



## Yuma County Intergovernmental Public Transportation Authority

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June 23, 2014

### Discussion and Action Agenda Item 1

To: Yuma County Intergovernmental Public Transportation Authority Board of Directors  
From: John Andoh, Transit Director  
Shelly Kreger, Financial Services Operations Manager  
Subject: Public Hearing regarding the Fiscal Year 2014-15 Operating and Capital Budget and Federal Transit Administration (FTA) Federal Fiscal Year 2014 Program of Projects, followed by action to adopt the budget and Resolution No. 2014-02, authorizing the Transit Director to file for FTA funding.

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**Requested Action:** Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors conduct a public hearing regarding the Fiscal Year 2014-15 Operating and Capital Budget and Federal Transit Administration (FTA) Federal Fiscal Year 2014 Program of Projects, followed by action to adopt the budget and Resolution No. 2014-02, authorizing the Transit Director to file for FTA funding.

**Background and Summary:** The Operating and Capital Budget presented shows the totals of what the Transportation Authority are expected to receive and expend in fiscal year (FY) 2014-2015. The budget provides a comprehensive review of expected revenues and proposed expenditures.

The budget is based on known revenue amounts that have been committed. Revenue amounts are always subject to change and staff will keep the Board of Directors apprised on any changes based on decisions made by local, state and Federal agencies. Known revenue amounts include Federal Transit Administration (FTA), member agency contributions from the municipalities, Greyhound revenues, miscellaneous revenues, farebox revenues and pass revenues based on memorandum of understandings exercised with various social service agencies.

There were no changes in member agency contributions this fiscal year. There will be a slight increase in local match revenues due to an additional memorandum of understanding implemented with Advanced Call Center Technology (ACCT) and Western Arizona Council of Governments (WACOG) and additional in-kind support from Greyhound Lines, Inc, Quechan

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Indian Tribe and Yuma County. Should ACCT and Yuma Regional Medical Center not renew their MOUs, YCIPTA will strive to find other revenues to cover the shortfall.

The budget assumes that approximately 34,000 revenue hours for fixed route and 2,208 revenue hours for YCAT OnCall and WelltonCAT services that would be operated in FY 2014-2015. The projection is based on the proposed service plan identified in the Short Range Transit Plan. While there are unmet transit needs, YCIPTA does not have the resources to implement these needs at this time. The projected service hours by route is shown in YCAT Service Plan - 7/1/2014 to 6/30/2015.

The proposed operations budget takes into consideration the new contractual rate with MV Transportation, Inc effective July 1, 2014. The resulted in a combined hourly rate of \$50.14 per revenue vehicle service hour and a variable cost of \$29.04 per revenue hour. This translates to an expected amount of \$1,805,052 for the entire fiscal year. Saguario Foundation, operating SARA Rides rate is projected to remain at \$25.59 per revenue vehicle service hour with the fixed costs included in the revenue vehicle service hour rate - not to exceed \$51,180. vRide and Enterprise Rideshare operating YCAT Vanpool subsidy is not anticipated to change and staff assumed 35 vans would be implemented bases on a rate of \$300 per month, per van.

The FY 2014-15 Proposed Operating Budget totals \$3,502,498 as shown below in a summarized format:

Categories	Total
Operations Assistance	\$ 2,024,550.53
Preventative Maintenance	\$ 480,639.00
Employee Training	\$ 10,300.00
Planning	\$ 247,379.24
ADA Operations	\$ 85,680.00
Lease Maintenance Facility	\$ 50,400.00
Other Expenses Outside of FTA Funds*	\$ 603,549.23
	<b>\$ 3,502,498.00</b>

*\* Includes Greyhound, Vanpool, Miscellaneous Sales, Tribal Transit Service (Routes 5, 6A, 10)*

The significant aspects of the proposed operating budget are:

### **Revenues**

- The fully allocated YCIPTA rate is \$91.66 per hour. Previous rate was \$87.07. This cost is average for a small urban contracted system.
- Fares are projected to be \$550,000 systemwide.
- Staff is projecting revenues/expenses of \$3,502,498 that would be required to operate the transit system.
- FTA Section 5311 amounts are to be determined as ADOT still continues to score grant requests. FTA Section 5311 funds are to fund services outside the Yuma Urbanized Area. This funding primarily funds WelltonCAT, Blue Route 5 (within Arizona), Purple Route 6A, Gold Route 8, Silver Route 9, Turquoise Route 10 (within Arizona) and Yellow Route 95. This translates to 39.54% of YCAT service miles

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attributed to the rural area. 8.36% is attributed to the tribal transit grants received by the Quechan and Cocopah Indian Tribes. FTA Section 5307 will continue to fund transit services that are wholly within the Yuma Urbanized Area. This primarily funds Red Route 1, Orange Route 2/2A, Brown Route 3, Green Route 4/4A, NightCAT and YCAT OnCall for the remainder 52.09%.

- The system requires match revenues of \$832,963 from a potential \$1,202,340 available match revenues. This leaves \$200,323 (\$369,209 without transfer to capital) remaining as “fund balance” There is an estimated carry forward balance in match from FY 2013 in the amount of \$0.
- The budget assumes \$56,055 from Yuma County as in-kind match revenues. This amount can be as high as 8.13% of the Transportation Authority’s budget which is \$284,753. New to the budget is in-kind funding from Greyhound in the amount of \$156,349 and Quechan Indian Tribe in the amount of \$24,696.
- Staff assumed the use of FTA Sections 5307 and 5311 funding for the transit operation. If ADOT will continue the use of Federal fiscal year (FFY) 2011 FTA Section 5316 funding carryforward balance, YCIPTA will use this funding. If not, YCIPTA will use FTA Sections 5307 and 5311 to cover the loss of the FTA Section 5316 funding.
- The budget assumes \$37,772 in FTA Section 5311 (c) funding from Cocopah Indian Tribe and \$159,129 from Quechan Indian Tribe for routes serving their reservations and some of these funds do not require a local match (if formula). These funds are based on FFY 14 funds allocated to the tribes. Due to changes in the Tribal Transit program, the Cocopah Indian Tribe local match has increased to \$106,214 and the Imperial County Transportation Commission (ICTC) will act as the local match for the Quechan Indian Tribe discretionary grant. In FY 2015-16, a new funding strategy will have to be implemented to continue the same level of service on Blue Route 5 and Turquoise Route 10 and this will require discussions with ICTC.
- ICTC will fund the local match for Blue Route 5 and Turquoise Route 10 in the amount of \$15,000 for FY 2014-2015.
- \$29,500 of Greyhound revenues generated as commission to the Transportation Authority and \$235,000 remitted back to Greyhound based on sales using the current model. Proposed changes to the Greyhound compensation package may generate additional revenue for YCIPTA through more package express sales.

### **Expenses**

- ASRS expenses increased from 11.30% to 11.60%.
- No pay increases are budgeted this fiscal year, since all positions are budgeted at an increase to Step 1.5 which was implemented last fiscal year, except for the Transit Director, which increased by 0.5 step.
- Employee benefit subsidy remains at \$510. Starting this fiscal year, employees will be required to pay for benefit costs when using Plan A. If selecting Plan B, single employees will receive \$38.00 back. This subsidy is consistent with the City of Yuma plan.

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CURRENT PREMIUM	Total Premium beginning	YCIPTA pays	Monthly Employee Premium
<b>Active Plan A</b>			
Employee Only	\$567	\$510	\$0
Employee + Spouse	\$1,142	\$510 + 90 = 600	\$542
Employee + Child(ren)	\$1,007	\$510 + 125 = 635	\$372
Employee + Family	\$1,419	\$510 + 125 = 635	\$784
<b>Active Plan B</b>			
Employee Only	\$472	\$510	(\$38)
Employee + Spouse	\$953	\$510 + 90 = 600	\$353
Employee + Child(ren)	\$897	\$510 + 125 = 635	\$262
Employee + Family	\$1,184	\$510 + 125 = 635	\$549

- The budget assumes a continued operation of NextBus service on all buses and continued demonstration of Wi-Fi technology on two buses.
- Radio expenses increased from \$275 per radio to \$325 per radio per with the Yuma Regional Communication System and the addition of the San Diego-Imperial County Regional Communication System participation at \$75.07 per radio per month
- \$480,437 of transit operations and maintenance contractor expenses will be credited to the FTA Section 5311 (c) grant.
- Contingency is projected to \$200,491 which is 50% of the available match revenues remaining. This **does** reflect a transfer to capital to cover the required match revenue for those projects. In addition, there is a potential \$400,983 available, based on carried over match, plus 50% of the FTA funds added in addition to the \$200,491.
- Transit services operations contract increases from \$49.10 per hour for YCAT transit services and remains at \$25.59 per revenue hour for YCAT OnCall and WelltonCAT.
- Current levels of service will be maintained - 34,000 revenue vehicle service hours for YCAT and 2,208 revenue vehicle service hours for YCAT OnCall and WelltonCAT collectively.
- Continuation of vanpool program is anticipated with up to 35 vans being budgeted at \$300.00 per month, per van.
- Full staffing of five full time employees with employee benefits is anticipated. The Administrative Assistant to handle FTA compliance and service analysis tasks (position is still vacant), a new Office Specialist I position to handle travel training, marketing, community relations and transit operations tasks and the continuation of a intern to handle planning and service development related tasks.
- With the transition of customer service functions from the transit operations and maintenance contractor to YCIPTA in February 2014, the addition of three part time employees has been added to handle these functions working up to 29 hours per week.
- The budget for fuel increased to compensate for the changes in fuel prices. Staff is projecting 70,000 of red dye diesel, 38,000 gallons of clear diesel (Passport buses only) fuel at a rate of \$3.50 per gallon and 27,000 gallons of gasoline fuel at a rate of \$3.45 per gallon.
- The marketing budget is \$30,000 for printing and \$30,000 for advertising which will be expended based on the finalization of a Marketing Plan under development now by Big Cat Advertising.
- The FY 2014-15 operating budget will be significantly financed with FTA Section 5307(urban) and 5311 (rural) funding. The funding split is anticipated to be 39.54% rural and 52.09% urban. If YCIPTA is able to continue to use any excess balance of

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the FTA Section 5316, that funding will be used to fund evening and Saturday YCAT service, as well as the vanpool program and enhanced NightCAT service.

- The financial audit for FY 2013-2014 with Heinfield and Meech is included in this budget.
- Should a maintenance facility be purchased, the leased costs shall be reallocated to other projects.
- Overall operating budget has increased by \$153,569 due increases in the operations and maintenance contractor, fuel, supplies and the additional full time employee with benefits.

The FY 2014-15 Requested Capital Budget totals \$3,593,803 and is proposed to be allocated as shown below.

New Capital Projects Using STP	Category	Proposed Budget	94.30%	5.70%
YCAT Contractor Major Parts	Purchase of Operational Miscellaneous Equipment	\$ 45,000.00	\$42,435.00	\$2,565.00
Purchase of Office Equipment and Furniture	Purchase of Operational Miscellaneous Equipment	\$ 31,173.00	\$29,396.14	\$1,776.86
Acumen Smart Card System	Purchase of Electronic Farebox Equipment	\$ 40,000.00	\$37,720.00	\$2,280.00
Miscellaneous Equipment on Transit Buses	Purchase of Operational Miscellaneous Equipment	\$ 5,000.00	\$4,715.00	\$285.00
Transit Signage	Route Signage	\$ 3,805.00	\$3,588.12	\$216.89
Bus Shelter Relocations/Installations/Bus Bench Installation	Installation of Bus Stop Amenities	\$ 85,000.00	\$80,155.00	\$4,845.00
<b>GRAND TOTAL</b>		<b>\$ 209,978.00</b>	<b>\$ 198,009.25</b>	<b>\$ 11,968.75</b>

New Capital Projects Using FTA 5307	Proposed Budget	80.00%	20.00%
Purchase Seven Security Camera Systems For Buses	\$ 21,504.00	\$17,203.20	\$4,300.80
Purchase NextBus Equipment	\$ 15,200.00	\$12,160.00	\$3,040.00
YCAT Contractor Start Up Costs	\$112,872	\$90,297.60	\$22,574.40
Yuma Pre-Construction Costs for Hotel Del Sol	\$ 1,156,860.00	\$925,488.00	\$231,372.00
<b>GRAND TOTAL</b>	<b>\$ 1,306,436.00</b>	<b>\$ 1,045,148.80</b>	<b>\$ 261,287.20</b>

New Capital Projects Using FTA 5339	Proposed Budget	80.00%	20.00%
Bus Stop Signs	\$ 1,195.00	\$956.00	\$239.00
<b>GRAND TOTAL</b>	<b>\$ 1,195.00</b>	<b>\$ 956.00</b>	<b>\$ 239.00</b>

In addition, the following projects are carryforwarded from the FY 2013-14 Capital Budget:

- Hotel Del Sol Final Design - \$1,220,094

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- Transit Maintenance Facility - \$550,000 - reduced from \$750,000
- YCAT Facility Appraisal - \$16,100

The Transportation Concepts defect repairs is using revenues from withholding payment to Transportation Concepts for transit service.

The significant aspects of the proposed capital budget are:

### **Revenues**

- New STP grant filed using STP amounts of \$148,500.
- Added \$1,045,148 in FTA Section 5307 funds for Hotel Del Sol pre-construction and miscellaneous capital projects.

### **Expenses**

- Six capital projects using the full complement of new STP funds are proposed to enhance the YCAT transit system assets and provide a better customer service experience. These projects include NextBus signage and transponders, new transit bus stop signage, additional bus stop amenities, purchase accessories for transit buses, additional Acufare units, major parts for the transit operations and maintenance contractor and the purchase of office equipment.
- Staff has requested and been approved for funding for three replacement minivans using FTA Section 5311 funds from ADOT. YCIPTA is responsible for 20% of the cost of the minivans. Total project cost is \$165,000.
- Staff also requested from ADOT replacement costs for two transit buses, purchase of transit bus graphics for the YCAT fleet and additional bus stop signage. Should ADOT approve these requests, these projects would be added in a future budget amendment.
- The capital budget has increased \$595,218 from the prior fiscal year and a total of \$168,885 in local match is anticipated to be transferred to the capital budget.

A full budget document with summaries will be prepared and submitted to all member agencies and the State as well as posted online at [www.ycat.az.gov](http://www.ycat.az.gov) by June 30, 2014 after Board adoption. The draft budget and summary was posted online at [www.ycat.az.gov](http://www.ycat.az.gov) and available at the YCAT Bus Facility since Monday, June 9, 2014.

**Budgeted:** The proposed FY 2014-15 operating budget will provide a framework for delivering, at the minimum, current levels of service with opportunities to improve the quality of their delivery. In addition, the proposed operating and capital budget will be financed significantly with federal grant sources using FTA Sections 5307, 5311 and STP funds.

**Recommended Motion:** That the Yuma County Intergovernmental Public Transportation Authority Board of Directors adopts the operating and capital budget and Resolution No. 2014-02, authorizing the Transit Director to file for FTA funding.

**Legal Counsel Review:** None is required.

Attachments: Proposed Fiscal Year 2014-2015 Operating and Capital Budget, YCAT Service Plan, Program of Projects and Proposed Fiscal Year 2014-2015 Work Program.

For information regarding the proposed operating and capital budget, please contact John Andoh, via email at [jandoh@ycipta.az.gov](mailto:jandoh@ycipta.az.gov) or call 928-539-7076, extension 237 or Shelly Kreger, via email to [skreger@ycipta.az.gov](mailto:skreger@ycipta.az.gov) or call 928-539-7076, extension 101.

Approved for Submission



John Andoh  
Transit Director  
6/5/2014

**OPERATIONAL REVENUES**

FUND 08808-00-7301 YCIPTA FY 14-15 FTA Grant Number - AZ-90-X132  
FY 13-14 FTA Grant Number - AZ-90-X127

Account Number	Account Name	FY 2013-14 AMENDED Budget	FY 2014-15 PROPOSED Budget	FY 2014-15 Budget Line Item Description
		720,981	1,172,612	Yuma UZA 5307 - FY 11, 12, 13 funding.
		336,000	-	ADOT allocation of FTA Section 5316 funding to cover service hours in the evening and Saturday and commuter bus/vanpool program. (Total received \$445,000)
		557,390	314,531	ADOT allocation of FTA Section 5311 funding to cover service hours in the rural area at 39.54% of expenses. (Total received \$742,754)
		-	37,772	Cocopah Tribe formula contribution for Purple Route 6A.
		-	143,805	Quechan Tribe discretionary funding for Blue Route 5 and Turquoise Route 1, Quechan Tribe expenses for Blue Route 5 based on 2,483 RVSH at \$50.14 per RVSH and Turquoise Route 10 based on 853 RVSH at \$50.14 per RVSH.
27-33100	Federal Funding (5307, 5311, 5316)	-	15,324	Quechan Tribe formula contribution for Blue Route 5 and Turquoise Route 10.
27-33110	Federal Funding (5307) Prior Yr	-	-	None anticipated.
00-33690	Local Match	516,739	516,739	Yuma County (\$154,960), Yuma (\$200,000), Somerton (\$29,919), Wellton (\$14,499), San Luis (\$70,573), Cocopah (\$41,031), Quechan (\$5,757).
00-33930	Administrative Costs Reimbursed	168,061	237,547	YCIPTA receives in-kind from Yuma County, Quechan Indian Tribe, City of Yuma and Greyhound. Yuma County's in-kind allocation can be up to 8.13% of the program budget. (\$56,055 is attributable to the Yuma County's Plan). The City of Yuma provides \$447, Greyhound provides \$156,349 and Quechan Indian Tribe provides \$24,696 in in-kind funding.
27-33500	State Grants	-	-	None anticipated.
27-33510	State Grants Prior Year	-	-	None anticipated.
17-34049	Miscellaneous Fees For Service	121,940	250,000	5307 fares.
00-36010	Interest on Investments	3,500	2,500	5311 fares.
00-37010	Rent	-	-	Interest income.
		-	-	None anticipated.
00-39090	Miscellaneous Revenues	19,238	43,646	Advertising sales from advertising contractors, newspaper sales (20 cents commission), phone cards, boxes, tape sales, donations, STOPS, special services and misc grants, etc.
		222,000	235,000	Greyhound revenues payable to Greyhound.
		24,000	29,500	Greyhound commission retained by YCIPTA.
00-39510	Contributions from Public Entities	457,373	142,700	AWC contribution based on 10,000 students (plus 50 employees) @ \$5 each, NAU student activity fee contribution based on 500 students and 5 employees @ \$5 each, UA student, employee & facility fee @ \$5 each, YPIC and AZTEC student, employee fee @ \$45 each and WACOG contribution for YCAT & YCAT OnCall.
		10,502	15,000	ICTC contribution to eastern Imperial County transit services.
		97,693	106,214	Cocopah Tribe expenses for Purple 6A local match contribution (42%) based on 5,797 RVSH at \$50.14 per RVSH.
00-39520	Contributions from Private Entities	109,861	108,326	STS Contribution for FY 2013 non ADA services, PPEP, Inc MOU for bus passes and YRMC and ACCT employee fee (July 1, 2014 to June 30, 2015) based off \$6.25 per employee/volunteer.
00-39910	Appropriation of Fund Balance	(256,475)	(168,885)	Transfer to capital for match.
		11,897	-	Transfer from contingency cash for local match.

**TOTAL 08808-00-7301 YCIPTA** **\$ 3,348,761** **\$ 3,502,330**

\$ 3,348,761 \$ 3,502,330 Expenses  
\$ (0) \$ (0) Over/Under

Contingency cash	-
Balance of FTA 5307 funds for FFY 14 (YCIPTA Projection)	\$ 541,264
FY 14 Approved Cost Per Hour	\$ 87.07
FY 15 Proposed Cost Per Hour	\$ 91.66

FY 2015	YCAT	YCAT OnCall	%	Total	Match Required	FTA
Operating Assistance (5307)	\$ 1,246,186.66	\$ -	50/50	\$ 946,187	\$ 473,093	\$ 473,093
Operating Assistance (5311)	\$ 610,533.30	\$ -	58/42	\$ 360,533	\$ 151,424	\$ 180,267
Administration (5311)	\$ 167,830.57	\$ -	80/20	\$ 167,830.57	\$ 33,566	\$ 134,264
ADA Vehicle Operations	\$ -	\$ 85,680	80/20	\$ 85,680	\$ 17,136	\$ 68,544
Preventative Maintenance	\$ 480,639.00	\$ -	80/20	\$ 480,639	\$ 96,128	\$ 384,511
YCIPTA Planning	\$ 247,379.24	\$ -	80/20	\$ 247,379	\$ 49,476	\$ 197,903
YCIPTA Training	\$ 10,300.00	\$ -	80/20	\$ 10,300	\$ 2,060	\$ 8,240
Lease Transit Bus	\$ -	\$ -	80/20	\$ -	\$ -	\$ -
Lease Maintenance Facility	\$ 50,400.00	\$ -	80/20	\$ 50,400	\$ 10,080	\$ 40,320
<b>Sub Total</b>	<b>\$ 2,813,268.77</b>	<b>\$ 85,680</b>		<b>\$ 2,348,949</b>	<b>\$ 832,963</b>	<b>\$ 1,487,143</b>

Minus fares.  
Minus fares.

\*\*10% of Apport = \$215,047 = FFY14

Less Deductions	YCAT	YCAT OnCall	Total Deductions Subtracted	Deductions Subtracted from Match	Total
<b>Total</b>	<b>\$ 2,813,269</b>	<b>\$ 85,680</b>	<b>\$ 832,963</b>	<b>\$ 1,487,143</b>	<b>\$ 2,320,106</b>
Total Operations Assistance	\$ 2,392,372.17			Available Match Revenue	\$ 1,202,172
Operations Assistance Split - 5311 @ 39.54%	\$ 945,943.96			Over/Short Total Match	\$ 200,323
Operations Assistance Split - 5307 @ 52.09%	\$ 1,246,186.66			Without Transfer to Capital	\$ 369,205
Administration Split for 5311		Admin Total			
Grand Total Operations Assistance	\$ 2,042,068.33	\$ 350,303.84		42200	
Grand Total Ops/Admin Split for 5311	\$ 610,533.30	\$ 167,830.57		84400	40,59615385



**OPERATIONAL EXPENSES**

FY 14-15 FTA Grant Number - AZ-90-X132  
FY 13-14 FTA Grant Number - AZ-90-X127

FUND 08808-07-7301 YCIPTA

Account Number	Account Name	FY 2013-14 AMENDED Budget	FY 2014-15 PROPOSED Budget	FY 2014-15 Budget Line Item Description	ALI CODE
40110	Regular Salaries and Wages	201,707	215,259	YCIPTA provides compensation for all staff. Included in this budget is Transit Director (\$81,684), Administrative Assistant (\$40,109), three Clerk Is (\$41,481) and Financial Services Operations Manager (\$51,985).	30.09.01
			60,890	YCIPTA provides compensation for all staff. Included in this budget is one Administrative Assistant (\$37,245) and Office Specialist I (\$23,645).	44.26.14
40120	Temporary Employees	16,000	19,281	Hire intern at 20 hours per week for remainder of fiscal year for surveys/marketing @ \$11.00 per hour. Extra help through temporary service (\$6,801).	44.26.14
40130	Overtime	-	-	None anticipated. Intern will not be allowed to perform overtime.	
40210	Social Security/FICA	16,488	18,777	YCIPTA is required to pay its portion of Social Security (6.20%) and Medicare costs (1.45%) on salaries and wages. Included in this budget is Transit Director, Administrative Assistant, Clerk I (3) and Financial Services Operations Manager.	30.09.01
			5,613	YCIPTA is required to pay its portion of Social Security (6.20%) and Medicare costs (1.45%) on salaries and wages. Included in this budget is Administrative Assistant, Intern, and Office Specialist I.	44.26.14
40220	Arizona State Retirement	23,277	20,158	YCIPTA provides employees with a retirement system plan and long term disability of which YCIPTA pays the employer (50%) share of the contributions. Employees pay 50% of the total cost. Included in this budget is Transit Director, Administrative Assistant and Financial Services Operations Manager. Assumes rates at 11.60%. Effective 7/1/14.	30.09.01
			7,063	YCIPTA provides employees with a retirement system plan and long term disability of which YCIPTA pays the employer (50%) share of the contributions. Employees pay 50% of the total cost. Included in this budget is Office Specialist I and Administrative Assistant. Assumes rates at 11.60%. Effective 7/1/14.	44.26.14
40230	Health Insurance	28,986	19,440	YCIPTA provides health insurance for all full time staff. Included in this budget is Transit Director, Administrative Assistant and Financial Services Operations Manager. Assumes single status for all except Financial Services Operations Manager. Benefits are through YABC. YCIPTA funds at \$510 per employee. Employee will need to contribute \$55.00 for Plan A or receive a credit back of \$38.00 for Plan B. With spouse - \$542.00 for Plan A or \$353.00 for Plan B.	30.09.01
			12,240	YCIPTA provides health insurance for all full time staff. Included in this budget is Administrative Assistant and Office Specialist I (notes above).	44.26.14
40231	Employee Assistance Program	-	-	YCIPTA offers employees with a resource to hear concerns regarding financial matters, legal matters, and other family assistance matters under the "Employee Assistance Program". Benefits are through YABC and included in the Health Insurance section.	30.09.01
40233	Life Insurance	428	549	YCIPTA provides life insurance for all full time staff. Included in this budget is the Transit Director, Administrative Assistant and Financial Services Operations Manager. SunLife Insurance Group is provider.	30.09.01
			194	YCIPTA provides life insurance for all full time staff. Included in this budget is the Administrative Assistant and Office Specialist I. (See notes above).	44.26.14
40240	State Unemployment Insurance	-	-	YCIPTA is signed up for unemployment insurance through Department of Economic Security when an employee leaves.	
40241	Workers Compensation Insurance	904	1,063	YCIPTA is required to provide workers compensation for employees. Included in this budget is the Transit Director, Administrative Assistant (2), Office Specialist I, Clerk I (3), Intern and Financial Services Operations Manager. Cost is .00494 times \$100 per payroll. Provider is Yuma Insurance.	30.09.01
			301	YCIPTA is required to provide workers compensation for employees. Included in this budget is the Administrative Assistant and Office Specialist I. Cost is .00494 times \$100 per payroll. Provider is Yuma Insurance.	44.26.14
40250	Vehicle Allowance	-	-	None anticipated.	
40280	Other Employee Benefits	827	-	None anticipated.	
41101	Office Supplies	4,500	5,000	General office supplies and printer ink. Copy paper provided by Contractor.	30.09.01
41118	Electronic Products	-	-	None anticipated.	
41220	Food Supplies	800	1,800	Meals for meetings.	30.09.01
		428,058	436,650	Cardlock fueling through Sellers Petroleum for gasoline (17,000 gallons), red dye diesel (70,000 gallons) for bus #95, 96, 101, 102, 106, 109, 136, 137, 138, 141, 142, 143 and diesel (38,000 gallons for nine Passport vehicles). Based on \$3.50/gallon for diesel and \$3.45/gallon for gasoline.	30.09.01
41260	Fuel, Oil and Lubricants	40,491	34,500	Cardlock fueling through Sellers Petroleum for gasoline (10,000 gallons) for ADA paratransit services. Based on \$3.45/gallon for gasoline.	11.7C.00
41290	Printing and Microfilming	22,500	30,000	Printing of marketing materials and other documents.	44.26.14
		222,000	235,000	Greyhound ticket sales - does not include commission.	None.
		959	560	Newspaper sales on buses. Payment to Yuma Sun is 30 cents per paper. YCIPTA retains 20 cents per paper. Payment to IV Press is 39 cents per paper. YCIPTA retains 11 cents per paper (Route 10 only).	None.
41291	Other Operating Supplies	5,000	5,000	Miscellaneous purchases.	30.09.01
41310	Building Supplies	1,200	500	Building supplies needed for the bus facility.	11.71.11
41311	Grounds Supplies	1,200	500	Supplies for bus shelter maintenance and the bus facility grounds.	11.71.11
41380	Communication Equipment Supplies	-	-	None anticipated.	
41502	Small Tools less than \$2,000	-	-	None anticipated.	
41503	Capital Outlay - less than \$5,000	2,000	1,000	Equipment needed for office.	30.09.01
42110	Legal Services	20,000	16,000	Wayne Benesch (\$15,000 (\$13,000/retainer)), Barry Olsen (\$1,000) for contract attorney to provide legal assistance to YCIPTA.	30.09.01
42111	Legal Notices	2,500	2,500	Costs for legal notices in Yuma Sun, APTA, Transit Talent for RFPs, service and fares changes.	30.09.01
42113	Reporting and Transcribing	-	-	None anticipated.	
42130	Accounting and Auditing Services	23,036	3,960	ADP payroll costs and armor car service with Brinks.	30.09.01
			25,397	Independent audit with Heinfield & Meech and Lumbard & Associates for accounting services.	44.26.14
42140	Consultation Services	75,800	50,400	Costs for other special consulting services (City of Yuma IT Department, MGM for website support, Publictransit.us, Solutions For Transit, Inpoint Design, Core Engineering Group, Transit Strategies, Fallon Research, Nelson/Nygaard, other specialty consultants).	44.26.14
		606,145	753,595	YCAT Contractor operations costs (variable) based on 36,000 RVSH. Contract starts 7-1-14 and ends 6-30-17. (\$29.04 per RVSH).	30.09.01
		204,065	247,998	YCAT Contractor - Vehicle Operations (fixed) (see notes above).	30.09.01
		272,247	344,990	YCAT Contractor - General Administration (fixed/variable) (see notes above).	30.09.01
		197,146	198,130	YCAT Contractor - Vehicle Maintenance (fixed) (see notes above).	11.7A.00
		57,273	201,745	YCAT Contractor - Vehicle Maintenance (variable) (see notes above).	11.7A.00
		233,410	55,527	YCAT Contractor - Non Vehicle Maintenance (fixed) (see notes above).	11.7A.00
		1,200	3,063	YCAT Contractor - Non Vehicle Maintenance (variable) (see notes above).	11.7A.00
		4,139	4,356	Other special event bus services @ \$29.04 per hour (150 hours).	30.09.01
		77,654	77,654	STS non ADA service - pass-through funding (\$77,653.65).	30.09.01
		151,645	51,180	YCAT ADA paratransit costs - based on 2,000 RVSH. Contract starts 4-1-14 to present. (\$25.59 per RVSH).	11.7C.00
42141	Contract Costs	36,000	126,000	Vanpool subsidy (Use 5316 funding only until it runs out and then use 5307). Assumes 35 vans operating at a \$300.00 per month subsidy.	30.09.01

Account Number	Account Name	FY 2013-14 AMENDED Budget	FY 2014-15 PROPOSED Budget	FY 2014-15 Budget Line Item Description	ALI CODE
42192	Transportation Study	17,836	-	None anticipated.	
42211	Electricity-Buildings	12,000	15,000	APS costs. Includes building and parking lot exterior lights, Yuma Palms shelter lights.	30.09.01
42221	Natural Gas	-	-	None anticipated.	
42234	Water - Offices	1,700	1,300	City of Yuma Water costs.	30.09.01
42241	Refuse Disposal	504	500	Allied Waste dumpster - 3 cubic yard, plus free recycling.	30.09.01
42310	Telephone	7,636	8,672	Cell phone (\$53.00 per month - unlimited) with Verizon Wireless for Transit Director. Air Card for Transit Director (\$40.01 per month). Cell phone subsidy for Financial Services Operations Manager, Administrative Assistant (2), Office Specialist I and Intern @ \$20.00 per month, telephone costs for seven telephone lines with CenturyLink local and long distance, internet costs with Time Warner for office with static IP address @ \$134.95 per month, potential cable TV costs with Time Warner for office @ \$54 per month and Wi-Fi expenses for two buses @ \$40.01 per month, unlimited with Verizon Wireless. Three unlimited cell phone costs for YCAT Contractor is also included @ \$53 per month.	30.09.01
42330	Postage	1,500	1,200	Postage for general office and marketing related mailings, postage paid envelopes, FedEx and/or UPS. Includes purchase of postage from Pitney Bowes.	30.09.01
42410	Travel Expenses	6,500	6,500	Travel expenses for meeting or out of town business travel.	11.7D.02
42470	Moving Expenses	-	-	None anticipated.	
42810	General Liability Insurance	7,646	8,470	Insurance for transit administration. YCAT Contractor is responsible for operations insurance. Includes automobile insurance for administrative vehicles #133, 134 & 135.	30.09.01
42830	Property Insurance	-	-	Combined above under 42810.	
42840	Fire Insurance	-	-	Combined above under 42810.	
42850	Professional Liability Insurance	3,030	3,030	Insurance costs for transit administrative staff and Board of Directors.	30.09.01
42910	Office Equipment Lease/Rental	-	976	Postage machine lease.	30.09.01
42930	Maintenance Equipment Lease/Rental	-	-	None anticipated.	
42940	Communication Equipment Lease/Rental	30,540	45,822	Radio service costs for 1 base station, 30 buses, 5 portables, 4 support cars to YRCS @ \$325 per radio and NexBus expenses for 35 vehicles and 2 signs for a total of \$31,020. To join San Diego-Imperial County RCS, cost is \$75.07 per month for two radios.	30.09.01
42950	Duplicating/Equipment Lease/Rental	-	-	None anticipated.	
42960	Building Lease/Rental	46,000	50,400	Rental of bus facility located at 2715 East 14th Street, Yuma.	11.4E.03
42961	Alarm Systems Lease/Rental	150	200	Alarm system monitoring for bus facility - Arizona Lock & Safe - 602-278-4582 and G & T Locksmith - 928-344-0131.	30.09.01
42980	Autos and Trucks Lease/Rental	2,500	200	Rental of administrative car from Enterprise Rent A Car through AZProcure.	30.09.01
42990	Other Operating Equipment Leases and Rentals	-	-	None anticipated.	
43010	Office Equipment Repair and Maintenance Services	-	-	None anticipated.	
43011	Duplicating Equipment Repair and Maintenance Services	-	-	None anticipated.	
43012	Maintenance Equipment Repair and Maintenance Services	500	500	Repairs or maintenance to maintenance equipment.	11.71.11
43013	Communication Equipment Repair and Maintenance Services	1,560	500	Repairs to telephones at bus facility using TurnKey Data-Tel for the Nortel Norstar system.	11.71.11
43021	Automotive Repair and Maintenance Services	1,000	4,500	Bus washing supplies from Tap that Water and GE and back up bus washing at City of Yuma.	11.71.11
43060	Building Repair and Maintenance Services	5,000	4,000	Repairs to bus facility.	11.71.11
43061	Janitorial Services	-	8,004	Janitorial services from AZ-Best Way Services.	11.71.11
43062	Pest Control Services	-	420	Pest control from Truly Nolan.	11.71.11
43070	Grounds Repair and Maintenance Services	500	500	Repair to grounds at bus facility parking area.	11.71.11
43080	Data Processing/ Computer Equipment Repair and Maintenance Services	500	250	Repairs to computers and IT related equipment.	11.71.11
43090	Other Repair and Maintenance Services	1,000	2,500	Repair, installation and/or relocation of bus shelters and passenger amenities.	11.71.11
43415	Advertising	30,000	30,000	Radio, television, newspaper, online, photography and advertising of YCAT and development of promotional materials.	44.26.14
43430	Memberships	4,125	6,000	Memberships of various organizations.	44.26.14
43460	Training and School Classes	5,000	3,800	Training sessions.	11.7D.02
43470	License and Permits	-	150	City of Yuma business license and other permits.	30.09.01
43480	Matching Grant Expenses	-	5,000	Low income fare subsidy for Lifeline Transit Program and Superior Court passes.	30.09.01
43498	Bank/Fiscal Charges	100	100	Any bank fees charged by Bank of Yuma and refunds.	30.09.01
<b>TOTAL FUND 08808-07-7301 YCIPTA</b>		<b>\$ 3,166,408</b>	<b>\$ 3,502,330</b>		
46710	Contingency	499,029	400,647	Contingency/transfer to capital. (Excess match times two to use FTA grant, plus contingency cash).	None
46720	Reserve for Future Emergencies	-	-	None anticipated.	
43490	Other Miscellaneous Expense	(182,353)	-	None anticipated.	30.09.01
<b>TOTAL FUND 08808-07-7301 YCIPTA</b>		<b>\$ 3,348,761</b>	<b>\$ 3,502,330</b>	includes expense for YCIPTA for Routes 5, 6A and 10.	

FY 14-15 YCAT Service Plan - 07/01/14-6/30/15

Route	Service Date	Weekdays	Saturday	Weekday Frequency	Saturday Frequency	Daily Hours Invoiced	Weekday Hours To 8/16/14	Saturday Hours To 8/16/14	Weekday Hours After 8/18/14	Saturday Hours After 8/18/14	Total Hours
Red 1	7/1/2014 to 8/16/2014	6:35 am to 6:25 pm	9:30 am to 4:25 pm	60 Minutes	60 Minutes	10.50 Weekdays 6.16 Saturday	346.50	43.12	-	-	389.62
Orange 2/2A	7/1/2014 to 6/30/2015 - 2A canceled on 8/18/2014	6:20 am to 6:50 pm (start at 7:20 am and end at 6:27 pm on Friday)	10:20 am to 3:27 pm	60 Minutes	60 Minutes	14.08 Weekdays 13.1 Friday 6.06 Saturday	378.31	32.06	2,983.10	290.88	3,684.35
Brown 3	7/1/2014 to 6/30/2015	6:24 am to 6:24 pm (Friday from 7:24 am to 5:52 pm)	10:57 am to 2:24 pm (To 2:52 pm on request)	60 Minutes	60 Minutes	7.333 Weekdays 6.866 Friday 2.75 Saturday	196.35	23.80	1,555.58	71.50	1,847.23
Green 4	7/1/2014 to 6/30/2015	6:53 am to 7:23 pm	9:17 am to 4:23 pm	60 Minutes	60 Minutes	11.50 Weekdays 6.52 Saturday	400.29	45.71	2,472.50	312.96	3,231.46
Green 4A	8/18/2014 to 6/30/2015	6:58 am to 6:18 pm	No Service	60 Minutes	No Service	10.43 Weekdays	-	-	2,242.45	-	2,242.45
Blue 5	7/1/2014 to 6/30/2015	7:19 am to 6:11 pm	10:19 am to 4:11 pm	60 Minutes	60 Minutes	9.20 Weekdays 5.00 Saturday	376.20	46.55	1,978.00	240.00	2,640.75
Purple 6A	7/1/2014 to 6/30/2015	6:57 am to 6:28 pm	9:57 am to 3:57 pm	60 Minutes	120 Minutes	21.61 Weekdays 6.00 Saturday	673.53	42.00	4,647.59	288.00	5,651.12
Gold 8	7/1/2014 to 6/30/2015	7:57 am to 9:52 am & 2:57 pm to 4:52 pm	No Service	2 Trips	No Service	3.83 Weekdays (8)	125.40	-	823.45	-	948.85
Silver 9	7/1/2014 to 6/30/2015	5:50 am to 5:47 pm (on request to 6:03 pm) Service vary throughout day	No Service	6 Trips	No Service	5.73 Monday-Thursday (169 days)	164.34	-	779.69	-	944.03
Turquoise 10	7/1/2014 to 6/30/2015	7:32 am to 10:16 am & 1:32 pm to 4:16 pm (Monday & Wednesday only)	10:32 am to 1:16 pm & 3:32 pm to 6:18 pm	2 Trips	2 Trips	5.43 Monday, Wednesday, Saturday	84.24	-	494.13	282.36	860.73
Yellow 95	7/1/2014 to 6/30/2015	5:32 am to 7:46 pm	9:09 am to 6:43 pm	30 Minutes (Peak) 60 Minutes	60 Minutes	41.58 Weekdays 19.15 Saturday	1,022.67	122.57	8,939.70	919.20	11,004.14
NightCAT	7/1/2014 to 6/30/2015	7:15 pm-8:15 pm, 8:45 pm-9:45 pm & 10:15 pm-11:15 pm	No Service	3 Trips	No Service	Up to 3.00 Weekdays	99.00	-	536.00	-	635.00
<b>Grand Total</b>							<b>3,866.83</b>	<b>355.81</b>	<b>27,452.19</b>	<b>2,404.90</b>	<b>34,079.72</b>
YCAT OnCall	7/1/2014 to 6/30/2015	5:32 am-7:46 pm	9:17 am to 6:51 pm	On Demand	On Demand	6.69 Weekdays 6.00 Saturday			<b>1,688.00</b>	<b>312.00</b>	<b>2,000.00</b>
WelltonCAT	7/1/2014 to 6/30/2015	3:00 pm-7:00 pm	No Service	On Demand	On Demand	Up to 4 on Friday			208.00	-	208.00
<b>Grand Total</b>									<b>1,896.00</b>	<b>312.00</b>	<b>2,208.00</b>

**CAPITAL REVENUES**

**FUND 08808-37-7301 YCIPTA** **FY 13-14 FTA Grant Number - AZ-95-X019**  
**FY 14-15 FTA Grant Number - AZ-95-X028**

Account Number	Account Name	FY 2013-14 AMENDED Budget	FY 2014-15 PROPOSED Budget	FY 2014-15 Budget Line Item Description
		446,594	144,301	Yuma FFY 14 STP allocation (\$144,301).
		1,766,911	2,467,624	Yuma FFY 12 5307 (\$1,542,136). Yuma FFY 14 5307 (\$925,488).
37-33100	Federal Funding (5307, 5311, 5339 or STP)	283,500	148,500	ADOT 5311 capital funding.
		1,086	1,086	Caltrans 5339 capital funding.
37-33110	Federal Funding or STP Prior Year	-	53,708	Yuma FFY 11/12/13 allocation.
37-33420	City/Town Contributions	244,019	475,391	Yuma match for Hotel Del Sol design project.
27-33500	State Grants	-	8,100	AZDEQ funding for Phase I and asbestos survey.
		197,980	141,624	5307/5339 match is 20% of the grant amount.
		31,500	16,500	5311 match is 10% of the grant amount.
		-	1,208	YMPO match for STP funds.
37-33690	Local Match	26,995	10,761	Match is 5.7% of the STP grant amount.
37-34049	Miscellaneous Fees For Service	-	125,000	Transportation Concepts revenue for fixing buses as defined in defect audit.

**TOTAL 08808-37-7301 YCIPTA** **\$ 2,998,584** **\$ 3,593,803**

\$ 2,998,585 \$ 3,593,803 Expenses  
\$ (0) \$ 0 Over/Under

	FTA	Local	Total	Transfer from operating to capital	168,885
Balance of STP	\$ -	\$ -	\$ -	Difference from approved and amended budgets:	\$ 595,218

**CAPITAL EXPENSES**

FUND 08808-07-7301-4500 YCIPTA FY 13-14 FTA Grant Number - AZ-95-X019  
FY 14-15 FTA Grant Number - AZ-95-X028

Account Number	Account Name	FY 2013-14 AMENDED Budget	FY 2014-15 PROPOSED Budget	FY 2014-15 Budget Line Item Description	ALI CODE
45110	Land Site Preparation	-	-	None anticipated.	
		764,094	550,000	Purchase property for YCAT facility.	11.31.03
45210	Buildings	8,000	16,100	YCAT facility appraisals, Phase I, design.	11.75.94
		1,220,094	1,220,094	Design of Hotel Del Sol (pass through with City of Yuma).	11.42.03 (5307)
45220	Building Improvements & Fixtures	-	1,156,860	Pre-construction costs of Hotel Del Sol (pass through with City of Yuma).	11.34.03 (5307)
45310	Parking Lots	-	-	Design and or construction of bus turnouts.	11.44.02
45340	Fences	6,634	-	None anticipated.	
		165,000	165,000	Three replacement minivans.	11.42.11 (5311)
		193,714	125,000	YCAT Contractor repairs for buses.	11.42.20
45411	Automobiles	-	45,000	YCAT Contractor major parts.	11.42.20
45420	Communication Equipment	-	-	None anticipated.	
45430	Furniture	30,000	31,173	Purchase of office equipment and furniture.	11.42.20
45440	Office Machines	-	-	None anticipated.	
45445	Duplicating Machines	-	-	None anticipated.	
45450	Data Processing Equipment	-	-	None anticipated.	
		64,936	40,000	Smart card equipment from Acumen for an additional Acufare 200 and handheld unit (Bus #111, 112, 113, 118, 121, 122, 123, 141, 142, 143).	11.42.10
		60,000	112,872	YCAT Contractor start up costs.	11.42.20
		5,000	5,000	Purchase of miscellaneous equipment for buses.	11.42.20
		6,000	-	Purchase bicycle racks for six cutaway vehicles.	11.33.20
		125,000	85,000	Purchase new bus shelters, relocate bus shelters, benches, trash cans.	11.32.10
		8,000	5,000	Bus stop signage.	11.32.09
		89,852	15,200	NextBus equipment. (Vehicle# 111, 112, 113, 133, 134, 135, 139, 140).	11.53.04
		57,000			
		150,000			
		13,167	-	None anticipated.	
45495	Other Machinery and Equipment	32,094	21,504	Security enhancements on buses - 1% of apportionment which is \$21,504 of \$2,150,474. DriveCam is \$570 each for 32 vehicles.	11.42.09 (5307)
46740	Reserve For Future Purchases	-	-	Reserve for future purchases.	
<b>TOTAL FUND 08808-07-7301-4500 YCIPTA</b>		<b>\$ 2,998,585</b>	<b>\$ 3,593,803</b>		

Match Contributions - FY 2014-2015											
Agency	Membership	Votes	Population	%	Population Per Capita	%	Routes as of 8/18/14	%	Funding	%	Cumulative%
Yuma County	Public	1	61,500	29.54%	-	0.00%	2.78	19.87%	\$ 154,960	24.92%	37.17%
City of Yuma	Public	1	94,824	45.55%	-	0.00%	4.63	33.09%	\$ 200,000	32.17%	55.40%
City of Somerton	Public	1	14,796	7.11%	-	0.00%	0.93	6.67%	\$ 29,919	4.81%	9.29%
Town of Wellton	Public	1	2,974	1.43%	-	0.00%	1.50	10.72%	\$ 14,499	2.33%	7.24%
City of San Luis	Public	1	31,080	14.93%	-	0.00%	1.08	7.73%	\$ 70,573	11.35%	17.00%
Northern Arizona University	College	1	-	0.00%	495	3.72%	-	0.00%	\$ 5,000	0.80%	0.40%
Arizona Western College	College	1	-	0.00%	12,813	96.28%	-	0.00%	\$ 100,000	16.08%	8.04%
Quechan Tribe*	Tribal	1	2,205	1.06%	-	0.00%	2.23	15.95%	\$ 5,757	0.93%	8.97%
Cocopah Tribe*	Tribal	1	817	0.39%	-	0.00%	0.84	5.98%	\$ 41,031	6.60%	6.49%
<b>TOTAL</b>		<b>9</b>	<b>208,196</b>	<b>100.00%</b>	<b>13,308</b>	<b>100.00%</b>	<b>14.00</b>	<b>100.00%</b>	<b>\$ 621,739</b>	<b>100.00%</b>	<b>100.00%</b>

\* Quechan Tribe & Cocopah Tribe applies for Section 5311 (C) funding for Routes 5, 6A and 10. This amount now requires 10% local match (Quechan only for discretionary grants and \$0 for formula grants).

Service Area As Compared to Contributions	
Jurisdiction	Service Miles
Yuma County	19.87%
City of Yuma	33.09%
City of Somerton	6.67%
Town of Wellton	10.72%
City of San Luis	7.73%
Quechan Tribe	15.95%
Cocopah Tribe	5.98%
<b>TOTAL</b>	<b>100%</b>

Population - 2013 AZ Demographer		
Yuma County	63,007	29.67%
City of Yuma	95,717	45.08%
City of Somerton	15,246	7.18%
Town of Wellton	3,048	1.44%
Cocopah Tribe	817	0.38%
Quechan Tribe	2,205	1.04%
City of San Luis	32,305	15.21%
<b>TOTAL</b>	<b>212,345</b>	<b>100.00%</b>

Invoicing of Contributions		
Agency	Annual Funding	%
Yuma County	\$ 154,960	24.92%
City of Yuma	\$ 200,000	32.17%
City of Somerton	\$ 29,919	4.81%
Town of Wellton	\$ 14,499	2.33%
City of San Luis	\$ 70,573	11.35%
Cocopah Tribe	\$ 41,031	6.60%
Quechan Tribe	\$ 5,757	0.93%
Northern Arizona University	\$ 5,000	0.80%
Arizona Western College	\$ 100,000	16.08%
<b>TOTAL</b>	<b>\$ 621,739</b>	<b>100.00%</b>

Indian Tribe Contributions						
Indian Tribe	Population	Percent of Yuma County + Quechan California Population	Membership Contribution	Fare Contribution	Service Hours Projected	Service Hours Contribution Based on FTA 5311 ©
Cocopah						
Indian Tribe	817	0.41%	\$ 2,133	\$ 38,898	5,797.00	\$ 290,661.58
Quechan						
Indian Tribe	2,205	1.11%	\$ 5,757	\$ -	3,418.80	\$ 171,418.63

Route Allocation FY 14-15								
Route or Service	Yuma County	Yuma	Somerton	Quechan	Wellton	Cocopah	San Luis	Total
Red 1/Green 4A	-	1.00	-	-	-	-	-	1.00
Orange 2	-	1.00	-	-	-	-	-	1.00
Brown 3	0.95	0.05	-	-	-	-	-	1.00
Green 4	-	1.00	-	-	-	-	-	1.00
Blue 5	-	0.05	-	0.95	-	-	-	1.00
Purple 6A	0.10	0.25	0.20	-	-	0.45	-	1.00
Gold 8	0.45	0.05	-	-	0.50	-	-	1.00
Silver 9	0.25	0.05	0.20	-	-	-	0.50	1.00
Turquoise 10	-	0.05	-	0.95	-	-	-	1.00
Yellow 95	0.20	0.30	0.20	-	-	0.05	0.25	1.00
NightCAT	0.17	0.17	0.17	0.17	-	0.17	-	1.00
HolidayCAT	0.50	0.50	-	-	-	-	-	1.00
YCAT OnCall	0.17	0.17	0.17	0.17	-	0.17	0.17	1.00
WelltonCAT	-	-	-	-	1.00	-	-	1.00
<b>Total By Jurisdiction</b>	<b>2.78</b>	<b>4.63</b>	<b>0.93</b>	<b>2.23</b>	<b>1.50</b>	<b>0.84</b>	<b>1.08</b>	<b>14.00</b>

**Yuma County Intergovernmental Public Transportation Authority Work Plan For Fiscal Year 2015**

Focus Area	Activity	Transit Director (2080 = 1.0 PY) (329)	Cost	Administrative Assistant (2080 = 1.0 PY) (226)	Cost	Financial Services Operations Manager (2080 = 1.0 PY) (278)	Cost	Administrative Assistant (2080 = 1.0 PY) (226)	Cost	Clerk I (1508 = 1.50 PY) (72)	Cost	Office Specialist I (2080 = 1.0 PY) (125)	Cost	Intern (1040 = 1.0 PY)	Cost	In-Kind Support	Cost
<b>Administration</b>		676	\$ 33,808.79	130	\$ 3,175.90	52	\$ 1,740.18	1,300.00	\$ 33,902.70	1,258.00	\$ 27,122.48	436	\$ 5,878.81	260.00	\$ 3,505.71	6.00	\$ 447.00
	Monthly Agenda Packets & Minutes	Yes						Yes									
	Posting of Agendas, Taking Minutes							Yes									
	Develop and Monitor Policies and Procedures	Yes		Yes		Yes		Yes									
	Manage Day to Day Operations of YCIPTA	Yes															
	Manage Day to Day Operations of Contractor	Yes															
	ADA Paratransit, Title VI, DBE Compliance			Yes													
	Provide Legal Services to YCIPTA																
	Customer Complaints and Suggestions	Yes		Yes				Yes		Yes		Yes		Yes			
	Customer Service & Telephone	Yes		Yes				Yes		Yes		Yes		Yes			
	Greyhound Sales	Yes		Yes		Yes		Yes		Yes		Yes		Yes			
	Front Office Management							Yes									
	Human Resources/Benefits Management & Support	Yes				Yes										Yes/City of Yuma	
<b>Finance</b>		130	\$ 6,501.69	13	\$ 317.59	1,144.00	\$ 38,283.96	520	\$ 13,561.08	0	\$ -	26	\$ 350.57	-	\$ -	1,040.00	\$ 56,055.00
	Manage Finances	Yes		Yes		Yes										Yes/Yuma County	
	Develop YCIPTA Budget	Yes				Yes										Yes/Yuma County	
	Develop and Monitor Financial Procedures and Internal Controls	Yes				Yes										Yes/Yuma County	
	Manage Purchase Orders and Credit Card Purchases					Yes		Yes									
	Perform Accounts Receivables and Accounts Payable					Yes		Yes								Yes/Yuma County	
	Coordinate Fiscal Audit at Fiscal Year End					Yes											
	Prepare Financial Report Monthly	Yes				Yes										Yes/Yuma County	
	Monitor Contractor Fare Revenues Processes	Yes				Yes											
	General Ledger Activities					Yes										Yes/Yuma County	
	Cash Management Activities					Yes		Yes								Yes/Yuma County	
	Information Technology Services	Yes								Yes		Yes				Yes/Yuma County	
	Manage Fuel Cards					Yes											
<b>Planning</b>		520	\$ 26,006.76	520	\$ 12,703.60	780	\$ 26,102.70	0	\$ -	0	\$ -	52	\$ 1,490.05	320.00	\$ 9,169.55	2,640.75	\$ 24,696.00
	Develop Annual Service Plan	Yes		Yes										Yes			
	Analyze Transit Services Against Performance Measures	Yes		Yes										Yes			
	Evaluate Transit Services	Yes		Yes										Yes			
	Short Range Transit Plan Development and Implementation	Yes		Yes		Yes								Yes			
	Scheduling of Transit Services	Yes		Yes										Yes			
	Implementing New Business Development Opportunities	Yes		Yes		Yes						Yes					
	Provide Parking Lot Turnaround/Blue Route 5																Yes
	National Transit Database Reporting	Yes		Yes		Yes								Yes			
	Grant Management, Compliance and Invoicing	Yes		Yes		Yes								Yes			
<b>Operations</b>		520	\$ 26,006.76	871	\$ 21,278.53	52	\$ 1,740.18	130	\$ 3,390.27	0	\$ -	286	\$ 3,856.28	156.00	\$ 2,103.43	11,004.14	\$ 156,349.00
	Liaison with Transit Operations & Maintenance Contractor	Yes										Yes					
	Weekly Meetings with Transit Operations & Maintenance Contractor	Yes		Yes				Yes				Yes		Yes			
	Provide Meaningful Greyhound Connections																Yes
	Random Ride Checks			Yes				Yes				Yes		Yes			
	Implement and Manage Transfer Agreements	Yes		Yes								Yes					
	Review, Analyze and Implement ITS Technology	Yes		Yes								Yes					
	Prepare Request For Proposals	Yes		Yes				Yes									
	Coordinate & Manage Procurements & Purchases	Yes		Yes		Yes											
<b>Maintenance</b>		104	\$ 5,201.35	416	\$ 10,162.88	0	\$ -	0	\$ -	0	\$ -	0	\$ -	-	\$ -	-	\$ -
	Monitor and Manage Assets - Fleet, Facilities and Assets	Yes		Yes													
	Implement Facility Maintenance, Safe, Security, Stormwater and Environmental Compliance Plan	Yes		Yes													
	Passenger Amenities Program	Yes															
<b>Marketing</b>		130	\$ 6,501.69	130	\$ 3,175.90	52	\$ 1,740.18	130	\$ 3,390.27	250	\$ 5,390.00	1,280.00	\$ 17,258.88	304.00	\$ 4,098.98	-	\$ -
	Manage, Maintain and Monitor YCIPTA/YCAT Website	Yes										Yes					
	Update YCAT Rider's Guide, DAR Materials	Yes		Yes								Yes		Yes			
	Manage YCAT Advertising Revenue Program	Yes				Yes											
	Develop and Implement YCAT/DAR Marketing Plan									Yes		Yes		Yes			
	Attend Public Outreach Events	Yes		Yes				Yes		Yes		Yes		Yes			
	Manage Pass Outlets					Yes		Yes				Yes					
	Travel Training											Yes					
	Implement Shop, Save & Get Home Free Program					Yes						Yes					
	Implement and Monitor Additional Business Development Activities (i.e. College Pass, Newspapers on Buses, Safe Place)	Yes		Yes								Yes					
<b>Grand Total</b>		2,080.00	\$ 104,027.04	2,080.00	\$ 50,814.40	2,080.00	\$ 69,607.20	2,080.00	\$ 54,244.32	1,508.00	\$ 32,512.48	2,080.00	\$ 28,045.68	1,040.00	\$ 14,022.84	14,690.89	\$ 237,547.00
PY = Person Year				Total Salaries & Benefits		\$ 339,251.12											