

## 2016/17 EXPENDITURES BUDGET

### TOWN OF TRUCKEE

### TRANSIT

502.xxx.00 Transit Fund.Non-Department.Non-Division

ACCOUNT		2014/15 ACTUAL	2015/16 AMENDED BUDGET	2015/16 ESTIMATED ACTUAL	2016/17 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>000</b>	<b>PERSONNEL</b>						
50.11	Wages - Regular Full-time	97,131	97,303	100,693	89,496	-11.12%	-8.02%
54.xx	Benefits	38,317	35,494	35,484	31,664	-10.77%	-10.79%
54.11	GASB 68 Pension Expense	(2,233)	-	-	-	0.00%	
54.61	Deferred Compensation	2,747	3,350	2,206	1,685	-23.60%	-49.69%
54.81	RHS	220	-	219	-	-100.00%	
55.71	Car Allowances	640	630	629	-	-100.00%	-100.00%
55.80	Compensated Absences	868	809	970	2,459	153.39%	203.88%
	<b>Total Personnel</b>	<b>137,690</b>	<b>137,586</b>	<b>140,201</b>	<b>125,305</b>	<b>-10.63%</b>	<b>-8.93%</b>
	<b>SUPPLIES &amp; SERVICES</b>						
<b>181</b>	<b>FIXED ROUTE</b>						
61.34	Professional Services - Fixed Route	138,889	170,000	174,499	176,097	0.92%	3.59%
68.03	CalTIP Insurance	500	15,000	18,761	27,147	44.70%	80.98%
61.35	Prof Services - Donner Summit Shuttle	73,238	69,000	70,868	70,868	0.00%	2.71%
69.10	Vehicles - Fuel	18,056	25,388	15,553	17,600	13.17%	-30.68%
69.76	Fleet Maintenance Allocation	48,816	51,919	54,634	41,298	-24.41%	-20.46%
	<b>Subtotal Fixed Route</b>	<b>279,498</b>	<b>331,307</b>	<b>334,314</b>	<b>333,010</b>	<b>-0.39%</b>	<b>0.51%</b>
<b>182</b>	<b>TART BUS</b>						
61.33	Hwy 267 3-Year Pilot	-	79,713	79,360	62,547	-21.19%	-21.53%
61.00	Professional Services	99,471	101,560	101,560	103,591	2.00%	2.00%
	<b>Subtotal Tart Bus</b>	<b>99,471</b>	<b>181,273</b>	<b>180,920</b>	<b>166,138</b>	<b>-8.17%</b>	<b>-8.35%</b>
<b>183</b>	<b>PARA TRANSIT/DIAL-A-RIDE</b>						
61.00	Professional Services	225,291	285,000	250,165	297,968	19.11%	4.55%
69.10	Vehicles - Fuel	20,901	25,388	14,673	16,500	12.46%	-35.01%
69.76	Fleet Maintenance Allocation	48,816	51,919	54,634	41,298	-24.41%	-20.46%
	<b>Subtotal Para Transit/Dial-a-Ride</b>	<b>295,008</b>	<b>362,307</b>	<b>319,471</b>	<b>355,766</b>	<b>11.36%</b>	<b>-1.81%</b>
<b>180</b>	<b>GENERAL TRANSIT</b>						
60.15	Education & Training	1,620	1,500	1,500	1,800	20.00%	20.00%
63.05	Advertising	-	500	500	500	0.00%	0.00%
63.25	Membership & Dues	3,500	415	435	630	44.83%	51.81%
63.35	General Supplies	523	500	525	525	0.00%	5.00%
63.50	Postage, Freight & Delivery	97	150	150	150	0.00%	0.00%
63.55	Printing	36	50	50	50	0.00%	0.00%
61.30	Professional Services	24,933	27,500	27,500	32,500	18.18%	18.18%
61.00	Professional Services - Audit	-	850	850	850	0.00%	0.00%
63.70	Telephone	1,306	950	2,856	2,900	1.54%	205.26%
66.10	Repair & Maint - Buildings	3,825	12,500	12,500	12,500	0.00%	0.00%
66.20	Repairs & Maint. - Office Equip.	-	50	50	50	0.00%	0.00%
67.07	Supplies - Shelters, Buses & Signs	267	1,000	1,000	1,000	0.00%	0.00%
69.20	Vehicles - Mileage	-	350	350	350	0.00%	0.00%
	<b>Subtotal General Transit</b>	<b>36,107</b>	<b>46,315</b>	<b>48,266</b>	<b>53,805</b>	<b>11.48%</b>	<b>16.17%</b>
	<b>Total Supplies &amp; Services</b>	<b>710,084</b>	<b>921,202</b>	<b>882,971</b>	<b>908,719</b>	<b>2.92%</b>	<b>-1.36%</b>
<b>000</b>	<b>CAPITAL OUTLAY</b>						
80.20	Computer Equipment	-	-	-	1,330	0.00%	
89.00	Depreciation Expense	56,165	100,000	56,165	100,000	78.05%	0.00%
80.71	FTA Section 5339 - Capital	-	138,800	138,800	-	-100.00%	-100.00%
80.74	Cal OES - Capital	-	-	25,888	12,944	-50.00%	
80.73	Prop 1B PTMISEA - Capital	-	398,211	233,500	232,883	-0.26%	-41.52%
	<b>Total Capital Outlay</b>	<b>56,165</b>	<b>637,011</b>	<b>454,353</b>	<b>347,157</b>	<b>-23.59%</b>	<b>-45.50%</b>
	<b>TOTAL</b>	<b>903,940</b>	<b>1,695,799</b>	<b>1,477,526</b>	<b>1,381,181</b>	<b>-6.52%</b>	<b>-18.55%</b>
	Less: Capital Assets	-	(537,011)	(398,188)	(247,157)		
	<b>TOTAL NET EXPENDITURES</b>	<b>903,940</b>	<b>1,158,788</b>	<b>1,079,338</b>	<b>1,134,024</b>	<b>5.07%</b>	<b>-2.14%</b>

**TOWN OF TRUCKEE**  
**2016/17 ANNUAL BUDGET DETAIL**  
**PUBLIC TRANSIT**

502.xxx.00 Transit.xx.Non-Division

**ACTIVITY DESCRIPTION**

This budget reflects expenditures for the Tahoe Truckee Area Regional Transit (TART) programs that currently operate in the Town. These programs are funded by specific designated sources outside the General Fund. Sources of revenue are listed and described in the revenue section. Services operated by TART include winter and non-winter Fixed Route, Dial-A-Ride and North Tahoe Truckee Transport (NTTT). The Town is required to provide complimentary ADA paratransit service within three-quarters of a mile of the fixed route, which is accomplished by the Dial-A-Ride service. Dial-A-Ride is also offered in the outlying neighborhoods not served by the fixed route and that are beyond that ADA service requirement. With the 5310 grant award, operating costs for the service provided beyond the ADA corridor is fully funded in FY 15/16 and FY 16/17. The NTTT service provides out of area non-emergency medical trips to individuals over the age of 60. The NTTT service is fully funded by the Area 4 Agency on Aging grant in partnership with the Tahoe Transportation District. The Town partners with Placer County to provide year-round service on Hwy 89. The Town, Placer County and Airport District have partnered on funding a 3-year pilot program (beginning in FY 15/16) to provide year-round service on Hwy 267. As the Town owns the transit buses, the transit vehicles are maintained by the Town's Fleet Maintenance Division and fuel costs are paid by the Town.

The Town of Truckee and Placer County have collaborated on a branding effort of our two transit systems, which was identified as a short term next step at the Transit Summit held in November 2013. Placer County hired a graphic consultant and a branding committee was formed that included transit stakeholders in the region, including former Council Member Dr. Mark Brown. Committee meetings were held throughout 2014, and staff presented the new brand of "Tahoe Truckee Area Regional Transit" (TART) to Town Council on April 14, 2015; staff was directed to implement the new brand. The Town and Placer County have been conducting outreach efforts to educate the community on changes related to the new brand. The new brand is in the process of being included on Town and Placer County buses and transit bus stop signs, and is being used in promotional and educational print material. The new bus stop signs include a single TART phone number (530-550-1212) that is set up as a phone tree where callers press 1 for the Truckee local route or press 2 for the North Lake Tahoe routes at which point callers are transferred to either the Truckee TART office or Placer County TART office. Callers may continue using the direct line (530-550-7451) to reach the Truckee TART office to schedule Dial-A-Ride and NTTT trips. The funding source for the branding implementation is Prop 1B (PTMISEA).

The Town, Placer County and the Truckee Tahoe Airport District have partnered to provide year-round service on Hwy 267. Prior to the partnership, Placer County operated service on Hwy 267 during the winter months only. The need for year-round service along this corridor is consistently identified during the Annual Unmet Transit Needs Hearing as a barrier to accessing healthcare, employment and other essential needs. Regional transit planning documents identify implementing year-round service on Hwy 267 as a high priority strategy. At the April 28, 2015 Town Council meeting, Council approved the Town funding a 3-year pilot to provide Hwy 267 year-round service commencing in FY 15/16. The Council-approved funding source for the 3-year pilot is Air Quality Mitigation Funds (current balance of around \$275,000) that the Town has been collecting since 2002 as part of the Town's Air Quality Mitigation Impact Fee Program. Performance measures will be monitored to determine the success of the pilot project and will be reported annually to the Town Council. The partners will seek additional funding opportunities to support ongoing service should the pilot project be successful. As a portion of the route corridor is served by both Placer County and the Town of Truckee, route modifications will be evaluated to maintain cost effectiveness and service efficiency.

As required by Caltrans and the FTA, the Town successfully completed a request for proposals process for transit services. On September 22, 2015, the Town Council awarded the transit contract to Paratransit Services. The initial contract term is December 1, 2015 through June 30, 2017, with three one-year extension options. This budget reflects services and costs under the new contract with Paratransit Services. As transit funding sources sunset, staff continuously seeks new funding opportunities and will be reviewing service alternatives for the outlying years that are viable to operate within the transit funding resources.

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<u>PERSONNEL</u>	<u>BUDGET</u>
<u>50.11</u> <u>WAGES - REGULAR FULL-TIME</u> - Provides 80% of the salary for an Administrative Analyst (20% to Economic Development) and 55% of the salary of a Management Analyst (15% to Transit, 10% to Solid Waste, and 20% to the Successor Agency).	\$    89,496
<u>54.00</u> <u>BENEFITS</u> - Provides for benefits such as workers' compensation, Town-paid payroll taxes and retirement benefits, health, dental, life and optical coverage as well as Medicare contribution.	\$    31,664
<u>54.61</u> <u>DEFERRED COMP</u> - Deferred compensation provided as negotiated by employee groups.	\$      1,685
<u>55.80</u> <u>COMPENSATED ABSENCES</u> - For this enterprise fund, the account will incur the liability of the unused portion of vacation and sick time in accordance with the accounting rules for enterprise funds.	\$      2,460
<u>SUPPLIES &amp; SERVICES</u>	
<u>181 FIXED ROUTE</u>	
<u>61.34</u> <u>PROFESSIONAL SERVICES - FIXED ROUTE</u> - Provides for contract services for operation of the Fixed Route (6 days/week, 8 hours/day ) for seven months of the year; 7 days/week, 18 hours/day during the winter months.	\$    176,097
<u>68.03</u> <u>CALTIP INSURANCE</u> - California Transit Indemnity Pool Liability Insurance coverage for Truckee Transit vehicles; covers bodily injury and physical damage.	\$      27,147
<u>61.35</u> <u>PROFESSIONAL SERVICES – DONNER SUMMIT SHUTTLE</u> - Provides for employee/skier shuttle to Donner Summit Resorts. This budget captures the actual cost to provide the service including contractor hours, bus maintenance, fuel, marketing and program management. The Town contribution is \$29,000, with the remaining cost funded by the Summit Resorts and Placer County.	\$      70,868
<u>69.10</u> <u>VEHICLES - FUEL</u> - Provides funding for fuel for the operation of the Fixed Route service.	\$      17,600
<u>69.76</u> <u>FLEET MAINTENANCE ALLOCATION</u> - Provides for allocation of vehicle maintenance costs provided by the Fleet Department.	\$      41,298
<u>182 TART BUS</u>	
<u>61.33</u> <u>HIGHWAY 267 3 YEAR PILOT</u> - Provides for the operation of Placer County to provide an additional 250 days of service on Hwy 267. The additional service of this pilot program will provide year-round service on Hwy 267 for a period of three years (through fiscal year 16/17).	\$      62,547

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<b><u>SUPPLIES &amp; SERVICES (cont'd)</u></b>		<b><u>BUDGET</u></b>
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for the operation of Placer County to provide service on Hwy 89 between Tahoe City and Truckee on a year-round basis (\$66,881), and on Hwy 267 between Kings Beach and Truckee during the winter months (\$36,710).	\$ 103,591
 <b><u>183 PARA TRANSIT/DIAL-A-RIDE</u></b>		
<u>61.00</u>	<u>PROFESSIONAL SERVICES</u> - Provides for contract services in operation of the Dial-A-Ride program. The Dial-A-Ride is the ADA required paratransit service to the Fixed Route program.	\$ 297,968
<u>69.10</u>	<u>VEHICLES - FUEL</u> - Provides funding for fuel for the operation of the transit system for Dial-a-Ride services.	\$ 16,500
<u>69.76</u>	<u>FLEET MAINTENANCE ALLOCATION</u> - Provides for allocation of vehicle maintenance costs provided by the Fleet Department.	\$ 41,298
 <b><u>180 GENERAL TRANSIT</u></b>		
<u>60.15</u>	<u>EDUCATION &amp; TRAINING</u> - Provides for ongoing training for staff assigned to manage the transit program.	\$ 1,800
<u>63.05</u>	<u>ADVERTISING</u> - Provides funding to advertise transit programs, and to advertise public hearings associated with transit changes and grant applications.	\$ 500
<u>63.25</u>	<u>MEMBERSHIP &amp; DUES</u> - Provides for the Town's membership in the California Association for Coordinated Transportation (CalACT) and the monthly meetings of the Truckee North Tahoe Transportation Management Association.	\$ 630
<u>63.35</u>	<u>GENERAL SUPPLIES</u> - Provides for software updates, office stationery forms, office supplies, small items and non-capital equipment and furniture.	\$ 525
<u>63.50</u>	<u>POSTAGE, FREIGHT &amp; DELIVERY</u> - Provides for anticipated postage/ mailing costs.	\$ 150
<u>63.55</u>	<u>PRINTING</u> - Provides budget for business cards.	\$ 50
<u>61.30</u>	<u>PROFESSIONAL SERVICES</u> - Provides funds for marketing transit services (\$12,500), which includes a \$5,000 contribution from the Donner Summit partners for the Winter Shuttle marketing costs ; consulting services (\$5,000); partnership opportunities (\$15,000).	\$ 32,500
<u>61.00</u>	<u>PROFESSIONAL SERVICES - AUDIT</u> - Provides for annual audit required by the State.	\$ 850
<u>63.70</u>	<u>TELEPHONE</u> - Provides for costs based upon allocation of base and long distance charges, allocation of Optical Fiber Network required for internet connection and other annual phone charges for the Cisco phone system. Also includes service for cellular phones and the phone lines for the transit dispatch office.	\$ 2,900

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<u><b>SUPPLIES &amp; SERVICES (cont'd)</b></u>	<u><b>BUDGET</b></u>
<u>66.10</u> <u>REPAIR &amp; MAINTENANCE - BUILDINGS</u> - Provides for funds necessary to maintain transit shelters that is generally provided by Facilities and Public Works staff and reimbursed to the General Fund.	\$    12,500
<u>66.20</u> <u>REPAIR &amp; MAINTENANCE - OFFICE EQUIPMENT</u> - Provides for computer related equipment maintenance.	\$            50
<u>67.07</u> <u>SUPPLIES - SHELTERS, BUSES and SIGNS</u> - Provides supplies for shelters and buses, including bus stop signs.	\$        1,000
<u>69.20</u> <u>VEHICLES - MILEAGE</u> - Provides for use of private vehicles on Town business.	\$            350
 <u><b>CAPITAL OUTLAY</b></u>	
<u>80.20</u> <u>COMPUTER EQUIPMENT</u> - Provides for replacement computers per IT recommendations.	\$        1,330
<u>89.00</u> <u>DEPRECIATION EXPENSE</u> - For this enterprise fund, the account will expense the used portions of fixed assets in accordance with the accounting rules for enterprise funds.	\$    100,000
<u>80.74</u> <u>CAL OES - CAPITAL</u> - Grant awards of \$25,888 for FY 15/16 and \$12,944 for FY 16/17 that will fund transit safety and security capital projects such as lighting, video security equipment, communications equipment, fencing and gates, and other safety and security equipment, devices and supplies.	\$        12,944
<u>80.73</u> <u>PROP 1B PTMISEA - CAPITAL</u> – Grant award of \$466,383 provides funding for transit capital projects. Procurement of two replacement fixed route 30 passenger buses totaling \$228,987, and local match funding of \$68,172 for two FTA 5310 funded buses. Delivery of the buses is anticipated by mid-2016. Procurement to implement the new brand including logo application on the existing and five new buses (two funded by FTA 5310, one funded by FTA 5339, and two funded by Prop 1B), and bus stop signage reflecting the new TART brand (\$27,000). Procurement of the NextBus program that provides real-time information on when a bus is expected to arrive at a stop (\$45,000). The remaining \$97,224 grant balance may be used to build new bus shelters, purchase benches, and install safety features on the buses such as cameras. Grant funds must be expended by June 2020.	\$    232,883