



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Adopt Resolution Authorizing Charter Service for the Listed Annual Events in Accordance with Charter Policy

MEETING DATE: July 2, 2008

PREPARED BY: Public Works Director

RECOMMENDED ACTION: Adopt a resolution authorizing Charter Service for the annual events listed below should no willing and/or able private provider exist; and authorize the Transportation Manager to post the notices on the Federal Transit Administration Charter Website in accordance with the Charter Policy to determine if a willing and/or able provider exists (except for up to 80 hours of service for City Officials).

BACKGROUND INFORMATION: At the June 18, 2008 meeting, the City Council adopted policies and procedures for Charter Service. Included in the adopted policy was specific language identifying the procedure for utilizing the City's transit services for Charter Service. The policy calls for the City's Transportation Manager to post the event on the national Charter website maintained by the Federal Transit Administration to determine if any other operator is willing and/or able to perform the service. An administrative fee of \$50 per event is charged, should the City provide the service, along with the fully allocated rate. The current fully-allocated rate (contract cost plus maintenance, depreciation, etc.) is \$60 an hour per bus.

The following is a list of annual community events which have previously requested transit charter service:

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sandhill Crane Festival
4 th of July Fireworks
Leadership Lodi Ag Day
Leadership Lodi Non-Profit Day
Storm Drain Detectives
Hutchins Street Square Performances | Parade of Lights
Grape Festival
Leadership Lodi Government Day
Leadership Lodi Education Day
ZINFEST
Assorted City Department and Council Events |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|

In addition, a number of requests have been submitted for use of transit charter services for non-community events to accommodate business groups, tour groups and weddings. Staff would follow the same Charter procedures above, and the \$50 administrative fee would be charged. Staff recommends a higher rate of \$75 an hour per bus be charged to cover administrative costs (25%) for these non-community event requests.

FISCAL IMPACT: All services provided will be charged at the fully-allocated rate. There should not be any fiscal impact on the Transit fund.

FUNDING AVAILABLE: None required. All services will be billed in accordance with the adopted City policy.

 F. Wally Sandelin
 Public Works Director

Prepared by Tiffani M. Fink, Transportation Manager
 FWS/TMF/pmf

APPROVED: _____
 Blair King, City Manager

RESOLUTION NO. 2008-_____

A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING CHARTER SERVICE FOR ANNUAL
EVENTS IN ACCORDANCE WITH THE CITY'S
CHARTER POLICY

=====

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lodi does hereby authorize Charter Service for the following annual events at the City's fully-allocated hourly rate plus a \$50 administrative fee:

- | | |
|-----------------------------------|--------------------------------------|
| Sandhill Crane Festival | Parade of Lights |
| 4 th of July Fireworks | Grape Festival |
| Leadership Lodi Ag Day | Leadership Lodi Government Day |
| Leadership Lodi Non-Profit Day | Leadership Lodi Education Day |
| Storm Drain Detectives | Hutchins Street Square Performances |
| ZINFEST | Assorted City Department and Council |
| Events | |

And the following events at a rate of \$75 an hour plus a \$50 administrative fee:

- | | |
|-----------------|-------------|
| Weddings | Tour Groups |
| Business Groups | |

BE IT FURTHER RESOLVED that the Transportation Manager is hereby authorized to post the notices on the Federal Transit Administration Charter Website to determine if a willing and/or able provider exists.

Dated: July 2, 2008

=====

I hereby certify that Resolution No. 2008-_____ was passed and adopted by the City Council of the City of Lodi in a regular meeting held July 2, 2008, by the following vote:

- AYES: COUNCIL MEMBERS –
- NOES: COUNCIL MEMBERS –
- ABSENT: COUNCIL MEMBERS –
- ABSTAIN: COUNCIL MEMBERS –

RANDI JOHL
City Clerk