

SIERRA COUNTY TRANSPORTATION COMMISSION
P. O. BOX 98 – DOWNIEVILLE, CALIFORNIA 95936

COMMISSIONERS

*PETER W. HUEBNER –CHAIRMAN
PAUL ROEN
SHARON DRYDEN
JOY MARKUM*

*DARLENE RIEDE-VICE CHAIR
NANCY ROGERS
JAMES BEARD, ALTERNATE*

WEDNESDAY
SEPTEMBER 23, 2020
10:00 A.M.

In accordance with the Governor's Executive Order pertaining to the convening of public meetings in response to the COVID-19 pandemic, the Sierra County Transportation Commission will conduct its meeting via teleconference. The public may observe and provide public comments by using the WebEx options below:

By Phone: 1-408-418-9388 Access Code: 146 164 9302

By PC go to: webex.com and utilize Access Code: 146 164 9302 / Password: SCTC

AGENDA

Matters under the jurisdiction of the Commission, and whether or not on the posted agenda, may be addressed by the general public during the Public Comment Opportunity time. No action may be taken or substantive discussion pursued on matters not on the posted agenda.

- 1. Call to Order and Roll Call - 10:00 A.M.**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Approval of Minutes of May 20, 2020 and Approval of Minutes of June 24, 2020**
- 5. Announcements**
- 6. Public Comment Opportunity**
- 7. Transit Issues**
 - A. Discussion and report on status of Transit Fund and Transit Services within County
 - B. Discussion with Transit Providers regarding CARES ACT FTA Funding (COVID19)
 - C. Resolution approving Section 5311 Transit Grant application related to the CARES ACT funding and authorizing Executive Director to execute application and related documentation and authorizing County Counsel to execute Certifications and Assurances for Fiscal Year 20 Transit Funding

Page 3 & 8

Page 11

- Page 14 **8. Overall Work Program:**
- A. Report on status of the Overall Work Program Budget for the current fiscal year
- Page 15 **9. Planning, Programming & Monitoring:**
- Resolution approving agreement for STIP Planning, Programming & Monitoring Program Fund Transfer Agreement for the fiscal year 2020/2021
- Page 22 **10. Regional Surface Transportation Program**
- A. Consideration of use of RSTP Funds for a speed feedback sign for Alleghany and for 2 flashing wildlife signs for Smithneck Road
- Page 23 **11. CALTRANS Report and Other Transportation Updates**
- A. Caltrans Report
 - B. Bridge Projects: Salmon Lake, Packer Lake, Plumbago Creek
 - C. Speed Feedback Signs
 - D. Pedestrian Issues
 - E. Update on County projects
 - F. Update on City projects
 - G. Other Transportation Issues
- 12. Schedule Next Meeting**
- 13. Adjourn**

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VACANCY – TRANSIT MEMBER
JAMES BEARD, ALTERNATE

WEDNESDAY
MAY 20, 2020
10:00 A.M.

TELECONFERENCE MEETING
DOWNIEVILLE, CALIFORNIA

MINUTES

1. CALL TO ORDER AND ROLL CALL:

The meeting was called to order at 10:02 a.m. by Chairman Peter Huebner.

Roll Call

Commissioners Present: Huebner; Dryden; Roen; Riede, Rogers

Commissioners Absent: Markum

A Quorum was established.

Staff Present: Miriam Dines, Executive Secretary; Bryan Davey, Transportation Planner; Tim Beals, Executive Director

Also Present: Gloria Shelton, Transit Coordinator and Carolyn Widman, Incorporated Senior Citizens; Nima Kabirinassab, Caltrans District 3

2. PLEDGE OF ALLEGIANCE: Led by Commissioner Rogers

3. APPROVAL OF AGENDA:

Commission Action: Commissioner Dryden moved to approve the agenda; seconded by Commissioner Riede. Motion was carried unanimously by acclamation.

4. APPROVAL OF MINUTES:

Commission Action: Commissioner Roen moved to approve the minutes of February 19, 2020; seconded by Commissioner Huebner. Motion was carried unanimously by acclamation.

5. ANNOUNCEMENTS: No Announcements were given

6. PUBLIC COMMENT: No public comment was given.

7. TRANSIT ISSUES

Mr. Davey discussed the spreadsheet on transit funds that was distributed with the meeting packet. He reported that since the February meeting several more months of allocations from Local Transportation Funds have arrived. Current receipts to date are \$71,584.11 which is up 124% from last year at this time. It is expected, however, with Covid 19 restrictions in place that the sales tax will drop significantly. These payments are usually 2 month behind, so more will be known at a later date.

A report was given on the Social Services Transportation Advisory Council meeting which was a telephonic meeting through the WEBex Format and was conducted on May 12, 2020. There were no new transit issues raised and no change to the recommendations with regard to Unmet Transit Needs.

Chair Huebner opened the Unmet Transit Needs hearing at 10:10 a.m. With no public testimony, the hearing was closed at 10:10 a.m.

Mr. Davey presented the definition of “unmet needs” and those needs that are “reasonable to meet” were presented.

Commission Action: Commissioner Roen moved to adopt resolution establishing the definition of those transit needs that are reasonable to meet during fiscal year 2020/2021; seconded by Commissioner Rogers. Motion was carried unanimously by roll call.

The Transit Operations Budget for 20-21 was presented and Mr. Davey explained that no real changes were proposed and that it was very similar to the previous budget. After a brief review the following action was taken:

Commission Action: Commissioner Roen moved to adopt a resolution approving the transit operation budget for FY 21 as presented; seconded by Commissioner Rogers. Motion was carried unanimously by roll call.

Mr. Davey explained the Federal Transit Administration 5311 application process and authorizing documents as presented in the meeting packet. The FTA 5311 program provides \$48,000 annually toward the transit program. After brief review the following action was taken:

Commissioner Roen moved to adopt a resolution approving the Section 5311 Transit Grant application and authorizing Executive Director to execute application and related documentation and authorizing County Counsel to execute Certifications and Assurances for Fiscal Year 20 Transit Funding; seconded by Commissioner Rogers. Motion was carried unanimously by roll call.

Mr. Davey provided a status report on the two new transit vehicles, that they are both in service, one each at both agencies. The old vehicles are stored at Goodyears bar, open for disposition in accordance with direction of the Commission.

Commissioner Roen stressed that if there is no need within the county that the Commission look once again to the school district, as previous transfers that direction have served the community and students very well. Commissioner Dryden inquired if the vans might be kept for meal delivery. Mr. Davey explained that the funding program for the vans provide for “replacement” which means older vans must be taken out of service, and that if the fleet of vehicles was increased it would change the program, including environmental review. After further discussion on the ability to continue use through the senior citizen programs Mr. Beals suggested that perhaps a discussion should happen between the schools and the Senior Citizen organizations to see if it possible to

develop a collaboration for certain efforts such as meal delivery, but the SCTC would not be connected.

Commission Action: Commissioner Roen moved to declare the out of service vehicles as surplus with no value and to transfer to the Sierra Plumas Joint Unified School District at no cost; seconded by Commissioner Riede. Motion was carried unanimously by roll call.

A resolution was presented with regard to authorizing a FTA Section 5311 Transit Grant applications for the \$54,000 for Corona Virus Relief Economic Security Act. This grant will be administered through Caltrans and it has to do with loss of revenue specific to the Covid 19 Virus. Eligible activities include operating costs to maintain service, lost revenue, purchase of PPE associated with the pandemic, administrative salaries for operations personnel. If it unknown at this time how much can be utilized and more needs to be known, but it is anticipated that some of the funding would be used.

Commissioner Dryden moved to adopt a resolution authorize the Section 5311 Transit Grant application for the \$54,000 allocation of funds from the Corona Virus Relief Economic Security Act (CARES ACT) FTA 5311 Disbursement; seconded by Commissioner Roen. Motion was carried unanimously by roll call.

8. OVERALL WORK PROGRAM

Mr. Davey reports that work under the OWP is proceeding as usual and that the current invoicing to Caltrans needs to be done. Due to the absence of an employee we are struggling with the accounting side, otherwise work has progressed as expected. Mr. Davey explained the proposed resolution for budget amendment 1 which will make corrections to the 2019-2020 Fiscal Year Budget.

Commissioner Roen moved to adopt a resolution approving budget amendment number 1 in order to make corrections to the 2019-2020 SCTC Budget; seconded by Commissioner Rogers. Motion was carried unanimously by roll call.

Mr. Davey reported on next year's Overall Work Program which is normally presented at the May meeting for approval. Due to comments received from Caltrans that need to be incorporated into the OWP, it will be necessary to conduct a meeting in June for consideration of the 2021 Overall Work Program.

9. PLANNING, PROGRAMMING AND MONITORING

Mr. Davey explained the purpose of the PPM Agreement with MGE Engineering and the following motion was presented:

Commission Action: Commissioner Roen moved to approve a professional services agreement with MGE Engineering for transportation planning, programming and monitoring services for fiscal year 2021; seconded by Commissioner Rogers. Motion was carried unanimously by roll call.

11. REGIONAL SURFACE TRANSPORTATION PROGRAM

Mr. Davey reported on the funds that come through that are known as Exchange Funds. SCTC began receiving this revenue stream about 5 years ago. The funding is not enough to do a full

transportation project, and thus far all of these funds have been expended on speed feedback signs. This current allocation is in the amount of \$16,139.

Commission Action: Commissioner Roen moved to approve the agreement for Federal Apportionment Exchange Program Funding; seconded by Commissioner Rogers. Motion was carried unanimously by roll call.

12. **CALTRANS REPORTS:** more information on the Scenic Byway process and letters of support. Discussion ensued about the need for letters of support from the Board of Supervisors, SCTC, and Caltrans District 3 Director in support of the nomination. By consensus direction was given to Executive Director to prepare and submit letters on behalf of the SCTC/

Commissioner Roen stated that Granite Construction is sourcing for the project on the dead man's curves and wonders if Mr. Kabirinassab has any information. Mr. Kabirinassab indicated he would get back to Bryan Davey later in the day on those projects.

Mr. Beals requested information on what grants are currently available and current submittal deadlines at this time.

The deferred coordination meeting with Caltrans was briefly discussed, an

13. **TRANSPORTATION ISSUES AND PROJECT STATUS REPORTS**

Bridge Projects Update: Mr. Davey the Salmon Lake Road bridge project finally did receive right of way clearance which is a huge step forward. Everything is in place for the Packer Lake Road Bridge except for one letter from a utility. It is too late to get the construction funds allocated for this construction season. There is hope that these projects can go to bid later this year for the next construction season. The Plumbago Bridge just received its environmental clearance. It was delayed due to the mining in the area and the need for historical preservation clearance. There is a possibility of getting it to construction next season as well.

Speed Feedback Signs Update: Mr. Davey reported that all speed feedback signs are installed and functioning. The school signs in Loyalton have been updated. There is a new sign installed on A-23 southbound at Sattley. Commissioner Roen thanked the SCTC for that sign installation.

Pedestrian Concerns: No update.

Update on County Projects: Bryan Davey reported that the Emergency Relief FHWA projects from the 2017 storm damage are awarded and under construction, although the weather this week messed up the start. There are 12 large FEMA projects, and 4 are being ready to go out to bid. The rest are in the environmental review phase.

Mr. Beals stated that we continue to need the Project Study Reports for the Sierra City Main Street Project and Lemmon Canyon. Those projects have been on the back burner because of other pressing items.

Mr. Davey stated that he believes that there may be some infrastructure funding that comes available due to economic stimulus from the Federal Government. Mr. Beals stated that he participated in a conference call with State Public Works Directs to discuss part of a stimulus package that was a funding opportunity for small airports, but hasn't received any actual confirmation of such a program.

Commissioner Dryden asked if there are any plans underway to pave Smithneck Road, and want to keep that need fresh. Bryan Davey stated that the PSR is completed on that project, everything is in place, but the bike path must be addressed. He stated that the three priorities of the Commission remain the Lemmon Canyon/Campbell Hot Springs Road; Sierra City Main Street; and Smithneck Road/Bike Path.

Mr. Beals requested that at a future meeting we refresh the factual background on the STIP, RTIP, and current priorities. Commissioner Roen stated the hope that there would be alternative funding sources to leverage for some of these projects.

Update on City Projects: Commissioner Rogers reports no update on City project. Mr. Beals asked about the school zone and speed feedback signs and Commissioner Rogers reported that all the signs are working. Bryan Davey reported that Caltrans says to that the signs on Main Street need to be raised.

14 SCHEDULE NEXT MEETING

The meeting is scheduled for Wednesday, June 24, 2020 10:00 a.m. Downieville (Telephonic).

15. ADJOURNMENT

Chairman Huebner adjourned the meeting at 11:17 a.m.

Peter W. Huebner, Chairman
Sierra County Transportation Commission

ATTEST:

Miriam B. Dines, Executive Secretary

SIERRA COUNTY TRANSPORTATION COMMISSION
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WEDNESDAY
JUNE 24, 2020
10:00 A.M.

TELECONFERENCE MEETING
DOWNIEVILLE, CALIFORNIA

MINUTES

1. CALL TO ORDER AND ROLL CALL:

The meeting was called to order at 10:00 a.m. by Chairman Peter Huebner.

Roll Call

Commissioners Present: Huebner; Dryden; Roen; Rogers

Commissioners Absent: Markum; Riede

A Quorum was established.

Staff Present: Miriam Dines, Executive Secretary; Bryan Davey, Transportation Planner

Also Present: Gloria Shelton, Transit Coordinator, Incorporated Senior Citizens

2. PLEDGE OF ALLEGIANCE: Led by Commissioner Rogers

3. APPROVAL OF AGENDA:

Commission Action: Commissioner Roen moved to approve the agenda; seconded by Commissioner Rogers. Motion was carried unanimously by acclamation.

4. APPROVAL OF MINUTES:

The minutes of the May 20, 2020 meeting were not available for review.

5. ANNOUNCEMENTS: No Announcements were given

6. PUBLIC COMMENT: No public comment was given.

7. TRANSIT ISSUES

Bryan Davey distributed the regular spreadsheet to review the transportation funds. He summarized that since the last meeting 2 more distributions from the State had arrived and the year to date total for the Local Transportation Fund receipts is at \$76,952.00 which is significantly

higher than normal. He believes it is more to do with how distributions are made in light of SB1 and does not expect an increase for next fiscal year. He did note, however that this funding sources has increased every year for the last 5 years. Since the funding is directly tied to sales tax he expected to see a decrease due to the Covid crisis, however online sale may cover that.

Mr. Davey also reported that the transit contracts for 2021 with Golden Rays and Incorporated Senior Citizens are approved by the Sierra County Board of Supervisors and set to go forward.

8. OVERALL WORK PROGRAM

Mr. Davey reports that currently work has progressed as it normally would except for there is a backlog in accounting due to absence of an employee. The backlog cannot be closed out and reports cannot be made until the accounting staffing issue is handled.

Mr. Davey discussed the 20/21 Overall Work Program stating that it had been in draft form for several months but Caltrans had made a number of comments, and so changes had to be incorporated and were just completed yesterday. There were no material changes between the draft and the final document and it is presented for approval.

Commission Action: Commissioner Roen adopt a resolution approving the OWP for FY 2021 and which approves the OWP Agreement as well as Certifications and Assurances; seconded by Commissioner Dryden. Motion was carried unanimously by roll call.

9. REGIONAL SURFACE TRANSPORTATION PROGRAM

Mr. Davey explained that the RSTP funds are the \$16,000 that so far have been utilized for installation of radar speed feedback signs around the communities.

There was a brief discussion about flashing wildlife signs for Smithneck Road, however concerns were raised about installation of such signs prior to rehabilitation of the road.

By consensus this issue will be held over until the next meeting.

10. TRANSPORTATION ISSUES AND PROJECT STATUS REPORTS

Bridge Projects Update: Mr. Davey is anticipating funds for construction on the Salmon Lake Road and Packer Lake Road bridge projects for next construction season.

Speed Feedback Signs Update: Mr. Davey reported that Caltrans is interested in receiving the data on the speed feedback signs to help them make decisions about where highway signs are mounted.

Update on County Projects: Bryan Davey reported that the Emergency Relief projects are progressing well and 4 have been recently completed on Mountain House Road, in fact the final walk through is tomorrow. The 2 projects on Ridge Road are larger in scope. One in Alleghany is essentially complete, the other one will likely be completed in July. The bid opening for three FEMA projects related to the 2017 Storms (Belle Street, Goodyear Bar, and Foote Road) is tomorrow. There remain 8 other projects that are still awaiting FEMA approval for environmental and they will likely not be completed this year.

Update on City Projects: Commissioner Rogers that the City of Loyalton is going out to bid again on their FEMA Projects.

11 SCHEDULE NEXT MEETING

The meeting is scheduled for Wednesday, September 23, 2020 10:00 a.m. in Downieville and Telephonic.

15. ADJOURNMENT

Chairman Huebner adjourned the meeting at 10:24 a.m.

**Peter W. Huebner, Chairman
Sierra County Transportation Commission**

ATTEST:

Miriam B. Dines, Executive Secretary

Sierra County Transportation Commission
Meeting: September 23, 2020
Agenda Item 7 - Transit Items A - C

A. Discussion and report on status of Transit Funds as well as current state of transit services with County. This is a standing agenda item, no action required.

B. Discussion with Transit Providers regarding CARES ACT FTA Funding (COVID19)

C. Resolution approving Section 5311 Transit Grant application related to the CARES ACT funding and authorizing Executive Director to execute application and related documentation and authorizing County Counsel to execute Certifications and Assurances for Fiscal Year 20 Transit Funding

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CARES ACT, which is designed around COVID Relief, now provides funding that can be utilized for operational costs. This resolution will authorize the funding application.

SIERRA COUNTY TRANSPORTATION COMMISSION

**IN THE MATTER OF
AUTHORIZING FEDERAL FUNDING APPLICATION
UNDER FTA SECTION 5311 (49 U.S.C. SECTION 5311) WITH
CALIFORNIA DEPARTMENT OF TRANSPORTATION**

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

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

WHEREAS, the Sierra County Transportation Commission desires to apply for said financial assistance to permit operation of service in Sierra County; and,

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

NOW, THEREFORE, BE IT RESOLVED that the Sierra County Transportation Commission does hereby authorize Tim H. Beals, Executive Director, to file and execute applications on behalf of the Sierra County Transportation Commission with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (FTA C 9040.1G) as amended.

That Tim H. Beals, Executive Director, is authorized to execute and file all certifications of assurances, contracts or agreements or any other document required by the Department.

That Tim H. Beals, Executive Director, is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 project.

That Tim H. Beals, Executive Director, is authorized to submit and approve requests for reimbursement of funds from the Department for the Section 5311 project.

That David Prentice, Sierra County Counsel, is hereby authorized to sign the required certifications and assurances for the Section 5311 Funding.

PASSED AND ADOPTED by the Sierra County Transportation Commission on the **23rd day of September, 2020** by the following vote:

AYES: _____
NOES: _____
ABSTAINED: _____
ABSENT: _____

Peter W. Huebner, Chairperson
Sierra County Transportation Commission

ATTEST:

Miriam B. Dines
Executive Secretary to the Commission

Sierra County Transportation Commission
Meeting: September 23, 2020
Agenda Items 8 SCTC Overall Work Program (OWP)

- a. Discussion and report on status of the Overall Work Program Budget for the current fiscal year.**

This is a standing agenda item. No Action required.

Sierra County Transportation Commission
Meeting: September 23, 2020
Agenda Item 9 Planning, Programming and Monitoring

Action: Resolution approving agreement for STIP Planning, Programming & Monitoring Program Fund Transfer Agreement for the fiscal year 20/21.

Background: An agreement for execution has been received from CALTRANS, covering funding for the State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program for the fiscal year 2020/21. This Fund Transfer Agreement releases \$20,000 for the PPM Program. We cannot invoice for PPM funds until this agreement is executed.

Recommendation: Adopt Resolution 2020-09 approving Agreement for PPM Funding (Agreement SCTC 2020-06)

SIERRA COUNTY TRANSPORTATION COMMISSION

**IN THE MATTER OF APPROVING
STIP PLANNING, PROGRAMMING & MONITORING PROGRAM
FUND TRANSFER AGREEMENT AND AUTHORIZING
CHAIRMAN OR EXECUTIVE DIRECTOR TO
EXECUTE AGREEMENT**

Resolution 2020-09

WHEREAS, the Sierra County Transportation Commission (SCTC) is designated as the Regional Transportation Planning Agency Sierra County; and,

WHEREAS, SCTC has requested allocation of Planning, Programming and Monitoring (PPM) funds for the Fiscal Year 2020/2021 in the amount of \$20,000; and,

WHEREAS, an allocation in the amount of \$20,000 has been approved by the CTC; and,

WHEREAS, Sierra County Transportation Commission must enter into an agreement with the State of California for the purpose of receipt of funding for Planning, Programming and Monitoring (PPM) for Fiscal Year 2020/2021.

NOW, THEREFORE, BE IT RESOLVED that Sierra County Transportation Commission approves the referenced agreement and authorizes the Chairman of the Commission or Executive Director to execute the STIP Planning Programming & Monitoring Program Fund Transfer Agreement; Agreement No. PPM21-6150(034); Project No. PPM21-6150(034) on its behalf.

ADOPTED by the Sierra County Transportation Commission on the **23rd day of September, 2020** by the following vote:

AYES: _____
NOES: _____
ABSTAINED: _____
ABSENT: _____

*PETER W. HUEBNER, CHAIRPERSON
SIERRA COUNTY TRANSPORTATION COMMISSION*

ATTEST:

*MIRIAM B. DINES
EXECUTIVE SECRETARY TO THE COMMISSION*

STIP PLANNING, PROGRAMMING & MONITORING PROGRAM
FUND TRANSFER AGREEMENT

Project Number: PPM21-6150(034)
Agreement Number: PPM21-6150(034)

Location: 03-SIE-0-SITC
AMS Adv ID:0320000207
PPNO: 0L04

THIS AGREEMENT, effective on June 24, 2020 is between the State of California, acting by and through the Department of Transportation, hereinafter referred to as STATE, and Sierra County Transportation Commission, a local public agency, hereinafter referred to as ADMINISTERING AGENCY.

WHEREAS the annual California State Budget Act appropriates State Highway funds under local assistance for the State Transportation Improvement Program (STIP) Planning, Programming and Monitoring Program (PPM), and

WHEREAS PPM is defined as the project planning, programming and monitoring activities related to development of the Regional Transportation Improvement Program and the STIP required by Government Code Section 14527, et. seq. and for the monitoring of project implementation for projects approved in these documents, hereinafter referred to as PPM PROJECT, and

WHEREAS the California Transportation Commission (CTC) is tasked to allocate these funds in accordance with the amounts approved in the STIP in accordance with section 14527 (h) of the California Government code:

NOW, THEREFORE, the parties agree as follows:

SECTION I

STATE AGREES:

1. As authorized by Section 14527(h) of the Government Code to release to the ADMINISTERING AGENCY for its PPM PROJECT in an amount not to exceed \$20,000.00 from monies appropriated for the PPM Program as follows:

For Caltrans Use Only

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

Accounting Officer



| Date 7/28/20

| \$ 20,000.00

2. To pay the ADMINISTERING AGENCY a single lump sum payment upon final execution of this AGREEMENT and receipt of an original and two copies of a signed initial invoice in the proper form from ADMINISTERING AGENCY in the amount shown in Section I, Article (1) as promptly as state fiscal procedures will permit.

3. When conducting an audit of the costs claimed under the provisions of this Agreement, to rely to the maximum extent possible on any prior audit of ADMINISTERING AGENCY pursuant to the provisions of State and federal laws. In the absence of such an audit, work of other auditors will be relied upon to the extent that work is acceptable to STATE when planning and conducting additional audits.

SECTION II

ADMINISTERING AGENCY AGREES:

1. To use all state funds paid hereunder only for eligible PPM specific work activities as defined in Attachment A to this AGREEMENT.

2. To use all state funds paid hereunder only for those transportation purposes that conform to Article XIX of the California State Constitution.

3. To prepare and submit to STATE an original and two copies of signed invoice for payment.

4. To prepare a Final Project Expenditure Report including a final invoice reporting actual costs expended in accordance with Attachment A and submit that Report and invoice no later than 60 days following the completion of expenditures. These allocated PPM funds are available for expenditure until June 30, 2022. The Final Report of Expenditures must state that the PPM funds were used in conformance with Article XIX of the California State Constitution and for PPM purposes as defined in this Agreement. Three copies of this report shall be submitted to STATE.

5. COST PRINCIPLES

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

B) ADMINISTERING AGENCY will assure that its Fund recipients will be obligated to agree that (a) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual Project cost items and (b) those parties shall comply with Federal administrative procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving Funds as a contractor or sub-contractor under this Agreement shall comply with Federal administrative procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

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

6. THIRD PARTY CONTRACTING

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

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

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

7. ACCOUNTING SYSTEM

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

8. RIGHT TO AUDIT

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

9. TRAVEL AND SUBSISTENCE

Payments to only ADMINISTERING AGENCY for travel and subsistence expenses of ADMINISTERING AGENCY forces and its subcontractors claimed for reimbursement or applied as local match credit shall not exceed rates authorized to be paid exempt non-represented State employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced are in excess of those authorized DPA rates, then Administering Agency is responsible for the cost difference and any overpayments shall be reimbursed to STATE on demand.

SECTION III

IT IS MUTUALLY AGREED:

1. All obligations of STATE under the terms of this AGREEMENT are subject to the availability of the state funds encumbered under this AGREEMENT.
2. Eligible expenditures under this agreement shall be from the effective date of allocation to June 30, 2022.
3. In the event that ADMINISTERING AGENCY fails to implement or complete the PPM PROJECT commenced under this Agreement, fails to perform any of the obligations created by this agreement or fails to comply with applicable State laws and regulations, STATE reserves the right to terminate funding for the PPM PROJECT or portions thereof, upon written notice to ADMINISTERING AGENCY. An audit may be preformed as provided in Section II, Article (4) of this agreement.
4. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by ADMINISTERING AGENCY under or in connection with any work, authority or jurisdiction delegated to ADMINISTERING AGENCY under this Agreement. It is understood and agreed that, pursuant to Government Code Section 895.4, ADMINISTERING AGENCY shall fully defend, indemnify and save harmless the State of California, its officers and employees from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by ADMINISTERING AGENCY under or in connection with any work, authority or jurisdiction delegated to ADMINISTERING AGENCY under this Agreement.
5. As a condition of acceptance of the State funds provided for under this Agreement, ADMINISTERING AGENCY will abide by all State policies and procedures pertaining to the PPM PROJECT.
6. This Agreement shall terminate on December 31, 2022.

STATE OF CALIFORNIA
Department of Transportation

Sierra County Transportation Commission

By: _____
Office of Project Implementation
Division of Local Assistance
Date: _____

By: _____
Title: _____
Date: _____

Attest: _____
Title: _____

Attachment to PPM Agreement Letter

The agency shall prepare a PPM plan, which will become a part of the Fund Transfer Agreement, titled Attachment A.

This plan is a one or two page summary outline of the major activities and, where appropriate, sub activities that will be accomplished with the current year PPM fund allocation. The plan shall outline the specific activities the Agency plans to implement. Indicate the approximate time period and cost for each major activity.

Funds may be moved between the elements. It is expected that work will be accomplished for each element and any revisions will be discussed in the Final Report of Expenditures.

Indicate if this is a single or multi-year plan for this specific allocation and the anticipated date of completion of all expenditures.

Fund allocations for future years should not be requested until this plan's expenditures are near completion.

Expenditures must be completed no later than two years after the fiscal year of allocation.

A Final Report of Expenditures is required within 60 days of completion of expenditures. Current or future allocations may be terminated if this report is not prepared in a timely manner. Unexpended funds shall be returned to the State.

A very simple plan is illustrated below. Details of a plan should be consistent with the activities proposed and funding received.

Attachment A

XYZ RTPA

STIP Planning, Programming and Monitoring Activities Plan (FY 2009/2010)

Activity	Time Period	Cost(\$1,000)
A. Prepare/Review Project Study Reports	9/02-4/03	\$10
B. RTIP Amendment Project Review/Programming	2/02-5/03	\$5
C. STIP Amendment Processing/CTC Coordination	5/02-6/02	\$5
D. Monitoring Implementation	9/02-6/03	\$10
Total		\$30

Anticipated Completion date 6/30/13

rev 08/13/2012

Sierra County Transportation Commission
Meeting: September 23, 2020
Agenda Items 10:

Regional Surface Transportation Program Federal Exchange Program

Consideration of use of RSTP Funds for a speed feedback sign for Alleghany and for 2 flashing wildlife signs for Smithneck Road

These funds to date have been utilized for speed feedback signs throughout the RTPA.

There has been a request for installation of a speed feedback sign for the corner on Ridge road right at the entrance to the community of Alleghany, as well as interest in installing flashing wildlife signs on Smithneck Road.

Recommended Motion: Discussion and Direction to Staff on utilization of available funds.

**Sierra County Transportation Commission
Meeting: September 23, 2020**

11. Transportation Issues and Project Status Reports

Transportation Updates

- A. Caltrans Report
- B. Bridge Projects: Salmon Lake, Packer Lake, Plumbago Creek
- C. Speed Feedback Signs
- D. Pedestrian Issues
- E. Update on County projects
- F. Update on City projects
- G. Other Transportation Issues

2020

January

S	M	T	W	T	F	S
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February

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March

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November

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December

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