

**STAFF REPORT**  
**COUNCIL MEETING DATE:**  
**March 26, 2012**

**ITEM FOR COUNCIL CONSIDERATION:**

**RESOLUTION AUTHORIZING FILING OF ANNUAL CLAIM WITH THE SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS FOR 2012-13 TRANSPORTATION DEVELOPMENT FUNDS ALLOCATION.**

**Report prepared by:** John Thornberry, Administrative Services Director

**Department:** Administrative Services

  
Signature

**Reviewed by:**

**City Manager**

  
Signature

**STAFF RECOMMENDATION:**

**Adopt Resolution No. 5366 as read by title only authorizing submittal of the Transportation Development Act claim for the fiscal year 2012-13.**

**I. BACKGROUND:**

Each year the City is entitled to certain Transportation Development Act (TDA) funds for use on pedestrian and bikeway facilities. The allocation, which is processed through the Santa Barbara Association of Governments (SBCAG), is \$9,035 for Fiscal Year 2012-13. This is \$7 or 0.08% more than the 2011-12 allocation. Exhibit A (attached) shows an operating statement for the fund for the past seven years. At June 30, 2011 the fund balance was \$106,969. It has been the City's practice, when enough dollars accumulate in the fund, to pursue a maintenance & improvement project which provides for bike path repairs, resurfacing, re-striping and/or related landscaping maintenance.

Adoption of the resolution will enable staff to meet the April 1 deadline for filing of the funding claim.

**II. ATTACHMENTS:**

Resolution No. 5366

Exhibit A – TDA Claim Documents A, E and H

**RESOLUTION NO. 5366**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF CARPINTERIA  
AUTHORIZING THE FILING OF A CLAIM WITH THE  
SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS  
FOR  
ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT FUNDS  
FOR FISCAL YEAR 2012-13**

**WHEREAS**, the Transportation Development Act (TDA), as amended (Public Utilities Code Section 99200 et seq.), provides for the allocation of funds from the Local Transportation Fund and the State Transit Assistance Fund, for use by eligible claimants for various transportation purposes; and

**WHEREAS**, pursuant to the provisions of the TDA, as amended, and pursuant to the applicable rules and regulations thereunder (Cal. Code of Regulations Sections 6600 et seq.), a prospective claimant wishing to receive an allocation from the Local Transportation Fund or the State Transit Assistance Fund shall file its claim with the Santa Barbara County Association of Governments.

**NOW, THEREFORE, BE IT RESOLVED** that John Thornberry, Administrative Services Director is authorized to execute and file an appropriate claim pursuant to the terms of the Transportation Development Act, as amended, and pursuant to applicable rules and regulations promulgated thereunder, together with all necessary supporting documents, with the Santa Barbara County Association of Governments for an allocation of TDA funds in Fiscal Year 2012-13.

**BE IT FURTHER RESOLVED** that authorized claim includes \$9,035 for pedestrian and bicycle facilities.

**BE IT FURTHER RESOLVED** that a copy of this resolution be transmitted to the Santa Barbara County Association of Governments in conjunction with the filing of the claim.

**PASSED, APPROVED AND ADOPTED** this 26th day of March, 2012, by the following called votes:

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

\_\_\_\_\_  
Mayor, City of Carpinteria

ATTEST:

\_\_\_\_\_  
City Clerk, City of Carpinteria

I hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of the City of Carpinteria held the 26th day of March, 2012.

\_\_\_\_\_  
City Clerk, City of Carpinteria

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

**DOCUMENT A**

**TRANSPORTATION DEVELOPMENT ACT CLAIM FORM  
(All claimants must complete this document; See "How to Complete Document A")**

Line

1 Project Year (FY) 2012-13  
 2 Claimant City of Carpinteria  
 3 Address 5775 Carpinteria Avenue  
 4 Contact Person John Thornberry Title Administrative Services Director  
 5 Telephone Number 805-684-5405 x 448

6 The above named claimant hereby applies for allocations of Transportation Development Act funds for FY 2012-13 for the purposes and in the amount(s) specified below:

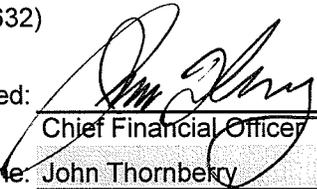
Purpose	Apportionment	Claimed
<b>Local Transportation Fund</b>		
7 Regional Transportation Planning (PUC 99262 & 99402)		\$ -
<i>less amount released to SBCAG</i>	<i>minus</i>	\$ -
8 Pedestrian & Bikeway Facilities (PUC 99234)	\$ 9,035.00	\$ 9,035.00
9 Articles 4 & 8:		
<i>less amounts released to:</i>		
10 _____	<i>minus</i>	
11 _____	<i>minus</i>	
12 _____	<i>minus</i>	
<i>plus amounts released from:</i>		
13 _____	<i>plus</i>	
14 _____	<i>plus</i>	
15 _____	<i>plus</i>	
16 Article 4 Transit (PUC 99260)		\$ -
17 Article 4.5 Community Transit (PUC 99275)		\$ -
18 Article 8a Streets & Roads (PUC 99400a)		
19 Article 8c Transit Contracts (PUC 99400c)		
20 TOTAL LTF	\$ 9,035.00	\$ 9,035.00
21 Amount to be held in reserve (CCR 6648)		
<i>By Claimant</i> <i>By SBCAG</i>		
<b>State Transit Assistance</b>		
22 Transportation Planning		<b>N/A</b>
23 Mass Transportation		
24 TOTAL STA		\$ -
25 TOTAL TRANSPORTATION DEVELOPMENT ACT CLAIM <i>(add lines 20 and 24)</i>		\$ 9,035.00

DOCUMENT A (Continued)

Claimant acknowledges that payment by the County Auditor of an allocation made by the Association of Governments is subject to such monies being on hand and available for distribution and to the provision that such moneys be used only in accordance with the terms of the allocation instruction issued by the Association of Governments

26 By: John Thornberry  
27 Title: Administrative Services Director  
28 Date: 26-Mar-12

I hereby attest to the reasonableness and accuracy of the financial statements included in Documents C, D, F, and G. (Sec. 6632)

29 Signed:   
Chief Financial Officer  
30 Name: John Thornberry  
31 Title: Administrative Services Director

Reference: CCR Section 6630

**DOCUMENT E**

**PROJECT DESCRIPTION & REGIONAL TRANSPORTATION PLAN CONFORMITY  
(All claimants must complete this document; See "How to Complete Document E")**

Complete sections for every article under which you are claiming TDA funds.

**ARTICLE 3 BIKE/PED CLAIMS**

*Describe how you plan to use LTF Article 3 Bike/Ped funds. Include, as applicable, location, type of bike facility, length of project (if bike lane), construction start date, and expected date of opening.*

**Pedestrian and bikeway maintenance projects.**

*List the corresponding RTP project and/or page numbers.*

*List the corresponding local bicycle plan project and/or page numbers.*

**ARTICLE 4 TRANSIT CLAIMS**

*Describe how you plan to use LTF Article 4 Transit funds. Include, as applicable, type of project, construction start date, expected date of opening.*

*List the corresponding RTP project and/or page numbers.*

DOCUMENT H

STANDARD ASSURANCES FOR APPLICANTS – LTF  
(All claimants must complete this document; See "How to Complete Document H")

CLAIMANT ASSURANCES: *Initial Each Section or Indicate N/A.*

- N/A 1) Claimant certifies it has submitted a satisfactory, independent fiscal audit, with required certification statement, to SBCAG and to the State Controller, pursuant to PUC 99245 and 21 CCR 6664, for the prior fiscal year (project year minus two). Claimant also assures this audit requirement will be completed for the current fiscal year (project year minus one).  
Date of submittal to State Controller: \_\_\_\_\_  
Date of submittal to SBCAG: \_\_\_\_\_  
***Applies to SBMTD, Easy Lift, and SMOOTH. SBCAG contracts for and submits fiscal audits for all other TDA claimants.***
- N/A 2) Claimant certifies that, per SBCAG Resolution 90-1, no more than 50% of the CTSA's operating budget for the year came from LTF. Claimant also certifies that its fiscal audit contains verification of this limitation (e.g., "[Easy Lift/SMOOTH] is [not] in compliance with requirement, per SBCAG Resolution 90-1, that no more than 50% of [Easy Lift's/SMOOTH's] operating budget for the year came from Local Transportation Funds.").  
***Applies to Article 4.5 (CTSAs)***
- N/A 3) Claimant certifies it has submitted an annual report, documenting agency operations, in conformance with the uniform system of accounts and records, to SBCAG and to the State Controller, pursuant to PUC 99243, for the prior year (project year minus two). Claimant assures this report will be audited by an independent CPA. Claimant also assures this report will be completed for the current fiscal year (project year minus one).  
Date of submittal to State Controller: \_\_\_\_\_  
Date of submittal to SBCAG: \_\_\_\_\_  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
-         4) Claimant certifies it has submitted an annual report, regarding expenditure of funds received, to the State Controller, pursuant to 21 CCR 6665, for the prior year (project year minus two). Claimant assures this report will be audited by an independent CPA. Claimant also assures this report will be completed for the current fiscal year (project year minus one).  
Date of submittal to State Controller: 27-Dec-11  
***Applies to Articles 3 (bike/ped) and 8 (streets/roads)***
- 5) Claimant certifies that (initial one):
- N/A a) the current cost of its retirement system is fully funded with respect to the officers and employees of its public transportation system (PUC 99271(a)); or
- N/A b) the operator is implementing a plan approved by SBCAG which will fully fund the retirement system for such officers and employees within 40 years (PUC 99271(a)); or
- N/A c) the operator has a private pension plan which sets aside and invests, on a current basis, funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in PUC 99272 and 99273.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 6) Claimant certifies that, pursuant to PUC 99264, it does not routinely staff, with two or more persons, a vehicle for public transportation purposes designed to be operated by one person.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***

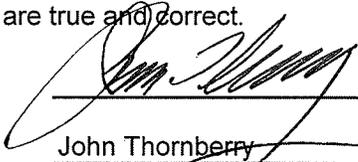
DOCUMENT H (Continued)

- N/A 7) Claimant certifies that the transit operator's operating budget has not increased more than 15% over the preceding year, and does not include a substantial increase or decrease in scope of operations or capital budget provisions for major new fixed facilities. If the budget does include such changes, documentation is attached that identifies and substantiates the reason and need for the changes, pursuant to PUC 99266, CCR 6632(b). E.g., if there is a substantial change between the capital expenditures proposed in this claim and those described in the claimant's Short Range Transit Plan (SRTP) or Transit Development Program (TDP), the claimant must provide a statement that substantiates the need for this change. If the claimant has neither a SRTP nor a TDP, the claimant must provide a statement that describes the need for the proposed capital expenditure.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 8) Claimant certifies that attached is certification from the Department of California Highway Patrol (CHP), completed within the last 13 months, that indicates the operator is in compliance with Section 1808.1 of the Vehicle Code. Section 1808.1 of the Vehicle Code requires, among other things, that operators participate in a pull notice system for obtaining current driver records from the Department of Motor Vehicles.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 9) Claimant certifies it is in compliance with PUC 99155: if it offers reduced fares to seniors, it offers the same reduced rate to disabled persons, handicapped persons, and disabled veterans, and it honors the federal Medicare card for identification to receive reduced fares.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 10) Claimant certifies it is in compliance with PUC 99155.5: dial-a-ride and paratransit services are accessible to handicapped persons and the service is provided to persons without regard to vehicle ownership and place of residence.  
***Applies to Articles 4 (transit), 4.5 (CTSAs), and 8 (transit)***
- N/A 11) Claimants that contract with another entity or entities for transit service certify that a copy of the contract negotiated with that entity is attached, pursuant to CCR 6630.  
***Applies to Articles 4 (transit) and 8 (transit)***
- N/A 12) Claimant certifies that, per SBCAG Resolution 90-1, attached to this claim is an operations plan and budget that describes existing and proposed service, and report on progress of coordination and consolidation objectives.  
***Applies to Article 4.5 (CTSAs)***
- N/A 13) Claimant certifies that, per SBCAG Resolution 90-1, it has attached an agreement to indemnify and hold harmless SBCAG from any claims, judgments or liabilities against the claimant. Claimant certifies it has also attached proof of insurance coverage, with limits of general liability to be specified.  
***Applies to Article 4.5 (CTSAs)***
- N/A 14) Claimant certifies that in its TDA claim, not less than 5% of the amount claimed under Article 4 will be expended for demand-response service for the elderly and individuals with disabilities, per SBCAG Resolution 90-1.  
***Applies to Articles 4 (transit) in service areas without a designated CTSA***
- N/A 15) If SBCAG has found that there are unmet transit needs that are reasonable to meet within its jurisdiction, the claimant certifies it has attached a summary of the actions it plans to take to meet the needs.  
***Applies to Article 8 (streets/roads)***

DOCUMENT H (Continued)

The undersigned (must be the individual named in the authorizing resolution) hereby certifies that the above statements are true and correct.

Signature:



Name:

John Thornberry

Title:

Administrative Services Director

Date:

March 26, 2012