



# STAFF REPORT

## CITY of YORBA LINDA

### PUBLIC WORKS DEPARTMENT

**DATE:** JUNE 21, 2022

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** JAMIE LAI, P.E., DIRECTOR OF PUBLIC WORKS/CITY ENGINEER  
**PREPARED BY:** AUSTIN POSTOVOIT, SENIOR MANAGEMENT ANALYST

**SUBJECT:** RESOLUTION NO. 2022-5807, AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE YORBA LINDA – PLACENTIA MULTI-AGENCY ACTIVE TRANSPORTATION PLAN

### **RECOMMENDATION**

It is recommended that the City Council:

1. Adopt proposed Resolution No. 2022-5807 (Attachment 1), authorizing the City Manager, or designee, to execute all Restricted Grant Agreements and any amendments thereto with Caltrans for the Yorba Linda – Placentia Multi-Agency Active Transportation Plan project; and
2. Approve supplemental budget appropriations of \$9,809 from the Miscellaneous Grant Fund (207) and \$1,272 from the Traffic Mitigation Fund (404) with a corresponding increase of \$11,081 to the Capital Improvement Program (CIP) budget for the Yorba Linda – Placentia Multi-Agency Active Transportation Plan project (TC221001).

### **BACKGROUND**

The California Department of Transportation (Caltrans) oversees funding for and administration of a variety of regional planning activities and projects in conjunction with local agencies. One way that Caltrans implements regional planning activities is through a competitive grant funding award to eligible agencies, which includes the Sustainable Transportation Planning Grants (STPG). This grant program includes the Sustainable Communities Grant, which seeks to encourage local and regional planning that furthers state goals, including, but not limited to, the goals and best practices cited in the Regional Transportation Plan Guidelines adopted by the California Transportation Commission.

The City of Yorba Linda as lead agency, in conjunction with the City of Placentia and the Placentia-Yorba Linda Unified School District (PYLUSD) collaborated to develop a project that is eligible for STPG grant funding. The multi-agency group developed a proposal for a comprehensive Active Transportation Plan (ATP) that incorporates identified bicycle and

pedestrian improvements, Safe Routes to School (SRTS) and multi-use trail plans. The project aims to create a cohesive ATP for the Cities of Yorba Linda and Placentia and their school district. This bi-city ATP is needed to add and to connect infrastructure for safer, more accessible walking and biking for school children, families, residents (combined population of 119,000) and visitors, as well as for improving the multi-use trail network for exercise and recreation.

The project submitted for consideration, Yorba Linda – Placentia Multi-Agency Active Transportation Plan project (TC221001), was previously included in the Capital Improvement Project budget. Placentia, in addition to providing project support, committed to sharing in any potential local project match in equal parts with Yorba Linda, should an award be granted. The competitive grant application was submitted by the City of Yorba Linda (lead agency) and considered by Caltrans amongst those of competing agencies for a potential grant award.

## **DISCUSSION**

Caltrans provided notice that City of Yorba Linda submission was conditionally approved for award of grant funding provided certain conditions are met as outlined in the conditional grant award documents in April of 2021. The conditional award outlines the scope of services for the grant funded project as well as the total project cost (\$406,427) and proportional City funded match amount. The City of Yorba Linda is eligible to receive Federal and/or State funding for certain transportation planning related plans, through Caltrans for the proposed STPG grant program. A condition of the potential grant award is that a Restricted Grant Agreement (RGA) must be executed with Caltrans before grant funds can be reimbursed through the Transportation Planning Grant Program. Staff recently provided Caltrans staff with final responses, revisions and requested accompanying documentation for the project in accordance with established deadlines.

The City's proposed multi-agency project is slated to begin no sooner than November of 2022, and all project work must be completed by the Grant Expiration Date of February 28, 2025. City staff will work with City of Placentia to execute a fair share cooperative agreement prior to November 2022. Although the RGA is still being developed by Caltrans along with other grant documents, the requirements of the grant program obligate the City to approve a resolution no later than July 3, 2022. In consideration of the approaching deadline, staff has prepared the required documentation to delegate authorization to execute the agreements, any amendments and associated documentation to the City Manager. Therefore, staff is recommending that Council adopt Resolution 2022-5807, authorizing the City Manager, or designee, to execute all Restricted Grant Agreements and any amendments thereto with Caltrans for the Yorba Linda – Placentia Multi-Agency Active Transportation Plan project.

### **FISCAL IMPACT**

The City of Yorba Linda's Capital Improvement Program budget includes previously budgeted funds for the Yorba Linda Placentia Multi-Agency Active Transportation Plan (Project # TC221001). Caltrans notice of conditional grant award to the City of Yorba Linda was presented in an amount that exceeded the initially expected grant award amount. This increase requires a proportional increase to the project budget for both the grant amount and the City's proportional local match. The total project cost is increasing by \$11,081 for a revised project total of \$406,427, with the City's cost share amount increasing to \$46,618. The grant award and local matching funds amount proportions remain unchanged at 88.53% and 11.47% respectively. The City's matching funds are budgeted in the Traffic Mitigation Fund (404) and Measure M2 Fund (212).

The Fiscal-Year 2022-23 Mid-Term budget adjustments for this funding source will be reflected in the Capital Improvement Budget which is being concurrently considered for Council Approval on June 21, 2022. Therefore, staff recommends that Council approve an appropriation in an amount of \$9,809 from the Miscellaneous Grants Fund (207) which will be eligible for reimbursement from Caltrans. Staff is also requesting an appropriation of \$1,272 from the Traffic Mitigation Fund (404) to cover the City's increased proportional cost share. It should be noted that the City's cost share amount will be offset by a fair share reimbursement from the City of Placentia.

### **ALTERNATIVES**

The City Council may consider not approving the proposed resolution and appropriation; however, doing so would effectuate a forfeiture of potential grant funding award from Caltrans.

### **ATTACHMENTS**

1. Resolution No. 2022-5807- Authorizing the City Manager to Execute Grant Agreements with Caltrans on behalf of the City.
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