



This meeting will be held online.  
See connection notes below.

## COMMISSIONERS

### Council Members Representing the City of Placerville

Patty Borelli, Kara Taylor, Dennis Thomas

### Supervisors Representing the County of El Dorado

John Hidahl, Lori Parlin, Wendy Thomas, George Turnboo

Contact the EDCTC: 2828 Easy Street, Placerville, CA, 530.642.5260 [www.edctc.org](http://www.edctc.org)

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## AGENDA

Regular Meeting

**Thursday, November 4, 2021, 2:00 PM**

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

### IMPORTANT NOTICE:

Those that would like to observe or listen to the meeting may access it either on a computer or by phone. If you are using a computer or mobile device with video, you can make a comment by using the “raise your hand” option. If you are joining the meeting by phone, press \*9 to indicate a desire to make a comment. The Secretary to the Commission will call you by the last three digits of your phone number when it is your turn to speak. Note that your comments must pertain to the subject at hand and are 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.

By participating in this meeting, you acknowledge that you are being recorded.

If you choose not to observe or listen to the meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 4:00 p.m. Monday, November 1<sup>st</sup> to the Secretary to the Commission [dkeffer@edctc.org](mailto:dkeffer@edctc.org). Your comment will be placed into the record and forwarded to the Commissioners. They may or may not be read at the meeting on your behalf.

The meeting will begin 15 minutes early. If you need assistance before 2:00, please call the Secretary to the Commission 530.642.5260.

### [This is your Meeting Link](#)

Webinar ID: 876 0074 5248

Passcode: 652960

Phone: 1-669-900-6833

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## 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. EXPIRATION OF THE EXECUTIVE ORDER NO. N-25-20 AND PASSAGE OF ASSEMBLY BILL 361 (DELORIA)  
REQUESTED ACTION: Adopt Resolution 21/22.11 regarding the Ralph M. Brown Act and the finding of risk to health and safety of in-person meetings because of the continuing COVID-19 pandemic State of Emergency declared by Governor Newsom.
2. MINUTES FOR THE OCTOBER 7, 2021, COMMISSION MEETING (KEFFER)  
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the October 7, 2021, Commission meeting.
3. SEPTEMBER 2021 CHECK REGISTER (THOMPSON)  
REQUESTED ACTION: Receive and file the September 2021 Check Register.
4. OVERALL WORK PROGRAM BUDGET VS. ACTUAL COMPARISON FISCAL YEAR 2021/22 REPORT (THOMPSON)  
REQUESTED ACTION: Receive and file the Overall Work Program Budget vs. Actual Comparison Fiscal Year 2020/21 July-September Report.

**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**

5. FINAL EL DORADO HILLS BUSINESS PARK COMMUNITY TRANSPORTATION STUDY (BARTON)  
REQUESTED ACTION: Accept the Final El Dorado Hills Business Park Community Transportation Study as complete.
6. FINAL EL DORADO COUNTY TRANSIT AUTHORITY ZERO EMISSION BUS FLEET CONVERSION PLAN (BOLSTER)  
REQUESTED ACTION: Accept the final El Dorado County Transit Authority Zero Emission Bus Fleet Conversion Plan.
7. RATIFICATION OF THE STAKEHOLDER ADVISORY COMMITTEE FOR THE STATE ROUTE 49 AMERICAN RIVER CONFLUENCE STUDY (DELORIA)  
REQUESTED ACTION: By motion, ratify the SR 49 American River Confluence Study Stakeholder Advisory Committee.

**INFORMATION ITEMS**

8. 2022 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM OVERVIEW (BOLSTER)  
REQUESTED ACTION: None. This item is for information only.
9. FEDERAL HIGHWAY ADMINISTRATION CALIFORNIA CORRECTIVE ACTION CMAQ AND STBG PROGRAMS ADMINISTRATION AND OVERSIGHT (DELORIA)  
REQUESTED ACTION: None. This item is for information only.

**EXECUTIVE DIRECTOR'S REPORT**

**SOUTH LAKE TAHOE - CALTRANS – COMMISSIONER COMMENTS****RECESS TO CLOSED SESSION**

10. CONFERENCE WITH LEGAL COUNSEL – THREATENED LITIGATION. GOVERNMENT CODE SECTION 54956.9 SUBDIVISION (d) (2)

REQUESTED ACTION: By motion, direct the Executive Director to respond to legal claim.

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS****ADJOURNMENT**

The next regular meeting is scheduled for 2:00 PM on December 3, 2021.

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**CONSENT CALENDAR****STAFF REPORT**

**DATE:** NOVEMBER 4, 2021  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** WOODROW DELORIA, EXECUTIVE DIRECTOR  
**SUBJECT:** EXPIRATION OF THE EXECUTIVE ORDER NO. N-25-20 AND PASSAGE OF ASSEMBLY BILL 361

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**REQUESTED ACTION**

Adopt Resolution 21/22.11 regarding the Ralph M. Brown Act and the finding of risk to health and safety of in-person meetings because of the continuing COVID-19 pandemic State of Emergency declared by Governor Newsom.

**BACKGROUND**

The Ralph M. Brown Act ("the Brown Act"), provides guidance and requirements for public agencies and local governments in California to hold and conduct business at open and public meetings. The Brown Act ensures the public is involved, informed, and active in the decisions and discussions of local, regional, and state governance. EDCTC meetings are held to the standards within the Brown Act and are conducted consistent with the requirements therein.

In response to the COVID-19 pandemic, on March 12, 2020, the Governor issued Executive Order No. N-25-20 that waived certain requirements of the Brown Act including:

- the requirement that the notice of each meeting location be provided for those members of the legislative body (board or committee) participating in the meeting;
- the requirement that each meeting location be accessible to members of the public;
- the requirement that members of the public be able to address the legislative body (board and committee) at each meeting location;
- the requirement that agencies post agendas at all meeting locations; and
- the requirement that at least a quorum of the legislative body (board and committee) participate from locations within the boundaries of the territory over which they exercise jurisdiction.

EDCTC has been conducting monthly meetings since the beginning of the pandemic consistent with these modifications to the Brown Act by holding meetings virtually over the Zoom meeting platform. These modifications to the Brown Act expired on September 30, 2021. To continue the allowance of these modifications and to continue allowing virtual meetings to protect health and safety, Governor Newsom signed Assembly Bill (AB) 361 on September 16<sup>th</sup>. AB 361 extended these modifications through June of 2024, for any State or Local government agency which is under a declared State of Emergency.

**DISCUSSION**

The provisions of AB 361 regarding remote meetings can only be used in the event there is a Governor issued state of emergency that is active under the California Emergency Services Act and a legislative body decides by resolution that there is a need to meet remotely. The Governor's state of emergency presently remains in effect. Staff and EDCTC Legal Counsel recommend adoption of Resolution 21/22.11, a resolution that the commission is holding a meeting during a proclaimed state of emergency and State officials have imposed or recommended measures to promote social distancing.

AB 361 also requires legislative bodies to approve by resolution the decision to meet remotely every 30 days. As such, staff will present this resolution to EDCTC at regularly scheduled meetings for consideration while a state of emergency exists. Attached is the authorizing resolution.

Assembly Bill 361 permits remote meetings but requires that:

- agencies may not close public comment periods for written comments in advance of a meeting, but instead only close the comment period at the same time it is closed during a meeting;
- that agencies must clearly advertise the means by which the public can observe the meeting and offer comment during the meeting via either a call or internet-based option, the public must be given an opportunity to comment directly; and
- that in the event of a disruption in the broadcasting of the meeting the legislative body (board or committee) would take no further action until meeting access would be restored to the public.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 21/22.11



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:** John Hidahl, Lori Parlin, Wendy Thomas, George Turnboo

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## RESOLUTION 21/22.11

### RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION REGARDING THE RALPH M. BROWN ACT AND PROVISIONS PROVIDED UNDER AB 361 TO CONTINUE MEETING VIRTUALLY DURING THE ONGOING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM

**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**, On March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and

**WHEREAS**, the proclaimed state of emergency remains in effect; and

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the "Brown Act"), provided certain requirements were met and followed; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and

**WHEREAS**, effective October 1, 2021, AB 361 allows local legislative bodies to continue to allow remote meetings during a proclaimed state of emergency, if "state or local officials have imposed or recommended measures to promote social distancing"; and

**WHEREAS**, on September 30, 2021, the El Dorado County Public Health Officer released "Recommendations for Safe Board and Commission Meetings During COVID-19 Pandemic" supporting compliance with AB 361; and

**WHEREAS**, EDCTC has an important governmental interest in protecting the health, safety, and welfare of those who participate in meetings of EDCTC's legislative body subject to the Brown Act; and

**WHEREAS**, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, AB 361 allows for EDCTC to continue holding meetings virtually in a safe and effective manner while still providing opportunity for public involvement.

**NOW THEREFORE, BE IT RESOLVED**, by the El Dorado County Transportation Commission as follows:

1. EDCTC finds that AB 361 provides the legal basis for EDCTC to continue to meet virtually while in a declared state of emergency.
2. AB 361 applies to all EDCTC-related legislative bodies subject to the Brown Act, including but not limited to, the El Dorado County Transportation Commission, Social Services Technical Advisory Committee, Technical Advisory Committee, Airport Land Use Commission, and any other standing committees.
3. Staff is directed to return to the Commission no later than thirty (30) days after the adoption of this resolution, or by the next Commission meeting, for the Commission to consider continuing to meet in accordance with AB 361.

**PASSED AND ADOPTED**, by the El Dorado County Transportation Commission on November 4, 2021, by the following vote:

Vote pending

Attest:

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Kara Taylor, Chairperson

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Dana Keffer, Secretary to the Commission

## CONSENT CALENDAR

### STAFF REPORT

**DATE:** NOVEMBER 4, 2021  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** DANA KEFFER, EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION  
**SUBJECT:** MINUTES FOR THE OCTOBER 7, 2021, COMMISSION MEETING

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### REQUESTED ACTION

The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the October 7, 2021, Commission meeting.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachment: October 7, 2021, Minutes





2828 Easy Street, Suite 1, Placerville, CA 95667 [www.edctc.org](http://www.edctc.org) 530.642.5260

**Councilmembers Representing City of Placerville:** Patty Borelli, Kara Taylor, Dennis Thomas  
**Supervisors Representing El Dorado County:** John Hidahl, Lori Parlin, Wendy Thomas, George Turnboo  
Woodrow Deloria, Executive Director

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## ACTION MINUTES

Regular Meeting, Thursday, October 7, 2021, 2:00 PM

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### 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.

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### CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Taylor called the meeting to order at 3:04 PM and led the Pledge of Allegiance.

ATTENDANCE: Chair Taylor, Vice Chair Hidahl, Commissioners Borelli, Parlin, D. Thomas, Turnboo and Caltrans Ex Officio Alex Fong. ABSENT: Commissioner Wendy Thomas and Ex Officio Councilmember Bass.

### SPECIAL ACTION ITEM

1. EXPIRATION OF THE EXECUTIVE ORDER NO. N-25-20 AND PASSAGE OF ASSEMBLY BILL 361 (DELORIA)

REQUESTED ACTION: Adopt Resolution 21/22.08 regarding the Ralph M. Brown Act and the finding of risk to health and safety of in-person meetings because of the continuing COVID-19 pandemic State of Emergency declared by Governor Newsom.

There was no public comment.

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

**MOTION/SECOND: Hidahl/Parlin**

**AYES: Borelli, Hidahl, Parlin, Taylor, D. Thomas, Turnboo**

**ABSTAIN: None**

**NOES: None**

**ABSENT: W. Thomas**

### ADOPTION OF AGENDA AND CONSENT CALENDAR

There was no public comment.

**ACTION: Commissioner Borelli made a motion to adopt the agenda and to approve or adopt items 2-7 on the Consent Calendar. The motion was seconded by Commissioner Dennis Thomas which carried as follows:**

**MOTION/SECOND: Borelli/D. Thomas**

**AYES: Borelli, Hidahl, Parlin, Taylor, D. Thomas, Turnboo**

**ABSTAIN: None**

**NOES: None**

**ABSENT: W. Thomas**

2. MINUTES FOR THE SEPTEMBER 2, 2021, COMMISSION MEETING (KEFFER)  
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the September 2, 2021, Commission meeting.
3. AUGUST 2021 CHECK REGISTER (THOMPSON)  
REQUESTED ACTION: Receive and file the August 2021 Check Register.
4. TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2020/21 ACTUAL APPORTIONMENT AND ALLOCATION FOR STATE TRANSIT ASSISTANCE FUNDS (THOMPSON)  
REQUESTED ACTION: Adopt Resolution 21/22.08 approving the Transportation Development Act Fiscal Year 2020/21 Actual Apportionment and Allocation for State Transit Assistance Funds.
5. TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2020/21 STATE OF GOOD REPAIR FUNDS ACTUAL ALLOCATION AND CLAIM (THOMPSON)  
REQUESTED ACTION: Adopt Resolution 21/22.09 to approve the Transportation Development Act Fiscal Year 2020/21 State of Good Repair Funds Actual Allocation and Claim.
6. PROFESSIONAL SERVICES AGREEMENT: GENERAL LEGAL SERVICES, AMENDMENT 3 (DELORIA)  
REQUESTED ACTION: Authorize the Executive Director to enter into a professional services agreement, Amendment 3, between El Dorado County Transportation Commission and Buchalter Legal for general legal services effective November 1, 2021, through February 28, 2022.
7. PROFESSIONAL SERVICES AGREEMENT: REGIONAL TRANSPORTATION PLANNING AGENCY ADMINISTRATIVE MANUAL AND TRAINING, AMENDMENT 1 (DELORIA)  
REQUESTED ACTION: Authorize the Executive Director to sign the professional services agreement: Regional Transportation Planning Agency Administrative Manual and Training, Amendment 1.

#### OPEN FORUM

Public comment was received from Kathi Lishman.

#### BUSINESS ITEMS

8. US 50 CORRIDOR ACCESS CONTROL PROOF OF CONCEPT PILOT OUTREACH AND AWARENESS WORK PLAN PROFESSIONAL SERVICES AGREEMENT, AMENDMENT 1 (BARTON)  
REQUESTED ACTION: Authorize the Executive Director to sign US 50 Corridor Access Control Proof of Concept Pilot Outreach and Awareness Work Plan Professional Services Agreement, Amendment 1.

Public comment was received from Kathi Lishman.

**ACTION: Commissioner Borelli made a motion to authorize the requested action as stated. The motion was seconded by Commissioner Dennis Thomas which carried as follows:**

**MOTION/SECOND: Borelli/D. Thomas**  
**AYES: Borelli, Hidahl, Parlin, Taylor, D. Thomas, Turnboo**  
**ABSTAIN: None**  
**NOES: None**  
**ABSENT: W. Thomas**

INFORMATION ITEM

9. DRAFT EL DORADO COUNTY TRANSIT AUTHORITY ZERO EMISSION BUS FLEET CONVERSION PLAN (BOLSTER)  
REQUESTED ACTION: None. This item is for information only.

There was no public comment.

EXECUTIVE DIRECTOR'S REPORT

***Commissioner Turnboo left the meeting at 3:30 pm.***

SOUTH LAKE TAHOE - CALTRANS – COMMISSIONER COMMENTS

ADJOURNMENT

The meeting was adjourned at 3:32 PM.

The next regular meeting is scheduled for 2:00 PM on November 4, 2021.

**CONSENT CALENDAR**

**STAFF REPORT**

**DATE: NOVEMBER 4, 2021**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER**  
**SUBJECT: SEPTEMBER 2021 CHECK REGISTER**

**REQUESTED ACTION**

Receive and file the September 2021 Check Register (Attachment A).

**BACKGROUND AND DISCUSSION**

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

<i>Fehr &amp; Peers</i> .....	\$4,501.17
<i>Fehr &amp; Peers</i> .....	\$4,797.79
<p>July and August 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.</p>	
<i>Extreme Towing</i> .....	\$13,065.51
<p>August 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.</p>	
<i>AIM Consulting, Inc.</i> .....	\$17,002.98
<p>July-August public outreach for the 50 Corridor Proof of Concept, Work Element 253. The contract with AIM Consulting was approved at the June 3, 2021, EDCTC meeting.</p>	
<i>Wood Rodgers</i> .....	\$4,728.49
<p>August professional services for the 50 Corridor System User Analysis, Investment Strategy, and Access Control Action Plan, Work Element 253. This contract was approved at the December 3, 2020, EDCTC meeting.</p>	
<i>Stantec Consulting Services Inc.</i> .....	\$14,205.28
<p>August professional services for the El Dorado County Transit Authority Zero Emission Bus Fleet Conversion Plan, Work Element 228. This contract was approved at the November 5, 2020, EDCTC meeting.</p>	

Approved for Agenda:

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 Woodrow Deloria, Executive Director

Attachment A: September 2021 Check Register

**El Dorado County Transportation Commission**  
**Check Register**  
**September 2021**

<b>Date</b>	<b>Name</b>	<b>Payment</b>	<b>Memo</b>
09/01/2021	Ameritas Life Insurance Corp.	579.92	September 2021 Dental
09/01/2021	Ameritas Life Insurance Corp.	85.56	September 2021 Vision
09/01/2021	Benefit Coordinators Corporation	203.88	September 2021 Life/Disability Premiums
09/01/2021	CalPERS Health	7,974.25	September 2021 Health Premiums
09/01/2021	RTS IT, Inc.	690.00	September 2021 ITCare Silver Service Plan
09/07/2021	Carbon Copy	8.99	August 2021 Copy Machine Copies/Maint
09/07/2021	Century Building Maintenance	450.00	August 2021 Building Maintenance
09/07/2021	Fehr & Peers	4,501.17 *	July 2021 El Dorado Hills Business Park Study
09/07/2021	Roberts & Company, Inc.	25.00	August 2021 Accounting Oversight
09/08/2021	CalPERS Retirement System	3,373.24	September 2021 Contribution #1
09/15/2021	Cardmember Service - Visa DK	65.91	August Office Expense
09/15/2021	Cardmember Service - Visa KT	254.99	ADA Website, Remote Access & Zoom Webinars August 2021
09/15/2021	Extreme Towing	13,066.51 *	August 2021 Freeway Service Patrol
09/15/2021	Sierra Office Supply & Printing	35.59	September 2021 Office Supplies
09/20/2021	AIM Consulting, Inc.	17,002.98 *	July-August 2021 US 50 Corridor Proof of Concept
09/20/2021	PG&E	541.25	September 2021 Utilities
09/20/2021	RTS IT, Inc.	6,000.00	Move all server files to the cloud incl office 365 licenses
09/20/2021	Umpqua Bank	71.21	August 2021 Analyzed Checking Fee
09/20/2021	Wood Rodgers	4,728.49 *	August 2021 US 50 Corridor System User Analysis
09/20/2021	Rimrock Water Company	33.12	August 2021 Water
09/22/2021	CalPERS Retirement System	3,373.24	September 2021 Contribution #2
09/27/2021	AT&T	125.25	September 2021 Office Phones
09/27/2021	De Lage Landen Financial Services	203.78	October 2021 Copy Machine Lease Payment
09/27/2021	Fehr & Peers	4,797.79 *	August 2021 EDH Business Park Comm Transp Plan
09/27/2021	GovInvest, Inc	4,300.00	Annual Licensing Fee GASB 75 Full Valuation
09/27/2021	National Access LD	32.69	September 2021 Long Distance
09/27/2021	QuickBooks Payroll Service	8.00	August 2021 Payroll Fee
09/27/2021	Stantec Consulting Services Inc.	14,205.28 *	August 2021 EDCTA ZEB Fleet Conversion Plan
09/27/2021	Steele Building Offices	4,517.00	October 2021 Office Rent
	<b>Total</b>	<b><u>91,255.09</u></b>	

**CONSENT CALENDAR**

**STAFF REPORT**

**DATE: NOVEMBER 4, 2021**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER**  
**SUBJECT: OVERALL WORK PROGRAM BUDGET VS. ACTUAL COMPARISON FISCAL YEAR 2021/22 REPORT**

**REQUESTED ACTION**

Receive and file the Overall Work Program Budget vs. Actual Comparison Fiscal Year (FY) 2021/22 July-September Report (Attachment A).

**BACKGROUND**

This budget vs. actual comparison is for the first quarter of fiscal year 2021/22. 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, 2021	\$648,795
Receipts	\$710,262
Disbursements	\$393,513
Public Funds Money Market and Checking Account Balances at September 30, 2021	\$965,544

Approved for Agenda:

\_\_\_\_\_  
 Woodrow Deloria, Executive Director

Attachment A: OWP Budget vs. Actual Comparison FY 2021/22 July-September



**EL DORADO COUNTY TRANSPORTATION COMMISSION  
OWP BUDGET VS. ACTUAL COMPARISON FY 2021/22 JULY-SEPTEMBER**

	WE 125		WE 130		WE 200		WE 221		WE 228	
	Airport Land Use Commission		Freeway Service Patrol		Regional Transportation Plan		Transit Planning		El Dorado Transit Zero Emission Bus Fleet Conversion Plan	
	Budget 125	Actual 125	Budget 130	Actual 130	Budget 200	Actual 200	Budget 221	Actual 221	Budget 228	Actual 228
<b>Income</b>										
Local Transportation Funds (LTF)	12,143	953			113,601	-	26,223	6,514	16,727	6,117
Rural Planning Assistance (RPA)	-	-	-	-	44,827	14,849	-	-	-	-
Rural Planning Assistance (RPA) Grants					-	-				
STIP Planning, Programing & Monitoring (PPM)	-	-	-	-	-	-	-	-	-	-
Surface Transp Block Grant Prog (STBGP)	-	-	-	-	45,425	4,950	-	-	-	-
CRRSSA Surface Transp Block Grant Prog										
Airport Land Use Commission Fees										
Sustainable Communities FTA 5304										
FHWA-State Planning & Research										
SB1 Sustainable Communities									120,428	44,048
State Highway Account (SHA)										
Freeway Service Patrol			179,834	46,118						
Rural Counties Task Force										
Transit Matching Funds for ZEB Conversion Plan									13,380	4,895
Misc Income/EDH CSD/EI Dorado County		-								
<b>Total Income</b>	<b>12,143</b>	<b>953</b>	<b>179,834</b>	<b>46,118</b>	<b>203,853</b>	<b>19,799</b>	<b>26,223</b>	<b>6,514</b>	<b>150,535</b>	<b>55,060</b>
<b>Expense</b>										
Permanent Employees/Benefits	4,314	576	14,396	4,871	54,513	11,959	15,839	3,935	9,222	3,374
Temporary Employee										
Building Lease & Utilities										
Office Expense	-	-	-	-	-	-	-	-	150	-
Professional Services	5,000	-	156,000	38,054	113,601	-	-	-	135,117	49,474
Indirect Cost Allocation	2,828	377	9,438	3,193	35,739	7,840	10,384	2,580	6,046	2,212
Indirect Costs Carryover from Prior Year										
<b>Total Expense</b>	<b>12,143</b>	<b>953</b>	<b>179,834</b>	<b>46,118</b>	<b>203,853</b>	<b>19,799</b>	<b>26,223</b>	<b>6,514</b>	<b>150,535</b>	<b>55,060</b>
Current Year Retention										5,497
Prior Year Retention										
<b>OWP Budget vs. Actual Expenses</b>	<b>7.8%</b>		<b>25.6%</b>		<b>9.7%</b>		<b>24.8%</b>		<b>40.2%</b>	



**EL DORADO COUNTY TRANSPORTATION COMMISSION  
OWP BUDGET VS. ACTUAL COMPARISON FY 2021/22 JULY-SEPTEMBER**

	WE 253		WE 259		WE 261		WE 265		WE 300	
	US 50 Corridor System Analysis, Investment Strategy and Access Control Action Plan		State Route 49 American River Confluence Study		El Dorado Hills Business Park Community Transportation Plan		Greater Placerville Wildfire Evacuation, Community Safety, and Resiliency Plan		State & Federal Programming	
	Budget 253	Actual 253	Budget 259	Actual 259	Budget 261	Actual 261	Budget 265	Actual 265	Budget 300	Actual 300
<b>Income</b>										
Local Transportation Funds (LTF)	-	-	-	-	-	-	18,902	-	59,990	10,016
Rural Planning Assistance (RPA)	-	-	-	-	-	-	-	-	-	-
Rural Planning Assistance (RPA) Grants	-	-	-	-	-	-	-	-	-	-
STIP Planning, Programing & Monitoring (PPM)	-	-	-	-	-	-	-	-	39,000	10,016
Surface Transp Block Grant Prog (STBGP)	33,025	3,888	-	-	6,578	1,420	13,488	-	-	-
CRRSSA Surface Transp Block Grant Prog	71,080	20,071								
Airport Land Use Commission Fees										
Sustainable Communities FTA 5304										
FHWA-State Planning & Research	132,102	15,554			19,948	11,363				
SB1 Sustainable Communities										
State Highway Account (SHA)			171,484	5,456			250,000			
Freeway Service Patrol										
Rural Counties Task Force										
Transit Matching Funds for ZEB Conversion Plan										
Misc Income/EDH CSD/El Dorado County					2,493	1,420	-	-		
<b>Total Income</b>	<b>236,207</b>	<b>39,514</b>	<b>171,484</b>	<b>5,456</b>	<b>29,019</b>	<b>14,204</b>	<b>282,390</b>	<b>-</b>	<b>98,990</b>	<b>20,033</b>
<b>Expense</b>										
Permanent Employees/Benefits	15,658	4,312	12,917	3,296	168	260	20,681	-	59,761	12,100
Temporary Employee										
Building Lease & Utilities										
Office Expense	150	-	100	-	-	-	150	-	50	-
Professional Services	210,133	32,374	150,000	-	28,741	13,773	248,000	-		-
Indirect Cost Allocation	10,265	2,827	8,468	2,161	110	171	13,559	-	39,179	7,933
Indirect Costs Carryover from Prior Year										
<b>Total Expense</b>	<b>236,207</b>	<b>39,514</b>	<b>171,484</b>	<b>5,456</b>	<b>29,019</b>	<b>14,204</b>	<b>282,390</b>	<b>-</b>	<b>98,990</b>	<b>20,033</b>
Current Year Retention		3,597		-		1,530		-		
Prior Year Retention										
<b>OWP Budget vs. Actual Expenses</b>	<b>18.3%</b>		<b>3.2%</b>		<b>54.2%</b>		<b>0.0%</b>		<b>20.2%</b>	

**EL DORADO COUNTY TRANSPORTATION COMMISSION  
OWP BUDGET VS. ACTUAL COMPARISON FY 2021/22 JULY-SEPTEMBER**

	WE 310		WE 330		WE 400		WE 410					
	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 310	Actual 310	Budget 330	Actual 330	Budget 400	Actual 400	Budget 410	Actual 410	Budget	Actual	Budget	Actual
<b>Income</b>												
Local Transportation Funds (LTF)	57,973	11,729	16,390	-	-	-	86,547	17,963	1,000	45	493,601	62,112
Rural Planning Assistance (RPA)	-	-	-	-	69,947	12,592	-	-	-	-	337,000	72,615
Rural Planning Assistance (RPA) Grants											9,601	-
STIP Planning, Programing & Monitoring (PPM)	39,000	11,729	-	-	-	-	-	-	-	-	78,000	21,745
Surface Transp Block Grant Prog (STBGP)	-	-	52,998	11,801	-	-	-	-	-	-	151,514	22,060
CRRSSA Surface Transp Block Grant Prog											71,080	20,071
Airport Land Use Commission Fees											-	-
Sustainable Communities FTA 5304											-	-
FHWA-State Planning & Research											152,049	26,917
SB1 Sustainable Communities											120,428	44,048
State Highway Account (SHA)											421,484	5,456
Freeway Service Patrol											179,834	46,118
Rural Counties Task Force											41,129	7,520
Transit Matching Funds for ZEB Conversion Plan											13,380	4,895
Misc Income/EDH CSD/EI Dorado County			1,500	533			39,000	9,750		-	42,993	11,713
<b>Total Income</b>	<b>96,973</b>	<b>23,457</b>	<b>70,888</b>	<b>12,334</b>	<b>69,947</b>	<b>12,592</b>	<b>125,547</b>	<b>27,713</b>	<b>1,000</b>	<b>45</b>	<b>2,112,095</b>	<b>345,270</b>
											-	0.00
<b>Expense</b>												
Permanent Employees/Benefits	58,543	14,169	42,727	7,299	42,249	7,606	28,085	5,040	-	-	744,270	161,447
Temporary Employee											-	-
Building Lease & Utilities											65,004	20,854
Office Expense	50	-	150	250	-	-	14,050	3,399	1,000	45	76,450	14,839
Professional Services	-	-	-	-	-	-	65,000	16,251		-	1,195,143	154,602
Indirect Cost Allocation	38,380	9,289	28,011	4,785	27,698	4,986	18,412	3,023		-	(0)	(0)
Indirect Costs Carryover from Prior Year											31,228	-
											-	-
<b>Total Expense</b>	<b>96,973</b>	<b>23,457</b>	<b>70,888</b>	<b>12,334</b>	<b>69,947</b>	<b>12,592</b>	<b>125,547</b>	<b>27,713</b>	<b>1,000</b>	<b>45</b>	<b>2,112,095</b>	<b>351,742</b>
Current Year Retention								-			-	10,625
Prior Year Retention											-	-
<b>OWP Budget vs. Actual Expenses</b>	<b>24.2%</b>		<b>17.4%</b>		<b>18.0%</b>		<b>22.1%</b>		<b>4.5%</b>		<b>17.2%</b>	
	<b>25% of FY Complete</b>											

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**BUSINESS ITEM****STAFF REPORT**

**DATE: NOVEMBER 4, 2021**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: JERRY BARTON, SENIOR TRANSPORTATION PLANNER**  
**SUBJECT: FINAL EL DORADO HILLS BUSINESS PARK COMMUNITY TRANSPORTATION STUDY**

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**REQUESTED ACTION**

Accept the Final El Dorado Hills Business Park Community Transportation Study as complete.

**BACKGROUND**

Beginning in early 2017, the El Dorado Hills Business Park (EDHBP) Owners Association started pursuing a new vision for the business park to effectively compete for and attract a variety of employment uses and instill a renewed business energy. As a result, the Business Park Owners Association approached the El Dorado County Transportation Commission (EDCTC) expressing a desire to revisit the planning of transportation as it relates to the existing and future uses and economic prosperity of the EDHBP. Transportation demand, active mobility, and multi-modal connectivity is central to this planning effort for several reasons, including: the geographic relationship of the business park to the Capital SouthEast Connector project; the potential for expanded transit services in the EDH area as a result of efforts to locate a regional transit center there; the proximity to a substantial number of homes, businesses, offices, retail, and other activity centers. The EDHBP is an area which presents an opportunity to build upon existing infrastructure to further the economic development and prosperity of Western El Dorado County. Increasing employment opportunities in El Dorado County will help to offset the existing jobs-housing imbalance and reduce vehicle miles traveled due to commuter travel to Sacramento and the Bay Area.

In collaboration with El Dorado County's planning and economic development divisions, and with the support of the Business Park Owner's Association, EDCTC prepared a Caltrans Community Based Transportation Planning grant application. In 2018, EDCTC was awarded \$144,000 in Caltrans Community Based Transportation Planning grant funding to develop the EDH Business Park Community Transportation Plan.

EDCTC contracted with Fehr and Peers to prepare the EDHBP Community Transportation Study. This planning effort initially anticipated a number of in person meetings and workshops, and while some meetings were conducted early in the planning effort, the pandemic forced the project to pivot to online engagement. Three information videos were released, and a virtual workshop was held in October of 2020.

**DISCUSSION**

After substantial online and partner engagement, the draft study was presented to the EDCTC Board and released to the public and stakeholders in September 2021. Comments were due on October 8, 2021. EDCTC received two comments on the draft document, one from staff of the Sacramento Capital SouthEast Connector Expressway and one from a resident within the Heritage subdivision. Both comments were addressed by highlighting information contained in the Draft document. No additional edits were required as a result of the comments.

The final study includes three conceptual scenarios to compare the transportation outcomes of the land use environment to allow for living and working in close proximity, decreasing the potential for traffic congestion, and improving the quality of life for residents and employees within the EDHBP and surrounding community. These conceptual scenarios have been tailored for the EDHBP to take

advantage of the close proximity to Highway 50, improve jobs-housing balance, increase economic development, support multimodal transportation, and preserve the rural character of El Dorado County by focusing development near the western county line.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachment A: Final El Dorado Hills Business Park Community Transportation Study (*provided under separate cover*)

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**BUSINESS ITEM****STAFF REPORT**

**DATE:** NOVEMBER 4, 2021  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** DAN BOLSTER, SENIOR TRANSPORTATION PLANNER  
**SUBJECT:** FINAL EL DORADO COUNTY TRANSIT AUTHORITY ZERO EMISSION BUS FLEET CONVERSION PLAN

---

**REQUESTED ACTION**

Accept the final El Dorado County Transit Authority Zero Emission Bus Fleet Conversion Plan.

**BACKGROUND**

On October 16, 2019, El Dorado County Transportation Commission (EDCTC) submitted an application to Caltrans for a Fiscal Year 2020/21 Sustainable Transportation Planning Grant to fund the El Dorado County Transit Authority Zero Emission Bus Fleet Conversion Plan. On June 18, 2020, Caltrans notified EDCTC that the El Dorado County Transit Authority Zero Emission Bus Fleet Conversion Plan had been selected for funding in Fiscal Year 2020/21 with an award of \$180,000. EDCTC committed \$25,000 of Local Transportation Funds and El Dorado County Transit Authority committed \$20,000 of State Transit Assistance Funds as match.

On November 5, 2020, the EDCTC Board authorized the Executive Director to enter into a professional services agreement between EDCTC and Stantec Consulting Services, Inc. (Stantec), to develop the El Dorado County Transit Authority Zero Emission Bus Fleet Conversion Plan for a not-to-exceed amount of \$195,000. On December 3, 2020, the EDCTC Board also ratified 33 groups and entities to be represented on the El Dorado County Transit Authority Zero Emission Bus Fleet Conversion Plan Stakeholder Advisory Committee (SAC).

**DISCUSSION**

As the regional planning agency for the western slope of El Dorado County, EDCTC plans for all modes of transportation, including transit. On November 23, 2020, the project kickoff meeting was held virtually via Microsoft Teams with staff from El Dorado County Transit Authority, Caltrans, EDCTC, and the Stantec consulting team. The planning effort built off the work done in the Western El Dorado County 2019 Short-and Long-Range Transit Plan and the 2040 El Dorado County Regional Transportation Plan.

To facilitate public participation in the project, two virtual community workshops were held. The first included a short video providing background information on zero emission buses and the California Air Resources 2018 Innovative Clean Transit regulation that mandates that all California transit providers transition to a 100% zero emission bus fleet by 2040. The workshop also included an online questionnaire. Both the video and online questionnaire were available from July 19, 2021, through July 30, 2021. The online questionnaire received 135 responses. The second virtual community workshop was held the week of October 11, 2021, through October 15, 2021, and presented highlights of the draft plan to the public and provided a link to the draft plan on the EDCTC project website.

Two virtual SAC meetings were held to work directly with interested stakeholders and partner agencies on development of the plan and to review proposed ZEB fleet recommendations, utility coordination, the results of ZEB route modeling and performance in El Dorado Transit's service area. The two SAC meetings were held via Microsoft Teams on:

- May 20, 2021
- September 29, 2021

A Project Development Team (PDT) meeting was also held to ensure ongoing agency coordination during the planning effort. PDT members included El Dorado Transit, Caltrans, California Highway Patrol, El Dorado County Air Quality Management, El Dorado County Community Development Agency, El Dorado County Department of Transportation, El Dorado County Office of Emergency Services, Pacific Gas & Electric, Sacramento Area Council of Governments, Sacramento Regional Transit, Sacramento Municipal Utility District, Tahoe Transportation District, and EDCTC.

Based on comments received during the two virtual community workshops, two SAC meetings, the PDT meeting, the Draft El Dorado County Transit Authority Zero Emission Bus Fleet Conversion Plan was prepared and subsequently released for agency and public comment on September 21, 2021, and was presented to the EDCTC Board on October 7, 2021. The only changes made to the Final El Dorado County Transit Authority Zero Emission Bus Fleet Conversion Plan were ADA-accessibility formatting changes required by Caltrans and the Sustainable Transportation Planning Grant Program, the addition of Section 3, a public outreach summary, and appendices that include public outreach summary documents, rough order of magnitude cost estimates, and site concept master plan.

Approved for Agenda:

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Woodrow Deloria, Executive Director

*(The Final Plan is available on the EDCTC website: <https://www.edctc.org/zero-emission-bus-fleet-conversion-plan> and in the EDCTC office on CDs by request.)*

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**BUSINESS ITEM****STAFF REPORT**

**DATE: NOVEMBER 4, 2021**

**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**

**FROM: WOODROW DELORIA, EXECUTIVE DIRECTOR**

**SUBJECT: RATIFICATION OF THE STAKEHOLDER ADVISORY COMMITTEE FOR THE STATE ROUTE 49 AMERICAN RIVER CONFLUENCE STUDY**

---

**REQUESTED ACTION**

By motion, ratify the SR 49 American River Confluence Study Stakeholder Advisory Committee (SAC).

**BACKGROUND**

On April 23, 2021, El Dorado County Transportation Commission (EDCTC) received a notice to proceed with a Caltrans transportation planning grant for the SR 49 American River Confluence Study (Study). The Study had been selected for funding in Fiscal Year 2020/21 with an award of \$175,000. On September 2, 2021, the EDCTC Board awarded the consulting contract to DKS and Associates, for a not-to-exceed amount of \$149,968.

**DISCUSSION**

Public involvement and outreach are important components of the Study. To involve a broad range of potentially affected interests, pending the Commission's ratification, the groups/entities/organizations listed below will be represented on the SR 49 American River Confluence Study Stakeholder Advisory Committee (SAC). Staff welcomes any suggested changes to the following proposed list:

- American River Community Coalition
- Auburn Lake Trails Homeowners Association
- Auburn State Recreation Area
- Cal Fire
- Cool Community At Large
- Cool Pilot Hill Advisory Committee
- Coloma Lotus Advisory Committee
- Divide Chamber of Commerce
- Divide Horseman's Association
- El Dorado County Air Quality Management District
- El Dorado County Office of Emergency Services
- Folsom Auburn Trail Riders Action Coalition
- Georgetown Divide Resource Conservation District
- Mother Lode Trail Stewardship

The purpose of the SAC is to provide both policy and technical guidance to the EDCTC during the development of the Study. The SAC's efforts will be complemented by and coordinated with the work of the Project Development Team (PDT) that will include El Dorado County, EDCTC, El Dorado County Transit Authority, emergency services, Caltrans, Placer County, PCTPA, and State Parks.

The project scope of work assumes a minimum of two SAC meetings and two public open houses. The date of each SAC meeting and the date of the two public open houses will be finalized pending EDCTC's consultation with the PDT and consulting team.

Approved for Agenda:

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Woodrow Deloria  
Executive Director



## INFORMATION ITEM

### STAFF REPORT

**DATE:** NOVEMBER 4, 2021  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** DAN BOLSTER, SENIOR TRANSPORTATION PLANNER  
**SUBJECT:** 2022 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM OVERVIEW

---

### REQUESTED ACTION

None. This item is for information only.

### 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 2022 STIP cycle begins in Fiscal Year (FY) 2022/23 and extends through FY 2026/27. The regional agency element of the STIP is referred to as the Regional Transportation Improvement Program (RTIP). 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 2021 meeting and submitted to the CTC before December 15, 2021. 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 2022 proposed RTIP come from public processes and approvals of EDCTC's 2015 and 2020 Regional Transportation Plans, 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 2016 RTIP Funding

The CTC adopted the 2016 STIP Fund Estimate on August 27, 2015. In 2016, EDCTC had a net advance share of \$5.24 million.

### ***Western Placerville Interchanges***

For the 2016 RTIP, EDCTC staff recommended maintaining the existing programming levels for the Western Placerville Interchanges Project. Since the funding was advanced, options to move or change the \$5.542 million funding level were not proposed.

<b>Western Placerville Interchanges Phase 2 Programming – 2016 RTIP</b>		
<b>Project Segment</b>	<b>Funding Amount</b>	<b>Fund Source</b>
Eastbound off ramp, Forni Road, and Ray Lawyer Drive Improvements (Placerville)	\$5,542,000	RTIP
Estimated contribution for Future Park-and-Ride Lot (EDCTA)	\$230,000	PTMISEA
<b>TOTAL CONSTRUCTION</b>	<b>\$5,772,000</b>	

**State Route 49 Bridge Construction**

In the 2016 RTIP, EDCTC requested to retain the funding for the bicycle/pedestrian elements of State Route 49 bridge project programmed in the 2014 RTIP in order to deliver the Caltrans State Highway Operation and Protection Program (SHOPP) bridge retrofit and bicycle/pedestrian elements together during the 2017 construction season.

<b>SR 49 Bridge Construction and Bicycle/Pedestrian Facilities Programming – 2016 RTIP</b>		
<b>Project</b>	<b>Funding Amount</b>	<b>Fund Source</b>
SR 49 Bridge Construction – South Fork American River Bridge in Coloma Bicycle/Pedestrian Facilities	\$500,000	RTIP
SR 49 Bridge Construction – South Fork American River Bridge Construction in Coloma (Caltrans)	\$13,908,000	SHOPP
<b>TOTAL CONSTRUCTION</b>	<b>\$14,408,000</b>	

**Planning, Programming and Monitoring (PPM)**

Like other Regional Transportation Planning Agencies in the state, EDCTC utilizes PPM funds for work elements that support the Overall Work Program. The EDCTC 2016 RTIP strategy included the programming of Planning, Programming and Monitoring funds, as follows:

<b>EDCTC PPM Programming – 2016 RTIP</b>				
<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
\$70,000	\$70,000	\$70,000	\$70,000	\$0

**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.

**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:

<b>EDCTC PPM Programming – 2018 RTIP</b>				
<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>
\$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 2018 RTIP included the following programming of Planning, Programming and Monitoring funds during the five fiscal years of the 2018 STIP cycle:

<b>EDCTC PPM Programming – 2020 RTIP</b>				
<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
\$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 is \$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 propose 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:

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

Additionally, EDCTC received an apportionment of \$43,704 in CRRSAA PPM and proposes to program those funds in FY 2022/23 in the 2022 RTIP.

Approved for Agenda:

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Woodrow Deloria, Executive Director

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**INFORMATION ITEM****STAFF REPORT**

**DATE:** NOVEMBER 4, 2021

**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION

**FROM:** WOODROW DELORIA, EXECUTIVE DIRECTOR

**SUBJECT:** FEDERAL HIGHWAY ADMINISTRATION CALIFORNIA CORRECTIVE ACTION  
CMAQ and STBG PROGRAMS ADMINISTRATION AND OVERSIGHT

---

**REQUESTED ACTION**

None. This item is for information only.

**BACKGROUND**

On April 16<sup>th</sup>, 2021, the Federal Highway Administration (FHWA) provided Caltrans Director Omishakin with the California 2021 Federal State Transportation Improvement Program (FSTIP) Approval. Included with this approval was the annual 2021 FSTIP Final Report, dated April 15, 2021, Attachment A of this staff report. This report summarizes the review performed by FHWA which verifies, at a minimum, that California develops their statewide FSTIP consistent with 23 U.S.C. 134,135; 49 U.S.C. 5303-5305; 23 CFR parts 450 and 500, and 49 CFR part 613. The final report includes Federal Planning Findings to support approval of the FSTIP through oversight of Caltrans and Metropolitan Planning Organizations (MPOs). Findings are made to improve transportation planning and programming processes which are consistent with Federal regulations.

The Federal Findings included in the April 15, 2021, FSTIP Final Report identified one corrective action which could impact the planning and programming capacity of El Dorado County Transportation Commission (EDCTC). The action is titled: "*Corrective Action: CMAQ and STBG programs administration and oversight*". This action is based on FHWA reviews which found that some MPOs have been sub-allocating urbanized apportionments of Surface Transportation Block Grant Program (STBGP) based on population to Cities and Counties. The review also found that some MPOs had delegated Congestion Mitigation and Air Quality (CMAQ) project selection authority to County transportation agencies and not maintained oversight within the MPO. FHWA has now determined that each of these findings are inconsistent with Federal guidance and therefore must be corrected through revisions to Caltrans and MPO program policies.

**DISCUSSION**

EDCTC has administered and programmed the urbanized STBG program funding since it was first available in El Dorado County in 2003 with the update of the 2000 US Census. Caltrans provided the annual amounts available for programming and EDCTC programmed projects which fit the purpose and intent of the STBG program. Currently, EDCTC receives approximately \$860,000 annually in STBGP funding which provides flexible funding for projects including road/highway maintenance, bridges, pedestrian and bicycle infrastructure, and transit capital projects.

EDCTC has programmed and administered CMAQ funding since the beginning of the program in the early 1990's. EDCTC has followed a competitive process to select projects and programs which align directly with the CMAQ guidelines. Currently, EDCTC receives roughly \$1.6 million annually in CMAQ funding. Projects have included HOV lanes into Sacramento County, pedestrian and bicycle infrastructure, and other investments which improve the regions air quality.

While EDCTC has administered each of these funding programs for many years, the funding stream has come from FHWA to Caltrans, then suballocated to SACOG and finally suballocated again to EDCTC based on the allocation estimate provided by Caltrans. FHWA has now determined that this approach is not consistent with Federal requirements and therefore, must be corrected. EDCTC staff has been working closely with FHWA, Caltrans, SACOG and other partner agencies to determine the best way possible to meet the FHWA requirements while retaining the CMAQ and STBGP funding available to EDCTC's partner agencies. While many options have been discussed, the following are those steps which EDCTC and partner agency staff feel are the most appropriate in the present moment.

- Submit a joint request from EDCTC, PCTPA, and SACOG to Caltrans to request a time extension for implementation of the corrective action from FHWA to move the deadline from October 2022 to the next FSTIP cycle in October 2024.
- Work with Caltrans to submit a request to FHWA for an exception to the corrective action which would allow any RTPA within an MPO boundary to receive a direct allocation from Caltrans, similar to any RTPA not within the boundary of an MPO.
- Work with David Turch and Associates to seek out a legislative fix to the Federal CFR language to allow for RTPAs within an MPO boundary to receive a direct allocation of CMAQ, STBG, and other Federal transportation funding.

These steps will be taken to attempt to amend the Federal policy framework to allow EDCTC to continue planning and programming Federal transportation funding. Should this approach not result in this policy change, MPOs will be the only agencies which have authority to program Federal transportation funding. In this scenario, EDCTC would work with SACOG to establish performance-based targets which are consistent with the adopted EDCTC Regional Transportation Plan to ensure EDCTC partner agencies continue to secure Federal funding to deliver future projects.

EDCTC staff will continue to work toward a successful outcome on this issue. Due to the fluid nature of this effort, staff will update the EDCTC and partner agencies as soon as information is available.

Approved for Agenda:

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Woodrow Deloria  
Executive Director

Attachment: A) 2021 Federal State Transportation Program Final Report



Federal Highway Administration  
California Division Office  
650 Capitol Mall, Suite 4-100  
Sacramento, CA 95814-4708  
(916) 498-5001



Federal Transit Administration  
Region IX Office  
90 Seventh Street, Suite 15-300  
San Francisco, CA 94103-6701  
(415) 734-9490

April 16, 2021

**ELECTRONIC CORRESPONDENCE ONLY**

Mr. Toks Omishakin, Director  
Office of the Director, M.S. 49  
California Department of Transportation  
1120 N Street  
Sacramento, CA 95814

SUBJECT: California 2021 FSTIP Approval

Dear Mr. Omishakin:

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have completed our reviews of the 2021 Federal Statewide Transportation Improvement Program (FSTIP), which was submitted by your letter dated April 1, 2021. As detailed in your letter enclosed, the 2021 FSTIP incorporates by reference the following metropolitan planning organizations' (MPO) Federal Transportation Improvement Programs (FTIP):

- Association of Monterey Bay Area Governments (AMBAG)
- Butte County Association of Governments (BCAG)
- Fresno Council of Governments (FresnoCOG)
- Kern Council of Governments (KCOG)
- Kings County Association of Governments (KCAG)
- Madera County Transportation Commission (Madera CTC)
- Merced County Association of Governments (MCAG)
- Metropolitan Transportation Commission (MTC)
- Sacramento Area Council of Governments (SACOG)
- San Diego Association of Governments (SANDAG)
- San Joaquin Council of Governments (SJCOG)
- San Luis Obispo Council of Governments (SLOCOG)
- Santa Barbara County Association of Governments (SBCAG)
- Shasta County Regional Transportation Planning Agency (SCRTPA)
- Southern California Association of Governments (SCAG)
- Stanislaus Council of Governments (StanCOG)

- Tahoe Metropolitan Planning Organization (TMPO)
- Tulare County Association of Governments (TCAG)

We find that the FSTIP and FTIPs, were developed through a continuing, cooperative, and comprehensive transportation planning process in accordance with the metropolitan planning provisions of 23 U.S.C. 134 and 49 U.S.C. Chapter 53 as amended by Public Law 114-94, the Fixing America's Surface Transportation (FAST) Act.

The United States Environmental Protection Agency (EPA) has designated the following planning areas as Nonattainment or Maintenance Areas for Criteria Pollutants:

- Butte County Association of Governments (BCAG)
- Fresno Council of Governments (FresnoCOG)
- Kern Council of Governments (KCOG)
- Kings County Association of Governments (KCAG)
- Madera County Transportation Commission (Madera CTC)
- Merced County Association of Governments (MCAG)
- Metropolitan Transportation Commission (MTC)
- Sacramento Area Council of Governments (SACOG)
- San Diego Association of Governments (SANDAG)
- San Joaquin Council of Governments (SJCOG)
- San Luis Obispo Council of Governments (SLOCOG)
- Southern California Association of Governments (SCAG)
- Stanislaus Council of Governments (StanCOG)
- Tulare County Association of Governments (TCAG)

As such, the above MPOs Policy Boards have made an initial conformity determination on the above FTIPs and associated Regional Transportation Plan (RTP) amendments, as applicable, before your letter dated April 1, 2021. The FHWA and FTA have reviewed the conformity determinations and find that the FTIPs, the associated RTP amendments, and associated conformity determinations conform to the applicable state implementation plan (SIP) in accordance with the provisions of 40 CFR Parts 51 and 93. This finding has been coordinated with Region IX of the EPA pursuant to the Transportation Conformity Rule.

Based on our review of the information provided and our ongoing oversight of the statewide and metropolitan transportation planning processes, the FHWA and FTA are approving the 2021 FSTIP. This approval is effective April 16, 2021. This approval is given with the understanding that an eligibility determination of individual projects for funding must be met, and the applicant must ensure the satisfaction of all administrative and statutory requirements.

Included with this approval is FHWA and FTA's Federal Planning Finding (FPF). FHWA and FTA are required under 23 CFR 450.220(b) to document and issue an FPF in conjunction with the approval of the FSTIP. At a minimum, the FPF verifies that the development of the FSTIP is consistent with the provisions of both the Statewide and Metropolitan transportation planning requirements. Furthermore, the FPF documents FHWA and FTA's recommendations for statewide and metropolitan transportation planning improvements.

If you have questions or need additional information concerning our approval and the FPF, please contact Mr. Antonio Johnson of the FHWA California Division at (916) 498-5889, or by email at [antonio.johnson@dot.gov](mailto:antonio.johnson@dot.gov), or Mr. Ted Matley of the FTA Region 9 Office at (415) 734-9468, or by email at [ted.matley@dot.gov](mailto:ted.matley@dot.gov).

Sincerely,

VINCENT PAUL MAMMANO  Digitally signed by VINCENT PAUL MAMMANO  
Date: 2021.04.15 08:41:42 -07'00'

Vince Mammano  
Division Administrator

Sincerely,

RAYMOND S TELLIS

Ray Tellis  
Regional Administrator





U.S. Department  
of Transportation

**Federal Highway  
Administration**

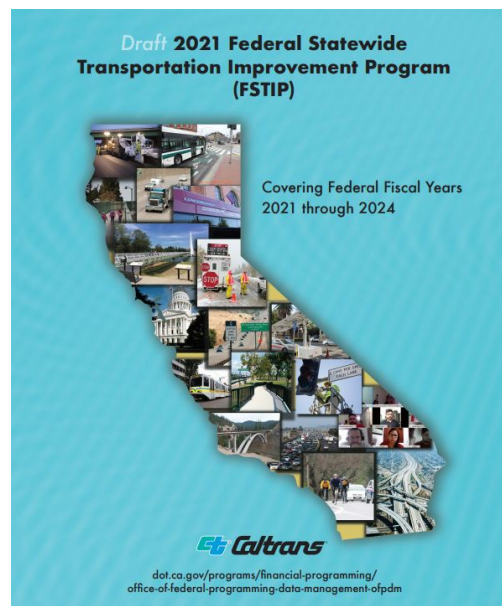
FHWA, California  
Division  
FTA, Region IX

# Federal Planning Finding



## 2021 Federal State Transportation Improvement Program

**April 15, 2021**



### FINAL REPORT



The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) are required under 23 CFR 450.220(b) to document and issue a Federal Planning Finding in conjunction with the approval of the Federal Statewide Transportation Improvement Program (FSTIP). The Federal Planning Finding verifies, at a minimum, that the development of the FSTIP is consistent with the provisions of both the Statewide and Metropolitan transportation planning requirements of 23 U.S.C. 134, 135; 49 U.S.C. 5303-5305; 23 CFR parts 450 and 500, and 49 CFR part 613. This report substantiates the issuance of the FHWA/FTA Federal Planning Finding (FPF) to support FHWA/FTA approval of the FSTIP based on the review of FSTIP and FTIP documents, statewide and metropolitan planning self-certification statements (23 CFR 450.220; 23 CFR 450.336), and related supporting documentation.

The FPF is one part of the risk-based stewardship and oversight the FHWA and FTA conduct for Caltrans, the Metropolitan Planning Organizations (MPOs), and planning partners. The FPF serves as a “tool” for FHWA and FTA to support improvements to the planning process and ensure that Caltrans, the MPOs, and planning partners comply with Federal laws and regulations. The FPF ties the statewide, metropolitan, and non-metropolitan planning processes together into one formal risk-based action.

To determine if Caltrans transportation planning and programming processes substantially meet the Federal requirements, FHWA and FTA reviewed the following:

- 2018 California FSTIP FPF;
- 2019 and 2020 Transportation Management Area Certification Reviews Reports;
- California Division Planning and Air Quality Program Analysis and Risk Assessments for Years 2019, 2020, and 2021;
- And additional guidance received from the FHWA Office of Planning.

Based on the above, FHWA and FTA find that California’s statewide and metropolitan planning process substantially meets the Federal requirements. FHWA and FTA also finds that some improvements are warranted to ensure continued compliance with the Federal requirements and therefore are issuing the following Corrective Actions and recommendations:

### **Corrective Action - CMAQ and STBG programs administration and oversight**

During the calendar year 2020, FHWA and FTA conducted three TMA Certification Reviews (Reviews). Two of the three Reviews found that the MPOs were sub-allocating the urbanized areas apportionments of STBG based on population and/or mode. On April 4, 2016, FHWA published "Sub-allocation of Apportioned Funds Questions and Answers." Question five asks, **"In developing an FTIP, can an MPO sub-allocate its STBG to individual jurisdictions or a specific transportation mode?" Answer five states, "As a general matter, no. Procedures or agreements that distribute sub-allocated STBG funds to individual jurisdictions or modes *within the Metropolitan Planning Area* by pre-determined percentages or formulas are inconsistent with**



the legislative provisions that require the MPO, in cooperation with the State and the public transportation operator, to develop a prioritized and financially constrained TIP."

The reviews also found that two MPOs had delegated CMAQ project selection authority to county transportation agencies. Per the Interim Program Guidance Section IX(A) Project Selection

([https://www.fhwa.dot.gov/environment/air\\_quality/cmaq/policy\\_and\\_guidance/2013\\_guidance/](https://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/2013_guidance/)), only the State DOT and the MPO have project selection authority. Due to the county transportation agencies' CMAQ project selection processes, the Reviews found that projects were being selected before the required assessments of proposed projects' expected emission reduction benefits. Furthermore, a review of the proposed FTIPs found that another MPO was similarly sub-allocating STBG funds.

Caltrans is the primary recipient of the STBG and CMAQ programs apportionments. As such, Caltrans is required to ensure that Caltrans's sub-recipients are administering CMAQ and STBG funds per the applicable federal-aid program requirements. Caltrans shall review the DOT's CMAQ and STBG administrative policies, update the policies and procedures if warranted, and ensure and/or develop a process for ensuring the sub-recipients are administering the programs in compliance with Federal program guidance and regulations.

### **Recommendation - Periodic evaluation of facilities repeatedly requiring repair and reconstruction due to emergency events**

Per 23 CFR 667, Caltrans is required to conduct statewide evaluations to determine if there are reasonable alternatives to all roads, highways, and bridges that have required repair and reconstruction activities on two or more occasions due to emergency events. The evaluations shall be completed prior to any affected portion of a road, highway, or bridge project being included in the FSTIP.

Several Divisions within Caltrans are responsible for documenting damages to the NHS caused by emergency events and the associated repairs and sustainability activities including conducting an evaluation. However, the evaluation and supporting documentation was not included in the 2018 California FSTIP and associated FTIPs and was not included in the 2021 California FSTIP and associated FTIPs. Failure to include the evaluation in the 2023 California FSTIP is likely to result in the issuing of a Corrective Action and/or non-approval of the FSTIP. Caltrans and the MPOs are encouraged to include consideration of the evaluations during the development of transportation plans and programs, including the 2023 California FSTIP and FTIPs.

### **Recommendation - Performance-Based Planning and Programming (PBPP) and Transportation Performance Management (TPM) Implementation**

Caltrans, in coordination with the MPOs, has implemented a performance-based planning and programming process as required by 23 CFR 450. Also, Caltrans, in coordination with the MPOs, have established performance targets, reported the established targets, and continues to



monitor and report on progress toward achieving the performance targets. Despite completing the requirements, challenges persist in the coordination of data. Caltrans and the MPOs have established agreements that reference PBPP and TPMs; however, the agreements do not define the type of data needed for the California asset management plan and the information needed to satisfy the TPM reporting requirements.

FHWA and FTA recommend that Caltrans and the MPOs jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see §450.306(d)), and the collection of data for the State asset management plan for the NHS. This agreement shall be documented either as part of the metropolitan planning agreements, or documented in some other means outside of the metropolitan planning agreements as determined cooperatively by Caltrans and the MPOs.

### **Recommendation – Regional Transportation Conformity**

FHWA/FTA makes conformity determinations. MPO policy boards make initial conformity determinations for the Regional Transportation Plan - Sustainable Communities Strategies (RTP-SCSs) and FTIPs in areas that either does not meet or previously have not met national ambient air quality standards (NAAQS) for ozone (O<sub>3</sub>), carbon monoxide (CO), particulate matter (PM<sub>10</sub> and PM<sub>2.5</sub>), or nitrogen dioxide (NO<sub>2</sub>). These areas are known as “nonattainment areas” and “maintenance areas,” respectively. The State DOT, through the Self-Certification, certifies that the statewide and metropolitan transportation planning process is being carried out in accordance with sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93. The Caltrans Air Quality, Environment, and Health Branch reviews the MPOs' transportation conformity analyses and supporting documentation and provided comments for improvements when necessary. Caltrans Office of Federal Programming and Data Management is responsible for developing and managing the FSTIP, including providing the Self-Certification to FHWA and FTA.

Historically, the regional transportation conformity process for the FTIPs and FSTIP and the review and approval of the FTIPs and FSTIP have been conducted as two separate processes. Conducting two different reviews for each FTIP and FSTIP update and amendment has caused delays in approval, inefficient communication, and a lack of documentation to justify FSTIP/FTIP amendments' approval. FHWA and FTA recommend that Caltrans develop a process to integrate the Air Quality, Environment, and Health Branch into the FSTIP/FTIP review process before Caltrans requests FHWA/FTA FSTIP or associated amendments approvals. FHWA and FTA also recommend that the updated process includes Caltrans providing the conformity analysis and their concurrence as part of the request for approval. Failure to integrate the Air Quality, Environment, and Health Branch into the process may result in FHWA and FTA determination that Caltrans has not satisfied the Self-Certification requirements.



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If you have questions or need additional information concerning the FPF, please contact Ted Matley of the FTA Region IX at (415) 734-9468, or [Ted.Matley@dot.gov](mailto:Ted.Matley@dot.gov), or Antonio Johnson of the FHWA California Division office at (916) 498-5889 or [Antonio.Johnson@dot.gov](mailto:Antonio.Johnson@dot.gov).



U.S. Department  
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