



Board of Directors Meeting

AGENDA

Directors: Jennifer Donofrio (President, City of Davis); Rosie Ledesma (Vice-President, City of Woodland); Ken Bradford (Ken's Bike-Ski-Board); Miguel Ballesteros (CalSTRS); Claudine Schneider (Capitol Yards); Jeff Bruchez (UC Davis); Marta Wada (Cache Creek Resort); Steven Rosen (City of West Sacramento); Kristen Wraithwall (Yolo County); Eden Winniford (YSAQMD)

May 5, 2026 / 9:30 am – 11:00 am

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmE1NmJkMWEtMmNiNS00MmJlLtk5NTMtZjc4ZmQ1NDQzN2Yx%40thread.v2/0?context=%7b%22Tid%22%3a%226b5558b6-8dd7-4179-8212-329f8f133013%22%2c%22Oid%22%3a%22637016cb-9895-43d3-a642-689c6b83c1b9%22%7d

- 1. Call to Order, Recognize Quorum**
- 2. Approve Meeting Minutes: 3/3/2026**
- 3. Operations:**
 - A. Transportation & Benefits Workshop Debrief
 - B. Bi-Monthly Financials
 - C. Staff Activities
 - D. FY 26/27 Draft Budget/Management Services Agreement
- 4. Marketing & Communications:**
 - A. Update on On-Bus Advertising for Yolobus
- 5. Member Services**
 - A. Transit TRIP
 - B. May is Bike Month Update
- 6. Board Announcements**
- 7. Staff Announcements**
 - A. ACT NorCal Summit Debrief
 - B. CalBike Summit Debrief

8. Long Range Calendar and Upcoming Activities

LONG RANGE CALENDAR

Month	Item
July 2026	TDM Organizational Study: YoloTD Board Meeting Debrief
	Yolo Commute On-Bus Advertisement Examples
Sept 2026	Annual Report FY25/26

UPCOMING ACTIVITIES

Month	Item
MAY2026	May is Bike Month: Bike Loopalooza
	Breath Festival- West Sacramento

7. Adjourn

Next Meeting Date: July 7,2026

Attachments:

Agenda Items:

#2: Meeting Minutes

#3D: Bi-Monthly Financials

#3C: Staff Activities

#3D1-D3: FY 26/27 Draft Budget/Management Services Agreement

#5B: May is Bike Month Update



Board of Directors Meeting

MINUTES

Directors: Jennifer Donofrio (President, City of Davis); Rosie Ledesma (Vice-President, City of Woodland); Ken Bradford (Ken's Bike-Ski-Board); Miguel Ballesteros (CalSTRS); Claudine Schneider (Capitol Yards); Jeff Bruchez (UC Davis); Marta Wada (Cache Creek Resort); Steven Rosen (City of West Sacramento); Kristen Wraithwall (Yolo County); Eden Winniford (YSAQMD)

March 3, 2026 / 9:30 am – 11:00 am

Directors Present: Jennifer Donofrio (President, City of Davis); Rosie Ledesma (Vice-President, City of Woodland); Miguel Ballesteros (CalSTRS); Claudine Schneider (Capitol Yards); Jeff Bruchez (UC Davis); Marta Wada (Cache Creek Resort); Steven Rosen (City of West Sacramento); Kristen Wraithwall (Yolo County)

Directors Absent: Ken Bradford (Ken's Bike-Ski-Board); Eden Winniford (YSAQMD)

Staff Present: Brian Abbanat (Director); Brenda Lomeli (Coordinator); Christopher Atkinson (Intern)

Other Present: Lola Torney (YoloTD); Andrew Strumolo (WSP)

1. Call to Order, Recognize Quorum

Meeting called to order at 9:31 AM with quorum.

2. Approve Meeting Minutes: 1/6/2026

Director Bruchez made the motion, seconded by Director Wada to approve the Minutes from the January 6, 2026 board meeting.

AYES: All

NOES: None

ABSENT: Ken Bradford (Ken's Bike-Ski-Board); Eden Winniford (YSAQMD)

ABSTAIN: Rosie Ledesma (Vice-President, City of Woodland)

Discussion: None

3. Operations:

A. Countywide TDM Organization Study

Staff provided background on the Countywide TDM Organizational Study process and then introduced Andrew Strumolo (WSP). Andrew Strumolo (WSP) gave a presentation to provide an update on the Countywide TDM Program. The presentation included TDM Program Elements, Implementation Timeline (Phases 1-3), Staffing Needs, Cost Inputs, Model Assessment Methodology, Organizational Support Factors, Models in Assessment - Andrew Strumolo (WSP) went into greater detail of each model (Model A = YoloTD Oversight + Partnership Agreements, Model B = YoloTD TDM Program Division/Team, Model C = Independent TDM Organization), Preferred Organizational Model (a hybrid of Models A and B), Potential Roles Across the Hybrid Model Ecosystem, Connecting the Dots, Next Steps.

Reactions to Andrew Strumolo's (WSP) presentation:

Director Donofrio asked Andrew Strumolo (WSP) to define "fringe rate" and he answered that a fringe rate is all the overhead needs for staff (salary, pension, benefits).

Director Donofrio asked which model has been the most successful for other TDM organizations and Andrew Strumolo (WSP) said that Model B is probably the most successful.

Director Donofrio expressed concern about people being responsive to a government agency telling them how they should commute, stating that maybe a marketing agency should help with this. Director Donofrio also expressed concern about relying fully on governmental agency staff.

Director Wraithwall expressed concern about government staffing costs to run the countywide TDM Program. Director Wraithwall asked what will happen to the Yolo Commute Board. Staff provided possible options for a future countywide TDM board.

Director Rosen left the meeting at 10:07 AM.

Director Schneider expressed concern about the countywide TDM program being passed off to a contractor vs being controlled by a local board.

Director Bruchez echoed what Director Schneider expressed. Director Bruchez prefers that the countywide TDM is run by YoloTD.

Director Ballesteros left the meeting at 10:18 AM.

Director Schneider asked about future programming under the countywide TDM Program.

Andrew Strumolo (WSP) left the meeting at 10:30 AM.

Lola Torney (YoloTD) left the meeting at 10:30 AM.

B. Transportation & Benefits Workshop 3/19/2026

Staff reminded the board about the upcoming Transportation & Benefits Workshop on 3/19/2026. Staff shared the number of people that accepted the invitation to the upcoming workshop.

C. Staff Activities

Staff provided an update on staff activities over the past couple of months and shared a collage of pictures showing recent events and activities. Staff shared that Yolo Commute documents and materials are now available for HR staff on the Yolo Commute website.

D. Bi-Monthly Financials

Staff gave an update on financials. Staff shared that membership dues are over budget. Staff said that no money will be spent on the rider survey or website maintenance, which will free up funds for other uses. Staff shared that a member travel survey will be added to NorCal GO. Director Bruchez asked if he should still encourage people to take the rider survey. Staff said that people should be encouraged to take the survey.

4. Marketing & Communications:

A. On-Bus Advertising for Yolobus

Staff gave the board an update on external bus advertising on Yolobus buses. Staff presented the three scenarios (proposals) provided by Aldrete Communications, LLC. The scenarios included details about external advertising, such as the type of ads, duration of ads, and total costs.

Director Schneider said that Scenario #2 is the best option. Directors like that the paratransit buses travel intercity. The directors noted that Scenario #2 is a longer ad duration.

Director Bruchez made the motion, seconded by Director Wraithwall to approve Scenario #2 pending approval of the graphics before implementation.

AYES: All

NOES: None

ABSENT: Miguel Ballesteros (CalSTRS); Ken Bradford (Ken's Bike-Ski-Board); Steven Rosen (City of West Sacramento); Eden Winniford (YSAQMD)

ABSTAIN: None

Discussion: Director Wraithwall asked staff if working on the graphics now puts a time crunch on them with the other projects going on. Staff said they will send out graphics for members to vote on when the drafts are ready. Director Donofrio asked if the ads will be on the new buses or Route 42A/B buses. Staff said that there is no guarantee which buses the ads will be on. Director Donofrio asked if the ad campaign will launch in the fall. Staff confirmed the ad campaign will start in the fall.

B. May is Bike Month Marketing Plan 2026

Staff shared plans for marketing the upcoming MIBM Incentive Program. Staff said that a text alert about MIBM will go out on the day of the meeting (3/3/2026). Staff said that everything will go through NorCal GO and that a portion of the funding will be set aside for first-time users of the MIBM Incentive.

5. Member Services

Skipped

6. Board Announcements

Director Donofrio asked if anyone is going to the ACT Spring into TDM event on Thursday, April 16th. Board members and staff discussed transportation to the ACT event.

Director Wada left the meeting at 11:02 AM.

Board members discussed the upcoming Cal Bike Summit in Sacramento and UC Davis Transit Research Symposium.

7. Staff Announcements

Skipped

8. Long Range Calendar and Upcoming Activities

LONG RANGE CALENDAR

Month	Item
May 2026	MIBM – Update
	NorCal ACT Summit (Debrief)
	FY26/27 Budget
Sept 2026	Annual Report FY25/26

UPCOMING ACTIVITIES

Month	Item
May 2026	May is Bike Month: Bike Loopalooza
	Breathe Bike Festival- West Sacramento

7. Adjourn

Meeting adjourned at 11:06 AM.

Next Meeting Date: May 5, 2026

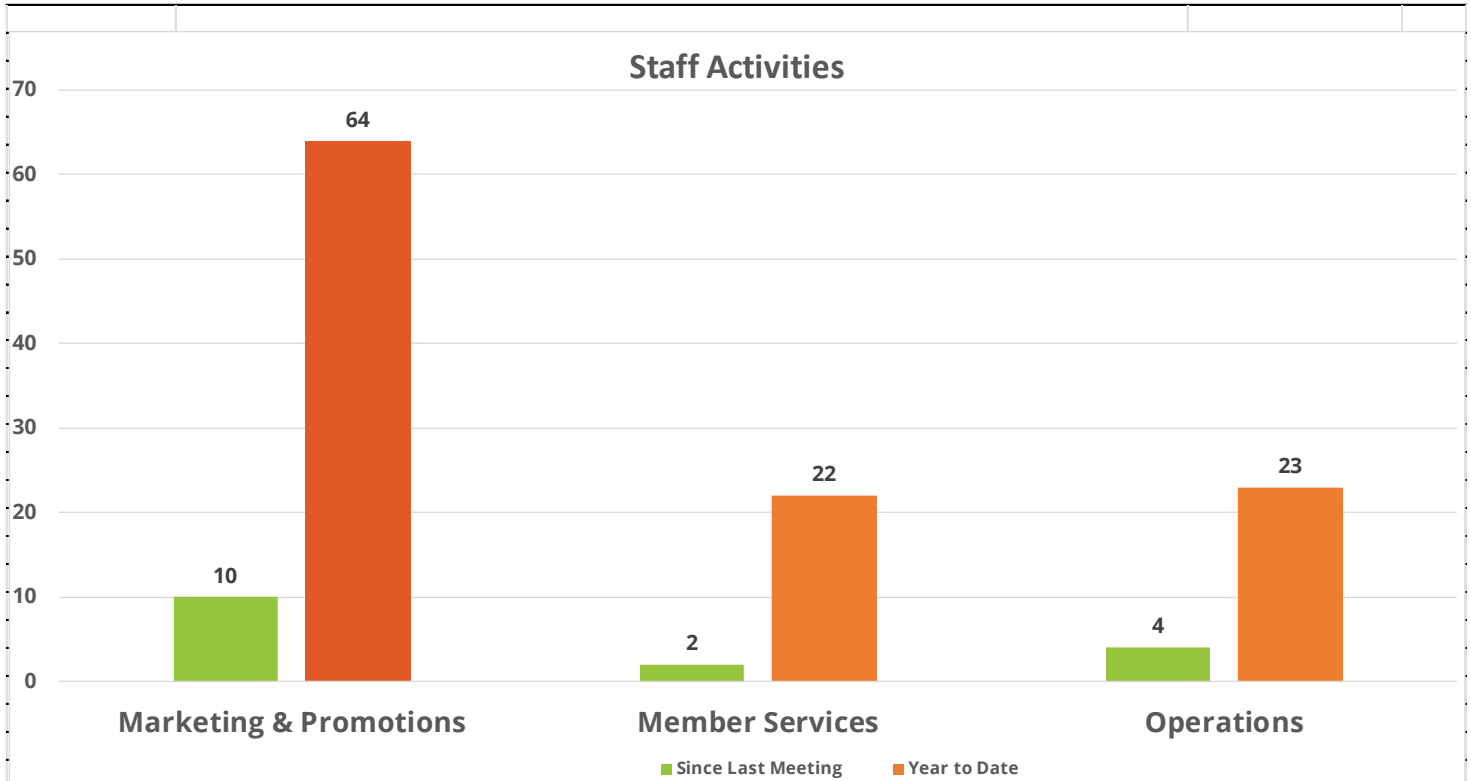


Bi-Monthly Financials – May 2026

FY 2025/2026 Budget					
Item	FY 25/26 Budget	FY 25/26 Actuals	Balance	Cleared	Uncleared
REVENUE					
Carryover from FY 24/25	\$ 9,549.33	\$ 9,549.33	\$ -	\$ 9,549.33	
Membership Dues	\$ 25,050.00	\$ 24,567.00	\$ (483.00)	\$ 24,417.00	\$ 150.00
Corpay One Rebate	\$ 65.00	\$ 106.36	\$ 41.36	\$ 106.36	\$ -
Total Revenue	\$ 34,664.33	\$ 34,222.69	\$ (441.64)	\$ 34,072.69	\$ 150.00
EXPENSES					
Member Services					
Incentives & Programs 2026	\$ 20,050.00	\$ 3,113.58	\$ 16,936.42	\$ 3,113.58	\$ -
<i>Commuter Rewards Program</i>	\$ 2,000.00	\$ 2,100.00	\$ (100.00)	\$ 2,100.00	\$ -
<i>Commuter of the Year</i>	\$ 700.00	\$ 700.00	\$ -	\$ 700.00	\$ -
<i>GRH</i>	\$ 250.00	\$ 213.58	\$ 36.42	\$ 213.58	\$ -
<i>Bicycle Education</i>	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ -
<i>MIBM 2026 Incentives</i>	\$ 17,000.00	\$ 100.00	\$ 16,900.00	\$ 100.00	\$ -
Total	\$ 20,050.00	\$ 3,113.58	\$ 16,936.42	\$ 3,113.58	\$ -
Marketing and Promotions					
Website Maintenance	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -
Promotional Materials	\$ 1,300.00	\$ 763.83	\$ 536.17	\$ 763.83	\$ -
Member Survey	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ -
Social Media	\$ 300.00	\$ 59.18	\$ 240.82	\$ 29.43	\$ 29.75
Mailchimp Subscription	\$ 750.00	\$ 515.00	\$ 235.00	\$ 515.00	\$ -
HR Brunch	\$ 175.00	\$ 364.20	\$ (189.20)	\$ 364.20	\$ -
Total	\$ 3,425.00	\$ 1,702.21	\$ 1,722.79	\$ 1,672.46	\$ 29.75
Operations					
E-Bike Maintenance & Repair	\$ 500.00	\$ 278.47	\$ 221.53	\$ 278.47	\$ -
Dues & Subscriptions (non-marketing)	\$ 900.00	\$ 1,545.00	\$ (645.00)	\$ 1,545.00	\$ -
Insurance	\$ 500.00	\$ 501.31	\$ (1.31)	\$ -	\$ 501.31
Postage and Shipping	\$ 200.00	\$ 133.76	\$ 66.24	\$ 133.76	\$ -
Taxes & Licenses	\$ 1,000.00	\$ 45.00	\$ 955.00	\$ 45.00	\$ -
Total	\$ 3,100.00	\$ 2,503.54	\$ 596.46	\$ 2,002.23	\$ 501.31
Total	\$ 26,575.00	\$ 7,319.33	\$ 19,255.67	\$ 6,788.27	\$ 531.06
CARRYFORWARD					
Profit/Loss	\$ (1,460.00)				
Profit/Loss %	-7%	0%			
Balance (w/uncleared)	\$ 8,089.33				
Balance (current)		\$ 26,903.36			
		\$ 27,434.42			



STAFF ACTIVITIES: March – May 3 ,2026



Date	Activity	Category	FY
5/3/2026	Loopalooza - Davis	Marketing & Promotions	25/26
4/29/2026	May is Bike Month Partner Meeting	Marketing & Promotions	25/26
4/23 - 4/24/2026	Cal Bike Summit Conference	Operations	25/26
4/21/2026	Quarterly Update (Apr-Jun 2026) Sent to Liaisons and HR Reps	Marketing & Promotions	25/26
4/16/2026	ACT: Spring into TDM	Operations	25/26
4/10/2026	May is Bike Month Partner Meeting	Operations	25/26
4/14/2026	Photoshoot at UC Davis for Yolo Commute Website (second)	Marketing & Promotions	25/26
4/11/2026	ACT Webinar: Building Intelligent Commute Systems	Operations	25/26
4/9/2026	April Newsletter: Spring into Action	Marketing & Promotions	25/26
4/2/2026	MiBM BoostPost	Marketing & Promotions	25/26
4/1/2026	SMS Text: MiBM Incentive is Open for 2026	Marketing & Promotions	25/26
4/1/2026	Email Blast: MiBM Incentive is Open for 2026	Marketing & Promotions	25/26
3/25/2026	SMS Text: MiBM Opens in One Week	Marketing & Promotions	25/26
3/23/2026	Photoshoot at UC Davis for Yolo Commute Website (first)	Marketing & Promotions	25/26
3/19/2026	Benefits & Transportation Workshop 2026 (Formerly HR Brunch)	Member Services	25/26
3/12/2026	Picked Up Velotric E-bike from Foy's Bike Shop	Operations	25/26
3/12/2026	MiBM Social Media Post	Marketing & Promotions	25/26
3/6/2026	March Newsletter: Miles & Milestones	Marketing & Promotions	25/26
3/5/2026	SMS Text: May is Bike Month (MiBM) Starting April 1st	Marketing & Promotions	25/26
3/2/2026	Swapped One E-bike with Yolo County HHSA and Brought an E-bike to Foy's Bike Shop	Member Services	25/26



STAFF REPORT

Date: May 5, 2026
To: Yolo Commute Board of Directors
From: Brian Abbanat, Director
Subject: FY 26/27 Draft Budget & Management Services Agreement

Recommendations:

1. Approve FY 2026/27 Budget with any revisions
2. Approve and authorize the President to execute the Yolo TMA Management Services Agreement Amendment #5 with Yolo Transportation District (YoloTD)

Background and Analysis

FY 2026/27 Budget

Yolo Commute's FY 2026/27 proposed budget is similar to previous years. Notable exceptions include the following:

- **YCTD Financial Support:** With pending approval of the FY 2026/27 budget, the YoloTD Board will again approve staff resources to continue managing Yolo Commute at no expense to the organization. This financial support-equivalent helps ensure adequate funding is available for meaningful member programs.

With guidance from the Yolo Commute Board, YoloTD will continue developing countywide transportation demand management program organizational study to expand TDM programming resulting from expected Yolo 80 Managed Lanes VMT mitigation funding and which must be implemented by summer 2028.

- **On-Bus Advertising:** At the January and March Board meetings, staff proposed and discussed with the Board a proposal to purchase a package of on-board advertising Yolo Commute to increase brand awareness. This \$3,540 cost is included in the FY 26/27

budget and includes fabrication of materials, placement on three different buses, and will continue for seven months.

- **Take Transit Incentive:** This year's budget proposes a line item to restore a public transit incentive given the indefinite suspension of the Discount Transit Pass Program. More information is provided in a separate staff report.

Management Services Agreement


Staff propose to the Board Agreement for Management Services Amendment #5 that will extend YCTD staffing services for an additional year through June 30, 2027. No other substantive changes are proposed.

ATTACHMENTS

- A. Draft 2026/27 Budget
- B. Draft Amended Agreement



FY2026/2027 Draft Budget

 FY 2026/2027 Draft Budget			
Item	FY 26/27 Budget	FY 25/26 Budget	Actuals to Date
REVENUE			
Carryover from FY 25/26	\$ 8,089.33	\$ 9,549.33	\$ 9,549.33
Membership Dues	\$ 25,050.00	\$ 25,050.00	\$ 24,567.00
Corpay One Rebate	\$ 100.00	\$ 65.00	\$ 106.36
Total Revenue	\$ 33,239.33	\$ 34,664.33	\$ 34,222.69
EXPENSES			
Member Services			
Incentives & Programs 2027	\$ 18,050.00	\$ 20,050.00	\$ 3,013.58
<i>Commuter Rewards Program</i>	\$ 2,000.00	\$ 2,000.00	\$ 2,100.00
<i>Commuter of the Year</i>	\$ 700.00	\$ 700.00	\$ 700.00
<i>GRH</i>	\$ 250.00	\$ 250.00	\$ 213.58
<i>Bicycle Education</i>	\$ 100.00	\$ 100.00	\$ -
<i>Transit TRIP</i>			
<i>MIBM 2026 Incentives</i>	\$ 15,000.00	\$ 17,000.00	\$ -
Total	\$ 18,050.00	\$ 20,050.00	\$ 3,013.58
Marketing and Promotions			
Website Maintenance	\$ 250.00	\$ 500.00	\$ -
Promotional Materials	\$ 1,300.00	\$ 1,300.00	\$ 445.79
Travel Survey Reward	\$ 200.00	\$ 400.00	\$ -
Social Media	\$ 300.00	\$ 300.00	\$ 59.18
Mailchimp Subscription	\$ 750.00	\$ 750.00	\$ 566.50
HR Transportation & Benefits Workshop	\$ 400.00	\$ 175.00	\$ 126.05
On-Bus Advertising	\$ 3,540.00		
Total	\$ 6,740.00	\$ 3,425.00	\$ 1,197.52
Operations			
E-Bike Maintenance & Repair	\$ 500.00	\$ 500.00	\$ 278.47
Dues & Subscriptions (non-marketing)	\$ 900.00	\$ 900.00	\$ 1,545.00
Insurance	\$ 500.00	\$ 500.00	\$ -
Postage and Shipping	\$ 200.00	\$ 200.00	\$ 133.76
Taxes & Licenses	\$ 950.00	\$ 1,000.00	\$ 45.00
Total	\$ 3,050.00	\$ 3,100.00	\$ 2,002.23
Total	\$ 27,840.00	\$ 26,575.00	\$ 6,213.33
CARRYFORWARD			
Profit/Loss	\$ (2,690.00)	\$ (1,460.00)	
Profit/Loss %	-13%	-7%	0%
Balance (w/uncleared)	\$ 5,399.33	\$ 8,089.33	

AGREEMENT NO. 2026-01

Fourth Amendment to Agreement for Management Services

This Fourth Amendment to Agreement No. 2020-05 ("Fifth Amendment") is made and entered into this 1st day of July, 2026, by and between the **YOLO COUNTY TRANSPORTATION DISTRICT**, a transportation district created pursuant to the laws of the State of California ("District"), and **Yolo County Transportation Management Association**, a California non-profit corporation ("YCTMA"), jointly referred to as the "Parties" herein and who agree as stated below.

WHEREAS, on or about July 1, 2021, the Parties entered into Agreement No. 2020-01 ("Agreement"); and

NOW, THEREFORE, in consideration of the mutual promises and conditions herein contained, TMA and District agree as follows:

Section 1 of the Agreement is hereby amended to read as follows:

1. SCOPE OF SERVICES

District will provide management services to TMA described below ("Scope of Work"). District shall report on key performance indicators associated with these services as specified in Exhibit A. Exhibit A is attached hereto for the purpose of defining the manner of reporting and scope of services to be provided by District and is not intended to, and shall not be construed so as to, modify or expand the terms, conditions or provisions contained in this Agreement. In the event of any conflict between this Agreement and any terms or condition of any document prepared or provided by District and made a part of this Agreement, including without limitation any document relating to the scope of services or payment therefor, the terms of this Agreement shall control and prevail. Activities to be performed by the District for the TMA shall include:

a. Financial

- i. Maintenance and payment of all accounts payable
- ii. Maintenance and collection of all accounts receivable
- iii. Reconciliation of all checking accts
- iv. Bi-monthly reports
- v. Preparation of Annual budget and bi-monthly budget updates to Board
- vi. Preparation and submission of annual tax filings/non-profit filings

b. Program Management

- i. Preparation and participation in May Is Bike Month activities
- ii. Commute Club Activities
- iii. Preparation and participation in other regional and local trip reduction programs and activities

c. Board of Directors

- i. Set-up meeting venues
- ii. Prepare Notices/Agendas/Minutes/Materials for bi-monthly meetings
- iii. Attend and present information to Board bi-monthly meetings
- iv. Advise President and Board members as needed
- v. Prepare a bi-monthly "Activity Report" to include
 1. Quantifiable trip reduction goals and measures taken by TMA
 2. Commuter Club Activity status

- 3. Grants status
- 4. Significant projects/meetings/conversations

d. Membership

- i. Preparation and delivery of annual dues billing
- ii. Collection of delinquent dues
- iii. Membership recruitment
- iv. Preparation of collateral materials
- v. Preparation of membership materials
- vi. Preparation of plan and implementation of a program to increase membership

e. Grants

- i. Manage TMA grant program
- ii. Bill granting organizations accordingly
- iii. Write mandated reports
- iv. Assist Board of Directors with securing future grants
- v. Manage other grants and subrecipient grant activities

f. Communications

- i. Develop/maintain websites, email/ mailing lists, databases
- ii. Develop/continue quarterly eNewsletters
- iii. Create collateral materials as needed
- iv. Serve as point-of-contact

2. Paragraph 2.a of the Agreement is hereby amended to read as follows:

a. TMA shall pay District for Management Services rendered pursuant to this Agreement at a rate not to exceed:

- i. July 1, 2026 – June 30, 2027 - \$0

District shall submit bi-monthly statements to TMA which shall itemize the services performed as of the date of the statement and set forth a progress report, including work accomplished during the period, percent of each task completed, and planned effort for the next period. Invoices shall identify personnel who have worked on the services provided, the number of hours each worked during the period covered by the invoice, the hourly rate for each person (see current rates below), and the percent of the total project completed. Services performed outside the Scope of Services (Section 1a-f) shall be deof this agreement shall be separately defined

District Hourly Rates

Executive Director:	\$141.35/hour
Planning Director:	\$121.47/hour
Senior Transportation Planner:	\$94.15/hour
Associate Transportation Planner:	\$76.64/hour
Assistant Transportation Planner:	\$66.38/hour

3. Paragraph 11 a. of the Agreement is hereby amended to read as follows:

a. This Agreement shall become effective on the date that it is made, set forth on the first page of the Agreement, and shall continue in effect until June 30, 2027, unless sooner terminated as provided herein.

4. All attachments to this Amendment are incorporated herein by this reference.

5. Except as specifically amended by this Third Amendment, the Agreement shall remain in full force and effect according to its terms.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first above stated.

DISTRICT:

YOLO COUNTY TRANSPORTATION DISTRICT

BY _____
Executive Director or Designee

YOLO COUNTY TRANSPORTATION MANAGEMENT ASSOCIATION

BY _____
President/Vice President

APPROVED AS TO LEGAL FORM:

BY _____
Kimberly Hood
District Legal Counsel

EXHIBIT A
KEY PERFORMANCE INDICATORS AND GOALS RELATED TO SCOPE OF SERVICES

Scope of Services	Key Performance Indicators and Goals to include in Bi-Monthly* Progress Reports
<u>Financial</u> <ul style="list-style-type: none"> • Maintenance and payment of all accounts payable • Maintenance and collection of all accounts receivable • Reconciliation of all checking accts • Quarterly reports • Preparation of Annual budget and quarterly budget updates to Board • Preparation and submission of annual tax filings/non-profit filings • Bill quarterly according to TDM Agreement 	<ul style="list-style-type: none"> • Balance sheet showing the TMA's financial condition and a statement of receipts and disbursements for the bi-monthly* period.
<u>Program Management</u> <ul style="list-style-type: none"> • Preparation and participation in May Is Bike Month activities • Commute Club Activities • Preparation and participation in other regional and local trip reduction programs and activities 	<ul style="list-style-type: none"> • Bi-monthly* summary of activities (bullet list)
<u>Board of Directors</u> <ul style="list-style-type: none"> • Set-up meeting venues • Prepare Notices/Agendas/Minutes/Materials for Bi-monthly Board meetings • Attend and present information to Board Bi-monthly meetings • Advise President and Board members as needed • Prepare a bi-monthly "Activity Report" to include the following statistics on a monthly basis: <ul style="list-style-type: none"> ○ Quantifiable trip reduction goals and measures taken by TMA ○ Commuter Club Activity status ○ Grants status ○ Significant projects/meetings/conversations 	<ul style="list-style-type: none"> • Completion of meeting minutes by the following Board meeting • Develop trip reduction goals based on historic averages
<u>Membership</u> <ul style="list-style-type: none"> • Preparation and delivery of annual dues billing • Collection of delinquent dues • Membership recruitment • Preparation of collateral materials • Preparation of membership materials • Preparation and plan and implementation of a program to increase membership 	<ul style="list-style-type: none"> • Establish goal for number of businesses contacted per month <ul style="list-style-type: none"> ○ Report on actual vs. attempted vs. missed • Establish goal for number of new member sign-ups based on local license records and/or Chamber of Commerce enrollment

<p style="text-align: center;">Scope of Services</p>	<p style="text-align: center;">Key Performance Indicators and Goals to include in Bi-Monthly* Progress Reports</p>
<p><u>Grants</u></p> <ul style="list-style-type: none"> • Manage TMA program grant program • Invoice granting organizations accordingly • Write mandated reports • Assist Board of Directors with securing future grants • Manage other grants and subrecipient grant activities 	<ul style="list-style-type: none"> • Provide summary of grant opportunities as appropriate, and brief status of application(s) if applicable <ul style="list-style-type: none"> ○ Report/monitor for all open grants. Summary to Board.
<p><u>Communications</u></p> <ul style="list-style-type: none"> • Develop/maintain websites, email/mailling lists, databases • Develop/continue quarterly eNewsletters • Create collateral materials as needed • Serve as point-of-contact 	<ul style="list-style-type: none"> • Conduct formal review of website and available information (monthly/quarterly/annually) • Newsletter development (TBD) • Develop and distribute minimum of one new collateral/promotional piece a month, more as needed for larger campaigns

*Bi-monthly = Every Two Months



STAFF REPORT

Date: May 5, 2026
To: Yolo Commute Board of Directors
From: Brian Abbanat, Director
Subject: Transit Incentive Proposal for FY 26/27 Budget

As mentioned at the March 3rd Board meeting, Yolo Commute needed to indefinitely suspend the Discount Transit Pass Program (DTPP) due to the regionwide changeover from ZipPass to Transit Connect. There are two phases to this transition and Transit Connect indicated they would not be able to accommodate Yolo Commute's discounted pass in the first phase.

Without knowing when the second transition phase will occur, Yolo Commute staff believe having a transit-related incentive is important for a TDM program. Staff requests Board support for reintroducing the TRIP program for transit users, to be rebranded "Take Transit" program.

With limited funding, staff propose to offer \$50/month for up to 3 months (\$150 total incentive) on a reimbursement basis. Historically uptake for the Discount Transit Pass Program has been modest. For example, 12 members were registered prior to suspending the program. If we assume 12 members utilize the new program, the following FY 26/27 budget assumptions would apply.

12 members x \$50/month x 3 months = \$1,800

Staff is open to variations of this incentive but offer this as a conversation starting point and a point of reference for budget purposes.



STAFF REPORT

Date: May 5, 2026
To: Yolo Commute Board of Directors
From: Brenda Lomeli, Coordinator
Subject: FY 25-26 May is Bike Month Incentive Program

To celebrate May is Bike Month (MiBM), Yolo Commute promoted bicycling as a sustainable and healthy mode of transportation through a tiered incentive program for employer members. On January 6, the Board approved a motion to increase the May is Bike Month (MiBM) incentive amounts for standard bicycles and e-bikes by \$50. The program provided tiered reimbursements, including up to \$150 for bike gear and maintenance or repair services, \$300 for a conventional bicycle, and \$400 for an electric bicycle.

To support the local economy, all purchases were required to be made at local bike shops, rather than through online or big-box retailers.

This year's MiBM program was highly successful, with all available funds fully expended four weeks earlier than in FY 2025–26. Additionally, a portion of the funds was reserved exclusively for new participants from April 1 to April 15, helping expand the program's reach and increase engagement.

In total, Yolo Commute awarded \$16,000 in incentives to employees across participating organizations, with UC Davis representing the largest share of participants. Most recipients utilized the program for bike gear and tune-ups, and the majority of purchases were made locally—generating approximately \$43,000 in economic activity for Yolo County small businesses.

Employer	Incentive Type	Count of Incentive Type
City of Woodland	\$150 ACCS / Repairs / Tune-up	5
	Bike \$300	1
City of Woodland Total		6
UC Davis	\$150 ACCS / Repairs / Tune-up	21
	E-Bike \$400	4
	Bike \$300	6
UC Davis Total		31
City of Davis	\$150 ACCS / Repairs / Tune-up	4
City of Davis Total		4
CalSTRS	\$150 ACCS / Repairs / Tune-up	4
	Bike \$300	2
CalSTRS Total		6
DDBA	\$150 ACCS / Repairs / Tune-up	1
DDBA Total		1
Yolo County	\$150 ACCS / Repairs / Tune-up	10
	E-Bike \$400	4
	Bike \$300	7
Yolo County Total		21
Ken's Bike-Ski-Board	\$150 ACCS / Repairs / Tune-up	1
Ken's Bike-Ski-Board Total		1
Yolo Solano AQMD	\$150 ACCS / Repairs / Tune-up	2
Yolo Solano AQMD Total		2
City of West Sacramento	\$150 ACCS / Repairs / Tune-up	1
City of West Sacramento Total		1
Cache Creek Resort	Bike \$300	1
Cache Creek Resort Total		1
YoloTD	\$150 ACCS / Repairs / Tune-up	2
	Bike \$300	2
YoloTD Total		4
Grand Total		78

Select Members

Affiliated with:

Based on:

Who live: or

Who commute:

Select Date Range

Time period:

Start date:

End date:

Select Branding

Branding:

Co-branding:

TOTALS (AS OF THE END DATE)

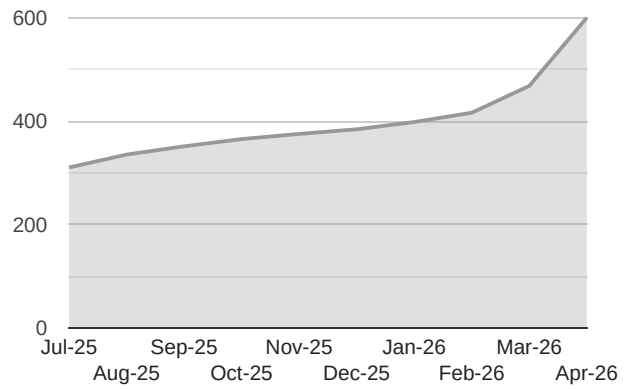
Total accounts created	600
Total accounts deleted	0
Total members	600 (50% prev. dr. alone)
Accounts with trips	216 (46% prev. dr. alone)
Male / female	42% / 52% (6% other / unknown)
Organizations	30

DURING THE PERIOD

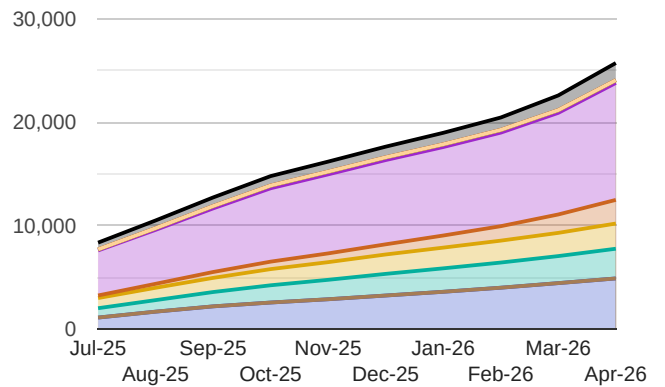
New members	366 (45% prev. dr. alone)
Active members	520 (47% prev. dr. alone)
Deleted accounts	0

<input type="text" value="Commutes"/>	<input type="text" value="Non drive alone"/>	<input type="text" value="All modes"/>
Recorded trips	15,979	17,142
Participants	162	169
Avg trip distance (mi)	15.1	15.2
Avg vehicle occupancy	-	-
Reduced trips	18,611	18,611
Reduced miles (VMT)	254,049	254,049
Gallons of gas saved	11,246	11,246
Reduced NOx (lbs)	333	333
Reduced VOC (lbs)	329	329
Reduced PM 2.5 (lbs)	4.86	4.86
Reduced CO (tons)	0.87	0.87
Reduced CO2 (tons)	110	110
Money saved	\$180,144	\$180,144
Calories burned	807,860	807,860
Rewards redeemed	\$1,293	
Redemptions	630	
Parking spots saved	37	avg per week day

Members



Recorded trips



- Carpool
- Bike
- Telecommute
- Drive alone
- Vanpool
- Walk
- Comp Week
- Brown Bag
- Scooter
- Transit

RIDESHARE MATCHING

Rideshare inquiries	0	number of inquiries submitted during the specified period
Rideshare matches (#)	0	number of inquiries that produced matching names during the specified period
Rideshare matches (%)	0%	percent of inquiries that produced matching names during the specified period
New rideshare participants	0	members who recorded their first rideshare trip during the specified period
Total rideshare participants	0	members who recorded a rideshare trip at any time

APP USAGE

Web app	386	number of members who signed in to the web app during the specified period
iOS app	210	number of members who signed in to the iOS app during the specified period
Android app	43	number of members who signed in to the Android app during the specified period
Web app (%)	60%	percent of members who signed in to the web app during the specified period
iOS app (%)	33%	percent of members who signed in to the iOS app during the specified period
Android app (%)	7%	percent of members who signed in to the Android app during the specified period
Web app (total)	489	number of members who signed in to the web app as of the end date
iOS app (total)	232	number of members who signed in to the iOS app as of the end date
Android app (total)	49	number of members who signed in to the Android app as of the end date
Web app (total %)	64%	percent of members who signed in to the web app as of the end date
iOS app (total %)	30%	percent of members who signed in to the iOS app as of the end date
Android app (total %)	6%	percent of members who signed in to the Android app as of the end date

DEFINITIONS & VARIABLES

New members	=	new members during the specified period
Active members	=	members who logged in or recorded at least 1 trip during the specified period
Deleted accounts	=	accounts deleted during the specified period
Total accounts created	=	total number of members who joined as of the end date
Total accounts deleted	=	accounts deleted as of the end date
Total members	=	total members as of the end date = (total accounts created - total accounts deleted)
Registered	=	indicates that the member was registered in the database by someone else and did not sign up on their own
Accounts with trips	=	total number of accounts that took at least 1 trip as of the end date
Prev. dr. alone	=	abbreviation for "previously drove alone" — the percent of people who drove alone prior to joining
Organizations	=	number of organizations in the selected region(s) that have at least 1 member
Manually recorded	=	trips recorded by a member via the honor system
Passively tracked	=	trips recorded via the 'auto-record trips' feature
Actively tracked	=	trips recorded via a third-party trip syncing app (Strava, Fitbit, etc.)
Carpool	=	rideshare trip with 1 driver and up to 3 passengers
Vanpool	=	rideshare trip with 1 driver and 4 or more passengers
Rideshare	=	rideshare trip with 1 driver and any number of passengers (e.g., rideshare = carpool + vanpool)
Brown bag	=	optional mode for eating lunch in and not driving to get lunch (see user's manual for more details)
Mode-shift	=	results from members who previously drove alone and have now shifted to a greener mode
Recorded trips	=	number of trips recorded during the specified period
Participants	=	number of members who recorded at least 1 trip during the specified period
Periodic	=	results are calculated for each period (e.g., monthly, yearly etc.), based on the period you specify
Cumulative	=	results are calculated as a running total from inception until the end date you specify
Avg trip distance	=	average trip distance during the specified period
Avg vehicle occupancy	=	average vehicle occupancy rate (i.e., number of people in vehicle) during the specified period
Reduced trips	=	number of vehicle trips not taken during the specified period
Reduced miles (VMT)	=	number of vehicle miles not driven during the specified period
Gallons of gas saved	=	gallons of gas saved during the specified period
Reduced NOx	=	NOx not emitted during the specified period
Reduced VOC	=	VOC not emitted during the specified period
Reduced CO	=	CO (carbon monoxide) not emitted during the specified period
Reduced PM 2.5	=	PM 2.5 (particulate matter) not emitted during the specified period
Reduced CO2	=	CO2 (carbon dioxide) not emitted during the specified period
Money saved	=	money saved by not driving during the period = (VMT) x (U.S. gov't mileage rate when trip was recorded)
Calories burned	=	calories burned during the specified period
Rewards redeemed	=	value of the rewards redeemed during the specified period
Redemptions	=	total number of redemptions during the specified period
Parking spots saved	=	average number of parking spots saved per week day
NOx (grams per VMT)	=	<input type="text" value="0.595"/>
VOC (grams per VMT)	=	<input type="text" value="0.587"/>
PM 2.5 (grams per VMT)	=	<input type="text" value="0.00868"/>
CO (grams per VMT)	=	<input type="text" value="3.105"/>

