

RIVERSIDE TRANSIT AGENCY
1825 Third Street
Riverside, CA 92507

December 15, 2005

TO: BOARD OF DIRECTORS

THRU: Larry Rubio, Chief Executive Officer *Larry*

FROM: Augustus Ajawara, Director of Planning *A.A.*

SUBJECT: Draw Down of Allocated Unclaimed Local Transportation Fund (LTF) Reserves to Fund Reprogrammed Capital Projects

Summary: Staff prepares a comprehensive Capital Improvement Plan (CIP) as part of the annual Short Range Transit Plan (SRTP) and budget development process. This CIP is developed as a mechanism to identify and maintain critical capital infrastructure components; plan for capital equipment/facility acquisition and replacement; augment development of staff work plans; and provide a time-phased expenditure plan to be used for forecasting of future Federal, State, and Local revenue needs.

Capital project implementation occurs after Federal Transportation Administration (FTA) approval of Federal capital grant funding. Capital project implementation also occurs after monthly project budget to actual review to determine if fund balances remain on completed projects. As these fund balances accumulate, they are identified for reprogramming to another CIP project. Approval of the reprogrammed project and funding is achieved through the existing SRTP amendment process.

To date, staff has been successful in obtaining the necessary SRTP and Federal grant amendments to reprogram Federal and local match funding to new capital projects; however, in some instances Federal grant funds continue to remain on a handful of completed projects because there are insufficient match funds to apply to the Federal funding. A profile of the completed projects is shown below:

Project Description	Grant Year	Balance of Funds		
		Federal	Match	Total
Purchase of 40-ft CNG Buses	'97,'01,'02	\$ 286,348	\$ 531	\$ 286,879
Purchase of 32-ft CNG Buses	'03	-	2,258	2,258
Purchase of Dial-A-Ride (DAR) Vans	'00,'01,'04	107,134	3,588	110,722
Purchase of Mini Vans	'04	49,940	10,229	60,169
Purchase Support Vehicles	'00,'03	27,651	-	27,651
COP Payment - Debt Service	'00	10,810	2,483	13,293
Presentation Projects	'04	2,693	673	3,366
Aerial Mapping Software	'04	2,858	714	3,572
Title VI Survey Expenses	'04	2,687	672	3,359
Fare Study	'04	16,966	4,241	21,207
Geographic Information System (GIS)	'04	989	247	1,236
		<u>\$ 508,076</u>	<u>\$ 25,636</u>	<u>\$ 533,712</u>

In each project above, all effort has been completed in accordance with the grant scope of work. Staff has developed a list of new capital projects in which to effectively utilize the remaining Federal funds. Some of the new projects have sufficient match to cover the new effort; however, for other projects to be implemented, additional match funds must be identified in order to comply with Federal funding provisions and fully fund these new projects. Staff is requesting that the Board authorize a draw down of allocated unclaimed LTF reserves on hand at the Riverside County Transportation Commission (RCTC.) A listing of the recommended projects is shown below:

- Purchase (1) 32-ft CNG bus to reduce tripper service
- Purchase (3) 20+2 passenger vans for DAR service
- Apply Debt Service balance to future payment schedule
- Purchase (2) Ford Focus automobiles for driver relief
- Purchase additional fixtures for marketing display housings
- Provide staff training on aerial mapping software
- Apply Title VI Survey balance to the FY2007 Survey
- Apply fare study balance to Comprehensive Operational Analysis (COA)
- Provide staff training on Geographic Information System (GIS) software

If the Board approves these projects and authorizes the draw down of additional match funds, staff will continue working with the FTA and RCTC to obtain approval to reprogram the funds. A detailed project funding profile is shown below. The current fund balance of completed projects is shown at the top of the schedule. Project amounts for the recommended projects are shown, as well as Federal and match breakouts. The ending fund balance of completed projects is shown at the bottom of the schedule.

Project Description	Project Amount	Project Funding			Total Match	Total Funding
		Federal	Match Available	Match Needed		
Fund Balance: Completed Projects		\$ 508,076	\$ 25,636	\$ -	25,636	533,712
Recommended Projects						
(1) 30-ft CNG Bus	345,500	276,400	2,789	66,311	69,100	345,500
3 Passenger Vans	210,000	157,074	13,817	39,109	52,926	210,000
COP Payment - DS	13,513	10,810	2,483	220	2,703	13,513
(2) Support Vehicles	31,600	25,280	-	6,320	6,320	31,600
Displays	1,500	1,200	300	-	300	1,500
Training: Mapping S/W	3,572	2,858	714	-	714	3,572
FY2007 Title VI Survey	3,359	2,687	672	-	672	3,359
COA	21,207	16,965	4,242	-	4,242	21,207
Training: GIS S/W	1,237	989	248	-	248	1,237
Subtotal	<u>\$ 631,488</u>	<u>\$ 494,263</u>	<u>\$ 25,265</u>	<u>\$ 111,960</u>	<u>\$ 137,225</u>	<u>631,488</u>
Fund Balance After Implementation:		<u>13,813</u>	<u>371</u>			

Fiscal Impact:

If the recommended project list and draw down of \$111,960 of allocated unclaimed LTF Reserve is approved by the Board, Federal funding of \$494,263 will be used to augment transit infrastructure in Riverside County. Staff will continue to work with the FTA and RCTC to obtain approval to reprogram the funds. The Agency will de-obligate and return the remaining \$13,813 to the Federal Transit Administration.

Recommendation:

- Approve staff recommendation to reprogram Federal and match funding remaining on completed capital projects to the new projects identified
- Authorize a drawdown of \$111,960 of allocated unclaimed LTF Reserve on hand at RCTC to be used for full matching of Federal funds
- Continue working with the FTA and RCTC to obtain authorization for reprogramming the funds