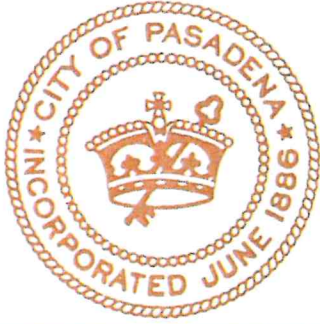




Agenda Report

October 27, 2025

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Transportation

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS REQUIRED TO SUBMIT A LOW CARBON TRANSIT OPERATIONS PROGRAM GRANT APPLICATION TO CALIFORNIA DEPARTMENT OF TRANSPORTATION AND APPROPRIATE \$136,786 TO THE BUS STOP IMPROVEMENT PROGRAM CIP PROJECT

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 21065 of CEQA and Sections 15060(c)(2), 15060(c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required;
2. Adopt a resolution authorizing the City Manager to execute the Certifications and Assurances and Authorized Agent Forms required to submit a Low Carbon Transit Operations Program grant application to the California Department of Transportation; and
3. Amend the Fiscal Year 2026 Capital Improvement Program to appropriate \$136,786 in Low Carbon Transit Operation Program funds to the Bus Stop Improvement Program project.

BACKGROUND:

The Low Carbon Transit Operations Program (LCTOP) is part of the California Climate Investments program designed to assist transit agencies in reducing their green-house 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 \$136,786 from the Fiscal Year 2025 LCTOP grant to fund Pasadena, systemwide, bus stop enhancements that include shelters, benches, lighting and travel information. These improvements aim to enhance the comfort, safety, and accessibility of transit facilities across the City. New and replacement shelters will provide shade and protection from the elements, while upgraded benches will provide enhanced or additional seating. Improved lighting will increase visibility for passengers during early morning and evening hours. Additionally, real-time travel information displays will help riders make informed decisions and improve the overall transit experience. Funds from this grant program will be provided to the City upfront, in advance of the bus stop enhancements. A resolution authorizing the City Manager to submit a LCTOP application is required. Staff will return to City Council each subsequent year to authorize the receipt of future LCTOP funds and approval of a resolution. This project includes an investment of \$114,380 targeted toward priority populations, as defined by the State, encompassing disadvantaged communities and low-income households.

COUNCIL POLICY CONSIDERATION:

By authorizing the receipt of these LCTOP funds, it will advance the City Council's strategic planning goals of: maintaining fiscal responsibility, increasing conservation and sustainability, and encouraging non-auto travel. This action is consistent with the Policy 2.3 of the Mobility Element of the General Plan to provide convenient, safe and accessible transit stops.

ENVIRONMENTAL IMPACT:

The proposed action is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060(c)(2), 15060(c)(3), and 15378. The authorization to submit a grant application, execute related forms, and amend the City's budget to receive and appropriate funds are government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

The one-time acceptance of \$136,786 will be addressed by:

- Increase revenue by \$136,786 in the Department of Transportation operating budget to receive LCTOP funds.
- Appropriate \$136,786 in Low Carbon Transit Operation Program funds to Fiscal Year 2026 Capital Improvement Program to the Bus Stop Improvement Program project (75900).

Approval of this action will enable the City to obtain \$136,786 in grant funds from Caltrans. The grant provides the funding up front. If the grant application and project is approved, funds are expected to be received in FY 2025.

Respectfully submitted,



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