



**CITY MANAGER'S REPORT  
 JUNE 8, 2020 CITY COUNCIL REGULAR MEETING  
 TRANSPORTATION DEVELOPMENT ACT CLAIM FY 2019/20**

Table 1 reflects the available resources from LTF and the City's portion of LTF funding for FY 2019/20.

**Table 1 – FY 2019/20 LTF Funding Summary**

<b>LTF - RESOURCES</b>		<b>AMOUNT</b>
Area Apportionment		\$974,137
Pedestrian/Bicycle		\$22,922
Prior Years' Unclaimed Apportionment		\$310,800
Unexpended Carryover		\$1,118,051
<b>TOTAL LTF - RESOURCES</b>		<b>\$2,425,910</b>
<b>LTF - EXPENDITURES</b>		<b>AMOUNT</b>
Pedestrian/Bicycle <sup>2</sup>		(\$75,953)
Roads and Streets <sup>3</sup>		(\$2,166,823)
Other Article <sup>4</sup>		\$0
<b>TOTAL LTF - EXPENDITURES</b>		<b>(\$2,242,776)</b>
<b>LTF Surplus/(Deficit) <sup>5</sup></b>		<b>\$183,134</b>
<b>LTF CLAIM</b>		<b>AMOUNT</b>
Total LTF Expenditures		\$2,242,776
Less: Unexpended Carry Over and TDA Admin		(\$1,118,051)
<b>TOTAL LTF CLAIM</b>		<b>\$1,124,725</b>

Notes:

<sup>1</sup>The 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.

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

<sup>3</sup> 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.

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

<sup>5</sup> Unclaimed balance of \$183,134 pending council's direction.

**REASON FOR RECOMMENDATION:**

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

**FISCAL IMPACT:**

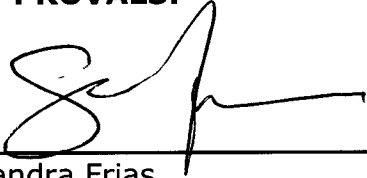
The costs associated with preparing the TDA claim were included in the Council Approved FY 2019/20 operating budget. Authorization to submit the claim is necessary for the City to continue to receive TDA funding.

**ATTACHMENTS:**

- A. Resolution Authorizing the Filing of a Transportation Development Act (TDA) Claim for Local Transportation Funds (LTF) for Fiscal Year 2019/20
- B. Transportation Development Act Claim Fiscal Year 2019/20

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TRANSPORTATION DEVELOPMENT ACT CLAIM FY 2019/20**

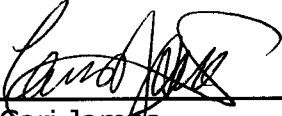
**APPROVALS:**

  
\_\_\_\_\_  
Sandra Frias  
Sr. Management Analyst

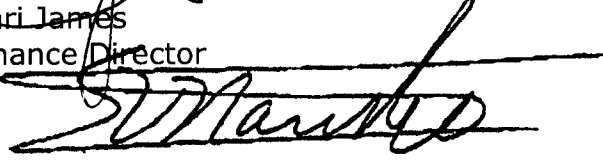
5/27/2020  
Date

  
\_\_\_\_\_  
Thomas Hedegard  
Accounting Manager


5/27/20  
Date

  
\_\_\_\_\_  
Cari James  
Finance Director

5/28/2020  
Date

  
\_\_\_\_\_  
Salvador Navarrete  
City Attorney

5/28/2020  
Date

  
\_\_\_\_\_  
Stephen J Salvatore  
City Manager

6-3-2020  
Date

**RESOLUTION NO. 20 - \_\_\_\_\_**

**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 2019/20**

**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 2019/20 Fiscal Years LTF Apportionment; and

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

\$1,100,000.00	Roads & Streets: Article 8 (PUC 99400(a))
\$1,066,823.00	Unexpended Carryover-Roads & Streets: Article 8 (PUC 99400(a))
\$ 24,725.00	Pedestrian & Bicycle: Article 3 (PUC 99234)
\$ 51,228.00	Unexpended Carryover- Pedestrian & Bicycle: Article 3 (PUC 99234)
\$-0-	LTF Other Article 8 (99400(b,c,d,e))
\$-0-	Unexpended Carryover- LTF Other Article 8 (99400(b,c,d,e))
\$2,242,776.00	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 \$2,242,776.

The foregoing resolution was passed and adopted this 8<sup>th</sup> day of June 2020, by the following vote of the City Council, to wit:

AYES:

NOES:

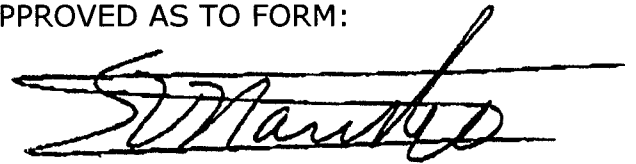
ABSENT:

ABSTAIN:

\_\_\_\_\_  
Sonny Dhaliwal, Mayor

ATTEST:

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read "S. Navarrete", is written over a horizontal line. The signature is stylized and cursive.

\_\_\_\_\_  
Teresa Vargas, City Clerk

\_\_\_\_\_  
Salvador Navarrete, City Attorney

*FISCAL YEAR 2019-2020*

**SAN JOAQUIN COG**

**TRANSPORTATION DEVELOPMENT ACT**

**CLAIM FORM AND GUIDELINES**

**FOR**

**LOCAL TRANSPORTATION FUND (LTF)**

**AND**

**STATE TRANSIT ASSISTANCE FUND (STA)**

*Agency Name:*

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**For Internal Use:**

Planner Review: \_\_\_\_\_

Finance Review: \_\_\_\_\_

Steve Dial Review: \_\_\_\_\_

**LOCAL TRANSPORTATION FUND  
CLAIM FOR FISCAL YEAR 2019/20**

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 \$2,242,776 for fiscal year 2019/20, 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 2019-2020	\$ <u>974,137</u>
B.	Pedestrian/Bicycle Apportionment	\$ <u>22,922</u>
C.	Previous Years' Unclaimed Apportionment	\$ <u>310,800</u>
D.	Unexpended Carryover	\$ <u>1,118,051</u>
F.	Total Available for 2019-2020 Claim(s)	\$ <u>2,425,910</u>
H.	<b>TOTAL AVAILABLE FOR THIS CLAIM</b> (Also enter on page 9, 1st column)	\$ <u>2,425,910</u>
I.	Actual net funds available (H-D=I)	\$ <u>1,307,859</u>
II	State Transit Assistance Fund Available Apportionment	
A.	Area Apportionment 2019-20	\$ <u>N/A</u>
B.	Previous Years' Unclaimed Apportionment	\$ <u>                    </u>
C.	Unexpended Carryover	\$ <u>                    </u>
E.	Total Available for 2019-20 Calim(s)	\$ <u>                    </u>
G.	<b>TOTAL AVAILABLE FOR THIS CLAIM</b> (Also enter on page 9, 2nd column)	\$ <u>                    </u>
H.	Actual net funds available (G-C=H)	\$ <u>                    </u>

**CLAIM PURPOSES**

	I. LTF	II STA
<b>I. PUBLIC TRANSPORTATION</b>		
Article 4 (99260) - Operator <sup>1</sup>	\$ _____	_____
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	\$ _____	_____
<b>II PEDESTRIAN AND BICYCLE</b>		
Article 3 (99234)	\$ 75,953	_____
<b>III ROADS AND STREETS</b>		
Article 8 (99400(a))	\$ 2,166,823	_____
<b>IV OTHER</b>		
Article 8 (99400(b,c,d,e))	\$ _____	_____
<b>TOTAL THIS CLAIM</b>	\$ 2,242,776	_____
<b>TOTAL AVAILABLE FOR THIS CLAIM</b> (from pg. 8, (I.) H. and (II.) G)	\$ 2,425,910	_____
<b>UNCLAIMED APPORTIONMENT</b> (TOTAL AVAILABLE less TOTAL THIS CLAIM)	\$ 183,134	_____

**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 &amp; Roads</u>	\$ 1,066,823
LTF in Ped/Bike Fund reclaimed for	<u>Peds/Bicycle</u>	\$ 51,228
STA in Transit Fund reclaimed for	_____	_____
<b>TOTAL UNEXPENDED CARRYOVER</b>		<b>\$ 1,118,051</b>

**PART I - PUBLIC TRANSPORTATION**

Article 4 Operator  
Article 8 Contractor

**FINANCIAL INFORMATION**

**Please Circle Either**  
**2019/2020**  
**2019/2020**

V.

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

(Use additional forms as necessary)

**PART II**

<b>Briefly describe all proposed projects and indicate proposed project expenditures for right of way acquisition and the construction of road and street projects.</b>			
Project Title & Brief Description	Project Limits	Total Project Cost	LTF Funds Utilized
Regional Pedestrian Bikeway PS02-04	Various Locations	\$ 162,456.00	<b>\$ 75,953.42</b>
Lathrop Road Widening/Rehab PS02-24	Lathrop Road	\$ 5,119,732.00	\$ -
<b>TOTAL</b>		<b>\$ 5,282,188</b>	<b>\$ 75,953.42</b>

- |   |              |
|---|--------------|
| 1. LTF carryover from <u>previous fiscal years</u> applied toward FY 2019/20 Pedestrian & Bicyc | \$ 51,228.42 |
| 2. FY 2019/20 apportionment applied towards FY 2019/20 Non-motorized                            | \$ 24,725    |
| 3. Total of 1, 2 above (must match total LTF in Table 4 above)                                  | \$ 75,953.42 |

VI.

**LOCAL TRANSPORTATION FUND  
ANNUAL PROJECT AND FINANCIAL PLAN  
ROADS AND STREETS PROJECTS**

(Use additional forms as necessary)

**PART III**

<b>Briefly describe all proposed projects and indicate proposed project expenditures for right of way acquisition and the construction of road and street projects.</b>			
Project Title & Brief Description	Project Limits	Total Project Cost	LTF Funds Utilized
Lathrop Road Widening/Rehab PS02-24	Lathrop Road	\$5,119,732.00	\$ -
Citywide Maintenance & Repair Program PS18-01	Various Locations	\$4,107,038.00	\$ 2,071,500
Sidewalk Repair Program PS20-03	Various Locations	\$ 188,948.00	\$ 95,323
Interest			\$ 46,914
<b>TOTAL</b>		<b>\$ 9,415,718</b>	<b>\$ 2,166,823</b>

- |  |              |
|--|--------------|
| 1. LTF carryover from <u>previous fiscal years</u> applied toward FY 2019/20 Road & Streets. | \$ 1,066,823 |
| 2. FY 2019/20 apportionment applied toward FY 2019/20 Roads and Streets                      | \$ 1,100,000 |
| 3. Total of 1, 2 above (must match total LTF in Table 4 above)                               | \$ 2,166,823 |

## **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.

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.

Initial or N/A

J

J

N/A

N/A

N/A

N/A

N/A

J

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))

[Signature]

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))

[Signature]

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.

[Signature]  
N/A

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