

# 2011/12

## YCTD Final Budget



Terry Bassett, Executive Director

Janice Phillips, Deputy Director

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Approved

**June 13, 2011**



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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 14, 2011

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

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

RE: Final YCTD Budget 2011/2012

Enclosed is the Final Yolo County Transportation District (YCTD) budget for the 2011/2012 fiscal year. YCTD is a 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 Cities of Winters, West Sacramento, Woodland, Davis, and the County of Yolo comprise the YCTD Board. The University of California at Davis and CalTrans have ex-officio Board membership.

The **overall YCTD budget is down 1.74%**. **Non-Capital Expenses** (transit operating, congestion management activities, transit planning) **are up 3.83%** from the prior year, mostly due to escalators in YCTD's contract with Veolia Transportation, its bus contractor, and a bump-up to cover other post employment benefits. The **capital budget is down 6.51%**, primarily because most work at West Sacramento's transit center is now complete.

## **This budget assumes:**

- Approximately **1.65** million rides will be provided on local and intercity fixed route and paratransit service.
- **101,670** hours and **2,019,652** miles of fixed route service.
- **16,706** hours of paratransit services, including a set-aside for ADA service funded by Cache Creek Casino Resort.
- 100 hours of community transit service.
- A **17.35% increase** in fare revenue from the previous year budget level.
- Maximizing use of federal funding for operations.
- Freezing YCTD employee wages.
- **Establishing an initial 3% employee contribution to PERS.**
- Pass-Thru of \$20,000 in County funds for UNITRANS bus service.
- Undertaking various other transit capital projects, including YCTD's facility improvement, finishing the West Sacramento transit center, improvements at other bus stops (including the Woodland transit center), an ongoing bus engine and transmission rebuilding program, and various other items.
- 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 four-party streetcar JPA, participating in West Sacramento/Sacramento Streetcar Phase 3 work (final engineering, finance plan, bid plans and specifications).
- **Pass-Thru funds to the Freeway Service Patrol (FSP) have been removed from the budget, because the Sacramento Transportation Authority will be billing the state directly for its contribution.**

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# Part I: Budget Summary

**Table A** reveals that the 2011/2012 YCTD budget is \$23,731,097, composed of \$11,571,458 for planning and operations and \$12,159,639 for capital. The total budget decreased by 1.74 % over the current year's budget. The capital budget decreased by \$847,012 (6.51%) primarily because the West Sacramento transit center is nearly complete.

2011/2012 overall operating and planning expenses, for fixed route are up 3.83%, or \$427,181, compared to the 2010/2011 budget, due previously agreed changes in annual contract rates.

**Table B** shows non-capital expenses by type, including 63.9% of all such expenses for Purchased Transportation (Veolia contract), followed by 12.2% for fuel, 10.3% for salaries and benefits (including the \$87,000 that the Board approved for Other Post Employment Benefits), 5.3% for services and supplies, 4.5% for insurance, 1.7% for contingencies, and 2.1% for other purposes.

**Table C** shows fixed route operating revenues by source. Fares make up 24.1% of the revenues, followed by 15.1% from West Sacramento, 13.8% from FTA, 12% from Davis, 11.6% from Woodland, 10.4% from the Yocha Dehe Wintun Nation, and the remaining 13% coming from a variety of sources.

**Table D** shows paratransit operating revenues by source. FTA comprises 23.1% of the revenues, followed by 19.3% from reserves, 14.4% apiece from West Sacramento and Woodland, 10.6% from Davis, 8.3% from the Yocha Dehe Wintun Nation, 4% from fares, 4.2% from interest, and 1.8% from the County.

**Table E** is a summary of capital expenses by project category. 54% of the total capital budget is for YCTD's facility improvements, 27% for vehicle component overhauls/replacements, 13% for passenger facilities (including finishing touches to the West Sacramento Transit Center, such as video surveillance system), 5.9% for maintenance/operations equipment.

**Table F** reveals capital revenues by source. FTA and Proposition 1B (state bond act money) make up 71.6% of all capital revenues.

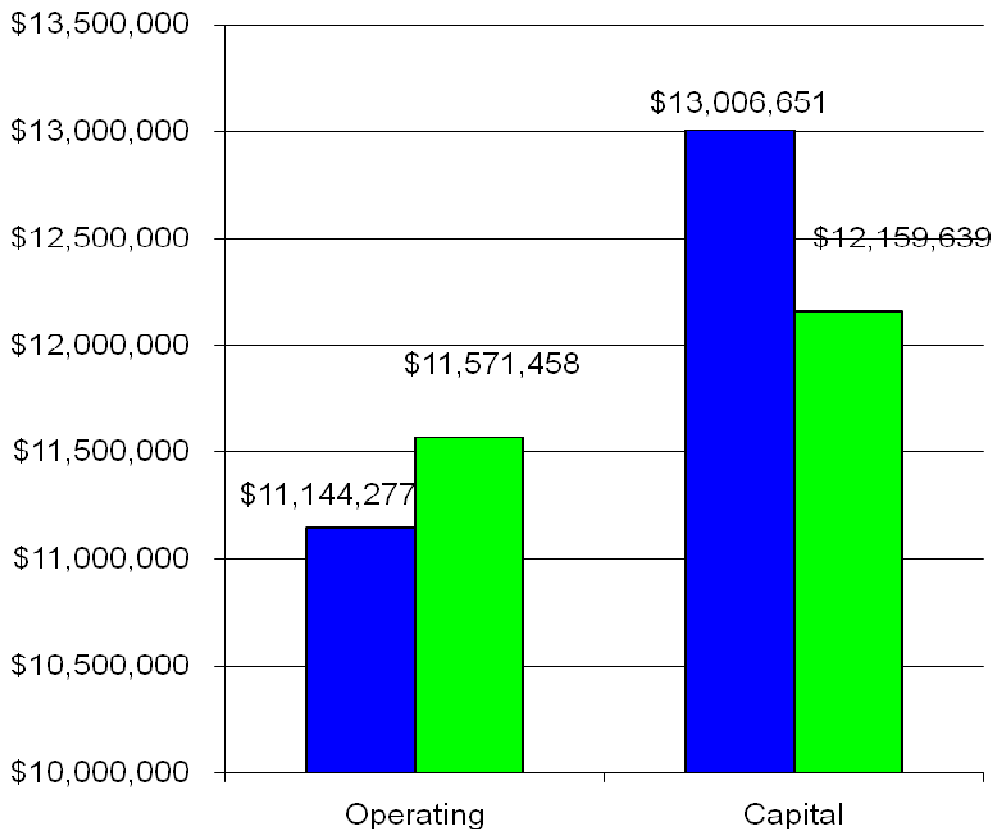
**Table G** shows the overall impact of the budget on each jurisdiction's Local Transportation Fund and their share of State Transit Assistance (STA) Funds. This year's infusion of STA for operations prevented service cuts from being more severe than would have otherwise occurred.

# Table A

## Change in Overall Expenses 2010/2011 TO 2011/2012

	<u>Operating/Other</u>	<u>Capital</u>	<u>Total</u>
Fixed Route Transit	\$ 10,150,075	\$12,159,639	\$22,309,714
Paratransit	\$ 1,321,382	\$ 0	\$ 1,321,382
Freeway Service Patrol	\$ 0	\$ 0	\$ 0
Streetcar Planning	\$ 100,000	\$ 0	\$ 100,000
<b>Total 2011/12 Budget</b>	<b>\$ 11,571,458</b>	<b>\$12,159,639</b>	<b>\$23,731,097</b>
<b>Total 2010/2011 Budget</b>	<b>\$11,144,277</b>	<b>\$13,006,651</b>	<b>\$24,150,928</b>
<b>Percent Change</b>	<b>3.83%</b>	<b>-6.51%</b>	<b>-1.74%</b>

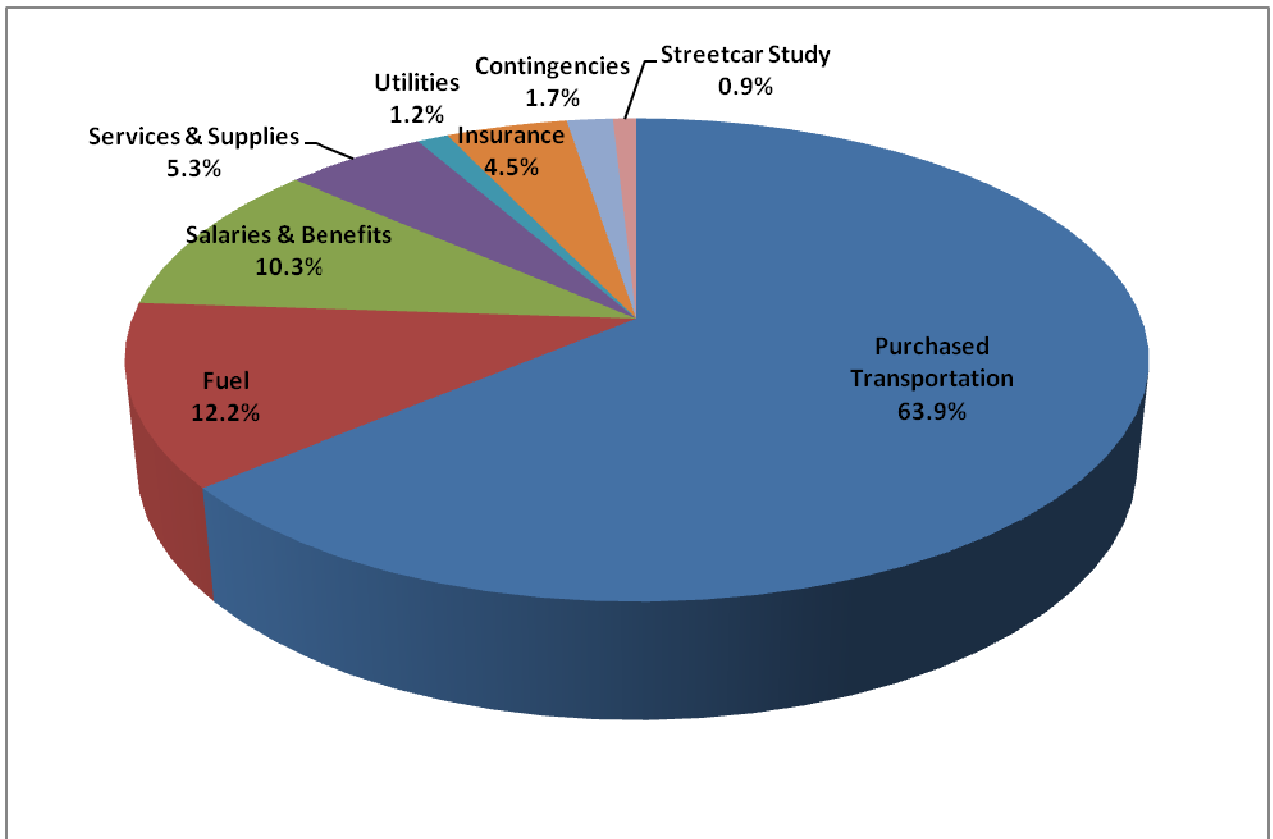
### Change in Expenses



# Table B

## 2011/2012 All Non-Capital Expenses By Type

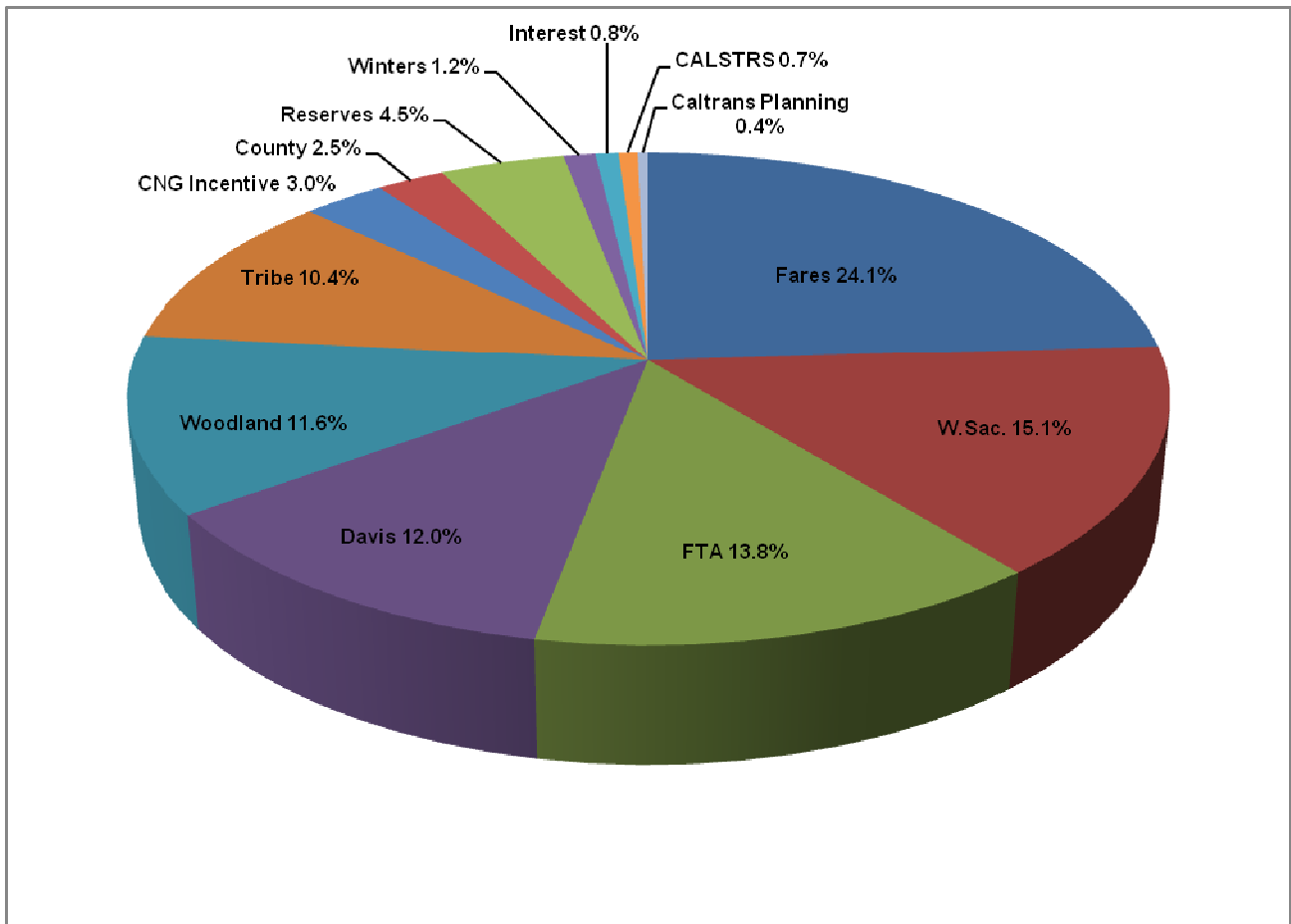
Purchased Transportation	\$ 7,391,707	63.9%
Fuel	\$ 1,411,549	12.2%
Salaries & Benefits	\$ 1,197,273	10.3%
Services & Supplies	\$ 614,420	5.3%
Utilities	\$ 133,898	1.2%
Insurance	\$ 524,436	4.5%
Contingencies	\$ 198,175	1.7%
Streetcar Study	\$ 100,000	0.9%
<b>Total Expenses</b>	<b>\$ 11,571,458</b>	<b>100.0%</b>



# Table C

## 2011/2012 Fixed Route Operating Revenues By Source

Fares	\$ 2,466,020	24.1%
W.Sac.	\$ 1,547,042	15.1%
FTA	\$ 1,417,352	13.8%
Davis	\$ 1,233,991	12.0%
Woodland	\$ 1,191,939	11.6%
Tribe	\$ 1,065,984	10.4%
CNG Incentive	\$ 305,000	3.0%
County	\$ 251,797	2.5%
Reserves	\$ 460,000	4.5%
Winters	\$ 118,071	1.2%
Interest	\$ 85,574	0.8%
CALSTRS	\$ 69,806	0.7%
Caltrans Planning	\$ 37,500	0.4%
<b>Total Operating Revenues</b>	<b>\$ 10,250,075</b>	<b>100.0%</b>



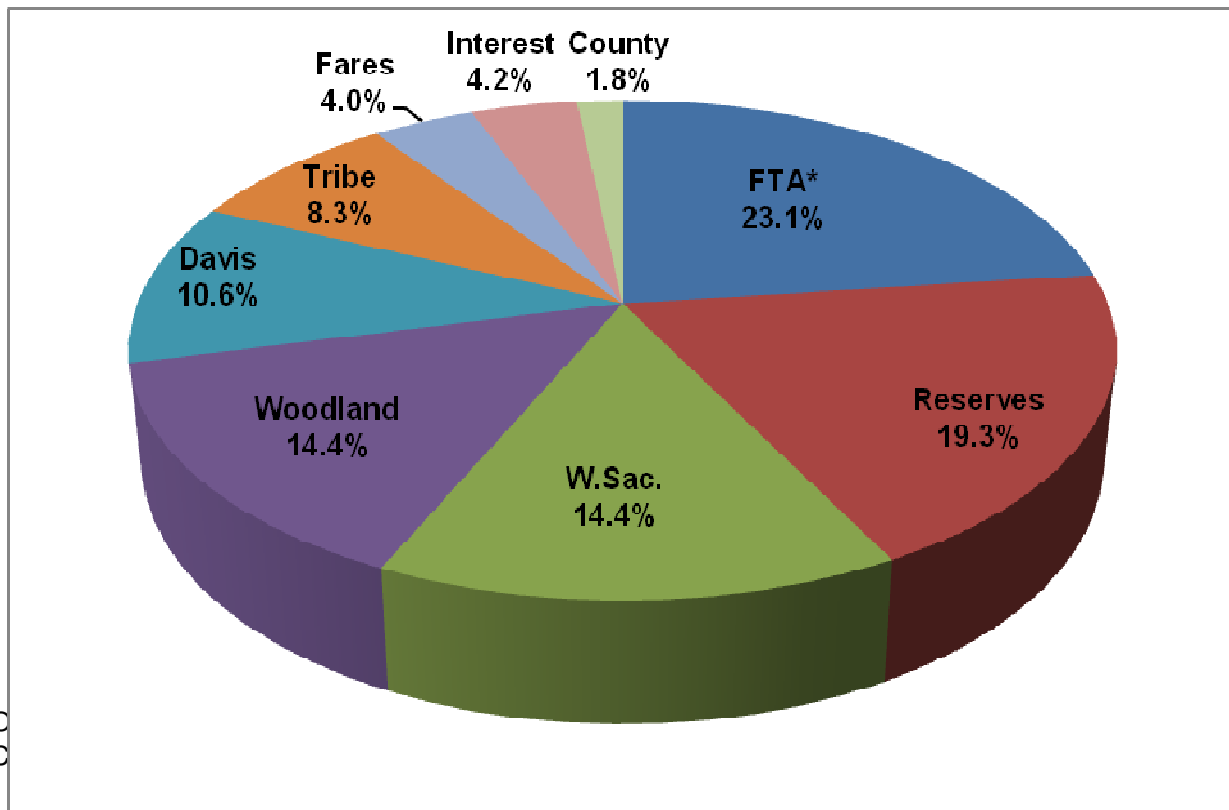
# Table D

## 2011/2012 Paratransit Operating Revenues By Source

FTA*	\$ 305,000	23.1%
Reserves	\$ 254,459	19.3%
W.Sac.	\$ 190,718	14.4%
Woodland	\$ 190,718	14.4%
Davis	\$ 139,715	10.6%
Tribe	\$ 109,185	8.3%
Fares	\$ 52,828	4.0%
Interest	\$ 55,000	4.2%
County	\$ 23,759	1.8%
<b>Total Revenues</b>	<b>\$ 1,321,382</b>	<b>100.0%</b>

\*Sac Urban 5307 \$ 220,000

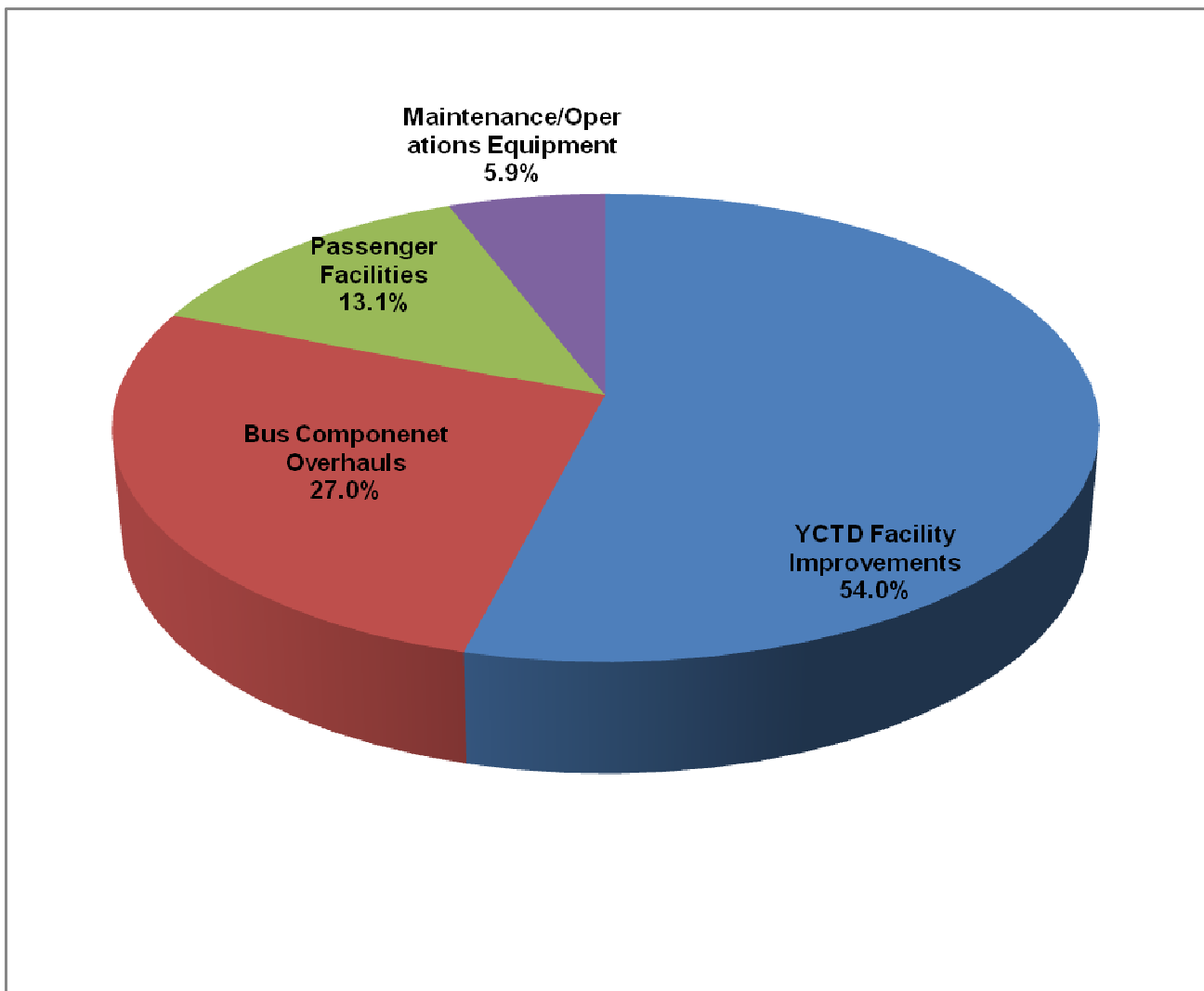
\*New Freedoms \$ 85,000



# Table E

## 2011/2012 Capital Expenses By Project Category

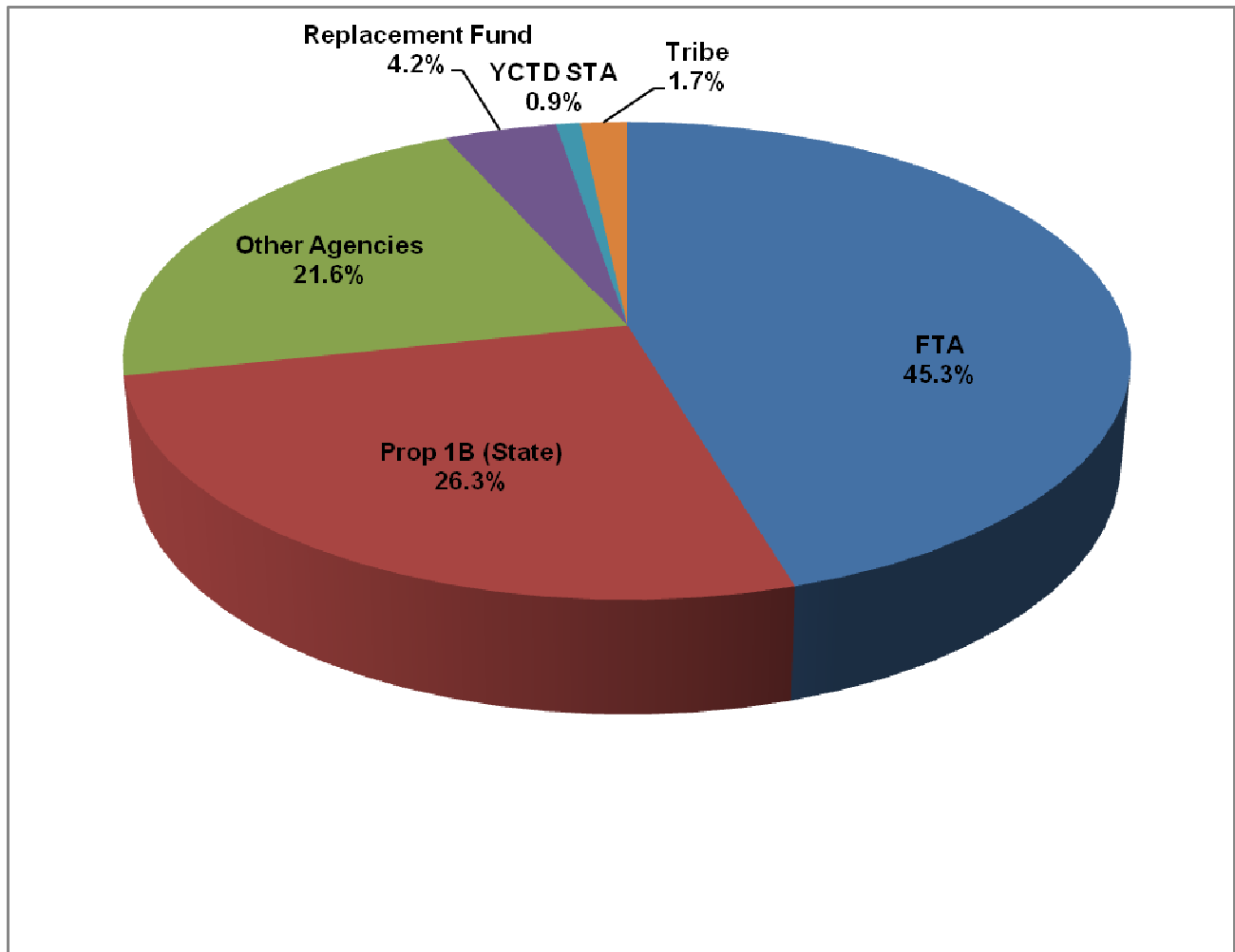
YCTD Facility Improvements	\$	6,570,056	54.0%
Bus Component Overhauls	\$	3,283,000	27.0%
Passenger Facilities	\$	1,593,477	13.1%
Maintenance/Operations Equipment	\$	713,106	5.9%
<b>Total Expenses</b>	\$	<u>12,159,639</u>	100.0%



# Table F

## 2011/2012 Capital Revenues By Source

FTA	\$	5,513,147	45.3%
Prop 1B (State)	\$	3,200,612	26.3%
Other Agencies	\$	2,621,836	21.6%
Replacement Fund	\$	505,045	4.2%
YCTD STA	\$	109,000	0.9%
Tribe	\$	<u>210,000</u>	<u>1.7%</u>
<b>Total Revenues</b>	\$	12,159,640	100.0%



**Table G**

**ESTIMATED 2010/2011 LTF & STA TO YCTD BY JURISDICTION**

(Local Transportation Fund & State Transit Assistance Fund)

	<b>Davis</b>			<b>Woodland</b>			<b>West Sacramento</b>		
	<b>Final</b>	<b>Requested</b>	<b>Change</b>	<b>Final</b>	<b>Requested</b>	<b>Change</b>	<b>Final</b>	<b>Requested</b>	<b>Change</b>
	2010/2011	2011/2012		2010/2011	2011/2012		2010/2011	2011/2012	
<b>LTF</b> Estimate by Jurisdiction	\$2,091,576	\$2,585,123	23.6%	\$1,741,107	\$2,224,939	27.8%	\$1,446,861	\$1,880,520	30.0%
<b>STA</b> Estimate by Jurisdiction	<u>\$341,321</u>	<u>\$284,005</u>	-	<u>\$291,895</u>	<u>\$244,406</u>		<u>\$247,132</u>	<u>\$206,598</u>	
	\$2,432,897	\$2,869,128	17.9%	\$2,033,002	\$2,469,345	21.5%	\$1,693,993	\$2,087,118	23.2%
<b><u>LTF &amp; STA to YCTD</u></b>									
YCTD Fixed Route	\$1,225,678	\$1,233,991	0.7%	\$1,184,574	\$1,191,939	0.6%	\$1,539,296	\$1,547,042	0.5%
YCTD Capital		\$0		\$0	\$0		\$0	\$0	
YCTD Paratransit Service	<u>\$135,358</u>	<u>\$139,715</u>	<u>3.2%</u>	<u>\$184,771</u>	<u>\$190,718</u>	<u>3.2%</u>	<u>\$184,771</u>	<u>\$190,718</u>	<u>3.2%</u>
<b>Total Required LTF &amp; STA</b>	\$1,361,036	<b>\$1,373,706</b>	0.9%	\$1,369,345	<b>\$1,382,657</b>	1.0%	\$1,724,067	<b>\$1,737,761</b>	0.8%
<b>Amount Not Used By YCTD</b>	\$1,071,861	\$1,495,422	39.5%	\$663,657	\$1,086,688	63.7%	(\$30,074)	\$349,357	-1261.7%

	<b>Winters</b>			<b>County</b>			<b>Total</b>		
	<b>Final</b>	<b>Requested</b>	<b>Change</b>	<b>Final</b>	<b>Requested</b>	<b>Change</b>	<b>Final</b>	<b>Requested</b>	<b>Change</b>
	2010/2011	2011/2012		2010/2011	2011/2012		2010/2011	2011/2012	
<b>LTF</b> Estimate by Jurisdiction	\$221,777	\$275,852	24.4%	\$745,920	\$915,039	22.7%	\$6,247,241	\$7,881,473	26.2%
<b>STA</b> Estimate by Jurisdiction	<u>\$36,370</u>	<u>\$30,282</u>		<u>\$121,234</u>	<u>\$100,560</u>		<u>\$1,037,952</u>	<u>\$865,851</u>	
	\$258,147	\$306,134	18.6%	\$867,154	\$1,015,599	17.1%	\$7,285,193	\$8,747,324	20.1%
<b><u>LTF &amp; STA to YCTD</u></b>									
YCTD Fixed Route	\$116,962	\$118,071	0.9%	\$257,932	\$251,797	-2.4%	\$4,324,442	\$4,342,839	0.4%
YCTD Capital	\$0	\$0		\$0	\$0		\$0	\$0	
YCTD Paratransit Service	<u>\$0</u>	<u>\$0</u>	<u>100.0%</u>	<u>\$23,017</u>	<u>\$23,759</u>	<u>3.2%</u>	<u>\$527,917</u>	<u>\$544,910</u>	<u>3.2%</u>
<b>Total Required LTF &amp; STA</b>	\$116,962	<b>\$118,071</b>	0.9%	\$280,949	<b>\$275,555</b>	-1.9%	\$4,852,359	<b>\$4,887,750</b>	0.7%
<b>Amount Not Used By YCTD</b>	\$141,185	\$188,063	33.2%	\$586,205	\$740,044	26.2%	\$2,432,834	\$3,859,574	58.6%

# Part II: Budget Detail

## Fixed Route Service Narrative

(Approximately 1.6 million rides annually)

In FY 2011/2012, YOLOBUS will provide service along 26 bus routes for a total of 256 bus trips on weekdays, 116 on Saturdays, and 102 on Sundays and Holidays.

Route	Community / Destinations	Total Bus Trips
<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>35</b>	Bridgeway Island, Southport, Gateway, West Sacramento Transit Center	15 loops M-F 11 loops Sat 11 loops Sun
<b>39</b>	Southport, Downtown Sacramento Commute	4 AM loops 4 PM loops
<b>40</b>	Northern West Sacramento, Ikea Ct, West Sacramento Transit Center, Downtown Sacramento	17 loops M-F 12 loops Sat 9 loops Sun
<b>41</b>	Ikea Ct, Northern West Sacramento, West Sacramento Transit Center, Downtown Sacramento	14 loops M-F
<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
<b>241</b>	Downtown Sacramento, West Capitol Ave Industrial Blvd Commute	2 AM loops M-F 2 PM loops M-F
<b>340</b>	Downtown Sacramento, CalSTRS, Ziggurat Commute	8 AM trips M-F 7 PM trips M-F
<b>210</b>	Community & Senior Center, West Woodland Loop	12 loops M-F
<b>211</b>	County Fair Mall, West Woodland Loop	14 loops M-F 13 loops SAT 11 loops SUN
<b>212</b>	County Fair Mall, East Woodland Loop	14 loops M-F 12 loops SAT 11 loops SUN
<b>214</b>	Community & Senior Center, East Woodland Loop	12 loops M-F
<b>242</b>	Woodland, UC Davis Commute	1 AM southbound trip M-F 1 PM northbound trip M-F
<b>45</b>	Woodland, Downtown Sacramento Express	5 AM trips M-F 5 PM trips M-F
<b>220 C</b>	Winters, U.C. Davis Commute	1 AM eastbound trip M-F 1 PM westbound trip M-F
<b>220</b>	Davis, Winters, Vacaville	3 eastbound trips M-F

		3 westbound trips M-F 3 eastbound trips Sat 3 westbound trips Sat
<b>215</b>	Woodland, Madison, Esparto, Capay, Cache Creek Casino Resort	17 westbound trips 7 days/wk 17 eastbound trips 7 days/wk
<b>216</b>	Knights Landing, Woodland	1 morning loop 2 days/wk 1 afternoon loop 2 days/wk
<b>217</b>	Dunnigan, Yolo, Woodland	1 morning loop 2 days/wk 1 afternoon loop 2 days/wk
<b>43</b> <b>43R</b>	Davis, Downtown Sacramento Express <b>Reverse Commute:</b> Downtown Sacramento, U.C. Davis Express	5 AM loops M-F 4 PM loops M-F 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
<b>230</b>	West Davis, Downtown Sacramento Express	3 AM loops M-F 3 PM loops M-F
<b>231</b>	Downtown Sacramento, Davis Modified Express	1 PM loop M-F
<b>232</b>	Davis, Downtown Sacramento Express	1 AM loop M-F 1 PM loop M-F
	<b>Total</b>	<b>246 trips Weekdays</b> <b>116 trips Sat</b> <b>102 trips Sun</b>

Also, under “Fixed Route” are:

- ✓ A \$20,000 County contribution to Unitrans operations
- ✓ Congestion management and transit planning, including a contribution to Phase 3 of the West Sacramento Streetcar project

# Table H-1

## FIXED ROUTE FINAL 2011/2012 BUDGET

### OPERATING EXPENSES: 11/12 VS PREVIOUS YEAR

		APPROVED	REQUESTED		PERCENT
		2010/2011	2011/2012	CHANGE	CHANGE
1101	Regular Employees	\$698,431	\$691,333	(\$7,098)	-1.02%
1102	Extra Help	\$30,176	\$30,176	\$0	0.00%
1103	Overtime	\$0	\$0	\$0	0.00%
1107	Payoff (Mgmt Leave Buy-Back)	\$4,000	\$4,000	\$0	0.00%
<b>SUBTOTAL LABOR</b>		<b>\$732,607</b>	<b>\$725,509</b>	<b>(\$7,098)</b>	<b>-0.97%</b>
1201	YCTD Contribution to Retirement	\$155,052	\$153,476	(\$1,576)	-1.02%
1203	YCTD Contribution to MEDICARE	\$10,565	\$11,971	\$1,406	13.31%
1300	YCTD Contribution to Health Ins.	\$168,737	\$184,211	\$15,474	9.17%
1301	YCTD Contribution to Other Post Employment Benefits	\$0	\$87,000	\$87,000	100.00%
1400	YCTD Contribution to Unemp. Ins.	\$3,185	\$3,185	\$0	0.00%
1500	Worker's Compensation Insurance	\$8,801	\$8,721	(\$80)	-0.91%
1600	Other Fringe Benefits	\$23,200	\$23,200	\$0	0.00%
<b>SUBTOTAL BENEFITS</b>		<b>\$369,540</b>	<b>\$471,764</b>	<b>\$102,224</b>	<b>27.66%</b>
<b>SUBTOTAL LABOR &amp; BENEFITS</b>		<b>\$1,102,147</b>	<b>\$1,197,273</b>	<b>\$95,126</b>	<b>8.63%</b>
2170	Housekeeping Expense	\$6,980	\$6,740	(\$240)	-3.44%
2271	Maintenance-Equipment	\$13,675	\$14,675	\$1,000	7.31%
2272	Maintenance-Bldgs & Improvement	\$77,000	\$108,000	\$31,000	40.26%
2423	Legal Services	\$65,000	\$65,000	\$0	0.00%
2429	Professional & Spec. Services	\$313,078	\$154,254	(\$158,824)	-50.73%
2548	Training Expense	\$22,010	\$18,765	(\$3,245)	-14.74%
2557	Trustees, Commissioners, Dir.	\$9,200	\$9,200	\$0	0.00%
<b>SUBTOTAL SERVICES</b>		<b>\$506,943</b>	<b>\$376,634</b>	<b>(\$130,309)</b>	<b>-25.70%</b>
2613	Fuel	\$1,076,942	\$1,204,937	\$127,995	11.89%
2615	Lubricants	\$0	\$0	\$0	0.00%
<b>SUBTOTAL FUEL &amp; LUBRICANTS</b>		<b>\$1,076,942</b>	<b>\$1,204,937</b>	<b>\$127,995</b>	<b>11.89%</b>
2130	Food	\$968	\$968	\$0	0.00%
2390	Office Expense	\$25,000	\$25,000	\$0	0.00%
2391	Postage	\$8,600	\$8,600	\$0	0.00%
2392	Printing	\$82,366	\$84,866	\$2,500	3.04%
2520	Small Tools & Minor Equipment	\$40,000	\$40,000	\$0	0.00%
<b>SUBTOTAL MATERIALS &amp; SUPPLIES</b>		<b>\$156,934</b>	<b>\$159,434</b>	<b>\$2,500</b>	<b>1.59%</b>
2090	Communications	\$108,970	\$123,678	\$14,708	13.50%
2640	Utilities	\$7,720	\$7,720	\$0	0.00%
<b>SUBTOTAL UTILITIES</b>		<b>\$116,690</b>	<b>\$131,398</b>	<b>\$14,708</b>	<b>12.60%</b>
2202	Insurance-Public Liability	\$412,820	\$413,065	\$245	0.06%
2203	Insurance-Other Than Vehicle	\$12,000	\$12,000	\$0	0.00%
2209	Insurance-Other	\$53,765	\$40,833	(\$12,932)	-24.05%
<b>SUBTOTAL CASUALTY &amp; LIABILITY</b>		<b>\$478,585</b>	<b>\$465,898</b>	<b>(\$12,687)</b>	<b>-2.65%</b>
2428	Purchased Services-Transit	\$6,120,312	\$6,360,347	\$240,035	3.92%
<b>SUBTOTAL PURCHASED TRANSIT</b>		<b>\$6,120,312</b>	<b>\$6,360,347</b>	<b>\$240,035</b>	<b>3.92%</b>

# FIXED ROUTE FINAL 2011/2012 BUDGET

## OPERATING EXPENSES: 11/12 VS PREVIOUS YEAR

	APPROVED 2010/2011	REQUESTED 2011/2012	CHANGE	PERCENT CHANGE
2330 Memberships	\$30,655	\$31,657	\$1,002	3.27%
2460 Publications & Legal Notices	\$3,500	\$3,500	\$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	\$36,000	\$48,000	\$12,000	33.33%
2553 Library Books & Periodicals	\$890	\$685	(\$205)	-23.03%
2559 Special Dept. Expense-Other	\$2,200	\$1,200	(\$1,000)	-45.45%
2610 Transportation & Travel	\$38,267	\$39,069	\$802	2.10%
3200 Contribution to Non-County Agency	\$20,000	\$20,000	\$0	0.00%
<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$165,752</b>	<b>\$178,352</b>	<b>\$12,600</b>	<b>7.60%</b>
Contingencies	\$176,175	\$175,802	(\$373)	-0.21%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$9,900,480</b>	<b>\$10,250,075</b>	<b>\$349,595</b>	<b>3.53%</b>

## Table H-2

### FIXED ROUTE FINAL 2011/2012 BUDGET

### OPERATING REVENUES: 11/12 VS PREVIOUS YEAR

		APPROVED 2010/2011	REQUESTED 2011/2012	CHANGE	PERCENT CHANGE
1501	LTF--Woodland	\$1,184,574	\$1,191,939	\$7,365	0.62%
1501	LTF--Davis	\$1,225,678	\$1,233,991	\$8,313	0.68%
1501	LTF--West Sacramento	\$1,539,296	\$1,547,042	\$7,746	0.50%
1501	LTF -- Winters	\$116,962	\$118,071	\$1,109	0.95%
1501	LTF -- Yolo County	\$257,932	\$251,797	(\$6,135)	-2.38%
	<b>TOTAL OPERATING LTF</b>	<b>\$4,324,442</b>	<b>\$4,342,839</b>	<b>\$144,451</b>	<b>3.34%</b>
4100	Non-Transportation Revenues (Interest)	\$85,574	\$85,574	\$0	0.00%
5133	State Transit Assistance	\$0	\$0	\$0	0.00%
5134	State Operating - Other	\$184,600	\$37,500	(\$147,100)	-79.69%
5140	State Motor Vehicle in Lieu Tax	\$25,000	\$0	(\$25,000)	-100.00%
5673	FTA 5307 (Sec 9)	\$945,000	\$930,000	(\$15,000)	-1.59%
5676	FTA Section 37 (ATJ)	\$193,100	\$193,100	\$0	0.00%
5677	FTA 5311 (Sec 18)	\$294,252	\$294,252	\$0	0.00%
6271	Passenger Fares	\$2,073,088	\$2,432,833	\$359,745	17.35%
6272	Special Transit Fares	\$33,187	\$33,187	\$0	0.00%
6399	Other--Other	\$1,396,188	\$1,40,790	\$44,602	3.19%
7101	Local Operating Assistance	\$346,049	\$460,000	\$113,951	32.93%
	<b>TOTAL OPERATING REVENUES</b>	<b>\$9,900,480</b>	<b>\$10,250,075</b>	<b>\$349,595</b>	<b>3.53%</b>

## Table H-3

### FIXED ROUTE FINAL 2011/2012 BUDGET

#### CAPITAL EXPENSES: 11/12 VS PREVIOUS YEAR

		APPROVED 2010/2011	REQUESTED 2011/2012	CHANGE	PERCENT CHANGE
4300	Equipment	\$3,453,720	\$3,283,000	(\$170,720)	-4.94%
4200	Facility Improvements	\$9,462,931	\$8,876,639	(\$586,292)	-6.20%
	<b>TOTAL CAPITAL EXPENSES</b>	<b>\$12,916,651</b>	<b>\$12,159,639</b>	<b>-\$757,012</b>	<b>-5.86%</b>

#### CAPITAL REVENUES: 11/12 VS PREVIOUS YEAR

		APPROVED 2010/2011	REQUESTED 2011/2012	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	\$503,863	\$505,044	\$1,181	0.23%
	<b>TOTAL CAPITAL LTF</b>	<b>\$503,863</b>	<b>\$505,045</b>	<b>\$1,181</b>	<b>0.23%</b>
5133	State Transit Assistance	\$109,000	\$109,000	\$0	0.00%
	Prop 1B (OSH & PTMISEA)	\$2,937,192	\$3,200,612	\$263,420	8.97%
5675	FTA 5307/STP (Sec 9)	\$5,471,581	\$3,799,582	(\$1,671,999)	-30.56%
5674	FTA 5309 (Sec 3)	\$2,225,386	\$1,713,565	(\$511,821)	-23.00%
5812	County Gov't Agencies	\$1,298,271	\$2,621,836	\$1,323,565	101.95%
5830	Non County Gov't Agencies	\$371,358	\$210,000	(\$161,358)	-43.45%
	<b>TOTAL CAPITAL REVENUES</b>	<b>\$12,916,651</b>	<b>\$12,159,640</b>	<b>-\$757,011</b>	<b>-5.86%</b>

# Table 1

## Capital Project Listing

<b>Buses</b>			
		SUBTOTAL	\$0
	<b>Bus Component Overhauls/Replacements</b>		
TRIBE	Engine/Transmission Overhauls	\$50,000	
CA-90-Y846	Capital Related Maintenance Items (overhauls)	\$350,000	
CA-95- X089/PTMISEA	Rehabilitation & Repower of Nine Transit buses	\$1,350,000	
03A0080-08	Rehabilitation & Repower of Nine Transit buses	\$883,000	
New	Capital Related Maintenance Items (overhauls)	\$650,000	
		SUBTOTAL	\$3,283,000
	<b>Passenger Facilities</b>		
CA-90-Y051	West Sacramento Intermodal Facility Phase 2	\$690,620	
TRIBE	Electronic Information Signs	\$10,000	
TRIBE	Bus Stop Improvements	\$150,000	
CA-90-Y585	Signage for Downtown Sacramento	\$62,500	
OHS	Shelters and solar lighting	\$35,126	
03A0080-06	Bus Stop Improvements	\$264,000	
STA	City of West Sacramento bus stop improvements	\$147,553	
STA	City of Woodland bus stop improvements*	\$203,186	
STA	City of Winters bus stop improvements	\$20,492	
STA County	Electronic Information sign at MU	\$10,000	
		SUBTOTAL	\$1,593,477
	<b>YCTD Facility Improvements</b>		
CA-04-0062	Facility Improvements	\$1,863,956	
PTMISEA	Facility Improvements	\$2,464,000	
CTAF	Emergency Backup Generator	\$50,000	
PTMISEA	Bus Stop Improvements	\$264,000	
CA-90-Y480	Safety & Security System	\$99,085	
CA-90-Y480	Facility Equipment	\$10,029	
CA-90-Y479	Safety & Security System	\$75,000	
CA-95-X161	Facility Improvements	\$1,187,500	
03A0080-05	ITS Rehab and addition of equipment	\$436,000	
CTAF	Safety & Security System	\$120,486	
		SUBTOTAL	\$6,570,056
	<b>Maintenance/Operations Equipment</b>		
CTAF	RouteMatch/AVL connection	\$85,000	
03A0080-08	Shop equipment replacement	\$150,000	
State of Good Repair	Shop equipment replacement	\$278,000	
CA-90-Y479	Office Equipment (Telephone system)	\$91,106	
STA	Office Equipment & Service Truck	\$109,000	
		SUBTOTAL	\$713,106
		\$12,159,639	\$12,159,639

\*Including improvements at the County Fair Mall

# Paratransit Service Narrative

**(Approximately 16,330 Rides Annually)**

The final budget assumes some **15,250** 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

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 2011/2012 BUDGET

#### OPERATING EXPENSES : 11/12 VS. PREVIOUS YEAR

		APPROVED 2010/2011	REQUESTED 2011/2012	CHANGE	PERCENT CHANGE
2613	Fuel	\$154,781	\$206,612	\$51,831	33.49%
2615	Lubricants	\$0	\$0	\$0	0.00%
	<b>SUBTOTAL FUEL &amp; LUBRICANTS</b>	<b>\$154,781</b>	<b>\$206,612</b>	<b>\$51,831</b>	<b>33.49%</b>
2090	Communications	\$2,500	\$2,500	\$0	0.00%
	<b>SUBTOTAL UTILITIES</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$0</b>	<b>0.00%</b>
2202	Insurance-Public Liability	\$64,601	\$58,538	(\$6,063)	-9.39%
2209	Insurance-Other	\$0	\$0	\$0	0.00%
	<b>SUBTOTAL CASUALTY &amp; LIABILITY</b>	<b>\$64,601</b>	<b>\$58,538</b>	<b>(\$6,063)</b>	<b>-9.39%</b>
2428	Purchased Services-Transit	\$999,542	\$1,031,360	\$31,818	3.18%
	<b>SUBTOTAL PURCHASED TRANSIT</b>	<b>\$999,542</b>	<b>\$1,031,360</b>	<b>\$31,818</b>	<b>3.18%</b>
8101	Contingencies	\$22,373	\$22,373	\$0	0.00%
	<b>TOTAL OPERATING EXPENSES</b>	<b>\$1,243,797</b>	<b>\$1,321,382</b>	<b>\$77,585</b>	<b>6.24%</b>

#### OPERATING REVENUES: 11/12 VS PREVIOUS YEAR

		APPROVED 2010/2011	REQUESTED 2011/2012	CHANGE	PERCENT CHANGE
1501	LTF--Davis	\$135,358	\$139,715	\$4,357	3.22%
1501	LTF--West Sacramento	\$184,771	\$190,718	\$5,947	3.22%
1501	LTF -- Woodland	\$184,771	\$190,718	\$5,947	3.22%
1501	LTF -- County	\$23,017	\$23,759	\$742	3.22%
	<b>TOTAL OPERATING LTF</b>	<b>\$527,917</b>	<b>\$544,910</b>	<b>\$16,993</b>	<b>3.22%</b>
4100	Non-Transportation Revenues (Interest)	\$55,000	\$55,000	\$0	0.00%
5673	FTA 5307 (Sec 9)	\$220,000	\$220,000	\$0	0.00%
5676	New Freedom	\$85,000	\$85,000	\$0	0.00%
6271	Passenger Fares	\$49,888	\$42,828	(\$7,060)	-14.15%
6272	Special Transit Fares	\$6,000	\$10,000	\$4,000	66.67%
7101	Local Operating Assistance	\$299,992	\$363,644	\$63,652	21.22%
	<b>TOTAL OPERATING REVENUES</b>	<b>\$1,243,797</b>	<b>\$1,321,382</b>	<b>\$77,585</b>	<b>6.24%</b>

## Table J-2

### PARATRANSIT FINAL 2011/2012 BUDGET

#### CAPITAL EXPENSES: 11/12 VS PREVIOUS YEAR

		APPROVED 2010/2011	REQUESTED 2011/2012	CHANGE	PERCENT CHANGE
4300	Equipment	\$90,000	\$0	(\$90,000)	-100.00%
<b>TOTAL CAPITAL EXPENSES</b>		<b>\$90,000</b>	<b>\$0</b>	<b>(\$90,000)</b>	<b>-100.00%</b>

#### CAPITAL REVENUES: 11/12 VS PREVIOUS YEAR

		REVISED 2009/2010	APPROVED 2010/2011	CHANGE	PERCENT CHANGE
1502	LTF--Woodland	\$2,520	\$0	(\$2,520)	0.00%
1502	LTF--Davis	\$7,740	\$0	(\$7,740)	0.00%
1502	LTF--West Sacramento	\$7,740	\$0	(\$7,740)	0.00%
1502	LTF--From Veh. Repl. Fund	\$0	\$0	\$0	0.00%
<b>TOTAL CAPITAL LTF</b>		<b>\$18,000</b>	<b>\$0</b>	<b>(\$18,000)</b>	<b>0.00%</b>
5675	FTA 5307/STP (Sec 9)	\$72,000	\$0	(\$72,000)	N/A
<b>TOTAL CAPITAL REVENUES</b>		<b>\$90,000</b>	<b>\$0</b>	<b>(\$90,000)</b>	<b>0.00%</b>
<b>TOTAL CAPITAL REVENUE</b>		<b>\$90,000</b>	<b>\$0</b>	<b>(\$90,000)</b>	<b>-100.00%</b>

# Part III: Budget Factors & Capital Detail

## Budget Factors

Noteworthy factors influencing the 2011/2012 budget include:

### EXPENSE SIDE

- 1) **Service Changes**—Service hours and miles have been adjusted to reflect:
  - a. Adding one day/week of service to Knights Landing
  - b. Providing some allowance for fixed route deviation in Winters for ADA purposes.

The budget includes a set-aside for Yocha Dehe Wintun Nation funded ADA service between Woodland and the Capay Valley. If the service is not requested from the disabled and provided, the Tribe will not be billed.

- 2) **Lease Costs**—The budget includes lease expenses associated with parking buses in West Sacramento, as well as the likely relocation of employee parking and the leasing of temporary office portables during the YCTD facility construction project.
- 3) **Employee Wage Freeze, Staffing Level Review**--No wage increases are in the budget. There are 12 YCTD positions. One position (Project Coordinator/Buyer) is vacant. While that position is in the final budget, it may not be filled if YCTD is able to reassign procurement activities to the remaining staff and contract out the remaining procurement activities.

Additionally, the final budget assumes a new 3% employee contribution to retirement. In subsequent years, the employee contribution will likely be ratcheted up.

- 4) **Interns**--In addition to the positions above, the budget includes 2,624 hours/year in assistance from interns (roughly the same as the previous year). This coming year, interns will assist in updating other databases and the automatic vehicle location system, perform web page updates, market YOLOBUS service, perform field checks of operations, undertake numerous special projects, and provide other technical assistance where

needed.

- 5) **Fuel**--The budget for fuel has been escalated to reflect rises in gasoline and diesel costs. YCTD owns 14 vehicles that run on these fuels.
- 6) **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 1.7% of the operating budgets.
- 7) **Congestion Management Planning and Transit Planning**--The budget assumes ongoing staff and technical support to the congestion management process. In-house staff, rather than a consultant, working with YCTD's Technical Advisory Committee, will develop an updated countywide transportation plan and congestion management plan.
- 8) **Freeway Service Patrol**--YCTD has a contract with the Sacramento Transportation Authority (STA), which oversees contracts with tow truck companies, to provide relief services to motorists stranded on various freeways--this is referred to as the **Freeway Service Patrol (FSP)**. Several years ago, the FSP was extended to include interstate 80 between Davis and the Pioneer Bridge. This year's proposed budget does not reflect FSP, as it is assumed that STA will apply directly for those funds. Most of the revenues come from outside state sources dedicated solely for this purpose. A match has historically been provided by SACOG's SAFE (Service Authority for Freeway Emergencies) program.

### **REVENUE SIDE**

- 1) **Operating Reserves \$374,459** in operating reserves (\$160,000 for fixed route, \$214,459 for paratransit) are used to minimize the draw on FY 2011/2012 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 not reflected in the final budget, those jurisdictions are reminded that they are eligible to utilize such funds for either transit capital or operating expenses. There is a possibility that the amount of available STA funds could drop significantly in the event the State of California Legislature somehow shifts those funds to balance the state budget.
- 3) **Federal Operating Offsets:** The following federal funds are being used to offset fixed route and paratransit operating costs:
  - Sacramento Urban Area (5307) funds, including:
    - **\$930,000** to offset part of YCTD's maintenance costs associated with the YOLOBUS intercity Route 42 fixed route

- service.
- **\$220,000** to offset ADA operating costs.
- **\$294,252** in rural (5311) federal funds to offset operating costs for Woodland, Winters, and rural unincorporated parts of Yolo County.
- **\$85,000** in New Freedoms (5316) funds for paratransit services (medically related trips) beyond the ADA service area.
- **\$193,100** in Job Access/Reverse Commute (JARC--5317) funding for West Sacramento (\$65,000), Cache Creek (\$31,500), plus evenings and weekends for intercity Route 42 service (\$96,600 Davis).
- **\$305,000** in IRS alternative fuel incentives.

## **Capital Detail**

### ***CATEGORY 1: Bus Component Overhauls/Replacements, Bus Rehabilitation***

The budget includes **\$3,283,000** towards overhauls of engines, transmissions, other major components, and **rehabilitation** of **9** buses. Three other rehabilitated buses are assumed to be finished by the end of the 2010/2011 year. Funds not spent on rebuilds in 2011/2012 will be carried over to next year. YCTD's contract stipulates that YCTD pay for engine and transmission related overhaul expenses.



### ***CATEGORY 2: Passenger Facilities (\$1,593,477)***

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.

**West Sacramento Transit Center**--This project (**\$690,620 remains available**) involves final costs associated with a transit center in West Sacramento. A video surveillance system, that would allow remote monitoring of activities at the transit system, will be included.



**Bus Stop Improvements**—This **\$902,857** project involves various bus stop improvements throughout the system, including 30 bus shelters, improvements at the County Fair Mall transit center and a bus pull-out at Main Street/Industrial Way (near YCTD) in Woodland.



**Before**



**After**

**CATEGORY 3: YCTD Facility Improvements**--The budget reflects

**\$6,570,056** in revenue for improvements to the YCTD maintenance/operations facility. These funds will be used to construct new offices and a board room, remodel and expand the current building for the contractor, putting a roof over the bus washer, steam cleaning, and water recovery areas, replacing and adding fencing, sealing shop floors, a security surveillance system, vault room improvements, above ground diesel fueling system (if feasible), other facility improvements, office furniture and equipment (e.g., tables, chairs, desks, podium, bookshelves, employee lockers, file cabinets, kitchen equipment, and audio/visual equipment, communications equipment), and expanded back-up power.

**\$436,000** of the \$6,570,056 total is for ITS (Intelligent Transportation System) projects. A key feature will be upgrading the audible enunciators so that buses broadcast more accurate real time messaging for visually impaired passengers and those unable to read the LED display. Other items are described in the attached chart.



**CATEGORY 4: Other Equipment** -The budget includes **\$713,106** for shop, office, and facility equipment, a service truck, improvements in YCTD's telephone system, and integrating YCTD's Automatic Vehicle Location System with its paratransit service scheduling program.

## Intelligent Transportation System Project List (CTC Funded)

Rank	Project	Quantity	Cost/Unit	Total Cost	Cumulative	Comments
1	Integration of Software and Training for Farebox System	1	\$20,000	\$20,000	\$20,000	Passenger mode choice, simplification of fare payment. Will allow ITS application of Odyssey farebox system already in place.
2	AVL In Bus Enunciator Upgrade	55	\$3,500	\$192,500	\$212,500	<p>Passenger information, to significantly improve next stop automated call announcement system. Will use TTS (Text to speech). Current boxes use prerecorded voices. – With the Tbox upgrade we will no longer have to pay voice talent to produce the sound bites. Plus all messages will be a standard TTS voice and not change if the voice talent is not available.</p> <p>English announcement can be followed by Spanish announcement.</p> <p>Can be updated wirelessly. Previously we had to remove the enunciator from the bus and then disassemble the unit to replace / update the memory card.</p> <p>Self adjusting volume, adjusting to ambient noise.</p> <p>Should improve system reliability, as it is less sensitive to voltage drops and spikes than the current enunciators</p>
3	Radio System Improvements	1	\$30,000	\$30,000	\$242,500	Passenger safety, emergency response. Current base station and antenna needs upgrade. If there are sufficient remaining funds, radios for key supervisory personnel will be included.
4	Real Time Electronic Signs (10-15)	10	\$6,000	\$60,000	\$302,500	Passenger information, passenger trip planning. These signs will be located at high-use bus stops along Yobobus routes. Installations would come out of
5	Apollo Hard Drive Duplicator	1	\$3,500	\$3,500	\$306,000	Passenger safety, system security. Allows for correcting and salvaging information off hard drives in YCTD's \$400,000 AVL system.
6	Apollo Video Play back software upgrade	1	\$15,000	\$15,000	\$321,000	Passenger safety, system security. Allows for adding system mapping and speed graphs to data fields that are transferred from DVR hard drives to YCTD
7	Apollo Wireless Antennas	2	\$1,500	\$3,000	\$324,000	Passenger safety, system security. Improves wireless uploading of information off of bus video surveillance systems.
8	Two (2) large flat screen dispatch Monitors	2	\$2,500	\$5,000	\$329,000	Passenger safety, passenger trip planning, system security. Allows for ongoing monitoring of fleet locations and video surveillance systems.
9	Firewall and backup switches for all communications for phone line, servers, data	1	\$8,500	\$8,500	\$337,500	System security. Needed to protect the integrity of the ITS systems at YCTD's facility
10	Network switches for new facility addition	1	\$9,000	\$9,000	\$346,500	System security. Needed to protect the integrity of the ITS systems at YCTD's facility
11	Router Management Software	1	\$5,000	\$5,000	\$351,500	System security. Needed to protect the integrity of the ITS systems at YCTD's facility
12	Server Upgrade	1	\$31,000	\$31,000	\$382,500	System security. Needed to protect the integrity of the ITS systems at YCTD's facility
13	Desktop Replacement & Software	15	\$1,800	\$27,000	\$409,500	System security, passenger information, passenger trip planning. Part of planned computer replacements.
14	Laptop Replacement	4	\$1,200	\$4,800	\$414,300	System security, passenger information, passenger trip planning. Part of planned computer replacements.
15	Voice Integration into real time information signs	1	\$30,000	\$30,000	\$444,300	Passenger information, passenger safety, passenger trip planning. Would facilitate real time audible information at electronic sign locations for
16	Back-up Batteries for Server Room	1	\$ 8,000	\$ 8,000	\$452,300	System security. Needed to protect the integrity of the ITS systems at YCTD's facility