

Background Information:

Consent Calendar:

- 2. Approval of the April 8, 2020 Meeting Minutes.**
- 3. Accepting the Board of Supervisors recommendation of Paul Slemmons as a Representative of District 2 for the Citizen’s Advisory Committee**

As Council is aware, the Citizen/s Advisory Committee (CAC) provides input to the TCTC on all matters relating to the regional transportation system. Membership of the CAC consists of eight total members with staggered four-year terms. The Sonora City Council appoints two members and the County Board of Supervisors appoints six members. Each Board member, with the exception of the District Four Supervisor, appoints one person from the respective District. The District Four Supervisor appoints two individuals; one from the Groveland Area and one from the Ease Sonora Area. Pursuant to the TCTC Joint Powers Agreement, the Board of Supervisors appoints members to the Citizen’s Advisory Committee.

The position for a Representative of District 2 had been vacant for some time and Mr. Paul Slemmons was appointed in April of 2019 to fill that vacancy. He has submitted an application for consideration of re-appointment which was approved by the Board of Supervisors at their April 7, 2020 meeting. Mr. Slemmons’ term with the Citizen’s Advisory Committee will run through March of 2024.

Attachments:

Memo from the TCTC Executive Director to the Board of Supervisors recommending the approval of Mr. Slemmons application and appointment to the Citizen’s Advisory Committee.

Recommended Action:

There is no action required.

- 4. Request for Qualifications (RFQ) for Professional Engineering and Transportation Planning Consulting Services on April 20,2020.**

The Tuolumne County Transportation Council (TCTC) is soliciting qualifications to retain firms for professional engineering, regional traffic modeling, and transportation planning consulting services. The major objective of this project will be to develop various traffic studies and provide engineering and transportation planning consulting services for various projects.

The TCTC is considering a four-year retainer agreement with at least one qualified firm for professional engineering and transportation planning consulting services. Specific project descriptions, delivery schedules and costs for services will be identified in Work Orders that have been agreed upon and approved in writing by the Executive Director and an authorized representative of the consultant. Upon agreement, the TCTC will issue a notice to proceed to the chosen consultant for a specific work order.

Generally, the TCTC is requesting professional consulting services including, but not limited to, the following functions:

- Prepare reports regarding requests for traffic control device installations such as traffic signals, stop signs, parking regulations, speed zones, channelization, crosswalks and pedestrian and bicycle facilities.
- Advise, support and assist the TCTC on engineering related issues on an as needed basis.
- Prepare studies, plans, specifications and estimates, and provide contract administration and construction observations for traffic safety projects, including geometric and channelization improvements, traffic signal installations and modifications, street safety lighting installations and modifications, traffic signing, striping and pavement marking improvements.
- Prepare engineering drawings, specifications and calculations for capital improvement projects consistent with applicable standards.
- Attend meetings pertaining to traffic related issues and projects as needed.
- Prepare grant applications for funding from Federal, State and regional agencies for traffic safety studies and improvements as needed.
- Review and comment on land development traffic impacts reports.
- The successful consultant(s) may be requested to attend progress meetings and present written reports of the accomplishments to date on individual work orders. The reports shall also disclose any issues that may affect the progress of the work.

The consultant shall be available for consultation subsequent to the completion of each Work Order at the request of the TCTC on an "as requested" basis. The retainer agreement will be nonexclusive and shall not be binding upon the TCTC for consulting services. The TCTC will maintain the ability to secure other consulting services.

The following is the RFQ schedule with the Contract Agreement anticipated to be fully executed by June 2020:

1.	Request for Qualifications released	April 20, 2020
2.	Last day to submit written questions on RFQ	May 6, 2020
3	Responses to questions posted on website	May 11, 2020
4.	Deadline to submit qualifications	May 23, 2020
5.	Selection process concluded (tentative)	May 30, 2020
6.	Agreement negotiation concluded (tentative)	June 5, 2020
7.	Agreement(s) executed (tentative)	June 8, 2020

Attachments:

Request for Qualifications (RFQ) for Professional Engineering and Transportation Planning Consulting Services

Recommended Action:

There is no recommended action for this item as it is presented for informational purposes only.

5. Adopt Resolution 622-20 authorizing the Tuolumne County Transportation Council (TCTC) to Accept the Amendments to the following Memorandums of Understanding between The County of Tuolumne and 2017-2019 Tuolumne County Management Association (TCMA), The 2020 Executive/Confidential Compensation Plan, and the 2017-2020 Tuolumne County Employees/OE3 as of April 16, 2020 allowing TCTC Employees to temporarily accrue 80 hours COVID 19 emergency leave.

The purpose of this agenda item is for the consideration to adopt the Amendment to the Memorandums of Understandings explained in Exhibit A, as adopted by the County on April 16,2020.

TCTC employees historically have been compensated consistent with the County's Employee Memorandums of Understanding (MOUs). TCTC will Specifically be affected by the amendments to the Articles related to COVID-19 Leave provisions described in the County's Exhibit A.

As of the pay period beginning April 12,2020, employees in permanent positions shall be entitled to a total of eighty (80) hours of COVID -19 leave accruals prorated to the employee's full time equivalent (FTE).

The Families First Coronavirus Response Act (FFCRA) provides eligible employees with the following leave options:

1. Emergency Paid Sick Leave (EPSL) for absences due to their own COVID-19 related illness, isolation or quarantine orders, to care for an individual who is under isolation or quarantine orders because of COVID-19, or to care for a son or daughter whose school, day care or childcare provider has been closed or is unavailable due to COVID-19 precautions;
2. Expanded Family Medical Leave ACT (EFMLA) to care for a son or daughter whose school, day care or childcare provider has been closed is unavailable due to COVID-19 precautions.

There is no cash value to the COVID-19 Leave Accruals and will expire if not used within 6 months after the end of the declared Health Emergency. See detailed information for each MOU in The County's Exhibit A.

Attachments:

Exhibit A: The County Board of Supervisors Agenda Item amending various Memorandum of Understandings; and Resolution 622-20

Recommended Action:

Approve Resolution 622-20 Adopting the Amendments to the following Memorandum of Understandings between The County of Tuolumne and 2017-2019 Tuolumne County Management Association (TCMA), the 2020 Executive/Confidential Compensation Plan, and the 2017-2020 Tuolumne County Employees/OE3 as of April 16, 2020.

The TAC and CAC voted unanimously to approve all items on the Consent Calendar as presented.

6. Adoption of policy on disclosure of Closed Session Information.

In the event information from the TCTC Closed Session needs to be shared with City or County representatives, the attached policy will provide clarity on the matter. Sarah Carrillo or Cody Nesper will be available to answer questions on proposed policy or disclosures of Closed Session Information.

This item was not presented at the TAC/CAC Meeting.

Regular Agenda:

7. Adopt Resolution 620-20 approving the Tuolumne County Transportation Council Final Overall Work Program for Fiscal Year 2020/21.

As the Regional Transportation Planning Agency for Tuolumne County, the Tuolumne County Transportation Council (TCTC) is required to prepare and submit to the State annual work programs. The primary purpose of the TCTC's annual work program is to establish proper use of various Federal and State funds on transportation programs and projects consistent with the Council's priorities. These work programs serve as an annual program management document that identifies all regional transportation planning activities and the funding sources that have been approved to accomplish the identified activities.

The intent of the TCTC Overall Work Program (OWP) is to promote an effective integrated multimodal regional transportation planning process among the system's many stakeholders; establish implementation plans to further the goals, objectives, policies and future actions established in the Regional Transportation Plan and the General Plan; coordinate the efficient expenditure of limited staff time and public funding; provide a management plan with useful information to assess past activities and insight for future planning efforts; and assure accountability for the use of public funds.

The Overall Work Program for Fiscal Year 2020/21 has been prepared based upon the above goals and the TCTC's identified priorities previously discussed during the draft OWP preparation and review process. An important part of the development of the OWP each year is the acknowledgement of past accomplishments, which are included beginning on page 14. The recommended budget for the OWP is included under each Work Element, and the Budget Summary is included as Exhibit B.

Caltrans' Commended the TCTC for submitting a thorough Introduction and a detailed FY20/21 draft OWP. Caltrans' comments on the Draft OWP included a request for more detail in each work element description such as dates for the tasks and end products. These work elements have been revised to address their comments.

The Draft FY20/21 Final OWP was also presented to the TCTC and their subcommittees, the Technical and Citizens Advisory Committees, for review and comment.

The final TCTC 20/21 Overall Work Program is hereby presented for approval. Adoption of Resolution 620-20 will approve OWP as presented.

*The CAC moved to adopt Resolution 620-20 approving the OWP as presented. Michael Casas with the TAC requested that “*Non RPA funded” be added to page 45 of the OWP next to “Apply for infrastructure Grants”. With that change, he motioned to approve Resolution 620-20 approving the OWP as presented, as did the remaining members of the TAC.*

Attachment:

Resolution 620-20, OWP for FY20/21

Recommended Action:

Adopt Resolution 620-20 approving the TCTC Overall Work Program for FY 20/21 as presented.

8. Adopt Resolution 621-20 selecting General Public Dial-a-Ride service for the Jamestown area using Low Carbon Transit Operations Program (LCTOP) funding and designating the Executive Director as the Authorized Agent for the Tuolumne County Transportation Council with the ability to submit documentation necessary for allocating funds

As a result of California’s green house gas market that was created to help fight climate change, Tuolumne County Transit receives annual allocations to expand and enhance public transit systems. The methodology behind this is that the transportation sector accounts for roughly 40% of the State’s Green House Gas (GHG) emissions. To offset this impact the Transportation sector receives roughly 40% of the proceeds from the carbon market credits that are purchased by industry’s that emit GHG’s.

The allocations the Tuolumne County Transportation Council receives can only be spend on enhancements or expansions to public transit operations. Staff is working on the 2019-2020 apportionment which is \$102,956.

Previous allocations have been/are spent on:

- Tuolumne Adventure Trolley Service
- Pinecrest Transit Service
- Ride for All—Bus Pass Program (Tickets for Fixed Route/DAR service)
- Special Event Transit services

Staff submitted the initial allocation request in draft form, pending Board approval. The deadline for submittal was April 17, 2020. Tuolumne County Transit has been responding to the COVID-19 pandemic as you are well aware. This has added to a building sense of needing to make a shift in how public transit is operated in Tuolumne County. Staff has been exploring various options through the soon to be delivered draft Short-Range Transit Plan, along with strategizing for a more complete transportation system in the Coordinated Plan process.

The result is a staff project submittal for continuing the current COVID generated General Public Dial-a-Ride service in select communities of Tuolumne County. For purposes of the LCTOP funds however, only Jamestown will be funded with this funding source since it meets many of the funding criteria, such as low-income levels, better than other areas of the County.

The TAC and CAC voted unanimously to approve adopting Resolution 621-20 selecting General Public Dial-a-Ride service for the Jamestown area using Low Carbon Transit Operations Program (LCTOP) funding and designating the Executive Director as the Authorized Agent for the Tuolumne County Transportation Council with the ability to submit documentation necessary for allocating funds

Attachments:

Resolution 621-20

Authorized Agent Form

Certifications and Assurances Form

LCTOP Allocation Form

Recommendation:

Adopt Resolution 621-20 selecting General Public Dial-a-Ride service for the Jamestown area using Low Carbon Transit Operations Program (LCTOP) funding and designating the Executive Director as the Authorized Agent for the Tuolumne County Transportation Council with the ability to submit documentation necessary for allocating funds

9. Estimated decrease in Local Transportation Fund (LTF) receipts for FY19/20 due to the Coronavirus Pandemic.

Local Transportation Funds (LTF) are derived from ¼ of one cent of the retail sales tax collected statewide. The ¼ cent is returned by the State Board of Equalization to each county according to the amount of tax collected in that region. Claims requesting LTF allocations are submitted for approval to the designated regional transportation planning agency, the Tuolumne County Transportation Council (TCTC) for the Tuolumne County Region. Payments from the LTF are performed by the County Auditor in accordance with written allocation instructions issued by the TCTC in compliance with the TDA. In Tuolumne County, Local Transportation Funds are allocated by population to the City (8.1%) and County (91.9%), who then contribute their share, based on the same population figures, to the cost of providing the Region's public transit services.

Based on the Auditor – Controller's presentation to the board, the Auditor is predicting a 10% (\$190,700) overall decrease for FY19/20 LTF funding. The LTF funding is allocated on a priority basis fulfilling the needs of the Administration (TCTC) and Transit (TCTA) budgets before allocating the balance to City and County road projects. Therefore, the TCTC and TCTA budgets are expected to receive full LTF funding, but the County and City roads allocation, \$215,883 and \$19,028 respectively, could see a significant reduction in their LTF receipts for FY19/20. These unfunded portions of allocations to the City and County will be backfilled with FY20/21 LTF receipts as needed. We are currently working with the Auditor Controller for estimates for FY20/21.

There was no motion required for this item as it is for informational purposes.

Attachments:

Local Transportation Funds & Transit Operating Revenue graph.

Recommended Action:

There is no action required for this item as it is for informational purposes only.

10. Reports