

**MEMORANDUM - CITY OF PASADENA
DEPARTMENT OF TRANSPORTATION**

DATE: July 9, 2012

TO: Honorable Mayor and City Council

THROUGH: Finance Committee (July 9, 2012)

FROM: Department of Transportation

SUBJECT: Correction to Account Number and Funding Amount Included in the Recommendation for City Council Authorization to Execute all Agreements with the City of Glendale Associated with the Receipt of Grant Funding and the Implementation and Management of the Program

In reviewing the recommendation for City Council Agenda Item Number 15, staff discovered two errors in the third recommendation. The first correction is to reduce the amount of funding needed in Fiscal Year 2013 from \$25,000 to \$12,500. This correction is necessary as the \$25,000 local match will be divided between Fiscal Years 2013 and 2014. The \$12,500 required for FY 2014 will be included in next year's operating budget and does not need to be appropriated at this time. The second correction is to the account number into which the funds are being appropriated. Two numbers were inadvertently transposed in the original account number.

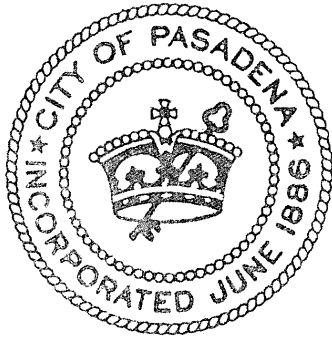
The corrected recommendation is as follows:

It is recommended that the City Council:

1. Find that the following proposed actions are exempt from review pursuant to the California Environmental Quality Act ("CEQA"), pursuant to State CEQA Guidelines Section 15061 (b) (3); and
2. Authorize the City Manager to execute all agreements with the City of Glendale associated with the receipt of grant funding and the implementation and management of the program; and
3. Approve a journal voucher amending the Fiscal Year 2013 Operating Budget by recognizing and appropriating \$12,500 from the Air Quality Improvement Fund 216 unencumbered fund balance to budget account number 8114-209-775413.

07/09/2012

Item 15



Agenda Report

July 9, 2012

TO: Honorable Mayor and City Council

THROUGH: Finance Committee (July 9, 2012)

FROM: Department of Transportation

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE ALL AGREEMENTS WITH THE CITY OF GLENDALE ASSOCIATED WITH THE RECEIPT OF GRANT FUNDING AND THE IMPLEMENTATION AND MANAGEMENT OF THE ARROYO VERDUGO COMMUTE MANAGER PROGRAM

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the following proposed actions are exempt from review pursuant to the California Environmental Quality Act ("CEQA"), pursuant to State CEQA Guidelines Section 15061 (b) (3); and
2. Authorize the City Manager to execute all agreements with the City of Glendale associated with the receipt of grant funding and the implementation and management of the program; and
3. Approve a journal voucher amending the Fiscal Year 2013 Operating Budget by recognizing and appropriating \$25,000 from the Air Quality Improvement Fund 216 unencumbered fund balance to budget account number 8114-209-774513.

BACKGROUND:

Through this program the City of Pasadena will partner with the Cities of Glendale and Burbank to implement a program to assist the employees of local businesses with finding and using alternative commute modes. The Arroyo Verdugo Commute Manager system will serve as a web based, centralized source of transportation information for individuals to manage their commute option.

The program is funded through a grant from the Los Angeles County Metropolitan Transportation Authority (Metro). The Commute Manager project is a multi-jurisdictional cooperative between the cities of Glendale, Pasadena and Burbank and will be located in the Arroyo Verdugo sub-region. Each city has adopted a number of trip

reduction measures, mobility management, and sustainable planning practices aimed at reducing congestion, emissions and greenhouse gases.

The Commute Manager System is intended to serve as a centralized source of information for individuals to manage their commute options and services of interest. This project will develop a web-enabled social networking system that centralizes and distributes multimodal information (transit, rail, carpool, vanpool, bicycling or walking, etc.) and maps of the supporting infrastructure (transit stops, transit routes, bike paths, parking facilities, park and ride locations, transit stores, etc.). The Commute Manager Program will include a mapping function where users can plan trips and/or create customized maps that support their commutes. Users will be able to manage not only work to home commute information but also create frequent commute trip information, work trips and other travel itineraries. Each City within the Arroyo Verdugo area will provide transportation infrastructure support data into the system.

The City of Glendale has executed a Memorandum of Understanding (MOU) with Metro to secure the grant funding for this program. The Department of Transportation will administer the implementation of Commute Manager program and will coordinate with Glendale and Burbank staff to manage the implementation of the program.

The City of Pasadena's portion of the local match for the Arroyo Verdugo Commute Manager program is \$25,000 and will be from the unencumbered Air Quality Improvement Fund.

COUNCIL POLICY CONSIDERATION:

The Commute Manager System supports the City Council strategic planning goals to improve mobility and accessibility throughout the City.

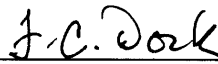
ENVIRONMENTAL ANALYSIS:

The implementation of the Arroyo Verdugo Commute Manager program is exempt from CEQA per section 15061 (b) (3), the General Rule. The General Rule can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment.

FISCAL IMPACT:

The majority of the cost of the Arroyo Verdugo Commute Manager program will be funded through a \$417,397 grant from Metro that will be administered by the City of Glendale. The City of Pasadena's required match of \$25,000 will come from the unencumbered fund balance of the Air Quality Improvement Fund 216 to budget account number 8114-209-774513. The City will also provide "in-kind" support by providing program marketing, participation in Pasadena Transportation Management Association meetings, and other staff support where appropriate.

Respectfully submitted,



FREDERICK C. DOCK

Director

Department of Transportation

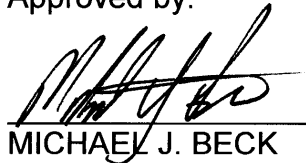
Prepared by:



Mark Yamagone

Transportation Administrator

Approved by:



MICHAEL J. BECK

City Manager