

**CITY MANAGER'S REPORT
 JUNE 11, 2018 CITY COUNCIL REGULAR MEETING
 TRANSPORTATION DEVELOPMENT ACT CLAIM FY 2017/18**

Table 1 reflects the available resources from LTF and the City's portion of LTF funding for FY 2017/18.

Table 1 – FY 2017/18 LTF Funding Summary

LTF - RESOURCES		AMOUNT
TDA Administration (3% SJCOG Transit Planning)		\$24,932
Area Apportionment		\$816,199
Pedestrian/Bicycle		\$18,565
Prior Years' Unclaimed Apportionment		\$208,000
Unexpended Carryover		\$1,836,787
TOTAL LTF - RESOURCES		\$2,904,483
LTF - EXPENDITURES		AMOUNT
TDA Administration (3% SJCOG Transit Planning) ¹		(\$24,932)
Pedestrian/Bicycle ²		(\$56,261)
Roads and Streets ³		(\$2,549,091)
Other Article ⁴		\$0
TOTAL LTF - EXPENDITURES		(\$2,630,284)
LTF Surplus/(Deficit) ⁵		\$274,199
LTF CLAIM		AMOUNT
Total LTF Expenditures		\$2,630,284
Less: Unexpended Carry Over and TDA Admin		(\$1,861,719)
TOTAL LTF CLAIM		\$768,565

Notes:

¹The funds requested for TDA Administration is the City's share of the transportation planning apportionment retained by San Joaquin Council of Governments for their administration services.

² The funds requested for Pedestrian and Bicycle will be used for Sidewalk Repair Program and Thomsen Road/Lathrop Elementary School Improvements.

³ The funds requested for Roads and Streets will be used for, the annual street maintenance program, the replacement of concrete sidewalks identified in the sidewalk survey.

⁴ There are no projects budgeted at this time requesting additional funding. Previously the City has budgeted for maintenance of the bus shelters.

⁵ Unclaimed balance of \$274,199 pending council's direction.

REASON FOR RECOMMENDATION:

The City is required to submit an annual claim to SJCOG Board to receive Local Transportation Funds.

COUNCIL GOALS ADVANCED BY THIS AGENDA ITEM:

Promoting Economic Growth through the completion of Capital Improvement Projects and a Feeling of Safety by maintaining the fiscal solvency of the City.

FISCAL IMPACT:

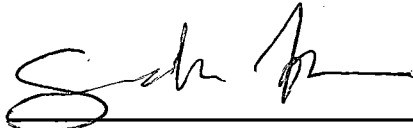
None, except for staff time to prepare claim.

ATTACHMENTS:

- A. Resolution Authorizing the Filing of a Transportation Development Act (TDA) Claim for Local Transportation Funds (LTF) for Fiscal Year 2017/18
- B. Transportation Development Act Claim Fiscal Year 2017/18

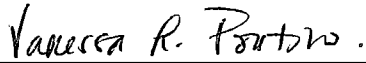
**CITY MANAGER'S REPORT
JUNE 11, 2018 CITY COUNCIL REGULAR MEETING
TRANSPORTATION DEVELOPMENT ACT CLAIM FY 2017/18**

APPROVALS:




Sandra Frias
Budget Manager

5/30/18
Date



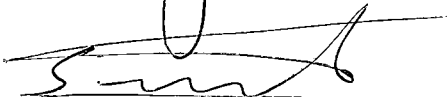
Vanessa Portillo
Deputy Finance Director

5-29-2018
Date



Cari James
Finance Director

6/4/18
Date



Salvador Navarrete
City Attorney

6-4-18
Date



Stephen J Salvatore
City Manager

6-5-18
Date

RESOLUTION NO. 18 - _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LATHROP
AUTHORIZING THE FILING OF A TRANSPORTATION DEVELOPMENT ACT
(TDA) CLAIM FOR LOCAL TRANSPORTATION FUNDS (LTF) FOR FISCAL
YEAR 2017/18**

WHEREAS, under provisions of the Transportation Development Act (TDA), the City is required to make an annual claim for funds apportioned to the City under the Local Transportation Fund (LTF) through the San Joaquin County Council of Governments for transit purposes; and

WHEREAS, the City may file a claim form relative to the 2017/18 Fiscal Years LTF Apportionment; and

WHEREAS, the City may claim funds for the specified amounts and purposes listed below:

\$750,000.00	Roads & Streets: Article 8 (PUC 99400(a))
\$1,836,787.00	Unexpended Carryover-Roads & Streets: Article 8 (PUC 99400(a))
\$18,565.00	Pedestrian & Bicycle: Article 3 (PUC 99234)
\$-0-	Unexpended Carryover- Pedestrian & Bicycle: Article 3 (PUC 99234)
\$24,932.00	TDA Planning & Administration
\$-0-	LTF Other Article 8 (99400(b,c,d,e))
\$-0-	Unexpended Carryover- LTF Other Article 8 (99400(b,c,d,e))
\$2,630,284.00	Total TDA Funds being claimed

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lathrop does hereby authorize the filing of said TDA claim for Local Transportation Funds and directs staff to present the claim to the San Joaquin County Council of Governments in the amount of \$2,630,284.

The foregoing resolution was passed and adopted this 11th day of June 2018, by the following vote of the City Council, to wit:

AYES:

NOES:

ABSENT:

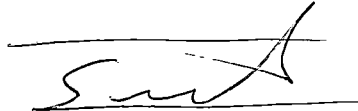
ABSTAIN:

Sonny Dhaliwal, Mayor

ATTEST:

APPROVED AS TO FORM:

Teresa Vargas, City Clerk



Salvador Navarrete, City Attorney

FISCAL YEAR 2017-2018

SAN JOAQUIN COG

TRANSPORTATION DEVELOPMENT ACT

CLAIM FORM AND GUIDELINES

FOR

LOCAL TRANSPORTATION FUND (LTF)

AND

STATE TRANSIT ASSISTANCE FUND (STA)

Agency Name:

For Internal Use:

Planner Review: _____

Finance Review: _____

Steve Dial Review: _____

**LOCAL TRANSPORTATION FUND
CLAIM FOR FISCAL YEAR 2017/18**

TO: San Joaquin Council of Governments
555 E Weber Avenue
Stockton, CA 95202

FROM: Applicant: City of Lathrop
Address: 390 Towne Centre Drive
City Lathrop Zip: 95330
Contact Person: Sandra Frias Phone: 209-941-7328
E-mail Address: sfrias@ci.lathrop.ca.us Fax: 209-941-7339

The City of Lathrop hereby requests, in accordance with Chapter 1400 Statutes 1971 and applicable rules and regulations, that its annual transportation claim be approved in the amount of \$2,630,284 for fiscal year 2017/18, to be drawn from the Local Transportation Fund.

When approved, please transmit this claim to the County Auditor for payment. Approval of the claim and payment by the County Auditor to this applicant is subject to such monies being on hand and available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved annual financial plan.

The claimant certifies that this Local Transportation Fund claim and the financial information contained therein is reasonable and accurate to the best of my knowledge and the aforementioned information indicates the eligibility of this claimant for funds for the fiscal year of the application pursuant to CAC Section 6634 and 6734

Submitted by: _____

Title: City Manager

Date: _____

San Joaquin Council of Governments

Date of approval: _____

BY: _____
Andrew T. Chesley
Executive Director

BY: _____
Steve Dial
Deputy Executive Director/CFO

Date: _____

TRANSPORTATION DEVELOPMENT ACT APPORTIONMENTS

I	Local Transportation Fund Available Apportionment	
A.	Area Apportionment 2017-2018	\$ <u>816,199</u>
B.	Pedestrian/Bicycle Apportionment	\$ <u>18,565</u>
C.	Previous Years' Unclaimed Apportionment	\$ <u>208,000</u>
D.	Unexpended Carryover	\$ <u>1,836,787</u>
E.	3% for COG Transit Planning	\$ <u>24,932</u>
F.	Total Available for 2017-2018 Claim(s)	\$ <u>2,904,483</u>
H.	TOTAL AVAILABLE FOR THIS CLAIM (Also enter on page 9, 1st column)	\$ <u>2,904,483</u>
I.	Actual net funds available (H-D-E=I)	\$ <u>1,042,764</u>
II	State Transit Assistance Fund Available Apportionment	
A.	Area Apportionment 2017-18	\$ <u>N/A</u>
B.	Previous Years' Unclaimed Apportionment	\$ _____
C.	Unexpended Carryover	\$ _____
D.	2% for COG Transit Planning	\$ _____
E.	Total Available for 2017-18 Calim(s)	\$ _____
G.	TOTAL AVAILABLE FOR THIS CLAIM (Also enter on page 9, 2nd column)	\$ _____
H.	Actual net funds available (G-C-D=H)	\$ _____

CLAIM PURPOSES

I. PUBLIC TRANSPORTATION

	I. LTF	II STA
Article 4 (99260) - Operator ¹	\$ _____	_____
CCR Section 6730(a) Public Transit	\$ _____	_____
Article 8 (99400(c)) Contractor Operating	\$ _____	_____
Article 8 (99400(e)) Contractor Capital	\$ _____	_____
Article 8 (99400(b)) Passenger Rail Service Operations and Capital	\$ _____	_____
TDA Administration	\$ 24,932	_____

II PEDESTRIAN AND BICYCLE

Article 3 (99234)	\$ 56,261	_____
-------------------	-----------	-------

III ROADS AND STREETS

Article 8 (99400(a))	\$ 2,549,091	_____
----------------------	--------------	-------

IV OTHER

Article 8 (99400(b,c,d,e))	\$ _____	_____
----------------------------	----------	-------

TOTAL THIS CLAIM

\$ 2,630,284	_____
--------------	-------

TOTAL AVAILABLE FOR THIS CLAIM

(from pg. 8, (I.) H. and (II.) G)

\$ 2,904,483	_____
--------------	-------

UNCLAIMED APPORTIONMENT

(TOTAL AVAILABLE less TOTAL THIS CLAIM)

\$ 274,199	_____
------------	-------

IMPORTANT: To avoid accidental overpayment, please **identify** and **itemize** in the space below any unexpended carryover included in the amounts being claimed above. Identify the amount of carryover and the purpose for which it is being reclaimed. Attach pages as necessary.

LTF in Transit Fund to be reclaimed for	<u>Transit Purpose</u>	_____
LTF in Transit Fund to be reclaimed for	<u>Capital Purpose</u>	_____
LTF in Streets and Roads Fund to be reclaimed for	<u>Streets & Roads</u>	\$1,799,091
LTF in Ped/Bike Fund reclaimed for	<u>Peds/Bicycle</u>	\$37,696
STA in Transit Fund reclaimed for	_____	_____

TOTAL UNEXPENDED CARRYOVER

\$1,836,787

PART I - PUBLIC TRANSPORTION

Article 4 Operator
Article 8 Contractor

FINANCIAL INFORMATION

Please Circle Either
2017/2018
2017/2018

V.

**LOCAL TRANSPORTATION FUND
ANNUAL PROJECT AND FINANCIAL PLAN
PEDESTRIAN AND BICYCLE PROJECTS**

(Use additional forms as necessary)

PART II

Briefly describe all proposed projects and indicate proposed project expenditures for right of way acquisition and the construction of road and street projects.			
Project Title & Brief Description	Project Limits	Total Project Cost	LTF Funds Utilized
Regional Pedestrian Bikeway PS02-04	Various Locations	\$ 97,580	\$ 30,997
Lathrop Road Widening/Rehab PS02-24	Lathrop Road	\$ 5,009,732	\$ 25,263
Sidewalk Repair Program PS15-04	Various Locations	\$ 242,062	\$ -
TOTAL		\$ 5,349,374	\$ 56,261

- | | |
|--|-----------|
| 1. LTF carryover from <u>previous fiscal years</u> applied toward FY 2017/18 Pedestrian & Bicycle Projects | \$ 37,696 |
| 2. FY 2017/18 apportionment applied towards FY 2017/18 Non-motorized | \$ 18,565 |
| 3. Total of 1, 2 above (must match total LTF in Table 4 above) | \$ 56,261 |

VI.

**LOCAL TRANSPORTATION FUND
ANNUAL PROJECT AND FINANCIAL PLAN**

ROADS AND STREETS PROJECTS

(Use additional forms as necessary)

PART III

Briefly describe all proposed projects and indicate proposed project expenditures for right of way acquisition and the construction of road and street projects.			
Project Title & Brief Description	Project Limits	Total Project Cost	LTF Funds Utilized
Sidewalk Repair Program PS15-04	Various Locations	\$ 242,062	\$ 73,284
Lathrop Road Widening/Rehab PS02-24	Lathrop Road	\$ 5,009,732	\$ 1,325,000
Harlan Road Pavement Rehabilitation PS17-12	Various Locations	\$ 2,800,000	\$ 1,125,807
Traffic Calming Measures	Various Locations	\$ 50,000	\$ 25,000
Interest			\$ 107,427
TOTAL		\$ 8,101,794	\$ 2,549,091

- | | |
|---|--------------|
| 1. LTF carryover from previous fiscal years applied toward FY 2017/18 Roads and Streets | \$ 1,799,091 |
| 2. FY 2017/18 apportionment applied toward FY 2017/18 Roads and Streets | \$ 750,000 |
| 3. Total of 1, 2 above (must match total LTF in Table 4 above) | \$ 2,549,091 |

PART IV

VII. OTHER PURPOSES

It is possible that a claimant may wish to expend TDA funds for purposes allowed within the Act, but not covered by the three previous parts. TDA funds may be claimed under Article 8 consistent with Section 99400 of the TDA. To complete this section, on attached pages, identify:

- I. Project Title
- II Applicable subdivision of section 994400
- III Project Description
- IV Estimated total Costs
- V TDA Contribution to that total

A separate page of pages should be submitted for each specific project or purpose

It is strongly recommended that the claimant consult with SJCOG staff before completing this section

Other Article 8 (99400)

PART V

STATEMENT OF ASSURANCES CONFORMANCE REQUIREMENTS FOR CLAIMANTS

Please initial all applicable paragraphs pursuant to which the attached claim is being submitted. Initial in space provided or put N/A if it is not applicable to your organization.

Initial or N/A

1) 180 Day Certified Fiscal Audit (required for all claims)

Claimant assures that it has submitted a satisfactory independent fiscal audit, with required certification, to SJCOG and to the State Controller not more than 180 days after the end of the prior fiscal year.

(Refer to PUC Section 99245, CCR Section 6664)

2) 90 Day Annual State Controller Report (required for all transit claims)

Claimant assures that it has submitted this report to the State Controller in conformance with the uniform system of accounts and records not more than 120 days after the end of the prior fiscal year.

(Refer to PUC Section 99243, CCR Section 6665)

3) Elderly/Disabled (required for all transit claims)

Assurance that the transit operator in question is in compliance with PUC Section 99155 pertaining to reduced transit fares for elderly and disabled persons and Section 99155.5 pertaining to dial-a ride and paratransit services.

4) Farebox Recovery Ratio Requirements (required for 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 PUC Sections 99268.3, 99268.4, 99268.5(a), 99268.5(b), 99268.12, 99270.1, and 99270.2, as appropriate.

(Refer to PUC Section 99268, CCR Section 6633.2)

5) CHP Terminal Inspection (required for all transit claims)

Claimant certifies that it has been certified by the Department of the California Highway Patrol within the last 13 months to be compliant with Section 1808.1 of the Vehicle Code. This section requires operators to participate in a pull notice system for obtaining current driver records from the Department of Motor Vehicles.

(Refer to PUC Section 99251)

6) Implementation of Productivity Improvements (required for all transit claim

Claimant certifies that the operator has made a reasonable effort to implement the productivity improvements recommended pursuant to PUC Section 99244.

7) Triennial Performance Audit

Claimant assures that it has complied with the requirements of a triennial performance audit.

(Refer to PUC Section 99248, CCR Section 6664.5)

8) Fiscal Audit

Claimant certifies that it has submitted a satisfactory, independent fiscal audit, with Required certification statement, to the RTPA and the State Controller, pursuant to PUC 99245 and 21 Cal. Code of Regulations 6664 for the prior fiscal year. Claimant assures that this audit requirement will be completed for the current fiscal year.

g

g

N/A

N/A

N/A

N/A

N/A

g

9) Operating Budget

Claimant certifies that its operating budget is not more than 15% greater than its previous year budget unless supported by documentation that substantiates such change.
(Refer to PUC Section 99266)

N/A

10) Extension of Service

Claimant who receives an allocation of LTF funds for extension of service pursuant to PUC Section 99268.8 certifies that it will file a report of these services pursuant to CCR section 6633.8(b) within 90 days after close of the fiscal year in which the allocation was granted.

N/A

11) Conformance with the Regional Transportation Plan

(required for STA claims, transit ped/bike and streets and roads claims)

Claimant certifies that all of the purposes for claim expenditures are in conformance with the Regional Transportation Plan.

(Refer to CCR 6754(a))

J

12) Full Use of Federal Funds (required for STA claims only)

Claimant certifies that it is making full use of Federal Funds available under the Federal Transit Act.

(Refer to CCR 6754(a))

J

13) Efficiency Standards

(required for transit operator claimants claiming STA for operating purposes)

Operator certifies that it meets one of the following two efficiency standards (PUC Section 99314.6):

N/A

a) Efficiency Standard 1: An operator's total operating cost per vehicle revenue hour for the most recent fiscal year must not exceed the prior year's operating cost per revenue vehicle hours, by a percentage greater than the percentage change in the Consumer Price Index (CPI) for the same period.

b) Efficiency Standard 2: An operator's total operating cost per vehicle revenue hour for the most recent fiscal year must not exceed the average total operating cost per vehicle revenue hour for the three prior years, increased by the average percentage change in the CPI for the same period.

(Refer to PUC Section 99314.6)

14) Consistency with Bicycle Plan (required for bicycle claims only)

Claimant certifies that all of the purposes for claim expenditures are in conformance with the City/Town or County bicycle plan.

15) 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.

J
N/A

**PAGE LEFT
INTENTIONALLY
BLANK**