



Date: June 14, 2022

Honorable Mayor and Council Members

Author and title: Alfred Knotts, Transit Program Coordinator

Title: Authorization to Submit Revised Transportation Development Act Claim Form, Approval of Resolution 2022-39 Revising Fiscal Year 2021/22 Transportation Development Act Claim, and Fiscal Year 2021/2022 Budget Amendment

Approved By: Jen Callaway, Town Manager

Recommended Action: The Town Council authorize submittal of revised Fiscal Year (FY) 2021/2022 Transportation Development Act Claim Form, adopt Resolution 2022-39, and Amend FY 2021/22 Budget Revenues and Expenditures by \$112,199.

Discussion: The Nevada County Transportation Commission (NCTC) requires a separate audit from the Town of Truckee to audit of the Town’s transit related financial activity in compliance with California Code of Regulations, Title 21, section 6662, 6505, and 26909. NCTC hires an independent auditor to conduct the audits for the various agencies receiving Transportation Development Act funds from NCTC, including the Town.

The independent auditing firm the Pun Group Accountants & Advisors has recently completed the audit of the Town of Truckee Transit Fund, which includes Transportation Development Act (TDA), and Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA), and State of Good Repair (SGR) Expenditure Reports for the fiscal years ending on June 30, 2020 and 2021. NCTC accepted this audit report at their meeting held on May 18, 2022, while the Town accepted the report at the regularly scheduled meeting of the Town Council held on May 24, 2022.

As result of the auditing process, it was determined that in FY 2020/21 there was an operating deficit of approximately \$112,199 that must be reconciled. As such, the Town is seeking to revise the FY 20/21 2021/22 TDA claim increasing the claim approved under Resolution 2021-42 from \$657,543.36 to \$769,742.36, accounting for the \$112,199 deficit. These funds would come out of the TDA reserves currently held by the NCTC for such purposes. These reserves would be replenished as part of the FY 22/23 TDA allocations to maintain a six (6) month operating reserve which is currently approximately \$1,042,016.

It should be noted that due to the nature of the TDA claim process there is typically either an operating deficit or there is “unearned revenue” realized at the end of the FY due to the need for forecasting and estimating.

Priority:

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| <input type="checkbox"/> Enhanced Communication | <input checked="" type="checkbox"/> Climate and Greenhouse Gas Reduction | <input type="checkbox"/> Housing |
| <input checked="" type="checkbox"/> Infrastructure Investment | <input type="checkbox"/> Emergency and Wildfire Preparedness | <input checked="" type="checkbox"/> Core Service |

Fiscal Impact: Revising the FY 2021/22 TDA Claim will result in a drawdown of \$112,199 from the current approximate TDA Reserve Balance of \$1,042,016 resulting in an approximate Reserve Balance of \$933,817. This \$112,199 drawdown will be “replenished” as part of the FY 22/23 TDA allocations and claims process to maintain a six (6) month operating reserve per current practice. Lastly, this revised claim will also result in an amendment to the FY 2021/2022 budget thereby increasing Transit Revenues by \$112,199 with a corresponding amendment of \$112,199 in Transit Expenditures.

Public Communication: Nothing outside of this staff report and associated agenda posting.

Attachments:

Attachment A – Resolution 2022-39