

AGENDA ITEM SUMMARY

City Council



STAFF

Monica Martinez, Finance Manager, PDT
Annabelle Phillips, Assistant Director, Transfort

SUBJECT

First Reading of Ordinance No. 118, 2025, Making Supplemental Appropriations, Appropriating Prior Year Reserves and Authorizing Transfers of Appropriations for Transit Replacement, Enhancement and Maintenance of Assets.

EXECUTIVE SUMMARY

The purpose of this item is to appropriate unanticipated grant funds.

STAFF RECOMMENDATION

Staff recommends adoption of the Ordinance on First Reading.

BACKGROUND / DISCUSSION

FEDERAL FUNDS

The Federal Transit Administration (FTA) awarded Transfort Fiscal Year (FY) 2025 5339 and 5307 Federal Formula Funds. These funds were previously scheduled via BFO for appropriation in 2026. Staff now requests appropriation of this funding in 2025 as awards are available and can be used to initiate projects this year, including general maintenance, a passenger survey, and exterior lighting at the Transfort Maintenance Facility. In future BFO cycles, staff will lag operational grant budgets by a year but appropriate all other grant budgets in line with the current City fiscal year. Both grants require a local match, which will be funded using a transfer from the Transit System portion of the 2050 Tax Parks Rec Transit OCF Fund to the Transit Services Fund. Transfort operates federal formula grants like these under pre-award authority.

- **5339 Federal Formula Funds:** can be used for capital repair, replacement and enhancement of assets related to rolling stock, facilities and technology.
 - Fiscal Year 2025 5339: \$329,072 federal grant funds, \$82,268 local match funds
- **5307 Federal Formula Funds (capital portion):** funds can be used to maintain and replace capital assets as well as for transit planning and design projects.
 - Fiscal Year 2025 5307: \$400,000 federal grant funds, \$100,000 local match funds.

CITY FINANCIAL IMPACTS

All local match amounts will be funded using a transfer from the Transit System portion of the 2050 Tax Parks Rec Transit OCF Fund to the Transit Services Fund.

Funds to be Appropriated	Grant Amount	Local Match Amount
5339 Fiscal Year 2025	\$329,072	\$82,268
5307 Fiscal Year 2025	\$400,000	\$100,000
Total	\$729,072	\$182,268

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

None.

ATTACHMENTS

1. Ordinance No. 118, 2025