



Office of the Town Manager  
Christopher E. Martino

#### Warrenton Town Council

Carter Nevill, Mayor  
Heather Sutphin, Ward 1  
William Semple, Ward 2  
Brett Hamby, Ward 3  
James Hartman, Ward 4 Vice Mayor  
Jay Heroux, Ward 5  
Sean Polster, At Large  
Renard Carlos, At Large

# STAFF REPORT

<b>Council Meeting Date:</b>	December 13, 2022
<b>Agenda Title:</b>	Budget amendment to provide an additional \$10,650 in funding for Virginia Regional Transit (Circuit Rider)
<b>Requested Action:</b>	Consider the resolution to amend the budget
<b>Department / Agency Lead:</b>	Finance Department
<b>Staff Lead:</b>	Stephanie Miller, Director

## EXECUTIVE SUMMARY

During the development of the fiscal year 2023 proposed budget, the Town Manager level-funded contributions to outside organizations with the fiscal year 2022 budget.

Virginia Regional Transit (VRT) operates the Circuit Rider bus that provides transportation services in town. Three routes are provided with funding from a Federal 5311 operating grant. The total budget for the program for FY23 is \$432,640. Under the operating grant, the services are funded as shown below:

Federal Transportation Authority	50%	\$216,320
Virginia Department of Rail and Public Transportation	18%	\$77,875
Local Match - Town of Warrenton	32%	\$138,445
	Total	\$432,640

The requested match of \$138,445 represents an increase of \$10,650 from the FY22 budget request of \$127,795. The increase is mostly due to increased fuel and insurance costs.

The PATH Foundation has pledged their support in the amount of \$50,727 for the third route offered by Circuit Rider. This revenue has already been appropriated in the FY23 budget.

## BACKGROUND

Circuit Rider fuels their buses at the Town's public works facility. The cost of the fuel is tracked and recorded as an in-kind contribution towards the Town's share. The Town issues quarterly

payments to VRT. The final payment each year is reconciled against the amount of fuel used to determine the portion of the contribution recorded as in-kind versus cash.

### **STAFF RECOMMENDATION**

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Staff recommends that Council consider adopting the attached resolution to appropriate an additional \$10,650 for the contribution to Virginia Regional Transit.

### **Service Level / Policy Impact**

Goal T-1 of Plan 2040 seeks to improve multi-modal capacity and safety that encourages trips by walking, bicycling, and transit. Ensuring the continuation of low-cost transit systems supports this goal and services those citizens who might not have other means of transportation.

### **TRANSPORTATION & CIRCULATION GOALS**



**T-1:** Improve multi-modal capacity and safety that encourages trips by walking, bicycling, and transit.

**T-2:** Enhance the traveling experience by creating great streets.

**T-3:** Promote livability in the Town by creating great places where residents and visitors feel welcome and safe.

**T-4:** Provide an equitable and connected Multi-Modal Network.

### **Fiscal Impact**

This action will require the appropriation of \$10,650 in the General Fund. As noted during the October Council meeting, Meals Tax revenues are estimated to exceed the budgeted amount by \$500,000 based on year-to-date receipts. The resolution attached will appropriate \$10,650 more in meals tax revenue and increase the contribution to VRT by the same amount.

### **Legal Impact**

There is no legal impact associated with the position request.

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### **ATTACHMENTS**

1. FY23 Funding Request Cover Letter from Virginia Regional Transit