



Baldwin County Commission

Legislation Details (With Text)

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On agenda: 7/16/2024 **Final action:**

Title: FY 2025 Section 5311 Rural Public Transportation Grant Application

Indexes:

Attachments: 1. Resolution 2024-134, 2. Resolution 2024-135, 3. FY2025 5311 Grant Application, 4. Letter of Designation, 5. Letter of Application, 6. Letter of Local Commitment, 7. Local Match Certification

Date	Ver.	Action By	Action	Result
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Meeting Type: BCC Regular Meeting
Meeting Date: 7/16/2024
Item Status: New
From: Ann Simpson, Director of Transportation
Submitted by: Ann Simpson, Director of Transportation

ITEM TITLE

FY 2025 Section 5311 Rural Public Transportation Grant Application

STAFF RECOMMENDATION

Take the following actions:

- 1) Adopt Resolution #2024-134 authorizing the Baldwin County Commission to commit up to \$1,419,364.00 as local non-federal match for operations, administration, and capital (preventative maintenance) expenditures under Section 5311 Non-urbanized Public Transportation Program during Fiscal Year 2025 with approximately \$310,000.00 generated from fares, contract services, and advertising; and
- 2) Adopt Resolution #2024-135 authorizing the filing of the Fiscal Year 2025 Section 5311 Grant Application with the Department of Transportation, United States of America, and the Alabama Department of Transportation under the Federal Transit Act; and
- 3) Authorize the Chairman to sign the application documents.

BACKGROUND INFORMATION

Background: Beginning in 1985, BRATS has applied for and received an annual 5311 grant from the Federal Transit Administration, administered by the Alabama Department of Transportation to provide public transportation to the citizens and visitors of Baldwin County.

The FY2025 5311 Rural Transportation Program is estimated to cost \$3,507,458.00. The application reflects \$2,088,095.00 of the program cost to be funded with 5311 Federal Transit Administration funds. An estimated \$1,109,364.00 in local matching funds will be required in addition to the estimated \$310,000.00 revenue generated from the transit system.

The grant funding amount requested is slightly inflated to ensure that sufficient funds are awarded to provide the Baldwin County Commission with maximum flexibility for operating BRATS. The dollar amounts in the grant application do not represent the actual expenses to be presented in the FY 2025 County budget. The Baldwin County Commission will approve the BRATS Fiscal Year 2025 budget separately during the annual budget process. BRATS Staff will continue to issue invoices to ALDOT for reimbursement of actual eligible expenses incurred.

The FY 2025 5311 Rural Transportation Grant Program will provide federal funding of 80% for administrative and preventative maintenance expenses and 50% for operating expenses.

Capital expenditures for transit vehicles are not included in this 5311 Rural Grant Application. Requests for funding of transit vehicles at an 80/20 split are included in the FY 2025 5307 Urban Transportation grant application to utilize lapsing 5307 funds.

This 5311 Rural Grant Application is to request 83.4% of the estimated FY 2025 operating, administrative, and preventative maintenance costs to fund the public transit service. The 5307 Urban Grant Application to request the remaining 16.6% of the estimated FY 2025 operating, administrative, and preventative maintenance costs and capital for transit vehicles will be presented in a separate agenda action item.

Previous Commission action/date: N/A

FINANCIAL IMPACT

Total cost of recommendation: \$1,419,364.00

Budget line item(s) to be used: Fund 143 Transportation budget expense line items.

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

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Is advertising required for this recommendation? Public Notice requirements were met and documentation is included in grant application.

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: Deadline for grant application submittal is July 30, 2024.

Individual(s) responsible for follow up: Administration and BRATS staff.

Action required (list contact persons/addresses if documents are to be mailed or emailed):

Administration to print letters on letterhead and obtain signatures (in blue ink) and seal where appropriate. Forward original documents to Ann Simpson with copies to Janice Nicholson, Brian Underwood, Katrina Taylor, Aislinn Stone, Christe Bezoari, and Dana Austin.

BRATS Accounting Staff will ensure documents are in proper order and complete for submittal of the grant package to ALDOT. BRATS Staff will provide the fully executed agreement to Admin when received.

Grant documents requiring Administration Staff attention:

- 1) Letter of Designated Transit Provider - Requires Letterhead and Chairman's signature.
- 2) Grant Application Letter - Requires Letterhead and Chairman's signature.
- 3) Local Match Commitment Letter - Requires Letterhead and Chairman's signature.
- 4) Local Match Certification - Executed by Chairman. Please ensure page number is maintained.
- 5) Resolution 2024-134 Authorizing Local Matching Funds - Executed by Chairman and County Administrator.
- 6) Resolution 2024-135 Authorization to File Grant Application - Executed by Chairman and County Administrator.

Please ensure page numbers are included and signatures are in blue ink.

Additional instructions/notes: Administration - upload resolutions to BCAP.