

STAFF REPORT



MEETING DATE:	October 26, 2023
SUBJECT:	Delegate Authority to Executive Director to Accept and Execute Documents for Competitive Caltrans Sustainable Transportation Planning Grants
AGENDA ITEM:	X-X
STAFF CONTACT:	Sean Tiedgen, AICP, Executive Director

SUMMARY:

Caltrans provides competitive transportation planning grants annually for the implementation of Regional Transportation Plans and for improving regional technical tools such as travel and land use models. Since 2019, SRTA has been successful in applying for and being awarded over \$2.2 million in competitive planning grant funds. Resolutions accepting these funds and authorizing the executive director to execute various agreements are necessary before SRTA can receive funding from Caltrans.

STAFF RECOMMENDATION:

It is recommended that the board of directors adopt Resolution XX-XX, delegating authority to the executive director to perform all actions necessary to accept and execute agreements for current and future awarded competitive Caltrans Sustainable Transportation Planning Grants.

DISCUSSION:

Caltrans' Sustainable Transportation Planning Grants are funded by the Road Repair and Accountability Act of 2017 (Senate Bill 1). The program supports activities that implement a region's Regional Transportation Plan and helps improve data and tools (i.e., travel and land use models) for planning efforts. Funding is provided via formula and competitive grants. Formula grants are provided to metropolitan planning organizations (MPO), of which SRTA receives approximately \$163,000 annually.

Caltrans provides approximately \$21 million in competitive grants annually under various categories. MPOs can directly apply under some categories or must identify and include regional partners (city, county, transit agency, Native American Tribal Government, Caltrans District 2, or other MPOs or regional transportation planning agencies) as part of the grant application for other categories. SRTA staff work with regional partners to identify projects and presents them for board consideration prior to submittal. Staff programs projects submitted in the Overall Work Program for the next fiscal year in advance should the agency's project(s) receive funding.

When projects awards are announced, SRTA is given a short period of time to review and provide all of the necessary certifications, assurances, and resolutions to be able to receive the award. The timing of when this happens has not been consistent each year. In order to expedite the agreement process with Caltrans, it's requested that the board of directors delegate authority to

the executive director to accept and execute the necessary agreements and documents now and for future awarded competitive grants via resolution. This approach would also benefit regional partners where SRTA may assist with or apply for a grant on behalf of a partner and allow the executive director to sign documents the partner agency needs from SRTA. Caltrans has indicated this approach is acceptable and would expedite the approval process to start projects, which have very defined timelines for conducting and completing projects.

ALTERNATIVES:

The board of directors could choose to not approve the resolution. Staff would be required to ask the board to authorize the executive director to sign a resolution each time a competitive award is made. This could delay Caltrans approval and the start of a project.

OTHER AGENCY COORDINATION:

Caltrans administers the formula and competitive Caltrans Sustainable Transportation Planning Grants statewide. SRTA works with regional partners to identify projects and submit applications.

FISCAL AND POLICY COMMITTEE:

/// The Fiscal and Policy Committee met on October 16, 2023, to review and discuss this item and to vote on the matter. ///

FISCAL IMPACT:

This action has no net fiscal impact to SRTA.

Sean Tiedgen, AICP, Executive Director

Attachment:

A: Resolution ##-## (DRAFT)

RESOLUTION XX-XX

A RESOLUTION OF THE SHASTA REGIONAL TRANSPORTATION AGENCY DELEGATING AUTHORITY TO THE EXECUTIVE DIRECTOR TO ACCEPT AND EXECUTE AGREEMENTS RELATED TO CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANTS



WHEREAS, the Shasta Regional Transportation Agency (SRTA) is the designated Metropolitan Planning Organization (MPO) and Regional Transportation Planning Agency (RTPA) for the Shasta Region and is responsible to carry out the transportation planning and programming process; and

WHEREAS, SRTA is an eligible project recipient and may receive Sustainable Transportation Planning Grant Program funding now or sometime in the future for eligible projects; and

WHEREAS, Senate Bill 1 (2017) named the California Department of Transportation (Caltrans) as the administrative agency for the Sustainable Transportation Planning Grant Program; and

WHEREAS, Caltrans has developed guidelines for the purpose for administering and distributing Sustainable Transportation Planning Grants to eligible project recipients; and

WHEREAS, the SRTA Board of Directors wishes to delegate authority to execute necessary agreements and any amendments thereto to the executive director;

NOW, THEREFORE, BE IT RESOLVED that Shasta Regional Transportation Agency Board of Directors:

1. Agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations, and guidelines for all Sustainable Transportation Planning Grants; and
2. Authorizes the Executive Director to execute all required documents of the Sustainable Transportation Planning Grant program and any amendments thereto with Caltrans now and in future Sustainable Transportation Planning Grant cycles.

PASSED AND ADOPTED this 26th day of October 2023, by the Board of Directors of the Shasta Regional Transportation Agency.

Mark Mezzano, Chair

Shasta Regional Transportation Agency

ATTEST:

Sean Tiedgen, AICP, Executive Director

Shasta Regional Transportation Agency