

## **COMMISSIONERS**

### *COUNTY OF COLUSA:*

GARY EVANS  
KENT BOES  
DAURICE K. SMITH,  
VICE CHAIR

### *City Colusa:*

DENISE CONRADO  
GREG PONCIANO

### *City of Williams:*

FRANK KENNEDY, CHAIR



COUNTY OF COLUSA  
TRANSPORTATION COMMISSION &  
TRANSIT AGENCY  
1215 MARKET STREET,  
COLUSA, CA 95932  
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## COLUSA COUNTY TRANSPORTATION COMMISSION & TRANSIT AGENCY

# **Agenda**

February 28, 2023

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

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

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

**II.**     MINUTES APPROVAL

1.     Minutes Approval

Transportation Commission & Transit Agency – Regular Meeting – January 31, 2023.

**III.**     REPORTS (TRANSIT AND/OR TRANSPORTATION)

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

**IV.**     SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

1.     Accept FY 2023-24 Draft Overall Work Plan (OWP), designed to respond to growth strategies adopted in local public agency general plans.

## **ADJOURN**

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

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

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS:** Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item since January 1, 2023. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member and may be made either in writing to the Clerk of the Board of Supervisors prior to the subject hearing or by verbal disclosure at the time of the hearing.

|                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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  
 January 31, 2023**

The Colusa County Transportation Committee (CCTC) and the Colusa County Transit Agency (CCTA) meet in Regular Session this 31<sup>st</sup> day of January 2023 at the hour of 3:00 p.m. Present: Commissioners Kent S. Boes, Gary J. Evans, Denise Conrado, Greg Ponciano and Daurice K. Smith. Absent: Commissioner Frank Kennedy.

Vice-Chair Smith makes time for the nominations and election of the 2023 Transportation Commission and Transit Agency Chair and turns the gavel over to the Clerk.

The Clerk calls for nominations of Chair.

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

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

**I. ADMINISTRATION**

1. Elect Commissioner Kennedy as Chair for 2023.

|                  |                                       |
|------------------|---------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>           |
| <b>MOVER:</b>    | Boes                                  |
| <b>SECONDER:</b> | Evans                                 |
| <b>AYES:</b>     | Smith, Boes, Evans, Conrado, Ponciano |
| <b>ABSENT:</b>   | Kennedy                               |

The Clerk makes time for nominations and election of the 2023 Transportation Commission and Transit Agency Vice-Chair.

The Clerk calls for nominations of Vice-Chair.

Commissioner Evans nominates Commissioner Smith, Commissioner Conrado seconds the nomination.

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

2. Elect Commissioner Smith as Vice-Chair for 2023.

|                  |                                       |
|------------------|---------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>           |
| <b>MOVER:</b>    | Evans                                 |
| <b>SECONDER:</b> | Conrado                               |
| <b>AYES:</b>     | Smith, Boes, Evans, Conrado, Ponciano |
| <b>ABSENT:</b>   | Kennedy                               |

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

- III. MINUTES APPROVAL
  1. Minutes Approval  
Transportation Commission & Transit Agency – Regular Meeting – December 20, 2022.

|                  |                             |
|------------------|-----------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b> |
| <b>MOVER:</b>    | Boes                        |
| <b>SECONDER:</b> | Evans                       |
| <b>AYES:</b>     | Smith, Boes, Evans          |
| <b>ABSTAIN:</b>  | Conrado, Ponciano           |
| <b>ABSENT:</b>   | Kennedy                     |

- IV. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director  
None.
2. Transit Manager  
Mr. Rogers updates the Commissioners on Transit staffing issues.
3. Caltrans  
None.
4. City of Colusa  
None.
5. City of Williams  
None.
6. California Highway Patrol  
None.

- V. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

1. Approve the Updated Colusa County Transit Agency Title VI Program.

Comments received by Mr. Azevedo.

Minutes Acceptance: Minutes of Jan 31, 2023 3:00 PM (Minutes Approval)

Regular Meeting

Tuesday, January 31, 2023

3:00 PM

|                  |                                       |
|------------------|---------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>           |
| <b>MOVER:</b>    | Evans                                 |
| <b>SECONDER:</b> | Boes                                  |
| <b>AYES:</b>     | Smith, Boes, Evans, Conrado, Ponciano |
| <b>ABSENT:</b>   | Kennedy                               |

2. Approve FY 2022-23 Revenue and Appropriations Inter-Budget Adjustment No. 009. (Requires 5/6<sup>th</sup> vote)

Comments received by Mr. Azevedo.

|                  |                                       |
|------------------|---------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>           |
| <b>MOVER:</b>    | Evans                                 |
| <b>SECONDER:</b> | Conrado                               |
| <b>AYES:</b>     | Smith, Boes, Evans, Conrado, Ponciano |
| <b>ABSENT:</b>   | Kennedy                               |

3. Approve FY 2022-23 Revenue and Appropriations Inter-Budget Adjustment No. 008. (Requires 5/6<sup>th</sup> vote)

Comments received by Mr. Azevedo.

|                  |                                       |
|------------------|---------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>           |
| <b>MOVER:</b>    | Boes                                  |
| <b>SECONDER:</b> | Ponciano                              |
| <b>AYES:</b>     | Smith, Boes, Evans, Conrado, Ponciano |
| <b>ABSENT:</b>   | Kennedy                               |

Vice-Chair Smith adjourned the meeting at 3:14 p.m. to reconvene in Regular Session on February 28, 2023 at the hour of 3:00 p.m.

\_\_\_\_\_  
Daurice K. Smith, Vice-Chair

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

BY \_\_\_\_\_  
Patricia Rodriguez, Deputy Clerk

Minutes Acceptance: Minutes of Jan 31, 2023 3:00 PM (Minutes Approval)



**Request For Transportation Commission and Transit Agency**

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**MEETING DATE:** February 28, 2023

**DEPARTMENT:** Public Works/Road Department

**FROM:** Michael Azevedo

**SUBJECT:** Accept and Review the 23/24 Draft Overall Work Plan

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Accept FY 2023-24 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 2023/2024 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.

**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:**

- 23-24 OWP draft (PDF)



# Colusa County Transportation Commission

*Colusa County ~ City of Colusa ~ City of Williams*

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## 2023/24 Overall Work Program

**2023**

# Table of Contents

|                                                                                                             |                                       |
|-------------------------------------------------------------------------------------------------------------|---------------------------------------|
| <b>Introduction .....</b>                                                                                   | <b>2</b>                              |
| <b>Organization and Management .....</b>                                                                    | <b>2</b>                              |
| <b>Overall Work Program .....</b>                                                                           | <b>5</b>                              |
| Public Participation Process.....                                                                           | 5                                     |
| FAST ACT PLANNING FACTORS .....                                                                             | 6                                     |
| Regional Transportation Plan.....                                                                           | 6                                     |
| Continued and On-Going Work Activities.....                                                                 | 7                                     |
| Technical Capacity.....                                                                                     | 7                                     |
| Pavement Management System.....                                                                             | 8                                     |
| Geographic Information System (GIS) .....                                                                   | 8                                     |
| <b>Work Elements .....</b>                                                                                  | <b>8</b>                              |
| Work Element 1.01: Overall Work Program .....                                                               | 9                                     |
| On-going and Continued Activities: .....                                                                    | 10                                    |
| 2023/24 Products.....                                                                                       | 10                                    |
| Summary of Source and Expenditures for WE 1.01 .....                                                        | 10                                    |
| Work Element 2.01: Regional Coordination .....                                                              | 10                                    |
| On-going and Continued Activities: .....                                                                    | 11                                    |
| 2023/24 Products.....                                                                                       | 11                                    |
| Summary of Source and Expenditures for WE 2.01 .....                                                        | 11                                    |
| Work Element 3.01: Coordination with Caltrans District 3 .....                                              | 12                                    |
| On-going and Continued Activities: .....                                                                    | 12                                    |
| 2023/24 Products.....                                                                                       | 162                                   |
| Summary of Source and Expenditures for WE 3.01 .....                                                        | 13                                    |
| Work Element 4.01: Transportation Systems Maintenance.....                                                  | 14                                    |
| Ongoing and Continued Activities: .....                                                                     | 14                                    |
| 2023/24 Products.....                                                                                       | 15                                    |
| Summary of Source and Expenditures for WE 4.01 .....                                                        | 15                                    |
| Work Element 5.01: Regional Transportation Improvement Plan .....                                           | 16                                    |
| 2023/24 Products.....                                                                                       | 16                                    |
| Summary of Source and Expenditures for WE 5.01 .....                                                        | 16                                    |
| <b>Summary of 2023/24 Revenues and Expenditures.....</b>                                                    | <b>17</b>                             |
| <b>Glossary of Terms &amp; Acronyms .....</b>                                                               | <b>17</b>                             |
| <b>FY 2023/2024 FHWA and FTA State and Metropolitan Transportation Planning Process Certification .....</b> | <b>Error! Bookmark not defined.20</b> |

# 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 2023/24 for continuation of regional transportation planning. The CCTC assigns major planning tasks to staff.

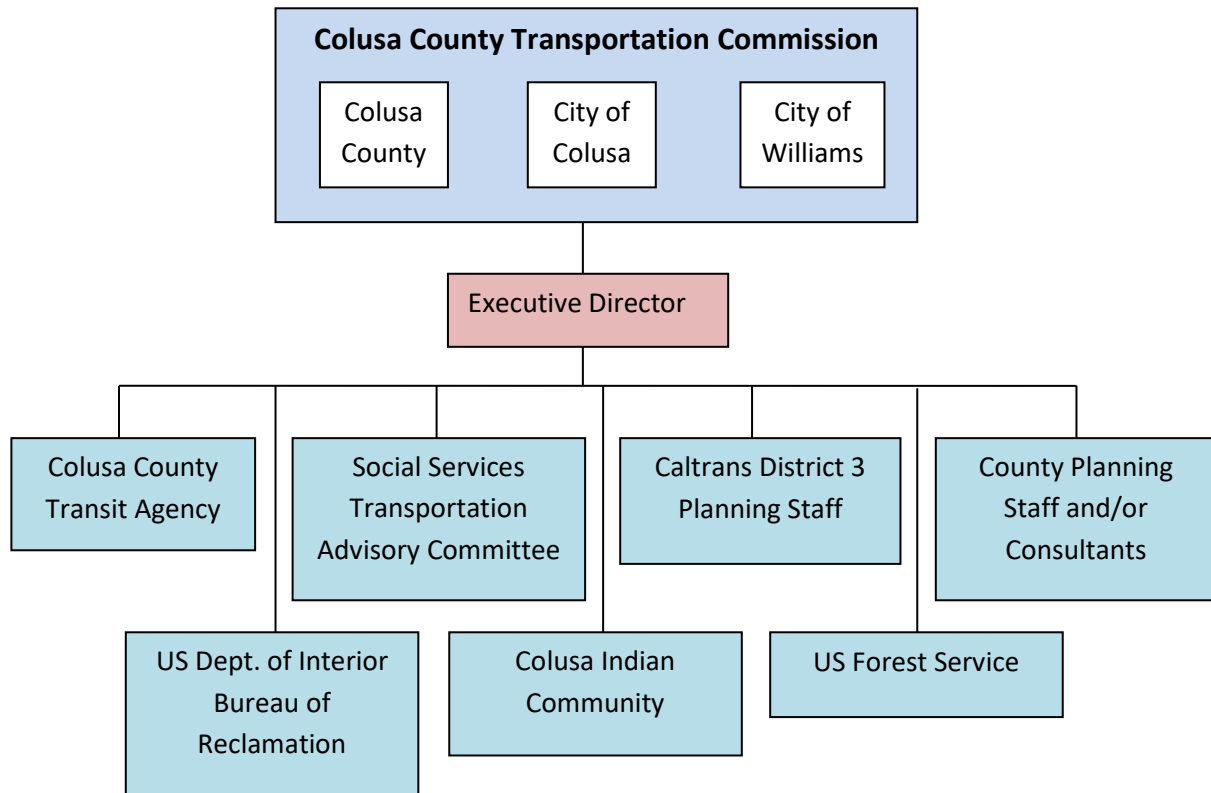


# Organization and Management

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

Attachment: 23-24 OWP draft [Revision 1] (8953 : Accept the 23/24 Draft Overall Work Plan)

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

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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.

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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 2023/24 fiscal year. The work program gives direction and emphasis to specific elements of the planning process. It ensures that the process is responsive to the transportation needs and priorities of the region and the state. It is also a basis for budgeting revenues and expenditures for the various elements of the OWP.

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

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

## Public Participation Process

The CCTC holds regular monthly meetings and publicizes each meeting by posting formal notices at various locations as well as the main County webpage. The public is encouraged to participate in each meeting. Also, the County Sheriff's office typically holds annual community meetings in which public input is solicited which includes County roads, transit, and other transportation related items.

## FAST ACT PLANNING FACTORS

| MAP-21/FAST Act Planning Factors/W.E. Matrix                                                                                                                                                                                        |             |             |             |             |             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|-------------|-------------|-------------|
|                                                                                                                                                                                                                                     | W.E<br>1.01 | W.E<br>2.01 | W.E<br>3.01 | W.E<br>4.01 | W.E<br>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 2023/24 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 2023/24 fiscal year, and as may be required, the actual expenditures may be amended through an update to the OWP.

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

## CALTRANS REGIONAL PLANNING ACTIVITIES FOR FISCAL YEAR 2022/2023

| ACTIVITY                         | DESCRIPTION                                                                                                                            | PRODUCTS                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| System Planning                  | Completion of System Planning documents used by Caltrans and its transportation partners                                               | Caltrans District 3 System Planning documents consistent with the Caltrans District 3 System Planning Five-Year Work Plan                                                                                                                                                                                                                    |
| Advance Planning                 | Completion of pre-programming studies (e.g., Project Initiation Documents) so as to be ready to program resources for capital projects | Project Initiation Documents (PID), as indicated in the current Two-Year PID Work Plan                                                                                                                                                                                                                                                       |
| Regional Planning                | Participate in and assist with various regional planning projects and studies                                                          | Participation in the following projects and studies: <ul style="list-style-type: none"> <li>• Regional ITS Master Plan</li> <li>• Continue oversight and assistance with Sustainable Communities and Strategic Partnership grants</li> <li>• Oversight of Planning Studies/Conceptual Projects pertaining to State Highway System</li> </ul> |
| 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 2023/24 OWP to ensure WE's remain on schedule. Amend OWP throughout the fiscal year as necessary;
- 3) Prepare quarterly reports, and invoices
- 4) Participate /coordinate meetings, agenda items and planning documents for the CCTC;
- 5) Develop and finalize 2022/2023 OWP.
- 6) Close out of 2023/24 OWP

### 2023/24 Products

- |                                                            |              |
|------------------------------------------------------------|--------------|
| 1) Final Quarterly Progress Report for FY 2022-23          | July 2023    |
| 2) Closeout FY 2022-23 OWP                                 | August 2023  |
| 3) OWP FY 2023-24 Amendment #1 – Carryover from FY 2022-23 | October 2023 |
| 4) Quarterly Progress Report #1                            | October 2023 |
| 5) Quarterly Progress Report #2                            | January 2024 |
| 6) Draft FY 2024-25 OWP                                    | March 2024   |
| 7) Quarterly Progress Report #3                            | April 2024   |
| 8) Finalize and adopt FY 2024-25 OWP                       | May 2024     |

### Summary of Source and Expenditures for WE 1.01

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

| SOURCE AND EXPENDITURES FOR WE 1.01 |                                          |        |                 |            |
|-------------------------------------|------------------------------------------|--------|-----------------|------------|
| Task                                | Description                              | Source | Amount          | Carryover  |
| 1                                   | Monitor OWP                              | RPA    | \$7,800         | TBD        |
| 2                                   | Reports, invoices                        | RPA    | \$8,000         | TBD        |
| 3                                   | Meetings, program planning, coordination | RPA    | \$1,900         | TBD        |
| 4                                   | Develop and finalize 2023/24 OWP         | RPA    | \$2,550         | TBD        |
| 5                                   | Closeout 2020/21 OWP                     | RPA    | \$1,250         | TBD        |
| Total                               |                                          |        | <b>\$21,500</b> | <b>TBD</b> |

### Work Element 2.01: Regional Coordination

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

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

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

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

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

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

#### Ongoing and Continued Activities:

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

#### 2023/24 Products

- |                                                         |                                         |
|---------------------------------------------------------|-----------------------------------------|
| 1) RCTF meeting agendas & meeting minutes               | 3 <sup>rd</sup> Fri, Odd numbered month |
| 2) NSSR meeting agendas & meeting minutes               | July 2023 thru June 2024                |
| 3) Supervisorial/City Council meeting agendas/minutes   | July 2023 thru June 2024                |
| 4) Regional Transportation Training                     | As Needed                               |
| 5) Coordination W/ Tribal Gov't meeting agendas/minutes | July 2023 thru June 2024                |
| 6) Update TMP as necessary with USFS and USBOR          | July 2023 thru June 2024                |

#### 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 <sup>1</sup>                             | Source | Amount          | Carryover  |
| 1                                           | Participate RCTF Meetings (planning activities only) | RPA    | \$ 3,300        | TBD        |
| 2                                           | Participate NSSR Meetings (planning activities only) | RPA    | \$ 4,200        | TBD        |
| 3                                           | Attend Supervisorial and City Council meetings       | RPA    | \$ 3,500        | TBD        |
| 4                                           | Regional Transportation Training                     | RPA    | \$ 3,000        | TBD        |
| 5                                           | Coordinate with Tribal Gov't and communities         | RPA    | \$ 4,300        | TBD        |
| 6                                           | Develop policies and goals with USFS and USBOR       | RPA    | \$ 1,200        | TBD        |
| Total                                       |                                                      |        | <b>\$19,500</b> | <b>TBD</b> |
| 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.

#### 2023/24 Products:

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

#### Summary of Source and Expenditures for WE 3.01

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

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

### Work Element 4.01: Transportation Systems Maintenance

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

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

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

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

#### Ongoing and Continued Activities:

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

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

### 2023/24 Products

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

### Summary of Source and Expenditures for WE 4.01

The total available funding for WE 4.01, as amended, is \$134,500.00 and consists exclusively of RPA funds. The following table provides a summary of estimated expenditures for each task listed in WE 4.01.

| SOURCE AND EXPENDITURES FOR WE 4.01 |                                                  |        |                    |            |
|-------------------------------------|--------------------------------------------------|--------|--------------------|------------|
| Task                                | Description                                      | Source | Amount             | Carryover  |
| 1                                   | Maintain GIS Layers                              | RPA    | \$ 38,085.00       | TBD        |
| 2                                   | Develop/acquire data sets                        | RPA    | \$ 14,725.00       | TBD        |
| 3                                   | Review/process software agreements/subscriptions | RPA    | \$ 2,565.00        | TBD        |
| 4                                   | Invoice communications for GPS data              | RPA    | \$ 5,225.00        | TBD        |
| 5                                   | Update PMS                                       | RPA    | \$17,800.00        | TBD        |
| 6                                   | Traffic Counts                                   | RPA    | \$ 16,600.00       | TBD        |
|                                     |                                                  |        |                    |            |
|                                     |                                                  |        |                    |            |
| Total                               |                                                  |        | <b>\$95,000.00</b> | <b>TBD</b> |

**Work Element 5.01: Regional Transportation Plan / Regional Transportation Improvement Program**  
Work Element (WE) 5.01 consists of planning, programming, and monitoring for 2024 RTIP program of projects as it relates to the STIP. In addition to preparation and coordination of development of the 2024 RTIP with local agencies. Monitoring the RTP and submission (as necessary) of any follow-up documents to Caltrans. Select and prioritize projects and program funds available through the federal transportation act (Fixing America's Surface Transportation (FAST) Act) including Regional Surface Transportation Program (RSTP).

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

Every four years, RTPA's are required to update their RTP's. CCTC last updated its RTP in April of 2019 and initiated of a RTP update in late 2022. Staff will continue work with consultant to complete the RTP update and remain compliant with the four-year update cycle.

#### 2023/24 Ongoing and Continued Activities:

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

#### 2023/24 Products

- |                         |                      |
|-------------------------|----------------------|
| 1. Commence Update RTIP | <i>December 2023</i> |
| 2. Complete Update RTP  | <i>May 2024</i>      |

#### Summary of Source and Expenditures for WE 5.01

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

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

## Summary of 2023/24 Revenues and Expenditures

The following table provides an overall summary of the 2023/24 expected revenues and expenditures for Work Elements 1.01 through 5.01.

| Work Element | Expenditure                                          | Fund Source | RPA Allocation      | Total Revenue       | RPA Carryover | Total Expenditure |
|--------------|------------------------------------------------------|-------------|---------------------|---------------------|---------------|-------------------|
| 1.01         | <b>Staff</b> – Overall Work Program                  | RPA         | \$21,500.00         | \$21,500.00         | 0             | \$21,500          |
| 2.01         | <b>Staff</b> – Regional Coordination                 | RPA         | \$19,500.00         | \$19,500.00         | 0             | \$19,500          |
| 3.01         | <b>Staff</b> – Coordination with Caltrans District 3 | RPA         | \$2,000.00          | \$2,000.00          | 0             | \$2,000           |
| 4.01         | <b>Staff</b> - Transportation Systems Maintenance    | RPA         | \$95,000.00         | \$95,000.00         | 0             | \$95,000.00       |
| 5.01         | <b>Staff/Consultant</b> -RTIP                        | RPA         | \$20,000.00         | \$20,000.00         | 0             | \$20,000          |
| <b>Total</b> |                                                      |             | <b>\$158,000.00</b> | <b>\$158,000.00</b> | <b>0</b>      | <b>\$158,000</b>  |

### Glossary of Terms & Acronyms

|                      |                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Allocation</b>    | A distribution of funds by formula or agreement.                                                                                                                                                                                                                                                                                                                                    |
| <b>Apportionment</b> | Distribution of federal funds (grants) by a statutory formula to the states' Governors for allocation by them to the grant recipients.                                                                                                                                                                                                                                              |
| <b>Appropriation</b> | An official action (e.g. passage of a law) to make funds available, with specific limitations as to amount, purpose and duration.                                                                                                                                                                                                                                                   |
| <b>CPG</b>           | 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. |
| <b>Encumber</b>      | 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.                                                                                                                                                                                                |
| <b>FHWA, FTA</b>     | The Federal Highway Administration and the Federal Transit Administration are two of the modal agencies in the United States Department of Transportation (US DOT).                                                                                                                                                                                                                 |
| <b>MAP-21</b>        | Moving Ahead for Progress in the 21 <sup>st</sup> Century, federal transportation Legislation signed into law in 2012; successor to SAFETEA-LU.                                                                                                                                                                                                                                     |
| <b>MFTA</b>          | 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.                                                 |
| <b>MPO</b>           | 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.<br><br>Although the Tahoe region does not include an urbanized area 50,000 or larger, TEA-21, permitted the Tahoe region to establish a MPO.                            |
| <b>Obligation</b>    | 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.                                                                                                                                                                                                                           |

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|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ORP</b>                  | Office of Regional Planning in the Department's Division of Transportation Planning, Headquarters, Sacramento.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Reimbursement</b>        | 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>RTPA</b>                 | 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>SAFETEA-LU</b>           | Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, federal transportation legislation signed into law in 2005; successor to TEA-21.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Toll Credits</b>         | 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.                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Unexpended Carryover</b> | 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 2023/24 FHWA and FTA State and Metropolitan Transportation Planning Process Self-Certification

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

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

\_\_\_\_\_  
RTPA Authorizing Signature

\_\_\_\_\_  
Caltrans District Approval Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Fiscal Year 2023/2024 California Department of Transportation Debarment and Suspension Certification

*As required by U.S. DOT regulations on government wide Debarment and Suspension (Nonprocurement),  
49 CFR 29.100:*

- 1) The Applicant certifies, to the best of its knowledge and belief, that it and its contractors, subcontractors and subrecipients:
  - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
  - d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.
- 2) The Applicant also certifies that, if Applicant later becomes aware of any information contradicting the statements of paragraph (1) above, it will promptly provide that information to the State.
- 3) If the Applicant is unable to certify to all statements in paragraphs (1) and (2) of this certification, through those means available to Applicant, including the General Services Administration's Excluded Parties List System (EPLS), Applicant shall indicate so in its applications, or in the transmittal letter or message accompanying its annual certifications and assurances, and will provide a written explanation to the State.

Attachment: 23-24 OWP draft [Revision 1] (8953 : Accept the 23/24 Draft Overall Work Plan)

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**CALIFORNIA DEPARTMENT OF TRANSPORTATION DEBARMENT AND  
SUSPENSION CERTIFICATION FISCAL YEAR 2023/24**

**SIGNATURE PAGE**

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

Jennifer K Sutton

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

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

**AFFIRMATION OF APPLICANT'S ATTORNEY**

**For Colusa County Transportation Commission**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Jennifer K. Sutton, Senior Deputy County Counsel

Attachment: 23-24 OWP draft [Revision 1] (8953 : Accept the 23/24 Draft Overall Work Plan)