


Inter Office Memo

To: Board of Directors  
From: Laramie Bowron, Manager of Planning  
Reviewed By: 

Date: September 8, 2011

**SUBJECT: Caltrans Planning Grant Resolution**

**SUMMARY OF ISSUES:**

In March 2011 staff responded to a call for projects for a Caltrans planning grant. In August 2011 staff was notified that they had been awarded a grant to complete a Transit Access: Pedestrian, Bike and ADA Improvements Plan.

As a "condition of grant acceptance" CCCTA is required to obtain a local resolution from the Board of Directors by September 30, 2011.

Staff plans on bringing a full project description along with scope of work and timeline to the Operations and Scheduling Committee and Board of Directors next month.

**ACTION REQUESTED:**

The O&S Committee recommends the adoption of a resolution authorizing the General Manager to enter into an agreement with Caltrans in order to receive the grant and complete the above project.

**ATTACHMENT A:** Copy of Draft Resolution