



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL** **DATE: AUGUST 23, 2016**

**FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT** **WARDS: ALL**

**SUBJECT: SUBMIT CLAIM TO RIVERSIDE COUNTY TRANSPORTATION COMMISSION FOR FISCAL YEAR 2016/17 TRANSPORTATION DEVELOPMENT ACT FUNDS IN THE AMOUNT OF \$3,604,996 FOR THE OPERATION OF THE SPECIAL TRANSPORTATION PROGRAM, APPROVE THE SPECIAL TRANSPORTATION PROGRAM'S SHORT RANGE TRANSIT PLAN FOR FISCAL YEARS 2016/17 – 2018/19, SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$283,600**

## **ISSUES:**

Authorize the submittal of the Transportation Development Act funds claim in the amount of \$3,604,996 for the operation of the 2016/17 Special Transportation Program; and adopt the Fiscal Years 2016/17- 2018/19 Short Range Transit Plan, and approve a supplemental appropriation in the amount of \$283,600.

## **RECOMMENDATIONS:**

That the City Council:

1. Authorize the Parks, Recreation and Community Services Director, or his designee, to submit to Riverside County Transportation Commission the Transportation Development Act claim for fiscal year 2016/17 in the amount of \$3,604,996 for the operation of the Special Transportation Program.
2. Adopt the Special Transportation Program's Short Range Transit Plan covering Fiscal Years 2016/17- 2018/19.
3. Approve a supplemental appropriation, upon receipt of the Transportation Development Act claim for fiscal year 2016/17, in the amount of \$283,600 to align the Special Transportation Operations adopted budget with the Riverside County Transportation Commission approved funding levels and the Short Range Transit Plan.

## **LEGISLATIVE HISTORY:**

The Mills-Alquist-Deddeh Act (SB 325) was enacted by the California Legislature to improve existing public transportation services and encourage regional transportation coordination. Known as the Transportation Development Act (TDA) of 1971, this law provides funding to be allocated to transit and non-transit related purposes that comply with regional transportation plans.

The TDA provides two funding sources:

1. Local Transportation Fund (LTF), which is derived from a ¼ cent of the general sales tax collected statewide.
2. State Transit Assistance fund (STA), which is derived from the statewide sales tax on diesel fuel.

The State Board of Equalization, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF. The STA funds are appropriated by the Legislature to the State Controller's Office. That Office then allocates the tax revenue, by formula, to planning agencies and other selected agencies. Statute requires that 50% of STA funds be allocated according to population and 50% be allocated according to operator revenues from the prior fiscal year.

### **BACKGROUND:**

On July 13, 2016, the Riverside County Transportation Commission (RCTC) approved Special Transportation Program's Short Range Transit Plan (SRTP) for Fiscal Years 2016/17- 2018/19, which included the operations budget of \$4,364,819. The funding sources are:

Description	Amount
TDA Local Transportation Funds	\$3,604,996
Federal Transportation Administration Section 5307 Funds	320,000
Estimated Farebox Revenue	439,823
Total SRTP Budget for Fiscal Years 2016/17 – 2018/19	\$4,364,819

### **DISCUSSION:**

The Parks, Recreation and Community Services Department is requesting authorization to submit the TDA claim for funds to cover the operation of the Fiscal Year 2016/17 Special Transportation Program. This claim is in the amount of \$3,604,996.00 and is filed annually with the Southern California Association of Governments through the Riverside County Transportation Commission. The TDA funds cover the operating costs and twenty percent of the preventative maintenance charges for the fleet of 35 minibuses.

The Short Range Transit Plan is a three-year plan submitted annually to RCTC. RCTC is responsible, by statute, for developing and approving a Short Range Transit Plan (SRTP) for Riverside County (PUC 130303). The SRTP is intended to serve three purposes:

1. Identifies the transit services and capital improvements required to meet the disabled and senior passenger transit needs of Riverside over a three-year period and the proposed sources of funding to carry out the plan.
2. Serves as a management tool for the Special Transportation Program staff to guide their activities over the next year.

3. Provides justification for operating and capital assistance for grant applications to be submitted to state and federal funding agencies.

Due to the different timing of budget submittals to RCTC and to the City Council, the Special Transportation operating budget that was adopted by the City Council as part of the City's overall budget adoption process is less than the final approved figures by RCTC. A supplemental appropriation in the amount of \$283,600.00 is necessary to align the adopted budget with the final funding approved for Special Transportation operations by RCTC. The increase approved by RCTC will cover additional personnel (salaries and overtime), as well as motor fuel costs.

### **FISCAL IMPACT:**

This action has no impact to the General Fund. The Special Transportation Program is funded entirely through federal and state grants, local and state transportation funds, and passenger fares, all of which are allocated in the 560 fund. The final approved Special Transportation operating budget by RCTC totals \$4,364,819, which fully covers the requested supplemental appropriations totaling \$283,600 as follows:

<i>GL Key</i>	<i>GL Object</i>	<i>Description</i>	<i>FY 16/17 Adopted Budget</i>	<i>Supplemental Appropriation</i>	<i>Adjusted Budget</i>
5200200	411100	Salaries – Regular	1,384,006	190,939	1,574,945
5200200	413120	Overtime at 1.5 Rate	40,000	60,000	100,000
5200200	426300	Motor Fuels and Lubricants	225,000	32,661	257,661
5200200	*	All other line items	2,432,213	0	2,432,213
			4,081,219	283,600	4,364,819

Prepared by: Adolfo Cruz, Parks, Recreation and Community Services Director  
 Certified as to  
 availability of funds: Scott G. Miller, Interim Finance Director/Treasurer  
 Approved by: Alexander T. Nguyen, Assistant City Manager  
 Approved as to form: Gary G. Geuss, City Attorney

### Attachments:

1. TDA Claim Form
2. Fiscal Years 2016/17 – 2018/19 Short Range Transit Plan