



TO: Mayor and Councilmembers

FROM: Charles W. Ebeling, Public Works Director

CONTACT: Mark Schleich, Acting Principal Civil Engineer

SUBJECT: Annual Claim with the Santa Barbara County Association of Governments (SBCAG) for Allocation of Transportation Development Act (TDA) Funds for Fiscal Year 2021/22

RECOMMENDATION:

Adopt Resolution No. 21-___ 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 2021/22."

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 and 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 Santa Barbara County Association of Governments (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). 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. 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 ensures 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.

SBCAG disburses LTF funds each month when revenue comes in from the California Department of Tax and Fee Administration (CDTFA). If LTF revenues are less than what was apportioned to a jurisdiction, then SBCAG disburses revenues based on what was received from the (CDTFA) 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 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 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 2021/22 allocation is \$27,135. 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 to SBCAG. Before submitting a claim, the City must adopt a resolution (Attachment 2) authorizing the filing of the appropriate claim forms (Attachment 3).

The City of Goleta is proposing to use FY 2021/22 TDA funding in the amount of \$27,135 for the San Jose Creek Bike Path – Northern and Southern Segments (Project No. 9006), which was identified in the City's Bicycle and Pedestrian Master Plan and is supported by TDA funding. Public Works staff is requesting City Council adopt a resolution authorizing the filing of a claim with SBCAG for allocation of TDA funds for FY 2021/22.

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. The TDA revenue allocated to the City for FY 2021/22 is \$27,135 and will be included in the FY 2021/22 Budget.

As described in the background section above, SBCAG disburses LTF funds each month when revenue comes in from the CDTFA. If LTF revenues are less than what was apportioned to a jurisdiction, then SBCAG disburses revenues based on what was actually received from the CDTFA 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.

ALTERNATIVES:

Council may elect to not adopt the attached resolution authorizing submittal of a TDA claim for LTF monies. However, not adopting it now will result in non-compliance and the City would not receive LTF funds for FY 2021/22.

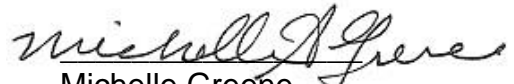
Reviewed By:


Kristine Schmidt
Assistant City Manager

Legal Review By:


Michael Jenkins
City Attorney

Approved By:


Michelle Greene
City Manager

ATTACHMENTS:

1. SBCAG Estimated Transportation Development Act (TDA) Local Transportation Fund (LTF) FY 2021/22 Apportionments
2. Resolution 21- _ 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 2021/22."
3. FY 2021/22 Transportation Development Act (TDA) Claim Form

ATTACHMENT 1

SBCAG Estimated Transportation Development Act (TDA) Local Transportation
Fund (LTF) FY 2021/22 Apportionments

**Transportation Development Act
Local Transportation Fund (LTF)
Apportionments Fiscal Year 2021-22**

CLAIMANTS	Population ¹	% of Total Population	Maximum Apportionment ²	Bike & Ped. Funds (2%)	Planning Funds (3%)	Article 4.5 (5%)	Available for Articles 4 & 8
Buellton	5,464	1.2092776%	\$230,059	\$4,601	\$6,764		\$218,694
Guadalupe	8,081	1.7884649%	340,247	6,805	10,003		307,267 ⁴
Lompoc	43,786	9.6905984%	1,843,588	36,872	54,201		1,752,515
Santa Maria	107,407	23.7710251%	4,522,319	90,446	132,956		4,083,970 ⁴
Solvang	5,562	1.2309667%	234,185	4,684	6,885		222,616
SB County (Unincorp. North County)	66,123	14.6341447%	2,784,073	55,681	81,852		2,576,900 ⁴
SMOOTH (S. M. Valley CTSA)						\$300,758	
So. Co. Claimants (See Below)	215,417	47.6755223%	9,070,030	181,401	266,659	431,098	8,190,872
Total:	451,840	100.0000000%	\$19,024,500 ³	\$380,490	\$559,320	\$731,856	\$17,352,834
SOUTH COUNTY CLAIMANTS							
SBMTD	215,417		\$8,457,531		\$266,659		\$8,190,872
Easy Lift			431,098			\$431,098	
Carpinteria	13,335	2.9512659%	11,229	\$11,229			
Goleta	32,223	7.1315067%	27,135	27,135			
Santa Barbara City	93,511	20.6956002%	78,745	78,745			
SB County (Unincorp. South County)	76,348	16.8971495%	64,292	64,292			
Total:	215,417	47.6755223%	\$9,070,030	\$181,401	\$266,659	\$431,098	\$8,190,872

¹ January 2020 Department of Finance figures.

² TDA revenue estimate from County Auditor-Controller, January 2020

³ Per PUC section 99233.1 allocation has been reduced by \$165,500 for administration (Estimate 19,190,000-165,500=19,024,500)

⁴ Adjusted to provide funding for SMOOTH (Santa Maria Valley CTSA).

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 2021/22

RESOLUTION NO. 21-____

**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 2021/22**

WHEREAS, the Transportation Development Act (TDA), as amended (Public Utilities Code Section 99200 et seq.), provides for the allocation of funds from the Local Transportation Fund for use by eligible claimants for various transportation purposes; and,

WHEREAS, pursuant to the provisions of the TDA, as amended, and pursuant to the applicable rules and regulations thereunder (Cal. Code of Regulations Sections 6600 et seq.) a prospective claimant wishing to receive an allocation from the Local Transportation Fund or State Transit Assistance fund shall file its claim or amended 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.

That the City Manager is authorized to execute and file an appropriate claim and necessary claim amendments pursuant to the terms of TDA and pursuant to applicable rules and regulations promulgated thereunder together with all necessary supporting documents, with SBCAG for an allocation of TDA funds in FY 2021/22.

SECTION 2.

The authorized claim is for \$27,135.00 which is anticipated to fund pedestrian and bikeway facilities and/or projects.

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 6th day of April 2021.

PAULA PEROTTE
MAYOR

ATTEST:

APPROVED AS TO FORM:

DEBORAH S. LOPEZ
CITY CLERK

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. 21-__ was duly adopted by the City Council of the City of Goleta at a regular meeting held on the 6th day of April, 2021, by the following vote of the Council:

AYES:

NOES:

ABSENT:

(SEAL)

DEBORAH S. LOPEZ
CITY CLERK

ATTACHMENT 3

FY 2021/22 Transportation Development Act (TDA)
Claim Form

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)	2021 -2022	
2	Claimant	City of Goleta	
3	Address	130 Cremona Suite B, Goleta, Ca.	
4	Contact Person	James Campero	Title Deputy Public Works Director
5	Telephone Number	(805) 961-7561	

6 The above named claimant hereby applies for allocations of Transportation Development Act funds for FY 2021 -2022 for the purposes and in the amount(s) specified below:

Purpose		Apportionment	Claimed
Local Transportation Fund			
7	Regional Transportation Planning (PUC 99262 & 99402)		\$ -
	<i>less amount released to SBCAG</i>	<i>minus</i>	\$ -
8	Pedestrian & Bikeway Facilities (PUC 99234)	\$ 27,135.00	\$ 27,135.00
9	Articles 4 & 8:		
	<i>less amounts released to:</i>		
10		<i>minus</i>	
11		<i>minus</i>	
		<i>minus</i>	
		<i>minus</i>	
		<i>minus</i>	
		<i>minus</i>	
	<i>plus amounts released from:</i>		
13		<i>plus</i>	
14		<i>plus</i>	
15		<i>plus</i>	
16	Article 4 Transit (PUC 99260)		\$ -
17	Article 4.5 Community Transit (PUC 99275)		\$ -
18	Article 8a Streets & Roads (PUC 99400a)		
19	Article 8c Transit Contracts (PUC 99400c)		
20	TOTAL LTF	\$ 27,135.00	\$ 27,135.00
21	Amount to be held in reserve (CCR 6648)		
	<i>By Claimant</i> <i>By SBCAG</i> 		

DOCUMENT A (Continued)

	State Transit Assistance		
22	Transportation Planning		
23	Mass Transportation		
24	TOTAL STA	\$	-

25 TOTAL TRANSPORTATION DEVELOPMENT ACT CLAIM \$ 27,135.00
(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

26 By: Michelle Greene
27 Title: City Manager
28 Date: 6-Apr-21

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

29 Signed:
30 Name: Luke Rioux
31 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 City of Goleta is proposing to use FY 2021/22 TDA funding in the amount of \$27,135 for the San Jose Creek Bike Path – Northern and Southern Segments (Project No. 9006), which was identified in the City's Bicycle and Pedestrian Master Plan and is supported by TDA funding.

The San Jose Creek Bike Path Project will construct a bike path along San Jose Creek from Armitos Avenue to Calle Real for the northern segment and from Hollister Avenue to the County Atascadero Creek Bike Path (Obern Trail) for the southern segment.

List the corresponding RTP project and/or page numbers.

Fast Forward 2040 - SBCAG RTP and Sustainable Communities Strategy (8/17/17): 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 10/16/2018, pages 118-121
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 4-15)

**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 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 2) 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 3) 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)
- MG 4) 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)
- 5) 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 6) 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)

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

- N/A 7) 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 8) 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 9) 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 10) 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 11) 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 12) 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)
- N/A 13) 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 14) 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]

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

- N/A 15) 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)
- N/A 16) Claimant certifies that pursuant to CCR § 6633 and PUC § 99268(c) it shall maintain farebox ratios in providing transit services as follows: Urbanized 20%, Non-Urbanized and ADA 10%

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: April 6, 2021