



## REPORT TO CITY COUNCIL

Approved by:

*Allen Bitter*

Council Meeting of: August 19, 2020

Agenda Number: B-4

for

Keith Helmuth, Department Director

*Arnoldo Rodriguez*

Arnoldo Rodriguez, City Manager

### SUBJECT:

Applications for Transportation Development Act (TDA) – Local Transportation Funds (LTF) and State Transit Assistance (STA) Funds for Fiscal Year (FY) 2020/21

### RECOMMENDATION:

Adopt a Resolution Authorizing the Submittal of LTF and STA Applications for TDA funding to the Madera County Transportation Commission (MCTC)

### SUMMARY:

The TDA provides for two sources of funding for public transportation, it includes LTF and STA. The following is a summary of each:

- LTF: \$1,814,746
  - LTF must be used for transportation related services such as transit services, street construction, program planning, and administration
  - As part of the Capital Improvement Plan (CIP) presented to Council on May 21, 2020, projects were identified for use of said funds
  - 2020/21 allocation is a decrease of \$22,635 in comparison to FY 2019/20
- STA: \$585,523
  - May only be used for transit related programs
  - Funds are programmed for operations of the Madera Metro
  - 2020/21 allocation is a decrease \$64,058 in comparison to FY 2019/20

It is important to note that dollar amounts identified above are estimates at this time. It is expected that these figures will be revised when more information is known about the impact of COVID-19 on sale tax revenue. Both LTF and STA funds were included in the adopted FY 2020/21 City Budget.

**DISCUSSION:**

The TDA fund are derived from the following sources:

- Local Transportation Funds (LTF) are generated from a ¼ cent of the general sales tax collected statewide. LTF is used for transportation related services such as transit, street construction, program planning, and administration.
- State Transit Assistance funds (STA) are generated from the statewide sales tax on diesel fuel. STA funds are limited to transit related programs.

The purpose and priority of the TDA is to provide funding for public transportation needs throughout the State. Funds are allocated based on population, taxable sales, and transit performance. Some counties have the option of using LTF for local streets and road projects, if they can show there are no unmet transit needs. Historically, the City has availed itself of its ability to utilize LTF for the purposes of assisting in other transportation needs, road improvements, and support of transportation related activities.

Local agencies are required to submit applications for LTF and STA funds annually for approval by the MCTC Board. These applications describe the intended use of the funds and require Council approval. The LTF application will be brought back to Council for consideration once the carryover balance is validated with MCTC. Changes to these applications by the local agency may be made through an amended application at any time. The applications are prepared to reflect the proposed expenditures for the coming FY.

As outlined in Public Utilities Code (PUC) Section 99233, LTF are allocated in a specific priority order. LTF are first programmed for transit services based on the premise that the unmet transit needs process has been prepared and conducted by the MCTC, and operational needs determined by City staff.

After allocating the amounts needed for Transit, 2 percent of funds are allocated for Bicycle and pedestrian facilities and projects while 3 percent of funds are earmarked for MCTC Transportation Planning and Programming. Remaining LTF are typically programmed for street construction and maintenance projects that are identified in the City’s CIP and generally include planning, acquisition of real property, construction of facilities, and administration. Table 1 list proposed activities for LTF.

<i>Activity</i>	<i>Amount</i>
Transit Services & Capital Outlay	\$796,812
Bicycle/Pedestrian Facilities	\$36,295
Transportation Planning (MCTC)	\$54,442
Transportation Improvement Projects	\$927,197
<b>Total</b>	<b>\$ 1,814,746</b>

As part of previous applications expenditure reviews, staff identified a concern relative to the ongoing stability of previously adhered practices in relation to planning for the use of available LTF funding. This concern had been alluded to in previous staff reports to Council in that expenditures of LTF funding toward transit activities had been increasing at a greater pace than TDA funding (Overall STA or STA and LTF combined has been increasing). This led staff to the conclusion that expenditures that may be covered by LTF for Engineering Division operations or projects may need to be reduced over the next several years. This assumption has been taken into consideration for FY 2019/20 and beyond. The changes made in the FY 2019/20 CIP resulted in the ability to project positive ending balances for the entirety of the CIP planning horizon. Given impacts associated with Covid-19, LTF-Streets is currently projected to be in a deficit in FY 2022/23. Given the current uncertainty as to what the actual impacts will be on LTF funding in future years, staff has not attempted, at this time, to balance expenses against revenues that far in advance. Preferring rather to confirm impacts in the next FY.

**FINANCIAL IMPACT:**

For this cycle and near term, the next several cycles, there are no identified impacts to the General Fund.

**CONSISTENCY WITH THE VISION MADERA 2025 PLAN:**

*Managed Growth: Strategy 101.6* – Ensure infrastructure can sustain population growth in the development of the General Plan.

*Multi-modal Transportation: Strategy 121* – Develop a City-wide multi-modal transportation plan to ensure safe, affordable and convenient transportation modes for residents and businesses within Madera.

**ALTERNATIVES:**

Provide staff direction from Council on how to best utilize available funds.

**ATTACHMENTS:**

1. Resolution  
Exhibit A – Applications

**Attachment 1**  
Resolution

RESOLUTION NO. 20-\_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA,  
CALIFORNIA APPROVING APPLICATIONS FOR  
TRANSPORTATION DEVELOPMENT ACT (TDA) – LOCAL  
TRANSPORTATION FUNDS (LTF) AND STATE TRANSIT  
ASSISTANCE (STA) FUNDS FOR FISCAL YEAR (FY) 2020/21 AND  
AUTHORIZING THE CITY ENGINEER TO EXECUTE AND SUBMIT  
THE APPLICATIONS TO MADERA COUNTY TRANSPORTATION  
COMMISSION (MCTC)**

**WHEREAS**, the TDA - LTF and STA funds are annually allocated by MCTC pursuant to the TDA; and

**WHEREAS**, the City of Madera prepares the applications outlining the intended uses for the LTF and STA funds each year and the applications may be amended as needed; and

**WHEREAS**, the LTF and STA fund applications for FY 2020/21 that describe the intended uses of these funds have been submitted to Council for review and approval.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF MADERA** hereby resolves, finds, determines and orders as follows:

1. The above recitals are true and correct.
2. The FY 2020/21 applications for TDA – LTF and STA funds as allocated to the City of Madera by MCTC are attached hereto as Exhibit A and referred to for particulars is necessary for the City of Madera to receive TDA – LTF and STA funds.
3. The applications are hereby approved.
4. The City Engineer is authorized to execute the applications and submit to MCTC.
5. This resolution is effective immediately upon adoption.

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**Exhibit A**  
Application

**MADERA COUNTY TRANSPORTATION COMMISSION  
TRANSPORTATION DEVELOPMENT ACT APPLICATION SUMMARY - FORM A**

(All claimants must complete this document)

Line  
 1 Project Year (FY) 2020-21  
 2 Claimant City of Madera  
 3 Address 205 W. Fourth Street, Madera, CA  
 4 Contact Person Mercedes Evangelista Title Administrative Analyst  
 5 Telephone Number 559-661-5418  
 6 The above named claimant hereby applies for allocations of Transportation Development Act funds for FY 2020-21 for the purposes and in the amount(s) specified below:

<b>Purpose</b>		
<b>Local Transportation Fund</b>		
7	Regional Transportation Planning (PUC 99262 & 99402)	\$ 54,442.00
8	Pedestrian & Bikeway Facilities (PUC 99234)	\$ 36,295.00
9	Article 4 Transit (PUC 99260)	
10	Article 4.5 Community Transit (PUC 99275)	\$ 796,812.00
11	Article 8a Streets & Roads (PUC 99400a)	\$ 927,197.00
12	Article 8b Rail (PUC 99400b)	
13	Article 8c Transit Contracts (PUC 99400c)	
14	<b>TOTAL LTF</b>	<b>\$ 1,814,746.00</b>
<b>State Transit Assistance</b>		
15	Transportation Planning	
16	Mass Transportation	
17	<b>TOTAL STA</b>	<b>\$ -</b>
18	<b>TOTAL TRANSPORTATION DEVELOPMENT ACT APPLICATION</b> <i>(add lines 14 and 17)</i>	<b>\$ 1,814,746.00</b>

Claimant acknowledges that payment by the County Auditor of an allocation made by MCTC is subject to such monies being on hand and available for distribution and to the provision that such moneys be used only in accordance with the terms of the allocation instruction issued by MCTC.

19 By: Mercedes Evangelista  
 20 Title: Administrative Analyst  
 21 Date: 8/19/2020

I hereby attest to the reasonableness and accuracy of the financial statements included in Documents D, E, & F. (Sec. 6632)

22 Signed: \_\_\_\_\_

23 Name: Keith B. Helmuth, PE

24 Title: City Engineer

Reference: CCR Section 6630

**Approved by MCTC:**

\_\_\_\_\_  
Authorized Official

\_\_\_\_\_  
Date

**FORM A**

**MADERA COUNTY TRANSPORTATION COMMISSION**  
 Application for Transportation Development Act Funds - **Form A.1**  
**Local Transportation Fund (LTF)**  
 Fiscal Year 2020/21

Applicant Agency and Project Manager:

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This form is to be used when making an application to use LTF funds for Public Transportation Services, Transportation Planning Services, Pedestrian and Bicycle Facility Construction, and Street and Road Projects. All projects submitted must be included in the Regional Transportation Plan. MCTC is required to make a finding that "No unmet public transportation needs exist" in the county before this application can be approved.

**FUNDING REQUEST:**  
**Transportation Services, Section 99260 (Article 4):**

1. Name of Service: _____	\$	_____
2. Name of Service: _____	\$	_____
TOTAL:		\$ _____ -

**Transportation Services, Section 99400 (b,c,d) (Article 8):**

1. Name of Service, Contractor:	Madera Metro, Intermodal Ops & Capital	\$	796,812.00
2. Name of Service, Contractor:	_____	\$	_____
3. Name of Service, Contractor:	_____	\$	_____
4. Name of Service, Contractor:	_____	\$	_____
TOTAL:		\$	796,812.00

**Pedestrian and Bicycle Facilities, Section 99234 (Article 3):**

Project Name, if applicable

1.	_____	\$	36,295.00
2.	_____	\$	_____
3.	_____	\$	_____
TOTAL:		\$	36,295.00



**Transportation Planning Services, Section 99402 (Article 8):**

<i>MCTC regional transportation planning</i> activities on behalf of member agencies	\$ <u>54,442.00</u>
<i>Local Agency transportation planning</i> activities (or Contracted Services)	\$ _____
<i>Additional planning</i> project or contracted transportation planning work	\$ _____
TOTAL:	\$ <u>54,442.00</u>

**Street and Road Projects, Section 99402 (Article 8):**

Article 8 Funds Requested for Street & Road Projects	\$ <u>927,197.00</u>
<b>GRAND TOTAL:</b>	\$ <u><b>1,814,746.00</b></u>

**Submitted By:**

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Signature of Local Official, Title *Keith Helmuth, City Engineer*

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Date

**Approved by MCTC:**

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Executive Director

Date

Note:

TDA funds may be used to cover actual expenses during the fiscal year of the application only. Should carryover funds occur, MCTC should be notified

**MADERA COUNTY TRANSPORTATION COMMISSION**  
 Application for Transportation Development Act Funds - **Form A.2**  
**State Transit Assistance (STA)**  
 Fiscal Year 2020/21

Applicant Agency and Project Manager:

This form is to be used when making an application to use STA funds for Transportation Services and Transportation Planning. All projects submitted must be included in the Regional Transportation Plan.

**FUNDING REQUEST:**

**Transportation Services:**

1. Name of Service, Contractor:	Madera Metro, Dial-A-Ride, Intermodal	\$ <u>585,523.00</u>
2. Name of Service, Contractor:		\$ _____
3. Name of Service, Contractor:		\$ _____
4. Name of Service, Contractor:		\$ _____
5. Name of Service, Contractor:		\$ _____
<b>TOTAL:</b>		\$ <u>585,523.00</u>

**Transportation Planning Services:**

MCTC transit planning activities on behalf of member agencies.	\$ _____
Local Agency transportation planning activities (or Contract Services)	\$ _____
Additional planning project or contracted transportation planning work	\$ _____
<b>TOTAL:</b>	\$ <u>-</u>

**SUMMARY of PROPOSED EXPENDITURES**

Transportation Services	\$ <u>585,523.00</u>
Transportation Planning Services	\$ <u>-</u>
<b>GRAND TOTAL:</b>	\$ <u>585,523.00</u>

**Submitted By:**

\_\_\_\_\_  
 Signature of Local Official, Title *Keith Helmuth, City Engineer*

**Approved by MCTC:**

\_\_\_\_\_  
 Executive Director Date

Note:  
 TDA funds may be used to cover actual expenses during the fiscal year of the application only. Should carryover funds occur, MCTC should be notified