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
TELEPHONE 530-458-0508
FAX (530) 458-2035
Michael Azevedo,
Public Works Director
colusacountyca.iqm2.com
www.countyofcolusa.org

COLUSA COUNTY TRANSPORTATION COMMISSION
&
TRANSIT AGENCY

Agenda

March 30, 2021

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

NOTE: Those who are in a high risk category for severe illness from COVID-19 who need a reasonable accommodation to participate in the meeting via teleconference, pursuant to the Governor's Executive Order N-29-20 dated March 17, 2020 may use teleconferencing as follows:.

You can listen to the meeting by dialing one of the teleconference numbers below:

Phone: **1-916-246-0723**
Toll-Free: **1-800-356-8278**
Conference Code: **401978 (Please mute your phone when you are not speaking)**
DO NOT PUT YOUR PHONE ON HOLD

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.

If you are attending via teleconference and would like to participate in the Public Comment portion of the meeting, or comment on a specific agenda item you can do so by **texting 530-501-3309** with your NAME and the Clerk will notify the Chair that you would like to comment. **Please wait for the Chair to recognize you before speaking**. *Remember to unmute your phone to speak.*

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 – February 16, 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 the Colusa County Transportation Commission Annual Fiscal and Compliance Audit for Fiscal Year 2019/2020.

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

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

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

V. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

1. Adopt a Resolution approving the final draft of the Coordinated Public Transportation Plan for Colusa County.

2. Adopt a Resolution Of The Colusa County Transit Agency Authorizing The Execution Of The Certifications And Assurances And Authorized Agent Forms For The Low Carbon Transit Operations Program (LCTOP) For The Free Fare Days Project.

3. Approve 2020-21 Intra-Budget Adjustment No. 21022.

ADJOURN

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
February 16, 2021

The Colusa County Transportation Committee (CCTC) and the Colusa County Transit Agency (CCTA) meet in Regular Session this 16th day of February 2021 at the hour of 3:01 p.m. Present: Commissioners Kent S. Boes, Daurice K. Smith, Gary J. Evans, Tom Reische and Josh Hill. Absent: Commissioner Frank Kennedy

Present: Jennifer Sutton, Senior Deputy Counsel.
Ann Nordyke, Patricia Rodriguez, Board Clerks.
Michael Azevedo, Department of Public Works.
Thomas Simm, Transit Agency.
Shelly Wilson, California Highway Patrol.

Present via Teleconference: Gary Arnold, Matt Cadrett, Caltrans.

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

II. MINUTES APPROVAL
1. Minutes Approval
Transportation Commission & Transit Agency – Regular Meeting – December 15, 2020.

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

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)
1. Executive Manager
Mr. Azevedo states a matter arose after the posting of the February 16

2021 Agenda regarding a second amendment to the 20/21 Overall Work Plan.

Find a matter arose after the posting of the February 16, 2021 Agenda regarding a second amendment to the 20/21 Overall Work Plan. Further, the item will be placed on the Agenda under section 4, Transportation Commission, Item No. 4.

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

Mr. Azevedo states the Community Development Department is conducting income surveys in the unincorporated areas to determine eligibility for potential State funding opportunities for CDBG.

2. Transit Manager
Mr. Simms provides his quarterly report on ridership numbers.

3. Caltrans
Mr. Arnold speaks to the Overall Work Plan.

4. City of Colusa
Commissioner Reische states Bridge Street looks great and the project is close to being finished.

5. City of Williams
None.

6. California Highway Patrol
None.

IV. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

1. Adopt a Proclamation Honoring Barbara Rosas for 36 Years of Dedication and service to the Colusa County Transit Agency.

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

Vice-Chair Hill makes time for the presentation of a Proclamation honoring Barbara Rosas upon her retirement and reads the Proclamation statement as follows:

> "**NOW, THEREFORE, BE IT RESOLVED** that the Colusa County Transit Agency does hereby wish Ms. Rosas well in her upcoming retirement and thank her for her decades of service to the County, its employees and citizens."

Vice-Chair Hill makes time for nominations and election of the 2021 Transportation Commission and Transit Agency Chair and turns the gavel over to the Clerk.

The Clerk calls for nominations of Chair.

Commissioner Smith nominates Commissioner Boes, Commissioner Hill seconds the nomination.

The Clerk calls for any other nominations. Hearing none, the Clerk closes the nominations.

2. Elect Commissioner Boes as 2021 Chair.

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

The Clerk states nominations for Vice-Chair are now open.

Commissioner Evans nominates Commissioner Hill, Commissioner Boes seconds the nomination.

The Clerk calls for any other nominations.

Commissioner Hill nominates Commissioner Kennedy, Commissioner Evans seconds the nomination.

The Clerk call for any other nominations. Hearing none, the Clerk closes the nominations.

3. Elect Commissioner Kennedy as 2021 Vice-Chair.

RESULT:	**APPROVED [4 TO 1]**
MOVER:	Hill
SECONDER:	Evans
AYES:	Hill, Evans, Reische, Boes
NAYS:	Smith
ABSENT:	Kennedy

4. Approve Second Amendment to the 20/21 Overall Work Plan (OWP).

Comments received by Mr. Azevedo and Mr. Cadrett.

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

Vice-Chair Hill adjourned the meeting at 3:20 p.m. to reconvene in Regular Session on March 30, 2021 at the hour of 3:00 p.m.

____
Josh Hill, Vice-Chair

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

BY___________________________
Patricia Rodriguez, Deputy Clerk

COUNTY OF COLUSA, CA 4.1

Request For Transportation Commission and Transit Agency

MEETING DATE: March 30, 2021

DEPARTMENT: Public Works/Road Department

FROM: Kirsten Montejano

SUBJECT: Fiscal and Compliance Audit for Year Ending June 30, 2020

Approve the Colusa County Transportation Commission Annual Fiscal and Compliance Audit for Fiscal Year 2019/2020.

Detailed Description/Background of request

The Colusa County Transportation Commission is required to submit an annual fiscal and compliance audit to the State. The CPA firm Clifton Larson Allen, LLP has completed the audit for fiscal year ending June 30, 2020 and it is provided for review.

Prior Board Action

12/15/20: Approved 90 Day Extension Request

Fiscal Impact/Funding Source

None.

Action for the Clerk

Please provide a certified Minute order to DPW.

ATTACHMENTS:

- 1920 CCTC FINAL AUDIT (PDF)

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
COLUSA, CALIFORNIA

FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

YEAR ENDED JUNE 30, 2020

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COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
TABLE OF CONTENTS
YEAR ENDED JUNE 30, 2020

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
TABLE OF CONTENTS
YEAR ENDED JUNE 30, 2020

INTRODUCTORY SECTION

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
LIST OF OFFICIALS
YEAR ENDED JUNE 30, 2020

Board of Commissioners

Gary Evans	County of Colusa
Kent Boes	County of Colusa
J. Merced Corona	County of Colusa
Josh Hill	City of Colusa
Frank Kennedy	City of Williams
Alfred Sellers, Jr.	City of Williams

FINANCIAL SECTION

CliftonLarsonAllen LLP
CLAconnect.com

INDEPENDENT AUDITORS' REPORT

Board of Commissioners
Colusa County Local Transportation Commission
Colusa, California

Report on the Financial Statements

We have audited the accompanying financial statements of governmental activities, the business-type activities and each major fund of Colusa County Local Transportation Commission (Commission), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table ofcontents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Board of Commissioners
Colusa County Local Transportation Commission

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Commission as of June 30, 2020, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Report on Summarized Comparative Information

We have previously audited the Commission's 2019 financial statements, and we expressed unmodified opinions on the respective financial statements of the governmental activities, the business-type activities, and each major fund, in our report dated February 20, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Commission Pension Plan - Schedule of Proportionate Share of Net Pension Liability and Schedule of Contributions, Commission OPEB Plan – Schedule of Proportionate Share of Net OPEB Asset, budgetary comparison schedules and note to the budgetary comparison schedules as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The introductory section and schedules of allocations and expenditures are presented for purposes of additional analysis and are not a required part of the basic financial statements.

Board of Commissioners
Colusa County Local Transportation Commission

The schedules of allocations and expenditures are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedules of allocations and expenditures are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with Government Auditing Standards, we have also issued our report dated February 24, 2021 on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Commission's internal control over financial reporting and compliance.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Roseville, California
February 24, 2021

BASIC FINANCIAL STATEMENTS

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
GOVERNMENT-WIDE – STATEMENT OF NET POSITION
JUNE 30, 2020

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash and Investments	$ 706,526	$ 453,963	$ 1,160,489
Receivables:			
Accounts	-	-	-
Interest	3,181	1,516	4,697
Intergovernmental	398,918	64,192	463,110
Prepaid Costs	-	-	-
Capital Assets:			
Nondepreciable	-	-	-
Depreciable, Net	-	801,494	801,494
Net OPEB Asset	-	6,044	6,044
Total Capital Assets	-	807,538	807,538
Total Assets	1,108,625	1,327,209	2,435,834
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Pension Adjustments	-	213,227	213,227
Deferred OPEB Adjustments	-	2,299	2,299
Total Deferred Outflows of Resources	-	215,526	215,526
LIABILITIES			
Accounts Payable	83,755	49,412	133,167
Long-Term Liabilities:			
Due Within One Year	-	18,648	18,648
Due in More than One Year	-	28,041	28,041
Net Pension Liability	-	1,398,903	1,398,903
Total Liabilities	83,755	1,495,004	1,578,759
DEFERRED INFLOWS OF RESOURCES			
Deferred Pension Adjustments	-	23,151	23,151
Deferred OPEB Adjustments	-	50,375	50,375
Total Deferred Inflows of Resources	-	73,526	73,526
NET POSITION			
Investment in Capital Assets	-	801,494	801,494
Restricted for Transportation	1,024,870	359,362	1,384,232
Unrestricted	-	(1,186,651)	(1,186,651)
Total Net Position	$ 1,024,870	$ (25,795)	$ 999,075

See accompanying Notes to Financial Statements.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
GOVERNMENT-WIDE – STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2020

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net Revenue (Expense) and Changes in Net Position: Governmental Activities	Net Revenue (Expense) and Changes in Net Position: Business-Type Activities	Net Revenue (Expense) and Changes in Net Position: Total
Governmental Activities:							
Transportation	$ 1,797,853	$ -	$ 609,906	$ -	$ (1,187,947)	$ -	$ (1,187,947)
Total Governmental Activities	1,797,853	-	609,906	-	(1,187,947)	-	(1,187,947)
Business-Type Activities:							
Transit Agency	1,285,813	96,943	1,084,489	-	-	(104,381)	(104,381)
Total Business-Type Activities	1,285,813	96,943	1,084,489	-	-	(104,381)	(104,381)
Total	$ 3,083,666	$ 96,943	$ 1,694,395	$ -	(1,187,947)	(104,381)	(1,292,328)
General Revenues:							
Sales and Use Taxes					1,241,871	-	1,241,871
Interest and Investment Earnings					22,385	12,481	34,866
Sale of Capital Assets					-	-	-
Other Revenue					-	1,285	1,285
Total General Revenues					1,264,256	13,766	1,278,022
CHANGE IN NET POSITION					76,309	(90,615)	(14,306)
Net Position - Beginning of year					948,561	64,820	1,013,381
NET POSITION - END OF YEAR					$ 1,024,870	$ (25,795)	$ 999,075

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
GOVERNMENTAL FUNDS – BALANCE SHEET
JUNE 30, 2020
(WITH COMPARATIVE TOTALS FOR JUNE 30, 2019)

	Local Transportation Planning	Local Transportation	State Transit Assistance	Totals 2020	Totals 2019
ASSETS					
Cash and Investments	$ 102,897	$ 603,629	$ -	$ 706,526	616,386
Receivables:					
Interest	671	2,496	14	3,181	3,162
Intergovernmental	63,923	278,933	56,062	398,918	329,019
Total Assets	$ 167,491	$ 885,058	$ 56,076	$ 1,108,625	$ 948,567
LIABILITIES					
Accounts Payable	83,755	-	-	83,755	6
DEFERRED INFLOWS OF RESOURCES					
Unavailable Revenue	63,923	123,279	56,062	243,264	206,296
FUND BALANCES					
Restricted	19,813	761,779	14	781,606	742,265
Total Fund Balances	19,813	761,779	14	781,606	742,265
Total Liabilities, Deferred Inflows of Resources and Fund Balances	$ 167,491	$ 885,058	$ 56,076	$ 1,108,625	$ 948,567

See accompanying Notes to Financial Statements.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET TO THE GOVERNMENT-WIDE STATEMENT OF NET POSITION – GOVERNMENTAL ACTIVITIES
JUNE 30, 2020

Total Fund Balance - Total Governmental Funds	$	781,606
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Other long term assets are not available to pay for current period expenditures and therefore, are reported as unavailable revenues in the governmental funds.		243,264
Net Position of Governmental Activities	$	1,024,870

See accompanying Notes to Financial Statements.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
YEAR ENDED JUNE 30, 2020
(WITH COMPARATIVE TOTALS FOR JUNE 30, 2019)

	Local Transportation Planning	Local Transportation	State Transit Assistance	Totals 2020	Totals 2019
REVENUES					
Taxes	$ -	$ 1,241,871	$ 194,724	$ 1,436,595	$ 1,348,208
Aid from Other Governmental Agencies:					
Rural Planning Assistance	73,106	-	-	73,106	194,348
STIP PPM	-	-	-	-	28,000
SAFETEA-LU	305,108	-	-	305,108	-
RPSTPLE-5915(064)	-	-	-	-	-
Use of Money	3,875	18,393	117	22,385	24,812
Total Revenues	382,089	1,260,264	194,841	1,837,194	1,595,368
EXPENDITURES					
Overall Work Program:					
Prep & RTPA coordination (1.01)	16,044	-	-	16,044	15,579
Regional Coordiation & RTP Amendment (2.01)	1,825			1,825	1,114
Transportation Systems Maintenance (5.01)	111,658	-	-	111,658	149,000
Coordination with Caltrans District 3 (3.01)	-	-	-	-	743
STIP PPM Expenditures	-	-	-	-	28,000
SAFETEA-LU Expenditures	305,108	-	-	305,108	132,144
Road Maintenance	-	472,683	-	472,683	384,739
Allocations:					
Colusa County Transit Agency	-	680,463	194,754	875,217	824,995
Planning and Administration	-	15,245	73	15,318	16,926
Total Expenditures	434,635	1,168,391	194,827	1,797,853	1,553,240
NET CHANGE IN FUND BALANCES	(52,546)	91,873	14	39,341	42,128
Fund Balances - Beginning of Year	72,359	669,906	-	742,265	700,137
FUND BALANCES - END OF YEAR	$ 19,813	$ 761,779	$ 14	$ 781,606	$ 742,265

See accompanying Notes to Financial Statements.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES – GOVERNMENTAL ACTIVITIES
YEAR ENDED JUNE 30, 2020

Net Change in Fund Balances - Total Governmental Funds	$	39,341
Amounts reported for governmental activities in the Statement of Activities are different because:		
Some revenues reported in the Statement of Activities will not be collected for several months after the Commission's year-end and do not provide current financial resources and therefore, are not reported as revenue in the governmental funds.		36,968
Changes in Net Position of Governmental Activities	$	76,309

See accompanying Notes to Financial Statements.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
PROPRIETARY FUND
STATEMENT OF NET POSITION
JUNE 30, 2020
(WITH COMPARATIVE TOTALS FOR JUNE 30, 2019)

	Colusa County Transit Agency 2020	Colusa County Transit Agency 2019
ASSETS		
Current Assets:		
Cash and Investments	$ 453,963	$ 561,264
Receivables:		
Accounts	-	626
Interest	1,516	3,006
Intergovernmental	64,192	171,542
Total Current Assets	519,671	736,438
Noncurrent Assets:		
Capital Assets:		
Nondepreciable	-	234,340
Depreciable, Net	801,494	365,608
Net OPEB Asset	6,044	-
Total Noncurrent Assets	807,538	599,948
Total Assets	1,327,209	1,336,386
DEFERRED OUTFLOWS OF RESOURCES		
Deferred Pension Adjustments	213,227	233,436
Deferred OPEB Adjustments	2,299	405
Total Deferred Outflows of Resources	215,526	233,841
LIABILITIES		
Current Liabilities:		
Accounts Payable	49,412	10,415
Compensated Absences Payable	18,648	19,725
Total Current Liabilities	68,060	30,140
Noncurrent Liabilities:		
Compensated Absences Payable	28,041	31,031
Net Pension Liability	1,398,903	1,287,018
Net OPEB Obligation	-	84,138
Total Noncurrent Liabilities	1,426,944	1,402,187
Total Liabilities	1,495,004	1,432,327
DEFERRED INFLOWS OF RESOURCES		
Deferred Pension Adjustments	23,151	14,249
Deferred OPEB Adjustments	50,375	58,831
Total Deferred Inflows of Resources	73,526	73,080
NET POSITION		
Investment in Capital Assets	801,494	599,948
Restricted	359,362	616,231
Unrestricted	(1,186,651)	(1,151,359)
Total Net Position	$ (25,795)	$ 64,820

See accompanying Notes to Financial Statements.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
YEAR ENDED JUNE 30, 2020
(WITH COMPARATIVE TOTALS FOR JUNE 30, 2019)

	Colusa County Transit Agency 2020	Colusa County Transit Agency 2019
OPERATING REVENUES		
Passenger Fares	$ 36,932	$ 54,596
Contract Revenue	18,357	25,077
Advertising	13,363	7,331
Reimbursed Projects	28,231	29,506
Total Operating Revenues	96,883	116,510
OPERATING EXPENSES		
Salaries and Benefits	933,400	864,243
Professional Services	129,376	106,068
Fuel	58,878	66,932
Repairs and Maintenance	48,116	44,514
Office and Administration	22,510	20,430
Insurance	12,445	11,594
Depreciation	81,088	65,569
Total Operating Expenses	1,285,813	1,179,350
OPERATING INCOME (LOSS)	(1,188,930)	(1,062,840)
NONOPERATING REVENUES (EXPENSES)		
Local Transportation Fund Allocation	680,463	637,242
State Transit Assistance Fund Allocation	194,754	223,203
Senate Bill 1 (SB1) Allocation	36,251	-
FTA Section 5311	122,702	118,199
Low Carbon Transit Operations Program	41,819	53,343
Intergovernmental Revenue	8,500	-
Interest Income	12,481	22,163
Donations	60	540
Other Revenue	1,285	-
Total Nonoperating Revenues (Expenses)	1,098,315	1,054,690
CHANGE IN NET POSITION	(90,615)	(8,150)
Total Net Position - Beginning of Year	64,820	72,970
TOTAL NET POSITION - END OF YEAR	$ (25,795)	$ 64,820

See accompanying Notes to Financial Statements.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
PROPRIETARY FUND
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2020
(WITH COMPARATIVE TOTALS FOR JUNE 30, 2019)

	Colusa County Transit Agency	
	2020	2019
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from Customers	$ 97,509	$ 118,021
Payments to Suppliers	(232,328)	(246,271)
Payments to Employees	(897,003)	(851,364)
Net Cash Used by Operating Activities	(1,031,822)	(979,614)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Local Transportation Funds Allocated	680,463	637,242
State Transit Assistance Funds Allocated	194,754	223,203
Senate Bill 1 (SB1) Funds Allocated	36,251	-
Low Carbon Transit Operations Program Funds Allocated	41,819	53,343
Grant Proceeds	238,552	(25,284)
Other Nonoperating Revenue	1,345	540
Net Cash Provided by Noncapital Financing Activities	1,193,184	889,044
CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES		
Acquisition of Capital Assets	(282,634)	(32,881)
Proceeds from the Sale of Capital Assets	-	-
Net Cash Used by Capital Financing Activities	(282,634)	(32,881)
CASH FLOWS FROM CAPITAL INVESTING ACTIVITIES		
Interest Received on Investments	13,971	21,880
Net Cash Provided by Investing Activities	13,971	21,880
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(107,301)	(101,571)
Cash and Cash Equivalents - Beginning of Year	561,264	662,835
CASH AND CASH EQUIVALENTS - END OF YEAR	$ 453,963	$ 561,264
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES		
Operating Loss	$ (1,188,930)	$ (1,062,840)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Used by Operating Activities:		
Depreciation	81,088	65,569
(Increase) Decrease in Assets and Deferred Outflows of Resources:		
Accounts Receivable	626	1,511
Prepaid Costs	-	109
Pension Adjustments - Deferred Outflows	20,209	30,245
OPEB Adjustments - Deferred Outflows	(1,894)	(299)
Increase (Decrease) in Liabilities and Deferred Inflows of Resources:		
Accounts Payable	38,997	3,158
Compensated Absences Payable	(4,067)	(7,427)
Net Pension Liability	111,885	57,670
Net OPEB Obligation	(90,182)	(67,926)
Pension Adjustments - Deferred Inflows	8,902	12,853
OPEB Adjustments - Deferred Inflows	(8,456)	(12,237)
Net Cash Used by Operating Activities	$ (1,031,822)	$ (979,614)

See accompanying Notes to Financial Statements.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Colusa County Local Transportation Commission, the regional transportation planning agency for the County of Colusa, was established in 1973 pursuant to the Transportation Development Act of 1971. The Commission is responsible for transportation planning activities as well as administration of the Local Transportation Fund and State Transit Assistance Fund and operation of the Colusa County Transit Agency.

The Commission receives monies and allocates these monies for the planning, management, and operation of public transportation systems within the County of Colusa. The Commission also has the authority to allocate monies for other transportation related activities including street and road projects.

Generally accepted accounting principles require government financial statements to include the primary government and its component units. Component units of a governmental entity are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the combined financial statements to be misleading. The primary government is considered to be financially accountable if it appoints a majority of an organization?s governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.

For financial reporting purposes, the Commission?s basic financial statements include all financial activities that are controlled by or are dependent upon actions taken by the Board of Commissioners. Separate financial statements for the Colusa County Transit Agency are not issued.

Blended Component Units

Colusa County Transit Agency - The Transit Agency, was formed to provide transit services to residents of Colusa County. The Board of Commissioners is the governing body of the Transit Agency and because its financial and operational relationship with the Commission is closely integrated, the Transit Agency is reported in the enterprise fund financial statements.

Discretely Presented Component Units

There are no component units of the Commission which meet the criteria for discrete presentation.

Related Organizations

The County of Colusa performs administrative and accounting functions for the Commission. However, the County is not financially accountable for this organization and therefore the Commission is not a component unit under Statement Nos. 14, 39, and 61 of the Governmental Accounting Standards Board.

B. Basis of Presentation

Government-Wide Financial Statements

The statement of net position and statement of activities display information on all of the activities of the Commission and its blended component units. These statements include the financial activities of the overall Commission. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the governmental activities and business-type activities of the Commission. Governmental activities, which are normally supported by taxes and intergovernmental revenues are reported separately from business-type activities, which rely to a significant extent on fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the Commission's business-type activities and for each function of the Commission's governmental activities. Direct expenses are those that are specifically associated with a program or function and; therefore, are clearly identifiable to a particular function. Program revenues include charges paid by the recipients of goods and services offered by the program, 2) operating grants and contributions and 3) capital grants and contributions. Taxes and other items not properly included among program revenues are presented instead as general revenues.

Fund Financial Statements

The fund financial statements provide information about the Commission's funds, including blended component units. Funds are organized into two major categories: governmental and proprietary. The emphasis is placed on major funds within the governmental and proprietary categories; each is displayed in a separate column.

The Commission reports the following major governmental funds:

- The Local Transportation Planning fund is a special revenue fund used to account for monies expended in relation to the overall work program. Funding comes primarily from rural planning assistance and STIP grants.

- The Local Transportation fund is a special revenue fund used to account for local transportation activities. Funding comes primarily from local transportation fund allocations.

- The State Transit Assistance fund is a special revenue fund used to account for the receipt and expenditure of State Transit Assistance funds. Funding comes primarily from state transit assistance fund allocations.

The Commission reports the following major proprietary fund:

- The Colusa County Transit Agency fund is an enterprise fund used to account for activity related to providing transit services to Colusa County residents.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

C. Basis of Accounting and Measurement Focus

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the Commission gives (or receives) value without directly receiving (or giving) equal value in exchange, include sales tax, grants, entitlements, and donations. Under the accrual basis, revenues from sales tax are recognized when the underlying transactions take place. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Sales taxes, interest, and certain state and federal grants are considered susceptible to accrual and are accrued when their receipt occurs within thirty days after the end of the fiscal year. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures as well as expenditures related to claims and judgments are recorded only when payment is due. General capital assets acquisitions are reported as expenditures in the governmental funds. Proceeds of governmental long-term debt and acquisitions under capital leases are reported as other financing sources.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

D. Noncurrent Governmental Assets/Liabilities

Noncurrent governmental assets and liabilities, such as capital assets and long-term liabilities, are reported in the governmental activities column in the government-wide statement of net position.

E. Cash and Cash Equivalents

For purposes of the accompanying statement of cash flows, the Commission considers all highly liquid investments with a maturity of three months or less when purchased, including amounts held in the Colusa County investment pool, to be cash and cash equivalents.

F. Cash and Investments

The Commission pools all cash and investments with the County of Colusa. The Colusa County Treasury is an external investment pool for the Commission and the Commission is considered an involuntary participant. The Commission's share in this pool is displayed in the accompanying financial statements as cash and investments.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

Participant?s equity in the investment pool is determined by the dollar amount of participant?s deposits, adjusted for withdrawals and distributed investment income. Investment income is determined on an amortized cost basis. Interest payments, accrued interest, accreted discounts, amortized premiums and realized capital gains and losses, net of administrative fees, are apportioned to pool participants every quarter. This method differs from the fair value method used to value investments in these financial statements as unrealized gains and losses are not apportioned to pool participants.

G. Receivables

Receivables for governmental activities consist mainly of interest, taxes and intergovernmental revenues. Receivables for business-type activities consist mainly of charges for services, interest and intergovernmental revenues. Management believes its receivables are fully collectible and, accordingly, no allowance for doubtful accounts is required.

H. Other Assets

Inventory

Governmental fund inventories are recorded as expenditures at the time inventory is purchased rather than when consumed. Proprietary fund inventories are recorded as expenses at the time the inventory is purchased rather than when consumed. Records are not maintained of inventory and supplies on hand, although these amounts are not considered material.

Prepaid Items

Payments made for services that will benefit periods beyond June 30, 2020, are recorded as prepaid costs under both the accrual and modified accrual basis of accounting. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

I. Capital Assets

Capital assets are defined by the Commission as all land regardless of cost and assets with a cost of more than $5,000 for equipment and structures and improvements and a useful life of more than one year. Capital assets are recorded at historical cost or estimated historical cost if actual historical cost is unavailable. Contributed capital assets are recorded at their acquisition value at the date of donation.

Capital assets used in operations are depreciated or amortized using the straight-line method over the assets? estimated useful life in the government-wide financial statements. The range of estimated useful lives by type of asset is as follows:

Depreciable Asset	Estimated Lives
Equipment	3-25 Years

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities, or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is included in the results of operations.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

J. Interfund Transactions

Interfund transactions are reflected as either loans, services provided or used, reimbursements or transfers.

Loans reported as receivables and payables are referred to as either "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans) as appropriate and are subject to elimination upon consolidation. Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances". Advances between funds, as reported in the fund financial statements, are offset by a nonspendable fund balance account in applicable governmental funds to indicate that they are not in spendable form.

Services provided or used, deemed to be at market or near market rates, are treated as revenues and expenditures or expenses. These services provide information on the net cost of each government function and therefore are not eliminated in the process of preparing the government-wide statement of activities.

Reimbursements occur when the funds responsible for particular expenditures or expenses repay the funds that initially paid for them. Such reimbursements are reflected as expenditures or expenses in the reimbursing fund and reductions to expenditures or expenses in the reimbursed fund.

All other interfund transactions are treated as transfers. Transfers between funds are netted as part of the reconciliation to the government-wide presentation.

K. Unearned Revenue

Under the accrual and modified accrual basis of accounting, revenue may be recognized only when it is earned. When assets are recognized in connection with a transaction before the earnings process is complete, those assets are offset by a corresponding liability for unearned revenue.

L. Compensated Absences

The Commission has no employees. The Commission has an agreement with the County of Colusa to provide for the management of its operations and management of the Colusa County Transit Agency. Under this agreement, all employees working for the Colusa County Transit Agency are considered to be County employees. The County's policy regarding vacation is to permit employees to accumulate earned but unused vacation leave. The liability for these compensated absences is recorded as long-term debt in the Commission's proprietary fund financial statements. The current portion of this debt is estimated based on historical trends. The Commission includes its share of social security and Medicare taxes payable on behalf of the employees in the accrual for compensated absences.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

M. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the County?s California Public Employees? Retirement system (CalPERS) plan (Plan) and additions to/deductions from the Plans? fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

N. Other Post-Employment Benefits (OPEB)

For purposes of measuring the net OPEB asset, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the County of Colusa?s Retiree Healthcare Plan (Plan) and additions to/deductions from the Plan?s fiduciary net position has been determined on the same basis as they are reported by the Counties contracted actuary. For this purpose, the Commission recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value.

O. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Commission has two items that qualifies for reporting in this category. The first item relates to the outflows from changes in the net pension liability and is reportable on the statement of net position. The second item relates to the outflows from changes in the OPEB asset and is reportable on the statement of net position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The Commission has three types of items which qualify for reporting in this category. One item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues for receivables that have not been received within the modified accrual period. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The second item relates to the inflows from changes in the net pension liability and is reportable on the statement of net position. The third item relates to the inflows from changes in the OPEB asset and is reportable on the statement of net position.

P. Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

Q. Reclassifications

Certain prior year balances have been reclassified to conform to current year presentation. These reclassifications had no effect no reported net position.

NOTE 2 CASH AND INVESTMENTS

A. Financial Statement Presentation

As of June 30, 2020, the Commission's cash and investments are reported in the financial statements as follows:

Governmental Activities	$	706,526
Business-Type Activities		453,963
Total Cash and Investments	$	1,160,489

As of June 30, 2020, the Commission's cash and investments consisted of the following:

Investments:		
Colusa County Treasurer's Pool	$	1,160,489
Total Cash and Investments	$	1,160,489

B. Investments

The Commission does not have a formal investment policy. At June 30, 2020, all investments of the Commission were in the County of Colusa investment pool. Under the provisions of the County's investment policy and the California Government Code, the County may invest or deposit in the following:

Bonds Issued by a Local Agency
Treasury Obligations
State of California Obligations
Obligations of a California Local Agency
Obligations Issued by Federal Agencies and U.S. and Government Sponsored Enterprises
Banker's Acceptances
Commercial Paper
Negotiable Certificates of Deposit
Repurchase Agreements/Reverse Repurchase Agreements
Medium Term Notes
Mutual Funds
Investments as Permitted by Provision in Agreements of Indebtedness
Asset Secured Indebtedness
Collateralized Mortgage Obligations
Contracted Non-Negotiable Time Deposits
Local Agency Investment Fund (LAIF)

Interest Rate Risk - Interest rate risk is the risk of loss due to the fair value of an investment falling due to interest rates rising. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. To limit exposure to fair value losses resulting from increases in interest rates, the County's investment policy

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

limits investment maturities to a term appropriate to the need for funds so as to permit the County to meet all projected obligations.
Credit Risk - Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The County?s investment policy sets specific parameters by type of investment to be met at the time of purchase. As of June 30, 2020, the Commission?s investments were all in with the County Investment Pool which is not rated by a nationally recognized statistical rating organization.

Custodial Credit Risk - Custodial credit risk for investments is the risk that, in the event of the failure of a depository financial institution, the Commission will not be able to recover its deposits or collateral securities that are in the possession of an outside party. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government?s indirect investments in securities through the use of mutual funds or government investment pools.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of the Commission?s investment in a single issuer of securities. When investments are concentrated in one issuer, this concentration presents a heightened risk of potential loss. State law and the investment policy of the County contain limitations on the amount that can be invested in any one issuer. All investments of the Commission were in the County investment pool which contains a diversification of investments.

C. Investments in External Pool

Colusa County Pooled Investment Fund - The Colusa County Pooled Investment Fund is a pooled investment fund program governed by the County which monitors and reviews the management of public funds maintained in the investment pool in accordance with the County investment policy and the California Government Code. The Board of Supervisors review and approve the investment policy annually. The County Treasurer prepares and submits a comprehensive investment report to the Board of Supervisors every month. The report covers the type of investments in the pool, maturity dates, par value, actual cost and fair value. Investments in the Colusa County Pooled Investment Fund are regarded as highly liquid as deposits and withdrawals can be made at any time without penalty. The Pool does not impose a maximum investment limit. Required disclosure information regarding categorization of investments and other deposit and investment risk disclosures can be found in the County?s financial statements. The County of Colusa?s financial statements may be obtained by contacting the County of Colusa Auditor-Controller?s office at 546 Jay Street, Colusa, California 95932.

The fair value of the Commission?s investment in the Colusa County Pooled Investment Fund is determined on an amortized cost basis which approximates fair value.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

NOTE 3 CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2020, was as follows:

	Balance July 1, 2019	Additions	Retirements	Balance June 30, 2020
Business-Type Activities:				
Capital Assets, Not Being Depreciated:				
Construction in progress	$ 234,340	$ 282,634	$ (516,974)	$ -
Total Capital Assets, Not Being Depreciated	234,340	282,634	(516,974)	-
Capital Assets, Being Depreciated:				
Structures and improvements	599,552	516,974	-	1,116,526
Equipment	828,062	-	-	828,062
Total Capital Assets, Being Depreciated	1,427,614	516,974	-	1,944,588
Less Accumulated Depreciation for:				
Structures and Improvements	(449,337)	(37,217)	-	(486,554)
Equipment	(612,669)	(43,871)	-	(656,540)
Total Accumulated Depreciation	(1,062,006)	(81,088)	-	(1,143,094)
Total Capital Assets, Being Depreciated, Net	365,608	435,886	-	801,494
Total Capital Assets, Net	$ 599,948	$ 718,520	$ (516,974)	$ 801,494

Depreciation

Depreciation expense was charged to business-type functions as follows:

Transit Agency	$ 81,088

NOTE 4 LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2020:

Type of Indebtedness	Balance July 1, 2019	Additions	Retirements	Balance June 30, 2020	Amounts Due Within One Year
Business-Type Activities:					
Compensated Absences	$ 50,756	$ 58,973	$ (63,040)	$ 46,689	$ 18,648
Total Long-Term Liabilities	$ 50,756	$ 58,973	$ (63,040)	$ 46,689	$ 18,648

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

NOTE 5 NET POSITION

The government-wide and proprietary fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted and unrestricted.

- **Net investment in capital assets** - consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

- **Restricted net position** - consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. These principally include restrictions for capital projects, debt service requirements and other special revenue fund purposes.

- **Unrestricted net position** - all other net position that does not meet the definition of “restricted” or “net investment in capital assets”.

Net Position Flow Assumption

When a government funds outlays for a particular purpose from both restricted and unrestricted resources, a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted net position are available, it is considered that restricted resources are used first, followed by the unrestricted resources.

NOTE 6 FUND BALANCES

As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which the Commission is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. As of June 30, 2020, fund balance for governmental funds is made up of the following:

- **Nonspendable fund balance** - amounts that cannot be spent because they are either (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash, for example: inventories and prepaid amounts.

- **Restricted fund balance** - amounts with constraints placed on their use that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

- **Committed fund balance** - amounts that can only be used for the specific purposes determined by formal action of the Commission?s highest level of decision-making authority. The Board of Commissioners is the highest level of decision making authority for the Commission that can, by adoption of an ordinance commit fund balance. Once adopted, the limitation imposed remains in place until a similar action is taken to remove or revise the limitation. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.

- **Assigned fund balance** - amounts that are constrained by the Commission?s intent to be used for specific purposes. The intent can be established at either the highest level of decision-making, or by a body or an official designated for that purpose.

- **Unassigned fund balance** - is used only if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes.

The fund balances for all governmental funds as of June 30, 2020, were distributed as follows:

	Local Transportation Planning	Local Transportation	State Transit Assistance	Total
Restricted for:				
Transportation	$ 19,813	$ 761,779	$ 14	$ 781,606
Total Restricted	$ 19,813	$ 761,779	$ 14	$ 781,606

Fund Balance Flow Assumption

When a government funds outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance), a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted fund balance are available, it is considered that restricted fund balance is depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Fund Balance Policy

The Board of Commissioners adopted the policy of the County of Colusa for fund balance reporting. The policy establishes procedures for reporting fund balance classifications and establishes a hierarchy of fund balance expenditures.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

NOTE 7 PENSION PLAN

A. General Information About the Pension Plan

Plan Description

The Commission has no employees. All employees working for the Colusa County Transit Agency are considered to be County of Colusa employees and are eligible to participate in the County?s Miscellaneous agent multiple-employer defined benefit pension plan, Employee Pension Plan, administered by the California Public Employees? Retirement System (CalPERS), which acts as a common investment and administrative agent for participating member employers. Benefit provisions under the Plan are established by State statute and County resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

A portion of the County?s pension liability and related deferred inflows and outflows have been allocated to the Commission.

Additional disclosure information regarding the Plan can be found in the County?s audited financial statements, which can be found online at www.countyofcolusa.org.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for the Plan are applied as specified by the Public Employees? Retirement Law.

Each Rate Tier?s specific provisions and benefits in effect at June 30, 2020, are summarized as follows:

	Benefit Formula	Retirement Age	Monthly Benefits as a % of Eligible Compensation
Miscellaneous	3.0% @ 60	50-60	2.0% to 3.0%
Miscellaneous PEPRA	2.0% @ 62	52-67	1.0% to 2.5%

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

Contributions

Section 20814(c) of the California Public Employees? Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The County is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. The Commission recognized contributions of $164,056 as part of pension expense for the Plan during the year ended June 30, 2020.

	Employer Contribution Rates	Employee Contribution Rates	Employer Paid Member Contribution Rates
Miscellaneous	34.58%	8.00%	0.00%
Miscellaneous PEPRA	34.58%	7.00%	0.00%

B. Changes in the Net Pension Liability

The net pension liability of the Plan is measured as of June 30, 2019, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018 rolled forward to June 30, 2019 using standard update procedures.

As of June 30, 2020, the Commission reported net pension liabilities for its proportionate share of the net pension liability as follows:

	Proportion of Net Pension Liability	Proportionate Share of Net Pension Liability
Colusa County Transit Agency	2.15%	$ 1,398,903

The Commission?s proportion of the net pension liability was based on the Commission?s share of contributions to the pension plan.

C. Sensitivity of Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Commission?s proportionate share of the Plan as of the measurement date, calculated using the discount rate of 7.15%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.15%) or 1 percentage point higher (8.15%) than the current rate:

	Discount Rate		
	1% Decrease 6.15%	Current Rate 7.15%	1% Increase 8.15%
Net Pension Liability	$ 2,172,621	$ 1,398,903	$ 990,741

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

D. Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended June 30, 2020, the Commission recognized pension expense of $242,050. At June 30, 2020, the Commission reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension Contributions Subsequent to the Measurement Date	$ 164,056	$ -
Changes of Assumptions	-	7,855
Differences Between Expected and Actual Experience	49,171	-
Net Differences Between Projected and Actual Earnings on Plan Investments	-	15,296
Total	$ 213,227	$ 23,151

$164,056 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending June 30	Amount
2021	$ 29,584
2022	(3,261)
2023	(2,257)
2024	1,954

NOTE 8 OTHER POSTEMPLOYMENT BENEFITS (OPEB)

A. Plan Description

The Commission has no employees. All employees working for the Colusa County Transit Agency are considered to be County of Colusa employees and are covered under the postemployment benefit plan of the County of Colusa.

The County contributes to the County of Colusa Retiree Healthcare Plan, a single-employer defined benefit postemployment healthcare plan administered by the County. An employee is eligible for lifetime medical benefits under the Plan, along with his/her spouse at the time of retirement, if he or she retires from the County under CalPERS.

Additional disclosure information regarding OPEB can be found in the County?s audited financial statements.

A portion of the County?s postemployment benefit liabilities and related deferred inflows and outflows have been allocated to the Commission.

B. OPEB Asset

The Commission?s net OPEB asset is measured as the proportionate share of the total net OPEB asset as reported by the Plan. The net OPEB asset is measured as of June 30, 2020, using an annual actuarial valuation as of June 30, 2019. The Commission?s proportion of the net OPEB asset was based on the contributions of all participants in the plan. As of June 30, 2020, the Commission?s proportional share of the net OPEB asset was 2.52%, for a total of $6,044.

C. Discount Rate and Trend Sensitivity

The following presents the net OPEB asset of the Commission, as well as what the Commission?s net OPEB asset would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current discount rate:

	Discount Rate		
	1% Decrease 4.00%	Current Rate 5.00%	1% Increase 6.00%
Net OPEB Liability (Asset)	$ 42,703	$ (6,044)	$ (46,962)

The following presents the net OPEB asset of the Commission, as well as what the Commission?s net OPEB asset would be if it were calculated using health care cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

	Healthcare Trend Rate		
	1% Decrease	Current Rate	1% Increase
Net OPEB Liability (Asset)	$ (15,263)	$ (6,044)	$ 4,389

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

D. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2020, the Commission recognized OPEB income of $14,743. As of fiscal year ended June 30, 2020, the Commission reported deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB Contributions Subsequent to Measurement Date	$ -	$ -
Change in Assumptions	2,017	34,941
Differences Between Expected and Actual Experience	282	7,616
Net Difference Between Projected and Actual Earnings on Plan Investments	-	7,818
Total	$ 2,299	$ 50,375

Deferred outflows and deferred inflows of resources related to OPEB expense will be recognized as follows:

Year Ending June 30,	Amount
2021	$ (17,100)
2022	(17,100)
2023	(11,017)
2024	(2,289)
2025	(570)

NOTE 9 RISK MANAGEMENT

The Commission is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Commission is covered under the County of Colusa's risk management programs.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2020

NOTE 10 RELATED PARTY TRANSACTIONS

Management and Administration

The Commission has an agreement with the County of Colusa to provide for the management of its operations and management of the Colusa County Transit Agency. Under this agreement, all employees working for the Colusa County Transit Agency are considered to be County employees and receive the same benefits offered to County employees. Total administrative and personnel costs provided by the County to the Commission for the year ended June 30, 2020 were as follows:

Local Transportation:		
Administrative Overhead Charges	$	16,718
Total Charges Local Transportation		16,718
Colusa County Transit Agency:		
Personnel and Benefits		933,400
Administrative Overhead Charges		107,583
Total Charges Colusa County Transit Agency		1,040,983
Total Charges	$	1,057,701

NOTE 11 OTHER INFORMATION

A. Fare Revenue Ratio

The Colusa County Transit Agency is required by the Transportation Development Act (TDA) to maintain a fare revenue ratio to operating expenses of 10%. During the year ended June 30, 2020, the fare ratio was 10.28%. The calculation of the fare revenue ratio for fiscal year ending June 30, 2020, is as follows:

Passenger Fares	$	36,932
Contract Revenue		18,357
Advertising		13,363
Donations		60
LCTOP Funds		41,819
Other Revenue		9,770
Total Fare Revenue	$	120,301
Total Operating Expenses	$	1,285,813
Allowable TDA Adjustments:		
Depreciation		(81,088)
Reimbursed Projects		(28,231)
Projects funded by TSSSDRA		(6,421)
Net Operating Expenses	$	1,170,073
Fare Revenue Ratio		10.28%

B. PTMISEA

In November 2006, California voters passed a bond measure enacting the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006. Of the $19.925 billion of state general obligation bonds authorized, $4 billion was set aside by the State as instructed by statute as the Public Transportation Modernization Improvement and Services Enhancement Account (PTMISEA). These funds are available to the California Department of Transportation for intercity rail projects and to transit operators in California for rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements or for rolling stock procurement, rehabilitation or replacement. Qualifying expenditures must be encumbered within three years from the date of the allocation and expended within three years from the date of the encumbrance.

During the year ended June 30, 2020, the Commission had a carryover balance of $509,125 and interest earnings of $11,160 for a total amount available of $520,285. For the year ended June 30, 2020, qualifying expenditures of $225,608 were incurred and the remaining carryover balance was $294,677.

NOTE 12 DEFICIT FUND BALANCE/NET POSITION

The following major enterprise fund had a deficit net position. This deficit is expected to be eliminated through increased revenues.

Transit Agency	$	25,795

REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
REQUIRED SUPPLEMENTARY INFORMATION
COMMISSION PENSION PLAN
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY AND SCHEDULE OF CONTRIBUTIONS
YEAR ENDED JUNE 30, 2020
LAST 10 YEARS*

Proportionate share of Net Pension Liability

	Reporting Fiscal Year (Measurement Date)					
Last 10 Fiscal Years*	June 30, 2015 June 30, 2014	June 30, 2016 June 30, 2015	June 30, 2017 June 30, 2016	June 30, 2018 June 30, 2017	June 30, 2019 June 30, 2018	June 30, 2020 June 30, 2019
Proportionate share of the net pension liability	3.22%	2.71%	2.54%	2.08%	2.10%	2.15%
Proportion of the net pension liability	$ 1,185,664	$ 1,367,349	$ 1,552,129	$ 1,229,348	$ 1,287,018	$ 1,398,903
Covered payroll	$ 408,291	$ 441,557	$ 419,777	$ 465,339	$ 479,846	$ 489,499
Proportionate share of the net pension liability as a percentage of covered payroll	290.40%	309.67%	369.75%	264.18%	268.21%	285.78%
Plan's fiduciary net position as a percentage of total pension liability	70.00%	66.26%	62.34%	61.28%	61.87%	61.51%

* Fiscal year 2015 was the first year of implementation. Additional years will be presented as they become available.

Schedule of Contributions

Last 10 Fiscal Years*	June 30, 2015	June 30, 2016	June 30, 2017	June 30, 2018	June 30, 2019	June 30, 2020
Actuarially determined contribution	$ 92,801	$ 92,416	$ 101,476	$ 122,281	$ 139,396	$ 164,056
Contributions related to the actuarially determined contribution	(92,801)	(92,416)	(101,476)	(122,281)	(139,396)	(164,056)
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -	$ -
Covered payroll	$ 441,557	$ 419,777	$ 465,339	$ 479,846	$ 489,499	$ 550,498
Contribution as a percentage of covered payroll	21.02%	22.02%	21.81%	25.48%	28.48%	29.80%

* Fiscal year 2015 was the first year of implementation. Additional years will be presented as they become available.

Changes of Benefit Terms

None.

Changes of Assumptions

None.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
REQUIRED SUPPLEMENTARY INFORMATION
COMMISSION OPEB PLAN
SCHEDULE OF PROPORTIONATE SHARE OF NET OPEB ASSET
YEAR ENDED JUNE 30, 2020

Proportionate Share of Net OPEB Asset

Last 10 Fiscal Years*		June 30, 2019		June 30, 2020
Proportionate share of the net OPEB liability		2.78%		2.52%
Proportion of the net OPEB liability (asset)	$	84,138	$	(6,044)
Covered employee payroll	$	489,499	$	550,498
Proportionate share of the net OPEB liability (asset) as a percentage of covered employee payroll		17.19%		-1.10%
Plan's fiduciary net positon as a percentage of the total OPEB liability		81.30%		101.52%

* Fiscal year 2018 was the first year of implementation. Additional years will be presented as they become available.

Changes of Benefit Terms
None.

Changes of Assumptions
None.

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
LOCAL TRANSPORTATION PLANNING – MAJOR SPECIAL REVENUE FUND
YEAR ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget
REVENUES				
Federal Aid	$ 37,036	$ 37,036	$ -	$ (37,036)
Aid from Other Government Agencies:				
Rural Planning Assistance	158,000	158,000	73,106	(84,894)
Active Transportation Program				
STIP PPM	28,000	28,000	-	(28,000)
SAFETEA-LU	-	157,679	305,108	147,429
RPSTPLE-5915(064)	-	-	-	-
Use of Money	2,140	2,140	3,875	1,735
Total Revenues	225,176	382,855	382,089	(766)
EXPENDITURES				
Overall Work Program	227,176	227,139	129,527	97,612
STIP PPM Expenses	-	28,000	-	28,000
SAFETEA-LU Expenses	-	305,108	305,108	-
Total Expenditures	227,176	560,247	434,635	125,612
NET CHANGE IN FUND BALANCES	(2,000)	(177,392)	(52,546)	124,846
Fund Balances - Beginning of Year	72,359	72,359	72,359	-
FUND BALANCES - END OF YEAR	$ 70,359	$ (105,033)	$ 19,813	$ 124,846

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
LOCAL TRANSPORTATION– MAJOR SPECIAL REVENUE FUND
YEAR ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget
REVENUES				
Taxes	$ 950,000	$ 950,000	$ 1,241,871	$ 291,871
Use of Money	10,000	10,000	18,393	8,393
Total Revenues	960,000	960,000	1,260,264	300,264
EXPENDITURES				
Allocations:				
Road Maintenance	-	472,683	472,683	-
Regional Transit	940,352	945,212	680,463	264,749
Planning and Administration	19,648	14,788	15,245	(457)
Total Expenditures	960,000	1,432,683	1,168,391	264,292
NET CHANGE IN FUND BALANCES	-	(472,683)	91,873	564,556
Fund Balances - Beginning of Year	669,906	669,906	669,906	-
FUND BALANCES - END OF YEAR	$ 669,906	$ 197,223	$ 761,779	$ 564,556

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
STATE TRANSIT ASSISTANCE – MAJOR SPECIAL REVENUE FUND
YEAR ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget
REVENUES				
Taxes	$ -	$ 224,104	$ 194,724	$ (29,380)
Use of Money	-	94	117	23
Total Revenues	-	224,198	194,841	(29,357)
EXPENDITURES				
Allocations:				
Planning and Administration	94	74	73	
Regional Transit	224,104	224,124	194,754	29,370
Total Expenditures	224,198	224,198	194,827	29,370
NET CHANGE IN FUND BALANCES	(224,198)	-	14	14
Fund Balances - Beginning of Year	-	-	-	-
FUND BALANCES - END OF YEAR	$ (224,198)	$ -	$ 14	$ 14

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
REQUIRED SUPPLEMENTARY INFORMATION
NOTE TO BUDGETARY COMPARISON SCHEDULES
YEAR ENDED JUNE 30, 2020

NOTE 1 BUDGETARY BASIS OF ACCOUNTING

Formal budgetary integration is employed as a management control device during the year. The Commission presents a comparison of annual budgets to actual results for all governmental funds. The amounts reported on the budgetary basis are generally on a basis consistent with accounting principles generally accepted in the United States of America (U.S. GAAP).

The following procedures are performed by the Commission in establishing the budgetary data reflected in the financial statements:

(1) The Director of Public Works submits to the Board of Commissioners a recommended budget for the fiscal year commencing the following July 1. The budget includes recommended expenditures and the means of financing them.

(2) The Board of Commissioners review the recommended budget at regularly scheduled meetings, which are open to the public.

(3) Prior to July 1, the budget is adopted through Board order.

(4) The Board of Commissioners may amend the budget by motion during the fiscal year.

The Commission does not use encumbrance accounting under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.

SUPPLEMENTARY INFORMATION

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
SUPPLEMENTARY INFORMATION
LOCAL TRANSPORTATION FUND
SCHEDULE OF ALLOCATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 2020

	Allocations Outstanding July 01, 2019	Allocated	Expended	Adjustment	Allocations Outstanding June 30, 2020
Colusa County Transit Agency					
99260 (a)	$ -	$ 680,463	$ 680,463	$ -	$ -
Colusa County Local Transportation Commission					
99233.1	-	15,245	15,245	-	-
County of Colusa					
99234	222,161	287,426	222,161	-	287,426
City of Colusa					
99233.9	132,351	171,233	132,351	-	171,233
City of Williams					
99233.9	118,171	152,886	118,171	-	152,886
Contingency	150,000	-	-	-	150,000
Totals	$ 622,683	$ 1,307,253	$ 1,168,391	$ -	$ 761,545

COLUSA COUNTY LOCAL TRANSPORTATION COMMISSION
SUPPLEMENTARY INFORMATION
STATE TRANSIT ASSISTANCE FUND
SCHEDULE OF ALLOCATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 2020

	Allocations Outstanding July 01, 2019	Allocated	Expended	Rescinded	Allocations Outstanding June 30, 2020
Colusa County Transit Agency 6731 (b)	$ -	$ 194,754	$ 194,754	$ -	$ -
Totals	$ -	$ 194,754	$ 194,754	$ -	$ -

OTHER REPORTS

CliftonLarsonAllen LLP
CLAconnect.com

INDEPENDENT AUDITORS? REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS* AND THE RULES AND REGULATIONS OF THE TRANSPORTATION DEVELOPMENT ACT

Board of Commissioners
Colusa County Local Transportation Commission
Colusa, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States the financial statements of the governmental activities, business-type activities and each major fund of the Colusa County Local Transportation Commission, (Commission), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated February 24, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Board of Commissioners
Colusa County Local Transportation Commission

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Additionally, we performed tests to determine that allocations made and expenditures paid by the Commission were made in accordance with the allocation instructions and resolutions of the Commission and in conformance with the California Transportation Development Act. Specifically, we performed each of the specific tasks identified in the California Code of Regulations Title 21, Section 6666 and 6667 that are applicable to the Commission. However, our objective was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

Also as part of our audit, we performed tests of compliance to determine whether certain state bond funds were received and expended in accordance with the applicable bond act and state accounting requirements. As of June 30, 2020, PTMISEA funds received and expended were verified in the course of our audit as disclosed in Note 11B. However, our objective was not to provide an opinion on overall compliance with such provisions. Accordingly, we do no express such an opinion.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Roseville, California
February 24, 2021

COUNTY OF COLUSA, CA 4.2

Request For Transportation Commission and Transit Agency

MEETING DATE: March 30, 2021

DEPARTMENT: Public Works/Road Department

FROM: Kirsten Montejano

SUBJECT: Revenue and Appropriations Inter Budget Adjustment

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

Detailed Description/Background of request

IB#1002 Increase Revenue & Appropriations to reflect 19/20 OWP carryover funds available for expenditure & reimbursement during the 20/21 fiscal year.

DEPT	FUND #	DEPT #	ACCT #	AMOUNT
Transp Planning	04022	0000	454155	$59,538.85
Transp Planning	04022	0000	58302	$59,538.85

IB# 1003 Increase Appropriations to reflect the FY19/20 LTF carryover distribution approved 12/15/20 as follows:

DEPT	FUND #	DEPT #	ACCT #	AMOUNT
Local Transportation	04020	0000	58315	$287,426.00
Local Transportation	04020	0000	58316	$171,233.00
Local Transportation	04020	0000	58317	$152,886.00

IB# 1012 Increase Appropriations to reflect additional STA funds:

DEPT	FUND #	DEPT #	ACCT #	AMOUNT
State Transit Assist	04021	0000	454150	$36,000.00
State Transit Assist	04021	0000	583011	$36,000.00

Prior Board Action

05/19/20: Approved FY20/21 OWP
12/15/20: Approved FY19/20 LTF carryover distribution

Fiscal Impact/Funding Source
See Above

Action for the Clerk
None

ATTACHMENTS:

- IB#1002 04022 (XLSX)
- IB#1003 04020 (XLSX)
- IB#1012 04021 (XLSX)

Colusa County Transportation Commission **Agenda Request**

ESTIMATED REVENUE & APPROPRIATIONS

INTER-BUDGET ADJUSTMENT

Department Name: Transportation Planning

Submitted By: Kirsten Montejano

Explanation Increase budget to reflect the FY19/20 OWP carryover funds available to expend & receive reimbursement in this fiscal year.

TO INCREASE (DECREASE) REVENUE

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
Transportation Planning	04022	0000	454155	OWP Planning Assistance	$ 158,000.00	$ 217,538.85	$ 59,538.85
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ 59,538.85

TO INCREASE (DECREASE) APPROPRIATIONS

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
Transportation Planning	04022	0000	58302	OWP Transp Planning	$ 131,495.00	$ 191,033.85	$ 59,538.85
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ 59,538.85

Fiscal Year: 2020-21 Inter-Budget #: 1002

Approved by Commission: 3/30/2020

Colusa County Transportation Commission **Agenda Request**

ESTIMATED REVENUE & APPROPRIATIONS

INTER-BUDGET ADJUSTMENT

Department Name: Local Transportation

Submitted By: Kirsten Montejano

Explanation Increase budget to reflect distribution of Fiscal Year 2019-20 Local Transportation Funds (LTF) carryover as approved on 12/15/20.

TO INCREASE (DECREASE) REVENUE

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ -

TO INCREASE (DECREASE) APPROPRIATIONS

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
Local Transportation	04020	0000	58315	County Road Maint	$ -	$ 287,426.00	$ 287,426.00
Local Transportation	04020	0000	58316	St Maint - City of Colusa	$ -	$ 171,233.00	$ 171,233.00
Local Transportation	04020	0000	58317	St Maint - City of Williams	$ -	$ 152,886.00	$ 152,886.00
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ 611,545.00

Fiscal Year: 2020-21 Inter-Budget #: 1003

Approved by Commission ___3/30/21_____

Attachment: IB#1003 04020 (6365 : Approve Inter-Budget Adjustment)

Colusa County Transportation Commission **Agenda Request**

ESTIMATED REVENUE & APPROPRIATIONS

INTER-BUDGET ADJUSTMENT

Department Name: Transportation - State Transit Assistance

Submitted By: Kirsten Montejano

Explanation STA funds are derived from a quarter cent sales tax on diesel fuel. The original budget amount was the estimated figure provided by the State, however, funds are now anticipated to be higher than the original estimate. This request will adjust the budget accordingly.

TO INCREASE (DECREASE) REVENUE

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
State Transit Assistance	04021	0000	454150	State Transit Assistance	$ 118,993.00	$ 154,993.00	$ 36,000.00
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ 36,000.00

TO INCREASE (DECREASE) APPROPRIATIONS

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
State Transit Assistance	04021	0000	583011	Transit Assistance	$ 118,881.00	$ 154,881.00	$ 36,000.00
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ 36,000.00

Fiscal Year: 2020-21 Inter-Budget #: 1012

Approved by Commission: 3/30/2021

Attachment: IB#1012 04021 (6365 : Approve Inter-Budget Adjustment)

COUNTY OF COLUSA, CA 4.3

Request For Transportation Commission and Transit Agency

MEETING DATE:	**March 30, 2021**
DEPARTMENT:	**Public Works/Road Department**
FROM:	**Kirsten Montejano**
SUBJECT:	**Intra Budget Adjustment**

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

Detailed Description/Background of request
Intra-Budget Adjustment

Prior Board Action
None

Fiscal Impact/Funding Source
None

Action for the Clerk
None

ATTACHMENTS:

- B#21022 Transit Intra LCTOP (XLSX)

Colusa County Transit Agency **Agenda Request**

REQUEST FOR APPROPRIATION OR TRANSFER OF FUNDS

INTRA-BUDGET ADJUSTMENT

Department Name: Transit

Submitted By: Kirsten Montejano

Due to a budget deficiency or unanticipated expense, I am requesting a transfer or additional appropriation as listed below:

FROM:

FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
04002	0000	467720	Fare Box	$ 80,000.00	$ 56,456.00	$ (23,544.00)
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					Total	$ (23,544.00)

TO:

FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
04002	0000	454169	LCTOP	$ -	$ 23,544.00	$ 23,544.00
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					$ -	
					Total	$ 23,544.00

[x] Sufficient balances are available to meet above request transfer from current budget.

Remarks: LCTOP grant funds should be classified in a grant revenue account, therefore a new account was created. This adjustment will move the budgeted 20/21 LCTOP allocation from fare box revenue to the new grant revenue account.

[ ] Insufficient balances are available to meet above request within department budget. Requires transfer from Contingencies. ***(Explanation for need of contingencies is required.)***

Remarks:

Fiscal Year: 2020-21

Budget Change B 21022

Approved by Agency ____ 3/30/2021

Attachment: B#21022 Transit Intra LCTOP (6436 : Intra-Budget Adjustment)

COUNTY OF COLUSA, CA 4.4

Request For Transportation Commission and Transit Agency

MEETING DATE:	**March 30, 2021**
DEPARTMENT:	**Public Works/Road Department**
FROM:	**Michael Azevedo**
SUBJECT:	**Approve the 20/21 Draft Overall Work Plan**

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

Detailed Description/Background of request

Annually Public Works has completed an Overall Work Plan (OWP) 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. 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.

Staff requests review and comment.

Prior Board Action

Annually approved

Fiscal Impact/Funding Source

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

Action for the Clerk

none

ATTACHMENTS:

- OWP COVER 21-22 (DOCX)
- 21-22 OWP draft (DOCX)

Colusa County
Transportation Commission

Colusa County ~ City of Colusa ~ City of Williams

2021/22
Overall Work Program

Draft, 2021

Table of Contents

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.

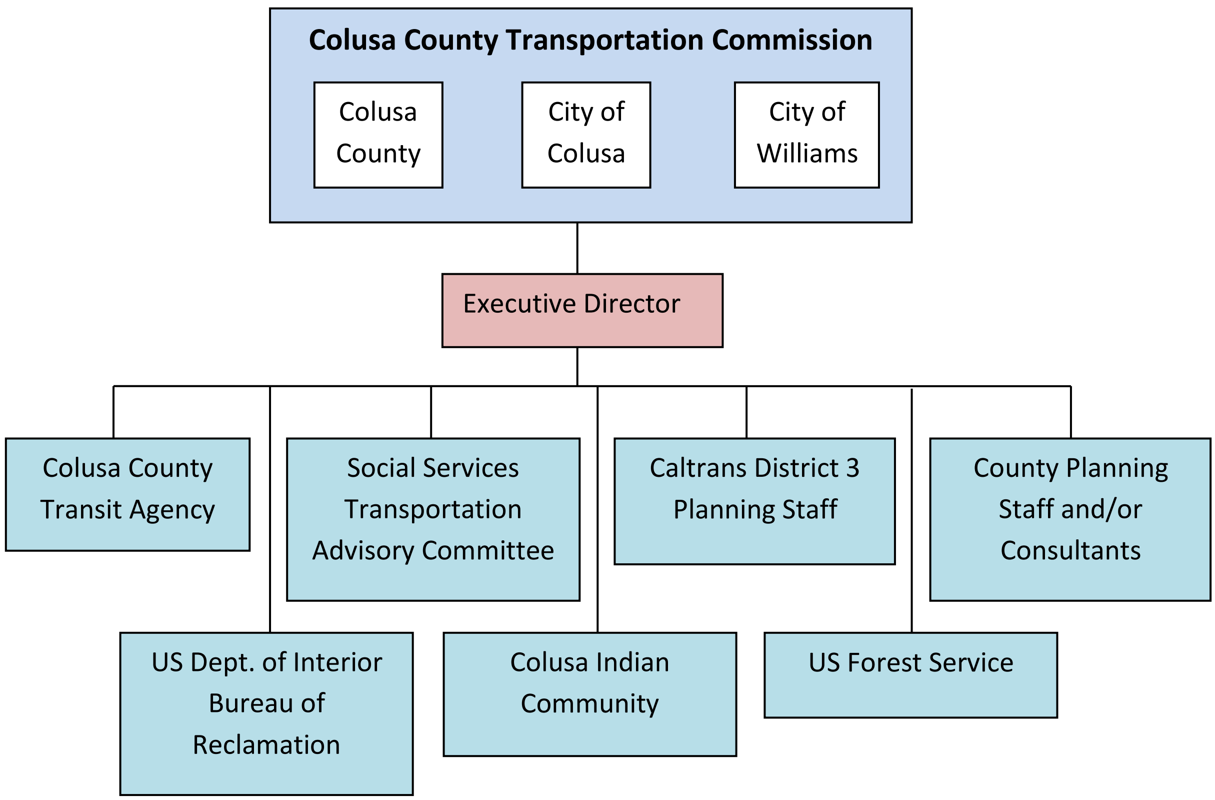
The RTPA's jurisdiction is predominately rural in nature, consisting of approximately 1,151 square miles with many scattered small communities. The current estimated population is 21,600, with a density of 18.7 persons per square mile. Transportation and the regional economy are oriented to farming, 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 YEAR2021/2022

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 2020/2021 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 2021/2022 OWP.
6) Close out of 2020/2021 OWP

2021/22 Products

1)	Final Quarterly Progress Report for FY 2020-21	July 2021
2)	Closeout FY 2020-21 OWP	August 2021
3)	OWP FY 2021-22 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**
1	Monitor OWP	RPA	$7,800
2	Reports, invoices	RPA	$8,000
3	Meetings, program planning, coordination	RPA	$1,900
4	Develop and finalize 2021/22 OWP	RPA	$2,550
5	Closeout 2020/21 OWP	RPA	$1,250
		Total	**$21,500**

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 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	3rd 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)	Coordinate with Tribal Gov't and communities	July 2021 thru June 2022
6)	Develop policies and goals 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**
1	Participate RCTF Meetings (planning activities only)	RPA	$ 3,300
2	Participate NSSR Meetings (planning activities only)	RPA	$ 4,200
3	Attend Supervisorial and City Council meetings	RPA	$ 3,500
4	Regional Transportation Training	RPA	$ 3,000
5	Coordinate with Tribal Gov't and communities	RPA	$ 4,300
6	Develop policies and goals with USFS and USBOR	RPA	$ 1,200
		Total	**$19,500**
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**
1	System Planning 5-year Work Plan update	RPA	$ 500
2	Pre-Programming review	RPA	$ 500
3	ITSP, CFMP,CTP consistency review	RPA	$ 500
4	Local development smart mobility	RPA	$500
		Total	**$2,000.00**

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 as well as possibly procuring services via contract for aerial photography and 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) Maintain GIS layers (Ongoing, quarterly)
2) Develop/acquire data sets (Ongoing, quarterly)
3) Review/process 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) Review and prioritize required 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**
1	Maintain GIS Layers	RPA	$ 38,085.00
2	Develop/acquire data sets	RPA	$ 14,725.00
3	Review/process software agreements/subscriptions	RPA	$ 2,565
4	Invoice communications for GPS data	RPA	$ 5,225.00
5	Update PMS	RPA	$17,800.00
6	Traffic Counts	RPA	$ 16,600.00
		Total	**$95,000.00**

Work Element 5.01: Regional Transportation Improvement Plan

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 Products

1. Reconcile planning projects with goals of the current RTP – *January 2022*
2. Provide information and outreach to local officials, stakeholders, and public – *As Needed*
3. Training through the Local Technical Assistance Program or Tech Transfer to stay informed transportation topics and their application. – *July 2021 – June 2022*
4. Continue RTP update – *July 2021 – June 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	Total Expenditure
1.01	**Staff** – Overall Work Program	RPA	$21,500.00	$21,500.00	$21,500.00
2.01	**Staff** – Regional Coordination	RPA	$19,500.00	$19,500.00	$19,500.00
3.01	**Staff** – Coordination with Caltrans District 3	RPA	$2,000.00	$2,000.00	$2,000.00
4.01	**Staff** - Transportation Systems Maintenance	RPA	$95,000.00	$95,500.00	$95,000.00
5.01	**Staff/Consultant**-RTIP	RPA	$20,000.00	$20,000.00	$20,000.00
		Total	**$158,000.00**	**$158,000.00**	**$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 21st 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, herby 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

COUNTY OF COLUSA, CA

5.1

Request For Transportation Commission and Transit Agency

MEETING DATE:	**March 30, 2021**
DEPARTMENT:	**Transit Agency**
FROM:	**Thomas Simms**
SUBJECT:	**Colusa County Coordinated Plan Update**

Adopt a Resolution approving the final draft of the Coordinated Public Transportation Plan for Colusa County.

Detailed Description/Background of request

Every five years, the coordinated plan for the County must be updated. This updated plan is required by the Federal Transit Administration for all projects to be funded through it Section 5310 grant program.

Prior Board Action

February 24, 2015 approved plan

Fiscal Impact/Funding Source

None

Action for the Clerk

Once approved, please send resolution to Colusa County Transit Manager.

ATTACHMENTS:

- Coordinated Plan Resolution (DOCX)
- Colusa_Coordinated Plan_Final Draft_2021_v1 (DOCX)

RESOLUTION NO. 2021-___

RESOLUTION OF THE COLUSA COUNTY TRANSIT COMMISSION ADOPTING THE COORDINATED PUBLIC TRANSPORTATION PLAN: COLUSA COUNTY

WHEREAS, the Colusa County Transportation Commission (CCTC) was established pursuant to Government Code Section 29535 and designated as the Regional Transportation Planning Agency serving the Colusa County region by the Secretary of the California Business, Transportation and Housing Agency;

WHEREAS, the California Department of Transportation requires that rural counties have a Coordinated Public Transportation Plan: Colusa County in order to receive Federal Transit Administration (FTA) funding;

WHEREAS, a Coordinated Public Transportation Plan: Colusa County was prepared for Colusa County by the California Department of Transportation and its consultants;

WHEREAS, the draft Coordinated Public Transportation Plan: Colusa County was presented to the CCTC for review and discussion in March 30, 2021;

WHEREAS, general support for the Plan was expressed by the Commission, staff, and public;

NOW, THEREFORE BE IT RESOLVED that the Commission hereby approves and adopts the Coordinated Public Transportation Plan: Colusa County prepared for Colusa County and the California Department of Transportation.

PASSED AND ADOPTED this 30th day of March 2021, by the following vote:

AYES:

NOES:

ABSENT:

____
Kent S. Boes, Chair

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

By ____________________________
Patricia Rodriguez, Deputy

APPROVED AS TO FORM:

____

Jennifer Sutton, Senior Deputy Counsel

Coordinated Public Transportation Plan: Colusa County

(Final Draft)

February 2021

Prepared for:
Colusa County Local Transportation Commission
546 Jay Street, Suite 108,
Colusa, California

Prepared by:
Center for Business and Policy Research
University of the Pacific
Stockton and Sacramento, California

Table of Contents

Figures and Tables

Glossary of Acronyms

Acronym	**Full**
ACS	American Community Survey
ADA	Americans with Disabilities Act
AoA	Administration on Aging
Caltrans	California Department of Transportation
CalWORKs	California Work Opportunity and Responsibility to Kids
CCTA	Colusa County Transportation Agency
CDBG	Community Development Block Grants
CSBG	Community Services Block Grants
CTC	California Transportation Commission
CTSA	Consolidated Transportation Service Agency
DOF	Department of Finance
FAST	Fixing America's Surface Transportation Act
FTA	Federal Transit Administration
FY	Fiscal year
LTF	Local Transportation Funds
MAP-21	Moving Ahead for Progress in the 21st Century Act
METS	Volunteer Medical Transportation Service
MOU	Memorandum of Understanding
NEMT	Non-Emergency Medical Transportation
NVCSS	Northern Valley Catholic Social Services
OAA	Older American Act
RTPA	Regional Transportation Planning Agency
SAIPE	Small Area Income and Poverty Estimates
Section 5310	Enhanced Mobility of Seniors & People with Disabilities program
Section 5311	Formula Grant for Rural Areas program
SGR	State of Good Repair
SSBG	Title XX Social Services Block Grant
SSTAC	Social Services Transportation Advisory Council
STIP	State Transportation Improvement Program
TANF	Temporary Assistance to Needy Families
TDA	Transportation Development Act
VA	Veterans Administration

1 Introduction

1.1 Purpose

This document is an update to the 2015 Coordinated Public Transit – Human Services Transportation Plan for Colusa County. Coordinated transportation is essential to keep people linked to social networks, employment, healthcare, education, social services, and recreation. Having access to reliable transportation can present a challenge to vulnerable populations, such as seniors, people with disabilities, and low-income individuals. For these groups, a coordinated transportation plan is necessary to improve access, efficiency, and promote independence.[1]

Projects selected for funding under Federal Transit Administration (FTA) Section 5310 must be included in a coordinated public transit – human services transportation plan. According to the FTA, this Coordinated Plan should be a "unified, comprehensive strategy for public transportation service delivery that identifies the transportation needs of [three priority groups/transportation disadvantaged groups]: 1) individuals with disabilities, 2) seniors, and 3) individuals with limited incomes. This plan lays out strategies for meeting these needs and prioritizing services." The plan should be developed through a process that includes representatives of public, private, nonprofit, and human services transportation providers; members of the public; and other stakeholders.

This plan is intended to meet coordinated-planning requirements as well as provide the Colusa County Local Transportation Commission and its partners a "blueprint" for implementing a range of strategies intended to promote and advance local efforts to improve transportation for persons with disabilities, older adults, and persons with low incomes.

1.2 Approach

Required elements of the Coordinated Plan include:

- Assessment of transportation needs for transportation disadvantaged populations (seniors, people with disabilities, and people with low incomes)
- Inventory of existing transportation services
- Strategies for improved service and coordination
- Priorities based on resources, time, and feasibility

With the 2015 Coordinated Plan as the starting point, this update was shaped by recent planning documents including Colusa County Transportation Commission and Transit Agency (CCTCA) meeting minutes. Transit providers, other stakeholders, and the public provided input through conference calls and written comments, a community outreach meeting on October 20, 2020, and an online survey.

Due to the COVID-19 pandemic, outreach involved a series of virtual consultations and online surveys. The community meeting where the Colusa County Coordinated Transportation Plan was discussed was held virtually through a Zoom webinar. This meeting was attended by Colusa County Transportation Agency (CCTA) staff and representatives from the Williams Family Resource Center, the Colusa County Office of Education, California Department of Transportation (Caltrans), and the Colusa County Department of Health and Human Services. A list of contacts was also compiled by staff at the Center for Business and Policy

[1] Language taken from 2004 Executive Order: Human Service Transportation Coordination. Issued by George W. Bush, February 24, 2004.

Research. The contact list consisted of possible stakeholders, organizations, and service providers in the county that provide services and assistance to seniors, the disabled, or low-income individuals. This list also included contact information for Colusa County local governments, medical providers, transportation providers, and various other service providers. The CCTA also invited members of the county Social Services Transportation Advisory Council (SSTAC) and advertised meeting information on busses prior to the meeting.

Additionally, a short online survey accessible through a Survey Monkey link soliciting community input on community needs was shared with community outreach meeting attendees, to members of the public through the social media pages of community partners, and other key stakeholders. Two Coordinated Plan Outreach Survey were shared, one in English and the other in Spanish. Survey questions were written after the 2020 community outreach meeting and focused on previously identified needs, input from stakeholders and community outreach meeting attendees, and CCTA staff feedback. The Survey link was live from October 28, 2020, to November 15, 2020. A total of twenty-nine English language responses were collected. These responses help inform the Unmet Transportation Needs discussed in Section 6 and Section 8 of this report.

1.3 Funding for Public Transportation in Rural California

Transportation funding in California is complex. Funding for public transportation in rural California counties is dependent primarily on two sources of funds: 1) Federal Section 5311 funds for rural areas and 2) Transportation Development Act (TDA) funds generated through California sales tax revenues. These two funding programs are described later in this section.

Federal and state formula and discretionary programs provide funds for transit and paratransit services. Transportation funding programs are subject to rules and regulations that dictate how they can be applied for, used, and/or claimed through federal, state, and regional levels of government. Funds for human service transportation come from a variety of non-traditional transportation funding programs, including both public and private sector sources.

Federal transit funding programs require local matching funds. Each federal program requires that a share of total program costs be derived from local sources and may not be matched with other federal Department of Transportation funds. Examples of local matches, which may be used for the local share, include state or local appropriations, non-DOT federal funds, dedicated tax revenues, private donations, revenue from human service contracts, private donations, and revenue from advertising and concessions. Non-cash funds, such as donations, volunteer services, or in-kind contributions, may be an eligible local matching source; however, the documentation for this is extensive and usually not practical for rural agencies.

The following sections discuss different funding sources, some of which are new and some of which have been consolidated or changed from previous programs.

Federal Funding Sources

FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program
This program provides formula funding to increase the mobility of seniors and persons with disabilities. Funds are apportioned based on each state's share of the targeted populations and are apportioned to both non-urbanized (population under 200,000) and large urbanized areas (population over 200,000). The former New Freedom program (Section 5317) is folded into this program. The New Freedom program provided grants for services for individuals with disabilities that went beyond the requirements of the Americans with Disabilities

Act (ADA). Activities eligible under New Freedom are eligible under the Section 5310 program. Section 5310 is reauthorized under the Fixing America's Surface Transportation Act (FAST) Act.

As the designated recipient of these funds, Caltrans is responsible for defining guidelines, developing application forms, and establishing selection criteria for a competitive selection process in consultation with its regional partners. State or local government authorities, private non-profit organizations, or operators of public transportation that receive a grant indirectly through a recipient are eligible recipients and sub-recipients for this funding. Projects selected for 5310 funding must be included in a local coordinated plan. The following is an overview of the funding program:

- Capital projects, operating assistance, mobility management, and administration related projects are eligible.
- 20% of program funds must be used on capital projects that are public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
- 50% may be used for operating assistance expenses and New Freedom-type projects:
    - Public transportation projects that exceed the requirements of the ADA.
    - Public transportation projects that improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit.
    - Alternatives to public transportation that assist seniors and individuals with disabilities.
- Statewide Funding Formula
    - 60% to designated recipients in urbanized areas with populations over 200,000.
    - 20% to states for small, urbanized areas (under 200,000 population).
    - 20% to states for rural areas.
    - Up to 10% of funding is allowed for program administration costs by Caltrans due to state law.
- Funds are apportioned for urban and rural areas based on the number of seniors and individuals with disabilities.
    - Federal share for capital projects, including the acquisition of public transportation services is 80%.
    - Federal share for operating assistance is 50%.

The national apportionment for FTA Section 5310 in fiscal year (FY) 2019 was over $278 million and increased to over $288 million in FY 2020, with California receiving $32.3 million.[2]

FTA Section 5311 Formula Grant for Rural Areas[3]

The Section 5311 program provides capital, planning, and operating assistance to support public transportation in rural areas with populations less than 50,000. The Section 5311 program, as amended under Moving Ahead for Progress in the 21st Century Act (MAP-21), combines the 5311 program and the

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[2] "Table 8: FY 2020 Section 5310 Enhanced Mobility of Seniors and People with Disabilities (Full Year)" https://www.transit.dot.gov/funding/apportionments/table-8-fy-2020-section-5310-enhanced-mobility-seniors-and-people.

[3] "Table 9: FY 2020 Section 5311 and Section 5340 Rural Area Formula Apportionments, Rural Transportation Assistance Program (RTAP) Allocations, and Appalachian Development Public Transportation Assistance Program (Full Year)" https://www.transit.dot.gov/funding/apportionments/table-9-fy-2020-section-5311-and-section-5340-rural-area-formula.

repealed 5316 Job Access and Reverse Commute program activities into one program. The goal of the program is to:

- Enhance the access of people in non-urbanized areas to health care, shopping, education, employment, public services, and recreation.
- Assist in the maintenance, development, improvement, and use of public transportation systems in non-urbanized areas.
- Encourage and facilitate the most efficient use of all transportation funds used to provide passenger transportation in non-urbanized areas through the coordination of programs and services.
- Assist in the development and support of intercity bus transportation.

Program goals also include improving access to transportation services to employment and employment-related activities for low-income individuals and welfare recipients and to transport residents of urbanized and non-urbanized areas to suburban employment opportunities.

Eligible projects under 5311 consists of planning, capital, operating, job access and reverse commute projects, and the acquisition of public transportation services.

- 20% for capital projects
- 50% for operating assistance
- 20% for ADA non-fixed-route paratransit service
- Up to 10% of a recipient's apportionment

Funding is formula-based for rural areas and tribal transit programs.

- Rural Formula
  - 83.15% of funds apportioned based on land area and population in rural areas.
  - 16.85% of funds apportioned on land area, revenue- vehicle miles, and low-income individuals in rural areas.
- Tribal Transit Program
  - $5 million discretionary tribal program.
  - $30 million tribal formula program for tribes providing transportation.
  - Formula factors are vehicle revenue miles and the number of low-income individuals residing on tribal lands.

Eligible recipients include the following:

- States, Federally Recognized Indian Tribes
- Subrecipients: State or local government authorities, nonprofit organizations, operators of public transportation or intercity bus service that receive funds indirectly through a recipient.

Toll Credit Funds In lieu of Non-Federal Match Funds[4]

Federal-aid highway and transit projects typically require project sponsors to provide a certain amount of non-federal funds as a match to federal funds. Through the use of "Transportation Development Credits" (sometimes referred to as toll credits), the non-federal share match requirement in California can be met by applying an equal amount of Transportation Development Credit and therefore allow a project to be funded with up to 100% federal funds for federally participating costs. Caltrans has been granted permission by the

[4] "Use of Toll Credits in Lieu of Non-Federal Share Match for Local Assistance Federal-Aid Highway Projects" https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/ob/2016/f0012533-ob14-03.pdf.

FTA to utilize Toll Credits, and in the past has made credits available for FTA Section 5310, 5311, 5316, and 5317 programs. Local agencies may now use other federal funding to replace the required local match for both On-System Local Highway Bridge Program (HBP) projects and Highway Safety Improvement Program projects. With this option, toll credits can be applied to federal funding components in the project to achieve the 100% federal reimbursement rate.

Non-Traditional Transportation Program Funding

Transportation Alternatives Program (TAP)
Prior to MAP-21, apportionments of Transportation Enhancements were included in the State Transportation Improvement Program (STIP) for each region. MAP-21 replaced Transportation Enhancements with the Transportation Alternatives Program which is funded at 2% of the total of all MAP-21 programs with set-asides. Transportation Alternatives Program projects must be related to surface transportation but are intended to be enhancements that go beyond the normal transportation project functions. Eligible activities include Transportation Enhancements; Recreational Trails; Safe Routes to Schools program; and planning, designing, or constructing roadways within the right-of-way of former interstate routes or other divided highways.

In September 2013, California legislation created the Active Transportation Program (ATP). The ATP consolidates existing federal and state programs, including TAP, Bicycle Transportation Account, and Safe Routes to School into a single program with a focus to make California a national leader in active transportation.

Fixing America's Surface Transportation Act (FAST)[5]
The FAST Act was signed into law in 2015 and replaced the MAP-21 Transportation Alternatives Program. The FAST Act essentially built on the changes made through the TAP. The FAST Act offers Surface Transportation Block Grants for transportation alternatives.[6] These set-aside funds include all projects and activities that were previously eligible under TAP, encompassing a variety of smaller-scale transportation projects. Eligible applicants include all entities that were eligible to apply for TAP funds. The FAST Act also allows nonprofit entities responsible for the administration of local transportation safety programs to apply. $850 million in FAST Act funding per year was made available for FY 2018-2020.[7]

State Funding Sources

Transportation Development Act (TDA)
The California Transportation Development Act has two funding sources for each county that are locally derived and locally administered: 1) the Local Transportation Fund (LTF) and 2) the State Transit Assistance Fund (STA).

LTF revenues are derived from 1/4 cent of the 7.25 cent retail sales tax collected statewide. The California Department of Tax and Fee Administration returns the 1/4 cent to each county according to the amount of

[5] "A Summary of Highway Provisions" https://www.fhwa.dot.gov/fastact/summary.cfm.
[6] Transportation Enhancements was replaced with Transportation Alternative Program, which was then replaced by FAST Act Surface Transportation Block Grants.
[7] "Transportation Alternatives" https://www.fhwa.dot.gov/fastact/factsheets/transportationalternativesfs.cfm.

tax collected in each county. TDA funds may be allocated under Articles 4, 4.5, and 8 for planning and program activities, pedestrian and bicycle facilities, community transit services, public transportation, and bus and rail projects. Funding allocated from Articles 4 and 8 vary by county and support public transportation systems, research and demonstration, local streets and roads and projects, passenger rail service operations and capital improvements, and administrative and planning costs. Article 4.5 provides up to 5% of remaining LTF funds and supports community transit services for the disabled and those who cannot use conventional transit services.

Prior to approving TDA funds for purposes other than public transportation, specialized transportation, or facilities for bicycles and pedestrians, the Local Transportation Commission, sometimes referred to as the Regional Transportation Planning Agency (RTPA), conducts an annual unmet transit need process which includes a public hearing and assessment of transit. Commission staff and the local SSTAC review public comments received and compare the comments to the adopted definitions to determine if there are unmet transit needs, and whether or not those needs are "reasonable to meet." Each RTPA is required to adopt definitions of "unmet transit need" and "reasonable to meet." Any unmet transit needs that are reasonable to meet must be funded before funds can be allocated for streets and roads.[8]

STA are revenues derived from statewide sales taxes on gasoline and diesel fuels. Eligible recipients include public transit operators. STA funds are appropriated by the legislature to the State Controller's Office. The State Controller's Office then allocates the tax revenue, by formula, to planning agencies and other selected agencies. Statute requires that 50% of STA funds be allocated according to population and 50% be allocated according to transit operator revenues from the prior fiscal year. STA is allocated annually by the local transportation commissions based on each region's apportionment. Unlike LTF, they may not be allocated to other purposes. STA revenues may be used only for public transit or transportation services. STA funds will reach approximately $692.25 million for FY 2021.

State Transportation Improvement Program (STIP)[9]

The STIP is a biennial five-year plan adopted by the California Transportation Commission (CTC) for major capital projects of all types. State transportation funds under STIP may be used for state highway improvements, intercity rail, and regional highway and transit improvements. State law requires the CTC to update the STIP biennially, in even-numbered years, with each new STIP adding two new years to prior programming commitments. The current structure of the STIP was initiated by SB45 in 1997. The STIP is constrained by the amount of funds estimated to be available for the STIP period in the fund estimate, which is developed by Caltrans and adopted by the Commission every other odd year. The amount available for the STIP is then constrained by formulas for regional and interregional shares per Streets and Highways Code (Sections 164, 187, 188, and 188.8). Eligible recipients include cities, counties, transit agencies, transit operators, regional planning agencies, and CTCs. STIP funding is estimated to include $2.6 billion for FY 2021-FY 2025, with $569.4 million specified for new programming.

[8] The concept of "unmet needs that are reasonable to meet" is discussed later in this report.
[9] Language and information from this section was taken from the 2014 Report of STIP Balance County and Interregional Shares.

Social Services Funding Sources

This section summarizes a variety of social services funding sources. A portion of the budgets for these sources are used to fund transportation services for clients, patients, and other beneficiaries.

Older Americans Act (OAA)[10]
The Older Americans Act was signed into law in 1965 amidst growing concern over seniors' access to health care and their general well-being. The Act established the federal Administration on Aging (AoA) and charged the agency with advocating on behalf of Americans 60 or older. AoA implemented a range of assistance programs aimed at seniors, especially those at risk of losing their independence. Transportation is a permitted use of funds under the Act, providing needed access to services offered by the AoA, nutrition and medical services, and other essential services. No funding is specifically designated for transportation, but funding can be used for transportation under several sections of the OAA, including Title III (Support and Access Services), Title VI (Grants to American Indian Tribes), and the Home and Community-Based Services program.

Title III(B) funds six programs including supportive services and senior centers. Funds may be used for capital projects and operations, and to purchase and/or operate vehicles and fund mobility management services. 73% of OAA appropriations go to Title III, which consisted of $138 million in FY 2019 and $137 million in FY 2020. Eligible recipients include State Units on Aging and Area Agencies on Aging. The state will match funding as listed below:

- 15% state match for Supportive Services and Senior Centers,
- 15% for Congregate and Home-delivered Nutrition Services, and
- 25% for National Family Caregiver Support Program

Title VI funds nutrition and caregiver support services to reduce the need for costly institutional care and medical interventions and responds to the needs of a culturally diverse Native American community.[11] Funds may be used for supportive and nutrition services and transportation services, including rides to meal sites, medical appointments, grocery stores, and other critical daily activity locations. Eligible recipients include Native American Tribal organizations, Alaskan Native organizations, non-profit groups representing Native Hawaiians where the tribal organization represents at least 50 Native elders aged 60 or older. $34.2 million in grant funds for supportive and nutrition services and $10.1 million for Native American caregiver programs were made available in FY 2019.

Regional Centers
Regional centers are nonprofit private corporations that contract with the Department of Developmental Services to provide or coordinate services for individuals with developmental disabilities. They have offices throughout California to provide a local resource to help find and access the many services available to individuals and their families. There are 21 regional centers with more than 40 offices located throughout the state. Regional Centers provide a number of support services, including transportation services. Transportation services are provided so persons with a developmental disability may participate in programs and/or other activities identified in their Individual Program Plan. A variety of sources may be used to provide

[10] "Older Americans Act: Funding Formulas" https://fas.org/sgp/crs/misc/RS22549.pdf.
[11] "Services for Native Americans (OAA Title VI)" https://acl.gov/programs/services-native-americans-oaa-title-vi.

transportation through public transit; specialized transportation companies; day programs and/or residential vendors; and family members, friends, and others. Transportation services may include help in boarding and exiting a vehicle as well as assistance and monitoring while being transported.

Medi-Cal

Medi-Cal is California's health care program for low-income children and adults. Medi-Cal will provide assistance with expenses for non-emergency medical transportation and nonmedical transportation trips. Eligible recipients include individuals who receive Medi-Cal through a managed care plan and who have exhausted other available transportation resources. Nonmedical transportation consists of transportation by private or public vehicle for those without transportation while non-emergency medical transportation (NEMT) is defined as transportation by ambulance, wheelchair van, or litter van. Transportation providers submit applications to the California Health and Human Services Agency to participate as a provider in the Medi-Cal program. Transportation expenses constitute less than 1% of Medicaid expenses.

Title XX Social Services Block Grant (SSBG)[12]

The SSBG is a flexible source of funds provided by the Department of Social Services. States use SSBG funding to support a variety of social services for vulnerable children, adults, and families to achieve five broad goals, including: reduce dependency, achieve self-sufficiency, protect children and families, reduce institutional care by providing home/community-based care, and provide institutional care when other forms of care are not appropriate. SSBGs support programs that allow communities to achieve or maintain economic self-sufficiency to prevent, reduce, or eliminate dependency on social services. SSBGs fund a variety of initiatives organized into 29 service categories, including childcare, child welfare, services for persons with disabilities, transportation, case management services, and protective services for adults. Eligibility is determined by the State, and can include Child Welfare Services, Foster Care, Deaf Access, Community Care Licensing, California Department of Education Child Care, Department of Developmental Services programs. Temporary Assistance to Needy Families (TANF) block grants may also be transferred into SSBG grant programs. Title XX SSBG programs included $1.7 billion in FY 2019 nationally.

Community Services Block Grant (CSBG)[13]

The Community Services Block Grant is provided by the Department of Health and Human Services. CSBG is designed to assist low-income persons through different services: employment, housing assistance, emergency referrals, and nutrition and health. CSBG supports services and activities for low-income persons including the homeless, migrants, and the elderly that alleviate the causes and conditions of poverty in communities. States, federally and state-recognized Native American tribes and tribal organizations, Community Action Agencies, and migrant and seasonal farmworkers' agencies are eligible for this funding. Portions of these funds can be used to transport participants of these programs to and from employment sites, medical and other appointments, and other necessary destinations. $725 million in grants were provided in FY 2019 and reauthorization is currently pending.

Consolidated Health Center Program[14]

Consolidated Health Center Program funds are provided by the Department of Health and Human Services. They are used to offer access to health centers that provide comprehensive primary and preventative health

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[12] "SSBG Fact Sheet" https://www.acf.hhs.gov/ocs/resource/ssbg-fact-sheet.
[13] "Community Services Block Grant" https://www.benefits.gov/benefit/825.
[14] "Consolidated Health Centers" https://www.benefits.gov/benefit/610.

care to diverse and medically underserved populations. Centers provide care at special discounts for people with incomes below 200% of the poverty line. Health centers can use funds for center-owned vans, transit vouchers, and taxi fares. Eligible organizations include all community-based organizations, including tribal-based and faith-based organizations that contribute to patients' health care.

Community Mental Health Services Block Grant

This program provided by the Department of Health and Human Services provides a flexible fund to support comprehensive, community-based mental health services for those with serious mental illnesses. Funds can be used for a variety of mental illness prevention, treatment, and rehabilitation services. This grant program includes mandatory set-asides for programs addressing the needs of those with early serious mental illness, children with serious mental and emotional disturbances, mobile crisis units, crisis stabilization beds, and crisis call centers. Grants are awarded for both the health services and supporting services including the purchase and operation of vehicles to transport patients to and from appointments. Additionally, funds can be used to reimburse those able to transport themselves. Eligible recipients include states, territories, and county mental health departments. Available national funds included $723 million in FY 2020 and $757.6 million in FY 2020.

Substance Abuse Prevention and Treatment Block Grant

The Substance Abuse Prevention and Treatment Block Grant Program was authorized to provide funds for the purpose of planning, implementing, and evaluating activities to prevent and treat substance abuse among targeted populations and service areas, including pregnant women and women with dependent children, intravenous drug users, tuberculosis services and early HIV/AIDS intervention. At least 20% of funds must be spent towards substance abuse primary prevention strategies. Transportation-related services may be broadly provided through reimbursement of transportation costs and mobility management. It is the largest federal program dedicated to improving publicly funded substance abuse prevention and treatment systems.[15] Funds may be used to support transportation-related services such as mobility management, reimbursement of transportation costs, and other services. There is no matching requirement for these funds. Eligible recipients include states, territories, and tribal governments. Program funds included $1.86 billion in FY 2020 nationwide and are anticipated to apportion $254 million in FY 2021 for the State.[16]

Child Care and Development Block Grant (CCDBG)

This program provides subsidized childcare services to low-income families. Although the grant is not a direct source of transportation funds, services may be covered by voucher payments if childcare providers provide transportation. This can include driving the child to and from appointments, recreational activities, and more. Eligible recipients include states and recognized Native American tribes. There are no matching requirements for discretionary or mandatory funds; however, Medicaid has a matching rate for the remaining portion of mandatory funds. National funds totaled approximately $5.2 billion in FY 2019 and will increase to $7.7 billion in FY 2020.

Developmental Disabilities Projects of National Significance

The purpose of this program is to create and enhance opportunities for individuals with developmental

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[15] "Fact Sheet: Substance Abuse Prevention and Treatment Block Grant" https://www.samhsa.gov/sites/default/files/sabg_fact_sheet_rev.pdf.

[16] House Appropriations Bill 2020 Report. https://appropriations.house.gov/sites/democrats.appropriations.house.gov/files/FY2020%20LHHS_Report.pdf.

disabilities and their families to contribute to and participate in all facets of community life. Priorities include improving state employment policies and outcomes, collecting data and providing technical assistance, and to support national and state policy that enhances these goals. Projects are awarded for programs that are considered innovative and likely to have significant national impacts. This funding can be used towards a variety of short term (1-5 year) projects addressing critical issues affecting individuals with developmental disabilities and their families, mandatory set-aside for transportation assistance activities, training of personnel on transportation issues pertaining to mental disabilities, and reimbursement of transportation costs. Eligible recipients include state, local, public or private non-profit organizations or agencies. PNS funding totaled $12 million nationally in FY 2018, including $1 million for transportation assistance activities for older adults and people with disabilities.

Head Start

This program provides grants to local public and private agencies to provide comprehensive child development services to low-income children and families and promote school readiness from birth to age five, focusing on local needs. Funds may be used for program expansion and discretionary funds. Head Start programs provide transportation services for children either directly or through contracts with transportation providers. Program regulations require the Head Start makes reasonable efforts to coordinate transportation resources with other human services agencies in the community. Eligible recipients include local public and private non-profit and for-profit agencies. Matching requirements consist of a 20% grantee match through cash and in-kind donations. Head Start funds totaled $10.1 billion in FY 2019 and increased to $11.6 billion in FY 2020.

Temporary Assistance to Needy Families (TANF)/CalWORKs

TANF is the federal program that funds CalWORKs. TANF provides temporary cash aid to needy families, including supportive services such as job services, transportation, and childcare. Recipients are required to participate in activities that assist them in obtaining employment. Supportive services are provided to enable recipients to participate in these activities. States, federally recognized Native American tribes, and families defined as eligible in the TANF state plan can receive this funding. TANF funding totaled $16.6 billion with $3.7 billion allocated for California, approximately 2.9 billion of which was used to fund maintenance-of-effort expenditures. CalWORKs funding totaled $4.86 billion in FY 2019 and $5.25 billion in FY 2020.

Community Development Block Grants (CDBG)[17]

CDBG are funds from the federal Department of Housing and Urban Development that are given to the state to disseminate among all eligible local governments. The CDBG program works to ensure decent affordable housing, to provide services to the most vulnerable community members, and to create jobs through the expansion and retention of businesses. Specifically, funds may be used for activities related to housing, real property, public facilities, economic development, public services.

The annual CDBG appropriation is allocated between state and local jurisdictions and are called "non-entitlement" and "entitlement" communities respectively. Entitlement communities are comprised of central cities of Metropolitan Statistical Areas; metropolitan cities with populations of at least 50,000; and qualified urban counties with a population of 200,000 or more (excluding the populations of entitlement cities). Eligible recipients include state and local jurisdictions, where at least 70% must be used for activities that benefit entitlement communities and 30% must be used amongst smaller towns and rural counties.

[17] "CPD Appropriations Budget/Allocations" https://www.hud.gov/program_offices/comm_planning/budget.

Administration costs in excess of $100,000 must be matched. CDBG national funding totaled $3.4 billion in FY 2020 with $400 million apportioned for California.

Other Sources

This section summarizes a number of other transportation support sources.

Private and Non-Profit Foundations
Many small agencies that target low-income, senior, and/or disabled populations are eligible for foundation grants. Typically, these grants are highly competitive and require significant research to identify foundations appropriate for the transportation of the targeted populations.

Service Clubs and Fraternal Organizations
Organizations such as the Rotary Club, Soroptimists, Kiwanis, and Lions often pay for special projects. For transportation, they might pay for or help contribute toward the cost of a new vehicle.

AB 2766 (Vehicle Air Pollution Fees)
California Assembly Bill 2766 allows local air quality management districts to level a $2 to $4 per year fee on vehicles registered in their district. These funds are to be applied to programs designed to reduce motor vehicle air pollution as well as towards the planning, monitoring, enforcement, and technical study of these programs. Across the state, these funds have been used for local transit capital and operating programs.

Traffic Mitigation Fees
Traffic mitigation fees are one-time charges on new developments to pay for required public facilities and to mitigate impacts created by or reasonably related to development. There are a number of approaches to charging developers; these fees must be clearly related to the costs incurred as a result of the development with a rational connection between fee and development type. Furthermore, fees cannot be used to correct existing problems or pay for improvements needed for existing development. A county may only levy such fees in the unincorporated area over which it has jurisdiction, while a city must levy fees within the city limits. Any fee program must have the cooperation of all jurisdictions affected.

Advertising
One modest but important source of funding for many transit services is on-vehicle advertising. Local transit agencies may enhance their efforts by pursuing an advertising program that could lead to discretionary revenue. However, it is important to consider that managing an advertising program requires staff time and can potentially overload vehicle aesthetics with excessive advertising.

Contract Revenues
Transit systems can also generate income from contracted services. Social service providers, employers, higher education institutions, and other entities may contract with local transit services. These contracted revenues can form important funding streams for local transit service agencies. This may involve subsidizing dedicated routes or contributing funds to the overall transit system.

Employer and Member Transportation Programs
Businesses and other local agents with workers, visitors, and/or members with transportation needs are sometimes willing to provide transportation to fill their needs. This may not be limited to employment sites

but could also include transportation to recreational activities, shopping destinations, and medical appointments. These programs have their own buses and routes that may involve coordination of their transportation efforts with other transportation programs and services. For example, some vacation resorts or tribal casinos provide multi-purpose transportation services.

In-Kind

In-kind contributions can take many forms. Donations can range from financial contributions to the donation of a vehicle, a transit bench, and right of way for bus stops as well as contributions by local businesses in the form of featuring transit information and/or selling transit tickets.

2 Demographics Profile[18]

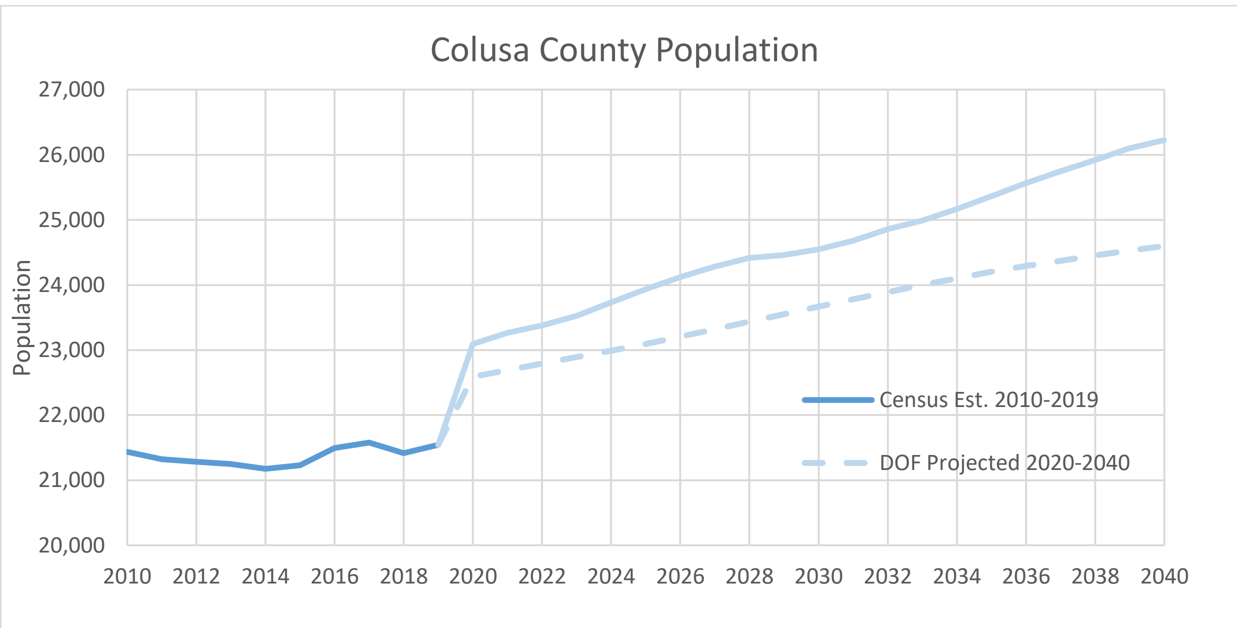
Colusa County is located in the northern part of California's Central Valley, approximately 60 miles north of Sacramento, and was one of the original 27 counties created by the first California State Legislature. It is centrally located between the beaches of the Pacific Coast to the west and the snow skiing regions of the Sierra to the east. With a land area of 1,156 square miles, the County is bordered by Glenn, Sutter, Butte, Yolo, and Lake Counties.

2.1 Target Population Characteristics

County Data

Nationwide, transit system ridership is drawn largely from various groups of persons who make up what is often called the "transit-dependent" population. This category, also described as transportation disadvantaged, includes elderly persons, persons with disabilities, and low-income persons. In addition, veterans, members of households with no available vehicles, and passengers with limited English proficiency may have transportation needs that differ from the general public.

Figure 1: Population Trendline (2020-2040)



Source: U.S. Census Bureau, Annual Estimates for the Resident Population for Counties.
California Department of Finance, P-1. Vintage 2019 (2020.1.10) County Population Projections.
California Department of Transportation, Vintage 2019 Long-Term Socio-Economic Forecasts by County.

Colusa County has an estimated total population of 21,464, or 0.05% of California's population, ranking it the ninth smallest county in the state. The proportion of the county's population that is transit-dependent falls between state and national averages. Figure 1 and Table 1 provide population characteristics, including details of the key demographic groups for this report: adults over the age of 65, individuals with disabilities, and individuals below the federal poverty level. For comparison, the total population and percent of these

[18] The language and information from this section were taken from Colusa County's 2015 Coordinated Plan Human Services Transportation Plan and 2018 American Community Survey.

demographic groups are also presented for California and the United States.[19] The population of Colusa County has been growing since its founding and is projected to continue a slow growth in the coming decades.

Table 1: Target Population Characteristics

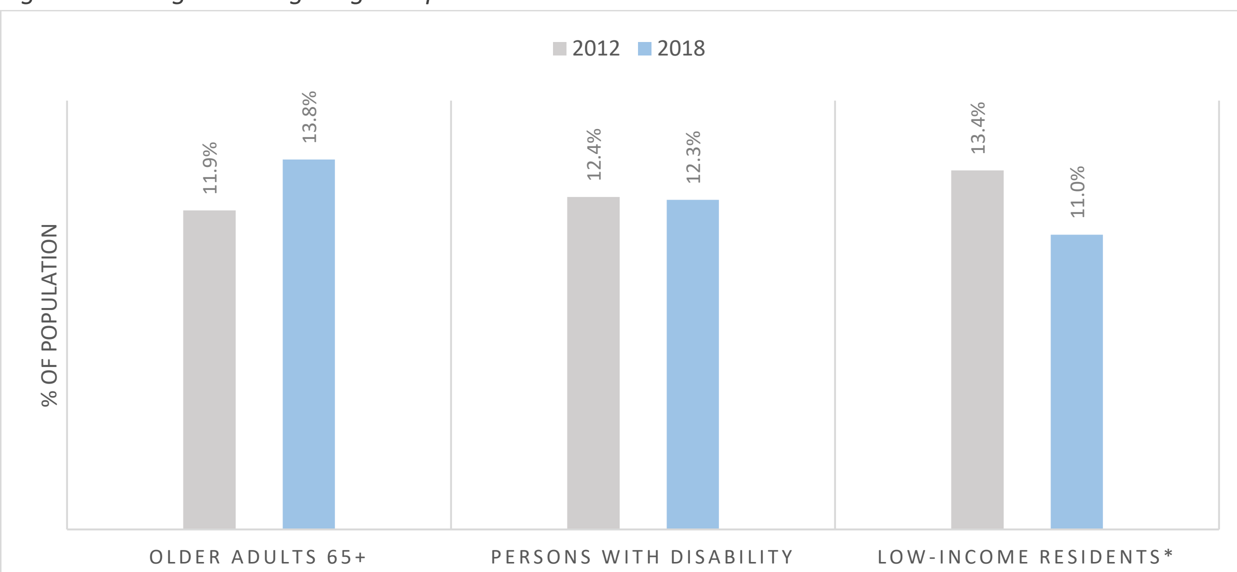
Area	Total Population	% persons aged 65+	% persons w/ disability	% poverty level*	% veterans	% speak English less than "very well"
Colusa	21,464	13.8%	12.3%	11.0%	5.1%	22.1%
California	39,148,760	13.6%	10.4%	12.8%	5.4%	18.1%
United States	322,903,030	15.2%	12.6%	13.1%	7.5%	8.5%

Source: U.S. Census Bureau: American Community Survey (ACS), 2018 5-year Estimate
*Source: U.S. Census Bureau: Small Area Income and Poverty Estimates (SAIPE), 2018

Population Changes among Target Populations

Figure 2 provides information reflecting the changes among target populations in recent years. Since 2012, Colusa County's older adult population has grown, while overall poverty levels have decreased.

Figure 2: Changes Among Target Population



Source: U.S. Census Bureau: ACS, 2012 and 2018 5-year Estimate
*Source: U.S. Census Bureau: SAIPE, 2012 and 2018

Older Adults

To better understand how the older adult population in Colusa County is changing, refer to Table 2, which

[19] Data from the State of California's Department of Finance is also referenced in this section. Note that the data from the U.S. Census Bureau and Department of Finance slightly differ from one another because of years the data represent as well as differences in the sources of data and methodology of calculation.

shows the total number of older adults (65 and older) in 2010 along with projections for every decade until 2060. As is the case nationwide, the population in Colusa County is aging. Using California's Department of Finance population projection data, between 2010 and 2060, Colusa County's population that is over the age of 65 is expected to double (see Table 2). During the same time period, the population under the age of 65 is only expected to grow by 5%. By 2060, approximately 20% of the County's population will be older adults.

Table 2: Population Predictions for Older Adults

Age Group	2010	2020	2030	2040	2050	2060	Population Change 2010-2060
Under 65	18,810	19,256	19,552	20,269	20,393	19,712	4.8%
65-74 (Young Retirees)	1,372	2,034	2,203	1,902	2,134	2,596	89.2%
75-84 (Mature Retirees)	784	867	1,435	1,578	1,397	1,604	104.6%
85+ (Seniors)	356	436	481	849	930	886	148.9%
Subtotal Pop: Age 65+	2,512	3,337	4,119	4,329	4,461	5,086	102.5%
% Older Adults	11.8%	14.8%	17.4%	17.6%	17.9%	20.5%	

Source: California Department of Finance, State and County Population Projections by Major Age Groups, January 2020

People with Disabilities[20]

According to the American Community Survey (ACS) 2018 5-Year data, 12.3% of the non-institutionalized population of Colusa County population has a disability. This proportion is higher than the California average but slightly lower than the national average (see Table 1). In Colusa County, the top three disability issues for those disabled under 18 are cognitive, hearing, and ambulatory difficulties. For those disabled between ages 18 and 64, the top three disability issues are ambulatory, cognitive, and independent living difficulties. For those 65 and older, the top three disability issues are ambulatory, hearing, and cognitive difficulties. 34.6% of the non-institutionalized population in Colusa County that is 65 and older has a disability.

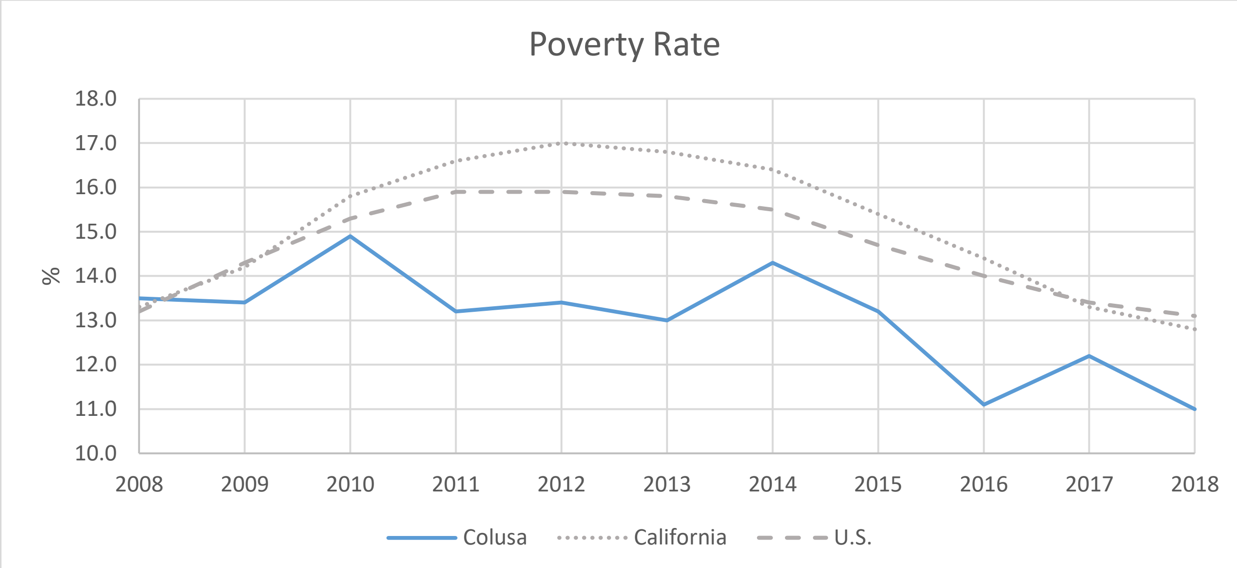
These disability statistics, which cover six disability types, were produced based on questions introduced to the ACS in 2008.[21] Because of changes in questions, one must be cautious when comparing previous Census/ACS disability data.

Low-Income Residents

According to the Small Area Income and Poverty Estimates (SAIPE) produced by the U.S. Census Bureau, 11.0% of the population in Colusa County lives below the federal poverty level. The concentration of those below the poverty level is highest in the most rural areas of the county. Since 2009, the poverty rate in Colusa County has remained below both state and federal rates.

[20] "Disability." ACS. https://www.census.gov/topics/health/disability/guidance/data-collection-acs.html
[21] For more information, please visit the Census Bureau's page on Disability and American Community Survey at https://www.census.gov/topics/health/disability/guidance/data-collection-acs.html.

Figure 3: Poverty Rate (2008-2018)



Source: U.S. Census Bureau: SAIPE, 2008-2018

Vehicle Access

The vehicle availability of Colusa County households is examined in Table 3. While 2018 ACS data shows that the majority of households have access to one or more vehicles, 5.4%, or over 380 households, do not.

Table 3: Household Vehicle Availability

Households with:	
0 vehicle	5.4%
1 vehicle	23.8%
2 vehicles	36.6%
3 or more vehicles	34.2%

Source: U.S. Census Bureau: ACS, 2018 5-year Estimate, Physical Housing Characteristics for Occupied Housing Units

Table 4 below summarizes the mode of transportation utilized by the working population. The majority (77%) of all workers are driving alone, while less than 1% of workers utilize public transportation as a means of transportation to work.

Table 4: Means of Transportation to Work

Working population (16 years and over in households)	9,378
Travel to work by:	
Car, truck, van – drove alone	77.1%
Car, truck, van – carpooled	14.8%
Public transport	0.4%
Walked	2.2%
Taxi, motorcycle, bike, other	1.3%
Work at home	4.3%

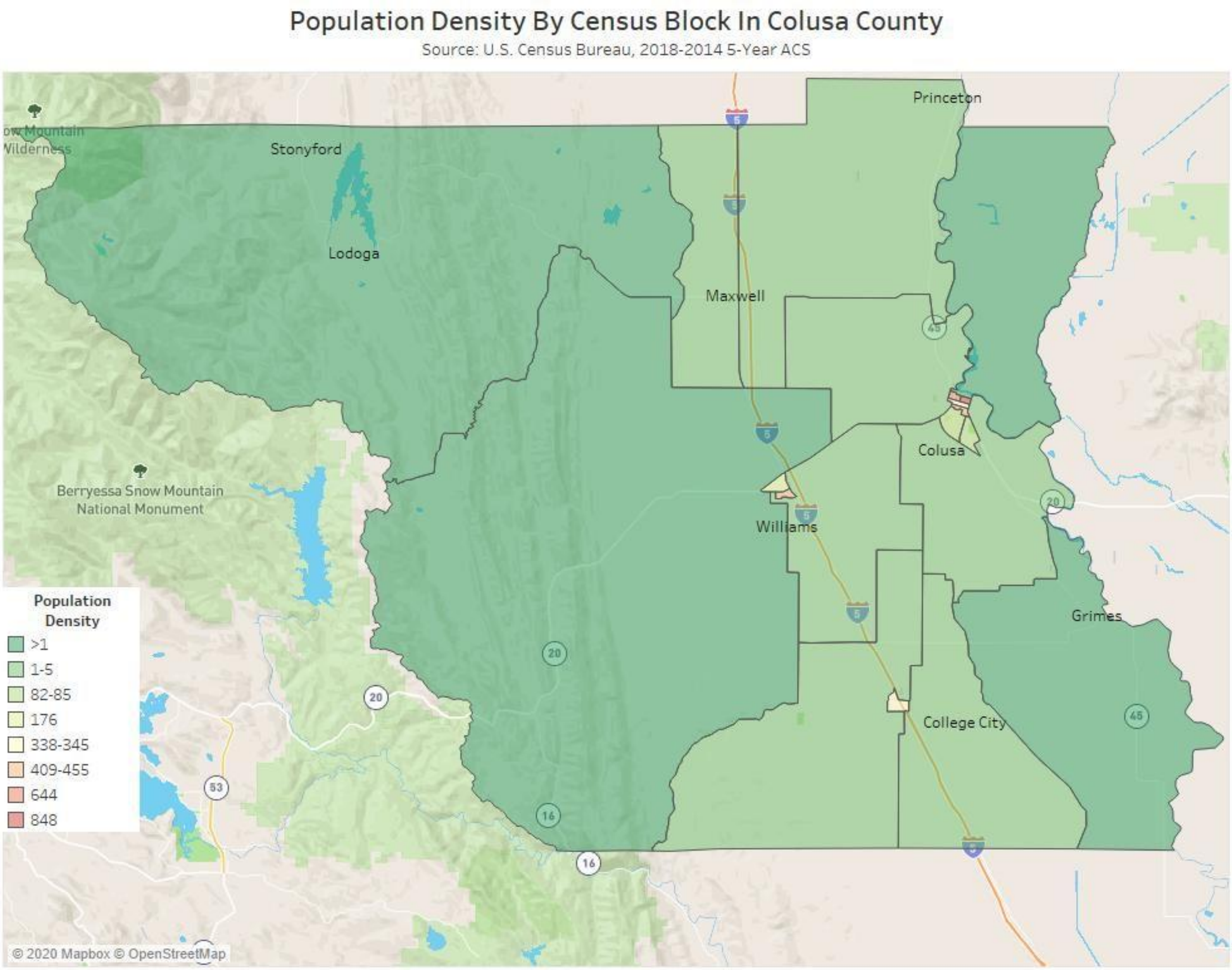
Source: U.S. Census Bureau: ACS, 2018 5-year Estimate, Means of Transportation to Work by Vehicles Available

2.2 Distribution of Transit Services and Persons

Colusa County has a population density of approximately 18.6 persons per square mile. For comparison, the population density for the state of California is 256 persons per square mile. The population is clustered in and between Colusa and Williams. Areas to the east and west are the least dense. It is a highly agricultural area, with rice, wheat, and sunflower seeds among the most important crops.

Figure 4 below provides a visual discretion of the population density by census block in Colusa County.

Figure 4: Population Density



3 Existing Transportation Resources

This section documents the various transit providers and resources that serve Colusa County, including public, private, and social service providers. Particular focus is given to providers that meet the transportation needs of older adults, persons with disabilities, and persons of low income.

CTSA: Colusa County Transit Agency

3.1 Key Origins and Destinations

Key Origins and Destinations		
Origin/Destination	*City*	*Facility Type*
US Davis Medical Center	Sacramento	Medical
Walmart	Yuba City	Service
Social Security Office	Yuba City	Service
Sutter North/Yuba City Medical Center	Yuba City	Medical
Davison Drugs	Colusa	Service
Colusa County One-Stop Partnership	Colusa	Service
Eskaton Frank Jaconetti Manor	Colusa	Service
Rite-Aid	Colusa	Shopping
Sav Mor Foods	Colusa	Service
Colusa Casino Resort	Colusa	Employer
Colusa County Health and Human Services	Colusa	Service
Colusa Regional Medical Center	Colusa	Medical
The "Bench" (Only official bus stop in the county)	Colusa	Service
All Schools	Colusa	Education
Premier Mushrooms	Colusa	Employer
Creekview Apartments	Arbuckle	Service
Post Office	Arbuckle	Service
Dollar General	Arbuckle	Service
All Schools	Arbuckle	Education
Fouch & Son Pharmacy	Williams	Service
Pinewood Manor Senior Housing	Williams	Service
Stony Creek Apartments	Williams	Service
Grocery Outlet	Williams	Service
Granzella's	Williams	Service
All Schools	Williams	Education
Grimes Boat Landing	Grimes	Service
Mac's Cottages	Grimes	Service
Vet's Hall	Meridian	Transit Hub
Caldwell's Market	Maxwell	Service
All Schools	Maxwell	Education
Post Office	Princeton	Service
All Schools	Princeton	Education
Stonyford General Store	Stonyford	Service
Century Ranch Residents Association	Stonyford	Service
Squaw Creek Inn	Stonyford	Service

3.2 Public Transit Service

Colusa County Transit Agency

CCTA is the only public transit provider in the county, beginning its operations in 1979. The CCTA is a Joint Powers Authority between the County of Colusa and the Cities of Colusa and Williams.

Although passengers are not required to register for ADA service, all CCTA vehicles are ADA compliant with both lifts and tie-downs. Curb-to-curb service is provided to the general population, while door-to-door service is provided to the ADA passengers. Service animals are also allowed on all routes.

Demand Response: CCTA operates its demand response service with fixed time, but flex routes where the bus will deviate throughout a corridor surrounding the basic route. Routes include:

- Colusa ↔ Williams
- Williams ↔ Arbuckle
- Colusa ↔ Arbuckle
- Colusa ↔ Grimes-Meridian

Table 5: CCTA Fare Schedule

Age	County/Local Fare
Adult	\$2.50/\$2.00
Child (6+ yrs)	\$2.50/\$2.00
Child (2-5 yrs)	\$1.50/\$1.00
Child (Under 2 yrs)	Free

Source: County of Colusa website, Fare Information

Stonyford: Transit between Colusa and Stonyford is offered on the 1st, 3rd, and 5th Wednesday of each month at 8:00 am and 2:00 pm.

Yuba City: Transit between Colusa and Yuba City in Sutter County is offered Fridays only, leaving Colusa at 9:30 am and returning from Yuba City at 1:30 pm. Fare is \$4.25 for adults and \$2.25 for children.

Out of County Medical Trips: CCTA provides out-of-county transportation to and from appointments for medical services that are otherwise not offered in the County. They transport to Chico, Davis, Lincoln, Marysville, Oroville, Roseville, Sacramento, Willows, Woodland, and Yuba City. Appointments must be before 1:00 pm.

Donations are encouraged and accepted, as the service is only provided until grant funding is exhausted. Additionally, CCTA is not able to provide for long-term treatments such as cancer treatments or dialysis.

Senior Nutrition Center: The Senior Nutrition Center in Colusa provides a hot meal on weekdays at 12:00 pm. CCTA offers free rides to the Center for seniors age 60 and over. This is offered first come first serve until funding runs out.

Charter Trips: CCTA buses are also available as charter buses at a rate of \$100/hour. However, due to Federal regulations governing the use of transit buses, the charter bus service must not interfere with regularly scheduled service to the public or compete unfairly with private operators.

Table 6: CCTA Performance Statistics

Fiscal Year	2014/15	2015/16	2016/17	2017/18	2018/19
Ridership	48,051	48,198	42,840	43,228	43,056
Vehicle Hours	10,609	10,987	10,725	10,638	10,109
Vehicles Miles	184,254	195,624	182,448	174,231	173,306
Passengers/Hour	4.4	4.4	4.0	4.0	4.0
Passengers/Mile	0.25	0.25	0.23	0.24	0.25

Source: County of Colusa Transit Agency

3.2 Social Service Transportation

School Districts

The Colusa County Unified School District maintains eight employees with class B licenses allowing them to operate the five district school buses. The School District maintains four bus routes: three in the morning and one in the afternoon.

The Pierce Joint Unified School District maintains six bus routes with services to and from school. Two late bus routes are also offered.
The Williams Unified School District maintains five bus routes: three in the morning and two in the afternoon.

Colusa County Department of Health and Human Services

Medi-Cal: Medi-Cal recipients can receive a free ride to their appointments by filling out a form with the Department of Health and Human Services.

Welfare to Work: CalWORKS recipients participating in the Welfare-to-Work Program can receive assistance with transportation or transportation-related payments.

3.3 Private Service

Colusa Casino Resort

The Colusa Casino Resort provides limited bus service to and from its casino for guests.

3.4 Interregional Transportation Service

Greyhound

Currently, the only interregional transportation offered to residents in Colusa County via the Colusa County Transit Agency is service to Yuba City in Yuba County on Fridays only. In addition to only being a service provided on Fridays, there is only one trip that departs from Colusa at 9:30 am only and is expected to arrive at 10:00 am. Transportation back to Colusa from Yuba City is limited to Fridays only with only one departure at 1:30 pm. This means residents are limited to only 3.5 hours to conduct planned activities and travel within the area. Unfortunately, 3.5 hours does not offer much time for residents to spend time in Yuba City but is the only option currently available.

Provided that individuals depart on a Friday at 9:30 am for those traveling to Yuba City from Colusa or Friday at 1:30 pm for those traveling to Colusa from Yuba City, residents also have access to a Greyhound connection in Marysville (Yuba County.) This Greyhound connection provides interregional service to Los Angeles to the south and Vancouver, Canada to the north. However, no other interregional transportation service is currently available to Colusa County residents via public transportation.

Shasta Regional Transportation Agency: Salmon Runner

In April 2018, Shasta Regional Transportation Agency was awarded over $8.6 million in capital funding through the Transit and Intercity Rail Capital Program (TIRCP) for a new all-electric intercity bus service between Redding and Sacramento, including a valley feeder. The electric bus route is supposed to offer four round trips per day/seven days a week between Redding and Sacramento via I-5 with a stop in Williams. This route would provide travel options for Colusa County residents and add to the opportunity for service lines from surrounding towns into Williams for increased mobility options. It was scheduled to begin service end of 2019/ beginning of 2020; however, the service has run into roadblocks and as of October 2020 is not scheduled to run until July of 2021.

4 Coordination of Service

The various transportation providers and social service agencies in a county require coordination to compile information, avoid duplication of services, and cover all community transport needs. The state legislature sought to address these needs with 1979 Assembly Bill 120, named the Social Services Transportation Improvement Act. The bill allowed for the designation of a Consolidated Transportation Service Agency (CTSA) for each county. CTSAs are charged with improving transportation quality for the county, particularly for the transportation disadvantaged, by reducing inefficiencies and service gaps, and improving availability and cost-effectiveness. This can include identifying opportunities for agencies to share vehicles, eliminating duplicate routes, synchronizing schedules, and increasing awareness of specialized transportation. The CTSA for Colusa County is Colusa County Transit Agency.

The foundation and benchmark for this plan was the 2015 Coordinated Plan. SSTAC and transportation commission meeting minutes, regional transportation plans, short-range transit plans, and other documents informed the identification of current barriers to coordination. In addition, this plan has drawn on updated analyses of needs (Section Two) and services (Section Three) along with information collected through outreach meetings, communication with county contacts, and comments from the stakeholders. Despite these analyses and consultation, many of the barriers identified in the last coordinated plan remain an issue for Colusa County. While progress in coordination issues is reviewed in Section Five, the following are current barriers to coordination.

Barriers to Coordination

Insufficient resources: Staffing, funding, and equipment scarcity all affect the ability of CCTA to improve transportation services and agency coordination. For example, ridership for medical appointments have been maintained; however, staffing and hiring more drivers is made impossible due to lack of revenue. Rural counties often work with an already limited workforce. Driving record requirements prevent some drivers from obtaining paratransit driving licenses, further constricting the availability of drivers in the county.

Funding requirements: Funding requirements that restrict how funds can be used are unlikely to change. This restriction makes coordination between agencies that serve different demographics very difficult. Some agencies with funds also were not aware of certain transportation needs throughout the county.

Technological incompatibilities: Each organization that provides transportation services has its own computer system, and these systems are not always compatible. Coordinating transportation services would require the sharing of information across these systems which is made much more difficult if the systems cannot easily be integrated. Many technological programs and services are also not appropriate for the size of the agency and would not provide any real benefit to the coordination of services.

Lack of knowledge: Lack of knowledge is a barrier in two ways. Firstly, a lack of knowledge can exist between agencies and organizations regarding the types of services already available. It becomes very difficult to coordinate services if entities do not know other agencies exist with which to coordinate. Second, a lack of knowledge can exist by residents and organizations with regard to the cost of providing services. This lack of knowledge can make it difficult to coordinate across services and the ability of the public to access transportation resources. Currently, the lack of knowledge between agencies and towards the public has marginally improved; yet getting information out to residents about available services is still a challenge. CCTA has open communication with behavioral health and welfare departments. If one of these services is unable to assist someone directly, these agencies can coordinate and find solutions. However, the lack of available drivers to take people to out of county appointments remains an issue. Although communication has improved, knowledge sharing amongst residents is still a challenge.

Duplication of Services

There is currently no documented duplication of services in Colusa County. However, some overlap exists for medical transport, where DHHS can offer the service and bill insurance directly where the county also offers service but cannot bill insurance directly.

5 Progress on Coordination, Needs, and Strategies

Previous coordinated plans described coordination, unmet needs, and priority goals of the county. These were identified through an outreach process including stakeholder interviews, consumer focus groups, and surveys. This section discusses Colusa County's progress in these components with a focus on progress since the 2015 Coordinated Plan.

5.1 Progress in Coordination of Service

Coordination between transportation and other service providers can increase populations served and awareness of resources while reducing redundancy and costs for the county. Barriers to such coordination efforts were identified through the stakeholder engagement process for previous Coordinated Plans. While some barriers linger or are unfeasible to address, the county overall has made progress on its coordination efforts.

Barriers to Coordination

Insufficient resources: Insufficient resources remain a barrier and cover three areas: Staffing, Funding, and Equipment. Insufficient staffing is a problem in most rural areas. Many staff members are required to take on multiple roles which means they cannot concentrate on a specific task for very long. Coordination requires long-term development and dedication and the lack of a full-time staff member designated in that role can severely hinder coordination efforts. Funding and equipment resources are intimately related. Sufficient equipment requires sufficient funding, which in turn requires a sufficient population base for tax revenue as well as formula-based federal funding. It is difficult for rural counties to maintain the necessary funding to provide all the services required. Insufficient staffing also leads to this problem as there is no designated grant or funding application writer.

Funding requirements: Funding requirements restrict how funds can be used. Many transportation services for the elderly, those with disabilities, and those with low incomes are provided by social services agencies and organizations. When these agencies are granted funding, they are often restricted in the use of these funds to provide services solely for their clientele. This restriction makes coordination between agencies that serve different demographics very difficult.

Service area boundaries: This coordination barrier stems from the lack of available funding and decreasing budgets. Most agencies that provide transportation services are only able to provide those services within a certain distance from the agency location. For example, if the Colusa Unified School District had additional funding it could operate more than three bus routes. These service area boundaries make coordination of services very difficult as a single service is not able to reach all areas of the County.

Jurisdictional issues: Coordination requires cooperation between agencies in different jurisdictions. This introduces a problem if the agencies themselves agree to coordinate, but the governing bodies of the jurisdictions do not. For example, CCTA is not able to provide service to Dunnigan as service only runs to Arbuckle at the edge of Colusa County. The County does not have jurisdiction past that point, and other surrounding local transit agencies do not provide services to Dunnigan due to jurisdiction.

Different requirements: Different agencies have different requirements in terms of driver screening, training, licensing, and vehicle safety, adding another level of complexity to coordinating services. This could be overcome with a uniform set of requirements in providing transportation services; however, this is not currently occurring.

Technological incompatibilities: Each organization that provides transportation services has its own computer system, and these systems are not always compatible. Coordinating transportation services would require the sharing of information across these systems which is made much more difficult if the systems cannot easily be integrated.

Liability/insurance: The ever-increasing insurance and liability requirements of transportation providers make it very difficult to coordinate services with other agencies as this coordination leads to increased insurance coverage and liability costs.

Privacy requirements: Privacy requirements, such as HIPAA, prevent the sharing of client information. However, coordination efforts would require the sharing of many kinds of client information with the organization providing transportation services to the client of another agency.

Reporting requirements: Various agencies and organizations have different reporting requirements in terms of ridership, use of funds, and more. Coordination of services would require standardized reporting practices. This, in turn, would require staff to implement these changes. As discussed above, funding levels are such that there is no staff dedicated to this purpose. This is, therefore, a major barrier to coordination.

Number of agencies: In urban areas, the benefits of coordination are large as there are many organizations that would benefit from the specialization of transportation services provided. In rural areas, the number of organizations, and the size of the benefit for these organizations are greatly reduced. This decrease in the payoff of coordination can act as a barrier to beginning the coordination process. Overall, the number of organizations has decreased since 2008.

Lack of knowledge: Lack of knowledge is a barrier in two ways. Firstly, a lack of knowledge can exist between agencies and organizations regarding the types of services already available. It becomes very difficult to coordinate services if entities do not know other agencies exist with which to coordinate. Second, a lack of knowledge can exist by residents and organizations with regard to the cost of providing services. Efforts to get transit information to residents included the following:

- putting flyers on buses and at numerous community destinations;
- emailing county departments, school systems, and medical facilities;
- sending out monthly email updates and updating the CCTA website;
- contacting local papers to advertise public transit options.

5.2 Progress on Gaps, Challenges, Unmet Transportation Needs

Due to a multitude of reasons including funding and staffing constraints and highly specific client needs, transportation providers are often unable to meet all of the needs in their communities. These unmet needs and their reasonability to meet are defined to meet TDA standards and guide local transportation commissions in developing or adjusting services. Exact definitions are provided in Section 6. Colusa County has made noticeable progress on the unmet needs identified in previous Coordinated Plans, including needs that were initially classified as unreasonable for the county to meet.

Reasonable to Meet

Evening service for patients: Many patients get out of procedures or are discharged after the last bus has left. This has been an ongoing problem and people have started to call the police for rides home if they are not able to ride with friends or family. Evening service would help to alleviate this problem. Evening service for patients is still a problem on occasion. However, it does not make sense to extend service based on how often this problem occurs. Additionally, there remains confusion about who would be responsible for providing evening service to patients. Outreach and education efforts providing information about transportation resources are consistently done twice a year. Additionally, coordination with the hospital has increased, so patients become aware of the transportation options available to them.

Unreasonable to Meet

More frequent service: Passengers have said some of the wait times for the bus are prohibitively long. Potential riders will sometimes forego taking a trip because it would waste too much of their day. More frequent service would solve this problem. However, limited resources have meant that there have been no changes on this issue since the last Coordinated Plan.

More bicycle paths and lanes: Transportation is not limited to motorized transportation. Adding bicycle paths and lanes would allow those that live close enough to work, school, or recreational destinations to bike there, to reach those locations without CCTA having to provide costly bus service. While limited progress has been made on this issue since the last Coordinated Plan, the addition of new sidewalks and ramps is currently the main priority when it comes to infrastructure projects.

Saturday bus or taxi service: There is currently no public transportation that can be used by residents who work on the weekends. Extending bus service on Saturdays is currently expected to result in staffing and funding issues due to the strict requirements for hiring drivers and fair box ratio requirements. Additionally, there is still no taxi service in Colusa County.

Service to Dunnigan in Yolo County: Dunnigan, in Yolo County, is home to both the Yolo County food bank and First 5 Yolo County. Both of these organizations provide services to residents of Colusa County. However, because there was no transportation provided to Dunnigan many people cannot take advantage of these services. There is still no service to Dunnigan for Colusa County resident. In Colusa County, service goes up to Arbuckle. Additionally, Yolo County does not provide service to Dunnigan. Since Dunnigan is not within Colusa County limits, CCTA has no jurisdiction to provide service there.

Additional out-of-county medical trips: This is a service that is currently provided by CCTA. The reason this qualified as an unmet need was that funding for CCTA to perform this service was very limited and funds generally ran out before the end of the fiscal year. This left many people in need of non-emergency medical transportation. Despite this need resources have not enabled a change for out-of-county medical trips since the last Coordinated Plan. CCTA is still the only NEMT provider for the county.

Increased outreach for donations for elder transportation: Like out-of-county medical trips, this was a service that CCTA provided. However, funds for this program did not last the entire fiscal year. Since the last Coordinated Plan, a revamped schedule that includes more information about services offered has been completed and shared.

5.3 Progress on Priority Strategies

Priority strategies identified in the 2015 Coordinated Plan were outlined to address unmet transit needs and improve coordination while remaining feasible within funding, staffing, and sustainability restraints. The following is a discussion on the progress of the six previously identified priority strategies for Colusa County.

Strategy 1 – Maintain the current level of transportation service: While there are certainly transportation needs of Colusa County residents that are not being met, there is a level of satisfaction with the service that is currently being provided. In this time of decreasing budgets and increasing competition for federal and local grant funding, it is important to first and foremost protect the current level of service from funding cuts. Conversations with CCTA staff revealed a struggle to maintain current staffing levels.

The current level of service has been maintained until 2020, due to COVID-19 and its accompanying public health and economic challenges. However, from June 2016 to the present, CCTA has maintained the same level of ridership within a percentage point. The CCTA website did display one less trip per route; however, this is not due to an overall reduction in the level of service. This change comes from the end of a two-year trial period for extended service, which was then discontinued due to low ridership and resulted in the loss of staff. The 7:00 -7:00 pm schedule was reduced back to the usual 7:00 am - 5:00 pm schedule with board approval.

Strategy 2 – Increase NEMT capacity and operations: This strategy was originally contained in the 2008 Coordinated Plan. CCTA is currently the non-emergency medical transportation provider for Colusa County. CCTA can provide non-emergency medical transportation to children under the age of six, pregnant women, veterans, individuals with low income, and seniors aged 60 and older. However, these trips can only be made on a very limited basis, and only until funding for this program runs out for the given fiscal year. Staffing challenges continue to impact the County's ability to hire more drivers. NEMT capacity has been maintained at the same level to the present time.

Strategy 3 – Increase outreach and education, especially regarding transportation costs and services available: Outreach is important to transportation in Colusa County and benefits the system through costs and funding. Increasing the outreach and education to those utilizing this service could increase the amount of voluntary donations and help with closing the funding gap. CCTA has continued all outreach efforts as previously listed in Section 5.1. Ridership slightly improved after the 2017-18 FY with a sharp decline in the 2019-20 FY due to COVID-19.

Strategy 4 – Coordinate the arrangement of purchases of capital equipment with other agencies: This is another of the strategies retained from the 2008 Coordinated Plan. CCTA has acquired 2 grants for buses and is working with CalAct MTBA to purchase the new vehicles, with meetings planned for the first half of 2021. The County also entered into a new contract program with Enterprise rental cars to purchase vehicles. The contract specifies a leasing program, where the County can purchase vehicles for three years, sell them, and acquire new vehicles from Enterprise. This would allow a steady stock of working vehicles for County use. This plan is still in the works. In addition, all "demand response" vehicles with a model year of 2010 or older will be replaced with 2015 models between 2020-2022 according to the last SRTP for Colusa County.

Strategy 5 – Increase fares: Public Transportation in Colusa County is among the cheapest in the state. While low fares are generally considered beneficial as lower costs mean more people can afford to ride transit, these low fares coupled with Colusa County's low farebox recovery rate are a problem. At the time of this update, fares had increased by $0.50 in October 2018. Another scheduled fare increase was supposed to take place; however, this would have been a compounding factor affecting ridership in addition to COVID-19. Due to this, CCTA made the decision to delay the scheduled fare increase.

Strategy 6 – Multi-organizational approach to solutions: This strategy calls for establishing more communication/connections between various stakeholders (community development, health, and human services, other government agencies, local Indian tribes, non-profits, TANF, private businesses, and other groups) to come up with solutions to transportation and other related issues, share information and resources, apply for funding, deal with coordination issues, and other related activities. This strategy requires a leader to coordinate meetings, manage contact lists, and communicate with various stakeholders. The individual or agency in charge of this endeavor will have to actively engage in outreach to make the initiative meaningful. At the time of this update, CCTA maintains collaboration mainly with DHHS to provide services.

6 Unmet Transportation Needs

6.1 Evaluation Criteria

To qualify for LTF under the TDA, rural counties must hold a minimum of one annual public hearing for receiving comments on unmet transit needs. Colusa County has the following definitions[22]:

- Unmet transit needs: all essential trip requests by transit-dependent persons for which there are no other convenient means of transportation.
- Transit needs that are 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. 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.

Based on these definitions, the service gaps and unmet needs identified through the outreach process are placed into two categories: reasonable to meet and unreasonable to meet. The list of unreasonable to meet transportation needs includes all requests that are not currently considered reasonable to meet. There is no guarantee these needs will become reasonable to meet at any time.

6.2 Gaps, Challenges, Unmet Transportation Needs

Unmet needs were identified through stakeholder engagement and an SSTAC survey of unmet transit needs and a Coordinated Plan Outreach Survey using Survey Monkey that went live on October 28, 2020, and closed on November 15, 2020. The SSTAC survey was available to passengers, the public, and agencies from October 2019 to January 2020.

The SSTAC survey had 53 respondents, half of whom were seniors and/or disabled. The option that was most frequently marked as “high” importance was “positive and valuable service”, followed by increased service area, expanded dial-a-ride service hours, an added intercity service in Sacramento, mature driver training program, and expanded service area for dial-a-ride to Surprise Valley, Lakeview, and Likely.

The Coordinated Plan Outreach Survey was distributed to community members and key stakeholders through a Survey Monkey link. The survey was available for eighteen days. Twenty-nine English language responses were received, and no Spanish language responses were received. Survey questions centered on previously identified needs and needs discussed during the Community Outreach meeting in 2020. Respondents were asked whether they agreed, neither agreed nor disagreed, or disagreed with some previously identified needs. Additionally, respondents were also given the space to provide additional needs not listed. Detailed information about questions asked and responses and comments received are available in Appendix A.

The following were transportation needs, gaps, and challenges were identified:

- Evening service for patients
- Additional out-of-county medical trips
- More frequent service
- More bicycle paths and lanes
- Saturday bus or taxi service

[22] Terms defined by Colusa County Transportation Commission Resolution No. 1920-004

- Service to Dunnigan in Yolo County
- More service to Yuba City
- Increased outreach for donations for elder transportation

Reasonable to Meet

The following unmet needs, gaps, and challenges are deemed “reasonable to meet,” meaning Colusa County and other agencies may have the resources to address these issues until the next coordinated plan update. Some of these unmet needs are not resource intensive.

Evening service for patients: Evening service for patients is still an issue and a majority (69%) of Coordinated Plan Outreach Survey respondents agreed that evening service was still a need in Colusa County. However, there is some confusion as to whether it would fall under CCTA’s purview as it is an occasional need that does not demand regular service. Hospitals may be responsible for providing this service, not necessarily a public transit authority. CCTA’s role in evening service for medical patients is to coordinate with hospitals, making agencies and people who need transport aware of the process and available services. Providing evening service takes place within county, federal, and state regulatory framework requirements for transporting patients, would be limited to doctor’s appointments only, and exclude transport post-surgical procedures. Buses are not equipped for regular patient transport, and staff are not able to provide transport for appointments with long wait times (e.g. cancer treatment or dialysis).

Additional out-of-county medical trips: The County currently provides transportation services out of county for Medi-Cal appointments, making this previously unreasonable to meet need reasonable to meet. Additionally, a majority (86%) of Coordinated Plan Outreach Survey respondents agreed that expanding non-emergency medical transport to destinations both outside and within the county was also a need in Colusa.

Unreasonable to Meet

Below is the list of unmet needs that were uncovered during the public outreach and survey processes that were not considered reasonable to meet at this time.

Increased outreach for donations for elder transportation: Increased outreach has occurred using the methods mentioned above in Section 5.1. The schedule was also revamped to be plainly written, making it more accessible to riders.

More bicycle paths and lanes: In the 2020 Coordinated Plan Outreach Survey, a majority (62%) of respondents agreed that this is still a need in Colusa County. There has been no progress on this need. One notable change has been new sidewalks and ADA ramps in and around school zones. However, the County in general is not currently able to meet the need for more bicycle paths, lanes, and other alternative transportation projects.

More frequent service: This remains unreasonable to meet need at the time of this update.

More service to Yuba City: Currently, there is service to Yuba City on Friday from 9:30 am with one return trip at 1:30 pm only. The concern was raised that individuals may need to travel to Yuba City for longer than three hours for medical appointments or other services. Additionally, this once a week trip may make accessing the Social Security office in Yuba city a challenge for some. However, currently, increased trips to Yuba City and surrounding cities in Yuba County are not financially feasible.

Saturday bus or taxi service: There is currently no public transportation that can be used by residents who work on the weekends, specifically Saturday. A majority (72%) of Coordinated Plan Outreach Survey respondents agreed that Saturday bus service was still a need in Colusa County. This need is also impacted by staffing and funding.

Service to Dunnigan in Yolo County: Currently there is no service to Dunnigan in Yolo County, as CCTA only provides service to Arbuckle. This is also seen as a jurisdictional coordination issue, as Yolo Transit does not go into Dunnigan and only extends its service to Woodland. The Shasta Regional Transportation agency has been working on the Salmon Runner Line that would provide bus service between Redding and Sacramento but no service to Dunnigan is currently planned or feasible.

7 Priority Strategies

7.1 Evaluation Criteria

A number of factors were utilized to develop and identify strategies that would address unmet transit needs in the community. Three main themes and a series of questions related to those themes were taken into consideration when developing a list of strategies. These criteria were used to process, analyze, and interpret data collected from surveys, public outreach, and conversations with stakeholders.

1) Unmet needs: Does the strategy address transportation gaps or barriers?
This question also brought up additional concerns for consideration.
Does the strategy:

- provide service in a geographic area with limited transportation options?
- serve a geographic area where the greatest number of people need a service?
- improve the mobility of clientele subject to state and federal funding sources (i.e. seniors and individuals with disabilities)?
- provide a level of service not currently provided with existing resources?
- preserve and protect existing services?

2) Feasibility: Can this strategy be feasibly implemented given the timeframe and available resources?
Other questions for consideration:

- Is the strategy eligible for MAP-21 or other types of grant funding?
- Does the strategy result in efficient use of available resources?
- Does the strategy have a potential project sponsor with the operational capacity to carry out the strategy?
- Does the strategy have the potential to be sustained beyond the grant period?

3) Coordination: How does this strategy build upon existing services?
Additional concerns for consideration:

- avoid duplication and promote coordination of services and programs?
- allow for and encourage the participation of local human service and transportation stakeholders?

7.2 New Priority Strategies

The following is a list of strategies for Colusa County and the region to pursue until the next coordinated plan. Not all strategies directly connect with reasonable to meet unmet needs but are strategies to help maintain and improve services and help address other gaps and issues given current circumstances. If additional resources become available, projects connected to unmet needs not addressed in these priority strategies should be pursued; these projects can be derived from the discussion on gaps, challenges, and unmet needs in Section 6.

Strategy 1 – Maintain the current level of transportation service: Maintaining the current level of transportation service continues to be a priority for Colusa County. The 2015 Coordinated Plan first identified the issues increased competition for grant funding and decreasing budgets have on maintaining existing transportation services. This continues to be an issue in 2021, especially, with public health and economic challenges the COVID-19 pandemic has created. CCTA has been able to maintain its regular level of service through the COVID-19 pandemic and will continue to prioritize maintaining its pre-pandemic level of service after the pandemic subsides and in the coming years.

Additionally, like in the previous Coordinated Plan, before attempting to increase or expand service to other areas, CCTA should be sure that funds exist, for the forecasted future, to maintain the current level of service provided. This strategy should not necessitate any additional funding sources if current funding sources persist. However, if one, or more, funding sources no longer becomes a viable option, new funding sources that are identified should first be used to replace those lost operational funds.

Strategy 2 – Increase NEMT capacity and operations: CCTA continues to be the only non-emergency medical transportation provider for Colusa County. CCTA can provide non-emergency medical transportation to children under the age of six, pregnant women, veterans, individuals with low-income and seniors aged 60 and older. However, these trips can only be made on a very limited basis, and only until funding for this program runs out for the given fiscal year. At that point, this service ceases until the start of the next fiscal year when the service resumes until funding is exhausted once again.

It is possible for local providers (including public agencies and non-profit organizations) to become providers of non-emergency medical transportation (NEMT) under existing Medi-Cal guidelines. Medi-Cal is California's Medicaid health insurance program. It pays for a variety of medical services for children and adults with limited income and resources. People receiving Medi-Cal covered services may be provided NEMT at Medi-Cal's expense under certain, very limited circumstances. Medi-Cal will pay for NEMT only when it is provided by a carrier licensed by Medi-Cal, and only when the individual's medical condition requires transport by a wheelchair van, litter van, or ambulance, although this can include people who just need a high level of care, dialysis patients for example.

According to the California Department of Health Care Services the types of organizations that qualify to become Medi-Cal transportation providers include: 1) Clinics licensed by the Department of Health Care Services as defined in the California Health and Safety Code, 2) Health Facilities licensed by the Department of Health Care Services, 3) Adult day health care providers, 4) Home health agencies, 5) Hospices. In Colusa County, the number of organizations that could qualify to become a Medi-Cal NEMT provider is limited, although there are some that could qualify. This number increases significantly if surrounding counties are included. Some notable organizations that might qualify include Interim Healthcare in Yuba City, the Colusa Indian Community Health Clinic, and Ampla Health in the city of Colusa. There is also the possibility that additional qualifying entities will move to Colusa County in the future. Staffing challenges continue to impact the County's ability to hire more drivers. NEMT capacity has been maintained at the same level to the present time.

Strategy 3 – Increase outreach and education, especially regarding transportation costs and services available: Retained from the last coordinated plan, this strategy continues to be important to transportation in Colusa County. Outreach and education about transportation costs and services benefit the system through costs and funding; it may also increase the amount of voluntary donations by those utilizing this service could and help with closing the funding gap. Another approach retained from the last plan would be to conduct outreach to the families of those who use the service as they would also likely be willing to help fund this program.

Additionally, increasing general ridership on the system could also assist in funding. Increasing ridership would increase passengers per mile and hour of operation and drive the farebox recovery rate up, both of which assist in the project's funding. Increasing outreach to all members of the public can also help increase ridership and multiply the benefits offered by this strategy.

Strategy 4 – Coordinate the arrangement of purchases of capital equipment with other agencies: This strategy has been retained from the last two Coordinated Plans and will continue to be a priority for CCTA in the foreseeable future.

The need to purchase capital equipment is a recurrent issue because equipment wears out over time and eventually needs to be replaced. CCTA, as both the largest provider of transportation services in Colusa County and the CTSA for the county, is uniquely positioned to apply for funds to replace vehicles. There are currently two other organizations in Colusa County that operate their own vehicles, as well as numerous other organizations that provide vouchers for clients to ride Colusa Transit buses. The organizations that operate vehicles are the Colusa County Unified School District, and the Colusa Indian Community.

Two approaches to this strategy have been described in the last two Coordinated Plans that will be retained in this plan. First, when other organizations that provide transportation services need new vehicles, they can come to CCTA and request assistance with writing their own grant applications. As the largest provider of transportation in Colusa County, CCTA has the most experience in writing these applications and has a better understanding of how to write a successful application. In return for including the applications of these other organizations, Colusa County Unified School District and Colusa Indian Community (and in the future any other organizations that provide their own transportation) can take some of the grant writing burden off of CCTA once their respective staffs have had training in grant writing. In this way, CCTA staff can have more time to focus on administering transportation services.

Second, CCTA can time its replacement of vehicles so the old vehicles that still have a useful second life can be sold to these other organizations that provide transportation. This would also decrease the cost of the vehicle if one of these organizations was forced to purchase a vehicle with its own funds instead of grant money.

Strategy 5 – Increase fares: Public Transportation in Colusa County is among the cheapest in the state. While low fares are generally considered beneficial as lower costs mean more people can afford to ride transit, these low fares coupled with Colusa County's low farebox recovery rate are a problem. Increasing fares is never a popular or easy thing to do; however, it is still necessary to fund and maintain services.

Strategy 6 – Multi-organizational approach to solutions: Although CCTA currently collaborates with the DHHS, the importance of establishing more communication/ connections between stakeholders to come up with solutions to transportation and other related issues, share information and resources, apply for funding, deal with coordination issues, and other related activities is something that will continue to be a priority strategy. An example of some stakeholders that could benefit from coordinating and communicating with each other are community development, health and human services, other government agencies, local Indian tribes, non-profits, TANF, and private businesses. This strategy could be achieved by the creation of an email listserv, holding a meeting once or twice a year, or inviting each other to existing meetings to help the different organizations stay in communication and establish coordination opportunities. Members of the public and various stakeholders may not be able to commit to joining a committee such as SSTAC but participation in an occasional meeting would be more realistic.

This strategy also requires a leader to coordinate meetings, manage contact lists, and communicate with various stakeholders. The individual or agency in charge of this endeavor will have to actively engage in outreach to make the initiative meaningful.

8 COVID-19

This section discusses changes made to transportation and social services caused by the COVID-19 pandemic of 2019 and 2020.

As of October 2020, CCTA has worked very hard not to reduce hours of operation. Instead, they have increased sanitation measures and changed some procedures in collecting fairs in an attempt to reduce contact and protect both the drivers and riders. It is important to note that although the COVID-19 pandemic has negatively affected ridership, CCTA staff notes that ridership has continued among the transit-dependent population who have modified their travel to fit the current hours. However, as a result of the COVID-19 pandemic, CCTA ridership has declined. Between July 2020 and September 2020, there was a 32% decrease in ridership. With this slight decrease in ridership, CCTA has been able to coordinate with the county and use their Dial-A-Ride service to deliver lunches to seniors when ridership is slow. This effort to deliver senior lunches is now expected to continue until the pandemic subsides.

COVID-19 Specific Needs

The following are some COVID-19 specific needs that were identified via a 2020 community outreach meeting attended by CCTA staff, Cal Trans, the Williams Family Resource Center, the Colusa County Department of Public Health, the Colusa County Office of Education, and the Coordinated Plan Outreach survey shared to the community members via partners social media and flyers posted on busses.

Food Delivery: The need for food/ grocery delivery service was identified as a COVID-19 specific need, specifically for vulnerable populations like seniors who depend on transit to get groceries normally and may be unable to leave their homes due to reduced hours of operation or over a fear of the pandemic. As of 2020, the CCTA has been working with the County of Colusa Department of Public Health to deliver senior lunches when ridership on Dial-A-Ride busses is low. This service is expected to continue through the end of 2020 and possibly until the pandemic subsides.
Decrease in Ridership: The COVID-19 pandemic has resulted in people going out less over a fear of contracting the virus. Although ridership continues among the transit-dependent population there has been a 32% decrease in ridership. Additionally, because of social distancing rules, there is a limit on the number of people that can be on the bus at once.

Appendix A: Colusa County Coordinated Plan Outreach Survey Materials

Colusa County Coordinated Plan Outreach Survey

Welcome and thank you for taking the time to participate in this short survey!
The Colusa County Transit Agency is currently updating the region's Coordinated Public and Human Services Transportation Plan. This plan is important because it facilitates funding and serves as a guide to promote and advance local social service transportation.

We are encouraging the community to provide input on the plan and share thoughts on social service transportation needs in Colusa County. You can read the draft of the current plan by clicking here.

Your participation is very important in helping identify transportation needs in the community, but participation in this survey is completely voluntary.

The following is a list of needs currently identified by the community. Please indicate whether you agree or disagree with each of these needs:

1. There should be more bicycle paths and/or bike lanes.

- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree

2. There is a need for Saturday bus service.

- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree

3. There is a need for evening bus service.

- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree

4. There is a need for expanded non-emergency medical transportation to destinations within the county.

- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree

5. There is a need for expanded non-emergency medical transportation to destinations outside the county.

- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree

We are also interested in any additional social service transportation needs in the community as well as the impact of the COVID-19 pandemic. Please use the following questions and the comment box to share your perspectives:

6. Are there any important social service destinations that are not accessible with current transportation services?

☐ Yes
☐ No
☐ Please use the space below to explain further.

7. Has the COVID-19 pandemic changed social service transportation needs?

☐ Yes
☐ No
☐ Please use the space below to explain further.

8. Use the space below to include any questions/comments/concerns:

9. (Optional) If you would like your participation to be noted in the report, please fill out the form below with your details as you would like them to appear.

Name

Title

Company/Organization

Colusa County Coordinated Plan Outreach Survey

¡Bienvenido y gracias por tomarse el tiempo de participar en esta breve encuesta!

La Agencia de Tránsito del Condado de Colusa está actualizando el Plan Coordinado de Transporte de Servicios Humanos y Públicos de la región. Este plan es importante porque facilita la financiación y sirve como guía para promover y promover el transporte de servicios sociales locales.

Pedimos que la comunidad comparta sus opiniones sobre las necesidades de transporte de servicios sociales en Colusa. Puede leer el plan actual asiendo click aquí.

Su participación es muy importante para ayudar a identificar las necesidades de transporte en la comunidad, pero la participación en esta encuesta es completamente voluntaria.

La siguiente es una lista de necesidades identificadas actualmente por la comunidad. Indique si está de acuerdo o en desacuerdo con cada una de estas necesidades:

1. Debería haber más carriles para bicicletas.

☐ De acuerdo

☐ Ni de acuerdo ni en desacuerdo

☐ Desacuerdo

2. Se necesita un servicio de autobús los sábados.

☐ De acuerdo

☐ Ni de acuerdo ni en desacuerdo

☐ Desacuerdo

3. Es necesario un servicio de autobús nocturno.

☐ De acuerdo

☐ Ni de acuerdo ni en desacuerdo

☐ Desacuerdo

4. Existe la necesidad de ampliar el transporte médico que no es de emergencia a destinos dentro del condado.

☐ De acuerdo

☐ Ni de acuerdo ni en desacuerdo

☐ Desacuerdo

5. Existe la necesidad de ampliar el transporte médico que no es de emergencia a destinos fuera del condado.

☐ De acuerdo

☐ Ni de acuerdo ni en desacuerdo

☐ Desacuerdo

También estamos interesados en cualquier necesidad adicional de transporte de servicios sociales en la comunidad, así como en el impacto de la pandemia COVID-19. Utilice las siguientes preguntas y el cuadro de comentarios para compartir sus perspectivas:

6. ¿Existen destinos importantes de servicios sociales que no sean accesibles con los servicios de transporte actuales?

☐ Sí

☐ No

Utilice el espacio a continuación para explicar más:

7. ¿La pandemia COVID-19 ha cambiado sus necesidades de servicio de transporte?

☐ Sí

☐ No

Utilice el espacio a continuación para explicar más:

8. Utilice el espacio a continuación para incluir cualquier pregunta, comentario o inquietud.

9. (Opcional) Si desea que se anote su participación en el informe, complete el formulario a continuación con sus datos tal y como desea que aparezcan.

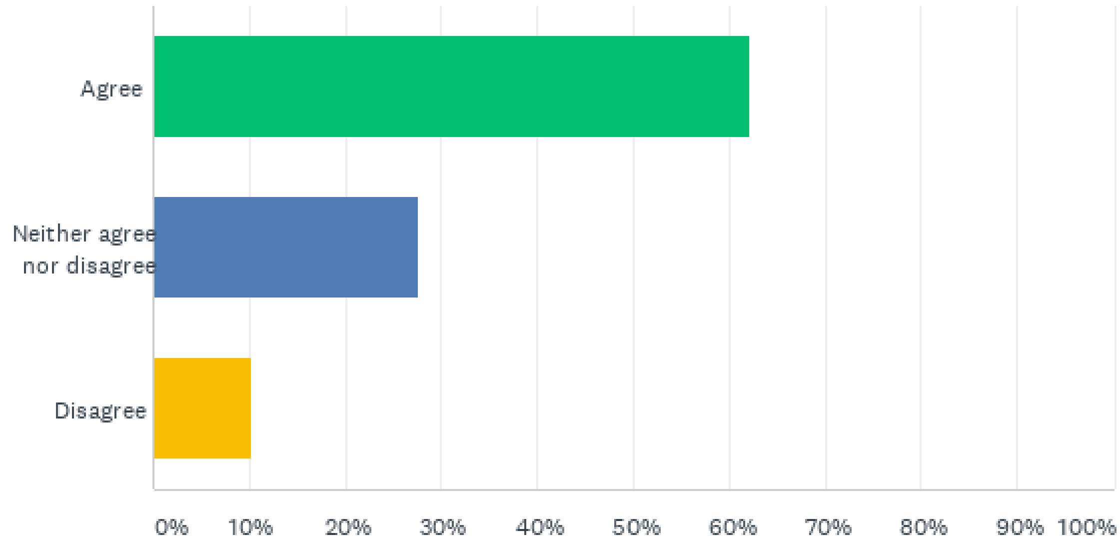
Nombre
Título
Empresa / Organización

Colusa County Coordinated Plan Survey Responses

English (29)

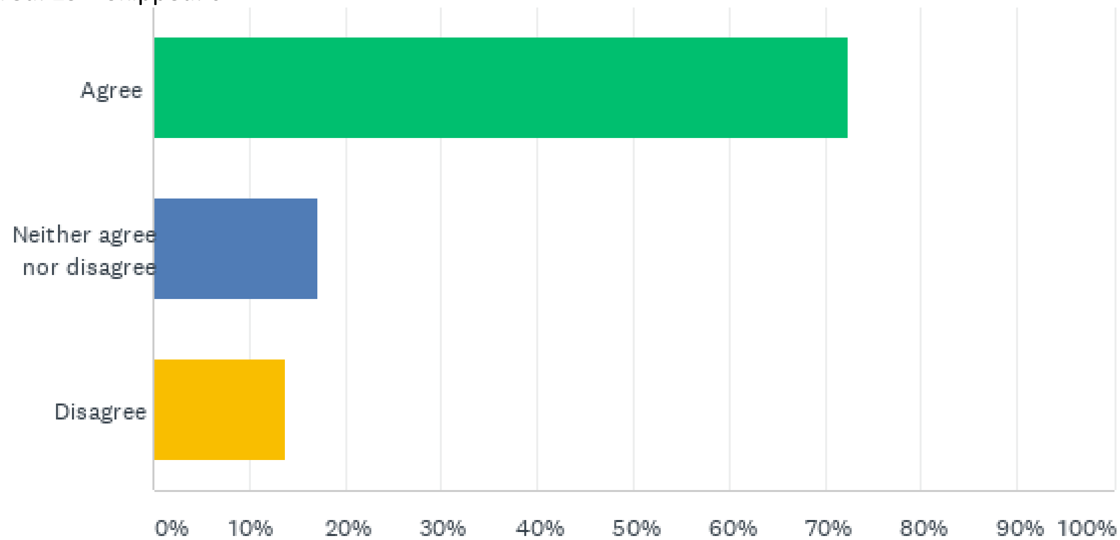
Q1: There should be more bicycle paths and/or bike lanes

Answered: 29   Skipped: 0



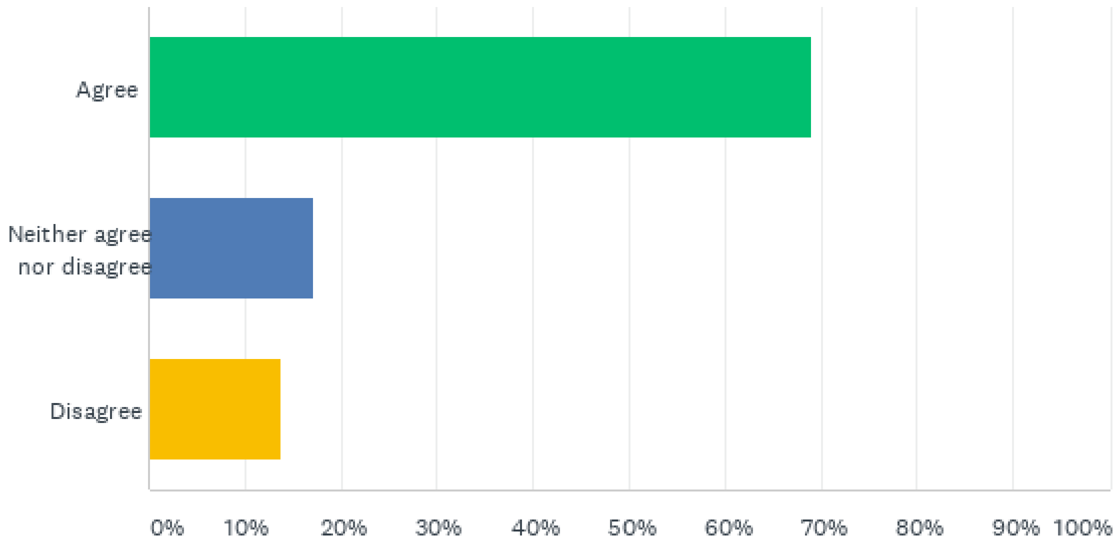
ANSWER CHOICES	RESPONSES	
Agree	62.07%	18
Neither agree nor disagree	27.59%	8
Disagree	10.34%	3
Total Respondents: 29		

Q2: There is a need for Saturday bus service.
Answered: 29   Skipped: 0



ANSWER CHOICES	RESPONSES	
Agree	72.41%	21
Neither agree nor disagree	17.24%	5
Disagree	13.79%	4
Total Respondents: 29		

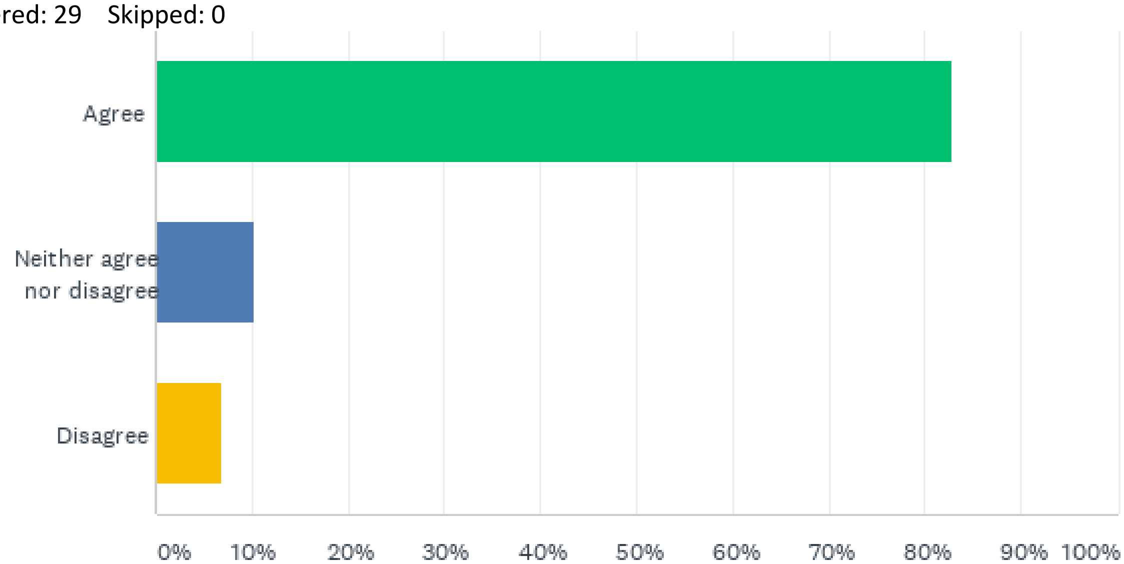
Q3: There is a need for evening bus service.
Answered: 29 Skipped: 0



ANSWER CHOICES	RESPONSES	
Agree	68.97%	20
Neither agree nor disagree	17.24%	5
Disagree	13.79%	4
Total Respondents: 29		

Q4: There is a need for expanded non-emergency medical transportation to destinations within the county.

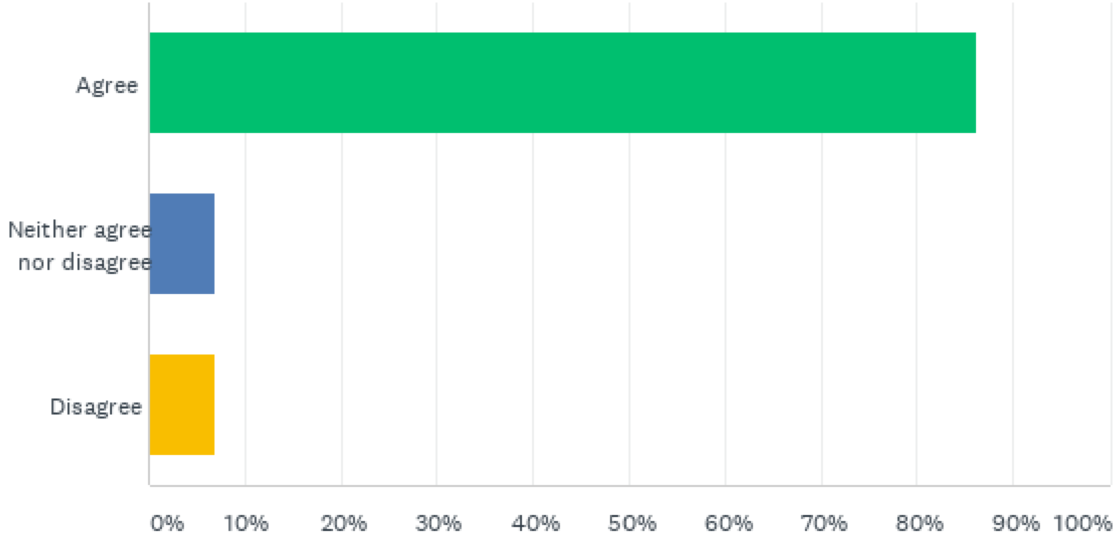
Answered: 29 Skipped: 0



ANSWER CHOICES	RESPONSES	
Agree	82.76%	24
Neither agree nor disagree	10.34%	3
Disagree	6.90%	2
Total Respondents: 29		

Q5: There is a need for expanded non-emergency medical transportation to destinations outside the county.

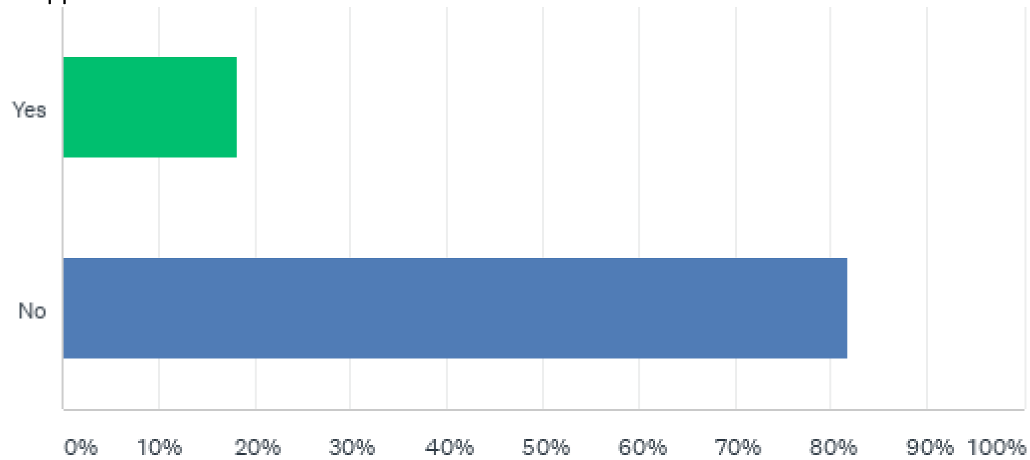
Answered: 29 Skipped: 0



ANSWER CHOICES	RESPONSES	
Agree	86.21%	25
Neither agree nor disagree	6.90%	2
Disagree	6.90%	2
Total Respondents: 29		

Q6: Are there any important social service destinations that are not accessible with current transportation services?

Answered: 22 Skipped: 7



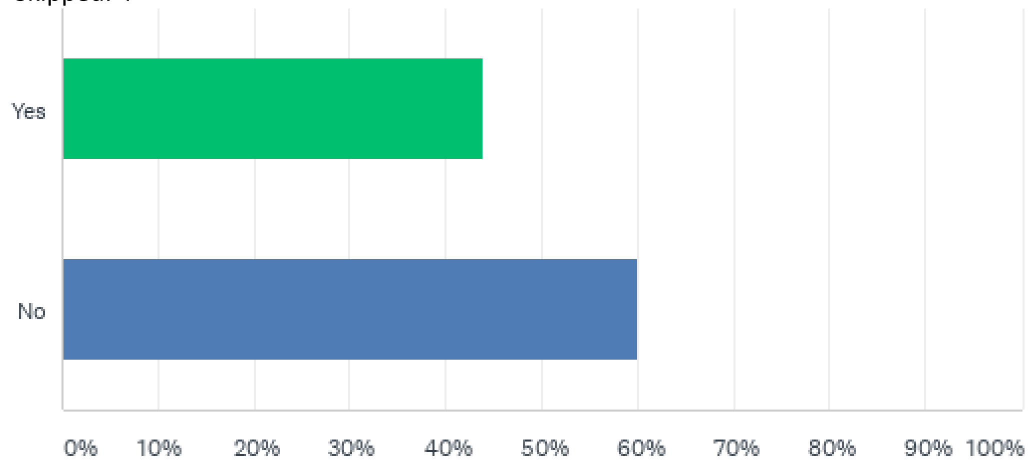
ANSWER CHOICES	RESPONSES	
Yes	18.18%	4
No	81.82%	18
Total Respondents: 22		

Comments (7):

- Social Security or other state agencies in Yuba City may be a challenge to access
- I do not use them, so I don't know.
- I believe all social service destinations are accessible at this time.
- There is need for transportation from Colusa to Marysville. Town to town transportation is very lacking compared to other states and countries. Better inter town/county public transit would be beneficial.
- Transit individuals after business hours
- I really don't know
- More helpful for low-income families

Q7: Has the COVID-19 pandemic changed social service transportation needs?

Answered: 25   Skipped: 4



ANSWER CHOICES	RESPONSES	
Yes	44.00%	11
No	60.00%	15
Total Respondents: 25		

Comments (3):

- More people needing service
- Drivers use more time to clean the inside of busses. Less ridership due to less passengers on the bus.
- Six feet distance or mask required

Q8: Use the space below to include any questions/ comments/ concerns.
Comments (3):

- Many years ago, Colusa used to have a taxi service. I think it is much needed for evenings and weekends when the bus is not in service.
- With regard to the bike lane question, the new road construction along Bridge street may have solved much of that as bicyclists need to either cross it or travel on it to get to the low-income apartments, many medical providers, and grocery store in addition to other services in the southeast section of town. I cannot speak to the need for bike lanes in other towns in the county.
- I believe that our community transit system provides appropriate services to meet the needs of those without their own transportation.

Q9: If you would like your participation to be noted in the report, please fill out the form below with your details as you would like them to appear. (optional)

- DHHS
- Colusa County Sheriff/ OES
- County of Colusa
- Colusa County Free Library
- Colusa County DHHS
- Av Velazquez trucking

Spanish (0)
No Spanish responses were received.

COUNTY OF COLUSA, CA 5.2

Request For Transportation Commission and Transit Agency

MEETING DATE: March 30, 2021

DEPARTMENT: Transit Agency

FROM: Ann Nordyke

SUBJECT: Adopt Resolution for Free Fare Day Project

Adopt a Resolution Of The Colusa County Transit Agency Authorizing The Execution Of The Certifications And Assurances And Authorized Agent Forms For The Low Carbon Transit Operations Program (LCTOP) For The Free Fare Days Project.

Detailed Description/Background of request

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities. Approved projects in LCTOP will support new or expanded transit service, free or reduced fares, network/fare integration and alternative transportation services, with each project reducing greenhouse gas emissions.

Colusa County has been allocated $23,544.00 For their 2019-20 allocation. Given the popularity of the current Free Fare Day Program and its effect on ridership and the fare box recovery ratio, it is being recommended to continue the same program, so we are requesting authorization through the proposed resolution to apply for the LCTOP Free Fare Day program funds.

Prior Board Action

No Prior Action

Fiscal Impact/Funding Source

The Free Fare Day program will be fully funded by the LCTOP program in an amount not to exceed the allocated $23,544. Because these funds will be subsidizing fare, all funds received will be added to the final farebox numbers as opposed to offsetting operating costs.

Action for the Clerk

Please provide official hard copies of completed resolutions to the Transit Manager.

ATTACHMENTS:

- LCTOP Authorized Agent FY 19-20 (PDF)
- LCTOP Cert and Assurances FY 19-20 (PDF)
- RESOLUTION for LCTOP FY 19-20 (DOCX)

FY 2020-2021 LCTOP
Authorized Agent

AS THE **Executive Director**
(Chief Executive Officer/Director/President/Secretary)

OF THE **Colusa County Transit Agency**
(Name of County/City/Transit Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Michael Azevedo, Executive Director OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Michael Azevedo | Executive Director
(Print Name) | *(Title)*

____
(Signature)

Approved this 30 *day of* **March**, 2021

Caltrans

FY 2020-2021 LCTOP Certifications and Assurances

Lead Agency: Colusa County Transit Agency

Project Title: Free Fare Days

Prepared by: Thomas Simms

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.

2. The Lead Agency must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

1. The Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.

2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.

3. The Lead Agency certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.

4. The Lead Agency certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.

5. The Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.

6. The Lead Agency must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.

7. Any interest the Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.

8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).

9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

C. Reporting

1. The Lead Agency must submit the following LCTOP reports:
   a. Semi-Annual Progress Reports by May 15th and November 15th each year.

   b. A Close Out Report within six months of project completion.

   c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.

   d. Project Outcome Reporting as defined by CARB Funding Guidelines.

   e. Jobs Reporting as defined by CARB Funding Guidelines.

2. Other Reporting Requirements: CARB develops and revises Funding Guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with CARB's Funding Guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

2. The Lead Agency agrees, and will assure that its contractors and subcontractors 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 allow ability of individual project cost items and

   b. Those parties shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with

Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

3. Any project cost for which the Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the Lead Agency to the State. Should the Lead Agency fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The Lead Agency agrees and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the Lead Agency, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP) and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the Lead Agency, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the Lead Agency, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.

2. For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the Lead Agency's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the 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

during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the Lead Agency shall furnish copies thereof if requested.

3. The Lead Agency, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

Michael Azevedo	Executive Director
(Print Authorized Agent)	*(Title)*
(Signature)	*(Date)*

RESOLUTION No. ______

RESOLUTION OF THE COLUSA CCOUTY TRANSIT AGENCY AUTORIZING THE EXECTION OF THE CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) FOR THE FREE FARE DAYS PROJECT

WHEREAS, the Colusa County Transit Agency is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects;

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations;

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP;

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies);

WHEREAS, the Colusa County Transit Agency wishes to delegate authorization to execute these documents and any amendments thereto to the Executive Director of Public Works; and

WHEREAS, the Colusa County Transit Agency wishes to implement the Free Fare Days LCTOP project.

NOW, THEREFORE, BE IT RESOLVED that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Executive Director of Public Works for Colusa County be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED that the Commissioners of the Colusa County Transit Agency hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in Fiscal Year 2020-21 LCTOP funds:

Project Name: Free Fare Days
Amount of LCTOP funds requested: $23,544
Short description of project: provide free fare for all passengers on designated days as set by the Transit Manager
Benefit to a Priority Populations: This program helps to encourage all people of Colusa County to use public transportation so as to reduce greenhouse emissions.

PASSED AND ADOPTED this 30th day of March 2021, by the following vote:

AYES:

NOES:

ABSENT:

____
Kent S. Boes, Chair

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

By: ___________________________
Patricia Rodriguez, Deputy

APPROVED AS TO FORM:

____
Jennifer K. Sutton,
Senior Deputy County Counsel

COUNTY OF COLUSA, CA 5.3

Request For Transportation Commission and Transit Agency

MEETING DATE: **March 30, 2021**

DEPARTMENT: **Public Works/Road Department**

FROM: **Kirsten Montejano**

SUBJECT: **Revenue and Appropriations Inter Budget Adjustments**

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

Detailed Description/Background of request

Adjust budget to recognize additional revenues received and to remove revenue and expenses not anticipated this fiscal year. Summary below, see attached forms IB1013 - IB1017 for details.

DEPT	FUND #	DEPT #	ACCT #	AMOUNT
Transit Transit	04002 04002	0000 0000	455358 57146	($260,559.00) ($330,000.00)
Transit	04002	0000	57361	($ 20,033.36)
Transit	04002	0000	479363	$ 8,622.00
Transit	04002	0000	479381	$ 220.00
Transit	04002	0000	479910	$ 2,900.25
Transit	04002	0000	467720	($ 41,819.00)
Transit	04002	0000	454150	$ 36,000.00

Prior Board Action

None

Fiscal Impact/Funding Source

See Above

Action for the Clerk
None

ATTACHMENTS:

- IB#1013 04002 (XLSX)
- IB#1014 04002 (XLSX)
- IB#1015 04002 (XLSX)
- IB#1016 04002 (XLSX)
- IB#1017 04022 (XLSX)

Colusa County Transit Agency **Agenda Request**

ESTIMATED REVENUE & APPROPRIATIONS

INTER-BUDGET ADJUSTMENT

Department Name: Transit Agency

Submitted By: Kirsten Montejano

Explanation There are currently two phases of Cares Act (Covid 19) funds available for Transit. Both phases were budgeted for receipt in FY20/21, however it is anticipated that the 2nd phase of funds will be received in future years. Therefore, we are requesting to remove the 2nd phase allocation from the current year budget.

TO INCREASE (DECREASE) REVENUE

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
Transit Agency	04002	0000	455358	Cares Act (Covid 19)	$ 387,962.00	$ 127,403.00	$ (260,559.00)
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ (260,559.00)

TO INCREASE (DECREASE) APPROPRIATIONS

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ -

Fiscal Year: 2020-21 Inter-Budget #: 1013

Approved by Agency __ 3/30/2021

Attachment: IB#1013 04002 (6438 : Approve Inter-Budget Adjustment)

Colusa County Transit Agency **Agenda Request**

ESTIMATED REVENUE & APPROPRIATIONS

INTER-BUDGET ADJUSTMENT

Department Name: Transit Agency

Submitted By: Kirsten Montejano

Explanation The original budget included purchasing new buses with SGR & PTMISEA grant funds. The buses are now planned to be purchased in a future fiscal year, therefore we are requesting to remove them from the current year budget. Also, there was an estimated amount budgeted for the pavement project. The project & costs are now complete, and we are requesting to adjust the budget accordingly.

TO INCREASE (DECREASE) REVENUE

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
						Total	$ -

TO INCREASE (DECREASE) APPROPRIATIONS

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
Transit Agency	04002	0000	57146	Van>5,000	$ 330,000.00	$ -	$ (330,000.00)
Transit Agency	04002	0000	57361	Structures & Imp >5,000	$ 90,000.00	$ 69,966.64	$ (20,033.36)
						Total	$ (350,033.36)

Fiscal Year: 2020-21

Inter-Budget #: 1014

Approved by Agency __ 3/30/2021

Attachment: IB#1014 04002 (6438 : Approve Inter-Budget Adjustment)

Colusa County Transit Agency **Agenda Request**

ESTIMATED REVENUE & APPROPRIATIONS

INTER-BUDGET ADJUSTMENT

Department Name: Transit Agency

Submitted By: Kirsten Montejano

Explanation Increase budgeted revenue to recognize unanticipated funds received for various services.

TO INCREASE (DECREASE) REVENUE

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
Transit Agency	04002	0000	479363	Advertising	$ 1,300.00	$ 9,922.00	$ 8,622.00
Transit Agency	04002	0000	479381	Donations-Medical Escort	$ 100.00	$ 320.00	$ 220.00
Transit Agency	04002	0000	479910	Transfers In	$ -	$ 2,900.25	$ 2,900.25
						$ -	
						$ -	
						$ -	
						$ -	
						$ -	
						$ -	
						$ -	
						$ -	
						$ -	
						Total	$ 11,742.25

TO INCREASE (DECREASE) APPROPRIATIONS

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ -

Fiscal Year: 2020-21 Inter-Budget #: 1015

Approved by Agency __ 3/30/2021

Colusa County Transit Agency **Agenda Request**

ESTIMATED REVENUE & APPROPRIATIONS

INTER-BUDGET ADJUSTMENT

Department Name: Transit Agency

Submitted By: Kirsten Montejano

Explanation The 19/20 LCTOP grant was received in FY19/20 therefore we are requesting to remove it from the FY20/21 budget.

TO INCREASE (DECREASE) REVENUE

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
Transit Agency	04002	0000	467720	Fare Box	$ 80,000.00	$ 38,181.00	$ (41,819.00)
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ (41,819.00)

TO INCREASE (DECREASE) APPROPRIATIONS

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ -

Fiscal Year: 2020-21 Inter-Budget #: 1016

Approved by Agency __ 3/30/2021

Colusa County Transit Agency **Agenda Request**

ESTIMATED REVENUE & APPROPRIATIONS

INTER-BUDGET ADJUSTMENT

Department Name: Transit Agency

Submitted By: Kirsten Montejano

Explanation State Transit Assistance funds are received in the STA fund and then transferred to Transit to assist with operating costs. The original budget was based on an estimate provided by the State. This adjustment is based on actual funds received to date as well as projected funds received through fiscal year end. These funds will be used for existing operating costs already budgeted, therefore there is no need to increase the expenditure budget.

TO INCREASE (DECREASE) REVENUE

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
Transit Agency	04002	0000	454150	State Transit Assistance	$ 118,881.00	$ 154,881.00	$ 36,000.00
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ 36,000.00

TO INCREASE (DECREASE) APPROPRIATIONS

DEPARTMENT NAME	FUND NUMBER	DEPT NUMBER	ACCOUNT NUMBER	ACCOUNT NAME	CURRENT AMT. BUDGETED	REVISED AMT. BUDGETED	ADJUSTMENT AMOUNT
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
							$ -
						Total	$ -

Fiscal Year: 2020-21 Inter-Budget #: 1017

Approved by Agency __ 3/30/2021