



**AGENDA  
REGULAR MEETING  
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS**

**DATE:** Thursday, September 21, 2023  
4:00 p.m.

**LOCATION:** County Board of Supervisors Chambers  
481 Fourth Street  
Hollister, CA 95023  
*(The meeting is open to the public)*

**DIRECTORS:** Bea Gonzales, Chair (County of San Benito)  
Scott Freels, Vice-Chair (City of San Juan Bautista)  
Mia Casey (City of Hollister)  
Dolores Morales (City of Hollister)  
Mindy Sotelo (County of San Benito)  
Ex Officio: Caltrans District 5

**ALTERNATES:** San Benito County: Kollin Kosmicki  
City of San Juan Bautista: Jackie Morris-Lopez  
City of Hollister: Rick Perez

**NOTICE OF PROCEDURES FOR COUNCIL OF GOVERNMENTS BOARD MEETINGS**

The meeting will be available through Zoom, for those who wish to join or require accommodations.

Members of the public may participate remotely via Zoom at the following link: <https://zoom.us/join> with the following:

**Webinar ID: 813-9350-6219 and Webinar Passcode: 370815**

*Those participating by phone who would like to make a comment can use the “raise hand” feature by dialing “\*9” (star-nine) . In order to receive full Zoom experience, please make sure your application is up to date.*

*Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions for any reason, the COG Board of Directors reserves the right to conduct the meeting without remote access.*

*Persons who wish to address the Board of Directors must complete a Speaker Card and give it to the Clerk prior to addressing the Board. Those who wish to address the Board on an agenda item will be heard when the Chairperson calls for comments from the audience. Following recognition, persons desiring to speak are requested to advance to the podium and state their name and address. After hearing audience comments, the Public Comment portion of the agenda item will be closed. **The Opportunity to address the Board of Directors on items of interest not appearing on the agenda will be provided during Section 5. Public Comment.***

1. CALL TO ORDER 4:00 P.M.
2. Pledge of Allegiance
3. Roll Call
4. Verification of Certificate of Posting
5. **Public Comment:** *(Opportunity to address the Board on items of interest on a subject matter within the jurisdiction of the Council of Governments and not appearing on the agenda. No action may be taken unless provided by Govt. Code Sec. 54954.2 Speakers are limited to 3 minutes.)*

#### CONSENT AGENDA:

*(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)*

6. APPROVE Council of Governments Draft Action Regular Meeting Minutes Dated June 15, 2023 – Gomez
7. APPROVE Council of Governments Draft Action Special Meeting Minutes Dated July 19, 2023 – Gomez
8. APPROVE Council of Governments Draft Action Special Meeting Minutes Dated September 6, 2023 – Gomez
9. APPROVE Amendment No. 1 to Contract with JJA, CPA Inc. for a One-year Extension to Provide Annual Financial Audit and Reporting Services – Aceves
10. ADOPT Resolution 2023-07 Authorizing the Filing of a Claim for Allocation of Transportation Development Act funds for Fiscal Year 2023/2024 – Aceves

#### ACTION ITEMS:

11. HOLD a Public Hearing to Receive Public Input on the Draft 2023 Public Participation Plan – Lezama/AMBAG
12. ADOPT Resolution 2023-08 Approving Projects for Funding and Authorizing the Application for and Acceptance of FY 2023/24 California State of Good Repair Program Funds Totaling \$107,586 – Lezama

#### INFORMATION ITEMS:

13. RECEIVE Monthly Caltrans District 5 Construction Projects Report – Caltrans Ex-Officio
14. Caltrans Report/Correspondence (Verbal Report) – Caltrans Ex-Officio
15. Executive Director's Report (Verbal Report) – Abraham
16. Board of Directors' Reports (Verbal Report)

**Adjourn to COG Meeting on October 19, 2023. Agenda Deadline is October 3, 2023, at 12:00 p.m.**

*In compliance with the Americans with Disabilities Act (ADA), if requested, the Agenda can be made available in appropriate alternative formats to persons with a disability. If an individual wishes to request an alternative agenda format, please contact the Clerk of the Council four (4) days prior to the meeting at (831) 637-7665. The Council of Governments Board of Directors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Council's office at (831) 637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.*

#### **Written Comments & Email Public Comment**

Members of the public may submit comments via email by 5:00 PM. on the Wednesday prior to the Board meeting to the Secretary at [monica@sanbenitocog.org](mailto:monica@sanbenitocog.org), regardless of whether the matter is on the agenda. Every effort will be made to provide Board Members with your comments before the agenda item is heard.

#### **Public Comment Guidelines**

1. If participating on Zoom: once you are selected, you will hear that you have been unmuted. At this time, state your first name, last name, and county you reside in for the record.
2. The Council of Governments Board welcomes your comments.
3. Each individual speaker will be limited to a presentation total of three (3) minutes.
4. Please keep your comments brief, to the point, and do not repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.

If you have questions, contact the Council of Governments, and leave a message at (831) 637-7665 x. 201, or email [monica@sanbenitocog.org](mailto:monica@sanbenitocog.org).

CERTIFICATE OF POSTING

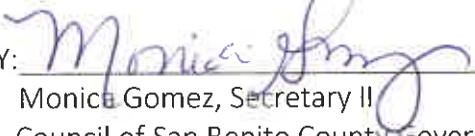
Pursuant to Government Code Section #54954.2(a) the Meeting Agenda for the Council of San Benito County Governments on **September 21, 2023**, at **4:00 P.M.** was posted at the following locations freely accessible to the public:

The front entrance of the San Benito County Administration Building, 481 Fourth Street, Hollister, CA 95023, and the Council of Governments Office, 330 Tres Pinos Rd., Ste. C7, Hollister, CA 95023 at the following date and time:

On the 15<sup>th</sup> day of September 2023, on or before 5:00 P.M.

The meeting agenda was also posted on the Council of San Benito County Governments website, [www.sanbenitocog.org](http://www.sanbenitocog.org), under Meetings, COG Board, Meeting Schedule

I, Monica Gomez, swear under penalty of perjury that the foregoing is true and correct.

BY:   
Monica Gomez, Secretary II  
Council of San Benito County Governments

COUNCIL OF SAN BENITO COUNTY GOVERNMENTS  
REGULAR MEETING  
Board of Supervisors Chambers  
481 Fourth Street, Hollister, CA 95023 & Zoom Platform  
June 15, 2023, at 4:00 P.M.

ACTION MINUTES

**MEMBERS PRESENT:**

Chair Bea Gonzales, Vice-Chair Scott Freels, Director Mia Casey, Director Dolores Morales, Director Mindy Sotelo, and Ex Officio, Richard Rosales, Caltrans District 5.

**STAFF PRESENT:**

Executive Director; Binu Abraham, Administrative Services Specialist; Norma Rivera, Transportation Planning Manager; Veronica Lezama, Transportation Planner; Regina Valentine(via-Zoom), Office Assistant; Griselda Arevalo, Secretary II; Monica Gomez, Deputy County Counsel; Shirley Murphy.

**OTHERS PRESENT:**

Terry Thompson, Patrick Stimson, Jill Leal; Caltrans District 5, Heather Adamson; Association of Monterey Bay Area Governments; Daniel Rubins, Ron Milam; Fehr & Peers.

**1. CALL TO ORDER:**

Chair Gonzales called the meeting to order at 4:00 P.M.

**2. PLEDGE OF ALLEGIANCE**

Vice Chair Freels led the pledge of allegiance.

**3. ROLL CALL**

Secretary Gomez called the roll call and confirmed a quorum of Directors were present.

**4. CERTIFICATE OF POSTING**

**Motion made to acknowledge Certificate of Posting:**

Motion: Director Mindy Sotelo      Second: Director Dolores Morales

Motion carried: 5/0

Yes: Casey, Freels, Sotelo, Morales, Gonzales

No: None

Recused: None

Abstention: None

Absent: None

**5. PUBLIC COMMENT:**

Chair Gonzales stated for the record that COG received Mr. Joe Thompson’s public comment correspondence. The correspondence was entered into public record.

**CONSENT AGENDA:**

*(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)*

- 6. APPROVE Council of Governments Draft Action Regular Meeting Minutes Dated May 18, 2023 – Gomez

There was no public comment on Consent.

**Motion made to Approve Consent Agenda 6:**

Motion: Director Mindy Sotelo      Second: Director Dolores Morales

Motion carried: 5/0

Yes: Casey, Freels, Sotelo, Morales, Gonzales

No: None

Recused: None

Abstention: None

Absent: None

**ACTION ITEMS:**

*4:00 P.M. Public Hearing (Or As Soon Thereafter As the Matter May Be Heard)*

- 7. APPROVE Cost Sharing Agreement with the Association of Monterey Bay Area Governments for Preparation of the Environmental Impact Report for the 2050 San Benito Regional Transportation Plan and 2050 Metropolitan Transportation Plan and Sustainable Communities Strategy for an Amount not to Exceed \$50,000 - Lezama

Transportation Planning Manager, Veronica Lezama, reported on the Cost Sharing Agreement with the Association of Monterey Bay Area Governments for preparation of the Environmental Impact Report for the 2050 Metropolitan Transportation Plan and Sustainable Communities Strategy.

There was no public comment.

**Motion made to Approve Agenda Item 7. as noted above:**

Motion: Director Mia Casey      Second: Director Scott Freels

Motion carried: 5/0

Yes: Casey, Freels, Morales, Sotelo, Gonzales

No: None

Recused: None

Abstention: None

Absent: None

- 8. Fiscal Year 2023-2024 Council of Governments (COG) Budget – Rivera
  - a. RECEIVE Presentation on the Fiscal Year 2023-2024 Budget for the Council of Governments.
  - b. HOLD Public Hearing on the Fiscal Year 2023-2024 COG Budget.
  - c. ADOPT Resolution 23-06 Adopting the Fiscal Year 2023-2024 COG Budget.

Administrative Services Specialist, Norma Rivera, provided a presentation on the Fiscal Year 2023-2024 Budget for the Council of Governments and reviewed three changes made following the draft budget presentation at the May 2023 Board meeting.

Chair Gonzales opened the public hearing at 4:08 p.m.

There was no public comment.

Chair Gonzales closed the public hearing at 4:09 p.m.

**Motion made to Adopt Agenda Item 8c. as noted above:**

Motion: Director Mia Casey                      Second: Director Dolores Morales  
Motion carried: 5/0  
Yes: Casey, Freels, Morales, Sotelo, Gonzales  
No: None  
Recused: None  
Abstention: None  
Absent: None

- 9. APPROVE Amendment No. 4 to the Cooperative Agreement with Caltrans Reflecting a Construction Cost Increase to Fund the State Route 156 Improvement Project – Abraham/Caltrans - Richard Rosales/Terry Thompson

Executive Director Abraham provided an overview of Amendment No. 4 to the Cooperative Agreement with Caltrans for the State Route 156 Improvement Project. The COG Board received a report from Terry Thompson (Caltrans Project Manager), Richard Rosales (Caltrans Deputy District Director for Project Management), and Patrick Simpson (Office Chief from Construction). Caltrans provided an overview of the progress of the project to date and the construction issues that they have encountered. Caltrans also provided an overview of the two contract change orders that attributed to the construction cost increase of \$13,808,000 and answered questions from the Board.

The COG Board expressed concern over being charged an additional \$4.25 million for the project. The Board requested oversight measures be put in place for checks and balances and to prevent any future cost overages for the project.

**Motion made to Approve Item 9 as noted above:**

Motion: Director Dolores Morales                      Second: Director Mia Casey  
Motion carried: 4/1  
Yes:                      Casey, Morales, Sotelo, Gonzales  
No:                      Freels  
Recused:              None  
Abstention:          None  
Absent:                None

**INFORMATION ITEMS:**

**10. RECEIVE Presentation on the Association of Monterey Bay Area Governments’ (AMBAG) Draft 2023 Public Participation Plan – Lezama/AMBAG**

The Association of Monterey Bay Area Governments (AMBAG) Director of Planning, Heather Adamson, provided a presentation on AMBAG’s Draft 2023 Public Participation Plan. Comments for the Draft 2023 Public Participation Plan are due by August 23, 2023 to Heather Adamson at [hadamson@ambag.org](mailto:hadamson@ambag.org).

There was no public comment.

**11. RECEIVE Presentation on Senate Bill (SB) 743 from Fehr & Peers – Abraham**

Senior Associate Daniel Rubins and Principal Ron Milan from Fehr & Peers provided a presentation on Senate Bill (SB) 743 and answered questions from the Board. The presentation explained the use of Vehicle Miles Traveled (VMT) as the preferred metric for the California Environmental Quality Act (CEQA) transportation impact analysis.

There was no public comment.

**12. RECIEVE Monthly Caltrans District 5 Construction Projects Report – Richard Rosales, Caltrans**

Caltrans District 5 Deputy District Director for Project Management, Richard Rosales, provided an update on all major construction projects on the Caltrans State Highway System in San Benito County and answered questions from the Board.

Chair Gonzales thanked Caltrans for addressing their concerns with the signal timing and left turn movement at the intersection of Highways 25/156, where the Roundabout is under construction.

Mr. Rosales noted that the informational “left turn yield on green” sign, was put up and should be a big help for instructing motorists. Mr. Rosales also noted that during Stage 5 (which will occur sometime in August) they will be removing the signals. The intersection will be controlled with 4-way stop signs (that will also involve safety lighting as part of the construction) from approximately August through January. Lastly, Mr. Rosales stated that the Roundabout simulation video, which will explain how to utilize the turbo roundabout, is almost complete and will be distributed to the community.



The COG Board stated that the Roundabout simulation video will be very helpful for the public to see. They also inquired about there being some type of monitoring and potentially corrective action if the roundabout is not meeting its goal.

Mr. Rosales stated that since it is the first in the State, they will be monitoring to see how the Roundabout is operating.

Regarding the Highway 25 Expressway Conversion project, Mr. Rosales stated that the next mini value analysis workshop between Caltrans and COG staff is scheduled for June 21, 2023.

Regarding the Rocks Road US 101 Wildlife Connectivity Project, Mr. Rosales stated that Caltrans staff will be providing a presentation to the San Benito County Board of Supervisors at their August meeting.

The COG Board inquired about additional CHP enforcement at the Bolsa Road and Highway 25 intersection in Santa Clara County.

Executive Director Abraham mentioned that the item could be discussed at the next VTA Mobility Partnership meeting.

There was no public comment.

### **13. Caltrans Report/Correspondence – Richard Rosales, Caltrans**

Caltrans District 5 Deputy District Director for Project Management, Richard Rosales, announced that Caltrans' Project Management Division has been restructured. He mentioned that this will free up more time for Caltrans Office Chief, David Silberberger, who will be focusing on Monterey, Santa Cruz, and San Benito Counties.

There was no public comment.

### **14. Executive Director's Report – Abraham**

Executive Director Abraham reported that there will not be a regular COG Board meeting in July, however there is a COG Board workshop scheduled on July 21, 2023, from 9:00 a.m. – 2:00 p.m. Ms. Abraham announced that COG staff will be posting the Transportation Planner position vacancy at the end of July. Ms. Abraham reported that she along with Director Sotelo, Director Morales, and Supervisor Curro, attended the first Mobility Partnership Meeting of the year on May 24, 2023. The meeting was more about background and getting up to speed because everybody was new. Ms. Abraham announced that since the COG Board approved the Amendment No. 4 to the Cooperative Agreement with Caltrans reflecting a construction cost increase to fund the State Route 156 Improvement Project, it will now go before the California Transportation Commission (CTC) for approval. Ms. Abraham stated that she would be attending the CTC meeting on June 28 and 29 in Suisun City.

There was no public comment.

**15. Board of Directors' Reports –**

Director Sotelo reported on the Mobility Partnership meeting. Director Sotelo reported that this year the Chair for the Mobility Partnership is Mark Turner, Mayor for the City of Morgan Hill, and she is the Vice Chair. She reported that the Highway 101/25 Interchange Project will be starting next year and is expected to be 3 years of construction. They also received updates on the Highway 152 study area, where they raised some concerns for the San Benito County area. She stated that she was excited to announce that the December Mobility Partnership meeting will be held in Hollister, hosted at the Hollister City Council Chambers.

Chair Gonzales reported that she attended the Behavioral Health Board meeting and there were questions about providing transportation for clients. She mentioned that they had tokens, but there seems to be a lack of knowledge on the availability of public transportation services to get clients there.

Director Morales stated that she wanted to give kudos to Director Sotelo for advocating to have the December Mobility Partnership meeting in Hollister. She stated that Director Sotelo really pushed for the meeting to be held in Hollister so that fellow Mobility Partnership members can drive through our County and City roads and have a better understanding of the challenges our community faces. Director Morales also thanked COG and Caltrans staff for the social media outreach, which has helped to better inform the community about current projects and also be more transparent.

Director Casey informed fellow Board members that she had another meeting to attend and would have to leave once the COG Board meeting was adjourned.

Vice Chair Freels stated that there was a bad accident earlier this month that significantly impacted Highway 156 and he just wanted to remind motorists to please slow down while driving on our local highways.

Chair Gonzales inquired about the COG Board being able to attend the December Mobility Partnership Meeting. She also thanked staff for the social media outreach on projects.

Deputy County Counsel, Shirley Murphy, stated that she would have to look into it and report back to the Board.

There was no public comment.

**ADJOURNMENT:**

There being no further business to discuss, Director Sotelo motioned to adjourn at 6:34 p.m.

Motion seconded by Director Casey.

Motion carried: 5/0

Yes: Casey, Freels, Sotelo, Morales, Gonzales

No: None

Recused: None

Abstention: None

Absent: None

**ADJOURN TO COG MEETING AUGUST 17, 2023, AT 4:00 P.M.**

COUNCIL OF SAN BENITO COUNTY GOVERNMENTS  
SPECIAL MEETING  
County Board of Supervisors Chambers  
481 Fourth Street, Hollister, CA 95023 & Zoom Platform  
July 19, 2023, at 3:30 P.M.

ACTION MINUTES

**MEMBERS PRESENT:**

Chair Bea Gonzales, Vice Chair Scott Freels, Director Mia Casey, Director Mindy Sotelo, and Director Dolores Morales( via-Zoom).

**STAFF PRESENT:**

Executive Director; Binu Abraham, Administrative Services Specialist; Norma Rivera, Transportation Planning Manager; Veronica Lezama, Transportation Planner; Regina Valentine, Office Assistant; Griselda Arevalo, Deputy County Counsel; Shirley Murphy.

**OTHERS PRESENT:**

Barbara Thompson; San Benito County Counsel, Sasha Dansky; Mark Thomas & Co. (via-Zoom).

**1. CALL TO ORDER:**

Chair Gonzales called the meeting to order at 3:31 P.M.

**2. PLEDGE OF ALLEGIANCE**

Chair Gonzales led the pledge of allegiance.

**3. ROLL CALL**

Secretary Gomez called the roll call and confirmed a quorum of Directors were present.

**4. VERIFICATION OF CERTIFICATE OF POSTING**

**Motion made to acknowledge Certificate of Posting:**

Motion: Director Mindy Sotelo      Second: Director Mia Casey

Motion carried: 5/0

Yes:                      Gonzales, Casey, Freels, Sotelo, Morales

No:                      None

Recused:              None

Abstention:          None

Absent:                None

Deputy County Counsel, Shirley Murphy, stated that Item 6 was being pulled from the agenda and the COG Board would be going into Closed Session to discuss Item 5.

Public Comment:

Sasha Dansky, Principal with Mark Thomas & Co., stated that he was retained by COG as a Consultant for the State Route 25 Project. He spoke of his positive working relationship with COG Executive Director Binu Abraham over the last six months.

**The COG Board motioned to convene to Closed Session at 3:37 p.m.:**

Motion: Director Mindy Sotelo      Second: Director Mia Casey

Motion carried: 4/0

Yes:                      Gonzales, Casey, Freels, Sotelo

No:                        None

Recused:                None

Abstention:            None

Absent:                 Morales (at 3:37 p.m. Director Morales logged out to log into Closed Session Zoom)

**CLOSED SESSION:**

**5. Public Employee Performance Evaluation**

Title: COG Executive Director

Authority: Government Code Section 54957(B)

**6. Public Employee Discipline, Dismissal, Release**

Authority: Government Code Section 54957(B)

**The COG Board reconvened from Closed Session at 4:25 p.m.**

Deputy County Counsel, Shirley Murphy, stated that information was provided to the COG Board and direction was provided to staff. There was no reportable action taken under Closed Session.

**ADJOURNMENT:**

There being no further business to discuss, Director Casey motioned to adjourn at 4:25 p.m.

Motion seconded by Director Freels.

Motion carried: 5/0

Yes:                      Gonzales, Casey, Freels, Sotelo, Morales

No:                        None

Recused:                None

Abstention:            None

Absent:                 None

**ADJOURN TO COG MEETING AUGUST 17, 2023, AT 4:00 P.M.**

COUNCIL OF SAN BENITO COUNTY GOVERNMENTS  
SPECIAL MEETING  
County Board of Supervisors Chambers  
481 Fourth Street, Hollister, CA 95023 & Zoom Platform  
September 6, 2023, at 5:00 P.M.  
DRAFT  
ACTION MINUTES

**MEMBERS PRESENT:**

Chair Bea Gonzales, Vice Chair Scott Freels, Director Mia Casey, Director Mindy Sotelo, and Director Dolores Morales.

**STAFF PRESENT:**

Executive Director; Binu Abraham, Administrative Services Specialist; Norma Aceves, Transportation Planning Manager; Veronica Lezama, Office Assistant; Griselda Arevalo, Deputy County Counsel; Shirley Murphy.

**1. CALL TO ORDER:**

Chair Gonzales called the meeting to order at 5:06 P.M.

**2. PLEDGE OF ALLEGIANCE**

Vice Chair Freels led the pledge of allegiance.

**3. ROLL CALL**

Administrative Services Specialist Norma Aceves, called the roll call and confirmed a quorum of Directors were present.

**4. VERIFICATION OF CERTIFICATE OF POSTING**

**Motion made to acknowledge Certificate of Posting:**

Motion: Director Mindy Sotelo      Second: Director Mia Casey

Motion carried: 5/0

Yes:                      Gonzales, Casey, Freels, Sotelo, Morales

No:                        None

Recused:                None

Abstention:            None

Absent:                  None

Public Comment for Closed Session Item 5: None

The COG Board convened to Closed Session at 5:08 p.m.:

**CLOSED SESSION:**

**5. Public Employee Performance Evaluation**

Title: COG Executive Director

Authority: Government Code Section 54957(B)

**The COG Board reconvened from Closed Session at 7:18 p.m.**

Deputy County Counsel, Shirley Murphy, stated that the COG Board met in closed session for Public Employee Performance Evaluation, COG Executive Director, under Government Code Section 54957 (B). The Board had a lengthy discussion and provided direction that Ms. Abraham will be returning to the office on Monday.

**ADJOURNMENT:**

There being no further business to discuss, Director Casey motioned to adjourn at 7:19 p.m.

Motion seconded by Director Morales.

Motion carried: 5/0

Yes: Gonzales, Casey, Freels, Sotelo, Morales

No: None

Recused: None

Abstention: None

Absent: None

**ADJOURN TO COG MEETING SEPTEMBER 21, 2023, AT 4:00 P.M.**



## STAFF REPORT

### Consent

**Prepared By:** Norma Aceves, Administrative Services Specialist

**Subject:** Contract for Financial Auditing Services

### Agenda Item No. 9

**Approved By:** Binu Abraham, Executive Director

**Meeting Date:** September 21, 2023

### Recommendation:

APPROVE Amendment No. 1 to Contract with JJA, CPA Inc. for a One-year Extension to Provide Annual Financial Audit and Reporting Services.

### Summary:

The Council of Governments (COG) financial transactions and records are to be audited by an independent certified public accountant. COG is requesting that the Board ratify amendment one which covers a one-year contract extension ending June 30, 2024 as well as an increase in the contract budget.

### Background/ Discussion:

Under the Transportation Development Act regulations, the Council of Governments is required to perform an annual financial audit. The function of the independent audit is to provide an annual review of all COG funds and financial transactions in accordance with generally accepted auditing standards.

The current contract with JJA, CPA was set to expire on June 30, 2023 but was amended to extend the expiration date to June 30, 2024 for auditing services to be performed on financial statements for year ending June 30, 2023. The Board is being asked to ratify this contract amendment as the dollar amount is beyond the purchasing agent's dollar limitation.

### Financial Impact:

The contract amendment includes an additional not to exceed amount of \$16,200 for the fiscal year 2023 auditing services. The contract amendment ratification also reflects the \$11,000 fee for the federally required Single Audit Report that was performed by the auditor and presented to the COG Board at the April 2023 meeting.

### Attachment:

1. Amendment one to contract with JJA, CPA Inc. and original contract.

**AMENDMENT TO CONTRACT**# 1

The Council of San Benito County Governments (“COG”) and JJA CPA, Inc. (“CONTRACTOR”) enter into this agreement on the date stated next to the signatures below. In consideration of the mutual promises set forth herein, the parties agree as follows:

**1. Existing Contract.****a. Initial Contract.**

COG and CONTRACTOR acknowledge that the parties entered into a contract, dated July 1, 2020.

**b. Prior Amendments. (Check one.)**

The initial contract previously has not been amended.

The initial contract previously has been amended. The date(s) of prior amendments are as follows: \_\_\_\_\_

**c. Incorporation of Original Contract.**

The initial contract and any prior amendments to the initial contract (hereafter collectively referred to as the “original contract”) are attached to this amendment as Exhibit 1 and made a part of this amended contract.

**2. Purpose of this Amendment.**

The purpose of this amendment is to change the agreement between the parties in the following particulars:

**a. Term of the Contract. (Check one.)**

The term of the original contract is not modified.

The term of the original contract (Exhibit 1) is extended from the current expiration date of June 30, 2023, to a new expiration date of June 30, 2024.

**b. Scope of Services. (Check one.)**

The services specified in the original contract (Exhibit 1) are not modified.

The services specified in the original contract (Exhibit 1) are modified as specified below: (Check one.)

The services specified in the original contract are modified only as specified below:

**Modified or New Scope of Services:**

(Insert modified or new services.)

The services specified in the original contract are deleted in their entirety and replaced with the following services:

**New Scope of Services:**

(Insert new services.)



c. **Payment Terms.** (Check one.)

- The payment terms in the original contract (Exhibit 1) are not modified.  
 The payment terms in the original contract (Exhibit 1) are modified as specified below: (Check one.)  
 The payment terms are modified only as specified below:

**Modified or New Payment Terms:**  
(Insert modified or new payment terms.)

Attachment B (Payment Terms) to the original contract (Exhibit 1) is hereby amended to increase the compensation by an additional amount not to exceed \$16,200.00 for additional services provided under this amendment to the contract, as follows:

Original Contract	\$16,200.00
1 <sup>st</sup> Automatic One-Year Extension	\$16,200.00
2 <sup>nd</sup> Automatic One-Year Extension	\$16,200.00
Single Audit Report	\$11,000.00
1 <sup>st</sup> Amendment	<u>\$16,200.00</u>
Total	\$75,800.00

Accordingly, Paragraph B-3 is hereby amended to read as follows:

**B-3. COMPENSATION**

COG shall pay to CONTRACTOR: (Check one.)

- a total lump sum payment of \$ \_\_\_\_\_, or  
 a total sum not to exceed \$75,800.00,  
for services rendered pursuant to the terms and conditions of the original contract (Exhibit 1) and this amendment, and pursuant to any special compensation terms specified in paragraph B-4.

All other provisions of Attachment B to the original contract (Exhibit 1) shall remain the same.

- The payment terms are deleted in their entirety and replaced with the following payment terms:

**New Payment Terms:**

**B-1. BILLING**

Charges for services rendered pursuant to the terms and conditions of this contract shall be invoiced on the following basis: (Check one.)

- One month in arrears.  
 Upon the complete performance of the services specified in the original agreement (Exhibit 1) and this amendment.  
 The basis specified in paragraph B-4.

**B-2. PAYMENT**

Payment shall be made by COG to CONTRACTOR at the address specified in paragraph 8 of the original contract, net thirty (30) days from the invoice date.

**B-3. COMPENSATION**

COG shall pay to CONTRACTOR: (Check one.)

- a total lump sum payment of \$ \_\_\_\_\_, or
- a total sum not to exceed \$ \_\_\_\_\_,

for services rendered pursuant to the terms and conditions of the original contract (Exhibit 1) and this amendment, and pursuant to any special compensation terms specified in paragraph B-4.

**B-4. SPECIAL COMPENSATION TERMS: (Check one.)**

- There are no additional terms of compensation.
- The following specific terms of compensation shall apply: (Specify)

**d. Other Terms. (Check one.)**

- There are no other terms of the original contract that are modified.
- Other terms of the original contract are modified only as specified below:

**Other Modified or New Terms:**  
(Insert other modified or new terms.)

**3. Other Terms.**

All other terms and conditions of the original contract (Exhibit 1) which are not changed by this amendment shall remain the same.

**CONTRACTOR**

*Joseph Arch, CPA*

Name/Title: Joseph J. Arch, President/CEO

Jun 26, 2023

Date

**COG**

*Binu Abraham*

Binu Abraham (Jun 27, 2023 11:40 PDT)

Binu Abraham, Executive Director

Jun 27, 2023

Date

**APPROVED AS TO LEGAL FORM:**

San Benito County Counsel's Office

*Shirley L. Murphy*

Shirley L. Murphy, Deputy County Counsel  
Council of San Benito County Governments Legal Counsel

Jun 26, 2023

Date

**EXHIBIT 1  
TO AMENDMENT # 1**

**ORIGINAL  
CONTRACT**

(Please attach the initial contract and any prior amendments, from the most recent to the initial contract, in reverse chronological order.)

## CONTRACT

The COUNCIL OF SAN BENITO COUNTY GOVERNMENTS ("COG") and JJACPA, Inc. ("CONTRACTOR") enter into this contract which shall be effective on the date stated in Paragraph 1.

**1. Duration of Contract.**

This contract shall commence on July 1, 2020, and end on June 30, 2021 unless sooner terminated as specified herein.

**2. Scope of Services.**

CONTRACTOR, for COG's benefit shall perform the services specified on Attachment A to this contract. Attachment A is made a part of this contract.

**3. Compensation for Services.**

In consideration for CONTRACTOR's performance, COG shall pay compensation to CONTRACTOR according to the terms specified in Attachment B. Attachment B is made a part of this contract.

**4. General Terms and Conditions.**

The rights and duties of the parties to this contract are governed by the general terms and conditions mutually agreed to and listed in Attachment C. Attachment C is made a part of this contract.

**5. Insurance Limits.**

CONTRACTOR shall maintain the following insurance policy limits of coverage consistent with the further insurance requirements specified in Attachment C.

- (a) Comprehensive general liability insurance: \$1,000,000
- (b) Professional liability insurance: \$1,000,000
- (c) Comprehensive motor vehicle liability insurance: \$1,000,000

**6. Termination.**

The number of days of advance written notice required for termination of this contract is thirty (30) days.

**7. Specific Terms and Conditions (check one)**

- There are no additional provisions to this contract.
- The rights and duties of the parties to this contract are additionally governed by the specific, additional terms mutually agreed to and listed in Attachment D. Attachment D is made a part of this contract.

[ ] The rights and duties of the parties to this contract are additionally governed by the specific, additional terms mutually agreed to and listed in Attachment E. Attachment E is made a part of this contract.

**8. Information about Contract Administrators.**

The following names, titles, addresses, and telephone numbers are the pertinent information for the respective contract administrators for the parties.

Contract Administrator for COG :

Name: Mary Gilbert

Title: Executive Director

Address: 330 Tres Pinos Rd., Suite C7

Hollister, California 95023

Telephone No.: (831) 637-7665

Fax No.: (831) 636-4160

Contract Administrator for CONTRACTOR:

Name: Joseph J. Arch, CPA

Title: President/CEO

Address: 7080 Donion Way, Suite 204


Dublin, CA 94568-2787

Telephone No.: (925) 556-6200

Fax No.: (510) 217-5930

**SIGNATURES**

APPROVED BY COG:

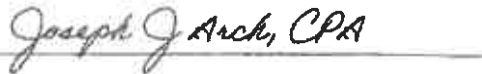


Name: Mary Gilbert

Executive Director, Council of Governments

Date: \_\_\_\_\_

APPROVED BY CONTRACTOR:

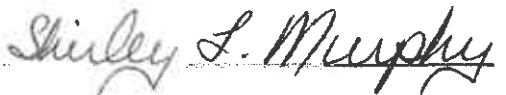


Name: Joseph J. Arch, CPA

Title: President/CEO

Date 8/12/2020

APPROVED AS TO LEGAL FORM:  
San Benito County Counsel's Office



By: Shirley L. Murphy, Deputy County Counsel

Date: Aug. 13, 2020

**ATTACHMENT A**  
**Scope of Work**

**On behalf of COG, CONTRACTOR shall perform the following services:**

CONTRACTOR will audit the general-purpose financial statements of the Council of San Benito County Governments as of June 30, 2020, for the fiscal year ended. Also, CONTRACTOR engagement will include the following services:

- a. Perform annual fiscal audit of the Council of San Benito County Governments (COG) for FYE June 30, 2020.
- b. Perform annual fiscal audit of Transportation Development Act (TDA) funds of claimants: COG, Local Transportation Authority, Airport Land Use Commission, Service Authority for Freeways and Expressways, City of Hollister, San Benito County and City of San Juan Bautista.
- c. Assistance in implementing changes resulting from pronouncements and/or changes made by the Governmental Accounting Standards Board that will be required.

The Audits must meet all requirements of California state law relating to fiscal audits of Regional Transportation Planning Agency (RTPA) and Transportation Development Act (TDA) claimants. Specifically, contractor shall perform fiscal audits, which comply with all provisions of Title 21, California Code of Regulations, sections 6662, 6664, 6666, and 6667, and related sections of the California Code of Regulations and adopted by the State of California Business, Transportation and Housing Agency, Department of Transportation and Housing Agency, Department of Transportation, and certain provision of laws regulations, contracts and grants.

CONTRACTOR will retain all work papers, reports, and related information for a minimum of three years from the date the audit report is finalized. Any representative of the Council of San Benito County Governments, the state, and the federal government, with prior notice and written approval of the Council of San Benito County, may have access to the above-mentioned records.

CONTRACTOR will complete the audits December 31, 2020.

**END OF ATTACHMENT A.**

**ATTACHMENT B  
Payment Schedule**

**B-1. BILLING**

Charges for services rendered pursuant to the terms and conditions of this contract shall be invoiced on the following basis: (check one)

- One month in arrears.
- Upon the complete performance of the services specified in Attachment A.
- The basis specified in paragraph B-4.

**B-2. PAYMENT**

Payment shall be made by COUNCIL OF GOVERNMENTS to CONTRACTOR at the address specified in paragraph 8 of this contract, net thirty (30) days from the invoice date.

**B-3. COMPENSATION**

COUNCIL OF GOVERNMENTS shall pay to CONTRACTOR: (check one)

- a total lump sum payment of \$ \_\_\_\_\_, or
- a total sum not to exceed \$ \$16,200

for services rendered pursuant to the terms and conditions of this contract and pursuant to any special compensation terms specified in this attachment, Attachment B.

**B-4. SPECIAL COMPENSATION TERMS: (check one)**

- There are no additional terms of compensation.
- The following specific terms of compensation shall apply: (Specify)

**END OF ATTACHMENT B.**

**ATTACHMENT C**  
**General Terms and Conditions**

**C-1. INDEMNIFICATION.**

CONTRACTOR and COG each agree to indemnify, defend and save harmless the other party and the other party's officers and employees, from and against any and all claims and losses whatsoever arising out of, or in any way related to, the indemnifying party's performance under this contract, including, but not limited to, claims for property damage, personal injury, death, and any legal expenses (such as attorneys' fees, court costs, investigation costs, and experts' fees) incurred by the indemnitee in connection with such claims or losses. A party's "performance" includes the party's action or inaction and the action or inaction of that party's officers and employees.

**C-2. GENERAL INSURANCE REQUIREMENTS.**

Without limiting CONTRACTOR's duty to indemnify COG, CONTRACTOR shall comply with the insurance coverage requirements set forth in the contract and in this attachment. Those insurance policies mandated by Paragraph C-3 shall satisfy the following requirements:

- (a) Each policy shall be issued by a company authorized by law to transact business in the State of California.
- (b) Each policy shall provide that COG shall be given notice in writing at least thirty (30) days in advance of any change, cancellation, or nonrenewal thereof.
- (c) The comprehensive motor vehicle and comprehensive general liability policies shall each provide an endorsement naming COG and its officers, agents and employees as additional insureds.
- (d) The required coverage shall be maintained in effect throughout the term of this contract.

CONTRACTOR shall require all subcontractors performing work under this contract to obtain substantially the identical insurance coverage required of CONTRACTOR pursuant to this agreement.

**C-3. INSURANCE COVERAGE REQUIREMENTS.**



If required by paragraph 5 of the contract, CONTRACTOR shall maintain the following insurance policies in full force and effect during the term of this contract:

- (a) Comprehensive general liability insurance. CONTRACTOR shall maintain comprehensive general liability insurance, covering all of CONTRACTOR's operations with a combined single limit of not less than the amount set out in paragraph 5 of this contract.
- (b) Professional liability insurance. CONTRACTOR shall maintain professional liability insurance with liability limits of not less than the amount set out in paragraph 5 of this contract.
- (c) Comprehensive motor vehicle liability insurance. CONTRACTOR shall maintain comprehensive motor vehicle insurance covering all motor vehicles (including owned, non-owned and hired) used in providing services under this contract, with a combined single limit of not less than the amount set out in Paragraph 5 of this contract.
- (d) Workers' compensation insurance. CONTRACTOR shall maintain a workers' compensation plan covering all of its employees as required by California Labor Code Section 3700, either through workers' compensation insurance issued by an insurance company or through a plan of self-insurance certified by the State Director of Industrial Relations. If CONTRACTOR elects to be self-insured, the certificate of insurance otherwise required by this contract shall be replaced with a consent to self-insure issued by the State Director of Industrial Relations.

#### **C-4. CERTIFICATE OF INSURANCE.**

Prior to the commencement of performance of services by CONTRACTOR and prior to any obligations of COG, CONTRACTOR shall file certificates of insurance with COG, showing that CONTRACTOR has in effect the insurance required by this contract. CONTRACTOR shall file a new or amended certificate promptly after any change is made in any insurance policy which would alter the information on the certificate then on file. In lieu of providing proof of insurance, CONTRACTOR may provide proof of self-insurance meeting requirements equivalent to those imposed herein. CONTRACTOR warrants that CONTRACTOR's self-insurance provides substantially the same protection to COG as the insurance required herein. CONTRACTOR further agrees to notify COG in the event any change in self-

insurance occurs that would alter the obligations undertaken in this contract within thirty (30) days of such change.

**C-5. RECORDS TO BE MAINTAINED.**

CONTRACTOR shall keep and maintain accurate records of all costs incurred and all time expended for work under this contract. CONTRACTOR shall contractually require that all of CONTRACTOR's Subcontractors performing work called for under this contract also keep and maintain such records. All such records, whether kept by CONTRACTOR or any SUBCONTRACTOR, shall be made available to COG or its authorized representative, Federal Highway Administration (FHWA), or any duly authorized representative of the Federal Government or officials of the State of California for review or audit during normal business hours, upon reasonable advance notice given by COG, its authorized representative, or official of the State of California.

**C-6 RECORDS TO BE MAINTAINED**

CONTRACTOR shall maintain and preserve all records related to this contract for a period of three years from the close of the fiscal year in which final payment under this contract is made. CONTRACTOR shall also contractually require the maintenance of such records in the possession of any third party performing work related to this contract for the same period of time. Such records shall be retained beyond the three-year period, if any audit involving such records is then pending, until the audit findings are resolved. The obligation to insure the maintenance of the records beyond the initial three year period shall arise only if the COG notifies CONTRACTOR of an audit prior to the expiration of the three year period.

**C-7 TITLE TO DOCUMENTS; COPYRIGHT.**

All reports and other materials collected or produced by the CONTRACTOR or any Subcontractor of CONTRACTOR shall, after completion and acceptance of the contract, become the property of COG, and shall not be subject to any copyright claimed by the CONTRACTOR, SUBCONTRACTOR, or their agents or employees. CONTRACTOR may retain copies of all such materials exclusively for administrative purposes. Any use of completed or uncompleted documents for other projects by CONTRACTOR, any subcontractor, or any of their agents or employees, without the prior written consent of COG is prohibited.

**C-8. INDEPENDENT CONTRACTOR.**

CONTRACTOR and its officers and employees, in the performance of this contract, are independent CONTRACTORS in relation to COG and not

officers or employees of COG. Nothing in this contract shall create any of the rights, powers, privileges or immunities of any officer or employee of COG. CONTRACTOR shall be solely liable for all applicable taxes or benefits, including, but not limited to, federal and state income taxes, Social Security taxes, or ERISA retirement benefits, which taxes or benefits arise out of the performance of this contract. CONTRACTOR further represents to COG that CONTRACTOR has no expectation of receiving any benefits incidental to employment.

**C-9. CONFLICT OF INTEREST.**

CONTRACTOR covenants that it presently has no interest and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services hereunder. CONTRACTOR further covenants that, in the performance of this contract, no Subcontractor or person having such an interest shall be used or employed.

**C-10. COMPLIANCE WITH APPLICABLE LAWS.**

CONTRACTOR shall comply with all applicable federal, state and local laws now, or hereafter, in force, and with any applicable regulations, in performing the work and providing the services specified in this contract. This obligation includes, without limitation, the acquisition, and maintenance of any permits, licenses, or other entitlements necessary to perform the duties imposed expressly or impliedly under this contract.

**C-11. NONDISCRIMINATION.**

CONTRACTOR shall not discriminate in the employment of persons necessary to perform this contract on any legally impermissible basis, including on the basis of the race, color, national origin, ancestry, religion, age, sex, or disability of such person.

**C-12. BANKRUPTCY.**

CONTRACTOR shall immediately notify COG in the event that CONTRACTOR ceases conducting business in the normal manner, becomes insolvent, makes a general assignment for the benefit of creditors, suffers or permits the appointment of a receiver for its business or assets, or avails itself of, or becomes subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state relating to insolvency or protection of the rights of creditors.

**C-13. PROHIBITION AGAINST ASSIGNMENT AND DELEGATION OF DUTIES.**

Except as specifically authorized herein, no rights under this contract may be assigned and no duties under this contract may be delegated by CONTRACTOR without the prior written consent of COG, and any attempted assignment or delegation without such consent shall be void.

**C-14. NEGOTIATED CONTRACT.**

This contract has been arrived at through negotiation between the parties. Neither party is to be deemed the party which prepared this contract within the meaning of California Civil Code Section 1654.

**C-15. SEVERABILITY.**

Should any provision herein be found or deemed to be invalid, this contract shall be construed as not containing such provision, and all other provisions which are otherwise lawful shall remain in full force and effect. To this end, the provisions of this contract are declared to be severable.

**C-16. ENTIRE CONTRACT.**

This contract is the entire agreement of the parties. There are no understandings or agreements pertaining to this contract except as are expressly stated in writing in this contract or in any document attached hereto or incorporated herein by reference.

**C-17. TIME IS OF THE ESSENCE.**

Time is of the essence in the performance of this contract.

**C-18. TERMINATION.**

Either party may terminate this contract, with or without cause, at any time. In order to terminate this contract, the terminating party shall give advance written notice to the other party. The termination shall be effective no earlier than the expiration of the number of days specified in paragraph 6 of this contract. The termination notice shall be made as specified in paragraph C-19, below. In the event of termination, COG shall pay CONTRACTOR for all work satisfactorily performed prior to the effective date of the termination.

**C-19. NOTICES.**

Notices to the parties in connection with the administration of this contract shall be given to the parties' contract administrator personally, by regular mail, or by facsimile transmission as more particularly specified in this paragraph. Notices will be deemed given on:

- (a) The day the notice is personally delivered to the contract administrator or the office of the party's contract administrator;  
or
- (b) Five days after the date the notice is deposited in the United States mail, addressed to a party's contract administrator as indicated in this contract, with first-class postage fully prepaid;  
or
- (c) On the day that the notice is transmitted by facsimile to a party's facsimile number specified in paragraph 8 of this contract, provided that an original of such notice is deposited in the United States mail, addressed to a party's contract administrator as indicated in this contract, on the same day as the facsimile transmission is made.

**C-20. RESPONSIBILITY OF CONTRACT ADMINISTRATORS.**

All matters concerning this contract which are within the responsibility of the parties shall be under the direction of, or shall be submitted to, the respective contract administrators or to the party's employee specified, in writing, by the contract administrator. A party may, in its sole discretion, change its designation of its contract administrator and shall promptly give written notice to the other party of any such change.

**C-21. MATERIALITY.**

The parties consider each and every term, covenant, and provision of this contract to be material and reasonable.

**C-22. WAIVER.**

Waiver by either party of a breach of any covenant of this contract will not be construed to be a continuing waiver of any subsequent breach. COG's receipt of consideration with knowledge of CONTRACTOR's violation of a covenant does not waive its right to enforce any covenant of this contract. The parties shall not waive any provisions of this contract unless the waiver is in writing and signed by all parties.

**C-23. AUTHORITY AND CAPACITY.**

CONTRACTOR and CONTRACTOR's signatory each warrant and represent that each has full authority and capacity to enter into this contract.

**C-24. BINDING ON SUCCESSORS.**

All of the conditions, covenants and terms herein contained shall apply to, and bind, the heirs, successors, executors, administrators and assigns of CONTRACTOR. CONTRACTOR and all of CONTRACTOR's heirs, successors, executors, administrators, and assigns shall be jointly and severally liable under this contract.

**C-25. CUMULATION OF REMEDIES.**

All of the various rights, options, elections, powers and remedies of the parties shall be construed as cumulative, and no one of them exclusive of any other or of any other legal or equitable remedy which a party might otherwise have in the event of a breach or default of any condition, covenant or term by the other party. The exercise of any single right, option, election, power or remedy shall not, in any way, impair any other right, option, election, power or remedy until all duties and obligations imposed shall have been fully performed.

**C-26. INDEPENDENT ADVICE.**

Each party hereby represents and warrants that in executing this contract it does so with full knowledge of the rights and duties it may have with respect to the other. Each party also represents and warrants that it has received independent legal advice from its attorney with respect to the matters set forth in this contract and the rights and duties arising out of this contract, or that such party willingly foregoes any such consultation.

**C-27. NO RELIANCE ON REPRESENTATIONS.**

Each party hereby represents and warrants that it is not relying, and has not relied, upon any representation or statement made by the other party with respect to the facts involved or its rights or duties. Each party understands and agrees that the facts relevant, or believed to be relevant to this contract may hereunder turn out to be other than, or different from the facts now known to such party as true, or believed by such party to be true. The parties expressly assume the risk of the facts turning out to be different and agree that this contract shall be effective in all respects and shall not be subject to rescission by reason of any such difference in facts.

**C-28. REDUCTION OF CONSIDERATION.**

CONTRACTOR agrees that COG shall have the right to deduct from any payments specified in Attachment B any amount owed to COG by CONTRACTOR as a result of any obligation arising prior to, or after, the execution of this contract. For purposes of this paragraph, obligations arising prior to, or after, the execution of this contract may include, without limitation, any property tax, secured or unsecured, which tax is in arrears. If COG exercises the right to reduce the consideration specified in Attachment B, COG, at the time of making a reduced payment, shall give CONTRACTOR notice of the amount of any off-set and the reason for the reduction.

**C-29. COUNTERPARTS.**

This contract may be executed in any number of counterparts, each of which so executed shall be deemed to be an original. The counterparts shall together constitute one contract.

**END OF ATTACHMENT C.**

**ATTACHMENT D**  
**Specific Terms and Conditions**

1. **AUTOMATIC RENEWAL.** Unless terminated, this contract shall automatically renew for two (2) successive one-year periods (July 31 - June 30) under the same terms and conditions unless either party, not less than sixty (60) days before the expiration of the contract, provides written notice of intent that the agreement not be renewed. However, this provision will not in any way prevent either party from exercising the right to terminate this contract with 30 days' written notice as specified in paragraph 6 of this contract, and the termination provisions as provided in paragraph 6 of this contract shall apply to all contract renewals.
  
2. **TITLE TO DOCUMENTS; COPYRIGHT.** Paragraph C-7 of Attachment C to this contract is hereby modified to read as follows:

All reports and other materials, exclusive of CONTRACTOR'S work papers, collected or produced by the CONTRACTOR or any Subcontractor of CONTRACTOR shall, after completion and acceptance of the contract, become the property of COG, and shall not be subject to any copyright claimed by the CONTRACTOR, SUBCONTRACTOR, or their agents or employees. CONTRACTOR may retain copies of all such material exclusively for administrative purposes. Any use of completed or uncompleted documents for other projects by CONTRACTOR, any subcontractor, or any of their agents or employees, without the prior written consent of COG is prohibited.

3. **ADDITIONAL SPECIFIC TERMS AND CONDITIONS: (check one)**

There are no additional specific terms and conditions.  
 The following additional specific terms and conditions shall apply:  
(Specify)

4. **HARMONIZATION OF CONTRACT TERMS.** Where the specific terms and Conditions set forth in this Attachment D specifically conflict with the general terms and conditions set forth in Attachment C to this contract, the more specific terms and conditions shall be deemed to control. However, the general terms and conditions in Attachment C shall remain in full force and effect, to the extent they do not specifically conflict with the specific terms and conditions set forth in this Attachment D.

**END OF ATTACHMENT D.**










# 1st Am. to Contract - COG's Independent Audit (JJA CPA Inc.) - Exp 6.30.24

Final Audit Report


2023-06-27


Created:	2023-06-23
By:	Norma Rivera (norma@sanbenitocog.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYRk59pINWkg28L2zTIJB3Y6I-KmxSu0B

## "1st Am. to Contract - COG's Independent Audit (JJA CPA Inc.) - Exp 6.30.24" History

-  Document created by Norma Rivera (norma@sanbenitocog.org)  
2023-06-23 - 3:56:49 PM GMT- IP address: 71.92.248.154
-  Document emailed to JOE ARCH (joe@jjacpa.com) for signature  
2023-06-23 - 4:05:06 PM GMT
-  Email viewed by JOE ARCH (joe@jjacpa.com)  
2023-06-23 - 4:07:36 PM GMT- IP address: 98.207.245.240
-  Document e-signed by JOE ARCH (joe@jjacpa.com)  
Signature Date: 2023-06-27 - 1:10:17 AM GMT - Time Source: server- IP address: 54.214.215.252
-  Document emailed to smurphy@cosb.us for signature  
2023-06-27 - 1:10:19 AM GMT
-  Email viewed by smurphy@cosb.us  
2023-06-27 - 4:13:55 AM GMT- IP address: 12.204.99.69
-  Signer smurphy@cosb.us entered name at signing as Shirley L. Murphy  
2023-06-27 - 4:17:35 AM GMT- IP address: 12.204.99.69
-  Document e-signed by Shirley L. Murphy (smurphy@cosb.us)  
Signature Date: 2023-06-27 - 4:17:37 AM GMT - Time Source: server- IP address: 12.204.99.69
-  Document emailed to babraham@sanbenitocog.org for signature  
2023-06-27 - 4:17:39 AM GMT
-  Email viewed by babraham@sanbenitocog.org  
2023-06-27 - 4:21:27 AM GMT- IP address: 141.126.76.198

 Signer babraham@sanbenitocog.org entered name at signing as Binu Abraham  
2023-06-27 - 6:40:45 PM GMT- IP address: 71.92.248.154

 Document e-signed by Binu Abraham (babraham@sanbenitocog.org)  
Signature Date: 2023-06-27 - 6:40:47 PM GMT - Time Source: server- IP address: 71.92.248.154

 Agreement completed.  
2023-06-27 - 6:40:47 PM GMT



## STAFF REPORT

### Consent

**Prepared By:** Norma Aceves, Administrative Services Specialist

**Subject:** Fiscal Year 2023-2024 TDA Claim

### Agenda Item No. 10

**Approved By:** Binu Abraham, Executive Director

**Meeting Date:** September 21, 2023

### Recommendation:

Adopt Resolution 2023-07 Authorizing the Filing of a Claim for Allocation of Transportation Development Act Funds for Fiscal Year 2023/2024.

### Summary:

The Council of Governments will be submitting an annual claim for Local Transportation Funds for fiscal year 2023-2024 for administrative purposes.

### Background/ Discussion:

Each year, the COG Board is required by the Transportation Development Act to allocate Local Transportation Funds to eligible claimants. The Local Transportation Fund is derived from a ¼ cent of the general sales tax collected statewide and returned to the COG. Local Transportation Funds are to be used for statutory purposes in San Benito County and include (in priority order):

- TDA administration costs
- General public transit operations and capital
- Contract payments for transit services
- Transit-related research and development projects
- Administration of transit contracts
- Elderly and disabled transit
- Bicycle and pedestrian projects
- Local streets and roads (Cities & County based on population)

Resolution 2023-07 is required under the Transportation Development Act pursuant to Public Utilities Code Article 4 and Article 4.5 which are a part of the claims process. Listed below are the requirements of the claimants for the Local Transportation Funds.

1. The Council of Governments' expenditures are in conformity with the Regional Transportation Plan.

2. The sum of the County of San Benito allocations from the Local Transportation Fund does not exceed the amount the claimant is eligible to receive during the fiscal year.

The Council of Governments will be submitting a claim for Local Transportation Funds for fiscal year 2023-2024 in the amount of \$439,456 for administrative purposes. The TDA claim amount is in line with the COG Board approved budget for fiscal year 2023-2024. Staff reviewed the request from the Council of Governments as the claimant and found it consistent with the Transportation Development Act requirements. The attached Resolution 2023-07 approves the request for this claim.

**Financial Impact:**

The Local Transportation Fund will allocate \$439,456 to the Council of Governments for planning and administrative purposes. This amount is consistent with the FY 23/24 Board approved budget.

**Attachment:**

1. Resolution 2023-07
2. TDA Claim Form



BEFORE THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

A RESOLUTION OF THE COUNCIL OF	)	
SAN BENITO COUNTY GOVERNMENTS	)	Resolution No. <u>COG 23-07</u>
AUTHORIZING THE FILING OF A CLAIM	)	
WITH THE COUNCIL OF SAN BENITO	)	
COUNTY GOVERNMENTS, ACTING AS THE	)	
REGIONAL TRANSPORTATION PLANNING	)	
AGENCY, FOR ALLOCATION OF	)	
TRANSPORTATION DEVELOPMENT	)	
ACT FUNDS FOR FISCAL YEAR 2023/2024	)	
_____	)	

WHEREAS, the Transportation Development Act (TDA), as amended (California Public Utilities Code commencing with Section 99200 et seq.) provides for the allocation of funds from the Local Transportation Fund by Regional Transportation Planning Agencies, for the use by eligible claimants for various transportation purposes; and

WHEREAS, the Council of San Benito County Governments is the Regional Transportation Planning Agency in and for the County of San Benito; and

WHEREAS, pursuant to the provisions of the TDA, as amended and pursuant to the applicable rules and regulations thereunder (Title 21, Division 3, Chapter 2 (commencing with section 6600) of the California Code of Regulations) a prospective claimant wishing to receive an allocation from the Local Transportation Fund shall file its claim with the Council of San Benito County Governments.

NOW, THEREFORE, BE IT RESOLVED that the Council of San Benito County Governments is authorized to execute and file an appropriate claim pursuant to the terms of the Transportation Development Act, as amended and pursuant to applicable rules and regulations promulgated thereunder, together with all necessary supporting documents, with the Council of San Benito County Governments for an allocation of TDA funds in Fiscal Year 2023/2024.

BE IT FURTHER RESOLVED that the authorized claim includes \$439,456 for transportation planning and administrative purposes.

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to the Council of San Benito County Governments in conjunction with the filings of the claims.

PASSED AND ADOPTED BY THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS THIS 21<sup>st</sup> DAY OF SEPTEMBER 2023 BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAINING:

ABSENT:

\_\_\_\_\_  
Bea Gonzales, Chair

APPROVED AS TO LEGAL FORM:

SAN BENITO COUNTY COUNSEL'S OFFICE

Dated: Aug. 29, 2023

By: Shirley L. Murphy  
Shirley L. Murphy, Deputy County Counsel

ATTEST:

Binu Abraham, Executive Director

Dated: \_\_\_\_\_

By: \_\_\_\_\_

**CLAIM FOR LOCAL TRANSPORTATION FUNDS**

TO: COUNCIL OF SAN BENITO COUNTY GOVERNMENTS  
330 TRES PINOS RD., SUITE C7, HOLLISTER, CA 95023

FROM: CLAIMANT: Council of San Benito County  
Governments as the RTPA

ADDRESS: 330 Tres Pinos Road Suite C7  
Hollister, CA 95023

CONTACT PERSON: Norma Aceves

Phone: 831-637-7665 Email: norma@sanbenitocog.org

The San Benito Co. Regional Transportation Planning Authority hereby request, 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 in the amount of \$ 439,456 for Fiscal Year 2023-2024 to be drawn from the Local Transportation Fund deposited with San Benito County Treasurer.

When approved, this claim will be transmitted to the San Benito 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:**

SAN BENITO COUNTY COUNCIL  
OF GOVERNMENTS BOARD OF  
DIRECTORS

APPLICANT

BY: \_\_\_\_\_  
(signature)

BY: Norma Aceves  
(signature)

TITLE: Chairperson

TITLE: Administrative Services Specialist

DATE: \_\_\_\_\_

DATE: September 21, 2023

**TDA ANNUAL PROJECT AND FINANCIAL PLAN**

This form will show the planned expenditures of all TDA funds claimed for the fiscal year. Briefly describe all projects which will be funded by current year TDA funds, provide the total cost of the project, and provide all sources of funding associated with the project. The project, costs, and funding should be consistent with the budget developed in the TDA Claim Worksheet completed for the submittal of this claim. The total project cost and total funding source(s) should balance for each project.

Claimant: Council of San Benito County Governments as the RTPA

Fiscal Year: 2023-2024

<u>Brief Project Description</u>	<u>Project Cost</u>	<u>Source of Funding &amp; Amount</u>								
Planning and Administrative activities.	\$454,956	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">ALUC</td> <td style="text-align: right;">\$2,000</td> </tr> <tr> <td>OPEB Rev</td> <td style="text-align: right;">\$13,500</td> </tr> <tr> <td>TDA</td> <td style="text-align: right;"><u>\$439,456</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;"><u>\$454,956</u></td> </tr> </table>	ALUC	\$2,000	OPEB Rev	\$13,500	TDA	<u>\$439,456</u>	Total	<u>\$454,956</u>
ALUC	\$2,000									
OPEB Rev	\$13,500									
TDA	<u>\$439,456</u>									
Total	<u>\$454,956</u>									





## STAFF REPORT

### **Action**

**Prepared By:** Veronica Lezama,  
Transportation Planning Manager  
**Subject:** AMBAG 2023 Public Participation  
Plan

### **Agenda Item No. 11**

**Approved By:** Binu Abraham, Executive  
Director  
**Meeting Date:** September 21, 2023

### **Recommendation:**

HOLD a Public Hearing to Receive Public Input on the Draft 2023 Public Participation Plan.

### **Summary:**

The Association of Monterey Bay Area Governments (AMBAG) will be holding a public hearing on the draft 2023 Public Participation Plan at the August COG board meeting.

### **Background/ Discussion:**

At the June 15, 2023 COG meeting, the Council of Governments (COG) Board of Directors received a presentation from the Association of Monterey Bay Area Governments (AMBAG) on the draft 2023 Public Participation Plan (Attachment 1). The Public Participation Plan is a federally required Plan that guides regional planning agencies and local jurisdictions in the public participation process for the tri-county Monterey Bay region that either receive federal funds or are subject to a federally required action.

By using the AMBAG developed Public Participation Plan, COG will be able to provide an active and meaningful involvement of the public in the preparation of its Regional Transportation Plan.

### **Financial Impact:**

There are no financial impacts.

### **Attachments:**

1. AMBAG Public Participation Plan Staff Memo
2. Draft Public Participation Plan
3. Public Participation Plan Slide Deck



## MEMORANDUM

**TO:** Council of San Benito County Governments  
Board of Directors

**FROM:** Heather Adamson, Director of Planning

**SUBJECT:** Public Hearing: Draft 2023 Public Participation Plan

**MEETING DATE:** September 21, 2023

### RECOMMENDATION:

The COG Board is asked to hold a public hearing to receive public input on the *Draft 2023 Public Participation Plan*.

### BACKGROUND/ DISCUSSION:

The federally required 2023 Public Participation Plan is a comprehensive document that guides regional planning agencies and local jurisdictions in the public participation process for the tri-county Monterey Bay region that either receive federal funds or are subject to a federally required action.

AMBAG, as the federally designated Metropolitan Planning Organization (MPO) for the Monterey Bay region, prepares and adopts the Public Participation Plan at least once every four years. The Draft 2023 PPP) was prepared in collaboration with the Santa Cruz County Regional Transportation Commission (SCCRTC), the Council of San Benito County Governments (SBtCOG), and the Transportation Agency for Monterey County (TAMC)The prior Public Participation Plan, the *2019 Monterey Bay Area Public Participation Plan*, was adopted in October 2019 to comply with the Fixing America's Surface Transportation Act (FAST Act) of 2015 legislation. The *2023 Public Participation Plan* will cover the four-year period from 2023-2026 and was developed to adhere to the Infrastructure Investment and Jobs Act/Bipartisan Infrastructure Act (IIJA/BIA) of 2021 and the FAST Act of 2015 legislation and pursuant to changes in the California Government Code 65080 that occurred with the passage of Senate Bill (SB) 375 in 2008.

The 2023 Public Participation Plan emphasizes the transportation decision making process, including the expanded use of visualization techniques and innovative online marketing strategies in public outreach.

AMBAG is required to update the Public Participation Plan every four years. The requirements for the Public Participation Plan under the IJJA/BIA/FAST Act include increased involvement and collaboration with members of the public, decision makers and staff from the local jurisdictions and partner agencies within the region.

Key sections of the *2023 Public Participation Plan* are listed below:

- Public Participation Plan Guiding Principles
- 2023 Public Participation Plan Timeline
- Incorporating Limited-English Proficiency (LEP) Populations into the PPP
- PPP Procedures and Development Process
- Interested Parties and Public Engagement
- Online and Visualization Outreach Strategies

An updated Public Participation Plan is the required guide for all public involvement activities conducted by AMBAG. As such, the PPP contains the procedures, strategies and techniques used by AMBAG and COG for public involvement in all programs and projects that use federal funds.

A number of appendices are included in the 2023 PPP. For example, Appendix G includes the 2050 Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) Public Involvement Program. This appendix outlines how AMBAG will engage the public and stakeholders throughout the development of the 2050 MTP/SCS.

On June 14 , 2023, the AMBAG Board of Directors received a presentation on the *Draft 2023 Public Participation Plan* and approved the release of the of the Draft 2023 PPP for a 70-day public review period. The COG Board received a presentation on the Draft 2023 PPP at its meeting on June 15, 2023. Each of the partner agencies is holding a public hearing to accept comments on the Draft 2023 PPP.

Below are key dates for developing the *2023 Public Participation Plan*:

- **September – October 2023:** Prepare the Final 2023 Public Participation Plan
- **October 19, 2023:** COG Board is scheduled to adopt the Final 2023 Public Participation Plan.
- **November 8, 2023:** AMBAG Board of Directors will be asked to adopt the Final 2023 Public Participation Plan

The *Draft 2023 Public Participation Plan* can be downloaded from [www.ambag.org](http://www.ambag.org).

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# Draft 2023 Public Participation Plan

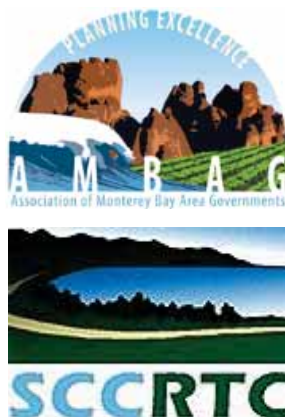
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Association of Monterey Bay Area Governments  
Council of San Benito County Governments  
Santa Cruz County Regional Transportation Commission  
Transportation Agency for Monterey County

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June 2023

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## I. Introduction

### ***Background Summary***

The *2023 Public Participation Plan (PPP)* has been prepared by the Association of Monterey Bay Area Governments (AMBAG) in collaboration with the Council of San Benito County Governments (SBtCOG), the Santa Cruz County Regional Transportation Commission (SCCRTC), the Transportation Agency for Monterey County (TAMC), and the California Department of Transportation (Caltrans) District 5, with additional input and review by Monterey-Salinas Transit (MST), Santa Cruz Metropolitan Transit District (Santa Cruz METRO or SCMTD), San Benito County Express/Local Transportation Authority (LTA) and the cities and counties in the tri-county AMBAG metropolitan planning region. The above agencies are defined as Partners in this plan. SBtCOG, SCCRTC and TAMC are referred to as Regional Transportation Planning Agencies (RTPAs).

The purpose of this PPP is to establish the process by which the public can participate in transportation planning, programming and project implementation including the development of the Metropolitan Transportation Plan/Sustainable Communities Strategy for the AMBAG region and the Regional Transportation Plans for Monterey, San Benito, and Santa Cruz counties. The 2023 Public Participation Plan incorporates strategies to ensure that, to the greatest extent possible, interagency consultation and public participation are an integral part of the regional transportation planning and decision-making process.

The Association of Monterey Bay Area Governments (AMBAG) is the federally designated Metropolitan Planning Organization (MPO) and serves as the regional forum for the study and discussion of regionally significant issues, which include but are not limited to: transportation housing, land use, and sustainability and climate change. Elected officials within the region's 18 cities and three counties form AMBAG's Board of Directors.

In pursuing its mission, "AMBAG provides strategic leadership and services to analyze, plan and implement regional policies for the benefit of the Counties and Cities of the Monterey Bay region balancing local control with regional collaboration." AMBAG strives to inform and involve its local jurisdictions and the general public throughout the various programs, projects, and work activities conducted by the agency.

The public participation policies and procedures described in this plan are structured to comply with all applicable federal and state legislation and express the genuine regional value and interest for all residents of the Monterey Bay region to participate in the shaping and implementation of regional policies and decisions regarding the region's multimodal transportation system.

The 2023 Public Participation Plan was developed to adhere to the Infrastructure Investment and Jobs Act/Bipartisan Infrastructure Act (IIJA/BIA) of 2021 and Fixing America’s Surface Transportation Act (FAST Act) of 2015 legislation and pursuant to changes in the California Government Code 65080 that occurred with the passage of Senate Bill (SB) 375 in 2008.

AMBAG and the RTPAs in the Monterey Bay region, see Figure 1-1 below, seek the participation of a diverse set of communities with an interest in regional planning efforts, including low income households, minority populations, Limited English Proficiency (LEP) populations, persons with disabilities, representatives from community and service organizations, tribal organizations, and other public agencies.

The policies and procedures in the *2023 PPP* were formed with the intent of using effective, achievable public outreach methods to increase public participation, and to create and maintain a regional transportation network that prioritizes equitable decision-making and transparency. Circumstances since the last update, such as the COVID-19 pandemic, have advanced the use of certain techniques to enhance input and participation through strategic virtual engagement. Due to the pandemic, virtual meeting platforms were essential to engaging the public during the development of the 2045 MTP/SCS and other major efforts. AMBAG worked diligently to ensure that individuals without devices were engaged through other sources by providing physical materials and technical support when necessary or requested. AMBAG will continue to engage the public both in person and virtually, even beyond the pandemic, due to the success of increased participation with virtual engagement strategies.

### **Eight Guiding Principles for Public Participation**

1. Prioritize public engagement methods that increase equitable participation and distribution of resources in all outreach efforts, projects, and programs.
2. Valuing public participation and promoting broad based involvement by members of the community.
3. Providing varied opportunities for public review and input.
4. Treating all members of the public fairly, and respecting and considering all public input as an important component of the planning and implementation process.
5. Promoting a culture of dialogue and partnership among residents, property owners, the business community, organizations, other interested members of the public, and public officials.
6. Involving underserved communities and community groups, as well as other organizations.
7. Encouraging active public participation throughout the entire process.
8. Providing communications and agency reports that are clear, timely and broadly distributed.

AMBAG and the RTPAs perform a broad range of public participation and stakeholder engagement activities, such as:

- Conducting public meetings
- Establishing standing and ad hoc committees
- Partnering on studies and projects
- Providing educational and informational programs in accordance with statutory and regulatory directives

All of the activities listed above are open to public involvement and review. AMBAG and the RTPAs (TAMC, SBtCOG and SCCRTC) have taken this opportunity to update the *2023 Public Participation Plan* to further improve transportation decision-making in the region and to reach out to underserved communities within the Monterey Bay region more effectively. The goals set forth in the *2023 Public Participation Plan* are to further equitable participation and decision-making regionally by utilizing effective and innovative public outreach methods.



Figure 1-1: AMBAG Tri-County Region of Monterey, San Benito, and Santa Cruz Counties Map



## **II. Regional Roles and Responsibilities**

AMBAG, as the designated MPO, must follow federal and state legislation when developing and programming transportation projects. SBtCOG, SCCRTC and TAMC, the RTPAs within the AMBAG region, are required to follow federal legislation and state legislation as well if they are utilizing federal funding. Federal and state legislation requirements related to the Public Participation Plan can be found in Appendix E.

### ***State Department of Transportation***

*California Department of Transportation (Caltrans) - District 5*

Caltrans oversees the state transportation planning, and the MPO's transportation planning and programming processes. Caltrans' primary responsibility is to ensure the function of the state highway system and develop transportation projects of statewide importance, including intercity rail projects.

The State Transportation Improvement Program (STIP) includes transportation projects from throughout California, including those from all Monterey Bay Area jurisdictions for approval to the California Transportation Commission (CTC), a policy making body appointed by the Governor and State legislature. In the Monterey Bay region, Caltrans District 5 is the liaison between our partner agencies and Caltrans Headquarters.

### ***Metropolitan Planning Organization***

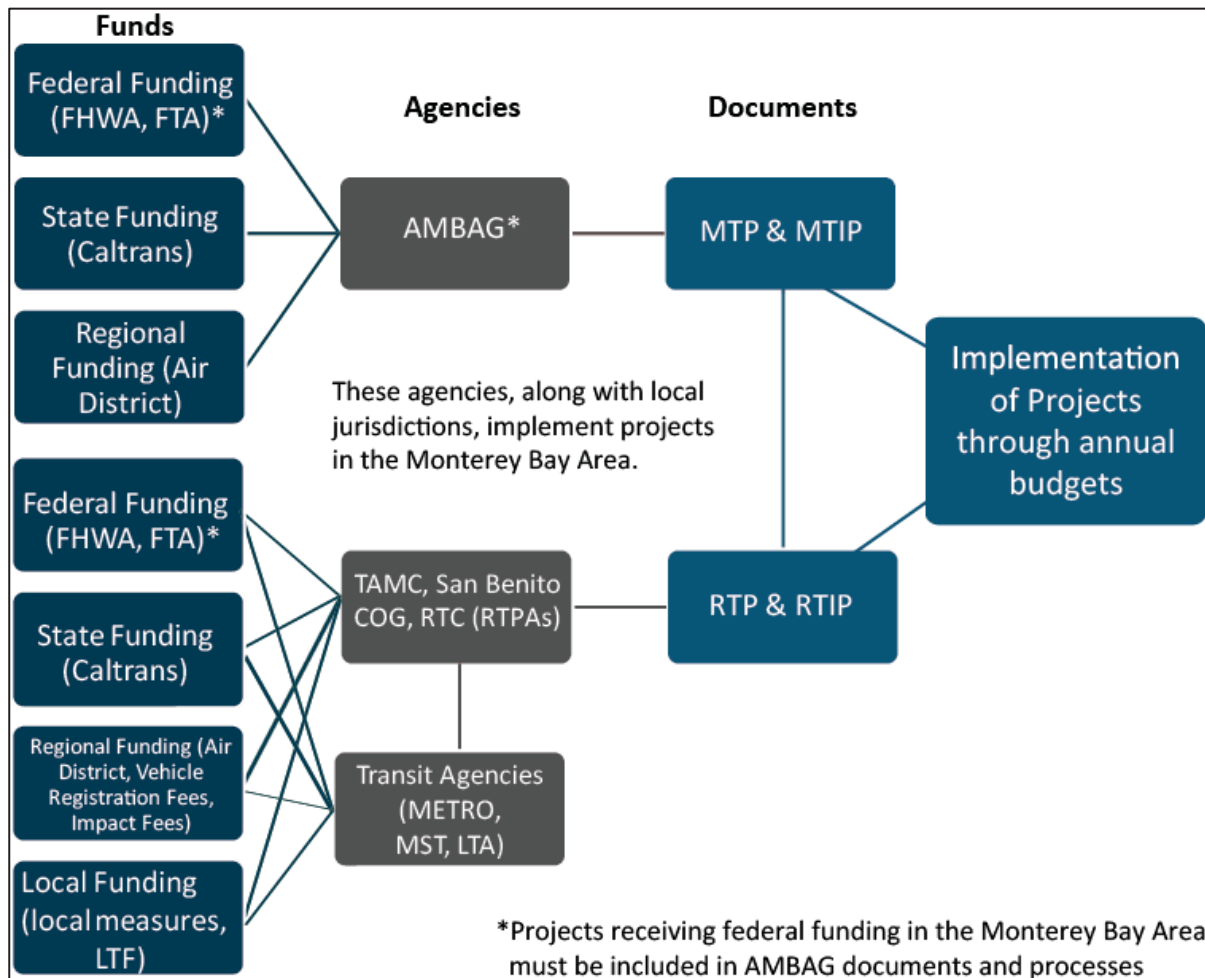
*Association of Monterey Bay Area Governments (AMBAG)*

Established by a joint powers agreement in 1968, AMBAG provides a forum for policy and planning issues in the Monterey Bay region. AMBAG acts as the regional Council of Governments (COG) for Santa Cruz and Monterey Counties and since 1968 has been designated by the Governor as the Metropolitan Planning Organization for the tri-county Monterey Bay region.

Membership of the Association of Monterey Bay Area Governments includes 21 jurisdictions within Monterey, San Benito, and Santa Cruz Counties. An elected official from each jurisdiction is appointed by that jurisdiction's City Council or Board of Supervisors, with each of the 18 cities represented by one member, and each of the three counties by two members, forming the 24 member AMBAG Board of Directors. A representative from TAMC, SBtCOG, SCCRTC, Caltrans, Monterey-Salinas Transit, Santa Cruz Metropolitan Transit District, Monterey Bay Air Resources District, Monterey Peninsula Airport District, and Central Coast Community Energy each serve as an ex-officio member.

AMBAG, as the MPO for the Monterey Bay region, is charged with developing and periodically updating a federal long range transportation plan and transportation improvement program for the region, as well as developing an annual Overall Work Program (OWP). These statutory requirements are satisfied throughout the development process of updating the Metropolitan Transportation Plan and Sustainable Communities Strategy (MTP/SCS), the Metropolitan Transportation Improvement Program (MTIP) and the OWP.

**Figure 2-1: Organizational Chart of Federal, State and Local Funding Sources and How Each are Distributed to Local Agency’s Projects and Programs**



**The Metropolitan Transportation Plan and Sustainable Communities Strategy (MTP/SCS)**

Adopted in June 2022, the 2045 Metropolitan Transportation Plan/Sustainable Communities Strategy (also known as Moving Forward 2045 Monterey Bay, or the MTP/SCS) is the long-range transportation plan for the Monterey Bay region that looks ahead at the possible transportation needs the region will have alongside the proposed growth of the region for the next 20 years. Proposed transportation projects must be included in this plan to be eligible for federal funding.

The Sustainable Communities Strategy (SCS) contained in this Plan requires the proposed transportation solutions to meet or further reduce the adopted greenhouse gas (GHG) emissions target goals specifically allocated for the Monterey Bay region set forth by the state. AMBAG is beginning the multi-year process to update the 2050 MTP/SCS and anticipates the plan to be completed by mid-2026.

### **The Metropolitan Transportation Improvement Program (MTIP)**

The MTIP is the Monterey Bay region's short range transportation project programming document that contains transportation projects proposed for funding. The MTIP is required to be updated at least every four years; AMBAG typically updates this document every two years. Federal regulations require that the MTIP be prepared in consultation and coordination with our partner agencies in the region and be subject to an adequate public outreach and review process.

The MTIP programs transportation improvement projects are proposed to implement the adopted MTP/SCS. The RTIPs and SRTPs are prepared and approved by our partner agencies with extensive interagency consultation, as well as formal public review and hearings on the documents and their adoptions. The projects in the MTIP are, however, not simply a compilation of transportation projects already approved in other programs, but are part of a new program, subject to its own interagency consultation and public comments and review processes.

In addition, the MTIP is developed in consultation and coordination with the following agencies: Caltrans, San Benito County Express, MST (including their paratransit program RIDES), Santa Cruz METRO, SBtCOG, SCCRTC, and TAMC.

Federal regulations require the MTIP to be prepared by AMBAG staff in cooperation and consultation with the above agencies as well as federal (FHWA/FTA) oversight agencies. As per federal regulations, AMBAG conducts a proactive interagency consultation and public involvement process to ensure that complete information, timely public notice, full public access at key decisions, and early and continuing involvement of the public be provided during development of this MTIP. Once developed, the MTIP does not become a static document. It can be amended through a "Formal Amendment" or an "Administrative Modification" within the two-to-four-year cycle.

Formal amendments are changes to projects that are considered significant in nature such as adding or deleting regionally significant or federally funded projects or major changes to the cost or scope of projects and therefore must go through a 14-day public review and a comment period. Formal amendments require AMBAG Board approval, as well as state and federal

approval. AMBAG processes formal amendments to the MTIP on a quarterly schedule, and more often if warranted by special circumstances.

Administrative modifications to the MTIP are processed for minor program revisions. The criteria for administrative modifications and amendments are defined in IIJA/BIA and FAST Act. The administrative modifications are minor changes to projects and are not required to go through public review. AMBAG's Executive Director is authorized to approve administrative modifications to the MTIP.

The use of technical corrections and advancement or delay of funds using Expedited Project Selection Procedures (EPSP) can also be utilized to update the MTIP. No public review is necessary for AMBAG to use agreed-upon EPSP. EPSP is used to advance projects from the later years of the MTIP and delay the implementation of other projects from earlier years. These changes occur without modification or amendment, based on agreements between AMBAG, Caltrans, local transit operators, and RTPAs.

### **Air Quality Conformity Analysis**

Currently, the Monterey Bay region is in attainment for federal air quality standards. However, if the region becomes non-attainment for federal air quality standards, additional public involvement and interagency consultation is required.

#### *Interagency Consultation*

The conformity rule\* requires that Federal, State and local transportation and air quality agencies establish formal procedures to ensure interagency coordination on critical issues. Typical participants in interagency consultation include the FHWA, FTA, EPA, State DOTs, MPOs, and other local transportation agencies, and State and regional air quality agencies. In addition, public transportation operators are often active participants in interagency consultation.

Interagency consultation is a forum for discussing key assumptions to be used in conformity analyses, strategies to reduce mobile source emissions, specific impacts of major projects, issues associated with travel demand and emissions modeling, and the development of motor vehicle emissions budgets. The specific process that will be followed in each area must be adopted as part of the SIP and must be used to develop MTPs, TIPS and the SIP. These adopted interagency consultation procedures are included in the "conformity SIP."

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\* FHWA's Transportation Conformity: A Basic Guide for State and Local Officials (Feb. 2017): [https://www.fhwa.dot.gov/environment/air\\_quality/conformity/2017\\_guide/fhwahep17034.pdf](https://www.fhwa.dot.gov/environment/air_quality/conformity/2017_guide/fhwahep17034.pdf)

### *Public Involvement*

The air quality conformity analysis must be provided for public review and comment, similar to the MTP/SCS and MTIP public outreach process. MPOs must then respond to public comment and provide adequate notice of relevant meetings.

### **Overall Work Program (OWP)**

OWP, produced by AMBAG and each of the RTPAs, include federal and state funded planning activities as well as transportation and air quality planning activities proposed for each fiscal year. The OWP incorporates the MPO's and RTPA's transportation planning and air quality related work to be accomplished by each. AMBAG coordinates the OWP development process with the region's RTPAs, transit operators, Caltrans, and is also available for the general public to review and provide comments.

The OWP establishes transportation, housing, sustainability, air quality, and other regional planning objectives, the methods and timing for achieving those objectives, and identifies planning responsibilities and funding to complete the work. The OWP also serves as a management tool for AMBAG and the RTPA's in that it identifies all projects and services to be provided during the year beyond those mandated by the metropolitan planning process. The OWP, therefore, presents an annual guide for the agency's use of resources for the fiscal year.

The OWP is a constantly evolving document; changes occur during the year to reflect priority, funding, and staffing changes. As a working document, the OWP must be amended prior to making changes in work scope, budget, and completion dates for key tasks.

### **In the Monterey Bay region, the responsibility for transportation planning and programming is shared between:**

- California Department of Transportation (Caltrans)
- Metropolitan Planning Organization (AMBAG)
- Regional Transportation Planning Agencies (RTPAs):
  - Transportation Agency for Monterey County (TAMC)
  - Council of San Benito County Governments (SBtCOG)
  - Santa Cruz County Regional Transportation Commission (SCCRTC)
- Public Transit Operators:
  - Monterey-Salinas Transit (MST)
  - San Benito County Express
  - Santa Cruz Metropolitan Transit District (Santa Cruz METRO)

Collectively, these eight agencies are referred to as AMBAG's "partner agencies."

### ***Regional Transportation Planning***

AMBAG, in consultation and coordination with our partner agencies develop the Monterey Bay region's MTP/SCS to ensure that both state and federal requirements for regional transportation planning are met for the Monterey Bay region. The RTPAs are each required to prepare a Regional Transportation Plan (RTP) for their respective counties.

AMBAG and RTPAs work together to make sure that all planning products and programming documents are consistent and meets state and federal requirements. The transportation improvement projects included in the countywide RTPs are selected to receive State Transportation Improvement Program (STIP) funds and they are incorporated into each RTPA's respective Regional Transportation Improvement Programs (RTIP), then forwarded to the California Transportation Commission (CTC) for inclusion in the State Transportation Improvement Program (STIP).

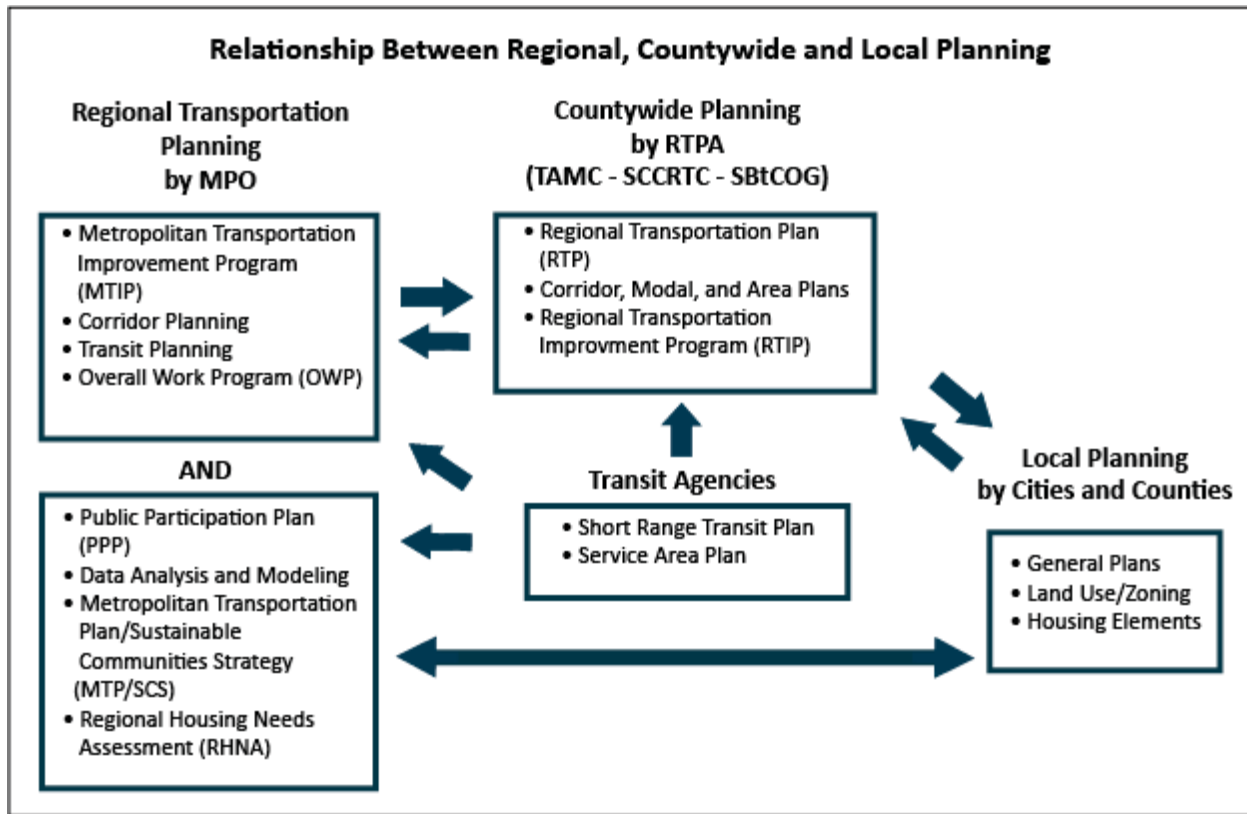
The STIP covers a five-year period and is updated biannually. Federally funded and/or regionally significant projects selected to receive a variety of state and federal transportation funds by Caltrans, RTPAs, the transit districts, and other entities are included in the federally required Monterey Bay region's MTIP, adopted by AMBAG.

The public transit operators prepare Short Range Transit Plans (SRTP) and operate and maintain scheduled transit services in their respective service areas. AMBAG is responsible for meeting federal metropolitan planning and programming requirements for the Monterey Bay region. AMBAG's public involvement activities and public hearing notices for the MTIP will satisfy the program of projects requirement of the FTA's Urbanized Area Formula Program.\* A flow chart illustrating how planning documents relate throughout the AMBAG region is shown in Figure 2-2.

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\* Please refer to FTA's 49 USC 5307(C) (1)–(C) (7).

Figure 2-2: AMBAG Regional Planning Document Flow Chart



**Regional Transportation Planning Agencies (RTPAs)**

Regional Transportation Planning Agencies (RTPAs) are designated by the Governor of California, are funded directly through local and state funding, and are responsible for selecting projects to receive state and federal funds. The three RTPAs within the AMBAG region include:

**Transportation Agency for Monterey County (TAMC)**

The Transportation Agency for Monterey County (TAMC) is the state-designated Regional Transportation Planning Agency and Local Transportation Commission for Monterey County. TAMC is also the Congestion Management Agency and the Service Authority for Freeways and Expressways (SAFE). TAMC is a 24-member agency with 17 voting members on the Board of Directors, which is composed of elected officials from each of Monterey County’s 12 incorporated cities and five county supervisorial districts. TAMC also includes seven ex-officio members, one each from the Association of Monterey Bay Area Governments (AMBAG), California State University, Monterey Bay (CSUMB), Caltrans District 5, the Monterey Bay Air Resources District, the Monterey Peninsula Airport District, Monterey-Salinas Transit (MST) and the City of Watsonville.

TAMC is responsible for developing and implementing a Regional Transportation Plan, a Regional Transportation Improvement Program, as well as administration of Local



Transportation Funds and programming of federal funds, including Regional Surface Transportation Program (RSTP) funding. TAMC operates a Freeway Service Patrol (FSP) program on congested Highway 1 and U.S. 101 segments in Monterey County to clear vehicle collisions and respond to other freeway emergencies that are a source of traffic congestion, as well as operating and maintaining Monterey County's call box network on state highways.

With the passage of the voter-approved "Transportation Safety & Investment Plan" through Measure X in November 2016, TAMC and local jurisdictions are investing locally generated sales taxes into the community, with 60 percent of the revenues dedicated to local road maintenance, pothole repairs and safety projects, and 40 percent dedicated to regional safety and mobility projects.

As the Congestion Management Agency and the Service Authority for Freeways and Expressways (SAFE), TAMC operates a Freeway Service Patrol (FSP) program on congested Highway 1 and US 101 segments in Monterey County to clear vehicle collisions and respond to other freeway emergencies that are a source of traffic congestion. TAMC operates and maintains Monterey County's call box network on state highways.

As the state-designated rail agency for Monterey County, another major emphasis for TAMC is to bring more passenger rail service to Monterey County, so that residents can travel to jobs, health services, shopping, and entertainment conveniently, safely, and cheaply, while avoiding traffic jams. The rail program includes local commuter service options as well as greater regional access. Trains will also be a popular choice for visitors to Monterey County, helping to ease traffic during the busiest summer months. The result of this effort will remove vehicle trips from Highways 1, 101, and 156.

The TAMC Board of Directors adopted a racial equity program in 2021. The program integrates specific racial equity-based activities into three agency areas, funding, public outreach and hiring, with a developed a set of issues, potential solutions, action items and a racial equity goal for each area. The funding goal is to provide an equitable share of transportation investments to underserved, racially diverse communities to improve their health, safety, and quality of life. The hiring goal is to reflect the diversity of the Monterey County community to increase TAMC's success as an agency. The public outreach goal is to design and implement public outreach and engagement that is broadly accessible and provides means for all to participate.

### **Council of San Benito County Governments (SBtCOG)**

The Council of San Benito County Governments is the state designated RTPA and the Council of Governments (COG) for San Benito County. SBtCOG is an eight-member agency with a five-member Board of Directors, composed of two representatives each from the San Benito County Board of Supervisors and the Hollister City Council and one representative from the San Juan

Bautista City Council. SBtCOG also has one ex-officio representative from Caltrans District 5. SBtCOG is responsible for county-level transportation plans and programs.

SBtCOG adopts a Regional Transportation Plan (RTP) every four years. The RTP is a 20-year planning document that establishes transportation goals and policies for the region and identifies projects to be implemented with available funding.

In June 2022, SBtCOG adopted their 2045 RTP which includes chapters that address state and federal transportation policies. In addition, topics discussed in SBtCOG's 2045 RTP include Complete Streets, Healthy Communities, Active Transportation, etc.

SBtCOG is responsible for programming the State Transportation Improvement Program (STIP) funding in its biennial Regional Transportation Improvement Program, and administration of Transportation Development Act funding. SBtCOG also allocates transportation funds, including State Surface Transportation Block Grant Program (STBG) funds, to local jurisdictions. Additionally, on November 6, 2018, Measure G, a 1% sales tax over 30 years, was approved by San Benito County voters to fund the implement of the San Benito County Roads and Transportation Safety Investment Plan. Measure G will help fund critical transportation safety and mobility projects in San Benito County, including up to 50% of the tax revenues committed to improving Highway 25.

SBtCOG solicits public input on the development of all programs and plans, including the Regional Transportation Plan, Regional Transportation Improvement Program, and Transportation Development Act funding allocations.

SBtCOG is also responsible for administering several multimodal programs. One such program includes the Rideshare Program and the Vanpool Program, which encourages residents to use alternative modes of transportation. The Board of Directors also serves as the following entities:

- Service Authority for Freeways and Expressways (SAFE) administers the emergency call box program
- Local Transportation Authority (LTA) administers public transit services
- Airport Land Use Commission (ALUC) ensures orderly growth around the airport and protects the general welfare of local inhabitants, pilots, and members of the public
- Measure A Authority governs a 1/2 cent sales tax that was established in 1989 to raise money for specific transportation projects in San Benito County. The Measure A Authority no longer operates as the tax expired.

### **Santa Cruz County Regional Transportation Commission (SCCRTC)**

The Santa Cruz County Regional Transportation Commission (SCCRTC) is the state-designated RTPA and Local Transportation Commission for Santa Cruz County. As an RTPA, SCCRTC is

responsible for transportation planning, policy, coordination, and programming. The SCCRTC Board of Directors consists of all five members of the County Board of Supervisors, one representative from each of the four cities in the county, and three representatives appointed by the Santa Cruz Metropolitan Transit District Board of Directors. SCCRTC also has one ex-officio representative from Caltrans District 5. Board meetings are held the first Thursday of the month, with workshops scheduled for the third Thursday of the month, as needed. SCCRTC is also the Service Authority for Freeway Emergencies (SAFE) which administers the call box program, the Local Transportation Authority which governs the Measure D 1/2 cent sales tax established in 2016 for specific transportation projects in Santa Cruz County, and the Rail/Trail Authority.

Members of the public and representatives from local transportation organizations sit on SCCRTC's Bicycle Advisory Committee and Elderly and Disabled Transportation Advisory Committee (E&D TAC) which also serves as the state-mandated Social Service Transportation Advisory Council. The public is also encouraged to attend meetings and address the Board or advisory bodies. With input from the community, SCCRTC develops and implements a Regional Transportation Plan (RTP), a Regional Transportation Improvement Program (RTIP), and Unmet Transit Needs.

SCCRTC also implements several regional transportation projects and programs. These include ongoing programs such as the Cruz511 Traveler Information Service, Go Santa Cruz County commuter rewards program, the SAFE Callbox Program, and the Freeway Service Patrol (FSP) Program. The Call Box and FSP programs provide assistance to motorists. SCCRTC implements and/or evaluates various regional highway, passenger-rail, and bicycle and pedestrian projects.

In preparing transportation planning and programming documents and implementing specific projects and programs, SCCRTC uses a variety of public participation tools, including public meetings and workshops, public hearings, committee meetings, public notices, press releases, the SCCRTC website, social media, email notifications, newsletters, surveys, door-to-door canvassing and televised meetings.

### ***Public Transit Operators***

#### **Monterey-Salinas Transit (MST)**

Monterey-Salinas Transit (MST) provides public transit service to a 159 square-mile area of Monterey County with 34 routes, 131 fixed route fleet buses, 39 minibuses for paratransit service, and six trolleys; all of which are Americans with Disabilities Act (ADA) compliant and serve a service area of approximately 437,325 people. In 2010, MST became the countywide transit district overseen by a 13-member voting Board of Directors, composed of one representative each from the County of Monterey and all twelve county cities: Carmel-by-the-

Sea, Del Rey Oaks, Gonzales, Greenfield, King City, Marina, Monterey, Pacific Grove, Salinas, Sand City, Seaside and Soledad.

MST's fixed routes provide service in the Monterey Peninsula jurisdictions, the City of Salinas, and south Monterey County cities including Chualar, Gonzales, Soledad, Greenfield, and King City. Intercity service is provided via Blanco Road in Salinas, Highway 1, and Highway 101 between areas of Monterey County. MST provides rural transit service to Carmel Valley, and seasonally along the Monterey waterfronts – the MST Trolleys. In addition, intercity routes connect MST with Santa Cruz METRO at their Transit Center in Watsonville. Also, MST operates service between King City and Paso Robles, with stops in San Lucas, San Ardo, Bradley, and San Miguel.

MST is also responsible, under the Americans with Disabilities Act (ADA), for the provision of complementary paratransit service in Monterey County. To that end, MST operates and administers the RIDES paratransit program that provides service within  $\frac{3}{4}$  mile of MST fixed transit routes. The RIDES program also serves Special Transit service areas in unincorporated rural North and South Monterey County by extending paratransit service to rural North Monterey County outside the  $\frac{3}{4}$  mile ADA service area, and two miles of fixed route in South Monterey County. The RIDES program Special Transit service also extends paratransit service to two miles along Highway 68 east between Canyon Del Rey Boulevard and River Road in Salinas.

In Monterey County, the MST Mobility Advisory Committee serves as the Transportation Agency's Social Services Transportation Advisory Council and advises the agency on the transportation needs of the elderly, persons with disabilities and limited means populations. The Mobility Advisory Committee includes representatives from the County's social service providers and MST RIDES paratransit program customers. The committee serves as an advisory body to MST regarding the delivery of coordinated transportation and mobility management services provided through MST's Consolidated Transportation Services Agency.

### **San Benito County Local Transportation Authority (LTA)**

The San Benito County Local Transportation Authority (LTA) is the designated Consolidated Transportation Services Agency for San Benito County. The LTA is a Joint Powers Authority between the City of Hollister, City of San Juan Bautista, and the County of San Benito. The Board of Directors consists of two elected officials each from the City of Hollister City Council and the County of San Benito Board of Supervisors; and one elected official from the City of San Juan Bautista City Council.

The LTA is responsible for the administration and operation of County Express, the primary public transportation service for the County which operates seven days a week. County Express services include Fixed Route service, complementary Paratransit service, Dial-A-Ride, On-

Demand, and Intercounty transit services to the City of Gilroy in Santa Clara County. The LTA also provides three specialized transportation services: Out-Of-County non-emergency Medical Transportation, Senior Lunch Program Transportation, and a Medical-Shopping Assistance Program. The LTA seeks public input on the development of operations and plans, which include a Short-Range Transit Plan. The LTA also solicits input on potential route changes, fare increases, and other service and policy changes.

### **Santa Cruz Metropolitan Transit District (SCMTD or Santa Cruz METRO)**

The Santa Cruz Metropolitan Transit District (SCMTD or Santa Cruz METRO) provides public transit service in Santa Cruz County and connects with Monterey-Salinas Transit (MST), the Monterey County public transit provider, at the Watsonville Transit Center. Santa Cruz METRO provides service using 94 buses on 24 routes throughout the County. In addition to service throughout Santa Cruz County, Santa Cruz METRO operates, in coordination with the Santa Clara Valley Transportation Authority (VTA), Amtrak, Caltrans and the Capitol Corridor Joint Powers Authority, an express bus service to and from Santa Clara County over State Route 17 (Highway 17) seven days a week.

Santa Cruz METRO has an 11-member Board of Directors composed of one representative from each of the cities of Capitola and Scotts Valley, five approved by the Santa Cruz County Board of Supervisors, two representatives from the City of Santa Cruz and two representatives from the City of Watsonville. In addition to its regular membership, Santa Cruz METRO also has one ex-officio member representing the University of California, Santa Cruz (UCSC) and Cabrillo College. Board meetings are held on the fourth Friday of each month. Comments from the general public on any issue can be made during the public comment period at the Board meetings.

Santa Cruz METRO is also responsible for the provision of complementary paratransit to fixed route transit service under the Americans with Disabilities Act (ADA). Santa Cruz METRO ParaCruz provides shared ride, door-to-door service for people certified as unable to use the regular service.

### ***Local Planning Coordination and Sustainability***

In 2008, Senate Bill 375 (SB 375, Steinberg) was passed, which requires AMBAG to include a Sustainable Communities Strategy (SCS) in the Metropolitan Transportation Plan. The SCS aims to incorporate regional growth and housing demand with long range planning scenarios in the joint effort to decrease greenhouse gas emissions at the state and regional level, as set forth by the California Air Resource Board (CARB). AMBAG is required to include SB 375 specific public participation requirements and process into the official Public Participation Plan (PPP) to include greater participation and coordination with local and regional agencies during the

MTP/SCS development process. The Public Involvement Program (PIP) for the 2050 MTP/SCS is included in Appendix G.

SB 375 also requires AMBAG to conduct a minimum of two informal meetings in each of our three counties within the Monterey Bay region for members of the board of supervisors and council of governments on the SCS. The purpose of these meetings is to present a draft of the SCS to members of the Board of Supervisors and city council members in each county and to consider their input and recommendations.

### **III. Public Participation Requirements**

AMBAG and partners identified and updated various information, techniques and strategies for effective public outreach which were compiled in AMBAG's 2019 Monterey Bay Public Participation Plan to shape and inform the bulk of this 2023 Public Participation Plan (PPP).

This PPP provides interested parties with reasonable opportunities to be involved in the MPO transportation planning\* and countywide transportation planning process. To accomplish the consultation requirements of the IJJA/BIA, FAST Act, AMBAG and RTPAs conducted the following actions to ensure all public participation requirements would be met.

#### **Research**

AMBAG and RTPAs regularly gather information about how to improve public participation for our major plans and projects throughout the planning process. For instance, as part of outreach efforts for AMBAG's 2045 MTP/SCS update, a list of key stakeholders was compiled to be contacted regularly regarding MTP/SCS programs and policies. In fall 2022, AMBAG went through an extensive effort to update the list, comprised of a large variety of individuals and organizations ranging from community groups, interest groups, environmental groups, local tribes, etc.

In addition, AMBAG staff conducted extensive research in preparation for the *2023 Public Participation Plan* by reviewing other California MPOs' recently updated Public Participation Plans, researching new Federal and State legislation that may have affected the implementation process of the Public Participation Plan update, and sought new strategies in technological innovation that we can include to improve public outreach for the Monterey Bay region.

#### **Surveys**

Online surveys have been used by the SCCRTC in development of its RTP and for projects such as the 2012 Transit Corridor Alternatives Analysis, 2019 Unified Corridor Investment Study and the 2019 Highway 9 San Lorenzo Valley Complete Streets Corridor Plan. Multiple telephone surveys of likely voters have also been used by the Santa Cruz and Monterey County RTPAs in their evaluation of local funding options for implementing the RTPs.

In March 2023, AMBAG developed a public outreach survey to request feedback on how to better keep the community engaged and informed throughout the decision-making process. The survey was available in English and Spanish and was posted online on AMBAG and partner websites and emailed to AMBAG's stakeholders and interested parties contacts. The survey

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\* Please refer to FHWA's 23 CFR 450.316(a).

focused on preferred methods of communication, preferred dates and times of meetings, and preferred engagement methods.

Overall, online and telephone surveys are great tools to elicit public input as these surveys provide us with a decent sample size of residents from each of our three counties, which allows us to gauge how to best reach the public and address pertinent issues in regard to our major plans and projects. For this reason, these survey methods will continue to be used for future plans and projects.

### **Direct Outreach**

Providing public access to participation in the planning processes of the Monterey Bay region is a responsibility shared between AMBAG, SBtCOG, SCCRTC, TAMC, MST, San Benito County Express, Santa Cruz METRO, and Caltrans.

Each partner agency solicits public input to its planning, policy, and programming processes. Various methods are used to engage stakeholders and the general public and provide impacted public agencies and interested parties with timely information and opportunities to participate in the transportation planning process.

Each federally funded transportation plan, study, program, or project prepared or developed by AMBAG or RTPAS must have its own specified public participation process that defines the avenues for reasonable involvement in the transportation planning process.

The following slate of procedures and strategies represents a compilation of the public participation efforts and opportunities that may be offered to residents in the Monterey Bay region. These procedures and strategies also provide guidance for realizing the desired outcome of a robust and informed level of broad based public involvement in the development and implementation of plans, programs and projects in the region.

Additional information for how to engage in public participation opportunities for each county are summarized in Appendix B.

### **Required Procedures and Methods for Public Participation\***

These activities are further explained in the following text, followed by a special section pertaining to new requirements for the MTP/SCS development pursuant to SB 375.

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\*Please refer to Title 23: 450.316 from *Federal Register Vol. 72 No. 30* in Appendix D for more information.



The following public participation activities must be included in every transportation plan, transportation improvement program and Environmental Impact Reports/Study:

- 1. Define Purpose and Identify Stakeholders**
- 2. Consultation and Coordination with Other Agencies**
- 3. Consultation with Interested Parties (Policy Bodies and Advisory Committees)**
- 4. Public Notice, Public Hearings, Comment Periods (utilizes the Brown Act)**
- 5. Use of Media and Informational Materials and Visualization Techniques**
- 6. Encourage Bilingual Participation**
- 7. Respond to Public Comments/Input**
- 8. Web Posting/Distribution of Draft and Final Documents**

### **1. Define Purpose and Identify Stakeholders**

Prior to initiating public outreach on transportation plans, programs, and projects, AMBAG and RTPAs define the purpose, objectives, and stakeholders for public involvement. Individuals and groups that have an interest in transportation decisions may include, but are not limited to:

- Landowners
- Neighborhood and community groups
- Environmental advocates
- Tribal and Indigenous communities
- Affordable housing advocates and providers
- Transportation advocates
- Home builder representatives
- Business organizations
- Commercial property interests
- Educational organizations
- Tourism representatives
- Trucking and agriculture representatives

These groups can be represented through direct outreach, advisory committees, or other methods described in the following text. AMBAG and our partner agencies recognize that the public expects a clear understanding of their involvement and purpose throughout the transportation planning process.

As with many transportation projects, funding for public outreach is limited; therefore, practical and economical options can be used to expand toolbox skill sets, as well as leverage existing resources and technological advances. For instance, AMBAG, SBtCOG and SCCRTC have added a

Google Translation Widget on their webpage so users can switch from English to Spanish while browsing their website. Also, SCCRTC utilizes Caltrans QuickMap on the Cruz511 traveler information traffic map page. This map includes visuals from the live traffic camera, and road closure information from Caltrans. Tools such as these are cost-effective and helpful and can reach multiple audiences.

## **2. Consultation and Coordination with Other Agencies**

AMBAG and RTPAs seek input from state and federal resource management agencies during development of transportation planning studies and projects in their respective regions. AMBAG leads the outreach efforts with federal, state, and local agencies during development of the Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) and the associated Environmental Impact Report which also serves as the RTPA's Regional Transportation Plan Environmental Impact Report. Appropriate consultation is undertaken with agencies and officials responsible for planning activities within the region, as well as state and federal resource management agencies. These agencies include but are not limited to:

- Federal and State Resource Agencies (Water, Fish and Game, Coastal Commission, etc.)
- Federal Land Management Agencies
- Local Tribal Governments
- Housing, Economic Development and Community Planning Agencies
- Airports
- Freight Industry Stakeholders

### ***Transportation Plan and Sustainable Communities Strategy Staff Working Group***

AMBAG, RTPAs and transit agencies within the Monterey Bay region participate in regular coordination group meetings to discuss the preparation of transportation plan updates, policy issues and coordinate development of the SCS for the region that is required by Senate Bill 375. During the development of the AMBAG's MTP/SCS, staff meet with the three RTPAs' staff twice a month as part of a working group in order to coordinate the development of each of the Regional Transportation Plans.

### ***NEPA and CEQA Consultation***

CEQA and NEPA both define the minimum standards for reasonable public access and participation in the decision-making process. The public participation process defined by the National Environmental Policy Act (NEPA) for federal consultation serves as the primary process for consultation to occur with federal, state, and local resource management agencies. The California Environmental Quality Act (CEQA) requires environmental documents to be prepared across all jurisdictions for regional and local transportation plans and projects, such as Environmental Impact Reports (EIRs).

AMBAG is primarily a planning agency, therefore AMBAG's actions do not regularly fall under NEPA/CEQA as they are not projects, as defined by NEPA. However, AMBAG must abide by the statutory requirements as outlined in these acts, should we participate in a project that falls under the NEPA/CEQA process. For example, MPOs are responsible for the planning contained in the MTP/SCS that precedes project delivery. Typically, a local government, consultant or Caltrans is responsible for the actual construction of the project i.e., project delivery. CEQA applies to the planning document (MTP/SCS) while both NEPA and CEQA may apply to the individual projects that implement the MTP/SCS during the project delivery process.

### **3. Consultation with Interested Parties (Policy Bodies and Advisory Committees)**

AMBAG and our partner agencies hold regularly scheduled meetings that are open to the public and noticed per Brown Act requirements. General meeting notices, agendas and materials are posted at agency offices at least 72 hours before regular meetings and 24 hours before special meetings. All Board meeting and standing committee meeting notices are typically posted on agency websites. Some special meetings or notices for public hearings are also published in general circulation newspapers.

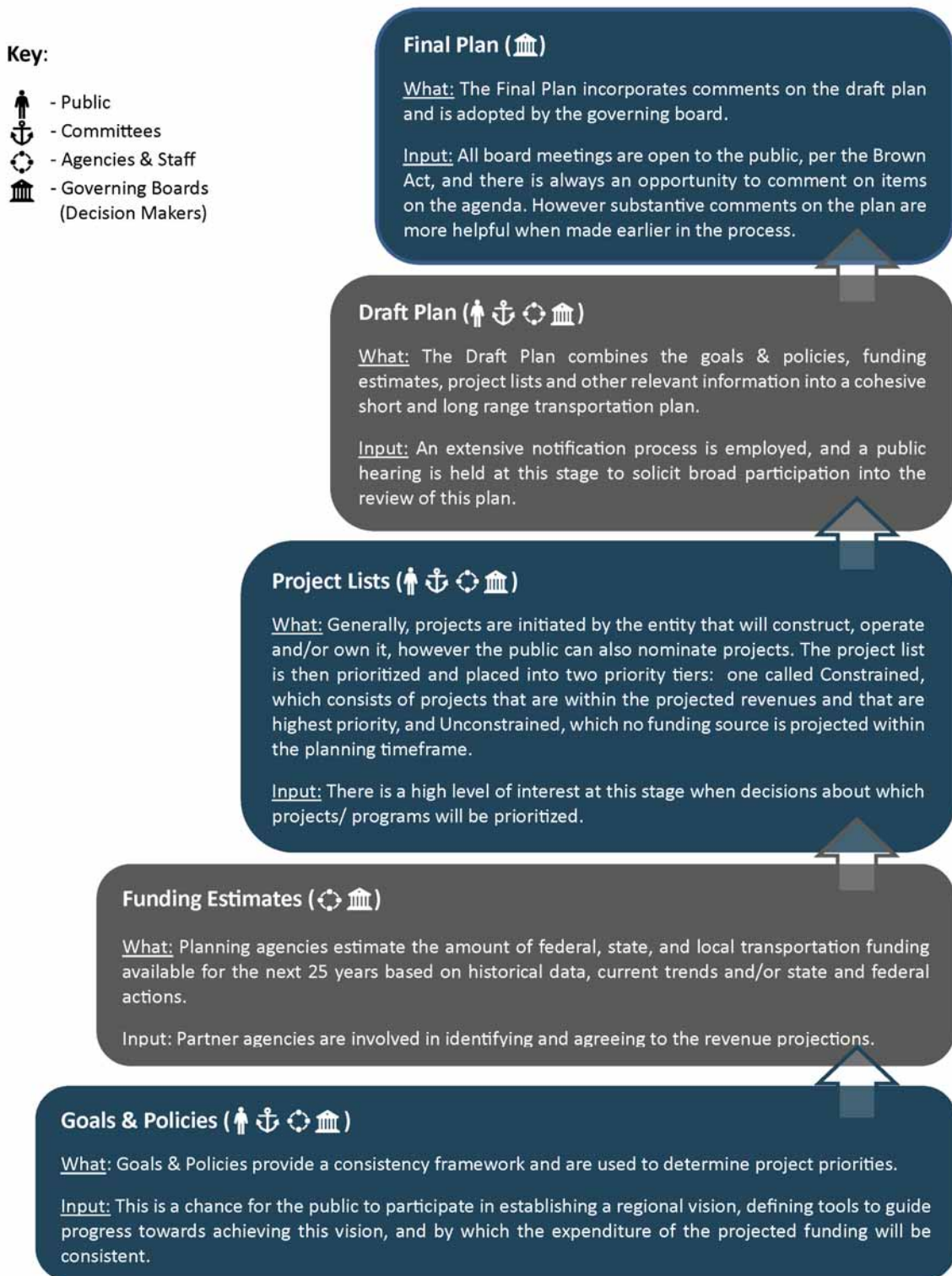
Agendas and materials are made available in advance of meetings by regular mail, email or by links to the host agency website. Agendas are also posted at each agency's respective offices. The agenda of each meeting provides an opportunity for members of the general public to provide comment to the Board/Committee concerning matters within the agency's purview.

In recent years, AMBAG and partners provided opportunities for hybrid meeting styles that have allowed members of the public to participate in Board meetings, standing committees and special meetings remotely. AMBAG agendas now include Zoom links to increase public participation virtually and remotely. Virtual engagement methods increase inclusivity and accessibility, reduce geographical barriers, promote cost savings and efficiency, and facilitate increased data sharing and collaboration. Virtual participation has proven an effective way to ensure engagement and meaningful participation from our community members. As we move forward virtual engagement will continue to shape a more collaborative, equitable, and resilient transportation network.

Staff reports, transportation plans and studies can be viewed at AMBAG or partners' offices, websites, and are also made available upon request. Transportation plans and some major documents are also available at local public libraries.

In addition, public input to the transportation planning and programming process can include notification and early solicitation through each of the agency's technical advisory committees and through project sponsors, such as city councils and city committees (refer to Figure 3-1).

**Figure 3-1: Building Blocks of Transportation Planning and Public Input Flow Chart**



AMBAG and the region's three public transit operators also use the RTPA technical advisory committees to notify and solicit input on their planning and programming processes.

***Technical Advisory Committees (TACs)***

TAMC, SBtCOG and SCCRTC, the three Regional Transportation Planning Agencies (RTPAs) for the Monterey Bay region, each appoints a Technical Advisory Committee (TAC) which meets regularly to help guide the technical aspects of transportation planning, project selection and programming within their respective region. The TAC members are usually planners and engineers representing affected agencies and jurisdictions in each county.

Additional agency representation on these committees includes some combination of the following: AMBAG staff, transit operators, regional agencies, Transportation Management Agencies, educational institutions, redevelopment agencies, Caltrans and the California Highway Patrol (CHP). Recommendations of each committee are provided to the respective Board.

***Social Service Transportation Advisory Councils (SSTACs)***

As required by the Transportation Development Act (TDA), each Regional Transportation Planning Agency appoints a Social Services Transportation Advisory Council (SSTAC) to advise the agencies on specialized transportation and unmet transit needs. Candidates are recruited from a broad representation of social services, transportation providers, and the general public representing the elderly, persons with disabilities, and persons of limited means. The Transportation Development Act requires an annual unmet needs public hearing if Local Transportation Funds are to be used for local road projects.

In Monterey and San Benito Counties, the primary purpose of each committee is to ensure that there are no unmet transit needs which are reasonable to meet in areas which use Local Transportation Funds for purposes other than transit. Santa Cruz County does not divert any Local Transportation Funds to road projects, therefore they do not require a formal unmet transit needs process. However, SCCRTC regularly conducts unmet needs process to understand priority transportation needs for seniors, people with disabilities and low-income individuals.

In addition to the unmet transit needs activities of the SSTACs, the three agencies' committees regularly review and comment on proposed planning documents and matters affecting the groups they represent. For instance, the public transit operators' on-going compliance in meeting the complementary paratransit goal provisions of the Americans with Disabilities Act is of interest to SSTAC members. As such, a transit operator representative attends the SSTAC meetings to address complementary paratransit as well as other public transit issues of interest to the committee. SSTAC committee actions are reported to and considered by each Regional Transportation Planning Agency.

In Santa Cruz County, the Elderly and Disabled Transportation Advisory Committee (E&D TAC) serves as the Social Services Transportation Advisory Council. In addition to fulfilling the requirements of the SSTAC as required by California Code, the E&D TAC advises SCCRTC, the Santa Cruz Metropolitan Transit District (Santa Cruz METRO), the Consolidated Transportation Services Agency, social service agencies and the local jurisdictions in Santa Cruz County on transportation issues, policies, plans, programs, and projects for the elderly, disabled and persons of limited means populations.

In Monterey County, the MST Mobility Advisory Committee serves as the Transportation Agency's Social Services Transportation Advisory Council and advises the agency on the transportation needs of the elderly, persons with disabilities and limited means populations. The Mobility Advisory Committee includes representatives from the County's social service providers and MST Mobility Program customers. The committee serves as an advisory body to MST regarding the delivery of coordinated transportation and mobility management services provided through MST's Consolidated Transportation Services Agency.

In San Benito County, SBtCOG maintains its own SSTAC committee for the purposes of advising the COG and the Local Transportation Authority on matters related to transportation accessibility for seniors, persons with disabilities, and persons of limited means. Transit issues that may require more attention from the SSTAC are Specialized Transportation services, and related planning and studies.

### ***Bicycle and Pedestrian Advisory Committees***

SCCRTC appoints a Bicycle Advisory Committee while TAMC appoints a Bicycle and Pedestrian Facilities Advisory Committee, and SBtCOG appoints a Bicycle and Pedestrian Advisory Committee. These committees meet either monthly or semi-monthly to review, discuss and make recommendations on bicycle and pedestrian related projects, plans and in some cases funding programming. Recommendations of each committee are forwarded to the respective Board of Directors or member jurisdictions. These committees are composed of community volunteers and local agencies.

In Santa Cruz County, accessible pedestrian issues are also discussed by the Elderly and Disabled Transportation Advisory Committee (E&D TAC). As needed, the E&D TAC has established standing or temporary subcommittees to discuss pedestrian safety and accessibility.

### ***Rail Policy Committee***

The TAMC Rail Policy Committee meets monthly to advise the Agency on plans and issues associated with commuter and passenger rail services being developed in Monterey County. The Rail Policy Committee is composed of TAMC Board Members or their alternates from the

following jurisdictions on the rail lines: Cities of Salinas, Marina, Sand City, Seaside, and Monterey, Supervisorial District 1, Supervisorial District 2, Supervisorial District 4, Supervisorial District 5, and two representatives from South Monterey County: either (a) the 3rd District County Supervisor and a voting TAMC Board member from one of the South Monterey County Cities, or (b) two voting TAMC Board members from South Monterey County Cities. The TAMC Chair may appoint annually ex-officio members as needed.

***Transit Citizens Advisory Committee***

Each member of the Santa Cruz METRO Board of Directors appoints one person to the Santa Cruz METRO Advisory Committee (MAC) for a two-year appointment to represent Santa Cruz County. MAC provides advice to Santa Cruz METRO's Board of Directors on matters of Santa Cruz METRO policy and operations referred to the Committee by the Board or Secretary/General Manager and to perform such additional duties as assigned by the Board. MAC also may address issues which members or the public raise with respect to the quantity and quality of services provided by Santa Cruz METRO and meets on the third Wednesday of each month. In Monterey County, the Monterey-Salinas Transit (MST) Mobility Advisory Committee fulfills this role.

***Budget, Administration & Personnel Committee***

To ensure efficient and effective operations, SCCRTC's Budget, Administration & Personnel Committee serves to review and monitor issues relating to the budget, work program, and other administrative functions of SCCRTC and makes recommendations to SCCRTC regarding such items. The Committee is also responsible for reviewing personnel matters and conducting the annual performance evaluation of the Executive Director. The Budget, Administration & Personnel Committee is made up of six SCCRTC commissioners elected to the committee annually. The committee meets the second Thursday of each month.

***Traffic Operations System (TOS) Oversight Committee***

SCCRTC has a Traffic Operations System (TOS) Oversight Committee that includes representatives from Caltrans, the California Highway Patrol (CHP), local law enforcement, legislators' representatives, and the media. The purpose of the Committee is to identify opportunities to improve the efficiency and safety of the transportation system through implementing operational improvements including the integration of technology into transportation infrastructure to monitor road conditions and inform motorists of potential hazards or delays.

In addition, the Committee monitors the Freeway Service Patrol (FSP) program that improves operations by deploying tow trucks during peak hours to remove hazards from the roadway. The Committee routinely discusses ways to improve communication among the various agencies and to enhance the existing TOS system. The Committee meets biannually. In addition,

the SCCRTC staffs the Safe on 17 Task Force to discuss safety improvements and programs for Highway 17. Task Force members include Caltrans, the CHP, the Metropolitan Transportation Commission, and other interests on both sides of the hill.

#### ***Taxpayer Oversight Committee***

In compliance with state law, the SCCRTC established a Taxpayer Oversight Committee in order to ensure accountability, transparency and public oversight of all funds collected and allocated under Measure D. A Taxpayer Oversight Committee was formed by the Commission to review the annual independent fiscal audit of the expenditure of the Transportation Tax funds. The Oversight Committee issues an annual report on its findings to the Commission regarding compliance with the requirements of the Expenditure Plan and the Ordinance. Members of the Independent Oversight Committee are residents of Santa Cruz County who are neither elected officials of any government, nor employees from any agency or organization that either oversees or implements projects funded from the proceeds of the sales tax. Members are required to fairly represent the geographical, social, cultural and economic diversity of Santa Cruz County to ensure maximum benefit for transportation users. The meetings are announced in advance on the SCCRTC website and are open to the general public.

#### ***Measure X, Transportation Safety & Investment Plan, Monterey County***

In accordance with the Policies & Project Descriptions for the Transportation Safety & Investment Plan approved by Monterey County voters in November 8, 2016, as Measure X, a Citizens Oversight Committee representing a diverse range of community interests was formed within six months of voter approval of the measure. Members and their alternates were nominated by the organization they are representing. Additional members were appointed by the Transportation Agency Board of Directors to assure that a broad range of geographic and stakeholder interests are represented on the committee.

The committee responsibility is to ensure that transportation funds are expended as required by the Transportation Safety and Investment Plan. The Citizens Oversight Committee also has review and recommendation responsibility for Plan changes and project delivery.

Measure X is anticipated to generate an estimated \$600 million over thirty years through a retail transaction and use tax of a three-eighths' of one-percent (3/8%).

#### ***San Benito COG Measure G Transportation Safety and Investment Plan Oversight Committee***

With the November 6, 2018 passing of Measure G, a 1% sales tax over thirty years to fund critical transportation safety and mobility projects in San Benito County, a Transportation Safety and Investment Plan Oversight Committee composed of citizens to oversee compliance with the tax ordinance was established. The Committee consist of 11 San Benito County residents that represent the geographical, social, cultural, and economic diversity of the County to ensure maximum benefit for transportation use and it meets quarterly.



### ***Ad Hoc Committees***

All the standing advisory committees, listed above, must meet the requirements of the Brown Act in public involvement and participation requests. In addition to these standing committees, AMBAG and our partner agencies may appoint special ad-hoc committees for specific programs/plans that arise. Ad hoc committees are temporary committees established to address a specific matter or issue within the metropolitan planning framework.

Although ad hoc committees do not necessarily have to meet the Brown Act public involvement requirements, they typically do because political leaders and the communities in the region have a strong commitment to the public participation process (CA Government Code § 54952(b)). Additional public input and involvement may occur through these special ad-hoc committees.

### ***Planning Directors Forum***

AMBAG hosts regular meetings of the Planning Directors Forum (PDF). The PDF consists of planning directors and staff from the 18 cities, three counties, three regional transportation planning agencies, transit agencies, universities and LAFCO. The PDF meets regularly to address regional land use, housing, and transportation planning issues.

## **4. Public Hearings**

Public hearings are held prior to a major decision point to gather comments for the public record, as well as input into the decision-making process. Each partner agency holds public hearings prior to adoption of their major plans, programs, and major service revisions (e.g., Metropolitan/ Regional Transportation Plans, Transportation Improvement Programs, Short Range Transit Plans, Americans with Disabilities Act, Complementary Paratransit Plans, Unmet Transit Needs, Transit Program of Projects, and Transit Service Revisions).

For instance, Santa Cruz METRO and MST hold public hearings when there is a service change greater than 25 percent, elimination of routes, fare changes, adoption of an ordinance, adoption of a resolution authorizing application for grant funding, adopting the annual budget, environmental documents, eminent domain resolutions, or short-range transit plans. All Santa Cruz METRO public hearings are published as legal notice in local newspapers. For adoption of an ordinance, legal notices are published in both local newspapers and are posted at public places, such as Santa Cruz METRO transit centers.

For some regional and local jurisdictions, public meetings are sometimes broadcast live on public access television, such as city council meetings. These meetings are generally re-broadcast and available to view on the respective jurisdiction's website, providing the public additional opportunities to view the proceedings. AMBAG now provides a hybrid meeting style for public hearings, allowing the public 3-minutes to comment whether participating in-person or remotely.

### ***Public Hearing Notices*** \*

AMBAG and the RTPAs publish legal notices of public hearings in newspapers of general circulation citing the time, date, and place of the hearings. For transportation matters of particular interest to our Spanish-speaking communities, public hearing notices are translated and displayed in both English and Spanish in newspapers and radio. For items of wide public interest, public display advertisements may also be used for legal notices. Unless indicated otherwise, public hearing notices are made available at least seven days in advance of a hearing.

### ***Public Hearings***\*

Public hearings are conducted by the AMBAG Board and RTPAs during their regular meetings or at special meetings scheduled to attract greater community participation. Notice of these public hearings is placed on AMBAG's website and, when required by law, in the legal section of numerous newspapers in the region. Public hearings may also be conducted by each agency's standing committees. Meetings are held in facilities that are accessible to people with disabilities and along transit routes, when possible.

As part of a public hearing, the policy board will generally receive a report from agency staff prior to opening the hearing for comments from the public. The hearing will be concluded when all members of the public wishing to speak have been provided with the opportunity to comment. Agency staff may respond, as appropriate, to comments provided at the hearing prior to the policy board taking action with respect to the subject of the hearing.

**Public Comment Period:** AMBAG and our partner agencies publish legal notices of public comment periods in local newspapers of general circulation citing the dates when they will be accepting comments on regional plans, MTIP, studies and transportation projects. The public comment period for adoption or revision of the Public Participation Plan, Transportation Plans, the Transportation Improvement Program, and other key decision points must be "timely" and for the AMBAG region are as follows:

- **AMBAG Public Participation Plan:** 45 Days
- **Metropolitan Transportation Plan/Sustainable Community Strategy:** 55 days
- **Approval of Transportation Improvement Programs and Other Plans or Studies:** 30 days
- **Regional Transportation Plans:** 30 days

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\*Please refer to Title 23: 450.316 from *Federal Register Vol. 72 No. 30* in Appendix D for more information.

- **Formal Amendments to the MTIP:** 2 weeks

AMBAG and RTPAs accept prepared comments (oral, written and emailed) from the public during the public review period for plans that require public hearings; all such comments are then made part of the public record.

**Amendment or Modification to Draft Plans (MTP/MTIP/PPP) or Projects:** If draft plans or projects differ significantly from the initial draft, which was made available for public comment and raises new issues which interested parties could not reasonably have foreseen from the public involvement efforts, an additional opportunity for public comment on the revised plans or other plans will be made available within schedule constraints. Minor changes in the draft plans or projects generally can be made after AMBAG, our partner RTPAs, and/or our transit agencies have completed its public comment process without further opportunities for public involvement. AMBAG or respective agencies can define what is considered a minor change during the development of the public involvement process for the plan.

## **5. Use of Media and Informational Materials, and Visualization Techniques**

Media notification is used by AMBAG and RTPAs to inform the public of upcoming decision points, decisions made and their potential ramifications regarding transportation planning, funding, project implementation and/or service provision. Media coverage can help deliver information regarding actions or events. All plans and projects should utilize at least one of the following methods to communicate details about the project and inform the public. The following public participation methods are employed within the Monterey Bay region:

- **Websites** – AMBAG and RTPAs maintain websites that provide the public with information about the agencies', their programs, and special projects.

Project and program information - including reports, documents, plans, fact sheets, maps, graphs, charts and presentations - is posted on the websites and made available to the public. In addition, interactive functions have been added for members of the public to participate online such as submitting comments, voting and completing surveys on major projects and plans within the Monterey Bay region.

Meeting notices and agendas/minutes/ meeting recordings for the agency, as well as their advisory committees, are also posted and available for downloading or review. TAMC also provides viewers the ability to watch their board meetings on demand on their website. Most of our partner agencies also have a "What's New" section on their web page to provide reviewing parties a quick way to read more about the latest developments.

Agency websites also provide a forum for visual materials that assist viewers in conceptualizing programs and projects. The partner agency websites include:

- *Council of San Benito County Governments:* [www.sanbenitocog.org](http://www.sanbenitocog.org)

- *Santa Cruz County Regional Transportation Commission:* [www.sccrtc.org](http://www.sccrtc.org)
  - *Transportation Agency for Monterey County:* [www.tamcmonterey.org](http://www.tamcmonterey.org)
  - *Association of Monterey Bay Area Governments:* [www.ambag.org](http://www.ambag.org)
  - *Monterey-Salinas Transit:* [www.mst.org](http://www.mst.org)
  - *Santa Cruz METRO:* [www.scmttd.org](http://www.scmttd.org)
  - *San Benito County Express:* <http://www.sanbenitocountyexpress.org>
- **News Releases** – AMBAG and our partner agencies prepare and forward news releases to print and broadcast media for issues or events that affect the region, including proposed actions, notification of workshops, completion of major projects and legislative actions affecting the transportation planning and service providers. This is perhaps the most frequently used media outreach method. Board meeting highlights are also sent by two agencies to media contacts as well as elected officials, advisory committees and a range of other interests in the county following each meeting.
  - **Articles** in the weekly county business council distributions.
  - **Press Conferences** – All of our partner agencies hold press conferences to focus press attention on newsworthy special events and occasions.
  - **Radio and Television** – Some of the Partners provide televised broadcasts of their Board meetings on community access television. Agencies also work with television and radio stations, special programs, and/or public access media within the region to interview and/or film special segments and upload webcasts/podcasts to spread the word about their agency and/or programs. For instance, AMBAG in the past has developed videos to promote important plan adoptions and frequently is included in radio interviews on regional topics like housing and transportation.
  - **Newsletters, Brochures, and eNews** – AMBAG and Partners use newsletters, brochures or eNews to provide information on their transportation programs and particular project development. News releases and eNews are often sent to entities for inclusion in their electronic newsletters.
  - **Agency Reports** – Several Partners prepare and distribute an annual agency report sent to a broad range of their constituents and planning partners. These reports serve to communicate to the public the agency’s accomplishments, revenue/expenditures and future directions.
  - **Posters and Inserts** – Posters and inserts are generally used by our AMBAG and partner agencies to focus attention on a particular program.
  - **Project Flyers and Folders** – AMBAG and several of the Partners develop and distribute information flyers and/or folders at public workshops, meetings, community events, and other significant events. Some agencies are now preparing and distributing fact sheets on various projects, programs, and agency information as a way to provide the most current information to the public. Many of the flyers are also printed in Spanish.
  - **Advertising** – Many of the Partners use advertising means, such as display ads in newspapers, outdoor advertisements on the sides of buses, “car cards” inside the buses, posters placed in high travel corridors, and business card-sized materials with web links or QR codes to capture people’s attention.

- **Online Social Media Networks** – The RTPAs distribute information on their respective plans, programs and projects through online social media networks such as Facebook, Twitter and Nextdoor.
- **Mapping** – AMBAG provides internet users with access to regional planning data available through our website, such as statistical information for multiple geographies ranging from the neighborhood-level to the tri-county level. In addition, the AMBAG 2021 Title VI Plan includes a spatial analysis utilizing U.S. Census data and GIS on our Limited English Proficiency (LEP) populations within the Monterey Bay region. AMBAG and our partner agencies provide GIS mapping tools on each agency’s website and include display maps in planning documents to help with project visualization. AMBAG’s mapping tool can be found on our website at: <https://ambag.org/program/gis>.

## 6. Bilingual Participation

The Monterey Bay region is home to a significant Spanish speaking population. AMBAG and our partner agencies employ a number of bilingual outreach methods to include participation of the Spanish speaking community. These methods include:

- Publishing printed information regarding services, projects, programs, and meetings in Spanish.
- Spanish language media in the distribution of news releases.
- Advertising public hearings, meetings, projects and programs in the Spanish language print, radio, and television media.
- Providing simultaneous Spanish language interpretation services at meetings.
- Conducting meetings in Spanish in communities where Spanish is the dominant language with English translation
- Producing Spanish language website content and physical publications, such as flyers.
- Providing language identification flashcards at public meetings.
- Ensure that transit contractors recruit bilingual (English/Spanish) personnel.
- Providing bilingual pop-up opportunities at grocery stores and community events to solicit project feedback

AMBAG can provide materials and special accommodations for other Limited English Populations in the region, with proper notice.

## 7. Response to Public Input

Timely response to public input is important to encourage public participation and ensure that agencies communicate that public input is valued.

Responses to public input are made directly when public input level permits, or a consolidated response is prepared for specific issues if the volume of public comment does not allow individual responses. Written responses to public or agency input are reported to the respective policy Board for information. In some cases, as with the transportation plans and Transportation Improvement Program, when significant written and oral comments are received on the draft plan or program as a result of the public involvement process, a summary

analysis and report on the disposition of comments is made and reported to the Board of Directors of the agency that received the comments or is approving the document.

#### **8. Distribution of Final Documents**

Final documents are available on agency websites or agency libraries. All electronic documents provided by AMBAG and posted to the agency website are in an ADA accessible format to comply with federal requirements. Accessible formatting for online documents to meet ADA requirements includes providing alternative text descriptions for visual elements, enabling keyboard accessibility, and offering captions and transcriptions for multimedia content. Members of the public can request a copy of our final documents from the appropriate agency. Written materials provided to a partner agency's board of directors may also be available for review upon request.

## **IV. PPP Procedures and Development Process**

AMBAG's and the RTPA's 2023 Public Participation Plan (PPP) aims to give the public ample opportunities for early and continued participation in critical transportation projects, plans, and decisions, and to provide full public access to key decisions. The goals set forth in the 2023 Public Participation Plan are to further equitable participation and decision-making regionally by utilizing effective and innovative public outreach methods. Engaging the public early and often in the decision-making process is critical to the success of any transportation plan or program and is required by numerous state and federal laws.

### ***Preparation of the 2023 Public Participation Plan***

AMBAG initiated development of the plan by compiling information from various MPO's research and federal transportation regulations. Consultation with our partner agencies on their existing public participation and policy decision-making processes was conducted throughout the PPP Process. AMBAG and the RTPAs consulted with interested parties at the federal, state, regional, and local level to identify opportunities for improving or building upon existing practices.

Prior to the development of the plan, AMBAG released a Public Participation Plan Survey in English and Spanish to receive direction from the community on how to best engage to increase public participation. In March 2023, AMBAG released the Public Participation Plan Survey to regional, state, federal stakeholders and interested parties, and received nearly 200 responses.

Trends of the survey included participants requesting online commenting, surveys, and meeting platforms, an increased interest in presenting information during informal events such as pop-ups, and weekday evenings are the best times for in person and virtual community meetings. A few participants suggested AMBAG increase the use of social media platforms, including creating subject matter videos on hot topics and issues for YouTube and other video streaming sites. AMBAG can investigate incorporating this in future efforts.

Preparation for the *2023 Public Participation Plan* also included kick off meetings between AMBAG and the RTPAs. Staff from each agency provided discussion on relevant topics and policies that should be addressed in the plan update. This discussion, combined with feedback received while presenting the development of the draft plan amongst working groups and technical advisory committees throughout all three counties, resulted in the 2023 Public Participation Plan.

The *Draft 2023 Public Participation Plan* will be circulated for public review and comment for a minimum of 45 days. AMBAG and RTPAs (TAMC, SBtCOG and SCCRTC) worked together to restructure the previously adopted 2019 Area Public Participation Plan to make the plan more

useful for transportation decision-making in the Monterey Bay region. See Figure 4-1 for the timeline of the 2023 PPP development process.

### ***Public Participation Plan Guiding Principles***

AMBAG and RTPAs established a set of activities and goals to achieve our guiding principles for the *2023 Public Participation Plan* by creating a framework and action plan for each outreach goal. These goals are agencywide and are utilized and implemented in major plans and projects, including the Metropolitan Transportation Plan/Sustainable Communities Strategies, Regional Transportation Plans (RTP), Metropolitan Transportation Improvement Plan (MTIP) and Regional Transportation Improvement Plan (RTIP).

### **Equity**

Goal: Prioritize public engagement methods that **increase equitable participation and distribution of resources** in all outreach efforts, projects, and programs.

Activity: Engage impacted and historically underserved communities early and often. Inclusive engagement, policies and practices must be considered to eliminate systematic barriers. In the AMBAG region, collaborative decision-making processes, such as citizen advisory committees and focus groups, can be established to ensure diverse representation and involvement are achieved. The public participation plan ensures that community concerns and engagement can guide the identification of programs, policies, and activities, and ensure that actions taken will not result in disproportionately high and adverse human health or environmental effects on underserved populations. Other methods include organizing community workshops and public hearings in the communities with low engagement, utilizing digital platforms, online surveys, and social media campaigns. Additionally, AMBAG, partners and other local decision-makers should incorporate cultural sensitivity into public outreach efforts. This includes recognizing and respecting cultural norms, values, and practices of diverse communities, and adapting engagement methods accordingly. For example, TAMC has adapted outreach strategies to include interpretation accommodations for indigenous language speakers in south Monterey County.

### **Involvement**

Goal: Value public participation and **promote broad based involvement** by members of the community.

Activity: In addition to having a list of stakeholders and working collaboratively with partner agencies, AMBAG and RTPAs will also interact and outreach to community groups within the Monterey Bay region, as input from a variety of perspectives helps to enhance the process. AMBAG and RTPAs structure their major planning initiatives and funding decisions to provide meaningful opportunities to help shape outcomes. For example, because AMBAG's 2050



MTP/SCS is the blueprint for both new policies and investments for the Monterey Bay region, updating and developing the MTP/SCS is one of the best projects for interested persons to get involved. The list of all groups, stakeholders and councilmembers can be found in Appendix D.

## **Opportunity**

Goal: Provide **varied opportunities for public review and input**.

Activity: AMBAG and RTPAs will engage with partner agencies, committees, working groups, and the public to obtain comments and suggestions during the development of the MTP/SCS, MTIP, RTP and RTIP. When the drafts of major plans, programs, and documents are released, the public review periods for each document tend to vary from 30-60 days. AMBAG and RTPAs will announce these public review periods through various media outlets, thereby providing as many opportunities as possible for the public to read and provide comments on the drafts of our major documents to be implemented in the future. To find out more about our public participation practices by agency, please refer to Appendix B.

## **Environmental Justice**

Goal: Treat all members of the public fairly, and **respect and consider all citizen input** as an important component of the planning and implementation process.

Activity: AMBAG and RTPAs actively reach out to the traditionally underserved and underrepresented communities within the Monterey Bay region and enhance efforts to involve rural communities in all major transportation planning processes. AMBAG and the RTPAs will undertake specific strategies to involve all members of the general public in regional transportation planning and investment decisions. One size does not fit all as input from diverse perspectives enhances the process and creates a more equitable decision-making process.

## **Engagement**

Goal: Promote a **culture of dialogue and partnership** among residents, property owners, the business community, organizations, other interested citizens, and public officials.

Activity: Early engagement is best. Create support materials that are easy to understand and visually engaging in both print and electronic format and make them accessible at meetings and on AMBAG's website. Plan workshops and/or public hearings that are available virtually, and at convenient venues and times across the region; and ensure such events, and material and outreach provided for the event, are fully accessible to the public, including low income, minority, rural communities, persons with disabilities (physical visual, audio) and Limited English Proficiency (LEP) populations.

## Involvement

Goal: Involve underserved communities and local community groups, as well as other organizations.

Activity: Make a greater effort to reach out to local community groups and smaller/rural communities that feel like they don't have a voice and involve them in the public participation process as much as possible. Strategies can include ground truthing in neighborhoods for underserved peoples, providing materials in languages other than English and Spanish, and holding enriching community events where participation is historically low. An open and transparent public participation process will help empower affected low income communities and communities of color to participate in the decision-making process. Engaging interested persons in regional transportation issues is challenging, yet possible, by making it relevant, removing barriers to participation, and saying it simply.

## Encouragement

Goal: **Encourage active public participation** throughout the whole process.

Activity: Ask thought provoking questions in public surveys, workshops and outreach meetings and engage audiences in strong discussions. Public participation is a dynamic activity that requires teamwork and commitment from all the Monterey Bay region's agencies, from the regional level to the local level.

## 8. Communication

Goal: Provide communications and agency reports that are **clear, timely and broadly distributed**.

Activity: Effective public outreach and involvement requires collaborating with regional local governments, stakeholders, and advisory groups such as partner agencies. Make all types of communication clear, accessible, and easy to understand. Potential methods include add a translation link in Spanish for Limited English Proficiency (LEP) citizens through a Google Translation Widget on websites and provide distributed flyers, online notices, announcements and other materials in both English and Spanish, as feasible, to engage diverse populations. We also provide hearing impaired and visually impaired citizens assistance in receiving online and physical media distributions through physical outreach materials printed in larger font and in braille, upon request, to all electronic materials provided in an accessible format.

## 2023 Public Participation Plan

The *2023 Public Participation Plan* was developed by AMBAG in collaboration with the RTPAs. The AMBAG Board of Directors is scheduled to release the *Draft 2023 Public Participation Plan* for public review in June 2023. The comment period will begin on June 14, 2023, and end on August 23, 2023. A public hearing on the *Draft 2023 Public Participation Plan* is scheduled for August 9, 2023, at the AMBAG Board of Directors meeting. The following is a list of key dates for AMBAG and RTPAs:

- Draft Release Date for Public Comment
  - June 14, 2023: AMBAG and All Agencies
- Public Hearing at Board Meeting
  - August 1, 2023: SCCRTC
  - August 9, 2023: AMBAG
  - August 17, 2023: SBtCOG
  - August 23, 2023: TAMC
- Close of Public Comment Period
  - August 23, 2023: All Agencies
- Final Adoption Date
  - September 21, 2023: SBtCOG
  - September 27, 2023: TAMC
  - October 5, 2023: SCCRTC
  - October 11, 2023: AMBAG

Information about the development of the *Draft 2023 Public Participation Plan* was circulated to stakeholder groups and interested parties who have expressed interest in the regional transportation planning process. A list of advisory committees and stakeholders who will receive notification about the availability of the *Draft 2023 Public Participation Plan* is included in Appendix D.

The *Draft 2023 Public Participation Plan*, like all of AMBAG's public documents, was also made available online in ADA accessible format on AMBAG's and RTPA's website, and was promoted through newspapers, and AMBAG's and RTPA's online media pages to target social network users.

The main changes between the *2019 Monterey Bay Public Participation Plan* and the *2023 Public Participation Plan* are:

- Expanding the seven guiding principles to eight guiding principles to include equity goals as a strategy for how to actively meet each of the goals and foster continued engagement with the public.
- Include survey results from an online survey conducted for input on the public's preferred engagement techniques prior to the development of the 2023 PPP.

- Include innovative public outreach best practices to increase public participation regionally, including the limitations and advancements in public participation brought about by the COVID-19 pandemic.
- A timeline of the 2023 Public Participation Plan process from conception to execution (Figure 4-1)
- Updating and enhancing our online and visualization outreach strategies.

The strategies identified in this Plan will be used by AMBAG and RTPAs during the update of our *2050 MTP/SCS* and *2024 MTIP*, as well as in each of the RTPAs' RTPs. This *2023 Public Participation Plan* will supersede the 2019 Monterey Bay Public Participation Plan.

**Figure 4-1: 2023 Public Participation Plan Development Timeline**

**AMBAG 2023 Public Participation Plan Update  
Final Schedule & Process**

<b>Date</b>	<b>Tasks/Objective</b>	<b>Due Dates</b>
January/early February 2023	Outreach to RTPAs by email and confirm point of contacts	2/3/2023
	Draft Schedule and Process Reviewed by RTPAs	2/28/2023
February/March 2023	Publish PPP Survey	2/28/2023
March/April 2023	<b>Present 2023 PPP Update Process to all RTPA TAC/SSTAC meetings and AMBAG Board</b>	
	<i>3/16/23 - Present 2023 PPP Update Process at SCCRTC ITAC Meeting</i>	3/16/2023
	<i>3/24/23 - Present 2023 PPP Update Process at SBtCOG SSTAC</i>	3/24/2023
	<i>3/27/23 - Present 2023 PPP Update Process at AMBAG PDF</i>	3/27/2023
	<i>3/29/23 - Present 2023 PPP Update Process at TAMC/MST MAC</i>	3/29/2023
	<i>4/6/23 - Present 2023 PPP Update Process at TAMC and SBtCOG TAC Meetings</i>	4/6/2023
	<i>4/11/23 - Present 2023 PPP Update Process at SCCRTC E&amp;D TAC</i>	4/11/2023
April/ May 2023	<b>Develop Adminstrative Draft 2023 PPP</b>	3/30/2023
	Email Adminstrative Draft PPP document to RTPAs for review	4/13/2023
	Edits/Changes on Adminstrative Draft 2023 PPP from RTPAs due on 5/8/2023 to AMBAG	5/8/2023
	Develop Draft 2023 PPP	5/31/2023
June 2023	<b>Present Draft 2023 PPP to Committees/Boards, Release Public Notice (70 days) and Start Public Comment Period</b>	Open Comment Period on: 06/14/2023
	<i>6/13/23 - Present Draft 2023 PPP at SCCRTC E&amp;D TAC</i>	Close Comment Period on: 8/23/2023
	<i>6/14/23 - AMBAG Board Meeting</i>	
	<i>6/15/23 - Present Draft 2023 PPP at SCCRTC ITAC Meeting</i>	
	<i>6/15/23 - SBtCOG Board Meeting</i>	
	<i>6/23/23 - Present Draft 2023 PPP at SBtCOG SSTAC</i>	
	<i>6/28/23 - TAMC Board Meeting</i>	
	<i>7/6/23 - Present Draft 2023 PPP at SBtCOG TAC Meeting</i>	
	<i>7/26/23 - Present Draft 2023 PPP at TAMC/MST MAC</i>	
	<i>7/31/23 - AMBAG PDF</i>	
<i>8/3/23 - Present Draft 2023 PPP at TAMC TAC Meeting</i>		
<i>8/3/23 - SCCRTC Board Meeting</i>		
August 2023	<b>Public Hearing on 2023 PPP at AMBAG's August Board Meeting</b>	8/9/2023
	<b>RTPAs to Also Hold Public Hearings (if using AMBAG PPP as their plan)</b>	
	8/3/23 - SCCRTC Public Hearing	8/3/2023
	8/17/23 - SBtCOG Public Hearing	8/17/2023
	8/23/23 - TAMC Public Hearing	8/23/2023
September/October 2023	Summarize comments and make revisions for Final 2023 PPP	9/8/2023
	Adoption of PPP by SBtCOG (if using AMBAG PPP as their plan)	9/21/2023
	Adoption of PPP by TAMC (if using AMBAG PPP as their plan)	9/27/2023
	Adoption of PPP by SCCRTC (if using AMBAG as their plan)	10/5/2023
	Final 2023 PPP for adoption by AMBAG Board	10/11/2023

## **V. Interested Parties and Public Engagement**

### ***Senate Bill 375 and Sustainable Communities Strategy (SCS) Public Outreach***

In addition to the required methods for public participation employed to seek public input on plans, programs, and projects in the Monterey Bay region, AMBAG is required to undertake outreach defined in Senate Bill 375. This legislation requires that the transportation plans prepared by AMBAG be consistent with a Sustainable Communities Strategy (SCS) for achieving greenhouse gas emissions targets approved by the California Air Resources Board (CARB) for the region. AMBAG and our partner agencies coordinated to undertake the specific outreach strategies identified below in preparation for the 2050 MTP/SCS which is scheduled for adoption in June 2023.

### ***Engagement of Minority, Low Income, and Limited English Proficiency (LEP) Communities***

Pursuant to Executive Order 13166 and FTA Circular 4703.1, AMBAG and RTPAs must strive to make more of a conscious effort to incorporate LEP populations within the Monterey Bay region in all regional and local planning projects and programs. This can be done by:

- Increasing publication of information in Spanish and other languages as necessary
- Establishing special bilingual committees
- Increasing outreach to Spanish-language media
- Establishing outreach methods to indigenous language communities
- Assessing what is needed to expand cultural diversity at meetings

More information as to how AMBAG conducts outreach to the LEP populations in our region can be found in the LEP Plan within the AMBAG 2021 Title VI Plan.

### ***Additional Methods for Public Participation***

In addition to the required methods and procedures for engaging public participation, our partner agencies in the Monterey Bay region may utilize some or all of the following optional methods to seek public input on plans, programs, projects and the regional Sustainable Communities Strategy. Methods chosen will depend on the size of the project or the community interest expressed after the initial outreach purpose and list of stakeholders are identified.

#### ***Public Workshops and Public Meetings***

The purpose of public workshops and public meetings is to present information and obtain input from the public, usually on specific issues, policies, programs, plans or projects. Such meetings are held throughout the planning process and are tailored to specific issues or geographic areas. The Brown Act governs the general conduct of all public meetings, including public workshops.

For public workshops and meetings of particular interest to members of the community, the distribution of notices, agendas and materials via email and on websites is widely used. Public notice ads in local newspapers (online or printed) may also be used depending on the project.

The COVID-19 pandemic brought about notable changes in transportation network planning and decision-making, leading to increased public participation and a greater reliance on virtual public workshops and hybrid public meetings. Transportation agencies and planners have turned to virtual platforms to facilitate public involvement. Engagement techniques include virtual town halls, online surveys, and interactive platforms for stakeholders and the general public to express their opinions, share concerns, and contribute to decision making. AMBAG will focus on hosting both in person and hybrid meetings, based on the positive feedback received through an online survey.

#### *Community Outreach Events and Strategies*

Community activities are used to encourage public engagement in regional planning activities and goals. For example, TAMC and several of the regional rideshare providers within the Monterey Bay region have worked with the Monterey Bay Air Resources District (MBARD) to promote the annual Rideshare Week and Clean Air Month in the past.

MST and other rideshare agencies within the regional transportation network also attend community meetings, set up displays at Earth Day, at university/community college in-person registration periods, at transportation fairs at employers' work sites and job fairs, at community events, and sponsor related events such as Bike Week and Bike to Work Day. Other community outreach strategies may include:

- Working with community based organizations to enhance outreach, either through direct contact or through the release of Request for Proposals (RFPs) as funding allows
- Incorporating visualization techniques and interactive activities into planning and programming processes
- Outreach through disadvantaged communities, especially in underserved areas of the Monterey Bay region
- Using health services programs to combine outreach efforts
- Working with leadership groups in each county to educate a broader audience of community leaders about transportation issues
- Targeting large employers and colleges/universities
- Holding public hearings and/or focus group meetings outside of typical work hours and at more convenient locations to provide a wider range of public meeting times and multiple locations in each jurisdiction
- Hosting meetings in facilities that are already established activity centers, such as senior centers
- Provide information at high-traffic locations such as Farmer's Markets, First Friday Art Gatherings, grocery stores, neighborhood block parties and parades.

- Increase involvement with local schools including Safe Routes to School, parent groups and charter schools.

#### *Other Activities*

AMBAG and RTPAs also use other public involvement methods as appropriate, including:

- **Public Opinion Surveys** – Public opinion or attitude surveys are used to assess public attitudes or to obtain socioeconomic or demographic information for specific purposes. Electronic deliberative polling and charettes may be employed at meetings to provide instant feedback from the public regarding opinions and attitudes to proposed plans, policies and projects.
- **Stakeholder Meetings** – In the development of special studies, our partner agencies may hold meetings with affected stakeholders to gain their perspective and insights on the study subject.
- **Pop-Ups**– Informal, on-the-spot meetings, workshops, or tabling opportunities at local community events, typically placed at well-traveled community locations such as grocery stores, coffee shops, and schools. Booths are timed to catch the public as they go about their daily activity or where the public is already gathered.
- **Open Houses** – In an open house, one-to-one exchanges between the public and policy makers and/or staff take place in an informal setting. Members of the public ask questions, express concerns, react to proposed plans and policies and make suggestions.
- **Conferences** – Some partner agencies have hosted conferences on transportation issues for educational purposes, soliciting media coverage, and/or soliciting input on specific funding topics.
- **Speaker’s Bureau** – Designed to have people on staff able to visit various community and interest groups, several agencies employ this method to discuss their agency, its purpose, and upcoming projects/programs/issues.
- **Expert Panels** - Individuals with specific expertise, with or without a stake in the outcome of the process, are invited to sit on expert panels to provide advice to staff on policy and technical issues in an informal, roundtable setting.
- **Focus Groups** – Agencies conduct periodic Focus Groups to determine detailed public opinion on transportation topics in the county or reports written by the agency and transportation in the county.
- **Ribbon Cuttings and Ground Breakings** – Agencies hold ceremonies to commemorate the opening of a new project or the beginning of construction. This provides a great opportunity to demonstrate agency accomplishments to the public.

#### ***Additional Strategies to Increase Involvement***

Although the listing at the beginning of this section provides a summary of the procedures and methods currently used by AMBAG and RTPAs to provide information on their transportation planning processes in the region, each of these methods has varying levels of success, depending on the agency and its constituents. Some of the following methods were particularly successful in eliciting public participation into the transportation arena:



- Agency websites and web postings (such as eNews, videos, visual graphics and blogs)
- Extensive email distribution lists
- Flyers/inserts in paychecks, bills, or other mailers
- Collaborative outreach with other agencies
- Online and mail-in surveys
- Targeted focus group or community meetings
- Interviews on the radio
- Presentations at standing events
- Public service announcements

In addition to these successful methods, the list below incorporates potential methods AMBAG and RTPAs will work to incorporate into their transportation planning, programming, and service delivery projects.

### **1. Marketing and Visualization Strategies**

- Online publication and web based comment of plans/programs, including an increased use of illustrations on agency websites and on affiliated social media networks, such as Twitter, Facebook and Nextdoor
- Increased emphasis on public access television, radio and internet radio
- Coordinated media stories between partner agencies and media outlets
- Prepare weekly or monthly transportation column in local newspapers or newsletters
- Develop public service announcements for distribution
- Write articles for company newsletters and special interest publications
- Target marketing/notices highlighting how planning documents may impact them
- Broadcast hearings on the internet, through webcasts and drone overviews
- Distribute electronic neighborhood newsletters
- Use newspaper articles and active communication with published news sources
- “Word of mouth” is most effective, through direct phone calls and e-mails
- Use direct communication and website information
- Use of video on websites like YouTube, Vimeo and others
- Tap into crowdsourcing and news group opportunities for public opinion

### **2. Coordination Strategies**

- Better incorporation between transportation and land use programs and policies
- Establish special commissions/task forces to engage the public in a less formal setting on certain topics
- Notify and make presentations to other government agencies about high priority projects and to publicize upcoming topical meetings
- Provide thorough explanations of the proposals or project needs in an easy to understand method

### **3. Feedback and Evaluation Strategies**

- Constituent survey requesting feedback on their notification preferences
- Follow up with contacts after each public input is received to ensure participants that their efforts are meaningful and are appreciated

#### 4. Language Assistance Strategies

- Provide physical outreach materials in larger fonts and in braille at public outreach meetings, upon request, and ensure all electronic outreach materials are available in an ADA accessible format for the visually impaired populations.
- Upload audio recordings of the public outreach meetings on our website for our hearing impaired populations
- Ensure all public meetings are held in wheelchair accessible locations to comply with ADA standards and accommodate the physically disabled populations
- Offer translation services online and in printed outreach materials. The Google Translator widget for instance is a great tool that can be used on agency websites that is cost effective and helpful to residents

These strategies are not an exclusive summary of what could be done in the Monterey Bay region, but a list of what AMBAG and RTPAs believe could further enhance public outreach in our region. As our mission statement entails, AMBAG strives to provide “strategic leadership and services to analyze, plan and implement regional policies for the benefit of the Counties and Cities of Monterey, San Benito and Santa Cruz, balancing local control with regional collaboration.”

By updating the PPP, AMBAG and the RTPAs hope to achieve equitable public participation on the various transportation planning, programming, and project implementation activities within the region.

## **VI. Accountability**

The *2023 Public Participation Plan* will be adopted by AMBAG, TAMC, SBtCOG, and SCCRTC. The participation procedures, strategies and goals incorporated into this Public Participation Plan are intended to provide interested parties with reasonable opportunities for involvement in transportation planning, programming, and project implementation in the region.

The *2023 Public Participation Plan* contains a comprehensive list of interested parties to encourage participation among a diverse range of stakeholders and community groups. AMBAG is required to comply with state and local legislation in the development of its MTPs and MTIPs. RTPAs are required to comply with state and federal legislation in the development of their RTPs and RTIPs. AMBAG is specifically required to consult with agencies and officials responsible for other planning activities within the region that are affected by AMBAG's MTP/SCS and MTIP (including, as appropriate, state and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation).

The *2023 Public Participation Plan* is intended to act as a guide for the public participation process. The Plan will be reviewed biennially to determine its effectiveness in meeting a full and open participation process in transportation planning, programming and service delivery need.

The *2023 Public Participation Plan* will also be considered as a mandated document that requires AMBAG to continue its commitment to involve minority, low income, and Limited English Proficiency (LEP) communities by sharing this Public Participation Plan with these populations and staying connected with current stakeholders and local community groups who represent these populations on an ongoing basis.

## Appendix A: List of Acronyms

<b>ADA</b>	Americans with Disabilities Act of 1990
<b>ALUC</b>	Airport Land Use Commission
<b>AMBAG</b>	Association of Monterey Bay Area Governments
<b>Caltrans</b>	California Department of Transportation
<b>CARB</b>	California Air Resources Board
<b>CEQA</b>	California Environmental Quality Act
<b>COG</b>	Council of Governments
<b>CHP</b>	California Highway Patrol
<b>CTC</b>	California Transportation Commission
<b>DEIR</b>	Draft Environmental Impact Report
<b>DOF</b>	Department of Finance (State of California)
<b>E&amp;D TAC</b>	Elderly & Disabled Transportation Advisory Committee
<b>EIR</b>	Environmental Impact Report
<b>EMFAC Model</b>	Emission Factors Model developed by CARB
<b>EPA</b>	Environmental Protection Agency
<b>EPSP</b>	Expedited Project Selection Procedures
<b>FAST-ACT</b>	Fixing America's Surface Transportation Act of 2015
<b>FHWA</b>	Federal Highway Administration
<b>FSP</b>	Freeway Service Patrol

<b>FTA</b>	Federal Transit Administration
<b>FTIP</b>	Federal Transportation Improvement Program
<b>GHG</b>	Greenhouse Gas Emissions
<b>GIS</b>	Geographic Informational Systems
<b>IIJA/BIA</b>	Infrastructure Investment and Jobs Act/Bipartisan Infrastructure At of 2021
<b>LEP</b>	Limited English Proficiency
<b>LTA</b>	San Benito County Local Transportation Authority
<b>LTC</b>	Local Transportation Commission (e.g. SBtCOG, SCCRTC, TAMC)
<b>MAC</b>	(Santa Cruz) METRO Advisory Committee
<b>MBARD</b>	Monterey Bay Air Resources District
<b>MCHA</b>	Monterey County Hospitality Association
<b>MPAD</b>	Monterey Peninsula Airport District
<b>MPO</b>	Metropolitan Planning Organization (e.g. AMBAG)
<b>MTP</b>	Metropolitan Transportation Plan
<b>MST</b>	Monterey-Salinas Transit
<b>MTIP</b>	Metropolitan Transportation Improvement Program
<b>NEPA</b>	National Environmental Policy Act
<b>OWP</b>	Overall Work Program (the Monterey Bay region work program)
<b>PIP</b>	Public Involvement Program

<b>PPP</b>	Public Participation Plan
<b>RPC</b>	Rail Policy Committee
<b>RFP</b>	Request For Proposals
<b>RHNA</b>	Regional Housing Needs Assessment
<b>RIDES</b>	MST's Paratransit Program
<b>RSTP</b>	Regional Surface Transportation Program (funding source)
<b>RTIP</b>	Regional Transportation Improvement Program (prepared by RTPAs)
<b>RTP</b>	Regional Transportation Plan (prepared by RTPAs)
<b>RTPA</b>	Regional Transportation Planning Agency (e.g. SBtCOG, SCCRTC, TAMC)
<b>RTPAC</b>	Regional Transportation Plan Advisory Committee for San Benito COG
<b>SAFE</b>	Service Authority for Freeways and Expressways
<b>SAFETEA-LU</b>	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
<b>SB 375</b>	Senate Bill 375 - connects land use decisions to transportation emissions
<b>SBtCOG</b>	Council of San Benito County Governments
<b>SCCRTC</b>	Santa Cruz County Regional Transportation Commission
<b>SCMTD</b>	Santa Cruz Metropolitan Transit District (or Santa Cruz METRO)
<b>SCS</b>	Sustainable Communities Strategy

<b>SIP</b>	State Implementation Plan
<b>SRTP</b>	Short Range Transit Plan
<b>SSTAC</b>	Social Service Transportation Advisory Council
<b>STIP</b>	State Transportation Improvement Plan
<b>TAC</b>	Technical Advisory Committee
<b>TAMC</b>	Transportation Agency for Monterey County
<b>TDA</b>	Transportation Development Act (funding source – locally generated)
<b>TOS</b>	Traffic Operations System
<b>UCSC</b>	University of California, Santa Cruz
<b>U.S. DOT</b>	United States Department of Transportation

## Appendix B: Public Participation Practices by Agency

Association of Monterey Bay Area Governments (AMBAG)

Website: [www.ambag.org](http://www.ambag.org) Phone: (831) 883-3750 Fax: (831) 883-3755 E-mail: [info@ambag.org](mailto:info@ambag.org)

Item	Frequency	Web	Email	Mail	Media	Other
<b>MPO Meetings/Packets</b>	2nd Wednesday of each month (no meetings in July or December)	Posted 5-6 days prior to meeting	Notifications sent to distribution list and interested parties when packet posted on web	--	--	Meetings are hybrid and held throughout the tri-county region, but are usually held at the Air Resources District, 24580 Silver Cloud Ct, Monterey, CA 93940
<b>MPO Actions</b>	Approves plans, programs, projects, Agency studies and funding actions, and holds public hearings.	Agenda and minutes are posted on our webpage	Notification to interested parties when appropriate	To affected agencies, organizations or individuals as appropriate	Press releases distributed for significant agency actions.	Notifications are included in committee packets as appropriate
<b>Public Hearings</b>	As needed for plan, program, project and state and federal funding actions	Posted on the web page prior to the public hearing, in posted agendas.	Notification to interested parties and those who receive the MPO packets	--	Press releases issued for significant agency actions	Legal notices are published in newspapers of general circulation in each of the three counties. Notices also may be published in regional, community, or Spanish language newspapers to reach the affected area.
<b>Correspondence from the Public</b>	Varies	Responses included in Board agenda correspondence log, correspondence included with associated agenda items or by reference in staff reports.	Responses to e-mail correspondence generally made by e-mail	Responses to mail correspondence generally made by e-mail	--	--
<b>MPO Committees</b>	AMBAG utilizes our partner RTPA Committees for input from each of the three counties.	Plans, documents and project information posted on the web	E-mail distribution to interested parties	Documents are mailed to major libraries if public comment is solicited	Press release issued when document approved of in advance of scheduled public hearings for significant agency actions	--
<b>Approved plans, documents and/or project information</b>	As available (examples would include completed environmental documents, transportation plans, and approved studies)	Agency news and project information posted and updated regularly	--	--	<a href="https://www.facebook.com/MontereyBayAMBAG">https://www.facebook.com/MontereyBayAMBAG</a>	--
<b>Social Media</b>	Agency Facebook page regularly updated	Agency news and project information posted and updated regularly	--	--	--	--
<b>Language Assistance</b>	We will provide physical outreach materials in larger fonts and in braille and electronic outreach materials in ADA compliant formatting for our visually impaired populations, provide audio recordings for our hearing impaired populations, ensure all public meetings are held in wheelchair accessible locations to comply with ADA standards and accommodate our physically disabled populations, and translate and display public hearing notices and flyers in both English and Spanish in newspapers and radio for our LEP populations.					
<b>Regional Clearinghouse</b>	Semi-monthly (on the 15th and last day of every month)	<a href="https://www.ambag.org/plans/regional-clearinghouse">https://www.ambag.org/plans/regional-clearinghouse</a>	Emailed to a listserv twice a month.	--	--	On the AMBAG Board Agenda each month.



**Transportation Agency for Monterey County (TAMC)**

Website: www.tamcmonterey.org Phone: (831) 775-0903 Fax: (831) 775-0897 E-mail: info@tamcmonterey.org

Item	Frequency	Web	Email	Mail	Media	Other
<b>Transportation Agency Meetings/Packets</b>	4th Wednesday of each month (1st Wednesday of December, no meetings in July or November)	Posted 4 days prior to meeting	Notification sent to distribution list and interested parties when packet posted on web. Agenda and Agenda Packet are emailed to Board of Directors and major libraries.	--	Meetings are recorded and posted on the TAMC website and YouTube Channel.)	Meetings are generally held in Salinas at the Monterey County Government Center or the County of Monterey Agricultural Center as the alternate location if needed.
<b>Transportation Agency Actions</b>	Approves plans, programs, projects, Agency studies and funding actions	Agenda and minutes are posted on the webpage .	Notification to interested parties if appropriate	To affected agencies, organizations or individuals as appropriate	Press releases distributed for significant agency actions.	Notification included in committee packets as appropriate
<b>Transportation Agency "Highlights"</b>	Following each Board of Directors meeting	Posted 1-3 days following meetings	Notification sent to distribution list, including member agencies, interested parties/individuals and county media	None	(see Email)	Agency highlights published in Monterey-Salinas Transit (MST) Board of Directors agendas
<b>Public Hearings</b>	As needed for plan, program, project and state and federal funding actions	Legal notices are posted 1-2 weeks prior to hearing, materials posted with packet (at least 4 days prior)	Notification to interested parties and those who receive the Transportation Agency packets	(see Transportation Agency Meetings/Packets)	Press releases issued for significant agency actions and included in Transportation Agency Highlights and posted on the TAMC website and social media pages.	Notification included in committee packets as appropriate, signs may also be placed on A-frame barricades on major thoroughfares.
<b>Correspondence from the Public</b>	Varies	Responses included in Board agenda correspondence log, correspondence included with associated agenda items or by reference in staff reports.	Responses to e-mail correspondence generally made by e-mail	Written responses provided to written correspondence	None	Responses to social media inquiries or comments are posted via social media on the social media platform.
<b>Transportation Agency Committees</b>	Monthly meetings (No meetings scheduled in July)	Agenda and Agenda Packets and minutes are posted to Agency website	Agenda and Agenda Packets are emailed to committee members, notification about packet availability emailed to interested parties	Agenda and Agenda Packets are emailed to committee members	--	--

Item	Frequency	Web	Email	Mail	Media	Other
<b>Measure X Citizens Oversight Committee</b>	Meets quarterly in January, April, July and October	Agenda and Agenda Packets and minutes posted to Agency website	Notification sent to distribution list and interested parties when packet posted on web	--	Committee meetings are recorded and posted on the TAMC YouTube Channel.	Meetings are held at the Government Center on Schilling Place in Salinas or at the alternate location, the County of Monterey Agricultural Center if needed.
<b>Approved plans, documents and/or project information</b>	As available (examples would be completed environmental documents, Transportation Plans, and approved studies)	Plans, documents and project information are posted on the web	E-mail distribution to interested parties	Documents mailed to major libraries, if public comment is solicited	Press release issued when document approved of in advance of scheduled public hearings for significant agency actions	Notifications are posted on the TAMC social media platforms.
<b>E-newsletter subscriptions</b>	Project specific E-newsletter may be developed by the project team.	--	E-mail distribution to interested parties	--	--	--
<b>Social Media</b>	Agency Facebook, Twitter, Instagram pages are updated regularly	Agency news and project information are posted online	None	None	None	--
<b>Language Assistance</b>	Alternate formats (Spanish, hearing or sight impaired, etc.) as appropriate	Website content is translated into Spanish	Responses are provided in Spanish, as appropriate	Responses are provided in Spanish, as appropriate	Coordinate with Spanish language media	Public outreach such as Townhall meetings and workshops are conducted in Spanish in dominant Spanish language communities.

**Council of San Benito County Governments (SBtCOG)**

Website: www.sanbenitocog.org Phone: (831) 637-7665 Fax: (831) 636-4160 Email: info@sanbenitocog.org

Item	Frequency	Web	Email	Mail	Media	Other
<b>Board Meetings/Packets</b>	Monthly	Posted 5 days prior to meeting; all Agenda items and Attachments are available to download and print	Notification sent to distribution list and interested parties when packet posted on web	None generally	--	--
<b>Board Actions</b>	As needed for high profile program/project decisions	Meeting highlights posted	Notification to interested parties, if appropriate	None generally	None generally	Notification included in committee packets as appropriate
<b>Public Hearings</b>	As needed for high profile program/project decisions and Environmental Documents	Notice posted 1-4 weeks prior to hearing, materials posted with packet (at least 5 days prior)	Notification to interested parties and those who receive the Board packets	None generally	Press releases and paid ads are sent 1-2 weeks in advance, and media advisory is sent the day before a public event. Public Notices are posted in a newspaper of general circulation.	Notification included in committee packets as appropriate, outreach to potentially affected stakeholder groups or community members if necessary
<b>Correspondence from the Public</b>	Varies	Entry included in correspondence log posted with packets	If correspondence received via e-mail, it is acknowledged via e-mail.	If correspondence requests a response, then a letter may be provided by mail.	None	Correspondence addressing specific projects may be included with that item in the Board meeting packets
<b>Advisory Committees</b>	Monthly, bi-monthly, and quarterly	Posted 5 days prior to meeting; all agenda items and attachments are available to download and print	Packets emailed, notification about packet availability emailed to interested parties	Packets mailed to committee members upon request	None, unless included in an important recommendation to the Board	--
<b>Approved plans, documents and/or project information</b>	As available (examples would be completed environmental analyses, RTPs, Project Information Sheets, etc.)	Plans, documents, info posted on the web	E-mail to interested parties	Documents mailed to County library upon request	Press releases are sent out when the document is available with information about the public hearing, if one is planned	Presentations are provide to the appropriate local boards, commissions and/or committees
<b>Social Media</b>	Frequent Facebook and Twitter posts	Rideshare website includes Facebook and Twitter links directing the public to its social media counts	Staff emails includes Facebook and Twitter links directing the public to its social media counts	--	--	--
<b>Language Assistance</b>	Alternate formats (Spanish, hearing or sight impaired, etc.) as appropriate	Google Translation widget available on COG website, Rideshare website and County Express transit website to translate these pages to Spanish	Full-time bilingual staff are available to respond to Spanish language correspondence	Written correspondence in Spanish is provided to the general public, upon request. Transit related documents are available to the general public in Spanish on an ongoing basis	Coordinate with Spanish language media, as appropriate.	All notices for public hearings and public meetings are made available in Spanish language format; interpreter services are provided for annual Unmet Transit Needs Hearings.

**Santa Cruz County Regional Transportation Commission (SCCRTC)**

Website: www.sccrtc.org Phone: (831) 460-3200 Fax: (831) 460-3215 E-mail: info@sccrtc.org

Item	Frequency	Web	Email	Mail	Media	Other
<b>SCCRTC Meetings/Agenda Packets</b>	1-2 times per month, second meeting in a workshop format	Posted 3-6 days prior to meeting	Notification sent to distribution list and interested parties (eNews) when packet posted on web	Packet mailed to Commissioners and major libraries.	Main meeting is televised and rebroadcast on Community TV, media notified by email when packet is posted on web	Meetings are held throughout the County; hard copy of agenda packet is available at SCCRTC office, major libraries, some partner agency offices, and posted on social media
<b>SCCRTC Actions</b>	As needed for high profile program/project decisions	Press release and/or news feed posted	Notifications to interested parties (eNews), if appropriate	None generally	Press release distributed before and/or after SCCRTC action (meeting)	Notification included in committee packets as appropriate and posted on social media
<b>SCCRTC Highlights</b>	Following main monthly meeting	Posted 1-2 days following the meeting	Notifications sent to city councilmembers, transit district board members, media, chambers of commerce, SCCRTC committee members and to interested parties through enews	None	(see Email)	Meeting highlights are posted on the SCCRTC social media channels
<b>Public Hearings</b>	As needed for high profile program/project decisions	Notice posted 10 or more days prior to hearing, materials posted with packet (at least 4 days prior)	Notification to interested parties (eNews) and those who receive the SCCRTC packets	(see SCCRTC Meetings/Agenda Packets)	Press release sent 1-2 weeks in advance, media advisory sent the day before if a public event, paid ads may also be placed 1-2 weeks in advance	Notification included in committee packets as appropriate, posted on social media, and signs may also be placed on A-frame barricades on major thoroughfares.
<b>Correspondence from the Public</b>	Varies	Entry included in correspondence log posted with packets	If correspondence is received via e-mail, it is acknowledged via e-mail.	None	None	Correspondence addressing specific SCCRTC projects may be included with that item in the SCCRTC meeting packets.
<b>SCCRTC Committees</b> <ul style="list-style-type: none"> <li>• Interagency Technical</li> <li>• Bicycle</li> <li>• Elderly &amp; Disabled</li> </ul>	Every 1-2 months	Packets posted on web	Packets emailed, notification about packet availability emailed to interested parties (eNews)	Packets mailed to committee members that request it, fees may apply per SCCRTC Rules and Regulations	None, unless included in an important recommendation to the SCCRTC	--
<b>Approved SCCRTC plans, documents and/or project information</b>	As available (examples would be completed environmental analyses, RTPs, RTIPs, feasibility analyses, Traffic Monitoring Reports, etc.)	Plans, documents, info posted on the web	Link to posted document provided and emailed to interested parties (eNews)	Documents mailed to major libraries, if public comment is solicited	Press release sent out when document available with information about the public hearing, if one planned	Hard copies available in SCCRTC office and public libraries, as appropriate

Item	Frequency	Web	Email	Mail	Media	Other
<b>Social Media</b>	Several times a week	Post RTC news, updates, events, videos and photos on Facebook, Twitter, Instagram and Nextdoor as available	None	None	None	--
<b>Language Assistance</b>	Alternate formats (Spanish, hearing or visually impaired, etc.) as appropriate	New website will be fully accessible for disabled users and have Spanish translation options	Currently limited	Currently limited	Coordinate with Spanish language media, as appropriate.	--



## Appendix C: Partner Transportation Agency Contacts

<p>Mr. Scott Eades, Director          Caltrans, District 5          50 Higuera Street          San Luis Obispo, CA 93401          (805) 549-3130  <a href="mailto:scot.eades@dot.ca.us">scot.eades@dot.ca.us</a></p>	<p>Mr. Guy Preston, Executive Director          Santa Cruz County Regional Transportation Commission          1101 Pacific Avenue, Ste. 250          Santa Cruz, CA 95060          (831) 460-3200  <a href="mailto:gpreston@sccrtc.org">gpreston@sccrtc.org</a></p>
<p>Ms. Maura Twomey          Executive Director          Association of Monterey Bay Area Governments          24580 Silver Cloud Court          Monterey, CA 93940          (831) 883-3750  <a href="mailto:mtwomey@ambag.org">mtwomey@ambag.org</a></p>	<p>Mr. Michael Tree          CEO/General Manager          Santa Cruz Metropolitan Transit District          370 Encinal Street, Suite 100          Santa Cruz, CA 95060          (831) 426-6080  <a href="mailto:mtree@scmtd.com">mtree@scmtd.com</a></p>
<p>Ms. Binu Abraham          Executive Director          Council of San Benito County Governments          330 Tres Pino Road, C7          Hollister, CA 95023          (831) 637-7665, Ext. 207  <a href="mailto:babraham@sanbenitocog.org">babraham@sanbenitocog.org</a></p>	<p>Mr. Todd Muck          Executive Director          Transportation Agency for Monterey County          55-B Plaza Circle          Salinas, CA 93901-2902          (831) 775-0903  <a href="mailto:Todd@tamcmonterey.org">Todd@tamcmonterey.org</a></p>
<p>Mr. Carl Sedoryk          General Manager/CEO          Monterey-Salinas Transit          19 Upper Ragsdale Drive, Suite 200          Monterey, CA 93940          (831) 264-5001  <a href="mailto:csedoryk@mst.org">csedoryk@mst.org</a></p>	<p>Mr. Richard Stedman          Air Pollution Control Officer          Monterey Bay Air Resources District          24580 Silver Cloud Court          Monterey, CA 93940          (831) 647-9411  <a href="mailto:rstedman@mbard.org">rstedman@mbard.org</a></p>

## Appendix D: List of Stakeholders

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Ag Land Trust		X			Agricultural Interest Group	Local
Agri-Culture				X	Agricultural Interest Group	Local
Agriculture and Land-Based Training Association		X	X		Agricultural Interest Group	Local
California Sustainable Agriculture Working Group (CALSAWG)				X	Agricultural Interest Group	State
Camp Joy Gardens			X		Agricultural Interest Group	Local
Community Alliance with Family Farmers				X	Agricultural Interest Group	Local
Monterey Farm Bureau		X			Agricultural Interest Group	Local
Organic Farming Research Foundation				X	Agricultural Interest Group	National
San Benito Farm Bureau			X		Agricultural Interest Group	Local
Santa Cruz County Farm Bureau				X	Agricultural Interest Group	Local
Hollister Municipal Airport			X		Airport Operation Agencies	Local
King City (Mesa del Rey) Airport		X			Airport Operation Agencies	Local
Marina Municipal Airport		X			Airport Operation Agencies	Local
Monterey Peninsula Airport District		X			Airport Operation Agencies	Local
Salinas Municipal Airport		X			Airport Operation Agencies	Local
Watsonville Municipal Airport				X	Airport Operation Agencies	Local
Bike - Velo Club		X			Bicycle & Pedestrian Interest Group	Local
Bike Santa Cruz County				X	Bicycle & Pedestrian Interest Group	Local



Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Bike Smart!/Ecology Action		X		X	Bicycle & Pedestrian Interest Group	Local
FORT (Friends of the Rail and Trail)				X	Bicycle & Pedestrian Interest Group	Local
Mission Pedestrian				X	Bicycle & Pedestrian Interest Group	Local
Monterey Off Road Cycling Association	X				Bicycle & Pedestrian Interest Group	Local
Mountain Bikers of Santa Cruz				X	Bicycle & Pedestrian Interest Group	Local
National Bike Greenway/Cycle America				X	Bicycle & Pedestrian Interest Group	National Interest Group
Rails to Trails				X	Bicycle & Pedestrian Interest Group	National Interest Group
Salinas Bicycle Committee	X				Bicycle & Pedestrian Interest Group	Local
Santa Cruz County Cycling Club				X	Bicycle & Pedestrian Interest Group	Local
Big Brothers Big Sisters of Santa Cruz				X	Children & Youth Services	Local
CASA of Santa Cruz County				X	Children & Youth Services	Local
CASA of San Benito County			X		Children & Youth Services	Local
Boys and Girls Clubs of Monterey County	X				Children & Youth Services	Local
Boys and Girls Club of Santa Cruz				X	Children & Youth Services	Local
Child Development Resource Center				X	Children & Youth Services	Local
Community Bridges				X	Children & Youth Services	Local
Digital Nest	X			X	Children & Youth Services	Local
Hollister Youth Alliance			X		Children & Youth Services	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Jovenes SANOS				X	Children & Youth Services	Local
Pajaro Valley Children's Center				X	Children & Youth Services	Local
YES! Helping Outstanding Young Leaders				X	Children & Youth Services	Local
YMCA			X	X	Children & Youth Services	Local
Builders Exchange of the Central Coast		X			Development Interest Group	Local
Builders - Don Chapin		X			Development Interest Group	Local
Builders - Granite Construction		X		X	Development Interest Group	Local
Building Trades Association		X			Development Interest Group	Local
Felton Business Association				X	Development Interest Group	Local
Carpenters Union Local 505/506		X			Development Interest Group	Local
Graniterock		X	X	X	Development Interest Group	Local
Monterey Bay Central Labor Council		X			Development Interest Group	Local
Monterey County Realtors Association		X			Development Interest Group	Local
Salinas Valley Builders Exchange		X			Development Interest Group	Local
Aptos Chamber of Commerce				X	Economic Development Agency	Local
Capitola Soquel Chamber of Commerce				X	Economic Development Agency	Local
Carmel Chamber of Commerce		X			Economic Development Agency	Local
Economic Development Corporation San Benito County			X		Economic Development Agency	Local
Hispanic Chamber of Commerce of Monterey County		X			Economic Development Agency	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Hollister Downtown Association			X		Economic Development Agency	Local
Marina Chamber of Commerce		X			Economic Development Agency	Local
Monterey Bay Economic Partnership		X	X	X	Economic Development Agency	Local
Monterey County Business Council		X			Economic Development Agency	Local
Monterey County Taxpayers Association		X			Economic Development Agency	Local
Monterey County Visitors & Convention Bureau		X			Economic Development Interest Group	Local
Monterey Peninsula Chamber of Commerce		X			Economic Development Agency	Local
Monterey Peninsula Hospitality Association		X			Economic Development Association	Local
North Monterey County Chamber of Commerce		X			Economic Development Agency	Local
Pacific Grove Chamber of Commerce		X			Economic Development Agency	Local
Pajaro Valley Chamber of Commerce		X		X	Economic Development Agency	Local
Pleasure Point Business Association				X	Economic Development Agency	Local
Salinas City Center Improvement Association		X			Economic Development Agency	Local
Salinas United Business Association (SUBA)		X			Economic Development Agency	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Salinas Valley Chamber of Commerce		X			Economic Development Agency	Local
San Benito County Business Council			X		Economic Development Agency	Local
San Benito County Chamber of Commerce and Visitors Bureau			X		Economic Development Agency	Local
San Lorenzo Valley Chamber of Commerce				X	Economic Development Agency	Local
Santa Cruz Business Council				X	Economic Development Agency	Local
Santa Cruz County Chamber of Commerce				X	Economic Development Agency	Local
Santa Cruz Downtown Association				X	Economic Development Agency	Local
Seaside/Sand City Chamber of Commerce		X			Economic Development Agency	Local
Scotts Valley Chamber of Commerce				X	Economic Development Agency	Local
South Bay AFL-CIO Labor Council			X		Economic Development Agency	Local
The Harvey-Baker House		X			Economic Development Interest Group	Local
Workforce Investment Board		X			Economic Development Agency	Local
Arts Council Santa Cruz County				X	Economic Justice Interest Group	Local
CHISPA Housing		X	X		Economic Justice Interest Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
San Benito County Arts Council			X		Economic Justice Interest Group	Local
EDD				X	Economic Justice Interest Group	Local
Educational Opportunity Program (EOP)				X	Economic Justice Interest Group	Local
Familia Center				X	Economic Justice Interest Group	Local
Family Service Association, Santa Cruz				X	Economic Justice Interest Group	Local
Fenix Services				X	Economic Justice Interest Group	Local
Food & Nutrition Services				X	Economic Justice Interest Group	Local
Goodwill Industries				X	Economic Justice Interest Group	Local
Homeless Community Resource Center				X	Economic Justice Interest Group	Local
Homeless Garden Project				X	Economic Justice Interest Group	Local
H.O.M.E. Resource Center			X		Economic Justice Interest Group	Local
League of Women Voters of Santa Cruz				X	Economic Justice Interest Group	Local
Loaves and Fishes		X			Economic Justice Interest Group	Local
Lomak Property Group				X	Economic Justice Interest Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
LULAC Salinas Council #2055		X			Economic Justice Interest Group	Local
My Father's House			X		Economic Justice Interest Group	Local
Pajaro Valley Art Council		X		X	Economic Justice Interest Group	Local
Pajaro Valley Shelter Services		X		X	Economic Justice Interest Group	Local
Parents Center				X	Economic Justice Interest Group	Local
Peace Coalition of Monterey County		X			Economic Justice Interest Group	Local
Salvation Army		X	X	X	Economic Justice Interest Group	Local
Santa Cruz Aids Project				X	Economic Justice Interest Group	Local
Santa Cruz Community Counseling Center				X	Economic Justice Interest Group	Local
South County Property Management				X	Economic Justice Interest Group	Local
Southern Monterey County Rural Community Coalition		X			Economic Justice Interest Group	Local
Bonny Doon Union Elementary School District Office				X	Educational Institution	Local
Cabrillo College				X	Educational Institution	Local
Cal State Monterey Bay		X			Educational Institution	Local/State
County Office of Education		X		X	Educational Institution	Local
Happy Valley Union Elementary School District Office				X	Educational Institution	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Hartnell College		X			Educational Institution	Local
Hollister School District			X		Educational Institution	Local
Institute of Marine Sciences (IMS)				X	Educational Institution	Local
Live Oak School District Office				X	Educational Institution	Local
Monterey Peninsula College		X			Educational Institution	Local
Mountain Elementary School District Office				X	Educational Institution	Local
Naval Postgraduate School		X			Educational Institution	Local
Pacific Elementary School District Office				X	Educational Institution	Local
Pajaro Valley Unified School District Office		X		X	Educational Institution	Local
San Benito County Office of Education			X		Educational Institution	Local
Hollister High School			X		Educational Institution	Local
San Lorenzo Valley Unified School District				X	Educational Institution	Local
Santa Cruz City School District Office				X	Educational Institution	Local
Santa Cruz County Office of Education				X	Educational Institution	Local
Santa Cruz County Office of Education Charter Schools Office				X	Educational Institution	Local
Scotts Valley Unified School District Office				X	Educational Institution	Local
Soquel Union Elementary School District Office				X	Educational Institution	Local
University of California Santa Cruz (Transportation Department)				X	Educational Institution	Local/State

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
AARP			X	X	Elderly & Disabled Community	National Interest Group
Access Options, Inc.				X	Elderly & Disabled Community	Local
Advocacy Inc.				X	Elderly & Disabled Community	Local
Aegis of Aptos				X	Elderly & Disabled Community	Local
Aging and Disability Resource Connection (ADRC)			X		Elderly & Disabled Community	Local
Alliance on Aging		X			Elderly & Disabled Community	Local
Alcoholics Anonymous			X		Elderly & Disabled Community	Local
Alexandria Victoria Retirement Assisted Living				X	Elderly & Disabled Community	Local
Alzheimer's Association				X	Elderly & Disabled Community	Local/State
American Red Cross			X		Elderly & Disabled Community	National
Apria Healthcare				X	Elderly & Disabled Community	Local
Arbor Cove Senior Commons				X	Elderly & Disabled Community	Local
Area Agency on Aging		X		X	Elderly & Disabled Community	State
Bike Santa Cruz County				X	Elderly & Disabled Community	Local



Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Cabrillo College (Stroke)				X	Elderly & Disabled Community	Local
California Grey Bears				X	Elderly & Disabled Community	Local
California Senior Alliance				X	Elderly & Disabled Community	State
Californians for Disability Rights				X	Elderly & Disabled Community	Local
Capitola Manor				X	Elderly & Disabled Community	Local
Capitola/Soquel Community Activities				X	Elderly & Disabled Community	Local
CCCIL		X		X	Elderly & Disabled Community	Local
Central Coast Alliance for Health		X	X	X	Elderly & Disabled Community	Local
Central Coast Center for Independent Living		X	X		Elderly & Disabled Community	Local
Central Coast Energy Services, Inc.				X	Elderly & Disabled Community	Local
Central Coast Surgery Center				X	Elderly & Disabled Community	Local
Chanticleer Home				X	Elderly & Disabled Community	Local
Cindy's Celebrations Inc.				X	Elderly & Disabled Community	Local
Community Voice for Aging		X			Elderly & Disabled Community	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Community Bridges (CTSA)				X	Elderly & Disabled Community	Local
Community Options				X	Elderly & Disabled Community	Local
Companion for Life Project/Lifeline Project				X	Elderly & Disabled Community	Local
Conflict Resolution Center				X	Elderly & Disabled Community	Local
County Villa Watsonville East Nursing Center				X	Elderly & Disabled Community	Local
Country Villa Watsonville West Nursing & Rehab Center				X	Elderly & Disabled Community	Local
Courtesy Cab				X	Elderly & Disabled Community	Local
Cozy Home				X	Elderly & Disabled Community	Local
Cresthaven Nursing Home				X	Elderly & Disabled Community	Local
De Un Amor				X	Elderly & Disabled Community	Local
Del Mar Caregiver Resource Center				X	Elderly & Disabled Community	Local
Dominican Hospital				X	Elderly & Disabled Community	Local
Dominican Oaks Retirement Community				X	Elderly & Disabled Community	Local
Driftwood Healthcare Center				X	Elderly & Disabled Community	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Easter Seals (Central California)				X	Elderly & Disabled Community	Local
Ecology Action		X		X	Elderly & Disabled Community	Local
El Dorado Center				X	Elderly & Disabled Community	Local
Elderday				X	Elderly & Disabled Community	Local
Emmaus House			X		Elderly & Disabled Community	Local
Employment and Community Options				X	Elderly & Disabled Community	Local
Employment Development Department			X	X	Elderly & Disabled Community	Local
Esperanza Center			X		Elderly & Disabled Community	Local
Family Service Agency of the Central Coast				X	Elderly & Disabled Community	Local
First Transit Services, Inc.				X	Elderly & Disabled Community	Local
Flor's Guest Home				X	Elderly & Disabled Community	Local
Foster Grandparent/Senior Companion Program				X	Elderly & Disabled Community	Local
Front Street Residential Care				X	Elderly & Disabled Community	Local
Garfield Park Village				X	Elderly & Disabled Community	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Golden Age Convalescent Hospital				X	Elderly & Disabled Community	Local
Goodwill Industries				X	Elderly & Disabled Community	Local
Hanover Guest Home				X	Elderly & Disabled Community	Local
Head Start Administration				X	Elderly & Disabled Community	Local
HOPE Services			X	X	Elderly & Disabled Community	Local
Imagine				X	Elderly & Disabled Community	Local
Joe's Wheelchair Services				X	Elderly & Disabled Community	Local
Jovenes de Antano			X		Economic Development Agency	Local
La Posada				X	Elderly & Disabled Community	Local
Legal Aid Society of Santa Cruz County				X	Elderly & Disabled Community	Local
Leukemia Society of America				X	Elderly & Disabled Community	Local
Lifespan Care				X	Elderly & Disabled Community	Local
Lincare, Inc.				X	Elderly & Disabled Community	Local
Live Oak Community Resources				X	Elderly & Disabled Community	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Louden Nelson Community Center				X	Elderly & Disabled Community	Local
Maple House I & II				X	Elderly & Disabled Community	Local
Meals on Wheels			X	X	Elderly & Disabled Community	Local
Mental Health In Patient Services				X	Elderly & Disabled Community	Local
Mental Health Resource Center				X	Elderly & Disabled Community	Local
Metro Advisory Committee				X	Elderly & Disabled Community	Local
Mid-County Senior Center, Inc.				X	Elderly & Disabled Community	Local
Mission Pedestrian				X	Elderly & Disabled Community	Local
Monterey & San Benito County Military & Veteran's Services	X		X		Elderly & Disabled Community	Local
MST Mobility Advisory Committee	X				Elderly & Disabled Community	Local
NovaCare Orthotics & Prosthetics				X	Elderly & Disabled Community	Local
Oak Tree Villa				X	Elderly & Disabled Community	Local
Office of the Public Guardian				X	Elderly & Disabled Community	Local
Ombudsman Advocate, Inc.				X	Elderly & Disabled Community	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Pacific Coast Manor				X	Elderly & Disabled Community	Local
Pajaro Valley Community Health Trust				X	Elderly & Disabled Community	Local
Palomar Inn				X	Elderly & Disabled Community	Local
Planned Parenthood Health Centers				X	Elderly & Disabled Community	Local
Project Scout				X	Elderly & Disabled Community	Local
Pula Services				X	Elderly & Disabled Community	Local
Rillera Guest Home				X	Elderly & Disabled Community	Local
Rose Acres				X	Elderly & Disabled Community	Local
Salud Para La Gente, Inc.				X	Elderly & Disabled Community	Local
Salvation Army		X	X	X	Elderly & Disabled Community	Local
Salvation Army Corps Community Center				X	Elderly & Disabled Community	Local
San Andreas Regional Center				X	Elderly & Disabled Community	Local
San Benito Health Foundation			X		Elderly & Disabled Community	Local
Santa Cruz County Commission on Disabilities				X	Elderly & Disabled Community	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Santa Cruz County Health Service Agency				X	Elderly & Disabled Community	Local
Santa Cruz County Immigration Project				X	Elderly & Disabled Community	Local
Santa Cruz County Veterans Center				X	Elderly & Disabled Community	Local
Santa Cruz Healthcare Center				X	Elderly & Disabled Community	Local
Santa Cruz Host Lions Club				X	Elderly & Disabled Community	Local
Santa Cruz Metropolitan Transit District				X	Elderly & Disabled Community	Local
Santa Cruz Women's Health Center				X	Elderly & Disabled Community	Local
Sarro Associates, Inc.				X	Elderly & Disabled Community	Local
Satellite Dialysis				X	Elderly & Disabled Community	Local
SCCCC				X	Elderly & Disabled Community	Local
SCRIP				X	Elderly & Disabled Community	Local
Seaview Guest Home				X	Elderly & Disabled Community	Local
Senior Citizens Legal Services			X	X	Elderly & Disabled Community	Local
Senior Citizens Opportunity				X	Elderly & Disabled Community	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Senior Living Centers				X	Elderly & Disabled Community	Local
Senior Network Services		X		X	Elderly & Disabled Community	Local
Seniors Council				X	Elderly & Disabled Community	Local
Seniors Council SCR & SBT Counties		X			Elderly & Disabled Community	Local
Senior Services				X	Elderly & Disabled Community	Local
Shoreline Work Force Development Services				X	Elderly & Disabled Community	Local
Skills Center – Mobile Work Group				X	Elderly & Disabled Community	Local
Skills Center – Pajaro Valley Training Center				X	Elderly & Disabled Community	Local
Soquel Leisure Villa				X	Elderly & Disabled Community	Local
Sunshine Villa				X	Elderly & Disabled Community	Local
Sutter Maternity & Surgery Center				X	Elderly & Disabled Community	Local
The Shelter Project				X	Elderly & Disabled Community	Local
Twilight Manor				X	Elderly & Disabled Community	Local
Valley Convalescent Hospital				X	Elderly & Disabled Community	Local



Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Valley Haven Care Home				X	Elderly & Disabled Community	Local
Valley Heights Senior Rental Community				X	Elderly & Disabled Community	Local
Veterans Employment				X	Elderly & Disabled Community	Local
Veterans Services Office - Watsonville				X	Elderly & Disabled Community	Local
Via Pacifica Gardens				X	Elderly & Disabled Community	Local
Victorian Home Care Inc.				X	Elderly & Disabled Community	Local
Vista Center				X	Elderly & Disabled Community	Local
Volunteer Center of Santa Cruz County				X	Elderly & Disabled Community	Local
Watsonville Community Hospital				X	Elderly & Disabled Community	Local
Watsonville Health Center				X	Elderly & Disabled Community	Local
Watsonville Parks & Recreation Department				X	Elderly & Disabled Community	Local
Watsonville Residential Care, Inc.				X	Elderly & Disabled Community	Local
Watsonville Satellite Dialysis Center				X	Elderly & Disabled Community	Local
Watsonville Senior Center				X	Elderly & Disabled Community	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
WomenCARE				X	Elderly & Disabled Community	Local
Women's Crisis Support/Defensa De Mujeres				X	Elderly & Disabled Community	Local
Youth Services				X	Elderly & Disabled Community	Local
American Medical Response				X	Emergency Services	Local
California Office of Traffic Safety		X		X	Emergency Services	Local
Central Coast Energy Services, Inc.				X	Emergency Services	Local
Santa Cruz Regional 911			XFF	X	Emergency Services	Local
Agricultural History Project (AHP) Museum				X	Environmental Interest Group	Local
Beyond Pesticides				X	Environmental Interest Group	Local
Bus-by-Choice Santa Cruz				X	Environmental Interest Group	Local
California Center for Land Recycling				X	Environmental Interest Group	Local
California Native Plants Society		X		X	Environmental Interest Group	Local
California Rural Legal Assistance				X	Environmental Interest Group	Local
California Sustainable Agricultural Working Group				X	Environmental Interest Group	Local
CalPIRG at UCSC				X	Environmental Interest Group	Local
Camp Joy Gardens				X	Environmental Interest Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Campaign for Sustainable Transportation				X	Environmental Interest Group	Local
Citizens for Responsible Forest Management (CRFM)				X	Environmental Interest Group	Local
Coastal Watershed Council				X	Environmental Interest Group	Local
Ducks Unlimited, Inc. – Santa Cruz Chapter				X	Environmental Interest Group	Local
Earth First!				X	Environmental Interest Group	Local
Ecology Action		X		X	Environmental Interest Group	Local
Elkhorn Slough Foundation		X		X	Environmental Interest Group	Local
Environmental Council				X	Environmental Interest Group	Local
Extinction Rebellion		X		X	Environmental Interest Group	Local
Farm Without Harm				X	Environmental Interest Group	Local
Friends and Neighbors of the Elkhorn Slough (FANS)		X			Environmental Interest Group	Local
Friends of Arana Gulch				X	Environmental Interest Group	Local
Friends of Moss Landing Marine Laboratories		X		X	Environmental Interest Group	Local
Friends of Santa Cruz State Parks				X	Environmental Interest Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Friends of Soquel Creek				X	Environmental Interest Group	Local
Friends of the North Coast				X	Environmental Interest Group	Local
Friends of the Sea Otter				X	Environmental Interest Group	Local
International Institute for Ecological Agriculture				X	Environmental Interest Group	Local
Island Conservation				X	Environmental Interest Group	Local
Keep the Green Belt Green				X	Environmental Interest Group	Local
Land Trust of Santa Cruz County				X	Environmental Interest Group	Local
Life Lab Science Program				X	Environmental Interest Group	Local
Lompico Watershed Conservancy				X	Environmental Interest Group	Local
Marine Mammal Center – Monterey Bay Operations				X	Environmental Interest Group	Local
Mission Springs Outdoor Education				X	Environmental Interest Group	Local
Monterey Bay Salmon and Trout Project				X	Environmental Interest Group	Local
Mountain Bikers of Santa Cruz				X	Environmental Interest Group	Local
Mountain Parks Foundation				X	Environmental Interest Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
National Environmental Directory				X	Environmental Interest Group	Local
Natural Resources Conservation Service				X	Environmental Interest Group	Local
Ocean Conservancy				X	Environmental Interest Group	Local
O'Neill Sea Odyssey				X	Environmental Interest Group	Local
Open Space Alliance Santa Cruz				X	Environmental Interest Group	Local
Open Space Authority				X	Environmental Interest Group	Local
Outdoor Science Exploration and Classroom Science Fun				X	Environmental Interest Group	Local
Otter Project, Inc.				X	Environmental Interest Group	Local
Pelagic Shark Research Foundation				X	Environmental Interest Group	Local
Rails to Trails				X	Environmental Interest Group	Local
Rising Sun Energy Center				X	Environmental Interest Group	Local
San Andreas Land Conservancy				X	Environmental Interest Group	Local
San Lorenzo River Institute				X	Environmental Interest Group	Local
Santa Cruz Bird Club				X	Environmental Interest Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Santa Cruz Climate Action Network				X	Environmental Interest Group	Local
Santa Cruz County Cycling Club				X	Environmental Interest Group	Local
Santa Cruz County Resource Conservation District				X	Environmental Interest Group	Local
Santa Cruz Greens				X	Environmental Interest Group	Local
Santa Cruz Hub for Sustainable Living				X	Environmental Interest Group	Local
Santa Cruz Mountains Bioregional Council				X	Environmental Interest Group	Local
Santa Cruz Recycling Project				X	Environmental Interest Group	Local
Save Our Shores				X	Environmental Interest Group	Local
Sempervirens Fund				X	Environmental Interest Group	Local
Seymour Marina Discovery Center				X	Environmental Interest Group	Local
Sunrise Movement		X		X	Environmental Interest Group	Local
Surfers Environmental Alliance				X	Environmental Interest Group	Local
Sustainable Conservation				X	Environmental Interest Group	Local
Sustainable Monterey County		X			Environmental Interest Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
The Monterey Bay Conservancy				X	Environmental Interest Group	Local
Valley Women's Club of the San Lorenzo Valley				X	Environmental Interest Group	Local
Ventana Wilderness Alliance				X	Environmental Interest Group	Local
Watsonville Wetlands Watch				X	Environmental Interest Group	Local
Wild Farm Alliance				X	Environmental Interest Group	Local
Yes! Helping Outstanding Young Leaders				X	Environmental Interest Group	Local
Above the Line				X	Environmental Justice Advocacy Group	Local
Beach Area Working Group				X	Environmental Justice Advocacy Group	Local
California Grey Bears				X	Environmental Justice Advocacy Group	Local
Community Action Board of San Benito County			X		Environmental Justice Advocacy Group	Local
Community Action Board of Santa Cruz County, Inc.				X	Environmental Justice Advocacy Group	Local
Community Alliance with Family Farmers				X	Environmental Justice Advocacy Group	Local
Community Foundation of Santa Cruz County				X	Environmental Justice Advocacy Group	Local
Community Foodbank of San Benito County			X		Environmental Justice Advocacy Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Environmental Community Housing Organization Inc.				X	Environmental Justice Advocacy Group	Local
Homeless Task Force of San Benito County		X			Environmental Justice Advocacy Group	Local
Legal Aid Society of Santa Cruz County				X	Environmental Justice Advocacy Group	Local
Office of The Public Guardian				X	Environmental Justice Advocacy Group	Local
Regeneración				X	Environmental Justice Advocacy Group	Local
Salud Para La Gente, Inc.				X	Environmental Justice Advocacy Group	Local
Santa Cruz Action Network				X	Environmental Justice Advocacy Group	Local
Santa Cruz County Immigration Project				X	Environmental Justice Advocacy Group	Local
Second Harvest Food Bank				X	Environmental Justice Advocacy Group	Local
Si Se Puede				X	Environmental Justice Advocacy Group	Local
United Way of San Benito County			X		Environmental Justice Advocacy Group	Local
United Way of Santa Cruz County				X	Environmental Justice Advocacy Group	Local
Valley Churches United Missions				X	Environmental Justice Advocacy Group	Local
Bureau of Land Management	X		X		Federal Government Agency	Federal
California Environmental Protection Agency	X	X	X	X	Federal Government Agency	Federal



Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Monterey Bay National Marine Sanctuary		X		X	Federal Government Agency	Federal
National Highway Traffic Safety Administration			X	X	Federal Government Agency	Federal
U.S. Army Corp of Engineers	X		X	X	Federal Government Agency	Federal
U.S. Congress			X	X	Federal Government Agency	Federal
U.S. Environmental Protection Agency	X	X	X	X	Federal Government Agency	Federal
U.S. EPA – Region IX	X		X		Federal Government Agency	Federal
U.S. Federal Highway Administration (FHWA)	X	X	X	X	Federal Government Agency	Federal
U.S. Federal Transit Administration (FTA)	X	X	X	X	Federal Government Agency	Federal
U.S. Fish & Wildlife Service	X		X		Federal Government Agency	Federal
U.S. National Park Service			X	X	Federal Government Agency	Federal
Santa Cruz County Veterans Center				X	Federal Government Agency – Local Branch	Local
Veterans Services Office Watsonville				X	Federal Government Agency – Local Branch	Local
Los Padres National Forest – Monterey		X			Federal Public Lands & Management Agencies	Federal
National Park Service – Pinnacles	X		X		Federal Public Lands & Management Agencies	Federal
Pinnacles National Park			X		Federal Public Lands & Management Agencies	Federal
U.S. Fish and Wildlife Service	X	X	X	X	Federal Public Lands & Management Agencies	Federal
California Dump Truck Owners Association		X			Freight Shippers	State Interest Group

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
California Trucking Association		X			Freight Shippers	State Interest Group
Central Coast Grower-Shippers Vegetable Association		X			Freight Shippers	Local
Grower-Shipper Association of Central California		X	X	X	Freight Shippers	Local
St. Paul & Pacific Railroad Co.				X	Freight Shippers	Local
Elkhorn Slough National Estuarine Research Reserve		X		X	Government Agencies & Non-Profits	Federal
League of California Cities		X	X		Government Interest Group	State Interest Group
League of Women Voters – Monterey Peninsula		X			Government Interest Group	National Interest Group – Local Chapter
League of Women Voters – Salinas Valley		X			Government Interest Group	National Interest Group – Local Chapter
League of Women Voters of Santa Cruz				X	Government Interest Group	National Interest Group – Local Chapter
California Mobilehome Residential Action Association				X	Homeowners Association	State Interest Group
Corralitos Valley Community Council				X	Homeowners Association	Local
La Selva Beach Improvement Ass				X	Homeowners Association	Local
Live Oak Neighbors				X	Homeowners Association	Local
Monterey Homeowners Association		X			Homeowners Association	Local
Oak Hills Homeowners Association		X			Homeowners Association	Local
Prunedale Neighbors Group		X			Homeowners Association	Local
Rio Del Mar Improvement Association				X	Homeowners Association	Local
Seacliff Improvement Association				X	Homeowners Association	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Big Sur Land Trust		X			Land Conservation/Development Interest Group	Local
Carmel Valley Association		X			Land Conservation/Development Interest Group	Local
Land Trust of Santa Cruz County				X	Land Conservation/Development Interest Group	Local
LandWatch Monterey County		X			Land Conservation/Development Interest Group	Local
Monterey County Land Trust		X			Land Conservation/Development Interest Group	Local
Open Space Alliance				X	Land Conservation/Development Interest Group	Local
San Benito County Land Trust			X		Land Conservation/Development Interest Group	Local
Save Soquel				X	Land Conservation/Development Interest Group	Local
Scotts Valley Citizens for Responsible Growth				X	Land Conservation/Development Interest Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Sierra Club, Loma Prieta Chapter			X		Land Conservation/Development Interest Group	Local
Sierra Club, Ventana Chapter		X		X	Land Conservation/Development Interest Group	Local
City & County Elected Officials	X	X	X	X	Local Government Agency	Local
City & County Police Departments	X	X	X	X	Local Government Agency	Local
City & County Public Works Departments	X	X	X	X	Local Government Agency	Local
City of Capitola	X			X	Local Government Agency	Local
City of Carmel-By-the-Sea	X	X			Local Government Agency	Local
City of Del Rey Oaks	X	X			Local Government Agency	Local
City of Gonzales	X	X			Local Government Agency	Local
City of Greenfield	X	X			Local Government Agency	Local
City of Hollister	X		X		Local Government Agency	Local
City of King City	X	X			Local Government Agency	Local
City of Marina	X	X			Local Government Agency	Local
City of Monterey	X	X			Local Government Agency	Local
City of Pacific Grove	X	X			Local Government Agency	Local
City of Salinas	X	X			Local Government Agency	Local
City of San Juan Bautista	X		X		Local Government Agency	Local
City of Sand City	X	X			Local Government Agency	Local
City of Santa Cruz	X			X	Local Government Agency	Local
City of Scotts Valley	X			X	Local Government Agency	Local
City of Seaside	X	X			Local Government Agency	Local
City of Soledad	X	X			Local Government Agency	Local
City of Watsonville	X			X	Local Government Agency	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
County Boards of Supervisors	X	X	X	X	Local Government Agency	Local
County of Monterey	X	X			Local Government Agency	Local
County of San Benito	X		X		Local Government Agency	Local
County of Santa Cruz	X			X	Local Government Agency	Local
County Operations of Emergency Services Departments (OES)		X	X	X	Local Government Agency	Local
County Sheriff Departments		X	X	X	Local Government Agency	Local
Local Area Formation Commission (LAFCO)		X	X	X	Local Government Agency	Local
Monterey County Water Resources		X			Local Government Agency	Local
Monterey Bay Air Resources District (MBARD)	X	X	X	X	Local Government Agency	Local
Monterey County Dept. of Social Services		X			Local Government Agency	Local
Monterey County Office of Education		X			Local Government Agency	Local
Monterey County Public Works		X			Local Government Agency	Local
Monterey Regional Parks		X			Local Government Agency	Local
North County Fire Protection District		X			Local Government Agency	Local
San Benito COG			X		Local Government Agency	Local
San Benito County Airport and Land Use Commission			X		Local Government Agency	Local
San Benito County Farm Bureau			X		Local Government Agency	Local
San Benito County Health and Human Services Agency – Public Health Services			X		Local Government Agency	Local
San Benito Local Transportation Authority			X		Local Government Agency	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
San Francisco Bay Conservation & Development				X	Local Government Agency	Local
Santa Cruz County Conference & Visitors Council				X	Local Government Agency	Local
Santa Cruz County Health Services Agency				X	Local Government Agency	Local
Santa Cruz County HRA				X	Local Government Agency	Local
Santa Cruz County Immigration Project				X	Local Government Agency	Local
Santa Cruz County Resource Conservation District				X	Local Government Agency	Local
San Juan Bautista Chamber of Commerce		X			Local Government Agency	Local
Santa Cruz METRO				X	Local Government Transportation Agency	Local
Monterey-Salinas Transit (MST)	X				Local Government Transportation Agency	Local
Sunnyslope County Water District			X		Local Government Agency	Local
Alianza Metropolitan News				X	Media	Local
Benitolink			X		Media	Local
Charter Communications	X	X			Media	Local
Community Television	X			X	Media	Local
El Andar				X	Media	Local
El Sol	X				Media	Local
Growing Up in Santa Cruz				X	Media	Local
KAZA				X	Media	Local
KAZU				X	Media	Local
KAZU 90.3 FM—NPR (Pacific Grove)	X				Media	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
KAZU-FM		X			Media	Local
KBAY/KEEN		X			Media	Local
KCBA TV/Fox 35		X	X	X	Media	Local
KCDU Radio				X	Media	Local
KFRC		X			Media	Local
KICU				X	Media	Local
KIDD				X	Media	Local
KKMC				X	Media	Local
KLEL FM				X	Media	Local
KLVM				X	Media	Local
KMST—Monterey County Office of Education		X			Media	Local
KMUJ—Telemundo (North County)		X			Media	Local
KNRY				X	Media	Local
KOTR 11 (My Monterey)		X			Media	Local
KRAY				X	Media	Local
KRXA		X			Media	Local
KSBW		X	X	X	Media	Local
KSCO				X	Media	Local
KSCO 1080 AM—News/Talk		X			Media	Local
KSMS		X			Media	Local
KSOL				X	Media	Local
KWAV Magic 63		X		X	Media	Local
KZSC				X	Media	Local
Los Gatos Weekly-Times Saratoga News				X	Media	Local
Marina Gazette		X			Media	Local
Mid-County Post				X	Media	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Monterey County Weekly		X			Media – Newspaper	Local
Mountain Network News				X	Media	Local
Railway Track & Structures Magazine		X		X	Media	Local
Santa Cruz Local				X	Media	
Lookout Santa Cruz				X	Media	
Register Pajaronian		X		X	Media	Local
San Jose Mercury News		X	X	X	Media	Local
Scotts Valley Banner/Valley Press				X	Media	Local
Small Business Monthly				X	Media	Local
The Mid County Post				X	Media	Local
The Ventana				X	Media	Local
Times Publishing Group, Inc.				X	Media	Local
Aptos Life				X	Media – Newspaper	Local
Bay City News Service				X	Media – Newspaper	Local
Cabrillo College Voice				X	Media – Newspaper	Local
City On A Hill				X	Media – Newspaper	Local
Good Times				X	Media – Newspaper	Local
Hollister Free Lance			X		Media – Newspaper	Local
Santa Cruz Patch				X	Media – Newspaper	Local
Santa Cruz Sentinel				X	Media – Newspaper	Local
San Lorenzo Valley Post				X	Media – Newspaper	Local
South County Newspapers, LLC		X			Media – Newspaper	Local
Ford Hunter Liggett Newsletter		X			Media – Newspaper	Local
The Carmel Pine Cone		X			Media – Newspaper	Local
The Monterey County Herald		X			Media – Newspaper	Local
The Greenfield News		X			Media – Newspaper	Local
The King City Rustler		X			Media – Newspaper	Local



Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
The Monterey County Herald		X			Media – Newspaper	Local
The Salinas Californian		X			Media – Newspaper	Local
The Soledad Bee		X			Media – Newspaper	Local
The Watsonville Register Pajaronian		X			Media – Newspaper	Local
Transportation Think Tank Bulletin Board				X	Media – Newspaper	Local
ClearChannel Radio		X			Media – Radio	Local
KCBS Radio				X	Media – Radio	Local
KCDU-FM/101.7 The Beach		X			Media – Radio	Local
KDON FM		X	X		Media – Radio	Local
KEXA 93.9 FM—Blend – Spanish		X			Media – Radio	Local
KGO Radio				X	Media – Radio	Local
KHDC 90.9 FM—News/Talk – Spanish		X			Media – Radio	Local
KHDC-FM		X			Media – Radio	Local
KHIP-FM		X			Media – Radio	Local
KIDD-AM		X			Media – Radio	Local
KKMC-AM		X			Media – Radio	Local
KLOK 99.5 FM – Spanish		X			Media – Radio	Local
KLOK-FM		X			Media – Radio	Local
KMBX 700 AM – Spanish		X			Media – Radio	Local
KMJV 106.3 FM – Spanish		X			Media – Radio	Local
KMPG-AM			X		Media – Radio	Local
KNBR Radio				X	Media – Radio	Local
KNRY 1240 AM—News/Talk		X			Media – Radio	Local
KNRY-AM		X			Media – Radio	Local
KOCN Radio		X		X	Media – Radio	Local
KPIG – FM				X	Media – Radio	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
KPRC 100.7 & 100.9 FM – Spanish		X			Media – Radio	Local
KRAY 103.5 FM—Regional Mexican Hits – Spanish		X			Media – Radio	Local
KRKC – AM/FM		X			Media – Radio	Local
KRML- AM		X		X	Media – Radio	Local
KSEA-FM 107.9 FM – Spanish		X			Media – Radio	Local
KSES 107.1 FM – Spanish		X			Media – Radio	Local
KSES Radio				X	Media – Radio	Local
KSQD 90.7 FM				X	Media – Radio	Local
KTGE 1570 AM—Oldies – Spanish		X			Media – Radio	Local
KTOM FM/AM		X		X	Media – Radio	Local
KUFX FM				X	Media – Radio	Local
KUSP 88.9 FM—NPR (Santa Cruz): King City 91.7, Big Sur Coast: 105.9		X			Media – Radio	Local
KUSP FM				X	Media – Radio	Local
KWAV-FM		X			Media – Radio	Local
KYAA-AM		X			Media – Radio	Local
KYZZ Jammin 97.9 FM				X	Media – Radio	Local
La Preciosa 92.3 Radio		X		X	Media – Radio	Local
Wolfhouse Radio Group Inc. – Spanish		X			Media – Radio	Local
AT&T CABLE - TV		X	X		Media – Television	Local
Comcast Cable		X	X	X	Media – Television	Local
KCBA/KION-TV		X	X		Media – Television	Local
KCBA—FOX		X	X		Media – Television	Local
KCU 15 – Telemundo—Spanish Television		X	X		Media – Television	Local
KION TV		X	X	X	Media – Television	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
KION—CBS		X	X		Media – Television	Local
KSBW—NBC		X	X	X	Media – Television	Local
KSBW-TV		X	X	X	Media – Television	Local
KSMS-TV (Channel 67) Univision		X	X		Media – Television	Local
KSTS TV 48 Telemundo		X	X	X	Media – Television	Local
KVTU				X	Media – Television	
Monterey County Channel (Comcast Channel 28)		X			Media – Television	Local
Community Media Access Partnership				X	Media – Television	Local
County of Santa Clara					Other Adjacent Government Agency	Local
City of San Jose					Other Adjacent Government Agency	Local
Metropolitan Transportation Commission (MTC)				X	Other Adjacent Government Agency – Transportation	Local
Santa Clara Valley Transportation Authority			X	X	Other Adjacent Government Agency – Transportation	Local
Action Pajaro Valley		X		X	Other Interested Party	Local
Ag Against Hunger		X	X	X	Other Interested Party	Local
Apex Strategies			X	X	Other Interested Party	Local
Brown Berets		X		X	Other Interested Party	Local
Building Healthy Communities		X			Other Interested Party	Local
California Alliance for Jobs		X			Other Interested Party	Local
Capitola/Soquel Community Activities				X	Other Interested Party	Local
Center for Community Advocacy		X			Other Interested Party	Local
Central Coast Agricultural Task Force		X			Other Interested Party	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
CirclePoint			X	X	Other Interested Party	Local
City Managers Association		X			Other Interested Party	Local
Community Foundation for Monterey County		X			Other Interested Party	Local
Community Foundation of San Benito County			X		Other Interested Party	Local
Community Hospital (MONTAGE)		X			Other Interested Party	Local
Community Improvement Systems Planning Association (CHISPA)		X			Other Interested Party	Local
Convention and Visitors Bureau		X		X	Other Interested Party	Local
Friends of the San Benito County Free Library			X		Other Interested Party	Local
Friends of the Santa Cruz Public Library				X	Other Interested Party	Local
Gavilan College			X		Other Interested Party	Local
Granite Rock		X	X	X	Other Interested Party	Local
Hatch Mott MacDonald				X	Other Interested Party	Local
Hollister Downtown Association			X		Other Interested Party	Local
Hollister Elks Lodge			X		Other Interested Party	Local
Hollister Rotary Club			X		Other Interested Party	Local
Hazel Hawkins Hospital Foundation			X		Other Interested Party	Local
Leadership San Benito County			X		Other Interested Party	Local
League of United Latin American Citizens		X	X		Other Interested Party	National Interest Group – Local Chapter
L + G Attorneys		X	X	X	Other Interested Party	Local
Migrant Education Region XI, Monterey County Office of Education		X			Other Interested Party	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Monterey Bay Aquarium		X			Other Interested Party	Local
Monterey Bay Community Power		X	X	X	Other Interested Party	Local
Monterey Bay Central Labor Council		X		X	Other Interested Party	Local
Monterey County Hospitality Association		X			Other Interested Party	Local
Old Mission San Juan Bautista			X		Other Interested Party	Local
Old Monterey Business Association		X			Other Interested Party	Local
Old Town Salinas Association		X			Other Interested Party	Local
Old Town Salinas Group		X			Other Interested Party	Local
Pebble Beach Company		X			Other Interested Party	Local
Prunedale Mothers Association		X			Other Interested Party	Local
Salinas Valley Medical		X			Other Interested Party	Local
San Benito County Child Care Association			X		Other Interested Party	Local
San Juan Oaks Golf Club			X		Other Interested Party	Local
Santa Clara County Office of Education – Migrant Education			X		Other Interested Party	Local
Santa Cruz Beach Boardwalk				X	Other Interested Party	Local
Santa Cruz County Conference				X	Other Interested Party	Local
Santa Cruz Host Lions Club				X	Other Interested Party	Local
Santa Cruz Museum of Natural History				X	Other Interested Party	Local
Santa Cruz Seaside Company				X	Other Interested Party	Local
Sierra Club		X		X	Other Interested Party	National Interest Group - Local Chapter
Soroptimist International Capitola-By-The-Sea				X	Other Interested Party	Local
South County Outreach (SCORE)		X			Other Interested Party	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Steinbeck Center		X			Other Interested Party	Local
Together in Pajaro		X			Other Interested Party	Local
Toro Park		X			Other Interested Party	Local
UCMBEST		X			Other Interested Party	Local
Valley Women's Club of the San Lorenzo Valley			X		Other Interested Party	Local
Watsonville Community Hospital				X	Other Interested Party	Local
Watsonville Women's Club				X	Other Interested Party	Local
WomenCARE				X	Other Interested Party	Local
YMCA of San Benito County			X		Other Interested Party	Local
Association of Watsonville Area				X	Planned Growth Agency	
Fort Ord Reuse Authority		X			Planned Growth Agency	Local
Taxi Companies & Airport Shuttles		X	X		Private Transportation	
MST RIDES Advisory		X			Public Transit Interest Group	Local
Amalgamated Transit Union Local 1225		X			Public Transportation Union	
SEIU - Transit Drivers		X			Public Transportation Union	Local
SEIU, PSA CHAPTER		X			Public Transportation Union	
Teamsters Local 890 –Transit Drivers			X		Public Transportation Union	Local
California State Senate	X	X	X	X	State Government Agency	State
California Air Resources Board	X	X	X	X	State Government Agency	State
California Coastal Commission	X	X	X	X	State Government Agency	State
California Department of Fish and Wildlife	X	X	X	X	State Government Agency	State
California Department of Housing & Community Development (HCD)	X				State Government Agency	State
California Department of Parks and Recreation		X	X	X	State Government Agency	State

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
California Department of Resources Recycling and Recovery			X	X	State Government Agency	State
California Dept. Conservation State Mining & Geology Board		X	X	X	State Government Agency	State
California Energy Commission	X	X	X	X	State Government Agency	State
California Highway Patrol	X	X	X	X	State Government Agency	State
California Integrated Waste Management Board	X	X	X	X	State Government Agency	State
California Office of Planning and Research	X	X	X	X	State Government Agency	State
California Regional Environmental Education Community (CREEC)				X	State Government Agency	Local
California Resources Agency	X	X	X	X	State Government Agency	State
California Rural Legal Assistance (CRLA)				X	State Government Agency	Local
California State Assembly	X	X	X	X	State Government Agency	State
California State Transportation Agency	X	X	X	X	State Government Agency	State
California Transportation Commission	X	X	X	X	State Government Agency	State
Caltrans	X	X	X	X	State Government Agency	State
Caltrans - District 4			X		Other Adjacent Government Agency - Transportation	State
Caltrans - District 5	X	X	X	X	State Government Agency	State
Caltrans - District 6					Other Adjacent Government Agency - Transportation	State
Career Works				X	State Government Agency	
Central Coast Regional Water Quality Control Board	X	X	X	X	State Government Agency	Local/State

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Coastal Commission	X	X		X	State Government Agency	State
Employment Development Department		X	X		State Government Agency	State
Office of Senator John Laird		X		X	State Government Agency	Local
Office of Senator Anna Caballero		X	X		State Government Agency	Local
Office of Assemblymember Gail Pellerin		X		X	State Government Agency	Local
Office of Assemblymember Robert Rivas			X	X	State Government Agency	Local
Office of Assemblymember Dawn Addis				X	State Government Agency	Local
Office of Congresswoman Zoe Lofgren			X		State Government Agency	Local
Office of Congressman Jimmy Panetta			X	X	State Government Agency	Local
Ranger District - State Parks	X				State Government Agency	State
State of California	X	X		X	State Government Agency	State
State Water Resources Control Board			X	X	State Government Agency	State
Bicycle & Pedestrian Committees	X	X	X	X	Technical Advisory Committees	Local
Elderly & Disabled Technical Advisory Committee	X	X	X	X	Technical Advisory Committees	Local
METRO Advisory Committee (MAC)				X	Technical Advisory Committees	Local
TAMC Technical Advisory Committee		X			Technical Advisory Committees	Local
Advanced Transit Association				X	Transportation Interest Group	Local



Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Bike Santa Cruz County				X	Transportation Interest Group	Local
CalVans				X	Transportation Interest Group	Local
Campaign for Sustainable Transportation (CFST)				X	Transportation Interest Group	Local
Carpooltoschool.com				X	Transportation Interest Group	Local
Coastal Rail Santa Cruz				X	Transportation Interest Group	Local
Coast Connect				X	Transportation Interest Group	Local
Community Traffic Safety Coalition				X	Transportation Interest Group	Local
Enterprise Rideshare				X	Transportation Interest Group	Local
First Transit Services, Inc.				X	Transportation Interest Group	Local
FORT (Friends of the Rail and Trail)				X	Transportation Interest Group	Local
Highway 68 Coalition		X			Transportation Interest Group	Local
Measure D Taxpayer Oversight Committee				X	Transportation Interest Group	Local
Measure G Citizens Oversight Committee			X		Transportation Interest Group	Local
Measure X Citizens Oversight Committee		X			Transportation Interest Group	Local

Group	Required Contact	Monterey County	San Benito County	Santa Cruz County	Type	Federal, State, or Local
Monterey Bay Electric Vehicle Alliance		X	X	X	Transportation Interest Group	Local
Santa Cruz Hub for Sustainable Living				X	Transportation Interest Group	Local
Santa Cruz PRT				X	Transportation Interest Group	Local
Big Trees Railroad				X	Transportation Provider	Local
Community Bridges (CTSA)				X	Transportation Provider	Local
Courtesy Cab				X	Transportation Provider	Local
Del Mar Caregiver Resource Center				X	Transportation Provider	Local
First Transit Services, Inc.				X	Transportation Provider	Local
Lift Line				X	Transportation Provider	Local
Bureau of Indian Affairs – Regional Office	X				Tribal Government Agency	Federal
Costanoan Ohlone	X		X		Tribal Government Agency	Local
Ohlone /Costanoan Esselen	X	X			Tribal Government Agency	Local
Pajaro Valley Olone Indian Council				X	Tribal Government Agency	Local
Arana Gulch Watershed Alliance (AGWA)				X	Water Interest Group	Local
Coastal Watershed Council				X	Water Interest Group	Local
Friends of Locally Owned Water (FLOW)				X	Water Interest Group	Local
Lompico Watershed Conservancy				X	Water Interest Group	Local
Scotts Creek Watershed Council				X	Water Interest Group	Local
Surfrider Foundation		X		X	Water Interest Group	National

## **Appendix E: Federal and State Regulations Concerning Interested Parties, Public Involvement, and Consultation**

AMBAG and our partner agencies are required to satisfy statutory and regulatory guidelines in the structuring and implementation of its planning efforts. Federal and State legislation, as well as local preference and practice, are combined to shape the statutory environment that this 2019 Public Participation Plan must satisfy. The *2019 Public Participation Plan* has been created to comply with the following federal and state statutory requirements.

### ***Federal Legislation***

#### **Infrastructure Investment and Jobs Act/Bipartisan Infrastructure Act of 2021 (IIJA/BIA)**

In 2021, President Biden signed a new infrastructure bill into law. The bipartisan Infrastructure Investment and Jobs Act will invest \$110 billion of new funds for roads, bridges, and major projects, and reauthorize the surface transportation program for the next five years building on bipartisan surface transportation reauthorization bills. Building upon the FAST Act, IIJA/BIA continues public participation and consultation along with adding a new requirement of affordable housing organizations as an interested party.

#### **Fixing America's Surface Transportation Act (FAST Act)**

In 2015, President Obama signed into law a new transportation authorization, entitled Fixing America's Transportation Act. In accordance with 23 CFR 450.316, a metropolitan planning organization(MPO) is required to engage in a metropolitan planning process that creates opportunities for public involvement, participation, and consultation throughout the development of the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). Under this requirement, MPOs must allow for:

- Adequate public notice of public participation activities;
- Review and comment at key decision points in the development of the MTP and TIP; and
- Multiple, accessible participation formats, including electronic and in-person.

The MPO should develop a collaborative and comprehensive Public Participation Plan, in full collaboration with the public and stakeholder communities, to be used in the development of the MTP and TIP, as well as to frame the strategies for public and stakeholder communication and collaboration in all phases of the planning process. The Participation Plan itself must be prepared by the MPO with a 45-day public review and comment period. Similarly, states are required to have a documented public participation process.

#### **Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21)**

In 2012, President Obama signed into law a new two year transportation authorization, entitled Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) and is the first long-term highway authorization enacted since 2005. MAP-21 helps create a streamlined, performance-based and

multimodal program to address the challenges facing the U.S. transportation system today. MAP-21 was also created to emphasize the need for more public involvement in regional transportation decision making. This federal law requires all Metropolitan Planning Organizations (MPO) such as AMBAG to “provide citizens, affected public agencies, representatives of public transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment” on all transportation-related projects and plans within the Monterey Bay region. MAP-21 also requires AMBAG to coordinate transportation plans with the regional growth forecast, travel demand model and other related planning activities when developing and updating major planning documents such as our MTP/SCS and MTIP for the region.

### **Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)**

The public participation requirements of SAFETEA-LU, as defined in the *Final Rule for Metropolitan Transportation Planning* and adopted in 2005, has been used to shape the metropolitan transportation planning process. The elements required by SAFETEA-LU include that:

- The participation plan must be developed in consultation with interested parties
- The participation plan must include procedures for employing visualization techniques
- The participation plan must be available and accessible to the public, including in electronically accessible formats

Overall, Title 23 CFR §450.316 (a) specifies that “the MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.”

### **Title VI of the Civil Rights Act of 1964, and Civil Rights Restoration Act of 1987.**

Title VI of the Civil Rights Act of 1964 prevents government agencies receiving federal funding from discriminating on the basis of race, color, national origin or disability. The Civil Rights Restoration Act of 1987 extended Title VI’s applicability to all programs sponsored by federally-aided agencies, regardless of the program’s specific funding sources.

The concept of environmental justice emerged from these two regulations, and is founded on the principles of:

- Mitigating disproportionately high and adverse health or environmental effects on minority or low income populations

- Ensuring that all affected communities have the ability to participate fully in transportation decision making processes
- Preventing the denial, reduction or delay of receiving benefits by minority and low income populations

#### **Executive Order 12372 - Intergovernmental Review of Federal Programs**

Executive Order 12372 calls for intergovernmental review of projects to ensure that federally funded or assisted projects do not inadvertently interfere with state and local plans and priorities. The Executive Order does not replace public participation, comment, or review requirements of other federal laws, such as the National Environmental Policy Act (NEPA), but gives the states an additional mechanism to ensure federal agency responsiveness to state and local concerns.

#### **Executive Order 12898 - Federal Actions to Address Environmental Justice in Minority Populations and Low Income Populations**

Adopted in 2011, Executive Order 12898 provides for the intergovernmental review of projects to ensure that federally funded or assisted projects do not inadvertently interfere with state and local plans and priorities. This order also requires every agency to incorporate environmental justice goals as part of its mission by addressing and identifying the disproportionately high and adverse human health or environmental effects of the agency's programs and policies on disadvantaged communities.

#### **Executive Order 13166 - Improving Access to Services for Persons with Limited English Proficiency**

Executive Order 13166 requires agencies to identify and develop services to provide those with Limited English Proficiency (LEP) access to federally conducted and funded programs.

#### **Executive Order 13175 - Consultation and Coordination with Indian Tribal Governments**

Executive Order 13175 requires agencies to consult and coordinate with local Indian Tribal governments. In the Monterey Bay Area there are no federally recognized tribes, however, staff does notify and consult the local Esselen and Ohlone/Costanoan tribal governments.

#### **Clean Air Act & the Air Quality Implementation Plan (Title 40 CFR § 93.105)**

As amended by the Clean Air Act, Title 40 CFR § 93.105 defines the procedures for interagency consultation, resolution of conflicts and public consultation. This includes establishing a proactive public involvement process, which is outlined in this plan.

#### **Americans with Disabilities Act of 1990 (ADA), the Rehabilitation Act of 1973, & the Age Discrimination Act of 1975**

The Americans with Disabilities Act of 1990 amended Title 42 regarding public health and welfare, to ensure the protection of civil rights regarding discrimination based on disability. The Rehabilitation Act of 1973 prohibits discrimination on the basis of disability for any programs conducted by or receiving federal funding. The Age Discrimination Act of 1975 prohibits discrimination on the basis of age for any program conducted by or receiving federal funding.

### **FTA Circular 4703.1 – Environmental Justice Policy Guidance for FTA Recipients**

Adopted in 2012, the purpose of this circular is to provide guidance to the recipients of FTA financial assistance in order to incorporate environmental justice principles into plans, projects, and activities that receive funding from FTA. The following guiding environmental justice principles must be considered through “all public outreach and participation efforts conducted by the FTA, its grantees and sub-grantees”:

- (1) To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low income populations.
- (2) To ensure the full and fair participation by all potentially affected communities in the transportation decision making process.
- (3) To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low income populations.

### **Title 23: 450.316 from *Federal Register Vol. 72 No. 30***

Title 23: Highways; Part 450—Planning Assistance and Standards, 450.316 Interested parties, participation, and consultation.

(a) The Metropolitan Planning Organization (MPO) shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

- (i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed Metropolitan Transportation Plan (MTP) and the Metropolitan Transportation Improvement Program (MTIP);

- (ii) Providing timely notice and reasonable access to information about transportation issues and processes;
- (iii) Employing visualization techniques to describe the MTP and MTIP;
- (iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means online
- (v) Holding any public meetings at convenient and accessible locations and times;
- (vi) Demonstrating explicit consideration and response to public input received during the development of the MTP and MTIP;
- (vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low income and minority households, who may face challenges accessing employment and other services;
- (viii) Providing an additional opportunity for public comment, if the final MTP or MTIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts;
- (ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and
- (x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.

(3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

(b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations, or freight movements) or coordinate its planning

process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

- (1) Recipients of assistance under title 49 U.S.C. Chapter 53;
- (2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and
- (3) Recipients of assistance under 23 U.S.C. 204.

(c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

(d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.

(e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.

FHWA/FTA has also provided frequently asked questions and answers on public involvement in transportation decision making in regards to Title 23 CFR 450 on their website:

[http://www.fhwa.dot.gov/planning/public\\_involvement/archive/q\\_and\\_a/index.cfm](http://www.fhwa.dot.gov/planning/public_involvement/archive/q_and_a/index.cfm)

### ***State Legislation***

#### **Government Code 11135**

Government Code 11135, subdivision (a) states that “no person in the State of California shall, on the basis of race, national origin, ethnic group identification, religion, age, sex, sexual orientation, color, or disability, be unlawfully denied full and equal access to the benefits of, or be unlawfully subjected to discrimination under, any program or activity that is conducted, operated, or administered by the state or by any state agency that is funded directly by the state, or receives any financial assistance from the state.” The purpose of this code is to provide all citizens protection from discrimination from any program or activity that is either conducted, funded directly by, or receives any financial assistance from the state.

#### **Government Code 65080 & SB 375**

In 2008, SB 375 was passed by the state legislature, amending Government Code 65080 to include specific language for public participation activities required by MPOs as they develop their Sustainable Communities Strategy (SCS) for the long range Metropolitan Transportation Plan (MTP). Specifically, the contents of this plan are guided by the *2010 California Regional*



*Transportation Plan Guidelines* produced by the California Transportation Commission. These activities, outlined further in chapter 5, includes holding additional meetings and workshops, extensive consultation and coordination, updating the public participation plan, as this document does, and providing a process for members of the public to receive updates and information regarding the development of the SCS. The specific language can be found in the California Government Code section 65080 (b) (2) (E).

### **California Environmental Quality Act (CEQA)**

The California Environmental Quality Act (CEQA) (CPRC § 21000 et seq) requires transportation plans and programs developed by AMBAG and the RTPAs to undergo an extensive environmental review process.

The MTP and RTPs require approval by governing bodies, and as such, AMBAG and our partner RTPAs must prepare an Environmental Impact Report (EIR) that evaluates the significant environmental impacts of the proposed projects and determine ways to mitigate the impacts to below significance. In addition, specific projects may undergo individual EIR processes depending on their scope or inclusion in the long range transportation plan EIR.

The preparation of an EIR requires extensive consultation between our partner agencies and provides for a 45-day public review period.

### **Ralph M. Brown Act**

The Brown Act (California Government Code § 54950-54963) regulates meetings of local public agencies. The Brown Act also applies to any committee or subsidiary body of a local agency, whether permanent or temporary, decision making or advisory, created by local agency governing boards. The Brown Act sets minimum standards for open meetings relative to notice posting, agenda distribution, access, location of meeting, and public input. The Brown Act requires agendas for regular meetings to allow members of the public to address the agency on any item of interest to the public within the purview of the particular agency. To give sufficient time for all interested parties to present their opinions, each agency may limit the amount of time per person for such public testimony.

### **California Public Records Act**

Adopted in 1968, the California Public Records Act requires disclosure of records to the public upon request, unless otherwise exempt. Certain public records or portions of records may be exempt including personnel or medical files for employees and records pertaining to pending litigation. Agencies served public records requests are subject to respond to requests within 10 days. Note, the 10-day period mentioned is not a deadline for producing records.

### **Assembly Bill 52- Native Americans: California Environmental Quality Act**

Enacted in 2012, AB 52 amended CEQA to create a separate category for cultural resources and established a notification and consultation process with affected Tribes. By requiring consideration of tribal cultural resources early in the CEQA process, the legislature intended to

ensure that local and tribal governments, public agencies, and project proponents would have information available in the project planning process to address potential adverse impacts.

To determine whether a project may have such an effect, the Public Resources Code requires a lead agency to consult with any California Native American tribe that requests consultation and is traditionally and culturally affiliated with the geographic area of a proposed project. That consultation must take place prior to the release of a negative declaration, mitigated negative declaration, or environmental impact report for a project. Pub. Res. Code § 21080.3.1.

If a lead agency determines that a project may cause a substantial adverse change to tribal cultural resources, the lead agency must consider measures to mitigate that impact. Pub. Res. Code § 20184.3 (b)(2) provides examples of mitigation measures that lead agencies may consider to avoid or minimize impacts to tribal cultural resources.

***Sources for Full Text of Regulations on the web:***

- **Code of Federal Regulations (CFR):** <http://www.gpoaccess.gov/cfr/>
- **United States Code (USC):** <http://www.gpoaccess.gov/uscode/index.html>
- **Executive Orders:** <http://www.archives.gov/federal-register/executive-orders/>
- **California Government Code & Public Resources Code:**  
<http://www.leginfo.ca.gov/calaw.html>
- **California Code of Regulations:**  
<http://government.westlaw.com/linkedslice/default.asp?Action=TOC&RS=GVT1.0&VR=2.0&SP=CCR-1000>

## **Appendix F: Best Practices Guide of Public Participation Strategies**

Below are links to recent studies or documents that highlight best public engagement and outreach practices nationwide, as well as federal guidelines for public participation strategies. These links may be used as references for our partner agencies, local jurisdictions and interested parties to receive background information on success stories and innovative outreach strategies other public agencies have accomplished over the past few years.

1. Caltrans Standard Environmental Reference (SER) Vol 1: Guidance for Compliance, Chapter 3- Public Participation

<https://dot.ca.gov/programs/environmental-analysis/standard-environmental-reference-ser/volume-1-guidance-for-compliance/ch-3-public-participation>

2. FHWA/FTA's Public Involvement Techniques for Transportation Decision Making Report

[https://www.fhwa.dot.gov/planning/public\\_involvement/publications/pi\\_techniques/fhwahep15044.pdf](https://www.fhwa.dot.gov/planning/public_involvement/publications/pi_techniques/fhwahep15044.pdf)

3. Institute for Local Government: Public Engagement Case Stories

<http://www.ca-ilg.org/public-engagement-case-stories>

4. U.S. DOT's Transit at the Table II: A Guide to Participation in Metropolitan Transportation Decision Making for Transit Agencies in Small and Medium-Sized Metropolitan Areas

<http://www.planning.dot.gov/documents/TransPlanning/TransTableII.pdf>

5. U.S. DOT's Transportation Planning Capacity Building: Public Involvement Techniques

[https://www.planning.dot.gov/planning/topic\\_PI.aspx](https://www.planning.dot.gov/planning/topic_PI.aspx)

6. 2017 RTP Guidelines for MPOs section on Public Participation

<https://catc.ca.gov/-/media/ctc-media/documents/rtp-2017-guidelines-mpos-011817-a11y.pdf>

7. U.S. DOT's Promising Practices for Meaningful Public Involvement in Transportation Decision-Making

<https://www.transportation.gov/sites/dot.gov/files/2022-10/Promising%20Practices%20for%20Meaningful%20Public%20Involvement%20in%20Transportation%20Decision-making.pdf>

8. U.S. DOT's Transportation Planning Capacity Building: Public Involvement Techniques

[https://www.planning.dot.gov/planning/topic\\_PI.aspx](https://www.planning.dot.gov/planning/topic_PI.aspx)

# Appendix G: 2050 MTP/SCS Public Involvement Plan

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## I. Introduction

Development of the 2050 Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) is a multi-year effort that begins in 2023. A comprehensive Public Involvement Plan (PIP) to support the 2050 MTP/SCS is a key part of the process. The purpose of this PIP is two-fold: (1) to support the development of the 2050 MTP/SCS by providing every available opportunity for the general public, partner agencies, and stakeholders to provide feedback; and (2) to further improve transportation decision making in the region by reaching out to underserved communities within the Monterey Bay region more effectively.

A critical component in preparing the 2050 MTP/SCS is to provide guidance in the structuring of regional transportation planning processes to ensure that, to the greatest extent possible, interagency consultation and public participation were an integral and continuing part of the regional transportation decision making process. The participation policies and procedures described in this PIP are structured to enable all participants the ability to express their genuine regional values and interests in the shaping and implementation of regional policies and decisions regarding the transportation system.

SB 375 requires AMBAG to adopt a Public Involvement Plan (PIP) for the development of the SCS and must include the following public involvement activities<sup>1</sup> and techniques:

1. Outreach efforts to encourage the active participation of a broad range of stakeholder groups in the planning process, consistent with AMBAG's Draft 2023 Public Participation Plan, including, but not limited to, affordable housing advocates, transportation advocates, neighborhood and community groups, environmental advocates, transportation disadvantaged representatives, home builder representatives, broad-based business organizations, landowners, commercial property interests, and homeowner associations.
2. Consultation with congestion management agencies, transportation agencies, and transportation commissions.
3. Workshops throughout the Monterey Bay region to provide the public with the information and tools necessary to provide a clear understanding of the issues and policy choices. At least one workshop shall be held in each county in the region. Each workshop, to the extent practicable, shall include urban simulation computer modeling to create visual representations of the SCS and the alternative planning strategy.
4. Preparation and circulation of a Draft SCS and an alternative planning strategy, if one is prepared, not less than 55 days before adoption of a final regional transportation plan.
5. At least three public hearings on the Draft 2050 MTP/SCS and alternative planning strategy, if one is prepared. To the maximum extent feasible, the hearings shall be in

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<sup>1</sup> Government Code Section 65080(b)(2)(B)(iii)

different parts of the region and/or virtual to maximize the opportunity for participation by members of the public throughout the Monterey Bay region.

6. A process for enabling members of the public to provide a single request to receive notices, information, and updates.

The public participation policies and procedures described in this PIP are structured to comply with all applicable federal and state legislation, rules, and express the genuine regional value and interest for all residents of the Monterey Bay region to participate in the shaping and implementation of the 2050 MTP/SCS. In pursuing its mission, “AMBAG provides strategic leadership and services to collaboratively analyze, plan and implement regional policies for the benefit of the Counties and Cities of the Monterey Bay region balancing local control with regional collaboration.” AMBAG strives to inform and involve its local jurisdictions and all members of the general public throughout its 2050 MTP/SCS development process.

## II. Goals and Objectives

AMBAG and partner agencies in the Monterey Bay region seek the participation of a diverse set of communities with an interest in regional planning efforts, including low income households, minority populations, Limited English Proficiency (LEP) populations, persons with disabilities, representatives from community and service organizations, tribal organizations, and other public agencies.

### A. Public Participation Plan

The 2023 Public Participation Plan's identifies a more in-depth overview of AMBAG's public involvement process, which includes eight guiding principles. These principles provide the framework for this PIP, which are as follows:

1. Prioritize public engagement methods that increase equitable participation and distribution of resources in all outreach efforts, projects, and programs.
2. Value public participation and promoting broad based involvement by members of the community
3. Provide varied opportunities for public review and input
4. Treat all members of the public fairly, and respect and consider all public input as an important component of the planning and implementation process
5. Promote a culture of dialogue and partnership among residents, property owners, the business community, organizations, other interested members of the public, and public officials
6. Involve underserved communities and community groups, as well as other organizations
7. Encourage active public participation throughout the entire process
8. Provide communications and agency reports that are clear, timely and broadly distributed

AMBAG has established a set of activities and goals to achieve each of our eight guiding principles by creating a framework and action plan for each outreach goal. These goals are agency wide and can also be utilized and implemented in all major plans and projects within the Monterey Bay region, such as the 2050 MTP/SCS. The activities and goals include:

#### Equity

**Goal:** Prioritize public engagement methods that **increase equitable participation and distribution of resources** in all outreach efforts, projects, and programs.

**Activity:** Engage impacted and historically underserved communities early and often. Inclusive engagement, policies and practices must be considered to eliminate systematic barriers. In the AMBAG region, collaborative decision-making processes, such as citizen advisory committees and focus groups, can be established to ensure diverse representation and involvement are achieved. The public participation plan ensures that community concerns and engagement can guide the identification of programs, policies, and activities, and ensure that actions taken will not result in disproportionately high and adverse human health or environmental effects on underserved populations. Other methods include organizing community workshops and public hearings in the communities with low engagement, utilizing digital platforms, online surveys, and social media campaigns. Additionally, AMBAG, partners and other local decision-makers should incorporate cultural sensitivity into public outreach efforts. This includes recognizing and respecting cultural norms, values, and practices of diverse communities, and adapting engagement methods accordingly.

## **Broad Based Involvement**

**Goal:** Value public participation and promote **broad based involvement** by members of the community.

**Activity:** In addition to having a list of stakeholders and working collaboratively with our partner agencies, AMBAG will also interact and outreach to community groups within the Monterey Bay Region, as input from a variety of perspectives helps to enhance the process and results. AMBAG structures its major planning initiatives and funding decisions to provide for meaningful opportunities to help shape outcomes. For example, because AMBAG's 2050 MTP/SCS is the blueprint for both new policies and investments for the Monterey Bay Region, updating and developing the MTP/SCS is one of the best projects for interested persons to get involved.

## **Opportunity**

**Goal:** Provide varied **opportunities for public review and input.**

**Activity:** AMBAG will engage with partner agencies, committees, working groups, and the public to obtain comments and suggestions during the development of future updates to the MTP/SCS and MTIP. When the drafts of our major plans, programs, and documents are released, the public review period for each document varies from 30-55 days. AMBAG will announce these public review periods through various media outlets, thereby providing as many opportunities as possible for the public to read and provide comments on the drafts of our major documents to be implemented in the future. Below is a list of potential ways that AMBAG will make this information available to the public:



- Websites
- News Releases
- Articles
- Press Conferences
- Radio and Television
- Newsletters, Brochures and eNews
- Agency Reports
- Posters and Inserts
- Advertising
- Online Social Media Networks
- Mapping

## Environmental Justice

**Goal:** Treat all members of the public fairly, and **respect and consider all citizen input** as an important component of the planning and implementation process.

**Activity:** AMBAG plans to actively reach out to the traditionally underserved and underrepresented communities within the Monterey Bay Region and enhance efforts to involve rural communities in all major transportation planning processes. AMBAG will undertake specific strategies to involve all members of the general public in AMBAG’s regional transportation planning and investment decisions. AMBAG’s 2021 Title VI Plan delves into these strategies in the Limited English Proficiency (LEP) Plan found in Appendix E of the Title VI Plan, which outlines how we plan to outreach to underserved and underrepresented groups. One size does not fit all as input from diverse perspectives enhances the process.

## Engagement

**Goal:** Promote a **culture of dialogue and partnership** among residents, property owners, the business community, organizations, other interested individuals, and public officials.

**Activity:** Early engagement is best. Create support materials that are easy to understand and visually engaging in both print and electronic format and make them accessible at meetings and on AMBAG’s website<sup>2</sup>. Plan workshops and/or public hearings at convenient venues and times across the region and/or provide virtual participation if feasible; and ensure such events are fully accessible to the general public, including low income, minority, and rural communities, disabled and Limited English Proficiency (LEP) populations.

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<sup>2</sup> AMBAG website: <http://www.ambag.org/>

## Involvement of Underserved Communities

**Goal:** Involve underserved communities and local community groups, as well as other organizations.

**Activity:** Reach out to local community groups and smaller/rural communities that feel like they don't have a voice and involve them in the public participation process as much as possible. An open and transparent public participation process will help empower affected low income communities and communities of color to participate in the decision making process. Engaging interested persons in regional transportation issues is challenging, yet possible, by making it relevant, removing barriers to participation, and translating material for Limited English Proficiency individuals, when possible.

## Encouragement

**Goal:** Encourage active public participation throughout the whole process.

**Activity:** Ask thought provoking questions in workshops and outreach meetings and engage audiences in strong discussions. Public participation is a dynamic activity that requires teamwork and commitment from all of the Monterey Bay region's agencies, from the regional level to the local level. Include engagement exercises to maximize participation.

## Clear Communication

**Goal:** Provide communications and agency reports that are **clear, timely and broadly distributed**.

**Activity:** Make all types of communication clear, accessible, and easy to understand. Potential methods include: add a translation link in Spanish for Limited English Proficiency (LEP) individuals through a Google Translation Widget on our website, and distribute all flyers, online notices, announcements and other materials in both English and Spanish. The Monterey Bay region is home to a significant Spanish speaking population. AMBAG will also provide hearing and/or visually impaired individuals assistance in online and physical media distributions through physical outreach materials printed in larger font and in braille, upon request. Effective public outreach and involvement requires collaborating with regional local governments, stakeholders and advisory groups such as our partner agencies.

## **B. Title VI Plan**

The *2021 Title VI Plan*<sup>3</sup> is a comprehensive document that guides AMBAG in the Title VI process. Title VI is a Federal statute and provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The *2021 Title VI Plan* emphasizes the AMBAG Title VI process and procedures, including the use of public outreach techniques and innovative strategies to specifically include Limited English Proficiency (LEP) Populations throughout the region. The LEP population we have identified in our LEP Plan will help set a precedent for future public workshops and events throughout the Monterey Bay region. A Title VI Plan is the required guide for all Title VI related activities conducted by AMBAG, this PIP will stay consistent with the *2021 Title VI Plan* and will incorporate the procedures, strategies and techniques that will be used by AMBAG for increasing public involvement and make conscious effort to include LEP populations in the 2050 MTP/SCS process.

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<sup>3</sup> AMBAG 2021 Title VI Plan: <https://ambag.org/sites/planning/Title-VI-Plan>

### **III. Public Engagement**

AMBAG will engage the community throughout the development of the 2050 MTP/SCS. These activities include:

- Community workshops and events
- Public hearings
- A project website
- Visual graphics and media techniques
- Interactive surveys in English and Spanish (other languages as needed)
- Preparation of handout materials, flyers, information sheets, frequently asked questions (FAQs), etc.

#### **A. Face to Face Interactions**

##### **Public Outreach**

##### **Public Workshops**

Workshops will be held throughout the Monterey Bay region at key milestones throughout the 2050 MTP/SCS development process. Materials will be provided in English and Spanish; and translation services will be available at the workshops. These workshops will be held outside of typical work hours and at more convenient locations to make them more accessible to the public.

In addition, pop-up community events will be conducted to further interact with members of the public to learn about, give feedback on, and engage in the process of developing the 2050 MTP/SCS. These pop-up events may take place at popular locations such as farmer’s markets, First Friday art gatherings, neighborhood block parties, community events, etc.

##### **Public Hearings and Comment Forms**

Public hearings will be conducted to receive comments on the Draft 2050 MTP/SCS Plan. The public hearings will be held at various locations throughout the region and/or virtually and will be advertised in local newspapers, flyers, press releases and email announcements to reach a wide variety of audiences who may be interested in receiving an opportunity to provide their input on the Draft 2050 MTP/SCS.

## **Public Information**

AMBAG will create and distribute clear, concise, and engaging information to support public involvement efforts. These materials will have a consistent look and feel, reflecting the branding that will be developed for the 2050 MTP/SCS.

Below is a menu of materials that may be used to provide information about the 2050 MTP/SCS and its components; the development process; why this process is relevant to the region's residents; and information about how, when, and why stakeholders should get involved. All materials will be written in easy-to-understand terms with limited jargon/acronyms and will be provided in a variety of languages and formats as needed. Materials will be distributed via a range of channels, including electronically (e-mail and website); at presentations, meetings, and events; at community locations (libraries, recreation centers, senior centers, and stores); and in the media (notices and advertisements). Materials will be updated as needed throughout the process.

### **Project Fact Sheet**

A project fact sheet will be created to provide basic information about the 2050 MTP/SCS, its components, purpose, timeline, and information on how the general public can get involved in the process.

### **Flyers and Press Releases**

Each flyer will have engaging images, a summary of opportunities for public involvement, key messages, and basic information about the 2050 MTP/SCS and its timeline. Flyers and notices will be prepared in English and Spanish. These flyers will be distributed to local agencies and those who plan to sign up for email updates on the website. A press release will be sent to local television, radio, and newspaper media outlets.

### **Public Notices**

Notices for public meetings and opportunities for public comment will be published via:

- Online media outlets (project website, partner agencies websites, social media)
- Printed materials (advertisements in newspapers, printed flyers posted at strategic locations, etc.)
- Announcements (radio, meetings)

In addition, to stay consistent with AMBAG's *2021 Title VI Plan*, all public notices will be printed and uploaded in English, Spanish, and Tagalog to ensure all Limited English Proficiency populations within the Monterey Bay region will be included in the 2050 MTP/SCS process.

## **B. Online Tools and Surveys**

### **Project Website**

A project website will be the central portal for information about the project and upcoming events. The website address will be provided on all outreach materials and will be updated regularly to maintain current content and will be the primary portal for public information about the 2050 MTP/SCS, incorporating interactive elements to provide opportunities for broad participation. Direct communication and website information will be synched from the project website and the AMBAG website for easier accessibility.

### **Media Outlets**

#### **Social Media**

Online publication and web based comment of plans/programs will be created during the 2050 MTP/SCS process, including an increased use of illustrations on affiliated social media networks, such as Twitter and Facebook.

AMBAG staff and board members will also increase emphasis on public access television, radio and internet radio, coordinate media stories between our partner agencies and media outlets, and target marketing/notices highlighting how planning documents may impact them throughout the 2050 MTP/SCS process.

#### **Newspapers and Newsletters**

AMBAG will prepare and forward news releases to print and broadcast media on the 2050 MTP/SCS and advertise through display ads in local newspapers throughout the Monterey Bay region. AMBAG's e-newsletter will report progress, encourage participation, and provide up to date information about opportunities for participation.

### **Surveys**

Surveys will be conducted as needed for the 2050 MTP/SCS, which also can help us design future outreach strategies. These surveys will be conducted at key milestones of the planning process. To help increase awareness and to reach more people than conventional workshops, surveys will be created in English and Spanish (and other languages as needed), at critical points throughout the development of the 2050 MTP/SCS.

## **IV. Consultation and Coordination Efforts**

A variety of committees and boards will be consulted throughout the planning process and at key milestones to solicit feedback, provide project updates, and relay community input from the workshops and surveys. These committees and boards are made up of elected officials, staff from local jurisdictions and agencies, local leaders and organizers, and members of the general public.

### **AMBAG Board of Directors**

The AMBAG Board of Directors consists of 21 jurisdictions within Monterey, San Benito, and Santa Cruz Counties. An elected official from each jurisdiction is appointed by that jurisdiction's City Council or Board of Supervisors. Each of the 18 cities are represented by one member and each of the three counties by two members, forming the 24 member AMBAG Board of Directors. A representative from the Transportation Agency for Monterey County (TAMC), San Benito County Council of Governments (SBtCOG) Santa Cruz County Regional Transportation Commission (SCCRTC), Santa Cruz METRO, Monterey-Salinas Transit, Caltrans, Monterey Bay Air Resources District, Central Coast Community Energy, and Monterey Peninsula Airport District each serve as an ex-officio member.

The AMBAG Board meets monthly and sets policy. Day-to-day oversight is provided by the Executive Director, who is appointed by and serves at the pleasure of the Board of Directors.

The AMBAG Board will meet often throughout the planning process to receive project updates, provide policy direction, determine hybrid and preferred scenarios, and ultimately to adopt the MTP/SCS. Board members will be encouraged to take leadership positions on the MTP/SCS to encourage public understanding and engagement.

### **Planning Directors Forum**

The Planning Directors Forum (PDF) consists of planning directors and staff from the 21 jurisdictions within Monterey, San Benito, and Santa Cruz Counties, the three regional transportation planning agencies, the two transit operators, Caltrans District 5, and AMBAG; as well as other stakeholders. The PDF will meet regularly to address regional land use and transportation planning issues. The PDF will meet throughout the planning process and at key milestones to identify priorities, help establish initial scenario development, review draft workshop materials, and to receive project updates including feedback from the community workshops and online surveys.

## **Regional Transportation Planning Agencies**

In the Monterey Bay region, there are three Regional Transportation Planning Agencies (RTPAs): San Benito County Council of Governments (SBtCOG), Santa Cruz County Regional Transportation Commission (SCCRTC), Transportation Agency for Monterey County (TAMC). Each of these three RTPAs consists of agency staff and board members, including staff from local jurisdictions, elected officials, and appointed members. The RTPAs Boards of Directors set policy and provide a source of funding for transportation planning projects within each county. AMBAG staff will meet with the three RTPAs' Boards at key milestones to present findings, provide project updates, and receive input on the MTP/SCS development, project identification, and priorities.

## **Technical Advisory Committees**

The Technical Advisory Committees (TACs) are made up of staff from local jurisdictions and agencies, including local transit service providers and the RTPAs. The TACs review and provide technical guidance and advice on transportation projects and programs within each county, and make recommendations to the RTPA boards or directors. AMBAG staff will meet with the TACs at key milestones throughout the planning process to confirm transportation priorities, projects, and funding sources.

## **Planning Directors Forum**

The Planning Directors Forum (PDF) consists of planning directors and staff from the 18 cities, three counties, three regional transportation planning agencies, transit agencies, universities, and LAFCO. The PDF meets regularly to address and provide input on regional land use and transportation planning issues.

## **Stakeholder Contact List**

A master stakeholder contact list will be maintained for distribution of press releases, flyers, and project updates. This list includes members of the AMBAG Board, Partners, the Planning Directors Forum, local transportation agencies, and other related groups. Media outlets, local organizations, and workshop and survey participants who provided a valid email address are included in the master stakeholder list.

Additional contacts include government agencies such as, the U.S. Environmental Protection Agency (EPA), Federal Highway Administration (FHWA), Bureau of Land Management (BLM), Federal Transit Administration (FTA), California Department of Fish and Wildlife (CDFW), California Air Resources Board (ARB), California Department of Transportation (Caltrans)



Caltrans District 5, state and local transportation agencies, Tribal governments, state, local and federal elected officials and

Please refer to Appendix D in AMBAG's Draft 2023 Public Participation Plan for the current list of stakeholders within the Monterey Bay region.

# Draft 2023 Public Participation Plan



**ASSOCIATION OF MONTEREY BAY  
AREA GOVERNMENTS**

**HEATHER ADAMSON, AICP  
DIRECTOR OF PLANNING  
AUGUST 17, 2023**



# Background

2

- Guides regional efforts in the public participation process
- Emphasizes the transportation decision making process
- Federally required update every 4 years
- Required guide for all federally funded public involvement activities

# Key Sections

3

- Requirements for public participation
- Requirements as it relates to interested parties & engagement
- Public Participation Best Practices Guide
- Significant regional information listed in Appendices

## Next Steps – AMBAG

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- Public comment period: June 14 – August 23, 2023
- Presentations to Committees and Working Groups:
  - SCCRTC's E&D TAC – 6/13
  - SCCRTC's ITAC – 6/15
  - MST's MAC – 7/26
  - TAMC's TAC – 8/3
  - San Benito COG's TAC – 8/3
- Public Hearing at AMBAG Board:
  - August 9, 2023

## Next Steps – Regionally

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- Public comment period: June 14 – August 23, 2023
- RTPA Public Hearings:
  - SCCRTC – 8/3
  - San Benito COG – 8/17
  - TAMC – 8/23
- PPP Adoption:
  - San Benito COG – 9/21
  - TAMC – 9/27
  - SCCRTC – 10/5
  - AMBAG – 10/11

# Comments on the Draft 2023 PPP

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- Public comment period: June 14 – August 23, 2023
- Submit comments via email, letter or in person at a public hearing
- Send comments to: Heather Adamson at [hadamson@ambag.org](mailto:hadamson@ambag.org) or 24580 Silver Cloud Court, Monterey, CA 93940
- Comments will be compiled and reviewed, and changes will be incorporated into the Final 2023 PPP document, as appropriate

# Recommendation

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- Hold a public hearing on the *Draft 2023 Public Participation Plan* to accept public comment





**ASSOCIATION OF MONTEREY BAY AREA  
GOVERNMENTS**



**DRAFT 2023 PUBLIC PARTICIPATION PLAN**

**[WWW.AMBAG.ORG](http://WWW.AMBAG.ORG)**

**HEATHER ADAMSON, AICP**

**[HADAMSON@AMBAG.ORG](mailto:HADAMSON@AMBAG.ORG)**



## STAFF REPORT

### **Action**

**Prepared By:** Veronica Lezama,  
Transportation Planning Manager  
**Subject:** State of Good Repair Program

### **Agenda Item No. 12**

**Approved By:** Binu Abraham

**Meeting Date:** September 21, 2023

### **Recommendation:**

ADOPT Resolution 2023-08 Approving Projects for Funding and Authorizing the Application for and Acceptance of FY 2023/24 California State of Good Repair Program Funds Totaling \$107,586.

### **Summary:**

The LTA is eligible to receive a total of \$107,586 in State of Good Repair funds for FY 2023/24. Adoption of Resolution 2023-08 will approve the projects identified for funding.

### **Background/ Discussion:**

With the signing of Senate Bill 1, many new funding sources were established including the State of Good Repair (SGR) Program for transit operators to fund eligible transit maintenance, rehabilitation, and capital projects. Funds are distributed using the State Transit Assistance formulas, so both COG, as the RTPA, and LTA, as the transit operator, receive allocations in this program. For this reason, Caltrans is requiring both COG and LTA to submit Board resolutions approving the project list. After reviewing LTA's adopted Transit Asset Management Plan, staff has prepared a list of eligible SGR Program projects detailed in Exhibit A of Resolution 2023-08.

At this time, staff recommends the COG Board approve the list of eligible projects for the allocation request that is due September 1, 2023 and authorize the application for and acceptance of the SGR Program funds for the list of projects when distributed by Caltrans. Staff recommends that the Board of Directors adopt Resolutions 2023-08 to be eligible to receive a total of \$107,586 for FY 2023/24 SGR Program funds. COG received a submittal extension from Caltrans.

### **Financial Impact:**

COG and LTA are eligible to receive a total of \$107,586 of FY 2023/24 SGR Program funds for eligible transit projects. There is no local match required.

### **Attachment:**

Attachment: Resolution 2023-08



BEFORE THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

A RESOLUTION OF THE COUNCIL OF SAN BENITO )  
COUNTY GOVERNMENTS APPROVING PROJECTS FOR ) Resolution No. COG 2023-08  
FUNDING, DESIGNATING THE LOCAL TRANSPORTATION )  
AUTHORITY AS LEAD AGENCY, AND AUTHORIZING THE )  
EXECUTIVE DIRECTOR, TRANSPORTATION PLANNING )  
MANAGER, OR DESIGNEE TO APPLY FOR AND ACCEPT )  
FY 2023-24 CALIFORNIA STATE OF GOOD REPAIR (SGR) )  
PROGRAM FUNDS TOTALING \$107,586.00. )  
\_\_\_\_\_ )

WHEREAS, the Council of San Benito County Governments (COG) is the designated Regional Transportation Planning Agency (RTPA) for San Benito County, pursuant to Government Code section 29532(b); and

WHEREAS, the San Benito County Local Transportation Authority (LTA) is the designated Consolidated Transportation Services Agency (CTSA) for San Benito County, pursuant to Government Code section 15975; and

WHEREAS, as the designated RTPA for San Benito County, COG is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) for transit projects calculated pursuant to the distribution formulas in Public Utilities Code (PUC) section 99313 based on the certification of population from the California Department of Transportation; and

WHEREAS, as the designated CTSA for San Benito County, LTA is an eligible project sponsor and may receive State Transit Assistance (STA) funding from the SGR Account for transit projects calculated pursuant to the distribution formulas in PUC section 99314 based on the qualifying revenue amounts for each STA-eligible operator determined from annual reports submitted to the State Controller pursuant to PUC section 99243; and

WHEREAS, COG and LTA have identified a list of transit projects in San Benito County, attached hereto and incorporated herein by reference as Exhibit A, to be funded through the FY 2023-24 SGR Account; and

WHEREAS, the transit projects to be submitted for FY 2023-24 SGR funding total \$107,586.00, to be allocated to COG and LTA pursuant to the distribution formulas in PUC sections 99313 and 99314; and

WHEREAS, COG's portion of the FY 2023-24 SGR allocation is \$105,917.00, as determined pursuant to the distribution formula in PUC section 99313; and

WHEREAS, LTA's portion of the FY 2023-24 SGR allocation is \$1,669.00, as determined pursuant to the distribution formula in PUC section 99314; and

WHEREAS, upon receipt of SGR funds for the projects identified in Exhibit A, COG desires to allocate its share of those funds to LTA, to administer the projects as the CTSA for San Benito County, for a total combined allocation of \$107,586.00.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Council of San Benito County Governments hereby approves the SGR funded transit projects identified in the project list attached hereto and incorporated herein by reference as Exhibit A; and

BE IT FURTHER RESOLVED that the Board of Directors of the Council of San Benito County Governments hereby designates the San Benito County Local Transportation Authority to be the lead agency for the SGR funded transit projects identified in Exhibit A, to be funded in part through COG's SGR allocations; and

BE IT FURTHER RESOLVED THAT the Board of Directors of the Council of San Benito County Governments hereby authorizes the Executive Director of the San Benito County Local Transportation Authority, its Transportation Planning Manager, or designee, to apply for and accept SGR funds awarded by Caltrans for transit projects in San Benito County for FY 2023-24, and to execute the application and related materials, grant agreement and amendments, and all other documents necessary for the application submittal and acceptance of SGR funds awarded by Caltrans for transit projects in San Benito County, for and on behalf of the Council of Governments.

PASSED AND ADOPTED BY THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS THIS 21<sup>ST</sup> DAY OF SEPTEMBER 2023 BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAINING:

ABSENT:

\_\_\_\_\_  
Bea Gonzales, Chair

ATTEST:

APPROVED AS TO LEGAL FORM:  
San Benito County Counsel's Office

By: \_\_\_\_\_  
Binu Abraham  
COG Executive Director

By: Shirley L. Murphy  
Shirley L. Murphy, Deputy County Counsel

Dated: \_\_\_\_\_

Dated: Aug. 29, 2023

Exhibit A

Projects	FY 2023-24 SGR Estimated Funding
Rolling Stock, Replacement, One Vehicle	\$107,586.00
Total	\$107,586.00



## STAFF REPORT

### Informational

**Prepared By:** Veronica Lezama,  
Transportation Planning Manager  
**Subject:** Monthly Caltrans District 5  
Construction Projects Report

### Agenda Item No. 13

**Approved By:** Binu Abraham, Executive Director

**Meeting Date:** September 21, 2023

### Recommendation:

RECEIVE Monthly Caltrans District 5 Construction Projects Report.

### Summary:

The Council of San Benito County Governments (COG) Board of Directors will receive the monthly report from Caltrans District 5 on active highway projects in San Benito County.

### Background/ Discussion:

As an ex officio member, the California Department of Transportation (Caltrans) provides the COG Board of Director's a summary report of all active highway and other state oversight projects in San Benito County. The enclosed Caltrans Update of Projects identifies the following projects in San Benito County.

1. Highway 25/156 Roundabout
2. Highway 156 Improvement Project
3. Highway 25 Curve Alignment Restoration
4. Hollister Clean CA
5. U.S 101 Southbound Connector Extension
6. SR 156/Alameda EB Right-Turn Channelization
7. Highway 25 Expressway Conversion - San Felipe, Segment 1
8. Rocks Road US 101 Wildlife Connectivity Project

### Financial Impact:

Please see attached project updates report.

### Attachment:

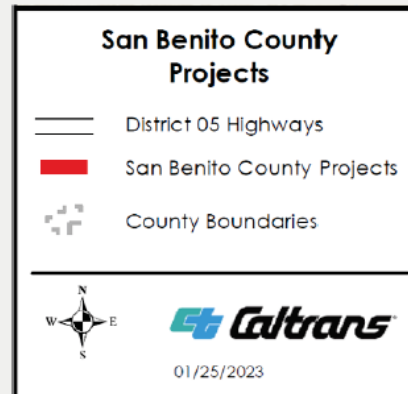
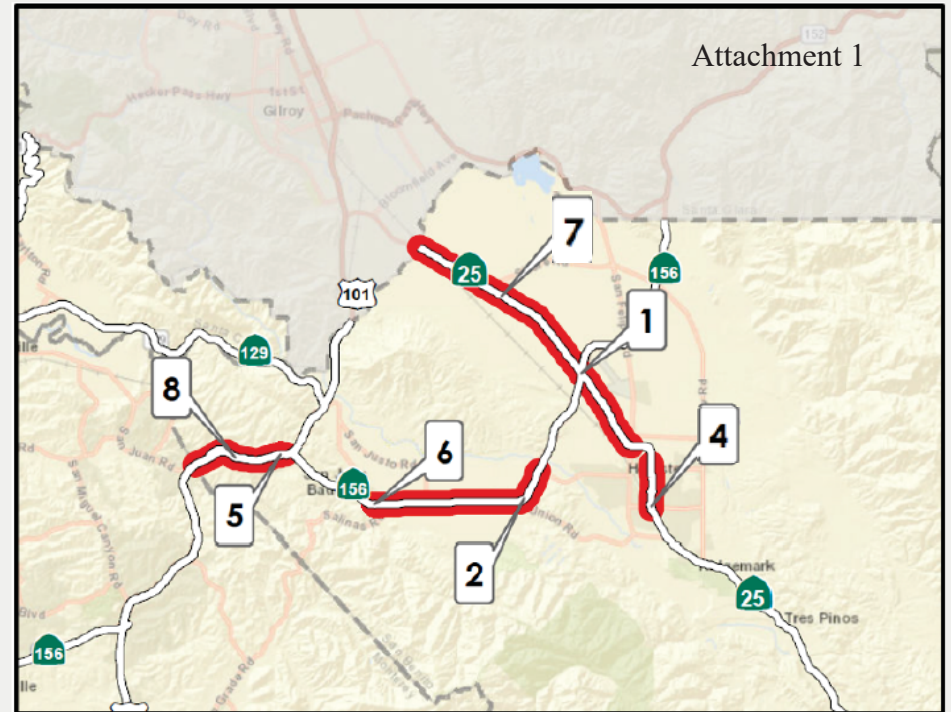
1. Caltrans District 5 Construction Projects Report and Turbo Roundabout Slides



# CALTRANS DISTRICT 5 CONSTRUCTION PROJECTS REPORT

2023

1. SR 156 / SR 25 Turbo Roundabout Project
2. Highway 156 Improvement Project
3. Highway 25 Curve Alignment Restoration
4. Hollister Clean CA
5. U.S 101 Southbound Connector Extension
6. SR 156/Alameda EB Right-Turn Channelization
7. Highway 25 Expressway Conversion
8. Rocks Road US 101 Wildlife Connectivity Project





# PROJECT UPDATE - SAN BENITO COUNTY

PREPARED FOR THE SEPTEMBER 21, 2023, COUNCIL OF SAN BENITO COUNTY GOVERNMENTS MEETING

## CONSTRUCTION PROJECTS

Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
1. Highway 25/156 Roundabout (1J480)	Intersection of SR 25/156, north of Hollister  (PM 54.048)	Construct Roundabout	June 2022 - Early 2024	\$10.9 million	SHOPP	Terry Thompson	Graniterock Construction	Construction is in Stage 5 and functioning as a single lane roundabout.
2. Highway 156 Improvement Project (34490)	In and near San Juan Bautista, from The Alameda to slightly east of Fourth Street  (PM 3.0/R8.2)	Construct four-lane expressway	August 2022 - Fall 2025	\$89.7 million	STIP/Local	Terry Thompson	Teichert Construction	Continued construction activities. AT&T is continuing to trench and install conduit.
3. Highway 25 Curve Alignment Restoration (1H810)	Near Hollister, just north of San Benito Lateral  (PM 18.8/19.1)	Curve restoration	March 2023 - Fall 2024	\$5.4 million	SHOPP	Terry Thompson	Teichert Construction	Continued TWE Fence installation. California Department of Fish and Wildlife (CDFW) requested fence installation be completed before any clearance surveys or excavation work could be conducted resulting in delays.
4. Hollister Clean CA (1P531)	On Route 25 in San Benito County from Sunset Dr. to Santa Ana Rd.  (PM 49.9/51.2)	Install beautification, transportation art, and safety measure enhancement project in Caltrans R/W.	April 2023 – Summer 2025	\$1.2 million	Clean CA	Terry Thompson	Bortolussi & Watkin, Inc.	Construction began.





# PROJECT UPDATE - SAN BENITO COUNTY

PREPARED FOR THE SEPTEMBER 21, 2023, COUNCIL OF SAN BENITO COUNTY GOVERNMENTS MEETING

## PROJECTS IN DEVELOPMENT

Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
5. U.S 101 Southbound Connector Extension (1N910)	In San Benito County 3.0 miles West of San Juan Bautista at SR-156 and U.S. Route 101	Extend westbound connector an additional 1800 feet and construct a ramp meter	TBD	TBD	Minor A	Terry Thompson	PA&ED	Continued surveys and environmental studies.
6. SR 156/Alameda EB Right-Turn Channelization (1P300)	In San Juan Bautista at the intersection of SR 156 and The Alameda (PM 2.9/3.1)	Installation of eastbound right-turn channelization from SR 156 onto the Alameda	Spring 2024	TBD	Oversight/Local	Paul Valadao	PA&ED	The City approved change in ownership of the developer. Caltrans held a project kick-start meeting on Nov. 1 with the City's team to discuss the Right of Way challenges and how it may affect project delivery. Caltrans is actively collaborating with the City's design team on inquiries regarding adjacent/affected property owners.
7. Highway 25 Expressway Conversion - San Felipe, Segment 1 (48541)	San Felipe Road to 0.3 miles north of Hudner Lane (0.8 mi west of SR 25 to 0.5 miles east of SR 25)	Conversion of 2-lane conventional highway to a 4-lane expressway	N/A	N/A	Local	Terry Thompson	PA&ED	Continuing environmental studies.



# PROJECT UPDATE - SAN BENITO COUNTY

PREPARED FOR THE SEPTEMBER 21, 2023, COUNCIL OF SAN BENITO COUNTY GOVERNMENTS MEETING

## PROJECTS IN DEVELOPMENT (CONTINUED)

Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
8. <b>Rocks Road US 101 Wildlife Connectivity Project (1Q260)</b>	In San Benito County in the Aromas Hills (PM 0.0/2.8)	Identify wildlife crossing opportunities to connect important habitat on both sides of US 101 and improve safety for drivers and wildlife	TBD	TBD	State Funded	Terry Thompson	PID	Developing PID document by preparing project alternatives

### ACRONYMS USED IN THIS REPORT:

<b>ADA</b>	Americans with Disabilities Act
<b>CEQA</b>	California Environmental Quality Act
<b>CMAQ</b>	Congestion Mitigation Air Quality
<b>CMIA</b>	Corridor Mobility Improvement Account
<b>CTC</b>	California Transportation Commission
<b>ED</b>	Environmental Document
<b>EIR</b>	Environmental Impact Report
<b>PA&amp;ED</b>	Project Approval and Environmental Document
<b>PM</b>	Post Mile
<b>PS&amp;E</b>	Plans, Specifications, and Estimates
<b>RTL</b>	Ready to List
<b>RW</b>	Right of Way
<b>SBI</b>	Senate Bill 1, the Road Repair and Accountability Act of 2017
<b>SCL</b>	Santa Clara County Line

<b>SHOPP</b>	State Highway Operation and Protection Program
<b>SR</b>	State Route
<b>STIP</b>	State Transportation Improvement Program
<b>TBD</b>	To Be Determined
<b>TMS</b>	Traffic Management System