

Agenda Report

September 23, 2024

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Transportation

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ALL AGREEMENTS FOR THE RECEIPT OF \$253,882 LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDS AND AMEND THE CITY'S BUDGET TO RECEIVE AND EXPEND FUNDS FOR ZERO-EMISSION VEHICLES AND BUS STOP ENHANCEMENTS

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the action proposed herein is categorically exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15301, Existing Facilities (Class 1);
2. Adopt a resolution authorizing the City Manager or his designee to enter into an agreement with California Department of Transportation to receive grant funding for the Low Carbon Transit Operations Program for zero-emission vehicles and bus stop enhancements in the amount of \$253,882 and execute any subsequent agreements regarding this grant award including the Certifications and Assurances and Authorized Agent Forms required; and
3. Amend the FY 2025 Department of Transportation's Operating Budget by recognizing \$253,882 of Low Carbon Transit Operations Program funding as detailed in the fiscal impact section.

BACKGROUND:

The Low Carbon Transit Operations Program (LCTOP) is part of the California Climate Investments program designed to assist transit agencies in reducing their greenhouse gas emissions. The California Department of Transportation (Caltrans), in coordination with the California Air Resources Board, administers the program. Each year, Caltrans allocates non-competitive LCTOP funds to transit operators; however, transit operators must submit a qualifying project to Caltrans to receive the funds.

Staff has prepared an application seeking \$139,503 from the Fiscal Year 2024 LCTOP grant to partially fund the purchase of seven zero-emission buses and infrastructure for Pasadena Dial-A-Ride. These seven zero-emission buses will replace seven unleaded cutaway buses that will reach their useful life by 2026. Funds from this grant program will be provided to the City upfront, in advance of the bus purchase.

In addition to the funds above, staff also applied for \$114,379 for bus stop enhancements. This project will follow a public outreach process that is currently being conducted to develop a project scope. As part of a Bus Stop Amenities Plan currently underway, bus stops will be ranked and prioritized by their current amenities, as well as a number of other criteria including security and comfort, connectivity, ridership, equity and feedback. The Plan will identify a number of potential amenities that can be rolled out according to the prioritization matrix that will be developed, in order to improve the customer experience at bus stops including the consideration of styles of shelters, benches, lighting, information etc.

A resolution authorizing the City Manager to execute all agreements including the Certifications and Assurances and Authorized Agent Forms is required to receive LCTOP funding for zero-emission vehicles and bus stop enhancement. Staff will return to the City Council at a future date to approve a contract for the vehicle procurement.

COUNCIL POLICY CONSIDERATION:

Authorization of receipt of these LCTOP funds will advance the City Council's strategic planning goals of maintaining fiscal responsibility, increasing conservation and sustainability, and encouraging non-auto travel.

ENVIRONMENTAL IMPACT:


The proposed action has been determined to be exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15301 Existing Facilities (Class 1). The Class 1 categorical exemption consists of "the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The proposed project consists of authorization and approvals of grant funding agreements for the replacement of existing City buses with zero-emission buses and the enhancement of existing bus stops to improve the customer experience. Anticipated bus stop

improvements include replacing or enhancing bus stop amenities, such as shelters, benches, lighting, informational signs, etc. Neither the replacement buses nor the bus shelter enhancements would expand the use. Rather, the replacement buses are intended to reduce air pollutant and greenhouse gas emissions and the bus stop enhancements are limited to improving the amenities provided at existing bus stops.

FISCAL IMPACT:

Approval of the recommended action will increase the Department of Transportation's FY 2025 LCTOP revenue by \$253,882 in the Proposition A Local Return Fund (208), and appropriate \$139,503 to Capital Improvement Program for Purchase of Dial-A-Ride Vehicles (CIP 75086) and \$114,379 to Capital Improvement Program for Bus Shelters, Bench & Pass Pads (CIP 75900). There is no impact to the General Fund (101).

Respectfully submitted,



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Approved by:



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