

CITY OF YUBA CITY
STAFF REPORT

Date: December 19, 2017
To: Honorable Mayor & Members of the City Council
From: Finance Department
Presentation By: Spencer Morrison, Accounting Manager

Summary

Subject: Transportation Development Act (TDA) Claim for FY 2017-2018 of \$1,031,340 in Local Transportation Funds (LTF)
Recommendation: Adopt a resolution authorizing submission of the City's FY 2017-2018 TDA claim to the Sacramento Area Council of Governments (SACOG).
Fiscal Impact: \$957,774 in LTF revenue for TDA funded projects on Yuba City Streets as approved in the FY 2017-2018 CIP Budget.

Purpose:

To secure funding to be used for road repair and maintenance.

Background:

The City Council is requested to approve the following allocation of the City's fiscal year Local Transportation Fund (LTF) revenues as indicated below:

1. Yuba City Streets & Roads Fund	\$957,774
2. Sacramento Area Council of Governments (SACOG)	73,566
3. Yuba-Sutter Transit Authority (YSTA)	1,420,869
Total	<u>\$2,452,209</u>

Projects completed in recent years include:

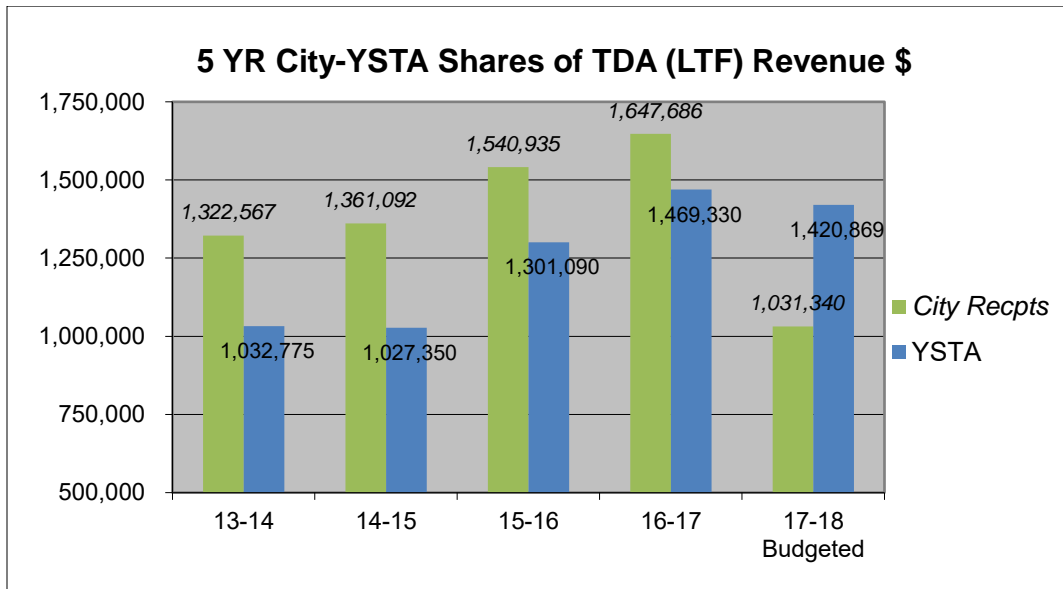
- Striping and marking, drainage and traffic signal improvements, and road rehabilitation at various locations;
- Bridge Street Reconstruction between Plumas Street and Cooper Avenue; and
- Garden Highway Improvements.

Analysis:

The Sales Tax rate in Sutter County is currently 7.25%. Of this rate, 0.25% is collected by the State of California and allocated back to each city and county (based on population) for local transportation services and projects. The City of Yuba City's share of these funds for FY 2017-2018 totals \$2,452,209, a decrease of 23.7% from the apportionment of \$3,213,419 for FY 2016-2017. Of this amount, YSTA is apportioned a share (in accordance with our Joint Powers Agreement), SACOG receives a portion for planning costs, and the remainder is placed in the City's TDA project fund (305).

YSTA will use their portion, \$1,420,869, to provide community-wide transit services. The YSTA portion has decreased 3% from last year, and has increased an average of 8% per year over a five-year period, FY 2013-2014 through FY 2017-2018.

The following chart illustrates five years of the City's and YSTA's shares of TDA (LTF) claims:



The local share of TDA revenue distribution considers county June 30th LTF balance estimates and must be trued-up for the differential between the estimation and actual in the following year. The 23.7% apportionment reduction in FY 2017-2018 is due to Sutter County's ending LTF balance over-estimation for FY 2016-2017, creating a \$456,957 deficit to start FY 17-18, coupled with a \$276,731 overall LTF income reduction.

Fiscal Impact:

\$1,031,340 in revenue will be received by the City for TDA Fund projects on Yuba City streets as approved in the FY 2017-2018 CIP Budget.

Alternatives:

- City Council may determine that LTF revenue is not needed and forego the City's claim.
- City Council may use its seat at YSTA to help identify further unmet transportation needs, which would reduce or eliminate the City's LTF revenue claim.

Recommendation:

Adopt a resolution authorizing submission of the City's FY 2017-2018 TDA claim to the Sacramento Area Council of Governments (SACOG).

Attachments:

1. Yuba Sutter Transit Authority Reso No. 7-17
2. SACOG Claim Packet

Prepared By:

/s/ Spencer Morrison

Spencer Morrison
Accounting Manager

Submitted By:

/s/ Steven C. Kroeger

Steven C. Kroeger
City Manager

Reviewed By:

Finance Director
City Attorney

RB

TH by email

ATTACHMENT 1

YUBA-SUTTER TRANSIT AUTHORITY
RESOLUTION NO. 7-17

**FISCAL YEAR 2017/2018
TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM AUTHORIZATION**

- WHEREAS, *The Sacramento Area Council of Governments (SACOG) has approved allocations of Local Transportation Development Act (TDA) revenues for the Local Transportation Fund (LTF) and State Transit Assistance (STA) programs for FY 2017/2018 for the Counties of Yuba and Sutter; the Cities of Marysville and Yuba City; and, the Yuba-Sutter Transit Authority; and,*
- WHEREAS, *SACOG has designated Yuba-Sutter Transit as the Consolidated Transportation Services Agency (CTSA) for Yuba and Sutter Counties and the cities therein; and,*
- WHEREAS, *Yuba-Sutter Transit has been designated by the Cities of Live Oak and Wheatland as the claimant for all State Transit Assistance (STA) funds available to these non-member jurisdictions; and,*
- WHEREAS, *The Yuba-Sutter Transit Board of Directors has adopted a budget for FY 2017/2018 that includes a total of \$2,500,000 in Local Transportation Fund (LTF) and a maximum of \$1,000,000 in State Transit Assistance (STA) revenues with \$755,000 to be used for operating purposes with the remainder to be used for capital purposes; and,*
- WHEREAS, *The Board of Directors, pursuant to the provisions of the Yuba-Sutter Transit Joint Powers Agreement, has adopted the annual apportionment of LTF contributions between the member jurisdictions for FY 2017/2018 in the following amounts: City of Marysville - \$187,753; City of Yuba City - \$1,420,869 County of Yuba - \$731,047 and, County of Sutter - \$160,331; and,*

NOW, THEREFORE, BE IT RESOLVED that the Yuba-Sutter Transit Authority Board of Directors does hereby authorize the submittal to SACOG of a TDA claim for a maximum of \$2,500,000 in LTF revenue and \$1,000,000 in STA revenue for FY 2017/2018 by the following vote:


Ayes: Cardoza, Didbal, Fletcher, Leahy, Mckenzie, Sullenger

Noes: & Whiteaker

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THE FOREGOING RESOLUTION WAS DULY AND REGULARLY INTRODUCED, PASSED AND ADOPTED BY THE YUBA-SUTTER TRANSIT AUTHORITY AT A REGULAR MEETING HELD ON JUNE 15, 2017.


Preet Dibal, Chairman of the Board

ATTEST:


Sandra Anderson
Secretary to the Board

ATTACHMENT 2



TRANSPORTATION
DEVELOPMENT ACT
CLAIM PACKET

Sacramento Area Council of Governments
1415 L Street, Suite 300
Sacramento, CA 95814

**TRANSPORTATION DEVELOPMENT ACT
CLAIM CHECKLIST**

Please check the following, items as being either included with the attached TDA claim package or are on file at SACOG.

Item	Claimant	Attached	On file
• TDA-1 Annual Transportation Development Claim	All claimants	<u> X </u>	N/A
• TDA-2 Project and Expenditure Plan (for the fiscal year of this claim and the prior fiscal year)	All claimants	<u> X </u>	N/A
• TDA-3 Status of Previously Approved Projects	All claimants	<u> X </u>	N/A
• TDA-4 Statement of Conformance	All claimants	<u> X </u>	N/A
• TDA-5 TDA Claim Certification	All claimants	<u> X </u>	N/A
• Resolution by governing body that authorized the claim	All claimants	<u> X </u>	N/A

If Claimant is a Transit Agency

• CHP Safety Compliance Report (Completed within the past 13 months)	Claimants for transit service	<u> </u>	<u> </u>
• Adopted or proposed budget for the fiscal year of the claim	Claimants for transit service	<u> </u>	<u> </u>
• Signed copy of transit service contract	Claimants for transit service	<u> </u>	<u> </u>
• Area wide transfer agreement, resolution	Claimants that allow inter-system transfers	<u> </u>	<u> </u>
• Information establishing eligibility under efficiency criteria	Claimants for revenue-based STA funds	<u> </u>	<u> </u>
• Certification that claim is consistent with Capital Improvement Program	Claimants for bike/ped facilities	<u> </u>	<u> </u>
• Compliance with PUC Sec. 99155 & 99155.5	Claimants for transit service	<u> </u>	<u> </u>
• STA Operator Qualifying Criteria calculation based on section 99314.6	Claimants for transit service	<u> </u>	<u> </u>
• Copy of Ten Year Capital & Operations Program	Claimants for transit service	<u> </u>	<u> </u>

TDA-1

TRANSPORTATION DEVELOPMENT ACT CLAIM

TO: Sacramento Area Council of Governments
1415 L Street, Suite 300
Sacramento, CA 95814

FROM: Claimant City of Yuba City
Address 1201 Civic Center Boulevard
City Yuba City Zip Code 95993
Contact Person Spencer Morrison
Phone 530-822-4803 Email smorriso@yubacity.net

The above claimant hereby requests, in accordance with authority granted under the Transportation Development Act and applicable rules and regulations adopted by the Sacramento Area Council of Governments (SACOG), that its request for funding be approved as follows:

LTF \$1,031,340 (FY 2017/2018)
____ (FY ____ / ____)
____ (FY ____ / ____)
____ (FY ____ / ____)

STA _____ (FY ____ / ____)
____ (FY ____ / ____)
____ (FY ____ / ____)
____ (FY ____ / ____)

Submitted By Robin Bertagna
Title Finance Director
Date December 20, 2017

TDA-2

ANNUAL PROJECT AND EXPENDITURE PLAN

Claimant: City of Yuba City					Fiscal Year: 2017/2018				
Project Title and TDA Article Number	SOURCES OF FUNDING								
	TDA LTF	TDA STA	Transit Fares	Measure A	Road Fund	Developer Fees/Const. Tax	Federal/ State	Other	TOTAL
Article Section 99400(a)	\$ 957,774								\$ 957,774
SACOG Planning	73,566								73,566
TOTAL REQUEST	\$ 1,031,340	\$	\$	\$	\$	\$	\$	\$	\$1,031,340

TDA-3
STATUS OF PREVIOUSLY APPROVED PROJECTS

Instructions: Describe the status of all prior fiscal year TDA claim projects and any projects from previous years, which are still active.

- Include both operating and capital projects
- Approved amounts should be as specified in TDA claims approved by SACOG
- Expenditures should be to date
- Project status should be either "Complete" or "Active"

Fiscal Year	Project Title	Amount Approved	Expenditures	Project Status
2013-14		\$1,696,190	\$1,696,190	Complete
2014-15		1,289,439	1,289,439	Complete
2015-16		1,540,935	1,523,518	Active
2016-17		1,647,686	0	Active
TOTAL		\$ 6,174,250	\$ 4,509,147	

TDA-4
STATEMENT OF CONFORMANCE

Form TDA-4 must be completed and signed by the Administrative Office of the submitting claimant.

The City of Yuba City hereby certifies that the Transportation Development Act claim for fiscal year(s) 2017-2018 in the amount of \$ 1,031,340 (LTF) and \$ 0.00 (STA) for a total of \$ 1,031,340 conforms to the requirements of the Transportation Development Act and applicable rules and regulations. (See Attachment A for listing of conformance requirements)

Certified by Chief Financial Officer _____

Title Finance Director

Date December 20, 2017

TDA-5

TDA Claim Certification Form

I, Robin Bertagna, Chief Finance Officer for the City of Yuba City, do hereby attest, as required under the California Code of Regulations, Title 21, Division 3, Chapter 2, Section 6632, to the reasonableness and accuracy of the following:

- (a) The attached budget or proposed budget for FY 20¹⁷20₁₈
- (b) The attached certification by the Department of the California Highway Patrol verifying that City of Yuba City is in compliance with Section 1808.1 of the Vehicle Code, as required in Public Utilities Code Section 99251.
- (c) The estimated amount of Article Section 99400(a) maximum eligibility for moneys from the local transportation fund and the state assistance fund, as defined in Section 6634, is \$ 1,031,340.

(Signature) Chief Financial Officer

City of Yuba City

(Agency Name)

December 20, 2017

(Date)

ATTACHMENT A
CONFORMANCE - TDA CLAIMANTS
Standard Assurances

- 1) 180-Day Certified Fiscal Audit (*Applies to all claims; SACOG administers fiscal audits for all operators in the region, with the exception of the Sacramento Regional Transit District*) - Assurance that the claimant has submitted a satisfactory independent fiscal audit, with required certification, to SACOG and to the State Controller not more than 180 days after the end of the prior fiscal year (Sections 99245 and 6664).
- 2) 90-Day Annual State Controller Report (*Applies to all transit claims*) – Assurance that claimant has submitted this report to the State Controller in conformance with the uniform system of accounts and record not more than 90 days after the end of the prior fiscal year (110 days for electronically submissions) (Section 99243). Claimant should also supply a copy of the State Controller report (SCR) to SACOG no more than 120 days after the end of the prior fiscal year.
- 3) Use of Federal Funds (*Applies to all Article 4 claims*) –
 - Claimant filing a claim for TDA funds for capital intensive projects pursuant to Section 99268.7 certifies that it has made every effort to obtain federal funding for any project which is funded pursuant to Section 99268.7.
 - Claimant qualifying for funds pursuant to Section 99268.1 and filing a claim for TDA funds in excess of the amount allowed by Section 99268 certifies that such funds are required in order to obtain maximum federal operating funds in the year such funds are claimed pursuant to Section 6633.1.
- 4) Elderly/Disabled (*Applies to all transit claims*) – That the transit operator is in compliance with Section 99155 pertaining to reduced transit fares for elderly and disabled persons and Section 99155.5 pertaining to dial-a-ride and paratransit services.
- 5) Farebox Recovery Ratio Requirements (*Applies to all transit claims*) – Claimant filing a claim for LTF or STA funds certifies that it will maintain for the project that ratio of fare revenues and local support to operating cost required under Sections 99268 (including all subparts), 99270.1, 99270.2, 99270.6, and under the “Farebox Requirements for Urbanized and Non-Urbanized Service” adopted by the SACOG Board of Directors on March 18, 1982, whichever is appropriate.

Exceptions:

- 6) 50% Expenditure Limitation (*Applies only to claims for LTF*) – Claimant certifies that it was in compliance with Section 99268 certifying that it (the claim) will not exceed 50% of the amount required to meet operating, maintenance, capital and debt service costs of the transit system after deduction of approved federal grants and STA funds estimated to be received for the system. (A claimant can receive up to 100% of capital costs for grade-separated mass transit projects under Section 99268 and 99281, for capital intensive transit-related projects under Section 99268.7. and for extension of services under Section 6619.1 and 6633.8)
- 7) Extension of Services (*Applies only to LTF claims*) - Claimant who received an allocation of LTF funds for extension of service pursuant to Section 99268.8 certifies that it will file a report of these services pursuant to Section 6633.8(b) within 90 days after close of the fiscal year in which that allocation was granted.

- 8) Retirement System (*Applies only to LTF claims*) - Claimant certifies that (1) the current cost of its retirement system is fully funded with respect to the officers and employees of its public transportation system; or (2) the operator is implementing a plan approved by SACOG which will fully fund the retirement system for such officers and employees within 40 years; or (3) the operator has a private pension plan which sets aside and invests, on a current bases, funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in Section 99272 and 99273.
- 9) Maximum Use of Local Transportation Funds (*Applies only to Sacramento Regional Transit District STA claim*) - That the operator is receiving the maximum allowable amount from the Local Transportation Fund.
- 10) Part-Time Employees (*Applies only to claims for STA*) - Claimant certifies that it is not precluded by any contract entered into on or after June 28, 1979 from employing part-time drivers or contracting with common carriers of persons operating under a franchise or license. Claimant further certifies that no person who was a full-time employee on June 28, 1979 shall have his/her employment terminated or his/her regular hours of employment, excluding overtime, reduced as a result of it employing part-time drivers or contracting with such common carriers.
- 11) Conformance with the Metropolitan (Regional) Transportation Plan (*Applies only to claims for STA*) - Claimant certifies that all of the purposes for claim expenditures are in conformance with the current Short Range Transit Plan, which is an appendix to the Metropolitan (Regional) Transportation Plan.
- 12) Full Use of Federal Funds (*Applies only to STA claims*) - Claimant certifies that it is making full use of federal funds available under the Urban Mass Transportation Act of 1964, as amended.
- 13) Implementation of Productivity Improvements (*Applies only to STA claims*) - Claimant certifies that the operator has made a reasonable effort to implement the productivity improvements recommended pursuant to Section 99244.

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY
AUTHORIZING SUBMISSION OF THE FY 2017-2018 TRANSPORTATION DEVELOPMENT
ACT CLAIM TO THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS**

WHEREAS, the State of California enacted the Transportation Development Act (TDA) in 1972 to provide funds for transportation needs each fiscal year; and

WHEREAS, the Sacramento Area Council of Governments (SACOG) is designated as the Transportation Planning Agency for the City of Yuba City to receive claims for approval pursuant to TDA rules and regulations; and

WHEREAS, SACOG has adopted funding of apportionment for the Local Transportation Funds for Fiscal Year 2017-2018; and

WHEREAS, after transportation needs have been met, any unused funds may be used for street and road improvements.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Yuba City hereby approve and forward to SACOG the attached Fiscal Year 2017-2018 TDA claims, and that the Finance Director is hereby authorized to make the necessary budget amendments, transfers, accounting entries, etc. to carry out the Council's policies and directives related to this matter.

The foregoing Resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on the 19th day of December, 2017.

AYES:

NOES:

ABSENT:

ATTEST:

Preet Didbal, Mayor

Patricia Buckland, City Clerk