



TECHNICAL ADVISORY COMMITTEE

AGENDA

Monday, February 26, 2024, 1:30 PM

To join the meeting:

The virtual meeting access information will be emailed.

DRAFT COMMISSION AGENDA REVIEW

CONSENT CALENDAR

- 1.** MINUTES FOR THE FEBRUARY 1, 2024, COMMISSION MEETING (KEFFER)
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the February 1, 2024, Commission meeting.
- 2.** JANUARY 2024 CHECK REGISTER (THOMPSON)
REQUESTED ACTION: Receive and file the January 2024 Check Register.
- 3.** OVERALL WORK PROGRAM BUDGET VS. ACTUAL COMPARISON FISCAL YEAR 2023/24 REPORT (THOMPSON)
REQUESTED ACTION: Receive and file the Overall Work Program Budget vs. Actual Comparison Fiscal Year 2023/24 July-December Report.
- 4.** DISPOSITION OF CITIZEN PARTICIPATION PROCESS COMMENTS (BOLSTER)
REQUESTED ACTION: None. This item is for information only.
- 5.** CAPITAL AREA REGIONAL TOLLING AUTHORITY REPRESENTATIVE (DELORIA)
REQUESTED ACTION: Designate the Executive Director as a non-voting delegate to represent El Dorado County Transportation Commission on the Capital Area Regional Tolling Authority until such time that a toll facility is planned for El Dorado County triggering El Dorado County Transportation Commission to designate a Commissioner to serve as a voting member.

BUSINESS ITEM

- 6.** PROFESSIONAL SERVICES AGREEMENT: FISCAL AND COMPLIANCE AUDIT SERVICES (THOMPSON)
REQUESTED ACTION: Authorize the Executive Director to enter into a professional services agreement with Richardson & Company, LLP for fiscal and compliance audit services for a term of five years.
- 7.** FISCAL YEAR 2023/24 OVERALL WORK PROGRAM AND BUDGET, AMENDMENT 3 (THOMPSON)
REQUESTED ACTION: Adopt Resolution 23/24.11, approving the Fiscal Year 2023/24 Overall Work Program and Budget, Amendment 3.
- 8.** DRAFT SACRAMENTO AREA COUNCIL OF GOVERNMENTS AND EL DORADO COUNTY TRANSPORTATION COMMISSION MEMORANDUM OF UNDERSTANDING (DELORIA)
REQUESTED ACTION: Approve the Draft Memorandum of Understanding between Sacramento Area Council of Governments and El Dorado County Transportation Commission.
- 9.** EL DORADO COUNTY TRANSPORTATION COMMISSION REVISED SURFACE TRANSPORTATION BLOCK GRANT PROGRAM EXCHANGE FUNDING FORMULA-BASED DISTRIBUTION POLICY (DELORIA)
REQUESTED ACTION: By motion, approve the El Dorado County Transportation Commission formula-based distribution policy as outlined in Draft Resolution 23/24.12 for Surface

Transportation Block Grant Program Exchange Funding to the El Dorado County Transportation Commission, El Dorado County, and the City of Placerville.

10. ESTABLISH TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUND DISTRIBUTION POLICY (DELORIA)

REQUESTED ACTION: By motion, approve the El Dorado County Transportation Commission distribution policy for the Transportation Development Act Local Transportation Fund for the El Dorado County Transportation Commission and the El Dorado Transit Authority as outlined in Draft Resolution 23/24.13.

INFORMATION ITEM

11. MARCH 2024 PROJECT MONITORING REPORT (BARTON, BOLSTER, TESFAGABR)

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

MEMBER SHARING

ADJOURNMENT

The next TAC meeting is scheduled for March 25, 2024.

CONSENT CALENDAR

STAFF REPORT

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: DANA KEFFER, ADMINISTRATIVE ANALYST/SECRETARY TO THE COMMISSION
SUBJECT: FEBRUARY 1, 2024 COMMISSION MEETING

REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes (Attachment A) for the February 1, 2024 Commission meeting.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: February 1, 2024 Minutes



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

Councilmembers Representing City of Placerville: John Clerici, Jackie Neau, David Yarbrough

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

Woodrow Deloria, Executive Director

ACTION MINUTES

Regular Meeting, Thursday, February 1, 2024, 2:00 PM

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

ATTENDANCE: Chair Clerici, Vice Chair Thomas, Commissioners Hidahl, Neau, Parlin, Turnboo, Yarbrough, Caltrans Ex Officio Alex Fong, and South Lake Tahoe Ex Officio Cody Bass.

CEREMONIAL MATTERS

ELECTION OF CHAIR AND VICE CHAIR

REQUESTED ACTION: Elect a Chair and Vice Chair to serve until the first meeting of 2025. The incoming Chair will present the outgoing Chair with a Certificate of Appreciation.

ACTION: Commissioner Neau made a motion to elect Vice Chair Thomas as Chairperson. The motion was seconded by Commissioner Turnboo which carried as follows:

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

ACTION: Chair Thomas made a motion to elect Commissioner Neau as Vice Chairperson. The motion was seconded by Commissioner Yarbrough which carried as follows:

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

ADOPTION OF AGENDA AND CONSENT CALENDAR

There were no public comments received.

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

MOTION/SECOND: Parlin/Yarbrough
AYES: Clerici, Hidahl, Neau, Parlin, Thomas, Turnboo, Yarbrough

ABSTAIN: None
NOES: None
ABSENT: None

1. MINUTES FOR THE DECEMBER 7, 2023, COMMISSION MEETING
 REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the December 7, 2023, Commission meeting.
2. NOVEMBER THROUGH DECEMBER 2023 CHECK REGISTER
 REQUESTED ACTION: Receive and file the November through December 2023 Check Register.
3. PROFESSIONAL SERVICES AGREEMENT EXTENSION FOR THE GREATER PLACERVILLE WILDFIRE EVACUATION PREPAREDNESS, COMMUNITY SAFETY, AND RESILIENCY PLAN
 REQUESTED ACTION: By motion, authorize the Executive Director to extend the professional services agreement with DKS Associates for the Greater Placerville Wildfire Evacuation Preparedness, Community Safety, and Resiliency Plan from February 29, 2024, to May 31, 2024.

NOTICED PUBLIC HEARINGS – 2:00 PM Allotted Time

Chair Thomas opened the hearing at 2:10pm.

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

No comments were received.

Chair Thomas closed the hearing at 2:10pm.

OPEN FORUM

There were no public comments received.

BUSINESS ITEMS

5. FISCAL YEAR 2024/25 DRAFT OVERALL WORK PROGRAM AND BUDGET
 REQUESTED ACTION: Authorize staff to release the Fiscal Year 2024/25 Draft Overall Work Program and Budget to Caltrans for circulation, review, and comment.

There were no public comments received.

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

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

6. CALIFORNIA ASSOCIATION OF COUNCILS OF GOVERNMENTS

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

There were no public comments received.

ACTION: Vice Chair Neau made a motion to appoint Commissioner Clerici as the CalCOG representative and Commissioner Hidahl as the alternate. The motion was seconded by Chair Thomas which carried as follows:

MOTION/SECOND: Neau/Thomas

AYES: Clerici, Hidahl, Neau, Parlin, Thomas, Turnboo, Yarbrough

ABSTAIN: None

NOES: None

ABSENT: None

7. PROFESSIONAL SERVICES AGREEMENT: US 50 CAMINO SIGNAGE AND WAYFINDING – ACCESS MITIGATION PLAN

REQUESTED ACTION: Authorize the Executive Director to enter into a professional services agreement between El Dorado County Transportation Commission and Found Design LLC, to develop the US 50 Camino Signage and Wayfinding – Access Mitigation Plan for a not-to-exceed amount of \$84,962.

There were no public comments received.

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

MOTION/SECOND: Thomas/Parlin

AYES: Clerici, Hidahl, Neau, Parlin, Thomas, Turnboo, Yarbrough

ABSTAIN: None

NOES: None

ABSENT: None

8. PROFESSIONAL SERVICES AGREEMENT: NEXT GENERATION TRANSPORTATION INVESTMENTS STRATEGY

REQUESTED ACTION: Authorize the Executive Director to enter into a professional services agreement between El Dorado County Transportation Commission and Fehr & Peers, to prepare the Next Generation Transportation Investments Strategy for a not-to-exceed amount of \$200,000.

There were no public comments received.

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

MOTION/SECOND: Clerici/Yarbrough

AYES: Clerici, Hidahl, Neau, Parlin, Thomas, Turnboo, Yarbrough

ABSTAIN: None

NOES: None

ABSENT: None

INFORMATION ITEM

9. FREEWAY SERVICE PATROL 2023 REPORT (KEFFER)
REQUESTED ACTION: None. This item is for information only.

There were no public comments received.

EXECUTIVE DIRECTOR'S REPORT

SOUTH LAKE TAHOE - CALTRANS – COMMISSIONER COMMENTS

ADJOURNMENT

The meeting was adjourned at 3:32pm.

The next regular meeting is scheduled for 2:00pm on March 7, 2024, at 330 Fair Lane Placerville, California.

CONSENT CALENDAR

STAFF REPORT

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, FISCAL OFFICER
SUBJECT: JANUARY 2024 CHECK REGISTER

REQUESTED ACTION

Receive and file the January 2024 Check Register (Attachment A).

BACKGROUND AND DISCUSSION

The attached check listing includes payments that merit further explanation:

- I.S. Tours*..... \$4,345.00
Payment for the 2024 Capitol to Capitol program for Executive Director Deloria. This payment was approved at the December 7, 2023, EDCTC meeting.
- Extreme Towing*..... \$10,166.64
December 2023 professional services for the Freeway Service Patrol Program, Work Element 130. The contract with Extreme Towing was approved at the May 6, 2021, EDCTC meeting.
- DKS Associates*..... \$11,437.37
December 2023 professional services for the Wildfire Evacuation Preparedness Plan, Work Element 265. The contract was approved at the March 3, 2022, EDCTC meeting.
- DKS Associates*..... \$3,752.93
December 2023 public outreach services for the Wildfire Evacuation Preparedness Plan, Work Element 265SHA. The contract was approved at the March 2, 2023, EDCTC meeting.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: January 2024 Check Register

**El Dorado County Transportation Commission
Check Register
January 2024**

Date	Name	Payment	Memo
01/02/2024	Airespring	668.95	January 2024 Fiber Optic Internet
01/02/2024	Ameritas Life Insurance Corp.	630.40	January 2024 Dental
01/02/2024	Ameritas Life Insurance Corp.	78.88	January 2024 Vision
01/02/2024	Benefit Coordinators Corporation	231.55	January 2024 Life/Disability Premiums
01/02/2024	Berkshire Hathaway HomeState Companies	1,285.60	2024 Workers Comp Insurance
01/02/2024	CalPERS Health	8,970.33	January 2024 Health Premiums
01/02/2024	Century Building Maintenance	500.00	December 2023 Building Maintenance
01/02/2024	De Lage Landen Financial Services	203.78	January 2024 Copy Machine Lease Payment
01/02/2024	I.S. Tours	4,345.00 *	2024 Cap to Cap W. Deloria
01/02/2024	RTS IT, Inc.	1,070.00	January 2024 ITCare Silver Service Plan
01/08/2024	Elan Financial Services - Visa DK	1,082.42	ADA Compliant Website, Office Phones, Misc Office Expense
01/08/2024	Elan Financial Services - Visa JB	592.34	Travel December 2023 CTC Meeting
01/08/2024	Elan Financial Services - Visa KT	40.19	Zoom Meetings and December Office Expenses
01/08/2024	Mountain Democrat	106.80	Public Notices for Requests for Proposals
01/08/2024	Roberts & Company, Inc.	75.00	December 2023 Accounting Oversight
01/10/2024	CalPERS Retirement System	4,187.27	January 2024 Contribution #1
01/10/2024	CalPERS Retirement System	473.83	January 2024 PEPRA Contribution #1
01/12/2024	Extreme Towing	10,166.64 *	December 2023 Freeway Service Patrol
01/16/2024	El Dorado County Chamber of Commerce	327.60	2024 Dues
01/16/2024	JS West Propane Gas	152.00	December 2023 Propane
01/16/2024	Sacramento Metro Chamber	1,000.00	Annual Membership Investment 3/1/24-02/28/25
01/22/2024	DKS Associates	11,437.37 *	December 2023 Wildfire Evac Preparedness
01/22/2024	DKS Associates	3,752.93 *	December 2023 Public Outreach -WF Evac Preparedness
01/22/2024	PG&E	363.84	12/12/23-01/10/24 Utilities
01/22/2024	Richardson & Company, LLP	1,200.00	FY 2022/23 Fiscal Audit City of Placerville Bike/Ped
01/22/2024	RTS IT, Inc.	237.07	Battery Backup for Server
01/22/2024	Sloan Sakai Yeung & Wong LLP	667.00	December 2023 Legal Services
01/22/2024	Umpqua Bank	79.46	December 2023 Analyzed Checking Fee
01/24/2024	CalPERS Retirement System	4,187.27	January 2024 Contribution #2
01/24/2024	CalPERS Retirement System	473.83	January 2024 PEPRA Contribution #2
01/29/2024	Sharon Petersen	4,608.00	February 2024 Office Rent
	Total	63,195.35	

CONSENT CALENDAR

STAFF REPORT

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, FISCAL OFFICER
SUBJECT: OVERALL WORK PROGRAM BUDGET VS. ACTUAL COMPARISON FISCAL YEAR 2023/24 REPORT

REQUESTED ACTION

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

BACKGROUND

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

DISCUSSION

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

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

Fiscal Year Cash Balances

Public Funds Money Market and Checking Account Balances at July 1, 2023	\$1,572,234
Receipts	\$1,214,628
Disbursements	\$1,912,977
Public Funds Money Market and Checking Account Balances at December 31, 2023	\$873,885

Approved for Agenda:



Woodrow Deloria, Executive Director

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

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

	WE 50		WE 100		WE 110		WE 120		WE 122		WE 125		WE 130	
	Indirect Costs		Overall Work Program Administration & Implementation		Intergovernmental Coordination		Transportation Development Act & Transit Administration		TIRCP and ZETCP Administration		Airport Land Use Commission		Freeway Service Patrol	
	Budget 50	Actual 50	Budget 100	Actual 100	Budget 110	Actual 110	Budget 120	Actual 120	Budget 122	Actual 122	Budget 125	Actual 125	Budget 130	Actual 130
Income														
Local Transportation Funds (LTF)			-	-	-	-	60,588	36,330	-	-	15,873	6,564		
Local Transportation Funds (LTF) SACOG Payment														
TIRCP & ZETCP Administration									5,047					
Rural Planning Assistance (RPA)			71,200	29,859	137,912	69,527	-	-	-	-	-	-	-	-
Rural Planning Assistance (RPA) Grants														
STIP Planning, Programing & Monitoring (PPM)			-	-	-	-	-	-	-	-	-	-	-	-
Surface Transp Block Grant Prog (STBGP)			-	-	-	-	-	-	-	-	-	-	-	-
Sustainable Communities-FTA 5304														
State Highway Account (SHA)														
State Highway Account (SHA) 2022/23														
Freeway Service Patrol													192,720	83,688
Misc Income/Interest		34												
Total Income	-	34	71,200	29,859	137,912	69,527	60,588	36,330	-	5,047	15,873	6,564	192,720	83,688
Expense														
Permanent Employees/Benefits	265,575	125,674	42,603	17,825	78,709	40,668	25,722	11,423	-	3,020	6,506	3,922	10,005	3,620
Building Lease & Utilities	68,296	37,958												
Office Expense	56,517	20,074	-	-	6,370	1,437	400	-	-	-	-	-	-	-
Professional Services	53,600	20,464	-	-	-	-	17,200	17,200	-	-	5,000	-	176,000	77,619
Indirect Cost Allocation	(440,608)	(193,786)	28,597	12,034	52,833	27,422	17,266	7,707	-	2,027	4,367	2,642	6,716	2,449
Indirect Costs Carryover from Prior Year	(3,380)													
	-													
Total Expense	0	10,385	71,200	29,859	137,912	69,527	60,588	36,330	-	5,047	15,873	6,564	192,720	83,688
Current Year Retention								-		-				
Prior Year Retention														
OWP Budget vs. Actual Expenses			41.9%		50.4%		60.0%		#DIV/0!		41.4%		43.4%	

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

	WE 300		WE 310		WE 330		WE 400		WE 410					
	State & Federal Programming		Transportation Project Delivery & Oversight		Active & Alternative Transportation Programs		Public Education & Outreach		Transportation Advocacy		Caltrans Indirect Cost Allocation Plan (ICAP) Excluded Costs		OWP Total	Total
	Budget 300	Actual 300	Budget 310	Actual 310	Budget 330	Actual 330	Budget 400	Actual 400	Budget 410	Actual 410	Budget	Actual	Budget	Actual
Income														
Local Transportation Funds (LTF)	149,708	81,863	106,926	49,368	69,749	34,875	-	-	71,680	24,783	1,000	796	580,000	283,212
Local Transportation Funds (LTF) SACOG Payment													174,359	174,359
TIRCP & ZETCP Administration													-	5,047
Rural Planning Assistance (RPA)	-	-	-	-	-	-	75,633	33,814	-	-	-	-	337,000	160,372
Rural Planning Assistance (RPA) Grants													85,000	1,865
STIP Planning, Programing & Monitoring (PPM)	39,000	20,000	39,000	20,000	-	-	-	-	-	-	-	-	78,000	40,000
Surface Transp Block Grant Prog (STBGP)	-	-	-	-	23,009	5,718	-	-	-	-	-	-	142,707	24,309
Sustainable Communities-FTA 5304													217,124	2,415
State Highway Account (SHA)													98,138	51,797
State Highway Account (SHA) 2022/23													50,545	19,743
Freeway Service Patrol													192,720	83,688
Misc Income/Interest					1,500	574			-	-		-	1,500	608
Total Income	188,708	101,863	145,926	69,368	94,258	41,166	75,633	33,814	71,680	24,783	1,000	796	1,957,093	847,415
													-	0.00
Expense														
Permanent Employees/Benefits	104,478	52,447	87,256	41,439	56,280	24,412	45,255	20,185	32,479	12,189	-	-	921,975	413,657
Building Lease & Utilities													68,296	37,958
Office Expense	9,100	9,114	100	10	200	299	-	-	17,400	4,363	1,000	796	92,137	36,454
Professional Services	5,000	4,960	-	-	-	-	-	-	-	-	-	-	878,064	369,325
Indirect Cost Allocation	70,130	35,342	58,570	27,919	37,778	16,455	30,378	13,629	21,801	8,231	-	-	0	370
Indirect Costs Carryover from Prior Year													(3,380)	-
													-	-
Total Expense	188,708	101,863	145,926	69,368	94,258	41,166	75,633	33,814	71,680	24,783	1,000	796	1,957,093	857,765
Current Year Retention													-	8,303
Prior Year Retention													-	-
OWP Budget vs. Actual Expenses	54.0%		47.5%		43.7%		44.7%		34.6%		79.6%		44.3%	
													50% of FY Complete	

CONSENT CALENDAR**STAFF REPORT**

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: DAN BOLSTER, SENIOR TRANSPORTATION PLANNER
SUBJECT: DISPOSITION OF CITIZEN PARTICIPATION PROCESS COMMENTS

REQUESTED ACTION

None. This item is for information only.

BACKGROUND

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

DISCUSSION

EDCTC conducted a citizen participation process public hearing for public transportation on February 1, 2024. EDCTC staff received zero comments from the public during the February 1, 2024, public hearing. EDCTC staff did receive one comment via email and that comment was forwarded to the EDCTA for their consideration and is summarized as follows:

Comment: Locations and schedules need to be better coordinated with transit schedules. Governmental entities should set the example, when providing directions, by beginning with transit, walking, and bicycling directions first, followed at the end by driving and car parking information. Times should be coordinated with transit, and people need to be able to wait comfortably at their destination and have restroom access when the transit schedule brings them early or when they have to wait afterward for their bus.

Better physical infrastructure is needed to provide connections to and from transit stops for people with mobility difficulties. We also need better routes between nearby destinations. For example, a person using a walker often finds it most difficult to get in and out of a vehicle, so on alighting from transit, or exiting a car, should have convenient routes to nearby destinations, businesses, etc. Too often we see handicapped parking spaces at adjacent businesses, government facilities, etc. with good access to only one of the nearby destinations.

El Dorado Transit Response: *We work closely with both El Dorado County and the City of Placerville to provide the best access possible for the transit riding public. While there are issues with access to some locations and routes, we are always listening to suggestions for improvement. We agree with the concerns regarding better infrastructure and look forward to working with our partners to meet the needs of all riders including the mobility-challenged community.*

Approved for Agenda:



Woodrow Deloria, Executive Director

CONSENT ITEM**STAFF REPORT**

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: WOODROW DELORIA, EXECUTIVE DIRECTOR
SUBJECT: CAPITAL AREA REGIONAL TOLLING AUTHORITY REPRESENTATIVE

REQUESTED ACTIONS

Designate the Executive Director as a non-voting delegate to represent El Dorado County Transportation Commission (EDCTC) on the Capital Area Regional Tolling Authority (CARTA) until such time that a toll facility is planned for El Dorado County triggering EDCTC to designate a Commissioner to serve as a voting member.

BACKGROUND

On January 18, 2024, the Sacramento Area Council of Governments (SACOG) took a series of actions to advance the Yolo 80 Corridor Improvement Project (Yolo 80) resulting in the creation of the region's first toll authority known as the Capital Area Regional Tolling Authority or "CARTA". SACOG approved a joint powers authority (JPA) agreement with the Yolo County Transportation District and Caltrans along with a resolution granting consent to submit an application to the California Transportation Commission to develop and operate toll lanes on portions of I-80 and US 50 in Yolo County. The structure of the JPA allows for future agencies to join and become voting members should their jurisdiction pursue deployment of a tolling facility in the future. The agreement also allows for one non-voting member from those jurisdictions who currently do not have a toll facility but are responsible for regional transportation planning such as EDCTC.

DISCUSSION

CARTA will be the first toll agency in the Sacramento region and the first in the state to include Caltrans as a voting member. While EDCTC does not have any toll facilities currently or in any long-range transportation plan, the structure of CARTA allows for a non-voting seat on the governing board. Given the seat is non-voting the recommendation from EDCTC staff is to appoint the EDCTC Executive Director as the non-voting member until such time that a toll facility is planned to be delivered in El Dorado County. In this capacity, the Executive Director can brief the EDCTC board with any pertinent CARTA-related developments or information.

Approved for Agenda:



Woodrow Deloria, Executive Director

BUSINESS ITEM**STAFF REPORT**

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER
SUBJECT: PROFESSIONAL SERVICES AGREEMENT: FISCAL AND COMPLIANCE AUDIT SERVICES

REQUESTED ACTION

Authorize the Executive Director to enter into a professional services agreement with Richardson & Company, LLP for fiscal and compliance audit services for a term of five years.

BACKGROUND

In accordance with Transportation Development Act (TDA) Statutes, El Dorado County Transportation Commission (EDCTC) contracts with an independent fiscal auditor to ensure audits of all TDA claimants in the EDCTC area are conducted. The required audit reports under TDA include:

- El Dorado County Transportation Commission – All funds including TDA
 - Local Transportation Funds - TDA funds
 - State Transit Assistance Funds - TDA funds
 - State of Good Repair Funds - TDA funds
 - Transit Intercity Rail Capital Program – TIRCP funds
 - Zero Emission Transit Capital Program – ZETCP funds
- El Dorado County Transit Authority (EDCTA) – All funds including TDA
- City of Placerville – TDA Pedestrian and Bicycle funds
- County of El Dorado – TDA Pedestrian and Bicycle funds

DISCUSSION

EDCTC staff issued a Request for Proposals (RFP) for Fiscal and Compliance Audit Services on December 27, 2023. The RFP was distributed to CPA firms and made available online via the EDCTC website and Facebook page. Public notice of the RFP was published on December 29, 2023, in the Mountain Democrat. One proposal from Richardson & Company, LLP was received by the February 5, 2024, deadline.

Based upon the review of the proposal and previous experience, staff recommend Richardson & Company, LLP for this contract. Richardson & Company, LLP has extensive experience auditing government, transit, and TDA funding.

Richardson & Company, LLP was the previous auditor for EDCTC and EDCTA. Assembly Bill 1345 added section 12410.6.(b) to the Government Code requiring auditor rotation after six consecutive years of public accounting firms providing audit services to local agencies. The Government Code states a local agency shall not employ a public accounting firm to provide audit services to a local agency if the lead audit partner or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for that local agency for six consecutive fiscal years. Ingrid Shepline of Richardson & Company, LLP has been the lead audit partner since FY 2020/21. Brian Nash of Richardson & Company, LLP will be the lead audit partner for the FY 2026/27 audit.

The annual not-to-exceed amount for this contract is as follows:

Fiscal Year Audit	2023/24	2024/25	2025/26	2026/27	2027/28
EDCTC	\$17,800	\$18,300	\$18,800	\$19,400	\$20,000
EDCTA	\$18,000	\$18,600	\$19,200	\$19,800	\$20,400
TIRCP/ZETCP	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
Pedestrian & Bicycle Funds	\$2,000	\$2,606	\$2,120	\$2,185	\$2,250
Total	\$42,800	\$44,110	\$45,425	\$46,849	\$48,278

These fees include the fiscal and compliance audit of EDCTC, EDCTA, the new funding for TIRCP/ZETCP, and the Pedestrian and Bicycle funds for one agency. The Pedestrian and Bicycle funds paid to the City and County are audited in years claims are paid. The single audit required for El Dorado County Transit Authority is included in the cost. A single audit for EDCTC, if required, will be provided at an additional cost. The cost of the fiscal and compliance audits to be completed for FY 2023/24 will be included in the FY 2024/25 Final Overall Work Program and Budget.

Copies of the RFP and the proposal received are available for review at the EDCTC office.

Approved for Agenda:



Woodrow Deloria, Executive Director

BUSINESS ITEM**STAFF REPORT**

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: WOODROW DELORIA, EXECUTIVE DIRECTOR
KAREN THOMPSON, FISCAL OFFICER
SUBJECT: FISCAL YEAR 2023/24 OVERALL WORK PROGRAM AND BUDGET,
AMENDMENT 3

REQUESTED ACTION

Adopt Resolution 23/24.11 (Attachment A), approving the Fiscal Year (FY) 2023/24 Overall Work Program and Budget (OWP), Amendment 3 (Attachment B).

BACKGROUND

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

DISCUSSION

The Draft OWP was presented at the March 2, 2023, Commission meeting. The Final OWP document was approved at the May 4, 2023, Commission meeting. Amendment 1 was approved at the October 5, 2023, Commission meeting to add two new grant funded projects and the approved grant carry over balances. Amendment 2 was an administrative amendment to extend the grant date for the Greater Placerville Wildfire Evacuation Preparedness, Community Safety, and Resiliency Plan from February 29, 2024 to May 31, 2024. Amendment 3 is needed for the FY 2023/24 final changes.

The following changes to the OWP and Budget are included in Amendment 3:

1. Changes were made to two classifications in the salary schedule based on comparisons of similar agencies and approval of changes to job classifications at the September 7, 2023, Commission meeting.
2. The SB125 Transit and Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP) provided 5% of the funding to the Regional Transportation Planning Agencies for administration for the five years of the program. Work Element (WE) 122 was added for administration of the program funding.
3. Staff time, expenditures and revenues were adjusted between work elements based on actual expenditures to date.

The total amount of Amendment 3 to the FY 2023/24 OWP and Budget is \$1,964,654.45.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 23/24.11
B) Salary Comparison
C) FY 2023/24 Overall Work Program and Budget, Amendment 3 (*provided under separate cover*)



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

Councilmembers Representing City of Placerville: John Clerici, Jackie Neau, David Yarbrough

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

RESOLUTION 23/24.11

**RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION
APPROVING FISCAL YEAR 2023/24 OVERALL WORK PROGRAM AND BUDGET,
AMENDMENT 3**

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

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

WHEREAS, the Fiscal Year (FY) 2023/24 Overall Work Program and Budget (OWP) is the primary management tool for the EDCTC, which identifies the activities and a schedule of work for regional transportation planning in El Dorado County, and is a requirement of the Memorandum of Understanding between the EDCTC and Caltrans; and

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

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

WHEREAS, Amendment 1 was approved October 5, 2023, adding the approved carry-over grant funding and two new grants awarded to EDCTC; and

WHEREAS, Amendment 2 was an administrative amendment to extend the grant date for the Greater Placerville Wildfire Evacuation Preparedness, Community Safety, and Resiliency Plan from February 29, 2024 to May 31, 2024; and

WHEREAS, Amendment 3 changes the salary schedule based on the comparison agencies, adds Work Element 122 for administration of the TIRCP and ZETCP funding and adjusts staff time, expenditures, and revenues between work elements based on actual charges fiscal year to date; and

NOW, THEREFORE, BE IT RESOLVED, that the El Dorado County Transportation Commission hereby approves Amendment 3 to the FY 2023/24 Overall Work Program and Budget, with a total budget of \$1,964,654.45.

PASSED AND APPROVED by the El Dorado County Transportation Commission governing body at the regular meeting held on March 7, 2024, by the following vote:

Vote Pending

Attest:

Wendy Thomas, Chairperson

Dana Keffer, Secretary to the Commission

**El Dorado County Transportation Commission
Comparable Agencies-Salary Data**

Agency	Executive Director	Senior Planner	Associate Planner	Fiscal Officer	Administrative Analyst Board Secretary
	% over or (under) EDCTC	% over or (under) EDCTC	% over or (under) EDCTC	% over or (under) EDCTC	% over or (under) EDCTC
El Dorado County	-13%	-14%	-14%	7%	5%
Madera County Transportation Commission	-14%	-23%	-27%	-6%	-5%
Merced Council Association of Governments	-6%	-13%	-9%	-4%	7%
San Joaquin Council of Governments	29%	24%	18%	31%	14%
San Luis Obispo Council of Governments	1%	0%	-6%	-1%	6%
Santa Barbara Council Association of Governments	4%	-4%	-1%	-6%	7%
Santa Cruz Transportation Commission	21%	20%	7%	29%	21%
Shasta County Transportation Planning Agency	-7%	-6%	-17%	0%	9%
Stanislaus Council of Governments	36%	1%	-7%	23%	16%
Transportation Agency for Monterey County	-1%	1%	0%	6%	-4%
Association of Monterey Bay Area Governments	7%	11%	6%	9%	15%
Placer County	-3%	-7%	-4%	0%	7%
Nevada County Transportation Commission	-10%	-17%	n/a	-8%	n/a
Placer County Transportation Planning Agency*	43%	28%	31%	23%	30%
Average	\$ 195,351	\$ 122,854	\$ 102,992	\$ 125,982	\$ 90,463
El Dorado County Transportation Commission	\$ 189,114	\$ 125,466	\$ 107,765	\$ 118,622	\$ 83,637
Change	\$ -	\$ -	\$ (4,773)	\$ 7,360	\$ 6,826
*Placer County Transportation Planning Agency shown in table but excluded from Average					

BUSINESS ITEM

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: WOODROW DELORIA, EXECUTIVE DIRECTOR
SUBJECT: DRAFT SACRAMENTO AREA COUNCIL OF GOVERNMENTS AND EL DORADO COUNTY TRANSPORTATION COMMISSION MEMORANDUM OF UNDERSTANDING

REQUESTED ACTION

Approve the Draft Memorandum of Understanding (MOU) between the Sacramento Area Council of Governments (SACOG) and El Dorado County Transportation Commission (EDCTC), as shown in Attachment A.

BACKGROUND

EDCTC and SACOG have worked together under an MOU which was last updated in 2016 (Attachment B). This MOU details the roles and responsibilities of each agency, particularly in the areas of state and federal transportation planning and funding requirements. The recent corrective action imposed onto Caltrans by the Federal Highway Administration (FHWA) presented the need to revisit this MOU with SACOG.

DISCUSSION

The FHWA corrective action imposed in 2021 brought about a significant change in how EDCTC and SACOG treat two of the transportation funding sources previously administered by EDCTC, the Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant Program (STBG). FHWA determined that SACOG, as the federally recognized Metropolitan Transportation Planning Organization (MPO) for the six-county Sacramento region, must administer the CMAQ and STBG funding programs through a competitive basis and no longer sub-allocate to EDCTC to administer. Given the significance of the changes in how these two federal funding programs must now be handled, EDCTC and SACOG developed a new MOU to reflect this new funding framework. Typically, a redline version of an existing agreement would be developed to present to the EDCTC and SACOG boards for consideration however, given the magnitude of changes, and the desire to bring the MOU to current best practices and reflect the current roles and responsibilities of each agency, an entirely new document was drafted as to not have an overly complicated and distracting document to review. Therefore, both the proposed Draft EDCTC/SACOG 2024 MOU (Attachment A) and current EDCTC/SACOG 2016 MOU (Attachment B) are included with this agenda item.

The first of two fundamental changes is proposed to include the necessary new language to reflect the process, roles, and responsibilities for EDCTC and SACOG regarding the Federal CMAQ and STBG funding. SACOG will now have the primary role in programming CMAQ and STBG as outlined in Section 5.2 of the Draft 2024 EDCTC/SACOG MOU. EDCTC will still be responsible for working in partnership with El Dorado County, the City of Placerville, and El Dorado Transit to develop lists of priority projects to be submitted for consideration in a SACOG led competitive CMAQ and STBG call for projects. However, SACOG must now be directly involved in the eligibility screening prior to project selection and ultimately will now be responsible for selecting and programming projects submitted by EDCTC and its partners.

The second substantive change proposed reflects an update to the compensation granted to SACOG from EDCTC. Historically, SACOG has received a contribution equal to 2% of the EDCTC allocation of Local Transportation Fund (LTF). The 2% was calculated after EDCTC took an administrative share of

LTF to support planning and administrative functions. SACOG received this contribution to provide the necessary support as the federally recognized MPO to perform SACOG's federal planning and programming effort. In Fiscal Year 2023/24 the 2% in LTF allocated to SACOG was just under \$175,000. LTF has increased over the past five years, more than was expected given the pandemic. The contribution provided to SACOG, as stipulated in the existing 2016 EDCTC/SACOG MOU, included no funding cap placed on the 2% allocated to SACOG. Given the need to have long-term financial stability for both EDCTC and SACOG, EDCTC staff felt it necessary to revisit this contribution. The proposed change included in section 9.2 of the Draft 2024 EDCTC/SACOG MOU no longer allocates 2% of LTF to SACOG. Instead, approval of this MOU would set a funding level floor of \$100,000 in Fiscal Year 2024/25 beginning July 1, 2024. This amount would be adjusted annually based on the U.S. Bureau of Labor Statistics Consumer Price Index (CPI) for Western States - All Urban Consumers. In the event that the LTF EDCTC relies on to pay SACOG drops below a five-year average of EDCTC's LTF funding, the contribution from EDCTC to SACOG will stay at the contribution level from the year prior until the five-year average returns, at which time the aforementioned CPI adjustments will resume.

Additionally, minor administrative updates have been made to reflect changing conditions in policy and procedures since 2016. These minor changes include updating federal statute citations and updating references to the current federal transportation act, Infrastructure Investment and Jobs Act (IIJA).

The updated MOU proposes no changes to the strong collaborative relationship that EDCTC and SACOG have enjoyed for decades. The MOU does not impose any new or undue burdens on any one agency and strengthens the region's ability to plan for, secure, and deliver transportation investments across the urban, suburban, and rural interface of El Dorado County and the greater Sacramento region. The Final MOU will be presented to the EDCTC at the May meeting for consideration of adoption.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: Draft 2024 EDCTC/SACOG Memorandum of Understanding

Attachment B: 2016 EDCTC/SACOG Memorandum of Understanding

Attachment C: 2021 Federal Transportation Improvement Program Final Report (Corrective Action)

DRAFT MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into between the El Dorado County Transportation Commission (“EDCTC”) and the Sacramento Area Council of Governments (“SACOG”).

This MOU is only intended to apply within the areas under the jurisdiction of EDCTC and SACOG. References herein to the “Region” or the “area,” or to “El Dorado County,” shall be interpreted as excluding the Lake Tahoe Basin that is within the jurisdiction of the Tahoe Regional Planning Agency.

RECITALS

- A. EDCTC is a Regional Transportation Planning Agency (“RTPA”) formed by Government Code Section 67950 to serve El Dorado County. EDCTC’s governing board is comprised of representatives from the El Dorado County Board of Supervisors and the City of Placerville City Council.
- B. SACOG is a joint powers authority whose members are the counties and cities within the six-county greater Sacramento Region. SACOG’s membership includes the County of El Dorado, as well as the City of Placerville.
- C. SACOG is the Metropolitan Planning Organization (“MPO”) for the Region. Among other responsibilities, SACOG prepares transportation plans for federal purposes, prepares the Metropolitan Transportation Improvement Program (“MTIP”) to program federal transportation funds, and prepares the Metropolitan Transportation Plan/ Sustainable Communities Strategy (“MTP/SCS”) as required by state law.
- D. As the RTPA, EDCTC updates and adopts a Regional Transportation Plan (RTP) consistent with the MTP/SCS and develops a Regional Transportation Improvement Program (“RTIP”) to program State Transportation Improvement Program Funding.
- E. Because SACOG and EDCTC have overlapping jurisdictions with differing but connected responsibilities, SACOG and EDCTC have entered into prior MOUs in order to define their relationship and ensure federal and state transportation planning and programming, and related requirements such as Clean Air Act conformance, are consistent with current federal and state law, regulations and guidance, and are performed through a collaborative and inclusive approach.
- F. In spring of 2021, the Federal Highway Administration (“FHWA”) and Federal Transportation Administration (“FTA”) issued a Corrective Action to the California Department of Transportation, which in turn required SACOG as the MPO to update and modify its process for programming federal funds. To respond to the Corrective Action, SACOG’s Board in February, 2023, approved a new process to select projects to fund with federal transportation funds after July 1, 2023.

G. EDCTC and SACOG therefore desire to enter into this MOU in order to:

- a. Coordinate transportation planning and programming for the purposes of the Infrastructure Investment and Jobs Act (IIJA), or any successor act, and the federal Clean Air Act, which is the responsibility of SACOG, with the transportation planning and programming for the purposes of state law, which is the responsibility of EDCTC in El Dorado County.
- b. Achieve governmental efficiency by, where possible, avoiding duplication of efforts and working toward the mutual benefit of each party.
- c. Implement SACOG's adopted procedure that is necessary under the Corrective Action for allocation of federal transportation funds within the Region, including within El Dorado County.
- d. Establish areas where SACOG can provide technical support to EDCTC and develop means for mutual collaboration between the two agencies.
- e. Ensure EDCTC continues to serve as the RTPA representing El Dorado County through development of the SACOG MTP/SCS and other transportation planning activities administered by SACOG.
- f. Identify and implement measures for cooperation and coordination amongst SACOG, EDCTC, and their respective member agencies.
- g. Establish a binding mechanism for EDCTC to compensate SACOG for work that SACOG performs for the benefit of EDCTC.

MUTUAL UNDERSTANDINGS

1. INTRODUCTORY TERMS

1.1 Prior Memoranda of Understanding. This MOU is intended to repeal and replace the prior MOU between the Parties.

1.2 Legal Citations. Legal citations and other references to laws contained within this MOU are intended for clarity and convenience and not for limitation. To the extent referenced laws are re-codified or re-adopted or otherwise modified, the meaning and intent of this MOU shall remain the same. To the extent that new programs are adopted to which procedures set forth in this MOU would be applicable, the Parties understand that the same procedures would apply. (For example, if new federal funding sources are established by law which must follow the same selection procedures as STBG and CMAQ as set forth herein.)

1.3 Definitions. For purposes of this MOU, the capitalized terms and abbreviations used herein shall have the meanings set forth in Addendum #1. The Parties acknowledge that terms used under laws relevant to this MOU, or in common practice in the transportation planning industry, may have overlapping or interchangeable meanings. For clarity, the Parties in

this MOU are using particular terms in order to clarify their respective responsibilities and obligations.

2. FEDERAL AIR QUALITY STANDARDS

2.1 Conformity. Pursuant to Section 176(c) of the Clean Air Act (42 U.S.C. § 7506(c)), federal agencies, including FHWA and FTA cannot provide financial assistance for activities that do not conform to the State Implementation Plan (“SIP”), and SACOG as the Region’s MPO cannot give its approval to any project, program, or plan which does not conform to the SIP. More specifically, SACOG cannot approve activities that will: (i) cause or contribute to any new violation of any air quality standard; (ii) increase the frequency or severity of any existing violation of any air quality standard; or (iii) delay timely attainment of any air quality standard or any required interim emission reductions or other milestones in the Region. As further set forth in this MOU, SACOG prepares its MTP and MTIP to conform to the air quality standards set forth in the SIP.

2.2 Collaborative Efforts. The Parties recognize that a failure to conform to federal Clean Air Act standards could negatively impact the Region’s ability to qualify for, or compete for, federal funding, which could result in less funding within both El Dorado County and the greater SACOG Region. The Parties intend for this MOU to ensure that the Parties will not approve projects that would negatively impact the Region or the ability of SACOG to meet conformity requirements. The Parties will therefore collaborate to submit non-exempt projects to SACOG for the purpose of analyzing air quality impacts and protecting conformity with Clean Air Act standards.

3. DEVELOPMENT OF SACOG’S MTP/SCS

3.1 Responsibility. Preparation of the MTP/SCS is the sole and exclusive responsibility of SACOG. SACOG and EDCTC will coordinate and cooperate in developing the MTP/SCS as set forth in this MOU.

3.2 Collaborative Efforts Related to the MTP/SCS.

3.2.1 At the commencement of each plan revision, SACOG will consult with EDCTC on the schedule SACOG plans to use during the planning cycle. To the extent possible, the schedule shall specify the dates at which the different draft components (policies, financial, etc.) of the draft MTP will be first developed and considered. SACOG and EDCTC shall agree to a schedule which shall specify when EDCTC’s plan and program documents are to be submitted to SACOG in order to be considered pursuant to this Section.

3.2.2 SACOG will also work with EDCTC staff on the development of the Policy Element of the plan.

3.2.3 SACOG will develop a growth forecast for the six-county Region in consultation with EDCTC.

3.2.4 SACOG will coordinate public engagement and outreach activities planned for El Dorado County with EDCTC.

4. DEVELOPMENT OF EDCTC's RTP

4.1 Responsibility. Preparation of the RTP for El Dorado County is the sole and exclusive responsibility of EDCTC. In preparing the RTP, SACOG and EDCTC will coordinate and cooperate in developing the RTP and MTP/SCS as set forth in this MOU. The RTP shall be consistent with the current and subsequently adopted Caltrans RTPA RTP Guidelines as well as consistent with the state and federal planning and performance standards required of the current and any subsequent MTP/SCS.

4.2 Collaborative Efforts Related to the RTP.

4.2.1 EDCTC will involve SACOG in the development of the RTP to ensure that the RTP does not impact SACOG's ability to meet federal and state requirements including but not limited to (i) greenhouse gas targets as set forth in the SIP, and (ii) the ability of SACOG to adopt an SCS and achieve the California Air Resources Board's acceptance of the adopted SCS.

4.2.2 SACOG will develop financial forecasts in consultation with EDCTC to be used for establishing the fiscal constraint of EDCTC's RTP.

4.2.3 EDCTC will include SACOG in county-level discussions for existing local and any new local revenue sources to inform SACOG forecasts.

4.2.4 Whenever feasible, SACOG and EDCTC shall collaborate on the collection and development of demographic and land use data required to support the planning process. Each agency shall make available to the other any such data not constrained by proprietary agreement or other legal device. When paying for data or tools, SACOG and EDCTC shall consider in the scope of any agreement access for the other agency. If not feasible to include at the outset, any expense associated with providing such data shall be borne by the requesting agency.

4.2.5 Transportation project/program investments, costs, and completion years will be consistent between the MTP/SCS and RTP.

4.2.6 In developing and adopting the RTP and RTIP, EDCTC shall use data and methodologies which are consistent and compatible with data and methodologies used by SACOG in the development of the MTP/SCS.

4.2.7 In developing the RTP, EDCTC shall consider the factors specified in Title 23 of the United States Code.

5. FEDERAL FUNDING PROGRAM

5.1 MTIP. SACOG is responsible for preparing and adopting the MTIP every two years, or as otherwise necessary, which will program funds for transportation projects in the Region. The MTIP will list the projects in the MTP that are programmed for funding and intend

to begin work. SACOG will initiate public outreach for the MTIP, perform the financial analysis required by law, and perform the air quality conformity analysis. EDCTC will acknowledge the process set forth in this agreement for federal funding allocations and work collaboratively with SACOG through that process.

5.2 Acknowledgment of Corrective Action. SACOG and EDCTC acknowledge and understand that, as a result of the Corrective Action, (i) SACOG cannot suballocate funds by mode or population to cities or counties, (ii) SACOG must be directly involved in the eligibility screening prior to project selection, and (iii) SACOG must select and approve projects for funding. SACOG shall continue to coordinate and collaborate with EDCTC, as the state designated RTPA for El Dorado County, to the extent allowed by FHWA, FTA and the relevant federal transportation funding programs and implementing regulations. The procedures within this section are as adopted by SACOG in order to comply with the Corrective Action and continue receiving and programming CMAQ and STBG funds within the Region, including within El Dorado County.

5.3 Procedure For Highway Funding Allocations. SACOG's board has adopted the procedure set forth in Addendum #2 to this MOU, which FHWA has confirmed is in compliance with FHWA's requirements. EDCTC acknowledges this procedure and agrees to coordinate with SACOG for programming of federal funds in the Region, including El Dorado County, through utilization of this procedure.

5.4 Federal Transit Funding Under Title 49. As the MPO, SACOG receives federal transit funds by formula for urbanized areas. This includes areas within El Dorado County. SACOG provides grants to eligible recipients consistent with the requirements of each program. These funds are awarded by SACOG on a six-county basis, except that some funds have a specific purpose (i.e., fixed guideway transportation or rural transportation) that may limit the geographic areas eligible to receive these funds.

6. STATE/LOCAL FUNDING PROGRAM

6.1 RTIP. EDCTC is responsible for preparing the RTIP and for programming STIP and rural STBG Exchange funding in El Dorado County. EDCTC will submit all Non-Exempt Projects to SACOG for air quality conformity analysis before being funded through the RTIP.

7. SACOG TECHNICAL SUPPORT

7.1 Technical Support to RTPA. EDCTC's use of SACOG's travel demand model, related analytical software tools and parametric data shall remain subject to existing agreements or such future agreements as may be negotiated between SACOG and EDCTC.

8. COOPERATION

8.1 Additional Efforts. SACOG and EDCTC will:

8.1.1 Meet at least quarterly to coordinate on the issues covered in this MOU and any other work between the Parties;

8.1.2 Cooperate on establishment of regional priorities;

8.1.3 Coordinate annually on the development of the Parties' respective Overall Work Plans;

8.1.4 Participate on committees/technical advisory committees/stakeholder groups/steering committees as necessary or convenient to carry out the Parties' missions; and

8.1.5 Engage in such other cooperative efforts to further effective and efficient transportation planning, seek and program transportation funding, achievement of air quality conformity, and other planning and programming tasks.

9. COMPENSATION TO SACOG

9.1 Purpose. The Parties acknowledge that all jurisdictions within the Region should share equitably in the costs of the development of the Metropolitan Transportation Plan and the Metropolitan TIP and air quality conformity; therefore, jurisdictions which are members of SACOG should not be required to pay for the work performed by SACOG for jurisdictions within the Region that are not members of SACOG.

9.2 Method. To compensate SACOG for performing the transportation planning and programming responsibilities required under Title 23 and Title 49 and the Clean Air Act, EDCTC shall make payments to SACOG in accordance with the following:

9.2.1 EDCTC shall annually contribute to SACOG from EDCTC's annual work program, in consideration for SACOG's federal planning and programming effort, in the amount of \$100,000 starting July 1, 2024, and increasing annually based on the U.S. Bureau of Labor Statistics West Region Consumer Price Index (West Region CPI). The West Region CPI is defined as the West Region CPI for all items as measured by the U.S. Bureau of Labor Statistics West Region for the 12-month period ending in the December immediately preceding the fiscal year. For example, West Region CPI for July 1, 2025, will be the West Region CPI for the period from December 2023 – December 2024. This information is typically published mid-January which should provide sufficient time to confirm the amount before either EDCTC or SACOG adopts its final budget. In the event that the Transportation Development Act/Local Transportation Fund (TDA/LTF) funding EDCTC relies on to pay SACOG drops below a five year average of EDCTC's TDA/LTF funding, the contribution from EDCTC to SACOG will stay at the contribution level from the year prior until the five year average returns, at which time the aforementioned CPI adjustments will resume.

9.2.2 SACOG shall be paid once the TDA/LTF funds are available at or near the beginning of each fiscal year contingent upon cash flow considerations.

9.2.3 Funds paid to SACOG shall be unrestricted local funds unless mutually agreed to by SACOG and EDCTC.

9.2.4 The contribution to SACOG may be modified through mutual written agreement, including arrangements for one-time costs for special plans or projects identified by SACOG and EDCTC as part of developing their annual OWPs.

10. MISCELLANEOUS

10.1 Addenda. This MOU is inclusive of Addendum # 1, Definitions, and Addendum #2, Federal Highways Funding Process.

10.2 Amendments. This MOU shall only be amended in writing.

10.3 Term. This MOU shall become effective upon its approval by all Parties. It shall remain in effect until terminated by one of the Parties after 60 days' written notice to the other Party.

10.4 Counterparts. This MOU may be executed in counterparts, any of which may be used as the original.

10.5 Member Jurisdictions. Nothing herein is intended to limit either Party from working directly with its respective member jurisdictions.

The governing board of each Party has approved this MOU and authorized its execution by the undersigned officers.

EL DORADO COUNTY
TRANSPORTATION COMMISSION

SACRAMENTO AREA
COUNCIL OF GOVERNMENTS

Woodrow Deloria
Executive Director

James Corless
Executive Director

ADDENDUM #1**DEFINITIONS**

ALUC. Airport Land Use Commission, which is another function of SACOG and EDCTC separate from their responsibilities addressed in this MOU.

COG. Council of Governments, which is another function of SACOG separate from its responsibilities addressed in this MOU.

Clean Air Act. Chapter 85 of Title 42 of the United States Code.

Corrective Action. The corrective action issued by the FHWA and FTA to the California Department of Transportation as part of the certification of the 2021 Federal Statewide Transportation Improvement Program regarding suballocation and administration of STBG and CMAQ funds, which is applicable to SACOG as the MPO for programming these funds.

CMAQ or Congestion Mitigation and Air Quality Improvement Program. The federal transportation funding program set forth at 23 U.S.C. Section 149.

El Dorado County. For purposes of this MOU, references to El Dorado County exclude the geographical area in the County that are within the Tahoe Basin and under the jurisdiction of TRPA.

MPA or Metropolitan Planning Area. The geographic area determined by agreement between the metropolitan planning organization for the area and the Governor under 23 U.S.C Section 134.

MPO or Metropolitan Planning Organization. The policy board of an organization established as a result of the designation process as defined in 23 U.S.C Section 134. SACOG is the MPO for the Region, including for El Dorado County.

MTP/SCS. SACOG's plan that contains both the MTP and SCS, which SACOG also refers to as the "Blueprint".

MTIP or Metropolitan Transportation Improvement Program. A transportation improvement program developed by a metropolitan planning organization under 23 U.S.C Section 134; specifically, the MTIP that SACOG prepares for the purpose of programming federal funds.

MTP or Metropolitan Transportation Plan. The long-range transportation plan that is required under federal law pursuant to 23 U.S.C Section 134.

Non-Exempt Project. A capacity-increasing project that is not identified in SACOG's MTP/SCS.

Region. The six-county greater Sacramento region that includes El Dorado, Sacramento, Yolo, Yuba, Sutter and Placer Counties, except for the portions of El Dorado County and Placer County that are in the Tahoe Basin and within the jurisdiction of TRPA.

RTIP or Regional Transportation Improvement Program. EDCTC's programming of county shares of state STIP funds.

RTP or Regional Transportation Plan. The regional transportation plan that is required under state law pursuant to Government Code section 65080, which together with Government Code section 29532.1 designates EDCTC as the agency to prepare the RTP for El Dorado County.

RTPA or Regional Transportation Planning Agency. The agency designated under Government Code section 29532 or 29532.1 for regional transportation planning. EDCTC is the RTPA for El Dorado County; SACOG is the RTPA for Sacramento, Yolo, Yuba and Sutter Counties.

SCS or Sustainable Communities Strategy. The growth strategy that each MPO in California is required to develop as part of an RTP pursuant to California Government Code Section 65080. As the MPO for the Region, SACOG is required to prepare the SCS, including the SCS as it relates to El Dorado County.

SIP or State Implementation Plan. The plan (or plans, inclusive) that CARB develops pursuant to the federal Clean Air Act to attain national ambient air quality standards by specified dates.

STBG or Surface Transportation Block Grant Program. The federal transportation funding program set forth at 23 U.S.C. Section 133.

STIP or State Transportation Improvement Program. The biennial five-year plan adopted by the CTC for future allocations of certain state transportation funds for state highway improvements, intercity rail, and regional highway and transit improvements.

Title 23. Refers to Title 23, "Highways," of the United States Code.

Title 49. Refers to Title 49, "Transportation," of the United State Code.

TRPA or Tahoe Regional Planning Agency. The agency designated by Title 23 as the MPO for the Tahoe region and designated by California Government Code Section 67000 et seq. as the RTPA for the Tahoe region. The boundaries of the TRPA area are defined by Government Code Section 67021.

ADDENDUM #2**FEDERAL HIGHWAYS FUNDING PROCESS****A. Target Setting Process**

1. *Federal Funds Available to California by Federal Formula*: States receive a set amount of STBG and CMAQ funds based on formulas established in federal transportation law. The Bipartisan Infrastructure Law, enacted in 2021, set funding levels for five years.
2. *Federal Funds Available to MPOs by State Formula*: Caltrans then sub-allocates a portion to regions and retains a portion for statewide programs or other distributions. Each year, the Caltrans Division of Financial Programming publishes estimated and final amounts for these funds for each federal fiscal year (October 1-September 30).
3. *SACOG Funding Round Federal Funding Estimate*: SACOG will utilize the Caltrans Division of Financial Programming information and its own analysis to estimate the available funding in advance of any given funding round.
4. *SACOG Board Sets Regional Performance Target Criteria and Weighting, Defines Priority Programs*: After the available funds are estimated, SACOG staff will coordinate with EDCTC staff to review available data on performance measurement and make recommendations to the SACOG board on strategic investments to make progress toward these policy goals. Additionally, SACOG staff will recommend priority programs that may be separate from the competitive funding round.
5. *Performance-Based Funding Targets*: With SACOG board direction, staff will calculate targets for all six counties and, if applicable, for the priority programs.
6. *Individual Targets for Six Counties*: SACOG will publish a target for each county. The target will be a range of the potential amount of federal transportation funding available for each county for that funding round and will not be tied to a set amount of STBG or CMAQ funds for each county.
7. *Priority Programs (Without County-Level Targets)*: SACOG's board may establish a set-aside of funds or unique competitive funding programs that would not have county-level targets. SACOG has funded several programs over the last several decades to help achieve regional goals. Key examples are Transportation Demand Management, Sacramento Emergency Clean Air & Transportation Grant Program, and Spare the Air. In recent years, new programs such as Engage, Empower Implement have been funded through a set-aside, or a separate competitive funding program, such as Green Region, that has had different criteria from the primary funding round programs.

B. Project Selection Process

1. *Regional call for projects with approved regional performance criteria:* SACOG will issue a single regional call for projects with unified criteria for all applications for STBG and CMAQ funds.
2. *Project sponsor coordination:* For El Dorado County, project sponsors will coordinate with EDCTC regarding the potential project scopes and benefits, and EDCTC together with project sponsors will ensure that projects are consistent with the RTP. Because EDCTC is the RTPA for El Dorado County, EDCTC will assist project sponsors to prepare and submit projects for consideration throughout the process.
3. *Project performance assessment tool:* SACOG will utilize its Project Performance Assessment Tool to generate data about project benefits that can be compared to other projects in the Region. At the outset of the process, SACOG, in cooperation with EDCTC, may also identify other technical tools and data to be used to evaluate projects.
4. *Prioritized lists submitted to SACOG:* Projects sponsors from all six counties will submit applications to SACOG. In El Dorado County, EDCTC will submit a prioritized list to SACOG on behalf of all applicants in the County.
5. *SACOG reviews eligibility, consistency with MTP goals:* SACOG will work with EDCTC to review all projects for eligibility and consistency with MTP goals before sending them to the review panel. Projects will be reviewed by a six-county committee consisting of technical experts from SACOG, EDCTC, PCTPA, local transportation departments, and other transportation professionals.
6. *Projects prioritized across all six counties by review committee:* Using the criteria established by the SACOG Board of Directors at the beginning of the funding round cycle, the technical experts will score and prioritize projects throughout the Region.
7. *SACOG staff reviews recommendations and ensures all projects are scored using regional performance criteria:* SACOG staff sets final regional list of priorities recommended to the SACOG board.
8. *SACOG Transportation Committee reviews and recommends:* As the policy committee charged with reviewing funding, SACOG's Transportation Committee will review the staff recommendation and make a recommendation to the full SACOG board.
9. *SACOG Board selects projects:* Through its final action on the funding round recommendations, the SACOG board may modify the recommendations and therefore retain the ultimate authority to select all projects that are consistent with board policy and applicable state and federal requirements.

10. *SACOG staff recommends programming projects with STBG and CMAQ.* After projects are selected through the funding round, projects must be assigned either STBG or CMAQ funds based on their eligibility, the anticipated year of construction, and other factors. SACOG works with project sponsors after they are selected in each funding round to recommend the best fit of projects based on board priorities and project timing.

11. *SACOG Board adopts MTIP:* As the final action in this process, the SACOG board will formally adopt or amend the MTIP, formally assigning federal funding to specific projects or programs.

**MEMORANDUM
OF
UNDERSTANDING**

Between

**SACRAMENTO AREA
COUNCIL OF GOVERNMENTS**

And

**EL DORADO COUNTY
TRANSPORTATION COMMISSION**

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into between the Sacramento Area Council of Governments (“SACOG”) and the El Dorado County Transportation Commission (“EDCTC”).

SECTION 1: RECITALS

FEDERAL PLANNING

- A. The Fixing America’s Surface Transportation (FAST) Act and successor Federal transportation acts requires metropolitan planning organizations, in cooperation with the State, to develop transportation plans and programs for urbanized areas of the State.
- B. Title 23, Section 134(e) states that “... the boundaries of a metropolitan area shall be determined by agreement between the metropolitan planning organization and the Governor...”
- C. The Sacramento metropolitan area (Metropolitan Area) has been designated as a nonattainment area for ozone under the Clean Air Act.
- D. Title 42, Section 7506 of the Federal Clean Air Act requires metropolitan planning organizations to ensure that regional transportation plans and programs developed pursuant to the FAST Act or successor act conform to the State Implementation Plan developed for the air basin; Title 23, Section 134(g)(3) requires metropolitan planning organizations to coordinate development of the regional transportation plan with development of the transportation control measures for the State Implementation Plan required by the Clean Air Act.
- E. On July 14, 1992, the Governor delegated responsibility for designating metropolitan planning organizations to the Secretary of the Business, Transportation, and Housing Agency and approving transportation improvement programs developed according to U.S. Code Title 23, Section 134 to the Director of the Department of Transportation, a department within the Business, Transportation, and Housing Agency.
- F. On July 2, 2013, the Business, Transportation and Housing Agency was replaced by the California State Transportation Agency (CalSTA) which focuses on transportation.
- G. Section 134(d)(3) of title 23, United States Code states: “Nothing in this subsection shall be construed to interfere with the authority, under any State law in effect on December 18, 1991, of a public agency with multimodal transportation responsibilities to:
 - (A) Develop the plans and Transportation Improvement Programs for adoption by a metropolitan planning organization; and
 - (B) Develop long-range capital plans, coordinate transit services and projects, and carry out other activities pursuant to State Law.”

STATE PLANNING

- H. Government Code Section 65080 et seq. requires each designated transportation planning agency to prepare and adopt a regional transportation plan and regional transportation improvement program for State purposes. The regional transportation plan is to include consideration of the factors specified in Section 134 of the FAST Act or successor act.

- I. Government Code Section 65089 requires the preparation of congestion management programs in each county that includes an urbanized area. The congestion management programs are to be updated biennially and, if found to be consistent with the State regional transportation plans, are to be incorporated into the State regional transportation improvement programs.

ORGANIZATIONS

- J. For the purposes of the FAST Act or successor act, SACOG is the designated Metropolitan Planning Organization (MPO) for the Metropolitan Area. SACOG also has responsibility for making findings of conformity required under section 176(c) of the federal Clean Air Act within the designated Sacramento Ozone Non-attainment Area. This MOU neither extends nor retracts any state or federal planning or programming boundary.
- K. For the term of this MOU and except as specified in Section VII, this MOU establishes the procedures and basis whereby SACOG shall act as the MPO for those portions of El Dorado County which lie in the designated Ozone Non-attainment Area pursuant to the FAST Act or successor act and Federal Clean Air Act.
- L. For the purposes of State transportation planning: (1) pursuant to Section 65080 of the Government Code, SACOG is the regional transportation planning agency for Sacramento, Sutter, Yolo and Yuba counties; and (2) pursuant to Section 65080 of the Government Code, EDCTC is the regional transportation planning agency for the County of El Dorado, except for that portion of the county within the Tahoe Regional Planning Agency ("TRPA").
- M. The County of El Dorado and the City of Placerville are members of SACOG and have representatives on EDCTC.
- N. Nothing in the MOU is intended to affect the existing relationship between SACOG and its member jurisdictions or between EDCTC and its member jurisdictions in El Dorado County.
- O. Nothing in this MOU affects EDCTC's jurisdiction under State law, nor does it affect SACOG's jurisdiction under State and Federal law.
- P. Nothing in this MOU prejudices the negotiations for, or right to receive funds in the amount apportioned by the Department of Transportation in exchange for El Dorado County jurisdiction's entitlement to federal regional surface transportation funds pursuant to subdivision (g) of Section 182.6 of the Streets and Highway Code.

SECTION II: PURPOSE AND PRINCIPLES

The purpose of the MOU is to coordinate transportation planning and programming for the purposes of the FAST Act or successor act and the federal Clean Air Act, which is the responsibility of SACOG, with the transportation planning and programming for the purposes of State law, which is the responsibility of SACOG in Sacramento, Yolo, Sutter, and Yuba Counties and the responsibility of EDCTC in El Dorado County except for the portion of the County within the jurisdiction of the TRPA.

For the purposes of avoiding duplication, inconsistencies, and unnecessary expenditure of public funds, the long range transportation plan adopted by SACOG pursuant to the FAST Act or successor act and the Federal Clean Air Act and the long range transportation plan adopted by SACOG pursuant to State law for Sacramento, Yolo, Sutter, and Yuba Counties will be developed with a single planning process and contained in one document, the Metropolitan Transportation Plan (MTP).

The Metropolitan Transportation Improvement Program (TIP) adopted by SACOG pursuant to the FAST Act or successor act and the Federal Clean Air Act and the Regional Transportation Improvement Program approved by SACOG pursuant to State law will continue to remain different programs with different purposes as defined in the FAST Act or successor act and State law.

EDCTC shall, at its sole discretion, adopt a separate regional transportation plan pursuant to State law for that portion of El Dorado County outside of the jurisdiction of the TRPA. EDCTC shall continue to develop a Regional Transportation Improvement Program for that portion of El Dorado County outside of the jurisdiction of the TRPA.

Therefore, a specific purpose of the parties to this MOU is to establish a process which assures consistency between the Metropolitan TIP adopted by SACOG and the Regional Transportation Plan and Regional Transportation Improvement Program adopted by EDCTC.

A. Federal

For the purposes of developing and adopting the Metropolitan Transportation Plan and the Metropolitan TIP under The FAST Act or successor act, the following principles shall govern:

1. SACOG, as the MPO, in cooperation with the State, has the responsibility for the development and adoption of the metropolitan Transportation Plan, the Metropolitan TIP under the FAST Act or successor act and for making the air quality conformity finding under the Federal Clean Air Act.
2. A single coordinated process for developing the Metropolitan Transportation Plan and the Metropolitan TIP should be developed and implemented throughout the Metropolitan Area.
3. All jurisdictions within the Metropolitan Area should have the same and equal opportunity to propose and advance goals, policies, objectives, programs, and projects.
4. A single set of uniform and internally consistent data for the Metropolitan Area should be used in the development of the Metropolitan Transportation Plan and the Metropolitan TIP and air conformity finding.
5. All jurisdictions within the Metropolitan Area should share equitably in the costs of the development of the Metropolitan Transportation Plan and the Metropolitan TIP and air quality conformity; therefore, jurisdictions which are members of SACOG should not be required to pay for the work performed by SACOG for jurisdictions within the Metropolitan Area which are not members of SACOG.

B. State

1. EDCTC has the responsibility for the development and adoption of Regional Transportation Plan (RTP) and the Regional Transportation Improvement Program (RTIP) for El Dorado County except for the portion of the County within the jurisdiction of the TRPA. SACOG has the responsibility for the development and adoption of an RTP and an RTIP for Sacramento, Sutter, Yolo, and Yuba counties. SACOG's MTP serves as the RTP for Sacramento, Sutter, Yolo, and Yuba counties.
2. In developing and adopting the State RTP, EDCTC and SACOG are required to consider the factors specified in Section 134 of Title 23, US Code, as updated by the FAST Act or successor act.

3. In developing and adopting the State RTP and the RTIP, EDCTC shall use data and methodologies which are consistent and compatible with data and methodologies used by SACOG in the development by SACOG of both Federal and State plans and programs.

SECTION III. FEDERAL REGIONAL PLAN, TRANSPORTATION IMPROVEMENT PROGRAM AND PLANNING PROCESS

A. Metropolitan Transportation Plan

The Board of Directors of SACOG as the MPO for the Metropolitan Area shall adopt Metropolitan Transportation Plans according to the FAST Act or successor act in accord with Title 23, Section 134(g) and the factors specified in subdivision (f) of the FAST Act or successor act.

B. Planning Process within Metropolitan Area after Metropolitan Transportation Plan

The parties agree that during the term of the MOU the specific planning process leading to the development and adoption of Metropolitan Transportation Plans will change in order to respond to changes in the law and so that the process can be improved to reflect prior experience. It is the intent of this section to establish certain principles and standards which will govern the relationship between SACOG and the EDCTC but which will enable the planning process to remain flexible.

1. Whenever feasible, SACOG and EDCTC shall collaborate on the collection and development of demographic and land use data required to support the planning process. Each agency shall make available to the other any such data not constrained by proprietary agreement or other legal device. Any expense associated with providing such data shall be borne by the requesting agency.
2. EDCTC shall use SACOG's travel demand model, related analytical software tools and parametric data as the basis for applicable planning development of the Regional Transportation Plan and programming documents.
3. At the commencement of each plan revision, SACOG shall consult with the EDCTC and other transportation entities and stakeholders on the schedule SACOG should use during the planning cycle. To the extent possible, the schedule shall specify the dates at which the different draft components (policies, financial, etc.) of the draft Metropolitan Transportation Plan will be first developed and considered. SACOG and EDCTC shall agree to a schedule which shall specify when the EDCTC Plan and Program Documents are to be submitted to SACOG in order to be considered pursuant to this Section.
4. In accord with a schedule established by SACOG, EDCTC shall submit Plan and Program Documents for consideration by SACOG for inclusion within the draft Metropolitan Transportation Plan. At a minimum, project data submitted shall include project location, project description, completion year, total cost, and funding totals for local and non-local sources. SACOG shall review and accept this information in developing its draft Metropolitan Transportation Plan unless there are reasons why it may not meet federal standards. To the extent possible, these submissions shall be presented in a format which is consistent with a database used by SACOG. These submissions shall include all regionally significant projects which are included in the list of funding constrained projects in EDCTC's RTP.
5. After taking into account the Plan and Program Documents received from EDCTC, SACOG shall submit a proposed draft of the Metropolitan Transportation Plan to EDCTC for review

and comment. Prior to excluding or revising any project, SACOG shall consult with EDCTC and attempt to develop mitigation actions or to find another project to substitute, if applicable. SACOG will not substitute or revise projects in El Dorado County or the City of Placerville into the Metropolitan Transportation Plan without consulting with EDCTC.

6. The procedure for adopting a Metropolitan Transportation Plan shall:
 - a. Include the EDCTC in any review of the Metropolitan Transportation Plan by any committee which has a role in resolving conflicts between projects, or recommending amendments or revisions to an existing or draft Metropolitan Transportation Plan. EDCTC shall be a member of any appropriate technical committee.
 - b. Any draft Metropolitan Transportation Plan shall be sent to the EDCTC in advance of any formal review by SACOG or by any committee, to identify or resolve potential conflicts between the EDCTC RTP and SACOG MTP.
 - c. If any draft Metropolitan Transportation Plan is amended or revised, the amendment or revision shall be sent to the EDCTC for review and comment, unless the amendment or revision has no effect upon EDCTC or any jurisdictions which are members of the EDCTC.
 - d. A Metropolitan Transportation Plan shall only be adopted by the Board of Directors of SACOG and only after a public hearing, with notice to the EDCTC, and the making of appropriate environmental and conformity findings.

SECTION IV. METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM

A. The Metropolitan TIP shall include:

1. A priority list of projects to be carried out within each four-year period and projects which are proposed for federal funding which are consistent with the Metropolitan Transportation Plan; and
2. A financial plan that demonstrates how the Metropolitan TIP can be implemented.

B. The process for adopting a Metropolitan TIP shall be as follows:

1. SACOG receives projects proposed to be included within the Metropolitan TIP from a variety of state and local entities, including member jurisdictions, transit operators, local and state commissions and state transportation entities.
2. At its sole discretion, EDCTC and member jurisdictions shall establish a process pursuant to which the proposed projects are reviewed for consistency with EDCTC's State RTP and State TIP, except as specified in Section VIII, prior to submittal to SACOG for inclusion in the Metropolitan TIP. EDCTC shall notify SACOG, in writing, of its review and findings.
3. SACOG shall include approved STIP and Surface Transportation Block Grant Program projects, and subsequent federal transportation act funding programs, applicable from EDCTC in developing its draft Metropolitan TIP and Plan unless there are reasons why these projects may not meet federal standards.
4. SACOG shall prepare and send to the EDCTC, as well as all affected jurisdictions, a draft Metropolitan TIP for EDCTC's and the affected jurisdictions' review and comment. Prior to

excluding any EDCTC project, SACOG shall consult with EDCTC and attempt to develop mitigation actions.

5. SACOG shall not adopt a Metropolitan TIP without first reviewing the comments, if any, from the EDCTC and the affected jurisdictions provided that the comments have been submitted by the EDCTC in a timely fashion.
- C. The process for selecting projects for funding from Surface Transportation Block Grant Program (STBGP) and the Congestion Mitigation and Air Quality Program (CMAQ) shall be as follows:
1. El Dorado County jurisdictions shall submit STBGP and CMAQ project proposals to the EDCTC.
 2. EDCTC shall screen proposed STBGP and CMAQ projects for eligibility under the requirements of the FAST Act or successor act and will transmit these findings to the SACOG as part of the programming process.
 3. EDCTC shall develop priorities for STP and CMAQ funds which will be derived from planning criteria consistent with the FAST Act or successor act requirements and EDCTC RTP.
 4. EDCTC shall approve and submit a prioritized list of projects to SACOG for consideration of programming into the Metropolitan TIP.

It is the intent of SACOG to distribute to El Dorado County jurisdictions a fair and equitable share of STP and CMAQ funds over the term of the FAST Act and successor act.

SECTION V: STATE REGIONAL TRANSPORTATION PLAN, STATE REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM AND PLANNING PROCESS

- A. SACOG and the EDCTC are required by the provisions of Government Code Section 65080 et seq. to prepare State RTPs and State TIPs for their appropriate jurisdictions. The State RTP's are required to include a consideration of the factors specified in Section 134 of Title 23 of the US Code as updated by the FAST Act or successor. Nothing in this MOU shall govern the development and adoption of State RTP's or State TIP's which shall be developed, adopted and implemented in accordance with applicable State laws.
- B. The State RTP's are required to include a consideration of the factors specified in Section 134 of Title 23 of the US Code as updated by the FAST Act or successor. Nothing in this MOU shall govern the development and adoption of State RTP's or State TIP's which shall be developed, adopted and implemented in accordance with applicable State laws.

SECTION VI: CONFLICT RESOLUTION PROCESS

The process for planning and adoption of the federal Metropolitan Transportation Plans after 1993 and the Federal Metropolitan TIP's includes procedures for the exchange of information, consultation and standards for consideration and inclusion of programs and projects. SACOG and EDCTC agree that it is appropriate to include a conflict resolution process which offers both parties representation in the resolution of a dispute which results from the planning process established by this MOU and cannot be resolved through these procedures.

Prior to consideration by SACOG of the adoption of the federal Metropolitan Transportation Plan or the federal Metropolitan TIP, and at a time which will not delay approval of a federal plan or TIP or jeopardize any funding for the Metropolitan Area, either SACOG or EDCTC may request the

formation of a conflict resolution committee which shall consist of two members of SACOG's governing board and two members of EDCTC's governing board. If requested by either SACOG or EDCTC, the conflict resolution committee shall meet in an attempt to resolve a disputed issue and, with the consent of the members of both entities, may designate one or more additional persons, not affiliated with either entity, to assist in the resolution of the issue.

Whether or not the conflict resolution committee reaches agreement on a particular dispute, a report of the conflict resolution committee shall be presented to the boards of both SACOG and EDCTC; however, nothing in this section shall be deemed to require either SACOG or EDCTC to adopt a recommendation of the conflict resolution committee.

SECTION VII: FUNDING

To compensate SACOG for performing the transportation planning and programming responsibilities required under the FAST Act or successor act and the Federal Clean Air Act pursuant to this MOU, the following fees shall be paid to SACOG:

- A. EDCTC shall annually contribute to the SACOG from EDCTC's annual work program, for the use in SACOG's federal planning and programming effort, an amount equal to 2% of the Local Transportation Fund apportionment to all El Dorado County Jurisdiction lying within the Designated Ozone Non-attainment Area, in return for which SACOG shall perform the federal transportation planning and programming responsibilities pursuant to this MOU. This amount shall be calculated after the fund has been reduced by administrative program costs determined in the final El Dorado County Transportation Commission Finding of Apportionment (e.g., EDCTC TDA Administration, El Dorado County Auditor Administrative cost, Article 3 Pedestrian and Bicycle fund not to exceed 2% and Article 4.5 community Transit Service Allocation) enabled under Section 99233.1 of Chapter 4 Article 3, of the California Public Utilities Code. SACOG shall be paid equal quarterly installments at or near the beginning of each quarter contingent upon cash flow considerations.

For the purposes of this MOU, the Designated Ozone Non-attainment area shall include all of El Dorado County except for that portion of the County within TRPA.

- B. The contribution to SACOG for its federal programming and planning effort for El Dorado County Jurisdictions may be modified through mutual agreement. Any modifications will be based upon an analysis of both (1) the SACOG planning work program excluding activities which are primarily due to SACOG's role as an RTPA, ALUC, or COG, and (2) the cost savings to SACOG for EDCTC products provided to SACOG as part of its State designated RTPA activities.
- C. Work performed by SACOG on behalf of EDCTC as outlined in Section VII.A. will be considered as that of a contractor for the purposes of Caltrans requirements for the use of State planning funds. SACOG agrees to comply with the requirements for use of these funds as outlined in Attachment 1.

SECTION VIII: RELATIONSHIPS WITH MEMBER JURISDICTIONS

In accord with Section I.L, it is understood that during the planning and approval process of both plans and programs pursuant to both Federal and State laws, both SACOG and the EDCTC will have direct contacts with the jurisdictions which are members of both jurisdictions, and nothing in this MOU is intended to limit the full participation by member jurisdictions in either organization, including

the right by a member jurisdiction to submit information, projects or plans directly to either organization or for either SACOG or the EDCTC to work directly with member jurisdictions with respect to consideration and approval of information, projects, funding, or plans.

SECTION IX: AMENDMENTS

This MOU shall only be amended in writing after approval of the parties to this MOU. The parties agree to reasonably consider amendments to this MOU, including, but not limited to, those warranted by changes to the FAST Act, expiration of the FAST Act and its reauthorized federal legislation, the Clean Air Act or other relevant Federal or State laws, regulations or administrative actions.

SECTION X: TERM

This MOU shall become effective upon its execution by all parties. The MOU shall continue to be effective until terminated by one of the parties after 60 days' written notice to each of the other parties.

SECTION XI. COUNTERPARTS

This MOU, including Attachment 1, has been executed two (2) original counterparts, one of which shall be retained by each party to this MOU (SACOG and EDCTC) and any one of which can be used as the original.

In WITNESS WHEREOF, the parties hereto have caused this memorandum of understanding to be executed by their respective officers, duly authorized.

APPROVAL RECOMMENDED:

SACRAMENTO AREA COUNCIL
OF GOVERNMENTS

EL DORADO COUNTY
TRANSPORTATION COMMISSION

Mike McKeever
Chief Executive Officer

Sharon Scherzinger
Executive Director

Date

Date

ATTACHMENT 1

SACOG agrees to the following:

1. To use the Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., (subrecipients shall refer to the Office of Management and Budget Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments) to determine the allowability of individual project cost items;
2. To comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments;
3. To maintain all source documents, books and records connected with their performance of Overall Work Program (OWP) work initiated under the Master Fund Transfer Agreement (MFTA) and each applicable annual OWP Agreement for a minimum of three (3) years from the date of final payment of Rural Planning Assistance or other applicable funds to EDCTC, or until audit resolution is achieved for each annual OWP Agreement, whichever is later, and shall make all such supporting information available for inspection and audit by representatives of Caltrans (DOT), the Bureau of State Audits, or the Federal Government upon request. Copies will be made and furnished to EDCTC to provide to DOT upon request at no cost.
4. To establish and maintain, an accounting system conforming to Generally Accepted Accounting Principles (GAAP) to support Requests for Reimbursement which segregate and accumulate the costs of work elements by line item and produce Quarterly Reports which clearly identify reimbursable costs and other expenditures by OWP work elements.
5. To comply with the annual Federal Certifications and Assurances which are included by EDCTC in each final OWP.
6. As mandated by 49 CFR Part 26, not to discriminate on the basis of race, color, national origin, or sex in the award, administration and performance of any State or FHWA/FTA fund-assisted contract or in the administration of EDCTC's Disadvantaged Business Enterprise (DBE) program;
7. To ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment, and comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 CFR, are incorporated into the MFTA by reference and made a part hereof as if set forth in full.
8. To give written notice of their obligations under this clause to labor organizations with which they have collective bargaining or other labor agreement. EDCTC shall include the non-discrimination and compliance provisions hereof in all contracts and subcontracts to perform work under the MFTA.
9. To include language of this certification in any subcontracts funded wholly or in part by any fund sources provided by EDCTC that exceed \$100,000 and that all such sub recipients shall certify and disclose accordingly;
10. In accordance with Title 49, CFR, Part 18, Section 18.37 and state law and procedures, to assure that any subcontracts containing Federal and State planning funds be competitively bid and awarded consistent with LPP-005 or successors thereto.



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



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

April 16, 2021

ELECTRONIC CORRESPONDENCE ONLY

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

SUBJECT: California 2021 FSTIP Approval

Dear Mr. Omishakin:

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

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

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

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

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

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

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

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

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

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

Sincerely,

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

Vince Mammano
Division Administrator

Sincerely,

RAYMOND S TELLIS

Ray Tellis
Regional Administrator



U.S. Department of Transportation

Federal Highway Administration

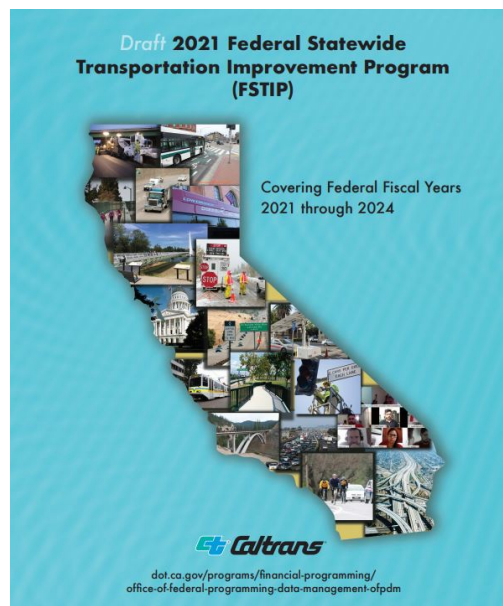
FHWA, California Division
FTA, Region IX

Federal Planning Finding



2021 Federal State Transportation Improvement Program

April 15, 2021



FINAL REPORT

U.S. Department
of TransportationFederal Highway
Administration

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

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

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

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

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

Corrective Action - CMAQ and STBG programs administration and oversight

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



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

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

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

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

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

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

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

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

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



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

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

Recommendation – Regional Transportation Conformity

FHWA/FTA makes conformity determinations. MPO policy boards make initial conformity determinations for the Regional Transportation Plan - Sustainable Communities Strategies (RTP-SCSs) and FTIPs in areas that either does not meet or previously have not met national ambient air quality standards (NAAQS) for ozone (O₃), carbon monoxide (CO), particulate matter (PM₁₀ and PM_{2.5}), or nitrogen dioxide (NO₂). These areas are known as “nonattainment areas” and “maintenance areas,” respectively. The State DOT, through the Self-Certification, certifies that the statewide and metropolitan transportation planning process is being carried out in accordance with sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93. The Caltrans Air Quality, Environment, and Health Branch reviews the MPOs' transportation conformity analyses and supporting documentation and provided comments for improvements when necessary. Caltrans Office of Federal Programming and Data Management is responsible for developing and managing the FSTIP, including providing the Self-Certification to FHWA and FTA.

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



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



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Report prepared by:

*FHWA California Division Office
650 Capitol Mall, Suite 4-100
Sacramento, CA 95814
Phone: (916) 498-5001
FAX: (916) 498-5008*

BUSINESS ITEM**STAFF REPORT**

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: WOODROW DELORIA, EXECUTVE DIRECTOR
SUBJECT: EL DORADO COUNTY TRANSPORTATION COMMISSION REVISED
SURFACE TRANSPORTATION BLOCK GRANT PROGRAM EXCHANGE
FUNDING FORMULA-BASED DISTRIBUTION POLICY

REQUESTED ACTION

By motion approve the El Dorado County Transportation Commission (EDCTC) formula-based distribution policy as outlined in Draft Resolution 23/24.12 for Surface Transportation Block Grant Program (STBG) Exchange Funding to EDCTC, El Dorado County, and the City of Placerville.

BACKGROUND

For rural agencies like EDCTC, Caltrans “exchanges” federal STBG funding for state funding to reduce the burden of administering a relatively small amount of federal funding. STBG Exchange funding can be applied to a variety of transportation-related activities. The general categories of roadway, transit, and transportation control measures are all eligible. Eligible costs under the STBG Exchange program include planning, preliminary engineering (including environmental studies), right-of-way acquisition, capital costs, and construction costs associated with an eligible activity.

In accordance with Title 23, Streets and Highways Code, STBG Exchange funds are distributed to states formulaically based on population. In addition to population, the following factors were considered in the development of the EDCTC STBG Exchange formula; daily vehicle miles of travel, taxable transactions, and STBG-eligible centerline road miles.

On February 3, 2011, EDCTC adopted Resolution 10/11.16 establishing the formula-based distribution policy for Regional Surface Transportation Program (now STBG) for EDCTC, El Dorado County, and the City of Placerville. The policy included a formula breakdown as follows:

- To EDCTC for Overall Work Program, including: planning, programming, project monitoring, and grant matching funds, up to a maximum of 10% of available STBG
- To a regional project, as determined by EDCTC jurisdictions, annually, when applicable
- To the City of Placerville utilizing two times the City’s STBG-eligible centerline mileage, applied as a percentage to available funds, or \$200,000, whichever is greater.
- To the El Dorado County Department of Transportation, all remaining funds

DISCUSSION

EDCTC relies on limited funding to maintain and implement the Overall Work Program each year. The primary funding that EDCTC receives includes Local Transportation Funding (LTF), Rural Planning Assistance (RPA), STBG Exchange, and Planning, Programming, and Monitoring (PPM). Many of the funding sources available to EDCTC are tied to the gas excise tax, which has declined significantly in recent years.

Since Fiscal Year 2011/12, EDCTC’s funding sources have remained the same or decreased except for LTF but operational costs have increased. To address the increase in operational costs

and no increase to most funding sources, EDCTC staff collaborated closely with staff from El Dorado County and the City of Placerville to revisit the distribution formula for STBG Exchange. EDCTC staff determined that an increase of 5% for the STBG, combined with proposed adjustments to the LTF, would support the operational costs for EDCTC. Based on the STBG Exchange funding estimates, the additional 5% would provide an additional \$56,000 in revenue annually. Furthermore, the STBG Exchange formula funding allocation will not be tied to inflation, unlike the proposal for the LTF funding policy. The reason for this is to continue to provide the City of Placerville and El Dorado County with a reasonably reliable known funding source and amount to plan and deliver projects effectively.

No other changes to the STBG Exchange distribution policy are proposed. EDCTC will review this policy again in ten years to ensure the funding is serving the highest and best use. Should the STBG Exchange allocation decrease to a level below a three-year average, EDCTC staff will work with El Dorado County and City of Placerville to review and adjust the formula distribution if necessary and present it to the EDCTC for consideration.

The City of Placerville and El Dorado County Department of Transportation staff fully support the implementation of the proposed changes to the formula-based distribution of the STBG Exchange funding. EDCTC staff offers its sincere appreciation to all parties involved in the development of this formula. This item was discussed at the EDCTC Technical Advisory Committee (TAC) meeting on February 26, 2024, and the TAC recommends the implementation of this policy. The Final adoption of Resolution 23/24.12 will be considered by the EDCTC at the April 2024 meeting.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: Resolution 23/24.12



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

Councilmembers Representing City of Placerville: John Clerici, Jackie Neau, David Yarbrough

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

DRAFT RESOLUTION 23/24.12

RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING THE REVISED POLICY FOR FORMULA-BASED DISTRIBUTION OF SURFACE TRANSPORTATION BLOCK GRANT PROGRAM FUNDS

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

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

WHEREAS, Caltrans exchanges federal Surface Transportation Block Grant Program (STBG) Funds for state funds for EDCTC as a Regional Transportation Planning Agency (RTPA); and

WHEREAS, EDCTC and partner jurisdictions have developed a method for formula-based distribution of STBG Exchange Funds; as follows;

- To EDCTC for Overall Work Program, including planning, programming, project monitoring, and grant matching funds, up to a maximum of 15% of available STBG Exchange; and
To a regional project, as determined by EDCTC jurisdictions, annually, when applicable; and
To the City of Placerville utilizing two times the City's STBG-eligible centerline mileage, applied as a percentage to available funds, or \$200,000, whichever is greater; and
To the El Dorado County Department of Transportation, all remaining funds; and

WHEREAS, the formula shall be applied annually upon EDCTC's receipt of estimated or actual funding amounts for STBG Exchange; and

WHEREAS, should available STBG Exchange funding decrease below a three-year average, the formula will be reviewed by EDCTC and partner agencies for consideration of any adjustments due to declining revenue; and

WHEREAS, the policy shall be reviewed every ten years, or upon incorporation of a new jurisdiction, or at the request of the City of Placerville, El Dorado County, or El Dorado County Transit Authority; and

NOW THEREFORE, BE IT RESOLVED, that the El Dorado County Transportation Commission approves the policy for formula-based distribution of STBG Exchange funding.

PASSED AND APPROVED, by the El Dorado County Transportation Commission governing body at the regular meeting held on April 4, 2024, by the following vote:

Vote pending:

Attest:

Wendy Thomas, Chairperson

Dana Keffer, Secretary to the Commission

BUSINESS ITEM**STAFF REPORT**

DATE: MARCH 7, 2024
TO: EL DORADO COUNTY TRANSPORTATION COMMISSION
FROM: WOODROW DELORIA, EXECUTIVE DIRECTOR
SUBJECT: ESTABLISH TRANSPORTATION DEVELOPMENT ACT LOCAL
TRANSPORTATION FUND DISTRIBUTION POLICY

REQUESTED ACTION

By motion, approve the El Dorado County Transportation Commission (EDCTC) distribution policy for the Transportation Development Act (TDA) Local Transportation Fund (LTF) for EDCTC and the El Dorado County Transit Authority (EDCTA) as outlined in Draft Resolution 23/24.13.

BACKGROUND

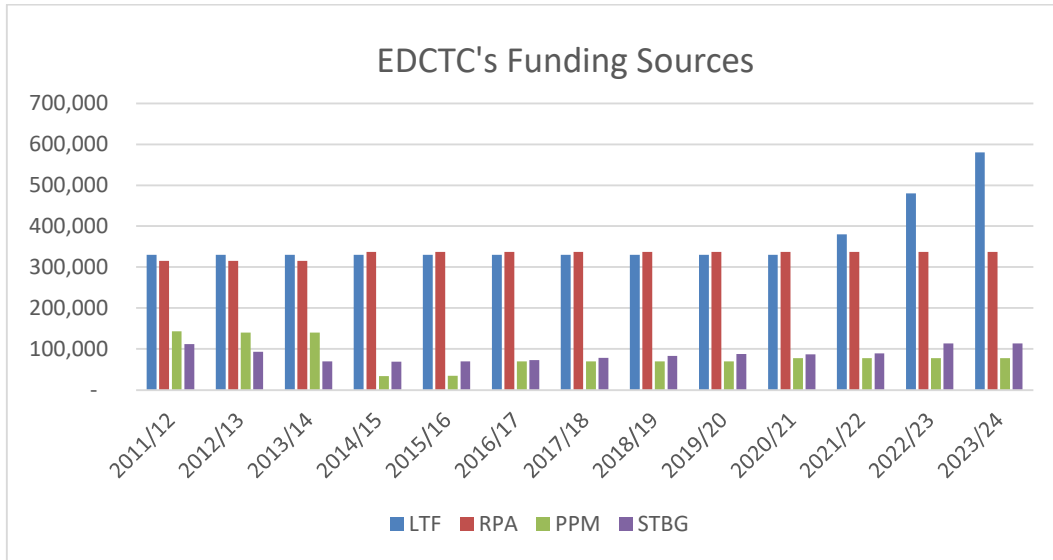
The Transportation Development Act of 1971 establishes two funding sources available to local transportation agencies and regional transportation planning agencies (RTPAs), the Local Transportation Fund (LTF) generated from a one-quarter cent sales tax, and the State Transit Assistance (STA) funding generated from the sales tax on diesel fuel. STA funding only supports public transit and cannot be used to support administration or other related transportation projects. Similarly, LTF supports public transit and can only be used for non-transit transportation needs when funding availability exceeds the transit needs identified by each jurisdiction through an unmet transit needs process. However, LTF can be, and has been, used to support administration of the RTPAs across the state, who plan, program, and administer transportation funding for their respective jurisdictions, as EDCTC does for the West Slope of El Dorado County. The total LTF apportionment to the West Slope of El Dorado County has increased significantly over recent years, going from an annual average of \$4.6 million from 2012/13 to 2020/21, to an annual average of \$7.1 million from 2021/22 through 2023/24.

Historically, EDCTC and EDCTA have relied on informal agreements between each agency's executive director outlining how to administer and distribute the LTF to EDCTC and EDCTA. Per the Memorandum of Understanding (MOU) with SACOG, EDCTC allocates two percent of the total LTF allocation annually, less EDCTC's administrative, planning, programming, and bicycle and pedestrian TDA allocations. Currently, EDCTC is renegotiating the MOU with SACOG and will present a revised LTF allocation commitment to SACOG with a new MOU pending approval of the EDCTC and SACOG elected boards.

DISCUSSION

EDCTC relies on limited funding to maintain and implement the Overall Work Program each year. The primary funding that EDCTC receives includes LTF, Rural Planning Assistance (RPA), Surface Transportation Block Grant (STBG) Exchange, and Planning, Programming, and Monitoring (PPM). Many of the funding sources available to EDCTC are tied to the gas excise tax, which has declined significantly in recent years. Additionally, many of the funding sources that EDCTC relies upon to maintain planning, programming, and administrative functions have not been tied to escalation factors such as inflation or the cost of doing business.

Since 2011/12 EDCTC's funding sources have remained the same or decreased with the exception of LTF but operational costs have increased. The graph on the following page shows EDCTC's funding sources.



These funding sources are used for operational costs of the agency and for the Caltrans Sustainable Transportation Planning grants match funding. The grants are for planning studies to benefit transportation throughout the County. Since 2011/12, EDCTC has been successful in obtaining \$3.3 million in grant funding which requires match funding, typically 11.47% to 20%.

The total allocation of LTF funding has increased by 41% since 2011/12. Fortunately, EDCTA has been able to put this significant increase in LTF to good use maintaining transit service across the West Slope. The amount of LTF that EDCTA has received over this entire period has continued to grow and is now approximately \$6 million annually.

As one element of a broader strategy to address the increase in operational costs, EDCTC staff collaborated closely with staff from EDCTA to revisit the distribution of LTF. EDCTC and EDCTA agreed upon a set amount of \$630,000 in LTF to be allocated to EDCTC for Fiscal Year 2024/25. Future allocations of LTF to EDCTC would be adjusted based upon the Western Consumer Price Index as mutually agreed upon by EDCTC and EDCTA. Tying the LTF allocation to inflation, combined with proposed adjustments to the STBG, would support the operational costs for EDCTC.

EDCTC and EDCTA will review this policy every ten years or as needed to ensure the funding is serving the highest and best use. Should the total LTF funding allocation available drop below a three-year average in any given fiscal year, EDCTC and EDCTA would present the allocation to both elected boards and adjust the amount of LTF allocated to EDCTC consistent with the decline in available funding to ensure EDCTA can maintain transit services for that fiscal year.

EDCTA staff fully support the implementation of the proposed adoption of the LTF distribution allocation policy as included in Resolution 23/24.11. EDCTC staff offers its sincere appreciation to all parties involved in the development of this formula. This item was discussed at the EDCTC Technical Advisory Committee (TAC) meeting on February 26, 2024, and the TAC recommends the implementation of this policy.

EDCTC has administered the TDA funding programs in accordance with the TDA statute since its inception, retaining a portion of the LTF to support administrative and planning functions of the agency. However, until now, no formal policy or agreement has been proposed regarding the distribution of the LTF to memorialize how these funds are managed on an annual and ongoing basis. This policy, as contained in Resolution 23/24.11, is proposed to provide transparency and formality in the distribution of LTF to ensure all parties who receive LTF, currently EDCTC and

EDCTA, can plan and develop annual budgets with relative consistency, backed by a publicly vetted and approved resolution of the elected body who administers LTF resources, in this case EDCTC. The Final adoption of Resolution 23/24.13 will be considered by the EDCTC at the April 2024 meeting.

Approved for Agenda:

A handwritten signature in blue ink, appearing to read "Woodrow Deloria".

Woodrow Deloria, Executive Director

Attachment A: Draft Resolution 23/24.13



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

Councilmembers Representing City of Placerville: John Clerici, Jackie Neau, David Yarbrough

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

DRAFT RESOLUTION 23/24.13

RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING THE POLICY FOR TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUNDS

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

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

WHEREAS, as a Rural Regional Transportation Planning Agency, EDCTC allocates the Local Transportation Funds (LTF) according to the Transportation Development Act (TDA); and

WHEREAS, it is the responsibility of EDCTC, in accordance with TDA, as the Regional Transportation Planning Agency (RTPA) to allocate TDA LTF; and

WHEREAS, EDCTC and the El Dorado County Transit Authority (EDCTA) have developed a method for distribution of LTF beginning in Fiscal Year 2024/25 as follows;

- To EDCTC for transit administration, planning and programming as outlined in each annual Overall Work Program, a baseline of \$630,000 to be adjusted annually per the US Bureau of Labor Statistics Consumer Price Index (CPI) for Western States - All Urban Consumers; and
- To EDCTC \$240,000 to establish an operations contingency for the EDCTC, to be adjusted annually to maintain a balance which represents 20% of the annual operating costs of EDCTC; and
- To the EDCTA all remaining available LTF for transit operations and services.

WHEREAS, the LTF distribution methodology shall be applied annually upon EDCTC's receipt of estimated funding levels for LTF; and

WHEREAS, should the estimated LTF funding decrease below a three-year average, the distribution will be reviewed by EDCTC and partner agencies for consideration of any adjustments due to declining revenue; and

WHEREAS, the policy shall be reviewed every ten years, or upon incorporation of a new jurisdiction, or at the request of the City of Placerville, El Dorado County, or EDCTA; and

NOW THEREFORE, BE IT RESOLVED, that the El Dorado County Transportation Commission approves the policy for distribution of Local Transportation Funds.

PASSED AND APPROVED, by the El Dorado County Transportation Commission governing body at the regular meeting held on April 4, 2024, by the following vote:

Vote Pending

Attest:

Wendy Thomas, Chairperson

Dana Keffer, Secretary to the Commission

INFORMATION ITEM

STAFF REPORT

DATE: MARCH 7, 2024

TO: EL DORADO COUNTY TRANSPORTATION COMMISSION

FROM: JERRY BARTON, SENIOR TRANSPORTATION PLANNER
 DAN BOLSTER, SENIOR TRANSPORTATION PLANNER
 BERHANE TESFAGABR, PROJECT MANAGER, CALTRANS DISTRICT 3

SUBJECT: MARCH 2024 PROJECT MONITORING REPORT

REQUESTED ACTION

None. This item is for information only.

BACKGROUND

To identify regional transportation project delivery issues and challenges, El Dorado County Transportation Commission (EDCTC) staff performs Planning, Programming, and Monitoring (PPM) duties for regionally significant projects in the EDCTC region. EDCTC conducts its PPM duties in collaboration with the El Dorado County Department of Transportation, City of Placerville Engineering Division, El Dorado County Transit Authority, the Sacramento Area Council of Governments, and the Caltrans Department of Local Assistance.

DISCUSSION

The report includes projects funded with State Transportation Improvement Program, State Highway Operations and Protection Program, the Road Repair and Accountability Act of 2017 (Senate Bill 1) Programs, Congestion Mitigation and Air Quality, Surface Transportation Block Grant Program, Active Transportation Program, Highway Infrastructure Program, Local Transportation Fund, Bicycle/Pedestrian funds, Coronavirus Response and Relief Supplemental Appropriations Act funds, and at times, regionally significant projects funded with local funds, such as Traffic Impact Fees.

The report includes “project status symbols” to indicate whether a project:

- Is within current cost and schedule ✓
- Has potential cost and/or schedule impacts ?
- Has known cost and/or schedule impacts X

As a result of discussions between members of the El Dorado County Board of Supervisors, the public, Caltrans, and EDCTC staff about the need for the public to have ready access to information about Caltrans’ State Highway Operations and Protection Program (SHOPP) projects in El Dorado County, the report contains a map and information detailing Caltrans’ SHOPP projects in El Dorado County. The report also contains a spreadsheet that shows current grant-funded projects and studies.

Staff will provide the Commission with a brief oral summary of the Project Monitoring Report and Caltrans Project Management staff will discuss the SHOPP project map.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: March 2024 Project Monitoring Report *(provided under separate cover)*