

# Agenda Report

**TO: CITY COUNCIL**

**DATE: April 28, 2003**

**FROM: City Manager**

**SUBJECT: Authorization to enter into an agreement with the Los Angeles County Metropolitan Transportation Authority (MTA) to receive funding for Operation of Three Alternative Fuel Shuttles**

**RECOMMENDATION:**

It is recommended that City Council authorize the City Manager to sign a Memorandum of Understanding (MOU) with the Los Angeles County Metropolitan Transportation Authority (MTA) for a grant for operation of three alternative fuel shuttles.

**BACKGROUND:**

As part of the 1999 Call for Projects the Los Angeles County Metropolitan Transportation Authority (MTA) authorized a grant in the amount of \$460,000 to the City of Pasadena for the operation of alternative fuel shuttles. The grant funding includes \$281,000 from the MTA with a local match of \$179,000 from the City. The local match includes \$169,000 in funds currently programmed for operations and a soft match of \$10,000 for staff time.

The project is intended to demonstrate the effectiveness of the use of small electric hybrid buses in fixed-route service, particularly in residential areas where street width and conditions restrict the use of larger vehicles. The project was delayed while the City identified funding to purchase vehicles and determine the technology that would best meet the needs of the City's transit program. The bus procurement process is moving forward and the City is in a position to utilize the funding available under the grant. The project will contribute funding for the contract cost of operating three alternative fuel shuttles for the City along with development of an operating plan, project implementation, project performance monitoring and project close out.

The Memorandum of Understanding (MOU) with MTA identifies Terms and Conditions for receipt of the grant funds, including work scope, reporting requirements, funding schedule and the timely use of the funds. The MOU also establishes an implementation schedule for the project. The MOU has been reviewed by the City Attorney's office.

The MOU is an important and necessary component of the process to fund granted projects. A fully executed MOU must be in place for MTA to fund the project.

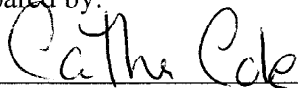
**FISCAL IMPACT:**

The MOU for the project provides for both grant and local matching funds. The project's local matching funds, \$179,000, will come from programmed operating funds for the ARTS service and staff time involved in the project. The MTA funds, \$281,000, will be available for Fiscal Year 2004.

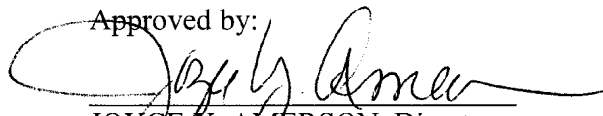
Respectfully submitted,

  
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