



Staff Report

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**File #:** 21-0873

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**REQUEST FOR CITY COUNCIL ACTION**

**DATE:** 10/06/2021

**TO:** Honorable Mayor and City Council Members

**FROM:** Community Services Department

**SUBJECT:**

Resolution authorizing the filing of applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for Federal Transportation Assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States code, or other federal statutes administered by the Federal Transit Administration.

**EXECUTIVE SUMMARY:**

In compliance with regulatory requirements of the Federal Transit Administration, the City Council adopted Resolution No. 2020-088 designating and authorizing the Public Works Director and City Attorney to file applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for federal assistance administered by the Federal Transit Administration.

The Public Works Director was designated by the City Council as an authorized person under this grant because transit operations was a division of the Public Works Department. Transit services has recently moved from the Public Works Department to the Community Services Department. Although Resolution No. 2020-088 is valid for fifteen (15) years, given the department restructure, it's no longer appropriate for the Public Works Director to be the authorized person under this program. The City Council is being requested to delegate authority to the City Manager which will provide flexibility for him to designate the appropriate City staff in carrying out these activities on the City's behalf regardless of which department the services are operated from.

**RECOMMENDED ACTION:**

**That the City Council** adopt Resolution No. 2021-116 authorizing the filing of applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for federal transportation assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other federal statutes administered by the Federal Transit Administration.

**BACKGROUND & HISTORY:**

The City of Corona Transit program is partially funded by the Federal Transit Administration. The Federal Transit Administration requires grantees adopt a resolution every fifteen (15) years for the purpose of delegating authorities to staff acting on the grantee's behalf. In furtherance of this requirement, City staff presented to the City Council Resolution No. 2020-088, to: a) authorize the Public Works Director and City Attorney to execute and file with its applications the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a federal assistance grant of cooperative agreement, and b) authorize the Public Works Director to execute related grant and cooperative agreements, and to approve payment requests submitted to the Federal Transit Administration on behalf of the City of Corona.

On July 15, 2020, the City Council adopted Resolution 2020-088, and staff submitted a fully executed copy of the resolution to the Federal Transit Administration.

**ANALYSIS:**

City Management conducted a restructure of departments and divisions. As part of the restructure, transit services was moved to the Community Services Department, Community Assistance Division. As a result of this change, it is no longer appropriate for the Public Works Director to be an authorized designee of this program. Therefore, although Resolution No. 2020-088 is valid for fifteen (15) years, it is appropriate at this time to repeal the resolution and adopt a new resolution to identify the new individuals authorized by the City Council to implement and execute the Federal Transit Administration (FTA) funded transit program.

In an effort to improve efficiency and the 15-year effectiveness of the new resolution, staff recommends delegating authority to the City Manager and certain authorities to the City Attorney, as outlined below.

City Manager or designee will be authorized to:

1. Execute and file applications for federal assistance on behalf of the City of Corona with the Federal Transit Administration for federal assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing projects administered by the Federal Transit Administration.
2. Execute and file with its applications the annual certifications and assurances and other documents the Federal Transportation Administration requires before awarding a Federal Assistance Grant of cooperative agreement.
3. Execute grant and cooperative agreements with the Federal Transit Administration on behalf of the City of Corona.
4. Approve payment requests submitted to the Federal Transit Administration on behalf of the City of Corona.

City Attorney will be authorized to:

1. Execute and file with its applications the annual certifications and assurances and other documents the Federal Transportation Administration requires before awarding a Federal Assistance Grant of cooperative agreement.

**FINANCIAL IMPACT:**

There is no fiscal impact to the General Fund. Approval of the recommended resolution is necessary for continued eligibility for federal assistance to support current and future capital projects and operating costs by demonstrating compliance with 49 U.S.C. Chapter 53, Title 23, United States Code, or other federal statutes administered by the Federal Transit Administration.

**ENVIRONMENTAL ANALYSIS:**

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This action merely provides authority to appropriate staff in carrying out activities relating to grant administration. Since there is no possibility that adopting this action will have a significant effect on the environment, no environmental analysis is required.

**PREPARED BY:** SUDESH PAUL, TRANSPORTATION PLANNING SUPERVISOR

**REVIEWED BY:** ANNE K. TURNER, COMMUNITY SERVICES DIRECTOR

**Attachments:**

1. Exhibit 1- Resolution No. 2021-116