

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: RACHEL EDE, DEPUTY DIRECTOR – TRANSIT DIVISION
TRANSPORTATION AND PUBLIC WORKS
SUBJECT: AUTHORIZATION FOR REQUEST OF LOW CARBON TRANSIT
OPERATIONS PROGRAM FUNDING FOR FY 2024-2025 FOR
SUPPORT OF FREE FARES FOR YOUTH

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Transportation and Public Works Department that the Council, by resolution approve and authorize: 1) the delegation of authority to the Director of Transportation and Public Works to execute an Authorized Agent Form for the Low Carbon Transit Operations Program (LCTOP), designating the Deputy Director - Transit as the City's Authorized Agent; 2) the Deputy Director - Transit to request \$405,684 in LCTOP formula funds to assist in supporting the Santa Rosa CityBus Free Fares for Youth Program (UR Free Youth); 3) the Deputy Director - Transit to execute the Certifications and Assurances and related documents for the LCTOP grant; 4) the Chief Financial Officer to increase appropriations in revenue and expenditures by the approved grant award; and 5) the submittal of the City's project nomination and allocation request to the California Department of Transportation for FY 2024-25 LCTOP funds.

EXECUTIVE SUMMARY

The Low Carbon Transit Operations Program (LCTOP), administered by Caltrans, is one of several programs established by the California Legislature in 2014 by Senate Bill 862. LCTOP provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. Funds are allocated to transit agencies annually via formula. For FY 2024-2025 the Transit Division seeks approval to request the City's annual formula allocation of \$405,684 to assist in supporting the CityBus Free Fares for Youth Program.

BACKGROUND

1. LCTOP is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established in 2014 by Senate

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Bill 862 to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities.

2. LCTOP funds are allocated to transit operators based on (1) amount of revenue generated by the transit system and (2) population of the service area.
3. For FY 2024-25, Sonoma County LCTOP population-based funds are additionally subject to distribution among Santa Rosa CityBus, Sonoma County Transit, Petaluma Transit, Golden Gate Transit, and SMART using a performance-based method that considers revenue hours operated and ridership, as provided in the Sonoma County Transportation Authority Coordinated Claim. This distribution is the result of a one-year multi-operator agreement that is beneficial to Santa Rosa CityBus and the other local bus operators in Sonoma County.
4. The City's allocation for FY 2024-2025 is \$44,092 based on the revenue method and \$361,592 based on the population method, for a total of \$405,684.

PRIOR CITY COUNCIL REVIEW

On May 7, 2024, the City Council approved RES-2024-069 authorizing the filing of the application for FY 2023-2024 LCTOP funds totaling \$543,405 and the execution of the certifications and assurances and authorized agent form.

ANALYSIS

1. Transit staff prepared the request for funds from the LCTOP for this fiscal year to support the funding for the Free Fares for Youth Program (UR Free Youth).
2. Transit staff will return to Council in Spring 2025 to request extension of the Free Fares for Youth Program beyond its current expiration date of July 1, 2025. The requested action will enable the Transit Division to confirm that LCTOP funds are eligible to be applied to support continuation of the program beyond July 1, 2025.
3. To submit the request, the California Department of Transportation requires the City pass a resolution, authorizing the application for funding from the LCTOP, and authorizing the execution of the certifications and assurances.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund. The funding is already included in the FY26 budget for the Transit Fund.

ENVIRONMENTAL IMPACT

The Council finds pursuant to CEQA Guidelines Section 15378, the proposed action is not a “project” subject to the California Environmental Quality Act (CEQA) because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the proposed action is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the project may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Resolution

PRESENTER

Rachel Ede, Deputy Director - Transit