



COMMISSIONERS

Council Members Representing the City of Placerville

Patty Borelli, Kara Taylor, Dennis Thomas

Supervisors Representing the County of El Dorado

Shiva Frentzen, John Hidahl, Lori Parlin, Brian Veerkamp

Contact the EDCTC: 2828 Easy Street, Placerville, CA, 530.642.5260 www.edctc.org

AGENDA

Regular Meeting

Thursday, June 4, 2020, 2:00 PM

(or immediately following the Transit meeting, if after 2:00)

IMPORTANT NOTICE:

In light of the COVID-19 pandemic, the El Dorado County Transportation Commission will convene this regularly scheduled meeting using an online meeting service.

Those that would like to observe or listen to the meeting may access it either on a computer or by phone, as shown below. If you would like to make a public comment, use the “raise your hand” option. The Secretary will call your name or last three digits of your phone number when it is your turn to speak; she will then unmute your attendance. If your comments are untimely or inappropriate you will be muted. Note that your comments must pertain to the subject at hand, and limited to no more than three minutes.

If you would like to remain anonymous and not have your name or phone number posted in this public forum, you may use the “more” button to rename yourself.

You may email written comments to [EMAIL](#) prior to the meeting which will be forwarded to the Board. They may or may not be read at the meeting on your behalf. You may also submit comments prior to the completion of any agenda item or during public forum.

Meeting Link <https://us02web.zoom.us/j/88526572279>

Meeting ID and Phone Access: +16699006833,88526572279#

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA AND CONSENT CALENDAR

Commissioners or staff may request that an item be removed from the Consent Calendar for discussion. Items requested to be removed from the Consent Calendar shall be removed if approved by the Commission. The Commission will make any necessary additions, deletions, or corrections to the agenda, and determine matters to be added to, or removed from, the Consent Calendar.

CONSENT CALENDAR

1. MINUTES FOR THE MAY 7, 2020 COMMISSION MEETING (RICE)
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the May 7, 2020 Commission meeting.

2. APRIL 2020 CHECK REGISTER (THOMPSON)

REQUESTED ACTION: Receive and file the April 2020 Check Register.

3. SURFACE TRANSPORTATION BLOCK GRANT PROGRAM FISCAL YEAR 2019/20 EXCHANGE APPORTIONMENT AND FUNDING AGREEMENTS BETWEEN EDCTC AND THE CITY OF PLACERVILLE AND EDCTC AND EL DORADO COUNTY (THOMPSON)

1. Adopt Resolution 19/20.17 approving the Surface Transportation Block Grant Program FY 2019/20 Exchange Apportionment and Allocation.
2. Authorize the Executive Director to sign the 2019/20 Exchange Recipient Agreement between EDCTC and the City of Placerville.
3. Authorize the Executive Director to sign the 2019/20 Exchange Recipient Agreement between EDCTC and El Dorado County.

OPEN FORUM

At this time, any person may comment on any item that is not on the agenda that is within the jurisdiction of the Commission. Please voluntarily state your name for the record. Action will not be taken on any item that is not on the agenda. Items requiring action will be referred to staff and/or placed on the next meeting agenda. Your comments will be limited to no more than three minutes.

BUSINESS ITEMS**4. FISCAL YEAR 2020/2021 FINAL OVERALL WORK PROGRAM, BUDGET, AND GOALS AND OBJECTIVES (THOMPSON)**

REQUESTED ACTION: Adopt Resolution 19/20.18 approving the fiscal Year 2020/2021 Final Overall Work Program, Budget, and Goals and Objectives.

EXECUTIVE DIRECTOR'S REPORT**CALTRANS – COMMISSIONER COMMENTS****ADJOURNMENT**

NOTE: There is no meeting scheduled for July. The next regular meeting is scheduled for 2:00 PM on August 6, 2020 **TENTATIVELY** at 330 Fairlane, Placerville, California.

CONSENT CALENDAR

STAFF REPORT

DATE: MAY 7, 2020
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: JONI RICE, EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION
SUBJECT: MINUTES FOR THE MAY 7, 2020 COMMISSION MEETING

REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the May 7, 2020 Commission meeting.

Approved for Agenda:

Woodrow Deloria, Executive Director

Attachment: May 7, 2020 Minutes



2828 Easy Street, Suite 1, Placerville, CA 95667 www.edctc.org 530.642.5260

Councilmembers Representing City of Placerville: Patty Borelli, Kara Taylor, Dennis Thomas
Supervisors Representing El Dorado County: Shiva Frentzen, John Hidahl, Lori Parlin, Brian Veerkamp
 Woodrow Deloria, Executive Director

DRAFT ACTION MINUTES
 Regular Meeting, **Thursday, May 7, 2020, 2:00 PM**

IMPORTANT NOTICE:

In Response to Coronavirus COVID-19 California Governor Gavin Newsom issued Executive Order N-29-20 on March 17, 2020, relating to the convening of public meetings in light of the COVID-19 pandemic, the El Dorado County Transportation Commission convened this regularly scheduled meeting using an online conference service and was not held at 330 Fair Lane, Placerville. Notice of the location change was made at least 72 hours in advance. All votes were completed with a roll call vote and public comment was accepted.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Frentzen called the meeting to order at 2:02 PM and led the Pledge of Allegiance

ATTENDANCE BY ROLL CALL

Chair Frentzen, Vice Chair Taylor, and Commissioners Borelli, Hidahl, Parlin, Thomas, Veerkamp, and Caltrans Ex Officio Alex Fong. ABSENT: None

ADOPTION OF AGENDA AND CONSENT CALENDAR

Chair Frentzen asked if there were any questions or comments on Consent Calendar items. The Chair recognized that two emails with regard to Agenda Item 6 were received by the Board.

ACTION: Commissioner Hidahl made a motion to adopt the agenda and to approve or adopt items 1-6 on the Consent Calendar. The motion was seconded by Commissioner Veerkamp which carried as follows:

- MOTION/SECOND:** Hidahl/Veerkamp
- AYES:** Borelli, Frentzen, Hidahl, **Parlin***, Taylor, Thomas, Veerkamp
- ABSTAIN:** None
- NOES:** *Commissioner Parlin on Agenda Item 6
- ABSENT:** None

CONSENT CALENDAR

1. MINUTES FOR THE APRIL 2, 2020 COMMISSION MEETING
 REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the April 2, 2020 Commission meeting.
2. MARCH 2020 CHECK REGISTER
 REQUESTED ACTION: Receive and file the March 2020 Check Register.

3. OVERALL WORK PROGRAM BUDGET VS. ACTUAL COMPARISON FISCAL YEAR 2019/2020 JULY-MARCH REPORT
REQUESTED ACTION: Receive and file the Overall Work Program Budget vs. Actual Comparison Fiscal Year 2019/2020 July-March Report.
4. TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2020/2021 APPORTIONMENT AND ALLOCATION FOR LOCAL TRANSPORTATION FUNDS, STATE TRANSIT ASSISTANCE FUNDS, AND STATE OF GOOD REPAIR FUNDS
REQUESTED ACTION: Adopt Resolution 19/20.14 approving the Transportation Development Act Fiscal Year 2020/2021 Apportionment and Allocation for Local Transportation Funds, State Transit Assistance Funds, and State of Good Repair Funds.
5. EL DORADO COUNTY TRANSIT AUTHORITY'S FISCAL YEAR 2020/2021 TRANSPORTATION DEVELOPMENT ACT CLAIM
REQUESTED ACTION: Adopt Resolution 19/20.15 approving the El Dorado County Transit Authority's Fiscal Year 2020/2021 Transportation Development Act Claim in the amount of \$7,014,181.66.
6. PROFESSIONAL SERVICES AGREEMENT AMENDMENT: WESTERN EL DORADO COUNTY BICYCLE TRAVEL OPPORTUNITIES MAP
REQUESTED ACTION: Authorize the Executive Director to sign Amendment 2 of the professional services agreement between EDCTC and Trailhead Labs Inc., to continue support, maintenance, content management, and hosting for the interactive online version of the Western El Dorado County Bicycle Travel Opportunities Map for a not-to-exceed amount of \$3,000, beginning immediately and ending June 30, 2021.

ACTION NOTE: This item was approved on the Consent Calendar. Supervisor Parlin voted no due to constituents' requests.

OPEN FORUM

Comments were received from Jennifer Chapman with regard to the Hot Spot Study.

BUSINESS ITEMS

7. HIGHWAY INFRASTRUCTURE PROGRAM PROGRAMMING
REQUESTED ACTION: Adopt Resolution 19/20.16 to program \$160,457 in Federal Highway Infrastructure Program funds to the Western Placerville Interchanges Phase 2.2 Project.

Comments were received from Rebecca Neves, City of Placerville; and Matt Smeltzer, El Dorado County DOT.

ACTION: Vice Chair Taylor made a motion to adopt the Resolution as requested. The motion was seconded by Commissioner Borelli which carried as follows:

MOTION/SECOND: Taylor/Borelli

AYES: Borelli, Frentzen, Hidahl, Parlin, Taylor Thomas, Veerkamp

ABSTAIN: None

NOES: None

ABSENT: None

EXECUTIVE DIRECTOR'S REPORT

CALTRANS – COMMISSIONER COMMENTS

ADJOURNMENT

The next regular meeting is scheduled for 2:00 PM on June 4, 2020 **TENTATIVELY** at 330 Fairlane, Placerville, California.

CONSENT CALENDAR

STAFF REPORT

DATE: JUNE 4, 2020
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER
SUBJECT: APRIL 2020 CHECK REGISTER

REQUESTED ACTION

Receive and file the April 2020 Check Register (Attachment A).

BACKGROUND AND DISCUSSION

The attached check listing includes seven payments that merit further explanation:

Check # 8778 – Fehr & Peers..... \$2,750.33
Check # 8784 – Fehr & Peers..... \$7,258.45
 February - March professional services for the El Dorado Hills Business Park Community Transportation Plan, Work Element 261. This contract was approved at the April 4, 2019 EDCTC meeting.

Check # 8781 – AIM Consulting, Inc..... \$11,435.58
Check # 8790 – AIM Consulting, Inc..... \$13,051.60
 February - March professional services for the US 50 Recreation Travel Hot Spot Transportation Management Study Placerville Public Engagement, Work Element 254. This contract was approved at the November 1, 2018 EDCTC meeting.

Check # 8786 – De Novo Planning Group..... \$18,575.96
 August - March professional services for the Regional Transportation Plan Environmental Impact Report (EIR), Work Element 200. The contract with De Novo Planning Group was approved at the August 1, 2019 EDCTC meeting.

Check # 8787 – Extreme Towing..... \$11,507.27
 March professional services for the Freeway Service Patrol Program, Work Element 130. The contract with Extreme Towing was approved at the May 5, 2016 EDCTC meeting.

Check # 8791 – Alta Planning & Design..... \$10,730.51
 Final payment including retention for professional services for the El Dorado County and City of Placerville Active Transportation Plans, Work Element 231. This contract was approved at the June 7, 2018 EDCTC meeting.

Approved for Agenda:

 Woodrow Deloria, Executive Director

Attachment A: April 2020 Check Register

**El Dorado County Transportation Commission
Check Register
April 2020**

| <u>Date</u> | <u>Num</u> | <u>Name</u> | <u>Payment</u> | <u>Memo</u> |
|-------------|------------|-----------------------------------|-------------------------|---|
| 04/01/2020 | EFT | Ameritas Life Insurance Corp. | 568.52 | April 2020 Dental and Vision Premiums |
| 04/01/2020 | EFT | Benefit Coordinators Corporation | 213.29 | April 2020 Life/Disability Premiums |
| 04/01/2020 | EFT | CalPERS Health | 6,626.85 | April 2020 Health Premiums |
| 04/07/2020 | 8776 | AT&T | 133.69 | March 2020 Office Phones |
| 04/07/2020 | 8777 | Century Building Maintenance | 450.00 | March 2020 Building Maintenance |
| 04/07/2020 | 8778 | Fehr & Peers | 2,750.33 | * February 2020 EDH Business Park Transportation Plan |
| 04/07/2020 | 8779 | JS West Propane Gas | 65.47 | March 2020 Propane |
| 04/07/2020 | 8780 | The Sacramento Bee | 99.99 | Annual Online Subscription 4/21/20-4/19/21 |
| 04/07/2020 | EFT | National Access LD | 32.53 | March 2020 Long Distance |
| 04/08/2020 | EFT | CalPERS Retirement System | 3,329.12 | April 2020 Contribution #1 |
| 04/15/2020 | 8781 | AIM Consulting, Inc. | 11,435.58 | * Hot Spot Study Placerville Public Engagement |
| 04/15/2020 | 8782 | Rimrock Water Company | 36.62 | March 2020 Water |
| 04/15/2020 | EFT | Cardmember Service - Visa DB | 664.40 | Registration & Flight to CalAct 2020 Conference |
| 04/15/2020 | EFT | Cardmember Service - Visa JR | 360.26 | March 2020 Office Exp |
| 04/15/2020 | EFT | Cardmember Services-Visa WD | 32.61 | Marysville & Sacramento Meetings |
| 04/15/2020 | EFT | De Lage Landen Financial Services | 203.78 | March 2020 Copy Machine Lease Payment |
| 04/21/2020 | 8783 | Cal.net | 64.92 | May 2020 Internet Service Provider |
| 04/21/2020 | 8784 | Fehr & Peers | 7,258.45 | * March 2020 EDH Business Park Transportation Plan |
| 04/21/2020 | 8785 | RTS IT, Inc. | 552.50 | May 2020 ITCare Silver Service Plan |
| 04/21/2020 | EFT | PG&E | 220.76 | April 2020 Utilities |
| 04/22/2020 | EFT | CalPERS Retirement System | 3,329.12 | April 2020 Contribution #2 |
| 04/23/2020 | 8786 | De Novo Planning Group | 18,575.96 | * El Dorado County RTP EIR |
| 04/23/2020 | 8787 | Extreme Towing | 11,507.27 | * March 2020 Freeway Service Patrol |
| 04/23/2020 | 8788 | Steele Building Offices | 4,517.00 | May 2020 Office Rent |
| 04/24/2020 | EFT | QuickBooks Payroll Service | 482.00 | Annual Payroll Renewal |
| 04/24/2020 | EFT | Umpqua Bank | 49.56 | March Analyzed Checking Fee |
| 04/28/2020 | 8789 | VOID | 0.00 | Printing Error |
| 04/28/2020 | 8790 | AIM Consulting, Inc. | 13,051.60 | * Hot Spot Study Placerville Public Engagement |
| 04/28/2020 | 8791 | Alta Planning & Design | 10,730.51 | * County and City Active Transportation Plans Final Payment |
| | | Total | <u><u>97,342.69</u></u> | |

CONSENT CALENDAR**STAFF REPORT**

DATE: JUNE 4, 2020

TO: EL DORADO COUNTY TRANSPORTATION COMMISSION

FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER

SUBJECT: SURFACE TRANSPORTATION BLOCK GRANT PROGRAM FISCAL YEAR 2019/20 EXCHANGE APPORTIONMENT AND FUNDING AGREEMENTS BETWEEN EDCTC AND THE CITY OF PLACERVILLE AND EDCTC AND EL DORADO COUNTY

REQUESTED ACTION

1. Adopt Resolution 19/20.17 (Attachment A) approving the Surface Transportation Block Grant Program (STBGP) FY 2019/20 Exchange Apportionment and Allocation (Attachment B).
2. Authorize the Executive Director to sign the 2019/20 Exchange Recipient Agreement between EDCTC and the City of Placerville (Attachment C).
3. Authorize the Executive Director to sign the 2019/20 Exchange Recipient Agreement between EDCTC and El Dorado County (Attachment D).

BACKGROUND

The Regional Surface Transportation Program (RSTP) now known as the Surface Transportation Block Grant Program (STBGP) was established by California State Statute utilizing Surface Transportation Program Funds that are identified in Section 133 of Title 23 of the United States Code. The State of California allows smaller counties to exchange their apportionment of Federal STBGP funds for State Highway Account funds.

DISCUSSION

The El Dorado County Transportation Commission (EDCTC) distributes the STBGP funds to the City of Placerville and El Dorado County as part of its responsibilities as the Regional Transportation Planning Agency (RTPA) for the Western Slope of El Dorado County. The funds are allocated according to the formula-based distribution policy approved February 3, 2011 with Resolution 10/11.16 (Attachment E). EDCTC executes agreements between EDCTC and the STBGP Exchange recipients to provide contract management and oversight of the program funds.

The City of Placerville approved their 2019/20 exchange appropriation of \$200,000 for the Schnell School Road Overlay project. El Dorado County approved their 2019/20 exchange appropriation of \$587,111 as a match to the Green Valley Road Mound Springs Bridge Replacement project and the Green Valley Road Indian Creek Bridge project.

Approved for Agenda:

Woodrow Deloria, Executive Director

Attachments: A) EDCTC STBGP Resolution 19/20.17
B) 2019/20 STBGP Exchange Apportionment and Allocation
C) City of Placerville FY 2019/20 STBGP Exchange Recipient Agreement
D) El Dorado County FY 2019/20 STBGP Exchange Recipient Agreement
E) EDCTC Resolution 10/11.16 Regional Surface Transportation Exchange Program



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Councilmembers Representing City of Placerville: Patty Borelli, Kara Taylor, Dennis Thomas

Supervisors Representing El Dorado County: Shiva Frentzen, John Hidahl, Lori Parlin, Brian Veerkamp

RESOLUTION NO. 19/20.17

RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING THE SURFACE TRANSPORTATION BLOCK GRANT PROGRAM FISCAL YEAR 2019/20 EXCHANGE APPORTIONMENT AND FUNDING AGREEMENT BETWEEN EDCTC AND EL DORADO COUNTY

WHEREAS, pursuant to California Government Code, Title 7.95, Section 67950, the El Dorado County Transportation Commission (EDCTC) was created as a local planning agency to provide regional transportation planning for the western slope of El Dorado County; and

WHEREAS, California Government Code Section 29532.1(g), identifies EDCTC as the designated regional transportation planning agency for El Dorado County, exclusive of the Lake Tahoe Basin; and is responsible for the planning, allocating and/or programming of funds; and

WHEREAS, the El Dorado County Transportation Commission, as the Regional Transportation Planning Agency, adopted a formula-based distribution policy for the Rural Regional Surface Transportation Program on February 3, 2011. The name of the Regional Surface Transportation Program has been changed to the Surface Transportation Block Grant Program (STBGP);

WHEREAS, EDCTC distributes the STBGP funds using the formula-based distribution policy after an agreement is executed between EDCTC and the STBGP recipient; and

WHEREAS, City of Placerville approved the STBGP Exchange Recipient Agreement programming the funding to the Schnell School Road Overlay at the City Council meeting on April 14, 2020; and

WHEREAS, El Dorado County approved the STBGP Exchange Recipient Agreement programming the funding to the Green Valley Road Mound Springs Bridge project and the Green Valley Road Indian Creek Bridge project at the Board of Supervisor's meeting on May 12, 2020.

NOW THEREFORE, BE IT RESOLVED, that the El Dorado County Transportation Commission make the following apportionment and allocation of FY 2019/20 STBGP Exchange funds:

- To El Dorado County Transportation Commission in the amount of \$87,457
- To the City of Placerville in the amount of \$200,000
- To El Dorado County in the amount of \$587,111

BE IT FURTHER RESOLVED, the Executive Director is authorized to sign the Agreements between EDCTC and the City of Placerville and EDCTC and El Dorado County.

PASSED AND ADOPTED, by the El Dorado County Transportation Commission at their regular meeting on June 4, 2020 by the following vote:

Vote Pending

Attest:

Shiva Frentzen, Chairperson

Joni G. Rice, Secretary to the Commission

DRAFT

**SURFACE TRANSPORTATION BLOCK GRANT PROGRAM
(RURAL STBGP EXCHANGE)
FY 2019/20 APPORTIONMENT AND ALLOCATION**

El Dorado County West Slope STBGP FY 2019/20 Allocation 874,568.00

Total Balance Available for Apportionment 874,568.00

FY 2019/20 ALLOCATIONS

EDCTC Rural STBGP Planning and Programming (10% of Rural STBGP Exchange Funds) 87,457.00

Regional Priority Project -

Subtotal 87,457.00

**Remaining Balance Available for Formulaic Distribution to:
EDC Department of Transportation and City of Placerville 787,111.00**

City of Placerville - 19.2% (9.6% of Eligible Road Miles x 2) of Available Balance or \$200,000 (whichever is greater)

| | | | |
|-----------------------------------|-------------------|-----------------------------|-------------------|
| <i>19.2% of Available Funds =</i> | <i>151,125.31</i> | <i>or Minimum \$200,000</i> | <u>200,000.00</u> |
|-----------------------------------|-------------------|-----------------------------|-------------------|

EDC Department of Transportation - 80.8% of Available Balance or Balance of Remaining Funds 587,111.00

Total City of Placerville & El Dorado County Allocations 787,111.00

Total All Allocations 874,568.00

**AGREEMENT BETWEEN THE
EL DORADO COUNTY TRANSPORTATION COMMISSION
AND CITY OF PLACERVILLE FOR FY 2019/20
SURFACE TRANSPORTATION BLOCK GRANT PROGRAM
EXCHANGE FUNDS**

This agreement is made on April 30, 2020 by and between the El Dorado County Transportation Commission, hereinafter referred to as “EDCTC,” and City of Placerville, hereinafter referred to as “STBGP Exchange Recipient.”

WHEREAS, as authorized by section 182.6(g) of the Streets and Highways Code, EDCTC has entered into agreement X20-6157(070) with the State of California, through the Department of Transportation (Caltrans), to assign a defined portion of its annual Surface Transportation Block Grant Program (STBGP) apportionment to Caltrans in exchange for fiscal year (FY) 2019/20 nonfederal State Highway Account funds; and

WHEREAS, EDCTC is authorized to use these exchanged funds (hereinafter STBGP Exchange Funds) to assist local agencies to promote projects which otherwise qualify for STBGP funds; and

WHEREAS, EDCTC is required to execute formal written agreements between EDCTC and STBGP Exchange Recipients and provide oversight of the program funds; and

WHEREAS, the FY 2019/20 STBGP Exchange funds will be paid to the City of Placerville per the formula based distribution policy adopted by the EDCTC on February 3, 2011 after approval by the El Dorado County Transportation Commission and execution of this agreement; and

WHEREAS, EDCTC is implementing this agreement and Exhibit A to perform contract management and oversight of the STBGP Exchange Funds; and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, THE PARTIES HERETO AGREE AS FOLLOWS:

1. The STBGP Exchange Recipient agrees to use the funds only for the STBGP Exchange eligible project(s) described in Exhibit A.
2. The projects described in Exhibit A, and the amounts allocated therefore, may be amended from time to time without changing the rest of this Agreement, by means of approval by the EDCTC Board of a revised Exhibit A, which shall be designated by a date and number (e.g., “Exhibit A-1 (DATE)”).
3. The STBGP Exchange Recipient agrees to mention EDCTC’s role in funding the project in any press release or media event held by the STBGP Exchange Recipient at the beginning and completion of the construction phase of the STBGP funded project.
4. EDCTC agrees to allocate all of these Funds only for those projects implemented by cities, counties, and other STBGP Eligible agencies as are authorized under Article XIX of the California State Constitution, in accordance with the requirements of Section 182.6(d)(1) of the Streets and Highways Code.

5. The STBGP Exchange Recipient agrees to submit a status report to EDCTC by April 30 each year with the details of the STBGP funding by project on Exhibit A.
6. STBGP Exchange Recipient agrees to establish a special account within its Special Gas Tax Fund for the purpose of depositing therein all payments received from EDCTC pursuant to this agreement.
7. The STBGP Exchange Recipient agrees to have a City Council approved budget appropriation of the STBGP Exchange project(s) within three years of the date of this agreement. The expiration date of these funds will be five years from the date funds were allocated by the EDCTC. Failure to complete the STBGP Exchange project(s) within the five years shall allow EDCTC to request repayment from the STBGP Exchange Recipient and reprogram such Exchange Funds for other purposes.
8. COST PRINCIPLES
 - A. EDCTC and STBGP Exchange Recipient agree to comply with Office of Management and Budget Supercircular 2 CFR 200, Cost Principles for State and Local Government and the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
 - B. STBGP Exchange Recipients will be obligated to agree that (A) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, Et Seq., shall be used to determine the allowability of individual project cost items and (B) STBGP Exchange Recipients shall comply with Federal Administrative Procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements To State And Local Governments. Every sub-recipient receiving funds as a contractor or sub-contractor under this agreement shall comply with Federal administrative procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
 - C. Any Fund expenditures for costs which STBGP Exchange Recipient has received payment or credit that are determined by subsequent audit to be unallowable under Office of Management and Budget Supercircular 2 CFR 200 are subject to repayment to EDCTC and Caltrans. The implementation of the Supercircular will cancel 49 CFR Part 18.
9. THIRD PARTY CONTRACTING
 - A. STBGP Exchange Recipient shall not award a construction contract over \$10,000 or other contracts over \$25,000 on the basis of a noncompetitive negotiation for work to be performed using Funds without the prior written approval of Caltrans. This provision shall not apply to professional service contracts of the type which are required to be procured in accordance with Government Code Sections 4525 (d), (e), and (f).
 - B. STBGP Exchange Recipient agrees that any subcontract or agreement entered into by STBGP Exchange Recipient using Funds received pursuant to this Agreement shall contain all of the fiscal provisions of this Agreement; and shall mandate that travel

and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as project costs only after those costs are incurred and paid for by the subcontractors and only if consistent with Paragraph 12, below.

- C. In addition to the above, the pre-award requirements of third party contractor/consultants with STBGP Exchange Recipient shall be consistent with Local Program Procedures as published by Caltrans.

10. ACCOUNTING SYSTEM

STBGP Exchange Recipient, its contractors and subcontractors, shall establish and maintain an accounting system and records that properly accumulate and segregate Fund expenditures by line item. The accounting system of STBGP Exchange Recipient, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for project payments.

11. RIGHT TO AUDIT

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

12. TRAVEL AND SUBSISTENCE

Payments to STBGP Exchange Recipient for travel and subsistence expenses of STBGP Exchange Recipient forces and/or its contractors or subcontractors, claimed for reimbursement or applied as local match credit, shall not exceed rates authorized to be paid exempt non-represented State employees under current State of California Department of Human Resources (Cal HR) rules. If the rates invoiced are in excess of those authorized Cal HR rates, then STBGP Exchange Recipient is responsible for the cost difference and any overpayments shall be reimbursed to EDCTC and Caltrans on demand.

13. PROJECT COMPLETION

STBGP Exchange Recipient agrees to provide to EDCTC a report summarizing total project costs and milestones for each project using this STBGP Exchange funding within sixty (60) days of completion.

14. TERMINATION DATE

This Agreement shall remain in effect for a period of five (5) years from the execution date of this Agreement.

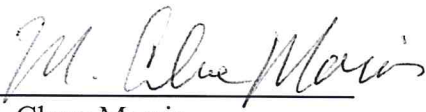
IN WITNESS WHEREOF, EDCTC and STBGP Exchange Recipient execute this Agreement as follows:

EL DORADO COUNTY TRANSPORTATION COMMISSION

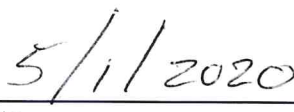
Woodrow Deloria
Executive Director

Date

STBGP Exchange Recipient:
CITY OF PLACERVILLE



M. Cleve Morris
City Manager



Date

EXHIBIT A

FY 2019/20

El Dorado County Transportation Commission
 Agreement # X20-6157 (070)
 Surface Transportation Block Grant Program - Exchange Funds

EDCTC allocation to the City of Placerville approved on _____ : \$200,000

| Agency | Commission Approval Date | Fund Expiration Date | Project | Project Cost Estimate |
|---------------------|--------------------------------|----------------------------|---|-----------------------------|
| City of Placerville | | | Schnell School Road Overlay (CIP #42018) | \$200,000 |
| | | | Total | <u>\$200,000</u> |

**AGREEMENT BETWEEN THE
EL DORADO COUNTY TRANSPORTATION COMMISSION
AND EL DORADO COUNTY DEPARTMENT OF TRANSPORTATION
FOR FY 2019/20 SURFACE TRANSPORTATION BLOCK GRANT PROGRAM
EXCHANGE FUNDS**

This agreement is made on _____ by and between the El Dorado County Transportation Commission, hereinafter referred to as “EDCTC,” and El Dorado County Department of Transportation, hereinafter referred to as “STBGP Exchange Recipient.”

WHEREAS, as authorized by section 182.6(g) of the Streets and Highways Code, EDCTC has entered into agreement X20-6157(070) with the State of California, through the Department of Transportation (Caltrans), to assign a defined portion of its annual Surface Transportation Block Grant Program (STBGP) apportionment to Caltrans in exchange for fiscal year (FY) 2019/20 nonfederal State Highway Account funds; and

WHEREAS, EDCTC is authorized to use these exchanged funds (hereinafter STBGP Exchange Funds) to assist local agencies to promote projects which otherwise qualify for STBGP funds; and

WHEREAS, EDCTC is required to execute formal written agreements between EDCTC and STBGP Exchange Recipients and provide oversight of the program funds; and

WHEREAS, the FY 2019/20 STBGP Exchange funds will be paid to El Dorado County Department of Transportation per the formula based distribution policy adopted by EDCTC on February 3, 2011 after approval by the El Dorado County Transportation Commission and execution of this agreement; and

WHEREAS, EDCTC is implementing this agreement and Exhibit A to perform contract management and oversight of the STBGP Exchange Funds; and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, THE PARTIES HERETO AGREE AS FOLLOWS:

1. The STBGP Exchange Recipient agrees to use the funds only for the STBGP Exchange eligible project(s) described in Exhibit A.
2. The projects described in Exhibit A, and the amounts allocated therefore, may be amended from time to time without changing the rest of this Agreement, by means of approval by the EDCTC Board of a revised Exhibit A, which shall be designated by a date and number (e.g., “Exhibit A-1 (DATE)”).
3. The STBGP Exchange Recipient agrees to mention EDCTC’s role in funding the project in any press release or media event held by the STBGP Exchange Recipient to promote a STBGP funded project.
4. EDCTC agrees to allocate all of these Funds only for those projects implemented by cities, counties, and other STBGP Eligible agencies as are authorized under Article XIX of the

California State Constitution, in accordance with the requirements of Section 182.6(d)(1) of the Streets and Highways Code.

5. The STBGP Exchange Recipient agrees to submit a status report to EDCTC by April 30 each year with the details of the STBGP funding by project listed on Exhibit A.
6. STBGP Exchange Recipient agrees to establish a special account within its Road Fund for the purpose of depositing therein all payments received from EDCTC pursuant to this agreement.
7. The STBGP Exchange Recipient agrees to have an approved budget appropriation of the STBGP Exchange project(s) within three years. The expiration date of these funds will be five years from the date funds were allocated by the El Dorado County Transportation Commission. Failure to complete the STBGP Exchange project(s) within the five years shall allow EDCTC to request repayment from the STBGP Exchange Recipient and reprogram such Exchange Funds for other purposes.

8. COST PRINCIPLES

- A. EDCTC and STBGP Exchange Recipient agrees to comply with Office of Management and Budget Supercircular 2 CFR 200, Cost Principles for State and Local Government and the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- B. STBGP Exchange Recipients will be obligated to agree that (A) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, Et Seq., shall be used to determine the allowability of individual project cost items and (B) STBGP Exchange Recipients shall comply with Federal Administrative Procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements To State And Local Governments. Every sub-recipient receiving funds as a contractor or sub-contractor under this agreement shall comply with Federal administrative procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- C. Any Fund expenditures for costs which STBGP Exchange Recipient has received payment or credit that are determined by subsequent audit to be unallowable under Office of Management and Budget Supercircular 2 CFR 200 are subject to repayment to EDCTC and Caltrans. The implementation of the Supercircular will cancel 49 CFR Part 18.

9. THIRD PARTY CONTRACTING

- A. STBGP Exchange Recipient shall not award a construction contract over \$10,000 or other contracts over \$25,000 on the basis of a noncompetitive negotiation for work to be performed using Funds without the prior written approval of Caltrans. This provision shall not apply to professional service contracts of the type which are required to be procured in accordance with Government Code Sections 4525 (d), (e), and (f).
- B. STBGP Exchange Recipient agrees that any subcontract or agreement entered into by

STBGP Exchange Recipient using Funds received pursuant to this Agreement shall contain all of the fiscal provisions of this Agreement; and shall mandate that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as project costs only after those costs are incurred and paid for by the subcontractors and only if consistent with Paragraph 12, below.

- C. In addition to the above, the pre-award requirements of third party contractor/ consultants with STBGP Exchange Recipient shall be consistent with Local Program Procedures as published by Caltrans.

10. ACCOUNTING SYSTEM

STBGP Exchange Recipient, its contractors and subcontractors, shall establish and maintain an accounting system and records that properly accumulate and segregate Fund expenditures by line item. The accounting system of STBGP Exchange Recipient, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for project payments.

11. RIGHT TO AUDIT

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

12. TRAVEL AND SUBSISTENCE

Payments to STBGP Exchange Recipient for travel and subsistence expenses of STBGP Exchange Recipient forces and/or its contractors or subcontractors, claimed for reimbursement or applied as local match credit, shall not exceed rates authorized to be paid exempt non-represented State employees under current State of California Department of Human Resources (Cal HR) rules. If the rates invoiced are in excess of those authorized Cal HR rates, then STBGP Exchange Recipient is responsible for the cost difference and any overpayments shall be reimbursed to EDCTC and Caltrans on demand.

13. PROJECT COMPLETION

STBGP Exchange Recipient agrees to provide to EDCTC a report summarizing total project costs and milestones for each project using this STBGP Exchange funding within sixty (60) days of completion.

14. TERMINATION DATE

This Agreement shall remain in effect for a period of five (5) years from the execution date

of this Agreement.

IN WITNESS WHEREOF, EDCTC and STBGP Exchange Recipient execute this Agreement as follows:

EL DORADO COUNTY TRANSPORTATION COMMISSION

Woodrow Deloria
Executive Director

Date

STBGP Exchange Recipient:
EL DORADO COUNTY

Brian Veerkamp, Chair
El Dorado County Board of Supervisors

Date

EXHIBIT A

FY 2019/20

El Dorado County Transportation Commission
 Agreement # X20-6157 (070)
 Surface Transportation Block Grant Program - Exchange Funds

EDCTC allocation to El Dorado County Department of Transportation approved on _____ : \$ 587,111.00

| Agency | Commission Approval Date | Fund Expiration Date | Project | Cost Estimate-STBGP Share |
|------------------|--------------------------|----------------------|---|---------------------------|
| El Dorado County | | | #77127 Green Valley Rd Bridge over Indian Creek | \$293,555.00 |
| El Dorado County | | | #77136 Green Valley Rd @ Mound Springs Bridge Replacement | \$293,556.00 |
| El Dorado County | | | | |
| El Dorado County | | | | |
| Total | | | | <u>\$587,111.00</u> |



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| | |
|---|--|
| <p>Councilmembers Representing City of Placerville Patty Borelli, Vice Chair Mark Acuna Carl Hagen Kathryn Mathews, Executive Director</p> | <p>Supervisors Representing El Dorado County John Knight, Chair Ray Nutting Jack Sweeney</p> |
|---|--|

RESOLUTION 10/11.16

**RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION
 APPROVING THE POLICY FOR FORMULA-BASED DISTRIBUTION OF
 RURAL REGIONAL SURFACE TRANSPORTATION PROGRAM FUNDS**

WHEREAS, pursuant to California Government Code, Title 7.91, Section 67950, the El Dorado County Transportation Commission (EDCTC) was created as a local planning agency to provide regional transportation planning for the area of El Dorado County, exclusive of the Lake Tahoe Basin; and

WHEREAS, California Government Code Section 29532.1(g), identifies EDCTC as the designated regional transportation planning agency for El Dorado County, exclusive of the Lake Tahoe Basin; and is responsible for the planning, allocating and/or programming of funds; and

WHEREAS, Caltrans exchanges Federal RSTP Funds for State Funds for EDCTC as a Rural Regional Transportation Planning Agency; and

WHEREAS, it is the responsibility of the El Dorado County Transportation Commission, in accordance with Caltrans Local Assistance Program Guidance, as the Regional Transportation Planning Agency (RTPA) receiving an apportionment of Rural RSTP funding, to “provide application rules for project listings” in our jurisdiction; and

WHEREAS, EDCTC and partner jurisdictions have developed a method for formula-based distribution of Rural RSTP Funds; as follows;

- To EDCTC for Overall Work Program, including: planning, programming, project monitoring, and grant matching funds, up to a maximum of 10% of available RSTP; and
- To a regional project, as determined by EDCTC jurisdictions, annually, when applicable; and
- To the City of Placerville utilizing 2 times the City’s RSTP Eligible centerline mileage, applied as a percentage to available funds, or \$200,000, whichever is greater; and
- To the El Dorado County Department of Transportation, all remaining funds; and

WHEREAS, the formula shall be applied annually upon EDCTC’s receipt of estimated or actual funding levels for Rural RSTP; and

WHEREAS, the policy shall be reviewed every ten years, or upon incorporation of a new jurisdiction, or at the request of the City of Placerville, El Dorado County, or El Dorado County Transit Authority; and

NOW THEREFORE, BE IT RESOLVED, that the El Dorado County Transportation Commission approves the policy for formula-based distribution of Rural RSTP funding.

PASSED AND APPROVED, by the El Dorado County Transportation Commission governing body at the regular meeting held on February 3, 2011, by the following vote:

AYES: Acuna, Borelli, Briggs, Hagen, Knight, Nutting, Sweeney
NOES: None
ABSTAIN: None
ABSENT: None



Patty Borelli, Chairperson

Attest:



Joni G. Rice, Secretary to the Commission

BUSINESS ITEM**STAFF REPORT**

DATE: JUNE 4, 2020
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER
SUBJECT: FISCAL YEAR 2020/2021 FINAL OVERALL WORK PROGRAM, BUDGET,
AND GOALS AND OBJECTIVES

REQUESTED ACTION

Adopt Resolution 19/20.18 (Attachment A), approving the Fiscal Year (FY) 2020/2021 Final Overall Work Program, Budget, and Goals and Objectives (Attachment B).

BACKGROUND

The Overall Work Program (OWP) and Budget is the work plan for EDCTC and contains a description of the activities to be undertaken by the Commission in the coming fiscal year along with detailed budget information.

DISCUSSION

The Draft OWP was presented at the March 5, 2020 Commission Meeting. The following change was made to the Final OWP and Budget:

- Work Element 254, the Recreation Travel Hot Spot Transportation Management Study US 50 Placerville Public Engagement project was expected to be finished during the current fiscal year and it was not included in the FY 2020/2021 Draft OWP. The project was added to the Final OWP to complete the traffic modeling and an additional public meeting.

Amendments to the OWP will be processed during the FY 2020/2021 to reflect changes such as grant funding carry over balances and new grant funding. During FY 2020/2021, we will continue to monitor the impacts of COVID-19 on funding and make any necessary adjustments in an amendment to the OWP and Budget.

The budget detail was reviewed with Chair Frentzen and Commissioner Borelli on May 27, 2020.

The total amount of the FY 2020/2021 Final OWP and Budget is \$1,623,846.73 which is an increase of 1.5% from the Draft OWP and Budget due to the remaining work on the Recreation Travel Hot Spot Transportation Management Study US 50 Placerville Public Engagement project.

Approved for Agenda:

Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 19/20.18
B) FY 2020/2021 Final Overall Work Program, Budget, and Goals and Objectives
(provided under separate cover)



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Councilmembers Representing City of Placerville: Patty Borelli, Kara Taylor, Dennis Thomas

Supervisors Representing El Dorado County: Shiva Frentzen, John Hidahl, Lori Parlin, Brian Veerkamp

RESOLUTION 19/20.18

**RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION
APPROVING FISCAL YEAR 2020/2021 FINAL
OVERALL WORK PROGRAM, BUDGET, AND GOALS AND OBJECTIVES**

WHEREAS, pursuant to California Government Code, Title 7.95, Section 67950, the El Dorado County Transportation Commission (EDCTC) was created as a local planning agency to provide regional transportation planning for the area of El Dorado County, exclusive of the Lake Tahoe Basin; and

WHEREAS, California Government Code Section 29532.1(g) identifies EDCTC as the designated regional transportation planning agency for El Dorado County, exclusive of the Lake Tahoe Basin; and is responsible for the planning, allocating and/or programming of funds; and

WHEREAS, the Fiscal Year (FY) 2020/2021 Overall Work Program, Budget and Goals and Objectives (OWP) is the primary management tool for the El Dorado County Transportation Commission, identifies the activities and a schedule of work for regional transportation planning in El Dorado County, and is a requirement of the Memorandum of Understanding between the El Dorado County Transportation Commission and Caltrans; and

WHEREAS, the EDCTC cafeteria plan budget for FY 2020/2021 is \$1,084 per pay period; and

WHEREAS, the Draft OWP was presented at the March 5, 2020 Commission meeting.

NOW, THEREFORE, BE IT RESOLVED, that the El Dorado County Transportation Commission hereby approves the FY 2020/2021 Final Overall Work Program, Budget, Goals and Objectives with a total budget of \$1,623,846.73.

PASSED AND APPROVED by the El Dorado County Transportation Commission governing body at the regular meeting held on June 4, 2020 by the following vote:

Vote Pending

Attest:

Shiva Frentzen, Chairperson

Joni G. Rice, Secretary to the Commission