

COMMISSIONERS

COUNTY OF COLUSA:

GARY EVANS
KENT BOES
DAURICE K. SMITH,
VICE CHAIR

City Colusa:

JOSH HILL

City of Williams:

FRANK KENNEDY, CHAIR
ROBERT MENDOZA



COUNTY OF COLUSA
TRANSPORTATION COMMISSION &
TRANSIT AGENCY
1215 MARKET STREET,
COLUSA, CA 95932
TELEPHONE 530-458-0508
FAX (530) 458-2035
Michael Azevedo,
Public Works Director
colusacountyca.igam2.com
www.countyofcolusa.org

COLUSA COUNTY TRANSPORTATION COMMISSION & TRANSIT AGENCY

Agenda

April 26, 2022

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 – March 29, 2022.

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

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

IV. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

3:05 p.m. PUBLIC HEARING

1. Public Hearing to consider the annual Unmet Needs of the Transit dependent population and determine one of the following three (3) findings:
 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.
2. Adopt Resolution authorizing the Director or Assistant Director of Public Works to file, and execute applications on behalf of the Colusa County Transit Agency

under Federal Transportation Act Section 5311 (49 U.S.C. Section 5311) and California Department of Transportation.

V. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

1. Approve FY 2021-22 Revenue and Appropriations Inter-Budget Adjustment No. 029. (**Requires 5/6th vote**)
2. Authorize the allocation of FY 2021/2022 Regional Surface Transportation Program Funds, in the amount of \$161,816 by population as follows:

City of Williams	(25%)	\$40,454.
City of Colusa	(28%)	\$45,308.
County of Colusa	(47%)	\$76,054.
3. Approve FY 2022-23 Final Overall Work Plan (OWP), designed to respond to growth strategies adopted in local public agency general plans.

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the purview 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**. **Note:** No Board action shall be taken on comments received.

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

March 29, 2022

The Colusa County Transportation Committee (CCTC) and the Colusa County Transit Agency (CCTA) meet in Regular Session this 29th day of March 2022 at the hour of 3:00 p.m. Present: Commissioners Daurice K. Smith, Kent S. Boes, Gary J. Evans, Josh Hill, and Frank Kennedy. Absent: Commissioner Roberto Mendoza.

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

II. MINUTES APPROVAL

1. Minutes Approval

Transportation Commission & Transit Agency – Regular Meeting – February 15, 2022.

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

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director

Mr. Azevedo states he was on many calls regarding the approved Infrastructure Investment and Jobs Act (IIJA) and he is trying to decide which grants to apply for. He further states he may need support letters from the Commission.

2. Transit Manager

Mr. Azevedo states that the Transit Operations Supervisor did not meet his probation period and Transit is actively recruiting for another Operations Supervisor.

Minutes Acceptance: Minutes of Mar 29, 2022 3:00 PM (Minutes Approval)

3. Caltrans
None.

4. City of Colusa
Mr. Hill states that electrical pole work is being done in the City.

5. City of Williams
Mr. Kennedy states the City of Williams is currently working on a design review of E Street, noting that he was notified by CalTrans that the City of Williams is at the top of the list for technical assistance for the Active Transportation Plan (ATP) grant.

6. California Highway Patrol
None.

IV. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

Chair Kennedy declares a recess at 3:04 p.m. and states the Commissioners are now sitting as the Colusa County Transportation Commission, with all Commissioners present, except Commissioner Mendoza.

1. Approve Colusa County Transportation Commission Annual Fiscal and Compliance Audit, FY 2020/2021.

Comments received by Mr. Azevedo.

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

2. Accept FY 2022-23 Draft Overall Work Plan (OWP), designed to respond to growth strategies adopted in local public agency general plans.

Comments received by Mr. Azevedo.

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

3. Approve FY 2020/2021 Local Transportation Funds (LTF) carryover distribution in accordance with Resolution Numbers 2021-001 (LTF Apportionment) and 2021-002 (LTF Distribution) as follows:

Entity	Percent	Amount
City of Colusa	28%	\$223,109
City of Williams	25%	\$199,205
County of Colusa	47%	\$374,504

Total**100%****\$796,818**

Comments received by Mr. Azevedo.

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

V. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

Chair Kennedy declares a recess at 3:13 p.m. and states the Commissioners are now sitting as the Colusa County Transit Agency, with all Commissioners present, except Commissioner Mendoza.

1. Approve FY 2021-22 Revenue and Appropriations Inter-Budget Adjustment No. 021. **(Requires 5/6th vote)**

Comments received by Mr. Azevedo.

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

Chair Kennedy adjourned the meeting at 3:15 p.m. to reconvene in Regular Session on April 26, 2022, at the hour of 3:00 p.m.

Frank Kennedy, Chair

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

BY _____
Patricia Rodriguez, Deputy Clerk

Minutes Acceptance: Minutes of Mar 29, 2022 3:00 PM (Minutes Approval)



Request For Transportation Commission and Transit Agency

MEETING DATE: April 26, 2022

DEPARTMENT: Transit Agency

FROM: Ann Nordyke

SUBJECT: Unmet Needs Public Hearing

3:05 p.m. Public Hearing to consider the annual Unmet Needs of the Transit dependent population and determine one of the following three (3) findings:

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.

Detailed Description/Background of request

In order to receive TDA funding, the Colusa County Transportation Commission must hold an annual Unmet Needs public hearing. Prior to the public hearing, the Social Services Tactical Advisory Committee (SSTAC) meets to determine if there are any needs not being met, or new transit dependent populations whose needs are not being met. The SSTAC met on March 16th, 2022 and the minutes from that meeting are attached.

Useful Definitions;

- (1) Unmet Transit Needs - all essential trip requests by transit-dependent persons for which there are no other convenient means of transportation, and
- (2) Reasonable to Meet - 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.

Using information gathered from the SSTAC, information presented at the public hearing, and the definitions above, the Commission must determine and make one of three findings;

- (1) There are no unmet needs
- (2) There are unmet needs that are not reasonable to meet
- (3) There are unmet needs that are reasonable to meet.

Further, in certain counties, like Colusa, excess TDA funding not used for transit purposes can be used for other qualifying projects (road repair/construction, bike lanes, etc.). In order for these funds to be used in this manner, the Commission must determine and make a finding that there are no unmet needs that are reasonable to meet.

Prior Board Action

Action Item (ID # 8273)

Meeting of April 26, 2022

None

Fiscal Impact/Funding Source

N/A

Action for the Clerk

Please provide Transit Manager with Affidavit of Publication and copy of notice of hearing once received.

ATTACHMENTS:

- Unmet Needs Minutes 21-22 (DOCX)
- Affidavit of Publication (PDF)

Colusa County Transit

Social Services Technical Advisory Committee Meeting Minutes

March 16, 2022

I. Call to Order

Thomas Simms with the CCTA called to order the meeting of the Colusa County Social Services Technical Advisory Committee @ 10:00 AM on March 16, 2022, via zoom located at the Colusa County Transit Agency, 715 D Street, Colusa, CA 95932.

II. Introductions

Mr. Simms initiated introductions. The following people were in attendance:

- a) Thomas Simms, CCTA Manager
- b) Rosemarie Castillo, Colusa Medical Center
- c) Joanna Tapia, Colusa Medical Center
- d) Lauren Still, Colusa Medical Center
- e) Lorri McKey, DHHS
- f) Ted Mamoulelis, DHHS
- g) Christina Wilson, DHHS
- h) Kade Wilson, Colusa Medical Center

III. Discussion Regarding SSTAC

Mr. Simms provided an overview of the SSTAC, its purpose and the reason for the meeting. He encouraged attendance from as many people as possible, and noted that the public is welcome to attend the meeting.

IV. Unmet Needs Discussion

- a) Mr. Simms opened discussion, inviting anyone with an item to discuss to please speak freely. He then gave examples of previous discussions for reference.
- b) Joanna Tapia started the discussion with inquiring about medical transports. Mr. Simms explained that the medical transports are grant funded and the parameters surround it.
- c) Lauren Still asked if there were any services that were previously offered to Colusa Medical Center that were not reinstated with its reopening. Mr. Simms stated that he was not with transit before the hospital closed but that to his knowledge there were no services offered before that are not being currently offered.
- d) Christina Wilson inquired about senior lunches. Her question was “when senior lunches resume in person, will transit still be able to deliver the home bound lunches”? Mr. Simms explained that yes, transit will be able to continue delivering home bound lunches and bring people to the lunch site.

V. Adjournment

Mr. Simms adjourned the meeting at 10:18 am and thanked everyone for their attendance and discussion and explained that if anyone had any concerns to not hesitate to reach out.

Minutes submitted by: Thomas Simms

Testimony Presented at the Social Services Technical Advisory Committee Meeting on April 6, 2021.			
Name	Need	Unmet Need?	Reasonable to Meet?
Joanna Tapia	Medical transportation	No. There is current medical transportation offered both in the county and out of the county.	Not an unmet need.
Lauren Still	Services offered previously at Colusa Medical Center before closing	No.	Not an unmet need.
Christina Wilson	Will transit still be able to offer homebound lunch delivery along with in-person deliveries	No. Transit will do both	Not an unmet need.

LEGAL NOTICE

4.1.b

COUNTY OF COLUSA NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT the Colusa County Transportation Commission and Transit Agency will conduct a Public Hearing on April 26, 2022, at 3:05 p.m. in the Board of Supervisors Chambers located at 546 Jay Street, Suite 108, Colusa, CA, regarding the annual Unmet Needs of the Transit dependent population.

All documentation is available for review in accordance with Agenda Scheduling Deadlines at the Office of the Clerk of the Board. If you have questions or concerns regarding this matter, or would like to submit comments you may do so to the following: Clerk to the Board of Supervisors, 547 Market Street, Ste. 102, Colusa, CA (530)458-0509, or by e-mail at boardclerk@countyofcolusa.org. All persons are invited to attend and be heard.

Dated: April 4, 2022

/s/ Patricia Rodriguez, Deputy Clerk

04/14/2022 - CCPR #2022-0454

Attachment: Affidavit of Publication (8273 : Unmet Needs Public Hearing)

**Request For Transportation Commission and Transit Agency**

MEETING DATE: April 26, 2022

DEPARTMENT: Transit Agency

FROM: Thomas Simms

SUBJECT: Adopt Resolution Authorizing Federal Funding Under Federal Transportation Administration Section 5311

Adopt Resolution authorizing the Director or Assistant Director of Public Works to file, and execute applications on behalf of the Colusa County Transit Agency under Federal Transportation Act Section 5311 (49 U.S.C. Section 5311) and California Department of Transportation.

Detailed Description/Background of request

Annually Colusa County Transit receives an allocation from the Federal Transit Administration (FTA) for the Formula Grants for Other than Urbanized Areas, otherwise known as Section 5311. **This year the FTA has switched to a two-year authorization process.** These funds can be used for operating assistance, capital vehicle and equipment acquisition, preventative maintenance, capital construction, real estate acquisition, or planning assistance. Traditionally, Colusa County Transit has opted to use these funds for operating assistance, and occasionally bus acquisition.

Year 2022 allocation is estimated at \$175,021 and Year 2023 allocation is estimated at \$178,521 with both years allotments being applied towards operating assistance. The attached resolution authorizes the application for funding from Section 5311. Assuming that there are no unmet needs and there is no gap between the amount of Transportation Development Act funding and CCTA's actual operating expenses, this will free up some TDA money for the cities/county to use towards their surface transportation needs.

Prior Board Action

N/A

Fiscal Impact/Funding Source

The full allocation of \$353,542 to use towards operating expenses.

Action for the Clerk

Please provide the Transit Manager with a certified copy of the resolution AND signatures on the Certification & Assurances and Application Certification that is attached.

ATTACHMENTS:

- 5311 Resolution (DOCX)

Action Item (ID # 8321)

Meeting of April 26, 2022

- AppCertification_2022 (PDF)
- AppCertification_2023 (PDF)
- MPOCERTS_2022 (PDF)
- MPOCERTS_2023 (PDF)
- Estimated 5311 FFY 2022-23 Regional Apportionments 3-1-22 (PDF)

RESOLUTION NO. XXXX-XX**RESOLUTION OF THE COLUSA COUNTY TRANSIT AGENCY AUTHORIZING RECEIPT OF FEDERAL FUNDING UNDER FEDERAL TRANSPORTATION ACT SECTION 5311 (49 U.S.C. SECTION 5311) AND CALIFORNIA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1);

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus;

WHEREAS, the Colusa County Transit Agency desires to apply for said financial assistance to permit operation of service in Colusa County; and

WHEREAS, the Colusa County Transit Agency has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE BE IT RESOLVED that the Colusa County Transit Agency does hereby authorize the Assistant Director of Public Works and the Director of Public Works, to do the following:

1. File and execute applications on behalf of the Colusa County Transit Agency with the Department to aid in the financing of operation assistance projects pursuant to Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1), and as may be amended;
2. Execute and file all certification of assurances, contracts, agreements or any other document required by the Department;
3. Provide additional information as the Department may require in connection with the application for the Section 5311 projects; and
4. Submit and approve request for reimbursement of funds from the Department for Section 5311 project(s).

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PASSED AND ADOPTED this 26th day of April 2022, by the following vote:

AYES:

NOES:

ABSENT:

Frank Kennedy, Chair

ATTEST: Michael J. Azevedo, Clerk
of the Colusa County Transit Agency

By _____
Patricia Rodriguez, Deputy

APPROVED AS TO FORM:

Jennifer Sutton, Senior Deputy County Counsel

Attachment: 5311 Resolution [Revision 1] (8321 : Adopt Resolution Authorizing Federal Funding for Section 5311)



Application Certifications

Application Certification:

Agency Name:	Colusa County Transit Agency		
Check all Programs you are certifying for below:			
FTA Section 5311 ☒	FTA Section 5311(f) ☐	CMAQ ☐	FTA Section 5339 ☐
Fiscal Year:	FF 2023		

I hereby certify that I am the authorized signee for the above listed applicant. I also hereby certify that I have reviewed the organizational information and application forms submitted in the BlackCat system and all statements, information, and representations made are true and correct to the best of my knowledge. I also hereby certify that adequate local share as described in herein will be available to execute this project(s).

Please Enter Name & Title of Authorized Signee Below:

Name:	Micheal Azevedo		
Title:	Executive Director		
Signature:		Sign Date:	04/26/2022
Electronic signatures are accepted			



Application Certifications

Application Certification:

Agency Name:	Colusa County Transit Agency		
Check all Programs you are certifying for below:			
FTA Section 5311 ☒	FTA Section 5311(f) ☐	CMAQ ☐	FTA Section 5339 ☐
Fiscal Year:	FF 2023		

I hereby certify that I am the authorized signee for the above listed applicant. I also hereby certify that I have reviewed the organizational information and application forms submitted in the BlackCat system and all statements, information, and representations made are true and correct to the best of my knowledge. I also hereby certify that adequate local share as described in herein will be available to execute this project(s).

Please Enter Name & Title of Authorized Signee Below:

Name:	Micheal Azevedo		
Title:	Executive Director		
Signature:		Sign Date:	04/26/2022
Electronic signatures are accepted			



Certifications and Assurances of the MPO's and RTPA's

General Information:			
Regional Agency Name:	Colusa County Transit Agency	Contact Person:	Thomas Simms
Contact Email:	tsimms@countyofcolusa.com	Contact Phone:	530-458-0790
Name of Subrecipient:	Colusa County Transit Agency	Project Description:	Operations Assistance 2022

Project Amount and Fund Type:			
Federal Share	Local Share	Toll Credits (if any)	Total Project Cost
\$ 175,021	\$ 0	\$ 0	\$ 175,021

Local Share Types:	
Local Share Type (LTF, STA, etc.)	Amount
Total:	\$ 0
Please reach out to your Liaison if you need more entries	

Attachment: MPOCERTS_2022 (8321 : Adopt Resolution Authorizing Federal Funding for Section 5311)



Federal Transportation Improvement Program - Metropolitan Planning Organizations and Regional Transportation Planning Agency. Rural non-MPO agencies do not need to provide this information; the State will provide this information.

Document (or Amendment) Number	Document (or Amendment) Year	FHWA/FTA Federally Approved TIP (Date)

Check all that apply below:

☒	Some combination of state, local, or private funding sources have been or will be committed to provide the required local share.
☒	The subrecipient has coordinated with other transportation providers and users in the region, including social service agencies capable of purchasing service.
☒	The amount requested does not exceed the Federal funds provided to this agency in the approved Federal TIP or Federal Statewide TIP (FSTIP)
☒	The regional agency or TPA has approved, by resolution, the programming of funds for this Project and Project has met all Statewide Transportation Improvement Program (STIP) requirements.

Certifying Representative:

By signing below, I have read and acknowledge that my agency is in compliance with certifications and assurances as stated above.

Name:	Micheal Azevedo	Title:	Executive Director
Signature:		Sign Date:	04/26/2022

Electronic signatures are accepted

Attachment: MPOCERTS_2022 (8321 : Adopt Resolution Authorizing Federal Funding for Section 5311)



Certifications and Assurances of the MPO's and RTPA's

General Information:			
Regional Agency Name:	Colusa County Transit Agency	Contact Person:	Thomas Simms
Contact Email:	tsimms@countyofcolusa.com	Contact Phone:	530-458-0790
Name of Subrecipient:	Colusa County Transit Agency	Project Description:	Operations Assistance 2023

Project Amount and Fund Type:			
Federal Share	Local Share	Toll Credits (if any)	Total Project Cost
\$ 178,521	\$ 0	\$ 0	\$ 178,521

Local Share Types:	
Local Share Type (LTF, STA, etc.)	Amount
Total:	\$ 0
Please reach out to your Liaison if you need more entries	

Attachment: MPOCERTS_2023 (8321 : Adopt Resolution Authorizing Federal Funding for Section 5311)



Federal Transportation Improvement Program - Metropolitan Planning Organizations and Regional Transportation Planning Agency. Rural non-MPO agencies do not need to provide this information; the State will provide this information.

Document (or Amendment) Number	Document (or Amendment) Year	FHWA/FTA Federally Approved TIP (Date)

Check all that apply below:

☒	Some combination of state, local, or private funding sources have been or will be committed to provide the required local share.
☒	The subrecipient has coordinated with other transportation providers and users in the region, including social service agencies capable of purchasing service.
☒	The amount requested does not exceed the Federal funds provided to this agency in the approved Federal TIP or Federal Statewide TIP (FSTIP)
☒	The regional agency or TPA has approved, by resolution, the programming of funds for this Project and Project has met all Statewide Transportation Improvement Program (STIP) requirements.

Certifying Representative:

By signing below, I have read and acknowledge that my agency is in compliance with certifications and assurances as stated above.

Name:	Micheal Azevedo	Title:	Executive Director
Signature:		Sign Date:	04/26/2022

Electronic signatures are accepted

Attachment: MPOCERTS_2023 (8321 : Adopt Resolution Authorizing Federal Funding for Section 5311)

FTA Section 5311 Apportionment (FFY22 & FFY 23 Estimated)
Division of Rail and Mass Transportation
Grants Management Branch

5311(f)		\$	6,196,517	\$	\$
Estimated using FAST Act funding level and FTA partial apportionments					
D	County/Region	Est. FFY22	(Est. FFY22)	2-Year Apportionment	
4	MTC	\$ 2,319,647	\$ 2,366,040	\$	4,685,687
3	SACOG	\$ 1,094,911	\$ 1,116,809	\$	2,211,720
10	Alpine	\$ 62,400	\$ 62,400	\$	124,800
10	Amador	\$ 311,252	\$ 317,477	\$	628,729
3	Butte	\$ 995,458	\$ 1,015,367	\$	2,010,825
10	Calaveras	\$ 372,431	\$ 379,879	\$	752,310
3	Colusa	\$ 175,021	\$ 178,521	\$	353,542
1	Del Norte	\$ 233,780	\$ 238,456	\$	472,236
3	El Dorado	\$ 726,492	\$ 741,022	\$	1,467,514
6	Fresno	\$ 2,253,819	\$ 2,298,896	\$	4,552,715
3	Glenn	\$ 229,793	\$ 234,380	\$	464,173
1	Humboldt	\$ 1,100,043	\$ 1,122,043	\$	2,222,086
11	Imperial	\$ 538,038	\$ 548,799	\$	1,086,837
9	Inyo	\$ 151,545	\$ 154,575	\$	306,120
6	Kern	\$ 2,134,870	\$ 2,177,567	\$	4,312,437
6	Kings	\$ 531,468	\$ 542,098	\$	1,073,566
1	Lake	\$ 528,396	\$ 538,964	\$	1,067,360
2	Lassen	\$ 285,137	\$ 290,840	\$	575,977
7	Los Angeles	\$ 612,478	\$ 624,728	\$	1,237,206
6	Madera	\$ 592,026	\$ 603,866	\$	1,195,892
10	Mariposa	\$ 149,134	\$ 152,117	\$	301,251
1	Mendocino	\$ 717,774	\$ 732,129	\$	1,449,903
10	Merced	\$ 768,395	\$ 783,763	\$	1,552,158
2	Modoc	\$ 79,147	\$ 80,730	\$	159,877
9	Mono	\$ 116,049	\$ 118,370	\$	234,419
5	Monterey	\$ 890,351	\$ 908,158	\$	1,798,509
3	Nevada	\$ 807,029	\$ 823,169	\$	1,630,198
12	Orange	\$ -	\$ -	\$	-
3	Placer	\$ 680,504	\$ 694,114	\$	1,374,618
2	Plumas	\$ 163,483	\$ 166,753	\$	330,236
8	Riverside	\$ 1,364,261	\$ 1,391,546	\$	2,755,807
5	San Benito	\$ 451,619	\$ 460,651	\$	912,270
8	San Bernardino	\$ 1,985,524	\$ 2,025,234	\$	4,010,758
11	San Diego	\$ 1,066,083	\$ 1,087,404	\$	2,153,487
10	San Joaquin	\$ 611,522	\$ 623,753	\$	1,235,275
5	San Luis Obispo	\$ 762,127	\$ 777,370	\$	1,539,497
5	Santa Barbara	\$ 377,987	\$ 385,547	\$	763,534
5	Santa Cruz	\$ 258,123	\$ 263,285	\$	521,408
2	Shasta	\$ 486,126	\$ 495,848	\$	981,974
3	Sierra	\$ 62,400	\$ 62,400	\$	124,800
2	Siskiyou	\$ 366,891	\$ 374,228	\$	741,119
10	Stanislaus	\$ 663,222	\$ 676,487	\$	1,339,709
2	Tehama	\$ 518,574	\$ 528,946	\$	1,047,520
2	Trinity	\$ 112,649	\$ 114,902	\$	227,551
6	Tulare	\$ 1,245,737	\$ 1,270,651	\$	2,516,388
10	Tuolumne	\$ 452,403	\$ 461,451	\$	913,854
7	Ventura	\$ 576,468	\$ 587,997	\$	1,164,465
TOTAL		\$ 30,982,587	\$ 31,599,730	\$	62,582,317

**Request For Transportation Commission and Transit Agency**

MEETING DATE: April 26, 2022

DEPARTMENT: Transportation Commission

FROM: Kirsten Montejano

SUBJECT: Approve Revenue and Appropriations Inter Budget Adjustment

Approve FY 2021-22 Revenue and Appropriations Inter-Budget Adjustment No. 029.
(Requires 5/6th vote)

Detailed Description/Background of request

Increase budget to reflect allocation of LTF 2020-21 carryover funds approved at the 3/29/22 Transportation meeting.

DEPT	FUND #	OBJECT #	DEPT #	AMOUNT
Local Transportation	051	58316	000	\$223,109.00
Local Transportation	051	58317	000	\$199,205.00
Local Transportation	051	58315	000	\$374,504.00
TOTAL				\$796,818.00

Prior Board Action

3/29/22: Approved allocation of 2020-21 LTF carryover

Fiscal Impact/Funding Source

See Above

Action for the Clerk

None

ATTACHMENTS:

- IB 029 TRANSPORTATION LTF CARRYOVER (PDF)

INTER-BUDGET ADJUSTMENT

REQUEST FOR APPROPRIATION OR TRANSFER OF FUNDS

Department Name: Transportation Commission

Submitted By: **Kirsten Montejano**
 Digitally signed by Kirsten Montejano
Date: 2022.04.05 08:56:31 -07'00'

Explanation: Increase budget to reflect allocation of LTF 2020-21 carryover funds approved at 3/29/22 meeting.

TO INCREASE (DECREASE) REVENUE

FUND NUMBER	OBJECT CODE	DEPT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
					Total	\$ 0.00

TO INCREASE (DECREASE) APPROPRIATIONS

FUND NUMBER	OBJECT CODE	DEPT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
051	58316	000	Street Maintenance - City of Colusa	\$ 0.00	223109	\$ 223,109.00
051	58317	000	Street Maintenance - City of Williams	\$ 0.00	199205	\$ 199,205.00
051	58315	000	County Road Maintenance	\$ 0.00	374504	\$ 374,504.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
					Total	\$ 796,818.00

Fiscal Year: 2021-22Transportation Board Date: 4/26/2022Inter-Budget Log #: IB- 029

OpenGov Amendment #: _____

Attachment: IB 029 TRANSPORTATION LTF CARRYOVER (8316 : Approve Inter-Budget Adjustment)

**Request For Transportation Commission and Transit Agency**

MEETING DATE: April 26, 2022

DEPARTMENT: Transportation Commission

FROM: Kirsten Montejano

SUBJECT: Authorize Allocation of FY21/22 Regional Surface Transportation Program (RSTP) funds.

Authorize the allocation of FY 2021/2022 Regional Surface Transportation Program Funds, in the amount of \$161,816 by population as follows:

City of Williams	(25%)	\$40,454.
City of Colusa	(28%)	\$45,308.
County of Colusa	(47%)	\$76,054.

Detailed Description/Background of request

The Colusa County Transportation Commission is expecting to receive FY21/22 RSTP Funding in the amount of \$161,816.00

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 FY2122 (Res 2122-001) is based on population and is consistent with rules and regulations of the Transportation Commission and existing law.

If the FY 21/22 RSTP funds are apportioned by population the allocation would be as follows:

City of Williams	25%	\$ 40,454.00
City of Colusa	28%	\$ 45,308.00
County of Colusa	47%	\$ 76,054.00
Total		\$161,816.00

RECOMMENDATION:

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

Prior Board Action

Adoption of Resolution 2122-001

Fiscal Impact/Funding Source

\$161,816.00 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:

- fully executed agreement129050 ME (PDF)
- 2122-001 Apportioning Local Transportation Funds for the 2021-2022 FY (PDF)

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

District: 03
Agency: Colusa County Transportation Commission

Agreement No. X22-6129(050)
AMS Adv ID:0322000187

THIS AGREEMENT is made on 4/7/2022, 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:

\$161,816.00 for Fiscal Year 2021/2022

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

I Date 04/05/2022 \$ 161,816.00

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 \$161,816.00 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

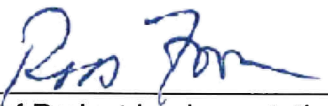
For the purpose of determining compliance with this AGREEMENT and other matters connected with the performance of RTPA's contracts with third parties, RTPA, RTPA's contractors and subcontractors and STATE shall each maintain and make available for inspection all books, documents, papers, accounting records, 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.

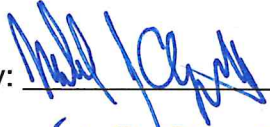
If the rates invoiced are in excess of those authorized DPA rates, then RTPA is responsible for the cost difference and any overpayments shall be reimbursed to STATE on demand.

STATE OF CALIFORNIA
Department of Transportation

By: 
Office of Project Implementation
Division of Local Assistance

Date: 4/7/2022

Colusa County
Transportation Commission

By: 

Title: EX DIRECTOR

Date: 4/7/22

Attachment: fully executed agreement 129050 ME (8329 : Authorize Allocation of FY 2021/22 Regional Surface Transportation Funds)

[illegible]

**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.**

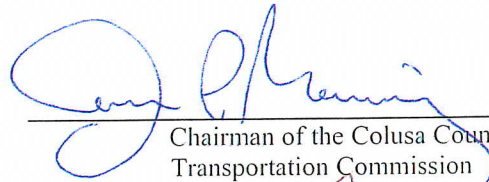
WHEREAS, the State of California, Department of Transportation is responsible for the oversight and passage of transportation funding to the Colusa County Transportation Commission, and

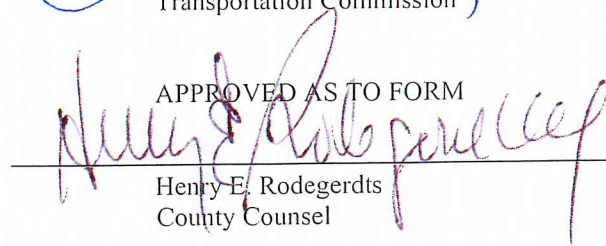
WHEREAS, funding available to the Colusa County Transportation Commission may be used for many transportation purposes including, the Overall Work Program, Regional Transportation Improvement Program, State Planning and Research, Transit Grants, Exchange Feasibility and Planning Studies, etc., and

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

RESOLUTION NO. 2122-001

**A RESOLUTION OF THE COLUSA COUNTY
TRANSPORTATION COMMISSION APPORTIONING
LOCAL TRANSPORTATION FUNDS FOR THE 2021-2022 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, 2020 and 2021" are utilized in this determination and summarized below (figures are for 2021):

City of Williams	5,487
City of Colusa	6,268
County of Colusa (Uninc.)	10,493

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 2021-2022 fiscal year.

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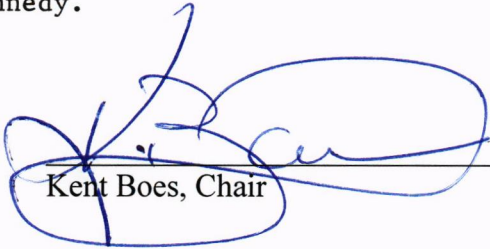
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PASSED AND ADOPTED this 28th day of September 2021 by the following vote:

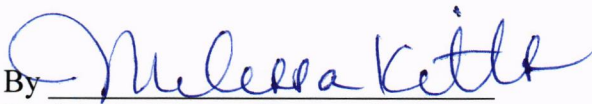
AYES: Commissioners Daurice K. Smith, Gary J. Evans, Josh Hill,
Tom Reische and Kent S. Boes.

NOES: None.

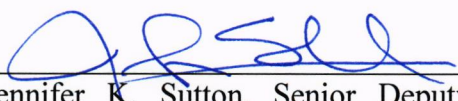
ABSENT: Commissioner Frank Kennedy.


Kent Boes, Chair

ATTEST: Michael Azevedo, Clerk of the
Colusa County Transportation Commission &
Transit Agency

By 
For Patricia Rodriguez, Deputy Clerk

APPROVED AS TO FORM:


Jennifer K. Sutton, Senior Deputy County
Counsel

**Request For Transportation Commission and Transit Agency**

MEETING DATE: April 26, 2022

DEPARTMENT: Public Works/Road Department

FROM: Michael Azevedo

SUBJECT: Adopt 22/23 Final Overall Work Plan

Approve FY 2022-23 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 2022/2023 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.

Final comments from Caltrans are incorporated into this final version. This request is to approve the final FY 22/23 OWP as submitted.

Prior Board Action

The Draft Plan was approved for circulation by the CCTC at the March 29th meeting and is approved Annually.

Fiscal Impact/Funding Source

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

Action for the Clerk

none

ATTACHMENTS:

- Caltrans Comments - CCTC_FY 22-23_ OWP (PDF)
- 22-23 OWP Final (PDF)

California Department of Transportation

DXCDISTRICT 3
 703 B STREET | MARYSVILLE, CA 95901-5556
 (530) 513-0584 | FAX (530) 741-4245 TTY 711
www.dot.ca.gov



April 12, 2022

Mr. Michael Azevedo
 Executive Director
 Colusa County Transportation Commission
 546 Jay Street, Suite 108
 Colusa, CA 95932

Dear Mr. Azevedo:

Thank you for the opportunity to review and comment on the Colusa County Transportation Commission's (CCTC) Fiscal Year (FY) 2022-23 Draft Overall Work Program (OWP). Caltrans offers the following comments:

General Comments

- The purpose of the OWP is to identify a comprehensive overview of transportation planning activities to be accomplished between July 1st and June 30th of the State FY. Agencies must identify the Core Planning Functions and work that will be accomplished during the Program year to advance those functions. These functions typically include:
 - OWP
 - Public Participation and Education
 - Regional Transportation Plan (RTP)
 - **Other regionally significant transportation planning activities**
- Each WE Task needs to identify who is performing the task. Example: (GCTC staff and/or Consultant). Tasks that a consultant is performing should reflect "consultant".
 - As a reminder, at the end of the FY, Caltrans will collect all RPA funded Products listed in the OWP.
- Please consider including a map of the region. This gives a better geospatial understanding of the region and how planning activities relate to the overall area.

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

Mr. Michael Azevedo, Executive Director
 April 12, 2022
 Page 2

- The funding sources table(s) should identify the amount of funding going towards agency staff and their consultant(s).
- Ensure the Final OWP identifies any expected RPA carryover in a separate column both in the WE funding tables as well as the overall budget revenue summary.

Specific Comments

WE 1.01: Overall Work Program Development

- Please make following changes:
 - Under the "Ongoing and Continued Activities" section, item #5 should be "Develop and finalized FY 2023-24 OWP".
 - Under the "FY 2022-23 Products section, please revise the following:
 - #1 should be FY 2021-22 (Final Quarterly Progress Report)
 - #2 should be FY 2021-22 (Closeout FY 2022-23 OWP)
 - #6 should be FY 2023-24 (Draft FY 2022-23 OWP)
 - #8 should be FY 2023-24 (Finalize and adopt)
 - In the "Source and Expenditure" Table, task #4 should be FY 2023-24 not 2022/23
 - In the "Source and Expenditure" Table, task #5 should be FY 2021-22 not 2020/21
 - "FY 2021/2022 OWP Amendments (if needed) to Caltrans for approval prior to May 1, 2022"

WE 2.01: Regional Coordination

- Please revise the header from "2022/22 Products" to FY 2022/23 Products
- The activities and products have not changed from the previous FY. Please review and revise all Tasks and Products are correct and include all Products to be accomplished in FY 2022-23. How is the progress measured for the work element and what are the Products being provided to Caltrans at the end of the FY?

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

Mr. Michael Azevedo, Executive Director
 April 12, 2022
 Page 3

WE 4.01: Transportation Systems Maintenance

- The language in this WE are the same as the previous FY 2021-22 OWP. Please provide more details on how past activities contributed to larger efforts with measurable outcomes.

WE 5.01: Regional Transportation Plan/Regional Transportation Improvement Plan

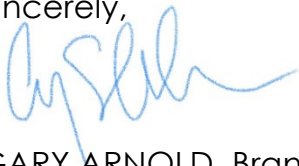
- Under the "Source & Expenditure" table, please include more detailed task descriptions.

Final OWP Submittal

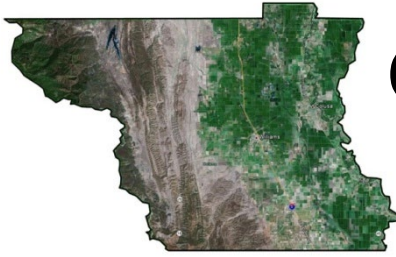
- Please utilize the Caltrans comment letter, responding to the recommendations and demonstrating acknowledgment and feedback, and incorporation of Caltrans comments into the Final OWP.
- The below items must be included in the final OWP and submitted to Caltrans by **May 13, 2022**.
 - Board Resolution
 - Electronically Signed Certifications and Assurances
 - Electronically Signed OWPA
 - Appendices

If you have any question regarding these comments or require additional information, please contact Sukhi Johal, Regional Planning Liaison for Colusa County at (530) 565-3885 or via email to sukhi.johal@dot.ca.gov.

Sincerely,



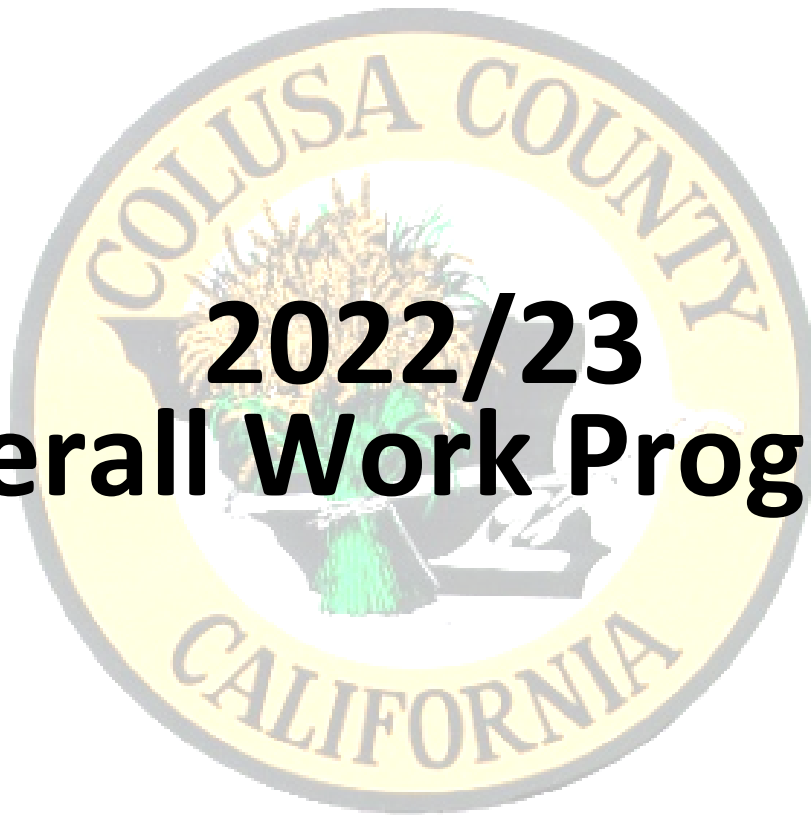
GARY ARNOLD, Branch Chief
 Office of Transportation Planning
 Regional Planning Branch - North



Colusa County Transportation Commission

Colusa County ~ City of Colusa ~ City of Williams

2022/23 Overall Work Program



2022

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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.

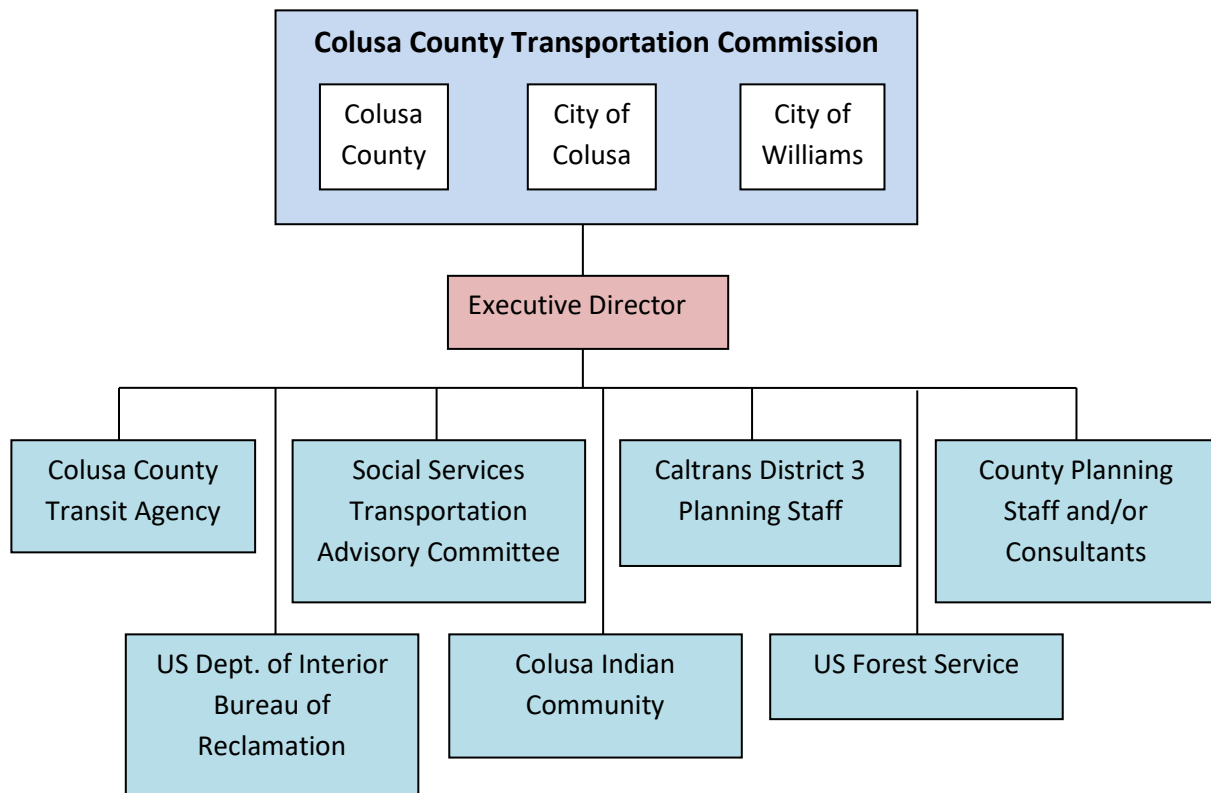
The Overall Work Program (OWP) for transportation planning compliments the RTP. It is designed to respond to growth strategies adopted in local public agency general plans. It reflects the desires and needs of the general public, groups that have specific mobility issues, including the elderly and handicapped and the Native American Tribal Community. The OWP details the projected planning activities and resources to be expended during Fiscal Year 2022/23 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 2022/23 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.

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 2022/23 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 2022/23 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 2022/2023

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 2022/23 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 2023/2024 OWP.
- 6) Close out of 2022/23 OWP

2022/23 Products

- | | |
|--|--------------|
| 1) Final Quarterly Progress Report for FY 2021-22 | July 2022 |
| 2) Closeout FY 2021-22 OWP | August 2022 |
| 3) OWP FY 2022-23 Amendment #1 – Carryover from FY 2021-22 | October 2022 |
| 4) Quarterly Progress Report #1 | October 2022 |
| 5) Quarterly Progress Report #2 | January 2023 |
| 6) Draft FY 2023-24 OWP | March 2023 |
| 7) Quarterly Progress Report #3 | April 2023 |
| 8) Finalize and adopt FY 2023-24 OWP | May 2023 |

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 2023/24 OWP	RPA	\$2,550	TBD
5	Closeout 2021/22 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)

2022/23 Products

- | | |
|---|---|
| 1) RCTF meeting agendas & meeting minutes* | 3 rd Fri, Odd numbered month |
| 2) NSSR meeting agendas & meeting minutes* | July 2022 thru June 2023 |
| 3) Supervisorial/City Council meeting agendas/minutes* | July 2022 thru June 2023 |
| 4) Regional Transportation Training | As Needed |
| 5) Coordination W/ Tribal Gov't meeting agendas/minutes | July 2022 thru June 2023 |
| 6) Update TMP as necessary with USFS and USBOR | July 2022 thru June 2023 |

*Copies of Agenda/Minutes may be provided to OTP-North on request

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.

2022/23 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. An illustration of the value of this regional coordination is the recent re-programming of the City of Colusa Westcott Road Rehabilitation project in the 2022 STIP. This project, originally programmed in the 2012 STIP cycle was deferred to allow delivery of the Marguerite Street, Highway 20 Break in access project; a project of regional significance and far reaching benefits.

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.

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.

2022/23 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, as amended, is \$134,500.00 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	\$ 2,565.00	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 late 2022. Staff will continue work with consultant to complete the RTP update and remain compliant with the four-year update cycle.

2022/23 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

2022/23 Products

- | | |
|-------------------------|----------------------|
| 1. Commence Update RTIP | <i>December 2022</i> |
| 2. Complete Update RTP | <i>May 2023</i> |

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 (consultant contract admin)	RPA	\$2,500.00
2	Consultant (RTP update, public outreach, agency coordination)	RPA	\$17,500.00
Total			\$20,000.00

Summary of 2022/23 Revenues and Expenditures

The following table provides an overall summary of the 2022/23 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	0	\$21,500
2.01	Staff – Regional Coordination	RPA	\$19,500.00	\$19,500.00	0	\$19,500
3.01	Staff – Coordination with Caltrans District 3	RPA	\$2,000.00	\$2,000.00	0	\$2,000
4.01	Staff - Transportation Systems Maintenance	RPA	\$95,000.00	\$95,000.00	0	\$95,000.00
5.01	Staff/Consultant -RTIP	RPA	\$20,000.00	\$20,000.00	0	\$20,000
Total			\$158,000.00	\$158,000.00	0	\$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 2022/23 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 2022/23
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: 22-23 OWP Final (8348 : Adopt 22/23 Final Overall Work Plan)