

COMMISSIONERS

COUNTY OF COLUSA:

GARY EVANS
KENT BOES, CHAIR
DAURICE K. SMITH

City Colusa:

JOSH HILL
TOM REISCHE

City of Williams:

FRANK KENNEDY, VICE-CHAIR



COUNTY OF COLUSA
TRANSPORTATION COMMISSION &
TRANSIT AGENCY
1215 MARKET STREET,
COLUSA, CA 95932
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Michael Azevedo,
Public Works Director
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COLUSA COUNTY TRANSPORTATION COMMISSION & TRANSIT AGENCY

Agenda

May 25, 2021

Colusa County Board of Supervisors Chambers
546 Jay Street, Suite 108
Colusa, CA 95932

3:00 p.m. CALL TO ORDER/ROLL CALL

I. PERIOD OF PUBLIC COMMENT (TRANSIT AND/OR TRANSPORTATION)

II. MINUTES APPROVAL

1. Minutes Approval
Transportation Commission & Transit Agency – Regular Meeting – April 27, 2021.

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Manager
2. Transit Manager
3. Caltrans
4. City of Colusa
5. City of Williams
6. California Highway Patrol

IV. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

1. Approve FY 2021-22 Final Overall Work Plan (OWP), designed to respond to growth strategies adopted in local public agency general plans.
2. Approve the Preliminary 2021/2022 fiscal year budgets in the amount of \$1,171,056. for the Local Transportation Fund, State Transit Assistance Fund, and Local Transportation Planning Fund.
3. Authorize the allocation of FY 2020/2021 Regional Surface Transportation Program Funds, in the amount of \$155,383 by population as follows:

City of Williams	(25%)	\$38,846.
City of Colusa	(28%)	\$43,507.
County of Colusa	(47%)	\$73,030.

V. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

1. Adopt a Resolution Approving Definitions of the Terms "Unmet Transit Needs" and "Reasonable To Meet". **Further**, Adopt a Resolution Determining There Are No Unmet Public Transportation Needs For Fiscal Year 2020-21.
2. Approve the Preliminary 2021/2022 fiscal year budget in the amount of \$2,056,513. for the Transit Agency Fund.

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the jurisdiction of the Transportation Commission and Transit Agency and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of 15 minutes per issue and each individual or group will be limited to no more than 5 minutes each within the 15 minutes allocated per issue. **Note:** No action shall be taken on comments made under this comment period.

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk, 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.
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**Transportation Commission & Transit Agency
 Board Chambers
 546 Jay Street, Suite 108
 Colusa, CA 95932**

Minutes

April 27, 2021

The Colusa County Transportation Committee (CCTC) and the Colusa County Transit Agency (CCTA) meet in Regular Session this 27th day of April 2021 at the hour of 3:00 p.m. Present: Commissioners Daurice K. Smith, Gary J. Evans, Josh Hill, Tom Reische and Kent S. Boes. Absent: Commissioner Frank Kennedy.

Present: Jennifer Sutton, Senior Deputy Counsel.
 Ann Nordyke, Patricia Rodriguez, Board Clerks.
 Michael Azevedo, Department of Public Works.
 Thomas Simms, Transit Agency.

Present via Teleconference: Matt Cadrett, Jim Day, Edward Lincoln, Caltrans.

Chair Boes states that given the state wide stabilization of COVID related hospitalization coupled with the wide spread availability of vaccine, the County will no longer provide telephonic participation at the Transportation Commission and Transit Agency meetings effective May 25, 2021. Individuals wanting to speak during Public Comment or on an Agenda Item will need to appear in person or provide comments in writing to the Clerk of the Board prior to commencement of the meeting and the Clerk's number posted on prior Agendas will no longer be monitored.

I. PERIOD OF PUBLIC COMMENT (TRANSIT AND/OR TRANSPORTATION)
 None.

II. MINUTES APPROVAL

1. Minutes Approval

Transportation Commission & Transit Agency – Regular Meeting – March 30, 2021 as corrected.

Minutes Acceptance: Minutes of Apr 27, 2021 3:00 PM (Minutes Approval)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Smith
AYES:	Boes, Smith, Evans
ABSTAIN:	Hill, Reische
ABSENT:	Kennedy

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Manager

Mr. Azevedo updates the Commissioners on HR1 funds distribution.

2. Transit Manager

Mr. Simms updates the Commissioners on security directive mandate for masks, which ends May 11, 2021 and an increase in ridership.

3. Caltrans

Mr. Cadrett updates the Commissioners on the Overall Work Plan and the kickoff meeting for the CAP Plan. He also states that this will be his last meeting due to reassignment and introduces Edward Lincoln, as the County's new liaison.

4. City of Colusa

Mr. Hill states the City of Colusa will be working on some intersections in the square.

5. City of Williams

None.

6. California Highway Patrol

None.

IV. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

Chair Boes declares a recess at 3:11 p.m. and states the Commissioners are now sitting as the Colusa County Transit Agency, with all Commissioners present except, Commissioner Kennedy.

Present: Jennifer Sutton, Senior Deputy Counsel.
Ann Nordyke, Patricia Rodriguez, Board Clerks.
Michael Azevedo, Department of Public Works.
Thomas Simms, Transit Agency.

Present via Teleconference: Matt Cadrett, Jim Day, Edward Lincoln, Caltrans.

3:11 p.m. (3:05 a.m. Item on Agenda)

PUBLIC HEARING

Chair Boes makes time for a Public Hearing to consider the annual Unmet Needs of the Transit Dependent population and determine one of the following three (3) findings:

Minutes Acceptance: Minutes of Apr 27, 2021 3:00 PM (Minutes Approval)

1. There are no unmet needs,
2. There are unmet needs that are not reasonable to meet, or
3. There are unmet needs that are reasonable to meet.

Comments received by Mr. Simms.

3:12 p.m. Chair Boes opens the Public Hearing and calls for Public Comment, hearing none, Chair Boes closes the Public Hearing.

1. Determine there are no unmet public Transit needs for 2021-2022.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Reische
AYES:	Boes, Smith, Evans, Hill, Reische
ABSENT:	Kennedy

2. Approve Contract No. **TA21-001** Amendment No. 1 (SUB20-023) with **Chico State Enterprises**, for additional funding, effective April 27, 2021.

Comments received by Mr. Simms.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Smith
SECONDER:	Hill
AYES:	Boes, Smith, Evans, Hill, Reische
ABSENT:	Kennedy

3. Approve FY 2020-21 Revenue and Appropriations Inter-Budget Adjustments No. 1013 thru 1017. (5/6th vote required)

Comments received by Mr. Azevedo.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Smith
SECONDER:	Evans
AYES:	Boes, Smith, Evans, Hill, Reische
ABSENT:	Kennedy

4. Approve FY 2020-21 Intra-Budget Adjustment No. 21022.

Comments received by Mr. Azevedo.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Reische
AYES:	Boes, Smith, Evans, Hill, Reische
ABSENT:	Kennedy

Minutes Acceptance: Minutes of Apr 27, 2021 3:00 PM (Minutes Approval)

V. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

Chair Boes declares a recess at 3:21 p.m. and states the Commissioners are now sitting as the Colusa County Transportation Commission, with all Commissioners present except, Commissioners Kennedy.

Present: Jennifer Sutton, Senior Deputy Counsel.
Ann Nordyke, Patricia Rodriguez, Board Clerks.
Michael Azevedo, Department of Public Works.
Thomas Simms, Transit Agency.

1. Approve FY 2020-21 Revenue and Appropriations Inter-Budget Adjustment No.1002, 1003, and 1012. **(5/6th vote required)**

Comments received by Mr. Azevedo.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Smith
SECONDER:	Hill
AYES:	Boes, Smith, Evans, Hill, Reische
ABSENT:	Kennedy

Chair Boes adjourned the meeting at 3:22 p.m. to reconvene in Regular Session on May 25, 2021 at the hour of 3:00 p.m.

Kent S. Boes, Chair

Attest: Michael Azevedo,
Secretary to the Transportation
Commission & Transit Agency

BY_____
Patricia Rodriguez, Deputy Clerk

Minutes Acceptance: Minutes of Apr 27, 2021 3:00 PM (Minutes Approval)

**Request For Transportation Commission and Transit Agency**

MEETING DATE: May 25, 2021

DEPARTMENT: Public Works/Road Department

FROM: Michael Azevedo

SUBJECT: Adopt 21/22 Final Overall Work Plan

Approve FY 2021-22 Final Overall Work Plan (OWP), designed to respond to growth strategies adopted in local public agency general plans.

Detailed Description/Background of request

Annually, in order to utilize Rural Planning Assistance Funding, an Overall Work Plan (OWP) is drafted. The OWP is designed to respond to growth strategies adopted in local public agency general plans. It reflects the desires and needs of the general public, groups that have specific mobility issues, including the elderly and handicapped and the Native American Tribal Community. The OWP details the projected planning activities and resources to be expended during Fiscal Year 2021/2022 for continuation of regional transportation planning. The Colusa County Transportation Commission (CCTC) assigns major planning tasks to staff, and is the instrument by which rural planning assistance is made available to regional transportation agencies.

The Draft Plan was approved for circulation by the CCTC at the April 27st meeting. Final comments from Caltrans are incorporated into this final version. This request is to approve the final FY 21/22 OWP as submitted.

Prior Board Action

Annually approved

Fiscal Impact/Funding Source

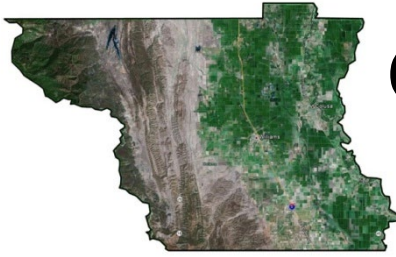
\$158,000 in Rural Planning Assistance funding is made available to CCTC

Action for the Clerk

none

ATTACHMENTS:

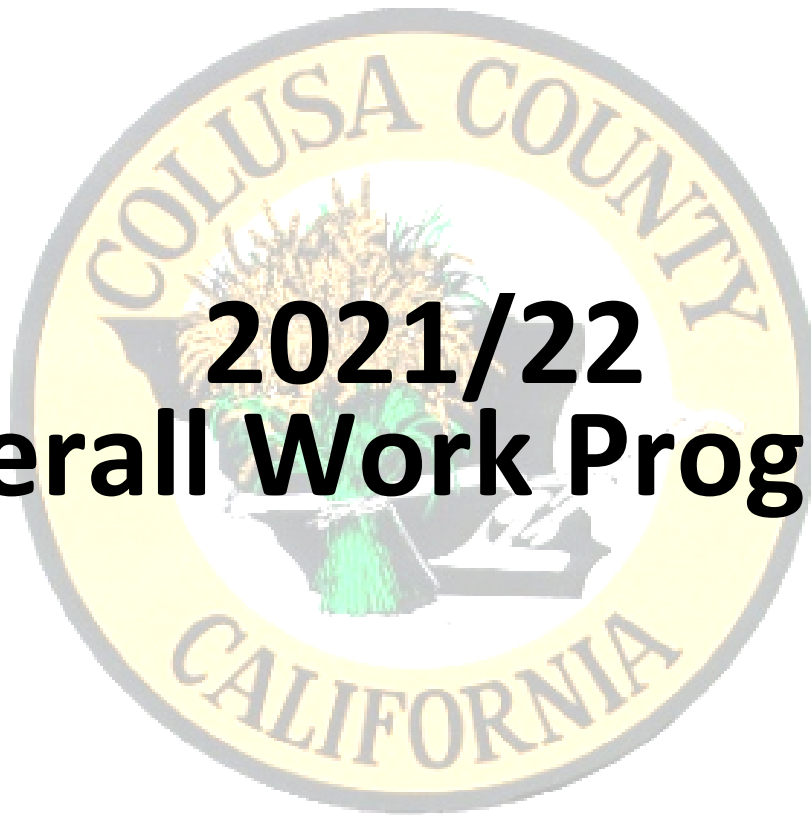
- 21-22 OWP (PDF)
- CCTC OWP_21-22 Comment Letter (PDF)



Colusa County Transportation Commission

Colusa County ~ City of Colusa ~ City of Williams

2021/22 Overall Work Program



2021

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Introduction

The Colusa County Transportation Commission (CCTC) is a single county, Regional Transportation Planning Agency (RTPA). The public agencies that coordinate transportation planning activities through the CCTC include the Cities of Colusa and Williams, Colusa County, California Department of Transportation, Colusa Indian Community, U.S. Department of Interior, Bureau of Reclamation, and the U.S. Forest Service.



The RTPA's jurisdiction is predominately rural in nature, consisting of approximately 1,151 square miles with many scattered small communities. The current estimated population is 21,600, with a density of 18.7 persons per square mile. Transportation and the regional economy are oriented to farming, ranching, and recreation. There are approximately 712 miles of maintained roads within the County, 27 miles in the

City of Colusa, 26 miles in the City of Williams, and 160 miles in the U.S. Forest.

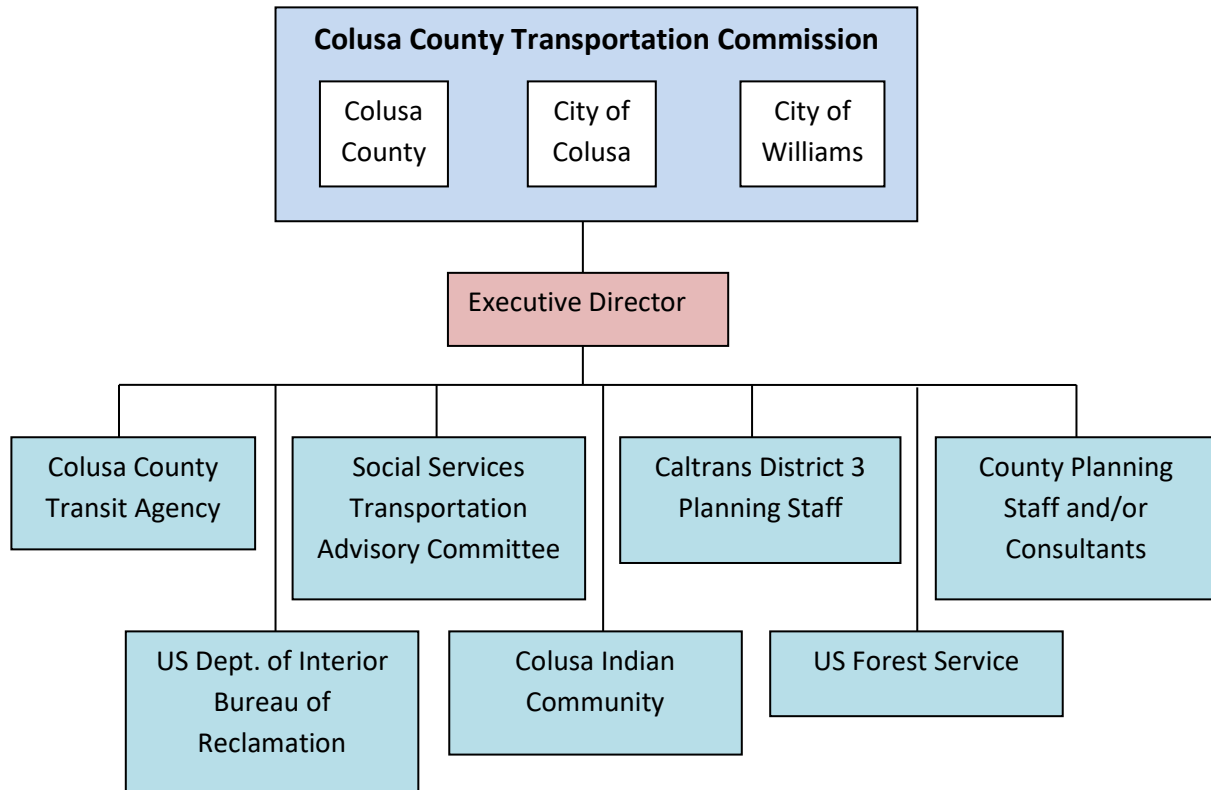
In 2019, CCTC updated the Regional Transportation Plan (RTP). The RTP defines planning transportation goals and objectives relevant to this rural region as specified in Section 134 of Title 23 of the United States Government Code Section 650809(b). The RTP lists specific short term and long-term transportation projects to be implemented as part of an overall multi-modal plan. Per SB375, the CCTC now updates the RTP every four years.

The Overall Work Program (OWP) for transportation planning compliments the RTP. It is designed to respond to growth strategies adopted in local public agency general plans. It reflects the desires and needs of the general public, groups that have specific mobility issues, including the elderly and handicapped and the Native American Tribal Community. The OWP details the projected planning activities and resources to be expended during Fiscal Year 2022/22 for continuation of regional transportation planning. The CCTC assigns major planning tasks to staff.



Organization and Management

The CCTC was designated as a RTPA by the Secretary of the California Business, Transportation, and Housing Agency in July of 1973. The CCTC consists of six members: three members appointed by the County Board of Supervisors and three members appointed from the incorporated cities within the County; one from the City of Colusa and two from the City of Williams. The membership ratio of two to one rotates between the two incorporated cities on an annual basis. The executive director provides general oversight at the request of the Commission, as well as administrative oversight for general Commission activities.



The Colusa County Transit agency operates a dial-a-ride transit system with fixed, timed routes to:

- Arbuckle
- Colusa
- Grimes
- Maxwell
- Princeton
- Sites
- Stonyford
- Williams

The Colusa County Transit consists of nine vehicles and ten full-time employees. A total of five buses run each day on various routes and also provide out-of-county medical transportation on an on-call basis.

The CCTC does not have a formalized Technical and Citizens Advisory Committee structure. Due to the rural nature of the area and cooperative efforts of City and County Public Works Departments, Caltrans, and the California Highway Patrol, the technical review role is informal and ongoing.

The Social Services Transportation Advisory Committee (SSTAC) is established to provide Unmet Needs information to CCTC. The determination of the members of SSTAC is made using Social Service Transportation Inventory Implementation Guide and Survey Tool, a product of the California Association for Coordinated Transportation. The Transportation Development Act unmet transit needs hearings, regional transportation plan preparation and adoption, and other CCTC activities are published in the newspaper of local circulation.

The CCTC appreciates working with Caltrans District 3 Planning staff to help align inter-regional and regional transportation infrastructure policies and goals. Collaboration is ongoing through regular meetings and continuous communication on a wide variety of items such as the development of the Colusa County RTP and the Regional Transportation Improvement Plan (RTIP).

County staff in both Planning and Public Works also provide continuous assistance and support to CCTC goals and objectives. In addition, consultant help is procured for specialized items as may be needed from time, for example: preparation of the RTP Updates are typically conducted by a consultant.

The Cachil Dehe Band of Wintun Indians, otherwise known as the Colusa Indian Community Council provides a liaison for transportation planning efforts from the CCTC and the Colusa Indian Community. Regional issues include access and regional travel to the Colusa Casino, and developing a mutually beneficial strategy to long term transportation solutions for tribal members as well as Colusa residents.

A good portion of the land in Colusa County is regulated by federal agencies, such as the US Forest Service and the US Department of Interior, Bureau of Reclamation, interaction between the CCTC and these agencies is crucial to developing long term transportation planning goals and policies to continue to provide measurable economic and social benefits to the Colusa region. Frequent communication and meetings with these agencies allows for continuous and mutually beneficial progress for regional access to federal lands within Colusa County.

The rural counties of California have formed a Rural Counties Task Force (RCTF). A rural county is defined as having a population of 50,000 or less. Staffing for the Rural Counties Task Force is provided from its members and is comprised of a chairman, vice-chairman, and secretary. This group conducts bimonthly (every two months) meetings. It provides rural counties the opportunity to communicate and educate one another on rural counties issues dealing with changes in state transportation planning and creates a united voice for dealing with state agencies and legislative proposals and analysis.

CCTC is a member of the RCTF and staff attends the RCTF meetings and has obtained valuable training and contacts at the county and state level. With the increasing complexity of transportation laws, the RCTF has supplied a wealth of information. CCTC provides financial support to the RCTF for the continuation of the valuable service of coordination and integration of government agencies.

Overall Work Program

The OWP is intended to summarize the transportation planning activities to be administered by CCTC during the 2021/22 fiscal year. The work program gives direction and emphasis to specific elements of the planning process. It ensures that the process is responsive to the transportation needs and priorities of the region and the state. It is also a basis for budgeting revenues and expenditures for the various elements of the OWP.

Regional transportation planning in California is a dynamic process. It involves the collaboration of Federal, State, and Tribal Governments, regional and local agencies, the private sector, and the public. All parties involved in transportation planning have the opportunity to provide leadership in any one or more phases of the regional transportation-planning program.

Transportation planning considers multiple, complex, and evolving goals, objectives, plans and programs. Regional transportation planning results in the development of RTPs and ultimately programs the projects. Regional planning studies, activities, consensus efforts, and documents provide the basis for project decisions including mode choice and general alignment. These decisions, in turn, lead to environmental and design approvals, and project delivery and construction.

Public Participation Process

The CCTC holds regular monthly meetings and publicizes each meeting by posting formal notices at various locations as well as the main County webpage. The public is encouraged to participate in each meeting. Also, the County Sheriff's office typically holds annual community meetings in which public input is solicited which includes County roads, transit, and other transportation related items. The opportunity to resume those forums remain nebulous given the ever-evolving COVID tiered operational guidelines.

FAST ACT PLANNING FACTORS

MAP-21/FAST Act Planning Factors/W.E. Matrix					
	W.E 1.01	W.E 2.01	W.E 3.01	W.E 4.01	W.E 5.01
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.					
2. Increase the safety of the transportation system for motorized and non-motorized users.				X	
3. Increase the security of the transportation system for motorized and non-motorized users.		X			
4. Increase the accessibility and mobility of people and for freight			X		
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.	X	X		X	X
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.			X		
7. Promote efficient system management and operation.				X	X
8. Emphasize the preservation of the existing transportation system.			X		
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water and reduce or mitigate storm water impacts of surface transportation.				X	X
10. Enhance travel and tourism.		X			

Regional Transportation Plan

RTPAs are created pursuant to California law (Government Code Section 29532 et seq.) and although State law does not define a RTPA, Government Code Section 65080 identifies some RTPA responsibilities: to adopt a regional transportation plan and to prepare and adopt a Regional Transportation Improvement Program (RTIP).

The RTP is a long range (20+) year plan that is developed by the RTPA in concert with the public and transportation partners in the region. The RTP identifies regional issues and problems, includes population and traffic growth projections for the region, and suggests mobility solutions to accommodate future transportation needs. In addition, the RTIP is developed in conjunction with the RTP. The RTIP is designed to implement the vision and goals of the RTP and projects in both documents must be financially constrained. The RTP must provide evidence that the proposed projects in the RTIP are fully funded through the cycle of the Plan, the revenues are reasonably available to finance projects and the costs of each project have been estimated consistent with any regional programming or project environmental documentation currently available.

All RTP's must also be accompanied by an environmental review document pursuant to State Law (Public Resources Code 21000 et seq, the California Environmental Quality Act).

Transportation projects included in the RTP/RTIP may be funded with the State Transportation Improvement Program (STIP) or with other State, Federal, Local, or Private funds. The objective of project selection for the RTP/RTIP is to obtain and maintain the maximum amount of transportation funding available for Colusa County's local and regional transportation priorities, including transit improvements, through the efficient programming of Federal and State transportation dollars.

Continued and On-Going Work Activities

The following activities are listed to illustrate ongoing activities for regional transportation planning development within Colusa County:

- Amend the Regional Transportation Plan as needed;
- Provide a public hearing/review process for RTP Amendments including participation by the public, Native American Tribal Governments, Caltrans, Transit providers and other community groups;
- Correct and significant differences between the RTP and the Caltrans District System Management Plan; and

Technical Capacity

The CCTC utilizes County staff to maintain the Pavement Management System (PMS) software. County employees also perform the tasks of road ratings, traffic counts, accident counts, and traffic sign inventory.

The use of Geographic Information System (GIS) is increasing and will continue development. CCTC will have current, reliable information to base decisions for road maintenance and

rehabilitation. This information could also be used to identify future transportation expansion projects. One use has been the plotting of automobile accident locations on a County base map. The accident data for the past 15 years has been compiled and entered into the system. The County will be monitoring the correlation between the frequencies of accidents with specific road segments. This monitoring will assist in evaluating the effectiveness of various safety improvements within the Region.

Pavement Management System

The CCTC has been able to improve the technical capacity of the planning process by continually funding the update and maintenance of the PMS. The PMS contains current information regarding road conditions as well as various maintenance recommendations based on varying budget scenarios. The CCTC utilizes Street Saver PMS software as developed by the Metropolitan Transportation Commission (MTC).

Traffic counts are conducted on a continuing basis and information added to the program to provide better analysis to ensure a safe and well-maintained road system. The availability of current information will provide the basis to evaluate how the road system is performing.

Geographic Information System (GIS)

The technical capacity has been additionally advanced by the development of a GIS database and associated hardware/software. A GIS base map has been established for the County, which includes multiple layers of information for various modes of travel, including vehicular, truck, recreational, pedestrian, bicycle, and waterway. Staff is in the process of developing various layers containing PMS information, accident data, traffic counts, and traffic control devices. This is an on-going activity to ultimately provide information to the public as well as continuing safety analysis.

Work Elements

The following five Work Elements (WEs) provide a task-by-task breakdown of RPA fund expenditures for the 2021/22 fiscal year. Each WE provides a description of typical items conducted, ongoing tasks, and specific items expected to be completed during the upcoming fiscal year. During the 2021/22 fiscal year, and as may be required, the actual expenditures may be amended through an update to the OWP.

Colusa County appreciates the support of Caltrans District 3 planning staff with respect to regional planning efforts. The following table provides a summary of Caltrans activities within the Colusa County Transportation Commission's jurisdiction.

CALTRANS REGIONAL PLANNING ACTIVITIES FOR FISCAL YEAR 2021/2022

ACTIVITY	DESCRIPTION	PRODUCTS
System Planning	Completion of System Planning documents used by Caltrans and its transportation partners	Caltrans District 3 System Planning documents consistent with the Caltrans District 3 System Planning Five-Year Work Plan
Advance Planning	Completion of pre-programming studies (e.g., Project Initiation Documents) so as to be ready to program resources for capital projects	Project Initiation Documents (PID), as indicated in the current Two-Year PID Work Plan
Regional Planning	Participate in and assist with various regional planning projects and studies	Participation in the following projects and studies: • Regional ITS Master Plan • Continue oversight and assistance with Sustainable Communities and Strategic Partnership grants • Oversight of Planning Studies/Conceptual Projects pertaining to State Highway System
Local Development Review Program	Review of local development proposals potentially impacting the State Highway System	Assistance to lead agencies to ensure the identification and mitigation of local development impacts to the State Highway System that is consistent with the State's smart mobility goals.

County work elements 1.01 through 5.01 are described on the following pages showing details of specific tasks and estimated budgets and timelines for completion for each.

Work Element 1.01: Overall Work Program

Work Element (WE) 1.01 consists of planning and drafting the Overall Work Program, which is essential to the CCTC's ability to function as a RTPA. As such, the OWP serves as a management tool identifying the tasks and products that the agency will undertake to deliver during the fiscal year. The OWP is the guiding tool that enables the CCTC to meet the mandated planning responsibilities required of all RTPA's. WE 1.01 includes drafting invoices, reports, and amendments. It should be noted that Colusa County has a unique blend of land uses consisting of agricultural lands, rolling hills/forest, and reservoirs and riverside areas all with their own types of regional significance and demands for multimodal travel. As such, a variety of agencies is included in our annual assessment of regional transportation issues and needs, which support the Counties diverse economy. Coordination and consultation with groups such as Tribal Governments who bring a significant number of regional trips to the County, as well as the US Bureau of Reclamation and US Forest service is critical for identifying the needs of the region that ultimately are reflected in the Overall Work Program.

Ongoing and Continued Activities:

- 1) Initiate OWP Process through meetings and discussions
- 2) Monitor 2021/2022 OWP to ensure WE's remain on schedule. Amend OWP throughout the fiscal year as necessary;
- 3) Prepare quarterly reports, and invoices
- 4) Participate /coordinate meetings, agenda items and planning documents for the CCTC;
- 5) Develop and finalize 2022/2023 OWP.
- 6) Close out of 2021/2022 OWP

2021/22 Products

- | | |
|--|--------------|
| 1) Final Quarterly Progress Report for FY 2021-22 | July 2021 |
| 2) Closeout FY 2021-22 OWP | August 2021 |
| 3) OWP FY 2022-23 Amendment #1 – Carryover from FY 2020-21 | October 2021 |
| 4) Quarterly Progress Report #1 | October 2021 |
| 5) Quarterly Progress Report #2 | January 2022 |
| 6) Draft FY 2022-23 OWP | March 2022 |
| 7) Quarterly Progress Report #3 | April 2022 |
| 8) Finalize and adopt FY 2022-23 OWP | May 2022 |

Summary of Source and Expenditures for WE 1.01

The total available funding for WE 1.01 is \$21,500 and consists exclusively of RPA funds. The following table provides a summary of estimated expenditures for each task listed in WE 1.01.

SOURCE AND EXPENDITURES FOR WE 1.01				
Task	Description	Source	Amount	Carryover
1	Monitor OWP	RPA	\$7,800	TBD
2	Reports, invoices	RPA	\$8,000	TBD
3	Meetings, program planning, coordination	RPA	\$1,900	TBD
4	Develop and finalize 2021/22 OWP	RPA	\$2,550	TBD
5	Closeout 2020/21 OWP	RPA	\$1,250	TBD
Total			\$21,500	TBD

Work Element 2.01: Regional Coordination

CCTC Staff serve as a repository and conduit to receive and transmit information received from State and Federal agencies as well as providing technical guidance to the various jurisdictions within the region.

CCTC Staff regularly participate in the Rural Counties Task Force (RCTF). This advisory committee is comprised of the California's 26 Rural Transportation Planning Agencies. As such,

this group provides a unique forum to share information and vet potential solutions to the challenges faced by rural agencies.

The North State Super Region (NSSR), an alliance of the 16 northern California Counties, was created in 2010. This group strives to identify common transportation, growth, and land use challenges in order to formulate unified strategies that may be advocated to implementing agencies and the public.

CCTC actively participates in training courses offered by Caltrans and other partners (e.g., workshops and academies). Additionally, CCTC staff monitor legislation that may affect transportation planning, monitor planning efforts of the various jurisdictions within the region, and coordinate with said jurisdictions and solicit public input to identify eligible Active Transportation Program (ATP) projects.

Coordination with local Tribal Governments as well as Federal partners (US Forest Service and Bureau of Reclamation) is conducted, at a minimum, annually; more frequently as conditions warrant. These discussions facilitate a consistent approach to addressing regional transportation needs; encompassing varied jurisdictional responsibilities.

Ongoing and Continued Activities:

- 1) Attend RCTF meeting, information dissemination for planning activities only ;
- 2) Attend NSSR meeting , support outreach efforts for planning activities only;
- 3) Participating Supervisorial and City Council meeting as appropriate (monthly);
- 4) Attend regional Transportation Planning opportunities; (quarterly)
- 5) Coordinate with local Tribal Governments and communities; (quarterly)
- 6) Coordinate with USFS and the US BOR to provide a consistent Travel Management Policy (TMP)for public access to Federal lands. This coordination will ensure consistency with regional infrastructure goals(quarterly)

2022/22 Products

- | | |
|---|---|
| 1) RCTF meeting agendas & meeting minutes | 3 rd Fri, Odd numbered month |
| 2) NSSR meeting agendas & meeting minutes | July 2021 thru June 2022 |
| 3) Supervisorial/City Council meeting agendas/minutes | July 2021 thru June 2022 |
| 4) Regional Transportation Training | As Needed |
| 5) Coordination W/ Tribal Gov't meeting agendas/minutes | July 2021 thru June 2022 |
| 6) Update TMP as necessary with USFS and USBOR | July 2021 thru June 2022 |

Summary of Source and Expenditures for WE 2.01

The total available funding for WE 2.01 is \$19,500 and consists of RPA funds. The following table provides a summary of estimated expenditures for each task listed in WE 2.01.

SOURCE AND EXPENDITURES FOR WE 2.01				
Task	Description ¹	Source	Amount	Carryover
1	Participate RCTF Meetings (planning activities only)	RPA	\$ 3,300	TBD
2	Participate NSSR Meetings (planning activities only)	RPA	\$ 4,200	TBD
3	Attend Supervisorial and City Council meetings	RPA	\$ 3,500	TBD
4	Regional Transportation Training	RPA	\$ 3,000	TBD
5	Coordinate with Tribal Gov't and communities	RPA	\$ 4,300	TBD
6	Develop policies and goals with USFS and USBOR	RPA	\$ 1,200	TBD
Total			\$19,500	TBD
Notes:				
1) ALL tasks are for planning purposes only				

Work Element 3.01: Coordination with Caltrans District 3

Working with the State of California, Department of Transportation, District 3 is crucial to aligning County regional transportation needs with inter-regional expectations of the District. Meetings typically occur on a semiannual basis. In addition to standard vehicular traffic, heavy truck traffic, recreational vehicles and bicycle travel all require close coordination between City, County, and State departments to help improve multi-modal infrastructure for near-term and future needs. For example, the CCTC continues to participate in the development of the California Freight Mobility Plan (CFMP) and provide feedback to the State on freight-related priorities, issues, projects, and funding needs. The development of such constructive policies and goals to foster regional transportation collaborations are a part of this WE.

Ongoing and Continued Activities:

- 1) Coordinate with Caltrans on System Planning projects consistent with the Caltrans District 3 System Planning 5-year Work Plan
- 2) Coordinate with Caltrans on completing pre-programming studies used by Caltrans and its transportation partners as stated in the 2-year Project Initiation Document (PID) Work Plan
- 3) Participate and assist with various regional planning projects and technical studies pertaining to the State Highway System such as the Interregional Transportation

Strategic Plan (ITSP), California Freight Mobility Plan (CFMP), California Transportation Plan (CTP), etc.

- 4) Coordinate with Caltrans on the review of local development proposals potentially impacting the State Highway System consistent with the State's smart mobility goals.

2022/22 Products:

- 1) Tech memo updating Dist. 3 System Planning 5-year Work Plan Annually
- 2) Pre-Programming consistency recommendations Quarterly
- 3) ITSP, CFMP,CTP consistency recommendations Annually
- 4) Local development smart mobility consistency recommendations Quarterly

Summary of Source and Expenditures for WE 3.01

The total available funding for WE 3.01 is \$2,000 and consists exclusively of RPA funds. The following table provides a summary of estimated expenditures for each task listed in WE 3.01.

SOURCE AND EXPENDITURES FOR WE 3.01				
Task	Description	Source	Amount	Carryover
1	System Planning 5-year Work Plan update	RPA	\$ 500	TBD
2	Pre-Programming review	RPA	\$ 500	TBD
3	ITSP, CFMP,CTP consistency review	RPA	\$ 500	TBD
4	Local development smart mobility	RPA	\$500	TBD
Total			\$2,000.00	TBD

Work Element 4.01: Transportation Systems Maintenance

CCTC must prepare and adopt a Regional Transportation Plan (RTP) to achieve a coordinated and balanced regional transportation system. The RTP is developed to document transportation policy, actions, and funding recommendations that will meet the short- and long-term access and mobility needs of Colusa County residents over the next 20 years. The RTP guides the systematic development of a comprehensive multi-modal transportation system for Colusa County.

WE 4.01 provides the resources to build maintain and improve the technology needed to support and enhance transportation planning in Colusa County. A core component of this effort is the Geographic Information System (GIS) and the associated hardware, software, and training required to perform and exchange information with partner agencies such as the Cities of Colusa and Williams, Tribal Governments, and the public. Activities under this WE include, but are not limited to the maintenance, repair, and replacement of hardware and software such as ArcGIS software and servers.

To date, an exhaustive GIS library has been compiled. Library data consists of layers depicting County roads and bridges, state and other agency highways and roads, streams and waterways, parcel boundaries, FEMA Flood Zones, hydrology, special districts, political boundaries, and tribal lands. Informational layers are continuously updated and are vital to the development and implementation of the RTP. These layers are used to assess transportation impacts on community livability and to document transportation facilities, projects, and services required to meet regional and interregional mobility and accessibility needs.

The purchase of hardware and software upgrades facilitates continued development and support of a robust GIS library, a critical component of the transportation planning process, developing the Regional Transportation Plan and Regional Transportation Improvement Program.

Ongoing and Continued Activities:

- 1) Maintain the various layers that are the GIS;
- 2) Develop and acquire data sets such as aerial photography and address data to be included in GIS layers. The CCTC will use staff to obtain data collected from other local government agencies including the County Assessor, County Planning, and Sheriff's Department, as well as the Cities of Colusa and Williams;
- 3) Review and process annual software maintenance support agreements;

- 4) Process communication invoices to facilitate data collection via Survey Grade GPS equipment to assist updating the various GIS layers;
- 5) Acquire necessary hardware and software to support regional planning coordination and communication;
- 6) Updates to Pavement Management System (PMS);
- 7) Continue traffic counts to support PMS updates; and
- 8) Review State Bridge Inspection Reports, prioritize and plan repairs.

2021/22 Products

- | | |
|--|----------------------|
| 1) Update GIS layers | (Ongoing, quarterly) |
| 2) Acquire data sets | (Ongoing, quarterly) |
| 3) Software agreements/subscriptions | (Ongoing, annually) |
| 4) Invoicing communications for GPS data | Monthly |
| 5) Update PMS in GIS | (Ongoing, quarterly) |
| 6) Traffic Counts to support PMS | Monthly |
| 7) Document bridge repairs | Monthly |

Summary of Source and Expenditures for WE 4.01

The total available funding for WE 4.01 is \$95,000.00 and consists exclusively of RPA funds. The following table provides a summary of estimated expenditures for each task listed in WE 4.01.

SOURCE AND EXPENDITURES FOR WE 4.01				
Task	Description	Source	Amount	Carryover
1	Maintain GIS Layers	RPA	\$ 38,085.00	TBD
2	Develop/acquire data sets	RPA	\$ 14,725.00	TBD
3	Review/process software agreements/subscriptions	RPA	\$ 2,565	TBD
4	Invoice communications for GPS data	RPA	\$ 5,225.00	TBD
5	Update PMS	RPA	\$17,800.00	TBD
6	Traffic Counts	RPA	\$ 16,600.00	TBD
Total			\$95,000.00	TBD

Work Element 5.01: Regional Transportation Plan / Regional Transportation Improvement Program

Work Element (WE) 5.01 consists of planning, programming, and monitoring for 2022 RTIP program of projects as it relates to the STIP. In addition to preparation and coordination of development of the 2022 RTIP with local agencies. Monitoring the RTP and submission (as necessary) of any follow-up documents to Caltrans. Select and prioritize projects and program funds available through the federal transportation act (Fixing America's Surface Transportation (FAST) Act) including Regional Surface Transportation Program (RSTP).

As the statutorily designated RTPA for Colusa County, the CCTC is responsible for selecting and prioritizing projects to use available state and federal transportation grant funds including those from the STIP and the FAST Act. These funds, along with local funds, are used to implement the projects identified in the RTP.

Every four years, RTPA's are required to update their RTP's. CCTC last updated its RTP in April of 2019 and initiated of a RTP update in early 2021. Staff will continue work with consultant to complete the RTP update and remain compliant with the four-year update cycle.

2021/22 Ongoing and Continued Activities:

1. Reconcile planning projects with goals of the current RTP
2. Provide information and outreach to local officials, stakeholders, and public
3. Training through the Local Technical Assistance Program or Tech Transfer to stay informed transportation topics and their application.
4. Continue RTP update

2021/22 Products

- | | |
|----------------|---------------|
| 1. Update RTIP | December 2021 |
| 2. Update RTP | May 2022 |

Summary of Source and Expenditures for WE 5.01

The total available funding for WE 5.01 is \$20,000 and consists exclusively of RPA funds. The following table provides a summary of estimated expenditures for each task listed in WE 5.01.

SOURCE AND EXPENDITURES FOR WE 5.01			
Task	Description	Source	Amount
1	CCTC Staff	RPA	\$2,500.00
2	Consultant (RTP update)	RPA	\$17,500.00
Total			\$20,000.00

Summary of 2021/22 Revenues and Expenditures

The following table provides an overall summary of the 2021/22 expected revenues and expenditures for Work Elements 1.01 through 5.01.

Work Element	Expenditure	Fund Source	RPA Allocation	Total Revenue	RPA Carryover	Total Expenditure
1.01	Staff – Overall Work Program	RPA	\$21,500.00	\$21,500.00	TBD	\$21,500.00
2.01	Staff – Regional Coordination	RPA	\$19,500.00	\$19,500.00	TBD	\$19,500.00
3.01	Staff – Coordination with Caltrans District 3	RPA	\$2,000.00	\$2,000.00	TBD	\$2,000.00
4.01	Staff - Transportation Systems Maintenance	RPA	\$95,000.00	\$95,500.00	TBD	\$95,000.00
5.01	Staff/Consultant -RTIP	RPA	\$20,000.00	\$20,000.00	TBD	\$20,000.00
Total			\$158,000.00	\$158,000.00	TBD	\$158,000

Glossary of Terms & Acronyms

Allocation	A distribution of funds by formula or agreement.
Apportionment	Distribution of federal funds (grants) by a statutory formula to the states' Governors for allocation by them to the grant recipients.
Appropriation	An official action (e.g. passage of a law) to make funds available, with specific limitations as to amount, purpose and duration.
CPG	Consolidated Planning Grant, consisting of FHWA Metropolitan Planning (FHWA PL) Funds, FTA Metropolitan Planning Section 5303 (FTA § 5303) Funds, FHWA State Planning and Research Part I - Strategic Partnerships (formerly Partnership Planning) Funds, and FTA State Planning and Research Section 5304 Sustainable Communities Grants (formerly Transit Planning Grants) Funds.
Encumber	The formal processes, which commit funds for a specific purpose, e.g., commitment of Rural Planning Assistance (RPA) to an RTPA, or FHWA Metropolitan Planning (PL) funds to an MPO.
FHWA, FTA	The Federal Highway Administration and the Federal Transit Administration are two of the modal agencies in the United States Department of Transportation (US DOT).
MAP-21	Moving Ahead for Progress in the 21 st Century, federal transportation Legislation signed into law in 2012; successor to SAFETEA-LU.
MFTA	Along with the OWP and OWPA, it constitutes the funding contract and requirements between the state and the MPO/RTPA for CPG and/or RPA funds. It is an ongoing, multi-year agreement that prevails until is it amended, updated, or replaced. The provisions of the MFTA also apply to any MPO/RTPA contractors or subcontractors.
MPO	Metropolitan Planning Organizations are the regional planning entities in urbanized areas, usually an area with a population of

50,000 or more. As of December 2006, there are eighteen MPOs in California.

Although the Tahoe region does not include an urbanized area 50,000 or larger, TEA-21, permitted the Tahoe region to establish a MPO.

Obligation	The Federal government's legal commitment (promise) to pay or reimburse the States or other entities for the Federal share of a project's eligible costs.
ORP	Office of Regional Planning in the Department's Division of Transportation Planning, Headquarters, Sacramento.
Reimbursement	State or federal transportation planning funds paid to the MPO/RTPA for transportation planning work activities in the OWP completed by the MPO/RTPA, or on behalf of the RTPA/MPO by a contractor or consultant, and already paid for using local funds.
RTPA	Regional Transportation Planning Agency, the regional planning entity referenced in California law; e.g., a local transportation commission, a statutorily created RTPA, or a council of governments.
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, federal transportation legislation signed into law in 2005; successor to TEA-21.
Toll Credits	Toll credits are earned when the state, a toll authority, or a private entity funds a capital transportation investment with toll revenues earned on existing toll facilities. Toll credits may substitute for the required nonfederal share on Federal-aid project, the Federal reimbursement can effectively be increased to 100 percent.
Unexpended Carryover	Unexpended Federal CPG funding -- FHWA Metropolitan Planning (PL), FTA 5303 Metropolitan Planning, FTA § 5304/SHA Sustainable Communities Grants, FHWA State Planning and Research Part I – Strategic Partnerships and Rural Planning Assistance (RPA)—do not need to be fully expended during the fiscal year in which they are appropriated and allocated or awarded. The recipient may carryover unexpended amounts to the next fiscal year. MPOs' carryover FHWA PL and FTA § 5303 and RTPAs' carryover 25% of RPA via a reconciliation letter process. Both MPOs/RTPAs are allowed to carryover FTA § 5304/SHA Sustainable Communities Grants and FHWA Strategic Partnerships through the reconciliation letter process.

FY 2021/2022 FHWA and FTA State and Metropolitan Transportation Planning Process Self-Certification

In accordance with 23 CFR part 450, the California Department of Transportation and **Colusa County Transportation Commission**, Regional Transportation Planning Agency, hereby certify that the transportation planning process is being carried out in accordance with all applicable requirements including:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and subpart C of 23 CFR part 450;
- (2) In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act (Pub. L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

RTPA Authorizing Signature

Caltrans District Approval Signature

Title

Title

Date

Date

**DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION
CERTIFICATION FISCAL YEAR 2021/2022
SIGNATURE PAGE**

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature _____ Date _____

Jennifer K Sutton

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has the authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, these certifications and assurances have been legally made and constitute legal and binding obligations of the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances or of the performance of the described project.

AFFIRMATION OF APPLICANT'S ATTORNEY

For **Colusa County Transportation Commission**

Signature _____ Date _____

Jennifer K. Sutton, Senior Deputy County Counsel

Attachment: 21-22 OWP (6611 : Adopt 21/22 Final Overall Work Plan)

California Department of Transportation

DISTRICT 3
703 B STREET | MARYSVILLE, CA 95901-5556
(530) 741-4233 | FAX (530) 741-4245 TTY 711
www.dot.ca.gov



May 17, 2021

Mr. Michael Azevedo
Executive Director CCTC – Director of Transportation Planning
Colusa County
547 Market Street
Colusa, CA 95932

Dear Mr. Azevedo:

Thank you for the opportunity to review and comment on the Colusa County Transportation Commission (CCTC) Fiscal Year (FY) 2021-22 Draft Overall Work Program (OWP). Based on our review, the Office of Regional Planning (ORP) offers the following comments:

General Comments

- We commend CCTC for their dedication to coordinating with local and county officials, various stakeholders, and the public to ensure a safe and equitable transportation system.
- We commend CCTC for acknowledging the effects of the pandemic on the public participation process. We recommend including additional information discussing any impacts to CCTC's planning efforts or impacts to public outreach and involvement due to the COVID-19 pandemic. Has there been a decline in public outreach or had CCTC seen an increase due to call-in features? What steps did CCTC take in ensuring the public played an active role in the transportation planning process while in the midst of the pandemic?
- Please note that CCTC will need to identify RPA carryover in a separate column both in the work element funding tables as well as the overall budget revenue summary.

Specific Comments:

- **WE 1.01 Overall Work Program**
 - For Task 2, please change the FY to 2021-2022.
- **WE 2.01: Regional Coordination**
 - Product 5 sounds more like a task/activity. What is the tangible product that would result from this coordination effort? Are there notes/documentation from the coordination meetings? Please revise to identify the tangible product.

"Provide a safe and reliable transportation network that serves all people and respects the environment"

Mr. Michael Azevedo, Executive Director CCTC – Director of Transportation Planning
 May 17, 2021
 Page 2

- Product 6 sounds more like a task/activity. Are the policies documented somewhere? If so, this would be the product from this activity. Please revise accordingly.
- **WE 4.01: Transportation Systems Maintenance**
 - Task 2 states that CCTC will consider procuring consultant services, for obtaining aerial photography and data collection. However, CCTC cannot use a blanket statement for consultation costs. CCTC must decide whether consultant services will be procured and clearly identify the specific tasks and products which will be completed by the consultant. CCTC must also identify how much funding will be allocated to consultant costs.
 - Many of the products seem like tasks as opposed to products. Please change the products as follows:
 - 1) Updated GIS layers
 - 2) Acquired data sets
 - 3) Software agreements and subscriptions
 - 7) Documented bridge repairs
- **WE 5.01: Regional Transportation Improvement Program**
 - Please consider changing the work element title to "RTP/RTIP" as this work element is for the development of both documents.
 - CCTC lists out the 2021/22 Products, however these seem more like tasks and should be titled "Tasks" or "Ongoing and Continued Activities." The products for this work element are the RTP, EIR, and RTIP.

As a reminder, Final OWP with incorporated changes are due to the District by June 1, 2021.

We ask that CCTC please utilize the Caltrans comment letter, responding to the recommendations and demonstrating that they acknowledge the feedback and are incorporating them into the Final OWP. I want to emphasize that we're here to help in any way we can, and would welcome the opportunity to do so.

If you have any questions regarding these comments or require additional information, please contact Edward Lincoln, Intergovernmental Review Coordinator, at (530) 741-5409 or by email at Edward.Lincoln@dot.ca.gov.

Sincerely,



Gary Arnold
 Branch Chief, Transportation Planning – North
 Planning, Local Assistance, and Sustainability



Request For Transportation Commission and Transit Agency

MEETING DATE: May 25, 2021

DEPARTMENT: Transportation Commission

FROM: Kirsten Montejano

SUBJECT: Approve the Preliminary 2021-2022 Budgets

Approve the Preliminary 2021/2022 fiscal year budgets in the amount of \$1,171,056. for the Local Transportation Fund, State Transit Assistance Fund, and Local Transportation Planning Fund.

Detailed Description/Background of request

This request is to review and approve the attached Preliminary budgets for FY 2021/2022

- 1) Local Transportation Fund (#04020) \$855,000.
- 2) State Transit Assistance Fund (#04021) \$158,056.
- 3) Local Transportation Planning Fund (#04022) \$158,000.

Prior Board Action

Budgets are submitted annually.

Fiscal Impact/Funding Source

Per attached Budget docs

Action for the Clerk

none

ATTACHMENTS:

- 04020 LOCAL TRANSP 2122 BUDGET (PDF)
- 04021 STATE TRANSIT ASST 2122 BUDGET (PDF)
- 04022 TRANSP PLANNING 2122 BUDGET (PDF)

State Controller Schedules
County Budget Act
January 2010

COUNTY OF COLUSA

STATE DISTRICTS, COMMISSIONS & AUTHORITIES GOVERNED THROUGH OTHER BOARDS
FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT
FISCAL YEAR 2021-22

FUND - 04020 - LOCAL TRANSPORTATION FUND

PRELIMINARY

Detail by Revenue Category / Account and Expenditure Object / Subobject		2016-17 Actuals	2017-18 Actuals	2018-19 Actuals	2019-20 Actuals	2020-21 Budget	2021-22 REQUEST
TAXES							
410001	Fund Balance Available		-	-	-	-	-
410700	Sales And Use Tax	847,443	1,017,240	1,160,517	1,241,871	800,000	1,000,000
TOTAL	Taxes	847,443	1,017,240	1,160,517	1,241,871	800,000	1,000,000
REVENUE FROM USE OF MONEY							
441900	Interest	2,925	4,652	13,454	18,261	5,000	5,000
4419001	Interest ADJ to MKT Value	(855)	(4,836)	6,081	130		-
TOTAL	Revenue From Use Of Money	2,070	(183)	19,535	18,391	5,000	5,000
TOTAL REVENUE		849,513	1,017,056	1,180,052	1,260,262	805,000	1,005,000
SERVICES AND SUPPLIES							
53150	Memberships	1,500	1,000	1,000	1,500	1,500	1,000
53170	Office Expense	36	35	26	4	50	40
53171	Postage	4	3	3	3	5	5
53180	Professional Services	158	-	-			-
53190	Publication & Legal Notices	54	35	55	35	60	60
53229	Indirect Overhead Costs	9,662	9,618	8,532	3,863	3,113	8,676
53250	Transportation & Travel		-	-			-
53251	Education and Training		-	-			-
TOTAL	Services And Supplies	11,414	10,692	9,616	5,405	4,728	9,781
TRANSPORTATION PROJECTS							
58304	Administration	8,099	12,905	7,310	9,839	11,850	13,000
58305	Regional Transportation	744,136	613,556	637,242	680,463	788,422	832,219
58315	County Road Maint	153,850	41,625	176,980	222,161		
58316	St Maint-City Colusa	94,928	24,281	111,574	132,351		
58317	St Maint-City Williams	78,561	20,813	96,185	118,171		-
TOTAL	Transportation Projects	1,079,574	713,180	1,029,291	1,162,985	800,272	845,219
TOTAL EXPENDITURES / APPROPRIATIONS		1,090,988	723,872	1,038,907	1,168,390	805,000	855,000
NET COST		241,475	(293,185)	(141,145)	(91,872)	-	(150,000)

Attachment: 04020 LOCAL TRANSP 2122 BUDGET (6609 : Approve the 2021-2022 Preliminary Budgets)

State Controller Schedules
County Budget Act
January 2010

COUNTY OF COLUSA

STATE DISTRICTS, COMMISSIONS & AUTHORITIES GOVERNED THROUGH OTHER BOARDS
FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT
FISCAL YEAR 2021-22

FUND - 04021 - STATE TRANSIT ASSISTANCE

PRELIMINARY

Detail by Revenue Category / Account and Expenditure Object / Subobject (1)		2016-17 Actuals	2017-18 Actuals	2018-19 Actuals	2019-20 Actuals	2020-21 Budget	2021-22 Request
REVENUE FROM USE OF MONEY							
441900	Interest	28	49	49	117	50	50
4419001	Interest Adj to Mkt Value		-	-	-	-	-
TOTAL	Revenue From Use Of Money	28	60	49	117	50	50
AID, OTHER AGENCY			-	-	-	-	-
454150	State Transit Assistance	99,867	120,635	187,691	194,724	118,993	158,006
TOTAL	Aid, Other Agency	99,867	120,635	187,691	194,724	118,993	158,006
TOTAL REVENUE		99,895	120,695	187,740	194,841	119,043	158,056
TRANSPORTATION PROJECTS							
53229	A-87 Cost Plan	-	-	96	73	162	379
583011	State Transit Assistance	99,951	120,690	187,657	194,754	118,881	157,677
TOTAL	Transportation Projects	99,951	120,690	187,753	194,827	119,043	158,056
TOTAL EXPENDITURES / APPROPRIATIONS		99,951	120,690	187,753	194,827	119,043	158,056
NET COST		56	(5)	13	(14)	-	-

Attachment: 04021 STATE TRANSIT ASST 2122 BUDGET (6609 : Approve the 2021-2022 Preliminary Budgets)

State Controller Schedules

County Budget Act
January 2010

COUNTY OF COLUSA

STATE DISTRICTS, COMMISSIONS & AUTHORITIES GOVERNED THROUGH OTHER BOARDS
FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT
FISCAL YEAR 2021-22

FUND - 04022 - LOCAL TRANS-PLANNING

PRELIMINARY

Detail by Revenue Category / Account and Expenditure Object / Subobject (1)		2016-17 Actuals	2017-18 Actuals	2018-19 Actuals	2019-20 Actuals	2020-21 Budget	2021-22 Request
REVENUE FROM USE OF MONEY							
441900	Interest	886	1,945	2,878	3,849	1,500	3,000
4419001	Interest Adj to Mkt Value	(381)	(1,871)	2,350	26	-	-
TOTAL	Revenue Form Use Of Money	505	74	5,228	3,875	1,500	3,000
AID, OTHER AGENCY							
454154	PPM-Plan, Program, Monitor	41,601	41,864	28,000	-	-	-
454155	OWP Planning Assistance	143,480	154,118	194,348	73,106	158,000	158,000
454156	SAFETEA-LU/RSTP	110,479	132,144	-	305,108	-	-
455920	Federal Aid	17,499	13,607	-	-	-	-
TOTAL	Aid, Other Agency	313,059	341,733	222,348	378,214	158,000	158,000
OTHER REVENUE							
479300	Cancelled Warrants						
479470	Misc - Other Refunds						
TOTAL	Other Revenue						
OTHER REVENUE							
479470	Misc-Other Refunds						
TOTAL	Other Revenue						
TOTAL REVENUE		313,564	341,807	227,576	382,089	159,500	161,000
SERVICES AND SUPPLIES							
53060	Communications	3,862	3,900	3,924	3,991	4,070	4,070
53121	Maintenance of Software	15,291	15,164	15,623	18,708	20,460	20,460
53180	Professional / Specialized Services	16,483	2,500	2,500		-	-
53190	Publications and Legal Notices						-
53229	Indirect Overhead Cost	1,984	2,846	2,136	2,943	1,975	2,352
53230	Special Department Expense						
53231	Software						
53250	Transportation & Travel						
53251	Education & Training						
TOTAL	Services And Supplies	37,620	24,410	24,183	25,642	26,505	26,882
OTHER CHARGES							
55341	Sales And Use Tax						
TOTAL	Other Charges	-	-	-	-	-	-
FIXED ASSETS							
57011	Computer Equipment<\$5,000						
57057	Camera/Equip <\$5,000						
57060	Engineering Equip <\$5,000						
57065	Misc Office Furn. <\$5,000						
57111	Computer Equipment>\$5,000						
57160	Engineering Equip >\$5,000						
TOTAL	Fixed Assets	-	-	-	-	-	-
TRANSPORTATION PROJECTS							
58301	Colusa County Cab						
58302	OWP Transportation PIng/Blueprint	115,790	129,142	142,253	103,884	131,495	131,118
58310	SAFETEA-LU/RSTP EXCH					-	
58311	SAFETEA-LU/RSTP - County of Colusa	58,191	53,030	60,786	143,401		
58312	SAFETEA-LU/RSTP - City of Colusa	35,905	30,934	38,322	85,430		
58313	SAFETEA-LU/RSTP - City of Williams	29,714	26,515	33,036	76,277		
58321	PPM-Plan, Program, Monitor	43,978	39,487	28,000	-	-	-
TOTAL	Transportation Projects	283,578	279,108	302,397	408,992	131,495	131,118
TOTAL EXPENDITURES / APPROPRIATIONS		321,198	303,517	326,580	434,634	158,000	158,000
NET COST		7,634	(38,290)	99,004	52,545	(1,500)	(3,000)

**Request For Transportation Commission and Transit Agency**

MEETING DATE: May 25, 2021

DEPARTMENT: Transportation Commission

FROM: Kirsten Montejano

SUBJECT: Authorize Allocation of FY20/21 Regional Surface Transportation Program (RSTP) funds.

Authorize the allocation of FY 2020/2021 Regional Surface Transportation Program Funds, in the amount of \$155,383 by population as follows:

City of Williams	(25%)	\$38,846.
City of Colusa	(28%)	\$43,507.
County of Colusa	(47%)	\$73,030.

Detailed Description/Background of request

The Colusa County Transportation Commission has received its FY20/21 RSTP Funding in the amount of \$155,383.00

RSTP funds are allocated for projects implemented by cities, counties, and other agencies as authorized under Article XIX of the California State Constitution, in accordance with the requirements of Section 182.6(d)(1) of the Streets and Highways Code.

Historically, RSTP funding has been apportioned between the Cities and the County on a shared basis using the Apportionment Resolution for the correlating Fiscal Year. The apportionment resolution for FY2021 (Res 2021-001) is based on population and is consistent with rules and regulations of the Transportation Commission and existing law.

If the FY 20/21 RSTP funds are apportioned by population the allocation would be as follows:

City of Williams	25%	\$ 38,846.00
City of Colusa	28%	\$ 43,507.00
County of Colusa	47%	\$ 73,030.00
Total		\$155,383.00

RECOMMENDATION:

Staff defers to the Commission on this matter and makes no recommendation.

Prior Board Action

Adoption of Resolution 2021-001

Fiscal Impact/Funding Source

\$155,383.00 of RSTP Funds to be distributed among member agencies of the CCTC.

Action for the Clerk

Please provide a Certified Minute Order to the Department of Public Works.

ATTACHMENTS:

- 2021-001 Apportioning (PDF)
- 02 2021 RSTP SIGNED AGREEMENT (PDF)

RESOLUTION NO. 2021-001

RESOLUTION OF THE COLUSA COUNTY TRANSPORTATION COMMISSION APPORTIONING LOCAL TRANSPORTATION FUNDS FOR THE 2020-2021 FISCAL YEAR

WHEREAS, Section 99230 of the Public Utilities Code requires annual determination of the amounts to be allocated to each claimant;

WHEREAS, the Colusa County Transportation Commission has established rules and regulations, consistent with existing law, whereby any funds in the Transportation accounts, which remain after necessary expenditures and administration, planning and unmet transit needs have been allocated, will be apportioned to the unincorporated areas of the County, and the incorporated Cities of Colusa and Williams in accordance with their populations;

WHEREAS, the population estimates of California cities and counties determined by the California Department of Finance Table E-1, "City/County Population Estimates with Annual Percentage Change Jan. 1, 2019 and 2020" are utilized in this determination and summarized below (figures are for 2020):

City of Williams	5,426
City of Colusa	6,175
County of Colusa (Uninc.)	10,301

WHEREAS, based on these populations, the percentage of the unallocated funds shall be apportioned as follows:

City of Williams	25%
City of Colusa	28%
County of Colusa (Uninc.)	47%

NOW, THEREFORE, BE IT RESOLVED that these percentages for population apportionment be adopted for use during the 2020-2021 fiscal year.

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PASSED AND ADOPTED this 29th day of September, 2020 by the following vote:

AYES: Commissioners Kent S. Boes, Alfred Seller Jr., Gary J. Evans,
J. Merced Corona, Josh Hill and Frank Kennedy.

NOES: None.

ABSENT: None.



Frank Kennedy, Chair

ATTEST: Michael Azevedo, Secretary to the
Colusa County Transportation Commission &
Transit Agency


By _____
Patricia Rodriguez, Deputy Clerk

APPROVED AS TO FORM:



Jennifer K. Sutton,
Senior Deputy County Counsel

FEDERAL APPORTIONMENT EXCHANGE PROGRAM
CALIFORNIA DEPARTMENT OF TRANSPORTATION
REGIONAL TRANSPORTATION PLANNING AGENCY

District: 03

Agency: Colusa County Transportation Commission

Agreement No. X21-6129(049)

AMS Adv ID:0321000138

THIS AGREEMENT is made on March 25, 2021, by Colusa County Transportation Commission, a Regional Transportation Planning Agency (RTPA) designated under Section 29532 of the California Government Code, and the State of California, acting by and through the Department of Transportation (STATE).

WHEREAS, RTPA desires to assign RTPA's portion of federal apportionments made available to STATE for allocation to transportation projects in accordance with Section 182.6 of the Streets and Highways Code (Regional Surface Transportation Program/Regional Surface Transportation Block Grant Program [RSTP/RSTBGP] funds) in exchange for nonfederal State Highway Account funds:

NOW, THEREFORE, the parties agree as follows:

1. As authorized by Section 182.6(g) of the Streets and Highways Code, RTPA agrees to assign to STATE the following portion of its estimated annual RSTP/RSTBGP apportionment:

\$155,383.00 for Fiscal Year 2020/2021

The above referenced portion of RTPA's estimated annual RSTP/RSTBGP apportionment is equal to the estimated total RSTP/RSTBGP apportionment less (a) the estimated minimum annual RSTP/RSTBGP apportionment set for the County under Section 182.6(d)(2) of the Streets and Highways Code, (b) any Federal apportionments already obligated for projects not chargeable to said County's annual RSTP/RSTBGP minimum apportionment, and (c) those RSTP/RSTBGP apportionments RTPA has chosen to retain for future obligation.

2. RTPA agrees the exchange for County's estimated annual RSTP/RSTBGP minimum apportionment under Section 182.6(d)(2) of the Streets and Highways Code will be paid by STATE directly to Colusa County.

For Caltrans Use Only

I hereby Certify upon my own personal knowledge that budgeted funds are available for this encumbrance



Accounting Officer

Date 3/16/21 \$155,383.00

3. Subject to the availability of STATE funds following the receipt of an RTPA invoice evidencing RTPA's assignment of those estimated RSTP/RSTBGP funds under Section 1 to STATE, STATE agrees to pay to RTPA an amount not to exceed \$155,383.00 of non-federal exchange funds ("Funds") that equals the sum of the estimated RSTP/RSTBGP apportionment assigned to State in Section 1 above.

4. RTPA agrees to allocate all of these Funds only for those projects implemented by cities, counties, and other public transportation agencies as are authorized under Article XIX of the California State Constitution, in accordance with the requirements of Section 182.6(d)(1) of the Streets and Highways Code.

5. RTPA agrees to provide to STATE annually by each August 1 a list of all local project sponsors allocated Funds in the preceding fiscal year and the amounts allocated to each sponsor.

6. RTPA agrees to require project sponsors receiving those Funds provided under this AGREEMENT to establish a special account for the purpose of depositing therein all payments received from RTPA pursuant to this Agreement: (a) for cities within their Special Gas Tax Street Improvement Fund, (b) for counties, within their County Road Fund, and (c) for all other sponsors, a separate account.

7. RTPA agrees, in the event a project sponsor fails to use Funds received hereunder in accordance with the terms of this AGREEMENT, to require that project sponsor to return those exchange Funds to RTPA for credit to the account established under Section 6 above. In the event of any such requirement by STATE, RTPA shall provide written verification to STATE that the requested corrective action has been taken.

8. STATE reserves the right to reduce the STATE Funds payment required hereunder to offset such additional obligations by the RTPA or any of its sponsoring agencies against any RSTP/RSTBGP federal apportionments as are chargeable to, but not included in, the assignment made under Section 1 above.

9. COST PRINCIPLES

A) RTPA agrees to comply with, and require all project sponsors to comply with Office of Management and Budget Supercircular 2 CFR 200, Cost Principles for State and Local Government and the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

B) RTPA will assure that its fund recipients will be obligated to agree that (A) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, Et Seq., shall be used to determine the allowability of individual project cost items and (B) Those parties shall comply with Federal Administrative Procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements To State And Local Governments. Every sub-recipient receiving funds as a contractor or sub-contractor under this agreement shall comply with Federal administrative procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

C) Any fund expenditures for costs for which RTPA has received payment or credit that are determined by subsequent audit to be unallowable under Office of Management and Budget Supercircular 2 CFR 200 are subject to repayment by RTPA to STATE. Should RTPA fail to reimburse fund moneys due STATE within 30 days of demand, or within such other period as may be agreed in writing between the parties, hereto, STATE is authorized to intercept and withhold future payments due RTPA and STATE or any third-party source, including but not limited to, the State Treasurer, The State Controller and the CTC. The implementation of the Supercircular will cancel 49 Cfr Part 18.

10. THIRD PARTY CONTRACTING

A) RTPA shall not award a construction contract over \$10,000 or other contracts over \$25,000 [excluding professional service contracts of the type which are required to be procured in accordance with Government Code Sections 4525 (d), (e) and (f)] on the basis of a noncompetitive negotiation for work to be performed using Funds without the prior written approval of STATE.

B) Any subcontract or agreement entered into by RTPA as a result of disbursing Funds received pursuant to this AGREEMENT shall contain all of the fiscal provisions of this Agreement; and shall mandate that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as project costs only after those costs are incurred and paid for by the subcontractors.

C) In addition to the above, the preaward requirements of third party contractor/consultants with RTPA should be consistent with Local Program Procedures as published by STATE.

11. ACCOUNTING SYSTEM

RTPA, its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate Fund expenditures by line item. The accounting system of RTPA, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices.

12. RIGHT TO AUDIT

For the purpose of determining compliance with this AGREEMENT and other matters connected with the performance of RTPA's contracts with third parties, RTPA, RTPA's contractors and subcontractors and STATE shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times for three years from the date of final payment of Funds to RTPA. STATE, the California State Auditor, or any duly authorized representative of STATE or the United States Department of Transportation, shall each have access to any books, records, and documents that are pertinent for audits, examinations, excerpts, and transactions, and RTPA shall furnish copies thereof if requested.

13. TRAVEL AND SUBSISTENCE

Payments to only RTPA for travel and subsistence expenses of RTPA forces and its subcontractors claimed for reimbursement or applied as local match credit shall not exceed rates authorized to be paid exempt non-represented State employees under current State Department of Personnel Administration (DPA) rules.

If the rates invoiced are in excess of those authorized DPA rates, then RTPA is responsible for the cost difference and any overpayments shall be reimbursed to STATE on demand.

STATE OF CALIFORNIA
Department of Transportation

Colusa County Transportation Commission

By: 
Office of Project Implementation
Division of Local Assistance

Date: 03/25/2021

By: 
Title: DIRECTOR
Date: 3/17/21

**COLUSA COUNTY TRANSPORTATION COMMISSION
COUNTY AND CITIES OF COLUSA COUNTY**

RESOLUTION NO. 08-4

**RESOLUTION OF THE COLUSA COUNTY TRANSPORTATION COMMISSION
AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN AND EXECUTE
FUNDING DOCUMENTS, INVOICES, APPLICATION FOR FEDERAL AND
STATE GRANTS.**

WHEREAS, the State of California, Department of Transportation is responsible for the oversight and passage of transportation funding to the Colusa County Transportation Commission, and

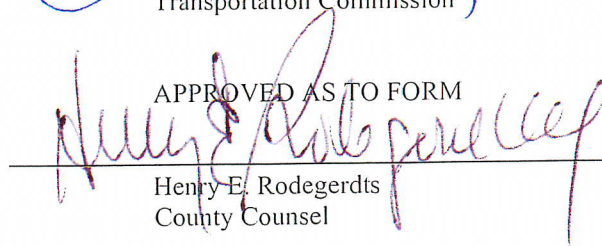
WHEREAS, funding available to the Colusa County Transportation Commission may be used for many transportation purposes including, the Overall Work Program, Regional Transportation Improvement Program, State Planning and Research, Transit Grants, Exchange Feasibility and Planning Studies, etc., and

WHEREAS, the Colusa County Transportation Commission must sign agreements for the acceptance and reimbursement of transportation related funding.

NOW, THEREFORE, BE IT RESOLVED that the Executive Director of Colusa County Transportation Commission is authorized to execute documents relating to the acceptance, distribution, and reimbursement of transportation funding.

PASSED AND ADOPTED this 29th day of April, 2008 by the following vote:


Chairman of the Colusa County
Transportation Commission

APPROVED AS TO FORM

Henry E. Rodegerdts
County Counsel

**Request For Transportation Commission and Transit Agency**

MEETING DATE: May 25, 2021

DEPARTMENT: Transit Agency

FROM: Thomas Simms

SUBJECT: Unmet Needs Resolutions

Adopt a Resolution Approving Definitions of the Terms "Unmet Transit Needs" and "Reasonable To Meet". **Further**, Adopt a Resolution Determining There Are No Unmet Public Transportation Needs For Fiscal Year 2020-21.

Detailed Description/Background of request

Attached to this item are two resolutions required to finalize this process. The first resolution defines the terms 'Unmet Transit Needs' and 'Reasonable to Meet.' The second resolution establishes that there are no unmet needs.

Prior Board Action

04/27/2021 - The Commission made a finding that there were no unmet transportation needs for FY 20-21

Fiscal Impact/Funding Source

N/A

Action for the Clerk

Please provide certified copies of the resolutions to the Transit Manager.

ATTACHMENTS:

- No Unmet Needs Resolution 20-21 (DOCX)
- Unmet Needs Definitions Resolution 20-21 (DOCX)

RESOLUTION NO. 2021-XXX**RESOLUTION OF THE COLUSA COUNTY TRANSPORTATION COMMISSION
DETERMINING THERE ARE NO UNMET PUBLIC TRANSPORTATION NEEDS FOR
FISCAL YEAR 2020-2021**

WHEREAS, Section 99401.5 of the California Public Utilities Code establishes specific requirements to be met by the local transportation planning agency before it can make allocations for implementation of elements of the Regional Transportation Plan other than those relating directly to public transportation systems and facilities provided for exclusive use of pedestrians and bicycles;

WHEREAS, this Commission, in accord with Public Utilities Code section 99401.5(a) consulted with the Social Services Transportation Advisory Council established under Section 99238 of the Public Utilities Code;

WHEREAS, this Commission identified the transit needs of Colusa County which were considered in the transportation planning process in accordance with California Public Utilities Code section 99401.5(b);

WHEREAS, this Commission held a public hearing on April 27, 2021 in accordance with Section 99401.5(c) of the California Public Utilities Code, to solicit comments relative to transit needs within Colusa County;

WHEREAS, this Commission adopted definitions of the terms “unmet transit needs”, and “reasonable to meet”, pursuant to Section 99401.5(c) of the Public Utilities Code; and

WHEREAS, this Commission considered on May 25, 2021 Unmet Needs Assessment made by the Transportation Advisory Council, of which, a copy of the Assessment meeting minutes are attached as Exhibit “A.”

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Attachment: No Unmet Needs Resolution 20-21 [Revision 1] (6579 : Unmet Needs Resolutions)

NOW, THEREFORE, BE IT RESOLVED that this Commission determines, pursuant to Section 99401.5 of the Public Utilities Code, that there are no unmet transit needs within the jurisdiction of this Commission.

PASSED AND ADOPTED this 25th day of May, 2021 by the following vote:

AYES:

NOES:

ABSENT:

Kent Boes, Chair

ATTEST: Michael Azevedo, Secretary to the
Colusa County Transportation Commission
& Transit Agency

By _____
Patricia Rodriguez, Deputy Clerk

APPROVED AS TO FORM:

Jennifer K. Sutton,
Senior Deputy County Counsel

Attachment: No Unmet Needs Resolution 20-21 [Revision 1] (6579 : Unmet Needs Resolutions)

RESOLUTION NO. 2021-XXX**RESOLUTION OF THE COLUSA COUNTY TRANSPORTATION COMMISSION
ADOPTING DEFINITIONS OF THE TERMS “UNMET TRANSIT NEEDS” AND
“REASONABLE TO MEET”**

WHEREAS, in compliance with California Public Utilities Code section 99401.5(c), the Colusa County Transportation Commission held a public hearing on April 27, 2021, to solicit comments on unmet transit needs that may exist within its jurisdiction and which may be reasonable to meet through new public transportation, specialized transportation services or the expansion of existing services; and

WHEREAS, the Colusa County Transportation Commission, pursuant to California Public Utilities Code section 99401.5(c), is required to adopt definitions of the terms “unmet transit needs” and “reasonable to meet”.

NOW, THEREFORE, BE IT RESOLVED that the following definitions are adopted:

1. “Unmet Transit Needs” means all essential trip requests by transit-dependent person for which there are no other convenient means of transportation.
2. “Reasonable to Meet” means public or specialized transportation services that are feasible, have community acceptance, serve a significant number of the population, are economical, and can demonstrate cost effectiveness by having a ratio of fare revenues to operating cost at least equal to 10 percent. The Colusa County Transportation Commission has determined that this definition shall also apply to all service requests which do not abuse or obscure the intent of such transportation services once they are established.

PASSED AND ADOPTED by the Colusa County Transportation Commission this 25th day of May, 2021 by the following vote:

AYES:

NOES:

ABSENT:

Kent S. Boes, Chair

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ATTEST: Michael Azevedo, Secretary to the
Colusa County Transportation Commission
& Transit Agency

By _____
Patricia Rodriguez, Deputy Clerk

APPROVED AS TO FORM:

Jennifer K. Sutton,
Senior Deputy County Counsel

Attachment: Unmet Needs Definitions Resolution 20-21 [Revision 1] (6579 : Unmet Needs Resolutions)



Request For Transportation Commission and Transit Agency

MEETING DATE: May 25, 2021

DEPARTMENT: Transit Agency

FROM: Kirsten Montejano

SUBJECT: Approve the Preliminary 2021-2022 Budget

Approve the Preliminary 2021/2022 fiscal year budget in the amount of \$2,056,513. for the Transit Agency Fund.

Detailed Description/Background of request

This request is to review and approve the attached budget for FY 2021/2022

Transit Agency Fund (#04002) \$2,056,513.

Prior Board Action

Budgets are submitted annually.

Fiscal Impact/Funding Source

Per attached budget doc

Action for the Clerk

none

ATTACHMENTS:

- 04002 TRANSIT 2122 BUDGET (PDF)

State Controller Schedules
County Budget Act
January 2010

COUNTY OF COLUSA
OPERATION OF ENTERPRISE FUND
FISCAL YEAR 2021-22

FUND - 04002 - REGIONAL TRANSPORTATION

PRELIMINARY

Operating Detail		2016-17 Actuals	2017-18 Actuals	2018-19 Actuals	2019-20 Actuals	2020-21 Budget	2021-22 Request
OPERATING REVENUES							
REVENUE FROM USE OF MONEY							
441900	Interest Income and/or (Expense)	(219)	9,776	13,002	12,414	10,000	5,000
4419001	Interest Adj to Mkt Value	(2,080)	(6,620)	9,161	68		
TOTAL	Revenue From Use Of Money	(2,299)	3,157	22,163	12,482	10,000	5,000
AID, OTHER AGENCY							
453700	BH-Vets Med Transp		-	-	-	-	-
453710	DHHS-Client Med Transp	915	339	-			
454110	Area Agency On Aging	9,302	7,958	11,612	9,779	10,000	10,000
454112	Area Agency On Aging OTO		-	12,783	7,768		
454115	Transit Block Grant	2,534	-	682	810	4,788	-
454150	State Transit Assistance	99,951	120,690	187,656	194,754	154,881	157,677
454161	Transit-PTMISEA-Prop 1B	-	-	-			
454163	Transit-TSSSDRA	14,950	14,900	-			
454169	LCTOP	-	-	-	-	23,544	25,000
454842	FTA - Operating	114,413	115,559	118,199	122,702	125,000	125,000
454850	State of Good Repair (SB1)	-	20,326	35,546	36,251	33,848	33,794
455358	CARES Act Funding	-	-	-	8,500	127,403	130,280
455999	Federal Grant	-	-	-			462,400
TOTAL	Aid, Other Agency	242,065	279,772	366,478	380,564	479,464	944,151
CHARGES FOR CURRENT SERV							
467720	Fare Box	75,130	94,710	105,664	77,400	80,000	50,000
467740	Charter Services	3,655	3,048	2,275	1,350		
TOTAL	Charges For Current Serv	78,785	97,759	107,939	78,750	80,000	50,000
OTHER REVENUE							
479100	Sale of Fixed Assets		35		-	-	-
479321	P Y Insurance Dividend		-	-	1,270	-	-
479363	Advertising	7,628	4,653	7,331	13,365	1,300	5,000
479365	Capital Contributions		16,600				
479381	Donations-Med Escort Serv	250	525	540	60	100	300
479383	Donations-Block Grant (MT)	126	-	-			
479470	Misc-Other Refunds		-	-	15		
479900	Non-Revenue	744,136	613,556	637,242	680,463	788,422	832,219
479910	Transfers In	-	-	-	-	-	
TOTAL	Other Revenue	752,140	635,369	645,113	695,173	789,822	837,519
TOTAL REVENUES		1,070,691	1,016,056	1,141,693	1,166,969	1,359,286	1,836,670
OPERATING EXPENSES							
SALARIES & BENEFITS							
51010	Salaries And Wages	421,850	475,994	472,866	485,633	550,498	547,261
51011	Extra Help		-	6,894	2,273		
51012	Overtime	7,151	868	1,609	1,875		
51019	Health In-Lieu	22,855	14,495	9,120	9,120	8,580	9,120
510191	IRC 125 Flex Benefit Plan		-	-			
51020	Deferred Compensation	180	240	240	360	3,600	3,600
51021	Retirement	161,665	(265,239)	240,164	305,052	207,086	219,195
51022	OASDI	32,700	35,160	35,808	36,600	43,086	42,839
51023	Unemployment Insurance	8,892	1,077	397	-		
51029	Group Insurance-Vision	1,404	1,534	1,536	1,536		1,705
510291	Group Ins-Vision (125)		41	70	70	1,704	
51030	Group Insurance-Health	9,007	12,726	14,417	14,741	16,680	17,160
510301	Group Ins-Health (125)	59,488	74,013	75,372	74,273	104,880	104,880
51031	Group Insurance-Life	500	540	531	536	594	575
51032	Group Ins Retired Member	15,413	13,302	9,914	12,729	13,194	8,680
510321	Retiree Health - OPEB	70,110	(255,465)	(26,912)	(44,007)	62,700	
51033	Group Insurance-Dental	4,500	4,867	4,798	4,800	5,400	5,400
510331	Group Ins-Dental (125)	3	346	801	991	540	-
51035	Workers' Compensation	8,088	10,208	8,846	8,989	9,467	5,491
51036	Employee Assistance Program	250	268	252	252	280	280
51037	Misc 125 F.B.P.	82	2,187	7,518	14,577		-
51038	Active HRA Contributions	-	-	-	3,000	5,400	6,600
TOTAL	Salaries & Benefits	824,138	127,161	864,241	933,400	1,033,689	972,786

State Controller Schedules
County Budget Act
January 2010

COUNTY OF COLUSA
OPERATION OF ENTERPRISE FUND
FISCAL YEAR 2021-22

FUND - 04002 - REGIONAL TRANSPORTATION

PRELIMINARY

Operating Detail		2016-17 Actuals	2017-18 Actuals	2018-19 Actuals	2019-20 Actuals	2020-21 Budget	2021-22 Request
SERVICES AND SUPPLIES							
53050	Clothing & Personal Supp		166	38	-	300	
53060	Communications	2,878	1,224	605	579	725	1,105
53090	Household Expense	1,365	1,604	1,631	3,195	3,500	3,000
53100	Insurance	29,581	25,395	11,594	12,445	13,948	15,275
53120	Maintenance-Equipment	32,740	32,538	28,111	30,032	33,000	30,000
531201	Maint-Equipmt Other Depts	14,214	8,605	10,702	11,652	14,000	18,000
53121	Maintenance - Software			75	75		90
53130	Maintenance-Stru, Imp, Grnd	15,028	321	5,626	6,357	1,300	3,000
53140	Medical, Dental, & Lab Supp	-	32	161	-	100	150
53150	Memberships	-	485	510	535	535	535
53160	Misc. Expense						
53163	Finance/Late Charges						
53170	Office Expense	1,974	2,308	1,872	1,094	2,500	2,500
53171	Postage	1	72	33	7	50	50
53180	Prof/Specialized Services	24,272	5,763	5,128	5,233	6,000	6,000
53182	Grant Edp/Medical Esc Srv		-	-			
53190	Publicat & Legal Notices	8,006	140	850	305	1,000	1,500
53200	Rents & Leases Equipment	1,327	1,325	1,325	1,434	1,350	1,400
53220	Small Tools & Instruments	6	250	1,316	2,634	200	1,500
53229	Indirect Overhead Costs	37,999	20,922	61,296	107,583	85,955	67,465
53230	Special Dept Expenses	28,831	20,733	39,644	16,560	20,000	20,000
53231	Software		1,144	-		400	138
53250	Transportation & Travel	21	46	393	1,460	550	
53251	Education and Training	300	-	790	960	1,000	
53253	Fuel	56,666	61,987	66,932	58,878	65,000	65,000
53260	Utilities	11,621	11,236	10,906	10,307	11,000	11,000
TOTAL	Services And Supplies	266,830	196,295	249,538	271,325	262,413	247,708
OTHER CHARGES							
55341	Sales And Use Tax						
55450	Refunds And Rebates		-	-	-	-	-
55490	Depreciation Expense	91,186	65,934	65,569	81,088	81,921	84,813
55550	Expense From Prior Year		-	-	-	-	-
TOTAL	Other Charges	91,186	65,934	65,569	81,088	81,921	84,813
CAPITAL ASSETS							
57011	Computer Equipment<\$5,000	-				3,280	
57014	Printers <\$5,000						
57017	Photocopier <\$5,000						
57044	Pick-Up/Truck(Misc) <\$5000						
57046	Van <\$5,000						
57049	Refrigerator <\$5,000						
57050	Heater/AC/Fan <\$5,000						
57053	Compressor <\$5,000						
57057	Camer/Equip <\$5,000				-		
57058	Communication Equip<\$5000						
57064	Misc Equip <\$5,000						
57011	Computer Equipment<\$5,000			-			
57031	Misc Tools <\$5,000			-			
57036	Jacks <\$5,000			-			
57050	Heater/AC/Fan <\$5,000			-			
57064	Misc Equip<\$5,000			-			-
57146	Van>\$5,000					330,000	731,206
57164	Misc Equip >\$5,000			-			
57361	Struc/Improvements >\$5,000	-	-	-	-	90,000	50,000
TOTAL	Capital Assets	-	-	-	-	423,280	781,206
EXPENDITURES, TRANSFER, RMB							
59390	Reimbursed Projects		-	-	-	-	-
59392	Reimb. Proj.-Vehicle Maint	(34,943)	(27,901)	(29,506)	(28,231)	(29,000)	(30,000)
TOTAL	Expenditures, Transfer, Rmb	(34,943)	(27,901)	(29,506)	(28,231)	(29,000)	(30,000)
TOTAL EXPENDITURES		1,147,211	361,490	1,149,842	1,257,582	1,772,303	2,056,513
NET COST		76,520	(654,566)	8,149	90,613	413,017	219,843

Attachment: 04002 TRANSIT 2122 BUDGET (6610 : Approve the 2021-2022 Preliminary Budget)