

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
SUBJECT: FEDERAL TRANSIT ADMINISTRATION GRANT  
SUBMITTALS  
STAFF PRESENTER: JASON PARRISH,  
ADMINISTRATIVE SERVICES OFFICER  
TRANSPORTATION & PUBLIC WORKS

AGENDA ACTION: MOTION

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ISSUE(S)

Shall the City Council of the City of Santa Rosa authorize the City Manager or her designee to execute certain Federal Formula Grants from the Federal Transit Administration (FTA) as authorized by the 'Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), P.L.109-59 and the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21), P.L.109-59?

COUNCIL GOALS/STRATEGIES

This item relates to Council Goal 3.6: "Improve our transportation system to reduce vehicle miles and promote multi-modal transportation." This item authorizes the execution of grants that serve as baseline funding for the operation and maintenance of the CityBus fixed-route fleet.

BACKGROUND

1. City Council Grant Application and Administration Policy, Policy Number 000-62, adopted June 26, 2012, granted the City Manager authority to submit grant applications, accept grants, or execute grant agreements on behalf of the City under certain conditions including that the grant award be \$500,000 or less.
2. The City's Transit Division receives annual grants from the Federal Transit Administration (FTA) Urbanized Area Formula Funding program, 49 U.S.C. 5307, (Section 5307). The Section 5307 program makes Federal resources available to urbanized areas for transit capital and operating assistance (UZA). An urbanized area is an incorporated area with a population of 50,000 or more as designated by the U.S. Department of Commerce, Bureau of the Census.
3. Congressional appropriations for Section 5307 funds have been made to the Santa Rosa UZA under two Federal Acts: the 'Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), P.L.109-59, for the Federal Fiscal Year 2012 and the Moving Ahead for Progress in the



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21<sup>st</sup> Century Act (MAP-21), P.L.109–59 for the Federal Fiscal Year 2013 and 2014. Additional appropriations for Federal Fiscal Years 2013 and 2014 may also be made under the authority of MPA-21.

4. The Santa Rosa UZA includes the City of Santa Rosa and portions of the Town of Windsor and the City of Rohnert Park. Under agreement with the County of Sonoma, the City of Santa Rosa receives 75% of all Section 5307 revenues apportioned to the Santa Rosa UZA, as administered by the Federal Transit Administration (FTA).
5. Section 5307 can be used (1) for capital projects and certain capitalized vehicle maintenance costs that are captured in the City's transit operations budget; or (2) for transit operations within the limitation contained in the authorizing legislation in addition to the capital projects. In addition, FTA requires grantees to spend 1% of the Section 5307 funds it receives each year on transit enhancements. Santa Rosa has typically used this money for bus stop improvements and passenger shelters. The grant award for these items exceeds the \$500,000 limit in the adopted Council policy.
6. The Council approved the FY 2012-13 Budget for the Transit Division included funding from Section 5307 grants for the transit system, including operations and maintenance, and the annual transit enhancements investments.  
  
Future Transit Division proposed budgets would similarly include anticipated Section 5307 funds as revenue.
7. Congressional appropriations for the Federal Fiscal Year 2012 funding were made via several continuing resolutions with the final appropriation made on July 13, 2012, bringing the total appropriations of funds under this program to the full 100% anticipated in the City's Transit Division budget. Similarly, the appropriations for the Federal Fiscal Year 2013 apportionment are being made in segments with the first six month appropriation approved in October 2012.

### ANALYSIS

1. Availability of Section 5307 revenue is considered an "annual" grant allocation, available following Congressional appropriation of funds apportioned to the Santa Rosa UZA as part of a Surface Transportation Act.

The annual Transit Division proposed budget includes the anticipated Section 5307 funds to support transit operations and capital projects. The application for Section 5307 funds to support transit operations, vehicle maintenance, and transit enhancements is based on the budgeted revenue as approved by the City Council during its budget deliberations and adoption of the City's budget. For example, the \$3,376,107 FFY 2012 Section 5307 grant application submitted to FTA for preliminary approval included the following funding:

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\$1,727,840 – Transit Operations (CityBus)  
\$33,761 – Transit Enhancement (Infrastructure such as shelters,  
benches, etc.)  
\$1,614,506 – Vehicle Maintenance

Revenues allocated in these grants were included in the Transit Division FY 2012-13 budgets, as approved by the City Council.

2. When Congress appropriates the Section 5307 in several stages over the course of the Federal Fiscal Year, as has been done the last several years and is being done for the current fiscal year, the annual grant application must be amended each time Congress makes additional appropriations. Each amendment requires the signature of the person authorized to sign the grant application, grant amendments, or other documents related to the grant.
3. The appropriations and resulting grant awards for operating and maintenance funding under Section 5307 do not require any budget approvals by the City Council as they were included in the Council approved budget for the Transit Division.
4. The grant applications and related documents, including authorizing signatures, are submitted electronically. Authorizing the City Manager or her designee to execute these documents will simplify and expedite the grant application and reporting process.
5. Council authorization for the City Manager or her designee to approve grant applications for Section 5307 funding under The: the 'Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), P.L.109–59, for the Federal Fiscal Year 2012 and the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21), P.L.109–59, would reduce the demand on staff time and Council agenda time needed for approval of the application, subsequent amendments, and other documents required for the application and acceptance of these grants.
6. This request for Council action is limited to (1) grants under Section 5307 is limited of the SAFETEA-LU Act which covers funding available under appropriation through Federal Fiscal Year 2012 and the MAP-21 Act for appropriations for Federal Fiscal Years 2012, 2013 and 2014; (2) support transit operations and capitalized maintenance functions in a Council adopted Transit Division budget; and (3) grant revenues included in the adopted Operations & Maintenance budget.
7. These three items are annually recurring budget items. This request does not include authorizations for grants for unique activities or for activities that may occur with some regularity but are high value such as the procurement of buses.
8. If the MAP-21 Act is extended for additional years, a request to extend this authorization for the new term of the Act will be submitted to the City Council.

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9. Because the total funding from the annual Section 5307 grant for these expenditures exceeds the \$500,000 threshold for City Manager authority under the City Council Grant Application and Administration Policy, staff is seeing specific authorization for the City Manager to execute documents for specific Section 5307 grants.
10. In accordance with the City's Grant Management Policy, the Catalog of Federal Domestic Assistance (CFDA) number for these grants is 20.507.

### RECOMMENDATION

It is recommended by The Transportation and Public Works Department that the City Council of the City of Santa Rosa, by motion, authorize the City Manager or her designee to execute the grant applications and subsequent grant amendments related to the application for and acceptance of Section 5307 Federal Formula Grants from the Federal Transit Administration that are made under appropriations authorized by the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), P.L.109-59, and the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21), P.L.109-59, and are used to support transit operations and maintenance costs as contained in the Council adopted Transit Division. Further, the City Manager is directed to return to the City Council for additional authorization if the MAP-21 Act is extended beyond Federal Fiscal Year 2014.

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Attachments:

None