



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: SEPTEMBER 5, 2017

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

SUBJECT: SUBMIT CLAIM TO RIVERSIDE COUNTY TRANSPORTATION COMMISSION FOR FISCAL YEAR 2017/18 TRANSPORTATION DEVELOPMENT ACT FUNDS IN THE AMOUNT OF \$3,963,687 FOR THE OPERATION OF THE SPECIAL TRANSPORTATION PROGRAM AND APPROVE THE SPECIAL TRANSPORTATION PROGRAM'S SHORT RANGE TRANSIT PLAN FOR FISCAL YEAR 2017/18 –2019/20; SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$783,646; ADDITIONAL REVENUE IN THE AMOUNT OF \$32,177 AND ADD SEVEN FULL TIME EQUIVALENT POSITIONS TO THE SPECIAL TRANSPORTATION PROGRAM

ISSUES:

Authorize the submittal of the Riverside County Transportation Commission Standard Assurances for Applicants Transportation Development Act (TDA) Funds in the amount of \$3,963,687 for the operation of the 2017/18 Special Transportation Program; and adopt the Fiscal Year 2017/18 – Fiscal Year 2019/20 Short Range Transit Plan; authorize a supplemental appropriation in the amount of \$783,646; approve increase in estimated revenues in the amount of \$32,177; and add seven full time equivalent positions in the Special Transportation Programs' budget.

RECOMMENDATIONS:

That the City Council:

1. Authorize the City Manager, or his designee, to submit to Riverside County Transportation Commission the Transportation Development Act claim for Fiscal Year 2017/18 in the amount of \$3,963,687 for the operation of the Special Transportation Program;
2. Adopt the Special Transportation Program's Short Range Transit Plan covering Fiscal Years 2017/18 - 2019/20;
3. Approve a supplemental appropriation in the amount of \$783,646 as outlined in fiscal impact section to align the Special Transportation Operations adopted budget with Riverside County Transportation Commission approved funding levels and the Short Range Transit Plan;

4. Approve increase in estimated revenues in the amount of \$32,177 to align with Riverside County Transportation Commission approved estimates in the Short Range Transit Plan; and
5. Amend the City's personnel detail to increase the number of full time equivalent positions in the Special Transportation Program's budget to include an additional full-time Transit Supervisor and additional 6 full-time Minibus Drivers.

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.

On June 14, 2017 the Riverside County Transportation Commission approved Special Transportation Program's Short Range Transit Plan (SRTP) for Fiscal Year 2017/18 - 2019/20, which included the operations budget of \$4,530,687. The budget is broken down further into \$3,963,687 in TDA LTF and \$567,000 in farebox revenue.

DISCUSSION:

Riverside County Transportation Commission TDA Fund Claim

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 2017/18 Special Transportation Program, as included in the Fiscal Year 2017/18 budget. This claim is in the amount of \$3,963,687 and is filed annually with the Southern California Association of Governments through the Riverside County Transportation Commission (RCTC). The TDA funds cover the operating costs for the fleet of 35 minibuses.

Special Transportation Program's Short Range Transit Plan Fiscal Years 2017/18 - 2019/20

The Short Range Transit Plan is a three-year plan submitted annually to RCTC. RCTC is responsible by statute, for developing and approving a 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.

Budget

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 \$783,646 as well as an increase in estimated revenue in the amount of \$32,177 are necessary to align the adopted budget with the final funding approved for Special Transportation operations by RCTC.

The increase approved by RCTC will covers seven new positions (1 - Special Transit Supervisor & 6 – Full time Minibus Drivers) in the amount of \$403,676, as well as other operational costs associated with operating the program.

TDA funds in the amount of \$3,963,687 are included in the Fiscal Year 2017/18 operating budget for the Special Transportation Program. Estimated fare box revenues approved in SRTP is \$567,000 for a total operating budget of \$4,530,687.

Expenditures

GL Key	GL Account	Description	FY17/18 Adopted Budget	Supplemental Appropriation	FY 17/18 Revised Budget
5200200	411100	Salaries-Regular	1,394,989	403,676	1,798,665
5200200	413120	Overtime at 1.5 Rate	40,000	160,000	200,000
5200200	424310	Softw are Maintenance Support	52,000	28,000	80,000
5200200	421000	Professional Services	20,000	80,800	100,800
5200200	424230	Central Garage Charges	400,000	100,000	500,000
5200200	424250	Sublet Repairs Automotive	18,500	11,170	29,670
5200200	XXXXXX	All Other Objects	1,821,552	0	1,821,552
			3,747,041	783,646	4,530,687

Revenue

GL Key	GL Account	Description	FY17/18 Estimated Revenue	Increase	FY 17/18 Revised Estimated Revenue
0000560	343530	Trans Fare Dial-A-Ride	534,823	32,177	567,000
			534,823	32,177	567,000

New Positions

New Positions	Position	# of New Positions	Total Salary	Salary + Benefits
SPECIAL TRANSIT SUPV 1E -	PR106430F	1	62,004	108,314
MINIBUS DRIVER (T)	PR103952F	6	31,764	49,227

FISCAL IMPACT:

This action has no negative 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 located in the Special Transportation (560) fund.

Prepared by: Adolfo Cruz, Parks, Recreation and Community Services Director
 Certified as to
 availability of funds: Adam Raymond, Acting Chief Financial Officer/ City Treasurer
 Approved by: Alexander T. Nguyen, Assistant City Manager
 Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. FY 2017/18 TDA Claim Form
2. FY 2017/18 – 2019/20 Short Range Transit Plan