



TECHNICAL ADVISORY COMMITTEE

AGENDA

Monday, November 27, 2023, 1:30 PM

To join the meeting:

The virtual meeting access information will be emailed.

DRAFT COMMISSION AGENDA REVIEW

CONSENT CALENDAR

- 1.** MINUTES FOR THE NOVEMBER 2, 2023, COMMISSION MEETING (KEFFER)
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the November 2, 2023, Commission meeting.
- 2.** OCTOBER 2023 CHECK REGISTER (THOMPSON)
REQUESTED ACTION: Receive and file the October 2023 Check Register.
- 3.** 2024 COMMISSION MEETING CALENDAR (KEFFER)
REQUESTED ACTION: Consider and adopt the meeting calendar for 2024 and cancel the July 4th meeting.
- 4.** DESIGNATE A REPRESENTATIVE FOR THE 2024 CAP-TO-CAP ADVOCACY EFFORT (DELORIA)
REQUESTED ACTION: Designate the Executive Director to represent El Dorado County Transportation Commission at the 2024 Cap-to-Cap advocacy effort, in Washington D.C., scheduled for April 13th through April 17th, 2023.
- 5.** OVERALL WORK PROGRAM BUDGET VS. ACTUAL COMPARISON FISCAL YEAR 2023/24 REPORT (THOMPSON)
REQUESTED ACTION: Receive and file the Overall Work Program Budget vs. Actual Comparison Fiscal Year 2023/24 July-September Report.

NOTICED PUBLIC HEARINGS – 2:00 PM Allotted Time

- 6.** 2024 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (BOLSTER)
REQUESTED ACTION:
 - Open public hearing regarding the El Dorado County Transportation Commission 2024 Regional Transportation Improvement Program
 - Accept public comment
 - Close public hearing
 - Adopt Resolution 23/24.10 adopting the 2024 El Dorado County RTIP and direct the Executive Director to submit the 2024 RTIP to the California Transportation Commission.

BUSINESS ITEM

- 7.** FISCAL YEAR 2022/23 AUDIT REPORTS (THOMPSON)
REQUESTED ACTION: Receive and file the Fiscal Year 2022/23 Audit Reports.
- 8.** US 50 CAMINO SIGNAGE AND WAYFINDING – ACCESS MITIGATION PLAN RATIFICATION OF ADVISORY COMMITTEE (DELORIA)
REQUESTED ACTION: Ratify the US 50 Camino Signage and Wayfinding – Access Mitigation Plan Advisory Committee Member Matrix.

- 9.** GOALS AND OBJECTIVES FOR CALENDAR YEAR 2024 (DELORIA)
REQUESTED ACTION: Adopt the Calendar Year Goals and Objectives for the Executive Director as established during today's discussion.

MEMBER SHARING

ADJOURNMENT

The next TAC meeting is scheduled for January 22, 2024.

CONSENT CALENDAR

STAFF REPORT

DATE: DECEMBER 7, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: DANA KEFFER, ADMINISTRATIVE ANALYST/SECRETARY TO THE COMMISSION
SUBJECT: NOVEMBER 2, 2023 COMMISSION MEETING

REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes (Attachment A) for the November 2, 2023 Commission meeting.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: November 2, 2023 Minutes



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

Councilmembers Representing City of Placerville: John Clerici, Jackie Neau, Michael Saragosa

Supervisors Representing El Dorado County: John Hidahl, Lori Parlin, Wendy Thomas, George Turnboo

Woodrow Deloria, Executive Director

ACTION MINUTES

Regular Meeting, Thursday, November 2, 2023, 2:00 PM

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Clerici called the meeting to order at 2:02 PM and Vice Chair Thomas led the Pledge of Allegiance.

ATTENDANCE: Chair Clerici, Vice Chair Thomas, Commissioners Neau, Parlin, Turnboo, Caltrans Ex Officio Manpreet Ark, and South Lake Tahoe Ex Officio Cody Bass. ABSENT: Commissioner Hidahl

ADOPTION OF AGENDA AND CONSENT CALENDAR

There were no public comments received.

ACTION: Commissioner Parlin made a motion to adopt the agenda and to approve or adopt items 1-5 on the Consent Calendar. The motion was seconded by Vice Chair Thomas which carried as follows:

MOTION/SECOND: Parlin/Thomas

AYES: Clerici, Neau, Parlin, Saragosa, Thomas, Turnboo

ABSTAIN: None

NOES: None

ABSENT: Hidahl

1. MINUTES FOR THE OCTOBER 5, 2023, COMMISSION MEETING

REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the October 5, 2023, Commission meeting.

2. SEPTEMBER 2023 CHECK REGISTER

REQUESTED ACTION: Receive and file the September 2023 Check Register.

3. OVERALL WORK PROGRAM BUDGET VS. ACTUAL COMPARISON FISCAL YEAR 2022/23 REPORT

REQUESTED ACTION: Receive and file the Overall Work Program Budget vs. Actual Comparison Fiscal Year 2022/23 July-June Report.

4. FIRST AMENDMENT TO THE EL DORADO COUNTY SURFACE TRANSPORTATION BLOCK GRANT PROGRAM EXCHANGE RECIPIENT AGREEMENT FOR FISCAL YEAR 2018/19 AND FIRST AMENDMENT TO THE EL DORADO COUNTY SURFACE TRANSPORTATION BLOCK GRANT PROGRAM EXCHANGE RECIPIENT AGREEMENT FOR FISCAL YEAR 2019/20

REQUESTED ACTION:

1. Authorize the Executive Director to sign the First Amendment to the Agreement between the El Dorado County Transportation Commission and El Dorado County for Fiscal Year 2018/19 Surface Transportation Block Grant Program Exchange Funds

2. Authorize the Executive Director to sign the First Amendment to the Agreement between the El Dorado County Transportation Commission and El Dorado County for Fiscal Year 2019/20 Surface Transportation Block Grant Program Exchange Funds
5. FIRST AMENDMENT TO THE EL DORADO COUNTY SURFACE TRANSPORTATION BLOCK GRANT PROGRAM EXCHANGE RECIPIENT AGREEMENT FOR FISCAL YEAR 2022/23
REQUESTED ACTION: Authorize the Executive Director to sign the First Amendment to the Agreement between the El Dorado County Transportation Commission and El Dorado County for Fiscal Year 2022/23 Surface Transportation Block Grant Program Exchange funds.

OPEN FORUM

There was no public comment.

BUSINESS ITEMS

6. TRANSIT AND INTERCITY RAIL CAPITAL PROGRAM AND ZERO EMISSION TRANSIT CAPITAL PROGRAM FISCAL YEAR 2023/24 FUNDING ALLOCATION
REQUESTED ACTION: Adopt Resolution 23/24.09 allocating \$9,085,857 in Fiscal Year 2023/24 Transit and Intercity Rail Capital Program Funds and \$971,781 in Fiscal Year 2023/24 Zero Emission Transit Capital Program Fund to the El Dorado County Transit Authority.

There were no public comments received.

ACTION: Commissioner Saragosa made a motion to authorize the requested action as stated. The motion was seconded by Commissioner Neau which carried as follows:

MOTION/SECOND: Saragosa/Neau
AYES: Clerici, Neau, Parlin, Saragosa, Thomas, Turnboo
ABSTAIN: None
NOES: None
ABSENT: Hidahl

7. 2025-2045 REGIONAL TRANSPORTATION PLAN COMMENCEMENT AND RATIFICATION OF ADVISORY COMMITTEE
REQUESTED ACTION: Commence the update of the 2025-2045 El Dorado County Regional Transportation Plan and ratify the Regional Transportation Plan Advisory Committee Member Matrix.

ACTION: Commissioner Turnboo made a motion to authorize the requested action as stated. The motion was seconded by Commissioner Saragosa which carried as follows:

MOTION/SECOND: Turnboo/Saragosa
AYES: Clerici, Neau, Parlin, Saragosa, Thomas, Turnboo
ABSTAIN: None
NOES: None
ABSENT: Hidahl

EXECUTIVE DIRECTOR'S REPORT

SOUTH LAKE TAHOE - CALTRANS – COMMISSIONER COMMENTS

ADJOURNMENT

The meeting was adjourned at 3:07pm.

The next regular meeting is scheduled for 2:00pm on December 7, 2023, at 330 Fair Lane Placerville, California.

CONSENT CALENDAR

STAFF REPORT

DATE: DECEMBER 7, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, FISCAL OFFICER
SUBJECT: OCTOBER 2023 CHECK REGISTER

REQUESTED ACTION

Receive and file the October 2023 Check Register (Attachment A).

BACKGROUND AND DISCUSSION

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

- DKS Associates*..... \$3,058.42
- DKS Associates*..... \$10,320.59
August through September 2023 professional services for the Wildfire Evacuation Preparedness Plan, Work Element 265. The contract was approved at the March 3, 2022, EDCTC meeting.
- Extreme Towing*..... \$13,253.21
September 2023 professional services for the Freeway Service Patrol Program, Work Element 130. The contract with Extreme Towing was approved at the May 6, 2021, EDCTC meeting.
- DKS Associates*..... \$1,845.88
- DKS Associates*..... \$5,473.05
August through September 2023 public outreach services for the Wildfire Evacuation Preparedness Plan, Work Element 265SHA. The contract was approved at the March 2, 2023, EDCTC meeting.
- Economic Development Corporation of El Dorado County*..... \$9,000.00
FY 2023/24 shared costs to access Zartico software which uses geolocation data to understand visitor movements with an emphasis on tourism, events, and financial transactions which EDCTC will use in future grant applications and planning studies.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: October 2023 Check Register

**El Dorado County Transportation Commission
Check Register
October 2023**

Date	Name	Payment	Memo
10/02/2023	Airespring	668.95	October 2023 Fiber Optic Internet
10/02/2023	Ameritas Life Insurance Corp.	630.40	October 2023 Dental
10/02/2023	Ameritas Life Insurance Corp.	78.88	October 2023 Vision
10/02/2023	Benefit Coordinators Corporation	231.55	October 2023 Life/Disability Premiums
10/02/2023	CalPERS Health	8,035.27	October 2023 Health Premiums
10/02/2023	Century Building Maintenance	500.00	September 2023 Building Maintenance
10/02/2023	De Lage Landen Financial Services	203.78	October 2023 Copy Machine Lease Payment
10/02/2023	El Dorado Hills Chamber of Commerce	225.00	Membership 11/1/23-10/31/24
10/02/2023	PG&E	436.30	08/11/23-09/12/23 Utilities
10/02/2023	RTS IT, Inc.	1,070.00	October 2023 ITCare Silver Service Plan
10/04/2023	CalPERS Retirement System	4,187.27	October 2023 Contribution #1
10/04/2023	CalPERS Retirement System	473.83	October 2023 PEPRA Contribution #1
10/10/2023	DKS Associates	3,058.42	* August 2023 -Wildfire Evac Preparedness WE 265
10/10/2023	Elan Financial Services - Visa DK	270.51	ADA Compliant Website, Misc Office Expense
10/10/2023	Elan Financial Services - Visa KT	137.28	Zoom Meetings and September Office Expenses
10/10/2023	Elan Financial Services - Visa WD	3.75	Sacramento Parking
10/10/2023	Extreme Towing	13,253.21	* September 2023 Freeway Service Patrol
10/10/2023	Sierra Office Supply & Printing	86.82	October 2023 Office Supplies
10/10/2023	DKS Associates	1,845.88	* August 2023 Public Outreach -WF Evac Preparedness WE 265A
10/16/2023	Economic Development Corporation of EDC	9,000.00	* Zartico software shared use per agreement with Chamber
10/18/2023	CalPERS Retirement System	4,187.27	October 2023 Contribution #2
10/18/2023	CalPERS Retirement System	473.83	October 2023 PEPRA Contribution #2
10/20/2023	Umpqua Bank	59.50	September 2023 Analyzed Checking Fee
10/23/2023	DKS Associates	5,473.05	* September 2023 Public Outreach -WF Evac Preparedness WE265A
10/23/2023	Sloan Sakai Yeung & Wong LLP	319.00	September 2023 Legal Services
10/23/2023	DKS Associates	10,320.59	* September 2023 Wildfire Evac Preparedness WE265
10/25/2023	PG&E	699.84	09/12/23-10/11/23 Utilities
		<u>65,930.18</u>	
	Total	<u>65,930.18</u>	

CONSENT CALENDAR**STAFF REPORT**

DATE: DECEMBER 7, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: DANA KEFFER, ADMINISTRATIVE ANALYST/SECRETARY TO THE COMMISSION
SUBJECT: 2024 COMMISSION MEETING CALENDAR

REQUESTED ACTION

Consider and adopt the meeting calendar for 2024 and cancel the July 4th meeting.

BACKGROUND

El Dorado County Transportation Commission Bylaws state that the Commission meets the first Thursday of every month at 2:00 PM (or immediately following the El Dorado County Transit Authority meeting, whichever is later) in the El Dorado County Board of Supervisors' Chambers at 330 Fair Lane in Placerville.

DISCUSSION

The proposed 2024 meeting schedule is attached. Staff recommends cancelling the July 4th meeting. The Chambers have been confirmed as available for the 2024 meeting dates.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: EDCTC proposed meeting schedule for 2024 for the Commission meetings.

EL DORADO COUNTY TRANSPORTATION COMMISSION MEETING SCHEDULE FOR 2024

Meetings are scheduled for 2:00 PM first Thursday of most months
in the EDC Supervisors' Chambers 330 Fair Lane, Placerville

Commission Meeting Dates
No meeting scheduled in January
02/01
03/07
04/04
05/02
06/09
07/04 Cancelled
08/01
09/05
10/03
11/07
12/05

2024 Commissioners

**REPRESENTING
THE CITY OF PLACERVILLE**

John Clerici
Jackie Neau
Michael Saragosa
David Yarbrough - Alternate

**REPRESENTING
EL DORADO COUNTY**

John Hidahl, District 1
Lori Parlin, District 4
George Turnboo, District 2
Wendy Thomas, District 3

Alex Fong, Ex Officio, Caltrans
Cody Bass, Ex Officio, Tahoe

CONSENT CALENDAR**STAFF REPORT**

DATE: DECEMBER 7, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: WOODROW DELORIA, EXECUTIVE DIRECTOR
SUBJECT: DESIGNATE A REPRESENTATIVE FOR THE 2024 CAP-TO-CAP
ADVOCACY EFFORT

REQUESTED ACTION

Designate the Executive Director to represent El Dorado County Transportation Commission (EDCTC) at the 2024 Cap-to-Cap advocacy effort, in Washington D.C., scheduled for April 13th through April 17th 2024.

BACKGROUND

The Sacramento Metropolitan Chamber of Commerce sponsors a trip to Washington, D.C. for business and government leaders in the greater Sacramento region to meet with key federal decision-makers, including members of Congress, federal agencies, and others. This effort bands together local leaders for meetings with federal representatives and thus provides a greater opportunity for the region as a whole to obtain federal assistance, such as budget allocations, which address critical local and regional issues. For the 2024 calendar year, the Cap-to-Cap trip is scheduled for April 13th through April 17th. Registration is expected to begin in mid-December.

The Sacramento Metropolitan Chamber of Commerce establishes an effective preparation agenda prior to the Cap-to-Cap trip. Delegates are assigned to committees that spotlight particular issues, such as transportation. Each committee holds pre-trip briefings in which project advocates, such as EDCTC, educate the delegates about key issues. Project advocates also develop informational packets that are useful both as a reference for the committee members and as background material, or "leave behinds", for meetings with federal officials.

FISCAL IMPACT

The cost to attend the Cap-to-Cap trip is expected to be approximately \$4,700 per person. The fiscal year 2023/24 Overall Work Program and Budget includes \$5,400 for one representative.

Approved for Agenda:



Woodrow Deloria, Executive Director

CONSENT CALENDAR

STAFF REPORT

DATE: DECEMBER 7, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, FISCAL OFFICER
SUBJECT: OVERALL WORK PROGRAM BUDGET VS. ACTUAL COMPARISON FISCAL YEAR 2023/24 REPORT

REQUESTED ACTION

Receive and file the Overall Work Program Budget vs. Actual Comparison Fiscal Year (FY) 2023/24 July-September Report (Attachment A).

BACKGROUND

This budget vs. actual comparison is for the first quarter of FY 2023/24. The purpose of this report is to compare the budgeted revenues and expenditures to the actual for the fiscal year by work element and to provide information relative to the financial position of the agency.

DISCUSSION

This attached summary report shows the budget vs. actual expenditures by work element.

A summary of the Commission’s total funds on hand, disbursements, and receipts for July through September are provided in the table below.

Fiscal Year Cash Balances

Public Funds Money Market and Checking Account Balances at July 1, 2023	\$1,572,234
Receipts	\$307,815
Disbursements	\$1,254,833
Public Funds Money Market and Checking Account Balances at September 30, 2023	\$625,216

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: OWP Budget vs. Actual Comparison FY 2023/24 July-September

**EL DORADO COUNTY TRANSPORTATION COMMISSION
OWP BUDGET VS. ACTUAL COMPARISON FY 2023/24 JULY-SEPTEMBER**

	WE 50		WE 100		WE 110		WE 120		WE 125		WE 130	
	Indirect Costs		Overall Work Program Administration & Implementation		Intergovernmental Coordination		Transportation Development Act & Transit Administration		Airport Land Use Commission		Freeway Service Patrol	
	Budget 50	Actual 50	Budget 100	Actual 100	Budget 110	Actual 110	Budget 120	Actual 120	Budget 125	Actual 125	Budget 130	Actual 130
Income												
Local Transportation Funds (LTF)			-	-	-	-	60,588	10,259	15,873	3,556		
Local Transportation Funds (LTF) SACOG Payment												
Rural Planning Assistance (RPA)			71,200	13,780	137,912	35,790	-	-	-	-	-	-
Rural Planning Assistance (RPA) Grants												
STIP Planning, Programing & Monitoring (PPM)			-	-	-	-	-	-	-	-	-	-
Surface Transp Block Grant Prog (STBGP)			-	-	-	-	-	-	-	-	-	-
Sustainable Communities-FTA 5304												
Sustainable Communities FTA 5304												
FHWA-State Planning & Research												
State Highway Account (SHA)												
State Highway Account (SHA) 2022/23												
Freeway Service Patrol											192,720	43,366
Misc Income/Interest		18								-		
Total Income	-	18	71,200	13,780	137,912	35,790	60,588	10,259	15,873	3,556	192,720	43,366
Expense												
Permanent Employees/Benefits	265,575	70,121	42,603	8,245	78,709	20,853	25,722	6,139	6,506	2,128	10,005	1,679
Building Lease & Utilities	68,296	20,762										
Office Expense	56,517	8,619	-	-	6,370	941	400	-	-	-	-	-
Professional Services	53,600	2,781	-	-	-	-	17,200	-	5,000	-	176,000	40,560
Indirect Cost Allocation	(440,608)	(97,692)	28,597	5,534	52,833	13,996	17,266	4,120	4,367	1,428	6,716	1,127
Indirect Costs Carryover from Prior Year	(3,380)											
	-											
Total Expense	0	4,592	71,200	13,780	137,912	35,790	60,588	10,259	15,873	3,556	192,720	43,366
Current Year Retention								-				
Prior Year Retention												
OWP Budget vs. Actual Expenses			19.4%		26.0%		16.9%		22.4%		22.5%	

**EL DORADO COUNTY TRANSPORTATION COMMISSION
OWP BUDGET VS. ACTUAL COMPARISON FY 2023/24 JULY-SEPTEMBER**

	WE 200		WE 221		WE 263		WE 265SHA		WE 265		WE 282	
	Regional Transportation Plan		Transit Planning		Next Generation Transportation Investments Strategy		Greater Placerville Wildfire Evacuation Preparedness, Community Safety, and Resiliency Plan Public Outreach		Greater Placerville Wildfire Evacuation Preparedness, Community Safety, and Resiliency Plan		US 50 Camino Signage and Wayfinding - Access Mitigation Plan	
	Budget 200	Actual 200	Budget 221	Actual 221	Budget 263	Actual 263	Budget 265SHA	Actual 265SHA	Budget 265	Actual 265	Budget 282	Actual 282
Income												
Local Transportation Funds (LTF)	65,071	16,268	31,574	7,340	-	-			7,829	1,548	-	-
Local Transportation Funds (LTF) SACOG Payment	174,359	-										
Rural Planning Assistance (RPA)	52,255	13,064	-	-	-	-			-			
Rural Planning Assistance (RPA) Grants	-	-									85,000	
STIP Planning, Programing & Monitoring (PPM)	-	-	-	-	-	-			-		-	
Surface Transp Block Grant Prog (STBGP)	56,432	5,441	-	-	42,811	-			11,054	1,106	9,400	-
Sustainable Communities-FTA 5304					217,124							
Sustainable Communities FTA 5304												
FHWA-State Planning & Research												
State Highway Account (SHA)									98,138	20,484	-	-
State Highway Account (SHA) 2022/23							50,545	9,542				
Freeway Service Patrol												
Misc Income/Interest									-	-	-	-
Total Income	348,117	34,772	31,574	7,340	259,935	-	50,545	9,542	117,021	23,138	94,400	-
Expense												
Permanent Employees/Benefits	103,969	20,807	18,892	4,392	35,623	-			3,237	1,288	5,385	-
Building Lease & Utilities												
Office Expense	-	-	-	-	400	-			250	-	400	-
Professional Services	174,359	-	-	-	200,000	-	50,545	9,542	111,361	20,986	85,000	-
Indirect Cost Allocation	69,789	13,966	12,681	2,948	23,912	-			2,173	865	3,615	-
Indirect Costs Carryover from Prior Year												
Total Expense	348,117	34,772	31,574	7,340	259,935	-	50,545	9,542	117,021	23,138	94,400	-
Current Year Retention		-						1,060		2,332		
Prior Year Retention												
OWP Budget vs. Actual Expenses	10.0%		23.2%		0.0%		21.0%		21.8%		0.0%	

**EL DORADO COUNTY TRANSPORTATION COMMISSION
OWP BUDGET VS. ACTUAL COMPARISON FY 2023/24 JULY-SEPTEMBER**

	WE 300		WE 310		WE 330		WE 400		WE 410					
	State & Federal Programming		Transportation Project Delivery & Oversight		Active & Alternative Transportation Programs		Public Education & Outreach		Transportation Advocacy		Caltrans Indirect Cost Allocation Plan (ICAP) Excluded Costs		OWP Total	Total
	Budget 300	Actual 300	Budget 310	Actual 310	Budget 330	Actual 330	Budget 400	Actual 400	Budget 410	Actual 410	Budget	Actual	Budget	Actual
Income														
Local Transportation Funds (LTF)	149,708	45,379	106,926	25,472	69,749	17,437	-	-	71,680	16,751	1,000	158	580,000	144,168
Local Transportation Funds (LTF) SACOG Payment													174,359	-
Rural Planning Assistance (RPA)	-	-	-	-	-	-	75,633	15,887	-	-	-	-	337,000	78,521
Rural Planning Assistance (RPA) Grants													85,000	-
STIP Planning, Programing & Monitoring (PPM)	39,000	10,000	39,000	10,000	-	-	-	-	-	-	-	-	78,000	20,000
Surface Transp Block Grant Prog (STBGP)	-	-	-	-	23,009	2,294	-	-	-	-	-	-	142,707	8,841
Sustainable Communities-FTA 5304													217,124	-
Sustainable Communities FTA 5304													-	-
FHWA-State Planning & Research													-	-
State Highway Account (SHA)													98,138	20,484
State Highway Account (SHA) 2022/23													50,545	9,542
Freeway Service Patrol													192,720	43,366
Misc Income/Interest					1,500	53			-	-		-	1,500	71
Total Income	188,708	55,379	145,926	35,472	94,258	19,784	75,633	15,887	71,680	16,751	1,000	158	1,957,093	324,993
													-	0.00
Expense														
Permanent Employees/Benefits	104,478	30,150	87,256	21,226	56,280	11,687	45,255	9,506	32,479	7,901	-	-	921,975	216,122
Building Lease & Utilities													68,296	20,762
Office Expense	9,100	32	100	-	200	253	-	-	17,400	3,850	1,000	158	92,137	13,853
Professional Services	5,000	4,960	-	-	-	-	-	-	-	-	-	-	878,064	78,829
Indirect Cost Allocation	70,130	20,237	58,570	14,247	37,778	7,844	30,378	6,381	21,801	4,999	-	-	0	(0)
Indirect Costs Carryover from Prior Year													(3,380)	-
													-	-
Total Expense	188,708	55,379	145,926	35,472	94,258	19,784	75,633	15,887	71,680	16,751	1,000	158	1,957,093	329,567
Current Year Retention										-			-	3,392
Prior Year Retention													-	-
OWP Budget vs. Actual Expenses	29.3%		24.3%		21.0%		21.0%		23.4%		15.8%		17.0%	
													25% of FY Complete	

NOTICED PUBLIC HEARING
Time Allocation: 2:00 PM

STAFF REPORT

DATE: DECEMBER 7, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: DAN BOLSTER, SENIOR TRANSPORTATION PLANNER
SUBJECT: 2024 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM

REQUESTED ACTION

- Open public hearing regarding the El Dorado County Transportation Commission (EDCTC) 2024 Regional Transportation Improvement Program (RTIP)
- Accept public comment
- Close public hearing
- Adopt Resolution 23/24.10 adopting the 2024 El Dorado County RTIP and direct the Executive Director to submit the 2024 RTIP to the California Transportation Commission (Attachment A)

BACKGROUND

The State Transportation Improvement Program (STIP) is the biennial five-year plan adopted by the California Transportation Commission (CTC) of future allocations of state transportation funds for state highway improvements, intercity rail, and regional highway, bicycle, pedestrian, and transit improvements. The five-year 2024 STIP cycle begins in Fiscal Year (FY) 2024/25 and extends through FY 2028/29. The regional agency element of the STIP is referred to as the Regional Transportation Improvement Program (RTIP). The El Dorado County Transportation Commission (EDCTC), as the Regional Transportation Planning Agency for the western slope of El Dorado County, is required by state law to adopt a RTIP every two years. The proposed RTIP should be approved by the EDCTC Board at the December 7, 2023 meeting and submitted to the CTC before December 15, 2023. EDCTC’s RTIP, upon adoption by the CTC, represents western El Dorado County’s portion of the larger statewide STIP.

The projects contained within EDCTC’s 2024 proposed RTIP come from public processes and approvals of EDCTC’s 2020-2040 Regional Transportation Plan, SACOG’s Metropolitan Transportation Plan/Sustainable Communities Strategy, Caltrans’ planning documents, and the Capital Improvement Programs of the City of Placerville, County of El Dorado, and El Dorado Transit Authority.

EDCTC 2018 RTIP Funding

On August 16, 2017, the CTC released the 2018 Draft STIP Fund Estimate, which included an estimate of county and interregional shares. Based on the fund estimate, EDCTC’s estimated STIP share was \$0 through FY 2021/22 due to being advanced \$5.179 million for Western Placerville Interchange Phase 2.

Planning, Programming, and Monitoring (PPM)

The EDCTC 2018 RTIP included the following programming of Planning, Programming, and Monitoring funds during the five fiscal years of the 2018 STIP cycle:

EDCTC PPM Programming – 2018 RTIP				
2018-19	2019-20	2020-21	2021-22	2022-23
\$70,000	\$70,000	\$92,000	\$92,000	\$93,000

EDCTC 2020 RTIP Funding

On August 14, 2019, the CTC released the 2020 Draft STIP Fund Estimate, which included an estimate of county and interregional shares. Based on the fund estimate, EDCTC's estimated STIP share in FY 2024/25 at the end of the five-year 2020 STIP cycle was \$2.369 million. EDCTC chose to carry the 2020 STIP share forward to the 2022 STIP.

Planning, Programming, and Monitoring (PPM)

The EDCTC 2020 RTIP included the following programming of Planning, Programming, and Monitoring funds during the five fiscal years of the 2020 STIP cycle:

EDCTC PPM Programming – 2020 RTIP				
2020-21	2021-22	2022-23	2023-24	2024-25
\$78,000	\$78,000	\$78,000	\$78,000	\$78,000

EDCTC 2022 RTIP Funding

On August 18, 2021, the CTC released the 2022 Draft STIP Fund Estimate, which included an estimate of county and interregional shares across the state. Based on the fund estimate, EDCTC's estimated STIP share at the end of the five-year 2022 STIP in FY 2026/27 was \$5,318,000. Additionally, EDCTC received an apportionment of \$874,084 in Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) STIP funds. After a joint consultation between the City of Placerville, El Dorado County, El Dorado Transit, and EDCTC, all parties agreed to the following 2022 STIP programming:

- Carry the 2022 STIP share forward to the 2024 STIP
- Program \$874,084 of CRRSAA STIP funds to the El Dorado Hills Boulevard Interchange Improvements Project – Phase 2B

Planning, Programming, and Monitoring (PPM)

The EDCTC 2022 RTIP proposes to include the following programming of Planning, Programming, and Monitoring funds during the five fiscal years of the 2022 STIP cycle:

EDCTC PPM Programming – 2022 RTIP				
2022-23	2023-24	2024-25	2025-26	2026-27
\$78,000	\$78,000	\$78,000	\$77,000	\$77,000

EDCTC 2024 RTIP Funding

On August 16, 2023, the CTC approved the 2024 STIP Fund Estimate, which included an estimate of county and interregional shares across the state. Based on the fund estimate, EDCTC's estimated STIP share at the end of the five-year 2024 STIP in FY 2028/29 is \$11,135,000. However, in accordance with Streets and Highways Code Section 188.8(j), the 2024 STIP Guidelines authorize a region for a county with a population with less than one million to ask the CTC to advance an amount beyond its county share with the caveat that any amount proposed beyond the region's STIP share target depends on the availability of the STIP's program capacity.

Following consultation with the City of Placerville, El Dorado County, and El Dorado Transit Authority to identify regionally significant projects, EDCTC staff proposes advancing EDCTC's STIP share to FY 2031/32 for a STIP programming capacity of \$31,427,500 to program STIP funding to the following projects:

1. Program \$14,930,000 of 2024 STIP funds to the El Dorado Hills Boulevard Interchange Improvements Project – Phase 2B
2. Program \$12,497,500 of 2024 STIP funds to the US 50 Ponderosa Interchange Phase 1A, North Shingle Road
3. Program \$4,000,000 of 2024 STIP funds to the Western Placerville Interchanges Phase 2.3, Westbound Off-Ramp

As stated previously, any amount of STIP funding proposed beyond EDCTC's 2024 STIP target of \$11,135,000 depends on the availability of the STIP's program capacity. Therefore, in case the CTC is unable to accommodate EDCTC's request to advance its STIP share by the requested amount, the three projects proposed above are listed in order of programming priority as agreed to by the City of Placerville and El Dorado County.

Planning, Programming, and Monitoring (PPM)

The EDCTC 2024 RTIP proposes to include the following programming of Planning, Programming, and Monitoring funds during the five fiscal years of the 2024 STIP cycle:

EDCTC PPM Programming – 2024 RTIP				
2024-25	2025-26	2026-27	2027-28	2028-29
\$108,000	108,000	\$108,000	\$107,000	\$99,000

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: EDCTC Resolution 23/24.10



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

Councilmembers Representing City of Placerville: John Clerici, Jackie Neau, Michael Saragosa

Supervisors Representing El Dorado County: John Hidahl, Lori Parlin, Wendy Thomas, George Turnboo

RESOLUTION 23/24.10

**RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION
ADOPTING THE 2024 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM**

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

WHEREAS, EDCTC desires to improve the transportation system in El Dorado County; and

WHEREAS, EDCTC has reviewed regional projects, considered comments from member jurisdictions, and considered public comment and correspondence regarding transportation projects; and

WHEREAS, the proposed 2024 Regional Transportation Improvement Program (RTIP) is consistent with the currently approved El Dorado County Regional Transportation Plan; and

WHEREAS, State law requires the adoption of an RTIP by each Regional Transportation Planning Agency every two years for consideration by the California Transportation Commission (CTC) as a component of the State Transportation Improvement Program (STIP).

NOW, THEREFORE, BE IT RESOLVED, that EDCTC hereby certifies that the following project nominations and recommendations constitute the El Dorado County 2024 RTIP and that the Executive Director is authorized to submit the RTIP to the CTC:

Planning, Programming, and Monitoring (PPM)	\$530,000
Fiscal Year 2024/25	\$108,000
Fiscal Year 2025/26	\$108,000
Fiscal Year 2026/27	\$108,000
Fiscal Year 2027/28	\$107,000
Fiscal Year 2028/29	\$99,000

Regional Improvement Program (RIP)	\$31,427,500
El Dorado Hills Boulevard Interchange Improvement Project Phase 2B. Improve the eastbound on-and off-ramps, widen Latrobe Road/El Dorado Hills Boulevard, and improve bicycle and pedestrian facilities through the interchange.	\$14,930,000
US 50 Ponderosa Interchange Phase 1A. Includes realignment approximately ¼ mile of North Shingle Road to about 600 feet north of Ponderosa Road, realignment of the westbound off-ramp and potential realignment of the westbound on-ramp, and bicycle and pedestrian facilities.	\$12,497,500

Regional Improvement Program (RIP) – <i>continued</i>	
Western Placerville Interchange Phase 2.3. Construct the westbound US 50/Ray Lawyer Drive off-ramp, completing the remaining ultimate improvements to the Ray Lawyer Drive Interchange.	\$4,000,000

PASSED AND APPROVED by the El Dorado County Transportation Commission governing body at the regular meeting held on December 7, 2023, by the following vote:

Vote pending

Attest:

John Clerici, Chairperson

Dana Keffer, Secretary to the Commission

BUSINESS ITEM**STAFF REPORT**

DATE: DECEMBER 7, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, FISCAL OFFICER
SUBJECT: FISCAL YEAR 2022/23 AUDIT REPORTS

REQUESTED ACTION

Receive and file the Fiscal Year 2022/23 Audit Reports.

BACKGROUND

According to the Transportation Development Act (TDA), Sections 6661, 6662, and 6751, El Dorado County Transportation Commission (EDCTC) is required to submit reports of fiscal and compliance audits to the California State Controller within 180 days following the close of each fiscal year. The fiscal and compliance audits of the financial statements of EDCTC, the Local Transportation Fund, and State Transit Assistance funds have been completed by Richardson & Company, LLP. These audits are performed in accordance with Generally Accepted Auditing Standards by a certified public accountant and include a determination of compliance with TDA rules and regulations. Pursuant to TDA statute Section 99245, EDCTC also contracts with an independent fiscal auditor to conduct certified fiscal audits of all TDA claimants in the EDCTC jurisdiction.

For Fiscal Year 2022/23, these audit reports include:

- El Dorado County Transportation Commission
- El Dorado County Transportation Commission – Local Transportation Fund
- El Dorado County Transportation Commission – State Transit Assistance Fund
- El Dorado County Transit Authority (EDCTA)
- City of Placerville TDA Pedestrian and Bicycle Funds

The Commission has traditionally included and paid for the annual financial audit of the El Dorado County Transit Authority (EDCTA), in addition to the TDA portions of their fiscal audit. The approved EDCTC FY 2023/24 Overall Work Program and Budget includes the expenditure for the preparation of the fiscal year 2022/23 audits and reports for Transit and EDCTC.

DISCUSSION

On November 29, 2023, Richardson & Company, LLP presented the El Dorado County Transportation Commission's audit reports to Chair Clerici and Vice Chair Thomas. The presented audit reports included the El Dorado County Transportation Commission, the Local Transportation Fund (LTF), the State Transit Assistance (STA) Fund and the State of Good Repair (SGR) Fund. The Auditors also presented El Dorado County Transit Authority's audit reports to EDCTA Chair Neau and Vice Chair Turnboo.

The results of the audit were a clean opinion and compliance testing was performed where Richardson & Company, LLP determined the Commission complied with the TDA.

The Management's Discussion and Analysis beginning on page 4 presents a narrative overview and analysis of EDCTC's financial statements during the fiscal year ending June 30, 2023.

In addition to the Audit Report, independent audit firms are also required to submit communications regarding the audit directly to the governing board. This communication is included as Attachment B. The audit reports are available for public review at the EDCTC office during normal business hours. The EDCTC agency financial statements are available online on the Commission's website at <https://www.edctc.org>.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachments: A) FY 2022/23 EDCTC Audited Financial Statements (*Pending*)
B) FY 2022/23 Governing Board Communication (*Pending*)

BUSINESS ITEM**STAFF REPORT**

DATE: DECEMBER 7, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: WOODROW DELORIA, EXECUTIVE DIRECTOR
SUBJECT: US 50 CAMINO SIGNAGE AND WAYFINDING - ACCESS MITIGATION PLAN RATIFICATION OF ADVISORY COMMITTEE

REQUESTED ACTION

Ratify the US 50 Camino Signage and Wayfinding - Access Mitigation Plan (Access Plan) Advisory Committee Member Matrix.

BACKGROUND

Completion of the US 50 Camino Safety Improvements Project has provided significant lifesaving, safety, and operational improvements on US 50 in the Camino Community of El Dorado County. While this project did in fact improve the safety of this segment of US 50, it has impacted the access to and awareness of businesses north of US 50 in Camino and the area commonly referred to as "Apple Hill".

To mitigate these impacts to the local economy, El Dorado County Transportation Commission (EDCTC) has initiated work on a signage and wayfinding plan to provide better information and route choices for the millions of interregional visitors to the Camino area. This plan will focus on signage and traveler information strategies along US 50 beginning west of Placerville and extending east of the Cedar Grove exit on US 50. Both the signage and wayfinding elements will involve extensive public and stakeholder engagement.

EDCTC received \$85,000 in Rural Planning Assistance grant funding to complete the Access Plan.

DISCUSSION

Public involvement is critical to the success of any regional planning process. EDCTC engages the public early and often to ensure they have ownership in the process and end result. EDCTC administers a public involvement process including opportunities for private and public operators of transit and freight, tribal governments, local communities, the general public, and other interested/affected parties. The Access Plan will rely on an extensive public and stakeholder engagement effort given the unique character of the project area and the robust history and social and economic significance of the region. The Access Plan public outreach will provide for complete information, timely notice, public access to key decisions, public access to technical and policy information, and explicit consideration of public input, in addition to an effort to seek out and consider the needs of those traditionally underserved.

EDCTC will continue to utilize an Access Plan Advisory Committee as a focal point of our public involvement process because of the positive results achieved through the planning processes conducted in the past.

El Dorado County US 50 Camino Signage and Wayfinding – Access Mitigation Plan Advisory Committee Membership Matrix		
Government Organizations		
El Dorado County DOT	El Dorado Transit	City of Placerville
EDC Health and Human Services Agency	Caltrans District 3	EDC Office of Education
Emergency Services – Police and Fire	California Highway Patrol	El Dorado County Agriculture Department
Citizen Organizations and Interest Groups		
Winery Association	Chambers of Commerce	Camino Heights/Hills Subdivision
Apple Hill Growers	Local Businesses	

Approved for Agenda:



Woodrow Deloria, Executive Director

BUSINESS ITEM**STAFF REPORT**

DATE: DECEMBER 7, 2023

TO: EL DORADO COUNTY TRANSPORTATION COMMISSION

FROM: WOODROW DELORIA, EXECUTIVE DIRECTOR

SUBJECT: GOALS AND OBJECTIVES FOR CALENDAR YEAR 2024

REQUESTED ACTION

Adopt the Calendar Year 2024 Goals and Objectives for the Executive Director as established during today's discussion.

BACKGROUND

The adopted Overall Work Program and Budget (OWP) for Fiscal Year 2023/24 serves as the primary management tool for the El Dorado County Transportation Commission (EDCTC). The OWP identifies the activities and a schedule of work for regional transportation planning in El Dorado County, excluding the Lake Tahoe basin. In addition, the OWP Goals and Objectives are established for each calendar year to help guide EDCTC's Executive Director and team.

DISCUSSION

As a compliment to delivering the work activities and end products included in the OWP, the following goals are recommended to provide a framework and structure for the coming years planning, delivery, and advocacy efforts:

Community-Centric Planning:

Goal: Foster community engagement in the transportation planning process, aiming to involve residents in decision-making and incorporate local insights into project planning.

Funding Diversification:

Goal: Explore and secure diverse funding sources to support transportation projects, including grants, public-private partnerships, and state and federal funding opportunities.

Advocacy and Promotion:

Goal: Work through statewide and regional partnerships to advocate and promote transportation policies and investment strategies that are in alignment with the needs of El Dorado County.

Adaptation and Resiliency:

Goal: Integrate climate adaptation and resiliency into all regional transportation planning efforts across all modes for all users to further the useful life, safety, and operations of the transportation network.

Collaboration with Partner Agencies:

Goal: Strengthen collaboration with local governments, community and business organizations, and other stakeholders to ensure a unified approach to addressing transportation challenges.

Enhanced Outreach and Communication:

Goal: Implement EDCTC's Public Outreach Plan to mitigate delivery impacts keeping the public informed during transportation disruptions, emergencies, or significant infrastructure projects.

Inclusive Transportation Planning:

Goal: Ensure that transportation planning processes actively seek input from diverse communities, considering the needs of underserved populations and promoting equity in transportation.

Economic Development through Transportation:

Goal: Align transportation projects with economic development goals, identifying opportunities to stimulate local economies and support local businesses through improved connectivity.

Regulatory Compliance:

Goal: Stay informed and ensure the agency's compliance with state and federal regulations related to transportation planning, funding, project delivery, and agency administration.

Support Agency Staff:

Goal: Work closely with EDCTC staff to identify and provide opportunities for further education, growth, and development including cross-training and succession planning.

These goals provide a framework for the Executive Director to address the specific challenges and opportunities associated with rural transportation planning in California. Regular evaluation and adaptation of these goals will be essential to respond to the evolving needs of the region. The Executive Director, and entire EDCTC staff, request discussion and direction on the Commission's goals, within the purview of the EDCTC, for Calendar Year 2024.

Approved by:



Woodrow Deloria
Executive Director