

STAFF REPORT



MEETING DATE:	April 24, 2018
SUBJECT:	Approve and Roll-Over Fiscal Year 2017/18 Low Carbon Transit Operations Program Funding for the Sunday Transit Demonstration Project
AGENDA ITEM:	11
STAFF CONTACT:	Sean Tiedgen, AICP, Senior Transportation Planner

SUMMARY:

Caltrans notified SRTA that \$231,865 in fiscal year (FY) 2017/18 Low Carbon Transit Operations Program (LCTOP) funds are available to the Shasta Region for transit projects. To receive the funds SRTA must designate the funds toward a project that meets LCTOP eligibility criteria and is approved by the SRTA Board of Directors and Caltrans. Staff recommends that FY 2017/18 LCTOP funds be rolled-over for use in FY 2018/19 towards the Sunday Transit Demonstration Project.

STAFF RECOMMENDATION:

It is recommended that the board of directors adopt Resolution #18-07, which approves the roll-over of FY 2017/18 LCTOP funds for the Sunday Transit Demonstration Project and authorizes the Executive Director to execute the certifications and assurances and authorized agent forms for the LCTOP application and make any necessary amendments.

DISCUSSION:

LCTOP provides public transportation funding for new transit services that reduce greenhouse gas (GHG) emissions and improves mobility. Projects that serve disadvantaged or low-income communities receive priority. To receive funding, projects must meet at least one of the following eligibility criteria:

1. Support new or expanded bus or rail services, water-borne transit, or intermodal transit facilities.
May include equipment acquisition, fueling and maintenance, and other costs to operate those new services or facilities.
2. Operational expenditures that increase transit mode share
3. Expenditures related to the purchase of zero-emission buses, including electric buses, and the installation of the necessary equipment and infrastructure to operate and support these zero-emission buses.

Two additional criteria that proposed projects must meet include: 1) show a reduction in GHG emissions; and 2) cannot supplant existing services or funds.

To receive the region's LCTOP allocation, funds must be designated to a project and an application submitted. Staff reviewed potential new transit projects that best meet the eligibility and GHG emission reduction criteria and determined that the Sunday Transit Demonstration Project is the best use of funds at this time. Sunday transit service has been an expressed need for several years and will provide a new service to the region that would reduce GHG emissions. Additionally, no dedicated funding has been designated for this project, so LCTOP funding would not supplant funds.

Staff is conducting sketch planning exercises to evaluate possible Sunday transit service alternatives and will present these results for consideration by the board of directors at the June meeting. Sunday transit services are anticipated to start around July 1, 2019. To cover transit operations, LCTOP funds would be used similar to the approach used for RABA's Crosstown Express service, by providing "Free Ride" days for riders.

An application was submitted by the March 30, 2018, deadline requesting the roll-over of FY 2017/18 LCTOP funds to FY 2018/19 for the Sunday Transit Demonstration Project. Completion of the application requires a resolution by the SRTA Board of Directors. The board of directors may reprioritize the use of FY 2017/18 funds at a later date through a Corrective Action Plan. At this time, it is recommended that the board of directors adopt the attached resolution so that Caltrans can release the funds to SRTA to hold for use in FY 2018/19.

ALTERNATIVES:

The board of directors may allocate FY 2017/18 LCTOP funds to a different project, so long as the project meets the project eligibility criteria. Designating another project for these funds will require a new allocation request. Staff would need to evaluate the alternative project using the LCTOP evaluation tools and report back to the board of directors at the June meeting on the results.

OTHER AGENCY INVOLVEMENT:

Caltrans and the California Air Resources Board administer the LCTOP. RABA staff submitted a contribution letter to transfer their \$12,745 LCTOP allocation to SRTA as part of the FY 2017/18 allocation request. *///The Technical Advisory Committee (TAC) concurs with the staff recommendation. ///*

FISCAL IMPACT:

Currently, no funding source has been designated for the Sunday Transit Demonstration Project. The \$231,865 in FY 2017/18 LCTOP funds are recommended to be rolled-over for use in FY 2018/19 as initial startup funding for this project. Additional future LCTOP allocations may be needed and could be applied toward the project. In the near-term, this would enable Transit Development Act (TDA) funds to remain allocated to existing transit needs with unused funds being applied toward streets and roads projects. Should transit services on Sundays be successful, the board of directors would need to consider using TDA or other funds to replace LCTOP in the future. The board of directors has the discretion to reconsider where to assign FY 2017/18 LCTOP funds at a future date.

Daniel S. Little, AICP, Executive Director

Attachment: Resolution 18-07

RESOLUTION



RESOLUTION NUMBER:	18-07
SUBJECT:	Authorization for the Execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program for the following Project: Sunday Transit Service Demonstration Project – for \$231,865

WHEREAS, the Shasta Regional Transportation Agency (SRTA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the California Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

WHEREAS, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors; and

WHEREAS, the SRTA Board of Directors wishes to delegate authorization to execute the fiscal year 2017/18 LCTOP certifications, assurances and authorized agent forms and any amendments thereto to the executive director; and

WHEREAS, the SRTA Board of Directors wishes to implement the LCTOP project listed above.

NOW, THEREFORE, BE IT RESOLVED that the Shasta Regional Transportation Agency:

1. Agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for LCTOP funded transit projects; and
2. Authorizes the Executive Director to execute all required documents of the LCTOP program and any amendments thereto with Caltrans; and
3. Authorizes submittal of the following project nomination and allocation request to Caltrans in FY 2017/18 LCTOP funds:

Project Name: Sunday Transit Demonstration Project

Amount of LCTOP funds requested: \$231,865

Short description of project: Provide "free ride" days.

Contributing Sponsor(s): Redding Area Bus Authority (RABA)

PASSED AND ADOPTED this 24th day of April, 2018, by the Shasta Regional Transportation Agency.

Susie Baugh, Chair
Shasta Regional Transportation Agency