



# Baldwin County Commission

## Legislation Text

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 6/7/2022

**Item Status:** New

**From:** Ann Simpson, BRATS Director of Transportation

**Submitted by:** Tiffany Givens, BRATS Grants Technician

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### **ITEM TITLE**

Fiscal Year 2023 ALDOT Section 5311 Rural Public Transportation Grant Application

### **STAFF RECOMMENDATION**

Take the following actions:

- 1) Adopt Resolution #2022-096 authorizing the Baldwin County Commission to commit up to \$1,487,975.00 as local non-federal match for administration and capital expenditures under the Section 5311 Non-Urbanized Area Public Transportation Program during Fiscal Year 2023 with approximately \$425,000.00 generated from fares, contract services, and advertising; and
- 2) Adopt Resolution #2022-097 authorizing the execution and submittal of the Fiscal Year 2023 Section 5311 Grant Application to the Alabama Department of Transportation (ALDOT) relating to public transportation; and
- 3) Authorize the Chairman to sign the application and any related documents; and
- 4) Authorize Baldwin Regional Area Transit System (BRATS) staff to submit the Fiscal Year 2023 5311 Application / Agreement to the Alabama Department of Transportation.

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** N/A

**Background:** Since 1985, BRATS has received an annual 5311 grant from the Federal Transit Administration, administered by the Alabama Department of Transportation. The funds are used to provide public transportation to the visitors and citizens of Baldwin County. BRATS provides public transportation in both the urban and rural areas of Baldwin County, and receives funding from various FTA grant programs. Historically, BRATS has annually submitted two grant applications to the Alabama Department of Transportation (ALDOT):

- 1) Urban (5307) grant application
- 2) Rural (5311) grant application

Beginning with FY2023, ALDOT will not be administering the 5307 grant funds. The request for 5307 funds will be submitted directly to the FTA through the Transit Award Management System (TrAMS).

The grant fund requests are intentionally conservative (on the high side) to ensure that sufficient funds are awarded to provide the Baldwin County Commission with maximum flexibility for operating BRATS. The dollar amounts in these grants do not represent the actual expenses approved in the county budget. The Baldwin County Commission will approve the BRATS Fiscal Year 2023 budget separately during the annual budget process. BRATS will continue to issue invoices to ALDOT to draw down the 5311 funds.

During FY2020 - FY2022, the FTA funded public transit administrative and operating expenses at 100%; however, the FY2023 5311 grant program will provide federal funding of 80% for administrative expenses, 50% for operating expenses, and 80% for capital (rolling stock). Funding will be used to purchase four transit vehicles with 5311 grant funds at 80% federal reimbursement.

The FY2023 5311 request for federal assistance is \$2,348,393.00 and the local match requirement is estimated to be \$1,487,975.00, depending on the budget ultimately approved by the Baldwin County Commission. It is estimated that \$425,000.00 of the required local match will be collected in fares, contract services, and advertising revenue. The balance as of March 31, 2022 in the Transportation Contract Revenue Escrow Account, resulting from the CARES Act Transportation Funding, was \$312,149.00.

A public hearing was advertised and held on May 18, 2022 at 9:00 AM at the Baldwin County Commission BRATS office in Robertsedale, Alabama, to allow for comments on the proposed transportation service. The application deadline is June 10, 2022.

## **FINANCIAL IMPACT**

**Total cost of recommendation:** Total 5311 Rural Transportation Program cost of \$3,836,367.00 for FY2023. \$2,348,393.00 of the total program cost to be funded with 5311 Federal Grant Reimbursement Funds. The remaining balance of \$1,487,975.00 will be funded with FY2023 fare, contract, and advertising revenue estimated at \$425,000.00 and contract revenue earned in FY2020 - FY2022 of approximately \$325,000.00 held in an escrow account resulting in approximately \$737,975.00 in local match for FY2023 depending on the budget ultimately approved by the Baldwin County Commission. The escrow account balance as of March 31, 2022 was \$312,149.00. Contract revenue collected in the remainder of FY2022 will continue to be held in escrow per direction by ALDOT and will be utilized for FY2023 local match requirements.

**Budget line item(s) to be used:** Fiscal Year 2023 budget.

**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**

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

**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 June 10, 2022.**

**Individual(s) responsible for follow up:** Administration staff and BRATS staff. If the grant is awarded, the funds acceptance along with any agreements and related documents will be brought back for Baldwin County Commission approval.

**Cc:** Ron Cink, Cian Harrison, Eva Cutsinger, Christie Davis, Kathy McHugh, Katrina Taylor

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

Administration to print letters on letterhead and obtain signatures where appropriate, seal and forward original document to BRATS staff.

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

Documents that require Administration attention:

- 1) Letter of Designation (Designated Agency Letter) (Requires Letterhead)
- 2) 5311 Grant Application Letter (Requires Letterhead)
- 3) 5311 Grant Local Match Commitment Letter (Requires Letterhead)
- 4) Local Match Certification (Executed by Commission Chair)
- 5) Resolution #2022-096 for the 5311 Grant Local Match
- 6) Resolution #2022-097 for FY2023 5311 Grant Application

**Additional instructions/notes:** N/A