



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: SEPTEMBER 17, 2019**

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

SUBJECT: SUBMIT CLAIM TO RIVERSIDE COUNTY TRANSPORTATION COMMISSION FOR FISCAL YEAR 2019/2020 TRANSPORTATION DEVELOPMENT ACT FUNDS IN THE AMOUNT OF \$3,912,200 FOR THE OPERATION OF THE SPECIAL TRANSPORTATION PROGRAM; APPROVE THE SPECIAL TRANSPORTATION PROGRAM'S SHORT RANGE TRANSIT PLAN FOR FISCAL YEAR 2019/2020 – 2021/2022; REVISE FISCAL YEAR 2019/2020 ADOPTED BUDGET TO DECREASE EXPENDITURES BY \$11,150 AND DECREASE REVENUES BY \$21,543

ISSUE:

Authorize the submittal of the Riverside County Transportation Commission Transportation Development Act funds claim in the amount of \$3,912,200 for the operation of the 2019/2020 Special Transportation Program; adopt the Fiscal Year 2019/2020 – Fiscal Year 2021/2022 Short Range Transit Plan and revise the Fiscal Year 2019/2020 adopted budget to decrease expenditures by \$11,150 and decrease revenues by \$21,543.

RECOMMENDATIONS:

That the City Council:

1. Authorize the submittal of the Riverside County Transportation Commission Transportation Development Act claim for Fiscal Year 2019/2020 in the amount of \$3,912,200 for the operation of the Special Transportation Program;
2. Adopt the Special Transportation Program's Short Range Transit Plan covering Fiscal Years 2019/2020 - 2021/2022;
3. Approve a revised decrease in expenditures in the amount of \$11,150 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; and
4. Approve a decrease in estimated revenues in the amount of \$21,543 to align with Riverside County Transportation Commission approved estimates in the Short Range Transit Plan.

BACKGROUND:

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; and
2. State Transit Assistance fund (STA), which is derived from the statewide sales tax on diesel fuel.

California Department of Tax and Fee Administration, 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% according to operator revenues from the prior fiscal year.

On June 24, 2019 the Riverside County Transportation Commission (RCTC) approved Special Transportation Program's Short Range Transit Plan (SRTP) for Fiscal Year 2019/20 - 2021/22, which included the operations budget of \$4,707,700. The budget is broken down further into \$3,912,200 in TDA LTF, \$320,000 in Federal 5307 funds and \$475,500 in Fare Box 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 2019/20 Special Transportation Program, as included in the Fiscal Year 2019/20 budget. This claim is in the amount of \$3,912,200 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 2019/20 - 2021/22

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 more than the final approved figures by RCTC. A revised decrease in appropriation in the amount of \$11,150 as well as a decrease in estimated revenue in the amount of \$21,543 are necessary to align the adopted budget with the final funding approved for Special Transportation operations by RCTC.

TDA funds in the amount of \$3,832,200 are included in the Fiscal Year 2019/20 operating budget for the Special Transportation Program. The estimated fare box revenues approved in the SRTP is \$475,500 for a total operating budget of \$4,307,700. Capitalized Preventative Maintenance is funded by \$80,000 in TDA LTF funds and \$320,000 in Federal 5307 funds.

FISCAL IMPACT:

The fiscal impact of this action is a decrease in FY 2019/2020 expenditures in the amount of \$11,150 and a decrease in FY 2019/2020 revenues in the amount of \$21,543 to the accounts identified below.

Expenditures

GL Key	GL Account	Description	FY 19/20 Adopted Budget	FY19/20 Revised Budget	Difference
5200200	Personnel	Salaries & Benefits - Vacant Positions	\$ 2,017,178	\$ 1,812,648	\$ (204,530)
5200200	413110	Overtime at Straight Rate	13,601	5,000	(8,601)
5200200	424320	Overtime at 1.5 Rate	45,336	100,000	54,664
5200200	421000	Professional Services	20,000	126,263	106,263
5200200	422100	Telephone	2,900	4,400	1,500
5200200	422120	Telephone - Cellular	19,424	20,400	976
5200200	422200	Electric	2,811	10,000	7,189
5200200	422600	Other Utilities	366	500	134
5200200	424220	All Other Equip Maint/Repair	1,300	500	(800)
5200200	424240	Central Communications Chg	10,000	5,000	(5,000)
5200200	424250	Sublet Repairs - Automotive	18,500	20,000	1,500
5200200	424310	Software Maintenance/Support	52,000	90,000	38,000
5200200	425100	Advertising Expense	7,000	5,000	(2,000)
5200200	425200	Periodicals & Dues	1,000	2,000	1,000
5200200	425400	General Office Expense	11,900	8,000	(3,900)
5200200	425500	Postage	500	1,585	1,085
5200200	425600	Central Printing Charges	1,000	500	(500)
5200200	426800	Special Department Supplies	3,000	5,000	2,000
5200200	427100	Travel & Meeting Expense	1,500	5,800	4,300
5200200	427200	Training	6,700	2,400	(4,300)
5200200	428420	Insurance Charges - Direct	5,130	5,000	(130)
5200200	XXXXX	All Other Objects	2,077,704	2,077,704	-
		Total:	\$ 4,318,850	\$ 4,307,700	\$ (11,150)

Revenue

GL Key	GL Account	Description	FY 19/20 Adopted Budget	FY19/20 Revised Budget	Difference
0000560	343530	Trans Fare Dial-A-Ride	\$ 450,000	\$ 475,500	\$ 25,500
0000560	335912	SB325 Article 4	3,879,243	3,832,200	(47,043)
		Total:	\$ 4,329,243	\$ 4,307,700	\$ (21,543)

Prepared by: Adolfo Cruz, Parks, Recreation and Community Services Director
 Certified as to
 availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer
 Approved by: Rafael Guzman, Assistant City Manager
 Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. FY 2019/20 – 2021/22 Short Range Transit Plan
2. TDA Fund Claim Form