

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

AGENDA

Regular Meeting

Thursday, August 5, 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, August 2nd to the Secretary to the Commission 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: 811 3401 5758

Passcode: 015516

Phone: 1-669-900-6833

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA AND CONSENT CALENDAR

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

CONSENT CALENDAR

1. MINUTES FOR THE JUNE 3, 2021, COMMISSION MEETING (KEFFER)
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the June 3, 2021, Commission meeting.
2. MAY - JUNE 2021 CHECK REGISTER (THOMPSON)
REQUESTED ACTION: Receive and file the May through June 2021 Check Register.
3. 2021 EL DORADO COUNTY TRANSPORTATION COMMISSION TITLE VI AND PUBLIC PARTICIPATION PLAN (KEFFER)
REQUESTED ACTION: Adopt Resolution 21/22.01 approving the El Dorado County Transportation Commission Title VI and Public Participation Plan.
4. EL DORADO HILLS BUSINESS PARK COMMUNITY TRANSPORTATION PLAN PROFESSIONAL SERVICES AGREEMENT, AMENDMENT #2 (BARTON)
REQUESTED ACTION: Authorize the Director to sign the El Dorado Hills Business Park Community Transportation Plan Professional Services Agreement, Amendment #2.

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. SENATE BILL 1: STATE OF GOOD REPAIR FISCAL YEAR 2021/2022 FUNDING ALLOCATION PROJECT LIST (BOLSTER)
REQUESTED ACTION: Adopt Resolution 21/22.02, allocating Senate Bill 1 State of Good Repair 2021/2022 Funds to the El Dorado County Transportation Commission.
6. DE-PROGRAMMING CYCLE 5 ACTIVE TRANSPORTATION PROGRAM MATCHING FUNDS FROM THE PONDEROSA ROAD BICYCLE PEDESTRIAN IMPROVEMENTS PROJECT (BARTON)
REQUESTED ACTION: Approve de-programming of funding from the Ponderosa Road Bicycle and Pedestrian Improvements Project, as follows:
 - Resolution 21/22.03, de-programming \$80,000 in Transportation Development Act/Local Transportation (TDA/LTF) Pedestrian and Bicycle Funding
 - Resolution 21/22.04, de-programming \$150,000 in Congestion Mitigation and Air Quality Funding

INFORMATION ITEM

7. FALL 2021 US 50 ACCESS CONTROL PROOF OF CONCEPT PILOT UPDATE (BARTON)
REQUESTED ACTION: None. This item is for information only.

EXECUTIVE DIRECTOR'S REPORT**SOUTH LAKE TAHOE - CALTRANS – COMMISSIONER COMMENTS****ADJOURNMENT**

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

CONSENT CALENDAR

STAFF REPORT

DATE: AUGUST 5, 2021
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: DANA KEFFER, EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION
SUBJECT: MINUTES FOR THE JUNE 3, 2021, COMMISSION MEETING

REQUESTED ACTION

The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the June 3, 2021, Commission meeting.

Approved for Agenda:

Woodrow Deloria, Executive Director

Attachment: June 3, 2021, Minutes



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

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

ACTION MINUTES

Regular Meeting, Thursday, June 3, 2021, 2:00 PM

IMPORTANT NOTICE:

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Taylor called the meeting to order at 2:03 PM and led the Pledge of Allegiance.

ATTENDANCE: Chair Taylor, Commissioners Borelli, Parlin, D. Thomas, W. Thomas, Turnboo, Councilmember Bass, and Caltrans Ex Officio Kevin Yount. **ABSENT:** Vice Chair Hidahl.

ADOPTION OF AGENDA AND CONSENT CALENDAR

There was no public comment.

ACTION: Commissioner Patty Borelli made a motion to adopt the agenda and to approve or adopt items 1-3 on the Consent Calendar. The motion was seconded by Commissioner W. Thomas which carried as follows:

MOTION/SECOND: Borelli/W. Thomas

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

ABSTAIN: None

NOES: None

ABSENT: Hidahl

1. **MINUTES FOR THE MAY 6, 2021, COMMISSION MEETING**

REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the May 6, 2021, Commission meeting.

2. **APRIL 2021 CHECK REGISTER**

REQUESTED ACTION: Receive and file the April 2021 Check Register.

3. **SURFACE TRANSPORTATION BLOCK GRANT PROGRAM FISCAL YEAR 2020/21 EXCHANGE APPORTIONMENT AND FUNDING AGREEMENTS BETWEEN EDCTC AND THE CITY OF PLACERVILLE AND EDCTC AND EL DORADO COUNTY**

REQUESTED ACTION:

1. Adopt Resolution 20/21.31 approving the Surface Transportation Block Grant Program FY 2020/21 Exchange Apportionment and Allocation.
2. Authorize the Executive Director to sign the 2020/21 Exchange Recipient Agreement between El Dorado County Transportation Commission and the City of Placerville.

3. Authorize the Executive Director to sign the 2020/21 Exchange Recipient Agreement between EDCTC and El Dorado County.

OPEN FORUM

Chair Taylor asked if anyone would like to speak from the audience. There were no public comments.

BUSINESS ITEMS

4. FISCAL YEAR 2021/22 FINAL OVERALL WORK PROGRAM, BUDGET, AND GOALS AND OBJECTIVES
REQUESTED ACTION: Adopt Resolution 20/21.32, approving the Fiscal Year 2021/22 Final Overall Work Program, Budget, and Goals and Objectives.

There was no public comment.

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

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

5. CONSIDERATION AND APPROVAL OF THE ESTABLISHMENT OF A CALIFORNIA EMPLOYERS' PENSION PREFUNDING TRUST ACCOUNT WITH CALPERS

REQUESTED ACTION:

1. Adopt Resolution 20/21.33 (Attachment A), Approving the Establishment of a California Employers' Pension Prefunding Trust (CEPPT) Account with CalPERS for the Purpose of Prefunding the El Dorado County Transportation Commission's Required Pension Contributions and Authorize an Initial \$50,000 Payment to Open the Trust Account. Authorize the Chair and the Executive Director to execute required documentation for participation in the CEPPT.

There was no public comment.

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, Parlin, Taylor, D. Thomas, W. Thomas, Turnboo
ABSTAIN: None
NOES: None
ABSENT: Hidahl

6. PROGRAMMING STRATEGY FOR CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT TRANSPORTATION FUNDING

REQUESTED ACTION: Approve the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 Programming Strategy and authorize the Executive Director to bring a project list to the California Transportation Commission for Approval in August 2021.

There was no public comment.

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

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

7. US 50 ACCESS CONTROL PROOF OF CONCEPT PILOT OUTREACH STRATEGY PROFESSIONAL SERVICES AGREEMENT

REQUESTED ACTION: Authorize the Executive Director to enter into a Professional Services Agreement with AIM Consulting for implementation of the US 50 Corridor Access Control Proof of Concept Pilot Outreach and Awareness Work Plan in the amount of \$71,080.66.

There was no public comment.

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

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

EXECUTIVE DIRECTOR'S REPORT

SOUTH LAKE TAHOE - CALTRANS – COMMISSIONER COMMENTS

ADJOURNMENT

The meeting was adjourned at 3:14 PM.

NOTE: There is no meeting scheduled for July. The next regular meeting is scheduled for 2:00 PM on August 5, 2021.

CONSENT CALENDAR

STAFF REPORT

DATE: AUGUST 5, 2021
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER
SUBJECT: MAY THROUGH JUNE 2021 CHECK REGISTER

REQUESTED ACTION

Receive and file the May through June 2021 Check Register (Attachment A).

BACKGROUND AND DISCUSSION

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

<i>Stantec Consulting Services</i>	\$10,867.79
<i>Stantec Consulting Services</i>	\$12,770.17
April – May 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.	
<i>Extreme Towing</i>	\$12,142.41
<i>Extreme Towing</i>	\$11,113.76
April – May professional services for the Freeway Service Patrol Program, Work Element 130. The contract with Extreme Towing was approved at the May 5, 2016, EDCTC meeting.	
<i>Fehr & Peers</i>	\$8,512.23
April 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.	
<i>Wood Rodgers</i>	\$10,353.22
<i>Wood Rodgers</i>	\$7,244.20
April – May 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>David Turch and Associates</i>	\$5,417.00
<i>David Turch and Associates</i>	\$5,417.00
April – May Federal advocacy services, Work Element 410. This contract was approved at the April 2, 2020, EDCTC meeting.	
<i>City of Placerville</i>	\$200,000.00
Payment of the FY 2020/21 Surface Transportation Block Grant Program (STBGP) Exchange funding to the City of Placerville based on the formulaic distribution. The payment for the Smith Flat Road Paving and Storm Drain from the State Right of Way to Jacquier Road project was approved at the June 3, 2021, meeting by Resolution 20/21.31.	
<i>El Dorado County Department of Transportation</i>	\$580,670.00
Payment of the FY 2020/21 Surface Transportation Block Grant Program (STBGP) Exchange funding to El Dorado County DOT based on the formulaic distribution. The payment for the Intersection Safety/Pedestrian Safety Improvements, the Pleasant Valley Road Safety	

Improvements, the Green Valley Road Mound Springs Bridge Replacement Project, and the Green Valley Road Indian Creek Bridge Project was approved at the June 3, 2021, meeting by Resolution 20/21.31.

Approved for Agenda:

Woodrow Deloria, Executive Director

Attachment A: May through June 2021 Check Register

**El Dorado County Transportation Commission
Check Register
May through June 2021**

Date	Name	Payment	Memo
05/03/2021	Ameritas Life Insurance Corp.	643.08	May 2021 Dental & Vision Insurance
05/03/2021	Benefit Coordinators Corporation	203.14	May 2021 Life/Disability Premiums
05/03/2021	CalPERS Health	7,973.44	May 2021 Health Premiums
05/03/2021	Airespring	1,042.08	Apr-May 2021 Fiber Optic Internet
05/03/2021	Carbon Copy	403.74	April 2021 Copy Machine Maint/Color Toner
05/03/2021	RTS IT, Inc.	471.34	Network Cabeling Project Labor-Fiber
05/05/2021	CalPERS Retirement System	3,387.41	May 2021 Contribution #1
05/10/2021	Cardmember Service - Visa DK	65.91	April Stamps.com & Server backup
05/10/2021	Cardmember Service - Visa KT	154.99	Remote Access and Zoom Webinars April 2021
05/10/2021	Century Building Maintenance	450.00	April 2021 Building Maintenance
05/10/2021	Stantec Consulting Services Inc.	10,867.79	* April 2021 EDCTA ZEB Fleet Conversion Plan
05/19/2021	CalPERS Retirement System	3,387.41	May 2021 Contribution #2
05/20/2021	Umpqua Bank	72.41	April 2021 Analyzed Checking Fee
05/24/2021	Extreme Towing	12,142.41	* April 2021 Freeway Service Patrol
05/24/2021	Fehr & Peers	8,512.23	* April 2021 EDH Business Park Comm Transportation Plan
05/24/2021	JS West Propane Gas	14.31	April 2021 Propane
05/24/2021	National Access LD	32.69	May 2021 Long Distance
05/24/2021	PG&E	304.23	May 2021 Utilities
05/24/2021	Rimrock Water Company	33.12	April 2021 Water
05/24/2021	Sierra Office Supply & Printing	111.13	April 2021 Office Supplies
05/24/2021	Wood Rodgers	10,353.22	* April 2021 US 50 Corridor System Analysis
05/24/2021	Steele Building Offices	4,517.00	June 2021 Office Rent
05/24/2021	David Turch and Associates	5,417.00	* April 2021 Federal Advocacy
05/25/2021	QuickBooks Payroll Service	8.00	April 2021 Payroll Fee
05/28/2021	Airespring	636.50	June 2021 Fiber Optic Internet
05/28/2021	AT&T	126.57	May 2021 Office Phones
05/28/2021	De Lage Landen Financial Services	203.78	June 2021 Copy Machine Lease Payment
06/01/2021	Ameritas Life Insurance Corp.	557.52	June 2021 Dental Insurance
06/01/2021	Ameritas Life Insurance Corp.	85.56	June 2021 Vision Insurance
06/01/2021	Benefit Coordinators Corporation	203.14	June 2021 Life/Disability Premiums
06/01/2021	CalPERS Health	7,973.44	June 2021 Health Premiums
06/01/2021	RTS IT, Inc.	600.00	June 2021 ITCare Silver Service Plan
06/02/2021	CalPERS Retirement System	3,387.41	June 2021 Contribution #1
06/03/2021	Carbon Copy	36.91	May 2021 Copy Machine Maint
06/03/2021	Trailhead Labs, Inc.	250.00	El Dorado County Bicycle Map Website
06/14/2021	Cardmember Service - Visa DK	406.64	May Office Expense/FSP Brochures
06/14/2021	Cardmember Service - Visa KT	154.99	Remote Access and Zoom Webinars May 2021
06/14/2021	Century Building Maintenance	450.00	May 2021 Building Maintenance
06/14/2021	City of Placerville 1	200,000.00	* 2020/21 STBGP Exchange Resolution 20/21.31 6/3/21
06/14/2021	El Dorado County Dept of Transportation	580,670.00	* 2020/21 STBGP Exchange Resolution 20/21.31 6/3/21
06/14/2021	Rimrock Water Company	28.12	May 2021 Water
06/14/2021	Trailhead Labs, Inc.	250.00	El Dorado County Bicycle Map Website
06/16/2021	CalPERS Retirement System	3,387.41	June 2021 Contribution #2
06/22/2021	David Turch and Associates	5,417.00	* May 2021 Federal Advocacy
06/22/2021	Extreme Towing	11,113.76	* May 2021 Freeway Service Patrol
06/22/2021	Mountain Democrat	51.00	Public Notice TPA RFP
06/22/2021	PG&E	449.80	June 2021 Utilities
06/22/2021	Wood Rodgers	7,244.20	* May 2021 US 50 Corridor System Analysis
06/23/2021	RTS IT, Inc.	22.50	June 2021 Cybersecurity
06/23/2021	Umpqua Bank	71.04	May 2021 Analyzed Checking Fee
06/25/2021	QuickBooks Payroll Service	8.00	May 2021 Payroll Fee
06/28/2021	AT&T	123.79	June 2021 Office Phones
06/28/2021	CalPERS Fiscal Services Division	265.20	FY 2020/21 1959 Survivor Benefits
06/28/2021	National Access LD	32.69	June 2021 Long Distance
06/28/2021	Sacramento Transportation Authority	3,260.00	FY 2020/21 FSP Shared Costs
06/28/2021	Stantec Consulting Services Inc.	12,770.17	* May 2021 EDCTA ZEB Fleet Conversion Plan
06/28/2021	CalPERS Fiscal Services Division	57.20	FY 2020/21 1959 Survivor Benefits-PEPRA
06/30/2021	CalPERS Retirement System	3,387.41	June 2021 Contribution #3
	Total	914,249.83	

CONSENT CALENDAR

STAFF REPORT

DATE: AUGUST 5, 2021
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: DANA KEFFER, EXECUTIVE ASSISTANT
**SUBJECT: 2021 EL DORADO COUNTY TRANSPORTATION COMMISSION
TITLE VI AND PUBLIC PARTICIPATION PLAN**

REQUESTED ACTION

Adopt Resolution 21/22.01 (Attachment A) approving the El Dorado County Transportation Commission (EDCTC) Title VI and Public Participation Plan.

BACKGROUND

The purpose of EDCTC Title VI and Public Participation Plan is to provide a public framework to include all citizens in the transportation efforts undertaken by EDCTC.

As a direct recipient of federal funds, the California Department of Transportation (Caltrans) must comply with Federal Circular 4702.1B which set new guidelines for compliance with Title VI of the Civil Rights Act of 1964. Caltrans is also charged with the responsibility of verifying that the subrecipients of these federal funds also comply with these requirements. EDCTC must submit a Title VI Plan every three years to ensure compliance with these requirements.

DISCUSSION

Consistent with Caltrans' request, EDCTC staff prepared the 2021 EDCTC Title VI Plan in accordance with Federal Circular 4702.1B and the 2021 Title VI Program Checklist. Completion of the EDCTC Title VI Plan allows EDCTC to continue to receive federal funding for future plans, programs, and projects. The Title VI Plan will be posted on the EDCTC website in English and Spanish.

Approved for Agenda:

Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 21/22.01
B) 2021 El Dorado County Transportation Commission
Title VI and Public Participation Plan



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

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RESOLUTION 21/22.01

RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION ADOPTING THE 2021 EL DORADO COUNTY TRANSPORTATION COMMISSION TITLE VI AND PUBLIC PARTICIPATION PLAN

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

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

WHEREAS, EDCTC is responsible for the administration of federal funds; and

WHEREAS, EDCTC must comply with Federal Circular 4702.1B which set new guidelines for compliance with Title VI of the 1964 Civil Rights Act to receive federal funds; and

WHEREAS, EDCTC previously adopted Title VI and Public Participation Plans on March 5, 2015, and August 2, 2018; and

WHEREAS, in accordance with Federal Circular 4702.1B, an updated Title VI Plan meeting federal requirements is required to be submitted every three years; and

NOW THEREFORE, BE IT RESOLVED, that EDCTC has approved the revised El Dorado County Transportation Commission Title VI and Public Participation Plan.

PASSED AND ADOPTED, by the El Dorado County Transportation Commission at their regular meeting on August 5, 2021, by the following vote:

Vote Pending

Attest:

Kara Taylor, Chairperson

Dana Keffer, Secretary to the Commission



EL DORADO COUNTY
TRANSPORTATION COMMISSION
TITLE VI PROGRAM, PUBLIC
PARTICIPATION PLAN, AND
LANGUAGE ASSISTANCE PLAN

2021

EL DORADO COUNTY TRANSPORTATION COMMISSION

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EDCTC Title VI Program

Plan Statement

The following program was developed to guide the El Dorado County Transportation Commission (EDCTC) in its administration and management of Title VI-related activities, and details how EDCTC meets the requirements as set forth in FTA Circular 4702.1B.

Section 601 under Title VI of the Civil Rights Act of 1964 states the following:

“No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Policy

EDCTC is committed to ensuring that no person on the basis of race, color, or national origin will be excluded from participation or subjected to discrimination with regard to the transportation planning and programming activities conducted by EDCTC’s employees, affiliates, and contractors.

Governing Board

The governing board for EDCTC is made up of seven members. Four members are appointed by the El Dorado County Board of Supervisors and three are appointed by the Placerville City Council. The City of South Lake Tahoe shall appoint one City Council Member to serve as ex-officio, non-voting member and the District Director for the California Department of Transportation shall designate one ex-officio, non-voting member.

General Reporting Requirements

Chapter III of FTA Circular 4702.1B addresses the general reporting requirements for recipients and sub-recipients of Federal Transit Administration (FTA) funding to ensure that their activities comply with Department of Transportation (DOT) Title VI regulations. Below are summaries of each requirement and how EDCTC’s Title VI Program fulfills that requirement.

1. REQUIREMENT TO PROVIDE TITLE VI ASSURANCES

In accordance with 49 CFR Section 21.7(a), every application for financial assistance from FTA must be accompanied by an assurance that the applicant will carry out the program in compliance with DOT’s Title VI regulations. This requirement shall be fulfilled when the applicant/recipient submits its annual certifications and assurances to FTA.

EDCTC annually submits its Certifications and Assurances to the California Department of Transportation.

2. REQUIREMENT TO PREPARE AND SUBMIT A TITLE VI PROGRAM

Sub-recipients shall submit Title VI Programs to the primary recipient from whom they receive funding in order to assist the primary recipient in its compliance efforts.

Once the Title VI Program is approved by the El Dorado County Transportation Commission, it will be submitted to the California Department of Transportation. The effective date will be the date of the Resolution.

3. REQUIREMENT TO NOTIFY BENEFICIARIES OF PROTECTION UNDER TITLE VI

The Title VI Program shall include recipient's Title VI notice to the public that indicates the recipient complies with Title VI and informs members of the public of the protections against discrimination afforded to them by Title VI, include a list of locations where the notice is posted.

EDCTC has developed a public Title VI Notice to Beneficiaries following the guidelines of Circular FTA C 4702.1B, Appendix B. A copy of the notice is found in Appendix 1 of this Title VI Program.

4. REQUIREMENT TO HAVE TITLE VI COMPLAINT PROCEDURES AND A COMPLAINT FORM

All recipients shall develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to members of the public. Recipients must also develop a Title VI complaint form, and the form and procedure for filing a complaint shall be available on the recipient's website.

EDCTC has developed a Title VI complaint procedure and form. In this Title VI Program, Appendix 2 outlines EDCTC's Title VI Complaint Procedures, and Appendix 3 is a copy of EDCTC's Title VI Complaint form.

The complaint procedures and form are available in English and Spanish on EDCTC's website, <https://www.edctc.org/>. Individuals who do not have access to the internet may request that EDCTC mail them a paper copy of the procedures and form.

5. REQUIREMENT TO RECORD AND REPORT TRANSPORTATION-RELATED TITLE VI INVESTIGATIONS, COMPLAINTS, AND LAWSUITS

In order to comply with the reporting requirements of 49 CFR Section 21.9(b), FTA requires all recipients to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin: active investigations conducted by entities other than FTA, lawsuits, and complaints naming the recipient. This list shall include the date that the investigation, lawsuit, or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by the recipient in response, or final findings related to, the investigation, lawsuit, or complaint.

EDCTC will maintain a list of all investigations, lawsuits, and complaints naming EDCTC according to the guidelines of Circular FTA C 4702.1B, Appendix E. A copy of this list is provided in Appendix 4 of this Title VI Program. In addition, EDCTC will maintain permanent records of all related documents. EDCTC has not received any Title VI complaints of discrimination and therefore does not have any investigations or lawsuits to report; however, the processes are in place in the event that complaints are made.

6. REQUIREMENT TO PROMOTE INCLUSIVE PUBLIC PARTICIPATION

The content and considerations of Title VI, the Executive Order on Limited English Proficiency (LEP), and the DOT LEP Guidance shall be integrated into each recipient's established public participation plan or process (i.e., the document that explicitly describes the proactive strategies, procedures, and desired outcomes that underpin the recipient's public participation activities).

EDCTC's Public Participation Policy is shown in Appendix 5 of this Title VI Program. EDCTC ensures that minority and LEP populations, as with all members of the public, will be empowered to participate in decisions involved with EDCTC's transportation planning and programming activities.

7. REQUIREMENT TO PROVIDE MEANINGFUL ACCESS TO LIMITED-ENGLISH PROFICIENT (LEP) PERSONS

Consistent with Title VI of the Civil Rights Act of 1964, DOT's implementing regulations, and Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency" (65 FR 50121, Aug. 11, 2000), recipients shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are LEP.

Please see EDCTC Language Assistance Plan attached to this Title VI Program. EDCTC's Four Factor Analysis and Action Plan are contained therein.

Title 49 CFR Section 21.5(b)(1)(vii) states that a recipient may not, on the grounds of race, color, or national origin, "deny a person the opportunity to participate as a member of a planning, advisory, or similar body which is an integral part of the program." Recipients that have transportation-related, non-elected planning boards, advisory councils, or committees, or similar committees, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees.

Appendix 6 shows EDCTC's Table Depicting Minority Representation on Committees and Councils Selected by EDCTC.

8. REQUIREMENT TO PROVIDE ADDITIONAL INFORMATION UPON REQUEST

FTA may request, at its discretion, information other than that required by this Circular from a recipient in order for FTA to investigate complaints of discrimination or to resolve concerns about possible noncompliance with DOT's Title VI regulations.

EDCTC will fully cooperate with any FTA investigation of discrimination complaints to the extent required by Title VI regulations.

Appendix 1: Title VI Notice to Beneficiaries

The El Dorado County Transportation Commission (EDCTC) operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with EDCTC.

For more information on EDCTC's Civil Rights Program and the procedures to file a complaint, contact (530) 642-5260; go online at <https://www.edctc.org/>; or visit our office at 2828 Easy Street, Suite 1, Placerville, CA 95667.

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington DC 20590.

Appendix 2: Title VI Complaint Procedures

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin by the El Dorado County Transportation Commission (hereinafter referred to as "EDCTC") may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form. EDCTC investigates complaints received no more than 180 days after the alleged incident. EDCTC will process complaints that are complete.

Complaints must be in writing and signed by the complainant on the form provided. Complaints must include the complainant's name, address, and phone number and be detailed to specify all issues and circumstances of the alleged discrimination. Allegations must be based on issues involving race, color, or national origin. Title VI Complaints of Discrimination may be filed with:

EDCTC
Attn: Title VI Coordinator
2828 Easy Street, Suite 1
Placerville, CA 95667

Once the complaint is received, EDCTC will review it to determine if its office has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by EDCTC.

EDCTC has 30 days to investigate the complaint. If more information is needed to resolve the case, EDCTC may contact the complainant. The complainant has 15 business days from the date of the letter to send requested information to EDCTC. If EDCTC is not contacted by the complainant or does not receive the additional information within 15 business days, EDCTC can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

After EDCTC reviews the complaint, it will issue one of two letters to the complainant: a closure letter or a Letter of Finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident and explains whether any disciplinary action, additional training of the staff member, or other action will occur. If the complainant wishes to appeal the decision, she/he has 30 days after the date of the letter or the LOF to do so.

A person may also file a complaint directly with the Federal Transit Administration, at FTA Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Avenue SE, Washington, DC 20590.

Appendix 3: Title VI Complaint Form

Section 601, under Title VI of the Civil Rights Act of 1964 states that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” **If you feel you have been discriminated against, please provide the following information in order to assist EDCTC in processing your complaint.**

SECTION 1 (Please print clearly):

Name: _____
Address: _____
City, State, Zip Code: _____
Telephone Number: _____(Home) _____(Work)
Accessible format requirements? ____ (Large print) ____ (Audiotape) ____ (TDD) ____ (Other)

SECTION 2

Are you filing this complaint on your own behalf? ____ (Yes) ____ (No)
If you answered yes to this question, go to Section 3.
If not, please supply the name and relationship of the person for whom you are filing this complaint:
Name: _____ Relationship: _____
Please explain why you have filed for a third party: _____
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of the third party. ____ (Yes) ____ (No)

SECTION 3

I believe the discrimination I experienced was based on (check all that apply):

_____ Race _____ Color _____ National Origin

Date and Place of Occurrence: _____

Name (s) and Title(s) of the person (s) who I believe discriminated against me:

The action or decision which caused me to believe I was discriminated against is as follows:
(Please include a description of what happened and how your benefits were denied, delayed or affected):

Please list any and all witnesses’ names and phone numbers:

What type of corrective action would you like to see taken?

SECTION 4

Have you previously filed a Title VI complaint with this agency? ____ (Yes) ____ (No)

SECTION 5

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State Court? ____ (Yes) ____ (No)

If yes, check all that apply:

Federal Agency ____ Federal Court ____ State Agency ____ State Court ____ Local Agency ____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name: _____ Title: _____

Agency: _____

Address: _____

Telephone Number: _____

You may attach any written materials or other information that you think is relevant to your complaint.

I believe the above information is true and correct to the best of my knowledge.

Signature and date required below:

Signature

Printed Name

Date

Please submit this form in person at the address below or mail this form to:

EDCTC
Attn: Title VI Coordinator
2828 Easy Street, Suite 1
Placerville, CA 95667

Appendix 4: List of Transit-Related Title VI Investigations, Complaints, and Lawsuits

Per FTA Circular 4702.1B, “all recipients are required to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin”:

- Active investigations conducted by FTA and entities other than FTA
- Lawsuits, and
- Complaints naming the recipient

Thus far, EDCTC has not received Title VI Investigations, Complaints or Lawsuits. Below is the list that will be used for tracking these incidents:

Investigations, Lawsuits and Complaints

	Date (Month, Day, Year)	Summary (Include basis of complaint: race, color, or national origin)	Status	Action(s) Taken
Investigations				
1.	N/A			
2.	N/A			
Lawsuits				
1.	N/A			
2.	N/A			
Complaints				
1.	N/A			
2.	N/A			

Appendix 5: Public Participation Plan

EL DORADO COUNTY TRANSPORTATION COMMISSION PUBLIC PARTICIPATION PLAN

GOALS

To communicate the many functions of the El Dorado County Transportation Commission (EDCTC) to the general public, local interest groups, and partnering agencies with the intent of increasing awareness and involvement in transportation planning and projects, cultivating community and working relationships, and enhancing the effort of the EDCTC. EDCTC makes a concerted effort to solicit public input from all El Dorado County residents including under-represented groups in many aspects of transportation planning within western slope of El Dorado County. Specific examples are listed below.

BACKGROUND

The EDCTC serves as the Regional Transportation Planning Agency (RTPA) for El Dorado County. As the RTPA, the Transportation Commission is the forum for making decisions about the regional transportation system in El Dorado County. The decisions made are reflected in the Commission's planning and programming of state and federal transportation funds and the Regional Transportation Plan. Transportation plays a major role in the lives of every citizen in El Dorado County. An effective public outreach plan using systematic methods of communication will assist EDCTC in effectively achieving the desires of the public.

OBJECTIVE

Increase interest, awareness, and involvement of transportation funding, planning, projects, and processes in El Dorado County and neighboring regions.

STRATEGIES

The strategies below are designed to inform, educate, and involve the citizens of El Dorado County and will reinforce the EDCTC Goals and Objectives by:

- Increasing public understanding of transportation planning and programming
- Encouraging proactive involvement of the community
- Establishing healthy relationships with our partners and citizens

OUTREACH

- The EDCTC website will provide details and offer resources on projects, programming, and functions of the EDCTC
- The EDCTC Facebook page will identify meetings, events, and offer real-time updates with the opportunity for the community to comment, ask questions, make suggestions, and be involved in the processes
- Various email distribution lists will be maintained for specific groups interested in a particular project or area of projects
- Copies of the Draft RTP are made available for review at the main public libraries in western El Dorado County, as well as, on EDCTC website.
- Press releases are sent to the media establishments in western El Dorado County notifying them the Draft RTP was available for review and comment and noting some key findings.
- Public hearings are held and noticed in the main newspapers in western El Dorado County prior to adoption of the RTP and RTIP.

- Each year, public notifications are sent out to encourage participation in transportation planning processes, such as the annual unmet transit needs public hearing held by the Social Services Transportation Advisory Council (SSTAC) and numerous public workshops relating to the transportation projects and planning activities of EDCTC
- Citizens are encouraged to attend and speak at EDCTC Board meetings on any matter included for discussion on the agenda at that meeting
- Public meetings will be held during project outreaches in the area of the project
- Outreach materials will be translated in accordance with the EDCTC LAP
- Meetings will be held in accessible facilities
- EDCTC staff will make presentations as requested to local organizations
- Public notices will be posted on buses, at community locations, in the local newspaper as well as on the Agency Facebook page and website
- EDCTC will meet with focus groups to discuss a specific project or area discussions
- Staff will present information at regional workshops and include partner agencies
- The EDCTC will meet with local leaders to involve a variety of constituents
- Surveys will be done project specific to determine needs and desires of community vision
- Advisory committees will be formed to involve the community and regional partners
- Vision workshops may be held to reach out in innovative ways to encourage participation
- The EDCTC will make every effort to reach out to the traditionally underserved, Native American Tribes, and other specific stakeholders
- The EDCTC is committed to timely responses to questions, comments, and requests

Media Relations

The EDCTC is diligent in being transparent through the media.

- Project Managers create a strategy for media releases for each project and schedule press releases into project timelines for milestones
- Press Releases for grant awards and other major accomplishments
- Public Hearing Notices

Other

- The EDCTC reviews statistics of website usage and Facebook comments for outreach planning
- Comment forms are provided for questions and comments on projects and planning
- Staff produces Project Monitoring Reports semi-annually providing updates on current, pending, or stalled projects

Summary

The El Dorado County Transportation Commission believes transparency in operations, using a diverse assortment of outreach tools, and utilizing the input of informed citizens will provide meaningful involvement and success in transportation planning goals.

The El Dorado County Transportation Commission will evaluate the effectiveness of the Public Outreach Plan on a regular basis.

Appendix 6: Table Depicting Minority Representation on Committees and Councils Selected by EDCTC

This is a required table depicting racial breakdown of transit-related, non-elected planning boards, advisory councils, or committees. Also, a description of efforts made to encourage minority participation.

SOCIAL SERVICE TRANSPORTATION ADVISORY COUNCIL

Body	Caucasian	Hawaiian/ Pacific Islander	African American	Asian American	Native American	Other
Population	87.6%	0.3%	0.8%	4.5%	0.8%	6.0%
SSTAC	11					
Language Group	English	Spanish	Asian Pacific	Indo / European	Other	
Population	87.8%	6.3%	2.7%	2.7%	0.4%	
SSTAC	10	1				

EDCTC has welcomed all who are interested in serving on the Social Services Transportation Advisory Council (SSTAC) who meet the mandates of the Transportation Development Act (TDA). EDCTC has appointed all members seeking to participate and will continue to do so. Outreach efforts are focused on the primary intent of the SSTAC, which is to meet the mandates of the TDA.

Per section 99238 of the Transportation Development Act, each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county, or counties operating under a joint powers agreement, which is not subject to the apportionment restriction established in Section 99232.

Subdivision A: The Social Services Transportation Advisory Council shall consist of the following members:

- One representative of potential transit users who is 60 years of age or older
- One representative of potential transit users who is disabled
- Two representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists
- Two representatives of local social service providers for the disabled, including one representative of a social service transportation provider, if one exists
- One representative of a local social service provider for persons of limited means
- Two representatives from the local consolidated transportation service agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists

The transportation-planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b).

Appendix 7: Employee Education Form

Title VI Policy

No person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All employees of EDCTC and its affiliates are expected to consider, respect, and observe this policy. Citizen questions or complaints shall be directed to EDCTC Title VI Coordinator.

Appendix 8: Acknowledgement of Receipt of Title VI Plan

I hereby acknowledge receipt of EDCTC's Title VI Plan. I have read the plan and am committed to ensuring that no person is excluded from participation in, or denied the benefits or services delivered by the El Dorado County Transportation Commission on the basis of race, color, or national origin, as protected by Title VI.

Your signature

Print your name

Date

Appendix 9: Letter Acknowledging Receipt of Title VI Complaint

Today's Date

Ms. Jane Doe
1234 Main St.
Placerville, CA 95667

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against EDCTC alleging

_____.

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning (530) 642-5260, or write to:

El Dorado County Transportation Commission
Attn: Title VI Coordinator
2828 Easy Street, Suite 1
Placerville, CA 95667

Sincerely,

EDCTC Title VI Coordinator

Appendix 10: Letter of Finding (Notifying Complainant that Complaint is Substantiated)

Today's Date

Ms. Jane Doe
1234 Main St.
Placerville, CA 95667

Dear Ms. Doe:

The matter referenced in your letter of _____ (date) against EDCTC alleging a Title VI violation has been investigated.

(An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of this matter. ***(If a hearing is requested, the following sentence may be appropriate.)*** You may be hearing from this office, or from Federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

EDCTC Title VI Coordinator

Appendix 11: Closure Letter (Notifying Complainant that the Complaint is Not Substantiated)

Today's Date

Ms. Jane Doe
1234 Main St.
Placerville, CA 95667

Dear Ms. Doe:

The matter referenced in your complaint of _____ (date) against the El Dorado County Transportation Commission, (EDCTC) alleging _____ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964, have in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving Federal financial assistance.

EDCTC has analyzed the materials and facts pertaining to your case for evidence of EDCTC's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated, and that I am closing this matter in our files.

You have the right to appeal this decision within 30 calendar days of receipt of this final written decision from EDCTC.

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to contact me.

Sincerely,

EDCTC Title VI Coordinator

EDCTC Language Assistance Plan

Background

The purpose of this Language Assistance Plan is to clarify the responsibilities of EDCTC, as a recipient of federal financial assistance from the U.S. Department of Transportation (DOT) to persons with Limited English Proficiency (LEP), pursuant to Title VI of the Civil Rights Act of 1964 and implementing regulations. It was prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq., and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives federal financial assistance.

Executive Order 13166

Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency," reprinted at 65 FR 50121 (August 11, 2000), directs each Federal agency that is subject to the requirements of Title VI to publish guidance for its respective recipients clarifying that obligation. Executive Order 13166 further directs that all such guidance documents be consistent with the compliance standards and framework detailed in the Department of Justice's (DOJ's) Policy Guidance entitled "Enforcement of Title VI of the Civil Rights Act of 1964--National Origin Discrimination Against Persons with Limited English Proficiency." (See 65 FR 50123, August 16, 2000, DOJ's General LEP Guidance). Different treatment based upon a person's inability to speak, read, write, or understand English may be a type of national origin discrimination.

Executive Order 13166 applies to all federal agencies and all programs and operations of entities that receive funding from the federal government, including state agencies, local agencies, and governments (such as EDCTC), private and non-profit entities, and sub-recipients.

Plan Summary

EDCTC has developed this Language Assistance Plan (LAP) to help identify reasonable steps to provide language assistance for LEP persons who seek meaningful access to EDCTC services as required by Executive Order 13166. As defined by this order, a person with Limited English Proficiency is one who does not speak English as their primary language and who has a limited ability to read, write, speak, or understand English.

This plan details procedures for identifying a person who may need language assistance, the ways in which assistance may be provided, staff training, how to notify LEP persons that assistance is available, and potential future updates to the plan.

Four Factor Analysis

The U. S. Department of Transportation (DOT) issued its Policy Guidance Concerning Recipient's Responsibilities to Limited English Proficient (LEP) Persons [Federal Register: December 14, 2005 (Volume 70, Number 239)]. This policy states that DOT recipients are required to take reasonable steps to ensure meaningful access to programs by LEP persons. This coverage extends to the recipient's entire program. There are four factors for agencies to consider when assessing language needs and determining what steps they should take to ensure access for LEP persons, regardless of whether or not the agency chooses not to prepare a written LEP plan. A brief description of the self-assessment undertaken in each of these areas follows.

In developing the plan, EDCTC undertook a Four Factor Analysis as required by U.S. DOT. This considers the following factors:

- 1) The number or proportion of LEP persons eligible to be served or likely to be encountered by EDCTC; and
- 2) The frequency with which LEP persons come into contact with EDCTC programs, activities, or services;
- 3) The nature and importance of the programs, activities or services provided by EDCTC to the population; and
- 4) The resources available to EDCTC for LEP outreach, as well as the costs associated with that outreach.

A summation of these considerations is provided in the following section.

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by EDCTC.

In order to understand the proportion of LEP persons eligible to be served or likely to be encountered by EDCTC, EDCTC examined the *2015-2019 American Community Survey Five-Year Estimates: Language Spoken at Home by Ability to Speak English for the Population Five years and Over, 2015-2019 Demographic and Housing Estimates for El Dorado County, California*. Per the *2015-2019 American Community Survey Five-Year Estimates*, the population five years and over is 179,893, or 95.4% of the population.

Using the percentages in “Languages Spoken at Home” from the *2015-2019 American Community Survey Five-Year Estimates*, EDCTC has determined the following about the Counties’ population over age five.

- 87.8% or 157,990 people speak English only.
- Approximately 12.2% or 21,903 people speak a language other than English; 3.6% or an estimated 6,432 people speak English less than “very well”.
- The largest proportion of non-English speaking language groups is Spanish: 6.3% or an estimated 11,419 people speak Spanish and 3,354 of this language group or 29.4% of the total group speak English less than “very well”.
- 2.7% or an estimated 4,946 people speak other Indo-European languages, and of these 23.9% or 1,183 people speak English less than “very well”.
- 2.7% or an estimated 4,896 people speak Asian and Pacific Island languages, and of these 35.6% or 1,742 people speak English less than “very well”.

“The ‘Safe Harbor Provision’ as defined by Department of Justice, stipulates that if a recipient provides written translation of vital documents for each eligible LEP language group that constitutes five percent (5%) or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be encountered, then such action will be considered strong evidence of compliance with the recipient’s written translation obligations.”

EDCTC further examined specific languages using the *2015-2019 American Community Survey Five-Year Estimates: Language Spoken at Home by Ability to Speak English for the Population Five Years and Over*. This data allowed EDCTC to determine whether or not those speaking languages other than Spanish fall under the ‘Safe Harbor Provision.’

All language groups other than Spanish have estimated populations of less than five percent of the total population. EDCTC will further examine providing services to these language groups in annual reviews of the Title VI Program.

2. The frequency with which LEP persons come into contact with EDCTC programs, activities, or services.

EDCTC regularly assesses the frequency at which staff have or could possibly have contact with LEP persons. EDCTC staff have had infrequent interactions with Spanish speakers for the planning and programming processes, regarding provision of interpretive services for persons that are not proficient in English.

3. The nature and importance of the programs, activities or services provided by EDCTC to the population.

Access to the transportation planning and programming processes are essential service for EDCTC's residents. EDCTC's 'transit-dependent' population includes elderly persons, people with disabilities, youth, and individuals below the poverty line and without vehicles.

According to the *2015-2019 American Community Survey Five-Year Estimates: Language Spoken at Home*, the largest geographic concentration of LEP individuals in EDCTC's service area is Spanish-speaking.

4. The resources available to EDCTC for LEP outreach, as well as the costs associated with that outreach.

EDCTC has assessed its available resources that could be used for providing LEP assistance. EDCTC makes provision to have translators available at transportation needs workshops.

Language Assistance Plan Outline

After analyzing the four factors, EDCTC developed the following Language Assistance Plan to assist persons of Limited English Proficiency.

How EDCTC staff may identify an LEP person who needs language assistance:

- Examine records of requests for language assistance from past meetings and events to determine the possible need for assistance at future events;
- When EDCTC-sponsored workshops or conferences are held, EDCTC provides a notice that interpretive services will be provided per request.
- Survey staff, on an annual basis at the beginning of each fiscal year regarding their experience on having any direct or indirect contact with LEP individuals.

Language Assistance Measures

EDCTC will continue to implement the following procedures:

- When an interpreter is needed, in person or on the telephone, EDCTC staff will first attempt to determine what language is required, and then seek services of an interpreter or utilize the telephone interpreter service – Language Line Services at <http://www.language.com/>.

EDCTC Staff Training

All EDCTC staff will be provided with the LAP Plan and will be educated on the following procedures. This information will also be part of the staff orientation process for new hires. Training topics are listed below:

- Understanding the Title VI policy and LEP responsibilities
- Language assistance services EDCTC offers
- How to use the "Language Line" interpretation and translation services
- Documentation of language assistance requests
- How to handle a Title VI and/or LEP complaint

Outreach Techniques

EDCTC will use the following outreach techniques:

- When staff will be hosting a meeting or workshop or will be presenting a pertinent topic, all meeting notices and flyers and agendas will give notice that interpretive service can be provided.
- When running a general public meeting notice, staff will state that a translator will be available in Spanish, or in another language as determined to be necessary. The included clause will be similar to, "A (insert alternative Language) translator will be available". For example: "Un traductor del idioma español estará disponible", or "A Spanish translator will be available".

Monitoring and Updating the Language Assistance Plan

EDCTC's Language Assistance Plan is designed to be easily updated. At a minimum, EDCTC will follow the Title VI Program update schedule of submission every three years.

Each update of the LEP Plan will examine plan components including:

- How many LEP persons were encountered annually?
- Were the needs of these LEP persons met?
- What is the current LEP population in EDCTC's service area?
- Is a change needed in the types of language translation services provided?
- Is there still a need for continued language assistance for previously identified EDCTC programs? Are there other programs that should be included?
- Have EDCTC's available resources, such as technology, staff, and financial costs changed?
- Has EDCTC fulfilled the goals of the LAP Plan?
- Were any complaints received?

Dissemination of EDCTC Language Assistance Plan

EDCTC will include the Language Assistance Plan along with the Title VI Program on the EDCTC website (edctc.org). Any person, including social service, non-profit, and law enforcement agencies and other community partners with internet access will be able to access the plan. Copies of the Language Assistance Plan will be provided, on request, to any person(s) requesting the document via phone, in person, by mail or email. LEP persons may obtain copies/translations of the plan upon request.

Any questions regarding this plan should be directed to EDCTC Title VI Coordinator:

EDCTC Title VI Coordinator
2828 Easy Street, Suite 1
Placerville, CA 95667
Phone: (530) 642-5260
<https://edctc.org/>

CONSENT ITEM**STAFF REPORT**

DATE: AUGUST 5, 2021
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: JERRY BARTON, SENIOR TRANSPORTATION PLANNER
SUBJECT: EL DORADO HILLS BUSINESS PARK COMMUNITY TRANSPORTATION PLAN
PROFESSIONAL SERVICES AGREEMENT, AMENDMENT #2

REQUESTED ACTION

Authorize the Executive Director to sign the El Dorado Hills Business Park Community Transportation Plan Professional Services Agreement, Amendment #2.

BACKGROUND

Beginning in early 2017, the El Dorado Hills (EDH) Business Park 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) with a desire to revisit the planning of transportation as it relates to the existing and future uses and economic prosperity of the EDH Business Park. 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 grant application. In 2018, EDCTC was awarded \$144,000 in Caltrans Federal Highway Administration (FHWA) State Planning & Research grant funding to develop the EDH Business Park Community Transportation Plan.

DISCUSSION

On April 4, 2019, EDCTC authorized the Executive Director to enter into a professional services agreement between EDCTC and Fehr & Peers, to develop the El Dorado Hills Business Park Community Transportation Plan, for a not-to-exceed amount of \$155,000. Early work started on the project in fall 2019 with land use and transportation project review and kick off meetings with the project team and core partners. In early 2020, a survey was distributed to the business park just as the statewide COVID-19 shelter in place orders were issued by the Governor. The limited responses to the survey, and uncertainty related to in person engagement, were a signal to the project team that we need to determine another method for public outreach. EDCTC and the project team had to pivot to virtual public outreach for the EDH Business Park Community Transportation Plan. The setback related to COVID was a significant enough delay that EDCTC had to request that Caltrans extend the grant deadline to December 31, 2021. Caltrans approved the extension, and the project is moving forward with a Draft Plan scheduled for presentation to the EDCTC at the September meeting. The term for the Professional Services Agreement between EDCTC and Fehr and Peers for the project originally set to expire on June 30, 2021, must be extended to December 31, 2021.

Approved for Agenda:

Woodrow Deloria, Executive Director

BUSINESS ITEM**STAFF REPORT**

DATE: AUGUST 5, 2021
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: DAN BOLSTER, SENIOR TRANSPORTATION PLANNER
SUBJECT: SENATE BILL 1: STATE OF GOOD REPAIR FISCAL YEAR 2021/2022 FUNDING ALLOCATION PROJECT LIST

REQUESTED ACTION

Adopt Resolution 21/22.02 (Attachment A) allocating Senate Bill 1 State of Good Repair 2021/2022 Funds to the El Dorado County Transportation Commission.

BACKGROUND

On April 28, 2017 Governor Brown signed Senate Bill (SB) 1 (Chapter 5, Statutes of 2017), known as the Road Repair and Accountability Act of 2017. Senate Bill 1 will provide approximately \$54 billion in new transportation funding over the next ten years to repair highways, bridges, and local roads, to make strategic investments in congested, commute, and freight corridors, and to improve transit service. Senate Bill 1 includes the State of Good Repair (SGR) Program which is an investment in public transit that provides approximately \$105 million annually to the State Transit Assistance Account. The goal of the State of Good Repair Program is to provide funding for capital assistance to rehabilitate and modernize California's existing local transit systems.

The SGR Program is funded from a portion of a new Transportation Improvement Fee on vehicle registrations due on or after January 1, 2018. A portion of the fee is transferred to the State Controller's Office (SCO) for the SGR program. The SCO allocates SGR funds under the State Transit Assistance Program formula to eligible agencies pursuant to Public Utilities Code (PUC) Section 99312.1. Half of the funds are allocated according to population under PUC Section 99313 and half are allocated according to transit operator revenues under PUC Section 99314.

Each year the SCO publishes estimated fiscal year SGR funding levels per PUC 99313 and 99314 according to population and farebox revenues. Per PUC Section 99312.2(c), the only entities eligible to receive direct allocations from the SCO under Sections 99313 and 99314 shall be transportation planning agencies, county transportation commissions, and the San Diego Metropolitan Transit Development Board. EDCTC, as a transportation planning agency and transportation commission, is eligible to receive direct allocations from the SCO under Sections 99313 and 99314. As a bus transit operator El Dorado County Transit Authority is an eligible sub-recipient.

EDCTC as the recipient agency must submit a list of proposed SGR projects to Caltrans prior to receiving an apportionment of SGR funds in a given fiscal year. Each project proposal must include the project's description and location, a proposed schedule for the project's completion, the estimated useful life of the improvement, and the sub-recipient. Caltrans reviews the project list to ensure it meets the requirements of the SGR Program and then provides the SCO with a list of eligible recipients with approved project lists. The SCO issues and releases PUC Sections 99313 and 99314 payments to the eligible recipient's County Treasurer's Office on a quarterly basis. Each county is expected to sub-allocate the funding pursuant to PUC 99314 to the applicable transit operator according to the amounts provided by the SCO and instructions provided by EDCTC.

DISCUSSION

On January 28, 2021, the State Controller's Office provided the following estimate of the amount of SGR funds available to be allocated to EDCTC in FY 2021/2022:

- PUC 99313: \$255,622
- PUC 99314: \$17,845
- Total Allocation: \$273,467

Pursuant to PUC 99312.19d0(1), prior to receiving an apportionment of the SGR monies from the SCO for FY 2021/2022, EDCTC must submit to Caltrans a list of projects proposed to be funded with the SGR funds. The SGR Program project list must be submitted to Caltrans by September 1, 2021 for EDCTC to be eligible to receive FY 2021/2022 SGR funding. The project list shall include the following:

- A cover letter on agency letterhead with the original signature of the Executive Director authorizing and approving the list of projects for funding.
- A signed and dated board resolution authorizing the list of projects for SGR funding commitment.
- A proposed list of projects to utilize at a minimum the estimated amount of funding available to the agency for the upcoming fiscal year.

The proposed list of projects must include the following information:

1. Project Title
2. Proposed Project Description
3. Proposed Project Schedule
4. Project Location
5. Estimated Project Cost by Fiscal Year
6. Estimated Useful Life of the Improvement
7. Description of Projected Benefit Outcome

EDCTC, in consultation with El Dorado County Transit Authority, identified the following two projects to be funded with FY 2021/2022 SGR funds:

Project Title	Project Description	Project Start Date	Project Completion	2021-22 SGR Costs 99313	2021-22 SGR Costs 99314
Repair and Rehabilitation	Fleet Repair and Rehabilitation	07/01/2021	06/30/2022	\$255,622	\$17,845
Vehicle Replacement	Local Fixed Route Bus Replacement	01/01/2021	01/01/2023	\$0	\$0

While El Dorado County Transit Authority plans to expend all the FY 2021/2022 SGR funds on the Repair and Rehabilitation project, the Local Fixed Route Bus Replacement project is included on the project list to provide flexibility expending the SGR funds if necessary. Pending the EDCTC Board's approval of the proposed SGR list of projects, EDCTC staff will coordinate with El Dorado County Transit Authority staff to complete Caltrans' Project List Template and submit it with the signed cover letter and signed and dated EDCTC Board Resolution to Caltrans by September 1, 2021.

Approved for Agenda:

Woodrow Deloria, Executive Director

Attachments A: EDCTC Resolution 21/22.02



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

RESOLUTION 21/22.02

RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING FISCAL YEAR 2021/2022 STATE OF GOOD REPAIR LIST OF PROJECTS

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

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

WHEREAS, on April 28, 2017, Governor Brown signed Senate Bill (SB) 1(Chapter 5 Statues of 2017), known as the Road Repair and Accountability Act of 2017; and

WHEREAS, SB 1 includes the State of Good Repair (SGR) Program which is an investment in public transit that provides approximately \$105 million annually to the State Transit Assistance Account; and

WHEREAS, EDCTC as the Eligible Recipient is responsible to receive, allocate, sub-allocate, administer, and report on SGR funds; and

WHEREAS, the SGR Program Guidelines require EDCTC to submit to the California Department of Transportation by September 1, 2021, a list of all projects proposed to be funded with the Fiscal Year 2021/22 SGR apportionment made available to the region per Public Utilities Code 99313 and 99314; and

WHEREAS, EDCTC consulted with the sole transit operator in the EDCTC region, the El Dorado County Transit Authority, to identify two projects, *Repair and Rehabilitation* and *Vehicle Replacement* to comprise the list of proposed projects to be funded with the Fiscal Year 2021/22 apportionment made available to the region per PUC 99313 and 99314; and

WHEREAS, EDCTC determined that the *Repair and Rehabilitation* and *Vehicle Replacement* projects are consistent with the 2020-2040 El Dorado County Regional Transportation Plan, the SGR Program Guidelines, and are eligible SGR Program projects.

NOW, THEREFORE, BE IT RESOLVED, the El Dorado County Transportation Commission authorizes *Repair and Rehabilitation* and *Vehicle Replacement* as the list of projects for funding with Fiscal Year 2021/22 SGR apportionment made available to the region per Public Utilities Code 99313 and 99314.

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT, the EDCTC Executive Director will submit to the California Department of Transportation by September 1, 2021, the authorized list of projects to be funded with the Fiscal Year 2021/22 SGR apportionment made available to the region per Public Utilities Code 99313 and 99314.

PASSED AND ADOPTED, by the El Dorado County Transportation Commission's governing body at the regular meeting held on August 5, 2021, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Attest:

Kara Taylor, Chairperson

Dana Keffer, Secretary to the Commission

BUSINESS ITEM**STAFF REPORT**

DATE: AUGUST 5, 2021
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: JERRY BARTON, SENIOR TRANSPORTATION PLANNER
SUBJECT: DE-PROGRAMMING CYCLE 5 ACTIVE TRANSPORTATION PROGRAM
MATCHING FUNDS FROM THE PONDEROSA ROAD BICYCLE PEDESTRIAN
IMPROVEMENTS PROJECT

REQUESTED ACTION

Approve de-programming of funding from the Ponderosa Road Bicycle and Pedestrian Improvements Project, as follows:

- Resolution 21/22.03, de-programming \$80,000 in Transportation Development Act/Local Transportation (TDA/LTF) Pedestrian and Bicycle Funding
- Resolution 21/22.04, de-programming \$150,000 in Congestion Mitigation and Air Quality Funding

BACKGROUND

In accordance with TDA Statute 99233.3, El Dorado County Transportation Commission (EDCTC) has the option to apportion up to two percent of the remaining Local Transportation Fund (after allocation of administration and planning) to the City and County for facilities provided for the exclusive use of pedestrians and bicycles. In accordance with EDCTC rules and regulations for use of TDA/LTF Article 3 Pedestrian and Bicycle Funds, the second priority for use of this fund source "shall be as matching funds for projects that have a significant contribution by a local agency or have grant funding, i.e., Active Transportation Program." EDCTC also administers the programming of Federal Congestion Mitigation and Air Quality funding through competitive Calls for Projects. Eligible CMAQ projects must have demonstrated and quantifiable emissions reduction benefits. Consistent with EDCTC funding policy, in the event of any cost savings on CMAQ funded projects, that funding is returned to EDCTC to be made available in a future Call for Projects.

DISCUSSION

In August 2020, in partnership with the El Dorado County Department of Transportation, El Dorado County Transportation Commission (EDCTC) programmed \$80,000 in TDA/LTF Article 3 Pedestrian and Bicycle Funds to the Ponderosa Road Bicycle and Pedestrian Improvements Project to support a Cycle 5 Active Transportation (ATP) Funding Application. Additionally, EDCTC worked with El Dorado County DOT to reprogram \$150,000 in Congestion Mitigation and Air Quality funding cost savings from the preliminary design and engineering phase of the Ponderosa Road Bicycle and Pedestrian Improvements Project to the construction phase, to help improve the leveraging component of the competitive ATP Cycle 5 application.

ATP Cycle 5 statewide awards were approved by the California Transportation Commission in February 2021, and regional awards for the Metropolitan Planning Organization (SACOG) component, were announced in May 2021. Only one El Dorado County project received funding from the ATP Statewide Cycle 5 program, the Pony Express Trail Bicycle and Pedestrian Improvements project. Earlier this year, it was anticipated that El Dorado County Cycle 5 ATP projects might receive funding from COVID-19 related stimulus funding, but the anticipated amount was drastically reduced. The projected stimulus funding level will not allow for additional El Dorado County ATP project applications to receive funding. Therefore, consistent with EDCTC programming policies, the \$80,000 in TDA/LTF Article 3 Pedestrian and Bicycle Funds de-programmed from this project will be added to the EDCTC unprogrammed and available balance of \$97,825 to make a total of \$177,825 available for future

programming. Additionally, the de-programmed \$150,000 in CMAQ funding will be added to the EDCTC unprogrammed and available balance of \$3,466,046 to make a total of \$3,616,046 available in a future Call for Projects.

Approved for Agenda:

Woodrow Deloria, Executive Director

Attachment A: EDCTC Resolution 21/22.03

Attachment B: EDCTC Resolution 21/22.04



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

RESOLUTION 21/22.03

RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION DE-PROGRAMMING TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUND PEDESTRIAN AND BICYCLE FUNDS FROM PROJECTS SUBMITTED FOR CYCLE 5 ATP FUNDING

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

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

WHEREAS, EDCTC is responsible for the planning, allocating and programming funds and for the administration of Transportation Development Act of 1971 (TDA) Funds; and

WHEREAS, in accordance with Transportation Development Act (TDA) Statute 99233.3, EDCTC has the option to apportion up to two percent of the remaining Local Transportation Fund (LTF), after allocation of administration and planning funds, for facilities provided for the exclusive use of pedestrians and bicycles; and

WHEREAS, in accordance with TDA Statute 99234(a), EDCTC has adopted programming guidelines for use of TDA/LTF Pedestrian and Bicycle Funds; and

WHEREAS, the El Dorado County Department of Transportation (DOT) pursued construction funding through the Active Transportation Program (ATP) Cycle 5 for the Ponderosa Road Bicycle and Pedestrian Improvements Project; and

WHEREAS, DOT requested \$80,000 in TDA/LTF Pedestrian and Bicycle Funds to support their Cycle 5 grant application for the Ponderosa Road Bicycle and Pedestrian Improvements project through the state and regional ATP; and

WHEREAS, in February and May of 2021, the statewide and regional awards were announced for Cycle 5 of the Active Transportation Program; and

WHEREAS, the Ponderosa Road Bicycle and Pedestrian Improvements projects was not awarded statewide or regional ATP funding in Cycle 5; and

WHEREAS, consistent with EDCTC guidelines, in the event a project is not awarded funding in a grant request, the remaining TDA/LTF Pedestrian and Bicycle Funds return to EDCTC for future programming.

NOW THEREFORE, BE IT RESOLVED, that the El Dorado County Transportation Commission approves the de-programming of \$80,000 in TDA/LTF Pedestrian and Bicycle Funds from the El Dorado County DOT Ponderosa Road Bicycle and Pedestrian Improvements Project.

BE IT FURTHER RESOLVED, that the \$80,000 in de-programmed TDA/LTF Pedestrian and Bicycle Funds shall be added to the available balance and made available for future programming consistent with EDCTC guidelines.

PASSED AND APPROVED, by the El Dorado County Transportation Commission governing body at the regular meeting held on August 5, 2021, by the following vote:

Vote Pending

Attest:

Kara Taylor, Chairperson

Dana Keffer, Secretary to the Commission



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

RESOLUTION 21/22.04

RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION DE-PROGRAMMING CONGESTION MITIGATION AND AIR QUALITY FUNDS FROM THE PONDEROSA ROAD BICYCLE AND PEDESTRIAN IMPROVEMENTS PROJECT

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

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

WHEREAS, it is the responsibility of EDCTC, under the provisions of the Memorandum of Understanding with the Sacramento Area Council of Governments (SACOG), to program and track projects to be funded with Congestion Mitigation and Air Quality (CMAQ) funds; and

WHEREAS, the goal of the CMAQ program is to fund transportation projects or programs that improve air quality and relieve or reduce congestion; and

WHEREAS, In March of 2019, EDCTC programmed \$469,000 in Congestion Mitigation and Air Quality (CMAQ) Funds to the Ponderosa Road Bicycle and Pedestrian Improvements Project to complete the environmental, preliminary design, and right of way phases of a project to construct .72 miles of Class II bike lanes on both sides of Ponderosa Road and .36 miles of sidewalk on the east side of Ponderosa Road; and

WHEREAS, the environmental, preliminary design, and right of way phases are nearly complete on the Ponderosa Road Bicycle and Pedestrian Improvements Project; and

WHEREAS, El Dorado County Department of Transportation (DOT) anticipates completion of the Class II bike lanes component of the project in conjunction with an overlay on Ponderosa Road resulting in \$150,000 in CMAQ cost savings; and

WHEREAS, in August of 2020, EDCTC reprogrammed \$150,000 in CMAQ funds to the construction phase of the Ponderosa Road Bicycle and Pedestrian Improvements Project to support Cycle 5 state and regional Active Transportation Program applications; and

WHEREAS, in February and May of 2021, the statewide and regional awards were announced for Cycle 5 of the Active Transportation Program; and

WHEREAS, consistent with EDCTC guidelines, in the event a project is not awarded funding in a grant request, the remaining CMAQ Funds return to EDCTC for future programming.

NOW THEREFORE, BE IT RESOLVED, that the El Dorado County Transportation Commission approves the de-programming of \$150,000 in CMAQ funds from the Ponderosa Road Bicycle and Pedestrian Improvements Project.

BE IT FURTHER RESOLVED, that the \$150,000 in de-programmed CMAQ Funds shall be added to the available balance and made available for future programming consistent with EDCTC guidelines.

PASSED AND APPROVED, by the El Dorado County Transportation Commission governing body at the regular meeting held on August 5, 2021, by the following vote:

Vote Pending

Attest:

Kara Taylor, Chairperson

Dana Keffer, Secretary to the Commission

INFORMATION ITEM**STAFF REPORT**

DATE: AUGUST 5, 2021
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: JERRY BARTON, SENIOR TRANSPORTATION PLANNER
SUBJECT: FALL 2021 US 50 ACCESS CONTROL PROOF OF CONCEPT PILOT UPDATE

REQUESTED ACTION

None. This item is for information only.

BACKGROUND

The El Dorado County Transportation Commission (EDCTC) was awarded a Caltrans Sustainable Transportation Planning Grant to complete the US 50 Corridor System User Analysis, Investment Strategy, and Access Control Action Plan. In December 2020, EDCTC entered into a contract with Wood Rodgers to complete this planning effort. In coordination with the City of Placerville and Caltrans, EDCTC has advanced the Access Control Action Plan component of the project. The Access Control Action Plan was developed to establish the detours, traffic management, and approval from Caltrans to hold the three signals on US 50 in Placerville in a solid green phase for two weekends during the Fall recreation and tourism season of 2021. The Access Control Pilot, or "Proof of Concept," is being conducted for several reasons, as outlined below:

1. Demonstrate the impacts on local traffic movements under the condition of the signals held in a solid green phase
2. Develop an understanding of the conditions on US 50 east of Placerville when traffic is not "metered" by the three signals in Placerville
3. Demonstrate the potential to reduce peak period congestion on US 50
4. Demonstrate the potential to reduce off-highway bypass traffic through Placerville and the resultant local road congestion during peak weekends from the use of mobile directional apps

DISCUSSION

EDCTC and the project development team held meetings in January and April of 2021, both meetings were focused on delivery of the US 50 Access Control Action Plan, which includes an interactive map that displays turning movements, detours, and traffic management under the circumstance of the three signals on US 50 being held in a solid green phase ([see map here](#)). Additionally, after coordination with City of Placerville staff, emergency first responders, and Caltrans, the "US 50 Access Control Proof of Concept" narrative outlining the open and closed access locations, emergency vehicle access locations, changeable message sign locations, and associated graphics were submitted to Caltrans in June 2021 (Attachment A). Another important component of the Access Control Action Plan is the associated Public Outreach and Awareness Strategy. At the June EDCTC Meeting, the Commission awarded a contract to AIM Consulting to prepare and execute the outreach and awareness plan which outlines the strategic approach and schedule to ensure widespread awareness of the temporary closures, alternate routes, and schedule for the Access Control Proof of Concept Pilot (Attachment B). The Pilot is scheduled for the third weekends in September and October, beginning set up Friday morning at 12 am and removing traffic control devices by 10 pm on Sunday night. Cross traffic will be restricted to emergency access only and right turn movements will be permitted on and off the highway at select locations consistent with the US 50 Access Control Proof of Concept Narrative and Maps. Bryan Gant, Project Manager on behalf of Wood Rodgers will

provide the Commission with a presentation of the Access Control Action Plan development process, routes, detours, and traffic management strategies as developed with our partners at Caltrans and the City of Placerville (Attachment C).

Approved for Agenda:

Woodrow Deloria, Executive Director

- Attachment A: US 50 Access Control Proof of Concept Narrative
- Attachment B: US 50 Corridor Proof of Concept Outreach Plan Final
- Attachment C: US 50 Corridor Access Control Proof of Concept Pilot Presentation

US 50 Access Control Proof of Concept Local Access Narrative

Right-In/Right-Outs with Center Street Access

Overview: At-grade access to/from US 50 through Downtown Placerville is limited to select right-in and right-out movements from/to US 50 as they do today. This allows access to Downtown Placerville at strategic locations while still reducing access to limit conflicts and operational congestion. Specific details are as follows:

Open Access Locations: Open access includes public and emergency access.

- ❖ Canal Street (*no public access, emergency access only*)
- ❖ Spring Street
 - *Right-in from US 50 EB*
 - *Right-out onto US 50 EB*
 - *Right-in from US 50 WB*
- ❖ Center Street
 - *Right-in from US 50 EB*
 - *Right-out onto US 50 EB*
- ❖ Bedford Avenue
 - *Right-in from US 50 EB*
 - *Right-out onto US 50 EB*
 - *Right-in from US 50 WB*

Closed Access Locations: Closed access to the public.

- ❖ Canal Street – *Full closure from US 50.*
- ❖ Spring Street
 - *Left-in from US 50 WB to Spring St. SB*
 - *Left-in from US 50 EB to Spring St. NB*
 - *Right-out onto US 50 WB*
 - *Access across US 50 at Spring St.*
- ❖ Center Street (*none*)
- ❖ Bedford Avenue
 - *Left-in from US 50 WB to Bedford Ave. SB*
 - *Left-in from US 50 EB to Bedford Ave. NB*
 - *Right-out onto US 50 WB*
 - *Access across US 50 at Bedford Ave.*



Emergency Vehicle Only Access Locations: Emergency access occurs at all open access locations, as well as the additional locations listed below. CHP will be available to assist with Emergency Vehicle Traffic Control. Signal preemption using the Opticom system will be available during the proof of concept.

- ❖ Canal Street
 - *Access to/from Canal Street across US 50 through Road Closed barricade chicane (see downtown plansheet detail)*
- ❖ Spring Street
 - *Southside access to and from WB US 50*
 - *Across US 50 to and from Spring Street*

Changeable Message Sign (CMS) Locations

In addition to temporary detour, closure and access signs and barricades, CMS signs are anticipated at select locations to advise travelers of the temporary changes.

- ❖ US 50 EB, approximately 2 miles upstream of Canal Street
- ❖ US 50 EB, approximately 0.5 miles upstream of Canal Street
- ❖ US 50 EB, approximately 1 mile upstream of Placerville Drive
- ❖ US 50 WB, approximately 2 miles upstream of Bedford Avenue
- ❖ US 50 WB, approximately 0.5 miles upstream of Bedford Avenue
- ❖ SR 49 SB, approximately 1 mile upstream of Combellack Road
- ❖ SR 49 NB, approximately 1 mile upstream of Missouri Flat Road
- ❖ SR 193 SB, approximately 1 mile upstream of Coloma Road

US 50 Corridor Proof of Concept Outreach Plan FINAL

Project Managers

Agency: El Dorado County Transportation Commission

Project Lead	Name: Woody Deloria Email: wdeloria@edctc.org Phone: 530-642-5265
Project Support	Name: Jerry Barton Email: jbarton@edctc.org Phone: 530-642-5267

External Public Outreach Team: AIM Consulting

Project Lead	Name: Celia McAdam Email: cmcadam@aimconsultingco.com Phone: (916) 206-4035
Project Support	Name: Danielle Wood Email: dwood@aimconsultingco.com Phone: (916) 442-1168

Partner Agency: City of Placerville

Project Lead	Name: Rebecca Neves Email: rneves@cityofplacerville.org Phone: 530-642-5250
Project Support	Name: Cleve Morris Email: cmorris@cityofplacerville.org Phone: 530-642-5200

Public Outreach Purpose and Goals

The purpose of the US 50 Proof of Concept Outreach Plan is to provide El Dorado County Transportation Commission and the City of Placerville with an implementation plan, approach and schedule for widespread awareness of the temporary access closures to US 50 throughout Placerville.

Public outreach goals	
Goal 1	Implement widespread public outreach and education for the Fall 2021 US 50 Proof of Concept about what it is, why it is happening, and how it is being implemented.
Goal 2	Identify and engage with the targeted audiences to educate and build awareness about the Proof of Concept Program.
Goal 3	Develop and implement a consistent and disciplined messaging protocol for handling inquiries from the public and from the media.

Targeted Audiences

To address the specific public outreach goals of EDCTC’s US 50 Corridor Proof of Concept, the project development team has identified specific targeted audiences that will need to be engaged throughout the process. A description of these groups is below:

Audience	Specific groups or Individuals
Adjacent neighborhoods	Eskaton Village Placerville, Sunrise Apartments, Cottonwood Senior Apartments, Tunnel St. Apartments, Deerview Park Apartments, Carson Ridge Apartments, Sunrise Garden Apartments, Placerville Apartments, Ridgecrest Apartments, Woodridge East Apartments, Placer Village Apartments, Placerville Senior Center El Dorado County, Tunnel Street Senior Center Apartments, Clay Street/Cottonwood
Emergency responders/Civil and Public Services	Placerville Police Department, El Dorado County Sheriff's Office, El Dorado County Jail, California Highway Patrol Placerville, CalFire Amador-El Dorado, El Dorado County Fire District, El Dorado County Emergency Services Authority, Marshall Hospital, PG&E, AT&T, Comcast, El Dorado County Public Health, City of Placerville City Hall, Placerville Town Hall, Placerville Public Works Department and



	Corporation Yard, Caltrans Corporation Yard, El Dorado Disposal, Air Quality Management District
Goods movement/package distribution firms	UPS, United States Postal Service, Amazon Prime, California Trucking Association, Mountain Mail Placerville, FedEx, Same Boat Delivery Services, Thompson's Hauling

Main Street businesses

Placerville Downtown Association, MattyWags, Kollektive, Memory Lane Antiques, Placerville Art Gallery, Pop Art Custom Framing Gallery, Placerville Antiques, Man Cave, Placerville News Company, The Bookery, Brass & Oak, Sierra Consignment Co., Sierra Mountain Outdoors, Art Studio 360, The Scarlet Halo, Gold Country Artists' Gallery, Placerville Hardware, Ambiance, Placerville Flowers on Main, Lobos Del Mar, Robinson's Pharmacy, Panic & Swoon General Store, Kelsey's Needle Krafts, Placerville Public House, Heyday Café, Powell's Steamer Co & Pub, , Totem Coffee, Diedrick's Cheese, Law office of Tom Cumpston, Main Street Yoga, Placerville News Company, Hog Wild Bar-B-Que, Whistle Stop Yogurt, KFC, Placerville Coin & Bullion, 49er Liquors, Fuel 4 Less, Motherlode Board Supply Company, Marble Valley Regional Center, Shell, Buttercup Pantry, The Original Mels Diner, Main Street Taphouse, El Dorado Savings Bank, Elements Hair Salon, Bowtie Barbershop, Historic Cary House Hotel, Winterhill, The Farm Table Restaurant, River City Bank, Body Basics, Stephanie Mirando, PharmD, Enchanted Forest Dining Experience, VibesUP, Romans Jewelry, Cascada, Gold Country Artists Gallery, T.W.BONKERS Toy & Candy Emporium, Ancient Gold Jewelers, Sourdough & Co, Hangtown Cyclery, Empire Antiques, Bene Ristorante Italiano, Natures Art In Stone, Midnight Kin, Artistic Beads & Studio, Old Town Grill, Placerville True Value Hardware, Violets Are Blue, Lighthouse, Timmy's Brown Bag, Placerville Trading Post, The Wild Pea, The Supply Sergeant, Bricks Eats & Drinks, Arts and Culture El Dorado, Appraiser Chris, Round Table Pizza, Vaught Wright & Bond Insurance, Royal Six Tattoo, El Dorado County Chamber of Commerce, Bagel Works, Iron Wok | Chinese Cuisine, Genie Tompkins, The Courtyard, Hangtown Cantina, Sweetie Pie's, Main Street Melters, The Empress, C&H Motor Parts, Blue Ribbon Personnel Services, Independent Restaurant & Bar, Outbreak Brewing Co, Thompson's Auto Group, Thompson's Service Center, Sierra Nevada Tire & Wheel, SOL Community Farmers' Market, Sierra Glass Works, Studia Nova, Queen Bee's Barbershop,

	<p>Sherwin-Williams Paint Store, Quality In Home Care, Placerville Dental Group, Subaru Specialist Main Street, The Green Room Social Club</p>
<p>Nearby properties</p>	<p>El Dorado County Superior Court, El Dorado County Fair & Event Center, Placerville Speedway, El Dorado County Jail, El Dorado Irrigation District, El Dorado Veterans Services Office, El Dorado Trail, Upper Room Dining Hall, Hangtown Village Square, Nello Olivo Winery/Sequoia House, Our Saviour Episcopal Church, The Church of Jesus Christ of Latter-day Saints, Federated Church, St. Patrick's Church, Full Gospel Church, New Wine Christian Fellowship, Bayside Placerville, Green Valley Church, Temple El Mesias, First Church Christ Scientist, First Lutheran Church, Grace Reformed Baptist Church, Placer Heights Baptist Church, Seventh day Adventist, Hangtown Range, National 9 Inn, Apple Hill Grower's Association, El Dorado County Winery Association</p>
<p>Placerville Drive area businesses</p>	<p>Inter-County Title Co, Thompsons Buick GMC, Thompson's Dodge, Thompson's Toyota, Diamond Pacific, In-N-Out Burger, Arco, Absolute Auto Glass, Big O Tires, Chevron, Floors to Go, Safelite AutoGlass, Jerry's Automotive Paint & Supply, Kwik Serv, Placerville Restaurant and Brewery, After Market Wholesale, Santa Maria Taqueria, Raley's, Peet's Coffee & Tea, Wells Fargo Bank, Guild Mortgage Company, Spanky's Pizza, Denny's, Carl's Jr., Sierra Central Credit Union, Sierra Home Alternatives, Briggs Brian Attorney, Imperial Printing, Vallarta Mexican Restaurant, Placerville Drive Market & Deli, Placerville Lotus Massage & Spa, Big 5 Sporting Goods, Under The Arbor, J&J Auto Care, Regal Placerville, Nelson Orthodontics, Annie's Mimosas, American Kitchen Cabinet, MORE, Zelinsky David CPA, The Bean Barn, Speedway, Pro Builders Supplies, Placerville Car Wash, Placerville Food Co-op, All Star Rents, Tom's Burgers & Frosty, Clifton & Warren, Ranch Supply Saddle & Tack Shop, Enterprise Rent-A-Car, AutoPlus, Inc., Summitview Child & Family Services, China Garden Rd, Nerdy Dave's Computers, Placerville Polaris & Power Tools, Edward's A-1 Appliance, Fulmer's Auto Body</p>

Schools (Including opposing high schools for athletics)	El Dorado Union High School District, Markham Middle School, Country Day Montessori School, El Dorado High School, Coon Hollow School, Big Red Barn Day Care Pre-School, Placerville School District, Sierra Elementary School, Placerville Union Elementary, Schnell Elementary School, El Dorado Adventist School, First Friends Montessori, Placerville-Camino Junior Academy, Marysville High School, Rosemont High School, , Union Mine High School, Ponderosa High School, Oakridge High School, Rescue Union School District, Buckeye School District, Pollock Pines Elementary School District, Camino Union Elementary School District, Mother Lode Union School District
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Public Outreach Strategies

The following strategies will help achieve the public outreach goals and reach target audiences.

Strategies	Description
Key Stakeholder Outreach	AIM will coordinate with EDCTC and partner agencies to make initial contact with key stakeholder groups and start to build the awareness of the Proof of Concept Program. Working with EDCTC and partners, AIM will customize teams to implement the personal outreach that will best resonate with the target audience. For example, door-to-door outreach and flyer distribution to Main Street businesses could include a representative of the merchant association along with a member of the consultant team or EDCTC/City of Placerville staff. On the other hand, a meeting with Marshall Hospital might include an elected official or board member with the team members, while notification of UPS might include only technical staff. Businesses would be encouraged to post the flyer in a prominent place for additional awareness by their patrons and customers. AIM will develop and

	<p>maintain database of key stakeholders and points of contact to provide electronic updates.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Stakeholder database denoting outreach teams <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC/City: Stakeholder identification and database development support, electronic messaging and content support • AIM: Stakeholder identification and database development, electronic messaging and content
<p>Regional Communication Partnerships</p>	<p>While the primary impacts for the US 50 Proof of Concept Program are expected to be felt by those nearest to the intersection closures and detour routes, there are also impacts to regional travel that require outreach and education. AIM will develop regionally focused messaging, including targets on the SR 49 corridor and recreational through travel (Apple Hill, South Lake Tahoe, Sacramento, Bay Area). Distribution of the messaging will maximize existing regional partnerships, and include public information distribution channels such as:</p> <ul style="list-style-type: none"> • Caltrans Districts 3 and 4 • Sacramento Area Council of Governments • Cities of Folsom, Rancho Cordova, Citrus Heights, Roseville, Auburn, Sacramento, and South Lake Tahoe • Placer, Amador, Nevada, Calaveras, and Sacramento Counties • Lake Tahoe Visitors Authority • Tahoe Regional Planning Agency • Metropolitan Transportation Commission <p>AIM will develop database of regional TV, radio, and newspapers, including the Bay Area, to distribute press releases and explore interview opportunities.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Messaging • Regional partners list <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC/City: Media database development support • AIM: Regionally-focused messaging development, distribution of messaging, media database development

<p>Project Webpage</p>	<p>AIM will develop a project webpage with comprehensive and consistently updated information and graphics about the US 50 Proof of Concept, including timing, detour information, and FAQs. Hosting could be done by AIM, EDCTC, or another partner agency.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Project webpage <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC: Building project webpage on EDCTC’s website, content development support • AIM: Content and mock-up development, graphics development, creating updated content and messaging throughout the project
<p>Project Branding</p>	<p>AIM will develop strong, easily identified, and consistent graphics/logo and slogan for use in all media and collateral materials.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Project logo • Project branding style guide <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC/City: Graphic design and branding development support • AIM: Graphic design and branding development
<p>Informational Project Video</p>	<p>AIM will develop a short and engaging video for the US 50 Proof of Concept Project which explains the need for the effort, as well as graphically illustrating closures, impacts, and detours. EDCTC or and AIM staff member can record the voiceover for the informational video. AIM will include the video on the project web page.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Script and storyboard • Informational video <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC: Script development, uploading video to project webpage, recording video voiceover • AIM: Storyboard and graphics development, script development support, film production and editing, uploading video to YouTube, recording video voiceover support
<p>Project Point of Contact</p>	<p>AIM will work with EDCTC and partner agencies to designate a “face of the outreach” to provide a consistent image and messaging for media</p>

	<p>engagement. This could be a technical staff person, trusted local community member, elected official, business leader, public information officer, or other articulate, non-controversial spokesperson.</p> <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC: Coordination and determining point of contact • AIM: Coordination and logistical support
<p>Project Hotline</p>	<p>AIM will set up, advertise, and monitor a dedicated hotline phone number where interested parties can provide comments or questions. AIM will coordinate with EDCTC and partner agencies to provide timely responses to inquiries and issues.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Project hotline • Communications log <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC/City/Caltrans: Providing hotline responses • AIM: Providing hotline responses support, monitoring project hotline, recording hotline voicemail message, updating communications log

<p>Informational Flyers</p>	<p>Using the branding developed for the US 50 Proof of Concept Program, AIM will develop an informational flyer for distribution to local businesses and posting for additional awareness. Consultant will be responsible for color printing of flyers.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Informational flyer • Distribution list/map <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC: Materials development support, map of locations for distribution • AIM: Materials development, coordination with local businesses, printing and distribution
<p>Door Hangers</p>	<p>Using the branding developed for the US 50 Proof of Concept Program, AIM will develop door hangers to be used for distribution to adjacent residential areas. Consultant staff will go door-to-door in designated neighborhoods adjacent to the US 50 corridor distributing door hangers to notify residents and businesses of the Proof of Concept Program. Designation of areas to be covered will be provided by EDCTC. Consultant will be responsible for the printing and placement of the door hangers.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Doorhangers • Distribution list/map <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC: Materials development support, printing and distribution support, map of locations for distribution • AIM: Materials development, printing and distribution

<p>Direct Outreach</p>	<p>AIM will provide direct outreach to local service and community groups, connecting with their membership and communication channels to distribute educational materials and linkage to project web page.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Education materials • Outreach messaging <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC/City: Coordination and logistics support • AIM: Materials development, coordination with local service and community groups
<p>Social Media Presence</p>	<p>AIM will create and manage a social media presence for the Proof of Concept Program by creating a project page on Facebook, creating content to be shared, posting notifications and updates, monitoring comments and messages, and coordinating with EDCTC and partner agencies to provide timely responses.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Social media account (Facebook) • Social media graphics and content • Monthly social media plans <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC: Coordination with project team and partners support, graphics and content development support • AIM: Social media account creation, graphics and content development, social media plan development, monitoring and responding to messages and comments, coordination with project team and partners

<p>Press Releases</p>	<p>AIM will develop press releases and coordinate with local TV stations, radio, Mountain Democrat, and other local media. Interviews would be arranged with “face of the outreach”, Primary Point of Contact, key elected officials, business leaders, technical staff, and/or other appropriate spokesperson(s).</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Press releases • Media contact list <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC/City: Press release development support, media list development • AIM: Press release development, coordination with media contacts, media list development
<p>Direct Mailer</p>	<p>As another avenue of notification, particularly to those who may not have internet connections, AIM will develop mailer postcards to notify local residents and businesses of the US 50 Proof of Concept Program. Once finalized by EDCTC, AIM will print and mail postcards.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Direct mailers • Address list <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC/City of Placerville: Determining mailer boundaries • AIM: Purchasing address data, graphics and content development of mailers, printing and distribution of mailers

<p>Changeable Message Signs (CMS)</p>	<p>Working with Caltrans, the City of Placerville, and El Dorado County, AIM will ensure Changeable Message Signs are deployed at key points inside and outside of the US 50 Proof of Concept Project area to inform travelers of the upcoming closures and detour.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • CMS messaging • CMS location map/list <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC: Determining key locations for CMS, messaging development support • Project partners (Caltrans, City of Placerville, El Dorado County): Deploying CMS at key locations, messaging development support • AIM: Coordination with project partners, developing messaging for signs
<p>Progress Reports</p>	<p>AIM will work with technical team to develop facts and figures on the impacts and success of the US 50 Proof of Concept Program on both an interim and final basis. The two progress reports will be added to the web page, featured on press releases and social media posts and coordinated with partner agencies.</p> <p><i>Deliverables</i></p> <ul style="list-style-type: none"> • Progress reports (2) <p><i>Roles and responsibilities</i></p> <ul style="list-style-type: none"> • EDCTC: Progress report development support, partner coordination support • AIM: Partner coordination, progress report development

Community-Wide Online Questionnaire

Once the Proof of Concept closures have been completed, AIM will design, develop, and implement a community-wide online questionnaire, hosted on the project's webpage. The online questionnaire will run for two weeks and will provide an outlet for the community to provide feedback on the pilot program and share how the pilot program negatively or positively impacted their travel patterns. The online questionnaire, tailored to the project needs, will provide the project team with actionable public data to support decision making. At the conclusion of the community-wide online questionnaire, AIM will develop a summary of findings.

Deliverables

- **Online Questionnaire**
- **Summary of findings**

Roles and responsibilities

- **EDCTC:** Content development support, community awareness and notification support
- **AIM:** Coordination with the team, content development, community awareness and notification materials, summary of findings

Public Outreach Timeline

Project Branding

Process	Staff	Key Date
Develop slogan options	AIM	July 14
Review and select slogan options	EDCTC	July 16
Develop logo based on slogan	AIM	July 20
Review logo options and provide revisions	EDCTC	July 21
Refine/edit logo options	AIM	July 22
Select final logo	EDCTC	July 23
Develop graphic treatment/style guide	AIM	July 21 (concurrent w/logo)
Review graphic treatment/style guide	EDCTC	July 22 (concurrent w/logo)
Finalize project branding/style guide	AIM	July 23

Project Hotline

Process	Staff	Key Date
Purchase hotline number	AIM	July 21
Record voicemail for hotline	AIM	July 23
Create communications log	AIM	July 23
Launch hotline (add to webpage)	AIM	August 17
Monitor messages and coordinate responses	AIM	Throughout project duration
Develop responses to hotline messages	AIM/EDCTC/City/Caltrans	Throughout project duration

Project Webpage

Process	Staff	Key Date
Develop webpage mock-up (including graphics)	AIM	August 6
Create list of vanity urls for webpage	AIM	August 6
Review webpage mock-up and select vanity url	EDCTC	August 10

Finalize webpage content and graphics and purchase domain	AIM	August 13
Build webpage on EDCTC's website and launch webpage	EDCTC	August 17
Update webpage regularly	AIM/EDCTC	Throughout project duration

Social Media Presence

Process	Staff	Key Date
Develop Facebook project page content/mock-up	AIM	August 6
Review page content/mock-up	EDCTC/City	August 10
Create and launch Facebook page	AIM	August 17
Develop monthly social media plan	AIM	Monthly basis throughout project duration
Monitor and log social media messages	AIM	Throughout project duration
Develop responses to social media comments/questions	AIM/EDCTC/City	Throughout project duration
Develop and post social media graphics	AIM	Throughout project duration

Project Point of Contact

Process	Staff	Key Date
Team meeting to discuss options for POC	AIM/EDCTC	July 16
Contact/finalize POC	EDCTC/City	July 21

Key Stakeholder Outreach

Process	Staff	Key Date
Identify stakeholders and develop database	AIM	July 20
Review database	EDCTC	July 22
Finalize database	AIM	July 26
Develop initial email to stakeholders using project logo/branding	AIM	August 10
Review initial email	EDCTC	August 12
Send initial email to stakeholders	AIM or EDCTC or City	August 16

Ongoing communications with stakeholders	AIM	Throughout project duration
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Regional Communication Partnerships

Process	Staff	Key Date
Develop regional media list	AIM	July 23
Review media list	EDCTC/City	July 27
Finalize media list	AIM	July 30
Create draft press release announcing project initiation using project branding and logo	AIM	August 13
Review press release	EDCTC/City	August 20
Finalize and distribute press release	AIM	August 24
Media follow-ups	AIM	September 7 – 9, October 5 - 7
Ongoing communications with regional partners	AIM	Throughout project duration

Informational Project Video

Process	Staff	Key Date
Develop script and storyboard	AIM/EDCTC	July 30
Review script and storyboard	EDCTC/City	August 3
Finalize script and storyboard	AIM	August 5
Record voiceover	EDCTC or AIM	August 6
Produce draft video	AIM	August 16
Review video	EDCTC/City/Caltrans	August 18
Finalize video and upload to YouTube	AIM	August 20
Upload video to project webpage and launch video	EDCTC/AIM	August 24

Informational Flyers

Process	Staff	Key Date
Draft informational flyer	AIM	August 11
Review flyer	EDCTC/City	August 13
Develop list of businesses for flyer distribution	EDCTC/City	August 17
Print flyers	AIM	August 25
Distribute	AIM	August 30 – Sept 3

Door Hangers

Process	Staff	Key Date
Draft doorhangers	AIM	August 11
Review doorhangers	EDCTC/City	August 13
Develop map of locations for doorhangers	EDCTC/City	August 17
Print doorhangers	AIM	August 24
Distribute	AIM	August 31 – September 3

Direct Mailer

Process	Staff	Key Date
Draft direct mailers	AIM	August 13
Review	EDCTC	August 17
Identify neighborhoods/boundaries for direct mailer	EDCTC	August 20
Purchase address data	AIM	August 25
Finalize mailer design and send PDF to vendor	AIM	September 1
Printing and postage	AIM	September 3 - 7
Mailer arrives	AIM	September 8

Direct Outreach

Process	Staff	Key Date
Develop educational project materials and messaging	AIM	August 10
Review	EDCTC/City	August 13
Identify local community organizations	AIM	August 13
Review contact list	EDCTC	August 18
Direct outreach to local service and community organizations	AIM	August 23 – August 27

Press Releases

Process	Staff	Key Date
Develop press release at key project milestone	AIM	3 weeks before key date/project milestone
Review	EDCTC	2.5 weeks before key date/project milestone
Distribute press release	AIM	2 weeks before key date/project milestone

Distribute media advisory	AIM	Week of key date/project milestone
Post press releases on webpage	EDCTC/City	After initial distribution

Changeable Message Signs (CMS)

Process	Staff	Key Date
Draft messaging	AIM	4 weeks before closures of US 50
Coordinate with project partners	AIM	4 weeks before closures of US 50
Review messaging	EDCTC	3.5 weeks before closures
Implement CMS signs	AIM/Caltrans/City of Placerville/El Dorado County	3 weeks before closures

Progress Reports

Process	Staff	Key Date
Draft progress report	AIM	Halfway through project and end of project
Review	EDCTC	-
Distribute (press release, social media post and on webpage)	AIM/EDCTC/City/Caltrans	-

Community-Wide Online Questionnaire (End of project)

Process	Staff	Key Date
Coordination and logistics	AIM/EDCTC	5 weeks before launch
Develop content for questionnaire	AIM	4.5 weeks before launch
Review content	EDCTC/City	4 weeks before launch
Build questionnaire in SurveyMonkey	AIM	3.5 weeks before launch
Review questionnaire	EDCTC/City	3 weeks before launch
Develop awareness materials	AIM	2.5 weeks before launch
Review awareness materials	EDCTC/City	2 weeks before launch
Finalize awareness materials	AIM	1 week before launch
Pretest questionnaire internally	AIM/EDCTC/City	1 week before launch
Finalize questionnaire	AIM	4 days before launch
Update webpage with questionnaire link	EDCTC	On launch day
Launch awareness campaign	AIM	On launch day



Close questionnaire	AIM	2 weeks after launch
Develop summary of findings	AIM	2 weeks after questionnaire closes



US 50 | **CORRIDOR
ACTION PLAN**



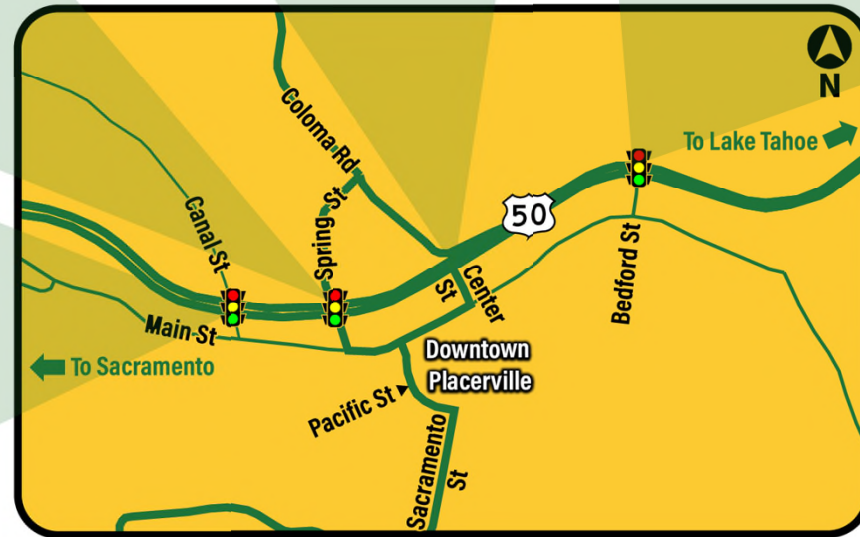
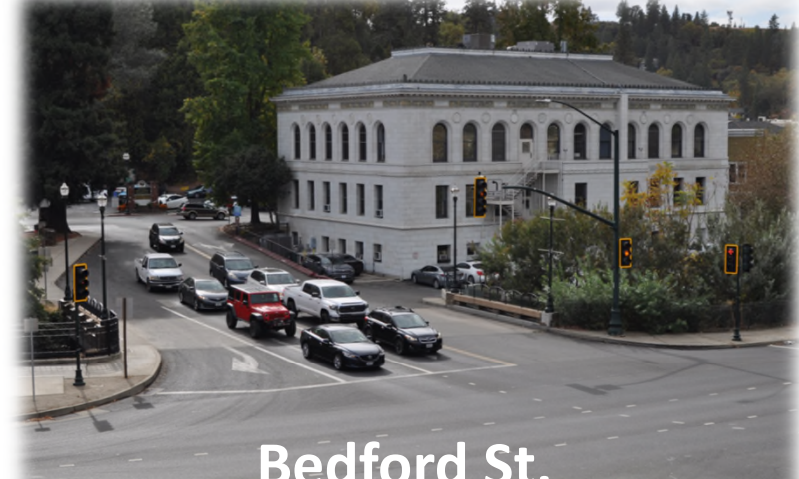
El Dorado County Transportation Commission US 50 Action Plan Proof of Concept Update

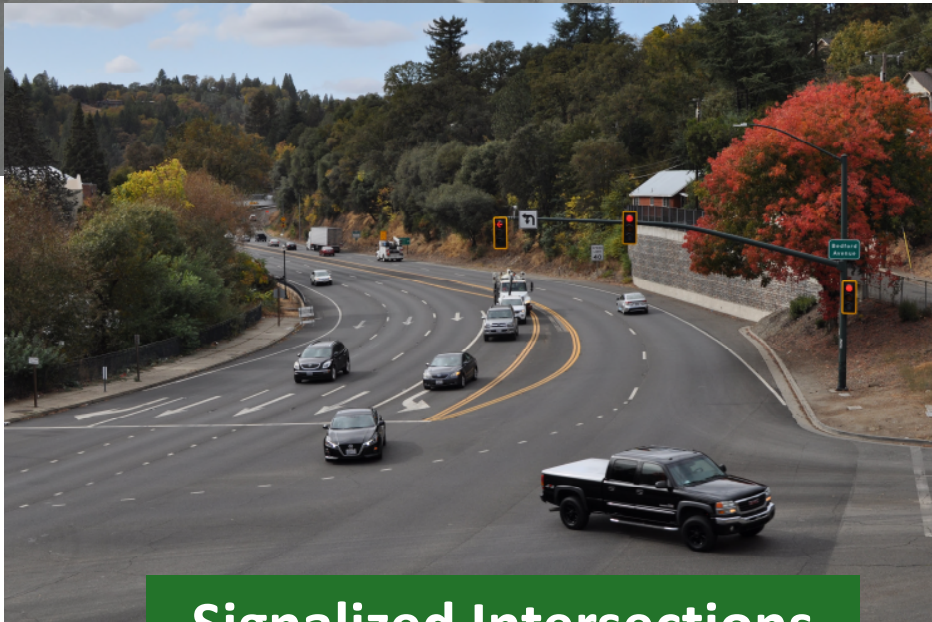
August 5, 2021

- **Background**
- **Current Conditions and Factors**
- **Stakeholder Coordination Process**
- **Proposed Proof of Concept**
- **Public Outreach Plan**
- **Overall Next Steps**

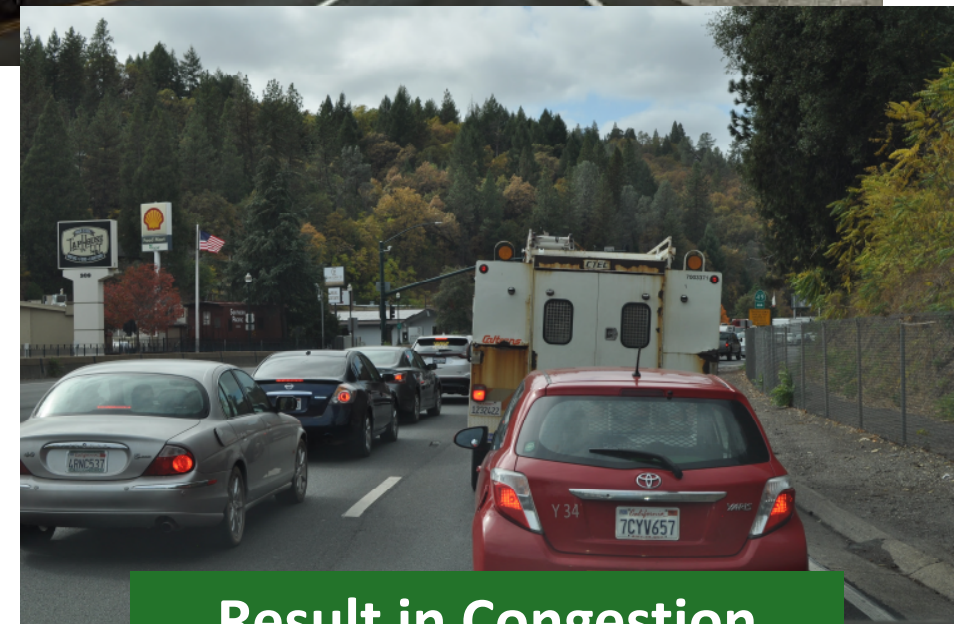


Access Control Plan Study Area



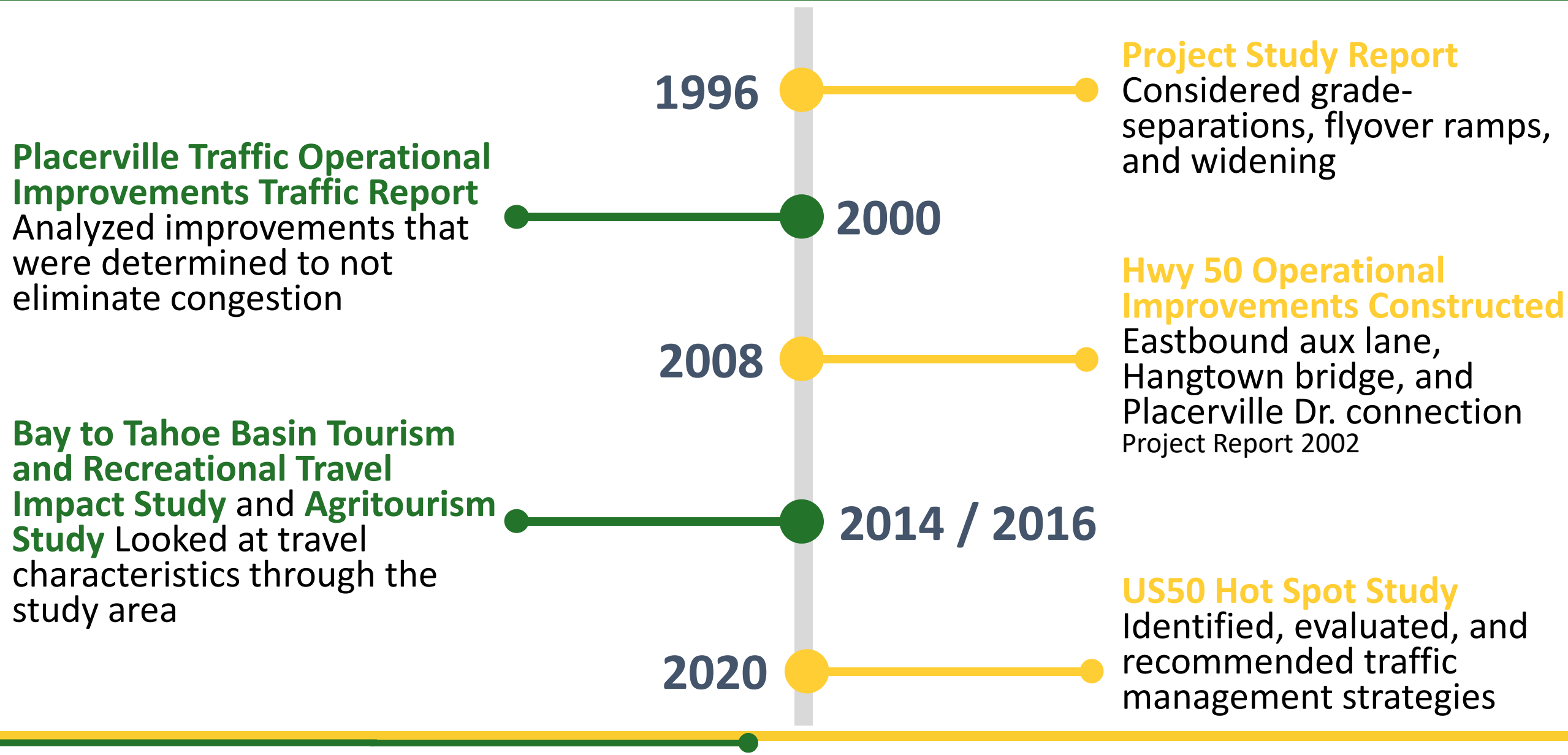


Signalized Intersections



Result in Congestion

Previous Efforts



1996

Project Study Report

Considered grade-separations, flyover ramps, and widening

2000

Placerville Traffic Operational Improvements Traffic Report

Analyzed improvements that were determined to not eliminate congestion

Hwy 50 Operational Improvements Constructed

Eastbound aux lane, Hangtown bridge, and Placerville Dr. connection
Project Report 2002

2008

Bay to Tahoe Basin Tourism and Recreational Travel Impact Study and Agritourism Study

Looked at travel characteristics through the study area

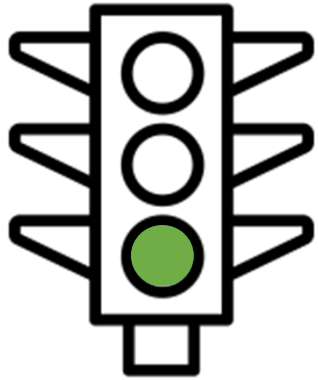
2014 / 2016

US50 Hot Spot Study

Identified, evaluated, and recommended traffic management strategies

2020

Action Plan Concept Overview



**Continuous Green for
US 50 Thru Traffic at
all 3 Signals in
Downtown Placerville**



**Prohibit Local
Movements Across
US 50 and Limit
Local Access**



**Reroute Local Access
and North/South
Movements Across
US 50**



Project Development Team Roles and Expectations

- ▶ Collaborate on study processes, findings and recommendations
- ▶ Provide technical input and expertise
- ▶ Coordinate needs, responsibilities and actions within respective organizations
- ▶ Ensure we develop the most effective plan possible for the traveling public



District

3



Emergency Services Coordination



PARTNERS WITH THE COMMUNITY

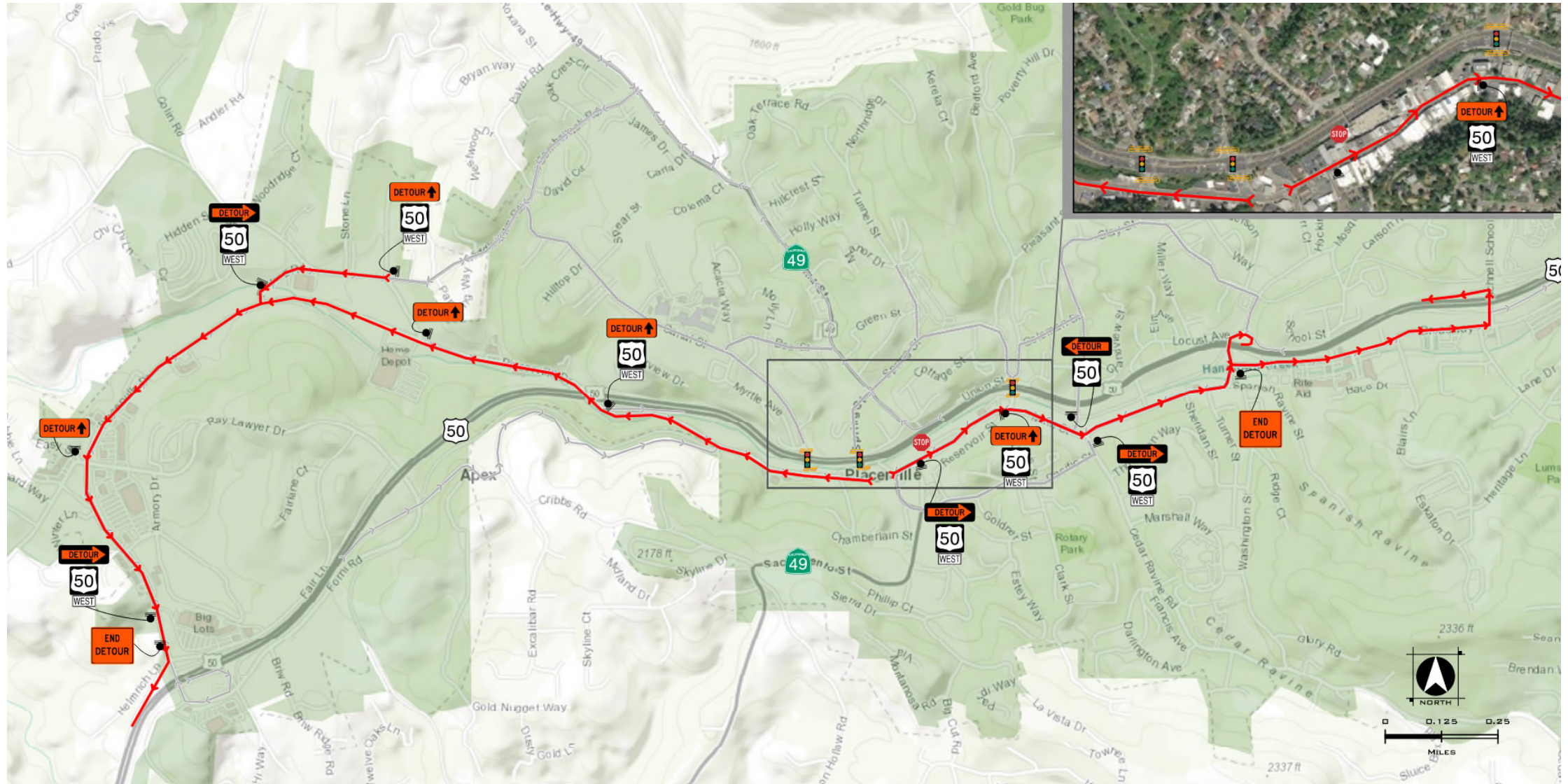
- ▶ Collaborated on critical access locations and movements
- ▶ Revised the access control plan to accommodate the needs of first responders
- ▶ Overall goal to ensure response time metrics are maintained

Downtown Placerville Local Access



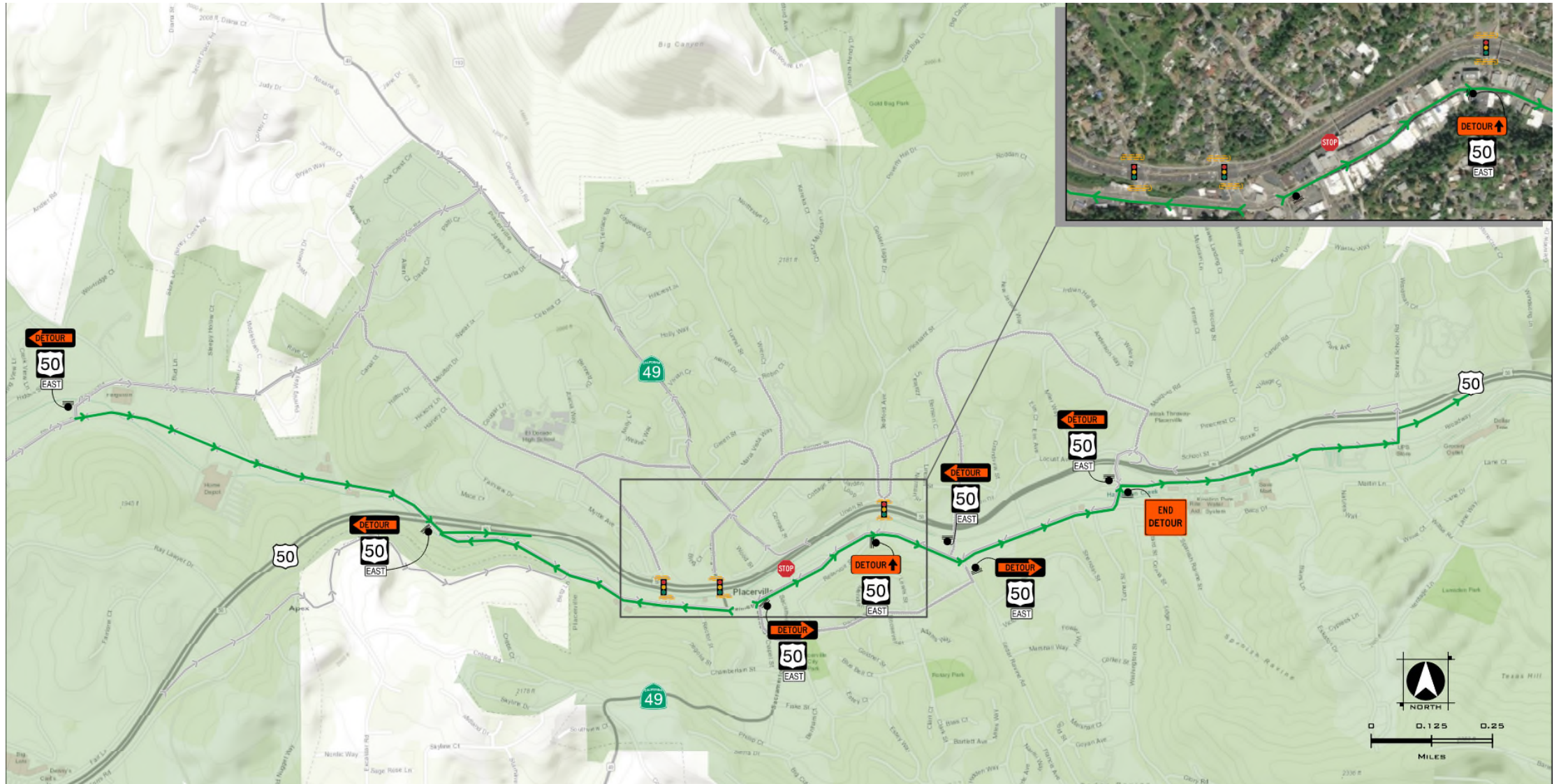


US50 WB Access Detours



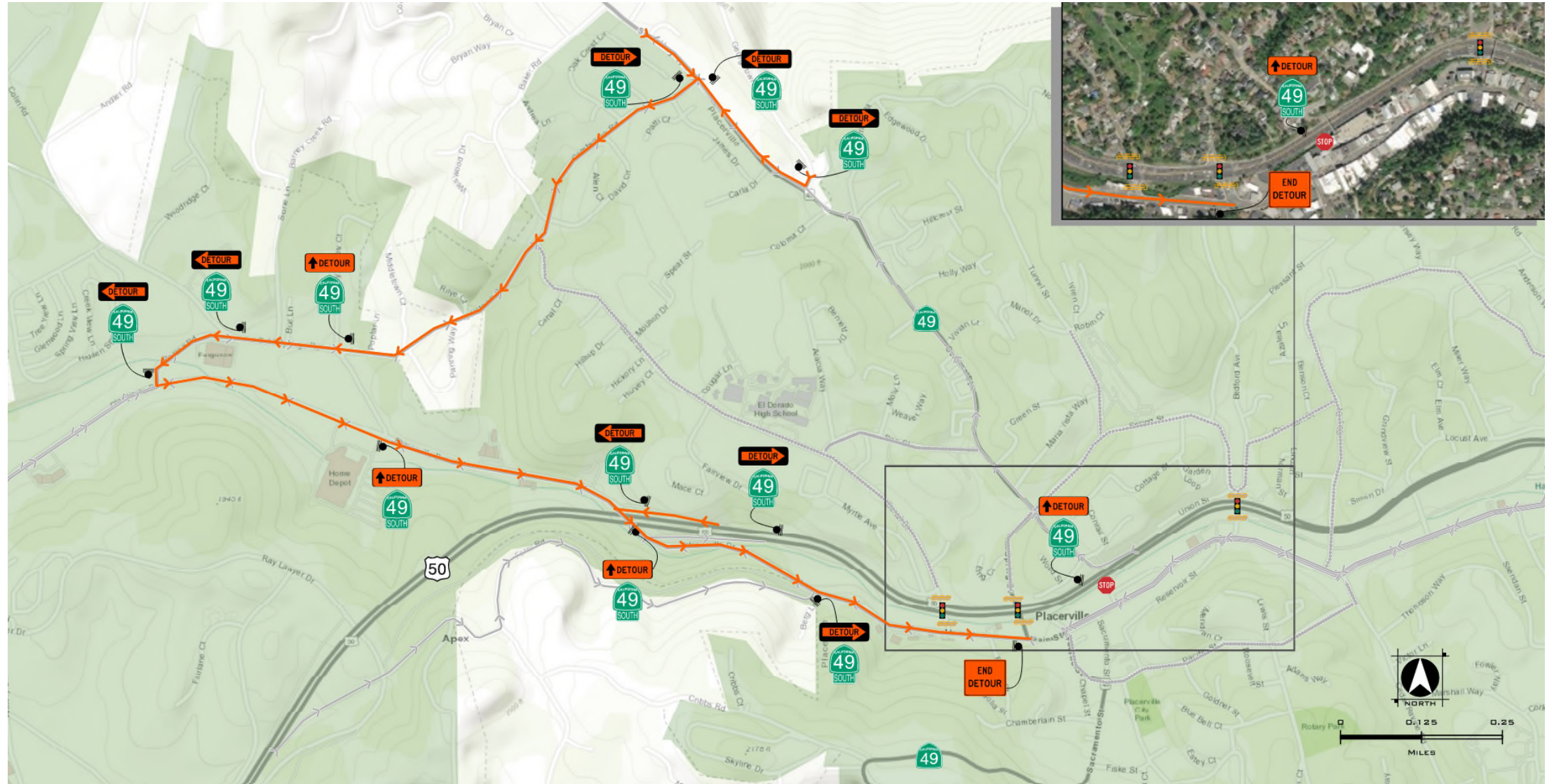


US50 EB Access Detours



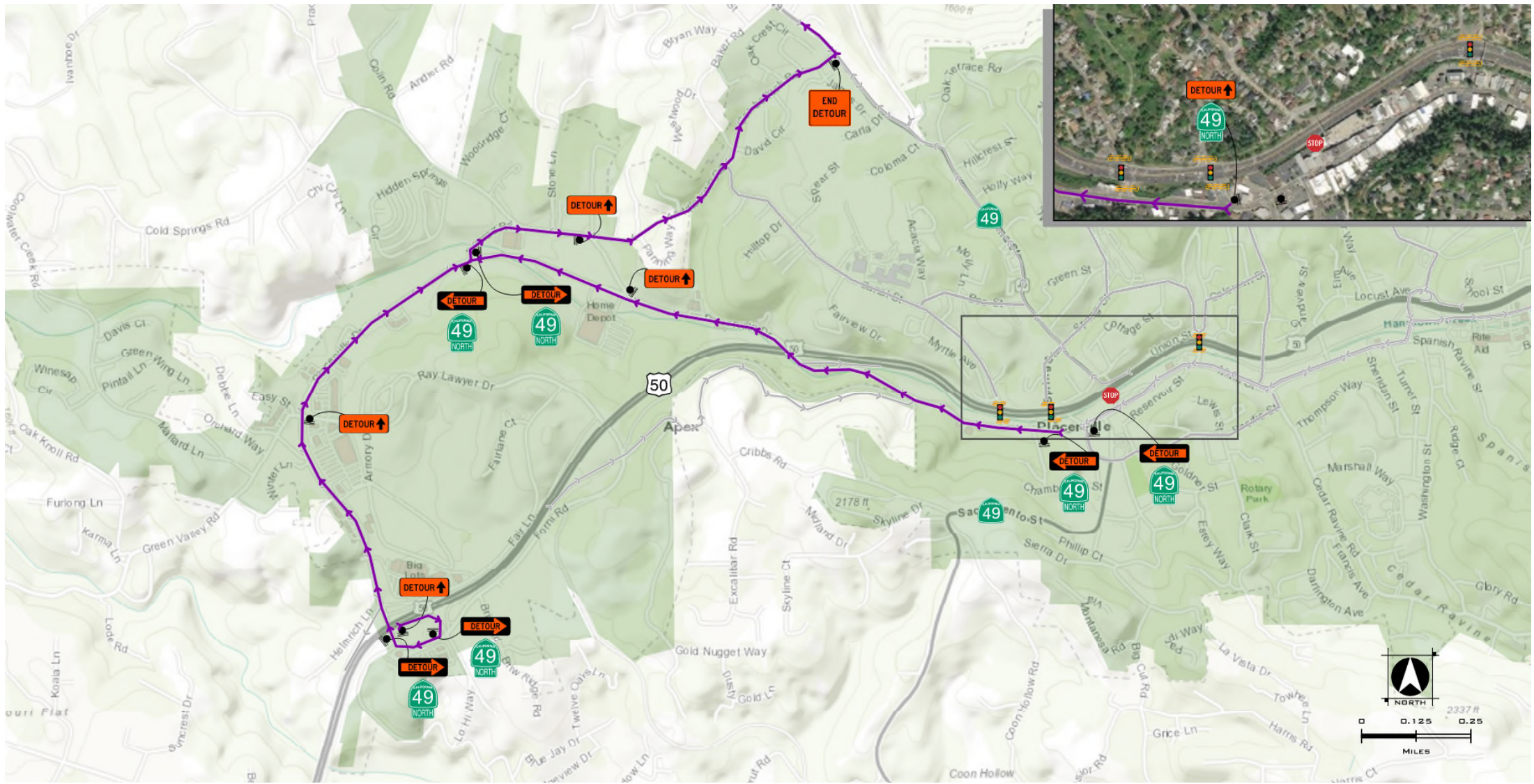


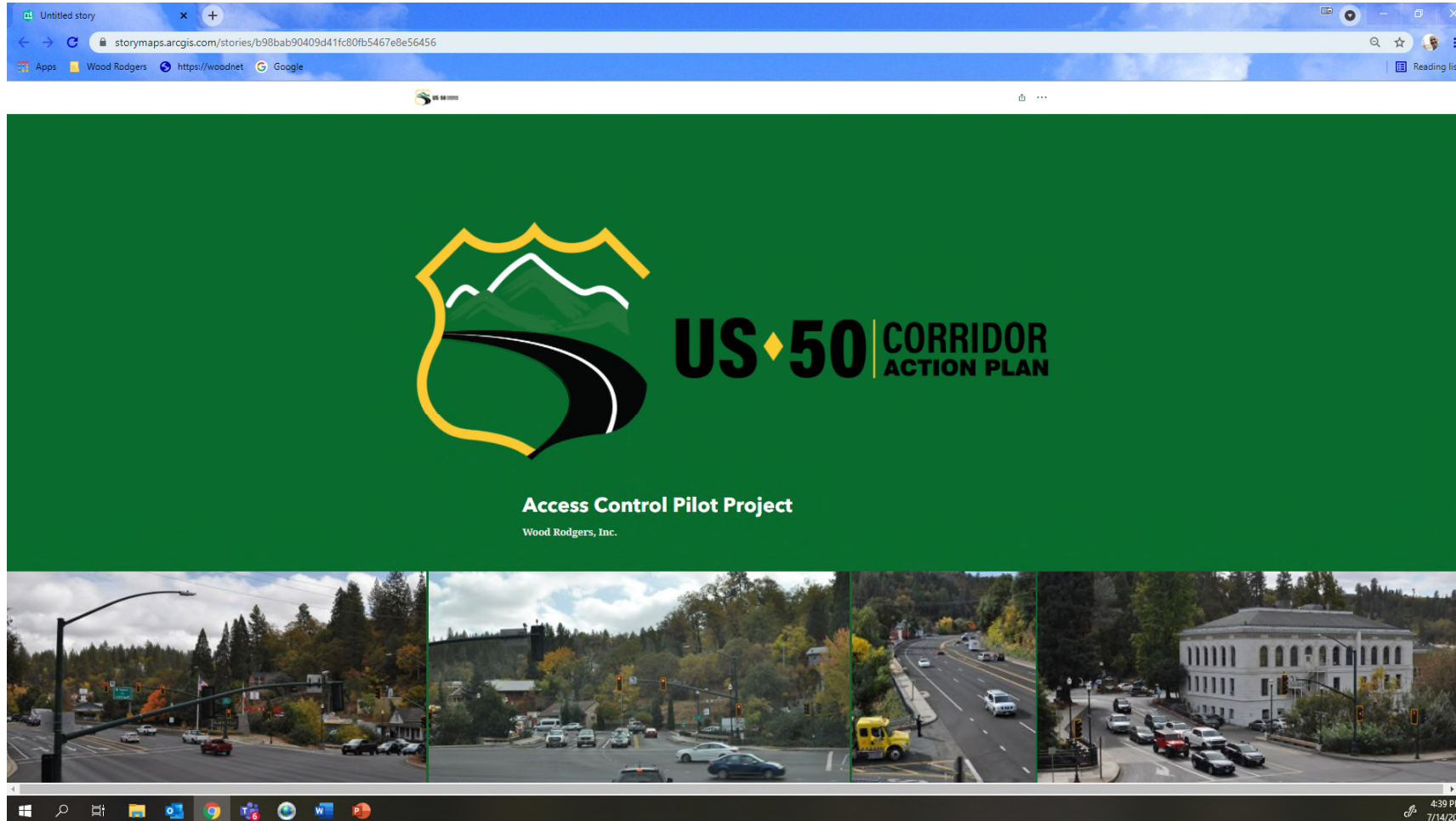
SR49 SB Access Detours





SR49 NB Access Detours





[Online Story Map Link](https://storymaps.arcgis.com/stories/b98bab90409d41fc80fb5467e8e56456)

Proof of Concept Timeframe



 Finalize Access Control Approvals

 Public Outreach

#1

Weekend #1
Sept. 17-19*

#2

Weekend #2
Oct. 15-17*

**Friday 12am – Sunday 10pm*

Access Control Outreach Goals

Goal: Widespread Public Outreach and Education

- What the Proof of Concept is
- Why it is being implemented
- How the impacts will be handled

Goal: Engage Targeted Audiences

- US 50 users, adjacent neighborhoods, and properties
- Emergency responders, civil and public services, and schools
- Main St. and Placerville Dr. businesses and goods movement firms

Goal: Consistent and Disciplined Messaging for Inquiries

- Answering questions
- Fielding suggestions on improvements to the concept
- Avoid revisiting whether this should be done



Access Control Outreach Strategies

Specific Informational Strategies

- Stakeholder and communication partnerships
- Project webpage and branding
- Social media presence
- Informational project video
- Project hotline
- Primary point of contact
- Informational flyers, door hangers, and direct mailers
- Press releases
- Changeable message signs (CMS)

Feedback Strategies

- Progress reports
- Community-wide online questionnaire





**Conduct Fall 2021
Proof of Concept**



**Listen and Learn What
Worked and What Did
Not Work**



**Determine Options for
Ongoing Access Control
Opportunities**



**Planning-Level Review
of Permanent Grade-
Separated Solutions**



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