

Agenda Report

January 27, 2014

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: RESOLUTION AUTHORIZING DIRECTOR OF PUBLIC WORKS AND CITY ENGINEER TO CERTIFY DOCUMENTS FOR CALTRANS ADMINISTERED TRANSPORTATION PROJECTS

RECOMMENDATION:

It is recommended that the City Council adopt a resolution authorizing the Director of Public Works and the City Engineer to certify necessary documents for detailed procedural requirements for California Department of Transportation (Caltrans) administered transportation projects.

BACKGROUND:

Caltrans administers City projects that receive federal and state funding. The City must comply with detailed procedural requirements put forth by Caltrans to receive reimbursement of costs, including review by environmental, utility, right-of-way, and other branches of Caltrans' District 7 office. The Administering Agency-State Agreement for Federal Projects 07-5064R between the City and the State, entered into on April 3, 2007, does not specify who has signature authority on documentation, and Caltrans has requested a resolution explicitly giving the Director of Public Works and the City Engineer this blanket authority.

On October 1, 2012, the City Council adopted a resolution giving the Director of Public Works and City Engineer authority to execute right-of-way certifications. In the past, the City Engineer has signed all documentation and certifications as part of routine Caltrans project administration, even though the City Council had not formally granted this authority. This action will formally grant the Director of Public Works and City Engineer authority to certify documents, thereby preventing delays in receiving project approvals and reimbursements. Program supplements and maintenance agreements on Caltrans property will continue to require Council approval and City Manager signature.

COUNCIL POLICY CONSIDERATION:

This action is consistent with the City Council's goal to improve, maintain and enhance public facilities and infrastructure. It also supports the Public Facilities Element of the General Plan by maintaining public facilities to enhance the quality of life of the community.

ENVIRONMENTAL ANALYSIS:

This is an administrative action and does not have an environmental impact. However, each project administered through Caltrans is required to undergo environmental review, and as such, a California Environmental Quality Act (CEQA) designation will be made for each applicable project.

FISCAL IMPACT:

Authorization of the Director of Public Works and City Engineer to certify Caltrans documentation does not have any direct fiscal impact. However, granting this authorization enables the City to receive reimbursement in a timely manner.

Respectfully submitted,



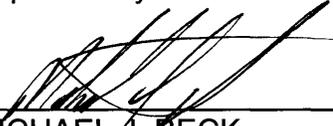
SIOBHAN FOSTER
Director of Public Works

Prepared by:



Cathy Chang
Principal Engineer

Approved by:



MICHAEL J. BECK
City Manager

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASADENA
AUTHORIZING DIRECTOR OF PUBLIC WORKS OR CITY ENGINEER TO
CERTIFY CITY DOCUMENTS FOR CALTRANS ADMINISTERED
TRANSPORTATION PROJECTS**

IT IS HEREBY RESOLVED by the City Council of the City of Pasadena as follows:

1. Caltrans administers City construction projects funded fully or partially with federal or state funds, and as a requirement for reimbursement, the City must certify documentation necessary for the construction of those projects; and
2. That the Director of Public Works or City Engineer is authorized and directed to certify City right-of-way for Caltrans administered transportation projects.

Adopted at the regular meeting of the City Council of the City of Pasadena on the _____ day of _____, 2014, by the following vote:

AYES:

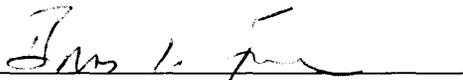
NOES:

ABSENT:

ABSTAIN:

MARK JOMSKY, City Clerk

Approved as to form:



Brad L. Fuller
Assistant City Attorney