

Background Information:

Consent Calendar:

2. **Approval of the May 8, 2019 Meeting Minutes.**
3. **Consideration of cancelling the July meetings due to the Holiday and staff relocating to new facilities.**

As Committee Members may recall, a list outlining the dates of the TAC/CAC and TCTC/TCTA meetings for calendar year 2019 was distributed in December of 2018. Staff had originally considered keeping the date of the July meeting(s) as the 3rd and 10th. However; to accommodate the July 4th Holiday as well as allow staff to have adequate time to move into our new location, staff is now recommending cancelling all of the July meetings. The next regularly scheduled meetings will be as follows: the Technical and Citizen's Advisory Committee will meet August 7th at 3.p.m and the TCTC/TCTA on August 14th at 3 p.m.

Attachments:

There are no attachments for this item.

Recommendation:

Staff is recommending that the Technical and Citizen's Advisory Committee and TCTA/TCTC meetings for the month of July be cancelled.

The TAC/CAC recommended approval of all items on the Consent Calendar.

Regular Agenda:

4. **Adopt Resolution 54-19 approving the TCTA-Public Transportation Recommended Budget for Fiscal Year 2019/20.**

Public Transportation Services are generally planned through the five year Transit Development Plan and then re-evaluated each year through the Unmet Transit Needs process to see how well those services are meeting the needs of the community. As you may recall, during the recent Unmet Transit Needs process, the TCTC found that there were no unmet transit needs that were reasonable to meet according to the adopted criteria. Therefore, the 2019/2020 Public Transit budget does not provide for any expansion of services.

Revenue

The Public Transportation System is primarily funded by California Transportation Development Act (TDA) funds, Federal Transit Administration (FTA) Section 5311 Operating Assistance grant funds, and farebox revenue. The TDA funds (Local Transportation Funds and State Transit Assistance Funds) are provided by the State to the TCTC, who then allocates the funds to the Public Transportation System.

Local Transportation Funds (LTF) are derived from ¼ of one cent of the retail sales tax collected statewide. The ¼ cent is returned by the State Board of Equalization to each region according to the amount of tax collected in that region. Claims requesting LTF allocations are submitted for

approval to the designated regional transportation planning agency, the Tuolumne County Transportation Council (TCTC) for the Tuolumne County Region. Payments from the LTF are performed by the County Auditor in accordance with written allocation instructions issued by the TCTC in compliance with the TDA. In Tuolumne County, Local Transportation Funds are allocated by population to the City (8.1%) and County (91.9%), who then contribute their share, based on the same population figures, to the cost of providing the Region's public transit services.

LTF is the major revenue source for the Public Transportation System. Based on future estimates on sales tax received from the State, the Auditor-Controller recommends the TCTC estimate a 2% increase in LTF for Fiscal Year 2019/20.

The FY19/20 Budget for Public Transit was developed incorporating the new scheduled hours and rate consistent with the Transit Services Agreement. It is determined that \$1,325,218 in LTF will be needed to fund the Transit Budget.

State Transit Assistance Funding (STAF) is administered and controlled by guidelines set forth in the TDA. Funds for the program are derived from the statewide sales tax on gasoline and diesel fuel. These funds are appropriated to the Secretary of the Business, Transportation and Housing Agency for allocation by formula to each regional transportation planning agency. STAF is budgeted to be \$626,541 in FY19/20. This estimate is based on the State Comptroller's Office allocation estimate.

On April 28, 2017 Governor Brown signed Senate Bill 1 known as the Road Repair and Accountability Act of 2017. The Senate Bill 1 will provide over \$50 billion in new transportation funding over the next decade to repair highways, bridges, and local roads, to make strategic investments in congested commute and freight corridors, and to improve transit service. This bill will provide approximately \$105 million annually to transit operators in California for eligible transit maintenance, rehabilitation and capital projects. This investment in Public Transit will be referred to as the State of Good Repair (SGR) Program.

The State of Good Repair Program is funded from a portion of a new Transportation Improvement Fee on vehicles registrations due on or after January 1, 2018. A portion of this fee will be transferred to the State Controller's Office (SCO) for the SGR Program. In collaboration with the SCO, the California Department of Transportation (Department) is tasked with the management and administration of the SGR Program. These funds will be allocated under the State Transit Assistance (STA) Program formula to eligible agencies pursuant to Public Utilities Code (PUC) section 99312.1. Half is allocated according to population and half according to transit operator revenues.

The Tuolumne County Transportation Council is an eligible project sponsor, and has been estimated to receive \$76,612 in fiscal year 2019/20 from the State of Good Repair Account (SGR). This same amount has been included in the total STAF budget of \$626,541 for FY19/20. A FY19/20 estimate should be received in August or September, and will be incorporated into the FY19/20 Final Budget.

FTA Section 5311 Operating Assistance Funding has been fairly reliable and consistent over the years. As with STAF, final apportionment figures are not typically received until the fall of each year, after budgets have been adopted. Funding for FY19/20 is estimated to be \$305,527.

The farebox revenue estimates for the FY19/20 Recommended Budget show an increase of \$23,607 over the previous year. There continues to be a downward trend in ridership, but staff are working on public outreach and marketing projects this year that will hopefully impact ridership in a positive way. The Dodge Ridge Ski Bus revenue is budgeted with no change with the assumption that we will have a normal ski season in FY19/20.

The Yosemite Transit Marketing is showing a net decrease of \$37,500 in Revenue. This is due to not having the funds to support our marketing efforts in FY19/20. The Park lost revenue during the fires in the summer of 2018 and also during the government shut down in the month of January 2019.

Expenses

The Transit Operations Extension Agreement with Storer Transit Systems includes a 2% increase to the vehicle service hourly rate for transit services for Fiscal Year 2019/20. The recommended budget is based on service hours.

The cost for the Lease of the Transit Facility increases each year by the Consumer Price Index (CPI) for the prior year, which will be 3.5% for the Fiscal Year 2019/20 Budget.

Fuel cost is calculated based on a methodology used by Storer Transit Systems for their overall Transit and Tour Bus businesses. The 2019/20 Budget anticipates an overall fuel cost of \$171,838 calculated on an average price of \$2.90 per gallon.

We have added \$68,400 to Yosemite Transport to cover the cost of joining the Yosemite Area Regional Transportation System (YARTS) Joint Powers Authority (JPA) board of Directors to become voting members.

Increase Special Department Expense to \$67,000 to include \$57,000 for our Short Range Transit Plan and Coordinated Plan.

Staff Costs

TCTA staff is provided by the TCTC through a revenue transfer for the percentage of time dedicated to Public Transportation System administration. Management has reviewed staff time and made some changes to the percentages dedicated to each budget, as illustrated below.

Position/Title	TCTC Budget		Transit Budget		FTE
	FY18/19	FY19/20	FY18/19	FY19/20	
Executive Director	70%	70%	30%	30%	1
Senior Administrative Analyst	70%	70%	30%	30%	1
Senior Transportation Planner	30%	30%	70%	70%	1
Senior Transportation Planner	90%	90%	10%	10%	1
Administrative Technician	70%	70%	30%	30%	1.5
<i>Total Full-Time Equivalents (FTEs)</i>	<i>3.20</i>	<i>3.20</i>	<i>1.80</i>	<i>1.80</i>	<i>5.5</i>

The TCTC desires to compensate the Executive Director with a two percent (2%) cost of living (COLA) salary increase, the Senior Administrative Analyst with a two percent (2%) COLA salary increase, and a two percent (2%) COLA increase to the Administrative Technician, and the two Transportation Planner positions. TCTC employees are compensated consistent with the County's Employee Memorandums of Understanding (MOU). The County has recently approved a Comprehensive Classification and Compensation Study which included several reclassifications and compensation increases. Due to these studies, in addition to the COLA increases the two Transportation Planner positions will receive an additional two percent equity salary increase, all taking effect on 7/1/2019, and keeping in line with the County's negotiated MOU.

Per Title 2 of the California Code of Regulations, Section 570.5; have the TCTC approve and adopt the below standalone pay schedule that is to be posted on the Transit Website and accessible to the public.

Job Code	Classification	Union Code	Reg	Range	Effective Date	Step 1	Step 2	Step 3	Step 4	Step 5
0490	TCTC Executive Director	EXE	R	575	7/01/19	58.86	61.87	65.05	68.36	71.90
3994	TCTC SR. Admin. Analyst	EXE	R	470	7/01/1	35.92	37.76	39.69	41.31	42.59
3895	TCTC SR. Trans. Planner	PRO	R	476	7/01/19	35.95	37.78	39.72	41.75	43.88
4416	TCTC Trans. Planner II	PRO	R	456	7/01/19	32.54	34.20	35.95	37.78	39.72
5024	Admin. Tech.	GEN	R	358	7/01/19	19.95	20.97	22.05	23.17	24.36

The overall expenditure budget is showing an increase of \$79,311 due to the net changes in expenditures described above.

Budget Assumptions

The Public Transportation Budget for Fiscal Year 2018/19 is based upon the following assumptions:

- Overall LTF revenue will increase by 2% from Fiscal Year 2018/19.
- Other revenue, such as STAF and FTA Section 5311 Operating Assistance funding will be received at the amounts included in the Budget.
- The Transit Contractor's vehicle service hour rate will increase by 2%.
- Fuel costs will average \$2.67 per gallon for diesel and \$2.90 per gallon for unleaded gas based on the prices paid in the past two years and recent trends.
- Premium services, such as the Dodge Ridge Ski Bus, Weekend Trolley, Pinecrest, and Special Community Events will continue.
- The TCTA will continue to lease the existing Transit Facility, the payment will increase by the CPI from the prior year (3.5% for this budget year).
- The TCTA will budget a fixed \$60K for marketing.

- The Washington/Stockton Corridor Improvement Project will Begin construction in FY19/20.
- Include \$10,000 in building Improvements.
- Staff costs will be fully budgeted in the TCTC Administration Budget with a reimbursement to the TCTA-Public Transportation Budget for the share of staff time dedicated to transit related activities.
- TCTA staff will receive COLA salary adjustments and Equity adjustments as of 7/1/2019, keeping in line with the Counties negotiated MOU's.
- There is \$80K fixed budget in a vehicle fixed asset fund. This will be accumulated on our balance sheet for future bus purchases.

The Fiscal Year 2019/20 Recommended Budget is estimated to begin with a positive fund balance of \$778,985 based on the Year End Budget Review for the current year. FY19/20 is estimated to end with a \$0 fund balance, over the Minimum Restricted balance, (Contingencies \$938,579) based on the anticipated revenue and planned expenditures, which is consistent with the 90-day cash flow amount required by the Minimum Restricted Fund Balance Policy for this budget. Since the budget includes a contingency for unanticipated items, staff recommends the TCTA pass the Recommended Budget as presented to provide maximum pass through of LTF to the City and County for streets and roads purposes.

The Final Budget will most likely be presented at the September TCTA meeting, after the close-out figures from FY18/19 are finalized. As you know, a public hearing is required prior to the adoption of the final budget each year, which will be included on the agenda. The appropriate public notice will be published at least 10 days in advance of the hearing.

Attachment:

Resolution 54-19, TCTA Recommended Budget for Fiscal Year 2019/20R

Recommended Action:

Adopt Resolution 54-19 approving the Public Transit System Recommended Budget for FY19/20 as proposed.

The TAC/CAC recommended adopting Resolution 54-19 approving the Public Transit System Recommended Budget for FY 19/20 as proposed.

5. Adopt Resolution 53-19 Approving the California State of Good Repair Program Project List.

On April 28, 2017 Governor Brown signed Senate Bill 1 known as the Road Repair and Accountability Act of 2017. The Senate Bill 1 will provide over \$50 billion in new transportation funding over the next decade to repair highways, bridges, and local roads, to make strategic investments in congested commute and freight corridors, and to improve transit service. This bill will provide approximately \$105 million annually to transit operators in California for eligible transit maintenance, rehabilitation and capital projects. This investment in Public Transit will be referred to as the State of Good Repair (SGR) Program.

The State of Good Repair Program is funded from a portion of a new Transportation Improvement Fee on vehicles registrations due on or after January 1, 2018. A portion of this fee will be transferred to the State Controller's Office (SCO) for the SGR Program. In collaboration with the SCO, the California Department of Transportation (Department) is tasked with the management and administration of the SGR Program. These funds will be allocated under the State Transit Assistance (STA) Program formula to eligible agencies pursuant to Public Utilities Code (PUC) section 99312.1. Half is allocated according to population and half according to transit operator revenues.

The Tuolumne County Transportation Council is an eligible project sponsor, and has been allocated \$76,612 in fiscal year 2019/20 from the State of Good Repair Account (SGR).

The TCTA staff recommendation is that FY19/20 SGR funding of \$76,612 be used for transit maintenance and rehabilitation of the existing fleet. The total cost currently budgeted for maintenance is \$311,465. The balance of \$234,482 will be covered by State Transit Assistance (STA) funding, Local Transportation Funds (LTF) and Farebox revenue as appropriated in the FY 19/20 Final Budget.

Attachments

*TCTA Resolution 53-19 requesting the Project list approval.
Project List.*

Recommended Action

Adopt Resolution 53-19 Approving the recently submitted State of Good Repair Project List for FY19/20.

The TAC/CAC recommended adopting Resolution 53-19 approving the State of Good Repair Project List for FY19/20.

6. Reports