City of Grass Valley  
City Council  
Agenda Action Sheet

**Council Meeting Date:** June 10, 2008  
**Date Prepared:** May 19, 2008

**Prepared by:** Timothy M. Kiser, PE, Public Works Director/City Engineer

**Title:** Local Transportation Fund (LTF) Claim and Transit Report

**Recommended Motion:** Adopt Resolution #08-__ requesting that Nevada County Transportation Commission (NCTC) allocate $302,842 of the City’s FY 2008/09 LTF in support of transit and para-transit services.

**Agenda:** Consent

**Background Information:** Grass Valley is eligible for an estimated Local Transportation Fund (LTF) allocation of $302,842, based upon an estimated City population of 12,958. These funds, which are managed by the NCTC, are committed to first support the needs of transit and para-transit activities.

On June 5, 2008 the Transit Services Commission (TSC) and the Board of Supervisors held a joint public hearing on the proposed draft transit budget which included consideration of using 100% of the City of Grass Valley’s FY 2008/09 allocation of LTF funds. On June 17, 2008, the Board of Supervisors are scheduled to formally adopt the transit budget.

The Nevada County Transit Services Division (TSD) requested that the City submit a claim to NCTC to allocate $302,842 of the City's FY 2008-09 LTF to support transit and para-transit services. Attached is a resolution that would fulfill this request.

Attached is a letter from TSD Transit Services Manager, Susan Healy-Harman requesting FY 2008/09 LTF allocation, and a May 8, 2008 memorandum to Nevada County Transportation Commission regarding “Revised Findings of Apportionments FY 2008/09.”

**Funds Available:** N/A  
**Account #:** N/A

**Reviewed by:**  
____ City Administrator  
____ Finance

**Action:**  
____ Approved  
____ Approved with Modifications  
____ Denied  
____ Other

Attachment: Resolution; TSD letter; NCTC memorandum

c: Dan Landon, NCTC  
Susan Healy-Harmon, Gold Country Telecare, Inc.  
G:\DATA\ENG\NCTC\Transit Requests\2008-09\080610 LTF Transit Request.doc
RESOLUTION NO. 08-

A RESOLUTION REQUESTING THE NEVADA COUNTY TRANSPORTATION COMMISSION (NCTC) ALLOCATE $302,842 OF THE CITY’S FY 2008-09 LOCAL TRANSPORTATION FUNDS (LTF) FOR PUBLIC TRANSPORTATION

WHEREAS, the City has entered into a Joint Exercise of Powers Agreement with the City of Nevada City and the County of Nevada for the purpose of establishing and funding a Public Transportation Program; and

WHEREAS, Transportation Development Act Funds that are allocated annually to the City of Grass Valley are available to support the Program; and

WHEREAS, the Nevada County Transportation Commission adopted Resolution #08-09 estimating that the City of Grass Valley is eligible for an apportionment in Fiscal Year 2008-09 of $302,842; and

WHEREAS, Grass Valley shares proportionately in the cost for such program under the terms of the Joint Powers Agreement; and

WHEREAS, on June 5, 2008 the Transit Services Commission and the Nevada County Board of Supervisors held a joint public hearing on the proposed transit budget which included using 100% of the Fiscal Year 2008-09 LTF allocation of all three jurisdictions to support transit and para-transit services; and

WHEREAS, on June 17, 2008 the Board of Supervisors is scheduled to adopt this budget;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council requests NCTC allocate $302,842 of Grass Valley’s Fiscal Year 2008-09 LTF for transit and para-transit services.

ADOPTED as a Resolution of the City Council of the City of Grass Valley at a meeting thereof held on the 10th day of June, 2008, by the following vote:

AYES: Council Member
NOES: Council Member
ABSENT: Council Member
ABSTAIN: Council Member

Mark Johnson, Mayor

APPROVED AS TO LEGAL FORM: ATTEST:

Ruthann G. Ziegler, City Attorney Kristi K. Bashor, City Clerk
May 9, 2008

Dan Holler, City Administrator
City of Grass Valley
125 East Main Street
Grass Valley, CA 95945

File: 212.01.07

SUBJECT: Fiscal Year 2008/09 Local Transportation Fund Claim

Dear Dan:

The Nevada County Board of Supervisors will hold its joint public hearing with the Transit Services Commission on the draft Fiscal Year 2008/09 Transit Services Division Budget on June 5, 2008 and Final approval of the budget is scheduled for June 17, 2008. Nevada County is processing a claim with the Nevada County Transportation Commission (NCTC) for Local Transportation Funds (LTF), pursuant to the Transportation Development Act. In accordance with the Joint Powers Agreement for transit services in western Nevada County, we are requesting that the City of Grass Valley prepare and submit a claim to NCTC for LTF funds to support Gold Country Stage and Gold Country Telecare operations during Fiscal Year 2008/09.

NCTC will be adopting revised findings of apportionment at their May 21, 2008 meeting, which are enclosed, indicating that the City of Grass Valley’s allocation of Fiscal Year 2008/09 LTF funds is $302,842. Since the Transit Services Division Budget is predicated on the use of 100 percent of the available LTF funds from all three local jurisdictions, we are asking that Grass Valley prepare its claim for this amount. As with last year’s claim, the LTF funding may be shown in a lump sum entitled “transit/paratransit operations” (P.U.C. Sec. 99260(a)).

Since we are hoping to have the claims approved at the July 16, 2008 NCTC meeting, I would appreciate your placing this item on a City Council agenda at your earliest convenience in June 2008. I would be happy to attend the meeting to answer any questions the Council may have concerning transit and paratransit services.

Thank you for your continued support of transit services in western Nevada County. Should you have any questions, please feel free to call me at 477-0103, extension 1003.

Sincerely,

DOUG FARRELL, DIRECTOR

Susan Hiley-Harmar, Transit Services Manager
Transit Services Division

Enclosure

H:\Salvato\TDA\Grass Valley FY 2008-09 LTF Letter.doc

Printed on Recycled Paper

Agenda Item # 10-3
MEMORANDUM

TO: The Nevada County Transportation Commission

FROM: Daniel B. Landau, Executive Director

SUBJECT: Revised Findings of Apportionments for FY 2008/09

DATE: May 8, 2008

RECOMMENDATION: Approve Resolution 08-09 adopting the Revised Findings of Apportionments for FY 2008/09.

BACKGROUND: Prior to March 1st of each year, the Nevada County Transportation Commission (NCTC), pursuant to California Code of Regulations Section 6644, transmits "Findings of Apportionments" for all prospective claimants.

The apportionments are determined from the Auditor-Controller's estimate of Local Transportation Funding for the ensuing fiscal year, less those funds allocated or made available for Transportation Development Act administration, planning projects, pedestrian/bicycle projects, and community transit service projects. The remaining funds are apportioned according to the population that each applicant's jurisdiction bears to the total population of Nevada County.


On May 1, 2008, NCTC staff obtained 2008 E-1 Population Estimates Report from the California Department of Finance with updated population figures for Nevada County jurisdictions. Section 6655.5 of the California Code of Regulations states that the transportation planning agency may, at any time before the conveyance of initial allocation instructions, issue a revised determination of apportionments based on a revised determination of population.

The Revised Findings of Apportionments for FY 2008/09 include an unique item. That item is an adjustment that reflects the impact of the economic downturn during the FY 2007/08 on the LTF revenues estimated to be received. FY 2007/08 was the first time that estimated revenues did not equal or exceed the allocations that were made based on the original Findings of Apportionment for the year. As shown in the table below, Grass Valley was allocated $397,512, but at this time, the revised revenues are forecasted to be $341,763, leaving an estimated deficit of $55,749. However, Grass Valley has prior year revenues on account with NCTC of $19,005, thus the adjustment that will be made to the Revised Findings of Apportionment for FY 2008/09 is...
Revised Findings of Apportionment FY 2008/09
May 8, 2008
Page 2

$36,744. Allocations: estimated revenues, differences, prior year balances, and the proposed adjustments are shown for all jurisdictions in the Nevada County Transportation Commission. In the case of Nevada County and Truckee, their prior year revenues were sufficient to more than offset the difference between the allocation and the estimated revenues; therefore, no adjustment is being made to their 2008/09 Revised Findings of Apportionment.

**FY 2008/09 APPORTIONMENT ADJUSTMENT BASED ON ESTIMATED 2007/08 REVENUES**

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>FY 2007/08 Allocation</th>
<th>2007/08 Revised Estimated Revenue</th>
<th>Difference</th>
<th>Prior Year Fiscal Balance</th>
<th>Adjustments to the FY 2007/08 Apportionment**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nevada County</td>
<td>2,334,654</td>
<td>1,785,829</td>
<td>-548,825</td>
<td>804,373</td>
<td>0.00</td>
</tr>
<tr>
<td>Grass Valley</td>
<td>397,112</td>
<td>341,763</td>
<td>-55,349</td>
<td>19,905</td>
<td>-35,744</td>
</tr>
<tr>
<td>Nevada City</td>
<td>125,065</td>
<td>81,208</td>
<td>-44,207</td>
<td>35,152</td>
<td>-9,145</td>
</tr>
<tr>
<td>Truckee</td>
<td>499,414</td>
<td>428,496</td>
<td>-76,918</td>
<td>421,598</td>
<td>0.06</td>
</tr>
</tbody>
</table>

**Figures shown are rounded to nearest dollar.

An excel spreadsheet has been used to accurately calculate the revised findings of apportionment to ensure that all of the funds received will be properly apportioned per the estimated populations provided by the California Department of Finance. As shown below and in the attached Resolution 08-09, the figures shown under "percent of estimated total" have been rounded to two decimal places, and the figures shown under "apportionment" have been rounded to the nearest dollar.

**ESTIMATED REVISED FINDINGS OF APPORTIONMENT FOR FY 2008/09**

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>Estimated Population</th>
<th>Percent of Estimated Total*</th>
<th>Apportionment**</th>
<th>Adjustments to the FY 2008/09 Apportionment</th>
<th>Adjusted Apportionment for FY 2008/09**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nevada County</td>
<td>67,078</td>
<td>67.57</td>
<td>1,760,256</td>
<td>5.00</td>
<td>1,760,256</td>
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<tr>
<td>Elko Valley</td>
<td>12,929</td>
<td>13.04</td>
<td>239,386</td>
<td>-76,744</td>
<td>202,842</td>
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<tr>
<td>Nevada City</td>
<td>3,074</td>
<td>3.10</td>
<td>80,740</td>
<td>-9,145</td>
<td>71,595</td>
</tr>
<tr>
<td>Truckee</td>
<td>16,165</td>
<td>16.20</td>
<td>424,500</td>
<td>0.00</td>
<td>424,500</td>
</tr>
<tr>
<td><strong>SUM</strong></td>
<td>99,148</td>
<td>100.00</td>
<td>2,405,161</td>
<td>-45,889</td>
<td>2,359,273</td>
</tr>
</tbody>
</table>

* Figures shown are rounded to two decimal places.
** Figures shown are rounded to nearest dollar.

attachments
RESOLUTION 08-09
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION

REVISED FINDINGS OF APPORTIONMENTS FOR FISCAL YEAR 2008/09

WHEREAS, Section 6655.5 of the California Code of Regulations states that the transportation planning agency may, at any time before the conveyance of initial allocation instructions pursuant to Section 6659, issue a revised determination of apportionments based on a revised determination of populations; and

WHEREAS, the Auditor-Controller of Nevada County has issued an estimate of $3,117,000 as the amount available for allocation in the FY 2008/09; and

WHEREAS, the amount subject to apportionment is to be determined by subtracting the anticipated amounts to be allocated, or made available for allocation, for administration of the Transportation Development Act, for transportation planning, for facilities for the exclusive use of pedestrians and bicyclists, and for community transit services, from the total estimate of monies to be available for apportionment and allocation during the ensuing fiscal year; and

WHEREAS, the following figures represent the amount described above:

<table>
<thead>
<tr>
<th>Estimated LTF Available for 2008/09</th>
<th>$3,100,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest</td>
<td>17,000</td>
</tr>
<tr>
<td><strong>Total Estimated 2008/09 LTF Available for Apportionment</strong></td>
<td><strong>$2,605,161</strong></td>
</tr>
<tr>
<td>Adjustment for Estimated 2007/08 Revenue Shortfalls</td>
<td>(45,889)</td>
</tr>
<tr>
<td>Adjusted Total Estimated 2008/09 LTF Available for Apportionment</td>
<td><strong>$2,559,273</strong></td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>Estimated Population</th>
<th>Percent of Estimated Total</th>
<th>Estimated Apportionment</th>
<th>Adjustments to FY 2008/09 Apportionment</th>
<th>Adjusted Apportionment for FY 2008/09</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nevada County</td>
<td>67,018</td>
<td>67.57</td>
<td>1,760,256</td>
<td>0.00</td>
<td>1,760,256</td>
</tr>
<tr>
<td>Grass Valley</td>
<td>13,929</td>
<td>13.04</td>
<td>339,586</td>
<td>-36,744</td>
<td>302,842</td>
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<tr>
<td>Nevada City</td>
<td>3,974</td>
<td>3.10</td>
<td>80,740</td>
<td>-9,147</td>
<td>71,593</td>
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<tr>
<td>Truckee</td>
<td>16,162</td>
<td>16.30</td>
<td>424,180</td>
<td>0.00</td>
<td>424,180</td>
</tr>
<tr>
<td><strong>SUM</strong></td>
<td>99,186</td>
<td>100.00</td>
<td>2,665,161</td>
<td>-45,889</td>
<td>2,559,273</td>
</tr>
</tbody>
</table>

* Figures shown are rounded to two decimal places.
** Figures shown are rounded to nearest dollar.

WHEREAS, Resolution 08-05, adopted on March 19, 2008, which provided the Revised Findings of Apportionments for FY 2007/08 resulted in shortfalls in the amount of estimated revenues available for previously approved allocations for Grass Valley in the amount of $36,744 and for Nevada City in the amount of $9,145; and
NOW THEREFORE BE IT RESOLVED, that the Nevada County Transportation Commission finds that the above Apportionments for FY 2008/09 adjusted to compensate for shortfalls in revenue for prior allocations to Grass Valley and Nevada City will be used as the basis for allocations throughout FY 2008/09, unless these findings are revised in accordance with statutes and regulations contained in the Transportation Development Act.

PASSED AND ADOPTED by the Nevada County Transportation Commission on May 21, 2008 by the following vote:

Ayes: 
Noes: 
Absent: 
Abstain: 

Attorn: Nathan H. Beason, Chairman Nevada County Transportation Commission  
Nancy D. Holman Administrative Services Officer