

## City of Bethel Action Memorandum

Action memorandum No.	18-78		
Date action introduced:	December 11, 2018	Introduced by:	Peter Williams, City Manager
Date action taken:	<div style="display: flex; justify-content: space-around;"> <span>Approved</span> <span>Denied</span> </div>		
Confirmed by:	No Action Taken		

**Action Title:** Direct Administration to prepare and submit a FY 2020 Community Transportation Grant application to fund the operation of the Bethel Transit System with \$80,580 from the City's FY 2020 Budget as local match.

**Attachment(s):** Bethel Public Transit System Budget from FY 2019 City of Bethel Budget; Public Transit Budget Worksheet for Proposed FY 2020 Grant Application.

Department/Individual:	Initials:	Remarks:
Administration / Peter Williams	PW	
Finance / Cindy Sharp	CS	
Public Works / William Arnold	WA	
Amount of fiscal impact:	Account information:	
	No fiscal impact at this time.	
	Funds in City Budget.	
\$80,580	Requires funding in FY 2019 Budget.	56-50

### Summary Statement

The FY 2020 Community Transportation Grant application period is now open. The grant application deadline is December 17, 2018. The Transit Office typically provides notice of awards in May-June 2018 for the performance period: July 1, 2019 to June 30, 2020.

The City plans to fund the transit system by collecting \$33,000 in farebox revenue, requesting \$310,378 in grant funds, and providing \$80,580 in cash match. The City Manager must provide a letter for the grant application that pledges the cash match amount.

The transit budget would fund one full-time transit manager, one full-time driver, and one part-time driver. The budget would fund the purchase of one new 14-passenger transit vehicle.

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.