

EXECUTIVE SUMMARY



To: Jim Scholl, City Manager
From: Myra Wittenberg, Manager / KWDoT *Myra HW*
Date: October 3, 2011
Subject: Resolution of Designated Authority - Grants
City of Key West Transportation Department

Action Statement:

This is a request for approval of a resolution to authorize and designate certain representatives with the authority to act on behalf of the City of Key West, for purposes of grant application, acceptance, award with regard to capital and operating assistance resulting in funding for the City of Key West Department of Transportation (KWDoT). Those designated as primary representatives will be Myra Wittenberg, Department Manager; City Attorney Shawn Smith and City Manager Jim Scholl. Alternate designees will be Jim Fitton, Port and Transit Director; Larry Erskine, Assistant City Attorney and David Fernandez, Assistant City Manager. Agencies that the City of Key West engages with on a regular basis today includes but should not be limited to the Federal Transit Administration (FTA), Federal Highway Administration (FHWA), and the Florida Department of Transportation (FDOT). Said resolution of authority will be valid for a period of three (3) years upon approval and execution by the City Commission.

Project History:

Whereas the City of Key West is responsible to seek and secure additional funding assistance to relieve the local burden for continued operation of the public transit system, representatives with procedural authority must be in place in advance of submitting grant applications. To that end this resolution is requested to approve same authority on a regular, recurring basis. Types of grant assistance that typically is received by the City of Key West for public transportation services are 5311, 5309, Block Grant, Job Access Reverse Commute (JARC), and many others. These funds make up a critical part of the annual subsidy necessary to operate fixed route transit services throughout Key West, Stock Island, and the Lower Keys up to Marathon, Florida.

Federal and State agencies require that the City of Key West have a resolution on file that designates grant action authority, by title of position and name specific. Said Resolution of Delegation to those individuals who will act on behalf of the City of Key West for the application of grant opportunities, grants management, payment and status reports, as well as other electronic and manual grant processes is hereby requested for that purpose.

It is important to note that grant funds used in operating assistance which are provided by State and Federal Government are not intended to fully fund necessary operating revenues for provision of local service; rather, these funds are intended to supplement local budgets to the extent available from year to year, which varies.

Option #1:

The City Commission approves this resolution request to designate aforementioned individuals with regard to regular, recurring grant activities for the public transportation system.

Advantages

The advantage will be that the City can continue to share costs of public transportation operations and related projects through grant program subsidies and assistance without interruption.

Disadvantages

There are no disadvantages to this option.

Fiscal Impact

The fiscal impact would vary each budget year but would provide grant assisted funding to continue to maintain and improve the City's public transportation operations.

Option #2:

The City Commission would not approve this resolution which would result in the City not receiving any transportation related grant assistance from State and Federal agencies until said "Resolution of Authority" were approved by the City of Key West.

Advantages

There are no advantages to this option if the City is to continue providing public transit service.

Disadvantages

Not approving this resolution request will require an increase of local funding via gas tax or sales tax subsidies of the City's general budget fund to supplement the funding of our public transit system.

Fiscal Impact

By relying on local funding, the City would be providing 100% of the expenses to fund the public transportation department.

Recommendation:

KWDoT recommends Option #1 to approve the resolution request for designation of authority of the aforementioned individuals with regard to transportation related grant activities for a period of three (3) years from the date of approval and execution.