

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 2023-2024 FOR  
PURCHASE OF BATTERY ELECTRIC BUS

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Transportation and Public Works Department that the Council, by resolution, approve and authorize: 1) the Deputy Director of Transit to request \$543,405 in Low Carbon Transit Operations Program (LCTOP) formula funds to assist in purchasing a battery electric bus; 2) the Deputy Director of Transit to execute the Certifications and Assurances and related documents for the LCTOP grant; 3) the delegation of authority to the Director of Transportation and Public Works to execute an Authorized Agent Form for the LCTOP designating the Deputy Director of Transit as the City's Authorized Agent; 4) the Chief Financial Officer to increase appropriations in revenue and expenditures by the approved grant award; and 5) the submittal of the City of Santa Rosa's project nomination and allocation request to the Department of Transportation for FY 2023-2024 LCTOP funds.

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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. The LCTOP was created to provide 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 2023-2024 the Transit Division seeks approval to request the City of Santa Rosa's (City) annual formula allocation of \$543,405 to assist in a purchase of a battery-electric bus.

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. The City's allocation for FY 2023-2024 is \$44,968 based on the revenue method and \$498,437 based on the population method, for a total of \$543,405.

PRIOR CITY COUNCIL REVIEW

On March 14, 2023, the City Council approved RES-2023-046 authorizing the filing of the application for FY 2022-2023 LCTOP funds totaling \$507,036 and the execution of the certifications and assurances and authorized agent form.

ANALYSIS

1. Transit staff has prepared the request for funds from the LCTOP for this fiscal year to assist in the purchase of a battery electric bus to replace a diesel-hybrid bus in the 2011 model year fleet. LCTOP funds will be one component of the funding program for a planned six-bus purchase in 2026 to replace the entire 2011 fixed-route fleet with battery-electric buses.
2. 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 or Transit Fund.

ENVIRONMENTAL IMPACT

The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

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NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution / Exhibit A – LCTOP Authorized Agent Form

PRESENTER

Shawn Sosa, Administrative Analyst