Agenda Report

November 10, 2026

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 ACCEPT LOW CARBON TRANSIT OPERATIONS PROGRAM FUND ALLOCATION FROM CALIFORNIA DEPARTMENT OF TRANSPORTATION AND APPROPRIATE $147,351 TO THE PASADENA DIAL-A-RIDE FLEET MODERNIZATION – ZERO EMISSION 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 accept Low Carbon Transit Operations Program grant fund allocation from California Department of Transportation; and
3. Amend the Fiscal Year 2027 Capital Improvement Program to appropriate $147,351 in Low Carbon Transit Operation Program funds to the Pasadena Dial-A-Ride Fleet Modernization – Zero Emission CIP Project.

BACKGROUND:

The Low Carbon Transit Operations Program (LCTOP) is part of the California Climate Investments program designed to assist transit agencies in reducing 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 nomination to Caltrans to receive the funds.

Staff has submitted a project nomination and allocation request to Caltrans for $147,351 from the Fiscal Year 2027 LCTOP grant to help fund the purchase of five zero emission battery electric Dial-A-Ride vehicles. All of the funds associated with this project will benefit priority populations in Pasadena, as defined by the State, encompassing disadvantaged communities and low-income households. Funds from this grant program will be provided to the City upfront in advance of the vehicle purchase.

A resolution authorizing the City Manager to execute the certifications and assurances and authorized agent forms is required to accept the funds. Staff will return to City Council each subsequent year to authorize the receipt of future LCTOP funds and approval of a project specific resolution.

COUNCIL POLICY CONSIDERATION:

By authorizing the resolution and facilitating the receipt of these LCTOP funds, the City Council's strategic planning goals of maintaining fiscal responsibility, increasing conservation and sustainability, and encouraging non-auto travel will be advanced. The proposed action is consistent with the adopted Pasadena Zero Emission Bus Rollout Plan and supports the City's Climate Action Plan (CAP), which establishes strategies to reduce greenhouse gas (GHG) emissions and transition municipal operations to cleaner energy sources. The purchase of these vehicles will replace fossil fuel vehicles with zero-emission battery electric vehicles, advancing the CAP's goals to improve local air quality, reduce transportation-related emissions, and promote sustainable mobility.

ENVIRONMENTAL ANALYSIS:

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 execute required forms to accept a fund allocation, 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:

Approval of the recommended action will recognize and appropriate $147,351 in LCTOP funds to the Pasadena Dial-A-Ride Fleet Modernization – Zero Emission CIP Project (75930). The Department of Transportation will administer the project. The grant funds are anticipated to be received in Fiscal Year 2027. There is no impact to the General Fund.

Respectfully submitted,

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