



## TECHNICAL ADVISORY COMMITTEE

### AGENDA

Monday, March 28, 2022, 1:30 PM

---

#### To join the meeting:

The virtual meeting access information will be emailed.

---

#### **DRAFT COMMISSION AGENDA REVIEW**

#### **CONSENT CALENDAR**

1. AB 361 REMOTE TELECONFERENCING (DELORIA)  
REQUESTED ACTION: Adopt Resolution 21/22.16 making findings and declaring intent to continue remote meetings pursuant to Government Code section 54953(e) due to the Governor's COVID-19 State of Emergency Proclamation and state and local recommendations related to physical distancing.
2. MINUTES FOR THE MARCH 3, 2022, COMMISSION MEETING (KEFFER)  
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the March 3, 2022, Commission meeting.
3. FEBRUARY 2022 CHECK REGISTER (THOMPSON)  
REQUESTED ACTION: Receive and file the February 2022 Check Register.
4. CALIFORNIA LOW CARBON TRANSIT OPERATIONS PROGRAM FISCAL YEAR 2021/22 FUNDING ALLOCATION (BOLSTER)  
REQUESTED ACTION: Adopt Resolution 21/22.17 allocating \$453,215 in 2021/22 California Low Carbon Transit Operations Program Funds to the El Dorado County Transit Authority.
5. SOCIAL SERVICE TRANSPORTATION ADVISORY COUNCIL (BOLSTER)  
REQUESTED ACTION: Appoint four members to the Social Service Transportation Advisory Council for their first terms.

#### **BUSINESS ITEMS**

6. FISCAL YEAR 2021/22 OVERALL WORK PROGRAM, BUDGET, AND GOALS AND OBJECTIVES, AMENDMENT #2 (THOMPSON)  
REQUESTED ACTION: Adopt Resolution 21/22.18, approving the Fiscal Year 2021/22 Overall Work Program, Budget, and Goals and Objectives, Amendment #2.
7. MISSOURI FLAT OVERCROSSING CMAQ LEVERAGING FUNDS PROGRAMMING (BARTON)  
REQUESTED ACTION: Approve Resolution 21/22.19 and Resolution 21/22.20, reprogramming Congestion Mitigation and Air Quality funding and programming Transportation Development Act Local Transportation Fund Article 3 Pedestrian and Bicycle Funding to the El Dorado County Department of Transportation's Missouri Flat Road Bicycle and Pedestrian Overcrossing Project as follows:
  1. \$400,000 in Congestion Mitigation and Air Quality from Cycle 5 ATP Leveraging to the Project and \$386,370 in CMAQ Carryover to the Project, for a total of \$786,370
  2. Program \$190,000 in Transportation Development Act Local Transportation Fund Article 3 Pedestrian and Bicycle Funding from ATP Cycle 5 Leveraging to the Missouri Flat Overcrossing Project

8. 2022 CONGESTION MITIGATION AND AIR QUALITY FUNDS CALL FOR PROJECTS (BARTON)  
REQUESTED ACTION: Approve the release of the 2022 Call for Projects for Congestion Mitigation and Air Quality Funds and ratify the following as a component of the Call for Projects:

- Competitive application process
- Appropriate project selection criteria
- Appropriate agencies for participation on the selection committee to evaluate the applications

### **INFORMATION ITEMS**

9. DRAFT TRIENNIAL PERFORMANCE AUDITS OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION AND THE EL DORADO COUNTY TRANSIT AUTHORITY FOR 2018/19, 2019/20, AND 2020/21 (THOMPSON)

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

### **MEMBER SHARING**

### **ADJOURNMENT**

*The next TAC meeting is scheduled for April 25, 2022.*

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

**DATE:** APRIL 7, 2022  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** WOODROW DELORIA, EXECUTIVE DIRECTOR  
**SUBJECT:** AB 361 REMOTE TELECONFERENCING

---

**REQUESTED ACTION**

Adopt Resolution 21/22.16 making findings and declaring intent to continue remote meetings pursuant to Government Code section 54953(e) due to the Governor's COVID-19 State of Emergency Proclamation and state and local recommendations related to physical distancing.

**BACKGROUND**

Effective October 1, 2021, assembly Bill (AB) 361 modified the provisions of the Ralph M. Brown Act ("the Brown Act") related to holding teleconference meetings during a proclaimed state of emergency when state or local officials have imposed, or recommended measures related to physical distancing which warrant holding meetings remotely.

The modifications to the requirements of the Brown Act related to open public meetings which due to the COVID-19 pandemic and which may continue under AB 361 include the following:

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

El Dorado County Public Health Officer's Recommendations for Safe Board and Commission Meetings During COVID-19 Pandemic dated September 30, 2021, makes the following recommendations to allow virtual-attendance meetings to continue:

- Offer attendees a remote access option to the extent possible, while meeting the intent of the Brown Act about transparency and full participation;
- Arrange seating to encourage staff and members of the public to physically distance;
- Clearly post messages instructing people not to enter meeting venues when they feel unwell and to follow current guidelines for face-coverings, vaccina

**DISCUSSION**

If the Commission desires to continue to meet utilizing the relaxed teleconference meeting rules, AB 361 requires an ongoing finding every 30 days that the Commission has reconsidered the circumstances of the state of emergency and that the emergency continues to impact the ability to "meet safely in person," or that state of local officials continue to recommend measures to promote social distancing. Gov. Code 54953(e)(3).

In response to improving conditions, Governor Newsom issued Executive Order N-04-22 on February 25, 2022, which lifted many of the provisions related to the emergency while maintaining certain measures to support the ongoing response and recovery effort. Although a portion of the emergency provisions have been lifted the Governor's March 4, 2020, State of Emergency Proclamation as it related to the COVID-19 pandemic remains active.

Recently local and state rules related to COVID-19 and wearing face masks have also been updated. On February 28, 2022, the California Department of Public Health updated its Guidance for the Use of Face Masks. Although face masks are now recommended, and not required, in most indoor settings for vaccinated and unvaccinated individuals, in workplaces employers remain subject to the CalOSHA Emergency Temporary Standards. Section 3205 of the CalOSHA Emergency Temporary Standards continues to regulate Close Contacts, within 6 feet of another, and physical distancing continues to be recommended. These CalOSHA requirements remain in effect until April 14, 2022, and it is anticipated they will be revised and reenacted to extend beyond April 14, 2022.

The Governor's state of emergency remains, and the CalOSHA Regulations related to social distancing remain in place. Furthermore, the County of El Dorado Public Health Officer's September 30, 2021, recommendations related to AB 361 meetings remain in place. Based on these regulations the findings to support teleconference only meetings pursuant to section 54953(e)(1) can continue to be made.

Although there is an indication that adverse cases and impacts are decreasing, there remains risks associated with COVID-19, the ability to meet in person, and the State regulations impose of recommend measures to promote social distancing. Agency staff is continuing to monitor the status of the Governor's state of emergency proclamation, state regulations and orders related to social distancing, and health and safety conditions related to COVID-19 and confirms that said conditions continue to exist that warrant remote teleconferencing meetings.

It is recommended that the Commission find that state and local officials continue to impose or recommend measures to promote social distancing, and the conditions continue to impact the ability to meet safely in person; therefore, the next regularly scheduled Commission meeting will be a remote meeting and the Commission will continue to consider the status of the ongoing emergency and facts related to the health and safety of meeting attendees due to COVID-19.

Approved for Agenda:



Woodrow Deloria  
Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 21/22.16



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

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

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

---

## RESOLUTION 21/22.16

### RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION MAKING FINDINGS AND DECLARING TO CONTINUE REMOTE TELECONFERENCE MEETINGS PURSUANT TO GOVERNMENT CODE 54953(e) DUE TO THE THREAT OF COVID-19

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

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

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

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

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

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

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

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

**WHEREAS**, the COVID-19 virus continues to pose imminent risk to health and safety and directly impacts the ability of the public and the Commission to meet safely in person, accordingly, the Commission hereby recognizes the proclamation of state of emergency by the Governor of the State of California and the regulations of CalOSHA recommending physical distancing;

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

**WHEREAS**, as a consequence of the emergency related to COVID-19, to allow for physical distancing and remote meeting attendance, the Commission intends to continue to invoke the

provisions of AB 361 as provided in Government Code section 54953, subd. (e) and such meetings of the Agency shall comply with the requirements to provide the Commission members and the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953.

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

1. The foregoing recitals are true and correct.
2. The meetings of the Commission, including this meeting, may be held with relaxed teleconference rules pursuant to the provisions of subdivision (e) of Government Code section 54953 due to the impacts of COVID-19, the Governor's state of emergency proclamation, state and local recommendations and the importance of physical distancing to minimize any potential adverse health and safety risks.
3. EDCTC Commissioners hereby consider the current conditions of the state of emergency and the state and local recommendations and regulations related the social distancing and reauthorizes remote teleconference meetings.
4. Staff is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings of the Commission in accordance with subdivision (e) of the Government Code section 54953 and other applicable provision of the Brown Act for remote only teleconference meetings.
5. Staff is further directed to continue to monitor the conditions and health and safety conditions related to COVID-19, the status of the Governor's state of emergency, the local orders related to physical distancing, and the state regulations related to social distancing, and present to the Commission at its regularly scheduled meeting the related information and recommendations for remote only meetings pursuant to the provisions of Government Code Section 54953(e) and to extend the time during which the Commission may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED AND ADOPTED**, by the El Dorado County Transportation Commission on April 7, 2022, by the following vote:

Vote pending

Attest:

---

John Hidahl, Chairperson

---

Dana Keffer, Secretary to the Commission

**CONSENT CALENDAR**

**STAFF REPORT**

**DATE: APRIL 7, 2022**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: DANA KEFFER, EXECUTIVE ASSISTANT/SECRETARY TO THE COMMISSION**  
**SUBJECT: MARCH 3, 2022, COMMISSION MEETING**

---

REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the March 3, 2022, Commission meeting.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment: March 3, 2022, Minutes



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

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

---

## ACTION MINUTES

Regular Meeting, Thursday, March 3, 2022, 2:00 PM

---

### IMPORTANT NOTICE:

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

---

### CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Executive Director Woodrow Deloria at 2:02 PM and led the Pledge of Allegiance.

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

### ADOPTION OF AGENDA AND CONSENT CALENDAR

There were no public comments.

**ACTION: Commissioner Borelli made a motion to adopt the agenda and to approve or adopt items 1-4 on the Consent Calendar. The motion was seconded by Vice Chair D. Thomas which carried as follows:**

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

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

**ABSTAIN: None**

**NOES: None**

**ABSENT: None**

1. EXPIRATION OF THE EXECUTIVE ORDER NO. N-25-20 AND PASSAGE OF ASSEMBLY BILL 361 (DELORIA)  
REQUESTED ACTION: Adopt Resolution 21/22.15 regarding the Ralph M. Brown Act and the finding of risk to health and safety of in-person meetings because of the continuing COVID-19 pandemic State of Emergency declared by Governor Newsom.
2. MINUTES FOR THE FEBRUARY 3, 2022, COMMISSION MEETING (KEFFER)  
REQUESTED ACTION: The Secretary to the Commission requests correction to, or approval of, the Draft Action Minutes for the February 3, 2022, Commission meeting.
3. JANUARY 2022 CHECK REGISTER (THOMPSON)  
REQUESTED ACTION: Receive and file the January 2022 Check Register.



4. OVERALL WORK PROGRAM BUDGET VS. ACTUAL COMPARISON FISCAL YEAR 2021/22 REPORT (THOMPSON)

REQUESTED ACTION: Receive and file the Overall Work Program Budget vs. Actual Comparison Fiscal Year 2021/22 July-December Report.

OPEN FORUM

DeeAnn Gillick with Sloan Sakai introduced herself as the Commission's new Legal Counsel.

BUSINESS ITEMS

5. FISCAL YEAR 2022/23 DRAFT OVERALL WORK PROGRAM, BUDGET, AND GOALS AND OBJECTIVES (DELORIA/THOMPSON)

REQUESTED ACTION: Authorize staff to release the Fiscal Year 2022/23 Draft Overall Work Program and Budget to Caltrans for circulation, review, and comment.

There was no public comment.

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

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

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

**ABSTAIN: None**

**NOES: None**

**ABSENT: None**

6. PROFESSIONAL SERVICES AGREEMENT EXTENSION FOR FEDERAL TRANSPORTATION ADVOCACY SERVICES FROM DAVID TURCH AND ASSOCIATES (DELORIA)

REQUESTED ACTION: By motion, authorize the Executive Director to extend the professional services agreement with David Turch and Associates for Federal Advocacy Services for an additional year from April 3, 2022, to March 31, 2023.

There was no public comment.

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

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

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

**ABSTAIN: None**

**NOES: None**

**ABSENT: None**

7. PROFESSIONAL SERVICES AGREEMENT: GREATER PLACERVILLE WILDFIRE EVACUATION PREPAREDNESS, COMMUNITY SAFETY AND RESILIENCY PLAN (BOLSTER)

REQUESTED ACTION: Authorize the Executive Director to enter into a professional services agreement between the El Dorado County Transportation Commission and DKS Associates, to develop the Greater Placerville Wildfire Evacuation Preparedness, Community Safety and Resiliency Plan for a not-to-exceed amount of \$247,887.66.

Transportation Planning Agency to comply with the corrective action placed upon Caltrans by the Federal Highway Administration.

There was no public comment.

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

**MOTION/SECOND: Borelli/Taylor**

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

**ABSTAIN: None**

**NOES: None**

**ABSENT: None**

#### INFORMATION ITEMS

8. MARCH 2022 PROJECT MONITORING REPORT (BARTON, BOLSTER, NGUYEN)  
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 3:29 PM.

The next regular meeting is scheduled for 2:00 PM on April 7, 2022.

**CONSENT CALENDAR**

**STAFF REPORT**

**DATE: APRIL 7, 2022**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER**  
**SUBJECT: FEBRUARY 2022 CHECK REGISTER**

---

**REQUESTED ACTION**

Receive and file the February 2022 Check Register (Attachment A).

**BACKGROUND AND DISCUSSION**

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

- David Turch & Associates* ..... \$5,417.00
- David Turch & Associates* ..... \$5,417.00  
December 2021 and January 2022 Federal advocacy services, Work Element 410. This contract was approved at the April 2, 2020, EDCTC meeting.
- Extreme Towing* ..... \$11,935.77  
January 2022 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.
- Wood Rodgers* ..... \$1,283.10  
January 2022 professional services for the 50 Corridor System User Analysis, Investment Strategy, and Access Control Action Plan, Work Element 253. This contract was approved at the December 3, 2020, EDCTC meeting.

Approved for Agenda:



Woodrow Deloria, Executive Director

Attachment A: February 2022 Check Register

**El Dorado County Transportation Commission  
Check Register  
February 2022**

<b>Date</b>	<b>Name</b>	<b>Payment</b>	<b>Memo</b>
02/01/2022	Ameritas Life Insurance Corp.	579.92	February 2022 Dental
02/01/2022	Ameritas Life Insurance Corp.	85.56	February 2022 Vision
02/01/2022	Benefit Coordinators Corporation	204.67	February 2022 Life/Disability Premiums
02/01/2022	CalPERS Health	8,398.09	February 2022 Health Premiums
02/01/2022	Carbon Copy	7.98	January 2022 Copy Machine Copies/Maint
02/01/2022	RTS IT, Inc.	690.00	February 2022 ITCare Silver Service Plan
02/07/2022	Airespring	658.69	February 2022 Fiber Optic Internet
02/07/2022	Century Building Maintenance	450.00	January 2022 Building Maintenance
02/07/2022	David Turch and Associates	5,417.00	* December 2021 Federal Advocacy
02/07/2022	Extreme Towing	11,935.77	* January 2022 Freeway Service Patrol
02/07/2022	Sacramento Metro Chamber	1,000.00	Annual Membership Investment 3/1/22-02/28/23
02/07/2022	JS West Propane Gas	289.87	January 2022 Propane
02/09/2022	CalPERS Retirement System	3,121.14	February 2022 Contribution #1
02/09/2022	CalPERS Retirement System	307.46	February 2022 PEPRA Contribution #1
02/14/2022	Cardmember Service - Visa KT	238.59	Remote Access, Zoom Webinars, Office Supplies January 2022
02/14/2022	Cardmember Service - Visa DK	320.77	January Office Phones, ADA Website & Misc Office Expense
02/14/2022	Buchalter	1,660.50	January 2022 Legal Review
02/22/2022	David Turch and Associates	5,417.00	* January 2022 Federal Advocacy
02/22/2022	PG&E	234.79	January 2022 Utilities
02/22/2022	Wood Rodgers	1,283.10	* January 2022 US 50 Corridor System User Analysis
02/23/2022	CalPERS Retirement System	3,121.14	February 2022 Contribution #2
02/23/2022	CalPERS Retirement System	322.83	February 2022 PEPRA Contribution #2
02/23/2022	Umpqua Bank	66.70	January 2022 Analyzed Checking Fee
02/25/2022	Liberty Mutual Insurance	2,841.00	Commerical Liability Ins 3/7/22-3/6/23
02/25/2022	Steele Building Offices	4,517.00	March 2022 Office Rent
	<b>Total</b>	<b><u>53,169.57</u></b>	

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

**DATE:** APRIL 7, 2022  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** DAN BOLSTER, SENIOR TRANSPORTATION PLANNER  
**SUBJECT:** CALIFORNIA LOW CARBON TRANSIT OPERATIONS PROGRAM FISCAL YEAR 2021/22 FUNDING ALLOCATION

---

**REQUESTED ACTION**

Adopt Resolution 21/22.17 (Attachment A) allocating \$453,215 in 2021/22 California Low Carbon Transit Operations Program Funds to the El Dorado County Transit Authority (EDCTA).

**BACKGROUND**

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. Approved projects in the LCTOP will support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance, and other costs to operate those services or facilities, with each project required to reduce greenhouse gas emissions.

**DISCUSSION**

El Dorado County Transportation Commission (EDCTC) received notification of 2021/22 LCTOP allocation amounts in the State Controller's Office letter dated February 18, 2022. As the Regional Transportation Planning Agency, it is EDCTC's role to allocate LCTOP funding to each project sponsor under the authority of EDCTC. According to Public Utilities Code (PUC) 99313 and 99314, EDCTC's allocation for FY 2021/22 LCTOP is \$453,215. Since EDCTA is the only transit operator in the EDCTC region, staff is recommending the funds be allocated to EDCTA for implementation of two eligible projects, consistent with the LCTOP Guidelines.

EDCTA plans to use the \$453,215 in FY 2021/22 LCTOP funds to deliver two (2) projects that are consistent with LCTOP program guidelines and are based on recommendations contained in the 2019 Western El Dorado County Short- and Long- Range Transit Plan. The two projects are:

1. Provide a free or discounted fare fixed route program.
2. Purchase of zero-emission buses, including installation of the equipment and infrastructure necessary to operate and support zero-emission buses.

Per the LCTOP FY 2021/22 Program Guidelines, new or expanded bus services, including providing a free or discounted fare fixed route program to increase transit mode share, and purchases related to zero emission buses are considered new projects if they are within five (5) years from the date of implementation. Both projects meet the five-year criteria: The free or discounted fare fixed route program is the third year of the that program, and the purchase of zero-emission buses, including installation of the equipment and infrastructure necessary to operate and support zero-emission buses is the second year of what will be a four-year project to accumulate funds for the purchase of zero-emission buses.

The estimated annual cost of the free or discounted fare program is \$75,000 and the estimated annual cost of the zero-emission bus purchase program is \$378,215, for a combined annual total cost of \$453,215. Subject to approval by Caltrans Division of Mass Transportation, El Dorado Transit will utilize the \$453,215 in FY 2021/22 LCTOP PUC 99313 and 99314 funding towards payment for the two projects.

Approved for Agenda:

---

Woodrow Deloria, Executive Director

Attachment A: EDCTC Resolution 21/22.17



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

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

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

## RESOLUTION 21/22.17

### RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION ALLOCATING FISCAL YEAR 2021/22 CALIFORNIA LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDING TO THE EL DORADO COUNTY TRANSIT AUTHORITY

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

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

**WHEREAS**, on February 18, 2022, the California State Controller issued allocation amounts from the Greenhouse Gas Reduction Fund according to the requirements of the Low Carbon Transit Operations Program (LCTOP) for the 2021/22 fiscal year; and

**WHEREAS**, EDCTC is responsible for allocating LCTOP funds to each project sponsor under the authority of EDCTC; and

**WHEREAS**, EDCTC has determined that a total of \$453,215 in Public Utilities Code 99313 and 99314 funds are available for transit purposes, subject to consistency with the Department of Transportation's LCTOP Guidelines; and

**WHEREAS**, the El Dorado County Transit Authority (EDCTA) is an eligible project sponsor and may receive state funding from the LCTOP for transit projects; and

**WHEREAS**, EDCTA has determined two appropriate LCTOP projects consistent with the 2019 Western El Dorado County Short- and Long-Range Transit Plan and LCTOP Guidelines; and

**WHEREAS**, EDCTA, as the sole transit operator in the EDCTC region, is designated the project sponsor; and

**WHEREAS**, the EDCTC wishes to delegate authorization to execute documents and any amendments thereto to the EDCTA Executive Director.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the El Dorado County Transportation Commission that the fund recipient, EDCTA, agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

**NOW, THEREFORE, BE IT FURTHER RESOLVED THAT**, the EDCTA Executive Director be authorized to execute all required documents of the LCTOP and any Amendments thereto with the California Department of Transportation.

**PASSED AND ADOPTED**, by the El Dorado County Transportation Commission's governing body at the regular meeting held on April 7, 2022, by the following vote:

Vote Pending

Attest:

\_\_\_\_\_  
John Hidahl, Chairperson

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



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

**DATE:** APRIL 7, 2022  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** DAN BOLSTER, SENIOR TRANSPORTATION PLANNER  
**SUBJECT:** SOCIAL SERVICE TRANSPORTATION ADVISORY COUNCIL REAPPOINTMENTS

---

**REQUESTED ACTION**

Appoint four members to the Social Service Transportation Advisory Council (SSTAC) for their first terms.

**BACKGROUND**

In accordance with the Transportation Development Act Statutes and California Code of Regulations (TDA), it is the responsibility of the EDCTC, as the Regional Transportation Planning Agency (RTPA), to appoint members to the SSTAC. The members of the SSTAC are to be from a broad representation of social service agencies, transit users, and other members that the RTPA considers appropriate.

As the administrator of TDA funds for El Dorado County, EDCTC is charged with performing the annual Unmet Transit Needs process. As the recommending body to the Commission, the primary responsibility of the SSTAC is to review potential unmet transit needs in the County. The SSTAC's additional responsibilities are to identify potential transit needs and/or ways to improve the efficiency and effectiveness of existing transit service. The SSTAC's secondary responsibilities may include the following:

- Advise the EDCTC on any major transit issues, including the coordination and consolidation of specialized transportation services
- Receive and document information regarding transit needs at public meetings and/or hearings, and disseminate that to their constituents
- Review productivity for new El Dorado County Transit Authority (EDCTA) service using EDCTA's performance measures
- Serve in an ad-hoc basis on various committees, such as the Regional Transportation Plan Advisory Committee
- Participate in various transit-related studies (Coordinated Human Services Transportation Plan, Triennial Performance Audit, Long- and Short-Range Transit Plan, etc.)
- Advocate for transportation alternatives for those in their region and/or segment of the population and represent those constituents at the SSTAC or EDCTA Transit Advisory Committee meetings
- Review and score Federal Transit Administration 5310 capital assistance grant applications, as members of the Regional Evaluation Committee

**DISCUSSION**

EDCTC recruited four new members for the SSTAC during March 2022, utilizing the methods listed below:

- Contacting social services providers to help recruit potential new members
- Providing an SSTAC recruitment flyer and application information to members of transit-related advisory committees

- Posting flyers on EDCTA buses
- Advertising via the EDCTC website

Four candidates completed a membership application related to their specific area of expertise and eligibility. They are:

Service Provider – Seniors

**Jordan Brushia** – Mr. Brushia is the Program Coordinator for the El Dorado County Area Agency on Aging. He manages and coordinates limited social and medical transportation for seniors in El Dorado County under the Area Agency on Aging and the California Department on Aging Senior Supportive Services Funding. This often includes educating seniors on current resources with a recent dependency on alternative means of transportation and coordinating medical necessity transportation services.

Social Service Provider – Disabled

**Lynn Murray** – Mr. Murray founded the Placerville Spinal Cord Injury Support Group in 2007 to improve the physical, mental, and emotional well-being of people with ambulatory impairment. Mr. Murray also founded the Hangtown Cranker Classic, a ride on the El Dorado Trail that raises rehabilitation funds and brings the able-bodied and disabled communities together on bicycles and handcycles where participants can choose to ride 5, 10, 15, or 20 miles on the El Dorado Trail.

Social Service Provider – Person of Limited Means

**Shaunda Crane** – Ms. Crane works in the Population Health Division at Marshall Hospital and is Director of Marshall Medical Care Coordination for Vulnerable Populations. The program, in collaboration with El Dorado County Health and Human Services, Marshall Foundation for Community Health, as well as other health related services in El Dorado County, provides mobile healthcare to residents with limited transportation, are elderly, rural, or are homeless.

Social Service Provider – Disabled

**Jody Bailey** – Ms. Bailey has worked at MORE for over twenty-four years and is currently MORE's Director of Program Services. Ms. Bailey is involved daily with MORE's transit-dependent clients and has a long history of supporting them in their use of transit.

In accordance with TDA Statute, of the initial eight (8) appointments to the SSTAC, one-third shall be for a three-year term, one-third shall be for a two-year term, and one-third shall be for a one-year term. Staff recommends that Jordan Brushia, Shaunda Crane, and Jody Bailey be appointed for an initial three-year term and Lynn Murray be appointed for an initial two-year term. Subsequent to their initial terms, all four will be eligible to be reappointed to their respective positions on the SSTAC for a three-year term.

Approved for Agenda:

---

Woodrow Deloria, Executive Director

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

**DATE:** APRIL 7, 2022  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER  
**SUBJECT:** FISCAL YEAR 2021/22 OVERALL WORK PROGRAM, BUDGET,  
AND GOALS AND OBJECTIVES, AMENDMENT 2

---

**REQUESTED ACTION**

Adopt Resolution 21/22.18 (*Attachment A*), approving the Fiscal Year (FY) 2021/22 Overall Work Program, Budget, and Goals and Objectives, Amendment 2 (*Attachment B*).

**BACKGROUND**

The Overall Work Program (OWP) and Budget is the work plan for El Dorado County Transportation Commission (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 4, 2021, Commission meeting and the Final OWP was approved at the June 3, 2021, Commission meeting. Amendment 1 was approved at the September 2, 2021, EDCTC meeting to add a new grant funded project and adjust the carry over grant balances to the actual amounts at fiscal year-end.

Amendment 2 makes the following changes:

1. Increases legal services due to a new legal contract and as-needed consultations.
2. Increases office expenses for a new shared software product that will be used in planning studies. The agreement and payment for this software will be on the June EDCTC agenda.
3. Adjusts staff time between work elements, professional services contracts and remaining grant balances based on actual expenditures year to date.
4. Corrects the Work Element 265 project name by adding "Preparedness" to the Greater Placerville Wildfire Evacuation Preparedness Plan, Community Safety and Resiliency Plan.

The total amount of Amendment 2 is \$2,343,854 which is a 1% increase from Amendment 1.

Approved for Agenda:

---

Woodrow Deloria, Executive Director

Attachments: A) EDCTC Resolution 21/22.18  
B) FY 2021/22 Overall Work Program, Budget, and Goals and Objectives,  
Amendment #2 (*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, Kara Taylor, Dennis Thomas

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

**RESOLUTION 21/22.18**

**RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION  
APPROVING FISCAL YEAR 2021/22 OVERALL WORK PROGRAM,  
BUDGET, AND GOALS AND OBJECTIVES, AMENDMENT 2**

**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) 2021/22 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 February 4, 2021, Commission meeting and the Final OWP was approved at the June 3, 2021, Commission meeting; and

**WHEREAS**, Amendment 1 was approved at the September 2, 2021, Commission; and

**WHEREAS**, Amendment 2 includes an increase in legal services and office expenses; and

**WHEREAS**, Staff time, expenditures, and revenues between work elements were adjusted based on actual charges fiscal year to date.

**NOW, THEREFORE, BE IT RESOLVED**, that the El Dorado County Transportation Commission hereby approves the FY 2021/22 Overall Work Program, Budget, Goals and Objectives, Amendment 2 with a total budget of \$2,343,854.32.

**PASSED AND APPROVED** by the El Dorado County Transportation Commission governing body at the regular meeting held on April 7, 2022, by the following vote:

Attest:

\_\_\_\_\_  
John Hidahl, Chairperson

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

**BUSINESS ITEM**

**STAFF REPORT**

**DATE: APRIL 7, 2022**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: JERRY BARTON, SENIOR TRANSPORTATION PLANNER**  
**SUBJECT: MISSOURI FLAT OVERCROSSING CMAQ LEVERAGING FUNDS PROGRAMMING**

**REQUESTED ACTION**

Approve Resolution 21/22.19 and Resolution 21/22.20, reprogramming Congestion Mitigation and Air Quality (CMAQ) funding and programming Transportation Development Act (TDA) Local Transportation Fund (LTF) Article 3 Pedestrian and Bicycle Funding to the El Dorado County Department of Transportation’s (DOT) Missouri Flat Road Bicycle and Pedestrian Overcrossing Project as follows (Attachments A and B):

1. \$400,000 in Congestion Mitigation and Air Quality (CMAQ) from Cycle 5 ATP Leveraging to the Project and \$386,370 in CMAQ Carryover to the Project, for a total of \$786,370
2. Program \$190,000 in Transportation Development Act (TDA) Local Transportation Fund (LTF) Article 3 Pedestrian and Bicycle Funding from ATP Cycle 5 Leveraging to the Missouri Flat Overcrossing Project

**BACKGROUND**

EDCTC first programmed \$508,000 in CMAQ funding to the Missouri Flat Road bicycle and pedestrian overcrossing project in August of 2014. An additional \$95,000 was added in June 2016, for a total of \$603,000, which supported the completion of the environmental and design phases of the overcrossing as well as the Missouri Flat Road to El Dorado segment of the El Dorado Trail. In 2020, EDCTC programmed \$400,000 in CMAQ and \$190,000 in TDA/LTF Funds to the project to improve the competitiveness of the project for Cycle 5 ATP. The County and EDCTC have pursued construction funding for the overcrossing through the submittal of four previously unsuccessful ATP funding applications in 2016, 2017, 2018, and 2020. A summary of current funding programmed to the project is provided in the table below:

<b>PRIOR PROGRAMMING</b>	<b>YEAR</b>	<b>FUND SOURCE AND DESCRIPTION</b>
\$508,000	2014	CMAQ for Environmental and Design Phases of the El Dorado Trail Missouri Flat to El Dorado and Missouri Flat Bicycle and Pedestrian Overcrossing
\$95,000	2016	CMAQ Additional Funds Request
\$400,000	2020	CMAQ Programmed to project to leverage Cycle 5 ATP Funds
\$190,000	2020	TDA/LTF Bicycle and Pedestrian Funds Programmed to the Project to Leverage Cycle 5 ATP Funds
<b>TOTAL: \$1,193,000</b>		

**DISCUSSION**

EDCTC staff is proposing that the project retain the \$400,000 in CMAQ funding, as well as the \$190,000 in TDA LTF Bicycle/Pedestrian funding to support future competitive funding opportunities. The proposed programming action is required for these funds because EDCTC policy for leveraging/matching funds states that “in the event a project is not awarded competitive funds, the funding will return to EDCTC as unprogrammed and available.” At this time, EDCTC is proposing that the funds remain on the project until such time the project is funded through construction. EDCTC

staff is also proposing that an additional \$386,370 in FY 21/22 carryover CMAQ funds be added to the project in advance of the release of the Call for Projects for future available funding. The combination of funds will increase the available funding on the project to \$1,579,370 and proportionately reduce the construction funding need from competitive programs. The project will be well positioned for future funding opportunities. A breakdown of the requested new programming and summary of total funding available to the project upon approval of the requested action is outlined in the table below:

<b>Missouri Flat Overcrossing Bicycle and Pedestrian Overcrossing</b>	
Proposed New CMAQ Programming	\$386,370
Prior Programming (All Funds)	\$1,193,000
<b>TOTAL</b>	<b>\$1,579,370</b>

The requested CMAQ reprogramming action is consistent with the guidelines for the use of CMAQ funds and DOT has submitted a revised quantitative air quality emission reduction benefit analysis to EDCTC, consistent with CMAQ guidelines (Attachment C). In the event that this project was submitted for consideration of an additional \$386,370 in the last competitive CMAQ programming round awarded in March 2019, EDCTC’s analysis concluded that the project would have had a very similar ranking as the El Dorado Trail segment awarded due to its air quality benefits, proximity and connectivity supporting active transportation trips along the El Dorado Trail in the Diamond Springs area.

The project is consistent with the EDCTC adopted guidelines for use of LTF/TDA Pedestrian/Bicycle Funds as match for active transportation projects (Attachment F). EDCTC’s current programmable balance of LTF/TDA Pedestrian/Bicycle funding is \$140,825. This amount will increase by \$115,919 in June 2022, when Fiscal Year 2021/22 funds are made available to EDCTC.

The remaining unfunded need for the Missouri Flat Road El Dorado Trail Bicycle and Pedestrian overcrossing is approximately \$4 million. EDCTC will continue to work with the County to identify an appropriate fund source for construction.

Approved for Agenda:

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

- Attachments: A) Resolution 21/22.19 CMAQ Programming  
 B) Resolution 21/22.20 TDA/LTF Pedestrian and Bicycle Funds Programming  
 C) Revised CMAQ Cost Effectiveness Calculations (**PENDING**)  
 D) EDCTC Guidelines for TDA/LTF Pedestrian and Bicycle Funds



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

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

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

## RESOLUTION 20/22.19

### RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING CONGESTION MITIGATION AND AIR QUALITY PROGRAMMING TO THE MISSOURI FLAT ROAD BICYCLE AND PEDESTRIAN OVERCROSSING

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

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

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

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

**WHEREAS**, in 2020, EDCTC re-programmed \$400,000 in CMAQ funds to the Missouri Flat Road Bicycle and Pedestrian Overcrossing Project to support the competitiveness of a Cycle 5 Active Transportation Program (ATP) application; and

**WHEREAS**, the Cycle 5 ATP application was unsuccessful, however, the project remains a high priority for the safe passage of El Dorado Trail users across Missouri Flat Road; and

**WHEREAS**, the EDCTC and El Dorado County wish to continue to pursue this project for competitive funding opportunities; and

**WHEREAS**, the EDCTC is programming the \$400,000 in CMAQ funds, plus an additional \$386,370 in CMAQ Carryover to the project in order to reduce the construction funding need and support any future competitive funding opportunities; and

**WHEREAS**, the project provides a quantifiable reduction in emissions and/or congestion relief and has been determined eligible for the use of CMAQ funding; and

**NOW THEREFORE, BE IT RESOLVED**, that the El Dorado County Transportation Commission approves the programming of \$786,370 in CMAQ funds to the Missouri Flat Road Overcrossing project to support future competitive funding applications; and

**BE IT FURTHER RESOLVED**, that the projects shall be submitted to SACOG for amendment into the MTIP, as applicable.

**PASSED AND APPROVED**, by the El Dorado County Transportation Commission governing body at the regular meeting held on April 7, 2022, by the following vote:

*Vote Pending*

Attest:

\_\_\_\_\_  
John Hidahl, Chairperson

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



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

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

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

## RESOLUTION 21/22.20

### RESOLUTION OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION APPROVING THE PROGRAMMING OF TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUND PEDESTRIAN AND BICYCLE FUNDS TO THE MISSOURI FLAT BICYCLE AND PEDESTRIAN OVERCROSSING

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

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

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

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

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

**WHEREAS**, the El Dorado County Department of Transportation (DOT) is pursuing construction funding for the Missouri Flat Road Bicycle and Pedestrian Overcrossing Project; and

**WHEREAS**, in 2020 EDCTC programmed \$190,000 in TDA/LTF Pedestrian and Bicycle Funds to the Missouri Flat Road Overcrossing project to support a Cycle 5 grant application through the Active Transportation Program; and

**WHEREAS**, the project was not awarded Cycle 5 Active Transportation Program funding, however, the project remains a high priority and EDCTC and El Dorado County DOT continue to pursue competitive funding opportunities to obtain construction funding for the project; and

**WHEREAS**, the EDCTC is programming \$190,000 in TDA/LTF Pedestrian and Bicycle Funds to the Missouri Flat Road Overcrossing project in order to reduce the construction funding need and support any future competitive funding opportunities; and

**NOW THEREFORE, BE IT RESOLVED**, that the El Dorado County Transportation Commission approves the programming of \$190,000 in TDA/LTF Pedestrian and Bicycle Funds to the Missouri Flat Road Bicycle and Pedestrian Overcrossing Project.



**BE IT FURTHER RESOLVED**, that the project shall be submitted to SACOG for amendment into the Metropolitan Transportation Improvement Program, as applicable.

**PASSED AND APPROVED**, by the El Dorado County Transportation Commission governing body at the regular meeting held on April 7, 2022, by the following vote:

Vote Pending

Attest:

\_\_\_\_\_  
John Hidahl, Chairperson

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



## **GUIDELINES FOR ADMINISTRATION OF TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUND ARTICLE 3 PEDESTRIAN AND BICYCLE FUNDING**

**ADOPTED JUNE 2014**

### **TDA STATUTE**

1. In accordance with TDA Statute 99233.3, EDCTC has the option to apportion up to two percent of the remaining Local Transportation Fund (after allocation of administration and planning) to the City and County for facilities provided for the exclusive use of pedestrians and bicycles. The eligible claimants are the City of Placerville and El Dorado County.
2. Of the amount made available to the City and County, five percent thereof may be expended to supplement moneys from other sources to fund bicycle safety education programs.
3. Funds shall be allocated in accordance with requirements described in TDA Statute 99234, Claims for Pedestrian and Bicycle Facilities as follows:
  - (a) Claims for facilities provided for the exclusive use of pedestrians and bicycles or for bicycle safety education programs shall be filed according to the rules and regulations adopted by the transportation-planning agency.
  - (b) The money shall be allocated for the construction, including related engineering expenses, of those facilities pursuant to procedures or criteria established by the transportation-planning agency for the area within its jurisdiction, or for bicycle safety education programs.
  - (c) The money may be allocated for the maintenance of bicycling trails, which are closed to motorized traffic pursuant to procedures or criteria established by the transportation-planning agency for the area within its jurisdiction.
  - (d) The money may be allocated without respect to Section 99231 and shall not be included in determining the apportionments to a city or county for purposes of Sections 99233.7 to 99233.9, inclusive.
  - (e) Facilities provided for the use of bicycles may include projects that serve the needs of commuting bicyclists, including, but not limited to, new trails serving major transportation corridors, secure bicycle parking at employment centers, park-and-ride lots, and transit terminals where other funds are unavailable.
  - (f) Notwithstanding any other provision of this section, a planning agency established in Title 7.1 (commencing with Section 66500) of the Government Code may allocate the money to the Association of Bay Area Governments for activities required by Chapter 11 (commencing with Section 5850) of Division 5 of the Public Resources Code.
  - (g) Within 30 days after receiving a request for a review from any city or county, the transportation-planning agency shall review its allocations made pursuant to Section 99233.3.
  - (h) In addition to the purposes authorized in this section, a portion of the amount available to a city or county pursuant to Section 99233.3 may be allocated to develop a comprehensive bicycle and pedestrian facilities plan, with an emphasis on bicycle projects intended to accommodate bicycle commuters rather than recreational bicycle users. An allocation under this subdivision may not be made more than once every five years.

- (i) Up to 20 percent of the amount available each year to a city or county pursuant to Section 99233.3 may be allocated to re-stripe class II bicycle lanes.

**EDCTC RULES AND REGULATIONS FOR USE OF TDA ARTICLE 3 PEDESTRIAN AND BICYCLE FUNDING, IN PRIORITY ORDER**

1. Projects shall be:
  - Included in an adopted Bicycle Transportation Plan, Non-Motorized Transportation Plan, Transit Plan, or Pedestrian Plan, as applicable
  - Endorsed by a Council or Board, as applicable
2. The primary use of this fund source shall be as matching funds for projects that have a significant contribution by a local agency or have grant funding, i.e. Active Transportation Program.
3.
  - A. The funding may be used to augment ongoing construction projects, i.e. road rehabilitation or construction projects that require additional funding for bicycle, pedestrian facilities or signage.
  - B. Costs may be reimbursed up to 50% to complete the environmental, design and right of way phases of a pedestrian or bicycle project to provide shelf-ready projects for future grant opportunities.
4. The funding may be used to for minor bicycle and pedestrian projects as follows:
  - For installation of bicycle racks or lockers
  - For installation of bicycle and pedestrian signage for bicycle routes, school zones and park and ride lots
  - For crosswalk striping, pedestrian refuges, minor bicycle lane striping
  - For maintenance of existing bicycle or pedestrian facilities
5. The funding may be used to supplement moneys from other sources to fund bicycle safety education programs.

**BUSINESS ITEM**

**STAFF REPORT**

**DATE: APRIL 7, 2022**  
**TO: EL DORADO COUNTY TRANSPORTATION COMMISSION**  
**FROM: JERRY BARTON, SENIOR TRANSPORTATION PLANNER**  
**SUBJECT: 2022 CONGESTION MITIGATION AND AIR QUALITY FUNDS CALL FOR PROJECTS**

**REQUESTED ACTION**

Approve the release of the 2022 Call for Projects for Congestion Mitigation and Air Quality (CMAQ) Funds and ratify the following as a component of the Call for Projects:

- Competitive application process
- Appropriate project selection criteria
- Appropriate agencies for participation on the selection committee to evaluate the applications

**BACKGROUND**

As the Regional Transportation Planning Agency (RTPA) charged with programming federal and state transportation funding for the west slope of El Dorado County, the El Dorado County Transportation Commission (EDCTC) has determined future estimates of available funds from the Federal CMAQ program. CMAQ funding is directly tied to the air quality as measured and classified by the Federal Environmental Protection Agency (EPA). Due to improved air quality in the SACOG region, EDCTC's annual CMAQ fund estimates have declined in recent years. The EPA Classification for eight-hour ozone in 2008 for the SACOG region was "severe" with an ozone factor of 1.3. The 2015 eight-hour ozone classification dropped to "moderate" with an ozone factor of 1.1.

**DISCUSSION**

The goal of the CMAQ program is to fund transportation projects or programs that improve air quality and relieve or reduce congestion. In accordance with Federal Guidelines, programming of CMAQ funds must consider quantitative data that demonstrate the project's emissions reduction benefits. In the past, EDCTC has distributed CMAQ funding through a competitive application process. EDCTC staff is proposing to continue this practice for the 2022 Call for Projects.

CMAQ funds currently available are as follows:

<b>Available CMAQ Funds 2022 Call for Projects</b>	
Estimated Apportionment 2022/23	\$1,659,624
Estimated Apportionment 2023/24	\$1,659,117
Estimated Apportionment 2024/25	\$1,658,600
Estimated Apportionment 2025/26	\$1,658,073
Estimated Apportionment 2026/27	\$1,650,000
<b>TOTAL</b>	<b>\$8,285,414</b>

The 2022 CMAQ Call for Projects packet, which includes Instructions for Applicants, and the EDCTC CMAQ Funding Application Form (Attachment 1 of the packet) were reviewed by the members of the EDCTC Technical Advisory Committee on March 28. The Instructions for Applicants includes details on

the applicable federal and state requirements and describes the appropriate uses of the available funding.

A project selection committee will convene to assist EDCTC in the selection of projects for recommendation to the Commission for programming. Depending on which agencies submit funding applications, the selection committee may be comprised of EDCTC staff and staff from the Placer County Transportation Planning Agency, Tahoe Transportation District or Tahoe Regional Planning Agency, Caltrans, and/or El Dorado Air Quality Management District. The selection committee members will be from agencies that did not submit applications in order to ensure the applications are reviewed objectively based on content and the adopted selection criteria. The selection criteria listed below are suggested for the evaluation and prioritization of project applications:

1. **Project meets the requirements of the funding source.** Projects must meet the Federal requirements of the funding source including a quantifiable demonstration of the project's emission reduction benefits. Higher priority will be given to projects that exceed the requirements.
2. **Project Need/Benefit.** Emphasis will be given to projects that clearly identify a problem or need and propose measurable solutions with clearly stated benefits addressing the stated problem or need.
3. **Cost Effectiveness.** Cost effectiveness will be assessed on the basis of cost/benefit ratio or the project's ability to leverage funding or coordinate with other available resources.
4. **Project Readiness.** Project readiness will be determined by the accuracy of applicants proposed project scope and schedule. Factors include status of environmental review, project phasing, and commitment of local funding.
5. **Demonstrated Ability to Deliver a Federally Funded Project.** The applicant's delivery history for Federally funded projects will demonstrate their ability to deliver a CMAQ funded project within scope, schedule, and budget. This history will include review of the applicant's invoicing, budget adjustments, and schedule delays on Federally funded projects.
6. **Community Support/Multi-Jurisdictional Projects.** Applicants must clearly articulate the level of community support for the project that has been received. Multi-jurisdictional projects submitted by partner applicants will be given a high priority.
7. **Inclusion in Local/Regional Plan.** Projects must be included in the currently adopted El Dorado County Regional Transportation plan as well as other local or regional planning documents. These documents may include General Plans, El Dorado County Short/Long Range Transit Plans, El Dorado County Active Transportation Plan, City of Placerville Active Transportation Plan or other area-specific community plans.

In the event of approval of the application process, selection criteria, and selection committee membership by the Commission, EDCTC will release the CMAQ Call for Projects through notifications to agency partners and via the EDCTC web page on April 8, 2022. Applications will be due to EDCTC on **June 10, 2022**, and it is anticipated the projects will be considered for programming at the **August 2022** EDCTC Board meeting.

Approved for Agenda:

---

Woodrow Deloria, Executive Director

Attachments: A) 2022 CMAQ Call for Projects Instructions  
B) 2022 CMAQ Funding Application  
C) Master Agreement Agencies



# Congestion Mitigation and Air Quality (CMAQ) Funding Call for Projects 2022

April 7, 2022

El Dorado County Transportation Commission  
2828 Easy Street, Suite 1  
Placerville CA 95667

Contact: Jerry Barton  
Senior Transportation Planner  
530-642-5267

**2022 EDCTC  
COMMISSIONERS**

**John Hidahl**  
*Chair*

County of El Dorado

**Dennis Thomas**  
*Vice Chair*

City of Placerville

**Patty Borelli**  
City of Placerville

**Lori Parlin**  
County of El Dorado

**Kara Taylor**  
City of Placerville

**Wendy Thomas**  
City of Placerville

**George Turnboo**  
County of El Dorado



**TRANSPORTATION FUNDING CALL FOR PROJECTS  
CONGESTION MITIGATION AND AIR QUALITY PROGRAM (CMAQ)**

**INSTRUCTIONS FOR APPLICANTS**

**CONTENTS**

1. Introduction ..... 3

2. Available Funding ..... 3

3. Project Application Details ..... 3

4. Roles and Responsibilities..... 5

5. Definitions of Fund Uses ..... 5

    a. Congestion Mitigation and Air Quality ..... 6

    b. Determining CMAQ Project Eligibility and Calculating Emissions  
    Reductions ..... 6

    c. EDCTC Pre-Screening for Eligibility..... 7

6. Screening Criteria..... 7

7. Selection Criteria ..... 7

8. Completing the Application..... 8

9. Timeline for the 2022 Call for Projects.....10

**ATTACHMENTS**

- A. 2022 Transportation Funding Application Form
- B. Master Agreement Agencies

## 1. INTRODUCTION

The El Dorado County Transportation Commission (EDCTC) is making available transportation funding from the Federal Congestion Mitigation and Air Quality (CMAQ) program.

The 2022 EDCTC Transportation Funding Call for Projects for CMAQ funding is administered through a competitive application process. Funding applications will be reviewed by an independent selection committee and analyzed in accordance with the selection criteria described in detail on page 8 of this document.

At the **April 7, 2022**, meeting the EDCTC approved the release of the 2022 CMAQ Call for Projects and ratified the following:

- The competitive application process
- The project selection criteria, and;
- The appropriate agencies for participation on the selection committee to evaluate the applications and make recommendations to the EDCTC for funding.

The Call for Projects is a process of designating federal transportation funding to a specified project. EDCTC's approval of funding for a specific project is commonly referred to as "programming."

The deadline for receipt of applications at EDCTC is **5:00 p.m. Friday, June 10, 2022**. A complete schedule and timeline for this process is included on page 9 of this packet.

The EDCTC 2022 Transportation Funding Application form is included as Attachment A.

## 2. AVAILABLE FUNDING

The amount of funds available during this Call for Projects is shown in the table below.

<b>Available CMAQ Funds 2022 Call for Projects</b>	
Estimated Apportionment 2022/23	\$1,659,624
Estimated Apportionment 2023/24	\$1,659,117
Estimated Apportionment 2024/25	\$1,658,600
Estimated Apportionment 2025/26	\$1,658,073
Estimated Apportionment 2026/27	\$1,650,000
<b>TOTAL</b>	<b>\$8,285,414</b>

## 3. PROJECT APPLICATION DETAILS

### Project Funding Levels

In determining the amount of funding to request during this Call for Projects, applicants should consider that EDCTC desires to distribute the available funds throughout the region to improve air quality. As a general guide, funding requests should be developed in relation to the size of the area of effect and benefit to the region as a whole.



## **Federal CMAQ Funds**

All federal project applications must meet a minimum funding level of \$250,000, as federally funded projects have significant overhead costs associated with the administration of federal requirements. Experience indicates that smaller projects may become costly and ineffective due to staff time consumed meeting the many regulatory requirements associated with these funds. Applicants are advised to consider funding smaller projects from other revenues or combining a number of smaller projects as an umbrella project under the administration of one agency to minimize the administrative burden.

## **Project Delivery and Timely Use of Funds**

EDCTC encourages that projects be delivered as quickly as possible. Projects may be able to be constructed in advance of the year programmed, dependent upon availability of funding in the SACOG Region. EDCTC will work with project sponsors to determine the applicability of funding advances.

Federal regulations require that CMAQ funds be obligated to approved projects within three years after the fiscal year funds are programmed. Projects are considered “obligated” on the date a Request for Authorization is approved by Caltrans and provided to the local agency. EDCTC will work with project sponsors to ensure projects are obligated in a timely manner. All funding programmed during this Call for Projects must be obligated within two years of the year in which the project, or project phase, is programmed.

## **Local Match**

### **CMAQ**

- CMAQ projects require a local match of 11.47 percent.

### **Toll Credits**

- Utilizing Toll Credits as match reduces the burden on local agencies to provide funding as match. However, use of toll credits can reduce the total number of projects funded with CMAQ in the region.
- EDCTC will determine the applicability of Toll Credits as match based upon review of CMAQ applications and availability of funds.

In accordance with the adopted selection criteria detailed on page 8, EDCTC encourages the utilization of CMAQ funds to leverage funding from other sources.

## **Eligible Agencies**

Projects must be nominated by federal, state, and local public agencies, i.e. Caltrans, a county, a city, a transit operator, a special district, a congestion management agency, joint powers agency, a public authority, or transportation commission. CMAQ-funded projects must be located within the ozone non-attainment area of Western El Dorado County.

## **Master Agreement Status**

In order to receive federal CMAQ funds, a successful applicant must have a “Master Agreement” with Caltrans, be a Federal Transit Administration (FTA) “Eligible Applicant,” or have an agreement with such an eligible agency to sponsor the project. A Master Agreement is a legal document that certifies that Caltrans has reviewed and accepted the financial, accounting, engineering and managerial practices of the agency, and found them to be sufficient to manage and account for financial resources and project delivery under state and federal requirements. FTA “Eligible Applicants” are FTA Section 5307 grant recipients in urbanized areas (over 50,000 population) or Section 5311 grant

recipients in non-urbanized areas. Attachment B is a list of those agencies with Master Agreements or Eligible Applicant status.

### **Federal and State Requirements Apply**

All CMAQ funded activities are subject to Title 23, United States Code, as well as federal, state, and local environmental laws, and Caltrans' administrative guidelines. All CMAQ projects require federal approval.

## **4. ROLES AND RESPONSIBILITIES**

### **EDCTC Role**

EDCTC is responsible for releasing the Call for Projects, verifying information contained in the applications, and screening the applications for eligibility. EDCTC will advise project sponsors of any project found to be ineligible. Projects that are deemed CMAQ eligible will be reviewed and prioritized by the selection committee. A prioritized list of projects will be forwarded to the EDCTC Board with a recommendation for programming. EDCTC will assist sponsors of selected projects in the process of obtaining state (Caltrans) and federal (Federal Highway Administration) approval of the projects. EDCTC will also monitor expenditures and ensure timely implementation of projects.

### **Air District's Role**

CMAQ funds must be expended to reduce transportation related emissions within the El Dorado County air quality non-attainment area. The El Dorado County Air Quality Management District (AQMD), along with the California Air Resources Board, prepares the federal Air Quality Attainment plan for this area. The AQMD is a qualified judge for whether or not projects proposed for CMAQ funding will reduce transportation related emissions and are an appropriate expenditure of CMAQ funds. If the Air District is not an applicant for CMAQ funds, they will be asked to participate as a member of the project selection committee.

### **Caltrans Role**

Caltrans will review each project selected for CMAQ funding to determine the eligibility of each project and to certify the ability of the project sponsor to adequately administer the project in accordance with state and federal requirements. This often includes visits to the site, discussions with project sponsors, and review of agency accounting, engineering and management capabilities. Caltrans also acts as the financial agent for the project, reviewing claims for reimbursement and making payments of approved claims.

### **SACOG Role**

The Sacramento Area Council of Governments (SACOG), as the Metropolitan Planning Organization for the Sacramento Region, SACOG is responsible to ensure the region's transportation plans and programs conform to the State Implementation Plan for air quality. SACOG is required to report emission reduction benefits of CMAQ projects to FHWA and Caltrans, therefore, emissions reductions benefit calculations must be submitted to SACOG in advance of programming projects into the Metropolitan Transportation Improvement Program.

## **5. DEFINITIONS OF FUND USES**

CMAQ funds are reimbursable federal aid funds, subject to all the requirements of Title 23, United States Code. Eligible costs under these programs include program planning, preliminary engineering (including environmental studies), right-of-way acquisition, capital costs, and construction costs associated with an eligible activity. Operating costs, other than outreach activities such as education

on transportation and air quality, are limited to new or expanded programs and for no more than three years. Any costs incurred prior to receipt of the Federal Highway Administration expenditure authorization (E-76 form) from Caltrans are not eligible. At a minimum, projects must meet the requirements set forth in the program description listed below.

**a. CONGESTION MITIGATION AND AIR QUALITY PROGRAM DESCRIPTION**

The purpose of the Congestion Mitigation and Air Quality (CMAQ) Program is to fund transportation projects or programs that will contribute to attainment or maintenance of the National Ambient Air Quality Standards (NAAQS) for ozone and carbon monoxide. All projects and programs eligible for CMAQ funds must come from a conforming transportation plan and Transportation Improvement Program (TIP), and be consistent with conformity provisions contained in section 176(C) of the Clean Air Act and the Transportation Conformity Rule. Projects need to be included in TIPs or statewide transportation improvement projects developed by MPOs or States respectively, under the metropolitan or statewide planning regulations. Projects also need to complete the National Environmental Policy Act (NEPA) requirements and meet basic eligibility requirements for funding under titles 23 and 49 of the United States Code. Project types typically considered eligible for CMAQ funding include:

- Transportation Activities in an Approved State Implementation or Maintenance Plan
- Transportation Control Measures (TCM's) that result in air quality benefits
- Extreme Low-Temperature Cold Start Programs
- Public-Private Partnerships
- Alternative Fuel Programs
- Traffic Flow Improvements
- Transit Projects
- Bicycle and Pedestrian Facilities Programs
- Travel Demand Management
- Outreach and Rideshare Activities
- Telecommuting
- Fare/Fee Subsidy Programs
- Intermodal Freight
- Planning and Project Development Activities
- Inspection and Maintenance (I/M) Programs – Emission I/M programs may be eligible
- Magnetic Levitation Transportation technology Deployment Programs
- Experimental Pilot Projects

Typical highway improvements that are eligible fall under TCM's or Traffic flow improvements, such as Traffic Signal Control Systems, Incident Management programs, High Occupancy Vehicle Lanes, and Truck Climbing Lanes that are not capacity increasing (as defined in the State Transportation Improvement Program (STIP) Guidelines).

Projects that are capacity increasing or highway expansion typically are not eligible for this program as they lead to increased vehicle emissions. Similarly, rehabilitation and maintenance activities generally show no potential to reduce vehicle emissions and are not eligible.

**b. DETERMINING CMAQ PROJECT ELIGIBILITY AND CALCULATING EMISSIONS REDUCTIONS**

CMAQ projects or programs must reduce CO, ozone precursor (NOx and VOCs), PM, or PM precursor (e.g., NOx) emissions from transportation; these reductions must contribute to the area's

overall clean air strategy and can be demonstrated by the assessment that is required under the CMAQ program guidance.

The Department of Transportation in partnership with the California Air Resource Board has published “Methods to Find the Cost-Effectiveness of Funding Air Quality Projects” which can be of assistance in determining if a potential project actually does reduce emissions, and to what extent.

The written guidance and of the methods and automated tools to perform calculations are available online at the following web page:

<http://www.arb.ca.gov/planning/tsaq/eval/eval.htm>

Additional CMAQ program guidance published by the Federal Highway Administration is available online at the following locations:

[https://www.fhwa.dot.gov/environment/air\\_quality/cmaq/policy\\_and\\_guidance/](https://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/)

Interim CMAQ Guidance Under MAP-21, November 2013:

[https://www.fhwa.dot.gov/environment/air\\_quality/cmaq/policy\\_and\\_guidance/2013\\_guidance/cmaq2013.pdf](https://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/2013_guidance/cmaq2013.pdf)

Local Assistance Program Guidelines (LAPG) Chapter 5 – CMAQ, October 23, 2009:

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lpp/2010/lpp09-03.pdf>

### **c. EDCTC PRE-SCREENING FOR ELIGIBILITY**

Applicants may submit the project information to EDCTC staff for a pre-screening of projects for eligibility. Submit the following information to [jbarton@edctc.org](mailto:jbarton@edctc.org) by **Wednesday May 18, 2022**, to have your project pre-screened for eligibility:

- Overall Project Description
- Project Layout Plan or Figures
- Description of potentially eligible elements of the project
- Description of necessary ‘incidental’ work to be completed to construct CMAQ-eligible elements of the project

## **6. SCREENING CRITERIA**

Activities must meet all of the applicable screening requirements included in the application. If a proposal meets all of the applicable criteria, it is eligible for prioritization; if not, it will be dropped from further consideration.

## **7. SELECTION CRITERIA**

A project selection committee, ratified by the EDCTC Board, will be convened to assist EDCTC in the selection of projects. The committee will utilize the selection criteria listed below to assist in the evaluation and prioritization of project applications. The EDCTC Board will ultimately select projects for funding.

1. **Project meets the requirements of the funding source.** Projects must meet the Federal requirements of the funding source including a quantifiable demonstration of the project’s

emission reduction benefits. Higher priority will be given to projects that exceed the requirements.

2. **Project Need/Benefit.** Emphasis will be given to projects that clearly identify a problem or need and propose measurable solutions with clearly stated benefits addressing the problem or need.
3. **Cost Effectiveness.** Cost effectiveness will be assessed on the basis of cost/benefit ratio or the project's ability to leverage funding or coordinate with other available resources.
4. **Project Readiness.** Project readiness will be determined by the accuracy of applicants proposed project scope and schedule. Factors include status of environmental review, project phasing, and commitment of local funding.
5. **Demonstrated Ability to Deliver a Federally Funded Project.** The applicant's delivery history for Federally funded projects will demonstrate their ability to deliver a CMAQ funded project within scope, schedule, and budget. This history will include review of the applicant's invoicing, budget adjustments, and schedule delays on Federally funded projects.
6. **Community Support/Multi-Jurisdictional Projects.** Applicants must clearly articulate the level of Community support for the project that has been received. Multi-jurisdictional projects submitted by partner applicants will be given a high priority.
7. **Inclusion in Local/Regional Plan.** Projects must be included in the currently adopted El Dorado County Regional Transportation Plan as well as other local or regional planning documents. These documents may include General Plans, El Dorado County Short/Long Range Transit Plans, El Dorado County Active Transportation Plan, City of Placerville Active Transportation Plan, or other area-specific community plans.

Criteria for project selection include an emphasis on cost, scope and schedule. It is expected that projects will be delivered consistent with the original scope and schedule, as indicated in the original project application. If there is a circumstance that requires changes to cost, scope or schedule subsequent to a project's programming, that project sponsor must present the project to EDCTC staff to be brought back to the EDCTC Board for consideration and approval.

## 8. COMPLETING THE APPLICATION

A separate application must be prepared for each project. A response is required for each question and item requested in the application. It is the applicant's responsibility to provide all information and support documentation. Incomplete applications may be eliminated from consideration. Questions on eligibility or completing the application should be directed to Jerry Barton, at (530) 642-5267 or [jbarton@edctc.org](mailto:jbarton@edctc.org).

The following should be submitted by the **June 10, 2022**, application deadline:

- Completed application
- Emissions reduction information and applicable calculation(s)
- Five paper copies of the completed application and all relevant attachments
- One digital copy of the application and all relevant attachments
- A letter from the El Dorado County Air Quality Management District providing concurrence of the project's emissions reduction benefits
- Signed project submittal sheet

Applications submitted to EDCTC should be sent to:

El Dorado County Transportation Commission  
Attention: Jerry Barton, Senior Transportation Planner  
[jbarton@edctc.org](mailto:jbarton@edctc.org)  
2828 Easy Street, Suite 1  
Placerville, CA 95667

Emissions reductions benefit information should be sent to:

El Dorado Air Quality Management District  
Attention: Rania Serieh  
[rania.serieh@edcgov.us](mailto:rania.serieh@edcgov.us)  
330 Fair Lane  
Placerville CA 95667

**9. TIMELINE FOR THE 2022 CALL FOR PROJECTS**

Date Required	Activity or Action
April 7, 2022	EDCTC approves the release of the 2022 Call for Projects and ratified the following: <ul style="list-style-type: none"> <li>• The competitive application process</li> <li>• The project selection criteria, and;</li> <li>• The appropriate agencies for participation on the selection committee to evaluate the applications and make recommendations to the EDCTC for funding.</li> </ul>
April 8, 2022	EDCTC makes available Call for Projects Packet including Instructions for Applicants and Application Form
April 27, 2022	Final date to submit project concepts to EDCTC staff for pre-screening for CMAQ eligibility
May 18, 2022	Final date to submit applications to El Dorado County AQMD For Emission Reduction Benefit Analysis and Support
June 10, 2022	Project applications are due to EDCTC
June 22-24, 2022	Convene project selection committee to review project applications
August 4, 2022 EDCTC Board Meeting	EDCTC Board approves programming of projects with CMAQ funding



---

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

## ATTACHMENT B

# CONGESTION MITIGATION AND AIR QUALITY PROGRAM (CMAQ) CALL FOR PROJECTS

## 2022 TRANSPORTATION FUNDING APPLICATION FORM

**PROJECT TITLE:**

**PROJECT APPLICANT:**  
(Agency Name and Address)

**CONTACT PERSON:**  
(Name, address, phone, e-mail)

**BRIEF DESCRIPTION OF PROJECT:** Describe the work that would be funded under the proposed project. Include the land, equipment, or facilities to be acquired or constructed as part of the project. Attach map, schematic, photos, or additional narrative needed to adequately describe the project.



**ENVIRONMENTAL CLEARANCE FOR PROJECT:** (check type and status)

**FEDERAL CLEARANCE (NEPA):**

- Categorical Exemption
- Environmental Assessment
- Finding of No Significant Impact (FONSI)
- Environmental Impact Statement

**STATE CLEARANCE (CEQA):**

- Statutory/Categorical Exemption
- Initial Study
- Negative Declaration
- Environmental Impact Report

**STATUS:**

- Complete
- In Progress
- Not Started

**Anticipated Completion Date:**

**Name of Lead Agency:**

**FUNDING TYPE REQUESTED:** (check one)

Minimum Federal Funding request is \$250,000

- CMAQ

**COSTS (in FY 2022 dollars)**

Local Funds	\$
Other Funds	\$
Toll Credits	\$
State or Federal Funds Requested	\$
Total Project Cost	\$

**SECTION 1: SCREENING CRITERIA**

At a minimum, projects must comply with the requirements for the fund source including all applicable federal requirements. EDCTC will use the information provided in response to the following questions to determine whether the application should go forward for further consideration.

1. "Master Agreement" / "Eligible Applicant" status:

- a. Does your agency have a Master Agreement with Caltrans or Eligible Applicant status with the Federal Transit Administration?  
 yes       no
- b. If you answered no to question (a) above, has Caltrans indicated that your agency is likely to qualify for a Master Agreement?  
 yes       no
- c. If you answered no to question (a) above, has an agency with a Master Agreement or Eligible Applicant status agreed to sponsor and administer your project?  
 yes       no

If yes, please indicate agency name and title, name, telephone number and e-mail of person for verification.

Agency Name:

Title/Name:

Telephone/E-mail:

Applicants unable to answer yes to a, b or c above may still submit an application. If the project is selected for funding, EDCTC will work with the applicant to find an agency with a Master Agreement or Eligible FTA Applicant status to sponsor the project.

2. Is the project endorsed by a Board of Elected Officials?

yes       no

If yes, attach a Minute Order or Resolution showing policy board approval or endorsement of this project.

3. **CMAQ Funded Projects:** Using methods and automated tools to perform calculations for emissions reductions referenced in section 5(b) of the 2022 EDCTC Call for Projects “Instructions for Applicants”; describe and quantify the air quality benefits of this project.

Include pound(s) per year reductions in specific emissions ROG/NOx/PM and Cost Effectiveness of funding. Attach a letter from the El Dorado County Air Quality Management District that provides concurrence of the emission reduction benefits.

## **SECTION 2: SELECTION CRITERIA**

EDCTC will use information provided in response to the following questions and other information provided in this application to evaluate, prioritize, and select projects.

Attach additional narrative or documentation if necessary.

1. **Project meets the requirements for the funding source.** Describe how well your project meets the requirements for the specific fund source you are applying for.
  
2. **Project Need/Benefit.** Describe the project scope and the goals this project address(es):
  
3. **Cost Effectiveness.** Describe how this project makes effective and efficient use of federal funds. Detail local commitment either by overmatch or demonstrate how the project leverages the use of other fund sources:
  
4. **Project Readiness.** Federal Projects must be delivered within three years. Describe project readiness in terms of what has already been accomplished and what still needs to be accomplished to implement this project. Include status of design, engineering, environmental review, funding commitment and availability:
  
5. **Demonstrated Ability to Deliver a Federally Funded Project.** Describe the experience of applicant agency and project sponsor in implementing projects funded through the CMAQ program:
  
6. **Community Support/Multi-Jurisdictional Projects.** Describe the community support for the project, the regional effect of the project and/or how this project crosses jurisdictional boundaries:
  
7. **Inclusion in Local/Regional Plans.** Describe whether or not the project is included in local or regional plans, and discuss the project's priority ranking.

**SECTION 3: PROJECT BUDGET**

<b>PROJECT COST:</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>	<b>FY 25/26</b>
Environmental					
Design Engineering					
Right of Way					
Construction					
ROW Engineering					
Construction Engineering					
Lease/Purchase Equipment					
Lease/Purchase Other:					
Planning					
Operation					
Administration					
<b>TOTAL PROJECT COST:</b>					
<b>PROJECT REVENUES:</b>					
Federal:					
State:					
Local:					
Private:					
Other:					
Toll Credits:					
<b>TOTAL PROJECT REVENUE:</b>					

**SECTION 4: PROJECT STATUS AND SCHEDULE**

(Indicate the schedule for completing the following tasks)

Quarter/Calendar Year

1. Project Study Report (or PSR Equivalent) .....
2. Start Environmental Studies .....
3. Draft Environmental Document .....
4. Final Environmental Document .....
5. Begin Design Engineering .....
6. Plans, Specifications and Estimates.....
7. Start Right-of-Way Acquisition.....
8. Right-of-Way Certification .....
9. Ready to Advertise.....
10. Start Construction or Award Contract.....
11. Project Complete or Open for Use .....

**SECTION 5: PROJECT SUBMITTAL ASSURANCES**

**PROJECT SUBMITTAL ASSURANCES  
FOR**

\_\_\_\_\_  
(Name of Project)

**SUBMITTED BY**

\_\_\_\_\_  
(Name of Agency/Organization)

Project sponsor possesses legal authority to nominate Congestion Mitigation and Air Quality projects, and to finance, acquire, and construct the proposed project; and by formal action (e.g., a resolution) to act in connection with the nomination and to provide such additional information as may be required.

Project sponsor will ensure the proposed project scope is constructed consistent with the application, absent any unforeseen circumstances beyond the project sponsors control. In the event such a circumstance exists, the project sponsor will describe and present those circumstances to the EDCTC Board.

Project sponsor will maintain and operate the property acquired, developed, rehabilitated, or restored with the funds for the life of the resultant facility(ies) or activity. With approval of the California Department of Transportation, the applicant or its successor's interest in the program may transfer the responsibility to maintain and operate the property.

Project sponsor will give the California Department of Transportation's representative access to and the right to examine all records, books, papers, or documents related to the project.

Project sponsor will cause work on the project to be commenced within a reasonable time after receipt of notification from the State that funds have been approved by the Federal Highway Administration and the project will be carried to completion with reasonable diligence.

Project sponsor will comply where applicable with provisions of the California Environmental Quality Act, the National Environmental Policy Act, the Americans with Disabilities Act, and any other Federal, State, and/or local laws, rules and/or regulations.

I certify that the information contained in this application, including required attachments, is accurate and that I am authorized on behalf of the applicant to file this application and make the assurances listed above.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Printed Name and Title



---

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

## **TRANSPORTATION FUNDING CALL FOR PROJECTS**

### **ATTACHMENT B**

# **Master Agreement and Eligible FTA Grant Applicants with the Authority to award and Administer Federal Aid Contracts**

El Dorado County Transportation Commission  
2828 Easy Street, Suite 1  
Placerville CA 95667  
530-642-5260

El Dorado County Department of Transportation  
2850 Fairlane Court  
Placerville CA 95667  
530-621-5900

City of Placerville  
Engineering Department  
3101 Center Street  
Placerville CA 95667  
530-642-5250

#### **Eligible FTA Grant Applicant**

El Dorado County Transit Authority  
6565 Commerce Way  
Diamond Springs, CA 95619  
530-642-5383



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

**DATE:** APRIL 7, 2022  
**TO:** EL DORADO COUNTY TRANSPORTATION COMMISSION  
**FROM:** KAREN THOMPSON, ADMINISTRATIVE SERVICES OFFICER  
**SUBJECT:** DRAFT TRIENNIAL PERFORMANCE AUDITS OF THE EL DORADO COUNTY TRANSPORTATION COMMISSION AND THE EL DORADO COUNTY TRANSIT AUTHORITY FOR 2018/19, 2019/20, AND 2020/21

---

**REQUESTED ACTION**

None. This item is for information only.

**BACKGROUND**

The El Dorado County Transportation Commission (EDCTC) is statutorily required by California Public Utilities Code §99246 to designate entities other than itself to conduct a Triennial Performance Audit of the activities of the Regional Transportation Planning Agency (RTPA) and the Transit Operator to whom it allocates Transportation Development Act (TDA) funds. The performance audit follows the guidelines established in the Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities, published by the California Department of Transportation (Caltrans) Division of Mass Transportation.

While meeting the legal requirements for conducting a performance audit is important, a performance audit also provides an opportunity for an independent, objective, and comprehensive review of the economy, efficiency, and effectiveness of the entity being audited. The audit provides additional benefits as well:

- Provides management with useful information to assess past activities and provides insight for future planning efforts.
- Provides management with a review and evaluation of an agency's organization and operations.
- Presents an opportunity to utilize auditor expertise which can supplement staff work.
- Assures public accountability for the use of public funds.

**DISCUSSION**

The EDCTC retained Moore & Associates, Inc. to prepare the Triennial Performance Audits of both EDCTC as the RTPA and El Dorado County Transit Authority (EDCTA) as the transit operator. The Draft Triennial Performance Audit of EDCTC covering the fiscal years July 1, 2018, through June 30, 2021, is included (Attachment A) for your review. The Draft Triennial Performance Audit of EDCTA was provided to the EDCTA Executive Director for review, comment, and presentation to the EDCTA Board (Attachment B).

Below are summaries of findings from the EDCTC Triennial Performance Audit:

**EDCTC FINDINGS**

Moore & Associates, Inc. finds the EDCTC to be in compliance with the requirements of the Transportation Development Act. In addition, the entity generally functions in an efficient, effective, and economical manner.

**EDCTC FUNCTIONAL FINDINGS AND RECOMMENDATIONS**

**Functional Finding 1:** *The blended farebox recovery ratio for the EDCTA has not been updated since 2014.*

**Criteria:** PUC Section 99270.1 charges the regional transportation planning agency with the determination of an appropriate farebox recovery ratio based on what portion of the transit service serves urbanized areas.

**Condition:** This recommendation is carried forward from the prior Triennial Performance Audit. A blended farebox recovery ratio of 12.22 percent was adopted in 2014. The prior audit recommended this ratio be reviewed following the next decennial census of other official adjustments to the Sacramento Urbanized Area boundary. Due to delays in the release of 2020 decennial census data, the EDCTC has been unable to reassess this metric.

**Cause:** The unavailability of key data from the decennial census precluded the EDCTC from implementing this recommendation.

**Effect:** As a result, the farebox recovery ratio established in 2014 remained in effect, even though it was based on urbanized area designations developed after the 2010 decennial census.

**Recommendation:** The EDCTC should revisit the blended farebox recovery ratio to determine if it should be adjusted.

**Recommended Action:** Once data from the 2020 decennial census becomes available, the EDCTC should review any changes to the Sacramento Urbanized Area to determine if the portion of urbanized area served by the EDCTA has changed in the past 10 years. If it has, the EDCTC will need to recalculate the farebox recovery ratio based on those urbanized versus non-urbanized proportions. While this recalculation is not urgent given the current penalty waivers afforded by AB 149, it is recommended that the EDCTC make this determination sooner rather than later so the EDCTA will be well aware of any changes to its farebox recovery ratio in advance of FY 2023/24, when it will most likely be responsible for again meeting the farebox recovery threshold.

**Timeline:** Fiscal Year 2021/22 (if data is available).

**Anticipated Cost:** Modest.

**Functional Finding 2:** *Transit planning completed prior to the COVID-19 pandemic is unlikely to be relevant given the significant changes in the transit landscape.*

**Criteria:** As the RTPA, the EDCTC regularly funds transit planning activities for El Dorado County.

**Condition:** The most recent Short- and Long-Range Transit Plan was completed in 2019. Since that time, the transit landscape in El Dorado County – as well as the rest of the United States – has changed dramatically due to the impact of the COVID-19 pandemic. While the future of the COVID-19 virus has evolved to be endemic rather than pandemic, and most of the early restrictions have been lifted or reduced, the impact of the COVID-19 pandemic on public transit is expected to be felt for a long time. The EDCTA, like many transit operators, was forced to reduce its workforce and modify its service due to significantly reduced demand. It has since returned to normal operations, but as of December 2021, ridership has remained at approximately one-third of what it was in FY 2018/19. This has resulted in significantly lower

fare revenues – instead of comprising as much as 20 percent of the transit system’s operating cost, in FY 2020/21 it made up just three percent.

**Cause:** The COVID-19 pandemic and its aftermath are the clear cause of this finding.

**Effect:** Recovery from the pandemic’s impact on ridership is likely to take a long time.

**Recommendation:** Work with the EDCTA to prepare a new short-range plan for transit in El Dorado County.

**Recommended Action:** Using FY 2020/21 and FY 2021/22 as a new baseline, determine appropriate performance measures, approaches to service, and trigger points for service expansion or reduction. If a desire to continue operating transit according to the current model/plan, it may be necessary to identify alternative funding sources to make up for lost fare revenues. Alternately, new service delivery strategies may be identified to provide a “right-sized” level of service for a reduced operating cost. The resulting plan should also include robust marketing recommendations to introduce new or modified services as well as to continue to promote them.

In addition to serving as a crucial planning document for the immediate future of transit service in El Dorado County, the planning process should be accompanied by a robust public engagement effort to both gather essential input from riders and community stakeholders as well as to educate the community and decision-makers about how transit has changed since March 2020. Doing so will help garner important information about how individual travel patterns have changed while also promoting community acceptance of the resulting plan.

**Timeline:** Fiscal Year 2022/23.

**Anticipated Cost:** Dependent upon project scope.

Kathy Chambers of Moore & Associates, Inc. will present the audit report and recommendations and answer any questions. Comments regarding the Draft Triennial Performance Audit are welcome and will be considered for incorporation prior to the document being finalized and submitted to Caltrans. The Final Triennial Performance Audit will be on the May 5, 2022, agenda to receive and file.

Approved for Agenda:

---

Woodrow Deloria, Executive Director

Attachments: A) Draft EDCTC Triennial Performance Audit (**pending**)  
B) Draft EDCTA Triennial Performance Audit (**pending**)  
(Both A and B provided under separate cover)