	\$1,844	9.22%		
2209	Insurance-Physical Damage	\$25,029	\$26,718	\$1,689	6.75%		
	<b>SUBTOTAL CASUALTY &amp; LIABILITY</b>	<b>\$520,189</b>	<b>\$674,242</b>	<b>\$154,053</b>	<b>29.61%</b>		
2428	Purchased Services-Transit	\$7,973,857	\$8,126,631	\$152,774	1.92%		
	<b>SUBTOTAL PURCHASED TRANSIT</b>	<b>\$7,973,857</b>	<b>\$8,126,631</b>	<b>\$152,774</b>	<b>1.92%</b>		
2330	Memberships	\$36,022	\$36,022	\$0	0.00%		
2460	Publications & Legal Notices	\$2,500	\$2,500	\$0	0.00%		
2465	Advertising	\$33,240	\$33,225	(\$15)	-0.05%		
2491	Rents & Leases-Equipment	\$400	\$400	\$0	0.00%		
2492	Rents & Leases-Bldgs & Improvements	\$45,000	\$5,600	(\$39,400)	-87.56%		
2553	Library Books & Periodicals	\$980	\$980	\$0	0.00%		
2559	Special Dept. Expense-Other	\$13,070	\$16,070	\$3,000	22.95%		
2610	Transportation & Travel	\$46,759	\$43,703	(\$3,056)	-6.54%		
3200	Pass Through to Other Agencies	\$33,000	\$54,000	\$21,000	63.64%		
3300	Loan Repayment	\$0	\$133,603	\$133,603	N/A		
	<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$210,971</b>	<b>\$326,103</b>	<b>\$115,132</b>	<b>54.57%</b>		
8101	<b>CONTINGENCIES</b>	<b>\$154,683</b>	<b>\$145,000</b>	<b>(\$9,683)</b>	<b>-6.26%</b>		
	<b>TOTAL OPERATING EXPENSES</b>	<b>\$13,487,732</b>	<b>\$13,892,543</b>	<b>\$404,811</b>	<b>3.00%</b>		

Operating Expenses

## Table C-3

### PROPOSED PRELIMINARY 2017/18 FIXED ROUTE BUDGET

Account	OPERATING REVENUES	APPROVED 2016/17	REQUEST 2017/18	CHANGE	PERCENT CHANGE
1501	LTF--Woodland	\$1,141,473	\$1,178,081	\$36,608	3.21%
1501	LTF--Davis	\$1,496,685	\$1,512,081	\$15,396	1.03%
1501	LTF--West Sacramento	\$1,645,195	\$1,674,482	\$29,287	1.78%
1501	LTF -- Winters	\$133,147	\$147,652	\$14,505	10.89%
1501	LTF -- Yolo County	\$138,099	\$187,264	\$49,165	35.60%
	<b>Total LTF</b>	<b>\$4,554,599</b>	<b>\$4,699,560</b>	<b>\$144,961</b>	<b>3.18%</b>
4100	Non-Transportation Revenues (Interest)	\$30,000	\$35,000	\$5,000	16.67%
5133	State Transit Assistance (Operator Share)	\$0	\$0	\$0	N/A
5134	State Operating - Other	\$35,412	\$35,412	\$0	0.00%
5140	State Motor Vehicle in Lieu Tax	\$0	\$0	\$0	0.00%
5673	FTA 5307	\$2,639,164	\$2,431,243	(\$207,921)	-7.88%
5676	FTA Section 37 (ATJ)	\$0	\$0	\$0	N/A
5677	FTA 5311	\$130,879	\$130,879	\$0	0.00%
6271	Passenger Fares	\$2,578,550	\$2,413,642	(\$164,908)	-6.40%
6272	Special Transit Fares	\$20,000	\$17,099	(\$2,901)	-14.50%
6276	Auxiliary Revenue	\$601,933	\$747,174	\$145,241	24.13%
6399	Other--Other	\$607,105	\$285,976	(\$321,129)	-52.90%
6400	Mitigation Revenue	\$1,605,980	\$1,589,620	(\$16,360)	-1.02%
7101	Local Operating Assistance (Unrestricted reserves)	\$684,110	\$1,506,938	\$822,828	120.28%
	<b>Total Other Operating Income</b>	<b>\$8,933,133</b>	<b>\$9,192,983</b>	<b>\$259,850</b>	<b>2.91%</b>
	<b>TOTAL OPERATING INCOME</b>	<b>\$13,487,732</b>	<b>\$13,892,543</b>	<b>\$404,811</b>	<b>3.00%</b>

Operating Revenues

## Table C-4

### PROPOSED PRELIMINARY 2017/18 FIXED ROUTE BUDGET

Account	CAPITAL EXPENSES	APPROVED	REQUEST	PERCENT	
		2016/17	2017/18	CHANGE	CHANGE
4300	Equipment	\$10,521,694	\$5,983,275	(\$4,538,419)	-43.13%
4200	Facility Improvements	\$1,314,649	\$2,328,304	\$1,013,655	77.10%
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$11,836,343</b>	<b>\$8,311,579</b>	<b>-\$3,524,764</b>	<b>-29.78%</b>

Account	CAPITAL REVENUES	APPROVED	REQUEST	PERCENT	
		2016/17	2017/18	CHANGE	CHANGE
1502	LTF--Woodland	\$54,289	\$0	(\$54,289)	N/A
1502	LTF--Davis	\$67,771	\$0	(\$67,771)	N/A
1502	LTF--West Sacramento	\$56,168	\$0	(\$56,168)	N/A
1502	LTF--Winters	\$8,300	\$0	(\$8,300)	N/A
1502	LTF--County of Yolo	\$40,204	\$0	(\$40,204)	N/A
	<b>LTF CAPITAL REVENUES</b>	<b>\$226,732</b>	<b>\$0</b>	<b>-\$226,732</b>	<b>-100.00%</b>
5133	State Transit Assistance	\$1,408,102	\$168,126	(\$1,239,976)	-88.06%
5135	1B (OHS & PTMSEA, LCTOP)	\$3,590,138	\$393,686	(\$3,196,452)	-89.03%
5675	FTA 5307/STP (large, small urban, CMAQ)	\$6,024,696	\$5,227,870	(\$796,826)	-13.23%
5830	Non County Gov't Agencies	\$35,000	\$40,000	\$5,000	14.29%
	Loan	\$0	\$1,300,000	\$1,300,000	
	Restricted Reserves	\$551,675	\$990,458	\$438,783	79.54%
	Unrestricted Reserves	\$0	\$191,439	\$191,439	
	<b>OTHER CAPITAL REVENUES</b>	<b>\$11,609,611</b>	<b>\$8,311,579</b>	<b>(\$3,298,032)</b>	<b>-28.41%</b>
	<b>TOTAL CAPITAL REVENUES</b>	<b>\$11,836,343</b>	<b>\$8,311,579</b>	<b>-\$3,524,764</b>	<b>-29.78%</b>

Capital Expenses & Revenues

# TABLE D-1

## PROPOSED PRELIMINARY 2017/18 PARATRANSIT BUDGET

Account	OPERATING EXPENSES	APPROVED	REQUESTED	PERCENT	
		2016/17	2017/18	CHANGE	CHANGE
2613	Fuel	\$228,309	\$159,211	(\$69,098)	-30.27%
2202	Insurance-Public Liability	\$98,294	\$118,748	\$20,454	20.81%
2428	Purchased Transportation	\$1,498,444	\$1,502,671	\$4,228	0.28%
2429	Professional Services	\$0	\$105,286	\$105,286	N/A
8101	Contingencies	\$22,373	\$20,000	(\$2,373)	-10.61%
<b>TOTAL OPERATING EXPENSES</b>		<b>\$1,847,420</b>	<b>\$1,905,916</b>	<b>\$58,496</b>	<b>3.17%</b>

Operating Expenses

Account	OPERATING REVENUES	APPROVED	REQUESTED	PERCENT	
		2016/17	2017/18	CHANGE	CHANGE
1501	LTF--Davis	\$307,213	\$304,466	(\$2,747)	-0.89%
1501	LTF--West Sacramento	\$228,261	\$226,220	(\$2,041)	-0.89%
1501	LTF -- Woodland	\$361,499	\$358,266	(\$3,233)	-0.89%
1501	LTF -- County	\$48,226	\$37,040	(\$11,186)	-23.20%
<b>TOTAL OPERATING LTF</b>		<b>\$945,199</b>	<b>\$925,991</b>	<b>(\$19,208)</b>	<b>-2.03%</b>
4100	Non-Transportation Revenues (Interest)	\$5,000	\$5,000	\$0	0.00%
5673	FTA 5307	\$260,450	\$260,450	\$0	0.00%
5676	FTA 5310 (used to be New Freedom)	\$150,000	\$255,286	\$105,286	70.19%
6271	Passenger Fares	\$64,317	\$74,947	\$10,630	16.53%
6272	Special Transit Fares	\$43,734	\$45,000	\$1,266	2.89%
6399	Other	\$24,959	\$25,000	\$41	0.16%
6400	Mitigation Revenue	\$23,761	\$24,242	\$481	2.02%
	Unrestricted Reserves	\$330,000	\$290,000	(\$40,000)	-12.12%
<b>OTHER OPERATING REVENUE</b>		<b>\$902,221</b>	<b>\$979,925</b>	<b>\$77,704</b>	<b>8.61%</b>
<b>TOTAL OPERATING REVENUE</b>		<b>\$1,847,420</b>	<b>\$1,905,916</b>	<b>\$58,496</b>	<b>3.17%</b>

Operating Revenues

## TABLE D-2

### PROPOSED PRELIMINARY 2017/18 PARATRANSIT BUDGET

<u>Account</u>	<b>CAPITAL EXPENSES</b>	APPROVED 2016/17	REQUESTED 2017/18	CHANGE	PERCENT CHANGE
4300	Equipment	\$215,000	\$338,171	\$123,171	57.29%
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$215,000</b>	<b>\$338,171</b>	<b>\$123,171</b>	<b>57.29%</b>

<u>Account</u>	<b>CAPITAL REVENUES</b>	APPROVED 2016/17	REQUESTED 2017/18	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%
	<b>TOTAL CAPITAL LTF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
5133	State Transit Assistance	\$75,000	\$0	(\$75,000)	-100.00%
5135	Proposition 1B	\$0	\$63,171	\$63,171	0.00%
5676	FTA 5310 Capital	\$0	\$60,000	\$60,000	N/A
5830	Non County Gov't Agencies	\$140,000	\$140,000	\$0	0.00%
	Restricted Reserves	\$0	\$75,000	\$75,000	N/A
	<b>TOTAL CAPITAL REVENUE</b>	<b>\$215,000</b>	<b>\$338,171</b>	<b>\$123,171</b>	<b>57.29%</b>

Capital Expenses & Revenues

# Table E

## Proposed Capital Expenditures: FY 2017/18

<b>Fixed Route</b>		
<b>Buses</b>		
	Replace 7 CNG transit buses & accessories	\$3,953,462
	One expansion bus & accessories for Woodland related service	\$700,000
	<b>SUBTOTAL</b>	<b>\$4,653,462</b>
<b>Bus Component Overhauls/Replacements</b>		
<b>New</b>	Connect Card Pass-Thru to SACOG (added \$100K)	\$100,000
<b>New</b>	Safety & Security Improvements (access points & Rangers, 2nd Gillig Order/Fleet)	\$89,303
<b>New</b>	Connect Card Equipment (spares)	\$16,000
	Rangers, Access Points, Wi-Fi, HD Camera Equipment (1st Gillig Order/Fleet)	\$187,578
	Connect Card Equipment	\$17,500
	Connect Card Add Fare Machine & Other Connect Card Equipment	\$35,346
	Connect Card Pass-Thru to SACOG	\$621,570
	Safety & Security--Access Points, Wi-Fi, HD Camera Equipment (1st Gillig Order/Fleet)	\$193,076
	<b>SUBTOTAL</b>	<b>\$1,260,373</b>
<b>Facility Improvements</b>		
<b>New</b>	Site Selection Study, Environmental	\$162,500
<b>New</b>	Bus Stop Improvements for Casino Route (if grant funded)	\$40,000
<b>New</b>	E-Lockers	\$35,961
<b>New</b>	Third CNG Skid	\$1,300,000
<b>Reduced</b>	Bus Washer, Water Recycler Replacement, Pavement Work, and Other Facility Improvements	\$202,971
	Bus stop improvements (\$110k Lemen Ave, \$33,800 other)	\$143,800
	Safety & Security--Bus Stop Safety Improvements	\$192,518
	Safety & Security--Bus Stop Safety Improvements	\$190,554
	Diesel Fuel Spill Prevention System	\$60,000
	<b>SUBTOTAL</b>	<b>\$2,328,304</b>
<b>Other Equipment</b>		
<b>New</b>	Office Equipment	\$19,440
	Shop Equipment	\$50,000
	<b>SUBTOTAL</b>	<b>\$69,440</b>
<b>TOTAL FIXED ROUTE:</b>		<b>\$8,311,579</b>
<b>Paratransit</b>		
	Replace One Paratransit Vehicle (including accessories)	\$140,000
	Paratransit Scheduling Software (Equip)	\$75,000
<b>New</b>	Novus Customer Information Module and IVR System	\$123,171
<b>TOTAL PARATRANSIT:</b>		<b>\$338,171</b>
<b>Combined</b>		
<b>TOTAL ALL CAPITAL</b>		<b>\$8,649,750</b>
<b>NEW or CHANGED PROJECTS</b>		<b>\$2,089,346</b>
<b>CARRYOVER PROJECTS</b>		<b>\$6,560,404</b>
		<b>\$8,649,750</b>



# SECTION 2

## Fixed Route Service Narrative

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

**Fixed Route Operating Expense Assumptions: (\$12,952,785)**

### 1. Core Fixed Route Services (Yolobus):

- a. 1.4 million Rides on local and intercity fixed route service. Fixed route ridership is budgeted to increase a conservative 2%.
- b. **102,216** revenue hours and **2,011,912** revenue miles, plus
- c. **100** hours of community transit service.
- d. **1,000 hours and 25,000** miles for **extra fixed route service** associated with service to and from Sacramento International Airport during school breaks and holidays, as well as other re-routes and service augmentations throughout the year.
- e. **Cities of Davis, West Sacramento and Woodland and Route 42**  
This route is considered the backbone of Yolobus inter-city service, connecting these three cities, Sacramento International Airport and downtown Sacramento, with transfer opportunities for buses headed to/from Winters and Cache Creek Casino Resort. Route 42 makes up 32.7% of all Yolobus revenue hours and 37.5% of all revenue miles. It also makes up 34.5% of all fixed route ridership. The City of Davis contributes 58% of the costs net of fares on this route, while the Cities of Woodland and West Sacramento contribute 26% and 16% respectively.

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

- f. **City of Davis:** While the preliminary budget shows no change in the service level on routes serving the City of Davis, staff is assessing whether or not express route 231 (a single trip in the afternoons on weekdays from Sacramento to Davis) should be eliminated, as ridership on that route appears light.
- g. **City of West Sacramento:** The proposed budget assumes that West Sacramento Route 340 (operates near the DGS occupied Ziggurat building and the CALSTRS building) will be eliminated, due to low ridership and that YCTD will continue to store some buses in a

fenced facility in West Sacramento to save money.

Other possible service changes include:

- Modifying local West Sacramento/Sacramento schedules so that the net effect is to provide bus service between the West Sacramento Transit Center and downtown Sacramento at least every 20 minutes; and
- Modifying Route 39 so that runs by the Bridge District on its way to and from downtown Sacramento.

Depending on the status of a Transportation Demand Management Tier 2 grant application being made by YCTD on behalf of the City of West Sacramento, YCTD may amend a new trial Southport on-demand shuttle service into the 2017/18 budget later. Whether or not an on-demand shuttle can replace or supplement existing route 35 and 39 service at some later point will likely be explored as part of the trial service.

- h. **City of Winters**: Last Summer, YCTD began deviating Winters bus route 220 to serve Kaiser Hospital and Solano Community College in Vacaville. The hospital is served Monday through Saturday, while the college is served on weekdays only. It is being proposed that this change continue and be partially funded for at least one year by a grant from the Yolo-Solano AQMD. Having said that, staff is trying to determine why Saturday ridership as dropped so significantly, Saturday service used to be heavily dominated by UC Davis students traveling to and from the Vacaville outlet stores.

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

- i. **City of Woodland**: YCTD will start two weekday routes (211 and 214) one hour earlier and will reconfigure service so that east Woodland ends up with two express trips in both the morning and afternoons between that community and downtown Sacramento. To execute this change, one of the morning and afternoon route 243 trips between Spring Lake and UC Davis will be eliminated. Additionally, on Saturdays, the first morning route 211 trip will be eliminated.
- j. **County of Yolo**: Dunnigan, Yolo and Knights Landing routes 216 and 217, operate only two or three days a week and are in need of re-structuring.
- Knights Landing is currently served three days a week with two round trips per day, plus one Saturday each month. Staff may recommend the following change:
    - Serve Knights Landing two days a week, but with three round trips both of those days; and
    - Consider an alternative to the current bus service to Knights Landing one Saturday per month.
  - Dunnigan would continue to be served two days a week with two round trips per day; however, this route needs to be re-structured.
  - Alternatively, YCTD staff is investigating the merits of offering an on-demand shuttle from these communities when a bus would not be sent until a certain minimum number of ride requests is reached.
  - 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 De He Tribe of the Wintun Nation together fund 17 round trips per day, 365 days annually between Woodland and Cache Creek Casino Resort, in Brooks. The budget may require modification in the Spring of 2018 because a new Agreement with the Tribe calls for two more added round trips to the casino. In addition, by April, 2018, park-and-ride lot options needs to be reviewed and negotiated.

k. **Personnel**

- Eleven (11) in-house positions are currently in the budget, including one limited term position that also undertakes extra transit activities associated with the Y-Shuttle and the Golden One Center.
- Approximately 4-5 Interns (most are recruited from U.C. Davis) to help in data gathering, service planning and service support activities, such as marketing.
- Approximately 115 employees of YCTD's transit contractor, Transdev Transportation.

l. **Contractor Rate Increases:** Per signed 12-year agreement, the fixed route and paratransit contract with Transdev has annual escalators. While the annual unit rates paid to Transdev per month, hour and mile of service vary between 3.25% and 4.25%, overall purchased transportation is expected to increase only 1.9%, because Y-Shuttle expenses are anticipated to be 39.2% lower than assumed in the previous fiscal year.

m. **Other Expenses:** Additionally, the following noteworthy changes affect the fixed route budget, with a total net increase of \$532,656 over the previous fiscal year:

- Changes in Labor & Benefits (+\$54,173)
- Liability Insurance (+\$251,898)
- Loan Amortization for Third CNG Skid (+\$133,603)--\$46,426 recovered through outside sales
- Outside CNG Fuel Related Expenses (+\$72,257)—all recovered through outside sales
- Purchased Transportation to bus contractor (+\$250,760)
- Purchased Transportation Y-Shuttle (-\$97,986)
- Combined Other Changes (-\$162,050)

n. **Other Projects:** YCTD is also involved with the following projects, all of which involve little or no funding from YCTD:

- Being part of a five-party West Sacramento/Downtown Sacramento Streetcar project.
- Develop a county-wide transportation capital improvement plan, if the YCTD jurisdictions wish to continue this effort.
- Continue involvement in the Capitol Corridor Joint Powers Authority for passenger train service between Auburn and San Jose, via Sacramento and Davis (YCTD has two seats on the CCJPA).

- Continue participation in the regional Bike Share project.
- Continue involvement in the rail relocation project, which has land use, economic development, transportation and flood control implications for the Cities of Woodland, Davis and Winters, as well as the County of Yolo. (No funds are specifically programmed for this purpose, but some staff time will be expended on this activity.)

## **2. Other Activities (\$939,758)**

- Y-Shuttle:** 3,243 hours of service for the Y-Shuttle is included to mitigate the impacts of events at the Golden One Center when attendance exceeds 10,000 attendees. **\$286,568** of the overall operating budget is budgeted for such augmented service, compared to \$434,947 budgeted in 16/17.
- Unitrans:** A pass-thru of **\$24,000** in County funds for Unitrans bus service. The UC Davis campus is located outside of the Davis City limits. The County's contribution is minimal compared to the \$5.6 million annual Unitrans operating budget.
- Outside Fuel:** **\$599,190** for expenses related to YCTD's public dispenser include a 19% consumption increase over the previous year, mostly because Waste Management of Woodland may be acquiring additional CNG garbage trucks.
- Yolo TMA:** YCTD now provides staff to manage activities associated with the Yolo Transportation Management Association. **\$10,000** in revenue from the TMA is assumed for this purpose. Additionally, **\$20,000** in anticipated pass-thru funds from the Yolo-Solano AQMD to the TMA is assumed.

## **3. Cost Containment and Revenue Enhancement Efforts**

- Natural Gas Costs:** On August 1, 2016, PG&E had increased the cost of transporting natural gas through its pipeline system by 113%. YCTD executed a 5-year contract with the Department of General Services for pooled purchases of natural gas and switched YCTD's category for the transportation of natural gas through the PG&E pipeline system from NGV-1 to NGV-4. If these changes had not occurred, the transportation of natural gas would have added as much as \$173,000 in expenses annually on the bus dispenser side and as much as \$108,000 in expenses annually on the public dispenser side.
- Diesel Cost Revision:** The estimate for diesel fuel costs (used on six MCI motor coaches) has been revised downwards by **\$59,228**, based on a forecasted average price of \$3.50 per gallon, versus the previous estimate of \$4.25 per gallon.
- Park-Out of Buses:** In order to continue realizing operating cost savings for the City of West Sacramento, YCTD will continue to park out buses at a facility in that city. The net effect is primarily to sustain the reduction in mileage and hour expenses paid to YCTD's bus contractor, though staff has also factored in the added costs associated with the second bus yard.

- d. **Natural Gas Revenues:** The budget assumes a \$26,558 (+35.4%) increase (from \$75,000 to **\$101,558**) in revenues from CNG sold to outside parties at the public dispenser. Additionally, the budget assumes **\$46,426** to cover 34.7% of the total annual payment of \$133,603 for the third skid. The District is responsible for the rest.
- e. **No Additional Jurisdictional Funds for Capital Projects in FY 2017/18:** By maximizing use of federal, regional and state grants, operator (Yolobus) State Transit Assistance Funds, and restricted and unrestricted reserves, YCTD will NOT be requesting additional funding from the jurisdictions for fixed route capital projects in FY 2017/18.

**Fixed Route Operating Revenue Assumptions: (\$13,892,542)**

- a. **Reserves:** The preliminary budget assumes a drawdown of **\$1,506,806** in reserves to help offset fixed route expenses. This is being done to lessen the impact on the Local Transportation Fund (LTF), which is expected to see a 14% decline, based on ¼-cent sales tax revenue forecasts from the County Auditor/Controller.
- b. **Outside CNG Fuel Sales:** It is assumed that YCTD will receive **\$684,190**, which will net **\$85,000** in outside CNG sales and apply those proceeds against Yolobus operations. Additionally, YCTD staff intends to collect 16 cents per gallon (at least **\$46,426** per year) as a public station surcharge to help finance the third CNG skid, which staff is proposing.
- c. **FTA Funding:** It is estimated that FTA funding towards operations will decline by **\$207,921** due to the following:
  - d. Reduction in revenue for overhauls: -\$100,000
  - e. Reduction in Y-Shuttle federal match -\$ 62,716
  - f. Woodland Transit Study moved to capital project: -\$100,000
  - g. Woodland Transit Service increase in FTA +\$ 54,795  
-\$207,921
- h. **Local Match Funding for the Y-Shuttle:** The preliminary budget assumes **\$137,283** in local match from three cities (\$44,761 each from Woodland and Davis and \$47,761 from West Sacramento). For the previous year, \$200,000 in local match was assumed. All additional fares from the Y-Shuttle are credited to Woodland and Davis, as the shuttle from West Sacramento into downtown Sacramento charges no fares.
- i. **Fares:** Fares for FY 2017/18 are estimated to be **\$167,809** lower than the amount in the FY 2016/17 budget. The July 2016 fare increase, combined with low fuel prices in 2016 resulted in a decline in ridership more than anticipated. This had a negative effect on farebox revenue.
- j. **CNG Rebate:** The biggest revenue loss for next year is in federal CNG rebates, which are no longer available. For FY 2016/17, a total of **\$439,338** (representing 1 ½ years of rebate revenue) was budgeted to help offset operating expenses.
- k. **Exterior Advertising Sales:** The preliminary budget includes **\$66,000** in revenue receipts anticipated from Foraker & Wright, the firm selected to manage the sale of exterior bus ads.

- l. **Other Reduced Revenues:** With route 340 anticipated to be terminated, there will be **\$75,576** less in mitigation money associated with the CALSTRS/DGS transit route. Additionally, all reserves associated with West Sacramento and the streetcar project have been spent down, resulting in a reduction of **\$67,370**.
- m. **Local Transportation Funds:** The net impact of all of the changes described above is that the four cities and the County will collectively need to contribute **\$131,651** more than they did in FY 2016/17.

**Fixed Route Capital Expense and Revenue Assumptions: (\$8,311,579)**

1. Seven (7) replacement CNG buses (and accessories) are on order and should be delivered around April, 2018. An eighth new bus is also expected by April, 2018 to accommodate service increases planned for the City of Woodland. **Amount: \$4,653,462.**
2. Third CNG Skid is necessary to not only meet growing use at both the bus and public dispensers, but to also provide sufficient redundancy to allow reciprocal access by other transit operators when their CNG stations are down. It is proposed that this project be financed over 12-15 years. **Amount: \$1,300,000.**
3. Sacramento urban Section 5307 funds will be passed from YCTD to SACOG for capital expenses related to the CONNECT card smart card system. The funding was programmed by SACOG, and YCTD submitted the grant application, and has been awarded most of the funding (\$621,570) on SACOG's behalf. A request for the remaining \$100,000 will be amended into the original grant **Amount: \$721,570.**
4. Bus stop improvements throughout the region. Such improvements include bus shelters, pads, and lighting, possible bus stop surface improvements, and bicycle lockers. **Amount: \$602,833.**
5. Undertake the next phase for a Woodland Transit Center; namely, a site selection review and environmental, using consultants. **Amount: \$162,500.**
6. Undertake the following IT related improvements:
  - a. Replace mobile data terminals (MDTS) used in YCTD's buses to improve the reliability of YCTD's AVL system; procure high definition video surveillance systems for new buses; and retrofit the entire Yolobus fleet with access points for Wi-Fi compatibility, providing an added benefit to the public, improving automatic vehicle location (AVL) signals and equipping operations and law enforcement with the capability of obtaining live camera views on any bus. **Amount: \$469,957.**
  - b. Other Connect Card Equipment Retained by YCTD (additional on-board equipment, plus add fare machine and remote reading system in West Sacramento). **Amount: \$68,846**
7. Upgrade bus washer, water-recycling system, extra bus overhauls if there are sufficient funds. **Amount: \$202,971.**
8. Shop (\$50,000) and Office Equipment (\$19,440). **Amount: \$69,440.**
9. Upgrade a diesel fuel containment system. **Amount: \$60,000.**
10. **Revenues** assume **\$1,834,736 of the** in new revenues, including a \$1,300,000 loan to build a third CNG skid, \$262,500 in new funds from FTA, \$141,264 in new Proposition 1B and LCTOP funds, \$90,972 in operator STA funds and \$40,000 in funds related to tribal casinos. The remaining funding comes from funds associated with carryover projects. The remaining **\$6,476,843** in fixed route operating revenues come from sources associated with carryover capital projects, bringing total capital revenues to **\$8,311,579**.

# Table F

## FIXED ROUTE BUS SERVICE DESCRIPTIONS

In FY 2017/18, YOLOBUS will provide service along 29 bus routes for a total of 250 bus trips on weekdays, 133 on Saturdays, and 119 on Sundays and Holidays. Total revenue hours are budgeted at 102,416, while revenue miles are 2,011,912 for FY 2017/18. This includes the transit services summarized below, as well as 1,000 hours and 25,000 miles for added service due to holidays, school breaks and other service delays and events.

Route	Community / Destinations	Total Bus Trips	Cost Allocated to:
<b>42A/42B</b>	Intercity: Woodland, Davis, West Sacramento, Sacramento International Airport, Downtown Sacramento	39 loops M-F 33 loops Sat 33 loops Sun	<b>Shared:</b> Davis (58%) Woodland (26%) West Sacramento (16%)
<b>35</b>	Bridgeway Island, Southport, Gateway, West Sacramento Transit Center	15 loops M-F 11 loops Sat 11 loops Sun	West Sacramento
<b>39</b>	Southport, Downtown Sacramento Commute	4 AM loops 4 PM loops	West Sacramento
<b>40</b>	Northern West Sacramento, Ikea Ct, West Sacramento Transit Center, Downtown Sacramento	17 loops M-F 12 loops Sat 9 loops Sun	West Sacramento
<b>41</b>	Ikea Ct, Northern West Sacramento, West Sacramento Transit Center, Downtown Sacramento	14 loops M-F	West Sacramento
<b>240</b>	Ikea Ct, Reed Ave, Harbor Blvd, West Sacramento Transit Center, Downtown Sacramento	15 loops M-F 12 loops Sat 10 loops Sun	West Sacramento
<b>241</b>	Downtown Sacramento, West Capitol Ave Industrial Blvd Commute	2 AM loops M-F 2 PM loops M-F	West Sacramento
<b>340</b>	<del>Downtown Sacramento, CalSTRS, Ziggurat Commute</del>	<del>8 AM trips M-F 7 PM trips M-F (to be eliminated)</del>	<del>West Sacramento</del>
<b>45, 45X</b>	West/Central Woodland, Downtown Sacramento Express	<b>5 AM trips M-F (1 trip to be extended to Spring Lake)</b>  <b>5 PM trips M-F (1 trip to be extended to Spring Lake))</b>	Woodland
<b>46 (New Route)</b>	<b>East Woodland, Downtown Sacramento Express (to serve Springlake, Maxwell, Gateway park and ride)</b>	<b>1 AM trip M-F 1 PM trip M-F</b>	<b>Woodland</b>
<b>243</b>	Spring Lake to County Fair Fashion Mall, to U.C. Davis Campus	<b>1 AM trip M-F (2nd trip to be eliminated)</b>  <b>1 PM trip M-F (2nd trip eliminated)</b>	Woodland
<b>210</b>	Community & Senior Center, West Woodland Loop	12 loops M-F	Woodland
<b>211</b>	County Fair Mall, West Woodland Loop	<b>14 loops M-F (1 loop to be added)</b>	Woodland

		<b>13 loops SAT (1 loop to be eliminated)</b> 11 loops SUN	
<b>212</b>	County Fair Mall, East Woodland Loop	14 loops M-F 12 loops SAT 11 loops SUN	Woodland
<b>214</b>	East Woodland Loop	12 loops M-F	Woodland
<b>242</b>	Woodland, UC Davis Commute	1 AM southbound trip M-F 1 PM northbound trip M-F	Woodland
<b>220 C</b> <b>220</b>	Winters, U.C. Davis Commute Davis, Winters, Vacaville	1 AM eastbound trip M-F 1 PM westbound trip M-F 3 eastbound trips M-F 3 westbound trips M-F 3 eastbound trips Sat 3 westbound trips Sat	<b>Shared:</b> Winters (85%) County (15%)
<b>215</b>	Woodland, Madison, Esparto, Capay, Cache Creek Casino Resort	17 westbound trips 7 days/wk 17 eastbound trips 7 days/wk	<b>Shared:</b> County Tribe
<b>216</b>	Knights Landing, Woodland	1 morning loop 3 days/wk 1 afternoon loop 3 days/wk 1 morning loop, 1st Sat of Mo. 1 afternoon loop, 1st Sat of Mo.	County
<b>217</b>	Dunnigan, Yolo, Woodland	1 morning loop 2 days/wk 1 afternoon loop 2 days/wk	County
<b>43</b>	Davis, Downtown Sacramento Express	5 AM loops M-F 4 PM loops M-F	Davis
<b>43R</b>	<b>Reverse Commute:</b> Downtown Sacramento, U.C. Davis Express	1 AM loops M-F 1 PM loops M-F	
<b>44</b>	South Davis, Downtown Sacramento Express	3 AM loops M-F 3 PM loops M-F	Davis
<b>230</b>	West Davis, Downtown Sacramento Express	3 AM loops M-F 3 PM loops M-F	Davis
<b>231</b>	Downtown Sacramento, Davis Modified Express	1 PM loop M-F	Davis
<b>232</b>	Davis, Downtown Sacramento Express	1 AM loop M-F 1 PM loop M-F	Davis
	<b>Total</b>	<b>250 Weekday Bus Trips 133 Saturday Bus Trips 119 Sun/Hol Bus Trips</b>	

Other transit services under “Fixed Route” include:

- 3,243 hours for the Y-Shuttle and other transit mitigations associated with downtown Sacramento
- A \$24,000 County contribution to Unitrans operations in the fixed route budget
- 100 hours of Community Service



# SECTION 3

## Paratransit Narrative

(Approximately 31,000 Rides Annually)

The Preliminary budget assumes some 22,466 revenue hours for local ADA and senior paratransit rides in West Sacramento, local ADA rides in Woodland, inter-city ADA rides for Davis, Woodland, West Sacramento and unincorporated Yolo County, as well as “Premium” service for ADA eligible clients traveling deeper into Sacramento and parts of Vacaville for medical related trips.

The cost for this service will be shared using the same split as 2016/17:

38.69%	City of Woodland
24.43%	City of West Sacramento
32.88%	City of Davis
4.00%	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.

The budget assumes 1,842 revenue hours/month in ADA paratransit service, plus 30 revenue hours per month for Capay Valley related paratransit service funded by Cache Creek Casino Resort. The casino will be billed only for paratransit service actually provided.

### **Paratransit Operating Expense Assumptions: (\$1,905,916)**

- a. **Fuel**—The estimate for fuel has been **lowered by \$69,098** because the mpg of the diesel paratransit fleet was revised upwards from 9 to 10 mpg, and the average price per gallon was lowered from \$4.25 to \$3.50.
- b. **Liability Insurance**—Paratransit liability insurance rates **increased by \$20,454**, as one large operator pulled out of the transit insurance pool, the experience factor for YCTD was raised, and mileage and excess insurance rates increased).
- c. **Purchased Transportation**—Even though the rates per month and per revenue hour went up, the overall expenses are assumed to be just 0.28% **(\$4,227) higher** than the previous year, due to a reduction in the number of hours assumed for service—a factor influenced by ridership changes.

- d. **Professional Services**—If funded, this added **\$105,286** program will allow YCTD to develop and implement a mobility assessment program for ADA riders. The purpose of the program is to make certain that only clients who have a functional disability that prevents them from being able to ride a fixed route bus are eligible for paratransit service.
- e. **Contingencies**—Contingencies primarily for fuel price increases have been **lowered by \$2,373**.

**Paratransit Operating Revenue Assumptions: (\$1,905,916)**

- a. **FTA**—Section 5310 has been **increased by \$105,286** to cover the cost of the mobility assessment program.
- b. **Fares**—Fare revenue has been **increased by \$11,896** because average fares per ride have been coming in at a higher rate than anticipated.
- c. **Local Transportation Funds**—This amount will **decline by \$19,208**, due to revenues being drawn from other sources.
- d. **Tribe Mitigation Funds and One-Time Insurance Credit**—A total of **\$522** has been added to reflect the difference in these two funding sources since the previous year.
- e. **Unrestricted Reserves**—The amount needed from this source has been **reduced by \$40,000**

**Paratransit Capital Expense and Revenue Assumptions: (\$338,171)**

- a. Acquiring paratransit reservation and ride scheduling software, plus Customer Information Module and IVR system. **Amount: \$198,171.**
- b. One replacement paratransit vehicle, using funds from the Yocha De He Tribe of the Wintun Nation, as previously agreed. **Amount: \$140,000.**
- c. Revenues assume **\$140,000** from the Tribe, **\$60,000** in competitive FTA Section 5310 funds, **\$63,171** in Proposition 1B safety and security funds and **\$75,000** from restricted reserves.

# Appendix A (page 1 of 4)

## PROPOSED PRELIMINARY 2017/18 FIXED ROUTE BUDGET

### OPERATING EXPENSES BY SUB-ACTIVITY

Account	Description	Core					Total Budget	
		Fixed Route	Y-Shuttle	Unitrans	Outside Fuel	Yolo TMA	Fixed Route	
1101	Regular Employees	\$865,889	\$14,590			\$8,000	\$888,479	
1102	Extra Help	\$38,000	\$10,000			\$2,000	\$50,000	
1103	Overtime	\$4,500	\$500				\$5,000	
1107	Cash out (Mgmt Leave Buy-Back)	\$4,000	\$0				\$4,000	
	<b>SUBTOTAL LABOR</b>	<b>\$912,389</b>	<b>\$25,090</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$947,479</b>	
1201	YCTD Contribution to Retirement	\$153,260	\$953				\$154,213	
1202	YCTD Contribution to Social Security	\$2,945	\$155				\$3,100	
1203	YCTD Contribution to MEDICARE	\$13,395	\$212				\$13,606	
1300	YCTD Contribution to Health Ins.	\$181,499	\$5,113				\$186,612	
1301	YCTD Contribution to OPEB	\$109,000	\$0				\$109,000	
1400	YCTD Contribution to Unemp. Ins.	\$6,360	\$81				\$6,440	
1500	Worker's Compensation Insurance	\$10,847	\$188				\$11,035	
1600	Other Fringe Benefits	\$32,100	\$0				\$32,100	
	<b>SUBTOTAL BENEFITS</b>	<b>\$509,405</b>	<b>\$6,702</b>				<b>\$516,106</b>	
	<b>SUBTOTAL LABOR &amp; BENEFITS</b>	<b>\$1,421,793</b>	<b>\$31,792</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$1,463,585</b>	
2170	Housekeeping Expense	\$17,502					\$17,502	
2271	Maintenance-Equipment	\$686,460					\$686,460	
2272	Maintenance-Bldgs & Improvement	\$82,000					\$82,000	
2423	Legal Services	\$25,000					\$25,000	
2429	Professional & Spec. Services	\$253,073	\$30,000				\$283,073	
2548	Training Expense	\$24,550	\$1,000				\$25,550	
2557	Trustees, Commissioners, Dir.	\$6,800	\$0				\$6,800	
	<b>SUBTOTAL SERVICES</b>	<b>\$1,095,385</b>	<b>\$31,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,126,385</b>	
2613	Fuel YCTD	\$1,053,650	\$17,102				\$1,070,751	
2613	Fuel Outside Use	\$0	\$0	\$0	\$599,190	\$0	\$599,190	
	<b>SUBTOTAL FUEL &amp; LUBRICANTS</b>	<b>\$1,053,650</b>	<b>\$17,102</b>	<b>\$0</b>	<b>\$599,190</b>	<b>\$0</b>	<b>\$1,669,942</b>	

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## PROPOSED PRELIMINARY 2017/18 FIXED ROUTE BUDGET

### OPERATING EXPENSES BY SUB-ACTIVITY

Account	Description	Core Yolo bus					Total Budget
		Fixed Route	Y-Shuttle	Unitrans	Outside Fuel	Yolo TMA	Fixed Route
2130	Food	\$3,696					\$3,696
2390	Office Expense	\$27,200					\$27,200
2391	Postage	\$10,000	\$1,000				\$11,000
2392	Printing	\$49,941	\$10,000				\$59,941
2520	Small Tools & Minor Equipment	\$47,492					\$47,492
	<b>SUBTOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$138,329</b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$149,329</b>
					\$0	\$0	
2090	Communications	\$185,026					\$185,026
2640	Utilities	\$26,300					\$26,300
	<b>SUBTOTAL UTILITIES</b>	<b>\$211,326</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$211,326</b>
2202	Insurance-Public Liability	\$614,019	\$11,661				\$625,680
2203	Insurance-Other Than Vehicle	\$21,844					\$21,844
2209	Insurance-Physical Damage	\$26,718					\$26,718
	<b>SUBTOTAL CASUALTY &amp; LIABILITY</b>	<b>\$662,581</b>	<b>\$11,661</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$674,242</b>
2428	Purchased Services-Transit	\$7,974,618	\$152,014				\$8,126,631
	<b>SUBTOTAL PURCHASED TRANSIT</b>	<b>\$7,974,618</b>	<b>\$152,014</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,126,631</b>
2330	Memberships	\$36,022					\$36,022
2460	Publications & Legal Notices	\$2,500					\$2,500
2465	Advertising	\$23,225	\$10,000				\$33,225
2491	Rents & Leases-Equipment	\$400					\$400
2492	Rents & Leases-Bldgs & Improvements	\$5,600					\$5,600
2553	Library Books & Periodicals	\$980					\$980
2559	Special Dept. Expense-Other	\$15,570	\$500				\$16,070
2610	Transportation & Travel	\$42,203	\$1,500				\$43,703
3200	Pass Through to Other Agencies	\$10,000		\$24,000		\$20,000	\$54,000
3300	Loan Repayment	\$133,603					\$133,603
	<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$270,103</b>	<b>\$12,000</b>	<b>\$24,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$326,103</b>
8101	Contingencies	\$125,000	\$20,000	\$0	\$0	\$0	\$145,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>\$12,952,784</b>	<b>\$286,568</b>	<b>\$24,000</b>	<b>\$599,190</b>	<b>\$30,000</b>	<b>\$13,892,543</b>

# Appendix A (page 3 of 4)

## PROPOSED PRELIMINARY 2017/18 FIXED ROUTE BUDGET

OPERATING REVENUES BY SUB-ACTIVITY								
Account	Description	Core Yolobus					Total Budget	
		Fixed Route	Y-Shuttle	Unitrans	Outside Fuel	Yolo TMA	Fixed Route	
1501	LTF--Woodland	\$1,133,320	\$44,761				\$1,178,081	
1501	LTF--Davis	\$1,467,320	\$44,761				\$1,512,081	
1501	LTF--West Sacramento	\$1,626,721	\$47,761				\$1,674,482	
1501	LTF -- Winters	\$147,652					\$147,652	
1501	LTF -- Yolo County	\$163,264		\$24,000			\$187,264	
	<b>TOTAL OPERATING LTF</b>	<b>\$4,538,277</b>	<b>\$137,283</b>	<b>\$24,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,699,560</b>	
4100	Non-Transportation Revenues (Interest)	\$35,000					\$35,000	
5133	State Transit Assistance	\$0					\$0	
5134	State Operating - Other	\$35,412					\$35,412	
5140	State Motor Vehicle in Lieu Tax	\$0					\$0	
5673	FTA 5307	\$2,293,959	\$137,284				\$2,431,243	
5676	FTA Section 37 (ATJ)	\$0					\$0	
5677	FTA 5311	\$130,879					\$130,879	
6271	Passenger Fares	\$2,401,642	\$12,000				\$2,413,642	
6272	Special Transit Fares	\$17,099					\$17,099	
6276	Auxiliary Revenue	\$0			\$747,174		\$747,174	
6399	Other--Other	\$255,976				\$30,000	\$285,976	
6400	Mitigation Revenue	\$1,589,620					\$1,589,620	
7101	Local Operating Assistance	\$1,506,938					\$1,506,938	
	<b>TOTAL OPERATING REVENUES</b>	<b>\$12,804,802</b>	<b>\$286,567</b>	<b>\$24,000</b>	<b>\$747,174</b>	<b>\$30,000</b>	<b>\$13,892,543</b>	
	Profit	(\$147,982)			\$147,984			

# Appendix A (page 4 of 4)

## PROPOSED PRELIMINARY 2017/18 FIXED ROUTE BUDGET

### CAPITAL EXPENSES BY SUB-ACTIVITY

Account	Description	Base Service	Y-Shuttle	Unitrans	Outside Fuel	Yolo TMA	Total Fixed Rt
4300	Equipment	\$5,983,275					\$5,983,275
4200	Facility Improvements	\$2,328,304					\$2,328,304
<b>TOTAL CAPITAL EXPENSES</b>		<b>\$8,311,579</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,311,579</b>

### CAPITAL REVENUES BY SUB-ACTIVITY

Account	Description	Base Service	Y-Shuttle	Unitrans	Outside Fuel	Yolo TMA	Total Fixed Rt
1502	LTF--County of Yolo	\$0					\$0
1502	LTF--Woodland	\$0					\$0
1502	LTF--Davis	\$0					\$0
1502	LTF--West Sacramento	\$0					\$0
1502	LTF--Winters	\$0					\$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)	\$168,126					\$168,126
5135	1B (OHS & PTMISEA, LCTOP)	\$393,686					\$393,686
5675	FTA 5307/STP (large, small urban, CMAQ)	\$5,227,870					\$5,227,870
5830	Non County Gov't Agencies	\$40,000					\$40,000
	Loan	\$1,300,000					\$1,300,000
	Restricted Reserves	\$990,458					\$990,458
	Unrestricted Reserves	\$191,439					\$191,439
<b>TOTAL CAPITAL REVENUES</b>		<b>\$8,311,579</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,311,579</b>

# Appendix B (Page 1 of 2)

## Summary of Fixed Route Expense and Revenue Changes

### Fixed Route

Footnote	Operating Expenses	16/17	17/18	Change	
1	Labor & Benefits	\$ 1,409,412	\$ 1,463,585	\$ 54,173	3.8%
2	Services	\$ 1,251,033	\$ 1,126,385	\$ (124,648)	-10.0%
3	Fuel-YCTD	\$ 1,074,377	\$ 1,070,751	\$ (3,626)	-0.3%
4	Fuel-Outside Sales Costs	\$ 526,933	\$ 599,190	\$ 72,257	13.7%
5	Materials & Supplies	\$ 156,079	\$ 149,329	\$ (6,750)	-4.3%
6	Communications & Utilities	\$ 210,198	\$ 211,326	\$ 1,128	0.5%
7	Casualty, Liability & Phys Dam Insurance	\$ 520,189	\$ 674,242	\$ 154,053	29.6%
8a	Purchased Transportation, Excluding Y-Shuttle	\$ 7,723,857	\$ 7,974,617	\$ 250,760	3.2%
8b	Purchased Transportation, Y-Shuttle	\$ 250,000	\$ 152,014	\$ (97,986)	-39.2%
9	Loan Payment	\$ -	\$ 133,603	\$ 133,603	
10	Miscellaneous	\$ 177,971	\$ 138,500	\$ (39,471)	-22.2%
11	Pass Through to Other Agencies	\$ 33,000	\$ 54,000	\$ 21,000	63.6%
12	Contingencies	\$ 154,683	\$ 145,000	\$ (9,683)	-6.3%
		\$ 13,487,732	\$ 13,892,543	\$ 404,810	3.00%
Footnote	Operating Revenues	16/17	17/18	Change	
13	LTF Woodland	\$ 1,141,473	\$ 1,178,081	\$ 36,608	3.2%
14	LTF Davis	\$ 1,496,685	\$ 1,512,081	\$ 15,396	1.0%
15	LTF West Sacramento	\$ 1,645,195	\$ 1,674,482	\$ 29,287	1.8%
16	LTF Winters	\$ 133,147	\$ 147,652	\$ 14,505	10.9%
17	LTF Yolo County	\$ 138,099	\$ 187,264	\$ 49,165	35.6%
18	Interest	\$ 30,000	\$ 35,000	\$ 5,000	16.7%
19	State Operating-Other	\$ 35,412	\$ 35,412	\$ -	0.0%
20	FTA 5307 Sac Urban	\$ 1,535,000	\$ 1,435,000	\$ (100,000)	-6.5%
21	FTA 5307 Sac Urban Discretionary	\$ 200,000	\$ 137,284	\$ (62,716)	-31.4%
22	FTA 5307 Woodland	\$ 754,164	\$ 708,959	\$ (45,205)	-6.0%
23	FTA 5307 Davis	\$ 150,000	\$ 150,000	\$ -	0.0%
24	Rural 5311	\$ 130,879	\$ 130,879	\$ -	0.0%
25	Fares	\$ 2,598,550	\$ 2,430,741	\$ (167,809)	-6.5%
26	Auxilliary Revenue (Outside Fuel Sales)	\$ 601,933	\$ 747,174	\$ 145,241	24.1%
27	One time insurance credit	\$ 53,867	\$ 90,000	\$ 36,133	67.1%
28	CNG rebate	\$ 439,338	\$ -	\$ (439,338)	-100.0%
29	Exterior Advertising	\$ 41,000	\$ 66,000	\$ 25,000	61.0%
30	LCTOP	\$ 72,900	\$ 81,152	\$ 8,252	11.3%
31	Yolo Solano AQMD	\$ -	\$ 38,824	\$ 38,824	
32	Yolo TMA	\$ -	\$ 10,000	\$ 10,000	
33	Mitigation Funds	\$ 1,605,980	\$ 1,589,620	\$ (16,360)	-1.0%
34	Unrestricted Reserves	\$ 654,110	\$ 1,506,938	\$ 852,828	130.4%
		\$ 13,457,732	\$ 13,892,542	\$ 434,811	3.2%
Footnotes for Fixed Route Operating					
1	Mostly due to \$60,198 increase in YCTD contribution to Other Post Employment Benefits				
2	\$100,000 decrease for overhauls				
4	Anticipated growth in public CNG fuel consumption				
7	Large increase in Casualty and Liability Insurance rates (one large operator pulled out of insurance pool, experience factor, mileage and excess insurance rates increased)				
8	Contract rate change with Transdev, plus expenses for Y Shuttle expected to be lower than budgeted for previous year				
10	New expense--debt payment on \$1.3 million loan for third CNG skid				
21	Lower FTA funding for Y-Shuttle because expenses are lower				
25	Yolobus still recovering from fare increase in July, 2016--lost more ridership than anticipated				
26	Growth in CNG revenue receipts from outside sales				
28	16/17 used 1-1/2 years from this rebate source, while 17/18 assumes no more funding				
29	\$66,000 in revenue from exterior advertising sales				
32	Unrestricted reserves required to balance operating budget				

# Appendix B Page 2 of 2)

## Summary of Fixed Route Capital Changes

<u>Footnote</u>	<b>Capital Expenses</b>	<b>16/17</b>	<b>17/18</b>	<b>Change</b>	
35	Equipment	\$10,521,694	\$5,983,275	(\$4,538,419)	-43.13%
36	Facility Improvements	\$1,314,649	\$2,328,304	\$1,013,655	77.10%
		\$ 11,836,343	\$ 8,311,579	\$(3,524,764)	-29.78%
	<b>Capital Revenues</b>	<b>16/17</b>	<b>17/18</b>	<b>Change</b>	
37	LTF--Woodland	\$54,289	\$0	(\$54,289)	-100.0%
38	LTF--Davis	\$67,771	\$0	(\$67,771)	-100.0%
39	LTF--West Sacramento	\$56,168	\$0	(\$56,168)	-100.0%
40	LTF--Winters	\$8,300	\$0	(\$8,300)	-100.0%
41	LTF--County of Yolo	\$40,204	\$0	(\$40,204)	-100.0%
42	State Transit Assistance	\$1,408,102	\$168,126	(\$1,239,976)	-88.1%
43	1B (OHS & PTMISEA, LCTOP)	\$3,590,138	\$393,686	(\$3,196,452)	-89.0%
44	FTA 5307/STP (large, small urban, CMAQ)	\$6,024,696	\$5,227,870	(\$796,826)	-13.2%
45	Non County Gov't Agencies (IGLCBC)	\$35,000	\$40,000	\$5,000	14.3%
46	Loan for Third CNG Skid	\$ -	\$1,300,000	\$1,300,000	
47	Restricted Reserve	\$551,675	\$990,458	\$438,783	79.5%
48	Unrestricted Reserve	\$ -	\$191,439	\$191,439	
		\$ 11,836,343	\$ 8,311,579	\$(3,524,764)	-29.8%
<b>Footnotes for Fixed Route Capital</b>					
35	Fewer buses being purchased than assumed in 16/17 budget				
36	Includes \$1.3 million for third CNG skid				
37-41	Assumes no additional LTF funds from jurisdictions for capital in 17/18				
42	Represents only new STA funds assumed for YCTD				
43	Less Proposition 1B funds because fewer buses being purchased than assumed in 16/17 budget				
44	Less FTA funds because fewer buses being purchased than assumed in 16/17 budget				
46	Represents anticipated loan for third CNG skid				
47	Reserve for 7 replacement buses, AVL, Surveillance system, and bus stop improvements				



# Appendix C

## YCTD Fixed Route Core Service Costs by Route

(Excludes Y Shuttle, outside fuel sales, pass-thru to Unitrans, TMA expenses)

W Sac	OVERALL PERCENT	Total	Fixed %	Total	Variable %	OVERALL PERCENT	TOTAL GROSS
	OF TOTAL	Fixed Costs	of Operating	Variable Costs	of Operating	OF TOTAL	COSTS
	FIXED COSTS					VARIABLE COSTS	
35		\$ 293,198	48.14%	\$ 315,895	51.86%		\$ 609,093
39		\$ 173,527	47.76%	\$ 189,837	52.24%		\$ 363,364
40		\$ 257,868	45.47%	\$ 309,247	54.53%		\$ 567,115
41		\$ 163,863	45.31%	\$ 197,773	54.69%		\$ 361,636
42		\$ 358,043	49.10%	\$ 371,241	50.90%		\$ 729,284
240		\$ 237,523	45.63%	\$ 283,071	54.37%		\$ 520,594
241		\$ 43,908	45.99%	\$ 51,555	54.01%		\$ 95,463
	<b>24.00%</b>	\$ 1,527,930	<b>47.06%</b>	\$ 1,718,618	<b>52.94%</b>	<b>26.10%</b>	\$ 3,246,548
<b>Davis</b>							
42		\$ 1,253,478	48.63%	\$ 1,324,233	51.37%		\$ 2,577,712
43		\$ 194,943	48.08%	\$ 210,501	51.92%		\$ 405,443
44		\$ 111,808	47.59%	\$ 123,112	52.41%		\$ 234,920
230		\$ 135,783	48.78%	\$ 142,582	51.22%		\$ 278,366
231		\$ 23,054	48.28%	\$ 24,692	51.72%		\$ 47,746
232		\$ 42,753	48.29%	\$ 45,787	51.71%		\$ 88,540
	<b>27.67%</b>	\$ 1,761,819	<b>48.50%</b>	\$ 1,870,908	<b>51.50%</b>	<b>28.41%</b>	\$ 3,632,727
<b>Woodland</b>							
42		\$ 575,411	49.22%	\$ 593,622	50.78%		\$ 1,169,032
45		\$ 154,316	49.59%	\$ 156,895	50.41%		\$ 311,211
46		\$ 74,879	49.92%	\$ 75,127	50.08%		\$ 150,006
211		\$ 224,258	45.35%	\$ 270,295	54.65%		\$ 494,553
212		\$ 215,086	45.45%	\$ 258,101	54.55%		\$ 473,187
210		\$ 138,276	45.70%	\$ 164,268	54.30%		\$ 302,544
214		\$ 144,472	45.30%	\$ 174,465	54.70%		\$ 318,936
242		\$ 20,000	50.37%	\$ 19,706	49.63%		\$ 39,706
243		\$ 22,157	47.87%	\$ 24,132	52.13%		\$ 46,290
	<b>24.64%</b>	\$ 1,568,854	<b>47.46%</b>	\$ 1,736,612	<b>52.54%</b>	<b>26.37%</b>	\$ 3,305,466
<b>County</b>							
220 (15%)		\$ 30,430	48.64%	\$ 32,137	51.36%		\$ 62,567
215		\$ 1,249,245	55.68%	\$ 994,298	44.32%		\$ 2,243,542
216		\$ 24,167	50.30%	\$ 23,884	49.70%		\$ 48,051
217		\$ 28,702	50.91%	\$ 27,673	49.09%		\$ 56,375
	<b>20.93%</b>	\$ 1,332,544	<b>55.28%</b>	\$ 1,077,991	<b>44.72%</b>	<b>16.37%</b>	\$ 2,410,535
<b>Winters</b>							
220 (85%)	<b>2.77%</b>	\$ 176,122	<b>49.26%</b>	\$ 181,386	<b>50.74%</b>	<b>2.75%</b>	\$ 357,508
	<b>100.00%</b>	\$ 6,367,269	<b>49.16%</b>	\$ 6,585,515	<b>50.84%</b>	<b>100.00%</b>	\$ 12,952,784

**Fixed Costs:**

Monthly Fixed Fees to Contractor

Woodland Shelter Maintenance

(charged only to Woodland)

24/7 Fees for Cache Creek

(charged only to Yolo County)

Harbor Yard Fees & streetcar related expense

(charged only to West Sacramento)

YCTD Overhead

(labor & benefits, insurance, services, materials & supplies, miscellaneous, utilities, transportation & travel,

3rd Skid Loan Payment

**Variable Costs:**

Hourly rate to contractor

Mileage rate to contractor

Fuel

# Appendix D (Page 1 of 2)

## Summary of Paratransit Expense and Revenue Changes

### Paratransit

<u>Footnote</u>	<b>Operating Expenses</b>	<b>16/17</b>	<b>17/18</b>	<b>Change</b>	
1	Fuel-YCTD	\$ 228,309	\$ 159,211	\$ (69,098)	-30.27%
2	Casualty, Liability & Phys Dam Insurance	\$ 98,294	\$ 118,748	\$ 20,454	20.81%
3	Purchased Transportation Base Service	\$ 1,498,444	\$ 1,502,671	\$ 4,227	0.28%
4	Professional Services*	\$ -	\$ 105,286	\$ 105,286	
5	Contingencies	\$ 22,373	\$ 20,000	\$ (2,373)	-10.61%
		\$ 1,847,420	\$ 1,905,916	\$ 58,496	3.17%

\*This amount is for ADA mobility assessments for 1/3 of current registered riders

<u>Footnote</u>	<b>Operating Revenues</b>	<b>16/17</b>	<b>17/18</b>	<b>Change</b>	
6	LTF Woodland	\$ 361,499	\$ 358,266	\$ (3,233)	-0.9%
7	LTF Davis	\$ 307,213	\$ 304,466	\$ (2,747)	-0.9%
8	LTF West Sacramento	\$ 228,261	\$ 226,220	\$ (2,041)	-0.9%
9	LTF Winters	\$ -	\$ -	\$ -	
10	LTF Yolo County	\$ 48,226	\$ 37,040	\$ (11,186)	-23.2%
11	Interest	\$ 5,000	\$ 5,000	\$ -	0.0%
12	FTA 5307	\$ 260,450	\$ 260,450	\$ -	0.0%
13	FTA 5310	\$ 150,000	\$ 255,286	\$ 105,286	70.2%
14	Fares	\$ 108,051	\$ 119,947	\$ 11,896	11.0%
15	One time insurance credit	\$ 24,959	\$ 25,000	\$ 41	0.2%
16	Mitigation Funds	\$ 23,761	\$ 24,242	\$ 481	2.0%
17	Unrestricted	\$ 330,000	\$ 290,000	\$ (40,000)	-12.1%
		\$ 1,847,420	\$ 1,905,916	\$ 58,496	3.2%

#### Footnotes for Paratransit Operating

1	Fuel cost estimate lowered from \$4.25/gal to \$3.50 per gallon, mpg increased from 9 to 10 mpg
2	Large increase in Casualty and Liability Insurance rates
3	Contract rate change with Transdev, also, number of service hours has been lowered from previous year estimate
4	New expense--grant funded mobility assessment project
6-10	\$19,208 less LTF/STA required than previous year
12	Assumes FTA Section 5307 remains the same
13	Assumes new FTA Section 5310 grant for #4 above
17	Unrestricted reserves required to balance operating budget

# Appendix D (Page 2 of 2)

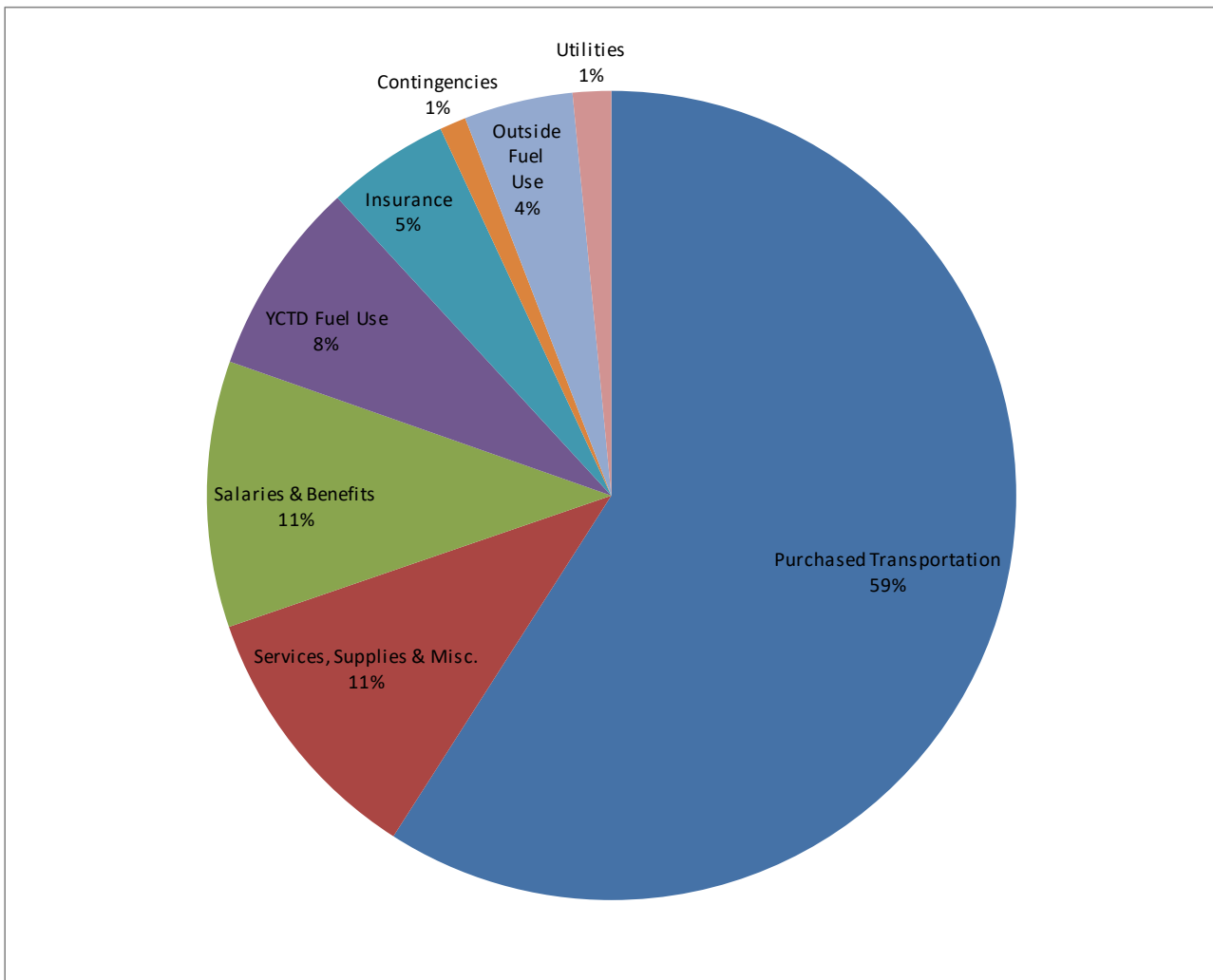
## Summary of Paratransit Capital Changes

<u>Footnote</u>	<b>Capital Expenses</b>	<b>16/17</b>	<b>17/18</b>	<b>Change</b>	
18	Equipment	\$ 215,000	\$ 338,171	\$123,171	57.3%
	<b>Capital Revenues</b>	<b>16/17</b>	<b>17/18</b>	<b>Change</b>	
19	State Transit Assistance	\$75,000	\$0	(\$75,000)	-100.00%
20	Proposition 1B	\$0	\$63,171	\$63,171	0.00%
21	FTA 5310 Capital	\$0	\$60,000	\$60,000	N/A
22	Non County Gov't Agencies	\$140,000	\$140,000	\$0	0.0%
23	Restricted Reserve	\$0	\$75,000	\$75,000	N/A
		\$ 215,000	\$ 338,171	\$ 123,171	0.0%
<b>Footnotes for Paratransit Capital</b>					
18	Includes \$123,171 for Novus Customer Information Module and IVR system,				
20-21	These amounts cover the expenses associated with #18 footnote above				
23	Reserve for paratransit scheduling software				

# Appendix E

## 2017/18 All Fixed Route Operating Expenses By Type

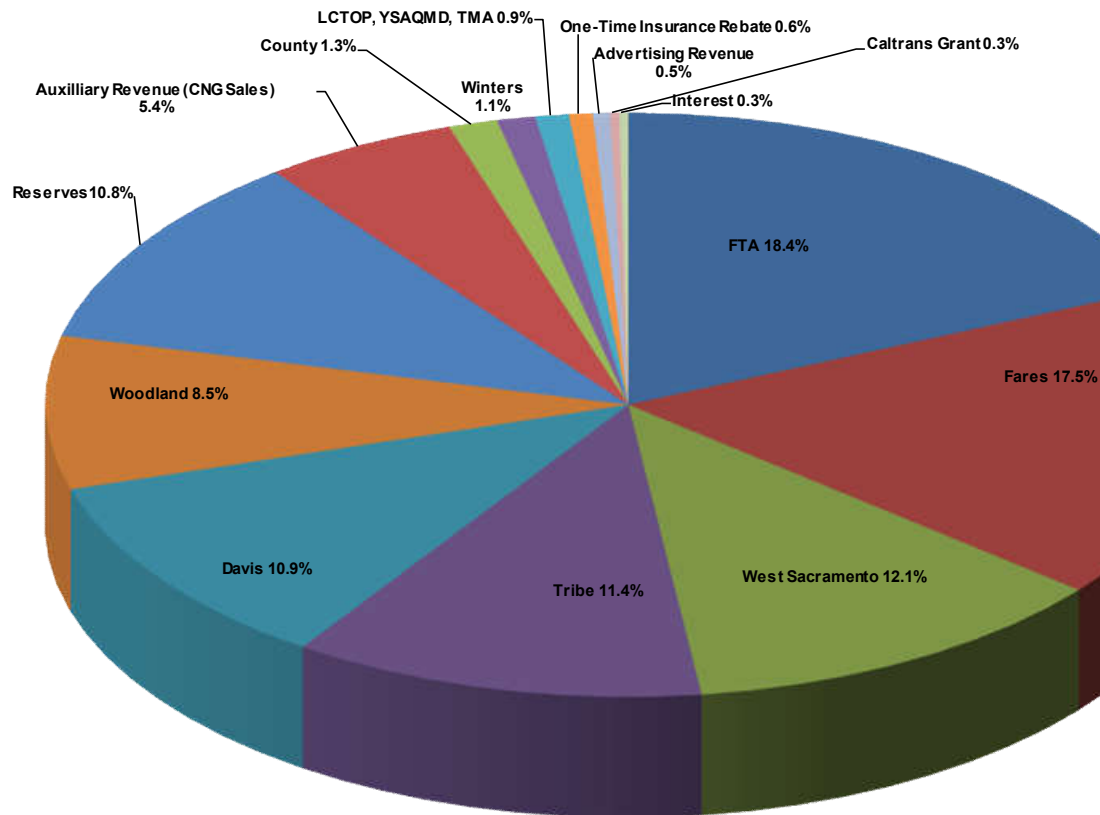
Purchased Transportation	\$	8,126,631	58.5%
Services, Supplies & Misc.	\$	1,468,214	10.6%
Salaries & Benefits	\$	1,463,585	10.5%
YCTD Fuel Use	\$	1,070,751	7.7%
Insurance	\$	674,242	4.9%
Contingencies	\$	145,000	1.0%
Outside Fuel Use	\$	599,190	4.3%
Utilities	\$	211,326	1.5%
Loan Payment Third Skid	\$	133,603	1.0%
<b>Total Expenses</b>	<b>\$</b>	<b>13,892,543</b>	<b>100.0%</b>



# Appendix F

## 2017/18 Fixed Route Operating Revenues By Source

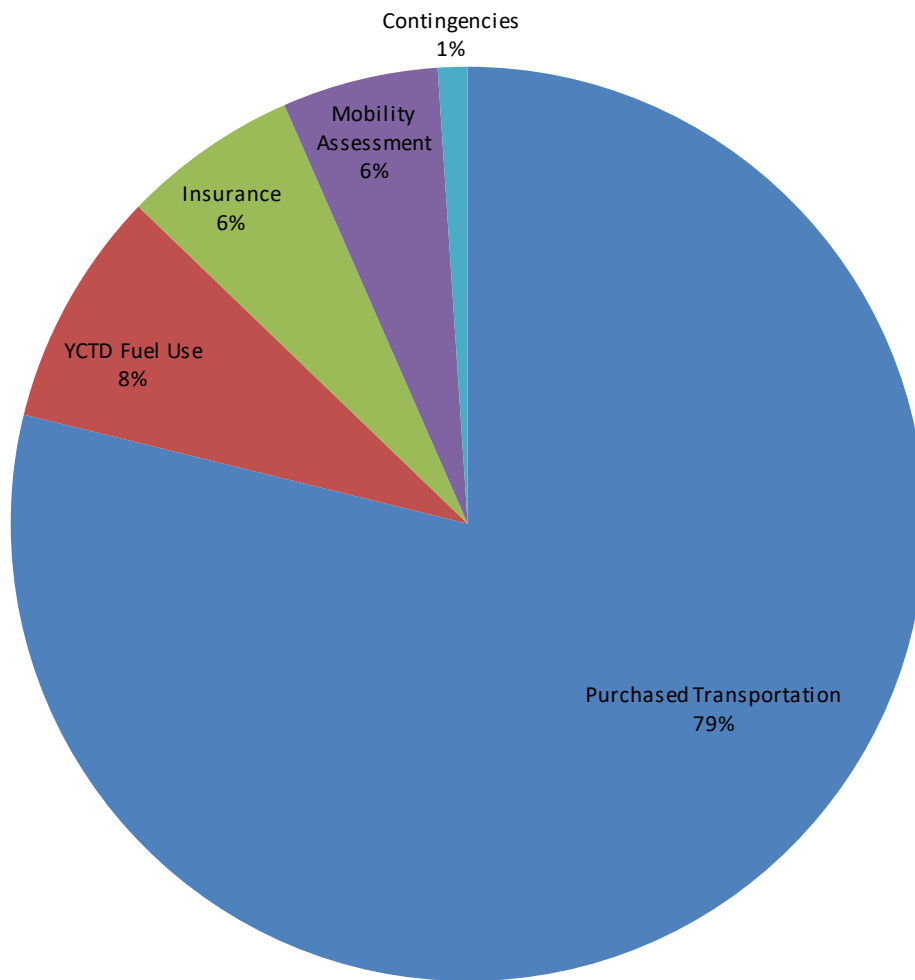
FTA	\$ 2,562,122	18.4%
Fares	\$ 2,430,741	17.5%
West Sacramento	\$ 1,674,482	12.1%
Tribe	\$ 1,589,620	11.4%
Davis	\$ 1,512,081	10.9%
Woodland	\$ 1,178,081	8.5%
Reserves	\$ 1,506,938	10.8%
Auxilliary Revenue (CNG Sales)	\$ 747,174	5.4%
County	\$ 187,264	1.3%
Winters	\$ 147,652	1.1%
LCTOP, YSAQMD, TMA	\$ 129,976	0.9%
One-Time Insurance Rebate	\$ 90,000	0.6%
Advertising Revenue	\$ 66,000	0.5%
Caltrans Grant	\$ 35,412	0.3%
Interest	\$ 35,000	0.3%
<b>Total Operating Revenues</b>	<b>\$ 13,892,543</b>	<b>100.0%</b>



# Appendix G

## 2017/18 Paratransit Operating Expenses By Type

Purchased Transportation	\$	1,502,671	78.8%
YCTD Fuel Use	\$	159,211	8.4%
Insurance	\$	118,748	6.2%
Mobility Assessment	\$	105,286	5.5%
Contingencies	\$	20,000	1.0%
<b>Total Expenses</b>	<b>\$</b>	<b>1,905,916</b>	<b>100.0%</b>



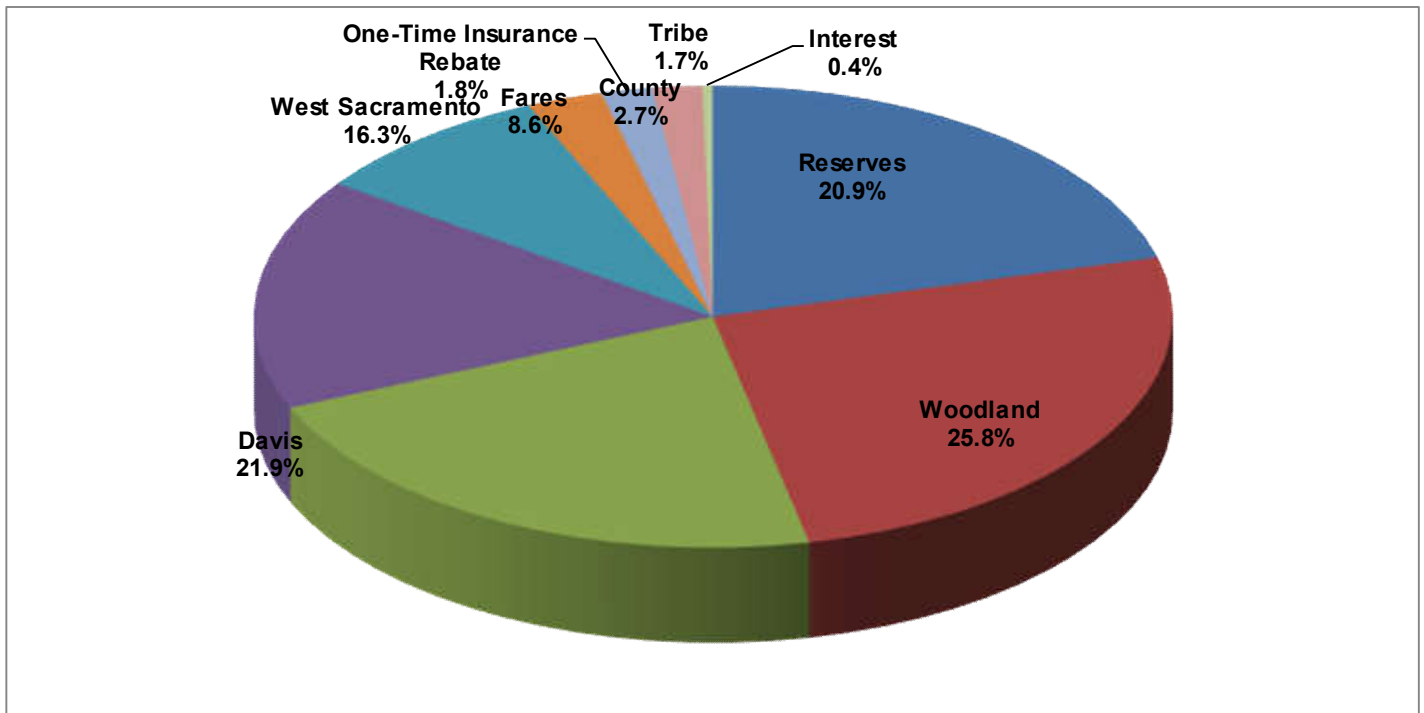
# Appendix H

## 2017/18 Paratransit Operating Revenues By Source

*FTA	\$ 515,736	27.1%
Reserves	\$ 290,000	15.2%
Woodland	\$ 358,266	18.8%
Davis	\$ 304,466	16.0%
West Sacramento	\$ 226,220	11.9%
Fares	\$ 119,947	6.3%
County	\$ 37,040	1.9%
One-Time Insurance Rebate	\$ 25,000	1.3%
Tribe	\$ 24,242	1.3%
Interest	\$ 5,000	0.3%
<b>Total Revenues</b>	<b>\$ 1,905,916</b>	<b>100.0%</b>

\*Sac Urban 5307 \$ 260,450

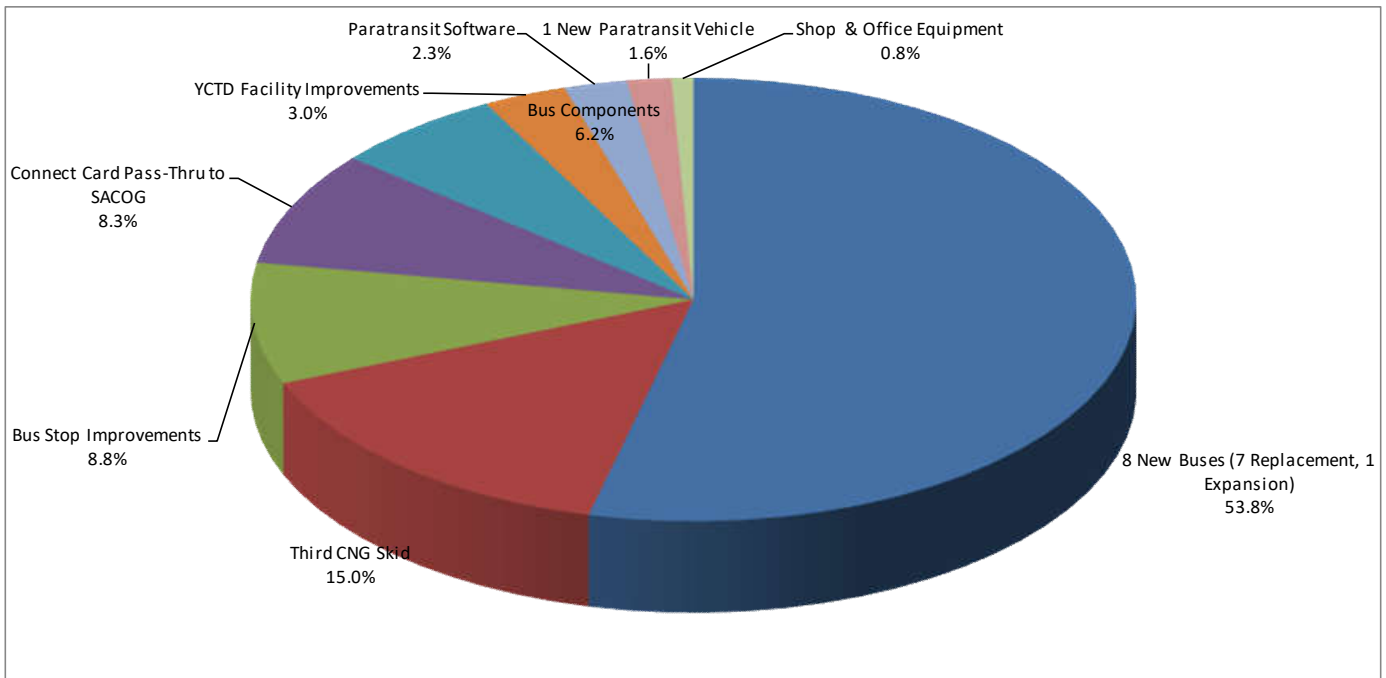
\*Rural & Sac Urban 5310 \$ 245,193



# Appendix I

## 2017/2018 Capital Expenses By Project Category

<b>8 New Buses (7 Replacement, 1 Expansion)</b>	\$4,653,462	53.8%
<b>Third CNG Skid</b>	\$1,300,000	15.0%
<b>Bus Stop Improvements</b>	\$765,333	8.8%
<b>Connect Card Pass-Thru to SACOG</b>	\$721,570	8.3%
<b>Bus Components</b>	\$538,803	6.2%
<b>YCTD Facility Improvements</b>	\$262,971	3.0%
<b>Paratransit Software</b>	\$198,171	2.3%
<b>1 New Paratransit Vehicle</b>	\$140,000	1.6%
<b>Shop &amp; Office Equipment</b>	\$69,440	0.8%
	<hr/>	
	\$8,649,750	100.0%

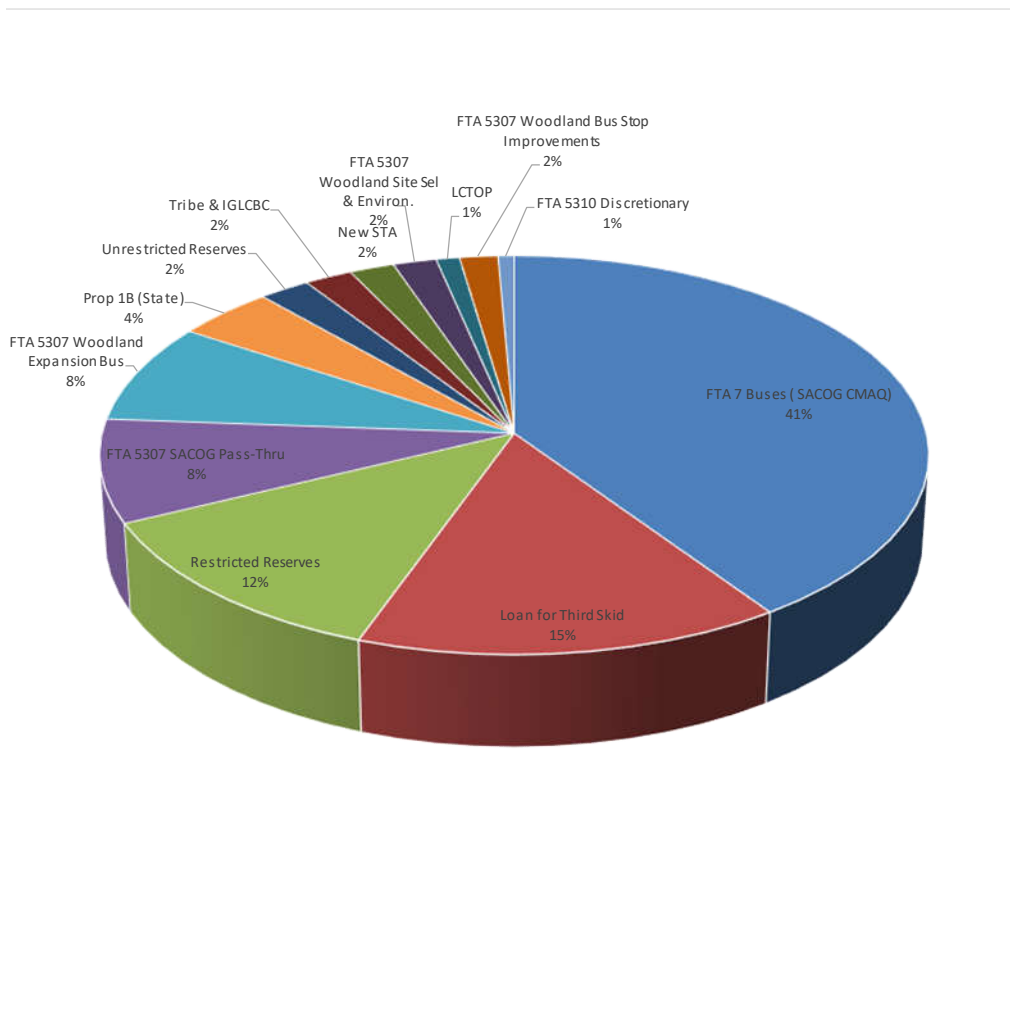




# Appendix J

## 2017/18 Capital Revenues By Source

FTA 7 Buses ( SACOG CMAQ)	\$	3,500,000	40.5%
Loan for Third Skid	\$	1,300,000	15.0%
Restricted Reserves	\$	1,065,458	12.3%
FTA 5307 SACOG Pass-Thru	\$	721,570	8.3%
FTA 5307 Woodland Expansion Bus	\$	700,000	8.1%
Prop 1B (State)	\$	369,550	4.3%
Unrestricted Reserves	\$	191,439	2.2%
Tribe & IGLCBC	\$	180,000	2.1%
New STA	\$	168,126	1.9%
FTA 5307 Woodland Site Sel & Environ.	\$	162,500	1.9%
LCTOP	\$	87,307	1.0%
FTA 5307 Woodland Bus Stop Improvements	\$	143,800	1.7%
FTA 5310 Discretionary	\$	60,000	0.7%
<b>Total Revenues</b>	\$	<b>8,649,750</b>	<b>100.0%</b>



# Appendix K

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

**Estimated Unrestricted Fund Balance**  
at 6/30/17 and 6/30/18

\$ 7,742,985	Unrestricted end of 15/16																																				
\$ (984,110)	Less unrestrictive Reserve Drawdown Budgeted for FY 16/17																																				
\$ (622,000)	Less unrestricted Reserve Drawdown Used in FY 16/17																																				
\$ (3,714,675)	17/18 LTF for 3 months of service																																				
\$ 2,422,200	<b>Subtotal</b>																																				
\$ 172,373	Contingencies not used in 16/17																																				
\$ 2,594,573	Net estimated unrestricted available (6/30/17)																																				
<b>\$ (1,796,938)</b>	Less Unrestricted Reserves Proposed to be used for operations in FY 17/18																																				
\$ (191,439)	Less Unrestricted Reserves Proposed to be used for capital in FY 17/18																																				
\$ 606,196	Net Unrestricted on 6/30/18																																				
<table border="0" style="width: 100%;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%; text-align: center;"><u>Davis</u></td> <td style="width: 15%; text-align: center;"><u>Woodland</u></td> <td style="width: 15%; text-align: center;"><u>West Sacramento</u></td> <td style="width: 15%; text-align: center;"><u>Winters</u></td> <td style="width: 15%; text-align: center;"><u>County</u></td> <td style="width: 15%; text-align: center;"><u>TOTAL</u></td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">(\$456,456)</td> <td style="text-align: center;">(\$363,789)</td> <td style="text-align: center;">(\$554,247)</td> <td style="text-align: center;">(\$40,697)</td> <td style="text-align: center;">(\$91,749)</td> <td style="text-align: center;">(\$1,506,938)</td> <td style="text-align: right;"><b>Fixed Route</b></td> </tr> <tr> <td></td> <td style="text-align: center;">(\$95,352)</td> <td style="text-align: center;">(\$112,201)</td> <td style="text-align: center;">(\$70,847)</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">(\$11,600)</td> <td style="text-align: center;">(\$290,000)</td> <td style="text-align: right;"><b>Paratransit</b></td> </tr> <tr> <td></td> <td style="text-align: center;">(\$551,808)</td> <td style="text-align: center;">(\$475,990)</td> <td style="text-align: center;">(\$625,094)</td> <td style="text-align: center;">(\$40,697)</td> <td style="text-align: center;">(\$103,349)</td> <td style="text-align: center;"><b>(\$1,796,938)</b></td> <td></td> </tr> </table>							<u>Davis</u>	<u>Woodland</u>	<u>West Sacramento</u>	<u>Winters</u>	<u>County</u>	<u>TOTAL</u>			(\$456,456)	(\$363,789)	(\$554,247)	(\$40,697)	(\$91,749)	(\$1,506,938)	<b>Fixed Route</b>		(\$95,352)	(\$112,201)	(\$70,847)	\$0	(\$11,600)	(\$290,000)	<b>Paratransit</b>		(\$551,808)	(\$475,990)	(\$625,094)	(\$40,697)	(\$103,349)	<b>(\$1,796,938)</b>	
	<u>Davis</u>	<u>Woodland</u>	<u>West Sacramento</u>	<u>Winters</u>	<u>County</u>	<u>TOTAL</u>																															
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	(\$551,808)	(\$475,990)	(\$625,094)	(\$40,697)	(\$103,349)	<b>(\$1,796,938)</b>																															

# Appendix L

## About YCTD

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

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

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