STAFF REPORT

MEETING DATE:	**2/25/14**
SUBJECT:	**Local Transportation Fund (LTF) Apportionments, FY 2014/15 Annual Unmet Needs Hearing, and Redding Area Bus Authority (RABA) Presentation of the Short-Range Transit Plan**
AGENDA ITEM:	**8**
STAFF CONTACT:	**Keith Williams, Assistant Transportation Planner**

SUMMARY:

Each year SRTA notifies local agencies of their Local Transportation Fund (LTF) share or apportionment. SRTA also assesses and makes findings regarding identifiable transit needs before distributing or allocating LTF for eligible non-transit uses. The Transit Needs Assessment for fiscal year (FY) 2014/15 has been posted and the public comment period will end on March 4, 2014. Requests for additional and/or expanded transit services will be evaluated against the agency's definition of 'unmet transit need' and 'reasonable to meet'. Unmet transit needs findings as well as recommendations for the allocation of LTF and other transit funds will be presented at the April board of directors meeting for approval. The Redding Area Bus Authority (RABA) is nearing completion of the Short-Range Transit Plan and will present staff-recommended changes to existing routes.

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Approve the annual estimate of Local Transportation Fund FY 2014-15 apportionments (Attachment A);
2. Receive a presentation from RABA regarding the Short-Range Transit Plan;
3. Hold a public hearing to receive testimony on unmet transit needs in Shasta County; and
4. Direct staff to prepare responses to all public comments for consideration at the April board of directors meeting.

DISCUSSION:

Background – As the designated regional transportation planning agency (RTPA) for Shasta County, SRTA is responsible for administering Transportation Development Act (TDA) funds. TDA revenue includes State Transit Assistance (STA) and Local Transportation Funds (LTF). STA comes from the state sales tax on diesel fuel and can only be used for public transit. LTF comes from one-quarter cent of the general sales tax for the following uses in priority order:

1. TDA administration;
2. Pedestrian and bicycle facilities (up to 2% of the remaining balance);
3. Community transit services (up to 5% of the remaining balance); and
4. Public transit services.

Since public transit needs vary from region to region, TDA provisions allow any remaining LTF to be applied to:

5. Eligible non-transit uses, including local streets and road construction and maintenance.

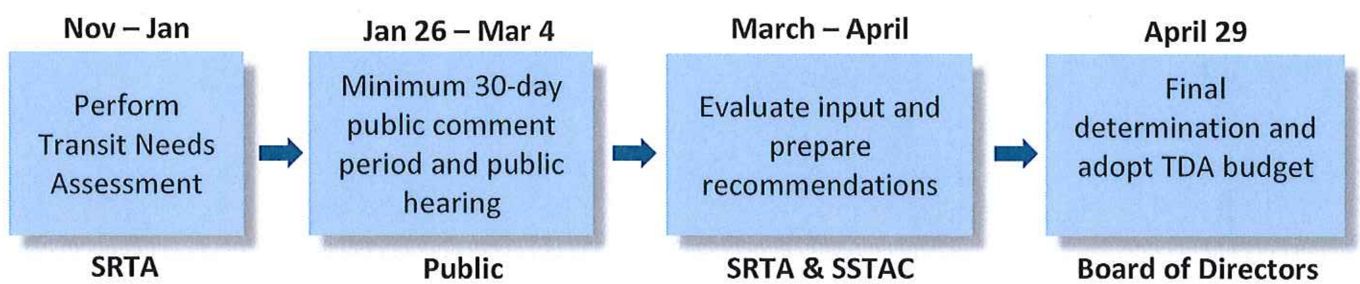
Transit funding fact sheets (provided at the February, 2013 SRTA Board of Directors meeting) can be found in Attachment C.

LTF Apportionments – SRTA must advise claimants of their estimated LTF share or apportionment for the upcoming fiscal year no later than March 1. Apportionments in Shasta County are in proportion to each jurisdiction's population. The allocations for FY 2014/15 are estimated as follows:

	Anderson	Redding	Shasta Lake	Shasta County	Total
Est. FY 2014/15 Apportionment	**$325,338**	**$2,960,579**	**$332,891**	**$2,190,805**	**$5,809,613**
Percentage Share	**5.60%**	**50.96%**	**5.73%**	**37.71%**	**100%**

Unmet Transit Needs – Before distributing or allocating LTF for non-transit uses, TDA law requires that the region annually identify transit-dependent populations, evaluate their access to current public transit services, and present service alternatives that would resolve any unmet transit needs (known as the Transit Needs Assessment). The public is invited to submit comments and the Social Services Transportation Advisory Council (SSTAC) prepares an opinion and offers recommendations. Potential new transit service is evaluated against the region's adopted definition of 'unmet transit need' and 'reasonable to meet' criteria (Attachment B). A final determination regarding the allocation of LTF funding for transit and non-transit uses is made by the SRTA Board of Directors along with a transit budget that considers all fund sources.

SRTA's FY 2014/15 Unmet Transit Needs process is proceeding as follows:



The Transit Needs Assessment serves as the basis for the Unmet Transit Needs process. The FY 2014/15 Transit Needs Assessment (Attachment E) finds that:

- All identified transit-dependent groups have some level of transit service by at least one of the region's transit providers.
- The Redding Area Bus Authority (RABA) has limited potential to increase or expand new service due to overall farebox revenues falling below the agency's goal (i.e. fares recover at least 20% of transit operations expenditures within urban areas). Individual route alternatives may be appropriate, pending completion of the RABA Short-Range Transit Plan.
- The Burney Express has a high potential for increased service due to farebox revenues well above minimum TDA requirements for rural transit service (i.e. fares recover at least 10% of transit operations expenditures), coupled with continued requests for additional service each year.

- Coordinated Transportation Services Agency (CTSA) and Lifeline Service have high potential to improve services by way of enhanced efficiency and better coordination of overlapping services.

Unmet Transit Needs Public Comment Period – The public is invited to submit comments regarding the Transit Needs Assessment or any unmet transit need between January 26 and March 4, 2014. A public hearing is required as part of the process. Results of the FY 2014/15 Transit Needs Assessment, public input, and SSTAC and staff recommendations will be presented to the SRTA Board of Directors at the April meeting to determine LTF allocations for public transit and eligible non-transit uses.

Future Year Transit Needs Assessments – Staff recognizes that SRTA's current Unmet Transit Needs process could be improved with better transit and population data. To this end, the following work tasks are currently underway or planned.

1. Investigate the use of automatic vehicle locator (AVL) and farebox technology. Benefits include detailed boarding/alighting data for each bus stop, real-time service information for riders, monitoring on-time performance, data on transfers between routes, and the ability to issue and track the use of youth, senior, disabled, and other limited-access transit passes in order to better understand how transit-dependent groups utilize transit services.
2. Expand and enhance spatial data on transit-dependent/disadvantaged populations. Better utilization of census data would enhance our understanding of customer needs and neighborhood-level data necessary for route planning.
3. Expand transit performance indicators. New performance indicators have been added and baseline data collected for the FY 2014/15 Transit Needs Assessment. Data collected over time will be used to identify trends and evaluate change in performance in response to transit improvement strategies.

Once acquired, the above data sets may be combined in a variety of ways to better understand the relationship between customer needs and transit services – and consequently how to improve transit services and performance. Such analysis will also serve to better inform future short- and long-range transit plans.

ALTERNATIVES:

The board of directors may revise the LTF apportionment estimates. The board of directors may extend the public comment period. The board of directors may continue review of the RABA Short Range Transit Plan to the April meeting.

OTHER AGENCY INVOLVEMENT:

The unmet transit needs process is developed in consultation with the county, cities, SSTAC, CTSA and RABA. The Technical Advisory Committee concurs with the staff recommendation.

FINANCING:

FY 2014/15 apportionments are outlined in Attachment A. The estimated amount of TDA funding available for apportionment is furnished by the county auditor. Actual apportionments are anticipated to be higher after the FY 2012/13 true-up process has been completed.

Daniel S. Little, AICP, Executive Director

Attachments:

A. 2014/15 Estimated LTF Apportionments
B. Resolution Number 00-21, Definition of Unmet Transit Needs and Reasonable to Meet, approved December 12, 2000.
C. FY 2013/14 Transit Fact Sheets
D. RABA Proposed Routes
E. 2014/15 Transit Needs Assessment available at – http://www.srta.ca.gov/pastel/RTUnmetneeds.htm#TNA12

Attachment A

	SHASTA REGIONAL TRANSPORTATION AGENCY - 2014/15 ESTIMATED LTF APPORTIONMENTS								
	(SRTA Policy)		Anderson	Redding	Shasta Lake	County	SRTA	CTSA	Bike & Ped
1	**Local Transportation Fund**	**Totals**	**Budget**	**Budget**	**Budget**	**Budget**	**Budget**	**Budget**	**Budget**
2	Local Transportation Fund- FY 2014/15 (Estimate)	6,460,378							
3	Less: Local Transportation Fund (LTF) for SRTA Administration (1305.3) (14-15)	(225,000)					225,000		
5	Less: Article 3 Allocation- Bicycle and Pedestrian (2%) (1307.1)	(123,410)							123,410
6	Less: Article 4.5- LTF to fund CTSA (5%) (1309.3)	(302,355)						302,355	
7	**Total Estimated LTF Available**	**5,809,613**							
8	**Apportionment Percentage (Population)**	**100.00%**	**5.60%**	**50.96%**	**5.73%**	**37.71%**			
9	**Estimated Amount to be Apportioned**	**5,809,613**	**325,338**	**2,960,579**	**332,891**	**2,190,805**			
10									
11	Total Estimated Apportionment for Article 4 (Transit) and Article 8 (Streets & Roads) Claims	6,460,378	325,338	2,960,579	332,891	2,190,805	225,000	302,355	123,410

Actual apportionments are anticipated to be higher after the 2012-13 true-up process has been completed.

Attachment B

RESOLUTION NO. 00-21

DEFINITION OF UNMET TRANSIT NEEDS AND REASONABLE TO MEET

WHEREAS, the Transportation Development Act (TDA) requires each transportation planning agency to find, prior to any allocation of Local Transportation Fund (LTF) monies for streets and roads, (1) that there are no unmet transit needs, or (2) that there are no unmet transit needs which can reasonably be met, or (3) if there are unmet transit needs, including some such needs that are reasonable to meet, that those needs determined reasonable to meet have been funded (California Public Utilities Code (PUC) Section 99401.5); and

WHEREAS, the TDA further permits the agency to define the terms "unmet transit needs" and "reasonable to meet" as it determines appropriate, consistent with PUC Section 99401.5(c); and

WHEREAS, Shasta County Regional Transportation Planning Agency staff, having consulted with claimant jurisdiction representatives and the Citizens Transportation Advisory Committee and have concluded that minor technical changes consistent with the TDA and prior RTPA practice are appropriate, and have therefore recommended the following revised definitions:

Unmet Transit Needs. An "unmet transit need" under the Transportation Development Act shall be found to exist only under the following conditions:

1. A population group in the proposed transit service area has been defined and located which has no reliable, affordable, or accessible transportation for necessary trips. The size and location of the group must be such that a service to meet their needs is feasible within the definition of "reasonable to meet" as set forth below.

2. Necessary trips are defined as those trips which are required for the maintenance of life, education, access to social service programs, health, and physical and mental well-being, including trips which serve employment purposes.

3. Unmet transit needs specifically include:

   (a) Transit or specialized transportation needs identified in the transit system's Americans with Disabilities Act Paratransit Plan or short-range Transit Plan which are not yet implemented or funded.

   (b) Transit or specialized transportation needs identified by the Social Services Transportation Advisory Council and confirmed by the RTPA through testimony or reports which are not yet implemented or funded.

4. Unmet transit needs specifically exclude:

(a) Minor operational improvements or changes, involving issues such as bus stops, schedules and minor route changes.

(b) Improvements funded or scheduled for implementation in the following fiscal year.

(c) Trips for any purpose outside of Shasta County, in accordance with PUC Section 99220(b).

(d) Primary and secondary school transportation.

<u>Reasonable to Meet</u>. An identified unmet transit need shall be found "reasonable to meet" only under the following conditions:

1. It has been demonstrated to the satisfaction of the Agency that transit service adequate to meet the unmet need can be operated with a subsidy not to exceed 80% of operating cost in urbanized areas and 90% in nonurbanized areas. It must also have been demonstrated that the unsubsidized portion of operating costs can be recovered by fare revenues as defined in the State Controller's Uniform System of Accounts and Records. The "Cost Allocation Method" as shown in Exhibit (A) is the method to be used for determining fare box ratio.

   (a) Transit service subsidy maximums may be determined on an individual route or service area, or an individual proposed route or service area, basis.

2. The proposed expenditure of Transportation Development Act funds required to support the transit service does not exceed the authorized allocation of the claimant, consistent with Public Utilities Code Sections 99230-99231.2 and TDA Regulations Sections 6649 and 6655.

   The fact that an identified need cannot fully be met based on available resources, however, shall not be the sole reason for finding that a transit need is not Reasonable to Meet.

3. The proposed expenditure shall not be used to support or establish a service in direct competition with an existing private service, nor to provide 24-hour service.

4. Where transit service is to be jointly funded by two or more of the local claimant jurisdictions, it shall be demonstrated to the satisfaction of the Commission that the resulting inter-agency cost sharing is equitable. In determining if the required funding equity has been achieved the Commission may consider, but is not limited to

considering whether or not the proposed cost sharing formula is acceptable to the affected claimants.

5. Transit services designed or intended to address an unmet transit need shall in all cases make coordinated efforts with transit services currently provided, either publicly or privately.

NOW, THEREFORE, BE IT RESOLVED that the definitions set forth above shall govern the RTPA's determinations of unmet transit needs that are reasonable to meet pursuant to applicable TDA statutes and regulations, and the resulting allocation of TDA funds by this Commission;

BE IT FURTHER RESOLVED that Resolution 10-97 of the Shasta County Regional Transportation Planning Agency dated December 16, 1997, is hereby rescinded and superseded.

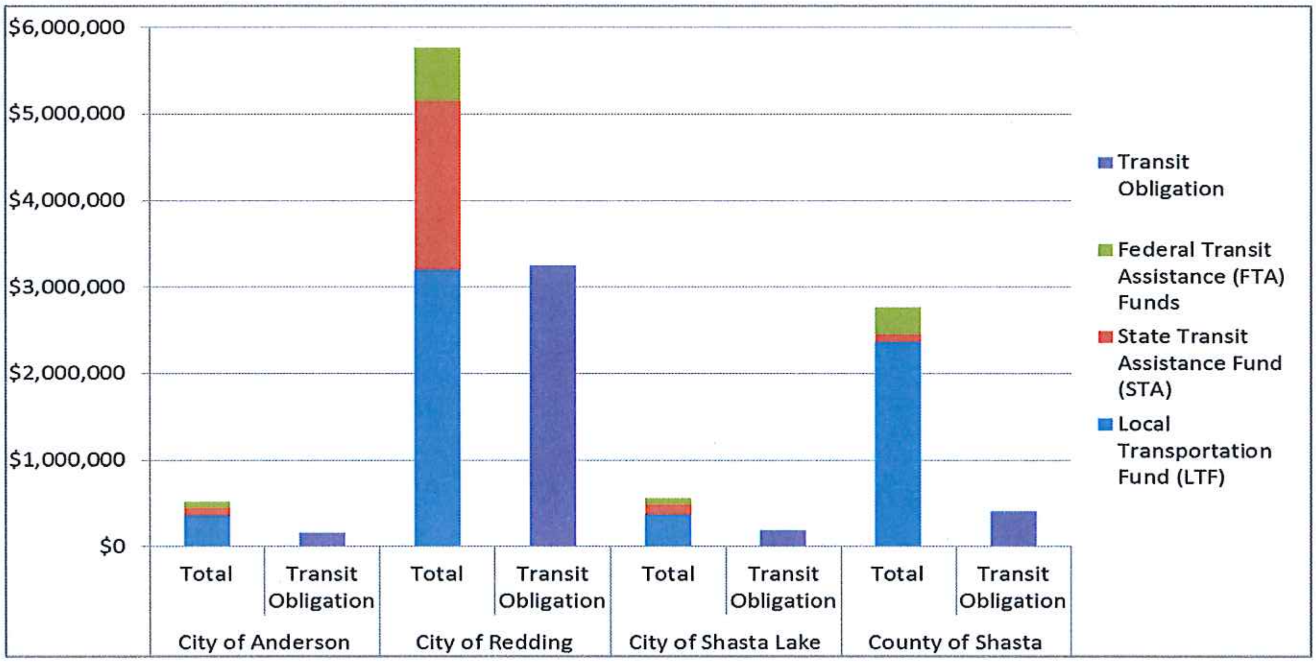
PASSED AND ADOPTED this 12th day of December, 2000, by the Shasta County Regional Transportation Planning Agency.

David L. McGeorge, Chairman
Shasta County Regional
Transportation Planning Agency

Fact Sheet: SRTA Transit Funding

Three types of transit funds are allocated to each city and the county. These are State Transit Assistance (STA) fund, Local Transportation Fund (LTF), and Federal Transit Administration (FTA) funds. State Transit Assistance and Federal Transit Administration funds can only be used for transit. Local Transportation Funds are then used for any remaining transit needs in the jurisdiction. Once transit costs are covered, any remaining Local Transportation Funds may be used for streets and roads.

Projected Transit Funding vs. FY 13/14 Transit Obligations



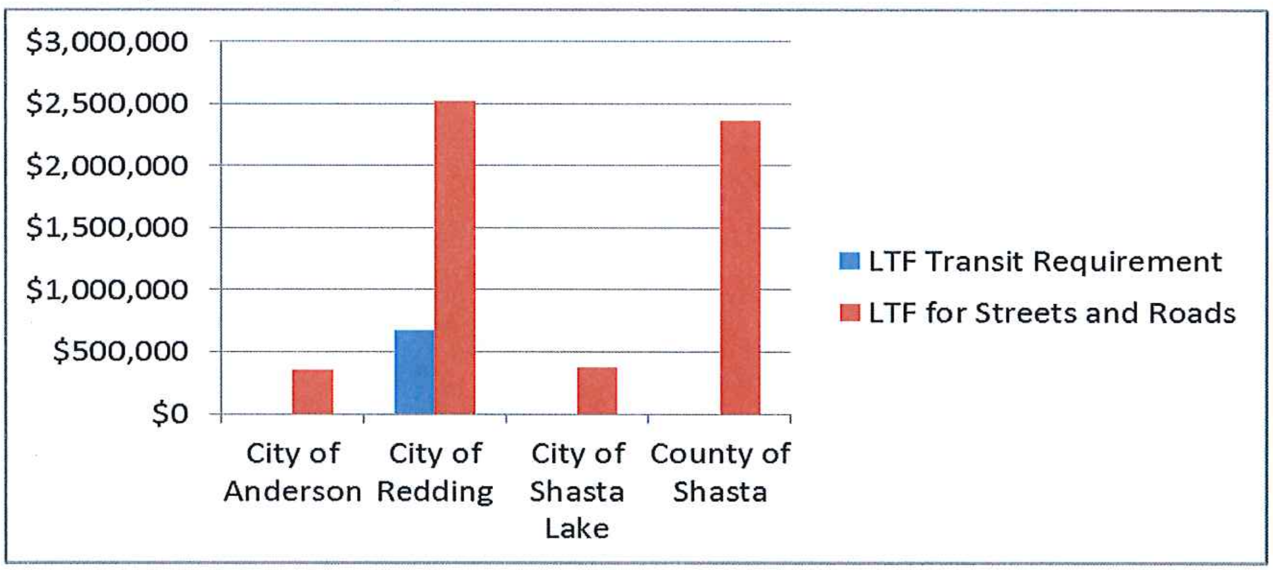
	City of Anderson		City of Redding		City of Shasta Lake		County of Shasta		
	Total	Transit Obligatio	Total	Transit Obligation	Total	Transit Obligation	Total	Transit Obligation	***TOTAL***
Local Transportation Fund (LTF)	$361,000	$0	$3,196,000	$0	$372,000	$0	$2,366,000	$0	$6,295,000
State Transit Assistance Fund (STA)	$91,000	$0	$1,961,000	$0	$117,000	$0	$87,000	$0	$2,256,000
Federal Transit Assistance (FTA) Funds	$67,000	$0	$614,000	$0	$69,000	$0	$318,000	$0	$1,068,000
Transit Obligation		$158,000		$3,244,000		$186,000		$405,000	$3,993,000
Total	$519,000		$5,771,000		$558,000		$2,771,000		$9,619,000
Funds Available for Streets and Roads		$361,000		$2,527,000		$372,000		$2,366,000	$5,626,000

Fact Sheet: Local Transportation Fund (LTF)

LTF funds are derived from ¼ cent of the 7½ percent state sales tax. Revenues collected in the region are returned to the SRTA. Use of LTF is governed by the Transportation Development Act (TDA). Funds are distributed by population.

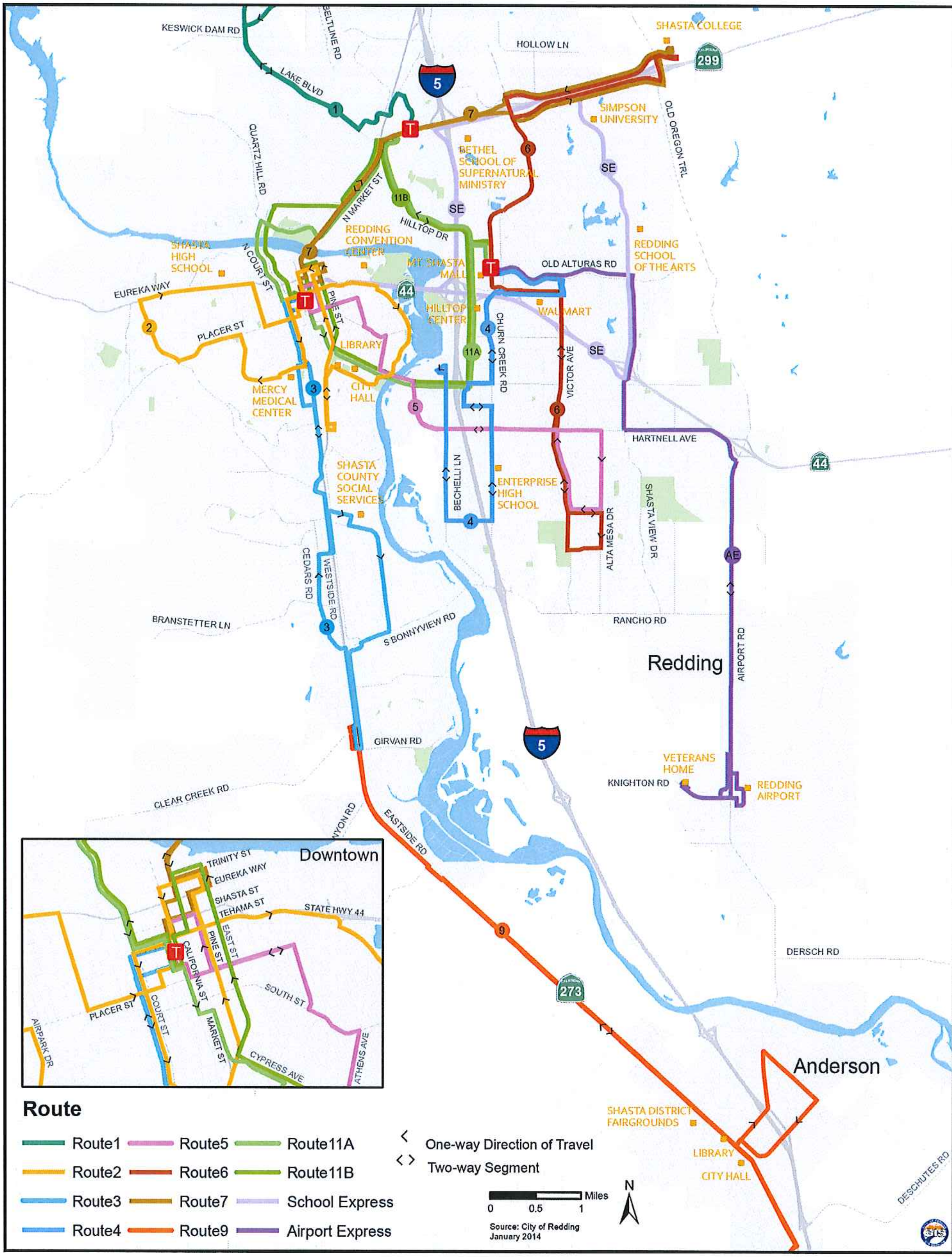
Eligible Activity in priority order	FY 13/14 Eligible Recipient	LTF Budget Eligible Distribution	Budgeted FY 2013/14
Administration	SRTA	No limit	$156,000
Bicycle & Pedestrian Facilities	Cities and County	Up to 2%	$124,000
Consolidated Transportation Services Agency	Shasta Senior Nutrition Program (SSNP)	5% of balance	$296,000 **Subtotal $576,000**
Transit Services	RABA, Burney Express, Lifeline	Remaining eligible balance	$669,000
Local Streets & Roads	Cities and County	Balance after all transit needs are met	$5,626,000 **Subtotal $6,295,000**
		Fiscal Year 2013/14 Total:	**$6,871,000**

FY 2013/14 LTF Uses by Jurisdiction

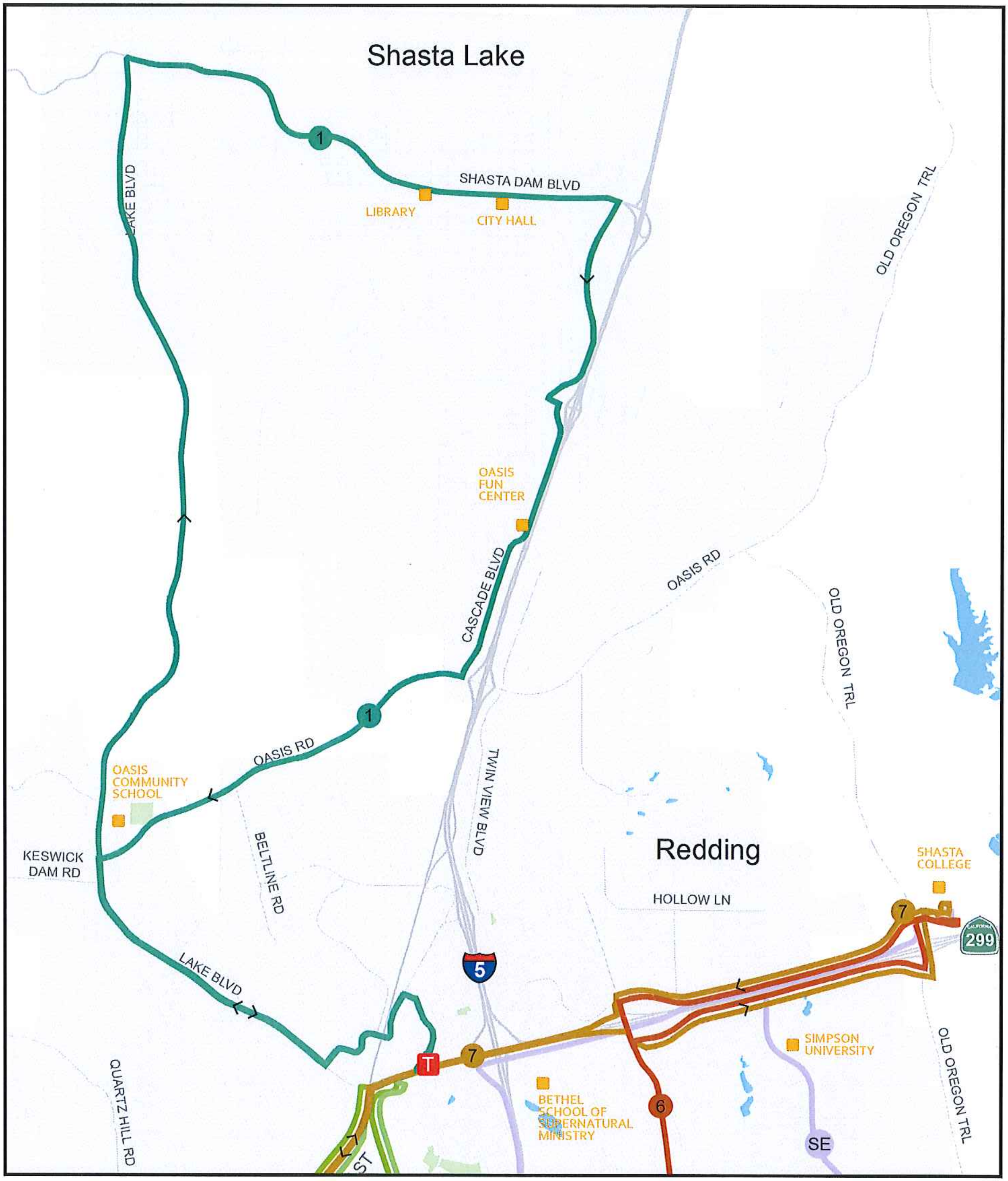


Attachment D

Draft Final Proposed Fixed Route Plan



Draft Final Proposed Fixed Route Plan - Page 2



Route

Route1 — Route11A
Route2 — Route11B
Route6 — School Express
Route7

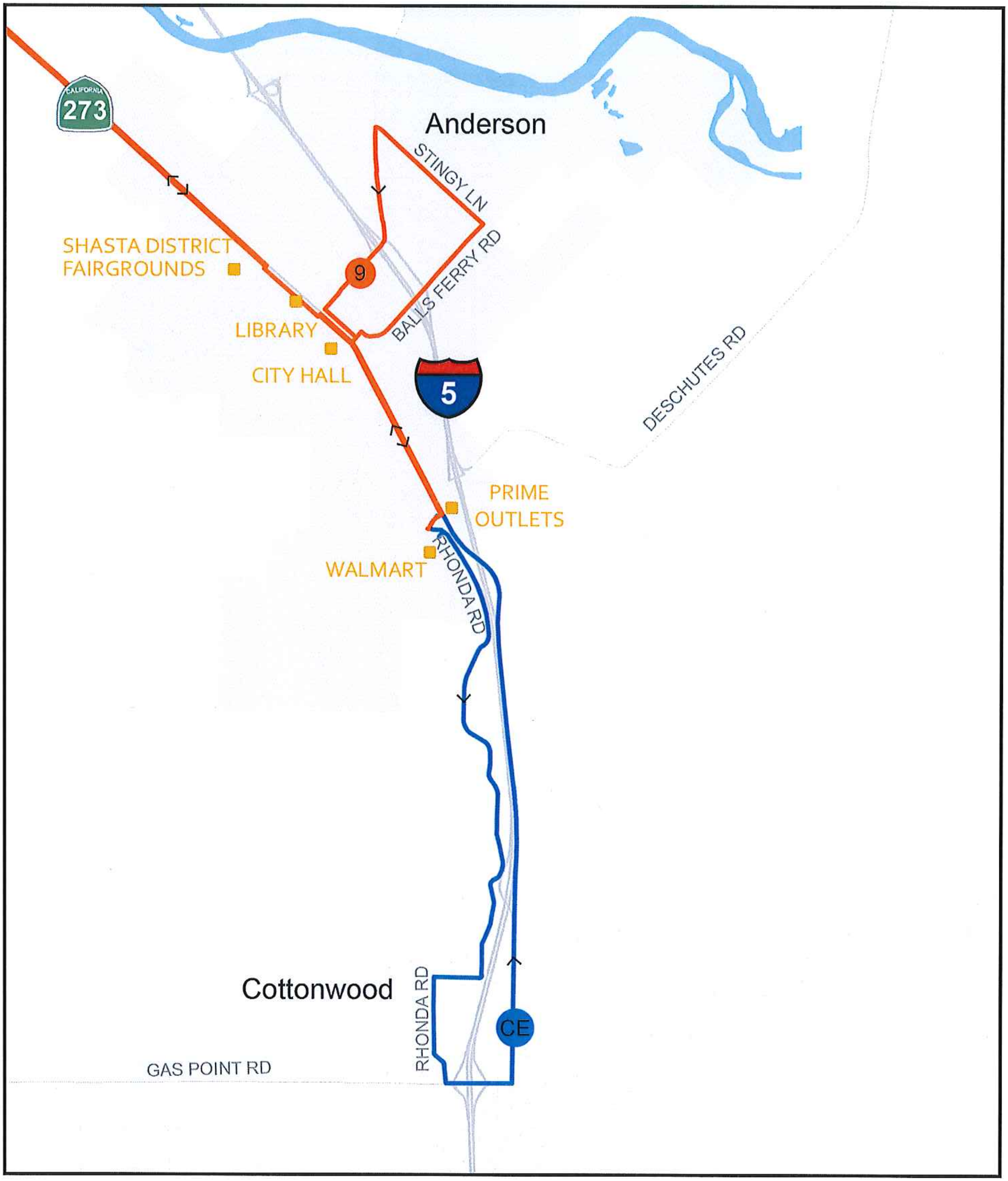
< One-way Direction of Travel
<> Two-way Segment

Miles 0 0.5 1

N

Source: City of Redding
September 2013

Draft Final Proposed Fixed Route Plan - Page 3



Route

Route9

Cottonwood Express

< One-way Direction of Travel

<> Two-way Segment

0 0.5 1 Miles

N

Source: City of Redding
February 2014