

Agenda Report

April 25, 2022

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Transportation Department

SUBJECT: ADOPT RESOLUTION TO ACCEPT LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) FUNDS FROM THE CITY OF NORWALK AND AUTHORIZE THE EXCHANGE OF LCTOP FUNDS WITH THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY (METRO)

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3) (General Rule); and
2. Neither Competitive Bidding nor Competitive Selection are required pursuant to City Charter Section 1002(H) and Pasadena Municipal Code Section 4.08.049(A)(3) contracts with other government entities;
3. Authorize the City Manager to execute a one-time agreement with Metro to exchange \$130,001 of Pasadena's FY22 LCTOP funds for \$130,001 of Metro's local return funds; and
4. Adopt a resolution authorizing the City Manager to execute the Certifications and Assurances and Authorized Agent Forms required to receive LCTOP grant funds from the City of Norwalk; and
 - i. Increase revenue by \$120,615.40 in the LCTOP Project within Fund 209 – Prop C to receive LCTOP funds from the City of Norwalk; and
 - ii. Appropriate \$120,615.40 to the LCTOP Project within Fund 209 – Prop C for expenses related to bus stop improvements; and
5. Authorize the City Manager to execute future anticipated agreements with transit agencies for (i) the City to be a contributing sponsor when equivalent or greater funding is exchanged and (ii) the City to receive LCTOP contributing sponsor funds.

BACKGROUND:

Exchange of LCTOP funds with Metro

The City of Pasadena was allocated \$130,001 in FY22 LCTOP grant funds. The City must submit annually to Caltrans a qualifying project proposal to receive the funds. Caltrans informed City staff that in lieu of submitting a project proposal the City could become a contributing sponsor to another agency's approved LCTOP project.

In March 2022, Metro notified Pasadena that Metro had an approved LCTOP project that could benefit from additional LCTOP funding and would exchange equivalent LCTOP funding for other local transit funding. The local funding proposed by Metro is Proposition A Growth Over Inflation Funds that provides operating and capital funding for Tier 2 transit operators. The City of Pasadena is a Tier 2 operator and unlike LCTOP funding, Tier 2 funding has greater flexibility and is not project specific. Funds exchanged with Metro will be used to support local transit operations.

LCTOP Funds from the City of Norwalk

On June 14, 2021, the Department of Transportation received City Council authorization to submit Resolution 9845 to the California Department of Transportation (Caltrans) to accept FY21 grant funding through the non-competitive Low Carbon Transit Operations Program (LCTOP). Staff submitted a project application seeking \$55,354 from the grant to fund the purchase of five solar powered, e-ink real-time displays (BusFinders), and five bus stop benches located primarily in Northwest Pasadena.

In March 2022, Caltrans approached the City of Pasadena, notifying staff that the City of Norwalk had lapsing LCTOP funds and no approved project to spend the funds. The City of Norwalk is interested in contributing their LCTOP funds to Pasadena's approved LCTOP project for bus stop amenities to ensure the funds are spent on an approved Caltrans project. The City of Norwalk would contribute \$120,615.40 from their FY18 LCTOP allocation and earned interest, to the City of Pasadena with funds that lapse in June 2022. The additional LCTOP grant funds will be used for concrete work to improve accessibility at bus stops, install benches at bus stops, and upgrade BusFinders at bus stops.

These accessibility improvements, benches, and BusFinders will be installed at identified bus stops throughout the City of Pasadena with a majority located in a Disadvantaged Community, as defined and required by the grant by California Senate Bill 535, or directly in or within ½-mile of a low-income community, as defined by California Assembly Bill 1550. The improvements funded by this grant program have been identified in the Pasadena Short Range Transit Plan, Pasadena Street Design Guidelines, and Metro's Transfer Design guidelines. A map with the proposed improvements can be found on Attachment B.

COUNCIL POLICY CONSIDERATION:

The proposed action is consistent with the following goals of the Strategic Plan: Improve, Maintain and Enhance Public Facilities and Infrastructure; Increase Conservation and Sustainability; and Improve Mobility and Accessibility throughout the City. The LCTOP grant funds will directly assist the Department of Transportation in implementing the following two objectives of the Mobility Element: to promote a livable community and encourage non-auto travel.

ENVIRONMENTAL ANALYSIS:

The installation of concrete accessibility improvements and the purchase of benches and BusFinders is exempt from the CEQA review pursuant to State CEQA Guidelines Section 15302, Class 2 replacement or reconstruction. Class 2 exempts from CEQA replacement or reconstruction activities that involve negligible or no expansion of capacity. These capital assets will not expand or make changes to existing transit service.

FISCAL IMPACT:

LCTOP Funds from Norwalk

The one-time acceptance of \$120,615.40 will be addressed by:

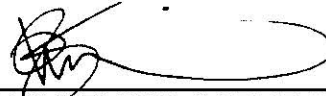
- Increase revenue by \$120,615.40 in account 20924044-646900-95094 (Prop C Fund – LCTOP project account) to receive LCTOP funds from the City of Norwalk.
- Appropriate \$120,615.40 to account 20924044-811400-95094 for expenses related to bus stop improvements (Prop C Fund – LCTOP project account).

The additional funds of \$120,615.40 will be added to the Pasadena FY21 LCTOP allocation of \$55,354 for a total of \$175,969.40 to be spent on bus stop improvements.

Exchange of LCTOP Funds with Metro

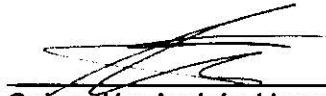
Pending approval of the fund exchange with Metro the fiscal impact will be recognized in the FY23 operating budget. Revenues in Fund 209 will be increased by \$130,001 in account 20924043-654700 to recognize Metro's portion of the fund exchange and appropriations from Fund 209 will be increased by \$130,001 in account 20924043-811400 for the City's portion of the fund exchange.

Respectfully submitted,



LAURA RUBIO-CORNEJO
Director
Department of Transportation

Prepared by:



Sebastián Andrés Hernández
Principal Planner

Approved by:

for 
Cynthia J. Kurtz
Interim City Manager

Attachment:

Attachment A – Map of LCTOP Proposed Project