

**UC RIVERSIDE**  
**AUXILIARY AND SELF-SUPPORTING ENTERPRISES**  
*Annual Business Report (ABR)*

**Unit Name**

**TAPS ACTIVITY A01296 - TRANSIT SERVICES**

**Budgeted Fiscal Year**

**2014 / 15**

# UC RIVERSIDE

## AUXILIARY AND SELF-SUPPORTING ENTERPRISES

*Management's Discussion & Analysis (MD&A)*

TAPS ACTIVITY A01296 - TRANSIT SERVICES for FY 2014 / 15

### **Mission Statement**

TAPS is an auxiliary unit supporting UCR's Mission of Research, education and public service by providing sufficient and well-kept parking to faculty, staff students and visitors. This includes:

- \* administering a fee-based parking program in which permits are paid for directly by faculty, students, staff and visitors
- \* sustaining a well-patronized alternative transportation program to reduce single-occupant vehicle trips to the campus and carbon emissions from commuter vehicles
- \* ensuring compliance to parking policy by issuing citations to violators and timely responding to appellants.

### **Status and Future Direction of the Business**

Transit Operations is now in its third year without a campus shuttle program, and this has shifted its focus to support of mobility services and special events that require hauling a large number of individuals around the campus and the surrounding community. This has also led to the creation of time specific special agreements with entities like University Extension, that need the services of a larger vehicle at specific times over a specific interval (normally one or two weeks). Thus, the unit is continuing to re-invent itself along these lines and pursuing other expanded service options.

In the current year Transit Operations has implemented a Point -to-Point Shuttle service to transport students to locations within the surrounding community. The shuttle service operates from 6 to 11PM on weeknights and transports approximately 100 students each night. Funding for this service has been provided by the campus Safety Task Force.

In 2013-14 TAPS donated one of its operating trolleys to CE-CERT as part of our commitment to supporting a grant the center received to convert a gasoline/diesel powered vehicle to electric. Upon completion of this renovation, the vehicle will be given to RTA and placed on a route to determine the carbon reduction realized from this conversion.

As a result, TAPS will no longer have this vehicle available to support its Special Events services in the future. Therefore, we purchased a new cut-a-way bus (22 or 30 passenger) to maintain this functionality at a price that is substantially cheaper than the cost of a new trolley.

### **Workforce and Staff Planning**

With 4.0 FTE currently providing driver services for the functions listed above we have adequate staffing to maintain operations at the current level. There are no plans to change staffing levels at this time.

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## AUXILIARY AND SELF-SUPPORTING ENTERPRISES

### *Management's Discussion & Analysis (MD&A)*

#### **Overall Financial Position**

This operation is funded from revenues generated by the services offered and campus parking permit sales. The percentage of the operation covered by permit sales will increase significantly in 2013-14 as TAPS fully covers mobility services expenses. Furthermore, a carry forward balance of roughly \$112K was used to cover 2012-13 operating expenses, and this will not be available in 2013-14. This is projected to bring the net cost to permit operations up to approximately \$300K this fiscal year. A more detailed breakdown of expenses and revenues is available in the tables included in the A01297 Parking Operations budget submission.

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## AUXILIARY AND SELF-SUPPORTING ENTERPRISES

*Revenue*

### TAPS ACTIVITY A01296 - TRANSIT SERVICES for FY 2014 / 15

Good / Service / Project	Actual FY 2012 / 13	Budget FY 2013 / 14	Projected FY 2013 / 14	Proposed FY 2014 / 15	Note
Recharge from Transit	38,524	39,998	39,497	39,497	
Mobility Services Revenue	31,264	-	-	-	1
Driver Services Recharge	10,765	10,597	2,601	2,601	2
Airport Shuttle	7,665	-	1,194	1,194	
Point to Point Shuttle	-	-	44,454	44,454	3
Transfer from A01297-70060	164,838	305,860	294,032	309,377	
	-	-	-	-	
Other	-	-	-	-	

<b>Revenues</b>	<b>\$ 253,056</b>	<b>\$ 356,455</b>	<b>\$ 381,778</b>	<b>\$ 397,123</b>
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<b>Subsidized Income</b>	-	-	-	-
<b>Subsidized Expenditures</b>				
BC 10 - 14	-	-	-	-
BC 25 - 28	-	-	-	-
BC 20 - 21, 30, 31	-	-	-	-
BC 40 - 70	-	-	-	-
BC 75 - 77	-	-	-	-
<b>Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<i>Check of Balances</i>	<i>Ok</i>	<i>Ok</i>	<i>Ok</i>	<i>Ok</i>
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Provide Full Accounting Unit (FAU)				
Activity(s)	A01296	A01296	A01296	A01296
Fund(s)	66190, 70060	66190, 70060	66190, 70060	66190, 70060

#### Footnotes

1. In FY201-13 Student affairs paid the salary and benefits cost for 0.50 FTE related to mobility services. In FY2013-14 this revenue will be eliminated.
2. Driver Services recharge hours have been reduced as a result of implementation of point to point shuttle service.
3. Point to point shuttle service costs to be reimbursed by VC-BAS funds.

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## AUXILIARY AND SELF-SUPPORTING ENTERPRISES

### Income Statement

#### TAPS ACTIVITY A01296 - TRANSIT SERVICES for FY 2014 / 15

	BC	Actual FY 2012 / 13	Budget FY 2013 / 14	Projected FY 2013 / 14	Proposed FY 2014 / 15	Note
<b>Revenues</b>		\$ 253,056	\$ 356,455	\$ 381,778	\$ 397,123	
Staff Appointments	25	154,372	166,096	162,914	169,609	
Staff Stipends, Allows, OT	26	9,706	9,251	10,852	12,361	
Staff - Other	27	2,956	-	(2,956)	-	
Staff Sal Non-Perm Funding	28	180	-	10	-	
Benefits - Staff	30	88,096	89,607	91,083	99,246	
Benefits - Staff Vac Accrual	31	864	-	724	-	
Travel	40	-	-	40	40	
Supplies & Materials	41	13,062	5,184	7,711	7,711	
Services, Other	42	230	216	6,657	753	1
Mail Services & Freight	43	-	-	-	-	
Printing / Repro & Media	44	1,362	870	1,129	1,129	
Communication	45	5,147	4,654	4,195	4,195	
Computing	46	5,841	60	51	51	
Other Supplies & Expense	47	11,374	9,586	15,010	17,669	
Amortization / Depreciation	48	-	-	-	-	
Interest	49	-	-	-	-	
Foods and Staples	50	-	-	-	-	
Equipment / Other Inventory	60	-	-	-	-	
Facilities	70	71,902	70,932	84,359	84,359	2
Planned Deficit/(Surplus)	75	N/A	-	N/A	-	
Unallocated Emp Benefits	76	N/A	-	N/A	-	
Unallocated Staff Salaries	77	N/A	-	N/A	-	
<b>Direct Expenditures</b>		\$ 365,093	\$ 356,455	\$ 381,778	\$ 397,123	
<b>Total Direct &amp; Indirect Exp.</b>		\$ 365,093	\$ 356,455	\$ 381,778	\$ 397,123	
<b>Net Income/(Loss)</b>		\$ (112,038)	\$ -	\$ -	\$ -	

Provide Full Accounting Unit (FAU)				
Activity(s)	A01296	A01296	A01296	A01296
Fund(s)	66190, 70060	66190, 70060	66190, 70060	66190, 70060

#### Footnotes

- Costs associated with purchase of new Cutaway bus in FY2013/14 - ~\$6K
- Additional vehicles rented for implementation of point to point shuttle service.

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## AUXILIARY AND SELF-SUPPORTING ENTERPRISES

### Equity

#### TAPS ACTIVITY A01296 - TRANSIT SERVICES for FY 2014 / 15

	Actual FY 2012 / 13	Projected FY 2013 / 14	Proposed FY 2014 / 15	Note
Accumulated Earnings				
Beginning Balance	112,038	0	0	
Net Income/(Loss)	(112,038)	-	-	
Deficit Recovery Payment	-	-	-	
Outflows	-	-	-	
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<b>Accumulated Earnings</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	
Asset Acquisition				
Beginning Balance (Fund 66191)	79,451	79,451	13,356	
Inflows	-	-	-	
Outflows Cutaway Bus Purchase	-	(66,095)	-	
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<b>Asset Acquisition</b>	<b>\$ 79,451</b>	<b>\$ 13,356</b>	<b>\$ 13,356</b>	
Renewal / Replacement				
Beginning Balance (Fund ???)	-	-	-	
Inflows	-	-	-	
Outflows	-	-	-	
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<b>Renewal / Replacement</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Total Equity</b>	<b>\$ 79,451</b>	<b>\$ 13,356</b>	<b>\$ 13,356</b>	

#### Footnotes