



**CITY OF ELK GROVE  
CITY COUNCIL STAFF REPORT**

**AGENDA TITLE:** Adopt resolution approving the Fiscal Year 2020-21 Transportation Development Act Claim and authorizing submission by the City Manager, or designee, to the Sacramento Area Council of Governments for Local Transportation Funds and State Transit Assistance Funds

**MEETING DATE:** May 26, 2021

**PREPARED BY:** Mike Costa, Transit System Manager

**DEPARTMENT HEAD:** Jeff Werner, P.E., Public Works Director/  
City Engineer

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**RECOMMENDED ACTION:**

Staff recommends that the City Council adopt a resolution approving the Fiscal Year (FY) 2020-21 Transportation Development Act (TDA) Claim and authorizing submission by the City Manager, or designee, to the Sacramento Area Council of Governments (SACOG) for Local Transportation Funds (LTF) and State Transit Assistance (STA) funds.

**BACKGROUND INFORMATION:**

The Transportation Development Act (TDA) was enacted in 1972 by the California Legislature and is administered by the California Department of Transportation (Caltrans). It provides two major sources of funding for public transportation in California, LTF and STA funds. The distribution of both LTF and STA is administered by regional transportation planning agencies, such as SACOG. Each county has its own LTF for use pursuant to the TDA. LTF revenues are derived from a quarter-cent of each retail sales tax dollar collected statewide. The State Board of Equalization returns the quarter-cent to the local transit agencies according to the amount of the sales tax collected within each respective agency's service boundary area via planning agencies such as SACOG. The LTF apportionment amount is determined by the population of Elk Grove. STA

funds are derived from a state-wide tax on gas and diesel and disbursed in a similar manner as LTF. LTF funds are disbursed on a monthly basis; STA funds are disbursed on a quarterly basis.

The resolution (Attachment 1) also delegates authority to the City Manager to make any budget amendments necessary to receive and expend these grant funds and to properly claim any current or future revisions to FY 2020-21 LTF and STA apportionments.

**DISCUSSION AND FISCAL IMPACT:**

For FY 2020-21, Elk Grove is claiming an LTF and STA apportionment from SACOG in the amount of \$8,242,524. Of this amount, SACOG retains \$217,636 for planning and administration costs, leaving a balance of \$8,024,888 for programming, as shown in the table below:

	<b>LTF Funds</b>	<b>STA Funds</b>	<b>Total</b>
FY 2020-21 Transit Operating Expenses	\$6,891,803	\$987,994	\$7,879,797
Capital Match Funds for Grants and/or Funding for Transit Capital Projects	\$0	\$0	\$0
<b>Subtotal Available for Transit</b>	\$6,891,803	\$987,994	\$7,879,797
FY 2020-21 TDA Bicycle/Pedestrian Projects (captured in CIP budget)*	\$145,091*	\$0	\$145,091*
<b>Totals</b>	<b>\$7,036,894</b>	<b>\$987,994</b>	<b>\$8,024,888</b>

\*This is the amount of FY 2020-21 LTF available for bicycle/pedestrian projects. However, per a mutual agreement with SACOG, this amount will not be immediately claimed by the City until the majority of prior years' LTF available for bicycle/pedestrian projects that has remained unclaimed and/or claimed but not spent is expended by the City on eligible bike and pedestrian projects. The City anticipates spending enough funding in FY 2022 on eligible active projects contained in the City's Capital Improvements Program (CIP) in order to claim both unclaimed prior years' LTF and FY 2020-21 LTF available for bicycle/pedestrian projects by the end of FY 2021-22.

On April 14, 2021, the City Council authorized the City Manager to execute an Annexation Agreement with Sacramento Regional Transit District (SacRT) in order to annex the City's fixed-route and paratransit services into SacRT, which will become effective on July 1, 2021. Pursuant to the Annexation Agreement's terms and conditions, the FY 2020-21 TDA apportionment is the last LTF and STA funding apportionment that the City will be able to claim from SACOG, with the exception of LTF apportioned

for bicycle and pedestrian projects, which the City will continue to claim through SACOG after annexation. Additionally, should any unspent and/or unrestricted FY 2020-21 TDA funding exist after the City has reconciled all FY 2021 operational expenses, the balance will be remitted to SacRT upon the closure of the City's FY 2021 financial reports and records for the Transit Division. Post annexation, SacRT will become eligible to claim the FY 2021-22 TDA funding apportioned to the City and future LTF and STA apportionments moving forward, with the exception of the LTF available for bicycle and pedestrian projects that the City will continue to claim post annexation.

**ALTERNATIVE ACTION:**

The City Council's alternate action could be to not approve the submittal of the FY 2020-21 TDA Claim. However, the City's transit operations budget relies heavily upon the TDA funds to cover programmed operational and maintenance expenses each year. Not claiming these funds would require the City to offset FY 2021 operational costs using alternative funding sources, which could include the City's General Fund; therefore, staff does not recommend this alternate action.

**ATTACHMENTS:**

1. Resolution
2. Draft FY 2020-21 TDA Claim to be submitted to SACOG

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE  
APPROVING THE FISCAL YEAR 2020-21 TRANSPORTATION DEVELOPMENT  
ACT (TDA) CLAIM AND AUTHORIZING SUBMISSION BY THE CITY MANAGER, OR  
DESIGNEE, TO THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS  
(SACOG) FOR LOCAL TRANSPORTATION FUNDS (LTF) AND STATE TRANSIT  
ASSISTANCE FUNDS (STA)**

**WHEREAS**, the State of California enacted the Transportation Development Act (TDA) in 1972 to provide funds for transportation needs each fiscal year; and

**WHEREAS**, the Sacramento Area Council of Governments (SACOG) is designated as the Regional Transportation Planning Agency for the four-county metropolitan area, which includes the City of Elk Grove (City), to receive claims for approval pursuant to the TDA rights and regulations; and

**WHEREAS**, SACOG has apportioned State Transit Assistance (STA) funds and Local Transportation Funds (LTF) available for the City of Elk Grove to claim for Fiscal Year (FY) 2020-21.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council authorizes the City Manager, or designee, to submit the necessary claim forms to SACOG for FY 2020-21 LTF and STA funds.

**AND BE IT FURTHER RESOLVED** that the City Council authorizes the City Manager, or designee, to make any necessary current and future budget amendments, transfers, accounting entries, and/or capital match designation for subsequent years' expenditures, and TDA claim amendments to carry out the City Council's policies and directives pertaining to this matter in order to address and expend current and future revisions to FY 2020-21 LTF and STA apportionments.

**PASSED AND ADOPTED** by the City Council of the City of Elk Grove this 26<sup>th</sup> day of May 2021

\_\_\_\_\_  
BOBBIE SINGH-ALLEN, MAYOR of the  
CITY OF ELK GROVE

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
JASON LINDGREN, CITY CLERK

\_\_\_\_\_  
JONATHAN P. HOBBS  
CITY ATTORNEY

**TDA-1  
TRANSPORTATION DEVELOPMENT ACT CLAIM**

**TO:** Sacramento Area Council of Governments  
1415 L Street, Suite 300  
Sacramento, CA 95814

**FROM:**

Claimant	City of Elk Grove		
Address	8401 Laguna Palms Way		
City	Elk Grove	Zip Code	95758
Contact Person	Mike Costa		
Telephone	916.687.3030		
E-Mail	<a href="mailto:mcosta@elkgrovecity.org">mcosta@elkgrovecity.org</a>		
Facsimile	916.691.3173		

The above claimant hereby requests, in accordance with authority granted under the Transportation Development Act and applicable rules and regulations adopted by the Sacramento Area Council of Governments (SACOG), that its request for funding be approved as follows:

**LTF:**

\$7,109,439	FY	20/21
		FY

**STA:**

\$987,994	FY	20/21
		FY

**STA - SGR:**

	FY	
		FY

Submitted by: \_\_\_\_\_  
**Jason Behrmann**

Title: \_\_\_\_\_  
**City Manager**

Date: \_\_\_\_\_

**TDA-2**  
**ANNUAL PROJECTION AND EXPENDITURE PLAN**

Claimant: The City of Elk Grove							Fiscal Year: 2020/2021	
Project Title and TDA Article Number	Sources of Funding							Total
	TDA LTF	TDA STA	Transit Fares	Measure A	Road Fund	Developer Fees/ Const. Tax	Federal / State	
FY 2020/21 Operating Expenses Article 4 – Section 99400(c)	\$6,891,803		\$379,706				\$2,861,667, which includes: 1. \$1,411,043 of FTA 5307 Funding for FY 21 local operating and preventive maintenance, plus 2. \$1,310,496 of CARES Act funding for FY 21 operations, plus 3. \$140,128 of remaining Caltrans Sustainable Communities grant program funding	\$10,133,176
FY 2020/21 Transit Operating Article 4 – Section 6731(b)		\$987,994						\$987,994
FY 2020/21 Bicycle and Pedestrian Projects Article 3 – Section 99234 To be claimed when prior years' TDA is spent	\$0							\$0
SACOG Planning Article 4 – Section 99262	\$217,636							\$217,636
<b>TOTAL REQUEST</b>	<b>\$7,109,439</b>	<b>\$987,994</b>	<b>\$379,706</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,861,667</b>	<b>\$11,338,806</b>

**TDA-3**  
**STATUS OF PREVIOUSLY APPROVED PROJECTS**

**Instructions** — Describe the status of all prior fiscal year TDA claim projects and any projects from previous years that are still active, as follows:

- Include both operating and capital budgets
- Approved amounts should be specified in TDA claims approved by SACOG
- Expenditures should be to date
- Project status should be either “Complete” or “Active”

<b>Fiscal Year</b>	<b>Project Title</b>	<b>Amount Approved</b>	<b>Expenditures</b>	<b>Project Status</b>
19/20	FY 2019/20 and FY 2020/21 LTF for Operating Expenses	\$7,357,638	\$7,357,638	All FY 2020 operating expenses for e-tran and e-van services are complete. A revised FY 2019/20 TDA Claim was submitted to SACOG to account for unspent FY 2019/20 LTF being spent first in FY 2020/21 before FY 2020/21 LTF is spent
19/20	FY 2019/20 STA Capital for purchase of eight (8), 40-ft. CNG buses	\$529,183	\$529,183	Complete
19/20	FY 2019/20 STA for Transit Operating	\$1,132,426	\$1,132,426	Complete
19/20	SACOG Planning	\$232,346	\$232,346	Complete
18/19	Bicycle and Pedestrian	\$146,910	\$146,910	Awarded and anticipated to be completed in FY 2020/21
19/20	Bicycle and Pedestrian	\$154,898	\$0	Anticipated to be spent on an eligible project completed in FY 2021/22
<b>TOTAL</b>		<b>\$9,553,401</b>	<b>\$9,398,503</b>	

**TDA-4**

**STATEMENT OF CONFORMANCE**

Form TDA-4 must be completed and signed by the Administrative Office of the submitting claimant.

The City of Elk Grove  
hereby certifies that the Transportation Development Act claim for fiscal year 2020/21  
in the amount of \$ 7,109,439 (LTF) and \$ 987,994 (STA)  
for a total of \$ 8,097,433 conforms with the requirements of the  
Transportation Development Act and applicable rules and regulations (see Attachment A for listing of  
conformance requirements).

**Certified by Chief  
Financial Officer** \_\_\_\_\_

Title Finance Director

Date \_\_\_\_\_

**TDA-5**  
**TDA CLAIM CERTIFICATION FORM**

I, \_\_\_\_\_, Chief Financial Officer for the City of Elk Grove

do hereby attest, as required under the California Code of Regulations, Title 21, Division 3, Chapter 2, Section 6632, to the reasonableness and accuracy of the following:

- (a) The attached budget or proposed budget for fiscal year 2020/21
- (b) The attached certification by the Department of the California Highway Patrol verifying that the City of Elk Grove is in compliance with Section 1808.1 of the Vehicle Code, as required in Public Utilities Code Section 99251.
- (c) The estimated amount of the City of Elk Grove's maximum eligibility for moneys from the Local Transportation Fund and State Assistance Fund, as defined in Section 6634 is \$ 8,097,433

**Signature of Chief  
Financial Officer** \_\_\_\_\_

Agency Name City of Elk Grove

Date \_\_\_\_\_