

City of Bethel Action Memorandum

Action memorandum No.	17-74		
Date action introduced:	November 28, 2017	Introduced by:	Peter Williams, City Manager
Date action taken:	November 28, 2017	X	Approved Denied
Confirmed by:	<i>KM</i>		

Action Title: Direct Administration to prepare and submit a FY 2019 Community Transportation Grant application to fund the operation of the Bethel Transit System with \$70,100 from the City's FY 2019 Budget as local match.

Attachment(s): Bethel Public Transit System Budget from FY 2018 City of Bethel Budget; Public Transit Budget Worksheet for Proposed FY 2019 Grant Application.

Department/Individual:	Initials:	Remarks:
Administration	<i>PW</i>	<i>Approved</i>
Finance	<i>[Signature]</i>	
Public Works	<i>[Signature]</i>	<i>APPROVED</i>

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
	Funds in City Budget.	
\$70,100	Requires funding in FY 2019 Budget.	56-50

Summary Statement

The FY 2019 Community Transportation Grant application period is now open. The grant application deadline is January 19, 2018. The Transit Office typically provides notice of awards in May-June 2018 for the performance period: July 1, 2018 to June 30, 2019.

The City projects an FY 2019 Transit Budget of \$511,653. The City plans to fund the transit system by collecting \$33,000 in farebox revenue, requesting \$408,553 in grant funds, and providing \$70,100 in cash match.

The transit budget would fund one full-time transit manager and two full-time drivers. The budget would fund the purchase of one new 14-passenger transit vehicle. The budget also contains \$70,757 in administrative overhead (\$53,576 Administrative and \$17,181 in Information Technology).

The Transit Office at the Alaska Department of Transportation and Public Facilities confirmed that it is acceptable for the transit manager to drive the bus occasionally, as long as the City pays for the drive time from the grant-funded operating budget, not the administration budget.

Once the grant is announced by the State, City Administration will present to Council another Action Memorandum to approve and accept the grant award and direct the City Manager to sign it.