



AGENDA ITEM NO.

C-15

COUNTY OF HUMBOLDT

For the meeting of: September 6, 2016

Date: August 8, 2016

To: Board of Supervisors

From: *(P)* Thomas K. Mattson, Public Works Director

Subject: Local Transportation Fund Claim for Fiscal Year 2016-17

RECOMMENDATION(S): That the Board of Supervisors:

1. Authorizes the Chairman to sign the attached Local Transportation Fund claim; and
2. Directs the Clerk of the Board to return the claim to the Public Works Department for attachment of required documentation and submittal to the Humboldt County Association of Governments (HCAOG).

SOURCE OF FUNDING: Transportation Services (1150910) – Local Transportation Fund (LTF)

DISCUSSION: As reported in prior agenda items, Local Transportation Fund (LTF) represents one quarter of a cent (¼ cent) of the general sales tax collected state wide, which is returned to Humboldt County and is intended to pay for a variety of transportation needs. These funds are received by HCAOG and are dispersed to the County and the seven incorporated cities based on population. The County's portion was allocated first to the transit operators, with the remainder of the funds being allocated to the bicycle and trailways program and the Road Fund for maintenance. While the annual allocation to the County has in the last few years continued to increase at a steady rate, the estimated increases in operating expenses for existing transit systems and the identification of new unmet transit needs may eventually deplete annual allocations or create a shortfall of available funds for distribution. In FY 2016-17, the LTF allocation will be sufficient to fund all of the existing transit operations with reserved balance of \$9,348 for unmet transit needs.

LTF rules provide that when an unmet transit need is not funded in a subject year due to insufficient funds, any excess funds need to be set aside or reserved in a transportation fund and accumulated until such time

Prepared by Josielyn N. Gilbaugh

CAO Approval *Cheryl Dillingham*

REVIEW: Auditor *MBM* County Counsel _____ Personnel _____ Risk Manager _____ Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
 Upon motion of Supervisor *Sundberg* Seconded by Supervisor *Bass*
 Ayes *Sundberg, Fennell, Lovelace, Bohn, Bass*
 Nays _____
 Abstain _____
 Absent _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *Sept. 16, 2016*
 By: *Kathy Hayes*
 Kathy Hayes, Clerk of the Board

that the unmet transit need is fulfilled and continuously funded. There is already a reserve of \$63,498 from FY 2015-16, however, funding will still be insufficient for the second unmet transit need identified in 2015 which is the Old Arcata Road bus service from Hall Avenue to Buttermilk Lane. The County and Humboldt Transit Authority (HTA) are working together to fund the design and construction of the bus stops. At least \$206,300 is needed annually to operate the system.

FINANCIAL IMPACT: The County’s LTF allocation increased by \$25,311 from \$2,336,498 in FY 2015-16 to \$2,361,809 in FY 2016-17 per HCAOG Board Resolution 16-01 dated February 18, 2016. Proposed funding for this year’s claim in comparison to prior year allocations is shown below:

Transit System	FY 2015-16 Allocation	FY 2016-17 Proposed	Increase (Decrease) from FY 2015-16
Redwood Transit System	\$747,075	\$747,075	No increase
Eureka Transit & Dial-A-Ride (ETS)	\$335,412	\$321,026	4% decrease
Southern Humboldt Local & Intercity	\$392,287 (net of \$88,513 prior year excess=\$480,800)	\$401,584 (net of \$93,640 prior year excess=\$495,224)	3% increase
Arcata/McKinleyville Dial-A-Ride/Lift	\$81,263	\$81,263	No increase
Adult Day Health Care – Mad River	\$38,218	\$39,365	3% increase
Humboldt Senior Resource Center	\$44,276	\$45,604	3% increase
Willow Creek Extension Route	\$161,202 (net of prior year excess of \$98,305=\$259,507)	\$235,078 (net of prior year excess of \$28,322=\$263,400)	1.5% increase
Transit Set Aside	\$200,000	\$200,000	No increase
Klamath-Trinity Non-Emergency Transportation	\$100,576	\$103,593	3% increase
Tish-Non Village	\$172,692	\$177,873	3% increase
Bicycle & Trailways	\$0	\$0	No allocation
County Road Maintenance	\$0	\$0	No allocation
Unmet Transit Need Reserve (Transportation Planning Trust Fund 3870)	\$63,497	\$9,348	Balance from transit allocations
Total	\$2,336,498	\$2,361,809	

Depending on adjustments to annual compensation requests from the existing transit systems, Public Works will continue to pool and reserve funds to ensure sustainability of operating the Tish-Non Village service which commenced in July 2015 and the remaining identified unmet need which is the Old Arcata Road route.

The requested action conforms to the Board of Supervisors’ Strategic Framework priorities of providing community-appropriate levels of service and core roles of providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT: HCAOG and all agencies receiving funding from this source are involved.

ALTERNATIVES TO STAFF RECOMMENDATIONS: Board discretion

ATTACHMENTS:

- Attachment #1 Local Transportation Fund Claim FY 2016-17
- Attachment #2 HCAOG Board Resolution 16-01 dated February 18, 2016

CLAIM REQUEST

Check one:

- State Transit Assistance (STA) Fund
 Local Transportation Fund (LTF)

Claimant: County of Humboldt
Address: 1106 2nd Street, Eureka, CA 95501
Contact Person: Josielyn N. Gilbaugh
Title: Deputy Public Works Director - General Services
Phone: 707-268-2689
E-mail: jjgilbaugh@co.humboldt.ca.us

The **County of Humboldt** hereby requests, in accordance with the Transportation Development Act of 1971, Chapter 1400, and applicable rules and regulations, that its annual transportation claim be approved in the amount of **\$2,361,809** for fiscal year **2016/2017**. These monies are to be drawn from the local transportation fund of the County of Humboldt for the purposes and amounts shown in the attached "Annual Project and Financial Plan."

When approved, please transmit this claim to the County Auditor of the County of Humboldt for payment. Approval of the claim and payment by the County Auditor to this applicant is subject to such monies being on hand and available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved annual financial plan.

Authorized representative of claimant:

By: Mark Lovelace Title: Chair
(print name)

Signature:  Submittal date: _____

APPROVED:

By: _____ Date: _____
Marcella Clem
Executive Director, Humboldt County Association of Governments

TDA Rules: HCAOG Rules for Administering the Transportation Development Act

Claimant: County of Humboldt

Fiscal Year: 2016/2017

PROJECT (Project number, title, & brief description)	TDA - LTF \$ amount	PUC Article & Section	TDA - LTF \$ Reserve	PUC Article & Section	Local Fund Balance	Other	TOTAL
Redwood Transit System	\$ 747,075	Article 4; 99260(a)	\$ -		\$ -		\$ 747,075
Eureka Transit	\$ 321,026	Article 4; 99260(a) & 99260.7	\$ -		\$ -		\$ 321,026
Southern Humboldt Local & Intercity (Note 1)	\$ 401,584	Article 4; 99260(a)	\$ -		\$ -		\$ 401,584
Arcata/McKinleyville Dial-A-Ride	\$ 81,263	Article 4; 99260.7	\$ -		\$ -		\$ 81,263
Adult Day Health Care - Mad River	\$ 39,365	Article 8; 99400©	\$ -		\$ -		\$ 39,365
Humboldt Senior Resource Center	\$ 45,604	Article 8; 99400©	\$ -		\$ -		\$ 45,604
Willow Creek Extension Route (Note 2)	\$ 235,078	Article 4; 99260(a)	\$ -		\$ -		\$ 235,078
Transit Set-Aside	\$ 200,000	Article 4; 99260(a)	\$ -		\$ -		\$ 200,000
Klamath-Trinity Non-Emer Transportation	\$ 103,593	Article 8; 99400©	\$ -		\$ -		\$ 103,593
Tish-Non Village	\$ 177,873	Article 4; 99260(a)	\$ -		\$ -		\$ 177,873
Reserve for Unmet Transit Needs (Fund 3870)	\$ -		\$ 9,348		\$ -		\$ 9,348
TOTAL	\$ 2,352,461		\$ 9,348.00		\$ -	-	\$ 2,361,809

Total Allocation

\$ 2,361,809

Note 1: net of \$93,640 14/15 audit excess TDA

Note 2: net of \$28,322 14/15 audit excess TDA

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STATEMENT OF CONFORMANCE

Claimant: County of Humboldt

Fiscal Year of Claim: 2016/2017

Certify all that apply.

- STATE TRANSIT ASSISTANCE (STA) FUND - TRANSIT CLAIM**
TRANSIT OPERATOR ELIGIBILITY

Provide information for the previous two fiscal years.

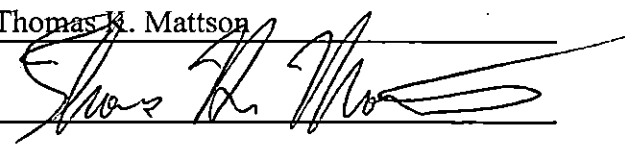
	Fiscal year	Fiscal year
System Operating Costs	\$ _____	\$ _____
System Revenues	\$ _____	\$ _____
System Vehicle Service Hours	\$ _____	\$ _____

<u>HCAOG staff use only</u>	
Subsidy per revenue vehicle hour	_____
Percent difference	_____
Regional CPI	_____

- NON-TRANSIT CLAIM**

The claimant named above hereby certifies that this annual claim for local transportation funds in the amount of \$-- conforms with the requirements of Article 8, PUC Section 99400, of the Transportation Development Act of 1971, and applicable rules and regulations.

CERTIFIED BY CLAIMANT:

By: Thomas K. Mattson
 Signature: 

Title: Public Works Director
 Date: 8/8/16



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
611 I Street, Suite B
Eureka, CA 95501
www.hcaog.net

Resolution 16-01
RESOLUTION OF THE HUMBOLDT COUNTY ASSOCIATION OF
GOVERNMENTS APPROVING THE TRANSPORTATION DEVELOPMENT ACT
(TDA) LOCAL TRANSPORTATION FUND (LTF) FISCAL YEAR 2016-2017
FINDINGS OF APPORTIONMENT AND ALLOCATION

WHEREAS, the Humboldt County Association of Governments is the Regional Transportation Planning Agency for Humboldt County, and is responsible for the administration of the Transportation Development Act of 1971, as amended thereafter; and

WHEREAS, the Humboldt County Association of Governments has established rules and regulations, consistent with existing law, whereby there shall be a set-aside for pedestrian and bicycle allocations equivalent to 2% of the money remaining in the fund after allocations to higher purposes; and

WHEREAS, the Humboldt County Association of Governments did not make a finding for better use; and

WHEREAS, the County of Humboldt, and the Cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell and Trinidad are each required to file annual transportation claims for the funds which remain after necessary expenditures for administration, planning and the 2% set aside for pedestrian and bicycle uses from the Local Transportation Fund of Humboldt County, in accordance with their populations, apportioned to them by the Humboldt County Association of Governments, pursuant to the Act; and

WHEREAS, it is the responsibility of the Humboldt County Association of Governments, under the provisions of the Act, to review the annual transportation claims and to make allocations of monies from the Local Transportation Fund; and

WHEREAS, the Auditor of Humboldt County is instructed to pay monies in the fund to the claimants pursuant to allocation instructions received from the Humboldt County Association of Governments; and

WHEREAS, the County Auditor issued an estimate of revenues in the amount of \$4,689,540 for Local Transportation Funds (LTF) for FY 2016-2017.

NOW, THEREFORE, BE IT RESOLVED that the Humboldt County Association of Governments shall make the following allocations based on population estimates determined by the California Department of Finance:

1. To the Humboldt County Association of Governments for TDA administration and for planning and programming in the amount of \$270,000, per Section 99233.1 and 99233.2.

2. To the Humboldt County Auditor Controller for TDA Administration in the amount of \$4,000, per Section 99243.
3. To be reserved by the Humboldt County Auditor's Office for future reimbursements to the Cities and County for pedestrian and bicycle facilities purposes for local agencies as programmed and claimed in the amount equal to 2% of remaining incoming funds estimated to be \$88,311 per Sections 99233.3 and 99234.
4. To the Cities and County in the amounts listed below, upon review of claims filed:

	Population	% of Total Population	FY 2016-17 Estimates	FY 2014-15 Year End Balance	Total Funds Available
Arcata	17,898	13.32%	576,264	17,946	594,210
Blue Lake	1,260	0.94%	40,568	1,257	41,825
Eureka	26,946	20.05%	867,584	953,600	1,821,184
Ferndale	1,369	1.02%	44,078	1,336	45,414
Fortuna	12,032	8.95%	387,396	12,088	399,484
Rio Dell	3,372	2.51%	108,569	3,287	111,856
Trinidad	363	0.27%	11,688	2,183	13,871
Humboldt County	71,158	52.95%	2,291,083	70,726	2,361,809
Total	134,398	100%	4,327,229	\$ 1,062,423	\$ 5,389,652

PASSED AND ADOPTED by the Humboldt County Association of Governments, in the City of Eureka, County of Humboldt, State of California, this 18th day of February 2016, by the following vote:

AYES: MEMBERS: *Sundberg, Egger, Strick, McCall-Welch, Hincley, West, Johnson, Pature*

NOES: MEMBERS:

ABSENT: MEMBERS:

ABSTAIN: MEMBERS:

Attest:

Debbie Egger

 Debbie Egger, Administrative Services Officer

Ryan Sundberg

 Ryan Sundberg, HCAOG Chair