STAFF REPORT

MEETING DATE:	**April 24, 2018**
SUBJECT:	**Approve FY 2018/19 Unmet Transit Needs Findings and Transportation Development Act Budget**
AGENDA ITEM:	**8**
STAFF CONTACT:	**Keith Williams, AICP, Associate Transportation Planner**

SUMMARY:

SRTA closes out its annual unmet transit needs cycle by responding to public comments, making transit service recommendations, and preparing a Transportation Development Act (TDA) budget for public transportation and other eligible uses. As the regional administrator for TDA funds, SRTA is responsible for determining the appropriate use of funds in accordance with statutorily-defined priorities. Funding is apportioned to each jurisdiction via the annual claims process. The total FY 2018/19 TDA budget, including state and federal transit grants, is $11,336,677

STAFF RECOMMENDATIONS:

It is recommended that the board of directors:

1. Consider FY 2018/19 Unmet Transit Needs public comments and staff responses (Attachment A, Appendix 8);
2. Receive a presentation on the Social Services Transportation Advisory Council's (SSTAC) FY 2018/19 Unmet Transit Needs recommendation (Attachment A, Appendix 9) from Chair Steve Smith;
3. Approve Resolution Number 18-06 (Attachment C), which finds that the current level of transit services are reasonable to meet, except for "Beach Bus" service to Whiskeytown;
4. Approve the FY 2018/19 TDA Budget of Apportionments and Transit Obligations (Attachment D); and
5. Approve payment instructions to the Shasta County Auditor-Controller (Attachment E).

DISCUSSION:

Background - TDA provides two major sources of funding for public transportation: State Transit Assistance (STA) and Local Transportation Funds (LTF). Funding may be utilized for the following statutorily-defined priorities:

1. SRTA costs to manage TDA and perform other regional transportation agency mandates;
2. 2% of the remaining LTF balance for pedestrian and bicycle facilities;
3. Up to 5% of the remaining LTF balance for transit services provided by the Consolidated Transportation Services Agency (CTSA);
4. Public transit services and administration by the city of Redding;
5. Other eligible transportation uses, including improvements to local streets; and
6. Rural Bike Lanes and Sidewalks to Transit (BLAST) derived from excess county transit funds.

Each year, as a recipient of TDA funds, SRTA conducts the unmet transit needs process (Attachment B). The findings from the FY 2018/19 Unmet Transit Needs Cycle, and corresponding TDA budget, are summarized below and recommended for approval by the board of directors.

FY 2018/19 TDA Budget – The FY 2018/19 TDA budget (see Attachment D for additional detail) includes off-the-top allocations (for SRTA administration costs, pedestrian and bicycle facilities, and CTSA services provided by Dignity Health Connected Living); Rural Bike Lanes and Sidewalks to Transit (BLAST) Program; county STA spillover to cities; transit claims to each jurisdiction (based on the '80/20' population and transit service hours distribution formula); and the remaining balance allocated to local streets and roads. This budget does not include other revenue from state and federal transit grants.

Table 1 - FY 2018/19 TDA Budget Summary

TDA Funding Claim	SRTA	CTSA (Dignity Health Connected Living)	Anderson	Redding	Shasta Lake	County	Regional Total
SRTA Admin	$564,269						$ 564,269
2% Ped/Bike	$148,168						$ 148,168
5% CTSA		$363,013					$ 363,013
Rural BLAST	$136,958						$136,958
Spillover to Cities			$16,912	$153,149	$16,808		$ 186,869
Public Transit			$79,292	$2,942,639	$91,597	$215,040.	$3,328,568
RABA Admin			$50,096	$453,690	$49765		$553,551
Local Streets & Roads			$335,919	$842,463	$322,431	$2,500,488	$4,001,301
TOTAL	$849,395	$ 363,013	$482,219	$4,391,941	$480,601	$2,715,528	$9,282,697

As required by TDA law, this budget funds all reasonable to meet transit services, as identified through the FY 2018/19 Unmet Transit Needs Findings presented below. It is recommended that the board of directors certify by resolution (Attachment C) that, with the exception of the seasonal Whiskeytown "Beach Bus" service, existing transit services are reasonable to meet, and direct the Shasta County Auditor-Controller to disburse funds in accordance with FY 2018/19 Payment Instructions (Attachment E).

FY 2018/19 Unmet Transit Needs Findings – In February, staff presented the SRTA Board of Directors with the Draft FY 2018/19 Transit Needs Assessment, including service requests from the public, a technical assessment of transit needs, and preliminary staff recommendations. SRTA staff, in consultation with the SSTAC, evaluated service requests against the agency's "reasonable to meet" criteria (Attachment A, Appendix 2) and are jointly recommending the FY 2018/19 Unmet Transit Needs Findings as described in Table 2. It is also recommended that the board of directors receive a presentation from SSTAC Chair Steve Smith on the council's recommendation.

Table 2 - Summary of Findings from FY 2018/19 Unmet Transit Needs Cycle

Transit Service Request	Reasonable to Meet?	Response
Sunday service **(Carryover Request)**	Pending analysis from pilot project	SRTA is working on the development of a demonstration project for Sunday transit service that serves the region. In October and November of 2017, 299 participants filled out ridership surveys. Service alternatives are being developed and evaluated based on survey responses. SRTA anticipates recommending a service solution concept at the April 2018 board of directors meeting, a business plan in June, 2018, and starting service in July, 2019. See agenda items 10 and 11 for more detail.
More frequent service **(Carryover)**	No	These more generalized needs and potential service delivery options will be addressed in the next short-range transit plan anticipated in 2019. It is unlikely that changes could be made system-wide initially; however, pilot programs could be introduced in high-use transit areas. SRTA is also exploring the possibility of smart phone-enabled 'on-demand' transit service to provide more targeted and rider-responsive service enhancements.
Extended service hours **(Carryover)**	No	
Crosstown Express **(Pilot Project)**	Yes	Introduced in September 2016, this service was slow to grow ridership with an average of 290 trips per month in the first four months. However, RABA made service adjustments which have increased the average number of trips to 834 per month in the final four months of 2017. This service was funded primarily by a Low Carbon Transit Operations Program grant for free rides through June 30, 2018, and a ridership fare agreement with the Bethel School of Supernatural Ministry. It is recommended that this service continue as a TDA-funded pilot project.
Whiskeytown "Beach Bus" **(Pilot Project)**	No	The Beach Bus was funded in part by a grant obtained by the National Park Service from Dignity Health. Seasonal service began two years ago, during which time 627 passenger trips were provided during the 2016 season and 1,092 passenger trips were provided during the 2017 Season. The National Park Service has indicated that it will not be pursuing another grant from Dignity Health. Without supplemental grant funds, the farebox recovery ratio for last season would have been 6.54% - well below the 10% minimum standard for non-urban routes. TDA funding is therefore not recommended.

ALTERNATIVES:

The board of directors may authorize continuation of the Whiskeytown "Beach Bus" for another year as a pilot program under the "reasonable to meet" definition.

The board of directors may modify the budget or direct staff to study other transit needs that may be reasonable to meet.

OTHER AGENCY INVOLVEMENT:

RABA, SSTAC, the three cities, the county, and Dignity Health Connected Living participated throughout the Unmet Transit Needs process. The RABA budget for FY 2018/19 is anticipated for approval by the RABA Board of Directors by June 2018. ///The Technical Advisory Committee (TAC) recommends approval of the staff recommendation.///

FINANCING:

Approval of the FY 2018/19 TDA Apportionments and Transit Obligations will allow the Shasta County Auditor-Controller to distribute $9,276,697 in TDA funds to SRTA, the three cities, the county, Dignity Health Connected Living, and RABA as provided by Attachment D.

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Daniel S. Little, AICP, Executive Director

Attachments:

A. Final 2018/19 Transit Needs Assessment
B. Unmet Transit Needs Process Overview
C. Resolution No. 18-06 – 2018/19 Unmet Transit Needs Findings and TDA Claims
D. Apportionments and Transit Obligations for FY 2018/19
E. FY 2018/19 Payment Instructions
F. Summary of RABA Funding for FY 2018/19

Attachment B

Overview of the Annual Unmet Transit Needs Cycle

Activity	Schedule			
	Nov-Jan	Feb-March	April-Jun	Beyond
1. Assess current conditions and gather input				
Consult with Social Services Transportation Advisory Committee (SSTAC)		☑		
Review most recent transit plans and prior year Unmet Transit Needs findings. Revise (as needed) analysis on size and location of likely transit dependent populations. Solicit public comments (social media, interviews, etc.) via 'Shasta Transit Brainstorm'	☑			
Based on earlier findings, develop transit service priorities survey to distribute via SRTA website, social media, and other methods	☑			
2. Draft Transit Needs Assessment				
Prepare and publish draft Transit Needs Assessment for a minimum 30-day public comment period		☑		
Hold a public hearing to receive comments on the draft Transit Needs Assessment		☑		
3. Unmet Transit Needs Findings				
Work with appropriate transit provider(s) to develop options for meeting identified unmet transit needs and testing against adopted reasonable to meet criteria		☑		
Present Unmet Transit Needs Findings for the upcoming fiscal year (requests requiring additional analysis are continued to the next fiscal year)			☐	
Allocate TDA funds for transit and non-transit purposes for the upcoming fiscal year			☐	

Attachment C

RESOLUTION

RESOLUTION NUMBER:	**18-06**
SUBJECT:	**2018/19 Unmet Transit Needs Findings and TDA Claims**

WHEREAS, Section 99230 of the California Public Utilities Code (PUC) requires that each transportation planning agency annually determine the amount of Local Transportation Fund (LTF) funds to be allocated to each claimant, from an analysis and evaluation of the total amount anticipated to be available in the LTF, and the relative needs of each claimant for the purposes for which the fund is intended and consistent with the provisions of the law; and

WHEREAS, PUC Section 99231 and California Code of Regulations Section 6655 require that the transportation planning agency shall allocate to a claimant for a given area only such funds as representing that area's apportionment; and

WHEREAS, the provisions of PUC Section 99401.5 further require that the Shasta Regional Transportation Agency (SRTA) annually review and make findings concerning "unmet transit needs" in each claimant jurisdiction, and prior to making any LTF allocations to claimants for non-transit purposes, fund such unmet transit needs in each claimant jurisdiction as have been found "reasonable to meet"; and

WHEREAS, to ensure eligibility for State Transit Assistance funds, the Redding Area Bus Authority (RABA) shall submit calculations supporting its compliance with PUC Section 99314.6; and

WHEREAS, the 2018/19 transit needs review process in the Shasta region has included all of the following actions:

1. The Shasta Transit Brainstorm, a public input campaign, followed by a transit priorities survey of the region's unmet transit needs to inform the Transit Needs Assessment (TNA).
2. Consultations with and recommendations from the Social Services Transportation Advisory Council (SSTAC) and other interested organizations and individuals.
3. Identification of the transit needs for claimant jurisdictions in the Shasta region as detailed in the 2018/19 TNA, which includes the following:
    a. An assessment of the size and location of identifiable groups which are likely to be transit dependent or transit disadvantaged, including but not limited to the elderly, the disabled and persons of limited means.
    b. An analysis of the adequacy of existing public transportation services and specialized transportation services, including privately- and publicly-provided services, in meeting the demand identified pursuant to the assessment referred to in sub-paragraph (a) above.
    c. An analysis of potential alternative public transportation and specialized transportation services and service improvements.
4. A public hearing held on February 27, 2018, for the purpose of soliciting claimant agency and citizen comments on unmet transit needs that may exist within each claimant's jurisdiction that might be "reasonable to meet" using LTF funds. Public comments were analyzed and responded to.

5. A presentation by SRTA staff on April 24, 2018, concerning current unmet needs findings and existing service ridership and feasibility.

WHEREAS, the findings required by PUC Section 99401.5, and related SRTA rules and policies, for each claimant jurisdiction are reflected in a single resolution for administrative convenience, and as a reflection of the coordinated transit service the individual claimants have separately elected to provide through a joint powers agreement, despite their individual status as eligible Transportation Development Act (TDA) claimants; and

WHEREAS, the information developed pursuant to PUC Section 99401.5 subdivisions (a) through (c), inclusive, provides the basis for the findings herein for 2018/19 including:

1. The 2018/19 TNA and supplemental data and analysis provided.
2. SSTAC consultation.
3. Public and claimant agency comments.
4. Staff reports and presentation to the SRTA Board of Directors.
5. The 2015 Regional Transportation Plan (RTP).
6. Redding Area Bus Authority (RABA) Short-Range Transit Plan, dated June 2014.
7. All correspondence, testimony and documents otherwise comprising the record of proceedings.

WHEREAS, the PUC Section 99401.5 findings made herein, including determinations that existing transit services, upon modifications, shall continue to be funded for each claimant as specified before any allocation is made by the responsible claimant for streets and roads within its jurisdiction; and

WHEREAS, proposed 2018/189 TDA allocations to the claimants, in the form of a 2018/19 TDA budget, have been prepared.

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

1. RABA falls below the 18.0% adjusted farebox ratio for fiscal year 2016/17 (16.85%). However, existing services are recommended for funding because the continuation of the current RABA transit system is an essential service to the region's urban areas and will not result in a farebox penalty.
2. Sunday service could be "reasonable to meet" for the claimant jurisdictions in the region pending on-going analysis of a Sunday service pilot program 2018/19; and
3. The "Crosstown Express" service, as detailed in the 2018/19 Unmet Transit Needs Findings, is reasonable to meet per SRTA's definition which allows for farebox standard exceptions for pilot projects such as this one; and
4. The seasonal Whiskeytown "Beach Bus" service, as detailed in the 2018/19 Unmet Transit Needs Findings, is no longer reasonable to meet as a fixed route service per SRTA's "reasonable to meet" definition with a farebox recovery (6.54%) below the required 10% minimum in non-urbanized areas; and
5. The 2018/19 TDA budget reflects the most equitable cost-sharing as reflected by the agreement between claimant agencies in light of the transit system benefits each will realize from the RABA-provided services.

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

1. Approves the 2016/17 TDA true-up by incorporation into the 2018/19 claims; and
2. Approves allocations for each claimant jurisdiction that are consistent with and reflected in the approved 2018/19 TDA budget; and
3. Directs that claimants for TDA funds shall submit claims for transit funds in the amounts not exceeding those shown in the approved budget for fiscal year 2018/19, and that these claims and the use of resulting funds shall be consistent with transit requirements before any LTF allocations go to other uses.
4. Directs the auditor to make payments to the claimants pursuant to the schedule shown in Attachment E to the staff report, or as sufficient funds become available.

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

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Susie Baugh, Chair
Shasta Regional Transportation Agency

Attachment D

SHASTA REGIONAL TRANSPORTATION PLANNING AGENCY - 2018/19 TDA ALLOCATIONS

#	(SRTA Policy)		Anderson	Redding	Shasta Lake	County	SRTA	CTSA	2% Bike & Ped
1	**Local Transportation Fund**	Totals	Budget	Budget	Budget	Budget	Budget	Budget	Budget
2	Local Transportation Fund- FY 2017/18	7,957,100							
3	Local Transportation Fund- True-up through 6/30/17	(44,523)					15,593		
4	Less: Local Transportation Fund (LTF) for SRTA Administration (1305.3)	(548,676)					548,676		
5	Less: Article 3 Allocation- Bicycle and Pedestrian (2%) (1307.1)	(148,168)							148,168
6	Less: Article 4.5- LTF to fund CTSA (5%) (1309.3)	(363,013)						363,013	
7	**Total LTF Available**	**6,852,720**	**392,262**	**3,573,765**	**386,205**	**2,500,488**			
8									
9	**State Transit Assistance**	Totals	Budget	Budget	Budget	Budget	Budget	Budget	Budget
10	State Transit Assistance- FY 2018/19 (Population Formula) (1306.1)	1,398,438	73,046	665,027	71,588	588,778			
11	Transit Assistance Spillover to Cities	0	33,823	306,298	33,616	(373,738)			
12	**Total STA Available**	**1,398,438**	**106,869**	**971,325**	**105,204**	**215,040**	**0**	**0**	**0**
13									
14	**Federal Transit Administration Formula Funds and LCTOP Funds**	Totals	Budget	Budget	Budget	Budget	Budget	Budget	Budget
15	LCTOP	346,565					346,565		
16	FTA 5307 Operating Apportionment (Cities only) (Maximum of $1,000,000)	1,000,000	90,500	819,553	89,946				
17	FTA 5311 (f) Operating Apportionment (County only) (1313.2)	84,159				84,159			
18	State of Good Repair	251,894					251,894		
19	FTA 5311 Operating Apportionment (County only) (1313.2) FY 18-19	328,301				328,301			
20	**Total FTA Available**	**2,010,919**	**90,500**	**819,553**	**89,946**	**412,460**	**598,459**	**0**	**0**
21									
22	**Total Revenue Available**	**10,262,077**	**589,632**	**5,364,644**	**581,355**	**3,127,988**	**598,459**		
23									
24									
25	(SRTA Policy)		Anderson	Redding	Shasta Lake	County	SRTA	CTSA	2% Bike & Ped
26	**Transit Funding Requirements**	Totals	Budget	Budget	Budget	Budget	Budget	Budget	Budget
27	Redding Area Bus Authority-Operating	4,688,217							
28	Redding Area Bus Authority-Administration	553,551							
29	Required FY 2017/18 RABA Funding Requirement (1313.2)	5,241,768	236,801	4,369,032	242,116	393,820			
30	From Cities for Blast in Exchange for Spillover	186,869	16,912	153,149	16,808				
31	Other Transit Obligations:								
32	County TDA Administration	23,000				23,000			
33	LCTOP Available for Transit	346,565					346,565		
34	State of Good Repair	251,894					251,894		
35	Burney Express for Operating	210,680				210,680			
36	**Total Transit Obligations Filed Under Article 4 and 8**	**6,260,776**	**253,713**	**4,522,181**	**258,924**	**627,500**	**598,459**		
37									
38	**Total Available for Streets & Roads (line 22 less Line 36)**	**4,001,301**	**335,919**	**842,463**	**322,431**	**2,500,488**	**-**	**-**	**-**

Attachment E

Shasta Regional Transportation Agency

2018/19 TDA Payment Instructions

LTF	July	August	Sept	October	November	December	January	February	March	April	May	June	Totals
Beginning of Month Balance	680,252	585,227	626,953	597,398	639,125	680,852	651,297	693,023	734,750	705,195	746,921	788,648	680,252
Deposit-State	663,092	663,092	663,092	663,092	663,092	663,092	663,092	663,092	663,092	663,092	663,092	663,092	7,957,100
City of Redding - RABA JPA-Article 4	3,286	3,286	3,286	3,286	3,286	3,286	3,286	3,286	3,286	3,286	3,286	3,286	39,431
City of Anderson - RABA JPA-Article 4	214,846	214,846	214,846	214,846	214,846	214,846	214,846	214,846	214,846	214,846	214,846	214,846	2,578,153
City of Shasta Lake - RABA JPA-Article 4	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	46,965
BLAST- Article 8 to SRTA	0	0	34,240	0	0	34,240	0	0	34,240	0	0	34,240	136,958
SRTA for CTSA	30,251	30,251	30,251	30,251	30,251	30,251	30,251	30,251	30,251	30,251	30,251	30,251	363,013
RTPA Administration	172,378	35,626	35,626	35,626	35,626	35,626	35,626	35,626	35,626	35,626	35,626	35,626	564,269
RTPA- Bicycle and Pedestrian	0	0	37,042	0	0	37,042	0	0	37,042	0	0	37,042	148,168
Anderson- Article 8	27,993	27,993	27,993	27,993	27,993	27,993	27,993	27,993	27,993	27,993	27,993	27,993	335,919
Redding- Article 8	70,205	70,205	70,205	70,205	70,205	70,205	70,205	70,205	70,205	70,205	70,205	70,205	842,463
Shasta Lake- Article 8	26,869	26,869	26,869	26,869	26,869	26,869	26,869	26,869	26,869	26,869	26,869	26,869	322,431
County of Shasta- Article 8	208,374	208,374	208,374	208,374	208,374	208,374	208,374	208,374	208,374	208,374	208,374	208,374	2,500,488
End of Month Balance	585,227	626,953	597,398	639,125	680,852	651,297	693,023	734,750	705,195	746,921	788,648	759,093	759,093

STA	July	August	Sept	October	November	December	January	February	March	April	May	June	Totals
Beginning of Month Balance	183,374	183,374	183,374	164,918	164,918	164,918	146,462	146,462	146,462	128,007	128,007	128,007	183,374
Deposit- State	0	0	331,154	0	0	331,154	0	0	331,154	0	0	331,154	1,324,615
City of Anderson - RABA JPA	0	0	26,717	0	0	26,717	0	0	26,717	0	0	26,717	106,869
City of Redding - RABA JPA	0	0	242,831	0	0	242,831	0	0	242,831	0	0	242,831	971,325
City of Shasta Lake - RABA JPA	0	0	26,301	0	0	26,301	0	0	26,301	0	0	26,301	105,204
County of Shasta - RABA JPA			53,760			53,760			53,760			53,760	215,040
	0	0	0	0	0		0	0	0	0	0	0	0
End of Month Balance	183,374	183,374	164,918	164,918	164,918	146,462	146,462	146,462	128,007	128,007	128,007	109,551	109,551

Attachment F
Summary of RABA Funding for FY 2018/19

TDA Total	**3,863,600**
LTF	2,465,162
STA	1,398,438
Grant Funds Total	**1,412,460**
5307	1,000,000
5311	328,301
5311 (f)	84,159
Fares and Advertising	**1,012,890**
RABA Total	**6,288,950**