



## COMMISSIONERS

### Council Members Representing the City of Placerville

Patty Borelli, Michael Saragosa, Dennis Thomas

### Supervisors Representing the County of El Dorado

Shiva Frentzen, John Hidahl, Lori Parlin, Brian Veerkamp

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

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## AGENDA - AMENDED

Regular Meeting

Thursday, December 5, 2019, 2:00 PM

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

**NOTE: Members of the public may address any item on the agenda during consideration of that item. Your comments will be limited to no more than three minutes.**

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### CALL TO ORDER AND PLEDGE OF ALLEGIANCE

### ADOPTION OF AGENDA AND CONSENT CALENDAR

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

### CONSENT CALENDAR

1. MINUTES FOR THE NOVEMBER 7, 2019 COMMISSION MEETING (RICE)  
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the November 7, 2019 Commission meeting.
2. OCTOBER 2019 CHECK REGISTER (THOMPSON)  
REQUESTED ACTION: Receive and file the October 2019 Check Register.
3. 2020 COMMISSION MEETING CALENDAR (RICE)  
REQUESTED ACTION: Consider and adopt the meeting calendar for 2020 and cancel the July 2 meeting.
4. DESIGNATE A REPRESENTATIVE FOR THE 2020 CAP-TO-CAP ADVOCACY EFFORT (DELORIA)  
REQUESTED ACTION: Designate the Executive Director to represent EDCTC at the 2020 Cap-to-Cap advocacy effort in Washington D.C., scheduled for April 25-29, 2020.
5. TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2018/19 ACTUAL APPORTIONMENT AND ALLOCATION FOR STATE TRANSIT ASSISTANCE FUNDS (THOMPSON)  
REQUESTED ACTION: Adopt Resolution 19/20.07 approving the Transportation Development Act Fiscal Year 2018/19 Revised Apportionment and Allocation for State Transit Assistance funds.
6. FISCAL YEAR 2018/2019 AUDIT REPORTS (THOMPSON)  
REQUESTED ACTION: Receive and file the Fiscal Year 2018/2019 Audit Reports.
7. FINAL WESTERN EL DORADO COUNTY SHORT- AND LONG-RANGE TRANSIT PLAN (BOLSTER)  
REQUESTED ACTION: Accept the Final Western El Dorado County Short- and Long-Range Transit Plan.

**NOTICED PUBLIC HEARING**

*(allotted time 2:00 PM or as close to this time as possible, but not before)*

**8. 2020 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (BOLSTER)**

## REQUESTED ACTION:

- Open public hearing regarding the EDCTC 2020 Regional Transportation Improvement Program (RTIP)
- Accept public comment
- Close public hearing
- Adopt Resolution 19/20.08 adopting the 2020 El Dorado County RTIP and direct the Executive Director to submit the 2020 RTIP to the California Transportation Commission.

**OPEN FORUM**

At this time, any person may comment on any item that is not on the agenda that is within the jurisdiction of the Commission. Please voluntarily state your name for the record. Action will not be taken on any item that is not on the agenda. Items requiring action will be referred to staff and/or placed on the next meeting agenda. Your comments will be limited to no more than three minutes.

**BUSINESS ITEMS****9. FISCAL YEAR AMENDMENT 1 TO THE 2019/2020 OVERALL WORK PROGRAM, BUDGET, AND GOALS AND OBJECTIVES (THOMPSON)**

## REQUESTED ACTIONS:

1. Adopt Resolution 19/20.09, approving the Fiscal Year 2019/2020 Overall Work Program, Budget, and Goals and Objectives Amendment #1.
2. Authorize the Executive Director to amend the existing contract with AIM Consulting, pending receipt of the notice to proceed from Caltrans, to add the recently awarded \$30,000 of State Highway Account grant revenue to Work Element 254.

**PRESENTATION-INFORMATION****10. DRAFT EL DORADO COUNTY AND CITY OF PLACERVILLE ACTIVE TRANSPORTATION PLANS (BARTON)**

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

**EXECUTIVE DIRECTOR'S REPORT****CALTRANS – COMMISSIONER COMMENTS****RECESS TO CLOSED SESSION**

11. PURSUANT TO GOVERNMENT CODE SECTION 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION:  
TITLE: EXECUTIVE DIRECTOR

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

The next regular meeting is scheduled for 2:00 PM on February 6, 2020\* at 330 Fairlane, Placerville, California.

\* pending approval of Agenda Item 3, 2020 Meeting Calendar.

**NOTICE**

To listen to open session portions of the meeting in real time, dial 530.621.7603. This specialized dial in number is programmed for listening only and is operable when the audio system inside the meeting room is activated.

The El Dorado County Transportation Commission is committed to ensuring that persons with disabilities are provided the resources to participate in its public meetings. Please contact the Secretary to the Commission if you require accommodation at 530.642.5260 or email [edctc@edctc.org](mailto:edctc@edctc.org).

Every effort will be made to provide a translator in Spanish or in another language if requested. Please make your request two full days in advance of the meeting. Un traductor del idioma espanol estara disponible.

**NOTICE**

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Every effort will be made to provide a translator in Spanish or in another language if requested. Please make your request two full days in advance of the meeting. Un traductor del idioma espanol estara disponible.

## CONSENT CALENDAR

### STAFF REPORT

**DATE: DECEMBER 5, 2019**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: JONI RICE, EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION**  
**SUBJECT: MINUTES FOR THE NOVEMBER 7, 2019 COMMISSION MEETING**

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REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the November 7, 2019 Commission meeting.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachment: November 7, 2019 Minutes



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

**Councilmembers Representing City of Placerville:** Patty Borelli, Michael Saragosa, Dennis Thomas  
**Supervisors Representing El Dorado County:** Shiva Frentzen, John Hidahl, Lori Parlin, Brian Veerkamp  
Woodrow Deloria, Executive Director

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## **ACTION MINUTES**

Regular Meeting, Thursday, November 7, 2019, 2:00 PM

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### CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Borelli called the meeting to order at 2:15 PM and led the Pledge of Allegiance.

### COMMISSIONER ATTENDANCE

PRESENT: Chair Borelli, Vice Chair Frentzen, Commissioners Parlin, Thomas, and Caltrans Ex Officio Alex Fong. ABSENT: Hidahl, Saragosa, Veerkamp

### ADOPTION OF AGENDA AND CONSENT CALENDAR

Chair Borelli asked if there were any questions or comments on Consent Calendar items, and there were none.

**ACTION: Vice Chair Frentzen made a motion to adopt the agenda and to approve or adopt all items on the Consent Calendar. The motion was seconded by Commissioner Thomas which carried as follows:**

**MOTION/SECOND: Frentzen/Thomas**

**AYES: Borelli, Frentzen, Parlin, Thomas**

**ABSTAIN: None**

**NOES: None**

**ABSENT: Hidahl, Saragosa, Veerkamp**

### CONSENT CALENDAR

1. MINUTES FOR THE OCTOBER 3, 2019 COMMISSION MEETING

REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the October 3, 2019 Commission meeting.

2. SEPTEMBER 2019 CHECK REGISTER

REQUESTED ACTION: Receive and file the September 2019 Check Register.

3. RESOLUTION AUTHORIZING FEDERAL FUNDING UNDER FEDERAL TRANSIT ADMINISTRATION SECTION 5310

REQUESTED ACTION: Adopt Resolution 19/20.06 authorizing the programming of \$56,000 in Federal Transit Administration 5310 funding for Federal Fiscal Years 2018 and 2019 to the El Dorado County Transit Authority for Transportation services to meet the special needs of seniors and individuals with disabilities.

### OPEN FORUM

Chair Borelli asked if anyone would like to speak from the audience, and there were no comments.

**BUSINESS ITEMS**

4. PROFESSIONAL SERVICES AGREEMENT: EL DORADO COUNTY TRAVEL DEMAND MODEL UPDATE  
REQUESTED ACTION: Authorize the Executive Director to enter into a professional services agreement between EDCTC and Fehr & Peers for the El Dorado County SB 743 Travel Demand Model Update for a not-to-exceed amount of \$31,610.

**ACTION: Commissioner Frentzen made a motion to authorize the Agreement as presented. Commissioner Thomas seconded the motion which carried as follows:**

**MOTION/SECOND: Frentzen/Thomas**

**AYES: Borelli, Frentzen, Parlin, Thomas**

**ABSTAIN: None**

**NOES: None**

**ABSENT: Hidahl, Saragosa, Veerkamp**

**PRESENTATION-INFORMATION**

5. 2020 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM OVERVIEW  
REQUESTED ACTION: None. This item was for information only.
6. DRAFT WESTERN EL DORADO COUNTY SHORT- AND LONG-RANGE TRANSIT PLAN  
REQUESTED ACTION: None. This item was for information only.

**EXECUTIVE DIRECTOR'S REPORT****CALTRANS – COMMISSIONER COMMENTS****ADJOURNMENT**

The meeting was adjourned at 3:34 PM.

The next regular meeting is scheduled for 2:00 PM on December 5, 2019 at 330 Fairlane, Placerville, California.

**CONSENT CALENDAR**

**STAFF REPORT**

**DATE: DECEMBER 5, 2019**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER**  
**SUBJECT: OCTOBER 2019 CHECK REGISTER**

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**REQUESTED ACTION**

Receive and file the October 2019 Check Register (Attachment A).

**BACKGROUND AND DISCUSSION**

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

- Check # 8679 – Extreme Towing*..... \$22,617.72  
August-September professional services for the Freeway Service Patrol Program, Work Element 130. The contract with Extreme Towing was approved at the May 5, 2016 EDCTC meeting.
- Check # 8680 – Fehr & Peers*..... \$5,083.27  
August professional services for the El Dorado Hills Business Park Community Transportation Plan, Work Element 261. This contract was approved at the April 4, 2019 EDCTC meeting.
- Check # 8685 – GHD, Inc*..... \$17,232.41  
Final payment including retention for the professional services for the Coloma Community Mobility Study, Work Element 232. This contract was approved at the June 7, 2018 EDCTC meeting.
- Check # 8686 – AIM Consulting, Inc*..... \$258.89  
September professional services for the US 50 Recreation Travel Hot Spot Transportation Management Study Placerville Public Engagement, Work Element 254. This contract was approved at the November 1, 2018 EDCTC meeting.
- Check # 8687 – Alta Planning & Design* ..... \$6,297.57  
September professional services for the El Dorado County and City of Placerville Active Transportation Plans, Work Element 231. This contract was approved at the June 7, 2018 EDCTC meeting.
- Check # 8690 – Fehr & Peers*..... \$19,798.82  
Final payment including retention for the professional services for the County Line Multi-Modal Transit Center Study, Work Element 229. The contract with Fehr & Peers was approved at the November 2, 2017 EDCTC meeting.
- Check # 8691 – LSC Transportation Consultants, Inc*..... \$9,222.75  
September professional services for the El Dorado County Short- and Long-Range Transit Plan, Work Element 226. This contract was approved at the September 6, 2018 EDCTC meeting.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachment A: October 2019 Check Register



**El Dorado County Transportation Commission  
Check Register  
October 2019**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Payment</u>	<u>Memo</u>
10/01/2019	EFT	Ameritas Life Insurance Corp.	568.52	October 2019 Dental and Vision Premiums
10/01/2019	EFT	Benefit Coordinators Corporation	213.29	October 2019 Life/Disability Premiums
10/01/2019	EFT	CalPERS Health	5,932.69	October 2019 Health Premiums
10/07/2019	8677	Century Building Maintenance	450.00	September 2019 Building Maintenance
10/07/2019	8678	EL Dorado Hills Chamber of Commerce	225.00	Membership 11/1/19-10/31/20
10/07/2019	8679	Extreme Towing	22,617.72 *	August and September Freeway Service Patrol
10/07/2019	8680	Fehr & Peers	5,083.27 *	August 2019 EDH Business Park Comm Transp Plan
10/07/2019	8681	Georgetown Gazette LLC	42.37	Public Notice 9/26/19 Final Coloma Mobility Plan
10/07/2019	8682	Mountain Democrat	40.00	Public Notice 9/25/19 Final Coloma Mobility Plan
10/07/2019	8683	Rimrock Water Company	31.87	August 2019 Water
10/07/2019	8684	Terrie Y. Prod'hon, CPA	73.76	September Accounting Oversight
10/09/2019	EFT	CalPERS Retirement System	3,280.77	October 2019 Contribution #1
10/09/2019	EFT	ICMA 457	1,836.53	Employee Contributions
10/14/2019	8685	GHD Inc.	17,232.41 *	Coloma Mobility Plan final payment including retention
10/14/2019	EFT	Cardmember Service - Visa JB	294.00	Walk to School Day Insurance/ATP Symposium Registration
10/14/2019	EFT	Cardmember Service - Visa JR	217.59	September 2019 Office Exp
10/14/2019	EFT	Cardmember Services-Visa WD	371.66	MTC Meeting/RCTF Expenses
10/21/2019	8686	AIM Consulting, Inc.	258.89 *	Hot Spot Study Placerville Public Engagement
10/21/2019	8687	Alta Planning & Design	6,297.57 *	September 2019 Active Transportation Plan Update
10/21/2019	8688	Cal.net	64.92	November 2019 Internet Service Provider
10/21/2019	8689	Carbon Copy	51.45	October 2019 Copy Machine Copies/Maintenance
10/21/2019	8690	Fehr & Peers	19,798.82 *	County Line Transit Center Study final payment incl retention
10/21/2019	8691	LSC Transportation Consultants, Inc	9,222.75 *	September 2019 Short and Long Range Transit Plan
10/21/2019	8692	PG&E	343.54	October 2019 Utilities
10/21/2019	EFT	De Lage Landen Financial Services	232.69	October Copy Machine Lease Payment/Annual Property Taxes
10/23/2019	EFT	CalPERS Retirement System	3,280.77	October 2019 Contribution #1
10/23/2019	EFT	ICMA 457	1,836.53	Employee Contributions
10/25/2019	EFT	QuickBooks Payroll Service	8.00	October 2019 Payroll Fee
10/28/2019	8693	AT&T	133.00	October 2019 Office Phones
10/28/2019	8694	RTS IT, Inc.	552.50	November 2019 ITCare Silver Service Plan
10/28/2019	8694	RTS IT, Inc.	362.88	Annual Anti-Virus & Anti-Malware subscription for all computers
10/28/2019	8695	SSTMA	1,000.00	2019/20 Annual Work Plan Investment
10/28/2019	8696	Steele Building Offices	4,517.00	November 2019 Office Rent
10/28/2019	EFT	National Access LD	32.65	September 2019 Long Distance
		<b>Total</b>	<u><u>106,505.41</u></u>	

**CONSENT CALENDAR**

**STAFF REPORT**

**DATE:** DECEMBER 5, 2019  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** JONI RICE, EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION  
**SUBJECT:** 2020 COMMISSION MEETING CALENDAR

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**REQUESTED ACTION**

Consider and adopt the meeting calendar for 2020 and cancel the July 2<sup>nd</sup> meeting.

**BACKGROUND**

EDCTC Bylaws state that the Commission meets the first Thursday of every month at 2:00 PM (or immediately following the EDCTA meeting, whichever is later) in the Board of Supervisors Chambers at 330 Fair Lane in Placerville.

**DISCUSSION**

The proposed 2020 meeting schedule is attached. Staff recommends cancelling the July 2<sup>nd</sup> meeting.

The Chambers have been confirmed as available for the 2020 meeting dates.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachment A: EDCTC proposed meeting schedule for 2020 for the Commission meetings.

## EL DORADO COUNTY TRANSPORTATION COMMISSION MEETING SCHEDULE FOR 2020

Meetings are scheduled for 2:00 PM first Thursday of each month  
in the EDC Supervisors' Chambers 330 Fair Lane, Placerville

Commission Meeting Dates
<b>02/06</b>
<b>03/05</b>
<b>04/02</b>
<b>05/07</b>
<b>06/04</b>
<b>07/02</b> Requesting Cancellation
<b>08/06</b>
<b>09/03</b>
<b>10/01</b>
<b>11/05</b>
<b>12/03</b>

### 2020 Commissioners

**REPRESENTING  
THE CITY OF PLACERVILLE**

APPOINTMENTS WILL BE DETERMINED  
DURING THE  
JANUARY CITY COUNCIL MEETING

**REPRESENTING  
EL DORADO COUNTY**

Shiva Frentzen, District 2  
John Hidahl, District 1  
Lori Parlin, District 4  
Brian Veerkamp, District 3

Alex Fong, Ex Officio, Caltrans  
Vacant, Ex Officio, Tahoe

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

**DATE:** DECEMBER 5, 2019  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** WOODROW DELORIA, EXECUTIVE DIRECTOR  
**SUBJECT:** DESIGNATE A REPRESENTATIVE FOR THE 2020 CAP-TO-CAP  
ADVOCACY EFFORT

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**REQUESTED ACTION**

Designate the Executive Director to represent EDCTC at the 2020 Cap-to-Cap advocacy effort, in Washington D.C., scheduled for April 25-29, 2020.

**BACKGROUND**

The Sacramento Metropolitan Chamber of Commerce sponsors a trip to Washington, D.C. for business and government leaders in the greater Sacramento region to meet with key federal decision-makers, including members of Congress, federal agencies, and others. This effort bands together local leaders for meetings with federal representatives and thus provides a greater opportunity for the region as a whole to obtain federal assistance, such as budget allocations, which address critical local and regional issues. For calendar year 2020, the Cap-to-Cap trip is scheduled for April 25-29, 2020. Registration is expected to begin in early December.

The Sacramento Metropolitan Chamber of Commerce establishes an effective preparation agenda prior to the Cap-to-Cap trip. Delegates are assigned to committees that spotlight particular issues, such as transportation. Each committee holds pre-trip briefings in which project advocates, such as EDCTC, educate the delegates about key issues. Project advocates also develop informational packets that are useful both as a reference for the committee members and as background material, or "leave behinds", for meetings with federal officials. Director Deloria is serving on the Chamber's Transportation Committee and is participating in the development of the materials which will be presented.

**FISCAL IMPACT**

The cost to attend the Cap-to-Cap trip is expected to be approximately \$3,900 per person. The FY 2019/2020 Overall Work Program and Budget includes \$4,500 for one representative.

Approved for Agenda:

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Woodrow Deloria, Executive Director

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

**DATE:** DECEMBER 5, 2019  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER  
**SUBJECT:** TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2018/19 ACTUAL APPORTIONMENT AND ALLOCATION FOR STATE TRANSIT ASSISTANCE FUNDS

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**REQUESTED ACTION**

Adopt Resolution 19/20.07 approving the Transportation Development Act Fiscal Year (FY) 2018/19 Revised Apportionment and Allocation for State Transit Assistance Funds.

**BACKGROUND and DISCUSSION**

The Transportation Development Act (TDA) provides three funding sources:

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

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

The El Dorado County Transportation Commission (EDCTC) is the Regional Transportation Planning Agency responsible for apportioning and administering these funds for this region. The attached Findings of Apportionment summarizes the actual amount received for FY 2018/19.

**State Transit Assistance Funds (STA)**

The final amount of FY 2018/19 STA funds received was \$1,502,624.00 and interest earned in the funds was \$2,117.61. An additional amount of \$70,138.00 was received for FY 2017/18 and paid to El Dorado County Transit Authority (EDCTA) in FY 2018/19. The STA funds were paid to EDCTA.

Approved by:

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Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 19/20.07  
B) STA Actual Allocation for FY 2018/2019



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

**Councilmembers Representing City of Placerville:** Patty Borelli, Michael Saragosa, Dennis Thomas

**Supervisors Representing El Dorado County:** Shiva Frentzen, John Hidahl, Lori Parlin, Brian Veerkamp

## RESOLUTION 19/20.07

### RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING THE TRANSPORTATION DEVELOPMENT ACT FISCAL YEAR 2018/19 FINAL APPORTIONMENT AND ALLOCATION FOR STATE TRANSIT ASSISTANCE FUNDS

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

**WHEREAS**, California Government Code Section 29532.1(g) identifies EDCTC as the designated Regional Transportation Planning Agency (RTPA) for El Dorado County, exclusive of the Lake Tahoe Basin; and is responsible for the planning, allocating and/or programming of funds and administration of the Transportation Development Act of 1971 (TDA), as amended thereafter; and

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

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

**WHEREAS**, the Auditor of said County is instructed to pay monies in the fund to the claimants pursuant to allocation instructions received from the El Dorado County Transportation Commission; and

**WHEREAS**, the State Controller's Office issued a report of estimated revenues for STA Funds; and

**WHEREAS**, the final payment for FY 2017/18 issued by the State Controller's Office in October 2018 was \$70,138 over the estimated amount; and

**WHEREAS**, the State Controller's Office issued a final report of revenues for FY 2018/19 STA.

**NOW THEREFORE, BE IT RESOLVED**, that the El Dorado County Transportation Commission shall approve the FY 2018/19 actual amount received in the STA fund, and make the following allocations:

1. State Transit Assistance Funds – To the El Dorado County Transit Authority (EDCTA) for State Transit Assistance Funds in the final amount of \$1,502,624.00 for FY 2018/19 and interest earned in the fund was \$2,117.61. The total amount will be for capital improvements per Section 99314.6. An additional amount for FY 2017/18 of \$70,138.00 was received over the estimated amount which was paid in FY 2018/19. The 2018/19 allocation earned interest and the additional amount for FY 2017/18 has been paid to EDCTA as FY 2018/19 revenues were received by the County Auditor.

**BE IT FURTHER RESOLVED**, the El Dorado County Transportation Commission has requested that approved claims be paid in full, provided the funds are available.

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

**BE IT FURTHER RESOLVED**, that the claimants are to be notified by the El Dorado County Transportation Commission of action on their claims.

**PASSED AND ADOPTED**, by the El Dorado County Transportation Commission at their regular meeting on December 5, 2019 by the following vote:

Vote Pending

Attest:

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Patty Borelli, Chairperson

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Joni G. Rice, Secretary to the Commission

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

**FY 2018/19 ACTUAL APPORTIONMENT AND ALLOCATION**

**FY 2018/19 ACTUAL STA AVAILABLE FOR ALLOCATION**

Actual 2018/19 STA Receipts per State Controller's Office *	\$ 1,502,624.00	
2018/19 Interest Earned	\$ 2,117.61	
	<b>Total FY 2018/19 balance for apportionment</b>	<b><u>\$ 1,504,741.61</u></b>
Additional 2017/18 STA Receipts over Estimated Amount		\$ 70,138.00
<b>El Dorado County Transit Authority (PUC 99313 and 99314)</b>		
EDCTA - Continuation of Existing Service	<u>\$ 1,574,879.61</u>	
Public Transportation subtotal		\$ 1,574,879.61
	<b>Subtotal FY 2018/19 claimant allocations</b>	<b><u>\$ 1,574,879.61</u></b>
	<b>Total FY 2018/19 claimant allocations</b>	<b><u>\$ 1,574,879.61</u></b>

\* The actual amount of STA funds collected for the fiscal year were paid to El Dorado County Transit Authority.



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

**DATE: DECEMBER 5, 2019**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER**  
**SUBJECT: FISCAL YEAR 2018/2019 AUDIT REPORTS**

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**REQUESTED ACTION**

Receive and file the Fiscal Year 2018/2019 Audit Reports.

**BACKGROUND**

According to the Transportation Development Act (TDA), Sections 6661, 6662, and 6751, EDCTC is required to submit reports of fiscal and compliance audits to the California State Controller within 180 days following the close of each fiscal year. The fiscal and compliance audits of the financial statements of EDCTC, the Local Transportation Fund, and State Transit Assistance funds have been completed by Richardson & Company, LLP. These audits are performed in accordance with Generally Accepted Auditing Standards by a certified public accountant and include a determination of compliance with TDA rules and regulations. Pursuant to TDA statute Section 99245, EDCTC also contracts with an independent fiscal auditor to conduct certified fiscal audits of all TDA claimants in the EDCTC jurisdiction.

For Fiscal Year 2018/2019, these audit reports include:

- El Dorado County Transportation Commission
- El Dorado County Transportation Commission – Local Transportation Fund
- El Dorado County Transportation Commission – State Transit Assistance Fund
- El Dorado County Transit Authority (EDCTA)

The Commission has traditionally included and paid for the annual financial audit of the El Dorado County Transit Authority, in addition to the TDA portions of their fiscal audit. The approved EDCTC FY 2019/2020 Overall Work Program and Budget includes the expenditure for the preparation of the fiscal year 2018/2019 audits and reports for Transit and EDCTC.

**DISCUSSION**

On November 25, 2019, Richardson & Company, LLP presented the El Dorado County Transportation Commission's audit reports to the EDCTC Chair and Vice Chair. The presented audit reports included the El Dorado County Transportation Commission, the Local Transportation Fund (LTF), the State Transit Assistance (STA) Fund and the State of Good Repair (SGR) Fund. The Auditors also presented El Dorado County Transit Authority's audit reports to the EDCTA Chair and Vice Chair.

The results of the audit were a clean opinion and compliance testing was performed where Richardson & Company, LLP determined the Commission complied with the TDA.

The Management's Discussion and Analysis beginning on page 3 presents a narrative overview and analysis of EDCTC's financial statements during the fiscal year ending June 30, 2019.

In addition to the Audit Report, independent audit firms are also required to submit communications regarding the audit directly to the governing board. This communication is included as Attachment B.

The audit reports are available for public review at the EDCTC office during normal business hours. The EDCTC agency financial statements are available online on the Commission's website at <https://www.edctc.org>.

Approved for Agenda:

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Woodrow Deloria, Executive Director

- Attachments:
- A) FY 2018/2019 EDCTC Audited Financial Statements  
*(provided under separate cover)*
  - B) FY 2018/2019 Governing Board Communication
  - C) FY 2018/2019 Management Letter



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## GOVERNANCE LETTER

November 21, 2019

To the Commissioners  
El Dorado County Transportation Commission  
Placerville, California

We have audited the financial statements of governmental activities and major funds of the El Dorado County Transportation Commission (the Commission) for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

### Our Responsibilities under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in our engagement letter dated August 19, 2019, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Commission. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we also performed tests of the Commission's compliance with certain provisions of laws, regulations, contracts and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

### Planned Scope and Timing of the Audit

An audit included examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involved judgment about the number of transactions to be examined and the areas to be tested.

Our audit included obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We noted no internal control issues as a result of our audit.

### Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Commission are described in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2019. We noted no transactions entered into by the Commission during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements include the current portion of the compensated absence liability, indirect cost allocation, the pension plan liability and other postemployment benefit asset. The postemployment benefits and pension amounts were determined by actuarial valuations. We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent and clear.

### Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The only audit adjustment proposed included an adjustment needed to correct the deferred inflows and outflows related to other postemployment benefits. One additional reclassification was also recorded for financial statement reporting purposes only.

### Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 21, 2019.

### Management Consultations With Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Commission's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require

the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Commission's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) listed in the table of contents, which are RSI that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Schedule of Direct and Indirect Expenses – Accrual Basis, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Commission and management of the Commission and is not intended to be, and should not be, used by anyone other than these specified parties.

*Richardson & Company, LLP*

November 21, 2019



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## MANAGEMENT LETTER

To the Commissioners and Management  
El Dorado County Transportation Commission  
Placerville, California

In planning and performing our audit of the financial statements of the governmental activities and each major fund of the El Dorado County Transportation Commission (the Commission) as of and for the year ended June 30, 2019, in accordance with auditing standards generally accepted in the United States of America, we considered the Commission's internal control over financial reporting (internal control) as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Commission's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

We noted no matters involving internal control and its operation for your consideration.

This communication is intended solely for the information and use of management, the Board of Directors and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Richardson & Company, LLP*

November 21, 2019

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

**DATE:** DECEMBER 5, 2019  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** DAN BOLSTER, SENIOR TRANSPORTATION PLANNER  
**SUBJECT:** FINAL WESTERN EL DORADO COUNTY SHORT- AND LONG-RANGE TRANSIT PLAN

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**REQUESTED ACTION**

Accept the Final Western El Dorado County Short-and-Long-Range Transit Plan.

**BACKGROUND**

On February 23, 2018 EDCTC submitted an application to Caltrans for a Fiscal Year 2018/2019 Federal Transit Administration Section 5304 Strategic Partnerships Transit Planning Grant for the Western El Dorado County Short- and Long-Range Transit Plan. On May 11, 2018 Caltrans notified EDCTC that the Western El Dorado County Short- and Long-Range Transit Plan had been selected for funding in Fiscal Year 2018/2019 with an award of \$150,000. EDCTC committed a total of \$19,434 in Surface Transportation Block Grant Program Exchanged Funds and Local Transportation Funds as match.

On September 6, 2018, the EDCTC Board authorized the Executive Director to enter into a professional services agreement between EDCTC and LSC Transportation Consultants, INC. (LSC), to develop the Western El Dorado County Short- and Long-Range Transit Plan for a not-to-exceed amount of \$150,000. The contract was fully executed on September 6, 2018. On November 1, 2018 the EDCTC Board ratified 44 groups and entities to be represented on the Western El Dorado County Short- and Long-Range Transit Plan Stakeholder Advisory Committee (SAC).

**DISCUSSION**

As the Regional Transportation Planning Agency for the western slope of El Dorado County, EDCTC plans for all modes of transportation, including transit. On November 2, 2018, the project kickoff meeting was held at EDCTC with staff from El Dorado County Transit Authority (El Dorado Transit), City of Placerville, El Dorado County, Caltrans, EDCTC, and LSC. The study built off the work already done in the 2014 Western El Dorado County Short- and Long-Range Transit Plan, 2017 Park-and-Ride Master Plan, and 2019 County Line Multi-Modal Transit Center Study and the 2015-2035 El Dorado County Regional Transportation Plan.

To facilitate public participation in the project a public workshop was held on February 28, 2019 from 12:30 pm to 2:30 pm at the El Dorado County Library Placerville Branch and from 5:00 pm to 7:00 pm at the El Dorado County Library El Dorado Hills Branch. The purpose of the public workshop was to provide the public with an opportunity to learn about the planning effort and to provide much-needed input on future transit service in El Dorado County. For community members unable to attend either of the workshops that day, an online questionnaire was made available at [www.eldoradotransitplan.com](http://www.eldoradotransitplan.com) from February 28, 2019 to March 14, 2019. Information about the online questionnaire was posted on the EDCTC and El Dorado Transit websites, was pushed out through emails to stakeholders, and was provided on flyers posted on El Dorado Transit's buses. The public engagement effort also advised the public that they could learn more about the plan on the project website at [www.edctc.org/slrangetransitplan](http://www.edctc.org/slrangetransitplan).

A second public workshop was held on August 28, 2019 at the El Dorado County Library Placerville Branch from 12:00 pm to 2:00 pm and from 5:00 pm to 7:00 pm to provide community members with an opportunity to receive an update on the project and provide input on proposed elements of the plan, including potential service alternatives.

Two Stakeholder Advisory Committee (SAC) meetings were held in El Dorado Hills to work directly with interested stakeholders and partner agencies on development of the plan. The first SAC meeting was held on February 20, 2019 at the El Dorado Hills CSD Pavilion and provided a forum to kick-off the plan as well as an opportunity for stakeholders to discuss opportunities and constraints that exist with local/commuter routes and potential improvements for transit in western El Dorado County. The second SAC meeting was held on August 27, 2019 at the El Dorado Hills Fire Station 85 and provided the SAC with an overview of work completed to date and with an opportunity to provide input on possible fixed route options in El Dorado Transit's service area.

Based on comments received during the two public workshops and two SAC meetings, the Draft Western El Dorado County Short- and Long-Range Transit Plan was prepared. On November 7, 2019, the Draft Western El Dorado County Short-and Long-Range Transit Plan was presented to the EDCTC Board and was released for agency and public comment. No comments were received during the comment period that ended on November 30, 2019.

Approved for Agenda:

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Woodrow Deloria, Executive Director

*The Final Plan is available on the EDCTC website: <https://www.edctc.org/slrangetransitplan>*



**NOTICED PUBLIC HEARING  
ALLOTTED TIME 2:00 PM**

**STAFF REPORT**

**DATE: DECEMBER 5, 2019**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: DAN BOLSTER, SENIOR TRANSPORTATION PLANNER**  
**SUBJECT: 2020 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM**

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**REQUESTED ACTION**

- Open public hearing regarding the EDCTC 2020 Regional Transportation Improvement Program (RTIP)
- Accept public comment
- Close public hearing
- Adopt Resolution 19/20.08 adopting the 2020 El Dorado County RTIP and direct the Executive Director to submit the 2020 RTIP to the California Transportation Commission. (Attachment A)

**BACKGROUND**

The State Transportation Improvement Program (STIP) is the biennial five-year plan adopted by the California Transportation Commission (CTC) of future allocations of state transportation funds for state highway improvements, intercity rail, and regional highway, bicycle, pedestrian and transit improvements. The 2020 STIP cycle begins in 2020/21 and extends through 2024/25. The regional agency element of the STIP is referred to as the Regional Transportation Improvement Program (RTIP). EDCTC, as the Regional Transportation Planning Agency for the western slope of El Dorado County, is required by state law to adopt an RTIP every two years. The proposed RTIP should be approved by the EDCTC Board at the December 2019 meeting and submitted to the CTC by December 15, 2019. EDCTC's RTIP, upon adoption by the CTC, represents western El Dorado County's portion of the larger statewide STIP.

**EDCTC 2014 RTIP Funding**

EDCTC was fortunate to have the CTC's approval to advance more than its formula share of RTIP funds during the 2014 STIP cycle. In 2014, EDCTC programmed the following projects with RTIP funds:

<b>EDCTC 2014 RTIP</b>	
<b>Western Placerville Interchanges (WPI) Phase 2: Fiscal Year 2016/17</b>	
Westbound US 50 off ramp (WPI Phase 2A)	\$1,863,000
Forni Road Improvements (WPI Phase 2B)	\$1,834,000
Ray Lawyer Drive Improvements (WPI Phase 2C)	\$1,845,000
	<b>\$5,542,000</b>

<b>EDCTC 2014 RTIP</b>	
<b>Transportation Enhancements</b>	
SR 49 Bridge Bicycle/Pedestrian Enhancements – South Fork American River Bridge in Coloma (Fiscal Year 2015/16)	\$500,000
El Dorado Trail Class I Bike Path: PA&ED/Construction – Forni Road/Lower Main Street to Ray Lawyer Drive (Fiscal Year 2013/14) – NOW COMPLETED	\$300,000
	<b>\$800,000</b>

### **EDCTC 2016 RTIP Funding**

The CTC adopted the 2016 STIP Fund Estimate on August 27, 2015. Due to decreasing gas sales, yielding less revenues, only \$46 million was available statewide for STIP projects during that cycle compared to the more typical funding level of over \$1.4 billion. The shortfall of STIP revenues in 2016, also referred to as a “zero STIP”, allowed no additional RTIP funding for new projects and meant existing projects could be delayed or removed altogether. In 2016 EDCTC had a net advance share of \$5.24 million, which was more than was available in the 2016 formula target.

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

For the 2016 RTIP, EDCTC staff recommended maintaining the existing programming levels for the Western Placerville Interchanges Project. Since the funding was advanced, options to move or change the \$5.542 million funding level were not proposed. Due to the “zero STIP”, any request to the state to de-fund the project and shift the funds to another project would have provided an opportunity for the CTC to shift the funds to a higher priority project elsewhere in the state. Retaining the existing programming helped ensure approval of the EDCTC RTIP and avoid any potential loss of advanced funds to another project in the state. The following table provides details on the 2016 cost estimates and programming plan for the Western Placerville Interchanges project:

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

### ***State Route 49 Bridge Construction***

In the 2016 RTIP, EDCTC requested to retain the funding for the bicycle/pedestrian elements of State Route 49 bridge project programmed in the 2014 RTIP. EDCTC staff recommended the funding remain in order to deliver the Caltrans State Highway Operation and Protection Program (SHOPP) bridge retrofit and bicycle/pedestrian elements together during the 2017 construction season. The following table details the 2016 cost estimate for the SR 49 bridge project:

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

**EDCTC 2018 RTIP Funding*****Planning, Programming and Monitoring (PPM)***

Like other Regional Transportation Planning Agencies in the state, EDCTC utilizes Planning, Programming, and Monitoring (PPM) funds for work elements that support EDCTC's Overall Work Program (OWP). The EDCTC 2018 RTIP included the following programming of Planning, Programming and Monitoring funds during the five fiscal years of the 2018 STIP cycle:

<b>EDCTC PPM Programming – 2018 RTIP</b>				
<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>
\$70,000	\$70,000	\$92,000	\$92,000	\$93,000

**EDCTC 2020 RTIP Funding*****Planning, Programming and Monitoring (PPM)***

The EDCTC 2020 RTIP includes the following programming of Planning, Programming and Monitoring funds during the five fiscal years of the 2020 STIP cycle:

<b>EDCTC PPM Programming – 2020 RTIP</b>				
<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
\$78,000	\$78,000	\$78,000	\$78,000	\$78,000

On August 14, 2019 the CTC released the 2020 Draft STIP Fund Estimate, which included an estimate of county and interregional shares. Based on the fund estimate, EDCTC's estimated STIP share in FY 2023/24 is \$801,000. In FY 2024/25, EDCTC's estimated STIP share is \$2.369 million. EDCTC will work closely with partner agencies to plan for and prepare for a project or projects in advance of the availability of Fiscal Year 2024/25 STIP funding.

Approved for Agenda:

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

Attachment A: EDCTC Resolution 19/20.08



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

**Councilmembers Representing City of Placerville:** Patty Borelli, Michael Saragosa, Dennis Thomas

**Supervisors Representing El Dorado County:** Shiva Frentzen, John Hidahl, Lori Parlin, Brian Veerkamp

**RESOLUTION 19/20.08**

**RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION  
ADOPTING THE 2020 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM**

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

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

**WHEREAS**, EDCTC desires to improve the transportation system in El Dorado County; and

**WHEREAS**, EDCTC has reviewed regional projects, considered comments from member jurisdictions and considered public comment and correspondence regarding transportation projects; and

**WHEREAS**, the proposed 2020 Regional Transportation Improvement Program is consistent with the currently approved El Dorado County Regional Transportation Plan, and to the best of EDCTC's knowledge at this time, the projects identified for funding in the proposed 2020 Regional Transportation Improvement Program are not anticipated to be impacted by implementation of the Safer Affordable Fuel Efficient Vehicle Rule Part One – One National Program which became effective on November 26, 2019; and

**WHEREAS**, State law requires the adoption of a Regional Transportation Improvement Program (RTIP) by each Regional Transportation Planning Agency every two years for consideration by the California Transportation Commission (CTC) as a component of the State Transportation Improvement Program (STIP).

**NOW, THEREFORE, BE IT RESOLVED**, that EDCTC hereby certifies that the following project nominations and recommendations constitute the El Dorado County 2020 RTIP and that the Executive Director is authorized to submit the RTIP to the CTC:

Planning, Programming, and Monitoring (PPM)	\$390,000
Fiscal Year 2020/21	\$78,000
Fiscal Year 2021/22	\$78,000
Fiscal Year 2022/23	\$78,000
Fiscal Year 2023/24	\$78,000
Fiscal Year 2024/25	\$78,000

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**PASSED AND APPROVED** by the El Dorado County Transportation Commission governing body at the regular meeting held on December 5, 2019 by the following vote:

*Vote pending*

Attest:

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Patty Borelli, Chairperson

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Joni G. Rice, Secretary to the Commission

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

**DATE:** DECEMBER 5, 2019  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER  
**SUBJECT:** FISCAL YEAR 2019/2020 OVERALL WORK PROGRAM, BUDGET, AND GOALS AND OBJECTIVES AMENDMENT 1

**REQUESTED ACTION**

1. Adopt Resolution 19/20.09 (Attachment A), approving the Fiscal Year (FY) 2019/2020 Overall Work Program, Budget, and Goals and Objectives Amendment #1 (Attachment B).
2. Authorize the Executive Director to amend the existing contract with AIM Consulting, pending receipt of the notice to proceed from Caltrans, to add the recently awarded \$30,000 of State Highway Account grant revenue to Work Element 254.

**BACKGROUND**

The Overall Work Program (OWP) and Budget is the work plan for EDCTC and contains a description of the activities to be undertaken by the Commission in the coming fiscal year along with detailed budget information.

**DISCUSSION**

The Draft OWP was presented at the March 7, 2019 Commission meeting and the Final OWP was approved at the June 6, 2019 Commission meeting. Amendment #1 is required to add the 2018/2019 grant carry over balances and additional grant funding received this fiscal year to the 2019/2020 OWP and Budget.

The following changes were made to the FY 2019/2020 OWP and Budget Amendment #1:

- The professional services contracts and the final approved 2018/2019 carry over grant balances were revised for all grant funded work elements: WE 201, WE 226, WE 229, WE 231, WE 232, WE 254, WE 261 and Rural Planning Assistance.
- Work Element 254, Recreation Travel 50 Hot Spot Transportation Management Study US 50 Placerville Public Engagement was increased to add additional grant funding for traffic data collection and modeling on Highway 50 through Placerville. **Once the notice to proceed is provided by Caltrans, the existing contract with AIM Consulting, approved by EDCTC on November 1, 2018, will be amended to add the recently secured \$30,000 grant funding to support the additional scope of work.**

The total amount of the FY 2019/2020 OWP and Budget Amendment #1 is \$1,815,015.54 which is an increase of less than .5% from the final budget.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 19/20.09  
 B) FY 2019/2020 Overall Work Program, Budget, and Goals and Objectives Amendment #1 (*provided under separate cover*)



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

**Councilmembers Representing City of Placerville:** Patty Borelli, Michael Saragosa, Dennis Thomas

**Supervisors Representing El Dorado County:** Shiva Frentzen, John Hidahl, Lori Parlin, Brian Veerkamp

## RESOLUTION 19/20.09

### RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING AMENDMENT 1 TO THE FISCAL YEAR 2019/2020 OVERALL WORK PROGRAM, BUDGET, AND GOALS AND OBJECTIVES

**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) 2019/2020 Overall Work Program, Budget and Goals and Objectives (OWP) is the primary management tool for the El Dorado County Transportation Commission, identifies the activities and a schedule of work for regional transportation planning in El Dorado County, and is a requirement of the Memorandum of Understanding between the El Dorado County Transportation Commission and Caltrans; and

**WHEREAS**, the Draft OWP was presented at the March 7, 2019 Commission meeting; and

**WHEREAS**, the Final OWP was approved at the June 6, 2019 Commission meeting; and

**WHEREAS**, an amendment is required to add the 2018/2019 grant carry over balances and additional grant funding received this fiscal year to the 2019/2020 OWP and Budget.

**NOW, THEREFORE, BE IT RESOLVED**, that the El Dorado County Transportation Commission hereby approves Amendment 1 to the FY 2019/2020 Overall Work Program, Budget, Goals and Objectives with a total budget of \$1,815,015.54.

**PASSED AND APPROVED** by the El Dorado County Transportation Commission governing body at the regular meeting held on December 5, 2019 by the following vote:

*Vote Pending*

Attest:

\_\_\_\_\_  
Patty Borelli, Chairperson

\_\_\_\_\_  
Joni G. Rice, Secretary to the Commission

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**PRESENTATION****STAFF REPORT**

**DATE:** DECEMBER 5, 2019  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** JERRY BARTON, SENIOR TRANSPORTATION PLANNER  
**SUBJECT:** DRAFT EL DORADO COUNTY AND CITY OF PLACERVILLE ACTIVE TRANSPORTATION PLANS

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**REQUESTED ACTION**

None. This item is for information only.

**BACKGROUND**

On October 18, 2017, EDCTC submitted an application to Caltrans for a Fiscal Year 2017/2018 Sustainable Transportation Planning Grant to fund development of the El Dorado County and City of Placerville Active Transportation Plans (Active Transportation Plans). On December 15, 2017 Caltrans notified EDCTC that the Active Transportation Plans had been selected for funding with an award of \$100,003. EDCTC committed \$17,648 in matching funds for the project. Additionally, EDCTC coordinated with the El Dorado Hills Community Services District who agreed to contribute an additional \$10,000 in funding for targeted work efforts completed in the El Dorado Hills area.

On June 7, 2018, the EDCTC Board authorized the Executive Director to enter into a contract with Alta Planning + Design to develop the Active Transportation Plans for a not-to-exceed amount of \$100,000. The contract was fully executed in July of 2018 and on September 6, 2018 the EDCTC Board ratified the membership of the Stakeholder Advisory Committee which includes a diverse group of representatives from bicycle and pedestrian advocacy organizations, chambers of commerce, business, community or tourist-oriented groups, schools, youth, health organizations, senior representatives, public agencies, community, and transit service providers.

**DISCUSSION**

Consistent with California statewide transportation goals to encourage alternatives to driving and develop a multi-modal transportation system, EDCTC has prepared the Active Transportation Plans for the City of Placerville and El Dorado County. The Active Transportation Plans will help increase the number of walking and biking trips, improve safety and mobility, enhance public health, reduce emissions, and increase opportunities to obtain funding to advance active transportation projects.

The Draft Active Transportation Plans were developed with considerable input from stakeholders and the general public. Three stakeholder meetings were held as well as three non-traditional outreach events at the El Dorado Hills and Placerville Farmer's Market's and the 2019 Earth Day event in Placerville. Additionally, a custom web-based interactive mapping tool was launched to allow residents to identify walking and biking destinations, barriers, and routes that could be improved. The web-based map received 517 responses from over 150 unique users.

The Active Transportation Plans provide recommended infrastructure improvements including new sidewalks, bicycle facilities, spot improvements and options for education, encouragement, enforcement, and evaluation programs. The Active Transportation Plans also include recommended projects within each Supervisorial District, prioritized based on typical scoring rubric for competitive active transportation funding programs. Comprehensive Design Guidelines are included in Appendix A to serve as a useful reference to engineers and planners as projects are considered for delivery.



The guidelines place an emphasis on context sensitive active transportation projects that compliment to the rural environment of El Dorado County and the City of Placerville.

The Draft Active Transportation Plans will remain in Draft form until January 10<sup>th</sup>, at which time public comments will close and the plans will be finalized for adoption by the EDCTC Board early in 2020.

Brett Hondorp, President of Alta Planning + Design will provide and overview of the Draft Active Transportation Plans.

Approved for Agenda:

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Woodrow Deloria, Executive Director

Note: Copies of the City and County Draft Active Transportation Plans are available for download via the EDCTC web page here: <https://www.edctc.org/atp-plans>