



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 12/12/2023

**REQUESTER:** Taylor Johnson, Transit and Parking Program Manager

**PRESENTER:** Shawn O'Leary, Director of Public Works

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2324-105:  
A PUBLIC TRANSIT REVOLVING FUND AGREEMENT BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) DISTRIBUTING A MAXIMUM AMOUNT OF FUNDS IN AN AMOUNT NOT-TO-EXCEED TWO HUNDRED SEVEN THOUSAND FOUR HUNDRED DOLLARS (\$207,400) FOR ESTABLISHING, EXPANDING, IMPROVING, AND MAINTAINING THE CITY OF NORMAN'S URBAN PUBLIC MASS TRANSPORTATION SERVICES AS OUTLINED IN THE STAFF REPORT.

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### **BACKGROUND:**

The City of Norman has been designated by the Federal Transit Administration (FTA) as eligible to receive federal funds to be used for public transportation services. As a result of this designation by the FTA, the City is also eligible to receive disbursement of funds from the Oklahoma Department of Transportation (ODOT) Public Transit Revolving Fund to be used to establish, expand, improve, and maintain its public transportation system.

### **DISCUSSION:**

On May 22, 2019, the Governor of Oklahoma designated the City to be the direct recipient of federal funds to be used for the provision of public transportation services effective upon the date the FTA formally approved the City eligible to receive such federal funds. On June 20, 2019, the FTA formally designated the City to be the direct recipient of such federal public transportation funds.

69 O.S. § 4301 creates in the State of Oklahoma Treasury a revolving fund called the "Public Transit Revolving Fund" for ODOT to be used for the purpose of establishing, expanding, improving, and maintaining rural and urban public transportation services. Eligible entities to apply for disbursement of such funds are defined as those entities receiving federal financial assistance through the FTA's Block Grant for Urbanized Areas and Formula Grant Program for Areas other than Urbanized Areas under 49 U.S.C. §§ 1607a and 1614, and other public mass transportation programs provided by entities, municipalities, and community action programs

which have submitted an audited financial statement showing total reported vehicle revenue mileage for the prior year to ODOT.

The City of Norman is eligible to receive disbursement from this fund due to it being an entity approved to receive federal financial assistance through the FTA Block Grant for Urbanized Areas. Each year, entities must have their previous fiscal year's vehicle revenue mileage audited to include in their applications to ODOT. The City did have a mileage audit performed by Forvis for fiscal year 2023. After reviewing all applications, the City of Norman was approved for a maximum amount of funds in an amount not to exceed \$207,400 to be distributed in fiscal year 2024. This agreement provides that such maximum disbursement shall be distributed in three billings on or after November 1, 2023, February 15, 2024, and June 1, 2024.

This amount is slightly less than last year's, or Fiscal Year 2023's distributed funds (\$292,897) to the City, as this is the first year the City is not using OU/CART's fiscal year 2019 mileage, which was greater due to the combined City and campus route mileage. ODOT had waived the mileage audit requirement due to the COVID-19 pandemic for fiscal years 20-22. However, it should be noted that before Fiscal Year 2023 the City was receiving approximately \$134,285 with all of OU/CART's combined mileage. The Oklahoma Legislature increased the funding amount for the Oklahoma Public Transit Revolving Fund beginning in Fiscal Year 2023, which is what has resulted in the City receiving an increase of funds when comparing to historic allocations.

This Agreement further provides that the City of Norman certifies that at least fifty percent (50%) of the funding provided by this agreement shall be spent for services for the elderly and disabled. Norman's paratransit service, known as EMBARK Plus, fulfills this criterion

Funds distributed pursuant to this agreement shall be deposited into the Public Transportation and Parking Fund, Other Revenue/State Grant Reimbursements (account 275-331380) and appropriated for public transportation operations use.

#### **RECOMMENDATION:**

This agreement provides integral public transportation funding needed to continue, improve, and maintain the City's public transportation operations. Staff recommends approval of Contract K-2324-105 and appropriation of \$207,400 from Other Revenue/State Grant Reimbursement (account 275-331380) into the Public Transportation and Parking Fund Transportation-Operations (account 27550277-44766).