



**Agenda Item B.5**  
**CONSENT CALENDAR**  
**Meeting Date: April 16, 2019**

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**TO:** Mayor and Councilmembers

**FROM:** Charles W. Ebeling, Public Works Director

**CONTACT:** Marti Milan, Principal Civil Engineer

**SUBJECT:** Annual Claim with the Santa Barbara County Association of Governments for Allocation of FY 2019/2020 Transportation Development Act Funds

**RECOMMENDATION:**

Adopt Resolution No. 19-\_\_ entitled “A Resolution of the City Council of the City of Goleta, California, Authorizing the Filing of a Claim with the Santa Barbara County Association of Governments for Allocation of Transportation Development Act Funds for Fiscal Year 2019/2020.”

**BACKGROUND:**

The California Transportation Development Act (TDA) authorized a funding source for the development and support of public transportation needs that exist in California. (Public Utilities Code Section 99200 et seq.) The California Department of Transportation (Caltrans) is responsible for oversight of the TDA program on a statewide basis. State-designated Regional Transportation Planning Agencies (RTPAs) are responsible for implementing the TDA—administering the distribution of funds to local TDA recipients (claimants) and monitoring the subsequent use of those funds to ensure conformity with all state and local requirements.

Funds are allocated to areas of each county based on population, taxable sales, and transit performance. The TDA provides funding for use by local jurisdictions and agencies for a variety of transportation purposes with public transportation as the first priority. Other eligible purposes are regional transportation planning & programming, bicycle and pedestrian projects, and local street and road projects when certain conditions are met. The main purpose and priority of TDA, however, is to provide funding for public transportation.

As SBCAG is the RTPA for Santa Barbara County, they are responsible for distributing Local Transportation Funds (LTF) to the jurisdictions and local agencies within the County. There are four steps to distributing the funds:

### **Step 1: Apportionment**

Per the TDA, SBCAG divides the estimated amount to be deposited in the fund over the coming fiscal year among each of the County's local jurisdictions based on population percentages (Public Utilities Code section 99231) provided by the Department of Finance. After SBCAG receives the fund estimates from the County Auditor on February 1st, SBCAG informs each jurisdiction of this amount, also called the apportionment (California Code of Regulations section 6644).

The apportionments are based on the amount the County expects to receive from sales tax revenues, which fluctuate due to economic conditions and local spending patterns. The County Auditor develops an estimate of what the coming year should bring based on economic forecast and past experience. Once funds are apportioned to a jurisdiction, they can only be allocated to that jurisdiction.

### **Step 2: Claims**

Preparing and submitting a claim to SBCAG is the step where the jurisdictions decide what they want to do with their apportionments in the coming year. Staff is seeking authorization from Council to begin this step. The jurisdictions file "claims" with SBCAG requesting funding amounts for various purposes. For example, one local jurisdiction might claim all of its LTF apportionment for transit, while another might claim the majority for transit, some for bicycle projects, and some for streets and roads. The total amount claimed by a jurisdiction cannot be more than the amount apportioned to that jurisdiction. The State, through the TDA statute, has certain requirements that each jurisdiction must meet to be able to claim the money for different purposes.

The primary intent of TDA is to fund public transportation. Therefore, a jurisdiction has several requirements to meet before funds can be used for other purposes such as streets and roads: specifically, a jurisdiction must have no unmet transit needs that are reasonable to meet. Secondly, the State wants to make sure that transit operations are efficient and can meet basic performance standards. If the requirements are not met, SBCAG can hold back the incremental increase of the apportionment from the prior fiscal year and not allocate it until requirements are satisfied (California Code of Regulations section 6633.9).

### **Step 3: Allocations**

Typically occurring in June, the SBCAG board approves through resolution the amount of funding to be distributed to each local agency and eligible uses of funds based on the claims submitted.

### **Step 4: Payment**

Based on the amounts claimed by each jurisdiction, SBCAG provides instructions to the County Auditor to remit payment to each jurisdiction. Disbursement instructions from SBCAG to the County Auditor are typically provided monthly as indicated in the

resolution approved by the SBCAG board and based on actual receipts. The approved resolution is also provided to the County Auditor annually. At a minimum, SBCAG must provide written instructions at least annually prior to the start of the fiscal year, although the instructions could be delayed if agreed to by the claimant (CCR 6659).

SBCAG disburses LTF funds each month when revenue comes in from the Board of Equalization (BOE). If LTF revenues are less than what was apportioned to a jurisdiction, then SBCAG disburses revenues based on what was actually received from the BOE up to the apportionment approved by resolution. If more revenues are received in a given fiscal year, SBCAG is required to go back to the board with a new resolution to apportion the year-end balance.

Two funds have been created by the TDA: the LTF and the State Transit Assistance Fund (STAF). The LTF can be used for all the purposes listed above (if the applicable requirements are met) while the STAF can only be used for mass transportation and transportation planning purposes. The City does not receive STAF monies, as the Santa Barbara Metropolitan Transit District (MTD) is the designated transit system operator for the City of Goleta.

Each year the City of Goleta is entitled to certain LTF monies for use on pedestrian and bikeway projects, which may be used to maintain and improve the City's pedestrian and bicycle projects and facilities. The City's annual allocation of LTF monies is based on population. The funds are apportioned on a monthly basis. The City's estimated FY 2019-2020 allocation is \$26,537. An estimate of TDA apportionments for the County of Santa Barbara is attached to this report (Attachment 1).

## **DISCUSSION:**

In order to receive the City's share of the LTF monies, the City is required to submit a claim as explained in Step 2. Before submitting a claim, the City must adopt a resolution (Attachment 2) authorizing the filing of the appropriate claim forms (Attachment 3).

The City has one pedestrian and bike path project, the San Jose Creek Bike Path Middle Extent, supported by funding from the TDA budget that staff intends to include as part of this year's claim, which totals \$26,537.

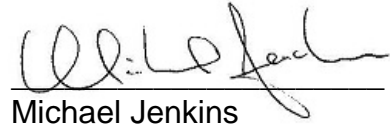
## **FISCAL IMPACTS:**

There is no direct financial cost to the City associated with the submittal of the proposed TDA claim to SBCAG, except the personnel time associated with the regulatory and record keeping requirements relating to the use of TDA funds. There are no limitations on how soon the funds have to be expended. Original revenue estimates were \$26,537. The revenue allocated to the City for FY 2019/20 is \$26,537 and will be updated with the new Two-Year Budget Process for FY 2019/20.

**ALTERNATIVES:**

The Council could elect not to adopt the attached resolution authorizing submittal of a TDA claim for LTF monies. However, doing so would prohibit the City from receiving LTF funds for FY 2019-2020.

**Legal Review By:**



Michael Jenkins  
City Attorney

**Approved By:**



Michelle Greene  
City Manager

**ATTACHMENTS:**

1. SBCAG Estimated Transportation Development Act Local Transportation Fund Apportionments 2019-2020
2. Resolution No.19- \_ entitled "A Resolution of the City Council of the City of Goleta, California, Authorizing the Filing of a Claim with the Santa Barbara County Association of Governments for Allocation of Transportation Development Act Funds for Fiscal Year 2019-2020."
3. Transportation Development Act Claim Forms

**ATTACHMENT 1**

**SBCAG ESTIMATED TRANSPORTATION DEVELOPMENT ACT  
LOCAL TRANSPORTATION FUND APPORTIONMENTS  
FY 2019-2020**



# ATTACHMENT 1

## Transportation Development Act Local Transportation Fund (LTF) Apportionments 2019/20

CLAIMANTS	Population <sup>1</sup>	% of Total Population	Maximum Apportionment <sup>2</sup>	Bike & Ped. Funds (2%)	Planning Funds (3%)	Article 4.5 (5%)	Available for Articles 4 & 8
Buellton	5,291	1.1668141%	\$219,734	\$4,395	\$6,460		\$208,879
Guadalupe	7,604	1.6768955%	\$315,793	6,316	9,284		\$285,183 *
Lompoc	43,599	9.6148036%	\$1,810,660	36,213	53,233		\$1,721,214
Santa Maria	108,470	23.9206805%	\$4,504,743	90,095	132,439		\$4,068,099 *
Solvang	5,771	1.2726675%	\$239,669	4,793	7,046		\$227,830
SB County (Unincorp. North County)	66,693	14.7076790%	\$2,769,750	55,395	81,431		\$2,563,646 *
SMOOTH (S. M. Valley CTSA)						\$298,398	
So. Co. Claimants (See Below)	216,029	47.6404599%	\$8,971,651	179,433	263,767	426,423	\$8,102,028
<b>Total:</b>	453,457	100.0000000%	\$18,832,000	\$376,640	\$553,660	\$724,821	\$17,176,879
<b>SOUTH COUNTY CLAIMANTS</b>							
SBMTD	216,029		\$8,365,795		\$263,767		\$8,102,028
Easy Lift			\$426,423			\$426,423	
Carpinteria	13,704	3.0221168%	\$11,382	\$11,382			
Goleta	31,949	7.0456515%	\$26,537	26,537			
Santa Barbara City	94,807	20.9076054%	\$78,746	78,746			
SB County (Unincorp. South County)	75,569	16.6650862%	\$62,768	62,768			
<b>Total:</b>	216,029	47.6404599%	\$8,971,651	\$179,433	\$263,767	\$426,423	\$8,102,028

<sup>1</sup> January 2018 Department of Finance figures.

<sup>2</sup> TDA revenue estimate from County Auditor-Controller, February 2019.

\* Adjusted to provide funding for SMOOTH (Santa Maria Valley CTSA).

\*\* Per SB County, estimated revenue for FY 2019-20 is \$18,832,000 which is a 2% increase over FY 2018-19 estimated revenue of \$18,462,000

## ATTACHMENT A

### **SUMMARY OF IMPORTANT DATES FOR LTF CLAIMANTS**

<b>January</b>	SBCAG holds a public hearing to receive input on the existence of unmet transit needs.
<b>Prior to February 1:</b>	County Auditor-Controller furnishes SBCAG with an estimate of funds to be generated in the Local Transportation Fund within the county in the upcoming year.
<b>February/March</b>	SBCAG presents LTF apportionments to TTAC and the SBCAG board.
<b>April 1:</b>	Claimants file annual LTF claims with SBCAG.
<b>April/May:</b>	SBCAG makes findings concerning the existence of unmet transit needs that can be reasonably met.
<b>June 20:</b>	SBCAG approves LTF allocations and conveys instructions to the County Auditor and to claimants.
<b>July:</b>	County Auditor reports to SBCAG actual LTF revenues received during the prior fiscal year.
<b>August:</b>	SBCAG apportions prior LTF year- end balance, if applicable.
<b>October:</b>	Article 8(a) (e.g., non-transit) claimants submit expenditure reports to State Controller (Section 6665).
<b>December 31:</b>	Annual fiscal audits are due to the State Controller (Section 6664)
<b>January 31:</b>	All transit claimants submit annual Financial Transactions Report to State Controller and SBCAG
<b>January 31:</b>	SBCAG submits annual report to State Controller (Section 6660).



## **ATTACHMENT 2**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GOLETA,  
CALIFORNIA, AUTHORIZING THE FILING OF A CLAIM WITH THE  
SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS  
FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT  
FUNDS FOR FISCAL YEAR 2019-2020**



**RESOLUTION NO. 19-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GOLETA, CALIFORNIA, AUTHORIZING THE FILING OF A CLAIM WITH THE SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT FUNDS FOR FISCAL YEAR 2019-2020**

**WHEREAS**, The Mills-Alquist-Deddeh Act, also known as the Transportation Development Act (TDA), established a state fund called the Local Transportation Fund that is used to fund public transportation in cities and counties (Public Utilities Code §§ 99200 et seq.); and,

**WHEREAS**, a prospective claimant wishing to receive an allocation from the Local Transportation Fund shall file its claim with the Santa Barbara County Association of Governments (SBCAG).

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GOLETA AS FOLLOWS:**

**SECTION 1.**

The City Manager is authorized to execute and file an appropriate claim and necessary claim amendments pursuant to the terms of the TDA and pursuant to applicable rules and regulations promulgated thereunder (21 Cal. Code of Regulations Sections 6600 et seq.), together with all necessary supporting documents, with the SBCAG for an allocation of TDA funds in FY 2019-2020.

**SECTION 2.**

The authorized claim is for \$26,537 which is anticipated to fund pedestrian and bikeway facilities.

**SECTION 3.**

A copy of this resolution shall be transmitted to the SBCAG in conjunction with the filing of this claim.

**SECTION 4.**

The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of April 2019.

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PAULA PEROTTE  
MAYOR

ATTEST:

APPROVED AS TO FORM:

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DEBORAH S. LOPEZ  
CITY CLERK

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MICHAEL JENKINS  
CITY ATTORNEY

STATE OF CALIFORNIA                     )  
COUNTY OF SANTA BARBARA         )       ss.  
CITY OF GOLETA                         )

I, DEBORAH S. LOPEZ, City Clerk of the City of Goleta, California, DO  
HEREBY CERTIFY that the foregoing Resolution No. 19-\_\_ was duly adopted by  
the City Council of the City of Goleta at a regular meeting held on the 16<sup>th</sup> day of  
April, 2019, by the following vote of the Council:

AYES:

NOES:

ABSENT:

(SEAL)

\_\_\_\_\_  
DEBORAH S. LOPEZ  
CITY CLERK



## **ATTACHMENT 3**

### **FY2019/2020 TRANSPORTATION DEVELOPMENT ACT CLAIM FORMS**





Article 3 Bike/ Ped	Article 4 Transit	Article 4.5 Community Transit	Article 8(a) Streets & Roads	Article 8(c) Transit	REQUIRED FORMS CHECKLIST	
					Claimant:	City of Goleta
Cities and County	COLT, Guad., SBMTD, SMAT, SYVT	CTSAs: Easy Lift and SMOOTH	Cities and County	County	Document Name	
X	X	X	X	X	Document A: Claim Form	
X	X	X	X	X	Document B: Resolution	
	X	X		X	Document C: Productivity Improvement	
					Document D: Fiscal Reporting	
	X	X		X	Part A Proposed Operating Budget	
	X	X		X	Part B Proposed Capital Budget	
X	X	X	X	X	Document E: Project Description & RTP Conformity	
	X	X		X	Document F: Maximum Transit Allocation	
					Document G: Fare and Local Funds Ratios	
	X			X	G.1 Fixed Route	
	X (not SBMTD)	X			G.2 Demand Response	
	X (not SBMTD)				G.3 Systemwide (combined)	
					Document H: Standard Assurances	
	X	X		X	H.1 Farebox Ratio	
	X	X		X	H.2 Extension of Service	
	X	X		X	H.3 Federal Funding	
	SBMTD Only	X			H.4 Fiscal Audit	
		X			H.5 LTF ≤ 50% of CTSA's operating budget	
	X	X		X	H.6 State Controller Annual Report	
X			X		H.7 State Controller Annual Report	
	X	X		X	H.8 Retirement System Funding	
	X	X		X	H.9 Staffing of Vehicles	
	X	X		X	H.10 Budget Increase *	
	X	X		X	H.11 CHP Certification **	
	X	X		X	H.12 Fares for Senior and Disabled	
	X	X		X	H.13 Accessibility to Disabled	
	X			X	H.14 Contract for Transit Services **	
		X			H.15 Operations Plan and Budget **	
		X			H.16 Indemnify, Hold Harmless; Insurance **	
	COLT & SYVT Only				H.17 5% Demand Response	
			X		H.18 Unmet Needs *	

\*attachments may be required

\*\*attachments required

**I hereby certify that I have completed all forms necessary to comply with the requirements of the Transportation Development Act.**

Signature:

Date:

4/16/2019

Submitted by:

Name: Maureen Gaasch  
 Title: Senior Management Analyst  
 E-mail: [mgaasch@cityofgoleta.org](mailto:mgaasch@cityofgoleta.org)  
 Phone: 805-961-7560

**DOCUMENT A (Instructions on pages 4-3 and 4-4)**

**TRANSPORTATION DEVELOPMENT ACT CLAIM FORM**  
**(All claimants must complete this document)**

Line

1 Project Year (FY) 2019-2020

2 Claimant CITY OF GOLETA

3 Address 130 Cremona Drive, Sui

4 Contact Person Marti Milan P.E. Title Principal Civil Engineer

5 Telephone Number 805-961-7562

6 The above named claimant hereby applies for allocations of Transportation Development Act funds for FY 2019-2020 for the purposes and in the amount(s) specified below:

Purpose	Apportionment	Claimed
<b>Local Transportation Fund</b>		
Regional Transportation Planning (PUC 99262 & 99402)		\$ -
less amount released to SBCAG	minus	\$ -
8 Pedestrian & Bikeway Facilities (PUC 99234)	\$ 26,537.00	\$ 26,537.00
9 Articles 4 & 8:		
less amounts released to:		
10	minus	
11	minus	
12	minus	
13	minus	
14	minus	
plus amounts released from:		
15	plus	
16	plus	
17	plus	
18	plus	
19	plus	
20 Article 4 Transit (PUC 99260)		\$ -
21 Article 4.5 Community Transit (PUC 99275)		\$ -
22 Article 8a Streets & Roads (PUC 99400a)		
23 Article 8c Transit Contracts (PUC 99400c)		
24 TOTAL LTF	\$ 26,537.00	\$ 26,537.00
25 Amount to be held in reserve by claimant (CCR 6648)		
<b>State Transit Assistance</b>		
26 Transportation Planning		
27 Mass Transportation		

DOCUMENT A (Continued)

28 TOTAL STA

\$ -

29 TOTAL TRANSPORTATION DEVELOPMENT ACT CLAIM

\$ 26,537.00

(add lines 20 and 24)

Claimant acknowledges that payment by the County Auditor of an allocation made by the Association of Governments is subject to such monies being on hand and available for distribution and to the provision that such moneys be used only in accordance with the terms of the allocation instruction issued by the Association of Governments

30 By: Michelle Greene

31 Title: City Manager

32 Date: 4/16/2019

I hereby attest to the reasonableness and accuracy of the financial statements included in Documents C, D, F, and G. (Sec. 6632)

33 Signed: Chief Financial Officer

34 Name: Luke Rioux

35 Title: Finance Director

Reference: CCR Section 6630

**DOCUMENT E (Instructions on page 4-9)**

**PROJECT DESCRIPTION & REGIONAL TRANSPORTATION PLAN CONFORMITY**  
**(All claimants must complete this document)**

Complete sections for **every article** under which you are claiming TDA funds.

**ARTICLE 3 BIKE/PED CLAIMS [Cities and County]**

*Describe how you plan to use LTF Article 3 Bike/Ped funds. Include, as applicable, location, type of bike facility, length of project (if bike lane), construction start date, and expected date of opening.*

The San Jose Creek Bike Path Project as a whole extends approximately three miles alongside San Jose Creek from Cathedral Oaks Road to the Atascadero Creek Bikeway at Goleta Beach. The project is divided into three segments. The Northern Extent from Cathedral Oaks to Calle Real; the Middle Extent from Calle Real to Hollister Avenue; and the Southern Extent from Hollister Avenue south to Goleta Beach. The TDA funding will be applied to the construction of a Class I Multi-Use path adjacent to San Jose Creek, from Armitos Avenue to the northern boundary of Jonny D. Wallis Park in Old Town Goleta. The project will construct 450-feet of paved pathway. Construction is anticipated to start in 2019/2020, and take approx 5 months to construct.

*List the corresponding RTP project and/or page numbers.*

Fast Forward 2040 - SBCAG Regional Transportation Plan and Sustainable Communities Strategy (8/17/17): Appendices, Appendix 2: Project Lists - Table 2: Programmed - Other: Go-15 - pg. 30

*List the corresponding local bicycle plan project and/or page numbers.*

City of Goleta Bicycle and Pedestrian Master Plan adopted 10/16/18, pages 118 - 121  
Santa Barbara County Association of Governments (SBCAG) Regional Active Transportation Plan: Figure 4 "Goleta and Goleta Valley Bicycle Network" - pg 38; Appendix A: "Project Lists" - pg A-1 and Table A-5 "City of Goleta Planned Bicycle and Pedestrian Projects" - pg A-5

**ARTICLE 4 TRANSIT CLAIMS [COLT, Guadalupe, SBMTD, SMAT, and SYVT]**

*Describe how you plan to use LTF Article 4 Transit funds. Include, as applicable, type of project, construction start date, expected date of opening.*

*List the corresponding RTP project and/or page numbers.*

**ARTICLE 4.5 COMMUNITY TRANSIT SERVICES CLAIMS [Easy Lift and SMOOTH]**

*Describe how you plan to use LTF Article 4.5 CTSA funds. Include, as applicable, type of project, construction start date, expected date of opening.*

*List the corresponding RTP project and/or page numbers.*

**ARTICLE 8(c) TRANSIT CLAIMS [County only]**

*Describe how you plan to use LTF Article 8 Transit funds. Include, as applicable, type of project, construction start date, expected date of opening.*

*List the corresponding RTP project and/or page numbers.*

**ARTICLE 8(a) STREETS AND ROADS CLAIMS [Cities and County, if applicable]**

*Describe how you plan to use LTF Article 8 Streets/Roads funds. Include, as applicable, type of project, construction start date, expected date of opening.*

Reference: CCR Section 6651



DOCUMENT H (Instructions on page 4-14)

STANDARD ASSURANCES FOR APPLICANTS – LTF  
(All claimants must complete this document)

CLAIMANT ASSURANCES: Initial Each Section or Indicate N/A.

- N/A 1) Claimant certifies that it maintain for the project year the ratio of fare revenues and local funds to operating cost at least equal to the ratios adopted by SBCAG (SBCAG Resolution 10-35, SBCAG Resolution 14-34 for City of Lompoc).  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)**
- N/A 2) Claimant that received an allocation of LTF funds for an extension of service pursuant to PUC 99268.8/CCR 6619.1 certifies that it will file a report of these services pursuant to CCR 6633.8b within 90 days after the close of the fiscal year in which that allocation was granted.  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)**
- N/A 3) Claimant filing a claim for TDA funds for capital intensive projects certifies that it has made every effort to obtain federal funding pursuant to PUC 99268.7 and/or CCR 6754(a)(3).  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)**
- N/A 4) Claimant certifies it has submitted a satisfactory, independent fiscal audit, with required certification statement, to SBCAG and to the State Controller, pursuant to PUC 99245 and 21 CCR 6664, for the prior fiscal year (project year minus two). Claimant also assures this audit requirement will be completed for the current fiscal year (project year minus one).  
Date of submittal to State Controller: \_\_\_\_\_  
Date of submittal to SBCAG: \_\_\_\_\_  
**Applies to SBMTD, Easy Lift, and SMOOTH. SBCAG contracts for and submits fiscal audits for all other TDA claimants.**
- N/A 5) Claimant certifies that, per SBCAG Resolution 90-1, no more than 50% of the CTSA's operating budget for the year came from LTF. Claimant also certifies that its fiscal audit contains verification of this limitation (e.g., "[Easy Lift/SMOOTH] is [not] in compliance with requirement, per SBCAG Resolution 90-1, that no more than 50% of [Easy Lift's/SMOOTH's] operating budget for the year came from Local Transportation Funds.").  
**Applies to Article 4.5 (CTSAs)**
- N/A 6) Claimant certifies it has submitted an annual report, documenting agency operations, in conformance with the uniform system of accounts and records, to SBCAG and to the State Controller, pursuant to PUC 99243, for the prior year (project year minus two). Claimant assures this report will be audited by an independent CPA. Claimant also assures this report will be completed for the current fiscal year (project year minus one).  
Date of submittal to State Controller: \_\_\_\_\_  
Date of submittal to SBCAG: \_\_\_\_\_  
**Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)**
- 7) Claimant certifies it has submitted an annual report, regarding expenditure of funds received, to the State Controller, pursuant to 21 CCR 6665, for the prior year (project year minus two). Claimant assures this report will be audited by an independent CPA. Claimant also assures this report will be completed for the current fiscal year (project year minus one).  
Date of submittal to State Controller: \_\_\_\_\_  
**Applies to Articles 3 (bike/ped) and 8 (streets/roads)**

**DOCUMENT H (Continued)**  
**(Instructions on page 4-15)**

- 8) Claimant certifies that (initial one):  
N/A a) the current cost of its retirement system is fully funded with respect to the officers and employees of its public transportation system (PUC 99271(a)); or  
N/A b) the operator is implementing a plan approved by SBCAG which will fully fund the retirement system for such officers and employees within 40 years (PUC 99271(a)); or  
N/A c) the operator has a private pension plan which sets aside and invests, on a current basis, funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in PUC 99272 and 99273.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 9) Claimant certifies that, pursuant to PUC 99264, it does not routinely staff, with two or more persons, a vehicle for public transportation purposes designed to be operated by one person.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 10) Claimant certifies that the transit operator's operating budget has not increased more than 15% over the preceding year, and does not include a substantial increase or decrease in scope of operations or capital budget provisions for major new fixed facilities. ***If the budget does include such changes, documentation is attached*** that identifies and substantiates the reason and need for the changes, pursuant to PUC 99266, CCR 6632(b). E.g., if there is a substantial change between the capital expenditures proposed in this claim and those described in the claimant's Short Range Transit Plan (SRTP) or Transit Development Program (TDP), the claimant must provide a statement that substantiates the need for this change. If the claimant has neither a SRTP nor a TDP, the claimant must provide a statement that describes the need for the proposed capital expenditure.  
***ATTACHMENTS MAY BE REQUIRED***  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 11) Claimant certifies that ***attached is certification from the Department of California Highway Patrol*** (CHP), completed within the last 13 months, that indicates the operator is in compliance with Section 1808.1 of the Vehicle Code. Section 1808.1 of the Vehicle Code requires, among other things, that operators participate in a pull notice system for obtaining current driver records from the Department of Motor Vehicles.  
***ATTACHMENTS REQUIRED***  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 12) Claimant certifies it is in compliance with PUC 99155: if it offers reduced fares to seniors, it offers the same reduced rate to disabled persons, handicapped persons, and disabled veterans, and it honors the federal Medicare card for identification to receive reduced fares.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 13) Claimant certifies it is in compliance with PUC 99155.5: dial-a-ride and paratransit services are accessible to handicapped persons and the service is provided to persons without regard to vehicle ownership and place of residence.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 14) Claimants that contract with another entity or entities for transit service certify that a copy of ***the contract negotiated with that entity is attached***, pursuant to CCR 6630.  
***ATTACHMENTS REQUIRED***  
***Applies to Articles 4 (transit) and 8 (transit)***
- N/A 15) Claimant certifies that, per SBCAG Resolution 90-1, ***attached to this claim is an operations plan and budget*** that describes existing and proposed service, and report on progress of coordination and consolidation objectives.  
***ATTACHMENTS REQUIRED***  
***Applies to Article 4.5 (CTSAs)***

**DOCUMENT H (Continued)**  
**(Instructions on page 4-15)**

- N/A 16) Claimant certifies that, per SBCAG Resolution 90-1, it has attached an agreement to indemnify and hold harmless SBCAG from any claims, judgments or liabilities against the claimant. Claimant certifies it has also attached proof of insurance coverage, with limits of general liability to be specified.

**ATTACHMENTS REQUIRED**

***Applies to Article 4.5 (CTSAs)***

- N/A 17) Claimant certifies that in its TDA claim, not less than 5% of the amount claimed under Article 4 will be expended for demand-response service for the elderly and individuals with disabilities, per SBCAG Resolution 90-1.

***Applies to Articles 4 (transit) in service areas without a designated CTSA [COLT, SYVT]***

- N/A 18) If SBCAG has found that there are unmet transit needs that are reasonable to meet within its jurisdiction, the claimant certifies it has attached a summary of the actions it plans to take to meet the needs.

**ATTACHMENTS MAY BE REQUIRED**

***Applies to Article 8 (streets/roads)***

The undersigned (must be the individual named in the authorizing resolution) hereby certifies that the above statements are true and correct.

Signature:

Name:

Michelle Greene

Title:

City Manager

Date: