

**Background Information:**

**Consent Calendar:**

**2. Approval of the January 2, 2019 Meeting Minutes.**

**Regular Agenda:**

**3. Presentation of the Tuolumne County Transit Agency 2018/19 Mid-Year Budget**

The Fiscal Year 2018/19 Final Budget for the Tuolumne County Transit Agency was adopted by the TCTA on October 10, 2018. This mid-year report is an important tool in forecasting how the budget is performing financially compared to the adopted budget.

The TCTA Budget is performing as originally projected with small variances, as identified in the attached TCTA Revenue and Expense Budget Mid-Year Review.

**Revenue**

A minor increase of \$5,300 in 5311 Transit assistance funding revenue is projected based on an adjusted State allocation.

A combined decrease of \$19,710 in Transit farebox revenue is projected based on receipts through mid-year.

A minor increase of \$6,402 in Bus placement advertising revenue is projected based on receipts through mid-year.

Overall, the revenue shows a total decrease of \$8,053 dollars, which is irrelevant to the total expected revenue of over \$3.8 million.

**Expense**

The review projects some minor increases in expense may materialize based on actuals through mid-year as follows:

Increase of \$1,400 in Dues & Memberships. We recently became members of the California Transit Association.

Increase of \$4,129 projected for Facilities management of the transit center, which cover janitorial services to the new facility.

A net decrease of \$36,087 of Transit expenses including Fixed route increase of \$9430, Weekend Dial a Ride increase of \$14,026, and a decrease of Regular Dial a Ride of \$59,543.

A projected decrease of R & L Buildings & Improvement in the amount of 14,565.

Increase of \$51,861 in A-87 Charges from the Auditor Controller. These charges were estimates given by the Auditor for FY17/18 Final budget. The charges are coming in higher than expected, but because other areas of the budget are not expected to materialize at full budgeted expense, we are confident that in whole the TCTC expense budget will not be over spent. Staff is seeking more information from the Auditor to explain the increase.

Overall, the operating expense shows a possible increase of \$8,095.

Conclusion

The FY18/19 TCTA Budget is performing as projected with some minor line item variances.

The TCTA staff recommends making no changes to the FY18/19 Final Budget, due to the fact that besides minor line item variances, projections do not show any over spending of the total budget.

If a formal budget modification was necessary to add the revenue and expenses discussed above, it would require a 4/5ths vote from the TCTA. None is recommended.

Attachment:

*FY 18/19 Mid-Year TCTA Revenue and Expense Budgets Mid-Year Review*

Recommended Action:

*No adjustments be made to the TCTA FY18/19 Final Budget at Mid-Year, based on the Mid-Year Budget review.*

**4. Recommend approval of the Trip Program changes to encourage greater use and improved convenience**

While most people in the United States drive, many do not. Of those who do not, many rely on family members for their transportation needs. Some are able to use public transportation services to meet their needs while others are able to bicycle or walk for their needs.

Transportation is something that we all take for granted while we can drive or when we have family that drives us where we need to go. It is not typical for us to pay attention to alternatives in our community until we are unable to get where we need to go. When that happens, we have no idea what services might exist in our community or how to access and use them. A TRIP service must partner with other transportation services, inform people about their existence and how to contact them and refer people to all of the alternatives that are available.

In every community there are older adults and others with disabilities that are unable to travel to meet basic subsistence and quality of life needs due to lack of service availability or mobility limitations caused by physical or mental challenges.

The TRIP Program must encourage the use of existing transportation service providers to support the continued viability of these services. The attached excerpt from the 2013 Human Services

Transportation Plan identifies numerous options to persons needing transportation. Even with all the services available many people have travel needs that go unmet. To address breaks in the transportation safety net, the Tuolumne Trip Program was created. The intention of TRIP is to provide a transportation alternative for these individuals to keep them from being isolated or homebound and to connect them with needed community resources.

An underlying and basic tenet of TRIP is that older adults and others with disabilities can be self-reliant when provided with a structure of transportation support that empowers leveraging of community goodwill and encourages the establishment and expansion of personal social networks. The empowerment philosophy of TRIP is that even people who suffer from mobility impairments can be self-reliant.

Although the TRIP program began with much support from Social Services providers, the program is not intentionally marketed to the public since it is considered a last resort service with a very low budget of \$10,000 annually. As noted below, the TRIP program has seen a drastic decline in participation:

	<u>Miles:</u>	<u>Cost:</u>	<u>Individual Riders:</u>
<b><u>2015:</u></b>	<b>11,517</b>	<b>\$4,028</b>	<b>10</b>
<b><u>2016:</u></b>	<b>10,148</b>	<b>\$3,548</b>	<b>11</b>
<b><u>2017:</u></b>	<b>6,921</b>	<b>\$2,421</b>	<b>5</b>
<b><u>2018:</u></b>	<b>6,602</b>	<b>\$2,310</b>	<b>3</b>

As TRIP participation declined, transit advocates on the TCTC Social Services Transportation Advisory Council have noted continued transportation needs in the community. For these reasons, staff is proposing significant changes to the TRIP Program aimed at better serving the needs of our community. The following policies are included in the attached 2019 TRIP program update:

- Out of county travel may be approved by the oversight committee with a limit of 300 miles round trip.
- Transportation Networks, such as Uber, Lyft and Taxi Services may provide rides to participants. Participants are responsible for any fare over and above reimbursement rate.
- Recognized social service organizations may facilitate participant enrollment, coordinate volunteer drivers and submit mileage reimbursement claims on behalf of participants.
- Mileage reimbursement will increase from 35 cents per mile to the standard Internal Revenue Service rate (currently 58 cents per mile).
- Drug and alcohol rehabilitation treatment has been added as an eligible trip reimbursement.
- Persons of limited financial means are now eligible for the program.
- First Mile/Last Mile to access existing transit services

**Financial Impact:**

If the TRIP program becomes more popular, it may prove to be a more cost effective way of serving the public. The IRS mileage rate is at .58; in contrast, Tuolumne County Transit operates at a much higher cost per passenger/per mile:

Route 1:	$8.98/8.74 = 1.02$
Route 2:	$5.73/4.37 = 1.31$
Route 3:	$6.21/5.15 = 1.20$
Route 4:	$6.05/5.11 = 1.18$
Route 5:	$4.30/4.28 = 1.00$
Dial a Ride:	$6.91/4.22 = 1.63$

Calculations are: Operating Cost per Revenue Mile/Trips per Revenue Hour

**Attachments:**

*Updated Trip Program procedures; Excerpt from 2014 Human Services Transportation Coordination Plan for Tuolumne County.*

**Recommended Action:**

*Recommend approval of the updated TRIP program as presented.*

**5. Reports**