

City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

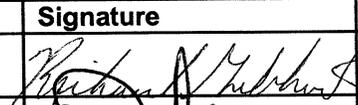
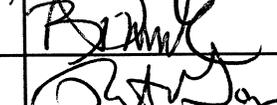
Item # 8 Resolution # 11-200 Council District: All

For Meeting of March 21, 2011

(Adoption Date)

TITLE: A RESOLUTION ALLOWING TRANSIT SECTION STAFF TO APPLY TO THE FEDERAL TRANSIT ADMINISTRATION FOR APPROPRIATED UNOBLIGATED FEDERAL FY 2009, SECTION 5309 CAPITAL FUNDS IN THE AMOUNT OF \$617,500 REQUIRING A CITY MATCH OF \$154,375 FOR THE PURPOSE OF CREATING AN ARCHITECTURAL AND ENGINEERING DESIGN FOR THE PROPOSED TRANSIT MAINTENANCE AND OPERATIONS FACILITY TO BE LOCATED ON MOTEL BOULEVARD.

PURPOSE(S) OF ACTION: This Resolution would permit Transit Staff to apply for \$617,500 in expiring Federal Section 5309 capital funding earmarked for the purpose of designing a Transit Maintenance and Operations Facility; this project must be approved by the Federal Transit Administration (FTA) no later than September 30, 2011.

Drafter and Staff Contact: Mike Bartholomew		Department: Public Services/Transit		Phone: 541-2500	
Department	Signature	Phone	Department	Signature	Phone
Department Director		528-3477	Budget		541-2107
Other			Assistant City Manager		541-2271
Legal		541-2128	City Manager		541-2076

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The Transit Section is requesting to obligate these FTA Section 5309 funds into a grant for the purpose of creating an architectural and engineering design in FY 2012 for the proposed Transit Maintenance and Operations Facility on Motel Boulevard. This project is covered in the MPO Transportation Improvement Program (TIP). The amount to be obligated into a grant is the entire balance of a Federal Fiscal Year 2009 earmark designated for this purpose. This appropriation is set to expire on September 30, 2011. The grant application process must be started immediately in order to obligate these funds into a grant before that deadline.

City staff have been planning for the eventual consolidation of City operational functions on a City-owned site on Motel Boulevard just east of the current CNG Facility. Because of Federal funding constraints the Transit facility would require its own space on the site. The conceptual design identifies this space as one end of a building shared with Fleet Services.

Currently, construction of the City's Operations Facility is unfunded. This Congressional earmark for the Transit portion of the facility is the only Federal funding so far available for

this project. It is projected that the Transit portion of the facility will cost approximately \$5.04M. This available funding will be able to provide architectural and engineering design for the Transit portion of this facility. It is hoped that by completing this design, the Transit Maintenance and Operations Facility would eventually be eligible for future Federal funding of "shovel-ready" projects. The Facilities Department would like to begin design work in FY 2012.

FTA allows capital funds used toward Transit facilities to be matched 80/20 (federal/local shares). The anticipated local match for the \$617,500 Federal dollars is \$154,375, for a total project of \$771,875.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", excerpt from the Federal Register Notice of February 8, 2011, Table 10, page 7061 showing the unobligated balance of the Federal Fiscal Year 2009 – 5309 appropriation.
3. Exhibit "B", excerpt from the MPO Transportation Improvement Program (TIP) showing Transit Maintenance and Operations Facilities Project.
4. Exhibit "C", Grant Overview Worksheet.
5. Exhibit "D", Conceptual design of City Operation Facility from 2006 Study.

SOURCE OF FUNDING:

Is this action already budgeted? N/A	Yes	<input type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
	<input type="checkbox"/>	Proposed funding is from fund balance in the _____ Fund.	
Does this action create any revenue? N/A	Yes	<input type="checkbox"/>	Funds will be deposited into this fund: _____ in the amount of \$_____.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

This request relates to a FY 2009 Congressional transit earmark for a Transit Maintenance and Operations Center. Staff proposes this funding be used towards a design project in FY 2012 and an ICIP request has been submitted to the Facilities Department as part of the FY 2012 budget request. This grant will allow for a \$771,875, project of which 80% will be funded by FTA.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
N/A	N/A	N/A	N/A	N/A	N/A

OPTIONS / ALTERNATIVES:

1. Vote for approval of the Resolution will enable Staff to apply to FTA for \$617,500 in Section 5309 capital funding for the purpose of complete architectural and engineering design of the proposed Transit Maintenance and Operations Center on Motel Boulevard.
2. Vote not to approve the Resolution; will result in these funds lapsing in September 2011.
3. Vote to modify the Resolution and provide alternative direction to Staff.
4. Vote to table the Resolution and provide alternative direction to Staff. Due to the lack of time before the Federal funds lapse, this action would likely result in the forfeiture of these funds.

REFERENCE INFORMATION

The resolution(s) and/or ordinance(s) listed below are only for reference and are not included as attachments or exhibits.

N/A

RESOLUTION NO. 11-200

A RESOLUTION ALLOWING TRANSIT SECTION STAFF TO APPLY TO THE FEDERAL TRANSIT ADMINISTRATION FOR APPROPRIATED UNOBLIGATED FEDERAL FY 2009, SECTION 5309 CAPITAL FUNDS IN THE AMOUNT OF \$617,500 REQUIRING A CITY MATCH OF \$154,375 FOR THE PURPOSE OF CREATING AN ARCHITECTURAL AND ENGINEERING DESIGN FOR THE PROPOSED TRANSIT MAINTENANCE AND OPERATIONS FACILITY TO BE LOCATED ON MOTEL BOULEVARD.

The City Council is informed that:

WHEREAS, the City of Las Cruces receives discretionary (or "earmark") appropriations of transit funding through the Federal Transit Administration (FTA) Section 5309 capital funding program as authorized by Congress under the SAFETEA-LU program; and

WHEREAS, there are Section 5309 funds in the amount of \$617,500 from the Federal FY 2009 appropriation NM-E2009-BUSP-0595, designated for a Transit Maintenance and Operations Facility on Motel Boulevard that have not yet been obligated into a specific project; and

WHEREAS, the City typically uses Section 5309 funding for capital construction of facilities at a federal/local match ratio of 80/20; and

WHEREAS, the required local match of 20% for these funds is \$154,375, making a total project of \$771,875; and

WHEREAS, this appropriation is set to expire on September 30, 2011; and

WHEREAS, the City of Las Cruces wishes to apply these unobligated Section 5309 funds for the purpose of creating an architectural and engineering design of a Transit Maintenance and Operations Facility to be located at the proposed City Operations Facility on Motel Boulevard; and

WHEREAS, a project for said facility for FY 2012 is included in the MPO TIP.

NOW, THEREFORE, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT City Staff are hereby authorized to apply to the Federal Transit Administration for Section 5309 funds in the amount of \$617,500, to be used for architectural and engineering design of the proposed Transit Maintenance and Operations Facility on Motel Boulevard.

(II)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this _____ day of _____, 2011.

(SEAL)

APPROVED:

Mayor

ATTEST:

City Clerk

Moved by: _____

Seconded by: _____

VOTE:

Mayor Miyagishima: _____
Councillor Silva: _____
Councillor Connor: _____
Councillor Pedroza: _____
Councillor Small: _____
Councillor Sorg: _____
Councillor Thomas: _____

APPROVED AS TO FORM:


City Attorney

FEDERAL TRANSIT ADMINISTRATION

TABLE 10

Prior Year Unobligated Section 5309 Bus and Bus Related Equipment and Facilities as of September 30, 2010

State	Earmark ID	Project Location and Description	Unobligated Allocation
FY 2009 Unobligated Allocations			
NM	E2009-BUSP-589	City of Rio Rancho Transit Program	313,500
NM	E2009-BUSP-590	Design and Construction of an Intermodal Transportation Center for Los Lunas	950,000
NM	E2009-BUSP-593	Navajo Transit Vehicles and Facilities	237,500
NM	E2009-BUSP-595	Transit Maintenance and Operations Facility, City of Las Cruces	617,500

EXHIBIT B

Las Cruces Metropolitan Planning Area Las Cruces Metropolitan Planning Organization Transportation Improvement Program (TIP)

CN: TL00014 **Las Cruces MPO - PIN:** 22 **NMDOT Dist.:** 1 **County:** Dona Ana **Municipality:** City of Las Cruces **Length:** 0 Miles
Fed ID: TL00014 **Lead Agency:** City of Las Cruces **Est. Proj. Cost:** \$771,875
RT: Proj RoadRUNNER Transit Facilities **Est. Letting:** **IP Amendment Pending?**
Fr: **To:**

Category: Transit
Project Desc.: Maintenance and Operations Center Design

Project Phases: Environ. Document Prel. Engr Design Right-of-way Construction Other **Work Zone:** Reg. Sig.

Remarks

FUND SOURCE	PROGRAMMED FUNDS - Four Year Federal TIP by Funding Category				TIP Informational Years	
	2010	2011	2012	2013	2014	2015
State Match			\$0			
Local Match			\$154,375			
FTA 5309 (Bus/Facil)			\$617,500			
Totals			\$771,875	4 Yr. TOTALS		
			\$0			
			\$154,375			
			\$617,500			
			\$771,875			

EXHIBIT C
Grant Overview Worksheet

Title of Grant Program: FTA Section 5309

Funding Organization: Federal Government, FTA

Section Applying: Transit

Description of Proposed Project: Request to obligate \$617,500 in federal funding earmarked for the Las Cruces Transit Maintenance and Operations Facility for the purpose of funding the architectural and engineering design of this facility in FY 2012

Strategic Plan	Goal: N/A	Objective: N/A	Strategy: N/A
Performance Budget	Goal: N/A	Objective: N/A	Strategy: N/A

- Existing City Programs/Efforts** *(Example: request for environmentally-friendly weed management. Parks Section's existing budget and work activities includes weed management)*

 - Expansion of Existing Program/Efforts** *(Example: request for advertising to increase public Awareness of the Farmers Market. The advertising campaign will be an increase over current activities/budget.)*

 - New Initiative, Not Budgeted** *(Example: request to implement a recreational activity that is currently Not included in the city's recreational programs.)*
-

Project Maintenance *(If the grant specifies that the project must be maintained/operated after the grant period ends, list the requirements:*

There is no maintenance with this project, but ultimately it will result in a new City Facility.

Amount Section anticipates requesting: \$617,500

Match Requirement (%): 20%

Projected Match In-Kind:

Cash: \$154,375

Match Source: City General Fund, Gas Tax Fund; possible in-kind match for value of City land

Grant Application Due: March 2010

Grant Duration (Months/Years): until used up

MOU or Joint Powers Agreement Required (Yes/No): No

Grant Collaborators (List other city departments or outside agencies): CLC Facilities Department

Employees To Be Hired *(# to be hired, full-time or part-time position and 1-sentence job responsibilities)*

No additional employees

EXHIBIT C
Grant Overview Worksheet

Grant Manager *(Responsible for contract, project operations, budget management, and reports as prescribed)*

Name: Michael Bartholomew

Title: Transit Admin.

Phone: 541-2537

E-mail: mbartholomew@las-cruces.org

Submitted by: Michael Bartholomew

Signature



Date: February 23, 2011

Reviewed & Approved by: LORI GUNTER
Department Director

Signature

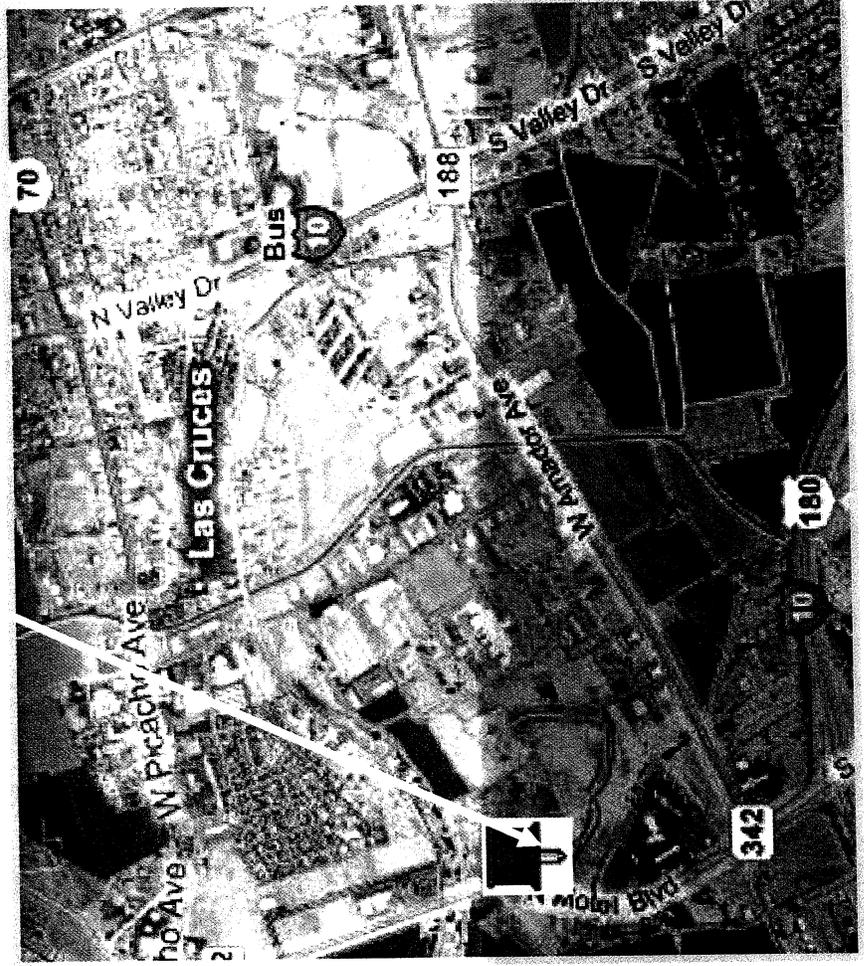


Date: 3-4-11

EXHIBIT D-1

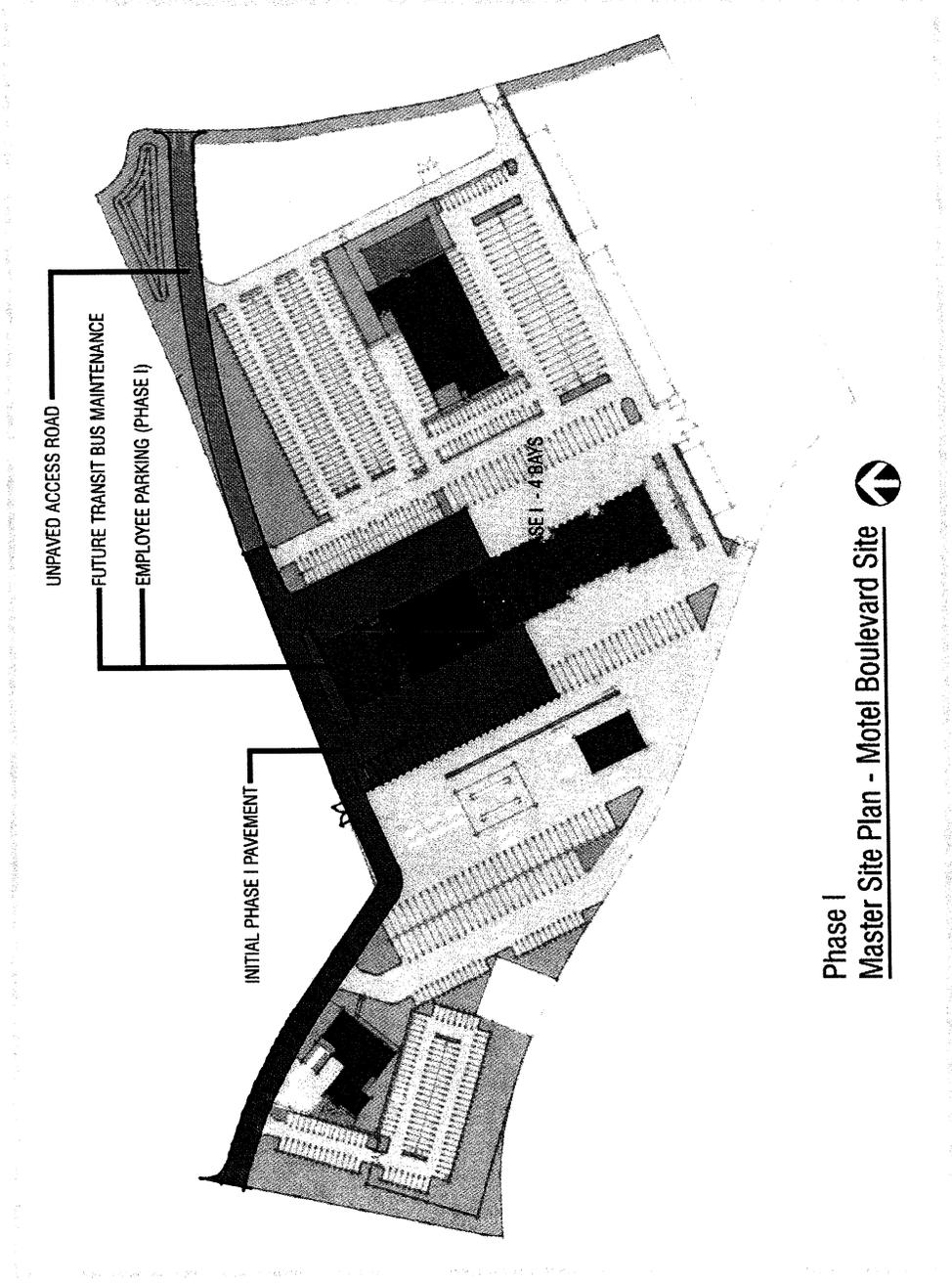
Aerial Overview of Sites

Proposed New Site
26 Acres



Hadley Site
27 Acres

EXHIBIT D-2 Conceptual Master Plan



Phase I
Master Site Plan - Motel Boulevard Site 

Council Action Executive Summary and/or Resolution in need of correction(s):

Council Action Executive Summary	
Council District: Need to underline	<input checked="" type="checkbox"/>
Meeting Date: Need to underline	<input checked="" type="checkbox"/>
Title: The word TITLE is missing	<input checked="" type="checkbox"/>
Title: Format correctly/indent after the word title and full justify should extend to same margin as Drafter/Approval Box	<input checked="" type="checkbox"/>
Title: Does not match Resolution title	<input type="checkbox"/>
Purpose of Action: Shorten and simplify	<input checked="" type="checkbox"/>
Purpose of Action: Explanation should not be in bold	<input type="checkbox"/>
Body: Not full justified	<input type="checkbox"/>
Body: Should extend to same margin as Drafter/Approval Box	<input type="checkbox"/>
Body: Not single spaced	<input type="checkbox"/>
Body: Margins are not consistent throughout the document	<input checked="" type="checkbox"/>
Background/Key Issues/Contributing Factors: Shorten and simplify	<input type="checkbox"/>
Background/Key Issues/Contributing Factors: Additional information required	<input type="checkbox"/>
Support Information: Exhibit(s) and/or attachment(s) are missing the name of the document	<input type="checkbox"/>
Support Information: Exhibit(s) and/or attachment(s) are missing from packet	<input type="checkbox"/>
Support Information: Exhibit(s) and/or attachment(s) are not labeled within the packet	<input type="checkbox"/>
Support Information: Exhibit(s) and/or attachment(s) labeled unprofessionally – need to type	<input type="checkbox"/>
Support Information: Document(s) are not identified as exhibit(s) or attachment(s)	<input type="checkbox"/>
Support Information: No lines between numbered items	<input type="checkbox"/>
Source of Funding – Expense Section: N/A and remove checks within box	<input checked="" type="checkbox"/>
Source of Funding – Revenue Section: N/A or check a box or remove check within box	<input type="checkbox"/>
Budget Narrative: N/A or explanation	<input type="checkbox"/>
Fund Expenditure Summary: Remove text and insert N/A inside each individual box	<input checked="" type="checkbox"/>
Fund Expenditure Summary: Fund name missing	<input type="checkbox"/>
Options/Alternatives: Expand on explanation	<input type="checkbox"/>
Options/Alternatives: No lines between numbered items	<input type="checkbox"/>
Reference Information: Missing/"The resolution(s) and/or ordinance(s) listed below are only for reference and are not included as attachments or exhibits."	<input checked="" type="checkbox"/>
Reference Information: Missing N/A	<input checked="" type="checkbox"/>
Typo(s) on page(s): 1,2,3	<input type="checkbox"/>
Resolution	
Resolution Number: Insert a line in which the number can be added by City Clerk	<input type="checkbox"/>
Margins: One (1) inch on all sides	<input checked="" type="checkbox"/>
Header: Delete from page 2	<input checked="" type="checkbox"/>
Title: The word TITLE should not be listed	<input type="checkbox"/>
Title: Not full justified	<input type="checkbox"/>
Title: Does not match CAES title	<input type="checkbox"/>
Body: Line spacing/remove extra lines	<input checked="" type="checkbox"/>
Body: Not full justified	<input type="checkbox"/>
Body: Line spacing should be 1.5 or double	<input type="checkbox"/>
Body: Correct indention(s)	<input type="checkbox"/>
WHEREAS paragraph(s): The word WHEREAS and comma, need to be bold	<input type="checkbox"/>
WHEREAS paragraph(s): Sentence should end with a semicolon and the word and. ";and"	<input type="checkbox"/>
NOW, THEREFORE sentence: The word "Be" should be capitalized	<input checked="" type="checkbox"/>
THAT paragraph(s): No comma after the word "THAT"	<input type="checkbox"/>
THAT paragraph(s): Sentence should end with a period	<input type="checkbox"/>
THAT paragraphs: Last paragraph should read "THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above."	<input type="checkbox"/>
Roman Numerals: Incorrect	<input type="checkbox"/>
Signature Page: Should immediately follow the "DONE AND APPROVED" sentence/move up	<input type="checkbox"/>
Signature Page: Not formatted correctly	<input type="checkbox"/>
Typo(s) on page(s): 1,2	<input type="checkbox"/>