

AGENDA ITEM 1 K  
Consent Item

**MEMORANDUM**

**DATE:** February 7, 2019

**TO:** El Dorado County Transit Authority

**FROM:** Mindy Jackson, Executive Director

**SUBJECT:** 2018 Apple Farms Shuttle Funding for Local Match and Additional Services

**REQUESTED ACTION:**  
**BY MOTION,**

**Approve allocation of \$2,180.78 from the Fiscal Year 2018/19 Contingency Budget Line Item for shortfall in 2018 Apple Farms Shuttle service**

**BACKGROUND**

April 2018-October 31, 2018      The El Dorado County Transit Authority (Transit) partnered with the County of El Dorado Department of Transportation (DOT) in developing and implementing a project to alleviate traffic congestion during the peak Apple Hill season on four (4) weekends in October 2018.

August 21, 2018      The County of El Dorado Air Quality Management District (AQMD) awarded a grant to Transit to provide parking and shuttle services as part of the DOT Project. The shuttle aligned with the objectives of the grant program allowing the service to provide free parking and free rides for visitors and residents. The AQMD grant funded \$57,056.08 plus \$15,524.00 local match from DOT.

August 28, 2018      The County of El Dorado Board of Supervisors allocated \$70,000 of Economic Development - Transient Occupancy Tax (TOT) funds to DOT with \$50,000 identified for Transit (grant match and expenses for additional service).

October 25, 2018      The County of El Dorado Board of Supervisors authorized an additional \$70,000 to the project, of which \$50,000 was allocated to Transit for the estimated \$15,000 match and \$35,000 for additional service.

November 1, 2018      The Transit Board of Directors requested Transit staff identify potential funding alternatives for the project shortfall of \$26,903.50.

January 29, 2019 The County of El Dorado Board of Supervisors approved the agreement between the County and El Dorado Transit that is aligned with the approved \$50,000 of TOT funds.

## **DISCUSSION**

This agenda item is Transit staff's response to direction from the Board in October 2018 to identify funding for additional Apple Farms Shuttle services beyond the scope of the initial grant project. The Board may authorize use of funds set-aside as Operating Reserves. These Operating Reserves are local transportation funds set aside per Board Policy to "*provide financial flexibility and stability for the continued operations of El Dorado Transit...*" Furthermore, due to the timing of the grant billing and negotiating a County agreement there was a difference that requires Board action.

The County fully funded both the grant match and additional service expenditures with Economic Development - Transient Occupancy Tax (TOT) funds in October 2018. The corresponding agreement between El Dorado Transit and the County was approved by the County Board on January 20, 2019.

El Dorado Transit is requesting approval of \$2,180.78 from the current fiscal year operating budget contingency fund. This \$2,180.78 is the result of the difference between full project costs, applying AQMD grant "allowed" expenditures and negotiation of the County agreement for several months based on estimated grant allowed expenses, allowed grant expenditures and actual costs.

**STAFF RECOMMENDATION:** Approve allocation of \$2,180.78 from the Fiscal Year 2018/19 Contingency Budget Line Item for funding shortfall in 2018 Apple Farms Shuttle service.

**ALTERNATIVE(S):** No further Board action above the staff recommendation results in acceptance of the County approved TOT funding for the grant match and shuttle services to preserve Operating Reserves for the purpose and objective of supporting public transit service. However; the Transit Board could provide direction to staff to fund 2018 Apple Farm Shuttle Services above the initial grant funding of \$26,903.50 with Operating Reserves.

**FISCAL IMPACT**

<b>2018 Apple Farm Shuttle Expenses</b>	\$101,140.36
<hr/>	
<b>2018 Apple Farm Shuttle Revenue</b>	
AQMD Grant	\$ 57,056.08
AQMD Grant Match from DOT Transient Occupancy Tax (TOT)	\$ 15,524.00
County Economic Development – Transient Occupancy Tax (TOT)	\$ 26,379.50
El Dorado Transit FY 2018/19 Budget Contingency Line Item	<u>\$ 2,180.78</u>
Total Revenue	<u>\$101,140.36</u>