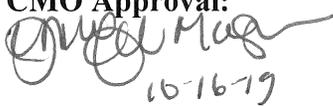


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Transportation	<b>CEQA:</b> Not a Project, File No. PP17-003, Agreements/ Contracts (New or Amended) resulting in no physical changes to the environment.	<b>Coordination:</b> CAO, CMO	<b>Dept. Approval:</b> /s/ John Ristow
<b>Council District(s):</b> Citywide			<b>CMO Approval:</b>  10-16-19

**SUBJECT: SIGNATURE AUTHORITY FOR CALTRANS AGREEMENTS FOR FEDERAL AND/OR STATE FUNDED PROGRAMS/PROJECTS**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager or Designee to negotiate and execute Program Supplement Agreements, Fund Exchange Agreements, or Fund Transfer Agreements, and any amendments thereto, with Caltrans for Federal or State Funded Transportation Programs/Projects enabling the City to receive funds for qualifying programs/projects.

**BASIS FOR RECOMMENDATION:**

On October 4, 2016, per Resolution 77947, the City Council authorized the City Manager to negotiate and execute Program Supplement Agreements to the Master Agreement with the California Department of Transportation (Caltrans) for Federal-Aid Transportation Programs. This resolution has been used by multiple departments, including the Departments of Transportation; Parks, Recreation and Neighborhood Services; and Planning, Building and Code Enforcement on a variety of Federal-Aid or State Funded Programs and Projects. Per Caltrans review, the current resolution is not sufficient to delegate signature authority to the City Manager Designee, as it does not explicitly state City Manager Designee. The recommended action will explicitly authorize the City Manager or designee to negotiate and execute Program Supplement Agreements, Fund Exchange Agreements, or Fund Transfer Agreements, and any amendments thereto, with Caltrans for Federal and/or State Funded Programs or Projects. Approval of this recommendation will increase efficiencies by authorizing the City Manager's Designee signature authority for the execution and negotiation of routinely requested agreements or potential amendments.

**COST AND FUNDING SOURCE:**

The proposed recommendation will not increase costs or necessitate new funding sources. The recommended action is focused solely on the procedures for executing and negotiating agreements with Caltrans for federal and/or state funded projects/programs. All funding requests and cost estimates for these related projects/programs would be coordinated with the City Manager's Budget Office through a separate Budget Action or Council Memorandum.

**FOR QUESTIONS CONTACT:** Tina Smith, Transportation Operations Analyst, (408) 975-3266