

**Background Information:**

**Consent Calendar:**

**2. Approval of the August 10, 2016 Meeting Minutes**

**3. Presentation of the Year End Transit Report**

The performance of Tuolumne County Transit is constantly being monitored. As the Transit Agency is aware, staff has been working to address a farebox recovery ratio that continues to lag behind the milestones that we have set for ourselves as well as the State. Our local performance measures set much higher targets than those required by the State, which reflects our desire to run a service that is efficient and meaningful to the residents of our community.

Last month staff detailed some of the efforts that were made to address this issue. Our strategies were unsuccessful in generating the desired results.

The year-end report echo's what staff has been sharing at Transit Agency meetings, namely:

- Ridership is down slightly
- Contract costs are up
- Farebox Recovery Ratio is suffering
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**Attachments:**

*Year-end Performance Report for Fiscal Year 2016/2017.*

**Recommended Action:**

*Receive and file report as presented.*

*The TAC and CAC Recommended filing the Year End Transit Report as presented.*

**Regular Agenda:**

**4. Public Hearing for Proposed Service cuts on Tuolumne County Transit**

Staff recommends opening a public hearing to collect input on the proposed schedule changes. The cuts being considered are offered in consideration of meeting minimum farebox recovery ratios. Staff will document all comments from the hearing with respect to final recommendations for consideration by the Transit Agency in October. Additional comments have been received by phone and email and will be presented alongside public hearing testimony in October. Staff has reviewed the ridership level on each route to identify the least utilized runs, which are generally the last run of each day.

*Proposed cuts:*

- Eliminate Route 6, replace with General Public Dial-a-Ride
- Eliminate 2 runs on Route 5 (one of the two proposed is not a full run of the route)
- Eliminate 1 run on Route 4
- Eliminate 1 run on Route 3
- Eliminate 1 run on Route 2
- Eliminate 1 run on Route 1

**Attachments:**

*Proof of Publication announcing the Hearing.*

**Recommendation:**

*Open a public hearing to receive comments on proposed schedule changes for Tuolumne County Transit.*

*The TAC and CAC recommended conducting a Public Hearing on the proposed schedule changes.*

**5. Public Hearing to consider adoption of the Final Fiscal Year 2016/17 Budget for the Public Transit System and adoption of Resolution 34-16.**

The Tuolumne County Transit Agency is required to conduct a public hearing each year to consider adoption of the final budget for the Region's Public Transit System, Tuolumne County Transit. As required, a notice of this year's hearing was published at least 10 days in advance in the Union Democrat. The budget materials were available for public review for the 10-day period as well.

As you may recall, the Recommended Budget for Fiscal Year 2016/17 for the Public Transportation System was adopted by the TCTA at the May meeting. The purpose of this agenda item is to adopt the Final Budget.

The Recommended Budget adopted by the TCTA in May provided a working budget beginning July 1<sup>st</sup>, the beginning of the current fiscal year. The Final Budget presented here includes the following changes from the Recommended Budget, as identified in detail in the attached Line Item Budget:

- A small carryover balance in the revenue (PTMISEA) and expense accounts for the County's Standard/Tuolumne Rd. Bus Stop. This amount has not yet been invoiced.
- Adjustments to the revenue and expense accounts to reflect the revised cost estimate and the recent actions taken by the TCTA regarding the Tuolumne Transit Center located at the Law and Justice Center site. (PTMISEA, Low Carbon Transit Grant, three CalOES Grants, LTF, Fund Balance)
- Carryover revenue and expense for the remaining balance of PTMISEA funds allocated to the County's Jamestown Sidewalks Project. This amount has not yet been invoiced.

- Carryover for the Yosemite Service Marketing grant has been added. The revenue and expense accounts offset each other. This amount includes the total unexpended revenue received through this grant.
- Carryover revenue and expense for the City's Washington Street/Stockton Road Corridor Improvements. (LTF) This amount has not yet been invoiced.
- A reduction in the estimates for farebox revenue has been included in light of the year end actual revenue received for FY15/16.
- No change to the LTF allocation to Transit has been made, therefore, this Budget will maintain the planned LTF pass through to the City and County for streets and roads maintenance that was anticipated when the Recommended Budget was adopted.

The attached worksheet includes a line by line comparison of this 2016/17 Final Proposed Budget to the Recommended Budget adopted in May. The worksheet also shows the Fiscal Year 2015/16 final revenue and expenditure numbers.

*The TAC and CAC recommend that any extra LTF funds resulting from service cuts be allocated to the City and County for road maintenance.*

*The TAC and CAC also recommended conducting a hearing for the Final Budget as well as approval, along with Bev Shane's proposal.*

Since formal service cuts have not been implemented, staff believes it is premature to make allocation changes. Variables such as Transit Center Construction and operating costs, sales tax revenue changes from estimates and impacts to Dial-A-Ride service hours could quickly impact available LTF. Staff believes a mid-year budget review is the soonest opportunity to reconsider allocations.

Staff recommends the TCTA adopt the Final Budget as presented.

**Attachments:**

*Resolution 34-16, TCTA Final Budget for FY16/17*

**Recommended Actions:**

1. *Conduct a public hearing to consider adoption of the FY 2016/17 Budget for the Public Transit System.*
2. *Adopt Resolution 34-16 approving the Public Transit System Final Budget for Fiscal Year 2016/17 as presented.*
6. **Adopt Resolution 35-16 authorizing the Auditor-Controller to execute and administer an internal borrowing program and establishing policy guidelines for the program.**

The purpose of this agenda item is to authorize the Auditor-Controller to execute and administer an internal borrowing program in the event that cash flow becomes an issue in a fund administered by the Tuolumne County Transit Agency. These would be short-term internal cash loans between Tuolumne County Transit Agency (TCTA) and Tuolumne County Transportation Council (TCTC)

administered funds to cover necessary expenditures until the revenue to cover these expenditures is received.

As you may know, many funding sources are reimbursement based. This means the expenditures must occur before an invoice for the funds can be submitted. Depending upon how quickly the State or Federal government pays those invoices, it can be quite some time before the revenue is received. This could potentially create a cash flow issue, especially during tight budget years. The responsible use of internal borrowing between various TCTA and TCTC funds can help resolve this issue.

The County Board of Supervisors previously authorized the Auditor-Controller to execute and administer an internal borrowing program to cover periods where revenue is not available in a fund to cover a necessary expenditure. The Auditor-Controller is authorized to borrow between various County funds to maintain the appropriate cash flow.

Staff recommends the TCTA provide a similar authorization to allow the Auditor-Controller to borrow between TCTA and TCTC funds to maintain cash flow. Resolution 35-16 has been prepared to provide this authorization.

It should be noted that, the TCTC is considering adoption of Resolution 553-16 to provide this same authorization for the funds they administer.

**Attachment:**  
*Resolution 35-16*

**Recommended Actions:**  
*Recommend the TCTA adopt Resolution 35-16 authorizing the Auditor-Controller to execute and administer an internal borrowing program and establishing policy guidelines for the program.*

*The TAC and CAC recommended approval of Resolution 35-16.*

## **7. Reports**

- 4:30 Adjourn Meeting
  - 4: 40 Gather at Courthouse Park to go to Transit Center/Road Project site.
  - 5:00 Resume Meeting at Project Site
  - 5:00 – 5:30 Ground Breaking Ceremony of the Transit Center/Road Project.
- Location: 12879 Justice Center Drive  
Sonora, CA 95370

If you are in need of a ride to and from the ceremony, please contact Denise Bergamaschi at 209/533-5928 by 4 p.m. Monday, September 12, 2016 so that arrangements can be made. There is also limited parking available on Old Wards Ferry Road should you decide to take your own vehicle.

