

## 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, February 3, 2022, 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, January 31<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: 856 5085 9547

Passcode: 701317

Phone: 1-669-900-6833

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## **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

### **CEREMONIAL MATTERS**

ELECTION OF CHAIR AND VICE CHAIR (DELORIA)

REQUESTED ACTION: Elect a Chair and Vice Chair to serve until the first meeting of 2023. Extend appreciation to outgoing Chair.

## **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 21/22.14 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 DECEMBER 2, 2021, COMMISSION MEETING (KEFFER)  
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the December 2, 2021, Commission meeting.
3. NOVEMBER THROUGH DECEMBER 2021 CHECK REGISTER (THOMPSON)  
REQUESTED ACTION: Receive and file the November through December 2021 Check Register.
4. DISPOSITION OF CITIZEN PARTICIPATION PROCESS COMMENTS (BOLSTER)  
REQUESTED ACTION: None. This item is for information only.

## **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. PROFESSIONAL SERVICES AGREEMENT: GENERAL LEGAL SERVICES (DELORIA)  
REQUESTED ACTION: Authorize the Executive Director to enter into a professional services agreement between El Dorado County Transportation Commission and Sloan Sakai for general legal services effective March 1, 2022, through February 28, 2027.
6. CALIFORNIA ASSOCIATION OF COUNCILS OF GOVERNMENTS (DELORIA)  
REQUESTED ACTION: Designate a voting delegate to represent El Dorado County Transportation Commission on the California Association of Councils of Governments Governing Council. The Commission may choose to reaffirm Commissioner Wendy Thomas or select a new representative.
7. FEDERAL HIGHWAY ADMINISTRATION CALIFORNIA CORRECTIVE ACTION CMAQ AND STBG PROGRAMS ADMINISTRATION AND OVERSIGHT JOINT RESPONSE TO CALTRANS (DELORIA)  
REQUESTED ACTION: Authorize the Executive Director to sign the joint letter between El Dorado County Transportation Commission, Placer County Transportation Planning Agency, and the Sacramento Area Council of Governments addressed to Caltrans dated February 15, 2022, outlining the changes to the Federal funding programming framework used by Sacramento Area Council of Governments, El Dorado County Transportation Commission, and Placer County Transportation Planning Agency to comply with the corrective action placed upon Caltrans by the Federal Highway Administration.

## **INFORMATION ITEM**

8. FREEWAY SERVICE PATROL 2021 REPORT (KEFFER)  
REQUESTED ACTION: None. This item is for information only.

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***The El Dorado County Transportation Commission will recess and convene as the Airport Land Use Commission to hear the following item.***

**EL DORADO COUNTY AIRPORT LAND USE COMMISSION**

- 9. PLACERVILLE AIRPORT LAND USE COMPATIBILITY PLAN – ZONING VARIANCE (DELORIA)  
 REQUESTED ACTION: Approve staff recommendation finding the request for an Airport Land Use Commission review, submitted by the City of Placerville under City Project Numbers VAR 21-01, for a 3.01-acre parcel (APN 048-290-042) Zoning Variance to be consistent with the 2012 Placerville Airport Land Use Compatibility Plan.

***The Airport Land Use Commission will adjourn and reconvene as the El Dorado County Transportation Commission.***

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**EXECUTIVE DIRECTOR’S REPORT**

**CALTRANS – COMMISSIONER COMMENTS**

**RECESS TO CLOSED SESSION**

- 10. UNREPRESENTED EMPLOYEE NEGOTIATIONS: SALARIES AND FRINGE BENEFITS GOVERNMENT CODE SECTIONS 54957.6(A) AND 54957.1 (A)(6). NEGOTIATOR FOR THE UNREPRESENTED EMPLOYEES WILL BE WOODROW DELORIA

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORT**

**ADJOURNMENT**

The next regular meeting is scheduled for 2:00 PM on March 3, 2022.

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

**DATE:** FEBRUARY 3, 2022  
**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 21/22.14 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 21/22.14, 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 21/22.14



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 21/22.14

### 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 February 3, 2022, by the following vote:

Vote pending

Attest:

\_\_\_\_\_  
, Chairperson

\_\_\_\_\_  
Dana Keffer, Secretary to the Commission

## CONSENT CALENDAR

### STAFF REPORT

**DATE: FEBRUARY 3, 2022**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: DANA KEFFER, EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION**  
**SUBJECT: MINUTES FOR THE DECEMBER 2, 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 December 2, 2021, Commission meeting.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachment: December 2, 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, December 2, 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 2:10 PM and led the Pledge of Allegiance.

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

### ADOPTION OF AGENDA AND CONSENT CALENDAR

There were no public comments.

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

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

1. EXPIRATION OF THE EXECUTIVE ORDER NO. N-25-20 AND PASSAGE OF ASSEMBLY BILL 361  
REQUESTED ACTION: Adopt Resolution 21/22.12 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 NOVEMBER 4, 2021, COMMISSION MEETING  
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the November 4, 2021, Commission meeting.
3. OCTOBER 2021 CHECK REGISTER  
REQUESTED ACTION: Receive and file the October 2021 Check Register.

4. 2022 COMMISSION MEETING CALENDAR  
REQUESTED ACTION: Consider and adopt the meeting calendar for 2022 and cancel the July 7 meeting.
5. DESIGNATE A REPRESENTATIVE FOR THE 2022 CAP-TO-CAP ADVOCACY EFFORT  
REQUESTED ACTION: Designate the Executive Director to represent the El Dorado County Transportation Commission at the 2022 Cap-to-Cap advocacy effort, in Washington D.C., scheduled for April 30<sup>th</sup> through May 4<sup>th</sup>, 2022.

NOTICED PUBLIC HEARINGS *(The Hearing began at 2:13 PM)*

6. TRANSPORTATION DEVELOPMENT ACT CITIZEN'S PARTICIPATION PROCESS FOR PUBLIC TRANSPORTATION  
REQUESTED ACTION:
- Open public hearing regarding public transportation
  - Accept public comment
  - Close public hearing
  - Refer comments to the Social Services Transportation Advisory Council for review

Chair Taylor opened the public hearing at 2:13PM. No comments were received. The hearing was closed.

***Commissioner Turnboo arrived at 2:16 PM.***

7. 2022 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM *(The Hearing began at 2:17 PM)*  
REQUESTED ACTION:
- Open public hearing regarding the EDCTC 2022 Regional Transportation Improvement Program (RTIP)
  - Accept public comment
  - Close public hearing
  - Adopt Resolution 21/22.13 adopting the 2022 El Dorado County RTIP and direct the Executive Director to submit the 2020 RTIP to the California Transportation Commission. (Attachment A)

Chair Taylor opened the public hearing at 2:17PM. No comments were received. The hearing was closed.

***Commissioner D. Thomas arrived 2:22 PM.***

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

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

OPEN FORUM

There were no public comments received.

BUSINESS ITEMS8. FISCAL YEAR 2020/21 AUDIT REPORTS

REQUESTED ACTION: Receive and file the Fiscal Year 2020/2021 Audit Reports.

There were no public comments received.

**ACTION: Fiscal Year 2020/2021 Audit Reports were received and filed.**

INFORMATION ITEMS9. FEDERAL HIGHWAY ADMINISTRATION CALIFORNIA CORRECTIVE ACTION CMAQ AND STBG PROGRAMS ADMINISTRATION AND OVERSIGHT

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

There were no public comments received.

10. US 50 CORRIDOR INVESTMENT STRATEGY TOLLING PRESENTATION

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

There were no public comments received.

EXECUTIVE DIRECTOR'S REPORTSOUTH LAKE TAHOE - CALTRANS – COMMISSIONER COMMENTSRECESS TO CLOSED SESSION

The Board recessed to Closed Session at 3:32 PM.

11. PURSUANT TO GOVERNMENT CODE SECTION 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION: TITLE: EXECUTIVE DIRECTORRECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

The Board reconvened to Open Session at 3:57 PM. Gwenn O'Hara Legal Counsel reported that the Board discussed the annual performance review of the Executive Director, and that no action was taken in Closed Session.

There were no public comments.

**ACTION: Commissioner W. Thomas made a motion to approve a one-step increase to the Executive Director's salary. The motion was seconded by Commissioner Borelli which carried as follows:**

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

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

**ABSTAIN: None**

**NOES: None**

**ABSENT: None**

ADJOURNMENT

The meeting was adjourned at 3:59 PM.

The next regular meeting is scheduled for 2:00 PM on February 3, 2022.

**CONSENT CALENDAR**

**STAFF REPORT**

**DATE: FEBRUARY 3, 2022**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER**  
**SUBJECT: NOVEMBER THROUGH DECEMBER 2021 CHECK REGISTER**

**REQUESTED ACTION**

Receive and file the November through December 2021 Check Register (Attachment A).

**BACKGROUND AND DISCUSSION**

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

<i>David Turch &amp; Associates</i> .....	\$5,417.00
<i>David Turch &amp; Associates</i> .....	\$5,417.00
September - October Federal advocacy services, Work Element 410. This contract was approved at the April 2, 2020, EDCTC meeting.	
<i>Moore &amp; Associates</i> .....	\$16,293.96
Triennial Performance Audit through October 26, 2021. The contract was approved at the September 2, 2021, EDCTC meeting.	
<i>Extreme Towing</i> .....	\$11,987.04
<i>Extreme Towing</i> .....	\$11,496.46
October - November 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.	
<i>Wood Rodgers</i> .....	\$1,226.46
<i>Wood Rodgers</i> .....	\$4,051.01
October – November 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.	
<i>Fehr &amp; Peers</i> .....	\$14,967.92
Final invoice including retention for the El Dorado Hills Business Park Community Transportation Plan, Work Element 261. This contract was approved at the April 4, 2019, EDCTC meeting.	
<i>Stantec Consulting Services Inc.</i> .....	\$10,401.40
<i>Stantec Consulting Services Inc.</i> .....	\$2,251.57
<i>Stantec Consulting Services Inc.</i> .....	\$14,564.19
October – November and the final invoice including retention 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.	

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*Richardson & Company, Inc.*..... \$34,800.00  
Professional services for the FY 2020/21 annual fiscal audit for EDCTC and El Dorado County Transit Authority including the Transportation Development Act Local Transportation Funds. This contract was approved at the March 7, 2019, EDCTC meeting.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachment A: November - December 2021 Check Register

**El Dorado County Transportation Commission  
Check Register  
November - December 2021**

<b>Date</b>	<b>Name</b>	<b>Payment</b>	<b>Memo</b>
11/01/2021	Ameritas Life Insurance Corp.	579.92	November 2021 Dental
11/01/2021	Ameritas Life Insurance Corp.	85.56	November 2021 Vision
11/01/2021	Benefit Coordinators Corporation	203.88	November 2021 Life/Disability Premiums
11/01/2021	CalPERS Health	7,974.25	November 2021 Health Premiums
11/01/2021	Airespring	636.50	November 2021 Fiber Optic Internet
11/01/2021	Carbon Copy	14.97	October 2021 Copy Machine Copies/Maint
11/01/2021	David Turch and Associates	5,417.00	* September 2021 Federal Advocacy
11/01/2021	Moore & Associates	16,293.96	* Triennial Performance Audit through 10/26/21
11/01/2021	Mountain Democrat	178.80	RFP Public Notices
11/01/2021	National Access LD	32.70	October 2021 Long Distance
11/01/2021	RTS IT, Inc.	690.00	November 2021 ITCare Silver Service Plan
11/01/2021	Sierra Office Supply & Printing	48.39	Acct P10621
11/03/2021	CalPERS Retirement System	3,065.78	November 2021 Contribution #1
11/03/2021	CalPERS Retirement System	307.46	November 2021 PEPRA Contribution #1
11/16/2021	Cardmember Service - Visa DK	260.28	October Office Expense
11/16/2021	Cardmember Service - Visa KT	254.99	ADA Website, Remote Access & Zoom Webinars October 2021
11/16/2021	Cardmember Services-Visa WD	135.00	Office Expense
11/16/2021	Extreme Towing	11,987.04	* October 2021 Freeway Service Patrol
11/16/2021	JS West Propane Gas	29.23	October 2021 Propane
11/16/2021	PG&E	232.23	October 2021 Utilities
11/17/2021	CalPERS Retirement System	3,065.78	November 2021 Contribution #2
11/17/2021	CalPERS Retirement System	307.46	November 2021 Contribution #2 PEPRA
11/22/2021	Buchalter	4,566.00	Sept-Oct 2021 Legal Services
11/22/2021	Century Building Maintenance	450.00	October 2021 Building Maintenance
11/22/2021	David Turch and Associates	5,417.00	* October 2021 Federal Advocacy
11/22/2021	Mountain Democrat	57.80	Public Notice RFP Wildfire Evac Preparedness
11/22/2021	Rimrock Water Company	33.12	October 2021 Water
11/22/2021	Sierra Office Supply & Printing	47.03	October 2021 Office Supplies
11/23/2021	Umpqua Bank	71.59	October 2021 Analyzed Checking Fee
11/29/2021	AT&T	122.98	November 2021 Office Phones
11/29/2021	Carbon Copy	25.06	November 2021 Copy Machine Copies/Maint
11/29/2021	De Lage Landen Financial Services	203.78	December 2021 Copy Machine Lease Payment
11/29/2021	Mountain Democrat	50.10	Public Notice RTP Legal Services
11/29/2021	National Access LD	32.70	October 2021 Long Distance
11/29/2021	Wood Rodgers	1,226.46	* October 2021 US 50 Corridor System User Analysis
11/30/2021	Fehr & Peers	14,967.92	* Final Invoice Including Retention for EDH Bus. Park Transportation Plan
11/30/2021	GovInvest, Inc	700.00	Annual Licensing Year 4
11/30/2021	Stantec Consulting Services Inc.	10,401.40	* October 2021 EDCTA Zero Emission Bus Fleet Conversion Plan
11/30/2021	Steele Building Offices	4,517.00	December 2021 Office Rent
12/01/2021	CalPERS Retirement System	3,065.78	December 2021 Contribution #1
12/01/2021	CalPERS Retirement System	307.46	December 2021 PEPRA Contribution #1
12/01/2021	Ameritas Life Insurance Corp.	579.92	December 2021 Dental
12/01/2021	Ameritas Life Insurance Corp.	85.56	December 2021 Vision
12/01/2021	Benefit Coordinators Corporation	203.88	December 2021 Life/Disability Premiums
12/01/2021	CalPERS Health	7,974.25	December 2021 Health Premiums
12/01/2021	RTS IT, Inc.	690.00	December 2021 ITCare Silver Service Plan
12/07/2021	Airespring	636.50	December 2021 Fiber Optic Internet
12/07/2021	Cardmember Service - Visa DK	273.64	November Office Expense
12/07/2021	Cardmember Service - Visa KT	285.15	ADA Website, Remote Access & Zoom Webinars November 2021
12/07/2021	Century Building Maintenance	450.00	November 2021 Building Maintenance
12/13/2021	Extreme Towing	11,496.46	* November 2021 Freeway Service Patrol
12/13/2021	JS West Propane Gas	77.44	November 2021 Propane
12/13/2021	Richardson & Company, LLP	34,800.00	* FY 2020/21 Fiscal and Compliance Audits
12/13/2021	Roberts & Company, Inc.	385.00	November 2021 Accounting Oversight
12/13/2021	Stantec Consulting Services Inc.	2,251.57	* November 2021 EDCTA ZEB Fleet Conversion Plan
12/15/2021	CalPERS Retirement System	3,065.78	December 2021 Contribution #2
12/15/2021	CalPERS Retirement System	307.46	December 2021 PEPRA Contribution #2
12/16/2021	RTS IT, Inc.	841.14	Project Labor-VOIP Phones
12/21/2021	Umpqua Bank	67.69	November 2021 Analyzed Checking Fee
12/27/2021	PG&E	247.35	November 2021 Utilities
12/28/2021	De Lage Landen Financial Services	203.78	January 2022 Copy Machine Lease Payment
12/28/2021	National Access LD	32.70	December 2021 Long Distance-Final
12/28/2021	Rimrock Water Company	33.12	November 2021 Water

**El Dorado County Transportation Commission  
Check Register  
November - December 2021**

<b>Date</b>	<b>Name</b>	<b>Payment</b>	<b>Memo</b>
12/28/2021	Stantec Consulting Services Inc.	14,564.19	* Final Invoice Including Retention for the Zero Emission Bus Conversion Plan
12/28/2021	Steele Building Offices	4,517.00	January 2022 Office Rent
12/28/2021	Wood Rodgers	4,051.01	* November 2021 US 50 Corridor System User Analysis
12/29/2021	CalPERS Retirement System	3,065.78	December 2021 Contribution #3
12/29/2021	CalPERS Retirement System	307.46	December 2021 PEPRAs Contribution #3
	<b>Total</b>	<b>189,558.19</b>	



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**CONSENT CALENDAR**

**STAFF REPORT**

**DATE: FEBRUARY 3, 2022**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: DAN BOLSTER, SENIOR TRANSPORTATION PLANNER**  
**SUBJECT: DISPOSITION OF CITIZEN PARTICIPATION PROCESS COMMENTS**

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**REQUESTED ACTION**

None. This item is for information only.

**BACKGROUND**

The Transportation Development Act (TDA) §99238.5 requires El Dorado County Transportation Commission (EDCTC), as the Regional Transportation Planning Agency, to ensure the establishment and implementation of a citizen participation process including provisions for at least one public hearing in the jurisdiction represented by the Social Services Transportation Advisory Council (SSTAC). Since the El Dorado County Transit Authority (EDCTA) currently claims all TDA funds for transit purposes, the formal unmet needs process and analysis referenced in the TDA Statutes and California Code of Regulations does not apply.

**DISCUSSION**

EDCTC conducted a citizen participation process public hearing for public transportation on December 2, 2021. EDCTC staff received zero comments from the public during the December 2, 2021, public hearing and did not receive any comments via email, voicemail, or in written form. Therefore, no further action was required.

Approved for Agenda:

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Woodrow Deloria, Executive Director

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

**DATE:** FEBRUARY 3, 2022  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** WOODROW DELORIA, EXECUTIVE DIRECTOR  
**SUBJECT:** PROFESSIONAL SERVICES AGREEMENT: GENERAL LEGAL SERVICES

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**REQUESTED ACTION**

Authorize the Executive Director to enter into a professional services agreement between El Dorado County Transportation Commission (EDCTC) and Sloan Sakai for general legal services effective March 1, 2022, through February 28, 2027.

**BACKGROUND**

Our current contract for general legal services will expire February 28, 2022. EDCTC staff distributed a Request for Proposals (RFP) on November 22, 2021. The RFP was distributed via email to legal firms and made available online via the EDCTC website and social media. A legal notice was placed in the Mountain Democrat.

**DISCUSSION**

EDCTC received three proposals by the January 14, 2022, deadline. Proposals were received from Lozano Smith, Burke Williams & Sorensen, LLC, and Sloan Sakai.

Proposals were evaluated according to the criteria specified in the RFP. Based on the proposals submitted, all firms were selected to be interviewed. Interviews were held on January 20, 2022 and were conducted by a panel comprising of the EDCTC Executive Director, and EDCTC staff. References and existing clients were contacted for the top two firms. Based upon the review of proposals, interviews and references, the interview panel unanimously recommends Sloan Sakai for this contract.

The Commission has an annual budget of \$15,000 in the 2022/23 Overall Work Program and Budget for General Legal Services.

Approved for Agenda:

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Woodrow Deloria, Executive Director

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

**DATE:** FEBRUARY 3, 2022  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** WOODROW DELORIA, EXECUTIVE DIRECTOR  
**SUBJECT:** CALIFORNIA ASSOCIATION OF COUNCILS OF GOVERNMENTS

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**REQUESTED ACTIONS**

Designate a voting delegate to represent El Dorado County Transportation Commission (EDCTC) on the California Association of Councils of Governments Governing Council. The Commission may choose to reaffirm Commissioner Wendy Thomas or select a new representative.

**BACKGROUND**

The California Association of Councils of Governments (CalCOG) is comprised of 44 member organizations that serve as a council of government, metropolitan planning organization, regional transportation planning agency, or county transportation commission or authority. CalCOG serves as a convener, bringing together its members, the League of California Cities, and the California State Association of Counties, to share information on successful regional programs. CalCOG also works to assist each member agency in developing capacity to serve its member's needs for regional coordination and policy development.

This delegate will represent the Commission at the virtual Regional Leadership Forum March 6-8 along with the Executive Director.

Commissioner Wendy Thomas has served as a voting delegate to the organization. The Executive Director participates on the CalCOG Directors Association of California (CDAC). CDAC meets on a regular basis (approximately every other month) to examine and discuss relevant regional, state, and federal issues, and serves as a staff resource and advisory body to the CalCOG Governing Council. EDCTC's annual CalCOG dues for 2022 are \$3,399, which is based on a population factor.

**DISCUSSION**

The organization supports and improves the effectiveness of the membership in addressing regional issues such as transportation, air quality, financial, housing, environmental, economic, and related topics. This is achieved through education and information sharing among the members and with others, such as regulatory, funding, and decision-making entities. The group will advocate for issues of common interest.

Approved for Agenda:

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Woodrow Deloria, Executive Director

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

**DATE:** FEBRUARY 3, 2022

**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 JOINT  
RESPONSE TO CALTRANS

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**REQUESTED ACTION**

Authorize the Executive Director to sign the joint letter between El Dorado County Transportation Commission (EDCTC), Placer County Transportation Planning Agency (PCTPA), and the Sacramento Area Council of Governments (SACOG) addressed to Caltrans dated 2/15/2022, outlining the changes to the Federal funding programming framework used by SACOG, EDCTC, and PCTPA to comply with the corrective action placed upon Caltrans by the Federal Highway Administration (FHWA).

**BACKGROUND****Federal Highway Administration Corrective Action**

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 would impact the planning and programming capacity of the 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) funding 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.

**Current EDCTC Federal Programming Practice**

Currently, EDCTC programs Federal CMAQ and STBGP funding through long standing processes including competitive calls for projects, performance-based project evaluations, and cross-jurisdictional reviews and consensus building. Caltrans publishes the estimated balance of each fund source for each county in the region which sets the basis for EDCTC planning and programming efforts. EDCTC and the Placer County Transportation Planning Agency (PCTPA) operate in similar

capacities for each of these funding programs as they are each uniquely positioned as the Regional Transportation Planning Agencies (RTPA) for their respective counties, within the six-county SACOG Metropolitan Planning Organization region. SACOG performs a similar funding round for the other four counties in the region for which SACOG serves as both the MPO and the RTPA.

## **DISCUSSION**

In fall of 2021, EDCTC and other affected RTPAs and MPOs across California requested that Caltrans submit a request to FHWA for a one-year extension for implementation of this corrective action. As of January 13, 2022, Caltrans has not confirmed or responded to this extension request. If no extension is granted, SACOG, as the MPO in the region, is required to submit to Caltrans a response by February 15, 2022, outlining their proposed programmatic changes to align with the corrective action. Consequently, the EDCTC Executive Director has been meeting regularly with SACOG and PCTPA Executive Directors to help shape Federal funding programming framework under the circumstance of the corrective action. The attached letter is a direct result of this coordination and outlines a proposed approach to align SACOG's programming process with the corrective action in place. In summary, the proposed changes included in the letter would change the programming process as follows:

1. EDCTC will formalize a standing position for SACOG staff on project evaluation committees.
2. EDCTC will coordinate reports to the SACOG Transportation Committee throughout their funding round processes.
3. SACOG staff will also report to the SACOG Transportation Committee on the programming of STBG and CMAQ and the coordination with EDCTC.
4. The SACOG board would finalize project selection by approving the full six County STBGP and CMAQ funding round, including the EDCTC projects, for a given fiscal year or years.
5. The SACOG Board would program STBGP and CMAQ funding based on the approved projects list.
6. Funding would be programmed to projects in the prioritized order as submitted by each RTPA, EDCTC, PCTPA, and SACOG, until the fund balance for that funding round is reached.
7. If the funding balance is less than the requested amount by each RTPA, PCTPA and EDCTC could request of the SACOG board partial amounts to fit within the programming balance for that funding cycle.

The attached letter will only be submitted if a one-year extension is not granted to Caltrans by FHWA. By authorizing the Executive Director to sign this letter, EDCTC agrees to coordinate with Caltrans and SACOG to submit this revised Federal funding framework to Caltrans and FHWA for approval. Should Caltrans and FHWA approve the proposed framework outlined in the letter, EDCTC will work with SACOG to develop an addendum to the existing Memorandum of Understanding to reflect the changes in the relationship between EDCTC and SACOG. Should EDCTC authorize signature of the attached letter and the proposed Federal funding framework is approved by FHWA, EDCTC staff will monitor and provide regular updates to the EDCTC regarding the new process.

Approved for Agenda:

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Woodrow Deloria  
Executive Director

Attachment A) Response to FHWA Corrective Action

**DRAFT 1/13/2022**

## **Response to Caltrans and FHWA Regarding FSTIP Corrective Action**

To: Caltrans Division of Financial Programming

CC: Vincent Mammano, California Division Administrator, Federal Highway Administration  
Toks Omishakin, Director, Caltrans  
Jeanie Ward-Waller, Deputy Director of Planning and Modal Programs, Caltrans

From: James Corless, Executive Director, Sacramento Area Council of Governments  
Mike Luken, Executive Director, Placer County Transportation Planning Agency  
Woodrow Deloria, Executive Director, El Dorado County Transportation Commission

Date: February 15, 2022

### **Introduction**

As requested by Caltrans Division of Financial Programming, we are jointly responding to your request for assistance in addressing the Corrective Action issued to Caltrans by the Federal Highway Administration and Federal Transit Administration dated April 15, 2021. As the three Regional Transportation Planning Agencies (RTPA) that serve the six-county Sacramento region, and as SACOG as the Metropolitan Planning Organization (MPO), we have over three decades of successful collaboration in the delivery of Federal transportation funding. It is critical to our region that we develop a response to the Corrective Action that allows us to continue successful delivery of transportation investments across our diverse region.

We recognize the importance of administering Federal transportation funding in accordance with the current statute and guidance, and our shared belief is that this response addresses the issues identified in the Corrective Action and improves our processes while maintaining a level of regional planning autonomy to support our regions vast transportation needs.

We are committed to work with Caltrans and FHWA to ensure our federal and state responsibilities align so that we can support our region's vast transportation needs. The State of California established RTPAs to further state goals in transportation that complement the federal MPO designation. We believe the changes we are proposing to our Federal programming processes are both consistent with the intent of the FHWA corrective action and support the continued role and purpose of RTPAs within an MPO.

If agreed upon by Caltrans and FHWA, we are ready to implement the changes included in this document. The success of implementation is dependent upon a timely formal response from FHWA to allow us to plan for future programming actions and ensure that we are in compliance to the satisfaction of FHWA.

## **Our Understanding of the Corrective Action**

Based on our review of the Corrective Action, independent review of code citations, and from conversations with Caltrans and FHWA staff, we believe there are three issues to respond to:

1. Federal transportation funding suballocation by population or mode to cities and counties cannot occur;
2. MPOs must be involved in the eligibility screening conducted prior to project selection for compliance with Federal program guidance and regulations; and
3. Federally funded transportation project selection must be approved by the MPO.

## **Existing Practices**

### **Memoranda of Understanding**

SACOG has had memoranda of understanding (MOUs) with EDCTC and PCTPA since 1993. At the time, with the passage of ISTEA and more control over federal funding moving from the state level to the MPO level, FHWA took issue with the lack of a documented process for how MPO obligations would be addressed by non-MPO agencies.

The MOUs (Attachments A and B) have been shared with Caltrans and FHWA at regular intervals as our agencies have been reviewed for compliance with state and federal regulations. The purpose of the MOUs is to clearly articulate how the six-county Sacramento region satisfies federal requirements as an MPO and concurrently satisfies state requirements for El Dorado and Placer counties Regional Transportation Planning Agencies (RTPA).

### **Suballocation**

For the past three decades, SACOG, EDCTC and PCTPA have relied upon county-level totals of STBG and CMAQ apportionments, published by Caltrans Division of Financial Programming, for planning and programming of these funds within their respective RTPA jurisdictions for each federal fiscal year. This practice has supported the role and purpose of RTPAs within an MPO by providing a known and reliable Federal funding source to support project delivery.

However, relying on the Caltrans-published fund estimates does not appear to comply with the FHWA prohibition purported in the Corrective Action of suballocating those funds. SACOG, EDCTC, and PCTPA recognize that suballocation solely based upon population to jurisdictions, cities or counties as identified in the corrective action, is not consistent with Federal guidance.

### **Project Selection**

PCTPA and EDCTC have long-established funding processes for both STBGP and CMAQ which are consistent with the Federal requirements and the current MOUs with SACOG. SACOG staff has been involved with review of project eligibility, scoring and ranking, and participated in project evaluation, but projects have not been formally submitted to SACOG through a process which FHWA now defines project selection. Each RTPA has assessed the performance levels (STBGP/CMAQ) and air quality benefits of each project (CMAQ) before submittal to their respective boards and to SACOG, then taken final action on project awards and submitted projects for inclusion in the MTIP, but SACOG has not taken a formal action in the project selection process aside from adoption of the TIP.

### **Proposed Resolution**

#### **Suballocation**

SACOG, PCTPA, and EDCTC will implement a collaborative process to establish subregional funding targets, based upon current RTPs and consistent cross-jurisdictional performance measures, ultimately approved by the SACOG Board of Directors and the EDCTC and PCTPA governing boards.

In coordination with Caltrans, PCTPA, and EDCTC, SACOG will prepare a six-county funding target broken down by a four-county target for the SACOG RTPA region and targets for PCTPA and EDCTC. The target would reflect the funding estimate published by Caltrans as well as the project priorities identified in the current RTPs and MTP. This would be acted on publicly by the SACOG board, and the PCTPA/EDCTC targets would be the basis for the funding rounds conducted by EDCTC and PCTPA. This would not be a guaranteed amount of funding to any single subregion of the MPO but would give project sponsors a range of the amount of funding available and would ultimately be approved by the SACOG Board of Directors.

#### **MPO involvement in eligibility screening conducted prior to project selection for compliance with Federal program guidance and regulations**



SACOG already provides assistance to PCTPA and EDCTC on eligibility criteria and modeling projects for conformity and uses project analysis tools in the six-county Active Transportation Program. To strengthen our process, PCTPA and EDCTC would submit projects to SACOG for review of eligibility. SACOG would then report back to EDCTC and PCTPA the results of the eligibility screen for projects within their respective RTPAs. Additionally, SACOG will share SACOG's project performance tools it has created for project analysis with EDCTC and PCTPA and assist them in providing uniform information on project performance.

### **Project selection by MPO**

EDCTC and PCPTA will continue to have separate processes for prioritizing projects within each RTPA, but SACOG will have a standing role in scoring, screening, and ranking projects before EDCTC or PCTPA boards approve the projects for submittal to SACOG for approval into the TIP. We propose the following changes to the project selection process:

1. To enhance SACOG's role in project selection across all six counties, EDCTC and PCTPA will formalize a standing position for SACOG staff on their respective project evaluation committees.
2. EDCTC and PCTPA will coordinate reports to the SACOG Transportation Committee throughout their funding round processes. SACOG staff will also report to the SACOG Transportation Committee on the programming of STBG and CMAQ and the coordination with EDCTC and PCTPA.
3. The SACOG board would finalize project selection by approving the full six County STBGP and CMAQ funding round, including the EDCTC and PCTPA projects, for a given fiscal year or years. The SACOG Board would follow this action by programming STBGP and CMAQ funding based on the approved projects list. Funding would be programmed to projects in the prioritized order as submitted by each RTPA until the fund balance for that funding round is reached. If the funding balance is less than the requested amount by each RTPA, PCTPA and EDCTC could request of the SACOG board partial amounts to fit within the programming balance for that funding cycle.

EDCTC and PCTPA would continue to use performance-based evaluation criteria consistent with federal criteria adopted by SACOG for project selection, evaluation, and approval. By involving SACOG throughout each funding round, SACOG can ensure that all Federally funded projects meet stated goals of MTP/SCS and federal performance measures that apply to the MPO region.

EDCTC and PCTPA will administer STBGP and CMAQ funding rounds based upon the SACOG approved Federal funding targets.

Consistent with existing MOUs, PCTPA and EDCTC boards would each approve programming of STBGP and CMAQ funding to projects supported by the Cities and Counties within their RTPA jurisdictions prior to submittal to SACOG for approval into the TIP. The SACOG board would finalize project selection by approving the full six County STBGP and CMAQ funding round, including the EDCTC and PCTPA projects, for a given fiscal year or years. The SACOG Board would follow this action by programming STBGP and CMAQ funding based on the approved projects list. Funding would be programmed to projects in the prioritized order as submitted by each RTPA until the fund balance for that funding round is reached. If the funding balance is less than the requested amount by each RTPA, PCTPA and EDCTC could request of the SACOG board partial amounts to fit within the programming balance for that funding cycle.

After the final action by SACOG, staff from EDCTC and PCTPA would work with SACOG staff programming projects based on the availability of federal funds, project timelines and other factors consistent with SACOG's delivery plan and current practices. EDCTC and PCTPA would continue to oversee and monitor project delivery success to include reporting to their respective boards, Caltrans, FHWA, and SACOG.

#### **Additional Process Improvements**

In addition to directly addressing the Corrective Action, we believe that the following process improvements would help further compliance with federal program guidance and regulations.

1. Documenting regular coordination among executive directors
2. Including SACOG's Director of Transportation, or their designee, on committees at EDCTC and PCPTA that involve federal funding or impact federal planning requirements.
3. Establishing a standing role for EDCTC and PCTPA staff in SACOG's funding rounds
4. Implement usage of SACOG's Project Performance Assessment tool in all funding rounds conducted within the region

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

**DATE: FEBRUARY 3, 2022**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: DANA KEFFER, EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION**  
**SUBJECT: FREEWAY SERVICE PATROL 2021 REPORT**

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**REQUESTED ACTION**

None. This item is for information only.

**BACKGROUND**

On May 6, 2021, the El Dorado County Transportation Commission (EDCTC) entered into a Professional Services Agreement with Extreme Towing of Placerville to continue a Freeway Service Patrol (FSP) on US 50 in El Dorado County. FSP began on December 13, 2010 and operates from 6:30 AM to 9:00 AM and from 3:30 PM to 6:30 PM Monday through Friday. FSP is a congestion relief program which provides emergency tow and other services to the travelling public on US 50 from the El Dorado/Sacramento County line extending eastward to Greenstone Road. FSP is funded by the Capital Valley Regional Service Authority for Freeways and Expressways and the Caltrans FSP program. **No local funds are required to provide FSP service in El Dorado County.**

**DISCUSSION**

EDCTC works closely with the California Highway Patrol (CHP) to administer the FSP. CHP performs tow truck operator and vehicle inspections and monitors daily FSP operations. CHP provides inspection reports to and communicates with EDCTC regularly. EDCTC monitors the quality of FSP service through an online survey which each assisted motorist is directed to at the time of service. The survey offers the assisted motorist the opportunity to rate the quality of the service, make comments, and recommend improvements. To date, EDCTC has received many completed surveys, all of which highly praise the El Dorado County FSP. All survey responses rate the FSP as "excellent" and thank the EDCTC for providing the service. Some of the comments received include:

*"My Subaru stalled on Westbound HWY50 and was barely able to pull over to the shoulder. Mike was quite professional and explained about FSP which I was not aware of. Mike saved my bacon. This program is awesome!!!!"*

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*"Mike was AMAZING! I got a flat right before my exit (Basslake) and he was already parked there, hopped right out of his truck and told me to hang tight right where I was. He changed my spare within minutes. I had just gotten off work and didn't want to deal with waiting hours for roadside via my insurance so it truly made my night seeing mike there and him being so incredibly helpful!!!! 10 out of 5 stars for sure!!! Thank you Mike!!!"*

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*"Mike is one of the greatest guys I've ever met. This man is a real asset to Extreme Towing and the Freeway Service Patrol. Very helpful and he had the tire changed in minutes. Can't say enough good about him...he is a "Guardian Angel"."*

*“Very helpful. Driver was super nice and really quick. Great service to get cars and stranded drivers off the freeway. Thank you.”*

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*“This gentleman John Bradford #31974 was the kindest most personable gentleman I have met on the road in a very long time. He stayed with us while we waited a long time for AAA and talked to them to try to speed up the process. His caring personality and assistance made an anxious situation bearable. Much appreciated for his service. Thank you.”*

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In addition to the online survey, EDCTC monitors the FSP by recording and monitoring specific details of the FSP duties performed. Each motorist assist is recorded via a mobile device application by the tow truck driver. The assist record includes information regarding the time and date, type of vehicle, location, type, and duration of assist performed. To date El Dorado County FSP service has been operating on par with many of the more urban FSP services. EDCTC collects and records this information monthly.

<b>El Dorado County Freeway Service Patrol Motorist Assist per Hour, January 1, 2021-December 31, 2021</b>			
<b>Month</b>	<b>Total Hours of Service</b>	<b>Number of Assists</b>	<b>Assists Per Hour of Service</b>
January	105.00	53	.50
February	101.50	58	.57
March	127.25	65	.51
April	121.50	73	.60
May	110.75	84	.76
June	121.75	70	.57
July	116.50	72	.62
August	121.25	61	.50
September	115.50	55	.48
October	110.50	55	.50
November	105.25	48	.46
December	93.25	29	.31
<b>Total</b>	<b>1383.50</b>	<b>921</b>	<b>.66</b>

<b>El Dorado County Freeway Service Patrol Motorist Assist by Type, January 1, 2021-December 31, 2021</b>		
<b>Type of Assist</b>	<b>Number</b>	<b>Percentage</b>
Mechanical	198	27.39%
Flat Tire	131	18.12%
Accident	65	8.99%
None - Not Needed	13	1.8%
Out of Gas	85	11.76%
Abandoned	99	13.69%
Overheated	29	4.01%
Driver Related	51	7.05%
Debris	14	1.94%
Unsecured Load	6	.83%

<b>El Dorado County Freeway Service Patrol Motorist Assist by Type, January 1, 2021-December 31, 2021 (cont.)</b>		
<b>Type of Assist</b>	<b>Number</b>	<b>Percentage</b>
Electrical	11	1.52%
Other	18	2.49%
Car Fire	3	0.41%
Partner Assist	0	0.00%
Locked Out	0	0.00%

Approved for Agenda:

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Woodrow Deloria, Executive Director

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**AIRPORT LAND USE COMMISSION****BUSINESS ITEM****STAFF REPORT**

**DATE:** FEBRUARY 3, 2022  
**TO:** EL DORADO COUNTY AIRPORT LAND USE COMMISSION  
**FROM:** WOODROW DELORIA, EXECUTIVE DIRECTOR  
**SUBJECT:** PLACERVILLE AIRPORT LAND USE COMPATIBILITY PLAN – ZONING HEIGHT VARIANCE

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**REQUESTED ACTION**

Approve staff recommendation finding the request for an Airport Land Use Commission (ALUC) review, submitted by the City of Placerville under City Project Number VAR 21-01, for a 3.01-acre parcel (APN 048-290-042) Zoning Variance to be consistent with the 2012 Placerville Airport Land Use Compatibility Plan.

**BACKGROUND**

On July 3, 2008, the El Dorado County Transportation Commission (EDCTC) was designated as the ALUC for the western slope of El Dorado County. Public Utilities Code Section 21675(a) requires an ALUC to prepare an Airport Land Use Compatibility Plan (ALUCP) for each public-use airport within its jurisdiction. The overall purpose of the ALUCP is to protect public health, safety, and welfare by encouraging the orderly operation of airports and the adoption of land use measures that minimize exposure to excessive noise and safety hazards within areas around public use airports. On June 28, 2012, the ALUC adopted the updated ALUCPs for the Placerville, Georgetown, and Cameron Airport Airports.

On June 25, 2013, the Placerville City Council adopted amendments to its General Plan and an airport overlay zone to the zoning ordinance to incorporate the goals and policies of the Placerville Airport ALUCP. By adopting these amendments and zoning overlay the City of Placerville has the authority to approve land use changes which are consistent with the General Plan and Zoning Ordinance. Should any project or proposed land use change require a variance from the General Plan or Zoning Ordinance, the ALUC is required to perform a consistency review in accordance with the requirement set forth in the Placerville Airport ALUCP.

**DISCUSSION**

On January 14, 2021, the City of Placerville submitted a request to the ALUC to perform a consistency review of a proposed hotel development which requires a zoning variance to address the height of one of the structures proposed. The development is located on the southeast corner of Jacquier Road and Smith Flat Road in the City of Placerville.

ALUC staff reviewed the proposed hotel development and related zoning height variance with regard to the exterior noise exposure, overflight, and safety zone criteria set forth in the Placerville ALUCP. Based on this review and analysis, staff has found the requested Zoning Ordinance variance to be consistent with the 2012 Placerville ALUCP. The following criteria were used to reach this consistency determination as presented to the ALUC for consideration.

- The parcel (APN 048-290-042) is within Safety Zone 6, as shown in the attached Safety Zones Policy Map of the Placerville ALUCP.

- The proposed Commercial land use classification is *Normally Compatible* with Safety Zone 6 (as shown on Page 4-29 Table 2 to of the ALUCP) as it is outside the direct overflight path and does not conflict with airport operations or safety.
- The parcel (APN 048-290-042) does not fall within any of the four Community Noise Equivalent Levels (CNEL), as shown in attached Airport Noise Zones Policy Map.
  - The proposed Commercial land use classification is *Normally Compatible* with the ALUCP (as shown on Page 4-25 Table 1 to of the ALUCP) as the parcel falls outside of the outer CNEL of <55 dB and therefore does not require sound mitigation.
- The buildings and structures proposed have a maximum height of 52 feet, 10 inches (rounded to 53 feet) in elevation. The highest point of one structure, the chimney on the main building, does not conflict with or penetrate the overflight Part 77 surface as shown on Figure PLA-5 of the Placerville ALUCP. The highest point of any portion of the proposed structure falls 461 feet below the Part 77 surface posing no conflict or impact with operation of the Placerville Airport.
- The parcel is within the routine flight and high/noise risk zones which require the dedication of an aviation easement with the City of Placerville

Consequently, ALUC staff recommends that ALUC find the requested City of Placerville zoning variance to be consistent with the 2012 Placerville ALUCP

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachments:   A) Referral Form EDC ALUC 01-2022  
                  B) Placerville Airport Safety Zones Policy Map  
                  C) Placerville Airport Noise Zones Policy Map

APPENDIX **H**  
**Project Referral Form**

**APPLICATION FOR LAND USE ACTION REVIEW  
EL DORADO COUNTY AIRPORT LAND USE COMMISSION**

ALUC Identification No.  
EDC ALUC: 01-2022

**PROJECT PROPONENT** (TO BE COMPLETED BY APPLICANT)

Date of Application	January 14, 2022	Phone Number	949-452-0412 x226
Applicant	Apple Hill Hospitality		
Mailing Address	23041 Mill Creek Laguna Hills, CA 92653		
Agent (if any)	Brett Miller	Phone Number	858-273-8440
Mailing Address	Eat.Drink.Sleep 1253 Garnet Avenue, Suite A San Diego, CA 92109		

**PROJECT LOCATION** (TO BE COMPLETED BY APPLICANT)

*Attach an accurately scaled map showing the relationship of the project site to the airport boundary and runways*

Street Address	3001 Jacquier Road Placerville CA 95667	Parcel Size	3.01 Acres
Assessor's Parcel No.	048-290-042	Zoning Classification	Commercial
Subdivision Name	N/A		
Lot Number	N/A		

**PROJECT DESCRIPTION** (TO BE COMPLETED BY APPLICANT)

*If applicable, attach a detailed site plan showing ground elevations, the location of structures, open spaces and water bodies, and the heights of structures and trees; include additional project description data as needed*

Existing Land Use (describe)	Vacant – partial improvements Graded site & retaining walls Foundation poured for former Holiday Inn Express
Proposed Land Use (describe)	106 room, 4-story hotel Short-term lodging facility

For Residential Uses	Number of Parcels or Units on Site (exclude secondary units)
For Other Land Uses	Hours of Use <u>24 hours / 7 days per week</u>
	Number of People <u>Maximum Number 362</u>
	On Site... <u>Method of Calculation Statewide average</u>

Height Data	Height above Ground of Tallest Object (including antennas and trees) <u>53 (rounded) ft.</u>
	Highest Elevation (above sea level) of Any Object or Terrain on Site <u>2,274 ft.</u>

Flight Hazards	Does the Project Involve Characteristics that: <input type="checkbox"/> Could Create Electrical Interference, Confusing Lights, Glare, Smoke, or Other Electrical or Visual Hazards to Aircraft Flight? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Could Attract Birds or Other Wildlife to the Airport or Vicinity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, Describe _____ _____ _____
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<b>REFERRING AGENCY</b> (TO BE COMPLETED BY SUBMITTING AGENCY STAFF)			
Date Received	<u>12-14-21</u>	Type of Project	
Agency Name	<u>City of Placerville</u>	<input type="checkbox"/>	General Plan Amendment
Staff Contact	<u>Pierre Rivas</u>	<input type="checkbox"/>	Zoning Amendment or Variance
Phone Number	<u>530-642-5569</u>	<input type="checkbox"/>	Subdivision Approval
Agency's Project No.	<u>VAR 21-01</u>	<input type="checkbox"/>	Use Permit
		<input type="checkbox"/>	Public Facility
		<input checked="" type="checkbox"/>	Other <u>Height Variance</u>
<b>ALUC REVIEW</b> (TO BE COMPLETED BY ALUC STAFF / ATTACH ADDITIONAL PAGES IF NECESSARY)			
Application Receipt	Date Received	<u>1/15/2022</u>	By <u>Woodrow Deloria</u>
	Is Application Complete?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	If no, cite reasons	_____	
Airport	<input type="checkbox"/> Cameron Airpark	<input type="checkbox"/> Georgetown	<input checked="" type="checkbox"/> Placerville
Land Use Category/Categories	<u>Short-Term Lodging Hotel</u>		
Noise Compatibility	Exterior Noise Exposure (CNEL)	<input checked="" type="checkbox"/> ≤ 55	<input type="checkbox"/> 55 - 60 <input type="checkbox"/> 60 - 65 <input type="checkbox"/> 65 - 70 <input type="checkbox"/> ≥ 70
	Land Use Acceptability (Table 1)	<input checked="" type="checkbox"/> Normally Compatible	<input type="checkbox"/> Conditional <input type="checkbox"/> Incompatible
	Applicable Conditions Met?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Safety Compatibility	Safety Zone	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	<input type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input type="checkbox"/> None
	Land Use Acceptability (Table 2)	<input checked="" type="checkbox"/> Normally Compatible	<input type="checkbox"/> Conditional <input type="checkbox"/> Incompatible
	Sitewide Avg. Density/Intensity Criteria Met?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Single-Acre Density/Intensity Criteria Met?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Other Applicable Conditions Met?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Airspace Protection	Height Acceptable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Compatibility	FAA Notified if Applicable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Other Hazards to Flight Excluded?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Other Requirements	Easement/Deed Notice Required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Executed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Special Site/Project Conditions	Infill Parcel?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Other (describe)	_____	
<b>ACTIONS TAKEN</b> (TO BE COMPLETED BY ALUC STAFF)			
ALUC Staff Action	<input type="checkbox"/> Approve as	Date	<u>1.18.2022</u>
	<input checked="" type="checkbox"/> Refer to ALUC	<input type="checkbox"/> Include Conditions?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Conditions:	_____	
		_____	
ALUC Action	<input type="checkbox"/> Consistent	Date	_____
	<input type="checkbox"/> Consistent with Conditions (list conditions / attach additional pages if needed)	_____	
		_____	
	<input type="checkbox"/> Inconsistent (list reasons / attach additional pages if needed)	_____	
		_____	
		_____	

# Placerville Airport Land Use Compatibility Plan Airport Safety Zones Policy Map

(June 2012)

## Map Feature Key

- Parcels
- Airport Boundary
- Placerville City Limit
- Major Roads
- Airport Runway
- Airport Influence Area

## Safety Zone Key

- 1 Runway Protection Zone
- 2 Inner Approach/Departure Zone
- 3 Inner Turning Zone
- 4 Outer Approach/Departure Zone
- 5 Sideline Zone
- 6 Traffic Pattern Zone

### Notes

1. See Section 4.3 for policies applicable to each zone.

Map Source: El Dorado County Airport Land Use Commission  
Base Data Source: El Dorado County



1 inch = 3,000 feet

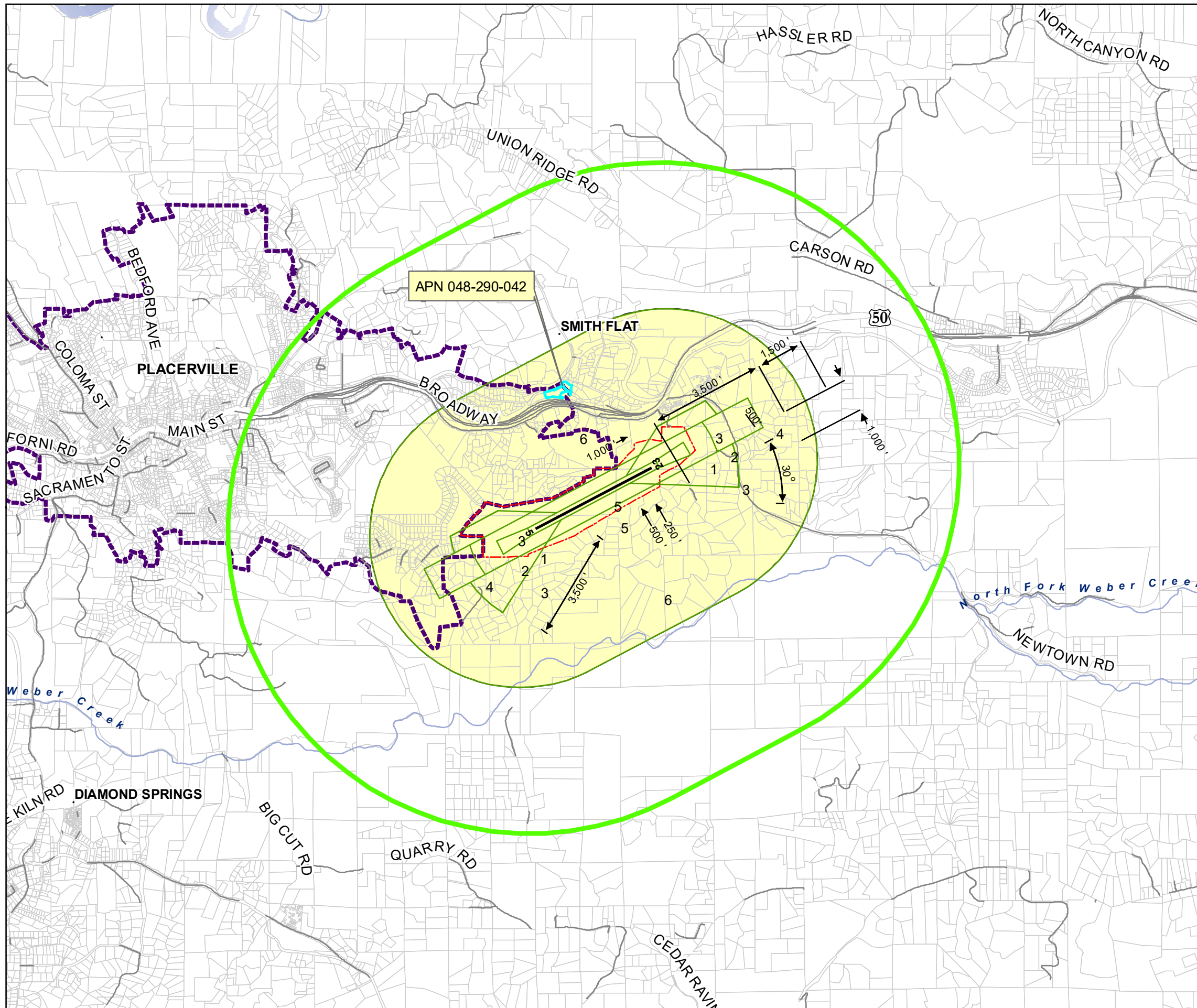
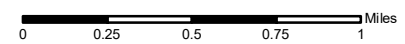


Figure PLA - 3

# Placerville Airport Land Use Compatibility Plan Airport Noise Zones Policy Map

(June 2012)

### Map Feature Key

- Parcels
- Airport Boundary
- Placerville City Limit
- Major Roads
- Airport Runway
- Airport Influence Area

### Noise Zone Key

- CNEL\* 55-60
- CNEL\* 60-65
- CNEL\* 65-70
- CNEL\* 70+

\*Community Noise Equivalent Level (CNEL)

### Notes

1. Noise contour source: Mead & Hunt, Inc. 2011. Noise contours reflect future scenario of 95,000 annual operations with terrain modeling enabled.
2. See Section 4.2 for policies applicable within each zone.

Map Source: El Dorado County Airport Land Use Commission  
Base Data Source: El Dorado County

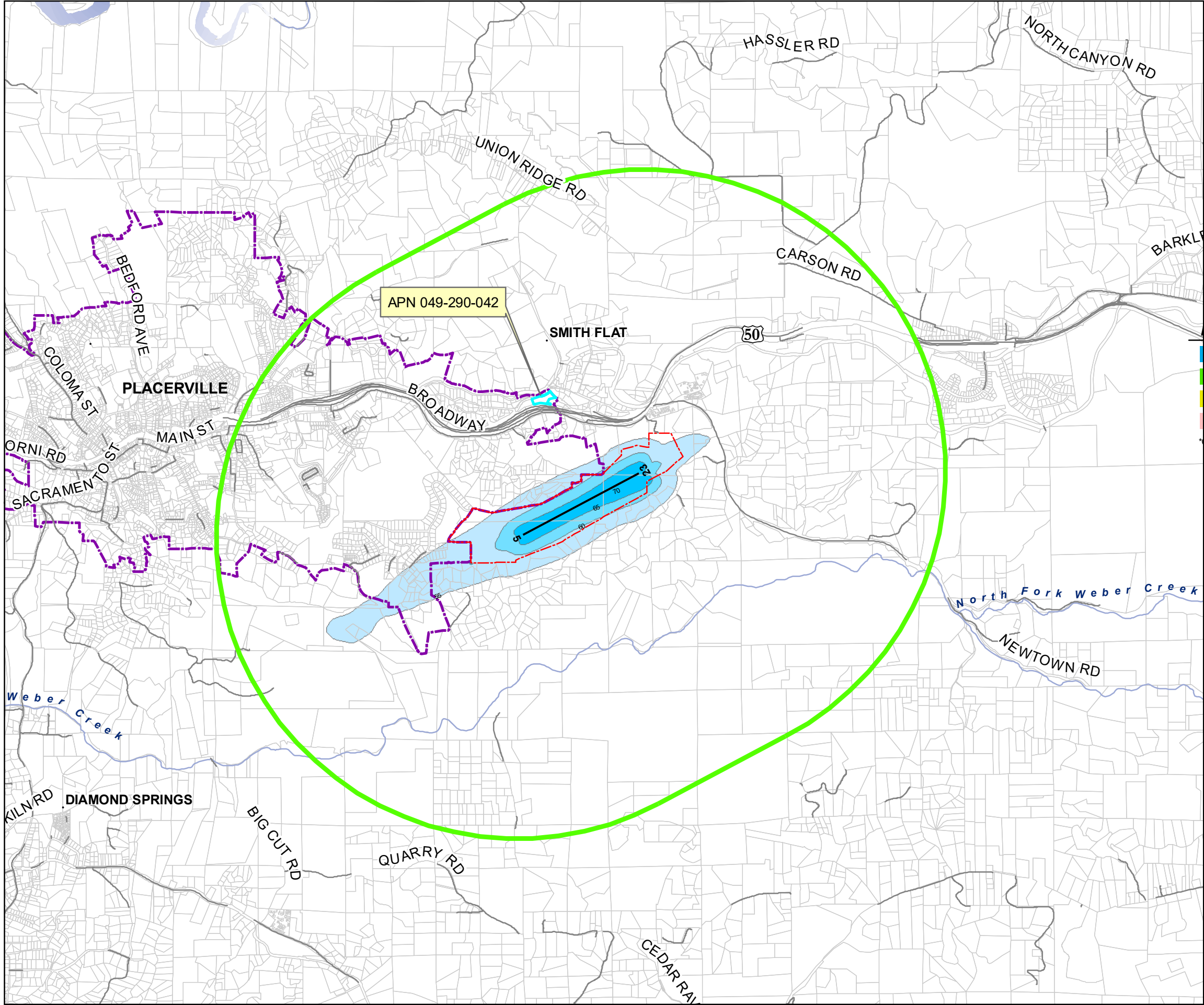
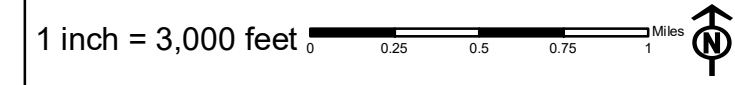


Figure PLA - 2