



A G E N D A

SPECIAL MEETING

PLACER COUNTY TRANSPORTATION PLANNING AGENCY
PLACER COUNTY AIRPORT LAND USE COMMISSION
WESTERN PLACER CONSOLIDATED TRANSPORTATION SERVICES AGENCY
PLACER COUNTY LOCAL TRANSPORTATION AUTHORITY

Wednesday, October 18, 2023
9:00 a.m.

Placer County Board of Supervisors Chambers
175 Fulweiler Avenue, Auburn CA 95603

Simultaneous Teleconference Location
140 Pleasant Street
Colfax, CA 95713

PUBLIC PARTICIPATION INSTRUCTIONS: This meeting will be conducted as an in-person meeting at the locations noted above. A remote teleconference Zoom address is listed for the public's convenience and in the event a Board Member requests remote participation due to just cause or emergency circumstances pursuant to Government Code section 54953(f). Please be advised that if a Board Member is not participating in the meeting remotely, remote participation for members of the public is provided for convenience only and in the event that the Zoom connection malfunctions for any reason, the Board of Directors reserves the right to conduct the meeting without remote access. By participating in this meeting, you acknowledge that you are being recorded.

Si necesita servicios de traducción para otro lenguaje, aparte de Ingles, Por favor llamar al 530.823.4030 para asistencia. Kung nangangailangan po ng tulong o interpretasyon sa ibang wika liban sa inglés, tumawag lang po sa 530.823.4030.

Agendas, Supplemental Materials and Minutes of the Board of Directors are available on the internet at: <https://www.pctpa.net/pctpa-board-meetings>. Public records related to an agenda item that are distributed less than 72 hours before this meeting are available for public inspection during normal business hours at the Agency office located at 299 Nevada Street, Auburn, and will be made available to the public on the Agency website.

Webinar access: <https://placer-ca-gov.zoom.us/j/97268179095>

You can also dial in using your phone: US: +1 877 853 5247 or 888-788-0099 or (Toll Free)

Webinar ID: 972 6817 9095

A. Flag Salute

B. Roll Call

Board of Directors Meeting Agenda
PLACER COUNTY TRANSPORTATION PLANNING AGENCY
AIRPORT LAND USE COMMISSION
WESTERN PLACER CONSOLIDATED TRANSPORTATION SERVICE AGENCY
PLACER COUNTY LOCAL TRANSPORTATION AUTHORITY
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- C. Agenda Review**
Matt Click, Executive Director
- D. AB 2449** **Action**
Matt Click, Executive Director
- If necessary, based on a Director’s announcement, the Board will consider approval of any Directors’ request to participate remotely and utilize a “just cause” or “emergency circumstance” exception for remote meeting participation pursuant to AB 2449 (Gov. Code 54953(f)).
- E. Approval of Minutes: September 27, 2023** **Action**
Pg. 1
- F. Public Comment**
 Persons may address the Board on items not on this agenda. Please limit comments to three (3) minutes.
- G. Consent Calendar: Placer County Transportation Planning Agency** **Action**
Pg. 4
 These items are expected to be routine and noncontroversial. They will be acted upon by the Board with one action, without discussion. Any Board member, staff member, or interested citizen may request an item be removed from the consent calendar for discussion.
1. Social Services Transportation Advisory Council (SSTAC) Membership Pg. 5
 2. FY 2023/24 PCTPA Claim for Local Transportation Funds (LTF) - \$1,157,960 Pg. 6
 3. Health Contribution Resolution Pg. 8
- H. Consent Calendar: Western Placer Consolidated Transportation Services Agency** **Action**
Pg. 10
 These items are expected to be routine and noncontroversial. They will be acted upon by the Board with one action, without discussion. Any Board member, staff member, or interested citizen may request an item be removed from the consent calendar for discussion.
- WPCTSA FY 2023/24 Budget Amendment #1 Pg. 11
- I. 9:00 AM - PUBLIC HEARING: 2023 Unmet Transit Needs Assessment and Public Engagement Efforts** **Action**
Pg. 12
Mike Costa, Senior Transportation Planner
- Conduct a public hearing to solicit and obtain public testimony on potential unmet transit needs that may exist in Placer County.
- J. Fiscal Year 2023/24 Final Findings of Apportionment for the Local Transportation Fund** **Action**
Pg. 16
Cory Peterson, Senior Transportation Planner
- Approve the FY 2023/24 Final Findings of Apportionment for the Local Transportation Fund (LTF).

**Board of Directors Meeting Agenda
 PLACER COUNTY TRANSPORTATION PLANNING AGENCY
 AIRPORT LAND USE COMMISSION
 WESTERN PLACER CONSOLIDATED TRANSPORTATION SERVICE AGENCY
 PLACER COUNTY LOCAL TRANSPORTATION AUTHORITY
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- K. 2023/24 Overall Work Program (OWP) and Budget – Amendment #2** **Action**
Jodi LaCosse, Fiscal/Administrative Officer Pg. 43
 - Adopt Resolution 23-29 approving Amendment #2 of the FY 2023/24 Overall Work Program (OWP) and Budget and authorize the Executive Director to submit to Caltrans.

- L. Nevada Station Building Sale and Bond Relinquishment** **Action**
Matt Click, Executive Director, and Jodi LaCosse, Fiscal/Administrative Officer Pg. 48
 - Adopt Resolution No. 23-30 for the sale of the Nevada Station Building and to payoff the Lease Revenue Bond.

- M. Transportation Funding Outreach, Polling, and Marketing Update** **Info**
Pg. 53

- N. Executive Director’s Report** **Info**

- O. Board Direction to Staff**

- P. Informational Items** **Info**
 - 1. Technical Advisory Committee (TAC) Minutes – October 3, 2023 Pg. 54
 - 2. Status Reports
 - a. Meraki Public Affairs – September 2023 Pg. 57
 - b. DKS – September 2023 Pg. 58
 - c. Smith, Watts, & Harman-Politico, September 2023 Pg. 60
 - d. The Ferguson Group (TFG) – September 2023 Pg. 64
 - 3. PCTPA Receipts & Expenditures: August and September 2023 Under Separate Cover

Next Meeting: December 6, 2023

Following is a list of the 2023 Placer County Transportation Planning Agency (PCTPA) meetings.

PCTPA Board Meetings – 2023	
Wednesday, January 25	Wednesday, July 26
Wednesday February 22	Wednesday, August 23
Wednesday, March 22	Wednesday, September 27
Wednesday, April 26	Wednesday, October 25 18
Wednesday, May 24	Wednesday, December 6
Wednesday, June 28	

The Placer County Transportation Planning Agency is accessible to the disabled. If requested, this agenda, and documents in the agenda packet can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. People seeking an alternative format should contact PCTPA for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should contact PCTPA by phone at 530-823-4030, email (ssabol@pctpa.net) or in person as soon as possible and preferably at least 72 hours prior to the meeting.



ACTION MINUTES

REGULAR MEETING OF THE

**Placer County Transportation Planning Agency (PCTPA)
Western Placer Consolidated Transportation Services Agency (CTSA)
Placer County Airport Land Use Commission (ALUC)
Placer County Local Transportation Authority (PCLTA)**

**September 27, 2023 - 9:00 a.m.
Placer County Board of Supervisors Chambers
175 Fulweiler Avenue, Auburn, California**

ROLL CALL

Ken Broadway, Vice Chair
Amanda Cortez
Dowdin Calvillo
Jim Holmes
Bruce Houdesheldt
Paul Joiner
Suzanne Jones, Chair
Dan Wilkins

STAFF

Rick Carter
Matt Click
Mike Costa
Jodi LaCosse
David Melko
Cory Peterson
Solvi Sabol

Chair Jones provided direction on the procedures for participating remotely. Staff reports and a video of this meeting are available at: <https://www.pctpa.net/pctpa-board-meetings>

AGENDA REVIEW

The agenda was accepted with no changes.

AB 2449

Matt Click informed the Board that we have a quorum and those Board Members attending are present or participating remotely with public access. No Board action was necessary.

APPROVAL OF ACTION MINUTES – August 23, 2023

Upon motion by Dowdin Calvillo and second by Broadway, the August 23, 2023 action minutes were approved by the following roll call vote:

AYES: Broadway, Cortez, Dowdin Calvillo, Holmes, Joiner, Jones, Wilkins
NOES/ABSTAIN: None
ABSENT: Burruss, Houdesheldt

APPROVAL OF ACTION MINUTES – August 30, 2023

Upon motion by Dowdin Calvillo and second by Holmes, the August 30, 2023 action minutes were approved by the following roll call vote:

AYES: Broadway, Cortez, Dowdin Calvillo, Holmes, Houdesheldt, Joiner, Jones, Wilkins
NOES/ABSTAIN: None
ABSENT: Burruss

PUBLIC COMMENT:

There was no public comment.

CONSENT CALENDAR: PLACER COUNTY TRANSPORTATION PLANNING AGENCY

Upon motion by Holmes and second by Dowdin Calvillo, the PCTPA Consent Calendar items as shown below were approved by the following roll call vote:

AYES: Broadway, Cortez, Dowdin Calvillo, Holmes, Houdesheldt, Joiner, Jones, Wilkins

NOES/ABSTAIN: None

ABSENT: Burruss

1. FY 2023/24 Final State Transit Assistance (STA) Fund Allocation - \$4,448,140
2. FY 2023/24 Final State of Good Repair (SGR) Fund Allocation Estimate – \$585,195
3. Sole Source Contract with Jacobs, Inc for Construction Phasing Study for the I-80/SR 65 Interchange and SR65 Widening Projects - \$284,000

PRESENTATION: LEASING AGREEMENT FOR THE PCTPA OFFICES

Staff report presented by Matt Click, Executive Director

Matt Click explained that there was a misprint on the leasing agreement ‘not to exceed amount’, noting he is requesting that the Board authorize him to negotiate and execute a leasing agreement for an amount not to exceed \$575,000 over five years.

Upon motion by Cortez and second by Broadway, who noted the above modification to the action requested, the Board authorized the Executive Director to negotiate and execute a leasing agreement for the PCTPA Offices for an amount not exceed \$575,000 over five years by the following roll call vote:

AYES: Broadway, Cortez, Dowdin Calvillo, Holmes, Houdesheldt, Joiner, Jones, Wilkins

NOES/ABSTAIN: None

ABSENT: Burruss

TRAFFIC CONTESTION REPORT PRESENTATION

Presentation provided by Cory Peterson

Cory provided a traffic congestion presentation for the SR 65 Corridor – I-80 to Lincoln Boulevard, I-80 Corridor – Riverside to SR 49, and SR 89 and SR 267 Corridors. To view the presentation, go to: <https://www.pctpa.net/2023-09-27-pctpa-board-meeting>. Matt Click acknowledged Vice Chair Broadway for inquiring about the traffic congestion reports which were previously brought to the Board. He added that we plan on bringing this back on a biannual basis unless otherwise requested.

This item was for information only. No action was taken.

EXECUTIVE DIRECTOR’S REPORT

Matt Click reported on the following:

- Nevada Station
 - ✓ Buyers inspected the building and have not found anything substantial at this time. We anticipate that we will be moving forward with a final sale in early December.
 - ✓ By October 16th we expect to have a full commitment from the buyer with a \$200,000 non-refundable deposit.
- RTP Update
 - ✓ Staff has been participating in several community events throughout all the jurisdictions in Placer County to solicit feedback on transportation priorities as part of the RTP outreach efforts. We’ve received a lot of good feedback from the public at these events.

- Active Transportation Planning (ATP) Grant
 - ✓ Matt commended Cory on his initiative to apply for an ATP Grant. PCTPA was awarded \$420,000 for a Countywide Active Transportation Plan.
 - ✓ This Plan will establish a prioritized list of projects which can later be funded through designated transportation sales tax measure funds, should the measure be successful, or other grant funding that becomes available.
- Third Track Project
 - ✓ The Capitol Corridor Joint Powers Authority (CCJPA) was recently awarded \$42.5 million in Consolidated Rail Infrastructure and Safety Improvements (CRISI) funding. This funding provides for the last amount needed to construct Phase 1 of the Third Track Project. This increases the Sacramento to Roseville Capitol Corridor trips from one to three per day.
 - ✓ Director Houdesheldt, who serves as the Vice Chair of the CCJPA and is Mayor of Roseville, expressed his enthusiasm for the funding award and project which will eventually lead to 10 round trips per day. He added that a celebration will take place the morning of Friday, September 29th at the Roseville Train Station.
- Funding Measure Activities
 - ✓ In October we will be bringing to the Board the recent polling results.

BOARD ANNOUNCEMENTS

Vice Chair Broadway recognized Cory and Mike for their recent RTP presentation to the Rockin Council. Chair Jones noted PCTPA’s presense at Hot Chili Cool Cars in Rocklin and Taste of Lincoln. Director Cortez acknowledged Cory and Mike for their presence at the Loomis Town Council and appreciated our sponsorship support at Loomis’s upcoming Eggplant Festival on October 7th.

ADJOURN: The meeting adjourned at approximately 9:36 a.m. A video of this meeting is available online at <https://www.pctpa.net/2023-09-27-pctpa-board-meeting>.

Matt Click, Executive Director

Suzanne Jones, Chair

Solvi Sabol, Clerk of the Board

ss:mbc

TO: PCTPA Board of Directors

DATE: October 18, 2023

FROM: Matt Click, Executive Director

SUBJECT: CONSENT CALENDAR

Below are the Consent Calendar items for the October 18, 2023, agenda for your review and action.

1. Social Services Transportation Advisory Council (SSTAC) Membership

As the part of PCTPA's responsibility to administer Transportation Development Act (TDA) funds, the agency is required to establish a Social Services Transportation Advisory Council (SSTAC). Under the TDA, the SSTAC's responsibilities can be summarized as follows:

- Annually participate in the identification of unmet transit needs;
- Annually review and recommend action by the transportation planning agency regarding any recommendations and findings relative to unmet transit needs; and
- Advise the transportation planning agency on any other major transit issues, including the coordination and consolidation of specialized transportation services.

SSTAC membership is guided by the TDA and shown on the attached member roster.

Members are appointed by the PCTPA Board and subject to a three-year term of appointment that may be renewed for an additional three-year term by Board action. Staff recommends appointment of the 22 individuals detailed in the attached roster.

2. FY 2023/24 PCTPA Claim for Local Transportation Funds (LTF) - \$1,157,960

Staff recommends approval of the attached PCTPA LTF claim for FY 2023/24 in the amount of \$1,157,960 for Planning per the FY 2023/24 Final Apportionment of Local Transportation Funds. PCTPA previously claimed the \$475,000 Administration allocation at the June 6, 2023 Board meeting. Staff recommends approval.

3. Health Contribution Resolution

CalPERS requires PCTPA to adopt a resolution annually for employer healthcare contributions in accordance with Public Employees Health and Medical Care Act (PEHMCA) that sets contribution rates each fiscal year. The attached resolution sets the contribution rates for the 2024 calendar year. There is no increase in benefit costs resulting from this action. Staff recommends approval.

MC:rc:mbc

PLACER COUNTY TRANSPORTATION PLANNING AGENCY

Social Services Transportation Advisory Council October 2023

Required Members per Public Utilities Code 99238 (a) 1-6								
Name	Affiliation	Required Membership Types*						Term Expiration
		Type 1	Type 2	Type 3	Type 4	Type 5	Type 6	
Rebecca Hensley	Agency on Aging			X	X	X		Oct 2025
Christa Coats	PRIDE Industries				X			Oct 2024
Sharese Gavin	So. Placer Transit Information Center/ WPCTSA						X	Oct 2024
Jennifer Higgins	Roseville Resident		X					Oct 2024
Mike Costa	WPCTSA						X	Oct 2024
Colby Hytoff	Placer County HHS			X	X	X		Oct 2024
Susan (Tink) Miller	PIRS	X		X	X	X		Oct 2024
Megan Sponholz	Placer County HHS			X	X			Oct 2026
Deborah Tyler	Seniors First/WPCTSA	X		X		X	X	Oct 2024
Stephanie Vierstra	Seniors First/WPCTSA			X		X	X	Oct 2024
Peter Eakland	Rocklin Resident	X						Oct 2025
Additional Members Appointed by PCTPA per Public Utilities Code 99238 (b) 7**								
Wes Heathcock	Town of Loomis							Oct 2024
Gabriela Wentz	Caltrans District 3							Oct 2024
Christian Punsal	City of Lincoln							Oct 2024
Rich Frost	MV Transportation							Oct 2024
Karl Nikola	MV Transportation							Oct 2024
Shanna Stahl	City of Colfax							Oct 2024
Tricia Litts	City of Roseville							Oct 2024
Ed Scofield	City of Roseville							Oct 2024
Justin Nartker	City of Rocklin							Oct 2024
Natalie Hampton	City of Auburn							Oct 2024
Jaime Wright	Placer County							Oct 2024

*Required Membership Types per PUC 99238 (a)

1. One representative of potential transit users who is 60 years of age or older.
2. One representative of potential transit users who is disabled.
3. Two representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists.
4. Two representatives of local social service providers for the disabled, including one representative of a social service transportation provider, if one exists.
5. One representative of a local social service provider for persons of limited means.
6. Two representatives from the local consolidated transportation service agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists.

**Additional Members Appointed by PCTPA per Public Utilities Code 99238 (b) 7

7. Broad representatives from social service and/or transit providers representing the elderly, disabled, and persons of limited means (further strive to be representing diverse geographic, socio-economic, and demographic perspectives).

CLAIM FOR LOCAL TRANSPORTATION FUNDS

TO: PLACER COUNTY TRANSPORTATION PLANNING AGENCY
299 NEVADA STREET, AUBURN, CA 95603

FROM: CLAIMANT: Placer County Transportation Planning Agency
ADDRESS: 299 Nevada Street, Auburn CA 95603

CONTACT PERSON: Matthew Click, Executive Director
Phone: (530) 823-4030 Email: mclick@pctpa.net

The Placer County Transportation Planning Agency (PCTPA) hereby requests, in accordance with the State of California Public Utilities Code commencing with Section 99200 and the California Code of Regulations commencing with Section 6600, that this claim for Local Transportation Funds be approved for Fiscal Year 2023/24 in the following amounts for the following purposes to be drawn from the Local Transportation Fund deposited with the Placer County Treasurer:

PCTPA Administration	\$ 475,000
PCTPA Planning	<u>\$ 1,157,960</u>
TOTAL	\$ 1,632,960
PCTPA Planning	<u>\$ 475,000</u>
BALANCE	\$ 1,157,960

When approved, this claim will be transmitted to the Placer County Auditor for payment. Approval of the claim and payment by the County Auditor to the applicant is subject to such monies being available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved annual financial plan and budget.

APPROVED:
PLACER COUNTY TRANSPORTATION
PLANNING AGENCY
BOARD OF DIRECTORS

APPLICANT:
PLACER COUNTY TRANSPORTATION
PLANNING AGENCY

BY: _____
(signature)

BY: _____
(signature)

BY: PCTPA Chair

BY: Matthew Click, Executive Director

BY: October 18, 2023

BY: October 18, 2023

PLACER COUNTY TRANSPORTATION PLANNING AGENCY

**IN THE MATTER OF: ALLOCATION OF
LOCAL TRANSPORTATION FUNDS TO THE
PLACER COUNTY TRANSPORTATION
PLANNING AGENCY**

RESOLUTION NO. 23-22

The following resolution was duly passed by the Placer County Transportation Planning Agency at a regular meeting held October 18, 2023 by the following vote on roll call:

WHEREAS, pursuant to California Government Code, Title 7.91, Section 67910, PCTPA was created as a local area planning agency to provide regional transportation planning for the area of Placer County, exclusive of the Lake Tahoe Basin; and

WHEREAS, it is the responsibility of PCTPA to review the annual transportation claims and to make allocations from the Local Transportation Fund.

NOW, THEREFORE, BE IT RESOLVED that PCTPA has reviewed the claim and has made the following allocations from the 2023/24 fiscal year funds.

1.	To the Placer County Transportation Planning Agency for administrative purposes:	\$ 475,000
2.	To the Placer County Transportation Planning Agency for transportation planning purposes:	<u>\$ 1,157,960</u>
	Total LTF Funds Allocated	\$ 1,632,960
	Previous Payments	<u>(\$ 475,000)</u>
	Balance of LTF Funds Claimed	\$ 1,157,960

BE IT FURTHER RESOLVED that allocation instructions are hereby approved for the County Auditor to pay the claimants.

Signed and approved by me after its passage.

Chair Jones
Placer County Transportation Planning Agency

Executive Director

PLACER COUNTY TRANSPORTATION PLANNING AGENCY

IN THE MATTER OF: FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS

RESOLUTION NO. 23-28

The following resolution was duly passed by the Placer County Transportation Planning Agency at a regular meeting held October 18, 2023, by the following vote on roll call:

AYES:

NOES:

ABSENT:

WHEREAS, Placer County Transportation Planning Agency is a contracting agency under Government Code Section 22920 and subject to the Public Employees’ Medical and Hospital Care Act (the “Act”); and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it

RESOLVED, that the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in health benefits plan up to a maximum of:

Party Rate	Monthly Employer Health Contribution
Subscriber (PR 1)	\$1,081.63
Subscriber & 1 Dependent (PR 2)	\$2,163.27
Subscriber & 2+ Dependent (PR 3)	\$2,812.25
Subscriber (PR 4)	\$367.86
Subscriber & 1 Dependent (PR 5)	\$735.72
Subscriber & 2+ Dependent (PR 6)	\$1,152.67
Subscriber (M) & 1 Dependent (B) (PR 7)	\$1,447.84
Subscriber (M) & 2+ Dependent (B) (PR 8)	\$2,089.02
Subscriber (M) & 1 Dependent (M) & 1+ Dependent (B) (PR 9)	\$1,399.58
Subscriber (B) & 1 Dependent (M) (PR 10)	\$1,447.84
Subscriber (B) & 2+ Dependent (M) (PR 11)	\$1,827.04
Subscriber (B) & 1 Dependent (M) & 1+ Dependent (B) (PR 12)	\$2,089.02

plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, Placer County Transportation Planning Agency has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, that the participation of the employees and annuitants of Placer County Transportation Planning Agency shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Placer County Transportation Planning Agency would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

RESOLVED, that the executive body appoint and direct, and it does hereby appoint and direct the Fiscal Administrative Officer to file with the Board a verified copy of this resolution, and to perform on behalf of Placer County Transportation Planning Agency all functions required of it under the Act; and be it further

RESOLVED, that coverage under the Act be effective on January 1, 2024.

Signed and approved by me after its passage:

Chair Jones
Placer County Transportation Planning Agency

Matthew Click
Executive Director
Placer County Transportation Planning Agency



TO: WPCTSA Board of Directors
FROM: Matt Click, Executive Director
SUBJECT: CONSENT CALENDAR

DATE: October 18, 2023

Below are the Consent Calendar items for the October 18, 2023 agenda for your review and action.

1. WPCTSA FY 2023/24 Budget Amendment #1

Staff recommends approval of Amendment #1 to the Western Placer Consolidated Transportation Services Agency’s (WPCTSA’s) Fiscal Year (FY) 2023/24 Budget, contingent upon approval of Amendment #2 to the Placer County Transportation Planning Agency’s (PCTPA’s) FY 2023/24 Overall Work Program (OWP) Budget.

Amendment #1 to the WPCTSA’s FY 2023/24 Budget (attached), accounts for an approximately \$193,000 increase in revenue due to higher-than-anticipated carryover from FY 2022/23 and an increase in the State Transit Assistance (STA) funding allocation available for the WPCTSA to claim based on the final FY 2023/24 STA funding apportionment adopted by the PCTPA Board in September 2023. However, the WPCTSA is concurrently reducing its claim for FY 2023/24 Local Transportation Funds (LTF) by approximately 54% in response to the final FY 2023/24 LTF apportionment being lower than the preliminary FY 2023/24 LTF apportionment adopted by the PCTPA Board in February 2023 (discussed in a separate item contained in the PCTPA Board agenda for October 18, 2023). Should the WPCTSA claim up to 4.5% of the final FY 2023/24 LTF apportionment, approximately \$556,000 of unprogrammed revenue would be left to carryover into the WPCTSA’s next FY budget, which staff proposes to forego claiming given the WPCTSA’s balanced FY 2023/24 budget without those revenues. The WPCTSA’s unclaimed LTF funding amount will be re-distributed to the regional FY 2023/24 LTF available for each member jurisdiction to claim this year.

A slight increase of approximately \$11,000 to programmed FY 2023/24 WPCTSA expenses is proposed in Amendment #1, which corresponds to adjustments made to PCTPA staffing resources to support on-going comprehensive operational analysis (COA) planning efforts as part of the FY 2023/24 OWP Budget Amendment #2, and to maintain a 15% operating reserve for the PCTPA.

This item was presented to PCTPA’s Transit Operators Working Group (TOWG) and Technical Advisory Committee (TAC). The TOWG and TAC identified no issues/concerns and concurred with moving the WPCTSA’s proposed FY 2023/24 Budget Amendment #1 to the PCTPA Board for review and approval in October.

MC:rc:mbc

Attachment 1: Western Placer CTSA FY 2024 Budget Amendment #1 - Proposed

October 2023

Operating Expenditures	FY 2024 Budget Amendment #1 <i>Proposed</i>	FY 2024 Adopted Budget	Difference Proposed vs. Adopted
PCTPA Staff Administration - Per PCTPA OWP WE #23,24 (1)	\$ 285,417	\$ 280,467	\$ 4,950
Legal Services	\$ 7,500	\$ 7,500	\$ -
Placer Collaborative Network (PCN) Membership	\$ 250	\$ 250	\$ -
Accounting Services	\$ 500	\$ 500	\$ -
Fiscal Auditors (TDA)	\$ 6,000	\$ 6,000	\$ -
Outreach (2)	\$ 150,000	\$ 150,000	\$ -
Direct Expenses (3)	\$ 10,000	\$ 10,000	\$ -
Subtotal PCTPA Administration	\$ 459,667	\$ 454,717	\$ 4,950
Programs			
MV Transit - Health Express (4)	\$ -	\$ -	\$ -
Seniors First - Health Express Program Management (4)	\$ -	\$ -	\$ -
Seniors First - My Rides (4)	\$ -	\$ -	\$ -
Placer Rides - Independent Living Partnership (5)	\$ -	\$ -	\$ -
Placer Rides - Seniors First (6)	\$ 481,750	\$ 481,750	\$ -
Transit Planning (7)	\$ 50,000	\$ 50,000	\$ -
Short Range Transit Plans (8)	\$ 500,000	\$ 500,000	\$ -
Bus Pass Subsidy Program (9)	\$ 10,000	\$ 10,000	\$ -
South Placer Transit Information Center (Call Center) (10)	\$ 423,371	\$ 423,371	\$ -
Transit Ambassador Program (11)	\$ 49,845	\$ 49,845	\$ -
Mobility Training Program (12)	\$ 84,845	\$ 84,845	\$ -
Placer 211 (13)	\$ -	\$ -	\$ -
South Placer Transit Project Funding Commitment (14)	\$ 350,000	\$ 350,000	\$ -
Sierra College Transit Pass and TNC Subsidy Pilot Support (15)	\$ 250,000	\$ 250,000	\$ -
Subtotal Existing & New Programs	\$ 2,199,811	\$ 2,199,811	\$ -
Subtotal Operating Expenditures	\$ 2,659,478	\$ 2,654,528	\$ 4,950
Operating Reserve (16)	\$ 404,396	\$ 398,179	\$ 6,217
Total Operating Expenditures	\$ 3,063,874	\$ 3,052,707	\$ 11,167

Operating Revenue	Proposed	Adopted	Difference
FY 2023/24 LTF Article 4.5 (17)	\$ 733,045	\$ 1,470,993	\$ (737,948)
FY 2023/24 State Transit Assistance PUC 99313 (18)	\$ 176,821	\$ 170,604	\$ 6,217
Interest Income (19)	\$ 120	\$ 120	\$ -
Carryover (20)	\$ 2,153,888	\$ 1,967,353	\$ 186,535
Total Operating Revenue	\$ 3,063,874	\$ 3,609,070	\$ (545,196)

Operating Revenue to Expenditure Comparison	Proposed	Original	Difference
Fund Balance (Carryover)	\$0	\$556,363	\$ (556,363)

Notes

1. Adjusted per WPCTSA costs identified in FY 2023/24 PCTPA OWP Amendment #2 Work Elements #23 and #24
2. Outreach includes implementation of the WPCTSA Marketing Plan (approved in Jan. 2023), consisting of creating the OSS website, setting up a Customer Relationship Management (CRM) database for performance tracking, preparing marketing collateral, and re-branding program efforts
3. Direct expenses include auto, meeting, professional membership, conference & training, postage, and travel reimbursements
4. Health Express and My Rides services terminated on June 30, 2021
5. Independent Living Partnership subscription services for TripTrak software terminated in March 2023.
6. Per five-year, adopted budget in WPCTSA Agreement with Seniors First, effective July 1, 2021
7. Set-aside for planning consultant services as needed for various programs, including general transit planning and marketing efforts
8. Continued set-aside to fund next Short Range Transit Plan update that started in late FY 2022/23
9. Bus pass reimbursement for participating social service organizations to be more promoted in FY 2023/24.
10. Per MOU with Roseville, effective July 1, 2021, and proposed FY 2023/24 program budget from Roseville (increase after the City's use of reserve funds ends in FY 2022/23)
11. Per MOU with Roseville, effective July 1, 2021, and proposed FY 2023/24 program budget from Roseville
12. Per MOU with Roseville, effective July 1, 2021, and proposed FY 2023/24 program budget from Roseville
13. Placer 211 Agreement with Placer County Health and Human Services FYs 2020/21-2022/23 ends June 2023, renewal not proposed
14. Committed funding proposed for South Placer Transit Express project from FY 2022/23 WPCTSA budget (carry-over reserve)
15. Annual funding commitment for Sierra College Transit Pass and TNC Subsidy pilot program (split with college and transit operators) - Year 2
16. The operating reserve is set to 15% of FY 2023/24 operating expenses
17. Assumes an approximately 2.45% WPCTSA allocation based on final FY 2023/24 LTF estimate from October 2023
18. Assumes a 4.5% WPCTSA allocation based on the final FY 2023/24 STA apportionment from October 2023
19. Interest income estimate for FY 2023/24
20. FY 2022/23 carryover amount, which includes FY 2022/23 operating reserve, based on year-end actuals



TO: PCTPA Board of Directors **DATE:** October 18, 2023

FROM: Mike Costa, Senior Transportation Planner

SUBJECT: **PUBLIC HEARING: 2023 UNMET TRANSIT NEEDS ASSESSMENT
AND PUBLIC ENGAGEMENT EFFORTS**

ACTION REQUESTED

Conduct a public hearing to solicit and obtain public testimony on potential unmet transit needs that may exist in Placer County.

BACKGROUND

Pursuant to the Transportation Development Act (TDA), the Unmet Transit Needs (UTN) Assessment is one of PCTPA's key annual administrative responsibilities as the Regional Transportation Planning Agency (RTPA) for Placer County (excluding the Tahoe Basin). The TDA provides two funding sources for public transit: Local Transportation Funds (LTF) and State Transit Assistance (STA) funds. While STA funding is solely restricted to supporting public transit service needs (e.g., operational expenses, capital fleet/equipment purchases, and other administrative support), LTF can be used by Placer County's incorporated cities/town and unincorporated jurisdictions for other purposes, such as bicycle/pedestrian routes and/or street and road maintenance/repair, if it is determined that there are no unmet transit needs that are reasonable to meet within the region encompassing those jurisdictions.

Each year, PCTPA conducts an extensive outreach process to solicit public comments regarding potential unmet transit needs throughout the urban and rural areas of Placer County. While the Tahoe Regional Planning Agency (TRPA) administers the UTN Assessment process for the immediate Tahoe Basin, PCTPA works closely with TRPA to identify any potential transit need(s) that may be located immediately outside of the Basin within the portions of Placer County that are under PCTPA's administrative authority (i.e., unincorporated areas between the Tahoe Basin and City of Truckee, including the Donner Lake, Olympic Valley, Alpine Meadows and Northstar resort areas). Comments received during this process are then evaluated by PCTPA staff, PCTPA's Transit Operators Working Group (TOWG) and the Social Services Transportation Advisory Council (SSTAC), which collectively consist of the region's transit operators, staff representatives from each incorporated city/town within Placer County, including the County of Placer, and other social service transportation providers, advocates, and public stakeholders. Specific "unmet transit need" and "reasonable to meet" definitions and criteria that have been adopted by PCTPA's Board of Directors are used to make unmet transit needs findings (see Attachment #1 for the current definitions and criteria, adopted in February 2022). Following the evaluation of all public comments, PCTPA staff prepares a report with findings for the PCTPA Board's review and adoption. Should there be findings regarding unmet transit needs that are reasonable to meet, the PCTPA Board must direct LTF revenues to those needs before local jurisdictions can claim them for other purposes described previously, above.

PCTPA Board of Directors

**Public Hearing: 2023 Unmet Transit Needs Assessment and Public Engagement Efforts
October 18, 2023**

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DISCUSSION

For this year's UTN Assessment process, PCTPA released an online public survey (available in English, Spanish and Tagalog) on September 5th, which will be available through October 31st. Additionally, per TDA requirements, at least one public hearing is being held to solicit comments regarding potential unmet transit needs in Placer County, which will occur at the October 18th PCTPA Board meeting held in Auburn. The public hearing has been noticed in the Auburn local newspaper and advertised with the survey's availability through informational materials that PCTPA has released to local and regional media networks, each TOWG stakeholder, and through its e-mail contact lists and social media platforms. In conjunction with PCTPA's 2050 Regional Transportation Plan (2050 RTP) and Comprehensive Operational Analysis (COA) public engagement/outreach efforts, staff have been hosting "pop-up" spaces/booths at local events held in each incorporated city/town within Placer County, and some events held in unincorporated areas such as Sheridan and North Auburn, to solicit public transit needs and advertise the survey's availability.

Public comments regarding potential unmet transit needs can be submitted during the October 18th public hearing, at any of the subsequent member jurisdictions that PCTPA staff visits during this outreach effort, via phone at (530) 823-4029, via e-mail at mcosta@pctpa.net, and through the on-line survey available at <http://www.pctpa.net/unmet-transit-needs>. The public comment period for this year's UTN Assessment process will conclude on October 31, 2023. Following the close of the public comment period, PCTPA staff will summarize and evaluate the comments received with the TOWG and SSTAC members and then prepare a report identifying findings regarding any unmet transit needs that are reasonable to meet. That report with findings will formally be presented to the PCTPA Board of Directors for adoption in February 2024.

MC:rc:mbc

PLACER COUNTY TRANSPORTATION PLANNING AGENCY

TDA DEFINITIONS

Pursuant to PUC Section 99401.5(c)

Adopted 11/8/92

Amended 3/23/94

Amended 9/22/99

Amended 9/27/06

Amended 5/14/14

Amended 2/23/22

The Placer County Transportation Planning Agency (PCTPA) engages the public annually to evaluate whether improvements to the existing transit services in Placer County are necessary. The process focuses on the absence of services and can be used as a tool to implement recommendations contained in the short-range transit plans. These plans contain various improvements that may be feasible to implement over the five-to-seven-year life of the plan.

PCTA uses a two-pronged test to evaluate and determine if a public comment should result in changes to existing transit services. The first step is to determine whether a comment meets the definition of an unmet transit need and the second step requires five criteria to be met. Not all comments will satisfy the definition of an unmet need

Unmet Transit Need

An Unmet Transit Needs is defined as a request for transit service that is not currently offered, inclusive of requests that are required to comply with the Americans with Disabilities Act.

Transit service is generally assumed to exist if it is within 0.75 miles walking distance of a trip's starting and end point.

Reasonable To Meet

Unmet transit needs may be found to be "reasonable to meet" and recommended for funding if all of the following criteria prevail:

- 1) Would meet state required farebox ratio standards.¹
- 2) Could be fully funded without exceeding existing Local Transportation Fund revenues² and is a reasonable use of taxpayer funds.
- 3) Has strong and broad community support, whether documented in a short-range transit

¹ Farebox ratio standard is defined as the ratio of fares to operating costs. Current farebox recovery ratios for rural and senior/disabled transit services are typically 10% of operating costs from passenger fares, while transit services in suburban/urban areas are between 10% and 15%, as adopted by the PCTPA Board of Directors. California Code of Regulations Sections 6633.2 and 6633.5 and Public Utilities Code 99268.2, 99268.3, 99268.4 and 99268.5 as amended.

² Fare revenues and local support are defined in California Administrative Code Sections 6611.2 and 6611.3

plan or other community planning document, annual unmet transit needs report, or other transit study, which supports multiple users, as determined on a case-by-case basis.

- 4) Consistent with the long-term goals of the Regional Transportation Plan.
- 5) The need is consistent with the intent of the goals and implementation plan of the adopted Short Range Transit Plan, as amended, for the applicable jurisdiction.

Common examples of unmet transit needs could include:

- travel to locations not currently served by existing fixed-route or demand response services
- more frequent service, service at times not currently offered
- improved coordination of transfers between routes or operators

Operational Comments

Comments pertaining to day-to-day operations or decision-making powers of a transit operator are considered “operational” and are not typically considered an Unmet Transit Need. However, they provide valuable insight to the transit operators and are shared with them to explore the feasibility of implementing. These are typically forwarded to the transit operators for review and consideration. Examples of “operational” comments could include:

- More bus stops along an existing route
- Improved bus stop amenities
- Equipment related comments such as more comfortable buses, smaller buses, lighting, bicycle racks, etc.
- Minor route or bus stop modifications
- Modifications to route stop schedule
- Primary and secondary school transportation
- Service reliability
- Customer service or marketing related
- Any comments lacking sufficient specificity to determine whether a service currently exists or the destination of interest and time of day

TO: PCTPA Board of Directors

DATE: October 18, 2023

FROM: Cory Peterson
Senior Transportation Planner

SUBJECT: FISCAL YEAR 2023/24 FINAL FINDINGS OF APPORTIONMENT FOR THE LOCAL TRANSPORTATION FUND

ACTION REQUESTED

Approve the FY 2023/24 Final Findings of Apportionment for the Local Transportation Fund (LTF).

BACKGROUND

As the Regional Transportation Planning Agency (RTPA) for Placer County, PCTPA is responsible for the administration of the Transportation Development Act (TDA) funds. The TDA was established in 1971 to provide transportation funding through the Local Transportation Fund (LTF) derived from ¼ cent of the general sales tax collected statewide. LTF funds make up a significant share of PCTPA’s member agency revenues and are the primary funding source for PCTPA. LTF funds are allocated for specific transportation uses as prioritized by the TDA and intended for public transportation uses prior to those for alternative transportation modes, streets, and roads. Below is a table showing the FY 2023/24 preliminary LTF apportionments compared to the FY 2023/24 final LTF apportionment (available to jurisdictions).

<u>Fund Source</u>	<u>FY 23/24 Preliminary Apportionment by PCTPA</u>	<u>FY 23/24 Final Apportionment by PCTPA</u>	<u>Percent Change</u>
LTF	\$31,217,742	\$28,985,125	-7.7%

DISCUSSION

Local Transportation Fund

Through past consultation with HdL Companies, they noted several large tax payments in the large retailer category that exceed recent trends. The payments total approximately \$1 million and it is likely that the California Department of Tax and Fee Administration will likely correct the overpayments in the coming quarters, reducing future LTF payments to Placer County. Based on this information, HdL estimated that \$40,000 should be reduced from the FY 2023/24 apportionment to cover potential overpayment corrections.

PCTPA staff reviewed projections of sales tax revenues statewide and found that HdL is projecting a revenue increase of 0.4% in FY 2023/24. Given concerns over a potential recession, staff set the growth rate of the sales tax revenue estimate in the FY 2023/24 preliminary apportionment to match this projection. Since then, lower than expected revenues were received in FY 22/23, leading to staff utilizing a more conservative 0% growth rate on the revenue estimates for the final apportionments. This is in line with the California Legislative Analyst Office, which is projecting lower sales tax revenues statewide in FY 23/24.

PCTPA Board of Directors
FY 2023/24 FINAL LTF FINDINGS OF APPORTIONMENT
October 18, 2023
Page 2

The preliminary apportionment by PCTPA of \$31.2 million assumed the following:

- An estimated FY 2022/23 fund balance of approximately -\$672,059
- Approximately \$40,000 in downward adjustments to Placer County LTF receipts will occur in FY 2023/24
- An effective 0% growth rate over FY 2022/23 revenues

The final FY 23/24 apportionment available to jurisdictions is 7.7% less than the FY 23/24 preliminary apportionments adopted by the PCTPA Board in February 2023. There are several reasons for this decrease:

- Placer County received \$1.2 million less sales tax revenue than expected in FY 22/23, which lowered the carryover balance to the current fiscal year.
- In response to this decrease in revenue, the County Auditor's forecast of LTF revenue for the final FY 23/24 apportionments decreased by \$1 million from the FY 23/24 preliminary apportionments.
- As previously mentioned, PCTPA staff also applied a 0% growth rate (compared to 0.4% used for the preliminary apportionment), to be more conservative in our estimates for the upcoming fiscal year.
- There was a miscommunication between PCTPA and the County Auditor where a \$579k payment from FY 21/22 was not debited until the following fiscal year, resulting in this amount being erroneously reapportioned to the agencies in 22/23. Correcting this also reduces revenues.
- In order to reduce the amount of shortfall, the Western Placer CTSA is taking roughly half of its usual apportionment of 4.5%. This makes about \$730k in additional funding available for apportionment.

The FY 2023/24 Preliminary Findings of Apportionment for LTF as shown in Attachment 1 shows a total balance of \$31.5 million, \$30.8 million of which is available to West Slope jurisdictions (apportioned by PCTPA), and \$670,424 available to the Tahoe Basin (apportioned by the Tahoe Regional Planning Agency). The remaining balance is apportioned to PCTPA administrative costs, County Auditor administrative costs, Bicycle/Pedestrian allocation, and Community Transit Service Article 4.5 allocation.

Lastly, attached to this staff report are the proposed revisions to the 2023 PCTPA TDA Guidelines. Only very minor clarifying changes were made to the text.

Recommendation

Staff recommends that the Board approve the attached FY 2023/24 Final Finding of Apportionment for LTF and approve the 2023 PCTPA TDA Guidelines. The PCTPA TAC concurred with this recommendation at its October 3, 2023 meeting.

CP:rc:mbc

FINAL FINDINGS OF APPORTIONMENT FOR FY 2023/2024

Attachment 1

LOCAL TRANSPORTATION FUND (LTF)

September 2023

		FY 2022/2023 Estimated Fund Balance Subtotal ⁽¹⁾	FY 2023/2024 Revenue Subtotal	FY 2023/2024 Apportionment Total
PLACER COUNTY LTF REVENUE ESTIMATE				
		(\$672,059)	\$32,151,144	\$31,479,085
TRPA Revenue Estimate ⁽²⁾	2.42380668%		\$779,283	\$779,283
TRPA LTF Fund Balance		(\$108,595)		(\$108,595)
TRPA TOTAL			\$779,283	\$670,688
County Auditor Administrative Costs			\$264	\$264
BALANCE AVAILABLE FOR APPORTIONMENT BY TRPA				
				\$670,424
PCTPA Revenue Estimate	97.57619332%		\$31,371,862	\$31,371,862
PCTPA LTF Fund Balance		(\$563,463)		(\$563,463)
PCTPA TOTAL			\$31,371,862	\$30,808,399
County Auditor Administrative Costs			\$8,736	\$8,736
PCTPA Administrative and Planning Costs ⁽³⁾			\$475,000	\$475,000
Pedestrian and Bicycle Allocation ⁽⁴⁾		(\$11,269)	\$617,762.53	\$606,493
Community Transit Service Article 4.5 Allocation ^(5, 5.1)		(\$24,849)	\$757,894	\$733,045
BALANCE AVAILABLE FOR APPORTIONMENT BY PCTPA				
		(\$527,345)	\$29,512,470	\$28,985,125

Apportionment of FY 2023/2024 PCTPA LTF Revenue Estimate by Jurisdiction					
Jurisdiction	Population January 1, 2023	Percent (%)	FY 2023/2024 Allocation Subtotal	FY 2022/2023 Carryover Apportionment ⁽⁶⁾	Revenue Apportionment
PLACER COUNTY	101,952	25.46508143%	\$7,515,374	(\$144,871)	\$7,370,503
AUBURN	13,365	3.33824558%	\$985,199	(\$19,185)	\$966,014
COLFAX	2,016	0.50354681%	\$148,609	(\$2,876)	\$145,733
LINCOLN	52,313	13.06649016%	\$3,856,244	(\$72,244)	\$3,784,000
LOOMIS	6,607	1.65026476%	\$487,034	(\$9,475)	\$477,559
ROCKLIN	71,179	17.77874913%	\$5,246,948	(\$101,109)	\$5,145,839
ROSEVILLE	152,928	38.19762214%	\$11,273,062	(\$213,703)	\$11,059,358
TOTAL	400,360	100.00%	\$29,512,470	(\$563,463)	\$28,949,007

Apportionment of FY 2023/2024 PCTPA LTF Revenue Estimate Available to Claimant			
Jurisdiction	Revenue Apportionment	Planning Contribution ⁽⁷⁾	Available to Claimant ⁽⁸⁾
PLACER COUNTY	\$7,370,503	(\$294,820)	\$7,075,683
AUBURN	\$966,014	(\$38,641)	\$927,374
COLFAX	\$145,733	(\$5,829)	\$139,904
LINCOLN	\$3,784,000	(\$151,360)	\$3,632,640
LOOMIS	\$477,559	(\$19,102)	\$458,456
ROCKLIN	\$5,145,839	(\$205,834)	\$4,940,006
ROSEVILLE	\$11,059,358	(\$442,374)	\$10,616,984
TOTAL	\$28,949,007	(\$1,157,960)	\$27,791,047

NOTES:

- 1) FY 2022/23 LTF balance based on August 4, 2022 Final LTF Fund Estimate provided by the Placer County Auditor.
LTF balance has been adjusted for claims owed to jurisdictions and online sales tax adjustment per HDL to occur during FY 2023/24.
- 2) Tahoe Regional Planning Agency receives funds proportional to its population within Placer County (see box below).
- 3) Apportioned per Section 7.1 PCTPA Rules & Bylaws for FY 2022/23 Final Overall Work Program and Budget, May 25, 2022.
- 4) Pedestrian and Bicycle Allocation is 2% of the remaining apportionment, per PCTPA Board direction.
- 5) Community Transit Service Article 4.5 allocation is up to 5% of the remaining apportionment, per PCTPA Board direction.
FY 2023/24 Article 4.5 allocation is set at 4.5%.
- 5.1) For FY 23/24, the Community Transit Service Article 4.5 allocation is set at 2.4%
- 6) FY 2022/23 carryover apportionment (see next page) uses May 2021 DOF population estimates.
- 7) PCTPA receives 4% of apportionment for regional planning purposes and implementation of federal planning requirements.
- 8) Assumes 0.4% growth in revenue over FY 2022/23 per HDL statewide sales tax projectio

January 1, 2023 DOF Population Estimates ¹		
TRPA Population ²	9,945	2.42380668%
PCTPA Population	400,360	97.57619332%
TOTAL	410,305	100.00000000%

Sources:

1. Table E-1: City/County Population Estimates January 1, 2022 to January 1, 2023, DOF, released May 2, 2023.
2. Western Slope and Tahoe Basin for Placer County as of January 1, 2023, DOF, June 15, 2023.

Calculation of FY 2022/2023 PCTPA LTF Carryover

Using 2022 Population - Western Slope

Amount of FY 2022/2023 Carryover: **(\$563,463)**

POPULATION				
JURISDICTION	January 1, 2022⁽¹⁾	PERCENT	FY 2022/2023 CARRYOVER ALLOCATION	TOTAL CARRYOVER ALLOCATION
PLACER COUNTY	102,669	25.71%	(\$144,871)	(\$144,871)
AUBURN	13,596	3.40%	(\$19,185)	(\$19,185)
COLFAX	2,038	0.51%	(\$2,876)	(\$2,876)
LINCOLN	51,199	12.82%	(\$72,244)	(\$72,244)
LOOMIS	6,715	1.68%	(\$9,475)	(\$9,475)
ROCKLIN	71,655	17.94%	(\$101,109)	(\$101,109)
ROSEVILLE	151,450	37.93%	(\$213,703)	(\$213,703)
TOTAL	399,322	100.00%	-\$563,463	-\$563,463

Sources:

1. Table E-1: City/County Population Estimates January 1, 2021 to January 1, 2022, DOF, May 1, 2022.
2. FY 2022/23 LTF balance based on August 2023 Final LTF Fund Estimate provided by the Placer County Auditor (adjusted for farebox penalties being held, capital reserve, and anticipated online sales tax adjustments).



TRANSPORTATION DEVELOPMENT ACT GUIDELINES

**Pursuant to Public Utilities Code,
Sections 99261, 99275.5, and 99401**

Revised ~~August~~ October 2023~~2~~

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THE TRANSPORTATION DEVELOPMENT ACT: AN OVERVIEW

INTRODUCTION

The Transportation Development Act of 1971 (TDA)¹, also known as SB 325, is administered by the California Department of Transportation (Caltrans) through the county's designated regional transportation planning agency (RTPA). The Placer County Transportation Planning Agency (PCTPA) is the RTPA for Placer County. The Act provides two major sources for funding of public transportation in California. The first, the county Local Transportation Fund (LTF), was established in 1972, while the State Transit Assistance (STA) fund was implemented in 1980. The intent of the legislation is to provide a stable source of funding to meet the area's transit needs. [State of Good Repair \(SGR\) was added as part of the Road Repair and Accountability Act of 2017 \(also known as Senate Bill 1, or SB 1\) which was signed into law in April 2017.](#)

LOCAL TRANSPORTATION FUND

Origin of LTF funds

The TDA creates a Local Transportation Fund (LTF) in each county for the transportation purposes specified in the Act. Revenues to the LTF are derived from 1/4% of the state retail sales tax. The 1/4% is returned by the State Board of Equalization to each county in accordance with the amount of sales tax collected in that county.

Distribution of LTF Funds

Under the Act, the LTF must be apportioned to jurisdictions based on population. However, the Act provides PCTPA with some choices in allocating revenues to the County LTF before apportionment to the jurisdictions. These are known as "off the top" allocations. PCTPA currently makes "off the top" allocations to the County Auditor-Controller for their fund accounting services and to PCTPA for TDA administration. At the option of the Board, up to 5% of the LTF is allocated for Countywide elderly and disabled transit, and up to 2% of the LTF is allocated for pedestrian and bicycle facilities. [As of September 2023, the approved allocation for Countywide elderly and disabled transit is 4.5% of the LTF.](#)

In Placer County, the LTF Apportionment is first split between the Tahoe Regional Planning Agency and PCTPA proportional to the population in each jurisdiction. Based on TDA statute, TDA funds are apportioned in the following order:

1. TDA Administration
2. Pedestrian and Bikeway Facilities

¹For the specific wording of the Act, reference should be made to *Transportation Development Act Statutes and California Code of Regulations*, Caltrans, April 2013, and any subsequent updates. Section numbers refer to the Public Utilities Code (Division 10, Part 11, Chapter 4, Articles 1-8) and the California Code of Regulations (Title 21, Chapter 3, Articles 1-7) which are found in the above document.

3. Community Transit Services (CTSA)
4. Apportionments to Cities and County based on Population

Funding from the LTF can be described as a three-step process:

1. Apportionment
2. Allocation
3. Payment

Apportionment is the required division of available funds by population to jurisdictions within the County. Once funds are apportioned to a given jurisdiction, they are available only for allocation to claimants for that jurisdiction. Allocation is the discretionary action of the PCTPA Board of Directors designating funds for a specific claimant for a specific purpose. It is the responsibility of PCTPA to ensure that the claims and claimants are in conformance with the requirements of the Act. Payments from the LTF are made by the County Auditor-Controller, in accordance with the written allocation instructions issued by PCTPA in compliance with the Act.

LTF Apportionment

By February 1 of each year, the County Auditor-Controller furnishes a preliminary estimate of the LTF for the next fiscal year. This estimate is based on actual funds received in previous years and current economic conditions. Based on this fund estimate, PCTPA estimates the allocations to jurisdictions based on current population figures provided by the California Department of Finance. This estimate of each jurisdiction's apportionment is forwarded to the public works staff of each jurisdiction and adopted by the PCTPA Board of Directors.

The preliminary estimate of apportionment is generally amended in August [or September](#) following the reconciliation of the prior year fund balance. At this time, the fund estimate is also reapportioned based on updated population figures provided by the Department of Finance. The Final Findings of Apportionment is adopted by the PCTPA Board of Directors and forwarded to the public works staff of each jurisdiction.

STATE TRANSIT ASSISTANCE

Background

The State Transit Assistance (STA) program was created under Chapter 161 of the Statutes of 1979 (SB 620) and revised by Chapter 322 of the Statutes of 1982 (AB 2551), the Statutes of 1989 (SB 300), the Statutes of 1990 (SB 2829), the Statutes of 1991 (AB 37, SB 3), Statutes of 2010 (ABx8 6 and ABx8 9), Statutes of 2011 (AB 105), and the Statutes of 2015 (SB 508). The program provides a second source of Transportation Development Act (TDA) funding for transportation planning, public transportation, and community transit purposes as specified by the Legislature. Unlike LTF, STA funds may not be allocated for fund administration, streets, roads, or pedestrian/bicycle facility purposes.

Origin of STA Funds

STA funds are derived from the statewide sales diesel fuel, which is deposited in the Public Transportation Account in the State Transportation Fund. The state legislature approves the

amount of these funds allocated to the State Transit Assistance program as part of the annual state budget process.

Distribution of STA Funds

These funds are allocated by formula to regional transportation planning agencies by the State Controller. The formula allocates 50% of the funds based on the proportion of state population residing in that region, and the remaining 50% is allocated according to the prior-year proportion of regional transit operator revenues compared with statewide transit operator revenues. The process for allocation and payment of funds from the STA fund is similar to that of the LTF.

STA Allocation

Every spring On February 1st of each year, the State Controller's office estimates the allocation of each jurisdiction within the PCTPA area based on the recommended STA funding levels and the distribution formula described above. The Controller then transmits these figures to PCTPA for adoption. Once adopted, these apportionments are distributed to the jurisdiction public works staff.

Because the state legislature annually approves the allocation of funds to the STA program as part of the budgetary process, the final amount of the STA funds available is not finalized until the state budget is adopted. The legislature has the discretion to eliminate, redistribute, or reduce the funding levels recommended by the State Controller. The Controller transmits a revised estimate to PCTPA following adoption of the state budget. The PCTPA Board of Directors adopts the revised estimate (typically in either August or September) and distributes the apportionments to jurisdictions public works staff.

STA for Transit Operations

Legislation passed in 1990 and amended in 2015 requires that all transit operators using STA funds for operating purposes must annually meet one of the following efficiency standards:

- 1) In the past year, the operator's total operating cost per revenue vehicle hour, in the latest year for which audited data are available, must not exceed the sum of the preceding year's operating cost per revenue vehicle hour and an amount equal to the change in the Consumer Price Index (CPI) for the State of California, multiplied by the preceding year's operating cost per revenue vehicle hour.

or

- 2) The operator's average operating cost per revenue vehicle hour, in the latest three years for which audited data are available, must not exceed the sum of the average of the operating cost per revenue vehicle hour for the three years preceding the latest year for which audited data are available and an amount equal to the average change in the CPI for the State of California for the same period, multiplied by the average total operating cost per revenue vehicle hour in the same three years.

If an operator does not meet one of the two efficiency standards, the use of STA funding for operating purposes is reduced by the lowest percentage by which the operator's total operating cost per revenue vehicle hour exceeded the target amount for either standard.

For example, if the actual operating cost per revenue vehicle hour in efficiency standard #1 was \$102 but the targeted amount (based on prior year change in CPI) was \$87, the actual operating cost per revenue vehicle hour exceed the target by approximately 17%. Under efficiency standard #2, the three-year average operating cost per revenue vehicle hour was \$95 but the targeted amount (based on prior three-year average change in CPI) was \$89, the actual operating cost per revenue vehicle hour exceed the target by approximately 6%. Efficiency standard #2 resulted in the lowest percentage exceeding the target (6%) and shall be used only for capital purposes. The remaining amount (94%) is eligible for transit operating purposes.

An STA Qualifying Criteria worksheet contained in the TDA Claim workbook is intended to assist STA claimants in determining whether the efficiency standards are met and/or the amount that can be used for transit operating purposes. The STA Qualifying Criteria worksheet also identifies eligible operating expenses that are allowed to be deducted, per applicable public utilities code sections, from the total operating cost.

STATE OF GOOD REPAIR

Background

The Road Repair and Accountability Act of 2017, Senate Bill (SB) 1 (Chapter 5, Statutes of 2017), signed by the Governor on April 28, 2017, includes a program that provides additional revenues for transit infrastructure repair and service improvements. This investment in public transit is referred to as the State of Good Repair (SGR) Program. In collaboration with the State Controller's Office (SCO), Caltrans is tasked with management and administration of the SGR Program. SGR funds are available for eligible transit maintenance, rehabilitation, and capital projects.

Origin of SGR Funds

As specified in SB 1, the State imposes a Transportation Improvement Fee, which is a supplemental charge on the registration of vehicles, as defined in subdivision (b) of Section 11050 of the Revenue & Taxation Code, effective January 1, 2018. A portion of the revenues generated from this fee, estimated to be approximately \$105 million per year, and called the "Transportation Improvement Fee" is deposited into the Public Transportation Account, which also funds the STA Program.. Future budget forecasts may include updated revenue estimates.

Distribution of SGR Funds

SGR funds are allocated under the STA Program formula to eligible agencies pursuant to Public Utilities Code (PUC) section 99312.1. The SCO publishes estimated funding levels per PUC 99313 and 99314 according to population and farebox revenues. Per PUC Section 99312.2 (c), the only entities eligible to receive direct allocations from the SCO under Sections 99313 and 99314 shall be transportation planning agencies, county transportation commissions and the San Diego Metropolitan Transit Development Board. Funds allocated per PUC 99313 shall be allocated to projects in the region based on local needs. Funds allocated per PUC 99314 shall be sub-allocated to public transit operators, who have submitted the required approved project list, based on the amounts published by the SCO. SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. To be eligible for SGR funding, statute requires potential recipients to provide basic SGR project reporting to the

Caltrans. Caltrans SGR Guidelines outline the process to request and report on the SGR Program funding. Caltrans may revise these Guidelines in future years.

SGR Allocation

Every spring ~~On February 1st of each year,~~ the SCO estimates the preliminary SGR allocation based on the formula described above. The SCO then transmits these figures to PCTPA for adoption. Once adopted, these apportionments are distributed to the jurisdiction public works staff. Because the State legislature annually approves the allocation of funds to the SGR program as part of the budgetary process, the final amount of the SGR funds available is not finalized until the State budget is adopted. The legislature has the discretion to eliminate, redistribute, or reduce the funding levels recommended by the SCO. The SCO transmits a final revised estimate to PCTPA following adoption of the State budget. The PCTPA Board of Directors adopts the final revised estimate (typically in August or September) and distributes the apportionments to jurisdictions public works staff.

SGR for Capital

The SGR Program is a transit capital program to maintain the public transit system in a state of good repair. PUC section 99212.1 (c) lists the projects eligible for SGR funding, which are:

- Transit capital projects or services to maintain or repair a transit operator's existing transit vehicle fleet or transit facilities, including the rehabilitation or modernization of the existing vehicles or facilities.
- Design, acquisition and construction of new vehicles or facilities that improve existing transit services.
- Transit services that complement local efforts for repair and improvement of local transportation infrastructure.

Examples include, but are not limited to, the following:

- Replacement or rehabilitation of:
 - Rolling stock
 - Passenger stations and terminals
 - Security equipment and systems
 - Maintenance facilities and equipment
 - Ferry vessels
 - Rail
- Preventative Maintenance
- New maintenance facilities or maintenance equipment if needed to maintain the existing transit service

Caltrans may approve other appropriate replacement and rehabilitation projects not listed above.

Projects that solely expand capacity or service are not eligible projects. However, expansion of capacity within replacement projects to meet current or projected short-term service needs (for example replacing a maintenance facility with a larger facility or replacing a bus with a larger bus) are eligible.

Transit operations (except for preventative maintenance), transit agency administration, and program management are not allowable.

Also, the following pre-construction phases are not allowable as a stand-alone project:

- Pre-planning
- Planning
- Environmental

However, expenditures on pre-construction phases are allowable when included as part of a capital project. Project development costs should not exceed 20% of the total estimated project cost.

Eligible recipients must have the financial means to maintain and operate project services and the ability to accept their legal liabilities and fulfill financial obligations for the project’s useful life.

UNMET TRANSIT NEEDS PROCESS

Background

The Unmet Transit Needs process must be completed on an annual basis before PCTPA, as the administrator of the TDA funds, can approve a claim for funding of streets and roads projects under Article 8 of the Public Utilities Code. The Unmet Transit Needs process requires PCTPA to perform specific tasks, which are:

1. PCTPA must establish and consult with the Social Services Transportation Advisory Council.
2. PCTPA must perform an annual assessment of transportation needs within Placer County, including an assessment of the size and location of potentially transit dependent groups, analysis of the adequacy of existing transportation systems in providing service for those groups, and analysis of the potential for transit service to provide service that would meet the demand of those groups.
3. PCTPA must adopt a definition of "unmet transit need" and "reasonable to meet."
4. PCTPA must hold an annual Unmet Transit Needs hearing to solicit comments on unmet transit needs that may exist.
5. PCTPA must consider all the available information obtained in the above actions, and adopt an Unmet Transit Needs finding. This finding shall be one of the following:
 - There are no unmet transit needs
 - There are no unmet transit needs that are reasonable to meet
 - There are unmet transit needs including needs that are reasonable to meet

Significance of Unmet Transit Needs Process

Unless the Unmet Transit Needs process is completed, PCTPA cannot approve an LTF claim by any jurisdiction for streets and roads funding. Further, if the PCTPA Board of Directors adopts a finding that there are unmet transit needs including those which are reasonable to meet, then the unmet need must be funded before the jurisdiction can claim funds for streets and roads. The funding to meet the unmet transit need must be reflected in the claimant's transit budget in order for any claim for streets and roads funding to be approved.

Definitions of "unmet transit need" and "reasonable to meet"

PCTPA adopted the current definitions of “unmet transit need” and “reasonable to meet” in November of 1992 with amendments in March 1994, September 1999, September 2006, May 2014, and February 2022. The definitions are as follows:

Unmet Transit Need

An Unmet Transit Needs is defined as a request for transit service that is not currently offered, inclusive of requests that are required to comply with the Americans with Disabilities Act.

Transit service is generally assumed to exist if it is within 0.75 miles walking distance of a trip’s starting and end point.

Reasonable To Meet

Unmet transit needs may be found to be "reasonable to meet" and recommended for funding if all of the following criteria prevail:

1. Would meet state required farebox ratio standards.
2. Could be fully funded without exceeding existing Local Transportation Fund revenues and is a reasonable use of taxpayer funds.
3. Has strong and broad community support, whether documented in a short-range transit plan or other community planning document, annual unmet transit needs report, or other transit study, which supports multiple users, as determined on a case-by-case basis.
4. Consistent with the long-term goals of the Regional Transportation Plan.
5. The need is consistent with the intent of the goals and implementation plan of the adopted Short Range Transit Plan, as amended, for the applicable jurisdiction.

Common examples of unmet transit needs could include:

- Travel to locations not currently served by existing fixed-route or demand response services.
- More frequent service, service at times not currently offered.
- Improved coordination of transfers between routes or operators.

Operational Comments

Comments pertaining to day-to-day operations or decision-making powers of a transit operator are considered “operational” and are not typically considered an Unmet Transit Need. However, they provide valuable insight to the transit operators and are shared with them to explore the feasibility of implementing. These are typically forwarded to the transit operators for review and consideration. Examples of “operational” comments could include:

- More bus stops along an existing route.
- Improved bus stop amenities.
- Equipment related comments such as more comfortable buses, smaller buses, lighting.
- Bicycle racks, etc.
- Minor route or bus stop modifications.

- Modifications to route stop schedule.
- Primary and secondary school transportation.
- Service reliability.
- Customer service or marketing related.
- Any comments lacking sufficient specificity to determine whether a service currently exists or the destination of interest and time of day.

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

Function of SSTAC

The primary purpose of the Social Services Transportation Advisory Council (SSTAC) is to participate in the Unmet Transit Needs process and advise the PCTPA Board of Directors on Unmet Transit Needs findings. The Board is required to consult with and consider the recommendation of the SSTAC before making an annual Unmet Transit Needs finding. The SSTAC may also be asked to advise the Board on other major transit issues, especially regarding paratransit services.

Membership of SSTAC

PCTPA established the SSTAC in accordance with Section 99238 of the Public Utilities Code. As required by law, the SSTAC membership must include:

- One representative of potential transit users who is age 60 years or older;
- One representative of potential transit users who is handicapped;
- Two representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists;
- Two representatives of local social service providers for the handicapped, including one representative of a social service transportation provider, if one exists;
- One representative of a local social service provider for persons of limited means;
- Two representatives from the local consolidated transportation service agency, including one representative from the operator, if one exists; and
- Additional members at the discretion of the transportation planning agency.

CLAIM INSTRUCTIONS

LOCAL TRANSPORTATION FUND CLAIMS

Allowable Uses of LTF Funds

The Public Utilities Code specifically outlines a hierarchy of purposes for which LTF funds may be used. For jurisdictions, the hierarchy is as follows:

1. Article 4 - Public Transportation [PUC Section 99260(a)-(c)]
Expenditures allowable under this section as being for "all purposes necessary and convenient to the development and operation of the system." Specifically, such expenditures may include:
 - The support of public transportation systems [PUC Section 99260(a)]
 - transit system operation, maintenance, and repair;
 - transit planning or contributions to the transportation planning process;
 - acquisition of real property;
 - construction of transit facilities and buildings; and
 - purchase and replacement of transit vehicles, including those usable by handicapped persons.
 - Aid to public transportation research and demonstration projects [PUC Section 99260(b)]
 - Contributions for the construction of grade separation projects specified in PUC Section 99138.3 [PUC Section 99260(c)]

Payment for these purposes may take the form of direct expenditures or payment of principal and interest on bonds or other outstanding indebtedness incurred for these purposes.

The City of Auburn, City of Lincoln, City of Roseville, and County of Placer are eligible claimants of funds provided through Article 4, Section 99260(a).

2. Article 4.5 - Community Transit Services [PUC Section 99275]
Pursuant to PUC section 99233.7, PCTPA allocates up to 5% of the remaining LTF for Article 4.5 purposes after apportionments for administrative purposes and for bicycle and pedestrian funds. Article 4.5 claims may be filed for community transit services, including such services for those, such as the disabled, who cannot use conventional transit services. PCTPA allocates these funds to the Consolidated Transportation Services Agency (CTSA) for Placer County as designated pursuant to Section 15975 of the Government Code.
3. Article 8 - Other Claims for Funds [PUC Section 99400(a)-(e)]
Expenditures under this section are for transportation purposes other than those allowable under Article 4 or 4.5. Examples of allowable expenditures include:
 - Local streets and roads projects [PUC Section 99400(a)]
 - Bicycle and pedestrian paths [PUC Section 99400(a)]

- Passenger rail service operations and capital improvements [PUC Section 99400(b)]
- Payment to any entity under contract with a city or county for public transportation services [PUC Section 99400(c)]
- Administrative and planning costs [PUC Section 99400(d)]
- Capital expenditures [PUC Section 99400(e)]
- Transportation planning process [PUC Section 99402]

The City of Colfax, City of Lincoln, Town of Loomis, and City of Rocklin currently claim LTF under Section 99400(c) to pay for transit services provided by Placer County. All jurisdiction claimants who meet all reasonable unmet transit needs are eligible to claim funds under Section 99400(a) for streets and roads purposes.

Funding Priorities

Funding of transit services is the primary purpose of the Local Transportation Fund. As stated in PUC Section 99233, funding for Article 4.5 purposes takes precedent over funding for Article 4 purposes, and Articles 4 and 4.5 purposes take precedent over funding for Article 8 purposes.

Eligible LTF Claimants

Under the system currently used by PCTPA, all cities/town and the County are allocated LTF money based on population. In addition, PCTPA and CTSA are apportioned funds. Thus, the eligible claimants are currently:

- City of Auburn
- City of Colfax
- City of Lincoln
- Town of Loomis
- City of Rocklin
- City of Roseville
- County of Placer
- Western Placer Consolidated Transportation Services Agency
- Placer County Transportation Planning Agency

STATE TRANSIT ASSISTANCE CLAIMS

Eligible Uses of STA Funds

State Transit Assistance funds must be used for transit. The California Code of Regulations (CCR), which includes the rules and requirements of this program, outlines the types of transit expenditures applicable to the jurisdictions of Placer County that are allowable. These include:

1. Transit Operations [CCR Section 6730(a)]
All jurisdictions are all currently eligible for funding under this section.
2. Transit Capital [CCR Section 6730(b)]
Capital replacement programs for each transit system is currently eligible for funding under this section.

3. Community Transit Service [CCR Section 6730(d)]
The CTSA is eligible for funding under this section.
4. Contracted Transit Service [CCR Section 6731b]
Payment to an operator under contract for transportation services or for their related administrative cost is eligible for funding under this section.

Other allowable purposes, such as rail subsidies, are not applicable to current programs.

Funding Priorities

There are no prescribed priorities for STA funds. Transit operations and capital replacement are equally eligible for funding.

Eligible Claimants of STA Funds

All cities/town and the County are eligible to claim STA funds. The designated CTSA is also an eligible STA claimant. Specifically, eligible claimants are as follows:

- City of Auburn
- City of Colfax
- City of Lincoln
- Town of Loomis
- City of Rocklin
- City of Roseville
- County of Placer
- Western Placer Consolidated Transportation Services Agency

STATE OF GOOD REPAIR CLAIMS

Eligible Uses of SGR Funds

State of Good Repair funds must be used for transit capital to maintain the public transit system in a state of good repair. PUC section 99212.1 (c) lists the projects eligible for SGR funding, which are:

- Transit capital projects or services to maintain or repair a transit operator's existing transit vehicle fleet or transit facilities, including the rehabilitation or modernization of the existing vehicles or facilities.
- Design, acquisition and construction of new vehicles or facilities that improve existing transit services.
- Transit services that complement local efforts for repair and improvement of local transportation infrastructure.

Projects that solely expand capacity or service are not eligible projects. However, expansion of capacity within replacement projects to meet current or projected short-term service needs (for example replacing a maintenance facility with a larger facility or replacing a bus with a larger bus) are eligible.

Transit operations (except for preventative maintenance), transit agency administration, and

program management are not allowable.

Also, the following pre-construction phases are not allowable as a stand-alone project:

- Pre-planning
- Planning
- Environmental

However, expenditures on pre-construction phases are allowable when included as part of a capital project. Project development costs should not exceed 20% of the total estimated project cost.

Funding Priorities

State of Good Repair funds must be used for transit capital to maintain the public transit system in a state of good repair.

Eligible Claimants of SGR Funds

Pursuant to PUC 99313.2(c) the only entities eligible to receive a direct allocation of SGR funding from the SCO are transportation planning agencies, county transportation commissions, and the San Diego Metropolitan Transit Development Board.

Pursuant to PUC 99314, the above regional entities shall then sub-allocate funds to the transit operators listed on the SCO's SGR Allocation Estimate letter.

For purposes of these guidelines, the City of Auburn (Auburn Transit), the City of Roseville (Roseville Transit), and Placer County (Placer County Transit, Tahoe Area Regional Transit) are eligible claimants. The cities of Colfax, Lincoln, and Rocklin and the Town of Loomis have agreed to reassign SGR funds to Placer County, which provides these cities with contracted transit services.

REGULATIONS FOR SUBMITTAL OF LTF, STA, AND SGR CLAIMS

Claim Procedure

To receive the annual allocation of LTF, STA, and SGR funds, jurisdictions must submit a claim. The key parts of the claim are the amount of funding requested and the purpose for which the funds will be used. PCTPA requires this information to ensure that jurisdictions are in compliance with the requirements of the Act.

PCTPA Board meetings are typically held on the fourth Wednesday of every month. To make the agenda deadline, claims should be submitted three weeks prior to the Board meeting. Monthly meeting dates are subject to change, particularly in November and December. It is recommended that jurisdictions submit their claims prior to May 1st of that fiscal year, in order to allow adequate time to process and pay the claim prior to the end of the fiscal year on June 30th.

Appendix A shows the forms which must be completed and submitted to obtain TDA (LTF, STA, and SGR) funds.

A completed claim package includes the following:

- Completed forms:
 - TDA Compliance Checklist
 - TDA Claim Worksheet
 - STA Efficiency Standard Worksheet
 - Claim For State Transit Assistance Funds
 - Claim For State of Good Repair Funds
 - Claim For Local Transportation Funds - Transit Purposes
 - Claim For Local Transportation Funds - Streets and Roads Purposes
 - TDA Annual Project and Financial Plan
- Certified copy of resolution from the claimant's governing board approving the claim and its submittal to PCTPA. The resolution must include the amount claimed, the fiscal year for which funds are claimed, and the purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims. See attached sample resolution in Appendix A.
- If claiming Article 8c funds, copy of signed contract with whom claimant is contracting for transit service.

Amendment of Claims

Any claimant may submit an LTF, STA, and SGR claim at any time during the year. For amendments to claims, the same materials for the submittal of the original claim forms should be submitted with an explanation of specific amendments.

Payment of Claims

TDA claims submitted to PCTPA are reviewed by PCTPA staff. If all claim information is in order, PCTPA staff will place the claim on the next possible PCTPA monthly agenda for approval by the PCTPA Board.

After formal approval, PCTPA staff prepares an allocation instruction and submits it to the County Auditor's office. This allocation instruction directs the Auditor's office to issue payment to the appropriate claimant for the requested purposes. Payment is made by the County Auditor to the claimant quarterly, commensurate with receipt of sales tax revenues by the County Auditor's office.

Audit Policy - 50% Limitation to LTF Claims (adopted March 22, 2006)

To help ensure that TDA audits are completed in a timely manner and the requirements of the TDA are met, PCTPA will not allocate a claimant's full LTF apportionment until a TDA audit has been completed and received by PCTPA (as required by PUC Section 99245 and CCR Section 6664).

After approval of the Final TDA Apportionment, claimants who submit TDA claims will receive only 50% of the total approved Local Transportation Fund (LTF) claim if a completed TDA audit has not been received by PCTPA at the time of the claim. The remaining 50% of approved LTF claim will be paid to the claimant upon receipt by PCTPA of the completed TDA audit. State Transit Assistance (STA) and State of Good Repair (SGR) claims will be paid in full

following approval of an STA and SGR claim, regardless of whether a completed TDA audit has been received.

Carryover of TDA funds

When submitting claims for TDA funds, claimants must first program all deferred revenues and fund balances before determining the amount of LTF and STA funding necessary to fund transportation projects in the upcoming year, as set forth below. This procedure is ensured by properly completing the TDA claim worksheet for each claim. Deferred revenues in transit funds are entered in lines A and N of Part 1 and line A of Part 2 of the claim worksheet. Fund balances for streets and roads funds are entered in lines A and K of Part 3 and lines A and O of Part 4.

If a claimant fails to expend all LTF funds allocated in the prior year, any unexpended funds shall be reflected in the TDA claim worksheet and shall be programmed in the Annual Project and Financial Plan included in the claimant's LTF claim for the next fiscal year. PCTPA will check the fund balances against the information reported in the annual fiscal audit from the prior year.

Separate Accounting of Operating and Capital Revenue

TDA funds received should be tracked separately by the purpose for which they are claimed. Any payments made to the jurisdiction for transit operations must be kept separate from payments made for transit capital. Similarly, money received for streets and roads projects, or pedestrian and bicycle projects should be tracked separately. The primary reason relates to the deferred revenue calculation. This procedure can be ensured by properly completing the Annual Project and Financial Plan with each claim. This will show the fiscal auditors the source and amount programmed to each project for which TDA funds are allocated.

LTF Claims for Transit Capital Projects

When a claim is submitted for capital reserves or capital expenses, PCTPA will specify that these funds be reserved in the LTF for future payment to the claimant for the specific capital project for which the funds were claimed. When the claimant is ready to spend any amount of reserved capital funds within the current fiscal year, prompt payment will be made to the claimant when PCTPA receives written request (letter or email) from the claimant for use of the funds.

Capital project reserves in the LTF that are not authorized for payment within three years, including any interest earned on these funds, will cease to be allocated or reserved. These funds may be reallocated to the same claimant for the same purpose, to the same claimant for a different purpose, or to a different claimant. At least 30 days before the end of any three-year reserve period, PCTPA will provide written notice to the claimant specifying the date on which the moneys cease to be allocated. At any time during the three-year period, PCTPA, with the consent of the claimant, may change the allocation of the reserved funds to make them available for a different purpose.

LTF Claims for Bicycle and Pedestrian Facilities

At the discretion of the Board, PCTPA typically allocates 2% of the LTF for bicycle and pedestrian facilities pursuant to PUC Section 99233.3 and CCR Section 6655.2. PCTPA works with staff of the six cities/[town](#) and the County of Placer to develop a cash management plan

with a five-year horizon. Allocations are made to each jurisdiction based on existing and projected future population.

Using the bicycle/pedestrian claim forms in Appendix A, jurisdictions may submit claims to PCTPA that are consistent with the five-year cash management plan. The claim form must be accompanied by a resolution from the claimant's governing board approving the claim and its submittal to PCTPA. Approval of the claim by the PCTPA Board then reserves the funds for that jurisdiction's bicycle and pedestrian facility projects. As the jurisdiction expends funds in implementing the projects, it should submit invoices, accompanied with appropriate documentation, to PCTPA. PCTPA will then forward allocation instructions to the County Auditor's office, which will reimburse the jurisdiction up to the maximum amount of the original claim. If a jurisdiction does not claim its allocation of bicycle and pedestrian funds within the five-year window of the cash management plan, the funds will revert to the LTF for apportionment.

Unallocated Apportionments

PCTPA may allocate less than the total amount apportioned to a jurisdiction. A jurisdiction may end up with an unallocated apportionment under the following scenarios:

- The claimant has not met its requirement farebox recovery ratio for two consecutive years.
- The claimant did not spend its total LTF or STA fund payments from the previous year and has accumulated a local fund balance.
- The jurisdictions did not file a claim, or the claim did not meet all requirements.
- The jurisdiction did not claim its entire apportionment.

PCTPA must hold the unallocated apportionment in the LTF for future allocation to that jurisdiction. It cannot be reapportioned to another jurisdiction.

OTHER TDA REQUIREMENTS

1. 180-Day Certified Fiscal Audit

Claimants must submit a satisfactory independent fiscal audit, with required certification, to PCTPA and to the State Controller not more than 180 days after the end of the prior fiscal year. (Refer to PUC Section 99245 and CCR Section 6664)

2. 90-Day Annual State Controllers Report

Claimants must submit this report to the State Controller in conformance with the uniform system of accounts and records not more than 90 days after end of the prior fiscal year. (Refer to PUC Section 99243)

3. Triennial Performance Audit

Claimant must submit this report to PCTPA as required by PUC Section 99248 and CCR Section 6664.5.

4. Use of Federal Funds

- (a) Claimant filing a claim for TDA funds for capital intensive projects pursuant to PUC Section 99268.7 must make every effort to obtain federal funding for any project which is funded pursuant to Section 99268.7.
- (a) Claimant qualifying for funds pursuant to PUC Section 99268.1 and filing a claim for TDA funds in excess of the amount allowed by Section 99268 are required to obtain maximum federal operating funds in the year such funds are claimed pursuant to PUC Section 99267.5 and CCR Section 6633.1.

5. Elderly/Disabled Transit

Transit operator in question must comply with PUC Section 99155 pertaining to reduced transit fares for elderly and disabled persons and Section 99155.5 pertaining to dial-a-ride and paratransit services.

6. Farebox Recovery Ratio

The City of Auburn is required to maintain a farebox ratio of 10%. The City of Roseville is required to maintain a farebox ratio of 15%. Placer County is required to maintain a “blended” farebox ratio of 12.94%, representing both the Sacramento urbanized area and the non-urbanized area of western Placer County. The CTSA is required to maintain a farebox ratio of 10%. Please note, farebox recovery ratios may change based on the results of the 2020 decennial census.

Non-Compliance With Farebox Ratio (PUC 99268.9)

If an operator fails to maintain its required farebox ratio for two fiscal years (not necessarily consecutive years), that operator's TDA/STA allocation will be reduced during a subsequent penalty year by the amount of the difference between the required fare revenues and the actual fare revenues received in the second year of non-compliance. The penalty year shall be the fiscal year that begins one year after the end of the second failed year. In other words, the first year after the fare ratio is not met, the operator is not penalized (grace year). However, if that operator fails to comply in another year, the shortfall of fare revenues will be deducted

from allocations made one year after the second failure year.

Operators are allowed a “grace” year regardless of whether they managed to comply with the required ratio for a period after the initial shortage in farebox revenue. In other words, if an operator fails during FY 1994-95 (grace year), complies during 1995-96, and fails again during 1996-97, that operator will be penalized for the 1996-97 shortfall in allocations made for FY 1998-99.

Any operator subject to this penalty due to non-compliance must demonstrate to PCTPA how it will achieve the required ratio of fare revenues during any penalty year before PCTPA will make any further allocations.

The farebox recovery ratio used to determine non-compliance for a given year shall be that which is documented in the respective transit operator’s annual TDA fiscal and compliance audit for the same year. The farebox recovery ratio calculated as part of a triennial performance audit shall not be used to determine non-compliance with the minimum farebox recovery ratio requirement.

7. Extension of Service

Claimants who receive an allocation of LTF funds for extension of service pursuant to PUC Section 99268.8 must file a report of these services pursuant to CCR Section 6633.8(b) within 90 days after close of the fiscal year in which that allocation was granted.

8. Retirement System

Claimant must assure that:

- (a) the current cost of its retirement system is fully funded with respect to the officers and employees of its public transportation system; or
- (b) the operator is implementing a plan approved by PCTPA which will fully fund the retirement system for such officers and employees within 40 years; or
- (c) the operator has a private pension plan which sets aside and invests, on a current basis, funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in PUC Sections 99272 and 99273.

9. Part-Time Employees

Claimant must not be precluded by any contract entered on or after June 28, 1979 from employing part-time drivers or contracting with common carriers of persons operating under a franchise or license. Claimant further certifies that no person who was a full-time employee on June 28, 1979 shall have his/her employment terminated or his/her regular hours of employment, excluding overtime, reduced as a result of its employing part-time drivers, or contracting with such common carriers.

10. Full Use of Federal Funds

Claimants must make full use of available federal transit funds. The most recent authorization, the Bipartisan Infrastructure Law, was signed on November 15, 2021. This legislation reauthorizes federal transit programs for fiscal years 2022 through 2026.

11. Implementation of Productivity Improvements

Claimants must make a reasonable effort to implement the productivity improvements recommended pursuant to PUC Section 99244.

12. STA Funds for Operating Purposes

All transit operators using STA funds for operating purposes must annually meet one of the following efficiency standards. In addition, all STA claimants using the funds for operating purposes either direct or through contracted services are required to meet the required farebox ratio or performance criteria.

- (a) The operator shall receive its entire allocation, and any or all of this allocation may be used for operating purposes, if the operator's total operating cost per revenue vehicle hour in the latest year for which audited data are available does not exceed the sum of the preceding year's total operating cost per revenue vehicle hour and an amount equal to the product of the percentage change in the State of California's Consumer Price Index for the same period multiplied by the preceding year's total operating cost per revenue vehicle hour (Section 99314.6(a)(1)(A)).
- (b) The operator shall receive its entire allocation, and any or all of this allocation may be used for operating purposes, if the operator's average total operating cost per revenue vehicle hour in the latest three years for which audited data are available does not exceed the sum of the average of the total operating cost per revenue vehicle hour in the three years preceding the latest year for which audited data are available and an amount equal to the product of the average percentage change in the Consumer Price Index for the same period multiplied by the average total operating cost per revenue vehicle hour in the same three years. (Section 99314.6(a)(1)(B)).

If an operator does not meet one of the two efficiency standards, the operator shall receive its entire allocation and the funds shall be allocated pursuant to this paragraph. The portion of the allocation that the operator may use for operations shall be the total allocation to the operator reduced by the lowest percentage by which the operator's total operating cost per revenue vehicle hour for the applicable year or three-year period calculated pursuant to subparagraph (A) or (B) above exceeded the target amount necessary to meet the applicable efficiency standard. The remaining portion of the operator's allocation shall be used only for capital purposes (Section 99314.6(a)(2)).

PCTPA may adjust the calculation of operating costs and revenue vehicle hours to account for factors such as cost increases beyond the change in CPI for the following: fuel; alternative fuel programs; power, including electricity; insurance premiums and payments in settlement of claims arising out of the operator's liability; and state or federal mandates, including the additional operating costs required to provide comparable complementary paratransit service (Section 99314.6(a)(3)(A). Exclusion of startup costs for new services for a period of not more than two years is also eligible (Section 99314.6(a)(3)(B)).

TRANSPORTATION DEVELOPMENT ACT GUIDELINES

APPENDIX A: TDA CLAIM FORMS



TO: PCTPA Board of Directors

DATE: October 18, 2023

FROM: Matt Click, Executive Director
Jodi LaCosse, Fiscal/Administrative Officer

SUBJECT: 2023/24 OVERALL WORK PROGRAM (OWP) AND BUDGET –
AMENDMENT #2

ACTION REQUESTED

Adopt Resolution 23-29 approving Amendment #2 of the FY 2023/24 Overall Work Program (OWP) and Budget and authorize the Executive Director to submit to Caltrans.

BACKGROUND

Each Regional Transportation Planning Agency (RTPA) must submit an OWP to Caltrans each year, with the final version submitted by June 1. This was done last year and approved by Caltrans. In accordance with normal operations, PCTPA prepares amendments to its OWP in the fall and spring of the fiscal year. Amendment #1 of the OWP for the 2023/24 fiscal year was an administrative amendment at the request of Caltrans to further elaborate our Regional Transportation Plan (RTP) process for the 2023/24 fiscal year. Amendment #1 contained only language changes to Work Element 20 which remains outlined in Amendment #2 for your review and approval.

This Amendment #2 provides an updated description of the activities to be undertaken by the agency in the fiscal year, along with updated detailed budget information. Amendment #2 has been developed in compliance with these requirements and reflects the latest information on finances and work activities, as well as comments received from the Board and jurisdictions.

DISCUSSION/ANALYSIS

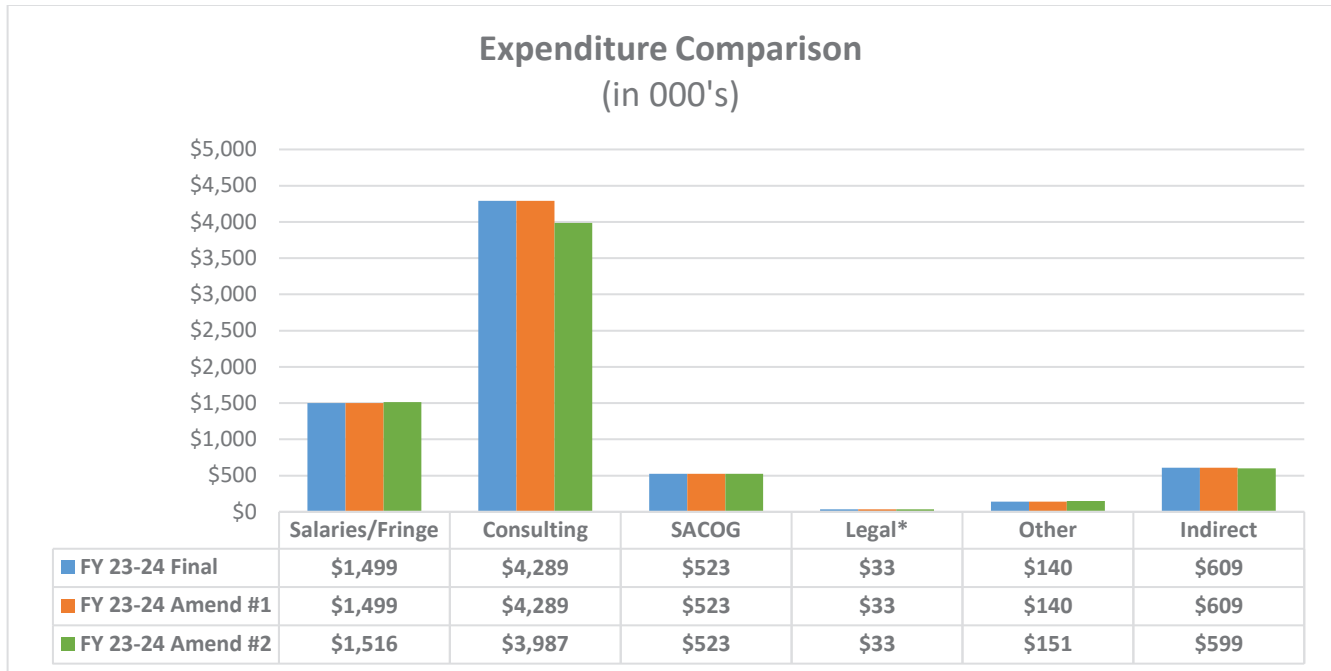
FY 2023/24 OWP and Budget Amendment #2 contains several changes from the OWP adopted by the Board in May 2023. Local Transportation Funds (LTF) have been adjusted to reflect the final apportionment amount. Additionally, adjustments have been made to staffing and billable hours, direct costs for work elements, as well as a slight reduction in indirect costs have been made. This is a balanced budget that includes a surplus of \$199K and a reserve of \$1.4M.

Fund Balance

On June 30, 2024, the PCTPA unassigned balance is projected to be approximately \$1.5million, of which \$199K is anticipated surplus from the Final OWP/Budget for the 2023-24 fiscal year. As in previous years, the contingency fund assists the Agency with cash flow.

Budget Changes

The chart below shows the expenditure summary for the Final Budget/OWP for the Fiscal Year 2023-24 compared with the 2023-24 Amendment #1 and Fiscal Year 2023/24 Amendment #2.



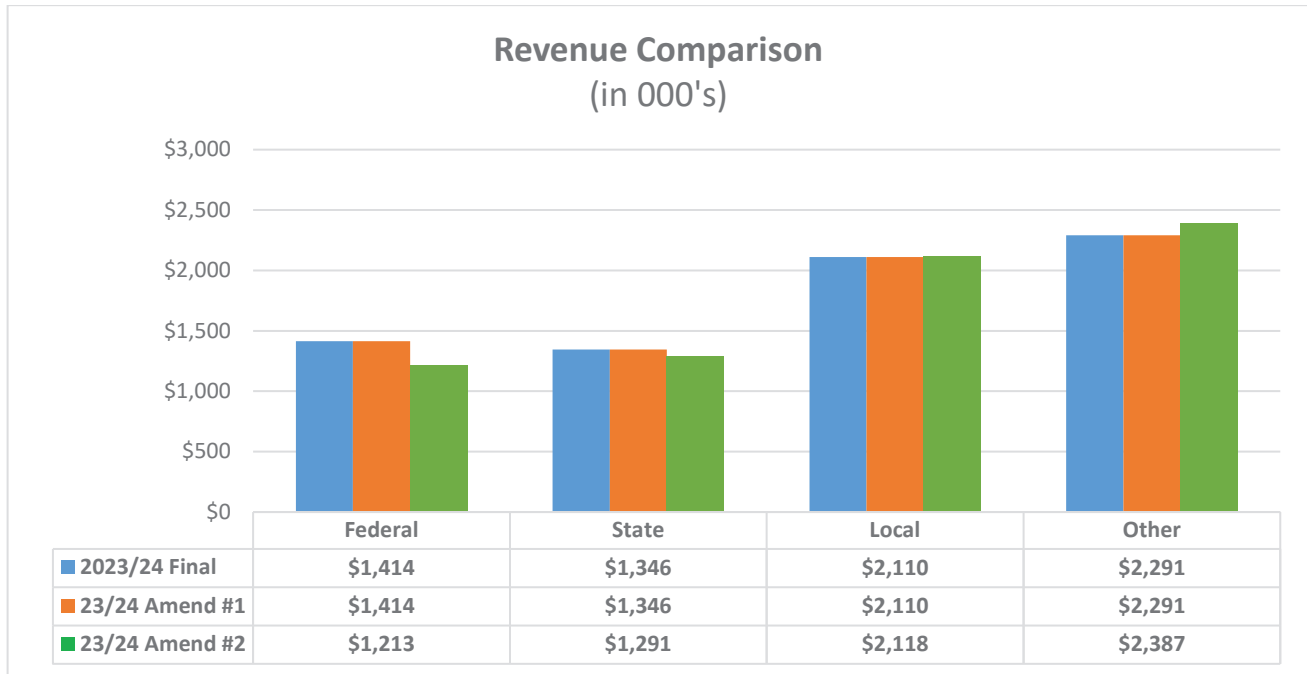
*Legal includes legal fees charged directly to a work element, it does not reflect legal fees included in indirect costs.

FY 2023-24 Amendment #2 Budget/OWP vs. Final - Expenditures

Total expenditures are \$6.8M in Amendment #2, a decrease of approximately \$287K or -4%, compared to the \$7.09M in the Final and Amendment #1. The change in expenditures reflect the following:

- *WE 43 – I-80 Aux Lanes* – \$214K reduction of final PG&E relocation costs. Actual expense occurred and was recorded in 2022/23 fiscal year.
- *WE 44 – SR 49 Sidewalks* - \$200K reduction in design consultant cost.
- *WE 48 – Placer Countywide Active Transportation Plan* - \$127K increase to account for recently awarded SHA grant. To develop a countywide active transportation plan for bicycle and pedestrian projects.
- *Staffing* levels remain the same as in the FY 2023/24 Final and Amendment #1 with 7.0 full time equivalent staff. Amendment #2 of the 2023/24 OWP and Budget includes a slight adjustment in staff costs to reflect most current information as well as a re-allocation of staff time charged directly to work elements.

The chart below shows the revenue summary for the Final Budget/OWP for the Fiscal Year 2023-24 compared with the 2023-24 Amendment #1 and Amendment #2.



FY 2023-24 Amendment #2 Budget/OWP vs. Final - Revenues

The total revenue is \$7M, a decrease of \$151K or -2%, compared to the Final OWP/Budget of \$7.1M. The decrease is primarily due to the recognition of the PG&E costs that were incurred in 2022/23 instead of 2023/24. Below outlines the changes for each type of revenue source.

- *State Funds* were reduced \$54K in the 2023-24 Amendment #2 which consisted of the addition of \$75K of ZETCP funds, reduction of \$142K of STBG funds for FSP (to utilize remaining carryover of CMAQ swap funds first), addition of \$146K for SHA Grant to be used for creation of an Active Transportation Plan, reduction of \$180K ATP funds which were expended in 2022/23 fiscal year, and an increase of \$45K of FSP funds to support 80% of the Freeway Service Patrol expenditures.
- *Federal Funds* were reduced (\$201K) due to HIP funds for I-80 Aux Lanes being completely expended in 2022/23 which resulted in a reduction (\$184K) and HIP/CMAQ grant for SR 49 Sidewalk project has been adjusted (\$17K) to reflect actual carryover amount.
- *Local Funds* were increased \$8K which was the result of a reduction in LTF final allocation of (\$188K), a slight increase in the final LTF carryover amount of \$2K and an increase to LTF Bike Ped funds for SR49 sidewalk project of \$194K.
- *Other Funds* increased a total of \$95K over 2023/24 Final OWP/Budget. This increase includes carryover of CMAQ Swap for FSP of \$102K, decrease in contribution from SPRTA (\$19K), slight increase in WPCTSA contribution \$4K, and increase in interest earned of \$8K.

Work Program – New Activities

The FY 2023/24 work program reflects a continued focus on pre-construction project implementation, seeking funding for activities in the work program, and educating Placer residents on the impact and need for funding for transportation projects. The following are highlights from some of the work elements in Amendment #2 of the OWP:

- Placer Countywide Active Transportation Plan (WE48) – PCTPA was recently awarded a \$424K Sustainable Communities Competitive Grant which purpose is to develop a countywide active transportation plan for bicycle and pedestrian projects in Auburn, Colfax, Lincoln, Loomis, Rocklin and unincorporated Placer County.
- SACOG/MPO Planning Integration & Regional Transportation Plan (RTP) (WE20) – Updates have been made to address actions and products to be delivered in the development of the Regional Transportation Plan.

As always, the Work Program maintains our strong focus on core Agency activities, such as Transportation Development Act (TDA) administration, State and Federal transportation programming compliance, Freeway Service Patrol implementation, and management of various Joint Powers Authorities (JPAs) including the South Placer Regional Transportation Authority (SPRTA) and the Western Placer Consolidated Transportation Services Agency (CTSA).

JL:MBC:rc:ss



**Placer County
Transportation
Planning Agency**

FY 2023/24 Overall Work Plan and Budget

Amendment #2

October 18, 2023



WORK ELEMENT	TITLE	PAGE NO.
05	Agency Administration: Indirect Labor	1
10	Agency Administration: Overall Work Program	3
11	Transportation Development Act Admin	4
12	Intergovernmental Coordination	6
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14	Communications and Outreach	10
15	Building Administration	13
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23	Consolidated Transportation Services Agency (CTSA) Administration	20
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OVERALL WORK PROGRAM FOR 2023/24

OVERVIEW

The FY 2023/24 Overall Work Program (OWP) documents the management, budgetary, and monitoring activities performed annually by Placer County Transportation Planning Agency (PCTPA). It is developed annually for Caltrans review and for approval by the PCTPA Board of Directors. This version of the OWP is the result of input from jurisdiction management, public works and planning officials, air district management, tribal governments, elected officials, and the general public. This document also provides an application format for Caltrans-administered funding programs, such as FHWA grants.

Twenty-four work elements are proposed that include specific objectives, budgets, and products. Several of these work elements are funded by a mixture of state, federal and local programs. The remaining are funded solely by TDA funds. This work program has a number of important characteristics:

1. The work program is action oriented. Its primary objective is to implement a programming and funding strategy that will address the mobility needs of Placer County residents, businesses, and visitors. Of key overall importance is the implementation of the Regional Transportation Plan, which serves as a guiding force for transportation improvements over the next 20 years, and its integration with SACOG's Metropolitan Transportation Plan (MTP) and Sustainable Communities Strategy (SCS) and other activities that support regional planning as covered under Work Element 20. Also included here are strategies and studies to address major transportation issues or hot spots including: (1) Placer Parkway; (2) I-80/SR 65 Interchange Improvements; (3) Highway 65 Widening; (4) Bikeway Planning; (5) Airport Planning; (6) Rail Program; (7) Regional Transportation Funding Strategy; (8) I-80 Auxiliary Lanes; (9) SR 49 Sidewalk Gap Closure; (10) Mobility Action Plan; (11) Transit Planning; and (12) Riego Road/Baseline Road Widening.
2. The work program reflects a pro-active approach to identifying future transportation project needs (e.g., TDA Administration, Capitol Corridor Rail, implementation of the Regional Transportation Plan, Regional Transportation Funding Strategy, Mobility Action Plan, Bikeway Planning).
3. The work program provides a greater emphasis on implementation of previously identified needs, including administration of the South Placer Regional Transportation Authority, project management and delivery, and leading the preconstruction of the I-80 Auxiliary Lanes, SR 49 Sidewalk Gap Closure, and Highway 65 Widening.
4. The work program includes a comprehensive effort to assist member jurisdictions in maintaining the high level of compliance with "use it or lose it" timely use of funds requirements and significant increases in reporting and monitoring required in the use of SB 1 funding.

5. The work program reflects a multimodal approach. Effort has been divided between planning for transit, highways, rail, aviation, pedestrian facilities, and bikeways.
6. The work program reflects the strong commitment to partnerships with other regional agencies in approaching interregional transportation needs.
7. The work program reflects the more pronounced need to participate in regional, state, and federal discussions regarding planning and funding transportation projects.
8. The work program will assure that PCTPA meets all state and federal planning requirements.
9. The work program funding allocation system meets TDA requirements.

The 2023/24 OWP is a product of cooperative efforts by PCTPA's member jurisdictions, including the Cities of Auburn, Colfax, Lincoln, Rocklin, and Roseville, the Town of Loomis, and Placer County, as well as other interested agencies. Equally important, the OWP is consistent with state and federal funding priorities.

INTRODUCTION

The mission of Placer County Transportation Planning Agency (PCTPA) is derived from its numerous state and local designations. The agency has been designated in state law as the Regional Transportation Planning Agency (RTPA) for Placer County. PCTPA is also the county's Congestion Management Agency (CMA), a statutorily designated member of the Capitol Corridor Joint Powers Authority (CCJPA), the designated Local Transportation Authority for transportation sales tax purposes, and the airport land use planning body and hearing board for Lincoln, Auburn, and Blue Canyon Airports. As part of their Joint Powers Agreement, PCTPA is the designated administrator for the South Placer Regional Transportation Authority and the Western Placer Consolidated Transportation Services Agency. Under an agreement with the Sacramento Area Council of Governments (SACOG), PCTPA also represents Placer jurisdictions in federal planning and programming issues. Since PCTPA has a Local Agency-State Agreement for federal aid projects, it is also eligible to administer federal projects.

Regional Transportation Planning Agency: PCTPA was created by Title 7.91 of the government code commencing with Section 67910 as the transportation planning agency for Placer County excluding Lake Tahoe. PCTPA has also been designated as the Regional Transportation Planning Agency (RTPA) for Placer County excluding Lake Tahoe in Section 29532.1(c) of the Government Code. Previous to this designation, PCTPA operated under the name of the Placer County Transportation Commission (PCTC) and operated as a local county transportation commission as specified under Section 29532(c) of the Government Code.

PCTPA has executed a memorandum of understanding and Master Fund Transfer Agreement with the State Department of Transportation on January 26, 1996, and updated in 2012 and 2014 identifying the responsibilities of PCTPA as the RTPA and providing the administrative structure to implement these responsibilities.

As an RTPA with an urbanized population of over 50,000, PCTPA is responsible for preparing a Regional Transportation Plan (RTP) and Regional Transportation Improvement Program (RTIP) pursuant to Section 65080 of the Government Code.

Local Transportation Fund Administration: As the transportation planning agency, PCTPA allocates the Local Transportation Fund (LTF) to Placer County public transportation agencies pursuant to Section 29532 of the Government Code. The administration of these funds includes the establishment of a Social Services Transportation Advisory Council, the implementation of a citizen participation process appropriate for Placer County, annual recommendations for productivity improvements for transit operators, the performance of an annual fiscal audit of all LTF claimants, the implementation of a triennial performance audit of all LTF claimants, and the preparation of an annual unmet transit needs determination.

PCTPA receives an allocation of LTF funds for the administration of the LTF fund pursuant to Section 99233.1 of the Public Utilities Code and for transportation planning pursuant to Section 99233.2 of the Public Utilities Code and Section 6646 of the Government Code.

It is the responsibility of PCTPA to establish rules and regulations to provide for administration and allocation of the LTF and State Transit Assistance (STA) Funds in accordance with applicable sections of the Government Code, Public Utilities Code and Administrative Code included within the Transportation Development Act. It is also the responsibility of PCTPA to adhere to the applicable rules and regulations promulgated by the former Secretary of the Business, Transportation and Housing Agency (now the California State Transportation Agency) of the State of California as addressed in the Transportation Development Act, Title 3, Division 3, Chapter 2, Article II, Section 29535.

Under SB 45, signed by Governor Wilson in October 1997, Regional Transportation Planning Agencies (RTPAs) such as PCTPA are responsible for selection of projects, known as the Regional Transportation Improvement Program (RTIP), to be funded with the county's share of STIP funds. This power also comes with the responsibility of ensuring that the projects are on schedule and within budgetary constraints.

Federal Transportation Planning and Programming: PCTPA has executed memoranda of understanding (MOUs) with Caltrans and the Sacramento Council of Governments (SACOG) on April 11, 2001, with updates in 2005 and 2016, to govern federal transportation planning and programming in Placer County. This agreement integrates the PCTPA Regional Transportation Plan (RTP) and RTIP within the SACOG process.

PCTPA submits the state mandated RTP, developed pursuant to Section 65080.5 of the Government Code, to SACOG for inclusion in the federal Metropolitan Transportation Plan. As part of this agreement, SACOG conducts a federal air quality conformity test on the Placer County transportation program and plan.

PCTPA receives an allocation of federal STBGP funds for Placer County. Pursuant to Section 182.6 of the Streets and Highways Code, PCTPA can exchange the non-urbanized funds for State gas tax funds.

PCTPA allocates these exchange funds to jurisdiction projects based upon an MOU signed by all Placer jurisdictions dated November 2, 1994. The STBGP funding exchange formula and allocation was updated to reflect TEA 21, approved by the PCTPA Board on January 27, 1999, and is updated annually as appropriate to reflect the current Federal transportation bill.

Administration of Federal Aid Projects: PCTPA executed a Local Agency - State Agreement for Federal Aid Projects (Agreement 03-6158) with the State of California on March 2, 1994 and reauthorized on October 10, 2016. The execution of this agreement qualifies PCTPA to administer federally funded projects.

Passenger Rail Administration: Pursuant to Section 14076.2(b) of the Government Code, PCTPA is statutorily designated as a member of the Capitol Corridor Joint Powers Authority (CCJPA). Through an interagency agreement with Caltrans, the CCJPA administers the intercity rail service on the San Jose-Auburn railroad corridor.

Airport Land Use Commission: PCTPA was designated the Airport Land Use Commission (ALUC) for Placer County by the Board of Supervisors (December 17, 1996) and the Placer County City Selection Committee (October 24, 1996) pursuant to Section 21670.1(a)(b) of the Public Utilities Code. PCTPA acts as the hearing body for land use planning for Placer County airports. PCTPA is also responsible for the development of airport land use plans for Placer County airports as specified in Section 21674.7 of the Public Utilities Code.

Placer County, Auburn, and Lincoln each collect a fee on development projects by local ordinance in the area governed by the airport land use plan. This fee is passed on to PCTPA to help defray the cost of project review.

South Placer Regional Transportation Authority (SPRTA) Administration: PCTPA was designated as the administrator of the SPRTA under the terms of the Authority's Joint Powers Agreement dated January 22, 2002. As such, PCTPA provides staffing and management of the Authority, and is reimbursed for these services under a staffing agreement.

Local Transportation Authority (PCLTA): PCTPA was designated as the transportation sales tax authority for Placer County by the Placer County Board of Supervisors on August 22, 2006. In the event that a transportation sales tax is adopted by Placer's voters, PCTPA, acting as the PCLTA, would administer the sales tax expenditure plan.

Western Placer Consolidated Transportation Services Agency (WPCTSA) Administration: PCTPA was designated as the administrator of the WPCTSA under the terms of the Agency's Joint Powers Agreement dated October 13, 2008. As such, PCTPA provides staffing and management of the Agency, and is reimbursed for these services under a staffing agreement.

PCTPA ORGANIZATION

The nine-member PCTPA Board consists of three members appointed by the Placer County Board of Supervisors and one member each from the incorporated cities of Auburn, Colfax, Lincoln, Loomis, Rocklin and Roseville.

PCTPA has provided for seven full-time staff members to implement the FY 2023/24 OWP. The organization of PCTPA is summarized in Figure 1.

The PCTPA reorganized its staffing structure and became a separate and independent agency on May 1, 1992. Previous to this reorganization, PCTPA was staffed by the Placer County Public Works Department.

GEOGRAPHIC LOCATION

PCTPA's jurisdiction includes a portion of northern California between the Sacramento Metropolitan area and the Nevada State line, as shown in Figure 2. In total, Placer County contains 1,506 square miles ranging in elevation from 160 feet to nearly 9,500 feet.

PCTPA represents the County, five incorporated cities, and one incorporated town located within the political boundary of Placer County. Transportation planning services are provided to the following incorporated cities with their corresponding January 1, 2022 populations: Auburn (13,608), Colfax (2,042), Lincoln (51,252), Loomis (6,739), Rocklin (71,663) and Roseville (151,307). Unincorporated Placer County, excluding the Tahoe Basin portion of Placer County, has a population of 102,669. These population estimates are based upon information provided by the California Department of Finance (DOF) in their 2022 DOF E-1 Report as updated in May 2022.

AGENCY COORDINATION

PCTPA coordinates regional transportation planning activities with other public agencies including Sacramento Area Council of Governments (SACOG), Tahoe Regional Planning Agency (TRPA), State Department of Transportation (Caltrans), California Transportation Commission (CTC), adjacent RTPAs (Nevada County Transportation Commission, El Dorado County Transportation Commission), United Auburn Indian Community (UAIC) of the Auburn Rancheria, and other interested groups.

United Auburn Indian Community: UAIC is a federally recognized tribe, as such PCTPA conducted government-to-government coordination and consultation include the following:

- In person meeting, including PCTPA, SACOG, and UAIC, occurred during the early development of both the MTP/SCS and RTP
- In person meetings and email correspondence, including PCTPA, Caltrans, and UAIC, occurred for cultural coordination as part of the I-80/SR 65 Interchange Phase 1 Improvements in Roseville and Rocklin
- In person meeting and email correspondence, including PCTPA, Caltrans, and UAIC, occurred for cultural coordination as part of the State Route 49 Sidewalk Gap Closure Project in Auburn

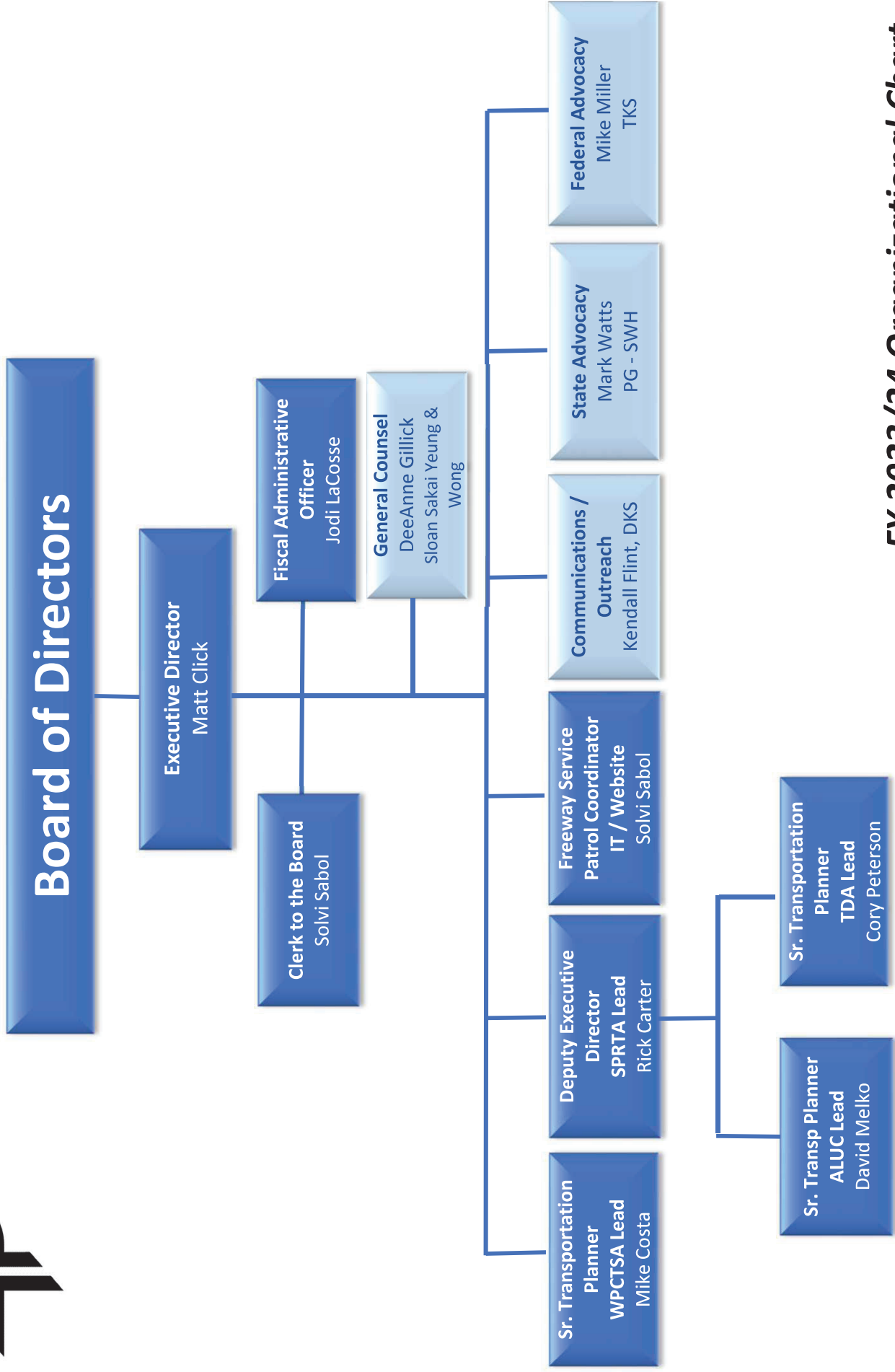
- In person meeting to develop partnership between PCTPA and UAIC for the regional transportation funding strategy

COMMUNITY PARTICIPATION

In an ongoing effort to encourage participation of all communities in the transportation planning process, and in compliance with Title VI, the PCTPA solicits input through various policy, technical, and public forums. Outreach to the United Auburn Indian Community is specifically included.

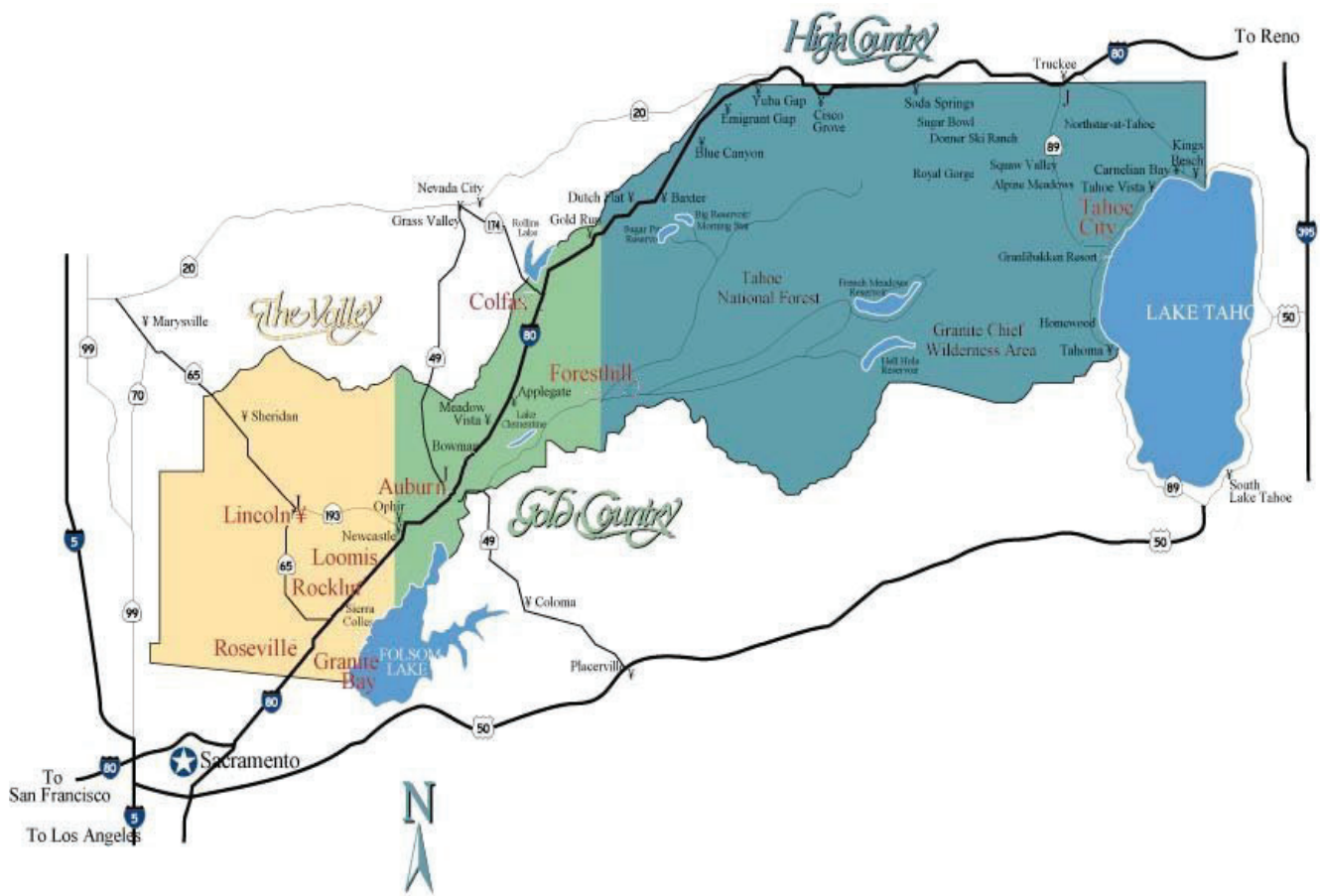
PCTPA conducts public hearings regarding the development and adoption of major planning documents such as the Regional Transportation Plan, the Regional Transportation Improvement Program, and the annual unmet needs hearing. Additional public hearings and workshops are held for individual work projects as indicated.

The community information and participation effort has been enhanced by expansion of the agency web page and social media on the Internet, to provide citizens with greater access to agency documents and activities, establishment of a speaker's bureau, and greater emphasis on working with local media outlets. See Work Element 14: Communications and Outreach and individual project work elements for further details.



FY 2023/24 Organizational Chart

Figure 2
Placer County Location



FEDERAL PLANNING FACTORS

Federal Planning Factors are issued by Congress to emphasize specific planning issues from a national perspective, and must be identified in local planning documents. The following summary outlines how and where these planning factors are addressed in the Agency's Overall Work Program:

Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.

- SACOG/MPO Planning Integration (WE 20)
- Airport Land Use Commission/Aviation Planning (WE 27)
- Placer Parkway (WE 40)
- I-80/SR 65 Interchange Improvements (WE 41)
- Highway 65 Widening (WE 42)
- I-80 Auxiliary Lanes (WE 43)
- South Sutter South Placer Transportation Fair Share Analysis (WE 47)
- Project Programming and Reporting (WE 50)
- Regional Transportation Funding Program (WE 61)
- Freeway Service Patrol (WE 80)

The economic vitality of Placer County depends on the ability of businesses, employees, and recreational travelers to get to and from their destinations quickly and easily through a variety of transportation modes. We plan and maintain our transportation systems with a goal of minimizing delays and maximizing choice and efficiency, thereby supporting the economic vitality of the area.

Increase the safety of the transportation system for motorized and non-motorized users

- Transportation Development Act Administration (WE 11)
- SACOG/MPO Planning Integration (WE 20)
- Western Placer Consolidated Transportation Services Agency (CTSA) Administration (WE 23)
- Airport Land Use Commission/Aviation Planning (WE 27)
- Bikeway Planning (WE 33)
- Capitol Corridor Rail Program (WE 35)
- SR 49 Sidewalks Gap Closure (WE 44)
- South Sutter South Placer Transportation Fair Share Analysis (WE 47)
- [Placer Countywide Active Transportation Plan \(WE48\)](#)
- Project Programming and Reporting (WE 50)
- Freeway Service Patrol (WE 80)

Safety is an important consideration in project identification, selection, and implementation.

Increase the security of the transportation system for motorized and non-motorized users

- Transportation Development Act Administration (WE 11)
- Intergovernmental Coordination (WE 12)
- SACOG/MPO Planning Integration (WE 20)
- Airport Land Use Commission/Aviation Planning (WE 27)
- Bikeway Planning (WE 33)
- SR 49 Sidewalks Gap Closure (WE 44)
- South Sutter South Placer Transportation Fair Share Analysis (WE 47)

- Project Programming and Reporting (WE 50)
- Freeway Service Patrol (WE 80)

Security of our transit and road systems are a key consideration in project identification, selection, and implementation.

Increase the accessibility and mobility of people and for freight

- TDA Implementation (WE 11)
- SACOG/MPO Planning Integration (WE 20)
- Western Placer Consolidated Transportation Services Agency (CTSA) Administration (WE 23)
- Bikeway Planning (WE 33)
- Capitol Corridor Rail Program (WE 35)
- Placer Parkway (WE 40)
- I-80/SR 65 Interchange Improvements (WE 41)
- Highway 65 Widening (WE 42)
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- SR 49 Sidewalks Gap Closure (WE 44)
- South Sutter South Placer Transportation Fair Share Analysis (WE 47)
- [Placer Countywide Active Transportation Plan \(WE48\)](#)
- Project Programming and Reporting (WE 50)
- Freeway Service Patrol (WE 80)

Along with integration and connectivity, accessibility and mobility are the cornerstones of our transportation system maintenance and expansion decisions, and extends to all modes.

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

- TDA Implementation (WE 11)
- Intergovernmental Coordination (WE 12)
- Intergovernmental Advocacy (WE 13)
- SACOG/MPO Planning Integration (WE 20)
- Western Placer Consolidated Transportation Services Agency (CTSA) Administration (WE 23)
- South Placer Transit Project (WE 24)
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- SR 49 Sidewalks Gap Closure (WE 44)
- [Placer Countywide Active Transportation Plan \(WE48\)](#)
- Regional Transportation Funding Program (WE 61)

*Environmental assessments, aggressive expansion of alternative transportation modes, and coordination with governmental entities with land use authority are the ways that PCTPA addresses environmental concerns and connections between transportation and land use. **Enhance the***

integration and connectivity of the transportation system, across and between modes, for people and freight

- TDA Implementation (WE 11)
- Intergovernmental Coordination (WE 12)
- Intergovernmental Advocacy (WE 13)
- SACOG/MPO Planning Integration (WE 20)
- Western Placer Consolidated Transportation Services Agency (CTSA) Administration (WE 23)
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- [Placer Countywide Active Transportation Plan \(WE48\)](#)

Along with accessibility and mobility, integration and connectivity are the cornerstones of our transportation system maintenance and expansion decisions, and extends to all modes.

Promote efficient system management and operation

- TDA Implementation (WE 11)
- Intergovernmental Advocacy (WE 13)
- SACOG/MPO Planning Implementation (WE 20)
- Western Placer Consolidated Transportation Services Agency (CTSA) Administration (WE 23)
- Project Programming and Reporting (WE 50)
- Regional Transportation Funding Program (WE 61)
- Freeway Service Patrol (WE 80)

The ever increasing demand for transportation combined with a severe lack of adequate transportation funding has necessitated PCTPA's longstanding focus on increasing the efficiency of our existing transportation systems.

Emphasize the preservation of the existing transportation system

- TDA Implementation (WE 11)
- SACOG/MPO Planning Implementation (WE 20)
- Western Placer Consolidated Transportation Services Agency (CTSA) Administration (WE 23)
- Airport Land Use Commission/Aviation Planning (WE 27)
- Project Programming and Reporting (WE 50)
- Regional Transportation Funding Program (WE 61)
- Freeway Service Patrol (WE 80)

With transportation funding at a premium, high emphasis is placed on preserving what we've got.

Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation

- Intergovernmental Coordination (WE 12)
- SACOG/MPO Planning Integration (WE 20)
- Placer Parkway (WE 40)
- I-80/ SR 65 Interchange Improvements (WE 41)
- Highway 65 Widening (WE 42)
- I-80 Auxiliary Lanes (WE 43)
- South Sutter South Placer Transportation Fair Share Analysis (WE 47)
- [Placer Countywide Active Transportation Plan \(WE48\)](#)
- Regional Transportation Funding Program (WE 61)
- Freeway Service patrol (WE 80)

A truly multi-modal transportation system is able to endure unexpected events while maintaining the mobility of the region. This can only occur through cross-jurisdictional communication and implementation of best practices.

Enhance travel and tourism

- Transportation Development Act Admin (WE 11)
- Intergovernmental Coordination (12)
- Communication and Outreach (14)
- Western Placer Consolidated Transportation Services Agency (CTSA) Administration (WE 23)
- South Placer Transit Project (WE 24)
- Bikeway Planning (WE 33)
- SR 49 Sidewalks Gap Closure (WE 44)
- Regional Transportation Funding Program (WE 61)
- Freeway Service Patrol (WE 80)

Reliable transportation options are central to maintaining and attracting visitors to Placer County's vibrant agricultural and historical tourism of the foothills and the national/international draw of the Sierra Nevada's and Lake Tahoe regions.

CALTRANS REGIONAL PLANNING ACTIVITIES

As the State Department of Transportation, Caltrans has numerous roles and responsibilities for planning, programming, constructing, operating, and maintaining the state’s transportation system.

Caltrans acts as a partner with PCTPA, jurisdictions, tribal governments, and other agencies to implement their various responsibilities. One arm of this effort is the Caltrans’ regional planning activities, which are described below:

ACTIVITY	DESCRIPTION	PRODUCTS
System Planning	Completion of system planning products used by Caltrans and its transportation partners consistent with the System Planning Work plan.	<ul style="list-style-type: none"> • Corridor Studies • Operational Studies • Preliminary Investigations
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 (PIDs), 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"> ▪ Overall Work Programs (OWP) Development, Review, and Monitoring ▪ Regional Transportation Plan (RTP) Development, Review, and Monitoring ▪ Participation in Annual Coordination Meetings with Caltrans and Partners ▪ Coordination with Caltrans via Technical and Policy Advisory Committees, and ad hoc meetings to discuss projects, plans, issues, etc. ▪ Participation in Caltrans Headquarters Office of Regional Planning led meetings to discuss new and revised guidelines and updates to the Planning Program.
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.

WORK ELEMENT 05

AGENCY ADMINISTRATION: INDIRECT LABOR

PURPOSE: To provide management and administration to all work elements in the Overall Work Program and to conduct day to day operations of the agency.

BACKGROUND: PCTPA is a public agency responsible for the administration, planning and programming of a variety of transportation funds. These activities require ongoing organization, management, administration and budgeting. This work element is intended to cover all of the day to day administrative duties of the agency and governing Board.

To clarify for purposes of allowable charges for Caltrans Rural Planning Assistance (RPA) and to specify indirect cost activities for the purposes of Caltrans Indirect Cost Allocation Plan (ICAP), this work element is split into two parts. Work Element 05 includes the majority of the administrative activities of the Agency, including accounting, agenda preparation, Board meetings, personnel activities, front desk coverage, budgeting, general management, and similar tasks.

Work Element 10 separates out the activities related to the development, update, and reporting of the Overall Work Program and Budget.

PURPOSE: To specify those elements of the overall Agency Administration that are billable as indirect labor under an approved Indirect Cost Allocation Plan (ICAP).

WORK PROGRAM:

- Develop agendas and materials for Technical Advisory Committee **Monthly**
- Develop agendas and materials for other PCTPA committees **As Needed**
- Conduct PCTPA Board regular monthly meetings and special meetings as required **Monthly**
- Administer PCTPA FY 2022/23 operating budget **Ongoing**
- Provide general front desk support, including greeting visitors, answering phones, opening and directing mail, and responding to inquiries **Ongoing**
- Participate in staff meetings to coordinate administrative and technical activities **Monthly**
- Prepare quarterly financial reports for auditors and PCTPA Board **Quarterly**
- Prepare timesheets to allocate staff time to appropriate work elements **Ongoing**
- Perform personnel duties, including employee performance reviews, recognitions, and/or disciplinary actions **Annually/as needed**
- Recruit and hire new employees **As needed**
- Administer PCTPA benefit programs **Ongoing**
- Update Administrative Operating Procedures and Personnel Policies to reflect changes in State and Federal law **As Needed**
- Prepare payroll and other agency checks **Bi-weekly**
- Prepare quarterly and annual tax reports **Quarterly**
- Maintain transportation planning files, correspondence and data **Ongoing**
- Maintain ongoing bookkeeping and accounting **Ongoing**

WORK ELEMENT 05 (continued)
AGENCY ADMINISTRATION: INDIRECT LABOR

- Maintain and update computer systems and equipment, including all information technology (IT) related tasks **Ongoing**
- Update PCTPA Bylaws to reflect changes in State and Federal law **As Needed**
- Attend governmental and professional conferences and training sessions, such as those offered by the American Planning Association (APA), Women’s Transportation Seminar (WTS), American Leadership Forum (ALF), and Institute of Transportation Engineers (ITE) **As justified**

PRODUCTS:

- PCTPA meeting agendas and staff reports, paper and online versions **Monthly**
- List of warrants **Monthly**
- Quarterly reports of PCTPA operating budget status **Quarterly**
- Updated Bylaws, Operating Procedures and Personnel Policies **As Needed**
- Employee performance reviews **Annually**
- Actuarial analysis of benefit programs **As needed**
- Employee timesheets **Bi-weekly**
- Reports and updates to Board and/or member agencies on Federal, State, and regional programs and policies **Ongoing**

REVENUES		EXPENDITURES	
Various – proportionately spread across all other work elements/fund types	-\$371,928 \$401,944	PCTPA	\$371,928 \$401,944

WORK ELEMENT 10
AGENCY ADMINISTRATION: OVERALL WORK PROGRAM

PURPOSE: To specify those elements of the overall Agency Administration that are billable as direct costs to Rural Planning Assistance (RPA) funds.

PREVIOUS WORK:

- FY 2021/22 closeout with Caltrans staff **August 2022**
- FY 2022/23 Overall Work Program and Budget amendments **October 2022 and April 2023**
- Preliminary Draft FY 2023/24 Overall Work Program and Budget **March 2023**
- Final FY 2023/24 Overall Work Program and Budget **May 2023**

WORK PROGRAM:

- Prepare FY 2023/24 Overall Work Program and Budget close out documents for fiscal year 2022-23 **July 2023 – August 2023**
- Prepare amendments to FY 2023/24 Overall Work Program (OWP) and Budget **August 2023 - October 2023, January - April 4 or as needed**
- Prepare FY 2024/25 Overall Work Program and Budget **January 2024 – May 2024**
- Review and monitor new and proposed programs and regulations applying to transportation planning, such as the Regional Planning Handbook, that may need to be addressed in the Overall Work Program **Quarterly/as needed**

PRODUCTS:

- Conduct FY 2022/23 closeout with Caltrans staff **August 2023**
- Quarterly progress reports on FY 2022/23 Overall Work Program **Quarterly**
- FY 2023/24 Overall Work Program and Budget amendments **October 2023, April 2024, or as needed**
- Preliminary Draft FY 2024/25 Overall Work Program and Budget **February 2024**
- Final FY 2024/25 Overall Work Program and Budget **May 2024**

<u>REVENUES</u>		<u>EXPENDITURES</u>		
LTF		PCTPA		
	\$35,995		\$60,995	
	\$38,199		\$63,199	
Rural Planning Assistance Funds	\$25,000			
TOTAL	\$60,995		\$60,995	
	\$63,199		\$63,199	
Percent of Budget 86				
.93%				

WORK ELEMENT 11

TRANSPORTATION DEVELOPMENT ACT ADMINISTRATION

PURPOSE: To effectively administer all aspects of the Transportation Development Act (TDA) in the jurisdiction of the Placer County Transportation Planning Agency.

BACKGROUND: As the Regional Transportation Planning Agency, the most basic responsibility of PCTPA is to administer TDA funds and related programs. Currently, PCTPA administers TDA funds of approximately \$20 - 30 million annually. These funds operate public transit, maintain and construct local roads, and construct bicycle and pedestrian paths. Under the TDA, PCTPA is also responsible for carrying out the annual unmet transit needs process, fiscal audits, performance audits, transit planning, and transit coordination.

WORK PROGRAM:

- Solicit public comments on unmet transit needs throughout Placer County **September 2023 – October 2023**
- Review and summarize all comments received regarding unmet transit needs **November - December 2023**
- Evaluate current existing services and their effectiveness in meeting transit needs and demand **December 2023 – January 2024**
- Prepare a report recommending a finding on unmet transit needs **January 2024 - February 2024**
- Provide for the management of the Local Transportation Fund (LTF) **Ongoing**
- Prepare a final estimate of LTF and STA apportionments for FY 2023/24 **September 2023**
- Prepare a mid-year status update on FY 23/24 LTF and STA actual revenues to estimates **March 2024**
- Prepare a preliminary estimate of LTF and STA apportionments for FY 2023/24 **February 2024**
- Assist claimants with the preparation of project lists, annual claims, and local program administration **Ongoing**
- Provide for the review, approval, and processing of all LTF and other TDA claims and financial transactions **Ongoing**
- Update policies governing review, approval, and processing of all LTF and other TDA claims to ensure timely compliance with TDA law **As needed**
- Maintain a financial status report of TDA and STA claims **Ongoing**
- Provide for an annual financial and compliance audit of PCTPA and each claimant by an independent auditing firm **September 2023 – March 2024**
- Update and administer five year plan for Bicycle and Pedestrian Account funds. **Ongoing**
- Monitor legislation pertinent to the Transportation Development Act and assist with any efforts to revise TDA regulations that would benefit the Placer region **Ongoing**
- Provide technical assistance to paratransit operators and monitor activities **Ongoing**
- Facilitate and monitor activities of the Social Services Transportation Advisory Council (SSTAC) **Annually**
- Facilitate and monitor activities of the Transit Operators Working Group (TOWG) **Monthly**

WORK ELEMENT 11 (continued)
TRANSPORTATION DEVELOPMENT ACT ADMINISTRATION

- Coordinate planning efforts for FTA funds to avoid duplication of services and maximize resources **Ongoing**
- Coordinate with Sierra College on implementing potential college student transit pass **Ongoing**

PRODUCTS:

- Final Findings of Apportionment for FY 2023/24 ~~September~~ **October 2023**
- Preliminary Annual Findings of Apportionment for FY2024/25 **February 2024**
- A report summarizing the unmet transit needs testimony, including analysis and recommendations for findings of unmet transit needs **February 2024**
- Financial and Compliance Audits of PCTPA and all TDA claimants **March 2024**
- TDA and STA claims **Ongoing**
- SSTAC meeting agendas **Ongoing**
- TOWG meeting agendas **Ongoing**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
LTF	\$153,868 \$135,901	PCTPA	\$108,888 \$90,921
		Legal	500
		Meetings, Travel, and Notifications	1,000
		Fiscal Audit Consultant	\$43,480
TOTAL	\$153,868 \$135,901		\$153,868 \$135,901
Percent of budget: 2.17 2.00%			

WORK ELEMENT 12

INTERGOVERNMENTAL COORDINATION

PURPOSE: To share information and coordinate with outside agencies and jurisdictions on matters pertinent to the development of effective transportation plans and projects.

BACKGROUND:

PCTPA works very closely and continuously with numerous outside agencies as a way of coordinating our planning efforts. In particular, we work with the Sacramento Area Council of Governments (SACOG), as the Metropolitan Planning Organization (MPO) for our area, to implement Federal and State transportation programs. While many of our interactions are specified under our Memorandum of Understanding, regional interests and overlapping jurisdictions provide additional need for close coordination. On a larger regional basis, PCTPA works closely with [Caltrans District 3](#), the Tahoe Regional Planning Agency (TRPA) and Nevada County Transportation Commission (NCTC) on connections both to and within the Truckee/North Tahoe area. On a statewide basis, we work closely to coordinate and share information with the California Transportation Commission (CTC) [and Caltrans](#), as well as other regional agencies through groups such as the Regional Transportation Planning Agency (RTPA) Group, Rural Counties Task Force (RCTF), and California Association of Councils of Government (CALCOG). In addition, PCTPA works in close coordination with the Placer County Air Pollution Control District (APCD) on transportation/air quality issues.

Given PCTPA's somewhat unique mix of rural, suburban and urban perspective, expertise in transportation planning and funding, and proximity to Sacramento, PCTPA staff is often asked to advise or participate on advisory committees and ad-hoc efforts on a variety of transportation planning issues. As many of these efforts spring up in response to current situations, it's impossible to anticipate every instance that might occur throughout a given year. These can range from providing input on multi-jurisdiction corridor plans to strategic planning on improving mobility in a particular geographic area to participating on a task force to develop guidelines to implement the Governor and/or State Legislature's latest transportation initiative.

WORK PROGRAM:

- Participate in ad hoc and standing Caltrans policy and technical advisory committees, such as the Regional-Caltrans Coordinating Group **Bi-monthly/as scheduled**
- Participate in ad hoc and standing SACOG policy, financial and technical advisory committees, such as Regional Planning Partnership and Transportation Committee **Monthly/as scheduled**
- Participate at California Transportation Commission meetings and workshops **Monthly/as scheduled**
- Participate in Statewide Regional Transportation Planning Agency Group meetings and subcommittees **Monthly/as scheduled**
- Participate in Statewide Rural Counties Task Force meetings **Bi-monthly/as scheduled**
- Participate in information sharing activities at California Council of Governments (CALCOG) meetings and conferences **Bi-monthly/as scheduled**
- Participate in Tahoe-focused planning efforts **As scheduled**

WORK ELEMENT 12 (continued)
INTERGOVERNMENTAL COORDINATION

- Coordinate with the Placer County Air Pollution Control District, Sacramento Metropolitan Air Quality Management District, SACOG, and the California Air Resources Board to develop strategies to reduce air pollution **Ongoing**
- [Attend technical and management meetings for interregional planning efforts and projects lead by other agencies As needed](#)
- Attend city council and Board of Supervisors meetings **As needed**
- Coordinate and consult with the United Auburn Indian Community of the Auburn Rancheria, including attending tribal meetings **As needed**
- Coordinate with and inform jurisdictions on potential changes in State or Federal planning policies **As needed**
- Hold technical workshops for Placer County jurisdictions **As needed**

PRODUCTS:

- Staff reports to Board and jurisdictions on pertinent topics **As needed/in accordance with above schedules**
- Commentary on white papers, draft plans and policies, and similar correspondence and communications to other governmental agencies **As needed/in accordance with above schedules**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
LTF	\$90,204 \$103,116	PCTPA	\$100,204 \$98,116
State Transportation Improvement Program (STIP) Planning, Programming, and Monitoring (PPM)	20,000	Meetings, Travel, and Notifications	10,000
TOTAL	\$110,204 \$123,116		\$110,204 \$123,116
Percent of budget: 1.55 1.81%			

WORK ELEMENT 13

INTERGOVERNMENTAL ADVOCACY

PURPOSE: To represent Agency needs and priorities with outside agencies and jurisdictions and advocate on matters pertinent to transportation planning, programming, and funding.

BACKGROUND: The actions of State and Federal legislative bodies and regulatory agencies have a huge impact on the effectiveness of PCTPA's efforts to plan, program, fund, and implement transportation improvements. Legislative bodies and regulatory administrators often propose policies to improve one issue while creating major challenges elsewhere. It is therefore critical to represent the Agency's positions with these entities, make sure they understand the impacts, and do our best to ensure that their actions and activities reflect PCTPA's needs. Staff efforts are augmented by our Federal and State advocates, who advise and advocate on our behalf, as well as teaming with other entities with like interests, all with an eye to maximize the effectiveness of our efforts.

WORK PROGRAM:

- Participate in Sacramento Metro Chamber's annual virtual Cap-to-Cap and State legislative advocacy effort **and Spring of 2024**
- Participate in the Placer Business Alliance Washington DC trip – **October 2023**
- Participate in Statewide California Council of Governments (CALCOG) advocacy efforts **Ongoing/as needed**
- Participate with ad-hoc coalitions and groups to advocate for shared priorities in transportation projects and funding, such as the Fix Our Roads coalition **As needed**
- Develop annual Federal legislative and advocacy platform **January 2024**
- Develop annual State legislative and advocacy platform **January 2024**
- Monitor and analyze pertinent legislation **Ongoing**
- Monitor and analyze regulatory agency directives and policies **Ongoing**
- Communicate Agency positions on pertinent legislation and regulatory directives **As needed**
- Meet with State and Federal legislators and their staff to discuss Agency issues **As needed**
- Assist, facilitate, and advocate for jurisdiction transportation issues with State and Federal agencies **As needed**
- Craft and advocate for Board sponsored legislation, such as for a transportation sales tax district **Ongoing/as needed**
- Membership in local chambers of commerce including Auburn, Lincoln, Loomis, Rocklin, Roseville, and Sacramento **Ongoing**

PRODUCTS:

- Attend Self-Help Counties Focus on the Future Conference **November 2023**
- Attend PBA trip to DC – **October 2023**
- Attend Cap to Cap trip to DC - **Spring of 2024**
- 2023 Federal Legislative Platform **January 2024**
- 2023 State Legislative Platform **January 2024**

WORK ELEMENT 13 (continued)
INTERGOVERNMENTAL ADVOCACY

- Information packages or proposals for priority programs and projects **As needed**
- Information packages on high priority projects for Federal and State advocacy **March 2024**
- Analysis and recommendations on Federal and State legislative proposals **As needed**
- Letters supporting or opposing pertinent legislation **As needed**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
LTF	\$196,483 \$169,022	PCTPA	\$60,995 \$69,423
Interest	2,000 \$10,000	Travel and Conference Expenses	\$10,000
		Legislative Tracking Services	4,650
		Chamber of Commerce Memberships	6,200
		CalCOG Membership	3,399
		State Advocacy Consultant	30,000
		Federal Legislative Advocate	\$75,000 \$60,000
TOTAL	\$198,483 \$179,022		\$198,483 \$179,002
Percent of budget: 2.80% 2.63%			

WORK ELEMENT 14 COMMUNICATIONS AND OUTREACH

PURPOSE: To inform the public of the Agency's activities and issues of interest, and to gather effective public input

BACKGROUND: As the transportation system in California and in Placer County faces more and greater challenges, it is even more critical that the public be aware and informed about transportation issues, the role of PCTPA, and the activities we are doing now and planning for the future. This awareness translates to a higher level of public discussion/participation and informed approaches to dealing with transportation issues.

As the Regional Transportation Planning Agency (RTPA) for Placer County, PCTPA serves as a clearinghouse of information about transportation issues as they may affect citizens, businesses, and travelers. Many of those issues are in regards to future plans, while others may concern existing conditions. This work element is intended to cover all of the day-to-day communications activities and public/stakeholder outreach functions of the Agency and governing Board.

This work element covers the more general public outreach and input that is both important and required by federal and/or state regulations for administering transportation planning and project/program/service delivery activities. Outreach for specific efforts, including transit and rail, I-80/SR 65 Interchange, SR 65 Widening, I-80 Auxiliary Lanes, SR 49 Sidewalks Gap Closure, and the Regional Transportation Funding Strategy are covered under those work elements. Advocacy and lobbying, including policy advocacy outreach or requests for project funding, are covered under Work Element 13: Intergovernmental Advocacy.

WORK PROGRAM:

- Develop and distribute informational pieces to the public, such as brochures, about Agency activities and responsibilities **Ongoing**
- Provide outreach and presentations to interested groups, such as Municipal Advisory Committees, Chambers of Commerce, neighborhood associations, and business groups, on Agency activities and responsibilities **Ongoing/as requested**
- Provide information about transportation options for the general public, including distribution of schedules and informational pieces about transit trip planning, at the Agency offices **Ongoing**
- Administer and update the Agency's Title VI and Disadvantaged Business Enterprise (DBE) programs as required by the federal and/or state regulations pertaining to the funding that the Agency receives for delivering its transportation projects, programs, and services. **Ongoing/as needed**
- Solicit and facilitate input of public on transportation issues by specifically including Agency website address, e-mail address, phone number, , and physical address in all outreach materials. **Ongoing**
- Seek opportunities for partnerships with jurisdictions, tribal governments, community groups, and others to provide greater breadth of outreach **Ongoing**

WORK ELEMENT 14 (continued)
COMMUNICATIONS AND OUTREACH

- Review local newspapers and news outlets' coverage of issues that affect transportation and disseminate to Board members, jurisdictions, the public, and other appropriate parties **Ongoing**
- Provide prompt responses to public inquiries and concerns, including raising them to Advisory Committee or Board attention as appropriate **Ongoing**
- Major update of the current agency website - www.pctpa.net **July-December 2023**
- Post Board agenda, minutes, and meeting recordings on agency web site **Monthly**
- Provide outreach and respond to inquiries by the media to provide information and analysis of transportation issues that face Placer County and highlight agency activities and input opportunities, including television, radio, newspapers, and other media **Ongoing**
- Develop and implement social media program to highlight transportation programs, projects, issues, and other information pertinent to the traveling public **Ongoing**
- Develop and distribute "e-newsletter" with updates on transportation projects and programs, spotlighting current and upcoming transportation issues **Bi-annually**
- Hold meetings, workshops, and/or events to capture public attention, disseminate information, and/or solicit input about transportation issues **Ongoing**
- Bring attention to milestones on transportation projects and programs through signage, events, social media, websites, and other appropriate methods **Ongoing/As needed**
- Develop marketing and outreach materials for programs that provide transportation options in Placer County **Ongoing**
- Create, maintain and update agency websites that provide education and information regarding transportation options in Placer County **Ongoing**
- Provide support for alternatively fueled vehicles, including EV charging station **Ongoing**
- Actively participate as a member of the TNT/TMA and support public education and outreach activities applicable to the Truckee-North Tahoe area **Ongoing**

PRODUCTS:

- Information pieces, such as Power Point presentations and brochures, about Agency activities and responsibilities **Ongoing**
- PCTPA "e-newsletter" **Bi-annually**
- Social media postings **Ongoing**
- Posting of video recordings of Board meetings **Monthly**
- Major Update and regular Agency web site updates June-December 2023 **going**
- Board agenda postings on website **Monthly**
- Project and event signage **As needed**
- Title VI and/or DBE Program updates **As needed**
- Meeting notifications and advertising **As needed**

WORK ELEMENT 14 (continued)
COMMUNICATIONS AND OUTREACH

- Project and event website construction and maintenance **As needed**
- Fact sheets, program and project summaries, and other printed materials **As needed**
- Nevada Station Electric Vehicle Station operation reports **Ongoing**
- TNT/TMA progress reports and invoices **Quarterly**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
LTF	\$120,265 \$120,137	PCTPA	\$69,234 \$69,417
CMAQ	40,500	Communications Consultant (Item funded by CMAQ)	47,500
		Graphics Consultant	\$25,000
		Meeting Supplies, Travel, and Postage	10,000
		TNT/TMA Education/Outreach	6,400 6,720
		Alternative Fuel Vehicle Marketing/Support (Item funded by CMAQ)	2,000
TOTAL	\$160,765 \$160,637		\$160,765 \$160,637
Percent of budget:			
2.77% 2.36%			

**WORK ELEMENT 15
BUILDING ADMINISTRATION**

PURPOSE: To provide management and administration of the Agency's office property.

BACKGROUND: The Nevada Station building, located adjacent to the Auburn Multimodal Station, was purchased to serve as the Agency’s permanent office space. The office property totals 16,810 square feet, and includes several rental spaces in addition to the Agency's area. Management and operation of the facility is part of that ownership responsibility.

WORK PROGRAM:

- Maintain accounting for revenue and expenses for the office property **Ongoing**
- Collect rents as scheduled, implementing collection procedures as necessary **Monthly**
- Work with property manager to ensure all maintenance and repair issues are identified and resolved quickly and completely **Ongoing**
- Contract with qualified individuals and firms to provide maintenance and repairs on a timely and cost-effective basis **As needed**
- Work with leasing agent to secure tenants and negotiate leases **As needed**

PRODUCTS:

- Accounts receivable, accounts payable, balance sheets, and other accounting records **Ongoing**
- Tenant leases **As needed**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
Nevada Station Property	\$36,173 \$36,488	PCTPA	\$36,173 \$36,488
TOTAL	\$36,173 \$36,488		\$36,173 \$36,488
Percent of budget: .51% .54%			

WORK ELEMENT 20

SACOG/MPO PLANNING INTEGRATION & REGIONAL TRANSPORTATION PLAN (RTP)

PURPOSE: To update the Placer County Regional Transportation Plan and coordinate with SACOG on the development of the Metropolitan Transportation Program (MTP) and Sustainable Communities Strategies (SCS).

BACKGROUND: Regional Transportation Planning Agencies (RTPAs) are required to update their RTPs every five years. The current Placer County Regional Transportation Plan (RTP) 2040 was adopted by the Board in December 2019. The RTP provides the long-range, comprehensive direction for transportation improvements within Placer County. The RTP includes regional transportation goals, objectives, and policies that guide the development of a balanced, multi-modal transportation system. The RTP also includes a financial analysis that forecasts transportation funding available over the twenty year horizon of the plan.

PCTPA actively participated with SACOG and our other regional partners in the update of the six-county Metropolitan Transportation Plan (MTP), which was adopted in November 18, 2019. Technical reasons for this joint effort include reference to the PCTPA/SACOG Memorandum of Understanding (MOU) dated April 11, 2001, which states SACOG provides air quality conformity and other federal requirements for the RTP. The next iteration of the SACOG MTP is anticipated for adoption in early 2024.

The SACOG MTP also meets all the latest requirements of SB375 and AB32, which includes the consideration of the integration of land use, transportation, and air quality. Moreover, the plan also includes the required Sustainable Communities Strategies to implement these plans. The collaborative approach provided by the coalition of transportation partners throughout the six-county region means improved interregional coordination, as well as ensuring that Placer projects and priorities are integrated into a cohesive regional plan as provided in the MOU.

Staff kicked off the development of the 2050 RTP in FY 2021/22 with a presentation to the PCTPA Board in February 2022. Although adoption of the plan is not required until December 2024, staff plans to reevaluate the structure and contents of the plan to emphasize linkages between policies and outcomes and to make it more user friendly. The 2050 RTP will also be developed in coordination and on a slightly delayed schedule with the SACOG MTP/SCS, being referred to as the 2024 Blueprint. This approach will ensure consistency between the planning efforts due to the complexity and dynamic planning environment in the Sacramento Region. The parallel schedules of the two efforts creates an opportunity to maximize efficiencies and effectiveness in addressing Placer's needs and goals. The technical coordination with SACOG will consist of the following activities:

WORK ELEMENT 20 (continued)

- Model Development and Support – PCTPA (SACOG Project #SAC108)
 - This project includes SACOG staff time for Placer County-related travel demand and transportation modeling, data assembly, analysis, and monitoring work.
- Data Development, Monitoring, and Support – PCTPA (SACOG Project #SAC119)

SACOG/MPO PLANNING INTEGRATION & RTP

- As part of its role in analyzing the combined effects of land use patterns and phased investments in transportation infrastructure and services, SACOG must establish consistent, comprehensive and complete datasets quantifying and describing land use, transportation, and demographic characteristics for Placer County.
- MTP/SCS Update – PCTPA (SACOG Project #SAC127)
 - SACOG is required to update the long-range, six county Metropolitan Transportation Plan/Sustainable Communities Strategy at least every four years. The next update of the plan is scheduled to be completed in 2025. During FY 2023/24 SACOG in partnership with federal, state, and local partners, will be developing a final preferred transportation investment/project list, which will be integrated with a final land use scenario for their Blueprint MTP/SCS. The Placer County portion of the final preferred project list will also serve as the project list for PCTPA’s 2050 RTP.
- Performance-Based Planning and Programming – PCTPA (SACOG Project #SAC130)
 - As required under the FAST Act, and/or any other subsequent regulations implemented under the new Infrastructure Investment and Jobs Act (IIJA), SACOG is required to update and report on progress toward achieving performance measures targets related to safety, air pollution emissions, infrastructure condition, freight movement, congestion, and reliability. Activities will include inclusion of Placer County data into the metrics and updates to the Project Performance Assessment tool created by SACOG.

PREVIOUS WORK:

PCTPA

- Initiated review and development of RTP’s goals, policies, and objectives **February 2023 - April 2023**
- Developed a public participation plan for the RTP **September 2022**
- Coordinated with SACOG on pathway development and outreach for the Blueprint MTP/SCS **March 2023 – June 2023**
- Coordinated with SACOG on data collection, jurisdiction one-on-one meetings, and 2024 Blueprint Framework – **June 2022 – June 2023**
- Coordinated first round of public engagement/outreach for PCTPA’s RTP **October – December 2022**

WORK ELEMENT 20 (continued)

SACOG

- Model development and Support for PCTPA
 - Provide data analysis and modeling assistance to Placer County jurisdictions **July 2022 – June 2023**
- MTP/SCS Update – PCTPA (SACOG Project #SAC127)
 - Developed regional six-county growth projections for the 2024 MTP/SCS, which assist PCTPA with RTP’s growth projections **September 2022**

SACOG/MPO PLANNING INTEGRATION & RTP

- Plan process map, policy framework, and outreach strategy for MTP/SCS in coordination with PCTPA. **September 2022 – December 2022**

WORK PROGRAM:

PCTPA

- Participate in statewide RTP Guidelines update efforts **As needed**
- Monitor and track amendments to the SACOG 2020 MTP/SCS and/or the PCTPA RTP **Monthly**
- Congestion Management Plan updates **As needed**
- Continue development of 2050 RTP elements/chapters **July 2023 – June 2024**
- Review and coordinate with SACOG on Blueprint MTP/SCS scenario planning – **July 2023 – August 2023**
- Develop an equity plan and implementation strategy for the PCTPA RTP using on-call consulting resources (\$20,000 estimated for consultant support to assist with equity plan preparation) **July 2023 – September 2023**
- Conduct second round of public engagement/outreach for PCTPA’s RTP, which may consist of digital and/or in-person workshops, social media campaigns, surveys, and staff pop-up events. PCTPA will use its on-call communications consultant to assist with the production of noticing materials, project information, webinars, and other materials supporting this outreach effort (\$40,000 estimated for outreach/engagement consultant support) **October 2023 – December 2023**
- In coordination with SACOG, prepare an interim RTP update (with updated financial assumptions, project programming, etc.), which will allow for PCTPA to continue working with SACOG on development of the 2050 RTP and Blueprint (anticipated to be adopted in late 2025). **August 2023 – January 2024**
- Coordinate with SACOG on the development of final preferred transportation project lists for the PCTPA RTP and SACOG’s MTP/SCS (preferred project lists must be the same) **July 2023 – December 2023**

WORK ELEMENT 20 (continued)

- Prepare and release a request for proposals to secure a consultant to begin preparation of a programmatic environmental impact report (EIR) associated with evaluating PCTPA's RTP's preferred project list (\$60,000 estimated for consultant EIR preparation) **April/May 2024**
- Coordinate with SACOG on development of forecasted transportation funding through 2050 for RTP and MTP/SCS planning efforts – **July 2023 – June 2024**
- Coordinate with SACOG to develop materials for hosting an elected officials' workshops required of the Blueprint MTP/SCS – **Spring 2024**

SACOG

- Model development and Support – PCTPA
 - Provide data analysis and modeling assistance to Placer County's various plan updates, including integration of efforts with the Congestion Management Process. **July 2023 – June 2024**
- Data Development, Monitoring, and Support – PCTPA
 - Provide data analysis and mapping assistance to Placer County's various plan updates, including demographics, environmental layers, and transportation data for all jurisdictions and special districts. **July 2023 – June 2024**
- MTP/SCS Update – PCTPA

SACOG/MPO PLANNING INTEGRATION & RTP

- Engage in outreach and engagement with stakeholders through advisory working groups, partner meetings, online materials, presentations, and SACOG's board and committee meetings. **Monthly**
- Prepare for and hold public workshops and elected official information sessions as required by state and federal guidelines. **July 2023 – June 2024**
- Prepare and adopt a preferred transportation investment/project list for the Blueprint MTP/SCS and PCTPA 2050 RTP. **July 2023 – December 2023**
- Performance-Based Planning and Programming – PCTPA (SACOG Project #SAC130)
 - Monitor safety performance data and set targets for PM1. **Ongoing**
 - Monitor NHS conditions and bridge conditions and set new 2-yr and 4-yr targets for PM2. **Ongoing**
 - Monitor regional system performance metrics and set new 2-yr and 4-yr targets for PM3. **Ongoing**
 - Participate in state and federal meetings to develop statewide targets in partnership with Caltrans and MPOs. **Ongoing**
 - Update project performance assessment (PPA) tool and interactive spatial performance metric display. **Ongoing**
 - Continually maintain and implement CMAQ Performance Plan. **As Needed**

WORK ELEMENT 20 (continued)

PRODUCTS:

PCTPA

- Amendments to the PCTPA RTP **As needed**
- Coordination with SACOG on travel demand modeling and MTP/SCS implementation **As needed**
- Continue using MetroQuest community engagement software (\$20,000 for software license renewal) for RTP development and public outreach **July 2023 – June 2024**
- PCTPA RTP equity plan and implementation with consulting assistance (\$20,000) **July 2023 – September 2023**
- PCTPA RTP outreach/engagement with consulting assistance (\$40,000) **October 2023 – December 2023**
- Interim RTP document **January 2024**
- PCTPA RTP EIR development with consulting assistance (\$60,000) **Spring 2024**
- Coordinate with SACOG on Congestion Management Plan updates **As needed**
- PCTPA/SACOG RTP/MTP workshop agenda and materials **As needed**
- Draft RTP transportation project list in coordination with SACOG's MTP/SCS preferred land use and transportation project scenario development **July 2023 – December 2023**

SACOG

- Model development and Support – PCTPA

SACOG/MPO PLANNING INTEGRATION & RTP

- Support provided and outcomes memo **As needed**
- Data Development, Monitoring, and Support – PCTPA **Ongoing**
- MTP/SCS Update – PCTPA (SACOG Project #SAC127)
 - Public Workshops. **July 2023-June 2024**
 - Elected Official Information Sessions. **Summer 2023-Winter 2024**
 - Preferred Pathway Framework. **July 2023-September 2023**
- Performance-Based Planning and Programming – PCTPA (SACOG Project #SAC130)
 - Assist with development of and support Regional or Statewide PM1 Safety Targets for 2023/2024 - SACOG Board Action. **Ongoing**

WORK ELEMENT 20 (continued)

REVENUES		EXPENDITURES	
LTF	\$492,786 \$479,131	SACOG (\$397,000 from RPA)	\$522,755
Rural Planning Assistance	397,000	PCTPA	284,031 270,376
Planning, Programming, and Monitoring (PPM)	60,000	Consultant Support for RTP equity plan development, second round of public outreach and engagement, and EIR development (paid with LTF)	120,000
		Community Engagement Software (MetroQuest) (paid with LTF)	20,000
		Legal (on-call support for reviewing RTP related documents and other joint PCTPA/SACOG planning efforts established under the MOU)	1,000
		Meetings, Travel, and Notifications (supporting budget for reimbursement of direct travel and/or purchases made to support the RTP public outreach activities and/or SACOG planning/public engagement efforts)	2,000
TOTAL	\$949,786 \$936,131		\$949,786 \$936,131
Percent of budget:	13.39% 13.75%		

WORK ELEMENT 23

WESTERN PLACER CONSOLIDATED TRANSPORTATION SERVICES AGENCY (CTSA) ADMINISTRATION

PURPOSE: To provide staffing and administrative support for the Western Placer Consolidated Transportation Services Agency (CTSA) Joint Powers Authority (JPA).

BACKGROUND: The Consolidated Transportation Service Agency (CTSA) designation was created by California law as a means of strengthening and coordinating the social service transportation programs of nonprofit organizations and, where appropriate, to serve as the focus for consolidation of functional elements of these programs, including the provision of transportation services. For Placer County, the CTSA designation was held by Pride Industries from 1997 until they resigned effective December 31, 2007.

When no other suitable candidate was found to undertake the role, the seven jurisdictions of Placer County formed a Joint Powers Authority to take on the role of the CTSA. The result was the Western Placer CTSA JPA, which was created on October 13, 2008 by Placer County and the cities of Auburn, Colfax, Lincoln, Rocklin, and Roseville, and the Town of Loomis to provide CTSA services. Under the terms of the JPA, PCTPA provides administrative services for the JPA.

WORK PROGRAM:

- Provide administrative, accounting, and staff support for the CTSA JPA **Ongoing**
- Oversee the implementation of CTSA as delineated in the Joint Powers Agreement, including Placer Rides, Transit Ambassador, and the South Placer Transportation Call Center, Bus Pass Subsidy, and Mobility Management programs per Memoranda of Understanding **Ongoing**
- Continue implementation of the marketing plan, approved by the PCTPA Board in January 2023, in coordination with the region's three public transit operators, Seniors First, and other social service transportation agencies and public stakeholders. The marketing plan's intent is to bring awareness to, promote and increase demand for the WPCTSA Mobility Training/Transit Ambassador, South Placer Transit Information Center, and Placer Rides programs as well as general public transit services and transportation programs currently available in Placer County. **Ongoing**
- Develop a one-stop-shop (OSS) website using the www.sptransitinfo.org url to provide a centralized online location for all information regarding Placer's public transit services, including an interactive transit system route and demand response service map **February 2023 – December 2023**
- Refresh the branding and content for marketing materials/collateral for the WPCTSA's Mobility Training/Transit Ambassador and Placer Rides Programs to ensure information consistency and promotional effectiveness in collaboration with the City of Roseville, Seniors First, and other stakeholders from the Transit Operators Working Group (TOWG) and general public **February 2023 – December 2023**
Develop and print coordinated transit schedules **Ongoing**

WORK ELEMENT 23 (continued)

CTSA ADMINISTRATION

- Implement WPCTSA SRTP recommendations as needed **Ongoing**
- Develop agenda items for CTSA Board and advisory committees **Monthly/as needed**
- Provide financial information to Board **Ongoing**
- Provide information and reports to interested groups, and citizens **Ongoing**
- Coordinate with SACOG on Federal and/or State funding opportunities available for the region’s social service transportation providers as well as implementing and/or updating the SACOG Human Services Coordination Plan. **Ongoing**

PRODUCTS:

- Joint Powers Agreement amendments **As needed**
- Memorandum of Understanding amendments **As needed**
- CTSA FY 2023/24 Budget updates **As needed**
- CTSA FY 2024/25 Budget **June 2024**
- Contracts for CTSA transit services **Annually/as needed**
- CTSA Board agendas and minutes **Quarterly/as needed**
- CTSA financial reports **Quarterly**
- OSS website **December 2023**
- Reports, audits, and other documentation required of CTSAAs **July 2023 – June 2024 / as needed**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
CTSA	\$132,980 \$142,310	PCTPA	\$132,980 \$142,310
TOTAL	\$132,980 \$142,310		\$132,980 \$142,310
Percent of budget: 1.87% 2.09%			

WORK ELEMENT 24 TRANSIT PLANNING

PURPOSE: To implement enhanced transit service for south Placer County.

BACKGROUND:

PCTPA actively works with its member agencies and transit operators to improve the public transit system in Placer County. With an increased focus on alternatives to driving alone at the state and federal level, PCTPA's work to expand travel options in Placer County has become a larger part of the agency's work. The COVID-19 epidemic only exacerbated the need for Placer County to rethink how it provides transit services. This Work Element includes general transit planning and coordination, as well as the implementation of key regional transit services, such as the South Placer Transit Project (known as the Rapid Link), the Placer County-Roseville-Auburn microtransit pilot program (known as Go South Placer On-Demand). The South Placer Transit Project will connect South Placer County to the high-frequency Sacramento Light Rail transit system and provide Lincoln residents an efficient alternative to driving and increased congestion and the continued need for enhanced transit services in the Highway 65 Corridor. The new route would begin and end with a stop in the City of Lincoln, continue along the Highway 65 corridor with stops at Sutter Roseville Medical Center, Kaiser Permanente Roseville, and the Roseville Galleria shopping center, and terminate at the Watt/I-80 light rail station in Sacramento County. Sacramento Regional Transit's light rail service would then enable passengers to travel to and from downtown Sacramento, the Railyards and other key destinations within Sacramento County. Go South Placer On-Demand is a mobile app-based platform that utilizes software technology to support new, on-demand transit service in areas of Placer County, Roseville, and Auburn that may currently be underserved and/or underutilized with existing public transit options. Starting in Spring 2023, PCTPA began a collaborative planning effort with the region's public transit service operators, social service transportation agencies, and other public stakeholders to develop a comprehensive operational analysis (COA) and short-range transit plan (SRTP) for the Placer region. The COA and SRTP intend to develop a new transit system network that addresses post COVID-19 pandemic transit service demand and improves coordinated intra- and intercity public transit services provided by all three transit operators and service connections to other regional transportation networks. PCTPA, through the WPCTSA, will continue coordinate these collective planning efforts that are anticipated to be completed during FY 2024/25.

WORK PROGRAM:

- Work with Roseville Transit, Placer County Transit, Auburn Transit and the WPCTSA program partners and other social service agency and public stakeholder to collectively develop a joint COA/SRTP for the Placer region's transit system **Ongoing**
- Work closely with consultant team, City of Roseville, Placer County, and other pertinent parties to implement the Rapid Link service project **Ongoing**
- Work closely with the City of Roseville, Placer County, City of Auburn, and other stakeholders to implement the app-based Go South Placer On-Demand microtransit pilot program **Ongoing**

WORK ELEMENT 24 (continued)
TRANSIT PLANNING

- Provide support for federal and state grant applications for transit capital and operating funding **Ongoing**
- Work with SACOG, Caltrans, the City of Roseville, and Placer County to ensure inclusion of Placer’s Rapid Link service in their planning and funding efforts **Ongoing**

PRODUCTS:

- Rapid Link service implementation **Ongoing**
- GO South Placer platform and microtransit service implementation **Ongoing**

REVENUES		EXPENDITURES	
Western Placer CTSA	\$147,987 \$143,107	PCTPA	\$147,487 \$142,607
		Meetings, Travel, and Notifications	500
TOTAL	\$147,987 \$143,107		\$147,987 \$143,107
Percent of budget: 2.09% 2.10%			

WORK ELEMENT 27

AIRPORT LAND USE COMMISSION/AVIATION PLANNING

PURPOSE: To administer the Placer County Airport Land Use Commission (ALUC), Airport Land Use Comprehensive Plan (ALUCP), and related aviation activities.

BACKGROUND: PCTPA’s aviation planning activities include administration of the Airport Land Use Commission (ALUC) and providing technical assistance. Placer County has three public-use airports at Auburn, Lincoln, and Blue Canyon (an emergency airstrip).

PCTPA coordinates with the California Department of Transportation, Division of Aeronautics for ALUC planning activities and funding. As the designated Airport Land Use Commission (ALUC) for Placer County, PCTPA is responsible for defining planning boundaries and setting standards for compatible land uses surrounding airports. ALUCs have two primary functions under State law. The first is the adoption of land use standards that minimize the public’s exposure to safety hazards and excessive levels of noise. The second is to prevent the encroachment of incompatible land uses around public-use airports. This involves review of land use proposals near airports as delineated in the Airport Land Use Compatibility Plan (ALUCP). This analysis, particularly for more complex mandatory reviews, may require the use of consultant services. In addition, a key task for the ALUC is coordinating implementation of the ALUCP with the cities of Auburn and Lincoln and Placer County.

While the Truckee- Tahoe Airport is predominantly in Nevada County, part of the runways and overflight zones are in Placer County. Under agreement reached in 2010, the ALUC designation for the Truckee-Tahoe Airport lies with the Nevada County Transportation Commission (NCTC), augmented by a representative appointed by the Placer County Board of Supervisors so that Placer interests are represented appropriately.

WORK PROGRAM:

- Participate in interagency aviation meetings **As needed**
- Review development projects for consistency with ALUCP **As needed**
- Provide staff support for ~~aviation agencies, local jurisdictions and~~ ALUC **As needed**
- ~~Administer programs for local jurisdictions~~ **As needed**
- **Complete General Plan consistency with ALUCP for City of Auburn (completed) and Placer County. June 2024**
- Work with SACOG to represent Placer interests in the ALUCP for the McClellan Airport **As needed**
- Annually adjust the ALUC fee structure based on CPI. **July 2023 (completed – no update required)**

WORK ELEMENT 27 (continued)
AIRPORT LAND USE COMMISSION/AVIATION PLANNING

PRODUCTS:

- Determination of development projects consistency with ALUCP, including public hearings
As needed
- Updated jurisdiction General Plan land use plans/maps, zoning codes, or other planning documents to reflect the updated ALUCP **According to jurisdiction schedule (completion by June 2024)**
- Grant proposals, funding plans, and interagency agreements **As needed**
- ALUC meeting agendas **As needed**
- Annually adjustment of ALUC fee structure **July 2023**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
LTF	\$65,324 \$65,205	PCTPA	\$56,324 \$56,205
ALUC Fees	2,500	Legal	1,000
		Airport Conformity Consultant	\$10,000
		Meetings, Travel, and Notifications	\$500
TOTAL	\$67,824 \$67,705		\$67,824 \$67,705
Percent of budget: 96% .99%			

WORK ELEMENT 33 BIKEWAY PLANNING

PURPOSE: To provide ongoing bicycle planning, safety education and coordination services.

BACKGROUND: In FY 2010/11, PCTPA completed the North Tahoe-Truckee Resort Triangle Bicycle and Trail Plan with the Tahoe Regional Planning Agency (TRPA), Nevada County Transportation Commission (NCTC), and the North Lake Tahoe Resort Association (NLTRA) in support of the NLTRA's goal to become designated as a Bicycle Friendly Community, which has now been achieved. The City of Roseville also achieved a Bicycle Friendly Community status in 2017. In FY 2016/17 and 2017/18, staff led an update to the 2002 Regional Bikeway Plan for the unincorporated communities in western Placer County, which was adopted in June 2019. The Regional Bikeway Plan provided a new vision for bikeways within the rural communities, between incorporated cities, and the touring routes enjoyed by enthusiasts with an eye toward identifying projects to compete in the statewide Active Transportation Program.

PCTPA staff continues to coordinate with local agencies on the implementation of the 2019 Regional Bikeway Plan for the unincorporated areas of the county by pursuing grants as well as the local bikeway plans to secure grant funding for feasibility studies and construction. PCTPA will continue to update, print, and distribute the Countywide Bikeway Map as it has annually since 2010. Staff will also continue to monitor bicycle planning and implementation needs, and coordinate with SACOG, Caltrans, and jurisdictions on bicycle issues.

WORK PROGRAM:

- Coordinate efforts with PCTPA's Bicycle Advisory Committee and other stakeholders, including SACOG and Caltrans **Ongoing**
- Coordinate with local jurisdictions on bicycle funding opportunities and grant programs and enhance coordination efforts with Caltrans to identify and program complete streets enhancements to the state highway system in Placer County **Ongoing**
- Coordinate with local jurisdictions, including the City of Folsom, on securing grant funding to complete the Dry Creek Greenway Trail **Ongoing**
- Coordinate with local jurisdictions to develop and secure grant funding for regional bikeway connections to the City of Lincoln and City of Auburn, as identified in the Placer-Sacramento Gateway Plan **Ongoing**
- Participate in the Regional Bicycle Steering Committee and regional marketing efforts of May is Bike Month **February 2024 – May 2024**

WORK ELEMENT 33 (continued)
BIKEWAY PLANNING

- Using enhanced computer software capabilities, update countywide bikeway maps in-house **As needed**
- Print and distribute updated countywide bicycle maps **As needed**
- Coordinate efforts with Caltrans District 3 on the implementation of their district 3 Active Transportation Plan **As needed**
- Explore opportunities for acquisition of abandoned railroad rights-of-way for bikeways **As needed**

PRODUCTS:

- Bikeway funding applications **As needed**
- Updated Placer Countywide Bikeway Map **As needed**
- Regional Bicycle Steering Committee agendas **As needed**
- Grant applications for projects every two years through the SHOPP complete streets funding **Ongoing**

REVENUES		EXPENDITURES	
LTF	\$9,217 \$9,200	PCTPA	\$5,717 \$5,700
CMAQ	2,000	Meetings, Travel, and Notifications	5,500
TOTAL	\$11,217 \$11,200		\$11,217 \$11,200
Percent of budget: .16%			

WORK ELEMENT 35

RAIL PROGRAM

PURPOSE: To support and enhance the success of Capitol Corridor rail service in Placer County, to administer the agency’s passenger rail, freight rail and rail grade crossing programs, and to maximize rail funding available to local jurisdictions.

BACKGROUND: PCTPA’s rail program includes rail system planning, program administration and financing, and technical assistance. PCTPA’s top rail priority is intercity rail and therefore is an active member of the Capitol Corridor Joint Powers Authority (CCJPA) and its subcommittees. Intercity rail requires extensive work and coordination with Amtrak, Union Pacific, Caltrans, the CCJPA, and local jurisdictions. PCTPA also provides a critical network of support for the service, working with local jurisdictions and CCJPA staff to provide stations, platforms, connector buses, and other amenities required for the ongoing success of the rail service. The State provides operating funds to CCJPA under the provisions of interagency and fund transfer agreements.

The long-standing focus of Placer’s rail program is to enhance rail service to Placer County. One manifestation of that priority has been work to extend passenger service to Reno. A Reno Rail Conceptual Plan was completed in FY 2004/05, and efforts had been on hold. However in 2021, the Tahoe Mobility Forum raised the possibility of looking at this issue again. Caltrans Division of Rail and Mass Transit (DRMT) will be funding the Sacramento to Reno Service Planning Study. PCTPA worked closely with Caltrans DRMT to perform a first/last mile analysis and a survey of potential user interest in the potential passenger rail service to Tahoe and Reno. Ongoing coordination with partner agencies in the Reno/Tahoe area regarding this issue will continue to occur.

The rail passenger capacity improvement discussion has focused on improvements to the UP rail “bottleneck” between Sacramento and Roseville. In November 2015, the CCJPA adopted the environmental document for the Third Track capacity improvements, with the focus of providing the Capitol Corridor 10 round trips daily to Roseville. The next steps in this effort, to design and construct the Third Track facilities, entails extensive coordination to build agreements with key parties, including CCJPA, PCTPA, UP, and the City of Roseville.

While the footprint of the High Speed Rail line in California is not planned to extend to Placer County, the CCJPA will be acting as a key feeder line. For that reason, PCTPA staff is also working closely with CCJPA to ensure that Placer interests are best served as the High Speed Rail line moves forward.

Finally, PCTPA staff represents Placer County’s jurisdictions before state, federal and regional rail agencies, as well as the CTC. PCTPA also assists jurisdictions with coordination with Caltrans, Union Pacific and the PUC to improve at-grade crossings.

WORK PROGRAM:

Participate in CCJPA and other interagency rail committees and meetings **Monthly**

- Coordinate with state and federal agencies and legislators to ensure and enhance the long-term viability of rail service in Placer County **Ongoing**

WORK ELEMENT 35 (continued)
RAIL PROGRAM

- Serve as information clearinghouse for jurisdictions, tribal governments, and the public regarding rail services and facilities in Placer County **Ongoing**
- Monitor and expedite improvements to rail facilities and services in Placer County, including Third Track project **Ongoing**
- Work with the CCJPA and local transit to provide timely connections to rail service, including changes to Amtrak bus services **Ongoing**
- Coordinate rail and transit programs with other agencies and jurisdictions **Ongoing**
- Work with jurisdictions, CCJPA, and Amtrak to increase train frequencies to Placer stations, including negotiations for agreements with Union Pacific **Ongoing**
- Work with CCJPA to ensure Placer interests are represented in High Speed Rail feeder route planning **Ongoing**
- Work with member agencies, elected officials, and others to pursue operational and funding strategies outlined in the Reno Rail Conceptual Plan **Ongoing**

PRODUCTS:

- CCJPA public hearings, meetings, presentations, Annual Business Plan, public service announcements and press releases **Per CCJPA schedule**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
LTF	\$34,309	PCTPA	\$40,809
	\$20,999		\$27,499
CMAQ	7,500	Legal	500
		Meetings, Travel, and Notifications	500
TOTAL	\$41,809		\$41,809
	\$28,499		\$28,499
Percent of budget: .59%	.42%		

WORK ELEMENT 40

PLACER PARKWAY (*Multi-year project*)

PURPOSE: To support the completion of the federal and state environmental document that will provide construction level clearance for a future Placer Parkway – a new roadway linking State Route (SR) 70/99 in Sutter County and SR 65 in Placer County.

BACKGROUND: The Placer Parkway is cited in the Placer County General Plan, PCTPA’s Regional Transportation Plan, and the SACOG Metropolitan Transportation Plan. The Placer Parkway would offer an alternative travel corridor for the fast growing areas in western Placer County and southern Sutter County.

The Tier 1 environmental document, which identified a 500’ to 1000’ wide corridor for acquisition, was adopted by the South Placer Regional Transportation Authority (SPRTA) in December 2009. The subsequent Tier 2 environmental document effort is being led by Placer County and will analyze design and construction impacts of roadway alignments within the selected corridor.

PCTPA, both as a planning agency and as staff for SPRTA, has led the development of this project since the Placer Parkway Conceptual Plan was started in 1998. As the project moves through the construction level environmental process, the institutional knowledge and background acquired in efforts to date will be needed to assist County staff in moving the project forward. Staff will also be participating as development efforts begin to take shape in the Western Placer area to ensure that the ongoing viability of the Placer Parkway project and that adopted actions and agreements are incorporated into the planning process.

WORK PROGRAM:

- Evaluate a proposed shift in the identified corridor and provide environmental review of the proposed corridor if necessary. **July 2023 – June 2024**
- Assist Placer County and other partners in developing and obtaining a construction level environmental clearances. **Ongoing**
- Participate with Placer County on Project Development Team (PDT) for Placer Parkway Phase 1 **Per County schedule**
- Work with SACOG, Caltrans, and jurisdictions to ensure inclusion of Placer Parkway in their planning efforts **Ongoing**

PRODUCTS:

- Tier 1 environmental document revision (addendum, subsequent or supplemental) **July 2023 – June 2024, if needed**

WORK ELEMENT 40 (continued)
PLACER PARKWAY (Multi-year project)

<u>REVENUES</u>		<u>EXPENDITURES</u>	
SPRTA Mitigation Fees	\$17,550	PCTPA	\$15,050
	\$17,510		\$15,010
		Legal	2,000
		Meetings, Travel, and Notifications	500
TOTAL	\$17,550		\$17,550
	\$17,510		\$17,510
Percent of budget: -25% .26%			

WORK ELEMENT 41

I-80/SR 65 INTERCHANGE IMPROVEMENTS (*Multi-year project*)

PURPOSE: To develop a shelf-ready phased improvement program for the I-80/SR 65 Interchange, including environmental clearances, design, and right-of-way. Caltrans pays for and provides staff support through Expenditure Authorization 03-0H26U.

BACKGROUND: The I-80/SR 65 Interchange was constructed in the mid-1980's as part of the Roseville Bypass project on SR 65 in the Roseville/Rocklin area of South Placer County. The facility is now experiencing operational problems caused by high peak traffic volumes and less efficient geometry of the loop ramp, which cause downstream backups on I-80 and SR 65.

A project initiation document (PID) for the I-80/SR 65 Interchange Improvements was completed in 2009 by Caltrans District 3. This document provided planning level alignment alternatives, as well as scope, schedule, and cost estimates. The interchange improvements received both federal and state environmental clearance in September 2016.

Phase 1 of the I-80/SR 65 interchange completed construction in September 2019, including a third lane on northbound Highway 65 from Interstate 80 to Pleasant Grove Boulevard. Caltrans continues to pursue resolution of construction related claims so the project has not been closed out.

The work for FY 2023/24 is expected to 1) focus on coordination with Caltrans to close out construction of the first phase (Phase 1) of the interchange on northbound SR 65 from I-80 to Pleasant Grove Boulevard, as well as 2) complete a Feasibility Study for [medium and heavy duty truck charging alternative fueling](#) at the interchange in order to make to project more competitive for grant funding, and 3) start a Value Engineering [and Construction Phasing](#) analysis to investigate cost saving opportunities for the construction project.

WORK PROGRAM:

- Work closely with Caltrans, jurisdictions, regulatory agencies, and other pertinent parties to close out construction of Phase 1 of the I-80/SR 65 interchange in accordance with the work program **July 2023 – June 2024 (Completed)**
- [Coordinate with Caltrans on continued environmental monitoring of the Phase 1 project. - Ongoing](#)
- Provide information and make presentations on the I-80/SR 65 Interchange Improvement effort to elected officials, business groups, citizen groups, and other interested parties **July 2023 – June 2024/as needed**
- Maintain and update the project [information on the PCTPA](#) website www.8065interchange.org **Ongoing**
- Work with SACOG, Caltrans, and jurisdictions to ensure inclusion of I-80/SR 65 Interchange Improvements in their planning efforts **Ongoing**
- Complete Feasibility Study for [medium and heavy duty truck charging alternative fueling](#) at the interchange. **July 2023 – June 2024**
- Pursue grant funding opportunities for construction of Phase 2. **As needed**

WORK ELEMENT 41 (continued)
I-80/SR 65 INTERCHANGE IMPROVEMENTS

- Perform a ~~Value Engineering Construction Phasing~~ analysis of the interchange project. **July September 2023 – June 2024**

PRODUCTS:

- Coordination with Caltrans and regulatory agencies to settle construction claims ~~and close out environmental monitoring~~ for Phase 1 construction **Ongoing Completed**
- ~~Coordination with Caltrans and regulatory agencies to close out environmental monitoring for Phase 1 construction~~ **Ongoing**
- Engineering study for ~~medium and heavy duty~~ truck ~~charging~~ **alternative fueling** at the interchange. **July 2024**
- ~~Value Engineering Construction Phasing~~ analysis. **July 2024**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
SPRTA Mitigation Fees	\$411,744 \$408,236	PCTPA	\$99,244 \$95,736
		Consulting	310,000
		Legal	2,000
		Meetings, Travel, and Notifications	500
TOTAL	\$411,744 \$408,236		\$411,744 \$408,236
Percent of budget: 5.81% 6.00%			

WORK ELEMENT 42

HIGHWAY 65 WIDENING *(Multi-year project)*

PURPOSE: To develop a shelf-ready improvement program for Highway 65 between I-80 and Lincoln Boulevard, including environmental clearance, design, and right-of-way. Caltrans pays for and provides staff support through Expenditure Authorization 03-1FI71.

BACKGROUND: Highway 65 between Roseville and Marysville was designated as part of the state's highway system in the 1960's. The Highway 65 Roseville Bypass, constructed in the late 1980's, realigned the highway through downtown Roseville from Washington Boulevard to I-80. The facility is now experiencing operational problems caused by high peak traffic volumes, which cause backups on both northbound and southbound Highway 65 in South Placer County.

A project initiation document (PID) for the Highway 65 Widening was completed by Caltrans District 3 in January 2013. This document provides planning level alternatives, as well as scope, schedule, and cost estimates. The PCTPA board approved funding to complete Project Approval and Environmental Document (PA&ED) phase, which was completed in FY 2017/18. The PA&ED included a commitment to analyze the feasibility of extending passenger rail service to Lincoln.

The next phase of the project is the design of Phase 1 improvements from Blue Oaks Boulevard to Galleria Blvd/Stanford Ranch Rd, which is being led by PCTPA. The work in FY 2020/21 continued the Phase 1 work to 95 percent design in September 2021. However, with the transportation funding strategy being delayed to 2024, the design will remain on hold until construction funding can be identified.

WORK PROGRAM:

- Provide information and make presentations on the Highway 65 Widening effort to elected officials, business groups, citizen groups, and other interested parties **July 2023 – June 2024/as needed**
- Work with SACOG, Caltrans, and jurisdictions to ensure inclusion of the Highway 65 Widening in their planning efforts **Ongoing**
- Complete the feasibility study for the extension of passenger rail service to Lincoln **August 2023 (Completed)**
- Consider design modifications necessary to align with grant funding opportunities **July 2023 – June 2024**
- Pursue grant funding opportunities for construction of Phase 1 **As needed**
- [Perform a Construction Phasing analysis of the corridor projects. September 2023 – June 2024](#)

PRODUCTS:

- Grant funding applications **As needed**
- Engineering study of design modifications to align with grant funding opportunities **December 2023**

WORK ELEMENT 42 (continued)
HIGHWAY 65 WIDENING (Multi-year project)

- Feasibility study for the extension of passenger rail service to Lincoln **August 2023**
- Newsletters, press releases, and outreach materials **Ongoing**
- Construction Phasing analysis. **July 2024**

REVENUES		EXPENDITURES	
SPRTA	\$283,645 \$271,584	PCTPA	\$81,345 \$69,284
		Consulting	200,000
		Permit Fees	1,800
		Meetings, Travel, and Notifications	500
TOTAL	\$283,645 \$271,584		\$283,645 \$271,584
Percent of budget: 4.00%			
3.99%			

WORK ELEMENT 43

I-80 AUXILIARY LANES (*Multi-year project*)

PURPOSE: Monitor construction of the I-80 Auxiliary Lanes project.

BACKGROUND: The PCTPA Board in August 2013 re-allocated federal earmark savings from the I-80 Bottleneck project for environmental approval of the following improvements:

- I-80 Eastbound Auxiliary Lane between SR 65 and Rocklin Road
- I-80 Westbound 5th Lane between Douglas Blvd and Riverside Ave

Construction of the I-80 Auxiliary Lanes project will relieve existing traffic congestion and support future economic development in southern Placer County. The two locations have been combined as one project to be the most cost effective in completing the environmental documents and project designs.

A project initiation document (PID) was completed by Caltrans for each location in 2000 and 2012. PCTPA completed the Project Approval and Environmental Documents (PA&ED) phase in May 2014, and both state and federal environmental approval for the project was obtained in October 2016. Final design and right of way acquisition phases were initiated in February 2018. Construction funding was awarded by the CTC in December 2020. Construction [started in August 2023](#). ~~Is anticipated to start in late Spring 2023.~~

The work for FY 2023/24 is expected to include construction support activities, implementation of mitigation and permit requirements, permit renewals, and PG&E PUE abandonment.

WORK PROGRAM:

- Work with SACOG, Caltrans, SPRTA, and jurisdictions to address any I-80 Auxiliary Lanes construction issues. **July 2023-June 2024**
- Work closely with consultant team, jurisdictions, Caltrans, regulatory agencies, and other pertinent parties to monitor project construction activities, and implementation of project mitigation and permit requirements. **July 2023 – June 2024**
- Develop consultant contract amendment for project construction support. **July 2023**
[Completed](#)
- Provide project construction support **July 2023 – June 2024**
- With the consultant team, provide information and make presentations on the I-80 Auxiliary Lanes effort to elected officials, area business groups, area homeowners, citizen groups, and other interested parties **As needed**

WORK ELEMENT 43 (continued)
I-80 AUXILIARY LANES (Multi-year project)

PRODUCTS:

- I-80 Auxiliary Lanes construction support. **July 2023 – June 2024**
 - Consultant contract amendments for project construction support **July 2023 Completed**
 - Implementation of mitigation and permit requirements; and permit renewals. **July 2023 – June 2024 Completed**
- Newsletters, press releases, and outreach materials **Ongoing**

REVENUES		EXPENDITURES	
HIP Funds	183,725	PCTPA	\$108,410
	<i>Expended in prior year</i>		\$108,009
SPRTA	330,234	Consultant Construction	\$171,765
	\$299,474	Engineering Support	
		Meetings, Travel, and Notifications	\$1,000
		Permit Fee Renewals: RWQCB & Roseville Tree	\$5,600
		Legal	\$7,500
		PG&E PUE Abandonment (processed thru Roseville)	\$5,600
		PG&E Gas Pipeline Relocation Cost Overrun	214,084
			<i>Prior year expense</i>
TOTAL	\$ 513,959		\$513,959
	\$299,474		\$299,474
Percent of budget:			
7.25% 4.40%			

WORK ELEMENT 44

SR 49 SIDEWALK GAP CLOSURE (*Multi-year project*)

PURPOSE: To implement the Active Transportation Program Cycle 4 (2018) funded Highway 49 Sidewalk Gap Closure project. The project will construct 2.8 miles of sidewalks between gap on State Route 49 (SR 49) from I-80 to Dry Creek Road, including environmental clearances, design, and right of way support. Caltrans pays for and provides staff support through Expenditure Authorization 03-3H830.

BACKGROUND: The PCTPA Board in March 2017 allocated federal Congestion Mitigation and Air Quality funding to work cooperatively with the City of Auburn, County of Placer, and Caltrans to develop a standalone project to close gaps in the sidewalk network along SR 49 from I-80 to Dry Creek Road. Caltrans developed the SR 49 Roadway Rehabilitation project that proposes to repave the entire corridor, add Class II bicycle lanes, and sidewalks along certain segments of the corridor. A Project Report for the Roadway Rehabilitation project was approved March 2017. Unfortunately, sufficient funding was unavailable to provide continuous sidewalks along the corridor and Caltrans Roadway Rehabilitation project was too far along in the process to add the sidewalk gap closure components without significantly slowing their process.

The standalone Highway 49 Sidewalk Gap Closures project completed the necessary environmental clearance in December 2019. Continued effort to complete the design, and right of way phases will support construction of the project using a \$14.4 million Active Transportation Program (ATP) state grant.

During FY 2022/23, PCTPA and the consultant team finalized the Plans Specifications & Estimates (PS&E), and completed the right-of-way engineering phases.

Work for FY23/24 includes supporting Caltrans to prepare and release a bid package for construction, and monitoring construction and providing design support for construction as needed..

WORK PROGRAM:

- Work closely with consultant team, jurisdictions, regulatory agencies, and other pertinent parties to support Caltrans' advertisement and award of the construction contract **July 2023 – November-June 2024**
- Monitor construction activities and review cost changes **July 2023 – June 2024**
- Provide design engineering support to Caltrans to support construction activities **As needed**
- With the consultant team, provide information and make presentations on the Highway 49 Sidewalk Gap Closures effort to elected officials, business groups, citizen groups, and other interested parties **As Needed**

WORK ELEMENT 44 (continued)
SR 49 SIDEWALK GAP CLOSURE (Multi-year project)

PRODUCTS:

- Consultant assistance with construction bid package **July - August 2023**
- Consultant engineer responses to Caltrans construction inquiries **As needed**
- Consultant contract amendments **As needed**
- Newsletters, press releases, and outreach materials **Ongoing**

REVENUES		EXPENDITURES	
ATP	\$1,180,000	PCTPA	\$70,444 \$70,674
LTF, Bike and Ped	197,164 194,500	Design consultant	\$380,000 \$180,000
CMAQ/HIP	180,000 1,162,894	ROW Capital: Easements and Utility Relocations	\$900,000
		Mitigation/Permit Fees	\$48,220
		Meetings, Travel, and Notifications	\$1,000
		Caltrans – Advertise, Award, Administer Contract	\$150,000
		Legal	\$7,500
TOTAL	\$1,577,164 \$1,357,394		\$1,577,164 \$1,357,394
Percent of budget: 21.96% 19.93%			

WORK ELEMENT 47

SOUTH PLACER-SOUTH SUTTER TRANSPORTATION FAIR SHARE ANALYSIS *(Multi-year project)*

PURPOSE: Facilitate a proactive multi-jurisdictional approach between the Participating Agencies and PCTPA to address cumulative transportation impacts from pending and approved land development within the South Placer and Sutter region.

BACKGROUND:

Placer and Sutter counties entered into a mutual settlement agreement in June 2009 relating to the Placer Vineyard and Sutter Pointe Specific Plans. In this agreement, Placer and Sutter counties agreed to establish a program of credits and reimbursements consistent with fair share mitigation requirements for its out-of-jurisdiction traffic impacts, and its impacts on federal and State freeways and highways from the specific plans being developed within each respective County.

Beginning in January 2020, staff from the City of Roseville and Placer and Sutter counties and PCTPA formed a Project Development Team (PDT) to initiate a Project Study Report (PSR) to scope Riego Road/Baseline Road improvements from SR 99 to Foothills Boulevard. In conjunction with the PDT, a Strategy Team was formed, consisting of corridor development interests. The PSR, approved in October 2020, indicated that Riego Road/Baseline Road needs to be widened and improved to support future planned and approved development, and to provide for a reliable and safe east-west connection to meet anticipated traffic demands in the South Placer and South Sutter region.

At the conclusion of the PSR, the PDT recognized that it would be in their best interest to continue to work cooperatively to design, fund, finance, and determine the timing of construction of Riego Road/Baseline Road improvements located in their respective jurisdictions. The PDT also recognized that it would be in their best interest to work cooperatively to obtain State and federal transportation funding, and to develop a fair and equitable method to fund and finance costs of certain regional transportation improvements necessary to address cumulative traffic impacts within the South Placer and South Sutter region. As a result, a Memorandum of Understanding (MOU) executed in October 2020 between the four agencies that directed PCTPA to facilitate a mutually agreed upon scope and structure for a regional transportation funding and financing plan. An RFP for consultant services to conduct the transportation fair share analysis was released in October 2022. The PCTPA Board approved an amended MOU in January 2023, which authorized and directed PCTPA to award a consultant contract to prepare the transportation fair share analysis for South Placer-South Sutter region in 2023.

WORK PROGRAM:

- Complete the fair share analysis – **July 2023 – March 2024**
- Execute as needed project contingency funding and consultant optional tasks upon approval of Project Development Team. **July 2023 – June 2024**

WORK ELEMENT 47 (continued)
SOUTH PLACER-SOUTH SUTTER TRANSPORTATION FAIR SHARE ANALYSIS
(Multi-year project)

- With the consultant team, provide information and make presentations to elected officials, business groups, citizen groups, and other interested parties **July 2023 – March 2024**
- Work with SACOG, Caltrans, and jurisdictions to ensure inclusion of Riego Road/Baseline Road Widening and other South Placer-South Sutter regional projects in their planning efforts **Ongoing**

PRODUCTS:

- Fair share analysis options evaluation including Riego Road/Baseline Road Widening. Consultant work product. **In accordance with work program**
- Optional consultant services **As needed**
-
- Memorandum of Understanding Amendment between partner agencies and PCTPA for Task 3 services **To be determined**
- Newsletters, press releases, and outreach materials **Ongoing**

REVENUES		EXPENDITURES	
Agency Contribution	\$390,040 \$390,456	PCTPA	\$130,334 \$130,747
		Consultant	\$146,667
		Consultant Optional Services Year One (multi-year)	\$13,333
		Project Contingency	\$99,709
TOTAL	\$390,040 \$390,456		\$390,040 \$390,456
Percent of budget: 5.50% 5.73%			

WORK ELEMENT 48

PLACER COUNTYWIDE ACTIVE TRANSPORTATION PLAN (Multi-year project)

PURPOSE: Develop a countywide active transportation plan for bicycle and pedestrian projects in Auburn, Colfax, Lincoln, Loomis, Rocklin, and unincorporated Placer County. Project is funded primarily by a Caltrans Sustainable Communities grant.

BACKGROUND: In August 2023, PCTPA was awarded a Caltrans Sustainable Communities grant in the amount of \$424,293 to develop the Placer Countywide Active Transportation Plan (PATP). This plan will develop a vision for active transportation (bicycling and walking) in Placer County by working with five of the county's cities/town, as well as the County of Placer, to analyze demand for active transportation, engage with the community (with an emphasis on underserved communities), and develop projects. The Cities of Auburn, Colfax, Lincoln, and Rocklin; Town of Loomis; and the County of Placer will participate in this planning process. The City of Roseville is conducting their own Active Transportation Plan update concurrent to this effort. PCTPA and Roseville staff will work closely together to ensure the visions of the two plans are aligned.

This work element will include all activities related to the development of the PATP, including (but not limited to): grant administration, consultant selection and award, community engagement, data analysis, jurisdictional and stakeholder coordination, and the development of projects. Activities anticipated to be worked on in FY 23/24 are listed below in the Work Program section.

WORK PROGRAM (CURRENT FISCAL YEAR 2023/24):

- Hold grant kick-off meeting with Caltrans staff **September 2023** (PCTPA)
- Release a competitive Request for Proposals to select a consultant **November 2023 – January 2024** (PCTPA)
- Hold a kick-off meeting with consultant and Caltrans **February 2024** (PCTPA & Consultant)
- Document existing conditions, conduct a literature review, and collect data **February 2024 – April 2024** (Consultant & PCTPA)
- Update the Placer Countywide Bicycle Map **February 2024 – April 2024** (Consultant & PCTPA)
- Develop Plan Goals and Objectives **February 2024 – April 2024** (Consultant & PCTPA)
- Convene a Plan Development Team of stakeholders, likely meeting once per month **March 2024 – June 2024** (PCTPA & Consultant)
- Develop a community engagement plan **May 2024** (Consultant)
- Begin a community engagement campaign to solicit concerns about bicycling and walking in Placer County, including online surveys, virtual workshops, governing board presentations, community based organizations outreach, and pop-up events **June 2024 (continues into FY 24/25)** (Consultant & PCTPA)
- Grant reporting and invoicing **Monthly and as needed** (PCTPA)

WORK ELEMENT 48 (continued)

PLACER COUNTYWIDE ACTIVE TRANSPORTATION PLAN (Multi-year project)

PRODUCTS FOR FY 2023/24:

- Request for Proposals procurement package and contract with selected consultant November 2023 – January 2024
- Technical memos and maps on existing active transportation conditions in Placer County February 2024 – April 2024
- Updated 2023 Placer County Bike Map April 2024
- PATP Goals and Objectives April 2024
- Community Engagement Plan, Outreach Materials, and Outreach activities May 2024 – June 2024
- Consultant contract amendments As needed
- Newsletters, press releases, social media posts, and outreach materials Ongoing

FY 2023/24

<u>REVENUES</u>		<u>EXPENDITURES</u>	
<u>Caltrans Sustainable Communities Grant</u>	<u>\$146,019</u>	<u>PCTPA</u>	<u>\$36,311</u>
<u>LTF</u>	<u>\$18,918</u>	<u>Consultant Services</u>	<u>\$127,626</u>
		<u>Meetings, Travel, and Notifications</u>	<u>\$1,000</u>
<u>TOTAL</u>	<u>\$164,937</u>		<u>\$164,937</u>

FUTURE FISCAL YEARS

FY 2024/25

<u>REVENUES</u>		<u>EXPENDITURES</u>	
<u>Caltrans Sustainable Communities Grant</u>	<u>\$233,145</u>	<u>PCTPA</u>	<u>\$50,872</u>
<u>LTF</u>	<u>\$30,207</u>	<u>Consultant Services</u>	<u>\$210,480</u>
		<u>Meetings, Travel, and Notifications</u>	<u>\$2,000</u>
<u>TOTAL</u>	<u>\$263,352</u>		<u>\$263,352</u>

WORK ELEMENT 48 (continued)

PLACER COUNTYWIDE ACTIVE TRANSPORTATION PLAN (Multi-year project)

FY 2025/26

<u>REVENUES</u>		<u>EXPENDITURES</u>	
<u>Caltrans Sustainable Communities Grant</u>	<u>\$45,129</u>	<u>PCTPA</u>	<u>\$18,032</u>
<u>LTF</u>	<u>\$5,847</u>	<u>Consultant Services</u>	<u>\$31,944</u>
		<u>Meetings, Travel, and Notifications</u>	<u>\$1,000</u>
<u>TOTAL</u>	<u>\$50,976</u>		<u>\$50,976</u>

Total

<u>REVENUES</u>		<u>EXPENDITURES</u>	
<u>Caltrans Sustainable Communities Grant</u>	<u>\$424,293</u>	<u>PCTPA</u>	<u>\$105,215</u>
<u>LTF</u>	<u>\$54,972</u>	<u>Consultant Services</u>	<u>\$370,050</u>
		<u>Meetings, Travel, and Notifications</u>	<u>\$4,000</u>
<u>TOTAL</u>	<u>\$479,265</u>		<u>\$479,265</u>

WORK ELEMENT 50

PROJECT PROGRAMMING AND REPORTING

PURPOSE: To maximize the funding available to priority transportation projects and programs through accurate and efficient programming of Federal and State transportation dollars, ensure timely delivery, and report the success of those efforts.

BACKGROUND: PCTPA develops and programs transportation projects that are funded with State and Federal funds. PCTPA staff coordinates with Caltrans, SACOG, and other agencies, as indicated, regarding the various funding programs. Staff also coordinates with local jurisdictions to develop needed projects to meet specific program guidelines.

Following the passage of SB 862 in 2014, PCTPA determines the allocation of Low Carbon Transit Operations Program (LCTOP) funding to the region's eligible transit and transportation projects. LCTOP funding is continuously appropriated from the annual auction proceeds in the State's Greenhouse Gas Reduction Fund to help the State achieve its climate goals.

The passage of SB 1 in the Spring of 2017 brought significant new revenues into play, with critical administrative roles for Regional Transportation Planning Agencies (RTPAs). The package of ten different funding programs includes a few that are distributed by formula, with most distributed on a competitive basis. PCTPA works with member jurisdictions and other regional agencies to ensure timely use of formula SB1 funds, and to identify projects and develop applications for competitive SB1 funds. These programs include regular reporting to Caltrans and the California Transportation Commission (CTC) that PCTPA and its member jurisdictions must comply with.

Another major transportation funding program that PCTPA programs, under the requirements of our designation as Placer's Regional Transportation Planning Agency (RTPA), is the Regional Transportation Improvement Program (RTIP). PCTPA determines how to program the RTIP funds allocated to the county. PCTPA also advocates for the allocation of Caltrans' ITIP funds for shared priorities on state highways, including SR 65, SR 49, and I-80. While in recent years, with the advance of Placer's share of RTIP funds for the SR 65 Lincoln Bypass, as well as the fluctuations that result in a diminishing effectiveness of the gas tax revenues that fund the STIP, this is becoming a much smaller portion of PCTPA's funding efforts. However, with the passage of SB 1, it appears the RTIP debt may be paid off sooner, likely bringing this funding source back into play in the 2028 STIP Cycle.

Federal funding is equally volatile. Over the past decade, the shrinking cost effectiveness of the Federal gas tax has required more state and local funding to make ends meet. A very positive boost to Federal funding levels occurred in November 2021, with the passage of the Infrastructure Investment and Jobs Act (IIJA). IIJA effectively replaces the FAST Act and provides a new, five-year authorization of surface transportation funding for highways, transit, and rail programs with an approximately 56% increase in this funding source alone compared to the previous FAST Act legislation. Overall, IIJA introduces \$550 billion of new funding

WORK ELEMENT 50 (continued)
PROJECT PROGRAMMING AND REPORTING

opportunities above the current baseline Federal funding programs, with significant funding increases targeted to new competitive grant programs. Staff will continue to monitor changes to existing, and the introduction of new, funding programs in the IIJA, and will be coordinating with PCTPA's member jurisdictions to continue to obtain and maintain the maximum amount of transportation funding for our local and regional transportation priorities, including transit improvements, Highway 65 widening, the I-80/SR 65 Interchange, SR 49 Sidewalk Gap Closures, Placer Parkway, rail capacity improvements, and various I-80 improvements. Not only do these projects enhance mobility for residents, they also enhance and expand efficient local, regional, and – in the case of I-80 and rail, national goods movement.

[SB 125 establishes the Zero-Emission Transit Capital Program \(ZETCP\) program and provides for formula allocation to PCTPA of both ZETCP and Transit and Intercity Rail Capital Program \(TIRCP\) formula funds. The ZETCP funds are available for fiscal years 2023/24 through 2026/27. TIRCP formula funds are available for fiscal years 2023/24 through 2024/25. PCTPA is responsible for various programming, accountability and transit performance reporting responsibilities related to these funds. PCTPA will work with local agencies to allocate and administer these funds according to available funding program guidance.](#)

PCTPA also works with SACOG and local agencies to program projects for Federal programs such as the Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) programs, the Federal Transit Administration (FTA) Section 5311, as well as coordinating applications for State and regional programs like the Active Transportation Program (ATP) and FTA Section 5310 program administered by SACOG (urban) and the State (rural).

All regionally significant transportation projects, as well as any which receive federal funding, must be included in the Metropolitan Transportation Improvement Program (MTIP) to allow projects to move forward. PCTPA works closely with SACOG and our jurisdictions to ensure data included in the MTIP is current and accurate. In addition, SACOG provides air quality conformity determinations on the MTIP to comply with Federal clean air requirements.

Under AB 1012, agencies are also held responsible for ensuring State and Federal funding is spent promptly and projects delivered within specified time limits. This requirement is backed up by “use it or lose it” timely use of funds deadlines. Some of the major projects subject to these provisions are those receiving funding through the STBG and CMAQ programs.

Over and above these requirements, PCTPA has a long-standing commitment to ensuring that every transportation dollar is used as quickly, efficiently, and effectively as is possible. PCTPA staff will continuously monitor the progress of projects funded through State and Federal sources and ensure that they meet scope, schedule, and budget.

WORK ELEMENT 50 (continued)
PROJECT PROGRAMMING AND REPORTING

WORK PROGRAM:

- Monitor and update information on regionally significant projects to SACOG for inclusion in the MTIP **Ongoing**
- Prepare grant and funding applications, including State SCCP, TCEP, LPP, and ATP; and Federal RAISE grants **Per Federal/State schedules**
- Serve as information clearinghouse for various grant programs **Ongoing**
- Provide staff support and advice for local jurisdictions in developing grant applications **Ongoing**
- Work with Placer County Air Pollution Control District and SACOG to integrate AB2766, SECAT, and/or CMAQ funding program for NOx reduction projects to enable the region to meet air quality conformity requirements for programming **Ongoing**
- Analyze STBG and CMAQ applications and assist with programming funding with SACOG per Memorandum of Understanding **As needed**
- Coordinate with jurisdictions to develop and submit effective Active Transportation Program (ATP) applications **Ongoing**
- Participate with CTC and SACOG to analyze and recommend grant funding for ATP projects **Per State and SACOG schedules**
- Update CMAQ, STBG, or other programming to meet timely use of funds rules **As needed**
- Coordinate with SACOG on federal funding program opportunities and requirements, including participating in the SACOG Regional Funding Round Working Group **As needed**
- Closely coordinate with Caltrans as they develop the list of Placer projects for which Project Initiation Documents (PIDs) will be done, as part of Caltrans' Three Year Strategic Plan **According to Caltrans schedule**
- Prepare and process Low Carbon Transit Operations Program (LCTOP) funding applications and allocate LCTOP apportionments for the Placer region **According to Caltrans Schedule**
- Prepare amendments to the State Transportation Improvement Program (STIP) for Placer projects and programs **As needed**
- Prepare reporting documents and status reports for grant and funding programs **According to funding agency requirements**
- Organize and/or attend technical and management meetings for projects, such as Project Development Team (PDT), and Management Team meetings **Quarterly / As needed**
- Prepare and submit required progress reporting documents for grant programs **As required**
- Provide project sponsors with data regarding State and Federal policies that may impact implementation **Ongoing**
- Actively pursue innovative approaches to advancing project schedules and otherwise speed implementation **Ongoing**
- Actively pursue innovative approaches to project development processes to reduce costs **Ongoing**
- Provide ongoing review of project status to assure all timelines and requirements are met **Ongoing**
- Work with project sponsors to generate accurate and timely data for distribution to other agencies, community groups, and the general public **Ongoing**

WORK ELEMENT 50 (continued)
PROJECT PROGRAMMING AND REPORTING

- Work with local, State, and Federal officials to obtain additional funding when needed to construct needed transportation projects **Ongoing**
- Participate in efforts to develop guidelines and requirements for new funding programs under SB 1 **Ongoing per Caltrans/CTC program funding schedules**
- In coordination with member jurisdictions, Caltrans, and/or SACOG, develop application for SB 1 grant programs, including Trade Corridors Enhancement Program (TCEP) and Solutions for Congested Corridors Program (SCCP) **Ongoing per Caltrans/CTC schedules**
- Gather data and complete reporting requirements for SB 1 funding programs **Ongoing per Caltrans/CTC schedules**
- Coordinate with Caltrans on the Highway 49 Safety Audit Review and Implementation with Caltrans **Ongoing per Caltrans schedule**
- Program and assist with the administration of LCTOP funding allocated for eligible transportation projects in Placer County **Ongoing**
- [Work with eligible local agencies to allocate and program TIRCP and ZETCP funding. Submit transit operators' performance data, along with various accounting and reporting requirements established under the SB 125 program guidelines. September 2023-June 2024](#)

- SACOG MTIP Updates **Quarterly/as needed**
- SACOG Air Quality Conformity Determinations on MTIP **In accordance with MTIP updates**
- Annual programming, amendments and applications to Low Carbon Transit Operations Program **March 2024/As needed**
- Amendments and applications to State of Good Repair Program **As needed**
- Coordinate with agencies on supporting FTA Section 5310 projects and funding applications **As needed, per Caltrans schedule**
- FTA Section 5311 Program of Projects and assistance with applications **April 2024**
- FTA Section 5304/SHA Sustainable Communities Grant application **March 2024**
- State Transportation Improvement Program (STIP) amendments **As needed**
- Other grant and fund program applications, including ATP **As needed**
- Provision of grant applications and reports to local agencies and the general public **Ongoing**
- Cooperative Agreements with Caltrans for the programming of funds **As needed**
- Project listings on Caltrans' Three Year Strategic Plan for PIDs **Per Caltrans determination**
- PDT and Management Team agendas **In accordance with project schedules**
- Project and funding status reports, including SB 45 **Quarterly**
- Progress reports on grant funding programs **As required**
- Caltrans Fund Transfer Agreements **As needed**
- Project signage that highlights local agency participation **As needed**
- Cooperative Agreements, Memoranda of Understanding, and other agreements **As needed**
- Transportation facility improvements **In accordance with project schedules**

WORK ELEMENT 50 (continued)
PROJECT PROGRAMMING AND REPORTING

- SB 1 grant application for Trade Corridors Enhancement Program (TCEP) and Solutions for Congested Corridors Program (SCCP) **Per Caltrans/CTC schedules**
- Programming and monitoring delivery of CMAQ and STBG projects selected for funding **As needed / Ongoing**
- SB 1 program reports **Per Caltrans/CTC schedules**
- TIRCP and ZETCP programming allocation requests, transit operator performance reports, and accompanying financial accounting and program reporting documents. As required per CalSTA schedules.
- Grant application for a countywide electric vehicle charging infrastructure planning grant Per SACOG's grant schedule

<u>REVENUES</u>		<u>EXPENDITURES</u>	
LTF	\$51,534 \$2,068	PCTPA	\$89,534 \$115,068
<u>ZETCP</u>	\$75,000	Consultant: Grant Writer	\$25,000
STIP Programming (PPM)	\$64,000	Meetings, Travel, and Notifications	1,000
TOTAL	\$115,534 \$141,068		\$115,534 \$141,068
Percent of budget:			
1.63% <u>2.07%</u>			

WORK ELEMENT 61 REGIONAL TRANSPORTATION FUNDING PROGRAM

PURPOSE: To educate the public on the need for critical regional transportation projects in Placer County.

BACKGROUND: For a number of years, the needs for large scale regional transportation projects far outstrip the county's available transportation funding. Concern has centered on not only the shortfalls, but the timing to fund major projects identified in the Regional Transportation Plan (RTP) such as the Placer Parkway, Highway 65 Widening, the I-80/SR 65 Interchange, intercity rail, transit services, road rehabilitation and maintenance, and pedestrian and bicycle facilities.

While the regional traffic impact fee has now been adopted, increasing travel demand juxtaposed with the state and federal government contributing less towards major freeway and highway projects have continued the gap between transportation needs and funding availability. Unfortunately, the disparity between critical transportation needs and funding opportunities, and the integral ties to the economic vitality of Placer County has not changed. Meanwhile, the very legitimate public concerns about traffic congestion and pavement conditions are getting even worse.

Covid-19 variants in Fiscal Year 2021-2022 presented a major challenge to our work program. Support for the need for a funding mechanism remains steady but has not returned to 2019 levels of support near the 2/3 needed for a special tax. Our charge is to regroup and redouble our efforts to provide the public with more information about the planning and funding challenges involved in addressing our critical transportation needs. Enhanced and creative efforts to provide that kind of outreach and information is a key to the success of our Regional Transportation Funding Program efforts moving forward.

WORK PROGRAM:

- Continue to monitor traffic volumes, monitor economic conditions, and update/refine the Regional Transportation Funding Outreach Program. **July 2023 – June 2024**
- Develop and provide informational materials, social media posts, videos and fact sheets on transportation needs and funding to interested parties, including community and business groups, and the general public. **Ongoing**
- Continue to identify opportunities to leverage state and federal dollars to enhance local transportation funding efforts. **Ongoing**
- Investigate opportunities for innovative funding, such as bonding and public-private partnership for specialized transit services, Placer Parkway, I-80 improvements, and other potential candidate projects. **Ongoing**
- [Perform a Construction Phasing analysis of the -80/SR65 Interchange and SR65 Widening Projects. September 2023 – June 2024](#)

PRODUCTS:

Informational materials, including fact sheets, maps, charts, website graphics, videos, social media, streaming media, traffic cameras and PowerPoint presentations, on transportation needs and funding **July 2023-June 2024**

WORK ELEMENT 61 (continued)
REGIONAL TRANSPORTATION FUNDING PROGRAM

- Agendas for meetings/presentations with stakeholders, community groups, and others **Ongoing**
- Updated Sales Tax Revenue Projections **July - August 2023.**
- [Construction Phasing Study for the I-80/SR65 Interchange and SR65 Widening Projects June 2024](#)

REVENUES		EXPENDITURES	
LTF	\$594,476	PCTPA	\$245,890
	\$561,937		\$213,351
LTF Contribution from South County Agencies	400,000	Legal	10,000
WE61 Specific Carryover		Outreach Consultant/Direct Costs / Events / Printing	537,753
		Bond Consultant	100,000
		Polling Consultant	93,833
		Metroquest	7,000
TOTAL	\$994,476		\$994,476
	\$961,937		\$961,937
Percent of budget:			
14.02% 14.13%			

WORK ELEMENT 80 FREEWAY SERVICE PATROL (FSP)

PURPOSE: To facilitate implementation of a Freeway Service Patrol (FSP) on I-80 and SR 65 in South Placer County.

BACKGROUND: The purpose of the program is to keep traffic moving by removing traffic impediments, such as cars with mechanical problems or that have been involved in accidents, as well as assisting the motoring public. The program provides a tow truck with a qualified technician patrolling the target area. The service began in 2003 through a Placer County Air Pollution Control District (APCD)'s AB 2766 funds to implement a Freeway Service Patrol in the congested areas of I-80 in the South Placer County area. In 2005 PCTPA became eligible to receive funding under the State's FSP program. Since then, the program has been expanded with increased service hours to cover I-80 from Roseville to Auburn and SR 65 from I-80 to Twelve Bridges Dr.

Juxtaposed with this need is funding availability. FSP is subject to annual State budget allocations and formulas, as well as annual grants, and the available funding varies. Staff works closely with the CHP and the contractor to tweak the program, including service hours, days, and costs, to balance with available funding.

WORK PROGRAM:

- Coordinating with California Highway Patrol, administer and monitor FSP program **Ongoing**
- Publicize FSP program and benefits **Ongoing**
- Participate in regional and statewide FSP oversight committees **As needed**
- Participate in annual "ride-alongs" with California Highway Patrol and contractor **Annually**
- Participate in FSP Technical Advisory Committee meetings **Ongoing**
- Contract and coordinate with the Sacramento Transportation Authority in monitoring FSP operator activities and performance **Ongoing**

PRODUCTS:

- Progress reports **Quarterly**
- FSP brochures **Ongoing**
- FSP signage and material updates **As needed**
- FSP contract change orders **As Needed**

WORK ELEMENT 80 (continued)
FREEWAY SERVICE PATROL (FSP)

REVENUES		EXPENDITURES	
FSP State Allocation	\$439,563 \$485,440	PCTPA	\$59,450 \$66,001
		FSP contractor	530,000
STBG	\$160,687 \$18,964	Sacramento Transportation Authority Support	5,800
<u>Agency LTF (CMAQ Swap Carryover)</u>	\$102,058	Legal	1,000
		FSP Brochures	2,000
		Meetings, travel, and notifications	2,000
TOTAL	\$600,250 \$606,801		\$600,250 \$606,801
Percent of budget: 8.46% 8.91%			

WORK ELEMENT 100

SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY (SPRTA)

ADMINISTRATION

PURPOSE: To provide staffing and administrative support for the South Placer Regional Transportation Authority.

BACKGROUND: PCTPA adopted a Regional Transportation Funding Strategy in August 2000 which included the development of a regional transportation impact fee program. PCTPA staff worked with the jurisdictions of South Placer County, as well as the development community, environmentalists, and community groups to develop a program and mechanism to implement this impact fee. The SPRTA, formed in January 2002, is the result of those efforts.

Under the Joint Powers Agreement that formed SPRTA, PCTPA is designated as the entity to provide administrative, accounting, and staffing support for the Authority. PCTPA is to be reimbursed for those staffing costs.

PCTPA and SPRTA members developed a comprehensive travel demand forecasting model (TDF) and Tier I and II Regional Impact Fee update in FY2022/23. When this major milestone is successfully completed, staff will enter a maintenance mode of assisting member agencies with the implementation of the TDF model and fee program. Staff has retained an on-call contract with a consultant to assist with technical questions.

WORK PROGRAM:

- Provide administrative, accounting, and staff support for the SPRTA **Ongoing**
- Oversee the implementation of the SPRTA's traffic impact fee as delineated in the Implementation Program, providing updates as indicated **Ongoing**
- Work with member jurisdictions and the State's SCIP and BOND programs to accept fee payments from those programs **Ongoing**
- Develop agendas for Authority Board and advisory committees **Monthly/as needed**
- Provide financial information to Board **Ongoing**
- Provide information and reports to interested developers, groups, and citizens **Ongoing**
- Work with member jurisdictions to update the JPA agreement **As needed**
- Prepare Annual Reports and Five-Year Reports for the SPRTA fee, per AB1600 **Annually in December**
- [Complete an update to the Tier 1 fee program October 2023](#)

WORK ELEMENT 100 (continued)
SPRTA ADMINISTRATION

PRODUCTS:

- SPRTA Improvement Program updates **As needed**
- Joint Powers Agreement amendments **As needed**
- SPRTA FY 2023/24 Budget **June 2023**
- SPRTA FY 2023/24 Budget updates **As needed**
- SPRTA Cash flow projections **As needed**
- Contracts for needed services, such as traffic modeling and attorney services **Annually/as needed**
- SPRTA Board agendas and minutes **Monthly/as needed**
- SPRTA Technical Advisory Committee agendas and minutes **Monthly/as needed**
- SPRTA financial reports **Quarterly**
- Updated Joint Powers Agreement **As needed**
- SPRTA Annual Fee Program reports **Each December**
- Tier 1 Fee Program Nexus Study Report **October 2023**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
SPRTA	\$135,925	PCTPA	\$95,925
	\$162,548		\$122,548
		On-Call Model and Fee Assistance Consultant	\$40,000
TOTAL	\$135,925	TOTAL	\$135,925
	\$162,548		\$162,548
Percent of budget: 1.92% 2.39%			

Table 1

**Budget Summary
FY 2023/24**

Expenditures	FY 2023/24 Amendment #2	FY 2023/24 Amendment #1	Difference
Salary	\$986,391	\$951,618	\$34,773
Benefits	\$529,509	\$547,836	(\$18,327)
Direct (Table 2)	\$4,694,260	\$4,984,048	(\$289,788)
Indirect (Table 3)	\$599,099	\$608,875	(\$9,776)
Total	\$6,809,260	\$7,092,377	(\$283,117)
Revenues	FY 2023/24 Amendment #2	FY 2023/24 Amendment #1	Difference
LTF Administration	\$475,000	\$475,000	\$0
LTF Planning	\$1,159,452	\$1,347,624	(\$188,172)
Rural Planning Assistance - Formula	\$422,000	\$422,000	\$0
ALUC Fees	\$2,500	\$2,500	\$0
STIP Planning Funds	\$144,000	\$144,000	\$0
CMAQ Grant - CMP	\$50,000	\$50,000	\$0
Caltrans FSP Grants	\$485,440	\$439,563	\$45,877
LTF<>CMAQ Swap with Roseville (FSP)- Carryover	\$102,397	\$0	\$102,397
CMAQ/FSP	\$0	\$0	\$0
STBG Funds - FSP	\$18,964	\$160,687	(\$141,723)
Building Administration	\$36,488	\$36,173	\$315
Capitol Corridor Marketing Match	\$0	\$0	\$0
Interest	\$10,000	\$2,000	\$8,000
SPRTA Administration	\$162,548	\$135,925	\$26,623
SPRTA - I80/SR 65 IC	\$408,236	\$411,744	(\$3,508)
SPRTA - Placer Parkway	\$17,510	\$17,550	(\$40)
SPRTA - SR 65 Widening	\$271,584	\$283,645	(\$12,061)
SPRTA - I-80 Aux Lanes	\$299,474	\$330,234	(\$30,760)
HPP Section 1702 - I-80 Auxiliary Lanes	\$0	\$0	\$0
HIP Grant - I-80 Auxiliary Lanes	\$0	\$183,725	(\$183,725)
CMAQ Grant - SR 49 Sidewalks	\$1,162,894	\$1,180,000	(\$17,106)
LTF Ped/Bike Discretionary - SR 49 Sidewalks	\$194,500	\$0	\$194,500
ATP State Funding - SR 49 Sidewalks	\$0	\$180,000	(\$180,000)
Caltrans SHA - Placer Countywide Active Transportatic	\$146,019	\$0	\$146,019
Western Placer CTSA JPA Administration	\$142,310	\$132,980	\$9,330
CTSA - Transit Planning	\$143,107	\$147,987	(\$4,880)
Baseline/Riego Road-Staff/Consultant Reimburse	\$390,456	\$390,040	\$416
ZETCP	\$75,000	\$0	\$75,000
Placer Parkway Amendment	\$0	\$0	\$0
LTF Additional Contribution from Jurisdictions-WE61	\$400,000	\$400,000	\$0
LTF Carryover	\$288,736	\$287,100	\$1,636
	\$0	\$0	\$0
Total	\$7,008,615	\$7,160,477	(\$151,862)
Contingency Fund Balance	FY 2023/24 Amendment #2	FY 2023/24 Amendment #1	Difference
PCTPA	\$1,410,959	\$1,410,959	\$0
Nevada Station	\$50,000	\$50,000	\$0
Total	\$1,460,959	\$1,460,959	\$0
Revenue to Expenditure Comparison	FY 2023/24 Amendment #2	FY 2022/23 Amendment #1	Difference
Surplus/(Deficit)	\$199,355	\$68,100	\$131,256

Table 2

Direct Costs				
FY 2023/24				
	FY 2023/24		FY 2023/24	
	Amendment #2	Amendment #1	Difference	Source
ED Recruiter/Applicant Travel Costs (WE10)	\$ -	\$ -	\$0	LTF
TDA Fiscal Audits (WE 11)	\$43,480	\$43,480	\$0	LTF
Triennial Transit Performance Audits (WE 11)	\$0	\$0	\$0	LTF
Federal Advocacy Services (WE 13)	\$60,000	\$75,000	(\$15,000)	LTF
State Advocacy Services (WE 13)	\$30,000	\$30,000	\$0	LTF
CalCOG Membership (WE 13)	\$3,399	\$3,399	\$0	LTF
Chamber of Commerce Memberships (WE 13)	\$6,200	\$6,200	\$0	LTF
Advocacy Expenses/Travel (WE 13)	\$10,000	\$10,000	\$0	LTF
Legislative Tracking Services (WE 13)	\$0	\$4,650	(\$4,650)	LTF
Alternative Fuel Vehicle Marketing/Support (WE 14)	\$2,000	\$2,000	\$0	CMAQ
TNT/TMA Membership (WE 14)	\$6,720	\$6,400	\$320	LTF
Meeting Supplies, Travel, and Postage (WE 14)	\$10,000	\$10,000	\$0	LTF
Communications Consultant (WE 14)	\$47,500	\$47,500	\$0	CMAQ
Graphics Consultant (WE14)	\$25,000	\$25,000	\$0	LTF
Grant Writer (WE50)	\$25,000	\$25,000	\$0	LTF
RTP Update consultant (WE 20)	\$120,000	\$120,000	\$0	LTF
Community Engagement Software (WE20)	\$20,000	\$20,000	\$0	LTF/STIP
SACOG Payment (WE 20)	\$522,755	\$522,755	\$0	LTF, RPA
Transit Consultant - Short Range Transit Plan (WE 24)	\$0	\$0	\$0	CTSA
Transit Consultant - Marketing CTSA & Microtransit (WE 24)	\$0	\$0	\$0	CTSA
ALUCP Update Consultant (WE 27)	\$0	\$0	\$0	LTF
ALUC Consulting Services (WE 27)	\$10,000	\$10,000	\$0	ALUC fees, LTF
Bicycle Map Printing (WE 33)	\$5,500	\$5,500	\$0	LTF
Capitol Corridor Marketing (WE 35)	\$0	\$0	\$0	CMAQ, LTF, CCJPA
Placer Parkway Consultant (WE40)	\$0	\$0	\$0	Developer Reimb.
SR 65/I80 Interchange Reconfiguration Consultant (WE41)	\$310,000	\$310,000	\$0	SPRTA
SR 65 Widening Reconfiguration Consultant (WE42)	\$200,000	\$200,000	\$0	SPRTA
SR 65 Widening Permit Fees (WE 42)	\$1,800	\$1,800	\$0	SPRTA
I-80 Auxiliary Lanes Permit Fees (WE 43)	\$5,600	\$5,600	\$0	SPRTA
I-80 Auxiliary Lanes - PGE Gas Pipeline Relocation (WE43)	\$0	\$214,084	(\$214,084)	HIP/SPRTA
I-80 Auxiliary Lanes Consultant - ROW (WE 43)	\$0	\$0	\$0	HIP/SPRTA
I-80 Auxiliary Lanes -PG&E PUE abandonment (WE 43)	\$0	\$0	\$0	HPP, RPS9, HIP
I-80 Auxiliary Lanes Consultant - Construction Management (WE 43)	\$171,765	\$171,765	\$0	SPRTA
I-80 Auxiliary Lanes - PG&E ROW (WE 43)	\$5,600	\$5,600	\$0	SPRTA
SR 49 Sidewalk Permit Fees (WE 44)	\$0	\$0	\$0	CMAQ
SR 49 Sidewalk Consultant - Design (WE 44)	\$180,000	\$170,000	\$10,000	CMAQ/LTF
SR 49 Sidewalk Consultant - ROW (WE 44)	\$0	\$30,000	(\$30,000)	ATP
SR 49 Sidewalk - ROW Capital - Utility Relocation (WE 44)	\$900,000	\$900,000	\$0	ATP
SR 49 Sidewalk - Caltrans Advertise/Award (WE 44)	\$150,000	\$150,000	\$0	LTF
SR 49 Sidewalk - Env. Mitigation (WE 44)	\$48,220	\$48,220	\$0	CMAQ
SR 49 Sidewalk - Placer County - Safe Routes to Schools (WE44)	\$0	\$180,000	(\$180,000)	ATP
Placer Countywide Active Transportation Plan Consultant	\$127,626	\$0	\$127,626	Caltrans Grant
Riego/Baseline (WE 47)	\$259,709	\$259,709	\$0	Local Agency Funds
Meeting Supplies, Travel, and Notifications (WE 11, 12, 20, 24, 27, 33, 35, 40 through 48, 50,61 80)	\$37,000	\$21,000	\$16,000	RPA, LTF
Legal Services (WE 11, 20, 27, 35, 41, 42, 43, 44, 61, 80)	\$33,000	\$33,000	\$0	HPP, SPRTA
Sales Tax Consultant (WE 61)	\$12,000	\$12,000	\$0	LTF
Outreach Consultant/Meetings (WE 61)	\$180,000	\$180,000	\$0	LTF
Paid Digital Ads/Streaming (WE 61)	\$204,314	\$204,314	\$0	LTF
Video Production (WE 61)	\$42,500	\$42,500	\$0	LTF
Engineering Consultant (WE61)	\$0	\$0	\$0	LTF
Mall Kiosk Rent/Design (WE 61)	\$0	\$0	\$0	LTF
Billboards-Static/Electronic (WE 61)	\$0	\$0	\$0	LTF
Website (WE 61)	\$2,500	\$2,500	\$0	LTF
Metroquest (WE61)	\$7,000	\$7,000	\$0	LTF
Metroquest (WE35)		\$0	\$0	LTF
SR 65 Traffic Camera (WE 61)		\$0	\$0	LTF
Events (WE 61)	\$72,440	\$72,440	\$0	LTF
Economic Impact Analysis (WE 61)		\$0	\$0	LTF
Polling Consultant (WE 61)	\$93,832	\$93,832	\$0	LTF
Sales Tax Update (WE 61)		\$0	\$0	LTF
Funding Program Bonding Consultant (WE 61)	\$100,000	\$100,000	\$0	LTF
Printing (WE 61)	\$24,000	\$24,000	\$0	LTF
FSP Brochure (WE 80)	\$2,000	\$2,000	\$0	LTF
Freeway Service Patrol Contractor (WE 80)	\$530,000	\$530,000	\$0	Caltrans, SB1, LTF
Sacramento Transportation Authority (WE 80)	\$5,800	\$5,800	\$0	Caltrans, SB1, LTF
Traffic Model and Fee On-Call Consultant (WE 100)	\$40,000	\$40,000	\$0	SPRTA
TOTAL	\$ 4,694,260	\$ 4,984,048	\$ (289,788)	

LTF = Local Transportation Fund

CMAQ = Congestion Mitigation and Air Quality

RPA = Rural Planning Assistance Funds

STIP = State Transportation Improvement Program

FTA = Federal Transit Administration

Table 3

Indirect Cost Budget FY 2023/24				
	FY 2023/24	FY 2023/24		
CALTRANS ICAP INDIRECT	Amendment #2	Amendment #1	Variance	Variance %
ADVERTISING	\$1,000	\$1,000	\$0	0.00%
COMMUNICATION	\$15,000	\$15,000	\$0	0.00%
OFFICE/COMPUTER EQUIPMENT	\$35,000	\$55,000	(\$20,000)	-36.36%
SUBSCRIPTIONS	\$1,000	\$1,000	\$0	0.00%
OFFICE/COMPUTER EQUIP MAINTENANCE	\$14,120	\$14,120	\$0	0.00%
FURNITURE	\$21,000	\$1,000	\$20,000	2000.00%
INSURANCE	\$20,000	\$20,000	\$0	0.00%
LEGAL	\$10,000	\$5,000	\$5,000	100.00%
MEMBERSHIP/TRAINING	\$20,000	\$20,000	\$0	0.00%
OFFICE SUPPLIES	\$3,000	\$3,000	\$0	0.00%
POSTAGE & DELIVERY	\$2,500	\$2,500	\$0	0.00%
PRINTING & REPRODUCTION	\$4,000	\$4,000	\$0	0.00%
TRAVEL/AUTO/LODGING	\$3,000	\$3,000	\$0	0.00%
UTILITIES/MAINTENANCE	\$7,000	\$15,000	(\$8,000)	-53.33%
ACTUARIAL	\$8,910	\$8,910	\$0	0.00%
FISCAL AUDIT	\$18,400	\$18,400	\$0	0.00%
INDIRECT LABOR - <i>Note 1</i>	\$401,944	\$371,896	\$30,048	8.08%
Subtotal	\$585,874	\$558,826	\$27,048	4.84%
INDIRECT COST ADJUSTMENT FROM FY 20/21	(\$141,775)	(\$141,775)	\$0	0.00%
ICAP ALLOWABLE TOTAL	\$444,099	\$417,051	\$27,048	
TOTAL INDIRECT				
BOARDMEMBER REIMBURSEMENT	\$12,000	\$12,000	\$0	0.00%
MEETING SUPPLIES	\$5,000	\$5,000	\$0	0.00%
OFFICE SPACE	\$138,000	\$174,824	(\$36,824)	-21.06%
SUBTOTAL	\$155,000	\$191,824	(\$36,824)	-19.20%
INDIRECT COST BUDGET TOTAL	\$599,099	\$608,875	(\$9,776)	-1.61%

Note 1 - Indirect Labor recalculated based on Caltrans Indirect Cost Plan directives

Table 4

Revenue - 2023/24 OWP Amendment #2

Work Element	Current Year LTF 2023/24	Rural Plan Assist	STIP	Caltrans Sustainable Communities Grant	SPRTA	CMAQ	FSP Grants	CTSA	Other	
5) Agency Admin - Indirect	\$0								\$ 401,944	(1)
10) Agency Admin - OWP	\$38,199	\$25,000								
11) TDA Implementation	\$135,901									
12) Intergovernmental Coordination	\$103,116		\$20,000							
13) Intergovernmental Advocacy	\$169,022								\$10,000	(2)
14) Communications/Outreach	\$120,137					\$40,500			\$36,488	(4)
15) Building Administration	\$0									
20) SACOG/MPO Planning Integration	\$479,131	\$397,000	\$60,000							
23) CTSA Administration	(\$0)							\$142,310		
24) Transit Planning	\$0							\$143,107		
27) Airport Land Use Commission	\$65,205								\$2,500	(6)
33) Bikeway Planning	\$9,200					\$2,000				
35) Capitol Corridor/Rail	\$20,999					\$7,500			\$0	(3)
40) Placer Parkway	\$0								\$0	(9)
41) I-80/SR 65 Interchange	\$0									
42) SR 65 Widening	\$0									
43) I-80 Auxiliary Lanes	\$0								\$0	(10)
44) SR 49 Sidewalks	\$0					\$1,162,894			\$194,500	(5)
47) Riego/Baseline Widening	\$0								\$390,456	(11)
48) Placer Active Transportation Plan	\$18,918			\$146,019					\$75,000	(13)
50) Project Programming and Reporting	\$2,068		\$64,000						\$400,000	(14)
61) Transportation Funding Program	\$561,937								\$121,361	(16)
80) Freeway Service Patrol	(\$0)					\$0	\$485,440			
100) SPRTA Administration	\$0									
Unallocated Revenue/Reserve	\$199,355				\$162,548					
Total	\$1,923,188	\$422,000	\$144,000	\$146,019	\$1,159,352	\$1,212,894	\$485,440	\$285,417	\$ 1,230,305	

Notes: (1) Work Element 05 is indirect and spread over all other work elements; (2) Estimated interest; (3) Capitol Corridor Marketing Match; (4) Building Admin Reimburse;

(5) LTF Ped/Bike; (6) ALUC fees; (7) FTA Section 5304 including Local Match; (8) Cities of Auburn and Lincoln; (9) Developer Reimbursement;

(10) Federal HIP Funding; (11) Counties of Placer and Sutter, City of Roseville; (12) Local Agency Funding; (13) ATP Federal Funding-ZETCP (14) Addtl LTF-Rsvl, Rock, Linc, Cnty for WE61

(15) Reno/Tahoe Rail (16) STBG Funds

Table 5

Expenditures - 2023/24 OWP Amendment												
	PY	Staff		Caltrans /CAP rate		SACOG	Consulting/ ROW Acquisition	Outreach/ Events	Legal	Other	Total	% of Budget
		Staff	Indirect	Indirect	Indirect							
5/Agency Admin - Indirect	1.50	\$401,944									\$401,944	see Table 3
10 Overall Work Program	0.16	\$45,297	\$13,270	\$4,632	\$ -						\$63,199	0.93%
11 TDA Implementation	0.25	\$65,167	\$19,091	\$6,663	\$43,480			\$500	\$1,000		\$135,901	2.00%
12 Intergovernmental Coordination	0.23	\$70,324	\$20,602	\$7,191					\$25,000		\$123,116	1.81%
13 Intergovernmental Advocacy	0.16	\$49,756	\$14,577	\$5,086	\$90,000				\$19,599	(3),(8),(10)	\$179,022	2.63%
14 Communications/Outreach	0.18	\$49,754	\$14,576	\$5,087	\$72,500				\$18,720	(2),(7),(9)	\$160,637	2.36%
15 Building Administration	0.09	\$26,152	\$7,662	\$2,674						(6)	\$36,488	0.54%
20 SACOG/MPO Planning Integration	0.80	\$193,788	\$56,772	\$19,815	\$522,755			\$1,000	\$2,000	(6)	\$936,131	13.75%
23 CTSA Administration	0.38	\$101,999	\$29,882	\$10,429					\$500	(6),(12)	\$143,107	2.10%
24 Transit Planning	0.40	\$102,212	\$29,944	\$10,451	\$0				\$500	(6)	\$67,705	0.99%
27 ALUC/Aviation Planning	0.15	\$40,284	\$11,802	\$4,119	\$10,000			\$1,000	\$5,500	(6),(13)	\$11,200	0.16%
33 Bikeway Planning	0.02	\$4,085	\$1,197	\$418					\$500	(6)	\$28,499	0.42%
35 Capitol Corridor Rail	0.07	\$19,709	\$5,774	\$2,015					\$500	(6)	\$17,510	0.26%
40 Placer Parkway	0.03	\$10,756	\$3,152	\$1,100	\$0			\$2,000	\$500	(6)	\$408,236	6.00%
41 I-80/SR 65 Interchange	0.23	\$68,618	\$20,102	\$7,016	\$310,000			\$2,000	\$500	(6)	\$271,584	3.99%
42 SR 65 Widening	0.15	\$49,658	\$14,548	\$5,078	\$200,000			\$0	\$2,300	(6),(14)	\$299,474	4.40%
43 I-80 Auxiliary Lanes	0.27	\$77,414	\$22,679	\$7,916	\$177,365			\$7,500	\$6,600	(6),(14)	\$1,357,394	19.93%
44 SR 49 Sidewalks	0.19	\$50,655	\$14,840	\$5,179	\$1,230,000			\$7,500	\$49,220	(6),(14)	\$390,456	5.73%
47 Riego/Baseline Widening	0.32	\$93,712	\$27,454	\$9,582	\$259,709				\$1,000	0	\$164,937	2.42%
48 Placer Active Transportation Plan	0.12	\$26,026	\$7,625	\$2,661	\$127,626				\$1,000	(6)	\$141,068	2.07%
50 Project Programming and Reporting	0.29	\$82,474	\$24,162	\$8,433	\$25,000			\$10,000	\$7,000	(15)	\$961,937	14.13%
61 Transportation Funding Program	0.50	\$152,917	\$44,799	\$15,636	\$731,586			\$1,000	\$9,800	(4),(6),(11)	\$606,801	8.91%
80 Freeway Service Patrol	0.17	\$47,305	\$13,859	\$4,837	\$530,000			\$1,000			\$162,548	2.39%
100 SPRTA Administration	0.31	\$87,835	\$25,732	\$8,981	\$40,000						\$6,809,260	100.00%
Total	7.00	\$1,515,900	\$444,099	\$155,000	\$3,987,266.00	\$522,755	\$0	\$33,000	\$151,239			

* Items billed through Caltrans exclude "unallowable" indirect costs, which is primarily agency rent. See Table 3.

Notes: (1) WE 05 is indirect and proportionally spread over all other work elements; (2) Includes \$6,720 payment to TNT/TMA for outreach in Tahoe area; (3) travel and conference expenses

(4) FSP brochure; (5) transportation event sponsorship; (6) meetings, travel and notifications; (7) alternative fuel vehicle support; (8) chamber of commerce memberships; (9) meetings, travel and postage;

(10) CalCOG membership; (11) STA Payment; (12) PCN and CalACT memberships; (13) Bike Map printing; (14) Permit Fees (15) Metroquest Software

Table 6

Summary of Staff Hours and Costs FY 2023/24

	Staff Hours	Staff Hour %	Person Years	Staff Costs	Staff Cost %
Agency Administration: Indirect	3126	21.47%	1.50	\$401,944	20.96%
Agency Admin - OWP	330	2.27%	0.16	\$45,297	2.36%
TDA Implementation	530	3.64%	0.25	\$65,167	3.40%
Intergovernmental Coordination	480	3.30%	0.23	\$70,324	3.67%
Intergovernmental Advocacy	338	2.32%	0.16	\$49,758	2.59%
Comm/Outreach	380	2.61%	0.18	\$49,754	2.59%
Building Administration	195	1.34%	0.09	\$26,152	1.36%
SACOG/MPO Plan Integration and Support	1670	11.47%	0.80	\$193,788	10.10%
CTSA Administration	790	5.43%	0.38	\$101,999	5.32%
South Placer Transit Project	835	5.73%	0.40	\$102,212	5.33%
ALUC/Aviation Planning	311	2.14%	0.15	\$40,284	2.10%
Bikeway Planning	35	0.24%	0.02	\$4,085	0.21%
Capitol Corridor Rail	155	1.06%	0.07	\$19,709	1.03%
Placer Parkway EIR	70	0.48%	0.03	\$10,758	0.56%
I-80/SR 65 Interchange	474	3.26%	0.23	\$68,618	3.58%
SR 65 Widening	320	2.20%	0.15	\$49,658	2.59%
I-80 Auxiliary Lanes	560	3.85%	0.27	\$77,414	4.04%
SR 49 Sidewalks	400	2.75%	0.19	\$50,655	2.64%
Mobility Action Plan	0	0.00%	0.00	\$26,026	1.36%
Riego/Baseline Widening	670	4.60%	0.32	\$93,712	4.89%
Project Programming and Reporting	608	4.18%	0.29	\$82,474	4.30%
Regional Funding Program	1038	7.13%	0.50	\$152,917	7.97%
Freeway Service Patrol	352	2.42%	0.17	\$47,305	2.47%
SPRTA Administration	643	4.42%	0.31	\$87,835	4.58%
Total	14560	98.3%	7.00	\$1,917,844	100.0%

Table 7

Agency Salary and Pay Range FY 2023/24			
		FY 2023/24 Monthly Salary Range	
Position Title	Classification	Low	High
Executive Director	Executive Director	16819	22539
Deputy Executive Director	Deputy Director	13401	20337
Principal Planner/Director of Planning	Principal Planner	13939	16098
Senior Transportation Planner	Senior Planner	9982	13430
Associate Planner	Associate Planner	7870	11738
Assistant Planner	Assistant Planner	6032	7932
Senior Engineer	Senior Engineer	10470	13871
Associate Engineer	Associate Engineer	8725	11929
Fiscal/Administrative Officer	Fiscal/Administrative Officer	11480	16326
Accounting Specialist	Accounting Specialist	5873	7898
Planning Administrator/Board Secretary II	Executive Assistant II	10103	13803
Planning Administrator/Board Secretary I	Executive Assistant I	7807	10286
		FY 2023/24 Hourly Salary Range	
Position Title	Classification	Low	High
IT Administrator	Associate Planner	45.41	57.95
Planning Intern	Planning Intern	26.11	33.30

Includes 3% COLA

Additional Positions and Updated Salary Ranges Approved by Board 6/29/23



**Placer County
Transportation
Planning Agency**

299 Nevada Street
Auburn, CA 95603
(530) 823-4030

PLACER COUNTY TRANSPORTATION PLANNING AGENCY

**IN THE MATTER OF: APPROVING THE FINAL
FISCAL YEAR 2023/24 AMENDMENT #2 OVERALL
WORK PROGRAM AND BUDGET**

RESOLUTION NO. 23-29

The following resolution was duly passed by the Placer County Transportation Planning Agency (PCTPA) at a regular meeting held October 18, 2023, by the following vote on roll call:

WHEREAS, pursuant to California Government Code, Title 7.91, Section 67910, PCTPA was created as a local area planning agency to provide regional transportation planning for the area of Placer County, exclusive of the Lake Tahoe Basin; and

WHEREAS, California Government Code Section 29532.1c identifies PCTPA as the designated regional transportation planning agency for Placer County, exclusive of the Lake Tahoe Basin; and

WHEREAS, it is the intent and policy of PCTPA to improve and maximize the efficiency of transportation services in Placer County; and

WHEREAS, the Fiscal Year (FY) 2023/24 Overall Work Program and Budget (OWP) is the primary management tool for PCTPA, identifies the activities and a schedule of work for regional transportation planning in Placer County exclusive of the Lake Tahoe Basin, and is a requirement of the Memorandum of Understanding between the PCTPA and Caltrans; and

WHEREAS, the Final FY 2023/24 OWP was approved on May 24, 2023, submitted to Caltrans for comment and Caltrans' comments were incorporated into the Final Document; and

WHEREAS, Amendment #2 of the FY 2023/24 OWP adjusts staff time, professional services, and funding between work elements based on projections for FY 2023/24, and adds a new work element 48 for the Placer Countywide Active Transportation, which was awarded a Caltrans Sustainable Communities grant in the amount of \$424,293.

NOW, THEREFORE, BE IT RESOLVED that PCTPA hereby approves Amendment #2 of the Final FY 2023/24 OWP.

Signed and approved by me after its passage.

Chair Jones
Placer County Transportation Planning Agency

Mat Click, Executive Director



TO: PCTPA Board of Directors

DATE: October 18, 2023

FROM: Matt Click, Executive Director
Jodi LaCosse, Fiscal/Administrative Officer

SUBJECT: NEVADA STATION BUILDING SALE AND BOND RELINQUISHMENT

ACTION REQUESTED

Adopt Resolution No. 23-30 for the sale of the Nevada Station Building and to payoff the Lease Revenue Bond.

BACKGROUND

At the May 24, 2023 PCTPA and SPRTA Board meetings, the Executive Director was authorized to explore opportunities to divest from the ownership the Nevada Station building. Since that meeting, staff has completed and complied with the requirements of the Surplus Lands Act (Government Code Sections 54220-54233 (“Act”)) on a potential sale of the Nevada Station building and an offer to purchase has been accepted with contingencies to be lifted October 15th.

As part of the sale process there is a transfer of ownership between SPRTA and PCTPA in the amount of \$10 in accordance with the 2003 trust agreement for the lease revenue bonds.

DISCUSSION/ANALYSIS

Nevada Station is currently owned by SPRTA and existing agreements provide PCTPA an option to purchase Nevada Station upon the redemption of the bonds which financed the Nevada Station Property. The corresponding resolution provides for this transfer which will occur during the escrow period of the sale. Additionally, the payoff of the remaining debt service (approximately \$713K) will occur at close on December 3rd after the pre-payment penalty has expired.

MBC:JL:ss

PLACER COUNTY TRANSPORTATION PLANNING AGENCY

RESOLUTION NO. 22-30

IN THE MATTER OF: A RESOLUTION OF THE PLACER COUNTY TRANSPORTATION PLANNING AGENCY APPROVING, AUTHORIZING AND DIRECTING EXECUTION AND DELIVERY OF CERTAIN DOCUMENTS AND APPROVING OFFICIAL ACTIONS IN CONNECTION WITH THE EXERCISE OF OPTION TO PURCHASE THE NEVADA STATION PROPERTY; THE SALE OF THE NEVADA STATION PROPERTY IN COMPLIANCE WITH THE SURPLUS LANDS ACT; AND OTHER MATTERS PROPERLY RELATED THERETO

WHEREAS, in order to finance the acquisition of the property located at 249-299 Nevada Street, Auburn, California (the “Nevada Station Property”) in 2003, the South Placer Regional Transportation Authority (the “Authority”) issued certain lease revenue bonds (the “2003 Bonds”); and

WHEREAS, in 2014 the Authority refinanced the 2003 Bonds by issuing its (i) \$1,043,840 South Placer Regional Transportation Authority, Lease Revenue Refunding Bonds (Transportation Refunding Project), Tax-Exempt Series 2014A Bonds (the “Series 2014A Bonds”), and (ii) \$1,191,849 South Placer Regional Transportation Authority, Lease Revenue Refunding Bonds (Transportation Refunding Project), Taxable Series 2014B Bonds (the “Series 2014B Bonds,” and together with the Series 2014A Bonds, the “Bonds”), all pursuant to and secured by a Trust Agreement (the “Trust Agreement”), dated as of July 1, 2014, by and among the Placer County Transportation Planning Agency (the "Agency"), the Authority and MUFG Union Bank, N.A.(now US. Bank), as trustee (the “Trustee”); and

WHEREAS, the Bonds are secured by rental payments (the “Base Rental Payments”) made by the Agency to the Authority pursuant to that certain Lease Agreement, dated as of July 1, 2014 (the “Lease Agreement”) by and between the Agency, as lessee, and the Authority, as lessor; and

WHEREAS, to further implement the foregoing, the Authority assigned to the Trustee without recourse certain of its rights under the Lease Agreement, including but not limited to the entitlement to receive the Base Rental Payments from the Agency, for the benefit of the owners of the Bonds pursuant to an Assignment Agreement (the “Assignment Agreement”), dated as of July 1, 2014, by and between the Authority and the Trustee; and

WHEREAS, Section 2.03(b) of the Trust Agreement provides that the Bonds may be redeemed without penalty at the option of the Authority, upon direction by the Agency, from and after December 1, 2023; and

WHEREAS, Section 22 of the Lease Agreement gives the Agency an option (the “Purchase Option”) to purchase the Nevada Station Property for the sum of \$10 following (a) the execution and delivery by both parties of a purchase and sale agreement that provides for the transfer of the Nevada Station Property as-is with all faults; and (b) the redemption of the Bonds; and

WHEREAS, on June 28, 2023, the Board adopted a Resolution declaring the Nevada Station Property to be surplus pursuant to the California Surplus Lands Act and Notices of Availability (NOA) were sent to all required entities on June 30, 2023; and

WHEREAS, no affordable housing entity expressed interest in the Nevada Station Property within 60 days after the NOA was issued; and

WHEREAS, the Board wishes at this time to authorize all proceedings relating to (a) the exercise of the Agency’s Purchase Option, (b) the redemption of the Bonds, (c) the sale of the Nevada Station Property to the Partnership HealthPlan of California (the “Partnership”), and (d) the execution and delivery of all agreements and documents relating thereto and all other actions in connection therewith (collectively, the “Sale Transaction”).

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Placer County Transportation Planning Agency hereby orders and determines as follows:

Section 1. Recitals and Findings. The Board hereby finds and declares that each of the statements, findings and determinations of the Agency set forth in the recitals set forth above are true and correct and that the sale of the Nevada Station Property will result in significant public benefits for the Agency and its constituents.

Section 2. Authorized Representatives. The Chair, Vice-Chair, and Executive Director of the Agency, and any other person authorized by the Board to act on behalf of the Agency shall each be an “Authorized Representative” of the Agency for the purposes of structuring and providing for the Sale Transaction, and are hereby authorized, jointly and severally, for and in the name of and on behalf of the Agency, to execute and deliver any and all documents and certificates that may be required to be executed in connection with the Sale Transaction, and to do any and all things and take any and all actions which may be necessary or advisable, in their discretion, to effectuate the actions which the Agency has approved in this Resolution.

Section 3. Approval of Sale Transaction. The Board hereby authorizes and approves the Sale Transaction.

Section 4. Approval of Exercise of Purchase Option and Authority Purchase and Sale Agreement. The Board hereby authorizes and approves the exercise of the Purchase Option to acquire the Nevada Station Property from the Authority pursuant to the Lease Agreement and the execution, delivery and performance of a purchase and sale agreement with the Authority (the “Authority Purchase and Sale Agreement”). The Board hereby approves the Authority Purchase and Sale Agreement in any form deemed necessary or advisable by an Authorized Representative of the Agency, upon the advice of the Agency’s General Counsel. Any Authorized Representative of the Agency is hereby authorized and directed to execute, and the Secretary is hereby authorized and directed to attest and affix the seal of the Agency to, the final form of the Authority Purchase and Sale Agreement for and in the name and on behalf of the Agency and the execution thereof shall be conclusive evidence of the Board’s approval thereof. The Board hereby authorizes the delivery and performance of the Authority Purchase and Sale Agreement.

Section 5. Approval of Redemption of the Bonds. The Board hereby approves the optional redemption of the Bonds after December 1, 2023, as permitted by Section 2.03(b) of the Trust Agreement. Any Authorized Representative of the Agency is hereby authorized and directed to direct the Authority to give notice to the Trustee of the redemption of the Bonds upon the close of escrow under the Partnership Purchase and Sale Agreement (as defined below).

Section 6. Approval of Acceptance Certificate for Authority Deed. The Board hereby authorizes and directs any Authorized Representative of the Agency to execute, and the Secretary is hereby authorized and directed to attest and affix the seal of the Agency to, an acceptance certificate for the Authority's deed to the Agency for the Nevada Station Property.

Section 7. Approval of Termination of Memorandum of Lease. A Termination of Memorandum of Lease is hereby approved in any form deemed necessary or advisable by an Authorized Representative of the Agency, upon the advice of the Agency's General Counsel. Any Authorized Representative of the Agency is hereby authorized and directed to execute and record, and the Secretary is hereby authorized and directed to attest and affix the seal of the Agency to, the final form of the Termination of Memorandum of Lease for and in the name and on behalf of the Agency and the execution thereof shall be conclusive evidence of the Board's approval thereof. The Board hereby authorizes the delivery and performance of the Termination of Memorandum of Lease.

Section 8. Approval of Partnership Purchase and Sale Agreement. At its meeting on August 30, 2023, the Board authorized the execution, delivery and performance of a purchase and sale agreement with the Partnership by the Agency's Executive Director. The Board hereby ratifies the delivery and performance of the Commercial Purchase Agreement and Joint Escrow Instructions between the Agency and the Partnership, dated as of August 30, 2023 (the "Partnership Purchase and Sale Agreement"), together with any addenda thereto or changes to the terms therein deemed necessary or advisable by an Authorized Representative of the Agency, upon the advice of the Agency's General Counsel. Any Authorized Representative of the Agency is hereby authorized and directed to execute, and the Secretary is hereby authorized and directed to attest and affix the seal of the Agency to, any such addenda or changes to the Partnership Purchase and Sale Agreement for and in the name and on behalf of the Agency and the execution thereof shall be conclusive evidence of the Board's approval of any such additions and changes. The Board hereby authorizes the delivery and performance of the Authority Purchase and Sale Agreement. .

Section 9. Approval of Partnership Deed. The Board hereby authorizes and approves the execution, delivery and recordation of a deed from the Agency to the Partnership for the Nevada Station Property (the "Partnership Deed"), provided that such deed includes any restrictions required by the California Surplus Lands Act. The Board hereby approves the Partnership Deed in any form deemed necessary or advisable by an Authorized Representative of the Agency, upon the advice of the Agency's General Counsel. Any Authorized Representative of the Agency is hereby authorized and directed to execute, and the Secretary is hereby authorized and directed to attest and affix the seal of the Agency to, the final form of the Partnership Deed for and in the name and on behalf of the Agency and the execution thereof shall be conclusive evidence of the Board's approval thereof. The Board hereby authorizes the delivery and recordation of the Partnership Deed.

Section 10. Approval of Escrow Agreement(s). The Board hereby approves one or more escrow agreements for the Sale Transaction (the "Escrow Agreement(s)") in any form deemed necessary or advisable by an Authorized Representative of the Agency, upon the advice of the Agency's General Counsel. Any

Authorized Representative of the Agency is hereby authorized and directed to execute, and the Secretary is hereby authorized and directed to attest and affix the seal of the Agency to, the final form of the Escrow Agreement(s) for and in the name and on behalf of the Agency and the execution thereof shall be conclusive evidence of the Board's approval thereof. The Board hereby authorizes the delivery and performance of the Escrow Agreement(s).

Section 11. Official Actions. Each Authorized Representative is hereby authorized and directed, for and in the name and on behalf of the Agency, to do any and all things and take any and all actions, including execution and delivery of any and all assignments, certificates, requisitions, agreements, notices, consents, instruments of conveyance, warrants and other documents, which they, or any of them, may deem necessary or advisable in order to consummate any of the transactions contemplated by the documents approved pursuant to this Resolution.

Section 12. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

This Resolution was duly passed by the Placer County Transportation Planning Agency at a meeting held October 18, 2023, by the following vote on roll call:

Signed and approved by me after its passage:

Chair Jones
Placer County Transportation Planning Agency

Matt Click, Executive Director

TO: PCTPA Board of Directors **DATE:** October 18, 2023

FROM: Matt Click, Executive Director
Cherri Spriggs, Meraki Public Affairs

SUBJECT: TRANSPORTATION FUNDING OUTREACH, POLLING AND
MARKETING UPDATE

ACTION REQUESTED

None. For presentation and discussion only.

DISCUSSION

PCTPA staff, Curt Below from FM3, and Cherri Spriggs from Meraki Public Affairs, will present an update on the Funding Strategy, including the October 2023 polling numbers and a marketing/outreach update for the potential South County Sales Tax District.

BACKGROUND

Transportation Funding Outreach Program

PCTPA staff and Meraki Public Affairs are continuing outreach with key stakeholders and the public in the South County. During 2023, PCTPA staff and Meraki Public Affairs have engaged in more than fifty meetings throughout the community. General outreach has been well received by stakeholders and the public.

Polling Research

Existing polling dates to April of 2022 and was in need of updating. FM3 conducted recent polling in late September/early October of this year. Curt Below of FM3 will provide and update of the new polling numbers. Additional polling will occur in the Spring of 2024 before the Board is asked to determine if a ballot initiative will go forward in November of 2024.

MBC:ss



**PLACER COUNTY TRANSPORTATION PLANNING AGENCY
 PLACER COUNTY AIRPORT LAND USE COMMISSION
 WESTERN PLACER CONSOLIDATED TRANSPORTATION SERVICES AGENCY
 PLACER COUNTY LOCAL TRANSPORTATION AUTHORITY**

Technical Advisory Committee Meeting Minutes

October 3, 2023 – 3:00 pm

ATTENDANCE

<u>Technical Advisory Committee (TAC) & Presenters</u>	<u>Staff</u>
Gaby Wentz, Caltrans	Rick Carter
Jonathan Wright, City of Auburn	Matt Click
Carl Moore, City of Colfax	Mike Costa
Araceli Casarez, City of Lincoln	Jodi LaCosse
Matthew Medill, City of Lincoln	David Melko
Megan Bressemer, City of Rocklin	Cory Peterson
Jake Hanson, City of Roseville	Solvi Sabol
Jason Shykowski, City of Roseville	
Amber Conboy, Placer County	
Tiffany Grey, Placer County	
Kevin Ordway, Placer County	
Jaime Wright, Placer County	

Final FY 2023/24 LTF Allocation

Cory Peterson explained we received \$1.2 million less in revenue between FY 2021/22 and FY 2022/23. The state of California is projecting a slight decrease in revenue in FY 2023/24 and because of this, we are projecting a 0% growth.

The projected carryover balance from the previous fiscal year is a decrease of -\$672,059. The FY 2023/24 final apportionment is \$30.8 million with \$27.7 million available to local agencies. This is a 7.7% decrease from the FY 2023/24 preliminary apportionment. Cory presented the LTF apportionment by jurisdiction. The bicycle/pedestrian allocation is \$605,493. WPCTSA is taking half of the 4.5% which has been adjusted to 2.4% for FY 2023/24.

Cory explained that he sent out the revised TDA Guidelines noting that there are only very minor changes. Updated claim forms will be available on the PCTPA website following Board approval of the apportionments. The TAC concurred with bringing the FY 2023/24 LTF apportionments to the Board on October 18th.

Final FY 2023/24 Overall Work Program (OWP) and Budget – Amendment #2

The FY 2023 OWP and Budget – Amendment #2 was provided to the Board prior to the TAC meeting. Jodi LaCrosse explained that Amendment #1 was an administrative amendment requested by Caltrans to elaborate on the activities in the RTP process and had no effect on the OWP and budget.

Noteworthy changes included:

- ✓ WE 43 – I-80 Auxiliary Lanes: A reduction of \$214,000 due to PG&E relocation overruns which were accrued and reflected in the FY 2022/23 fiscal year.
- ✓ WE 44 – SR 49 Sidewalk Gap Closure Project: \$200,000 reduction in design consultant costs and grant CMAQ/HIP funds were adjusted to reflect the actual carryover amount and an addition of \$194,000 in bike/ped funds.
- ✓ LTF Reductions – A \$188,000 reduction due to final allocation as discussed earlier.
- ✓ WE 48 – Active Transportation Plan – A new addition to OWP and budget to reflect the recently awarded SHA grant of which, \$146,019 to be expended in FY 20223/24.
- ✓ Zero Emission Transit Capital Improvement Program: \$75,000 of these will funds have been added to WE 50 for Project Programming and Reporting.

Jodi noted that staffing remains the same at 7.0 full-time employees. This has been adjusted slightly to reflect updated costs and reallocation of staff time. Indirect costs had a net change of less than \$10,000. The budgeted balances with \$199,000 surplus and a 20% reserve of expenditures. The TAC concurred with bringing The FY 2023/24 OWP and Budget – Amendment #2 to the Board for approval on October 18th.

WPCTSA FY 2023/24 Budget Amendment #1

Mike Costa presented the WPCTSA FY 2023/24 Budget Amendment #1. Mike explained that Amendment #1 reflects claiming approximately half of the 4.5% LTF apportionment revenue that was originally assumed in the WPCTSA's FY 2023/24 Budget adopted by the Board in June 2023. This recommendation continues to support a balanced budget since original unprogrammed revenues existed from higher than anticipated FY 2022/23 revenue carryover and a slightly higher FY 2023/24 State Transit Assistance (STA) final apportionment funding amount available. There is an increase of \$11,000 for PCTPA staffing resources associated with the Comprehensive Operational Plan and to maintain a 15% reserve for PCTPA. The TAC concurred with bringing the WPCTSA's FY 2023/24 Budget Amendment #1 to the Board for approval on October 18th.

Public Hearing: Unmet Transit Needs

Mike Costa explained that PCTPA administers the Transportation Development Act (TDA) and associated Local Transportation Funds (LTF), which requires the annual the Unmet Transit Needs (UTN) Assessment process and at least one public hearing during the UTN Assessment period. This year's UTN public hearing is scheduled for the October 18th PCTPA Board meeting and has been noticed in the local newspaper and other media forums accordingly. During this year's UTN Assessment, PCTPA staff have been soliciting public input through a survey, which has been available since September 5th and is open until October 31st, to identify any potential unmet transit needs. PCTPA staff have also been promoting the survey and asking for public input about transit needs through social media, e-mails, newsletters, and at several local events occurring within each of Placer County's cities/town, as well as in some unincorporated areas like Sheridan and North

Auburn. Responses will be evaluated by PCTPA staff, the transit operators, and the Social Services Transportation Advisory Council (SSTAC) members prior to any findings being presented to the PCTPA Board for adoption.

Funding Strategy Polling

Matt Click informed the TAC that PCTPA has been out in community explaining our need for additional transportation funding. As part of the transportation funding strategy, our consultant is conducting polling to gage the public's support of a transportation measure. We plan on bringing the results of polling at the October 18th Board meeting. We will also provide a presentation to the TAC at our November 14th meeting.

RTP

Cory Peterson said that we are currently soliciting public input on transportation priorities through the RTP survey, as well as a survey on the COA/SRTP. He asked for the TAC's assistance in getting information and a link to the RTP survey and COA/SRTP survey out to their residents through their respective social media platforms.

Upcoming Dates / Deadlines

- (a) PCTPA Board Meeting: October 18th
- (b) Next TAC Mtg: November 14, 2023 @ 3:00 p.m.

The TAC meeting concluded at approximately 3:25 p.m.

ss:mbc



October 5, 2023

TO: Matt Click, executive director, Placer County Transportation Planning Agency
FROM: Cherri Spriggs, chief executive officer, Meraki Public Affairs
Aldo Pineschi, chief executive officer, Pineschi Consulting
RE: Funding Strategy Outreach Program September 2023 Activities

Below please find a brief summary of Funding Strategy activities that took place in the month of September. Please let us know if you have any questions. Thank you!

Account Management/ Strategic Communications Advice

- Attended biweekly meetings;
- Monthly General Comms Alignment Meetings;
- Met with PCTPA Finance Director;
- Prepared monthly report of activities;
- Prepared for Research;

Collateral

- Coordinated with the Creative Team on :30 spots;
- Coordinated with Creative Team on digital advertising around Hot Chili Cool Car and Lincoln Showcase;

Community Engagement & Outreach

- Met with local and regional elected leaders;
- Met with local and regional stakeholders individually on next steps for Funding Strategy;
- Engaged various community groups;
- Hot Chili & Cool Cars
- Lincoln Showcase
- Prepared for Placer Valley 2023
- Prepared for November Pizza Night Out with Supervisor Landon
- Prepared for additional Mayor/Supervisor Community Coffees/Dinners

Planned Activities for October:

- Weekly team meetings;
- Coordinating and planning additional partnership presentations, community meetings and events;
- Plan next stakeholder meeting;
- Research Presentation to PCTPA Board;
- Placer Valley 2023;
- Prepare for Sun City Roseville Events;
- Prepare for additional Mayor/Supervisor Community Coffees/Dinners

Fiscal Year 23/24 Budget: \$90,000

Monthly Retainer Fee: \$7,500 for 12 months

Remaining Budget: \$67,500



DKS WORK SUMMARY MEMO

DATE: October 5, 2023

TO: Matt Click, Executive Director | PCTPA
Solvi Sabol, Administrative Manager | PCTPA

FROM: Kendall Flint, Project Manager | DKS

SUBJECT: Work Summary

P#23049-001

WORK PERFORMED THROUGH SEPTEMBER 30, 2023

DKS is pleased to provide this summary of work performed on behalf of PCTPA through September 30, 2023.

TASK ORDER 1: ON CALL SUPPORT SERVICES

- Attended monthly meetings with 3Fold to collaborate on upcoming outreach efforts.
- Developed and deployed social media posts on behalf of PCTPA.
- Attended weekly coordination meeting with staff.

TASK ORDER 3: CSTA SUPPORT

DKS provided support services for CSTA as follows:

- Regular meetings with CSTA project manager.
- Biweekly meetings with the COS/WSP Team for coordination on outreach efforts and Focus Groups.

TASK ORDER 4: REGIONAL TRANSPORTATION PLAN UPDATE SUPPORT

DKS provided support to PCPTA for its engagement efforts as part of the current RTP Update. Tasks completed include:

- Regular meetings with staff to review project needs.
- Development of social media posts, survey boosts and Facebook ad placements.

TASK ORDER 5: DEVELOPMENT OF EQUITY POLICY PLAN

DKS is preparing an Equity Policy Plan for Board Review later this fall. Tasks include:

- Preparation of an online equity tool to identify populations within the PCTPA service area with specific socio-economic challenges that may be addresses via transportation/multimodal policies and/or investments.
- Contacted potential focus group attendees to coordinate attendance.
- Development of Focus Group guide.
- Developed initial policy framework.

Smith, Watts & Hartmann, LLC.

Consulting and Governmental Relations

October 4, 2023

To: Matt Klick, Executive director

From: Mark Watts, Legislative Advocate

Re: State Advocacy Activities – September 2023 Monthly Update

We are pleased to provide the following memo to Placer County Transportation Planning Agency (PCTPA) on recent developments on state legislation, budget matters, and administrative activities of interest to the statewide transportation planning, programming and development industry.

STATE ADVOCACY

Legislative Update

The deadline for the Legislature to approve legislation for the first year of the two-year session was Thursday, September 14. Several policy areas monitored closely by TC – regional transportation planning, local transportation funding, housing, and climate and infrastructure bonds – began the year with numerous ambitious legislative proposals, only to see many of the most significant bills stall or become two-year bills. One notable exception was housing policy, where the Legislature sent several significant proposals to the Governor’s desk. Local taxation was also a key focus in 2023, with two significant constitutional amendments headed to the November 2024 ballot after approval by the Legislature. Here is a summary of the results of key measures TC was actively engaged in or monitoring during the 2023 legislative session:

To The Governor

AB 350 (Aguiar-Curry) – would provide the Sacramento Area Council of Governments (SACOG) with a two-year extension to submit their next Metropolitan Transportation Plan (MTP)/Sustainable Communities Strategy (SCS) to the California Air Resources Board (CARB) for approval. TC requested the Governor’s signature on this measure to ensure that dozens of multimodal transportation capital projects in the SACOG region can compete for state and federal funding in upcoming funding cycles.

SB 695 (Gonzalez) – would require the department, beginning January 1, 2026, to annually prepare and make available on its internet website information and data about projects on the state highway system from the prior fiscal year and to present this information and data to the California Transportation Commission at a regularly scheduled commission meeting on or before April 1 of each year. This measure is co-sponsored by the transportation industry

AB 1385 (Garcia) – would authorize the Riverside County Transportation Commission to impose a maximum transportation and use tax of 1.5%, subject to a vote of the people, for purposes of pursuing

a local sales tax measure for transportation infrastructure. TC supports AB 1385 and requested the Governor's signature on this important regional measure.

SB 335 (Cortese) – would authorize the County of Ventura to impose a specified transactions and use tax for purposes of pursuing a local sales tax measure for transportation infrastructure. TC supports SB 335 and requested the Governor's signature on this important regional measure.

SB 4 (Wiener): would create a streamlined by-right approval process for affordable housing projects on qualifying lands owned by churches and independent, non-profit higher education institutions. Qualifying projects must meet labor standards including paying prevailing wages, among other requirements. TC did not have a position on SB 4 but was monitoring the measure given the significant interplay between housing and transportation policy.

SB 423 (Wiener): would extend and expand the by-right approval process for eligible housing projects created by SB 35 (2017). Requirements for the use of this process include zoning consistency and requirements to pay prevailing wages and/or use a skilled and trained workforce, as defined, for qualifying projects. Final amendments to the bill in the Assembly modified provisions related to the Coastal Act, public meeting requirements, the eligibility of projects in San Francisco, and fire hazard severity zones. SB 423 was enrolled and presented to the Governor. Like SB 4, TC did not have a position on SB 432 but was monitoring the measure.

Constitutional Amendments

The Legislature advanced two constitutional amendments in the final weeks of the legislative session related to voter approval of local tax measures. Constitutional amendments do not require the Governor's signature. If approved by voters, these ballot measures could have significant impacts on future funding for public infrastructure, including affordable housing and transportation.

Assembly Constitutional Amendment 1 (ACA 1) by Assemblymember Aguiar-Curry will ask voters to reconsider the voter threshold required to pass local sales taxes and bonds dedicated to affordable housing and infrastructure. ACA 1 would amend provisions of Proposition 13, which in addition to limiting annual increases in property taxes, also imposed a two-thirds vote requirement for local elections for a city, county, or special district wishing to increase special taxes. Paradoxically, Proposition 13 allows local agencies to adopt general taxes by a simple majority vote. If passed, ACA 1 would require a "super" majority of voters to pass special taxes same threshold currently required to pass school districts infrastructure bonds).

ACA 1 also contains significant transparency and accountability measures, including a requirement for a specific expenditure plan for the proposed projects and programs to be funded, annual financial and performance audits, monitoring by a citizens' commission with members who've received financial training to assure resources are being spent as proposed, and a cap on administrative expenses of 5%. The second measure is Assembly Constitutional Amendment 13 (ACA 13) by Assemblymember Ward from San Diego. If approved by the voters, ACA 13 would require future ballot initiatives that seek to increase voter thresholds to pass taxes to pass by the same proposed higher voter approval threshold it is seeking to set. Unlike ACA 1, this proposal was pushed through the legislative process in direct

response to a proposed initiative called the “Taxpayer Protection and Government Accountability Act” that is set to be placed on the November 2024 ballot. That initiative would, among other things, require tax increases passed by the Legislature and approved by the Governor, to be approved by voters by a two-thirds majority vote.

ACA 1 and ACA 13 are both intended to appear on the November 2024 ballot.

Two-Year Bills

AB 6 (Friedman) – would make changes to CARB’s review process for sustainable communities strategies (SCSs), establish additional greenhouse gas emissions reduction targets for 2035 and 2045, and require project nominations for the Solutions for Congested Corridors Program to demonstrate how projects would contribute to achieving greenhouse gas emissions reductions.

AB 7 (Friedman) – would require the California State Transportation Agency (CalSTA), Caltrans, and the California Transportation Commission (CTC) to include in their existing program funding guidelines and planning process the ten guiding principles from the Governor’s Climate Action Plan for Transportation Infrastructure (CAPTI). The bill would also require the California Transportation Plan (CTP) to include a financial element summarizing the costs of implementation, as compared to realistically available revenues, and require CalSTA, Caltrans, and the CTC to report on how their projects and programs are achieving CAPTI principles, as well as principles outlined in the Federal Infrastructure Investment and Jobs Act and the Biden Administration’s Justice40 initiative.

AB 1335 (Zbur) – would require regions to ensure that the population and housing development projections in their SCS can accommodate population growth over the course of the regional transportation plan, as well as the total number of housing units necessary to accommodate the eight-year Regional Housing Needs Determination. The bill also expands local development information as related to the SCS.

SB 670 (Allen) – would require the California Air Resources Board (CARB) to develop maps of average light-duty vehicle miles traveled (VMT) at the local, regional, and statewide levels, and provide direction to how those maps should be reconciled with existing ones.

Transit and Intercity Rail Guidelines Released

The California State Transportation Agency released final guidelines for the General Fund-supported portion of the Transit and Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP). Recall, after months of negotiation between the Governor and Legislature, the 2023-24 state budget appropriated \$5.1 billion for transit capital projects from various sources (SB 125). In total, \$3.995 billion in General Fund will be distributed over two fiscal years by formula based on population to regional transportation planning agencies (RTPAs) for eligible TIRCP projects. Another \$1.1 billion over four fiscal years from the Greenhouse Gas Reduction Fund (GGRF) and the Public Transportation Account (PTA) will be distributed to RTPAs based on a population and transit ridership formula.

For the TIRCP funds, RTPAs can use the funding for high-priority projects including rail capital projects, intercity, commuter and urban rail projects, and bus rapid transit investments. As for the ZETCP, eligible uses include zero-emission transit equipment, transit facility and network improvements projects, and associated fueling or charging infrastructure. Funding from both programs can also be shifted to support transit operating costs, pursuant to completing the planning and accountability requirements in SB 125.



October 3, 2023

Placer County Transportation Planning Agency Federal Update

Capitol Hill and Administration

Capitol Hill. Rep. Kevin McCarthy (R-Calif.) lost the Speaker's gavel today after Rep. Matt Gaetz (R-FL) brought a motion to vacate the Chair to the House floor. The motion to vacate procedure was adopted 216-210. House Members are now caucusing regarding who shall be the next Speaker of the House.

Over the weekend Congress passed a 45-day stopgap spending bill keeping the federal government open through November 17. The Continuing Appropriations Act, 2024 and Other Extensions Act (H.R. 5860) ("CR") passed the House 335-91, with the Senate vote at 88-9. The CR funds the federal government at fiscal year 2023 funding levels and includes \$16 billion for emergency disaster assistance. The legislation extends the Federal Aviation Administration (FAA) authorization including \$842.1 million for the Airport Improvement Program (AIP), allowing for the planning and development of public-use airports through December 31. Notably, the CR does not include any funding for Ukraine aid or border security – two sticking points in negotiations leading up to the last-minute vote to avoid a federal government shutdown.

Unless the speakership matter is prolonged, the House is expected to consider the FY24 Transportation-HUD Appropriations bill during the week of October 9. This bill includes a \$3.2 million for the Blue Oaks Boulevard Roadway & Bridge Widening Project in Roseville.

California's senior Senator and the longest-serving woman senator ever, Senator Dianne Feinstein passed away after serving since her election to the Senate in 1992. Gov. Gavin Newsome appointed Laphonza Butler to complete Senator Feinstein's term through 2024. Butler comes to the Senate from EMILY's List where she was President.

Administration. The Federal Railroad Administration (FRA) announced the Sacramento to Roseville Third Track Phase 1 Project received up to \$42,510,00 by way of the FY 2022 Consolidated Rail Infrastructure and Safety Improvement (CRISI) Program. Summaries of all winning projects are [here](#). FRA is also expected to release a Notice of Funding Opportunity (NOFO) for the next round of the Railroad Crossing Elimination (RCE) program very soon.

PCTPA Federal Agenda

TFG continued working with PCTPA staff to identify and prioritize the Agency's capital projects and policy interests, assisting PCTPA in organizing project information development for grant applications and earmark proposals and identifying information gaps.

Project Funding Opportunities – Grants Calendar & Appropriations (FY2025)

As noted in our last update, there are two main funding opportunities TFG focuses on for PCTPA: (a) competitive grants administered by federal and state agencies, and (b) congressionally directed spending, also known as congressional earmarks.¹

Competitive Grants. TFG provided a draft calendar of CY 2024 grant opportunities tailored to PCTPA's project list. In addition to preparing to respond to Notices of Funding Opportunities ("NOFOs"), TFG will assist PCTPA in developing project awareness and political support in Congress and at the US Department of Transportation this fall. The following are federal transportation grant programs likely to open for applications early in CY 2024:

The following list outlines major federal transportation grant opportunities likely to open in early 2024:

- Charging and Fueling Infrastructure (Community & Corridor)
- National Culvert Removal, Replacement, and Restoration Grants
- Innovative Coordinated Access and Mobility Program
- Innovative Finance and Asset Concessions Assistance Program
- Consolidated Rail Infrastructure and Safety Improvements (CRISI)
- Bus & Bus Facilities
- Low No Emission
- Accelerated Innovation Deployment (AID) Demonstration
- Community Facilities Grant Program
- Federal-State Partnership for Intercity Passenger Rail
- Grants To Assist Areas of Persistent Poverty

Earmarks. TFG will coordinate with PCTPA staff to develop briefing materials for meetings with your congressional delegation and other relevant Members and committee staffers. While Congress has not completed the FY 2024 appropriations process, we are continuing to prepare now for possible earmark advocacy this fall in advance of the formal appropriations request process opening mid-winter for FY 2025.

¹ The US Senate refers to earmarks as "Congressionally Directed Spending" or "CDS" while the House of Representatives nomenclature is "Community Project Funding" or "CPF." They are essentially the same thing with nearly identical processes and submittal timelines (winter/early spring).