



OVERALL WORK PROGRAM

Planning Activities for the San Benito Region
 Fiscal Year 2024/2025





Mission Statement

SBCOG improves the mobility of San Benito County travelers by planning for and investing in a multi-modal transportation system that is safe, economically viable, and environmentally friendly.

Council of San Benito County Governments (SBCOG) Board of Directors

Local Transportation Authority (LTA) • Airport Land Use Commission (ALUC) • Measure A Authority (MEA) • Service Authority for Freeways and Expressways (SAFE)



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Geographic Setting

San Benito County is a rural and agricultural community in the Central Coast Region, south of Silicon Valley (Figure 1: Map of San Benito County). The County is surrounded by the Counties of Santa Clara, Santa Cruz, Monterey, Fresno, and Merced. The total land area of the county is 1,389 square miles. Terrain varies from flat valley floor to hilly rangeland in the east, to 5,450-foot peaks far south.

The population in the County was 64,209 according to the 2020 U.S. Census. The County has two incorporated cities – Hollister, population 41,678, and San Juan Bautista, population 2,089 – and various unincorporated communities (Aromas, Tres Pinos, Panoche, Ridgemark, and Paicines). Major transportation routes bisecting the County include State Routes 129, 156, 25 and U.S. 101.

The City of Hollister where the County seat is located is at an elevation of 229 feet. The north and northwest segments of the County are comprised of urban areas, while the southern portion of the County is primarily rural.



Figure 1: Map of San Benito County

Council of San Benito County Governments

The Council of San Benito County Governments (SBCOG) was formed in 1973 through a Joint Powers Agreement among the City of Hollister, City of San Juan Bautista, and the County of San Benito. SBCOG consists of a five-member board that includes two representatives from the San Benito County Board of Supervisors, two representatives from the Hollister City Council, and one representative from the San Juan Bautista City Council. Caltrans serves as a non-voting ex-officio member.



SBCOG provides a forum for addressing regional concerns and fostering agreement on transportation matters. Its mission is to improve the mobility of San Benito travelers by developing and investing in a multi-modal transportation network that prioritizes safety, economic viability, and environmental sustainability. This mission is accomplished through planning and funding a variety of transportation projects and programs.

As the Regional Transportation Planning Agency for the San Benito region, SBCOG is responsible for developing an annual Overall Work Program (OWP) that guides the collaborative planning process, which involves the City of San Juan Bautista, City of Hollister, and County of San Benito. The process also involves coordination with the Association of Monterey Bay Area Governments (AMBAG) and the California Department of Transportation (Caltrans). Specifically, the OWP establishes the transportation planning objectives to be achieved and assigns the institutional responsibility and funding to complete the work. The OWP is organized in the following six chapters:

Chapter 1: Introduction/Prospectus describes the region and overview of the San Benito regional transportation system.

Chapter 2: Overall Work Program summarizes the purpose of the program and prior fiscal year planning accomplishments.

Chapter 3 Transportation Planning Priorities and Goals identifies the state and federal planning goals.

Chapter 4: Agency Organizational Structure describes the SBCOG agency structure, institutional relationships, consultation, and outreach processes.

Chapter 5: Funding Activities shows the use of projected revenues to complete the OWP during the 2024/2025 Fiscal Year and how those resources are allocated.

Chapter 6: Planning Program for Fiscal Year 2024/2025 contains Work Elements of major course work for the upcoming fiscal year. Each Work Element includes the project title, tasks, products/deliverables, schedule, staffing, and revenues for implementation of the OWP.

Appendix contains State required certifications and adopting resolution.

CHAPTER 1: INTRODUCTION/PROSPECTUS

A. Description of the Region

San Benito County is located in the Coast Range Mountains, south of San Jose and west of the Central Valley. The County is surrounded by Santa Cruz and Monterey Counties to the west, Santa Clara County to the north, and Merced and Fresno Counties to the east and south. The County encompasses over 890,000 acres (about 1,391 square miles) and is largely rural and a majority of the population resides in Hollister (the County seat), San Juan Bautista, or the unincorporated area of northern San Benito County. San Benito County is home to 64,209¹ residents and five regional highways and freeways which include: 156, 25, 101, and 129. The county's proximity to Monterey and Santa Clara Counties combined with its relatively affordable housing options makes San Benito an increasingly attractive place to call home.

In San Benito County, the quality of life and economy depends on an efficient, effective, comprehensive, and coordinated multimodal transportation system that provides choices for the movement of people and goods and allows quick transfers between modes when and where they are needed. The need to maintain transportation linkages between rural and urban areas is of critical importance to the local economy, public health and safety, and the social structure of rural communities. Effective rural transportation planning improves the multimodal and intermodal transportation system and helps to ensure that the quality of life and economy in rural areas is maintained and enhanced. It does so by providing a strategic perspective on system investment over an extended period of time. Good rural transportation planning considers a wide range of investment, operational, and technology options that can meet the multimodal transportation needs of transportation system users.

Most importantly, effective rural transportation planning provides the users and stakeholders of the transportation system with ample opportunity to participate in the planning process, thus ensuring maximum input into the desires, visions, and directions for transportation system investment.

¹ 2020 U.S. Census

B. Snapshot of the San Benito Regional Transportation System

i. Transportation - Highways, Roads, and Funding

The San Benito region includes several highways that connect people between several counties, including Monterey, Santa Cruz, Santa Clara, Merced, and beyond. The Federal U.S. Bureau of Land Management and the National Park Service maintain a combined 34.47 centerline miles within the County. The State of California’s highway system extends over 89.43 maintained miles within San Benito County.²

The California Department of Transportation (Caltrans) maintains one federal and four state highways, which include routes U.S. 101, SR 25, SR 129, and SR 156. Caltrans implements highway maintenance and safety projects along those routes.

- U.S. 101 passes through the northwestern portion of San Benito County for 7.5 miles and serves primarily interregional traffic.
- State Route 25 traverses the entire length of San Benito County from the south at the junction of SR 198 in Monterey County, north through Paicines, Tres Pinos, and Hollister to the northern county boundary near Gilroy, where it connects to U.S. 101. This primarily rural route functions as a two-lane conventional highway, apart from a short section in Hollister where there are three miles consisting of four and six lanes with access control (Figure 2: SR 25 in San Benito County).
- State Route 129 operates as a two-lane conventional highway; SR 129 extends from Santa Cruz County into the northwestern portion of San Benito County connecting to U.S 101 approximately 2.6 miles from the Santa Cruz/San Benito County line.
- State Route 156 traverses northern San Benito County, from U.S. 101 through San Juan Bautista and Hollister to the San Benito/Santa Clara County line where it connects with SR 152. SR 156 is a four-lane expressway from U.S. 101 to San Juan



Figure 2: SR 25 in San Benito County

² California Public Road Data 2015

Bautista, where it narrows into a conventional two-lane rural highway. In the Hollister area, SR 156 becomes a two-lane expressway, as it bypasses Hollister and maintains that configuration to the San Benito/Santa Clara County line (Figure 3: SR 156 between Hollister and San Juan Bautista).

With the exception of U.S. 101, the highways in San Benito County are primarily two-lane conventional highways.

The San Benito region also provides an extensive public transit service for residents.



Figure 3: SR 156 between Hollister and San Juan Bautista

ii. Public Transit System

Despite San Benito County's common perception as an auto-oriented culture, the region's transit system includes an extensive network of services and options. The San Benito County Local Transportation Authority (LTA) was formed by a Joint Powers Agreement between the City of Hollister, City of San Juan Bautista, and the County of San Benito in 1990. The LTA is responsible for the administration and operation of the County Express and Specialized Transportation public transportation services in the San Benito region (Figure 4: County Express Riders).



Figure 4: County Express Riders

- County Express Transit System

The County Express fleet includes 19 vehicles, all of which are ADA-compliant and equipped with wheelchair lifts/ramps and bicycle racks. The LTA contracts with a private operator for management, dispatch, and driver hiring of the County Express transit service.

The County Express system currently provides the following services:

- **Dial-A-Ride** - Dial-a-Ride service is provided to parts of northern San Benito County, including Hollister, San Juan Bautista, and Tres Pinos, Monday through Friday from 6:00 a.m. to 6:00 p.m. and on Saturdays from 9:00 a.m. to 3:00 p.m. Same-day service is available but is subject to availability and a convenience fee.
- **Paratransit** - Complementary Americans with Disabilities Act Paratransit service is available for residents and visitors who are eligible because of a physical or cognitive disability as determined by LTA. Reservations for the Paratransit service may be made up to 14 days in advance. Same-day service is available but is subject to availability and a convenience fee.
- **Intercounty** - Routes provide connections from the Cities of Hollister and San Juan Bautista to the City of Gilroy. There is daily weekday service to Gavilan College and the Caltrain station and weekend service to the Greyhound station in Gilroy. The weekday shuttle service is from 4:45 a.m. to 10:23 p.m. with a limited schedule when Gavilan College is not in session. There are three early morning and evening runs to the Gilroy Caltrain station for connections to Caltrain and VTA bus services. Service to the Greyhound station operates four runs on Saturday and Sunday from 7:30 a.m. to 6:45 p.m.

- **On-Demand Service**- This is an on-demand, shared-ride, public transit service within the City of Hollister. Riders can book a trip through our app or call dispatch and ride in our ADA-accessible vehicles with our trained drivers at a fraction of the cost of traditional rideshare apps. This service is currently suspended due to a driver shortage.
- **Trippler Service**- County Express' Trippler provides safe and reliable service to San Benito High School, Rancho San Justo, Marguerite Maze, and other Hollister schools. This service is open to the public.

– **Specialized Transportation Services**

The LTA contracts with Jovenes de Antaño, a local non-profit organization that has been providing Specialized Transportation Services to San Benito residents since 1990. Specialized Transportation services include Out-of-County Non-Emergency Medical Transportation (i.e., Dialysis Treatment), Medical Shopping Assistance Transportation, and the Senior Lunch Transportation Program. The Senior Lunch Transportation Program service was suspended in March 2020 in response to the COVID-19 pandemic. These services exceed the requirements of Americans with Disabilities Act, as they provide escort services, door-through-door, and minor translation services to the passengers.

Jovenes de Antaño also has a referral program that provides information about other senior social services within the community, coordination of home-based services, referral to legal assistance, and other local services to their clients. The coordination effort between Jovenes de Antaño and LTA allows for a reliable service for this critical need in the community. According to the 2020 U.S. Census, 12 percent of the total County population is aged 65 or older.³ Many of these elderly individuals and persons with disabilities require specialized transportation services to travel to medical appointments, shop, and visit recreational centers.

³ 2020 U.S. Census, San Benito County

iii. Active Transportation

Another important component of the San Benito region’s transportation network is planning for *active transportation*, which includes pedestrian and bicycle projects and programs. Local jurisdictions are continuing to implement *complete street* concepts into their planning methodologies. *Complete streets* is a transportation policy and design approach that requires streets to be planned, designed, and maintained to enable safe, convenient, and comfortable travel and access for users of all ages and abilities.

Education plays a crucial role in advancing greater bicycling and walking activity, while also promoting safety awareness. SBCOG has made great strides to encourage walking and bicycling within the San Benito region. Specifically, SBCOG has implemented various educational programs and projects, including:

- Serving on the State of California Walk and Bike Technical Advisory Committee made up of external partners to provide regular strategic input and technical guidance on Caltrans’ complete streets and active transportation efforts.
- Serving as a member agency of the Safe Kids Coalition of San Benito County. In this capacity, SBCOG staff participates in assisting in the annual Kids at the Park event, helmet fittings at several local schools, pop-up events promoting bicycle safety, and Walk to School Day (Figure 5: Figure 5: Walk to School Day Calaveras Elementary School).
- SBCOG serves on the City of Hollister and County of San Benito’s Development Review Committees to provide project specific comments to improve bicycle and pedestrian access and circulation.
- SBCOG sponsors the annual Bike-to-School Day festivities by encouraging students to safely ride to and from school. The event aims to reduce childhood obesity and injury, traffic at school sites, and vehicle emissions (Figure 6: Bike to School Day R.O. Hardin Elementary School).



Figure 5: Walk to School Day



Figure 6: Bike to School Day

At a planning level, SBCOG prepared the SR 156 Multimodal Enhancement Study. The purpose of the study was to address traffic circulation issues at the only two access points into the City of San Juan Bautista from SR 156. Moreover, SBCOG

partnered with Caltrans on its development of the District 5 Active Transportation Plan. The Caltrans Active Transportation Plan identifies active transportation improvements on, across or parallel to the State Highway System. District level plans will emphasize social equity – strengthening and reconnecting local networks and improving safety and access for people who walk, bicycle, and use transit.

iv. Aviation

Aviation plays a major role in regional transportation and serves several purposes in the region. The agricultural community, firefighting, commercial activities, such as goods movement or agricultural commodities, and medical agencies depend on the use of aircraft.

Nearby urban airports are experiencing development pressures that may lead to closure, and nearby airports may see an increased demand for their facilities. Also, the advent of Unmanned Aerial Systems and Advanced Air Mobility may be an opportunity for planning to be competitive in the future of aviation.

Aviation facilities also meet the needs of private aircraft users for commercial and recreation uses. The local airport and airpark, include:

a. Hollister Municipal Airport

The Hollister Municipal Airport is located approximately two miles north of Hollister adjacent to State Route 156 and is owned and operated by the City of Hollister. City officials view the airport as a "front door" through which many businesses, coming to Hollister for the first time, will pass before seeing the rest of the city.

b. Frazier Lake Airpark

Frazier Lake Airpark is located approximately 4.5 nautical miles northwest of Hollister Municipal Airport and is privately-owned and operated by the Frazier Lake Airpark Corporation. Two runways are available for use at the airport, one waterway which is 3,000 feet long and a turf runway that is 2,500 feet long.

v. Goods Movement

Most of the commodities moving through the San Benito region are transported in and out of the county by truck, with a small portion transported by rail. The region experiences high truck traffic in and around San Juan Bautista and Hollister as SR 156 is a state designated Interregional Route. Commodity exports from the County primarily consist of agricultural products and quarry materials; the transport of these products generates truck traffic in and out of the region. While this traffic is largely

confined to state highways, it also impacts local streets and rural roads not designed to handle large heavy trucks, creating conflicts with local traffic, and adding to congestion.

vi. Railroad

The sole rail line in the San Benito region is the 12-mile-long Hollister Branch Line running from Hollister to Carnadero Creek in Santa Clara County. With the advent of the state highway and the competitive shipping rates offered by truckers, rail has become a less viable form of commodity transport than it was in decades past.

The High-Speed Rail project alignment crosses Santa Clara, San Benito, and Merced Counties. There are no proposed High-Speed Rail stops that will service San Benito County residents at this time. Nonetheless, any proposed connections to the High-Speed Rail to Caltrain will be serviced by San Benito County Express Intercounty services. County Express currently provides connections to the Gilroy Caltrain Station.

CHAPTER 2: OVERALL WORK PROGRAM

The Overall Work Program (OWP) details the transportation planning activities that the Council of Governments (SBCOG) will undertake during the Fiscal Year spanning from July 1, 2024, to June 30, 2025. The OWP defines the continuing, comprehensive, and coordinated planning process for the region, inclusive of the City of Hollister, City of San Juan Bautista, and the County of San Benito. The document also includes planning work undertaken directly by other agencies for the San Benito region, such as by the Association of Monterey Bay Area Governments (AMBAG) and Caltrans, in collaboration with SBCOG.

Specifically, the OWP consists of an emphasis on monitoring activities funded with Office of Regional and Community Planning - administered transportation planning funds, which include State Rural Planning Assistance, federal Consolidated Planning grants, and Caltrans Transportation Planning grants. This document also includes other major planning activities performed by SBCOG, outside of the above-mentioned funding sources.

The document serves as a reference to be used by the public, planners, and elected officials to understand how SBCOG will meet its regional transportation planning objectives. The following section identifies the planning accomplishments completed by SBCOG during the previous OWP, Fiscal Year 2023/2024.

Previous Year 2023/2024 Overall Work Program Planning Accomplishments

As an agency, SBCOG serves in a variety of capacities including as the Local Transportation Authority (LTA), the Airport Land Use Commission (ALUC), the Measure A Authority (MEA), and the Service Authority for Freeways and Expressways (SAFE) for the San Benito County region. The accomplishments for the above-mentioned agencies are included as follows:

SBCOG Transportation Planning

SBCOG partnered on several transportation planning activities of significance, some of which include the following:

- a. At a regional level, SBCOG continued coordination with Caltrans and the Santa Clara County Valley Transportation Authority (VTA) on the San Benito/Santa Clara Mobility Partnership,⁴ which met every other month. The Partnership receives updates on the following VTA lead projects:

⁴ Meeting information <http://santaclaravta.igmp2.com/Citizens/Board/1107-Mobility-Partnership>

- US 101/SR 25 Interchange Improvement Project (Phase 1 Project) is in the final design phase and is anticipated to open to the public in early 2027. Phase 1 project sets the stage for future implementation of the overall interchange reconfiguration slightly north of the current interchange. Phase 1 will accommodate future improvements to US 101, SR 25, SR 152, and provide a connection point at the interchange for a future Santa Teresa Boulevard extension to Castro Valley Road. The proposed Phase 1 project is funded by 2016 Measure B and SB1.
 - SR 152 Trade Corridor from US 101 to I-5 proposes to construct a new 4-lane highway between U.S. 101 and SR 156 and provide eastbound truck climbing lanes over Pacheco Pass. The improvements would accommodate the long-term travel needs of commercial, commuter, and recreational traffic and result in an economically viable, safe, and efficient highway system that would enhance the quality of life for the local communities and the economic vitality of the region.
 - Partnered with the Metropolitan Transportation Commission/ Valley Transportation Authority on submitting an EPA Climate Pollution Reduction Grant (CPRG) to implement a shuttle connection bus service operating directly from Hollister to San Jose.
- b. Work on the SR 25 Turbo Roundabout Project was completed; the Roundabout became operational in February of 2024.
 - c. Participated in public outreach activities with Caltrans during the development phase of the SR 25 Widening Project. Work included participation in the Highway 25 workshop.
 - d. Continued to monitor and coordinate additional CHP safety enforcement at the No Left Turn Project at SR 25/Bolsa Road.
 - e. Continued participation in the Central Coast Coalition, which is comprised of the six regional transportation planning agencies and metropolitan planning organizations for the counties of Monterey, San Benito, San Luis Obispo, Santa Barbara, and Santa Cruz who are committed to making multi-modal investments and improving infrastructure along the Central Coast. Work included participation at the annual Legislative Session in Sacramento, which consisted of meetings with CalSTA, Caltrans Director, California Transportation Commission, Governor’s Office of Planning & Research, and the Office of the Governor, as well as state and federal legislators.
 - f. Continued implementation of the 2020-2045 San Benito Regional Transportation Plan (RTP). The RTP is the region’s comprehensive transportation planning document, which serves as a guide for achieving public policy decisions that will result in balanced investments for a wide range of multimodal transportation improvements <http://sanbenitocog.org/2022-regional-transportation-plan/>.
 - g. Began working on the 2025-2050 San Benito Regional Transportation Plan (RTP).

- h. Continued to provide transportation updates to SBCOG's advisory committees, which include the Technical Advisory Committee, Social Services Transportation Advisory Council, and Measure G Citizens Oversight Committee.
- i. Measure G: San Benito County Roads and Transportation Safety Investment Plan:
 - Held Measure G Transportation Safety and Investment Plan Oversight Committee meetings with the established Measure G Citizens' Oversight Committee, which meets at least once per year, but no more than four times per year.
 - Completed the Fiscal Year Measure G Annual Report in accordance with the Measure G Transportation Safety and investment Plan. The Report is available on the Measure G website <http://sanbenitocog.org/measureg/>.
 - Monitored Measure G funds through the California Department of Tax and Fee Administration (CDTFA) and prepared quarterly reports.
 - Processed Measure G payments to local agencies for local street and road projects.
 - Continued coordination with the City of Hollister, City of San Juan Bautista, and County of San Benito on the implementation and delivery of the voter approved Measure G.
 - Updated the Measure G website which provides an interactive map of completed measure funded projects and other relevant information to inform the public on the expenditure of the voter approved measure <http://sanbenitocog.org/measureg/>.
- j. Continued to serve on the local jurisdictional Development Review Committees for transportation circulation input on proposed development.
- k. Continued implementation of the San Benito County Bikeway and Pedestrian Master Plan, Complete Streets Guidebook, and the ATP District 5 Plan.
- l. Coordinated a no-left turns project on SR 156 which addresses oncoming traffic from roads connecting to 156 where there are no managed intersections.
- m. Collaborated with the San Benito Water District to facilitate the expansion of a water line along SR 156.
- n. Continued coordination as a member of the Safe Kids Coalition of San Benito County to promote bicycle and pedestrian safety on a regional basis.
- o. Continued efforts to reduce congestion by administering the Vanpool Program.

- p. Continued maintenance of the SBCOG website (SanBenitoCOG.org) and social media pages.
- q. Completion of the underpass mural at San Juan Bautista, funded through the Clean California grant that SBCOG secured through CTC.

SBCOG Transportation Funding

- a. Provided local jurisdictions with grant support and information on various federal, state, regional, and local funding sources.
- b. Assisted local jurisdictions with amendments to the Metropolitan and Federal Transportation Improvement Program (FTIP/MTIP) listing of federal and/or regionally significant projects.
- c. Submitted an allocation request to the Transit and Intercity Rail Capital Program (TIRCEP) for transit modernization projects such as the development of a transportation hub and Lo-No emissions infrastructure.
- d. Submitted a grant application to the Caltrans Sustainable Transportation Planning Grant Program with the intention of funding a fleet transition planning study.
- e. Assisted local jurisdictions with the project reporting and delivery requirements of Senate Bill 1 funding, the Road Repair and Accountability Act of 2017.
- f. Continued distribution of Surface Transportation Block Grant Program funds, based on board adopted policies, to local jurisdictions for various transportation projects, including bridge, road, bicycle, and pedestrian improvements.

Transportation Development Act (TDA) Funds:

- Conducted the annual Unmet Transit Needs process and addressed unmet transit needs that were found *Reasonable to Meet*, in accordance with TDA. The Unmet Transit Needs process met all state-mandated processes and was certified by Caltrans. Continued administration and apportionment of TDA monies from the Local Transportation Fund and State Transit Assistance fund.
- Reviewed and approved claims for distribution of TDA bicycle and pedestrian funds to the local jurisdictions.
- Initiated update of the annual Financial Audit, with the assistance of an independent auditor. The audit was prepared in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

i. Local Transportation Authority (LTA)

- a. The Local Transportation Authority (LTA) continued to oversee the local public transportation contractors, MV Transportation and Jovenes de Antaño.
- b. Submitted grant applications for two FTA grants: the 5339(c) Low or No Emission Grant Program and the 5339(b) Grants for Buses and Bus Facilities Competitive Program. Awarded funds from these grants will be used to procure Zero Emissions Buses and install corresponding infrastructure.

Measure A Authority (MEA)

- a. There was no work conducted under the Measure A Authority as the measure has expired.

iv. Service Authority for Freeways and Expressways (SAFE)

- a. Maintained the existing call box program, with 40 call boxes in total along Highways, 25, 101, 156, and along Panoche Road in San Benito County.

v. Airport Land Use Commission (ALUC)

- a. Continued to attend City of Hollister and County of San Benito Development Review Committee meetings to coordinate Site and Architectural reviews for proposed development within the Hollister Municipal Airport and Frazier Lake Airpark's Airport Influence Areas. Provide project proponents with preliminary project comments to ensure consistency with the Airport Land Use Compatibility Plan.
- b. Reviewed general plan land amendments that could have land use implications on the land within the Airport Influence Area.
- c. Collaborated with the City of Hollister to identify funding in the California Airport Capital Improvement Plan to update the Hollister Airport Land Use Compatibility Plan.

CHAPTER 3: TRANSPORTATION PLANNING PRIORITIES AND GOALS

The agency's strategic vision encompasses both short-term and long-term goals that change on an annual basis. Supporting this strategic vision are OWP priorities which are updated annually to highlight specific areas of focus for the coming fiscal year. The adoption of the strategic vision and priorities will fulfill SBCOG's commitment to our funding partners, Caltrans, the Federal Highway Administration, and the Federal Transit Administration, to develop the FY 2024-25 OWP and budget based on Board priorities.

A. Federal Planning Factors (FPF)

SBCOG is required to incorporate Federal Planning Factors (FPF) into the annual OWP. FPF are issued by Congress and emphasize planning factors from a national perspective. The FPF are revised or reinstated with any new reauthorization bill and include the following:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, people, and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water and reduce or mitigate storm water impacts of surface transportation.
10. Enhance travel and tourism.

CHAPTER 4: AGENCY ORGANIZATIONAL STRUCTURE

A. Jurisdictional Boundaries

The Council of Governments' (SBCOG) jurisdiction follows the boundaries within the San Benito region, which include the City of San Juan Bautista, City of Hollister, and County of San Benito. The actions of SBCOG are governed by Transportation Development Act regulations, the California Code of Regulations, Memorandums of Understanding with Caltrans, and a Joint Powers Agreement with the City of Hollister, City of San Juan Bautista, and County of San Benito. SBCOG serves in various capacities including as the:

- i. **Regional Transportation Planning Agency:** SBCOG is designated as the Regional Transportation Planning Agency for San Benito County region and is charged by state law in meeting certain transportation planning requirements. In this capacity, SBCOG is responsible for the development of the Overall Work Program and Regional Transportation Plan – a long-term blueprint of a region's transportation system. In addition, this entity is responsible for the annual allocation of State funds from the Transportation Development Act to local jurisdictions and transit operators. SBCOG is also responsible for the facilitation and administration of the Measure G Sales Tax Measure which aims to improve road safety and transportation infrastructure using funds generated by a one percent sales tax implemented through the measure. This tax spans a 30-year period and supports a range of local transportation safety initiatives including improvements to Highway 25.
- ii. **Consolidated Transportation Service Agency:** In September 1986, LTA entered into a Joint Powers Agreement to act as the Consolidated Transportation Service Agency for San Benito County. SBCOG acts as a lead agency in providing, consolidating, and coordinating social service transportation activities and is eligible for Transportation Development Act and Local Transportation Funds for such services.
- iii. **Area-wide Planning Organization:** SBCOG is designated by the United States Department of Housing and Urban Development as the Area-wide Planning Organization for San Benito County. This designation carries with it the responsibility to comply with the comprehensive planning responsibilities of Section 701 of the Housing Act of 1954 and subsequent related legislation.
- iv. **Local Transportation Authority (LTA):** The LTA was formed by a Joint Powers Agreement between the Cities of Hollister and San Juan Bautista and the County of San Benito to administer the regional transit program. This agreement, effective since July 1, 1990, transferred responsibility of the regional transit system from the City of Hollister to the LTA. The LTA Board is composed of the same members as the SBCOG Board.
- v. **Airport Land Use Commission (ALUC):** The purpose of ALUC is to protect public health, safety, and welfare by ensuring the orderly expansion of airports and the adoption of land use measures that minimize the public's exposure to excessive noise and safety

hazards within areas around public airports. ALUC reviews projects within the Airport Influence Area of the two local airports, which include the Hollister Municipal Airport and Frazier Lake Airpark. The ALUC Board is composed of the same members as the SBCOG Board.

- vi. **Measure A Authority:** Measure A is a ballot measure that was passed by the voters of San Benito County in 1988. It consists of a one-half of one percent sales tax over a period of ten years to be used for several local transportation improvement projects. The MEA Board is composed of the same members as the SBCOG Board.
- vii. **Service Authority for Freeways and Expressways (SAFE):** SAFE was established in September 1998 by the City Councils of Hollister and San Juan Bautista and the San Benito County Board of Supervisors. This agency is responsible for the area's emergency motorist aid call boxes. There are currently 40 call boxes in San Benito County along highways 25, 101, 129, 156, and along Panoche Road. The SAFE Board is composed of the same members as the SBCOG Board.

B. Agency Personnel

The Council of San Benito County Governments consists of eight full-time equivalent positions, which include the following:

i. **Executive Director**

The Executive Director is appointed by the Council of Governments Board of Directors and serves as the Executive Director of the Local Transportation Authority, Measure A Authority, Airport Land Use Commission, and the Service Authority for Freeways and Expressways. The Executive Director is a top-management level position with responsibility for project management, planning, organizing, directing, coordinating staff, and finances in accordance with the agency's objectives, plans, and policies adopted by the Board of Directors.

ii. **Administrative Services Specialist**

The Administrative Services Specialist position is a supervisory classification for coordinating and supervising the administrative support functions of SBCOG. Under the direction of the Executive Director, the Services Specialist organizes and participates in the support functions to prepare financial reports. This position is responsible for oversight of administrative staff, which includes the Secretary and Office Assistant. s

iii. **Transportation Planning Staff**

The Council of Governments' planning staff consists of three full-time Transportation Planners.

- The Transportation Planners are primarily responsible for transportation planning activities, including the development of the Regional Transportation Plan, Regional Housing Needs Allocation (RHNA), Overall Work Program, oversight of Measure G project implementation, etc.
- The Transportation Planners are responsible for staffing the Local Transportation Authority (LTA), which includes transit system management, funding applications, performance reporting and operations. This full-time planner is responsible for overseeing the two public transportation system operations contracts with MV Transportation and Jovenes de Antaño.
- The Transportation Planners are responsible for staffing the Airport Land Use Commission, the Service Authority for Freeways and Expressways, and the Rideshare Program. This Transportation Planner position is currently vacant.

iv. **Maintenance Staff**

The Local Transportation Authority employs one full-time mechanic to maintain the transit fleet and Vanpool Program vehicles.

v. **Administrative Support Staff**

The SBCOG administrative support staff consists of a full-time Secretary and Office Assistant. The Secretary provides office support and serves as clerk to the SBCOG, LTA, ALUC, SAFE, and MEA Board Directors. The Office Assistant provides support to LTA and SBCOG staff. These positions are primarily funded by Transportation Development Act funds.

vi. **Organizational Chart**

The Board of Directors and agency personnel organizational structure are shown below (Figure 7: SBCOG Organizational Chart).

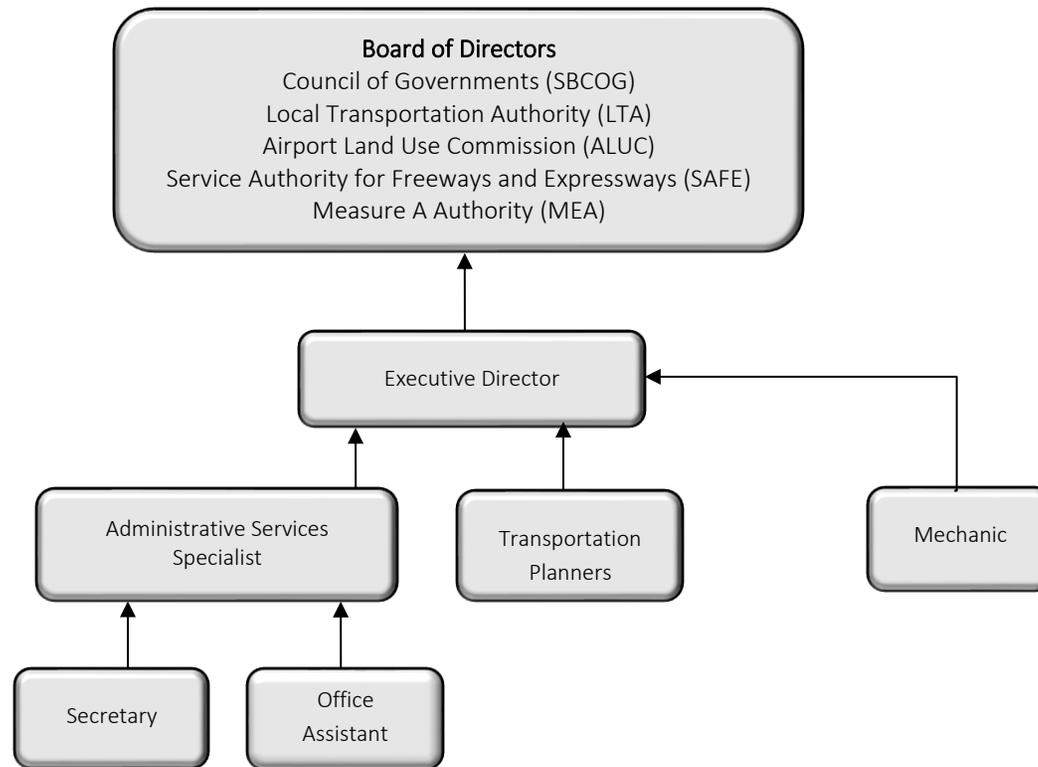


Figure 7: SBCOG Organizational Chart

C. Interagency and Community Decision Making Process

The Council of Governments (SBCOG) Board of Directors governs the agency by providing policy direction. Members are represented on the Board of Directors by two City of Hollister Council representatives, one representative from the San Juan Bautista City Council, and two from the County Board of Supervisors. Consistency of local government actions with the regional objectives is assured by actively involving local decision-makers in the planning process.

The decision-making process of SBCOG will continue to advance its public participation and consultation efforts through guidance from its advisory committees, which include the following:

D. Advisory Committees

SBCOG has three advisory committees that make recommendations to the Board of Directors on a variety of regional transportation issues. Those advisory committees include:

- i. **Technical Advisory Committee (TAC):** This committee advises SBCOG on matters related to transportation planning. Committee members include:
 - Binu Abraham, Executive Director, Council of San Benito County Governments
 - Don Reynolds, City Manager, City of San Juan Bautista
 - Eva Kelly, Development Services Director, City of Hollister
 - William Via, Community Services Director, City of Hollister
 - Steve Loupe, Public Works Administrator
 - Abraham Prado, Director of Planning and Building Services
 - Noel Coady, Captain, California Highway Patrol
 - Jill Leal, Transportation Planner, Caltrans
 - Heather Adamson, Director of Planning, Association of Monterey Bay Area Governments

- ii. **Measure G Citizens Oversight Committee** - Measure G calls for a Transportation Safety and Investment Plan Oversight Committee to be composed of San Benito County citizens to oversee compliance with the Ordinance. This committee consists of the following members:
 - Victor Gomez – Latinx Community (Committee Chair)
 - Darlene Boyd – Education (Vice-Chair)
 - Vacant – Senior/Disabled Community
 - John Espinosa – Industry
 - Neils Ash – Trade/Labor
 - Vacant – Agriculture
 - Jim Parker – SBC District 1
 - Jason Hopkins – SBC District 2
 - Sandy Hughes – SBC District 3
 - Kevin Stopper – SBC District 4
 - Andrew Rollins – SBC District 5

- iii. **Social Services Transportation Advisory Council (SSTAC):** Members on the advisory committee are appointed by SBCOG. They are recruited from social service agencies and transit providers representing the elderly, persons with disabilities and persons of limited means, in accordance with the Public Utilities Code (Article 3, Section 99238). This committee consists of the following members:
 - Leona Medearis-Peacher, General Manager, MV Transportation
 - Danny Barrera Jr, Executive Director, Jovenes de Antaño
 - Vacant, Community Services and Workforce Development
 - Clay Kempf, Executive Director, Area Agency on Aging
 - Vacant, transit user
 - Joshua Mercier, San Benito County Health and Human Services Agency
 - Paulette Cobbs, San Benito High School
 - Maria Magaña, Special Projects Coordinator, Central Coast Center for Independent Living
 - Stacy Romo, Program Coordinator, HOPE Services
 - Samuel Borick, Transportation Planner, LTA/CTSA
 - Douglas Kean, Transportation Planner, LTA/CTSA

E. Coordination

The Council of San Benito County Governments (SBCOG) has developed multiple mechanisms to promote coordination. These include the diversified membership of the agency committees, exchange of work programs, plans, informal day-to-day communication, and other means by which SBCOG works to improve coordination and cooperation within the region.

Specifically, SBCOG coordinates transportation related activities regularly through its Board meetings, which are published on the SBCOG website at SanBenitoCOG.org. Coordination is also maintained with staff from other departments of the cities and the county, primarily those connected with planning, public health, public works, airport, accounting, and administration.

In 1993, a Memorandum of Understanding between SBCOG, Caltrans, and the Association of Monterey Bay Area Governments (AMBAG) was adopted for meeting Intermodal Surface Transportation Efficiency Act (ISTEA)⁵ requirements related to Metropolitan Planning Organization boundaries, planning, and programming for air quality non-attainment areas. This memorandum was revised and readopted in 1997. SBCOG will coordinate with the AMBAG to perform specific studies relating to such items as traffic modeling, growth forecast, air quality conformity, and metropolitan transportation planning.

At the regional level, the many agencies directly associated with transportation financing, planning, and implementation, include:

- California State Transportation Agency (CalSTA)
- California Transportation Commission (CTC)
- California Department of Transportation (Caltrans)
- Association of Monterey Bay Area Governments (AMBAG)
- Monterey Bay Air Resources District (MBARD)
- City of Hollister
- City of San Juan Bautista
- San Benito County
- Council of San Benito County Governments (SBCOG)
- Local Transportation Authority (LTA)
- Service Authority for Freeways and Expressways (SAFE)
- Airport Land Use Commission (ALUC)

⁵ The Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 provided funding authorizations for highways, highway safety, and mass transit for the next six years.

F. Public Participation

Public participation efforts center on seeking input from the public on SBCOG planning activities, including meetings, short- and long-range plans, and reports.

SBCOG encourages public participation by holding meetings and gathering public input on a continuous basis. Reaching and engaging all traditional and nontraditional stakeholders in the community is important to the agency, including under-represented and under-served populations. To further ensure participation, every three years, SBCOG prepares a Title VI Program and Language Assistance Plan (LAP) for Limited English Proficiency (LEP) individuals.⁶ The Title VI component of the Plan ensures that “No person in the United States shall, on the ground 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 Language Assistance Plan for Limited English Proficiency portion of the Plan is aimed at ensuring meaningful access to programs and activities by persons with limited English proficiency. For example, in order to accommodate Spanish-speaking individuals; interpreters and/or bilingual staff are available at several public meetings conducted by SBCOG.

Another resource consists of the Association of Monterey Bay Area Governments’ Monterey Bay Region Public Participation Plan. The Plan was prepared collaboratively with San Benito SBCOG, Santa Cruz County Regional Transportation Commission, Transportation Agency for Monterey County, and the regional transit agencies. The purpose of the Plan is to offer clear guidance for involving the public effectively in transportation planning projects and studies conducted by these agencies.

The Overall Work Program also provides guidance in the structuring of regional planning processes to ensure that, to the greatest extent possible, interagency consultation and public participation are made an integral and continuing part of the regional decision-making process. The participation policies and procedures outlined in this program are designed to align with relevant federal and state laws and regulations. They also reflect the shared regional commitment to ensuring that all residents have an equal chance to participate in shaping and implementing regional policies, programs, and projects.

⁶ Title VI Program and Language Assistance Plan (LAP) for Limited English Proficiency (LEP): <http://sanbenitocog.org/resources/>

CHAPTER 5: FUNDING ACTIVITIES

A. Overall Work Program Funding

The transportation planning work done by the Council of San Benito County Governments (SBCOG) is largely funded with State Rural Planning Assistance (RPA) funds. The RPA fund estimated for the Fiscal Year 2024/2025 Overall Work Program is \$294,000. It is anticipated that SBCOG will use the full apportionment of funding during the fiscal year in question. Other major funding contained in this Overall Work Program include federal, state, regional, and local sources. New planning grant funds awarded to SBCOG, after the adoption of the OWP, will be amended into the Overall Work Program.

B. Overall Work Program Budget Distribution

The budget for this Overall Work Program is estimated at \$1,060,696 for Fiscal Year 2024/2025.

C. Figure 8: OWP Financial Table

The financial table below documents the planning funding sources identified for each of the Work Elements.

Work Element	Transportation Development Act Admin.	Program Administration and Management	Overall Work Program	Public Participation	Regional Coordination	Transit System Administration & Planning	Airport Land Use Commission	Emergency Motorist Aid System - SAFE	Metropolitan Planning & Programming	Measure G Implementation	Regional Transportation Plan	Bikeway and Pedestrian System Planning & Promotion	Road System Planning	Transportation System Modeling	Regional Rideshare Program	Regional Transp. Improvement Program	Travel Behavior Analysis	
Funding Source	101	102	103	104	105	106	107	108	109	110	201	301	302	303	304	305	403	Total
RPA [1]			\$19,462	\$33,060	\$43,358	\$32,000			\$6,000		\$67,120	\$15,000	\$54,000	\$6,000		\$18,000		\$294,000
RPA FY 23-24 Carryover [1]			\$4,865	\$8,265	\$10,840	\$8,000			\$1,500		\$16,780	\$3,750	\$13,500	\$1,500		\$4,500		\$73,500
PPM [2]					\$8,880				\$4,020		\$3,330		\$4,860	\$4,070		\$11,840		\$ 37,000
TDA [3]	\$70,000	\$121,149				\$421,876	\$12,908				\$35,000							\$660,933
DMV [4]								\$21,790										\$21,790
Local Funds [5]							\$2,700								\$5,078			\$7,778
Measure G [6]										\$74,195								\$74,195
RPA Discretionary [7]																	\$120,000	\$120,000
TOTAL	\$70,000	\$121,149	\$24,328	\$41,325	\$60,078	\$461,876	\$15,608	\$21,790	\$11,520	\$74,195	\$122,230	\$18,750	\$72,360	\$11,570	\$5,078	\$34,340	\$ 120,000	\$1,289,196

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 [1] Rural Planning Assistance, State funds.
 [2] Planning, Programing, & Monitoring.
 [3] Transportation Development Act, State funds.
 [4] Department of Motor Vehicles, Local funds.
 [5] Local Funds: ALUC project review fees, Vanpool Program collected lease fees, and local match funds (i.e. in-kind staff time).
 [6] Local tax measure funds.
 [7] Rural Planning Assistance Discretionary Grant Program funds

Figure 8: OWP Financial Table

CHAPTER 6: PLANNING PROGRAM FOR FISCAL YEAR 2024/2025

Work Element Summary

This section of the Overall Work Program describes the specific planning tasks (Work Elements), which will be conducted by the Council of Governments (SBCOG), Local Transportation Authority (LTA), Measure A Authority (MEA), Airport Land Use Commission (ALUC), and the Service Authority for Freeways and Expressways (SAFE) during the 2024/2025 Fiscal Year. The Work Elements identify specific tasks, products, budget, and staffing related to each project.

Work Element	Description	Page No.
Category 100: Coordination and Information		
101	Transportation Development Act Administration	30
102	Program Administration and Management	32
103	Overall Work Program	33
104	Public Participation	35
105	Regional Coordination	37
106	Transit System Planning and Administration	42
107	Airport Land Use Commission	45
108	Emergency Motorist Aid System – SAFE	47
109	Metropolitan Planning and Programming	48
110	Measure G Implementation	50
Category 200: Transportation Plan Updates		
201	Regional Transportation Plan	54
Category 300: Short Range Planning		
301	Bikeway and Pedestrian System Planning and Promotion	57
302	Road System Planning and Programming	59
303	Transportation System Modeling	62
304	Regional Rideshare Program	63
305	Regional Transportation Improvement Program	64
Category 400: Special Studies		
403	Transportation Behavior Analysis	67
404	Zero-Emission Bus and Infrastructure Analysis Plan (Placeholder)	68

Work Element 101: Transportation Development Act Administration

Lead Agency: Council of Governments

Project Manager: Norma Aceves, Administrative Services Specialist



Objective

To administer the requirements of the Transportation Development Act (TDA) in compliance with the statutes and the California Code of Regulations. The TDA of 1971, was enacted by the California Legislature to improve existing public transportation services and encourage regional transportation coordination. It provides funding to be allocated to transit and non-transit related purposes that comply with regional transportation plans.

Previous and Ongoing Work

SBCOG has been responsible for TDA administration since 1974. These funds support SBCOG program administration, public transit operations, bicycle and pedestrian projects, and maintenance of local streets and roads. Under the TDA, SBCOG is also responsible for carrying out the annual Unmet Transit Needs hearings, annual financial audit, and the triennial performance audit. The most recent triennial performance audit report (2018/19, 2019/20, and 2020/21 Fiscal Years) was adopted in June of 2022. The next Triennial Performance Audit will cover the 2021/2022, 2022/2023, and 2023/2024 period.

Work Element 101 Funding Source				Amount
Transportation Development Act (TDA)				\$70,000
Total				\$70,000
	Task	Deliverable	Deadline	Responsible Party
1.	Allocate TDA funds consistent with state and SBCOG policies.	<ul style="list-style-type: none"> Resolutions allocating funds. Assist local agencies with funding requests. Track funding expenditures and balances 	June 30, 2025	SBCOG
2.	Monitor changes in TDA statutes. Advise local jurisdictions, transit operators, and SBCOG Board of changes to the TDA.	<ul style="list-style-type: none"> Quarterly Staff reports Quarterly Memos 	June 30, 2025	SBCOG

3.	Conduct the annual TDA Financial Audit and Triennial Performance Audit.	<ul style="list-style-type: none"> • Hire independent auditor. <ul style="list-style-type: none"> – Request for Proposals – Contract • Annual Financial Audit Report and Triennial Performance Audit Report • Prepare for Implementation of audit recommendations 	June 30, 2025	SBCOG
4.	Conduct the annual Unmet Transit Needs process.	<ul style="list-style-type: none"> • Bilingual newspaper notice • Meeting/Hearing flyers • One bilingual public hearing/meetings • Onboard bus interviews with bus riders • Draft Report to Caltrans • Unmet Transit Needs draft report presented to the Social Services Transportation Advisory Council and SBCOG Board • Final Report to SBCOG Board • Report deadline to Caltrans • LTA starts planning the implementation of transit recommendation 	<p>January 2025</p> <p>February 2025</p> <p>February 2025</p> <p>February 2025</p> <p>March 2025</p> <p>March 2025</p> <p>May 2025</p> <p>August 2025</p> <p>June 2025</p>	SBCOG/LTA

Work Element 102: Program Administration and Management

Lead Agency: Council of Governments

Project Manager: Binu Abraham; Executive Director



Objective

To manage, support, coordinate, and administer SBCOG’s planning program in compliance with state and federal regulations.

Previous and Ongoing Work

This work element is a continuing activity of SBCOG; it includes Board and committee meetings. This work element is intended to cover the day-to-day administrative duties of the agency and the governing Board of Directors.

Work Element 102 Funding Source				Amount
Transportation Development Act (TDA)				\$121,149
Total				\$121,149
	Task	Deliverable	Deadline	Responsible Party
1.	Conduct monthly SBCOG Board meetings in hybrid format, in-person and on the Zoom platform.	<ul style="list-style-type: none"> • Agenda, Staff reports • Meeting minutes • Presentations • Board stipends • Website updates • Legal coordination 	Monthly	SBCOG
2.	Conduct monthly Technical Advisory Committee and Bicycle and Pedestrian Advisory Committee meetings.	<ul style="list-style-type: none"> • Agendas, minutes • Staff reports, presentations • Meeting minutes • Website updates 	Monthly	SBCOG
3.	Prepare budget reports for Board review and approval.	<ul style="list-style-type: none"> • Budget hearings • Technical reports • Quarterly budget reports • Final budget 	March-June 2025	SBCOG
4.	Update SBCOG Bylaws, Rules, and Regulations.	<ul style="list-style-type: none"> • Bylaws/rules and regulations 	June 30, 2025	SBCOG

Work Element 103: Overall Work Program

Lead Agency: Council of Governments
 Project Manager: Samuel Borick; Transportation Planner and
 Norma Aceves; Administrative Services Specialist



Objective

To prepare SBCOG’s annual Overall Work Program in accordance with Caltrans’ Regional Planning Handbook, a reference manual for administering Overall Work Programs and specific transportation planning funds.

Previous and Ongoing Work

This Work Element is a continuing activity of SBCOG. Each fiscal year, SBCOG prepares an Overall Work Program which describes the planning activities that the agency will perform in the upcoming year, in accordance with established policies.

Work Element 103 Funding Source				Amount
Rural Planning Assistance (RPA)				\$19,462
Rural Planning Assistance FY 23-24 Carryover (RPA)				\$4,865
Total				\$24,328

	Task	Deliverable	Deadline	Responsible Party
1.	Closing out of the previous Overall Work Program. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Completes and signs the Grant Program Close-Out Report form (RPA) • Reviews the final Request for Reimbursement (RPA) • Sends copies to Caltrans Office of Regional Planning (RPA) 	July 2024 July 2024 July 2024	SBCOG
2.	Prepare OWP staff assignments and project schedule. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • OWP staff assignments (RPA) • OWP Schedule (RPA) 	December 2024	SBCOG
3.	Provide Draft OWP to SBCOG Board for comment and submittal to Caltrans for comment. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Staff reports (RPA) • Draft OWP (RPA) 	February 2025	SBCOG

4.	Provide Draft OWP to Caltrans for comment. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Draft OWP (RPA) 	March 1, 2025	SBCOG
5.	OWP coordination and consultation with AMBAG, Federal Highway Administration (FHA), Federal Transit Administration, and Caltrans. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Annual Meeting (RPA) 	April 2025	SBCOG
6.	Prepare Draft OWP for public review. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Draft OWP (RPA) 	April 2025	SBCOG
7.	Update the Draft OWP per Caltrans and public comments. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Draft OWP update (RPA) 	May 2025	SBCOG
8.	Final OWP to Board for adoption. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Final OWP (RPA) 	June 2025	SBCOG
9.	Submit final OWP to Caltrans. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Final OWP & agreement (RPA) • Certificates & Assurances (RPA) • FHWA RTPA Certification (RPA) • State Certification (RPA) 	June 2025	SBCOG
10.	Quarterly Progress Reports. Funded with Rural Planning Assistance (RPA)	<ul style="list-style-type: none"> • Track expenses (RPA) • Track employee time studies (RPA) • Prepare and submit Progress Reports to Caltrans (RPA) 	June 2025 Monthly Quarterly	SBCOG
11.	Process OWP invoices to Caltrans. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Submittal of funding and grant invoices to Caltrans (RPA) • Time studies (RPA) 	Quarterly	SBCOG
12.	Prepare OWP amendments. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Amendments (RPA) • OWP Agreements (RPA) 	Quarterly	SBCOG

Work Element 104: Public Participation

Lead Agency: Council of Governments

Project Manager: Planning Staff and Administration Staff



Objectives

To enhance public knowledge, understanding and participation in the state and regional transportation planning process as required by the federal transportation bill.

Previous and Ongoing Work

SBCOG holds public hearings and meetings throughout the year to receive information and gather input on projects and planning activities. SBCOG provides technical data and assistance regarding federal and state programs, traffic volumes, and finances to interested members of the public and organizations, including traditional and nontraditional stakeholders. SBCOG also collaborates with AMBAG on its update to the Monterey Bay Area Public Participation Plan, which outlines public participation best practices for the Monterey Bay Area region.

Work Element 104 Funding Source				Amount
Rural Planning Assistance (RPA)				\$33,060
Rural Planning Assistance FY 23-24 Carryover (RPA)				\$8,265
Total				\$41,325
	Task	Deliverable	Deadline	Responsible Party
1.	Hold public hearings and meetings to provide information and gather input and comments on SBCOG’s various projects and work elements. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Online meetings (RPA) • Public meetings (RPA) • Public hearings (RPA) • Flyers, newsletters (RPA) • Social media updates (RPA) 	Monthly	SBCOG
2.	Provide information, reports, and presentations to stakeholder groups to increase public awareness of regional issues and activities. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Consultant Contract (RPA) • Outreach Materials (RPA) • Website Update (RPA) 	Monthly	SBCOG
3.	Provide technical data to interested members of the public and organizations on regional issues, as it relates to federal	<ul style="list-style-type: none"> • Technical data (RPA) • Reports (RPA) 	Upon request	SBCOG

	and state programs, traffic volumes, and financial data. Funded with Rural Planning Assistance (RPA).			
4.	Maintain up-to-date SBCOG's website to inform the public about current and upcoming projects and activities. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • SBCOG website 	Monthly	SBCOG
5.	Prepare news releases, newsletters, social media posts, and public service announcements on key transportation issues and accomplishments. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Press releases • Public service announcements 	Quarterly	SBCOG
6.	Publicize SBCOG Board meetings, including agendas, and staff reports. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Agendas (RPA) 	Monthly	SBCOG
7.	Serve on various community organizational committees. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Meetings (RPA) 	Monthly	SBCOG
8.	Meet with community groups regarding key transportation issues. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Meetings (RPA) 	Quarterly	SBCOG
9.	Support Caltrans efforts to hold equitable, meaningful, and collaborative partner agency and community engagement meetings associated with highway projects and planning studies within the San Benito Region. This includes facilitating effective collaboration between local jurisdictions (i.e., City of Hollister, City of San Juan Bautista, and the County of San Benito). Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Meeting updates • STIP Quarterly meetings • Phone calls • Emails • Reports • SR 156 Improvement Project Interagency Stakeholder Meeting • Technical data 	Monthly Quarterly Weekly Weekly Monthly Monthly Quarterly	SBCOG SBCOG SBCOG SBCOG SBCOG SBCOG SBCOG

Work Element 105: Regional Coordination

Lead Agency: Council of Governments

Project Manager: Binu Abraham; Executive Director and Planning Staff



Objectives

Improve coordination among local jurisdictions and regional partners on issues of concern, to serve as a coordinating agency for dissemination of technical information regarding federal and state guidelines and programs. SBCOG ensures that regional transportation planning activities are responsive to federal and state requirements and are coordinated with other planning efforts at the local, regional, state, and federal levels. SBCOG facilitates effective interaction between the staff and policy boards of other agencies involved with transportation, land-use, air quality, and related planning activities.

Previous and Ongoing Work

This work element consists of coordination with various local, regional, state, federal agencies, and other stakeholders as needed. In 1993, a Memorandum of Understanding between the SBCOG, Caltrans, and the Association of Monterey Bay Area Governments was adopted for meeting the federal transportation bill requirements related to Metropolitan Planning Organization boundaries, planning and programming for non-attainment⁷ areas.

Other ongoing work includes collaborating with the Santa Clara County Valley Transportation Authority on the San Benito/Santa Clara Mobility Partnership, which is tasked with reviewing the operational continuity of the highway transportation system between Santa Clara and San Benito Counties.

SBCOG continues to also partner with the Central Coast Coalition, which is comprised of the six regional transportation planning agencies and metropolitan planning organizations for the counties of Monterey, San Benito, San Luis Obispo, Santa Barbara, and Santa Cruz who are committed to making multi-modal investments and improving infrastructure along the Central Coast.

SBCOG also coordinates at the state level with other Regional Transportation Planning Agencies and COGs through participation at various statewide groups, including the California Regional Transportation Planning Agencies (CalRTPA) working group and the Rural Counties Task Force.

⁷ A non-attainment area is an area considered to have air quality worse than the National Ambient Air Quality Standards as defined in the Clean Air Act Amendments of 1970.

Work Element 105 Funding Source				Amount
Rural Planning Assistance (RPA)				\$43,358
Rural Planning Assistance FY 23-24 Carryover (RPA)				\$10,840
Planning, Programming, and Monitoring (PPM)				\$8,880
Total				\$60,078
	Task	Deliverables	Deadline	Responsible Party
1.	Attend Rural County Task Force and California Regional Transportation Agency meetings. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Meeting notes (RPA) Staff updates 	Bi-monthly	SBCOG
2.	California Regional Transportation Planning Agencies (CalRTPA). Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Attend meetings (RPA) Distribute information to COG staff 	Monthly	SBCOG
3.	Participate in meetings of the San Benito/Santa Clara Mobility Partnership. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Agendas (RPA) Meetings (RPA) Correspondence (RPA) 	Every other Month	SBCOG
4.	Central Coast Coalition. Participate in activities to improve regional travel, such as attending Central Coast Coalition meetings. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Legislative Day (RPA & PPM) Letters (RPA & PPM) Meeting notes. (RPA & PPM) Correspondence. (RPA & PPM) 	Annual	SBCOG
5.	SBCOG Technical Advisory Committee (TAC) meeting agenda items coordination with AMBAG and Caltrans. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Meetings (RPA & PPM) Staff reports (RPA & PPM) Presentations (RPA & PPM) Technical documents (RPA & PPM) 	Monthly	SBCOG
6.	Regional Growth Forecast monitoring and information dissemination. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Review technical documents and provide 	Biennial	SBCOG

		<p>comments to AMBAG for consistency with local planning efforts. (RPA)</p> <ul style="list-style-type: none"> • Participate in meetings with AMBAG and local planning directors to ensure maximum collaboration. (RPA) • Provide updates to local jurisdiction staff as needed in conjunction with AMBAG. (RPA) 		
7.	<p>Review and participate in the development of technical studies and programs of regional significance. Funded with Planning, Programming, and Monitoring (PPM).</p>	<ul style="list-style-type: none"> • Collaborate with AMBAG on various planning grant opportunities. (PPM) • Attend meetings associated with awarded planning studies that benefit the entirety of the region. (PPM) • Utilize planning studies to improve planning efforts, such as: the Public Participation Plan updates, Monterey Bay Area Coordinated Public Transit Human Services Transportation Plan, 	Monthly	SBCOG

		Rural Transit Plan, etc. (PPM)		
8.	Coordinate with local jurisdictions to mitigate transportation impacts resulting from land-use decisions. Review and comment on the transportation and land use element of proposed developments to ensure maximum efficiency in the regional transportation network. Funded with Planning, Programming, and Monitoring (PPM).	<ul style="list-style-type: none"> • Development Review Committee, Planning Commission meetings • Comment letters. (PPM) • Technical data. (PPM) 	Monthly	SBCOG
9.	Review transportation related governmental planning, policy, legislation, ordinances, etc. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Comment on local General Plan Circulation Elements. (RPA) • Ensure local plans are consistent with the adopted San Benito Regional Transportation Plan (RPA) • Review and comment on local transportation plan. (RPA) 	June 30, 2025	SBCOG
10.	Coordinate with local jurisdictions on grant opportunities and project to plan for and develop policies to enhance the transportation network. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Grant applications (RPA) • Technical data (RPA) 	Monthly	SBCOG
11.	Collaborate with partners on issues surrounding goods movement. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Meetings (RPA & PPM) 	Monthly	SBCOG
12.	Coordinate with local jurisdictions, CHP, and Caltrans to improve truck routes-enhancing the movement of agricultural goods. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Meetings (RPA & PPM) • Correspondence (RPA & PPM) 	June 30, 2025	SBCOG

13.	Research methods to reduce vehicle miles traveled and promote alternative modes of transportation. Promote San Benito Rideshare Program. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Rideshare Matchlist (RPA) • Ridesharing campaigns (RPA) • Ridesharing materials and website updates. (RPA) • Technical documentation (RPA) 	Monthly	SBCOG
14.	Participate with AMBAG to identify and seek out non-traditional funding for priority projects. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Meeting notes (RPA & PPM) • Grant applications (RPA & PPM) 	Monthly	SBCOG
15.	Staff support to procure and manage SBCOG's contract with a qualified professional service to update the Transportation Impact Mitigation Fee (TIMF) program consistent with the CEQA threshold for SB 743. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Professional Services Contract • Regional Traffic Impact Mitigation Fee Nexus Study 	June 30, 2025	SBCOG
16.	Participation in the AMBAG Sustainable Freight Study to discuss freight-related priorities, issues, projects, and funding needs on the Central Coast. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	Meeting notes, correspondence. (RPA & PPM)	Biannually	SBCOG

Work Element 106: Transit System Planning and Administration

Lead Agency: Local Transportation Authority

Project Manager: Planning Staff



Objective

To develop and maintain a comprehensive regional transit system that will serve the needs of county residents, with particular emphasis on serving transit dependent populations and improving the transit component of the multimodal transportation network.

Previous and On-going Work

LTA staff continues to collaborate with SBCOG in preparing funding and grant applications for Federal Transit Administration and Caltrans funds. Funds include operational, capital and planning activities for County Express and Specialized Transportation services. Funding for the monitoring and preparation of such applications is funded through the Local Transportation Fund.

Staff will continue various activities that would improve current bus service levels and the size of its vehicle fleet, service efficiency, increase accessibility of services, and develop a flexible plan for the future of its public transportation services.

Work Element 106 Funding Source				Amount
Rural Planning Assistance (RPA)				\$32,000
Rural Planning Assistance FY 23-24 Carryover (RPA)				\$8,000
Transportation Development Act (TDA)				\$421,876
Total				\$461,876
	Task	Deliverables	Deadline	Responsible Party
1.	Communicate with Association of Monterey Bay Area Governments (AMBAG), Caltrans, the Valley Transportation Association (VTA), and other stakeholders to help ensure regional transit planning coordination. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Meetings (RPA) Comments (RPA) Plans (RPA) 	Quarterly	SBCOG
2.	Coordinate with SBCOG during the Unmet Transit Needs process. ⁸ Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Attend all public meetings. Comment on draft reports. 	December 2024 - June 2025	Lead SBCOG in

⁸ See Work Element 101

		<ul style="list-style-type: none"> • Assist in the distribution of flyers on social media, buses, and throughout the community. • Assist with response to comments received. • Work on the implementation of Board approved recommendations 		coordination with the LTA
3.	Ensure project consistency with Regional Transportation Plan (RTP) policies for improved access to elderly and disabled individuals. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Project comments. (RPA) • Input on Transit RTP narrative and projects. (RPA) 	Monthly	Lead SBCOG in coordination with the LTA
4.	Work with the Social Services Transportation Advisory Council (SSTAC) to ensure that transportation planning and programming considers and incorporate the needs of the elderly, disabled, and low-income communities. (Funded with TDA funds)	<ul style="list-style-type: none"> • Staff reports • Planning & Programming documents • Presentations • Grant Applications & Budgets 	Quarterly	SBCOG in coordination with the LTA
5.	Prepare planning grant applications for feasibility studies and implementation plans for various types of transit services; work done with grants from successful applications may be performed under separate work elements. (Funded with TDA funds.)	<ul style="list-style-type: none"> • Grant Applications • Capital, Operational & Planning Grants. 	As Necessary	SBCOG in coordination with the LTA
6.	Conduct Transit Needs Assessments and prepare Transit Development Plans and Marketing Plans as appropriate. (Funded with TDA funds)	<ul style="list-style-type: none"> • Needs Assessments • Development & Marketing Plans 	Monthly	SBCOG in coordination with the LTA
7.	Identify funding sources for and implementing the Accessible Connections Promoting Active Transportation: A Bus Stop Improvement Plan. (Funded with TDA funds)	<ul style="list-style-type: none"> • Grant Applications • Implementation of bus stop amenities (i.e., benches, signs, etc. 	Quarterly	SBCOG in coordination with the LTA
8.	Implement 2022 Short-Range Transit Plan recommendations. Funded with Rural Planning assistance (RPA).	<ul style="list-style-type: none"> • Project and service implementation, per funding availability (RPA) 	Quarterly	SBCOG in coordination with the LTA

9.	Identify funding sources for and implementing the Intelligent Transportation Systems (ITS) Technology for the 21 st Century: Using Technology to Improve Safety and Efficiency of San Benito County’s Transit System Plan. Coordination with the California Integrated Travel Project (Cal-ITP), which aims to make it easier to use public transportation by offering seamless trip planning. (Funded with TDA funds)	<ul style="list-style-type: none"> • Grant Applications • ITS improvements, per funding availability • Monitor Electronic fare media (i.e., Token Transit) • Monitor RouteMatch dispatch software 	Quarterly	SBCOG in coordination with the LTA
10.	Implement and update as required the Federal Transit Administration (FTA) mandated Transit Asset Management Plan. (Funded with TDA funds)	<ul style="list-style-type: none"> • Transit Project List of existing and projected needs (i.e., vehicles, equipment, etc.) • Project Schedule • Transit project needs shall be evaluated, and project will be implementation, per funding availability. • Monitor and process Plan Updates 	Quarterly	SBCOG in coordination with the LTA
11.	Manage LTA’s County Express and Specialized Transportation public transportation operations contracts. (Funded with TDA funds)	<ul style="list-style-type: none"> • Monthly Operator Meetings to address system improvements and complaints. • System Performance Review & Reports for Board and Committee review. • Contractor Coordination • Attend driver safety meetings. • SBCOG oversees LTA contracts 	Monthly	SBCOG in coordination with the LTA

Work Element 107: Airport Land Use Commission

Lead Agency: San Benito County Airport Land Use Commission

Project Manager: Samuel Borick, Transportation Planner



Objective

The role of the San Benito Airport Land Use Commission (ALUC) is to ensure the orderly expansion of the land surrounding the public use airports, Hollister Municipal Airport and Frazier Lake Airpark, by guiding future development.

Previous and Ongoing Work

In 2012, the ALUC adopted the Hollister Municipal Airport Land Use Compatibility Plan. The basic function of this Compatibility Plan is to promote compatibility between Hollister Municipal Airport and the land uses surrounding it to the extent that these areas have not already been devoted to incompatible uses. In 2019, ALUC adopted the Airport Land Use Compatibility Plan for Frazier Lake Airpark.

Airport Land Use Commission staff will continue to conduct development reviews, that are referred by the City of Hollister and County of San Benito, for compatibility determinations and ensure that the local General Plans are made consistent with the Compatibility Plan.

Work Element 107 Funding Source				Amount
Transportation Development Act (TDA)				\$12,908
Local Fees: Airport Land Use Commission Application Fees				\$2,700
Total				\$15,608
	Task	Deliverable	Deadline	Responsible Party
1.	Conduct Site and Architectural Reviews in accordance with the 2012 Hollister Municipal Airport Land Use Compatibility Plan.	<ul style="list-style-type: none"> Staff report, maps, comment letters, presentations 	Monthly	ALUC
2.	Conduct Site and Architectural Reviews in accordance with the Frazier Lake Airpark's Comprehensive Land Use Plan.	<ul style="list-style-type: none"> Staff report, maps, letters, and presentations 	Monthly	ALUC
3.	Coordinate with the GIS analyst for precise project reviews and mapping.	<ul style="list-style-type: none"> GIS mapping 	Monthly	ALUC
4.	Review environmental documents (i.e., Initial Studies, Environmental Impact Reports, etc.).	<ul style="list-style-type: none"> Comment letter 	Monthly	ALUC
5.	Refer projects to the FAA for review.	<ul style="list-style-type: none"> Correspondence 	Monthly	ALUC/FAA

6.	Coordinate with Caltrans Division of Aeronautics for topics related to engineering, land use, noise, environment, and compatible land use planning.	<ul style="list-style-type: none"> Attend Caltrans sponsored training. Submit draft and final Compatibility plan amendments or updates to Caltrans Department of Aeronautics for review 	Monthly	ALUC/Caltrans
7.	Administer ALUC Fee Structure.	<ul style="list-style-type: none"> Invoices 	Monthly	ALUC
8.	Attend the California Airport Land Use Consortium (Cal-ALUC).	<ul style="list-style-type: none"> Attend workshops 	June 30, 2025	ALUC
9.	Process amendments and updates to the Airport Land Use Compatibility Plans for the Hollister Municipal Airport and Frazier Lake Airpark.	<ul style="list-style-type: none"> Amendments Resolutions Staff reports 	June 30, 2025	ALUC/Caltrans

Work Element 108: Emergency Motorist Aid System - SAFE

Lead Agency: Service Authority for Freeways and Expressways

Project Manager: Planning Staff



Objective

The objective is to maintain the Emergency Motorist Aid System within San Benito County, which including maintenance and monitoring of call boxes.

Previous and Ongoing Work

In 1998, the Council of San Benito County Governments established the San Benito County Service Authority for Freeways and Expressways (SAFE) to administer the \$1 vehicle registration fee collected by the Department of Motor Vehicles for operating a Motorist Aid Program in San Benito County. Specifically consisting of an Emergency Call Box service that includes 40 call boxes, which help motorists in distress by providing a direct connection to the Monterey County California Highway Patrol communications center. The motorist aid system operates along major roadways throughout the State.

Work Element 108 Funding Source				Amount
Department of Motor Vehicles (DMV)				\$21,790
Total				\$21,790
	Task	Deliverable	Deadline	Responsible Party
1.	Work with Caltrans and the CHP on call box operations.	<ul style="list-style-type: none"> • Encroachment permits. • CHP, Verizon Wireless and AT&T administration 	Monthly	SAFE
2.	Work with call box maintenance service provider to maintain the call boxes.	<ul style="list-style-type: none"> • Maintenance • Reports • Contracts & amendments 	Quarterly	SAFE/ Contractor
3.	CHP Agreement for emergency call box answering services.	<ul style="list-style-type: none"> • Agreement & Resolution 	Triennially	SAFE
4.	Participate in statewide CalSAFE meetings.	<ul style="list-style-type: none"> • Meetings & presentations 	June 30, 2025	SAFE
5.	Track DMV collection of funds for budget.	<ul style="list-style-type: none"> • Budget reports 	Quarterly	SAFE

Work Element 109: Metropolitan Planning and Programming

Lead Agency: Council of Governments

Project Manager: Binu Abraham; Executive Director and Planning Staff



Objective

To work with the Metropolitan Planning Organization, Association of Monterey Bay Area Governments (AMBAG) is required to produce a long range (20+ years) Metropolitan Transportation Plan (MTP) that maintains the region’s eligibility for transportation assistance. The MTP is built on a set of integrated policies, strategies, and investments to maintain and improve the transportation system to meet the diverse needs of the region. AMBAG coordinated the development of the MTP with the Regional Transportation Planning Agencies in San Benito, Monterey, and Santa Cruz Counties and organizations having an interest in or responsibly for transportation planning and programming.

Another objective is to continue work with AMBAG on program development, and adoption of regionally significant or federally funded transportation projects for inclusion in the Metropolitan Transportation Improvement Program (MTIP) through amendments and updates. The MTIP is a four-year program of surface transportation projects that receive federal funds, which are subject to a federally required action, or are regionally significant.

Previous and Ongoing Work

The Association of Monterey Bay Area Governments (AMBAG) updates the MTIP every two years and is currently preparing the MTIP for FFY 2023 to FFY 2026. AMBAG works closely with the San Benito SBCOG in the development of the MTIP. SBCOG, on behalf of the San Benito region, submits project updates for inclusion into the MTIP.

Work Element 109 Funding Source				Amount
Rural Planning Assistance (RPA)				\$6,000
Rural Planning Assistance FY 23-24 Carryover (RPA)				\$1,500
Planning, Programming, and Monitoring (PPM)				\$4,020
Total				\$11,520
	Task	Deliverable	Deadline	Responsible Party
1.	Consult with the local jurisdictions to include projects in the Metropolitan Transportation Improvement Program (MTIP).	<ul style="list-style-type: none">Identify <i>regionally significant</i> projects and those funded	Monthly	SBCOG/ AMBAG

	Projects that are regionally significant or have been approved by SBCOG, Caltrans, and/or other agencies for Federal transportation funds are included in the Federal Transportation Improvement Program (FTIP). The FTIP for the Monterey Bay Area is prepared by AMBAG and is called the Monterey Bay Metropolitan Transportation Improvement Program (MTIP). Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> with federal funds. (RPA & PPM) Assist local jurisdictions with project applications (i.e., meetings and coordination) (RPA & PPM) Amendments (RPA & PPM) 		
2.	Federal Obligation Authority Plan. Federal legislation requires AMBAG to publish an annual listing of obligated transportation projects for which Federal funds have been given in the prior year. SBCOG coordinates this effort with local agencies that received federal funds for their projects. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> List federally funded projects obligated within the requested time frame (RPA) 	June 30, 2025	SBCOG/AMBAG

Work Element 110: Measure G Implementation

Lead Agency: Council of Governments

Project Manager: Binu Abraham; Executive Director and Norma Aceves; Administrative Services Specialist



Objective

This Work Element addresses the implementation of the voter approved Measure G, the San Benito County Transportation Safety, and Investment Plan. SBCOG, as the Regional Transportation Planning Agency, is responsible for ensuring that funds are apportioned, allocated, and expended according to the Measure G Ordinance 2018-01 and the Expenditure Plan. The detailed Plan outlines the most pressing needs and a prudent solution to address them with a 1 percent sales tax over the next 30 years to ensure a stable source of local funding for the San Benito County region. Rural Planning Assistance funds will not be used for this Work Element.

Previous and Ongoing Works

On November 6, 2018, San Benito County voters passed Measure G, the San Benito County Roads and Transportation Safety and Investment Plan. Measure G funds will be used to implement needed Highway 25 improvements, local street and road maintenance, new local roads, transit improvements (for youth, seniors, students, and people with disabilities) pedestrian, and bicycle safety improvements.

Work Element 110 Funding Source				Amount
Measure G funds				\$74,195
Total				\$74,195
	Task	Deliverable	Deadline	Responsible Party
1.	Program Administration			
a.	Measure G Administrative Tasks Provide for cost-effective administration of the program through the Council of San Benito County Governments.	<ul style="list-style-type: none"> Board agendas, minutes, special meetings, presentations, staff reports 	Monthly	SBCOG

b.	Monitor SBCOG policies and guidelines and update them as necessary to ensure sound implementation of Measure G.	<ul style="list-style-type: none"> Guidelines updates Policies updates Produce, maintain, and update agreements with local agencies for funding allocations. Amendments 	<p>Monthly review</p> <p>Monthly review</p> <p>Monthly review</p> <p>Monthly review</p>	SBCOG
2. Financial Management				
a.	Receive funds from State Board of Equalization.	<ul style="list-style-type: none"> Payments received 	Quarterly	SBCOG
b.	Produce reports of funding availability. Reports to include formula distributions for each category of projects and implementing agency.	<ul style="list-style-type: none"> Revenue reports Presentations Local agency meetings 	Continuous	SBCOG
c.	Distribute the funds to local agencies and projects in accordance with Measure G (SBCOG Ordinance 2018-01).	<ul style="list-style-type: none"> Funding requests Process payments 	Quarterly	SBCOG
d.	Produce and publish annual reports and audit reports per Measure G ordinance. This work will include analyzing funds receipts, producing reports, and audit the use of the funds.	<ul style="list-style-type: none"> Secure Independent Audit Contractor <ul style="list-style-type: none"> Request for Proposals Contract Project funding and data collection Board meeting updates Website updates 	<p>June 30, 2025</p> <p>Monthly review</p> <p>Monthly review</p> <p>Monthly review</p>	SBCOG

3. Measure G Project Management				
a.	<p>Tier I: Highway 25 expressway Conversion Project Administration</p> <p>The project development process will span from planning to construction and will include the following multi-year processes.</p>	<ul style="list-style-type: none"> Funding agreements with Caltrans Project Management <ul style="list-style-type: none"> – Project Development – Team meetings – Agendas – Reports Process project expenditures Board reports <ul style="list-style-type: none"> – Presentations – Staff reports – Agendas – Minutes – Website updates Financial allocations and invoices Consultant contracts 	<p>As necessary</p> <p>Monthly/Bi-monthly</p> <p>Monthly review</p> <p>Monthly</p> <p>Monthly review</p> <p>Monthly</p>	SBCOG/Caltrans
b.	<p>Tier II: Local Project Administration</p> <ul style="list-style-type: none"> Local Street and Road Maintenance New roadways <p>Administer funds through the approved process to apportion and allocate local controlled funds to the City of Hollister, City of San Juan Bautista, and County of San Benito according to Measure G Ordinance and the Expenditure Plan. Review reports submitted by all agencies to tracking projects, costs, timelines, and completion dates.</p>	<ul style="list-style-type: none"> Project Performance Management Process and monitor local agency funding allocations and balances 	<p>Monthly review</p> <p>Monthly review</p>	SBCOG
c.	<p>Tier III: Other Categories</p> <ul style="list-style-type: none"> Public Transit Bicycle and Pedestrian Projects 	<ul style="list-style-type: none"> Project Performance Management Board Meetings LTA project oversight 	<p>Monthly review</p> <p>Monthly</p> <p>Monthly oversight</p>	SBCOG/LTA

		<ul style="list-style-type: none"> • Process and monitor local agency funding allocations and balances 	Continuous	
4.	<p>Implement bilingual public engagement plan to inform voters on the use of Measure G funds.</p> <p>Update the public with news regarding projects, programs, and actions taken as part of the implementation of Measure G.</p>	<ul style="list-style-type: none"> • Press releases • Fact sheets • Website and social media updates • Public meetings, hearings, presentations 	Continuous	SBCOG
5.	Hold meetings with the Citizens Oversight Committee (COC) in accordance with Measure G ordinance.	<ul style="list-style-type: none"> • Member recruitment (i.e., applications, bylaws, appointments) • Meeting agendas, reports, presentations, minutes • Project updates • Annual financial audit report 	<p>June 30, 2025</p> <p>Quarterly</p> <p>Quarterly</p> <p>Annually by fiscal year</p>	SBCOG

Work Element 201: Regional Transportation Plan

Lead Agency: Council of Governments

Project Manager: Planning Staff



Objective

To update and maintain a Regional Transportation Plan, including both short range and long-range elements, which is responsive to regional goals and policies and consistent with state and federal planning guidelines and requirements (i.e., California Transportation Commission Regional Transportation Plan Guidelines).

Previous and Ongoing Work

Previous work includes the development and adoption of the Regional Transportation Plan (RTP) every four years. The 2045 Regional Transportation Plan was adopted by the SBCOG Board on June 16, 2022. Planning work for the next RTP update began in 2023 and has been ongoing since.

Work Element 201 Funding Source			Amount
Rural Planning Assistance (RPA)			\$67,120
Rural Planning Assistance FY 23-24 Carryover (RPA)			\$16,780
Planning, Programming, and Monitoring (PPM)			\$3,330
Transportation Development Act (TDA)			\$35,000
Total			\$122,230
Task	Deliverable	Deadline	Responsible Party
1. Implementation of the 2045 San Benito Regional Transportation Plan (RTP). Funded with TDA funds.	<ul style="list-style-type: none"> Monitor delivery of projects. (TDA) Amendments. (TDA) 	June 30, 2025	SBCOG
2. Monitor updates and amendments to the RTP Guidelines. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Comments (RPA & PPM) 	Quarterly	SBCOG
3. Professional Development. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Attend trainings and conferences, as appropriate, to enhance knowledge and skills to 	Monthly	SBCOG

		benefit the RTP development carrying out the agency's mission.		
4.	Update the 2050 San Benito Regional Transportation Plan.	<ul style="list-style-type: none"> • AMBAG coordination meetings • SBCOG staff level meetings • Stakeholder outreach • Ongoing coordination with local agencies on their RTP project list • Public engagement • Analysis of project priority list • Identification of funding sources • Analysis of current funding sources • Develop revenue projections • Development of Environmental Impact Report (EIR) • Provide input on Regional Growth Forecast • Prepare draft of 2050 RTP 	<p>Monthly</p> <p>Monthly June 30, 2025 June 30, 2025</p> <p>June 30, 2025 June 30, 2025</p> <p>June 30, 2025</p> <p>June 30, 2025</p> <p>June 30, 2025</p> <p>June 30, 2025</p> <p>September 31, 2024</p> <p>June 30, 2025</p>	SBCOG

Category 300: Short Range Planning

Work Element 301: Bikeway and Pedestrian System Planning and Promotion

Agency: Council of Governments

Project Manager: Douglas Kean; Transportation Planner



Objective

Plan for a comprehensive regional bikeway and pedestrian system that serves the needs of county-wide residents, with particular emphasis on promoting walking and bicycling as an integral part of the transportation network.

Previous Work and Ongoing Work

The Council of San Benito County Governments (SBCOG) provided technical assistance to the Cities and County’s Active Transportation Program grant applications. SBCOG also successfully nominated the Hollister SR 25 /Pinnacles National Park Highway Beautification Project to the California Department of Transportation (Caltrans) for inclusion in the Clean California Program. The Hollister SR 25 /Pinnacles National Park Highway Beautification Project and the Washington Street Bridge Pedestrian Enhancements Project were awarded Clean California Program funding in 2022. Implementation and construction of the two projects will take place through the year 2024.

Work Element 301 Funding Source				Amount
Rural Planning Assistance (RPA)				\$15,000
Rural Planning Assistance FY 23-24 Carryover (RPA)				\$3,750
Total				\$18,750
	Task	Deliverable	Deadline	Responsible Party
1.	SBCOG serves on the State of California Walk and Bike Technical Advisory Committee made up of external partners to provide regular strategic input and technical guidance on Caltrans’ complete streets and active transportation efforts.	<ul style="list-style-type: none"> Participate in meetings and discussions Review and comment on Caltrans developed technical reports 	June 2025	SBCOG
2.	San Benito County Bikeway and Pedestrian Master Plan Implementation. Conduct planning activities to improve bikeway and pedestrian facilities.	<ul style="list-style-type: none"> Amendments Local agency coordination Funding applications support to local agencies 	June 2025	SBCOG
3.	Assist in planning of Safe Routes to School concepts.	<ul style="list-style-type: none"> Public outreach with schools and community partners 	Quarterly	SBCOG

4.	Provide planning assistance to local jurisdictions for implementation of Complete Streets concepts.	<ul style="list-style-type: none"> • Planning and stakeholder meetings • Attend County and City of Hollister Development Review Committees and provide development reviews comments. 	Monthly	SBCOG
5.	Provide grant application assistance to local jurisdictions. Funded with Rural Planning Assistance (RPA). Ensure that all transportation projects funded or overseen by Caltrans will provide comfortable, convenient, and connected complete streets facilities for people walking, biking, and taking transit or passenger rail unless an exception is documented and approved.	<ul style="list-style-type: none"> • Grant applications. • Traffic Data, technical reports. • Grant application review assistance. • Letters of support. • Public outreach. 	Quarterly	SBCOG
6.	Participate and attend local Safe Kids California San Benito Partners.	<ul style="list-style-type: none"> • Outreach activities. • Attend meetings. • Lead event planning. • Kids at the Park event planning and helmet fittings. • Walk to School Day. • Bicycle and pedestrian safety campaigns. 	Monthly	SBCOG

Work Element 302: Road System Planning and Programming

Lead Agency: Council of Governments

Project Manager: Binu Abraham, Executive Director



Objective

To plan for and finance improvements to and preservation of the road systems within the San Benito County region with the assistance of the Cities and County, Caltrans, and the Association of Monterey Bay Area Governments (AMBAG).

Previous and Ongoing Work

Continue to conduct traffic monitoring activities and technical studies on specific projects and coordination with Caltrans on regionally significant projects. SBCOG allocated Measure G funding to the local Cities and County for maintenance of the local streets and roads in accordance with the voter approved Benito County Roads and Transportation Safety Investment Plan.

SBCOG distributes Surface Transportation Block Grant Program (STBG) funds, which provides flexible funding that may be used by localities for projects to preserve and improve the conditions on any public road, pedestrian and bicycle infrastructure, and transit capital projects, including intercity bus terminals. SBCOG also works with local jurisdictions to plan for local roadway improvements.

Work Element 302 Funding Source		Amount		
Rural Planning Assistance (RPA)		\$54,000		
Rural Planning Assistance FY 23-24 Carryover (RPA)		\$13,500		
Planning, Programming, and Monitoring (PPM)		\$4,860		
Total		\$72,360		
Task	Deliverable	Deadline	Responsible Party	
1. Assist local agencies with technical data and planning support on future street and road realignments and traffic circulation improvements. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Technical data (RPA & PPM) • Comment letters (RPA & PPM) • Meetings (RPA & PPM) 	Monthly	SBCOG	
2. Distribute Surface Transportation Block Grant Program (STBG) funds to the Cities and County, and to special projects	<ul style="list-style-type: none"> • Track STBG funding allocations and expenditures (RPA & PPM) 	Monthly	SBCOG	

	based on SBCOG Board approved policies. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Special projects assessments (RPA & PPM) • Local agency funding request (RPA & PPM) application assistance (RPA & PPM) • Track invoicing (RPA & PPM) 		
3.	Continue planning and monitoring of projects on the State Highway System. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Project development team meetings (RPA & PPM) 	Monthly	SBCOG
4.	Initiate discussion on the Regional Transportation Impact Mitigation Fee Nexus Study update. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Meetings with local jurisdictions. (RPA & PPM) 	July 2024	SBCOG
5.	Coordinate with Caltrans on Statewide planning efforts. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Coordinate and meet with California Transportation Commission staff and Board (RPA & PPM) • Review and Comment on California Transportation Plan (RPA & PPM) • Review and Comment on Transportation concept reports (RPA & PPM) • Review and Comment on Statewide bicycle plans (RPA & PPM) • Review and Comment on Statewide freight plans (RPA & PPM) • Review and Comment on California State Rail Plan (RPA & PPM) 	Monthly June 2025	SBCOG

6.	Coordinate with San Benito County on development to enhance GIS capabilities for Road System Planning. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • GIS coordination (RPA & PPM) • Meetings (RPA & PPM) • Data review (RPA & PPM) 	Quarterly	SBCOG
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Work Element 303: Transportation System Modeling

Lead Agency: Council of Governments

Contact: Binu Abraham, Executive Director and Planning Staff



Objective

Continue to coordinate with AMBAG to develop and refine the regional traffic model to enhance transportation planning activities.

Previous and Ongoing Work

Staff aided AMBAG in the development of its Regional Travel Demand Model. SBCOG will continue to aid with AMBAG’s current model update process and for transit and goods movement studies. SBCOG requests AMBAG perform periodic project reviews for processing in the Regional Travel Demand Model. The Regional Travel Demand Model is designed to support long range transportation planning and programming decisions.

Work Element 303 Funding Source				Amount
Rural Planning Assistance (RPA)				\$6,000
Rural Planning Assistance FY 23-24 Carryover (RPA)				\$1,500
Planning, Programming, and Monitoring (PPM)				\$4,070
Total				\$11,570
	Task	Deliverable	Deadline	Responsible Party
1.	Review Model Framework. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	• Comments to AMBAG (RPA & PPM)	June 30, 2025	SBCOG
2.	Model Impacts of Development while conducting update to the Regional Traffic Impact Fee Program. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	• Model analysis reports (RPA & PPM)	Monthly review	SBCOG
3.	Work with local jurisdictions to facilitate model Development. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	• Model development reports (RPA & PPM)	June 30, 2025	SBCOG

Work Element 304: Regional Rideshare Program

Lead Agency: Council of Governments

Project Manager: Planning Staff



Objective

To provide a countywide program aimed at promoting ridesharing via carpooling, vanpooling, biking, public transit, walking, telecommuting, and outreach efforts to employers. SBCOG recognizes that these alternatives to driving alone can play a significant factor in reducing vehicle emissions, vehicle miles traveled, and improve sustainability.

Previous and Ongoing Work

The Rideshare Program has been a continuous activity of SBCOG since January 1987. Ongoing activities will include providing Safe Routes to Schools outreach, bicycles, and pedestrian encouragement, planning of Bike Week and Kids at the Park events. Staff will also continue to serve as a partner agency to Safe Kids Coalition of San Benito County on various activities related to active transportation and safety.

Work Element 304 Funding Source				Amount
Local Funds				\$5,078
Total				\$5,078
	Task	Deliverable	Deadline	Responsible Party
1.	Use District 5's Active Transportation Plan to identify future projects for implementation.	<ul style="list-style-type: none"> Grant applications 	June 30, 2025	SBCOG
2.	Data entry for carpool and vanpool.	<ul style="list-style-type: none"> Match list 	Daily	SBCOG
3.	Administer Vanpool Program.	<ul style="list-style-type: none"> Process lease fees Administer driver applications Track maintenance records Process payments 	Daily	SBCOG
4.	Serve as a member of the Safe Kids Coalition of San Benito County.	<ul style="list-style-type: none"> Partner agency coordination Bicycle & Ped. event planning 	Monthly	SBCOG
5.	Promote annual Bike Week and Walk to School/Work Day events.	<ul style="list-style-type: none"> Promotional materials Helmets fittings 	May 2025	SBCOG
6.	Promote public transit.	<ul style="list-style-type: none"> Marketing & promo campaigns On-bus rider surveys & online surveys and English and Spanish 	Monthly	SBCOG/LTA

Work Element 305: Regional Transportation Improvement Program

Lead Agency: Council of Governments

Project Manager: Planning Staff



Objectives

Planning activities associated with the preparation of the State Transportation Improvement Program (STIP), including the Regional Transportation Improvement Program (RTIP) and the Transportation Alternatives Program.

The RTIP is a five-year planning and programming document that is adopted every two years (even years) and commits transportation funds to road, transit, bike, and pedestrian projects. Funding comes from a variety of federal, state, and local sources. Regional and local projects cannot be programmed or allocated by the California Transportation Commission without a current RTIP.

Previous and Ongoing Work

This work element is a continuing activity. The primary objective of this work element is to:

- Ensure the RTIP is consistent with the Regional Transportation Plan (RTP) and the State Transportation Improvement Program (STIP) guidelines.
- Coordinate with statewide, regional, and local planning agencies for future projects.
- Amend existing RTIPs if projects have a change in scope, cost and/or delivery.
- Participate in quarterly STIP related meetings with Caltrans.
- Preparation of final RTIP and Manage and monitor RTIP Projects.

Work Element 305 Funding Source			Amount
Rural Planning Assistance (RPA)			\$18,000
Rural Planning Assistance FY 23-24 Carryover (RPA)			\$4,500
Planning, Programming, and Monitoring (PPM)			\$11,840
Total			\$34,340
Task	Deliverable	Deadline	Responsible Party
1. Coordinate with statewide, regional, and local planning agencies for future projects. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Staff reports to committees/board. (RPA & PPM) • Coordination with Caltrans. (RPA & PPM) 	June 2025	SBCOG

2.	Amend existing RTIPs if projects have a change in scope, cost and/or delivery. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Amendments, staff reports, resolutions, draft RTIP. (RPA & PPM) 	June 2025	SBCOG
3.	Quarterly STIP meetings with Caltrans. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Provide project updates. (RPA) 	Quarterly	SBCOG
4.	Attend planning meetings for STIP Guidelines updates. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Meeting notes & staff reports (RPA) 	Monthly	SBCOG

Work Element 403: Travel Behavior Analysis

Lead Agency: Council of San Benito County Governments

Project Manager: Planning Staff



Project Objective: The purpose of this project is to collect and interpret travel behavior data from across the San Benito Region. The project was identified because there is currently a lack of dependable and detailed post pandemic travel data for rural communities such as San Benito County. The data collected will offer insights into the behavior of San Benito County travelers and help shape future transportation planning activities.

Previous and Ongoing Work: SBCOG applied for and was awarded the RPA Discretionary Grant in the FY 23-24. SBCOG will begin executing the grant in the FY 24-25.

Work Element 404 Funding Source				Amount
Rural Planning Assistance (RPA) Discretionary Grant Program Funds				\$120,000
Total				\$120,000
Task	Deliverable	Deadline	Responsible Party	
1	Project Administration. Funded with RPA Discretionary Grant Program Funds.	Kick-off meeting with Caltrans Quarterly Invoices Progress Review	July 2024 Quarterly Monthly	SBCOG
2	Data Procurement, Collection, and Storage. Funded with RPA Discretionary Grant Program Funds.	List of data to be procured Formatted data San Benito County Travel Behavior Database	December 1, 2024 December 1, 2024 December 1, 2024	SBCOG
3	Data Analysis. Funded with RPA Discretionary Grant Program Funds.	Preliminary Findings Report	May 1, 2025	SBCOG
4	Board Report and Findings Presentation. Funded with RPA Discretionary Grant Program Funds.	Board agenda Meeting notes Staff report Presentation materials	June 19, 2025 June 19, 2025 June 19, 2025 June 19, 2025	SBCOG

Work Element 404: Zero-Emission Bus and Infrastructure Analysis Plan (Placeholder)

Lead Agency: Local Transportation Authority

Project Manager: Planning Staff



Project Objective: The purpose of this project is to assist LTA in implementing the California Air Resources Board (CARB) Innovative Clean Transit (ICT) regulation by performing fleet, facilities, and operational analysis and creating a detailed plan to assist LTA in reaching a zero-emission bus fleet. The ICT regulation was adopted in December 2018 and requires all public transit agencies to gradually transition to a 100 percent zero-emission bus (ZEB) fleet. Beginning in 2029, 100% of new purchases by transit agencies must be ZEBs, with a goal for full transition by 2040.

Previous and Ongoing Work: This Plan is consistent with the adopted Short Range Transit Plan, San Benito Regional Transportation Plan and AMBAG Metropolitan Transportation Plan/Sustainable Communities Strategy.

Work Element 404 Funding Source			Amount
Caltrans Planning Grant Request			\$225,000
Transportation Development Act (TDA)			Unknown
Total			\$225,000
Task	Deliverable	Deadline	Responsible Party
1	This is a placeholder and will be completed if awarded.		

Appendices



Appendix A

Certifications and Assurances

Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision.

Text in italic is guidance to the public. It does not have the force and effect of law, and is not meant to bind the public in any way. It is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- (b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).

- (f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:
- (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21;
 - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;
 - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
 - (4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 CFR Part 27;
 - (5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
 - (6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
 - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
 - (11) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- (g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”) (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 CFR Part 24.

- (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.
- (j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (k) Will comply with environmental standards which may be prescribed pursuant to the following:
 - (1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (2) Notification of violating facilities pursuant to EO 11738;
 - (3) Protection of wetlands pursuant to EO 11990;
 - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
 - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);
 - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
 - (8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93–205).
- (l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded

- animals held for research, teaching, or other activities supported by this award of assistance.
- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
 - (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, “Audit Requirements”, as adopted and implemented by U.S. DOT at 2 CFR Part 1201.
 - (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.
 - (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from:
 - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
 - (3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget's standard form 424D "Assurances—Construction Programs" and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

1.3. Procurement.

The Uniform Administrative Requirements, 2 CFR § 200.325, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.

The applicant certifies that its procurement system complies with:

- (a) U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, particularly 2 CFR §§ 200.317–200.327 “Procurement Standards;
- (b) Federal laws, regulations, and requirements applicable to FTA procurements; and
- (c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

1.4. Suspension and Debarment.

Pursuant to Executive Order 12549, as implemented at 2 CFR Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant’s exclusion status. 2 CFR § 180.300. Additionally, each applicant must disclose any information required by 2 CFR § 180.335 about the applicant and the applicant’s principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

- (a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;
- (b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;

- (c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification;
- (d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

1.5. Coronavirus Response and Relief Supplemental Appropriations Act, 2021, and CARES Act Funding.

The applicant certifies:

- (a) To the maximum extent possible, funds made available under title IV of division M of the Consolidated Appropriations Act, 2021 (Public Law 116–260), and in title XII of division B of the CARES Act (Public Law 116–136; 134 Stat. 599) shall be directed to payroll and operations of public transit (including payroll and expenses of private providers of public transportation); or
- (b) The applicant certifies that the applicant has not furloughed any employees.

1.6. American Rescue Plan Act Funding.

The applicant certifies:

- (a) Funds made available by Section 3401(a)(2)(A) of the American Rescue Plan Act of 2021 (Public Law 117-2) shall be directed to payroll and operations of public transportation (including payroll and expenses of private providers of public transportation); or
- (b) The applicant certifies that the applicant has not furloughed any employees.

CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS

This certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA’s state safety oversight programs, and each State that is required to draft and certify a Public Transportation Agency Safety Plan on behalf of a Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) pursuant to 49 CFR § 673.11(d).

This certification is required by 49 U.S.C. § 5307(c)(1)(L), 49 U.S.C. § 5329(d)(1), and 49 CFR § 673.13. This certification is a condition of receipt of Urbanized Area Formula Grants Program (49 U.S.C. § 5307) funding.

This certification does not apply to any applicant that only receives financial assistance from FTA under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C.

§ 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs, unless it operates a rail fixed guideway public transportation system.

If the applicant is an operator, the applicant certifies that it has established a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673; including, specifically, that the board of directors (or equivalent entity) of the applicant has approved, or, in the case of an applicant that will apply for assistance under 49 U.S.C. § 5307 that is serving an urbanized area with a population of 200,000 or more, the safety committee of the entity established under 49 U.S.C. § 5329(d)(5), followed by the board of directors (or equivalent entity) of the applicant has approved, the Public Transportation Agency Safety Plan or any updates thereto; and, for each recipient serving an urbanized area with a population of fewer than 200,000, that the Public Transportation Agency Safety Plan has been developed in cooperation with frontline employee representatives.

If the applicant is a State that drafts and certifies a Public Transportation Agency Safety Plan on behalf of a public transportation operator, the applicant certifies that:

- (a) It has drafted and certified a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673 for each Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) in the State, unless the Small Public Transportation Provider provided notification to the State that it was opting out of the State-drafted plan and drafting its own Public Transportation Agency Safety Plan; and
- (b) Each Small Public Transportation Provider within the State that opts to use a State-drafted Public Transportation Agency Safety Plan has a plan that has been approved by the provider's Accountable Executive (as that term is defined at 49 CFR § 673.5), Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5), and, if the Small Public Transportation Provider serves an urbanized area with a population of 200,000 or more, the safety committee of the Small Public Transportation Provider established under 49 U.S.C. § 5329(d)(5).

CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.

If the applicant is a business association (regardless of for-profit, not for-profit, or tax exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Consolidated Appropriations Act, 2023, Pub. L. 117-328, div. E, tit. VII, §§ 744–745. U.S. DOT Order 4200.6 defines a “corporation” as “any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association”, and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT

Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

- (a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 4. LOBBYING.

If the applicant will apply for a grant or cooperative agreement exceeding \$100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 CFR § 20.110 and app. A to that part.

This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 CFR Part 20.

4.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and

contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4.2. Statement for Loan Guarantees and Loan Insurance.

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CATEGORY 5. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.

5.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 CFR § 604.4.

The applicant agrees that it, and each of its subrecipients, and third party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 CFR Part 604, the terms and conditions of which are incorporated herein by reference.

5.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 CFR § 605.15.

- (a) If the applicant is not authorized by the FTA Administrator under 49 CFR § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
 - (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
 - (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 CFR § 605.11, the applicant agrees as follows:
 - (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
 - (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.
 - (3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
 - (4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 6. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it is in compliance with 49 CFR Part 625.

CATEGORY 7. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.**7.1. Rolling Stock Buy America Reviews.**

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 CFR § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 CFR Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 CFR Part 663.

7.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 CFR § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility and that the bus received a passing test score as required by 49 CFR Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 8. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities;

- (c) Will maintain equipment and facilities in accordance with the applicant's transit asset management plan;
- (d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—
 - (1) Senior;
 - (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and
 - (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);
- (e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);
- (f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);
- (g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);
- (h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);
- (i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;
- (j) Either—
 - (1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or
 - (2) Has decided that the expenditure for security projects is not necessary;
- (k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and
- (l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 9. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5310(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

- (a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—
 - (1) Provides a fair distribution of amounts in the State, including Indian reservations; and
 - (2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and
- (b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected intercity bus service providers, and the intercity bus service needs of the State are being met adequately.
- (c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—
 - (1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and
 - (2) It has determined that otherwise eligible local transit needs are being addressed.

CATEGORY 10. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS PILOT PROGRAM.

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act’s Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
- (c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and
- (d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

CATEGORY 11. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants), subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants), subsection (b) (bus and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 9 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

Making this certification will incorporate by reference the applicable certifications in Category 8 or Category 9.

If the applicant will receive a competitive award under subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) related to zero emissions vehicles or related infrastructure, it must make the following certification. This certification is required by 49 U.S.C. § 5339(d).

The applicant will use 5 percent of grants related to zero emissions vehicles (as defined in subsection (c)(1)) or related infrastructure under subsection (b) or (c) to fund workforce development training as described in section 49 U.S.C. § 5314(b)(2) (including registered apprenticeships and other labor-management training programs) under the recipient's plan to address the impact of the transition to zero emission vehicles on the applicant's current workforce; or the applicant certifies a smaller percentage is necessary to carry out that plan.

CATEGORY 12. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 8, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 8 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 8, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

- (a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;
- (b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;
- (c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and
- (d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 13. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA's State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, the asset management certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4). The certification with regard to acquiring restricted rail rolling stock is required by 49 U.S.C. § 5323(u)(4). Note that this certification is not limited to the use of Federal funds.

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant's most recent transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 CFR Part 625.

If the applicant operates a rail fixed guideway service, the applicant certifies that, in the fiscal year for which an award is available to the applicant under the State of Good Repair Grants Program, 49 U.S.C. § 5337, the applicant will not award any contract or subcontract for the procurement of rail rolling stock for use in public transportation with a rail rolling stock manufacturer described in 49 U.S.C. § 5323(u)(1).

CATEGORY 14. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks (“SIB”) Program (23 U.S.C. § 610), it must make the certifications in Category 8 for the Urbanized Area Formula Grants Program, Category 10 for the Fixed Guideway Capital Investment Grants program, and Category 13 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Making this certification will incorporate the certifications in Categories 8, 10, and 13 by reference.

CATEGORY 15. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA’s Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 CFR § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA’s regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 CFR Part 655.

CATEGORY 16. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 CFR §§ 672.31 and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

- (a) Compliant with the requirements of 49 CFR Part 672, “Public Transportation Safety Certification Training Program”; and
- (b) Compliant with the requirements of 49 CFR Part 674, “State Safety Oversight”.

CATEGORY 17. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 CFR Part 37, it must make the following certification. This certification is required by 49 CFR § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

- (a) Response time;
- (b) Fares;
- (c) Geographic area of service;
- (d) Hours and days of service;
- (e) Restrictions or priorities based on trip purpose;
- (f) Availability of information and reservation capability; and
- (g) Any constraints on capacity or service availability.

CATEGORY 18. INTEREST AND FINANCING COSTS.

If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), "flex funds" from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).

The applicant certifies that:

- (a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
- (b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.

CATEGORY 19. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.

If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v). For information about standards or practices that may apply to a rail fixed guideway public transportation system, visit <https://www.nist.gov/cyberframework> and <https://www.cisa.gov/>.

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

CATEGORY 20. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS FORMULA AND DISCRETIONARY PROGRAM (TRIBAL TRANSIT PROGRAMS).

Before FTA may provide Federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), the applicant must select the Certifications in Category 21, except as FTA determines otherwise in writing. Tribal Transit Program applicants may certify to this Category and Category 1 (Certifications and Assurances Required of Every Applicant) and need not make any other certification, to meet Tribal Transit Program certification requirements. If an applicant will apply for any program in addition to the Tribal Transit Program, additional certifications may be required.

FTA has established terms and conditions for Tribal Transit Program grants financed with Federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). The applicant certifies that:

- (a) It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
- (b) It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
- (c) It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, “Transit Asset Management,” 49 CFR Part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.
- (d) With respect to its procurement system:
 - (1) It will have a procurement system that complies with U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost

- Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, for Awards made on or after December 26, 2014,
- (2) It will have a procurement system that complies with U.S. DOT regulations, “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments,” 49 CFR Part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
 - (3) It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.
- (e) It will comply with the Certifications, Assurances, and Agreements in:
- (1) Category 05.1 and 05.2 (Charter Service Agreement and School Bus Agreement),
 - (2) Category 06 (Transit Asset Management Plan),
 - (3) Category 07.1 and 07.2 (Rolling Stock Buy America Reviews and Bus Testing),
 - (4) Category 09 (Formula Grants for Rural Areas),
 - (5) Category 15 (Alcohol and Controlled Substances Testing), and
 - (6) Category 17 (Demand Responsive Service).

CATEGORY 21. EMERGENCY RELIEF PROGRAM.

An applicant to the Public Transportation Emergency Relief Program, 49 U.S.C. § 5324, must make the following certification. The certification is required by 49 U.S.C. § 5324(f) and must be made before the applicant can receive a grant under the Emergency Relief program.

The applicant certifies that the applicant has insurance required under State law for all structures related to the emergency relief program grant application.

FEDERAL FISCAL YEAR 2024 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Council of San Benito County Governments

The Applicant certifies to the applicable provisions of all categories: (check here) X .

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

Certifications and Assurances

Fiscal Year 2024

- 12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs
- 13 State of Good Repair Grants
- 14 Infrastructure Finance Programs
- 15 Alcohol and Controlled Substances Testing
- 16 Rail Safety Training and Oversight
- 17 Demand Responsive Service
- 18 Interest and Financing Costs
- 19 Cybersecurity Certification for Rail Rolling Stock and Operations
- 20 Tribal Transit Programs
- 21 Emergency Relief Program

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Name of the Applicant: Council of San Benito County Governments

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

Certifications and Assurances

Fiscal Year 2024

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

Signature Binu Abraham Date: May 20, 2024

Name Binu Abraham Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Council of San Benito County Governments

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature  Date: May 20, 2024
Osman Mufti (May 20, 2024 12:14 PDT)

Name Osman Mufti Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

Appendix B

FHWA and FTA State and Metropolitan
Transportation Planning Process Self-Certification

**FY 2024/2025 FHWA and FTA State and Metropolitan Transportation
Planning Process Self-Certification**

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

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

Binu Abraham

RTPA Authorizing Signature
Executive Director

Title
05/21/2024

Date

Caltrans District Approval Signature

Title

Date

To be inserted after adoption

Appendix C

Department of Transportation
Department and Suspension Certification

**Fiscal Year 2024/2025 California Department of Transportation
Debarment and Suspension Certification**

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

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

March 2024

**CALIFORNIA DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION CERTIFICATION
FISCAL YEAR 2024/2025**

SIGNATURE PAGE

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

Signature Binu Abraham Digitally signed by Binu Abraham
Date: 2024.05.20 14:15:50 -0700 Date 05/20/2024

Printed Name Binu Abraham

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

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

AFFIRMATION OF APPLICANT'S ATTORNEY

For Council of San Benito County Governments (Name of Applicant)

Signature *Osman I. Mufti* Date 05/20/2024

Printed Name of Applicant's Attorney Osman I. Mufti

March 2024

Appendix D

Overall Work Program Agreement

OVERALL WORK PROGRAM AGREEMENT (OWPA)
Agency Name

MFTA#: 74Axxxx
 AGENCY DUNS#: xxxxxxxx
 AGENCY UEI#: xxxxxxxxxxxx

FY: 2024 - 2025 OWP Board Approval Date: 5/16/2024 Amendment #: _____

- The undersigned signatory hereby commits to complete this Fiscal Year (FY) the Annual Overall Work Program (OWP), which has been approved by the Department of Transportation (Caltrans), Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) and is attached as part of this OWPA.
- All of the obligations, duties, terms and conditions set forth in the Master Fund Transfer Agreements (MFTA) that was executed January 1, 2015 through December 31, 2024 with Caltrans are incorporated by reference as part of this OWPA for this FY.
- Match amounts, sources, and eligibility for Regional Transportation Planning Funds listed below, must be in compliance with Federal, State, or contractually agreed upon requirements.
- Subject to the availability of funds this FY OWPA funds encumbered by Caltrans include, but may not exceed, the following:

CFDA #	Funding Source	MIN Required Match %	CURRENT FY Allocated Programmed Amount	CARRYOVER Programmed Amount	Toll Credit Match	Local/In-Kind Match	TOTAL Estimated Expenditures
20.205	FHWA PL (Toll Credit)	11.47%					\$0.00
20.205	FHWA PL (Local/In-kind Match)	11.47%					\$0.00
20.205	FHWA PL-Complete Streets	0.00%					\$0.00
20.505	FTA 5303 (Toll Credit Match)	11.47%					\$0.00
20.505	FTA 5303 (Local/In-kind Match)	11.47%					\$0.00
20.505	FTA 5304	11.47%					\$0.00
20.205	FHWA SPR	20.00%					\$0.00
	RPA	0.00%	\$294,000.00				\$294,000.00
	RPA Grants	0.00%	\$120,000.00				\$120,000.00
	SHA Grants	11.47%					\$0.00
	SB1 Formula	11.47%					\$0.00
	SB1 Competitive	11.47%					\$0.00
	SHA-Climate Adaptation	11.47%					\$0.00
	Total Programmed Amount		\$414,000.00	\$0.00	\$0.00	\$0.00	\$414,000.00

Agency Certification of Programmed Funds	District Approval of Programmed Funds
The Agency certifies that programmed amounts are representative of eligible and approved activities. Any expenses in excess of available and programmed funds will be borne solely by the agency.	The District has reviewed and approves the OWPA as submitted. Programmed amounts are representative of eligible and approved activities and is consistent with all obligations as approved in the OWP.
<i>Binu Abraham</i> _____ Authorized Signature Binu Abraham, Executive Director Printed Name and Title	_____ Authorized Signature _____ Date Printed Name and Title
Date: 05/21/2024	

(HQ Department of Transportation Use Only)					
The total amount of FEDERAL funds encumbered by this document are: \$ _____					
Fund Title: _____	Item: _____	Chapter Statute: _____	Fiscal Year: _____		
The total amount of STATE funds encumbered by this document are: \$ _____					
Fund Title: _____	Item: _____	Chapter Statute: _____	Fiscal Year: _____		
<i>Encumbrance Details:</i>					
Fed/State	CT	Acct Line #	Project ID	Phase/Fund	Amount \$

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and expenditure purpose stated above.

Signature of Department of Transportation Resources/Accounting Officer _____ Date _____

To be inserted after adoption

Appendix E

Resolution

Before The Council of San Benito County Government

A RESOLUTION OF THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS ADOPTING THE FISCAL YEAR 2024/2025 OVERALL WORK PROGRAM

Resolution No. 2024-02

WHEREAS, the Council of San Benito County Governments (SBCOG) is the designated Regional Transportation Planning Agency (RTPA) for the San Benito County region; and

WHEREAS, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), as a condition to the allocation of transportation planning funds, require each RTPA to annually develop a comprehensive Overall Work Program (OWP); and

WHEREAS, the OWP is a one-year scope of work and budget for transportation planning activities and funding sources to be accomplished between July 1 and June 30 of the state fiscal year, provides an overview of the region, with a focus on its transportation goals and objectives, and the actions to achieve those goals and objectives, and is a scope of work for transportation planning activities, including estimated costs, funding sources, and completion schedules; and

WHEREAS, the Department's interaction with COG's is focused on OWPs, with emphasis on monitoring activities funded with Office of Research and Planning (ORP)-administered transportation planning funds, state Rural Planning Assistance (RPA), federal Consolidated Planning Grant (CPG), and Transportation Planning Grants; and

WHEREAS, San Benito's COG fiscal year 2024/2025 OWP, attached hereto and incorporated herein by reference as Exhibit A, provides the scope of work and budget for transportation planning activities and funding sources to be accomplished between July 1, 2024 and June 30, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Council of San Benito County Governments that hereby approves and adopts the fiscal year 2024/2025 SBCOG Overall Work Program (Exhibit A) and budget of \$1,289,196; and

BE IT FURTHER RESOLVED that the Board of Directors of the Council of San Benito County Governments hereby authorizes the SBCOG Executive Director or designee to sign, for and on behalf of the Council of San Benito County Governments, the Overall Work Program Agreement and annual certifications and assurances that all funding program requirements have been met.

PASSED AND ADOPTED BY THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS THIS 16th DAY OF MAY, 2024 BY THE FOLLOWING VOTE:

AYES: Chair Freels, Casey, Curro, Morales, Alt. Kosmicki
NOES: 0
ABSTAINING: 0
ABSENT: Sotelo

Signature of Scott Freels, Chair

APPROVED AS TO LEGAL:
SBCOG COUNSEL'S OFFICE

ATTEST:

Signature of Binu Abraham, Executive Director
Binu Abraham, Executive Director
Dated: May 20, 2024

Signature of Osman I. Mufti, SBCOG Counsel
Osman I. Mufti (May 16, 2024 11:43 PDT)
Osman I. Mufti, SBCOG Counsel
Dated: May 16, 2024