



TECHNICAL ADVISORY COMMITTEE

AGENDA

Monday, September 25, 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 SEPTEMBER 7, 2023, COMMISSION MEETING (KEFFER)
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the September 7, 2023, Commission meeting.
- 2.** AUGUST 2023 CHECK REGISTER (THOMPSON)
REQUESTED ACTION: Receive and file the August 2023 Check Register.
- 3.** TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2022/23 STATE OF GOOD REPAIR FUNDS ACTUAL ALLOCATION AND CLAIM (THOMPSON)
REQUESTED ACTION: Adopt Resolution 23/24.06 to approve the Transportation Development Act Fiscal Year 2022/23 State of Good Repair Funds Actual Allocation and Claim.
- 4.** TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2023/24 APPORTIONMENT AND ALLOCATION FOR LOCAL TRANSPORTATION FUNDS, REVISED STATE TRANSIT ASSISTANCE FUNDS, AND REVISED STATE OF GOOD REPAIR FUNDS (THOMPSON)
REQUESTED ACTION: Adopt Resolution 23/24.07 approving the Transportation Development Act Fiscal Year 2023/24 Apportionment and Allocation for Local Transportation Funds, Revised State Transit Assistance Funds, and Revised State of Good Repair Funds.
- 5.** ZARTICO SOFTWARE FUNDING AGREEMENT (BARTON)
REQUESTED ACTION: Authorize the Executive Director to sign an agreement between the El Dorado County Transportation Commission and the Economic Development Corporation for EDCTC to reimburse El Dorado Economic Development Corporation \$9,000.00 for shared use of Zartico software through June 30, 2024.

BUSINESS ITEM

- 6.** FISCAL YEAR 2023/24 OVERALL WORK PROGRAM, BUDGET, AND GOALS AND OBJECTIVES, AMENDMENT 1 (THOMPSON)
REQUESTED ACTION: Adopt Resolution 23/24.08, approving the Fiscal Year 2023/24 Overall Work Program, Budget, and Goals and Objectives, Amendment 1.

MEMBER SHARING

ADJOURNMENT

The next TAC meeting is scheduled for October 23, 2023.

CONSENT CALENDAR

STAFF REPORT

DATE: OCTOBER 5, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: DANA KEFFER, EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION
SUBJECT: SEPTEMBER 7, 2023 COMMISSION MEETING

REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes (Attachment A) for the September 7, 2023 Commission meeting.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: September 7, 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, September 7, 2023, 2:00 PM

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Clerici called the meeting to order at 2:01 PM and Commissioner Neau led the Pledge of Allegiance.

ATTENDANCE: Chair Clerici, Commissioners Hidahl, Neau, Parlin, Saragosa, Turnboo, Caltrans Ex Officio Jenna Matsumoto and South Lake Tahoe Ex Officio Cody Bass. ABSENT: Vice Chair Thomas

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 1-2 on the Consent Calendar. The motion was seconded by Commissioner Hidahl which carried as follows:

MOTION/SECOND: Parlin/Hidahl

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

ABSTAIN: None

NOES: None

ABSENT: Thomas

1. MINUTES FOR THE AUGUST 3, 2023, COMMISSION MEETING

REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the August 3, 2023, Commission meeting.

2. JULY 2023 CHECK REGISTER

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

OPEN FORUM

There was no public comment.

BUSINESS ITEMS

3. AMEND APPENDIX A AND APPENDIX B JOB DESCRIPTIONS FOR THE EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION AND ADMINISTRATIVE SERVICES OFFICER OF THE EDCTC PERSONNEL POLICIES AND PROCEDURES MANUAL

REQUESTED ACTION: Approve draft amendments to Appendix A and Appendix B Job Descriptions for the Executive Assistant/Secretary to the Commission and the Administrative Services Officer of the El Dorado County Transportation Commission Personnel Policies and Procedures Manual.

There were no public comments received.

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

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

4. SURFACE TRANSPORTATION BLOCK GRANT PROGRAM RE-PROGRAMMING AND TRANSPORTATION DEVELOPMENT ACT BICYCLE PEDESTRIAN FUNDS PROGRAMMING

REQUESTED ACTION: Adopt Resolution 23/24.04 reprogramming \$500,000 in Urban Surface Transportation Block Grant Program funds from the Ponderosa Interchange Project and Resolution 23/24.05 programming \$200,000 in Transportation Development Act Local Transportation Fund Pedestrian and Bicycle funds to El Dorado County Department of Transportation for the Pony Express Trail Bicycle and Pedestrian Improvements Project.

Public comment received from El Dorado County Transportation Director Martinez.

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

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

INFORMATION ITEM

5. SEPTEMBER 2023 PROJECT MONITORING REPORT

REQUESTED ACTION: None. This item is for information only.

Public comment received from El Dorado County Transportation Senior Civil Engineer John Balzer.

EXECUTIVE DIRECTOR'S REPORT

Public comment received from Jerry Visman.

SOUTH LAKE TAHOE - CALTRANS – COMMISSIONER COMMENTS

ADJOURNMENT

The meeting was adjourned at 4:03pm.

The next regular meeting is scheduled for 2:00pm on October 5, 2023, at 330 Fair Lane Placerville, California.

CONSENT CALENDAR

STAFF REPORT

DATE: OCTOBER 5, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER
SUBJECT: AUGUST 2023 CHECK REGISTER

REQUESTED ACTION

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

BACKGROUND AND DISCUSSION

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

- Extreme Towing*..... \$12,380.55
July 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
- City of Placerville*..... \$200,000.00
Payment of the FY 2022/23 Surface Transportation Block Grant Program (STBGP) Exchange funding to the City of Placerville based on the formulaic distribution. The payment for the Broadway Maintenance Project from Mosquito Road to Schnell School Road project was approved at the August 3, 2023, meeting by Resolution 23/24.01.
- El Dorado County Department of Transportation*..... \$670,721.00
Payment of the FY 2022/23 Surface Transportation Block Grant Program (STBGP) Exchange funding to El Dorado County DOT based on the formulaic distribution. The payment for a match to the US 50 Camino Area Safety Project, Intersection Safety/Pedestrian Safety Improvements, Intersection Safety/Sight Triangle Improvements, Pleasant Valley Road Safety Improvements, and the Diamond Springs Parkway Phase 1B project. Project was approved at the August 3, 2023, meeting by Resolution 23/24.01.
- DKS Associates*..... \$2,223.49
July 2023 public outreach services for the Wildfire Evacuation Preparedness Plan, Work Element 265A. The contract was approved at the March 2, 2023, EDCTC meeting.
- DKS Associates*..... \$7,606.66
July 2023 professional services for the Wildfire Evacuation Preparedness Plan, Work Element 265. The contract was approved at the March 3, 2022, EDCTC meeting.
- Wood Rodgers*..... \$1,060.00
July 2023 professional services for the Trip to Green Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation Program (PROTECT) Federal grant application support.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: August 2023 Check Register

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

Date	Name	Payment	Memo
08/01/2023	Airespring	666.52	August 2023 Fiber Optic Internet
08/01/2023	Ameritas Life Insurance Corp.	529.80	August 2023 Dental
08/01/2023	Ameritas Life Insurance Corp.	78.88	August 2023 Vision
08/01/2023	Benefit Coordinators Corporation	231.55	August 2023 Life/Disability Premiums
08/01/2023	CalPERS Health	8,035.27	August 2023 Health Premiums
08/01/2023	De Lage Landen Financial Services	203.78	August 2023 Copy Machine Lease Payment
08/01/2023	RTS IT, Inc.	1,070.00	August 2023 ITCare Silver Service Plan
08/07/2023	Century Building Maintenance	500.00	July 2023 Building Maintenance
08/07/2023	Elan Financial Services - Visa DK	229.16	July Office Phones and Misc Office Expense
08/07/2023	Elan Financial Services - Visa KT	53.31	Zoom Meetings and June Office Expenses
08/07/2023	Elan Financial Services - Visa WD	14.00	Sacramento Parking SACOG Meeting
08/07/2023	Extreme Towing	12,380.55	* July 2023 Freeway Service Patrol
08/07/2023	Roberts & Company, Inc.	100.00	July 2023 Accounting Oversight
08/08/2023	City of Placerville 1	200,000.00	* 2022/23 STBGP Exchange
08/08/2023	El Dorado County Dept of Transportation	670,721.00	* 2022/23 STBG Exchange
08/09/2023	CalPERS Retirement System	4,187.27	August 2023 Contribution #1
08/09/2023	CalPERS Retirement System	473.83	August 2023 PEPRA Contribution #1
08/21/2023	CalPERS Fiscal Services Division	700.00	2022/23 GASB-68 Reports & Schedules Classic & PEPRA
08/21/2023	DKS Associates	2,223.49	* Jul 2023 Public Outreach -WF Evac Preparedness
08/21/2023	DKS Associates	7,606.66	* July 2023 Wildfire Evac Preparedness
08/21/2023	PG&E	768.71	07/13/23-08/10/23 Utilities
08/21/2023	Sloan Sakai Yeung & Wong LLP	203.00	July 2023 Legal Services
08/21/2023	Umpqua Bank	73.45	July 2023 Analyzed Checking Fee
08/21/2023	Wood Rodgers	1,060.00	* July 2023 Protect Federal Grant Application-Trip to Green
08/23/2023	CalPERS Retirement System	4,187.27	August 2023 Contribution #2
08/23/2023	CalPERS Retirement System	473.83	August 2023 PEPRA Contribution #2
08/29/2023	Sharon Petersen	4,608.00	September 2023 Office Rent
08/29/2023	De Lage Landen Financial Services	203.78	September 2023 Copy Machine Lease Payment
08/29/2023	De Lage Landen Financial Services	46.15	Copy Machine Lease Annual Property Taxes
	Total	<u>921,629.26</u>	
		<u>921,629.26</u>	

CONSENT CALENDAR**STAFF REPORT**

DATE: OCTOBER 5, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER
SUBJECT: TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2022/23
STATE OF GOOD REPAIR FUNDS ACTUAL ALLOCATION AND CLAIM

REQUESTED ACTION

Adopt Resolution 23/24.06 to approve the Transportation Development Act (TDA) Fiscal Year (FY) 2022/23 State of Good Repair (SGR) Funds Actual Allocation and Claim.

BACKGROUND and DISCUSSION

The Transportation Development Act provides three funding sources:

1. LTF from a quarter cent of the general sales tax collected statewide
2. STA from the statewide sales tax on diesel fuel
3. SGR fund from a portion of the Transportation Improvement Fee created from Senate Bill (SB) 1, the Road Repair and Accountability Act of 2017

The California Department of Tax and Fee Administration, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF. The State Controller's Office appropriates and allocates STA and SGR tax revenue, by formula, to planning agencies and other selected agencies.

The El Dorado County Transportation Commission is the Regional Transportation Planning Agency responsible for apportioning and administering the TDA funds for the Western Slope of El Dorado County.

The SGR is a funding source from a portion of the SB 1 Transportation Improvement Fee. The actual amount received for FY 2022/23 is \$285,949.37 plus \$2,828.46 in interest and El Dorado County Transit Authority (EDCTA) is the only eligible recipient on the Western Slope of El Dorado County. EDCTA's approved 2022/23 SGR project Repair and Rehabilitation and Vehicle Replacement. EDCTA will consider approval of a claim for this project on October 5, 2023, in the amount of \$288,777.83 to be submitted to the El Dorado County Transportation Commission for payment.

Approved by:



Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 23/24.06
B) FY 2022/23 Actual Apportionment – SGR
C) FY 2022/23 SGR Claim from EDCTA



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 23/24.06

RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING THE TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2022/23 STATE OF GOOD REPAIR FUNDS ACTUAL ALLOCATION AND CLAIM

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 (RTPA) for El Dorado County, exclusive of the Lake Tahoe Basin; and is responsible for the planning, allocating and/or programming of funds and administration of the Transportation Development Act of 1971 (TDA), as amended thereafter; and

WHEREAS, the County of El Dorado, the City of Placerville, and the El Dorado County Transit Authority (EDCTA) are each required to file annual transportation claims for the funds, if any, from the Local Transportation Fund (LTF) of the Western Slope of the County, as apportioned to them by the EDCTC, pursuant to the TDA; and

WHEREAS, it is the responsibility of the EDCTC, under the provisions of the TDA, to review the annual transportation claims and to make allocations of monies from the LTF, State Transit Assistance (STA) fund and State of Good Repair (SGR) fund based on the estimated revenue upon approving said claim; and

WHEREAS, the SGR fund was established due to funding from Senate Bill (SB) 1, The Road Repair and Accountability Act of 2017; and

WHEREAS, the State Controller's Office issued a report of the estimated revenues for SGR funds; and

WHEREAS, on August 4, 2022, the EDCTC authorized Repair and Rehabilitation as the primary project and Vehicle Replacement as a backup project to be funded by the Fiscal Year (FY) 2022/23 SGR Program; and

WHEREAS, the FY 2022/23 SGR fund estimated allocation of \$286,825.00 was approved at the EDCTC meeting on April 6, 2023; and

WHEREAS, the State Controller's Office issued the FY 2022/23 SGR fund report of the actual amount received of \$285,949.37; and

WHEREAS, interest earned in the SGR fund for FY 2022/23 was \$2,828.46; and

WHEREAS, the EDCTA is the only eligible applicant; and

WHEREAS, the EDCTA will consider approval of a claim for Repair and Rehabilitation on October 5, 2023, in the amount of \$288,777.83 to be submitted to EDCTC for payment; and

WHEREAS, the Auditor of said County is instructed to pay monies in the fund to the claimants pursuant to allocation instructions received from the EDCTC.

NOW THEREFORE, BE IT RESOLVED, the SGR funds are reserved in a designated account by the Auditor's Office until a reimbursement claim from EDCTA has been approved by the Commission.

BE IT FURTHER RESOLVED, that EDCTC shall review the claims as they are received, approve same for the FY 2022/23 funds available in the SGR fund, and make the following allocation:

1. **State of Good Repair** – To be paid to El Dorado County Transit Authority in the amount of \$288,777.83 for Repair and Rehabilitation, per Sections 99313 and 99314.

BE IT FURTHER RESOLVED, that allocation instructions shall be prepared for each claimant in accordance with the above, and pursuant to EDCTC rules and regulations. The Executive Director, appointed by the Commission, is authorized to sign the allocation instructions and to issue the instructions to the County Auditor to pay the claimant in accordance with the above allocations and conditions.

PASSED AND ADOPTED, by the El Dorado County Transportation Commission at their regular meeting on October 5, 2023, by the following vote:

Attest:

John Clerici, Chairperson

Dana Keffer, Secretary to the Commission

TRANSPORTATION DEVELOPMENT ACT (TDA)
STATE OF GOOD REPAIR (SGR)
FINDINGS OF APPORTIONMENT

FY 2022/23 APPORTIONMENT AND ALLOCATION

FY 2022/23 ACTUAL SGR AVAILABLE FOR ALLOCATION

Actual 2022/23 SGR Receipts per State Controller's Office	\$ 285,949.37	
Interest Earned	\$ 2,828.46	
		Total FY 2022/23 balance for apportionment \$ 288,777.83

EI Dorado County Transit Authority (PUC 99313 and 99314)

EDCTA for eligible project Repair & Rehabilitation at 8/4/22 EDCTC meeting	\$ 288,777.83	
Public Transportation subtotal		\$ 288,777.83

Subtotal FY 2022/23 claimant allocations \$ 288,777.83

Total FY 2022/23 claimant allocations \$ 288,777.83

**TDA – 1
TRANSPORTATION DEVELOPMENT ACT CLAIM**

To: El Dorado County Transportation Commission
2828 Easy Street, Suite 1
Placerville, California 95667-3907

From: Claimant: El Dorado County Transit Authority
Address: 6565 Commerce Way, Diamond Springs, CA 95619

Contact: Julie Petersen

Phone: (530) 642-5383

The above claimant hereby requests, in accordance with authority granted under the Transportation Development Act and applicable rules and regulations adopted by the El Dorado County Transportation Commission, that its request for funding be approved as follows:

Local Transportation Fund/State Transit Assistance Fund:

SGR	Amount	Fiscal Year
Bus Parking Lot Repair and Rehabilitation	\$288,777.83	2022/23

Submitted by: _____

Title: _____

Date: _____

EDCTC Date of Approval: _____

EDCTC Resolution #: _____

CONSENT CALENDAR**STAFF REPORT**

DATE: OCTOBER 5, 2023

TO: EL DORADO COUNTY TRANSPORTATION COMMISSION

FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER

SUBJECT: TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2023/24
APPORTIONMENT AND ALLOCATION FOR LOCAL TRANSPORTATION FUNDS,
REVISED STATE TRANSIT ASSISTANCE FUNDS, AND REVISED STATE OF
GOOD REPAIR FUNDS

REQUESTED ACTION

Adopt Resolution 23/24.07 approving the Transportation Development Act (TDA) Fiscal Year (FY) 2023/24 Apportionment and Allocation for Local Transportation Funds (LTF), Revised State Transit Assistance (STA) Funds, and Revised State of Good Repair (SGR) Funds.

BACKGROUND and DISCUSSION

The TDA provides three funding sources:

1. LTF from a quarter cent of the general sales tax collected statewide.
2. STA from the statewide sales tax on diesel fuel.
3. SGR from a portion of the Transportation Improvement Fee included in Senate Bill (SB) 1, the Road Repair and Accountability Act of 2017.

The California Department of Tax and Fee Administration, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF. The State Controller's Office allocates the STA tax and the SGR revenue, by formula, to planning agencies and other eligible agencies. Statute requires that 50% of STA and SGR funds be allocated according to population and 50% percent be allocated according to operator revenues from the prior fiscal year.

The El Dorado County Transportation Commission (EDCTC) is the Regional Transportation Planning Agency (RTPA) responsible for apportioning and administering these funds for this region. The attached Findings of Apportionment summarizes the estimates for FY 2023/24.

The LTF allocation purposes, in order of priorities, as identified by law, are as follows:

1. TDA fund administration (by EDCTC and the County Auditor);
2. Planning and programming undertaken by EDCTC (up to three percent of the fund);
3. Pedestrian and bicycle projects (optional, up to two percent of the funds remaining, after administration and planning);
4. Public transportation operations (including new transit services that have been identified by the Commission as "unmet transit needs" that are "reasonable to meet"); and,
5. Other transportation purposes (including additional transit and bicycle facilities, and streets and roads). The Commission may only apportion (and subsequently may only approve claims for) "other transportation purposes" when all other uses of the funds, to the limits described above, have been exhausted.

EDCTC allocates the LTF funds, as determined by population, for the western slope region of El Dorado County and the Tahoe Regional Planning Agency allocates the LTF funds, as determined by population, for the eastern slope of El Dorado County. For FY 2023/24, the County Auditor estimates EDCTC's share of LTF revenues for apportionment available to program is \$9,475,854.00.

Administration, Planning, Programming

The County Auditor has estimated \$10,000.00 for administration from the estimated FY 2023/24 LTF revenue total. This amount is reimbursed to the County Auditor and is not included in EDCTC's Overall Work Program.

The EDCTC FY 2023/24 Overall Work Program and Budget includes administration, planning, programming, and the annual payment to Sacramento Area Council of Governments (SACOG) for a total of \$754,358.74. EDCTC LTF funds are used throughout the work program to support planning and as a required local match for state and federal grant funds. Under the Commission's Memorandum of Understanding with SACOG, EDCTC is obligated to allocate two percent of TDA funds for SACOG federal transportation planning and programming activities after administration and any non-motorized allocations. The SACOG allocation equals \$174,358.74 for FY 2023/24.

Non-Motorized – Pedestrian and Bicycle Facilities (Article 3)

State law offers EDCTC an option to apportion up to two percent of the LTF (after administration and planning) to the City and County for facilities provided for the exclusive use of pedestrians and bicycles. The Commission primarily uses these non-motorized funds to provide matching funds for federal and state grants, such as Congestion Mitigation and Air Quality and Active Transportation Program grants. The 2023/24 allocation totals \$177,917.08.

Public Transportation – Transit (Article 4)

El Dorado County Transit Agency's (EDCTA) claim for FY 2023/24 LTF funds is \$7,293,578.18 for operating expenses. A contingency of the Article 4 funds up to a maximum of \$2,000,000.00 is retained in the LTF fund's unreserved fund balance for transit's future needs. The transit contingency balance will be increased with a one-time deposit of \$1,250,000.00.

Other Transportation (Article 8)

No LTF funds remain available for Article 8 – Other Transportation purposes. If LTF funds were available for the fiscal year, the funds would be apportioned to the City of Placerville and the County of El Dorado by population for all purposes necessary and convenient to the development and operation of the public transportation system, including road rehabilitation, maintenance, and repair.

State Transit Assistance Funds (STA) - Revised

The revised total of FY 2023/24 STA funds available for EDCTA is summarized below:

FY 2022/23 STA actual amount received over the estimated amount	\$168,294.00
FY 2022/23 interest	\$1,052.61
FY 2023/24 revised estimate as of August 2023	\$2,296,350.00
FY 2023/24 estimated interest	<u>\$2,000.00</u>
Revised total to be paid to EDCTA as funds are received	\$2,467,696.61

State of Good Repair (SGR)

The revised estimated FY 2023/24 SGR funds available for EDCTA is \$299,414.00 Funds will be reimbursed to EDCTA after Commission approval of a claim for an approved SGR project.

Approved by:



Woodrow Deloria, Executive Director

- Attachments: A) EDCTC Resolution 23/24.07
- B) Allocation and Apportionment for FY 2023/24 – LTF
- C) Revised Allocation and Apportionment for FY 2023/24 – STA
- D) Revised Allocation and Apportionment for FY 2023/24 – SGR



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 23/24.07

RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING THE TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2023/24 APPORTIONMENT AND ALLOCATION FOR LOCAL TRANSPORTATION FUNDS, REVISED STATE TRANSIT ASSISTANCE FUNDS, AND REVISED STATE OF GOOD REPAIR FUNDS

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 (RTPA) for El Dorado County, exclusive of the Lake Tahoe Basin; and is responsible for the planning, allocating and/or programming of funds and administration of the Transportation Development Act of 1971 (TDA), as amended thereafter; and

WHEREAS, the County of El Dorado, the City of Placerville, and the El Dorado County Transit Authority are each required to file annual transportation claims for the funds, if any, from the Local Transportation Fund (LTF), the State Transit Assistance Fund (STA) and the State of Good Repair Fund (SGR) of the Western Slope of the County, as apportioned to them by the EDCTC, pursuant to the TDA; and

WHEREAS, it is the responsibility of EDCTC, under the provisions of the TDA, to review the annual transportation claims and to make allocations of monies from the LTF, STA, and SGR funds based on the estimated revenue upon approving said claim; and

WHEREAS, the Auditor of said County is instructed to pay monies in the fund to the claimants pursuant to allocation instructions received from EDCTC; and

WHEREAS, the County Auditor issued a report of estimated revenues for LTF for Fiscal Year (FY) 2023/24 and the State Controller's Office issued a report of revised estimated revenues for STA and SGR Funds.

NOW THEREFORE, BE IT RESOLVED, that EDCTC shall review the claims as they are received, approve same for the FY 2023/24 funds estimated to be available in the LTF, STA, and the SGR funds, and make the following allocations:

1. To the El Dorado County Auditor-Controller for administrative costs in the amount of \$10,000.00, per Section 99233.1.
2. To EDCTC for TDA administration and for planning and programming in the amount of \$754,358.74, per Section 99233.1 and 99233.2.

3. To be reserved by the El Dorado County Auditor's Office for future reimbursements to the City and County for pedestrian and bicycle facilities as programmed and claimed in the amount of \$177,917.08, per Sections 99233.3 and 99234.
4. Fund the LTF contingency in the amount of \$1,250,000.00 for future transit needs. The previous contingency balance was \$750,000.00 and the maximum amount was increased to \$2,000,000.00.
5. To the El Dorado County Transit Authority (EDCTA) for Article 4 purposes, the total amount available of \$7,293,578.18, per Sections 99233.8, 99260(a), and 99262.
6. Revised State Transit Assistance Funds – To EDCTA for STA Funds in the revised estimated amount of \$2,467,696.61. This includes \$168,294.00 of the FY 2022/23 STA actual amount received over the estimated amount, FY 2022/23 interest of \$1,052.61, the FY 2023/24 revised estimate of STA of \$2,296,350.00 and an estimated amount of \$2,000.00 in interest for FY 2023/24, for capital improvements, per Section 99314.6. The total allocation of \$2,467,696.61 plus an estimate of \$2,000.00 in interest is to be paid to EDCTA by the County Auditor as FY 2023/24 revenues are received and available for payment.
7. Revised State of Good Repair Funds – To be reserved by the El Dorado County Auditor's Office for future reimbursements to EDCTA for SGR Funds in the estimated amount of \$297,741.00 plus interest. This allocation will be paid out after a reimbursement claim for an eligible project is approved by EDCTC.

BE IT FURTHER RESOLVED, EDCTC has requested that approved claims be paid in full, provided the funds are available.

BE IT FURTHER RESOLVED, that allocation instructions shall be prepared for each claimant in accordance with the above, and pursuant to EDCTC rules and regulations. The Executive Director, appointed by the Commission, is authorized to sign the allocation instructions and to issue the instructions to the County Auditor to pay the claimants in accordance with the above allocations and conditions.

BE IT FURTHER RESOLVED, that the claimants are to be notified by EDCTC of action on their claims.

PASSED AND ADOPTED, by the El Dorado County Transportation Commission at their regular meeting on October 5, 2023, by the following vote:

Vote Pending

Attest:

John Clerici, Chairperson

Dana Keffer, Secretary to the Commission

**TRANSPORTATION DEVELOPMENT ACT (TDA)
 LOCAL TRANSPORTATION FUND (LTF)
 FINDINGS OF APPORTIONMENT
 FY 2023/24 APPORTIONMENT AND ALLOCATION**

LTF AVAILABLE FOR ALLOCATION

Estimated 2023/24 LTF Receipts per El Dorado County Auditor	\$ 7,448,828.00	
Estimated Fund Balance June 30, 2023	\$ 2,000,000.00	
Estimated 2023/24 Interest Income	\$ 37,026.00	
Less: County Auditor Fees (PUC Section 99233.1)	\$ (10,000.00)	
 Total EDCTC Area Share	 \$ 9,475,854.00	
Total balance for apportionment		<u>\$ 9,475,854.00</u>

CLAIMANT ALLOCATIONS

TDA Administration (PUC Section 99233.1)

EDCTC TDA Administration	\$ 295,724.38	
TDA Administration subtotal		\$ 295,724.38

Planning / Programming (PUC Section 99233.2)

EDCTC Planning and Programming (up to 3% of Revenue)	\$ 284,275.62	
EDCTC Contribution to SACOG Federal Planning and Programming	\$ 174,358.74	
<small>(Note: per 12/15/16 MOU between EDCTC and SACOG, equal to 2% of LTF Apportionment after Administration, Planning & Programming, Pedestrian & Bicycle Facilities, and Community Transit Services apportionment, if any)</small>		
Planning / Programming subtotal		\$ 458,634.36

Pedestrian and Bicycle Facilities-Discretionary (PUC Sections 99233.3 and 99234)

Bicycle and Pedestrian Facilities	\$ 177,917.08	
<small>(Note: up to 2% of remaining funds after Administration and Planning/Programming)</small>		
Pedestrian / Bicycle Facilities subtotal		\$ 177,917.08

Public Transportation - Transit (Article 4) (PUC Sections 99233.8, 99260(a) and 99262)

EDCTA - Continuation of Existing Service	\$ 7,293,578.18	
EDCTA - Contingency	\$ 1,250,000.00	
EDCTA - Excess Carryover	\$ -	
Transit subtotal		\$ 8,543,578.18

Other Transportation (Article 8) (PUC 99233.9, 99400(a), 99402 and 99407)

City of Placerville: 10,888 = 6.73% of total County population	\$ -	
El Dorado County Unincorporated: 151,012 = 93.27% of total County population	\$ -	
Other Transportation subtotal		\$ -

Total FY 2023/24 claimant allocations	\$ 9,475,854.00	
	\$ -	
Total Apportionment		<u>\$ 9,475,854.00</u>

2014/15 Transit Contingency	\$ 111,767.28	
2015/16 Transit Contingency	\$ 111,709.60	
2016/17 Transit Contingency	\$ 116,944.34	
2017/18 Transit Contingency	\$ 128,628.96	
2018/19 Transit Contingency	\$ 30,949.82	
2022/23 Transit Contingency	\$ 250,000.00	
Total	\$ 750,000.00	
Proposed 2023/24 Transit Contingency	\$ 1,250,000.00	
Total after 2023/24 Additional Amount to Contingency	\$ 2,000,000.00	

**TRANSPORTATION DEVELOPMENT ACT (TDA)
STATE TRANSIT ASSISTANCE (STA)
FINDINGS OF APPORTIONMENT**

REVISED FY 2023/24 APPORTIONMENT AND ALLOCATION

FY 2023/24 ESTIMATED STA AVAILABLE FOR ALLOCATION

Estimated 2023/24 STA Receipts per State Controller's Office 99313 *	\$ 2,150,021.00
Estimated 2023/24 STA Receipts per State Controller's Office 99314 *	\$ 146,329.00
Additional Amount received in FY 2022/23	\$ 168,294.00
FY 2022/23 Interest	\$ 1,052.61
FY 2023/24 estimated Interest	<u>\$ 2,000.00</u>

Total FY 2023/24 balance for apportionment \$ 2,467,696.61

El Dorado County Transit Authority (PUC 99313 and 99314)

EDCTA - Continuation of Existing Service		<u>\$ 2,467,696.61</u>
Public Transportation subtotal		\$ 2,467,696.61

Subtotal FY 2023/24 claimant allocations \$ 2,467,696.61

Total FY 2023/24 claimant allocations \$ 2,467,696.61

* This is an estimate. The actual amount of STA funds collected for the fiscal year will be paid to El Dorado County Transit Authority.

**TRANSPORTATION DEVELOPMENT ACT (TDA)
STATE OF GOOD REPAIR (SGR)
FINDINGS OF APPORTIONMENT**

REVISED FY 2023/24 APPORTIONMENT AND ALLOCATION

REVISED FY 2023/24 ESTIMATED SGR AVAILABLE FOR ALLOCATION

Revised estimated 2023/24 SGR Receipts per State Controller's Office 99313 September 2023 \$ 280,335.00

Revised estimated 2023/24 SGR Receipts per State Controller's Office 99314 September 2023 \$ 19,079.00

Total FY 2023/24 balance for apportionment \$ 299,414.00

El Dorado County Transit Authority (PUC 99313 and 99314)

EDCTA for eligible project Repair & Rehabilitation at 6/1/23 EDCTC meeting \$ 299,414.00

Public Transportation subtotal \$ 299,414.00

Subtotal FY 2023/24 claimant allocations \$ 299,414.00

Total FY 2023/24 claimant allocations \$ 299,414.00

BUSINESS ITEM**STAFF REPORT**

DATE: OCTOBER 5, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: JERRY BARTON, SENIOR TRANSPORTATION PLANNER
SUBJECT: ZARTICO SOFTWARE FUNDING AGREEMENT

REQUESTED ACTION

Authorize the Executive Director to sign an agreement between the El Dorado County Transportation Commission (EDCTC) and the Economic Development Corporation (EDC2) (Attachment A) for EDCTC to reimburse EDC2 \$9,000.00 for shared use of Zartico software through June 30, 2024.

BACKGROUND

Zartico software uses geolocation data to understand visitor movements with an emphasis on tourism, events, and financial transactions. Zartico's "Destination Intelligence Platform," harnesses and streamlines complex data to provide a full-spectrum of data science, benchmarking, and analytical services for use in marketing, community development, and sustainability efforts. EDCTC has utilized Zartico software over the last year to make observations about trip patterns primarily related to tourism events taking place in El Dorado County.

DISCUSSION

Staff members of EDC2, El Dorado County Department of Economic Development, and EDCTC are continuing to utilize Zartico software. In the coming year EDCTC staff will take advantage of the option to have Zartico prepare a transportation/trip related visualization that will provide value to EDCTC related in support of the 2025 Regional Transportation Plan. EDC2, El Dorado County Economic Development and EDCTC are partnering to share the cost and use of the Zartico software for this renewal. EDCTC's contribution for the use of the software is \$9,000.00.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachments: A) Economic Development Corporation and EDCTC Funding Agreement

**ECONOMIC DEVELOPMENT CORPORATION OF EL DORADO COUNTY
AND EL DORADO COUNTY TRANSPORTATION COMMISSION
AGREEMENT**

SUBJECT: ZARTICO SOFTWARE

This Agreement is made and entered into as of this fifth day of October 2023, by and between the Economic Development Corporation of El Dorado County, with offices in Placerville, California (hereinafter called EDC2) and El Dorado County Transportation Commission, with offices in Placerville, California (hereinafter called "EDCTC").

RECITALS

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

WHEREAS, California Government Code Section 29532.1(c) identifies EDCTC as the designated Regional Transportation Planning Agency for El Dorado County, exclusive of the Lake Tahoe Basin;

WHEREAS, EDC2 is a not-for-profit organization created to promote and maintain a healthy climate for successful businesses, tourism, and employment in El Dorado County;

WHEREAS, EDC2 and EDCTC desire to coordinate the payment and shared use of the Zartico software program;

NOW, THEREFORE, for the consideration hereinafter stated, the parties agree as follows:

1.0 SCOPE OF SERVICES

- a) Pursuant to its licensing agreement with Zartico, EDC2 will allow EDCTC to use the software for data collection to be used in planning studies.
- b) The Zartico software uses geolocation data to understand visitor movement to better anticipate where, when and how people move throughout a destination. The software also collects data on where and how much visitors are spending.

2.0 TERM OF SERVICES

- a) The term of services shall be from October 5, 2023 to June 30, 2024.

3.0 PAYMENT

For services satisfactorily provided hereunder, EDCTC agrees to compensate EDC2 as follows:

- a) Fee of \$9,000 for the use of Zartico software;
- b) The total reimbursement to EDC2 by EDCTC shall not exceed \$9,000 under the terms of this agreement.

4.0 TERMINATION

Either party may terminate this Agreement without cause with 60 days written notice. Upon receipt of a notice to terminate, the parties shall discontinue all related activities.

5.0 NOTIFICATION

All notices hereunder and communications regarding interpretation of the terms of this Agreement or changes thereto shall be affected by the mailing thereof by registered or certified mail, return receipt requested, postage prepaid, and addressed as follows:

EDC2
542 Main Street
Placerville, CA 95667
ATTN: Jody Franklin

El Dorado County Transportation Commission
2828 Easy Street, Suite 1
Placerville, California 95667
ATTN: Woodrow Deloria

6.0 INDEMNIFICATION

EDCTC shall indemnify, defend, and hold harmless EDC2, its Board of Directors, officers, agents, employees, and volunteers (collectively the "EDC2 Indemnitees") from and against any and all claims, demands, actions, losses, liabilities, damages, and costs, including reasonable attorney's fees (the "Losses"), arising out of or resulting from the performance of this Agreement, regardless of whether caused in part by a party indemnified hereunder. Notwithstanding the foregoing this indemnification will not extend to Losses caused by the sole, active negligence, or willful misconduct of EDC2 Indemnitees.

EDC2 shall indemnify, defend, and hold harmless EDCTC, its Commission, officers, agents, employees, and volunteers (collectively the "EDCTC Indemnitees"), from and against any and all claims, demands, actions, losses, liabilities, damages, and costs including reasonable attorney's fees (the "Losses") arising out of or resulting from claims brought by Zartico or in connection with activities arising out of the Zartico Licensing Agreement, regardless of whether caused in part by a party indemnified hereunder. Notwithstanding the foregoing this indemnification will not extend to Losses caused by the sole, active negligence, or willful misconduct of EDCTC Indemnitees.

7.0 MISCELLANEOUS

- a) Entire Agreement; Amendment. This Agreement constitutes the entire agreement between the Parties and supersedes any and all other agreements, either oral or in writing between the parties hereto regarding the subject matter contained herein. This Agreement may only be amended, modified, and changed by an instrument in writing signed by all of the Parties.
- b) Venue. The terms and provisions of this Agreement shall be interpreted in accordance with the laws of the State of California. In connection with any legal proceedings under this Agreement, the Parties hereto mutually consent to the jurisdiction of the courts of the State of California having jurisdiction for El Dorado County, California and agree that the venue for any such legal proceedings shall be in El Dorado County.
- c) Assignment. Neither party may assign this Agreement to a third party without the express prior written consent of the other party.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed on the date shown below, but effective on the date hereinabove written.

EDC2

**EL DORADO COUNTY
TRANSPORTATION COMMISSION**

Laurel Brent-Bumb

Woodrow E. Deloria
Executive Director

Date: _____

Date: _____

BUSINESS ITEM**STAFF REPORT**

DATE: OCTOBER 5, 2023
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER
SUBJECT: FISCAL YEAR 2023/24 OVERALL WORK PROGRAM, BUDGET,
AND GOALS AND OBJECTIVES, AMENDMENT 1

REQUESTED ACTION

Adopt Resolution 23/24.08 (Attachment A), approving the Fiscal Year (FY) 2023/24 Overall Work Program, Budget, and Goals and Objectives, Amendment 1 (Attachment B).

BACKGROUND

The Overall Work Program (OWP) and Budget is the work plan for El Dorado County Transportation Commission (EDCTC), and it identifies the work activities and budget by Work Element for the upcoming fiscal year.

DISCUSSION

The Draft OWP was presented at the March 2, 2023, Commission meeting. The Final OWP document was approved at the May 4, 2023, Commission meeting. An amendment is needed to add a new grant funded project, add a pending grant funded project, and add the approved grant carry over balances to the OWP and Budget.

The following changes to the OWP and Budget are included in Amendment 1:

1. EDCTC was awarded a Caltrans grant to complete the Next Generation Transportation Investment Strategy. Work Element (WE) 263 was added for this project.
2. EDCTC applied for a Rural Planning Assistance (RPA) grant for the US 50 Camino Signage and Wayfinding Mitigation Plan. WE 282 was added to the OWP in order to start the project if the grant is awarded.
3. The Wildfire Evacuation Preparedness, Community Safety and Resiliency Plan, WE 265 and the Public Outreach, WE 265SHA grant funded projects that were started in FY 2022/23 will be completed in the current fiscal year. The grant funding and consultant contracts have been revised to the approved carryover amount from FY 2022/23.
4. Minor changes were made to utilities, insurance and equipment maintenance based on the final costs for FY 2022/23.

The total amount of Amendment 1 to the FY 2023/24 OWP and Budget is \$2,153,092.82.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 23/24.08
B) FY 2023/24 Overall Work Program, Budget, and Goals and Objectives,
Amendment 1 (*provided under separate cover*)



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 23/24.08

**RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION
APPROVING FISCAL YEAR 2023/24 OVERALL WORK PROGRAM, BUDGET,
AND GOALS AND OBJECTIVES AMENDMENT 1**

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) 2023/24 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 2023/24 is \$1,286 per pay period; and

WHEREAS, the Draft OWP was presented at the March 2, 2023, Commission meeting; and

WHEREAS, the Final OWP was approved at the May 4, 2023, Commission meeting; and

WHEREAS, an amendment is required to add the approved carry over grant funding, add a new grant awarded to EDCTC and add a pending grant.

NOW, THEREFORE, BE IT RESOLVED, that the El Dorado County Transportation Commission hereby approves Amendment 1 to the FY 2023/24 Overall Work Program, Budget, Goals and Objectives with a total budget of \$2,153,092.82.

PASSED AND APPROVED by the El Dorado County Transportation Commission governing body at the regular meeting held on October 5, 2023, by the following vote:

Vote Pending

Attest:

John Clerici, Chairperson

Dana Keffer, Secretary to the Commission