

Background Information:

Consent Calendar:

2. Approval of the February 13, 2019 Meeting Minutes.

3. Tuolumne County MOU for Trails

The Memorandum of Understanding for consideration is for the Sonora Community Trail to be constructed at the County owned property where the Senior Center, Main Branch Library, Archives, Heaven-for-Kids playground and Skate Park are currently located. The project was previously approved and supported by both the Tuolumne County Transportation Council and the Board of Supervisors.

The MOU seeks to clarify what functions TCTC will coordinate and fund to support the development of the new trail. The TCTC outlines efforts such as:

- Coordination of Volunteer work days
- Trail promotion and marketing
- Further development and enhancement of trail
- Facilitate maintenance efforts with County Facilities department

The trail is not currently in place. Several construction schedule timelines have met delays for various reasons including, fires, heavy precipitation and the Federal shutdown. The current target for construction of the Trail is late March/early April 2019.

Attachments:

Memorandum of Understanding between the Tuolumne County Transportation Council and Tuolumne County for Sonora Community Trail.

Recommended Action:

Approve the MOU between TCTC and Tuolumne County as presented.

Regular Agenda:

4. Adopt Resolution No. 594-19 approving the Fiscal Year 2018/19 Unmet Transit Needs Findings Report

The California Transportation Development Act (TDA) requires an annual assessment of regional transit needs prior to making any allocation of TDA funds for projects not directly benefiting public transportation. The assessment requires the Tuolumne County Transportation Council (TCTC), as the regional transportation planning agency to:

- Consult with the Social Services Transportation Advisory Council (SSTAC), identify the transit needs of the jurisdiction which have been considered as part of the transportation planning process;

- Identify the unmet transit needs of the jurisdiction and those needs that are reasonable to meet, conduct at least one public hearing for the purpose of soliciting comments on the unmet transit needs that may exist within the jurisdiction and that might be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services;
- Adopt by resolution a finding for the jurisdiction, after consideration of all available information that, either:
 - There are no unmet transit needs
 - There are no unmet transit needs that are reasonable to meet; or
 - There are unmet transit needs, including needs that are reasonable to meet.

On October 4, 2018 the TCTC held a public hearing to consider the Unmet Transit Needs that may exist. The hearing included a public notice in the local newspaper, public service announcements, postings on Tuolumne County Transit buses, and distribution through out the community based organizations. In addition, the public was encouraged to mail, email or phone in their comments if they were not able to attend the hearing. Free transportation was provided if arranged in advance.

Unmet Transit Needs—Requests Received

The determinations made below are based upon the unmet transit needs definitions and reasonable to meet criteria adopted by the Tuolumne County Transportation Council in Resolution 515-15.

Requests & Findings

1. Expand Service to more rural areas like Stent and Algerine

The TCTC has not identified sufficient ridership to support an expansion of the transit system to areas of the County such as Stent and Algerine (among others), due to the high number of miles to service the area combined with the low ridership generated by rural single family residential. Expanding the transit system to serve this area would create a burden on the transit system to meet the minimum farebox recovery thresholds of 10%.

Determination: This is not an unmet transit need that is reasonable to meet.

2. Tuolumne County Transit should extend service to North Tuolumne Road

Tuolumne Road North is an important connection between the communities of Tuolumne and Twain Harte. Ponderosa Hills is also in the area, it is the largest subdivision along Tuolumne Road North. The area is rural with single family residences on ½ to several acre lots. Although Tuolumne Road North creates access to a significant number of residences, staff has received very few requests for transit service in the area. Service to the North Tuolumne Road area is unlikely to generate enough ridership to meet the State required 10% farebox recovery ratio. At this time, the current request is not considered an unmet transit need that is reasonable to meet.

However, Tuolumne Trip is a program offered through Tuolumne County Transit that can assist with first mile-last mile transportation to a Tuolumne County Transit stop, or provide a mileage reimbursement to a volunteer driver to assist in completing the desired trip.

Determination: This is not an unmet transit need that is reasonable to meet.

3. A bus stop is needed at the corner of Horseshoe Bend and Shaws Flat road in Columbia

Tuolumne County Transit has served the intersection of Horseshoe Bend and Shaws Flat in the past. Historically, this area has not generated consistent ridership, which is why it is no longer a scheduled stop location. Currently, this request is the only one on file to serve this area. TCTA will continue to evaluate ridership potential at this location for future schedule updates.

Determination: This is not an unmet transit need that is reasonable to meet.

4. Additional bus pick-ups at Columbia College would be nice

Columbia College is one of the most consistently served locations in the whole TCT system. Current schedules show that TCT is at the College every 1.5 hours between 7:50am and 6:58pm for a total of 8 trips to and from Columbia daily. For a rural transit system, this consistency acknowledges the importance of the destination. We will continue to look for opportunities to further enhance service to the College, but the request does not meet the definition of unmet transit need.

Determination: This is not an unmet transit need.

5. Transportation to Modesto (specifically the train terminal)*

Currently Tuolumne County Transit does not offer any out of county service. Past analysis has determined that while thousands of motorists make this trip daily, the frequency, timing and final destinations of potential riders do not collectively provide a route that would generate enough ridership to support a new system. Amtrak has provided services on the corridor that generated two riders per day on average. This is a service that we will be exploring in the recently funded Coordinated Plan and Short Range Transit Plans. As part of these studies Tuolumne County Transit Agency will determine whether or not out-of-county service (to various destinations, including Modesto) is viable (able to meet the 10% farebox recovery ratio and financially). The analysis from these studies will determine whether this request is an unmet need that is reasonable to meet.

Determination: This is not an unmet transit need that is reasonable to meet.

6. Bus service to Big Hill road

The TCTC has not identified sufficient ridership to support an expansion of the transit system to areas of the County such as Big Hill (among others, like Stent/Algerine), due to the high number of miles to service the area combined with the low ridership generated by rural single family residential. Expanding the transit system to serve this area would create a burden on the transit system to meet the minimum farebox recovery thresholds of 10%.

However, Tuolumne Trip is a program offered through Tuolumne County Transit that can assist with first mile-last mile transportation to a Tuolumne County Transit stop, or provide a mileage reimbursement to a volunteer driver to assist in completing the desired trip.

Determination: This is not an unmet transit need that is reasonable to meet.

*Two requests were received for both items 5 and 6 (husband and wife).

Attachments:

Proof of Publication in the Union Democrat; Request for Public Comment; Resolution 515-15 defining Unmet Transit Needs; Unmet Transit Needs Report; and Resolution 594-19.

Recommended Actions:

Recommend adopting Resolution No. 594-19 approving the Fiscal Year 2018/19 Unmet Transit Needs Findings Report

5. Discussion and Approval of Projects for the Tuolumne County Transportation Council Draft Overall Work Program for Fiscal Year 2019/20.

The purpose of this agenda item is to discuss the TCTC Draft Overall Work Program (OWP) for Fiscal Year 2019/20. The final OWP will be presented to the TCTC in May.

Background

Regional planning in California involves the interaction of Federal, State, Tribal, regional and local agencies and the consideration of multiple plans and programs. The organizational arrangement for a cooperative planning process is formalized in a Memorandum of Understanding between the California Department of Transportation (Caltrans) and the regional transportation planning agency. The designated regional transportation planning agency for Tuolumne County is the Tuolumne County Transportation Council.

The TCTC is responsible for developing a plan that reflects the needs, concerns and actions of all the agencies (including Tribal Governments) involved in the Region. The purpose of the planning process is to identify and develop transportation improvements that meet the region's mobility needs, contribute to the economic health of a region and preserve the environmental quality of the region. Consistent with that goal, the TCTC adopted the following Mission Statement: "To enhance the life style of the people of Tuolumne County through an adequate, safe, efficient and economically feasible transportation system, consistent with the social, cultural, economic and environmental needs of the Region."

On an annual basis, the TCTC develops an Overall Work Program (OWP) based on the following intentions:

- To promote an effective integrated multimodal regional transportation planning process among the system's many stakeholders;
- To establish implementation plans to further the goals, objectives, policies and future actions established in the Regional Transportation Plan and local General Plans;
- To coordinate the efficient expenditure of limited staff time and public funding, as well as identify projects that are beyond the scope of available resources;
- To provide a management plan with useful information to assess past activities and insight for future planning efforts; and
- To assure accountability for the use of public funds.

Caltrans recommends that the Federal Planning Factors in Title 23 of the United State Code, Section 134(f), be incorporated in the OWP. The Federal Planning Factors issued by Congress emphasize planning factors from a national perspective. The Planning Factors are as follows:

- Transition to Performance Based Planning and Programming.
- Promote cooperation and coordination across regional boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.
- Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access to essential services.

The deadline to submit the Draft OWP to Caltrans for their review and comment was March 1st. Their comments will be incorporated into the final OWP, which will be presented to the TCTC in May and is due to Caltrans in June.

During FY18/19 we received 4 new grants causing quite a bit of change to our FY18/19 OWP. The changes were made through Amendments #1, #2, #3 and #4 throughout the year. This year is anticipated to be consistent with the final Amended OWP from FY18/19. Therefore causing only a few changes to the FY19/20 OWP which includes the following new tasks be added to the existing Work Elements (WE):

- WE 6.3 Zero Emissions Vehicle Implementation Programs
- WE 13.4 Safe Access Planning & Improvements
- WE 13.5 Accident Hotspot Analysis
- WE 14.7 Accident Hotspot Analysis
- WE 14.8 State Route Planning Coordination
- WE 20.7 Emergency Evacuation Plan

There were also a couple of projects completed or merged into other work elements and remove such as the following:

- WE6.3 Electric Vehicle Charging Stations Program
- WE 8.2 Stockton/Washington Corridor Projects
- WE 20.7 Yosemite Transit Development
- WE 20.16 Participate in Commission on Aging

Attachment:

Draft TCTC OWP for FY19/20

Recommended Action:

Review and comment on the TCTC Draft Overall Work Program for Fiscal Year 2019/20.

6. Adopt of Resolution No. 595-19 authorizing the Executive Director to sign Low Carbon Transit Operations Program Certifications and Assurances, Authorized Agent form and Allocation amounts for transit

The Low Carbon Transit Operations Program (LCTOP) was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities. Funding is derived from Cap and Trade auction proceeds. Approved projects in LCTOP can 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 reducing greenhouse gas emissions.

This resolution from the TCTA authorizes the Chairman and Executive Director to sign all pertinent documents to receive LCTOP funding. The TCTA application is for expanding free rides on Tuolumne County Transit.

Attachments:

*Signature pages for: Authorized Agent; Certifications and Assurance and Allocations.
Resolution No. 595-19*

Recommended Action:

Adopt Resolution 595-19 authorizing TCTA Chair to sign required documents and designate TCTA Staff as authorized agents to file all paperwork necessary receive LCTOP Funding.

7. Consideration of Congestion Mitigation Air Quality programming priorities.

The Congestion Mitigation and Air Quality Improvement Program (CMAQ) was created under the Intermodal Surface Transformation Efficiency Act (ISTEA) of 199, and re-authorized under the Transportation Equity Act for the 21st Century (TEA-21), the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), and, most recently,

the Moving Ahead for Progress in the 21st century Act (MAP – 21). Through Fiscal Year (FY) 2012, the CMAQ program has supported nearly 28,000 transportation projects across the country, accounting for nearly \$30 billion in transportation investments since its inception in 1992.

The purpose of the 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, carbon monoxide (CO) and particulate matter, (PM10 and PM2.5).

The CMAQ program supports two important goals of the U.S. Department of Transportation (Department): *improving air quality and relieving congestion*. While these goals are not new elements of the program, they were strengthened in the SAFETEA-LU and further bolstered in provisions added to the MAP-21.

CMAQ funds may be invested in all ozone, CO and PM non-attainment areas. Through court decisions it has been determined that Tuolumne County is non-attainment for ozone. Non-attainment makes the Tuolumne region eligible for \$495,559 this year, with similar funding in subsequent years assuming no changes in attainments status or federal transportation programs.

Staff has attached a detailed list of eligible projects and activities eligible to receive CMAQ funds. However, the types of projects noted below are most consistent with our Regional Transportation Plan:

- Park and Ride
- Electric vehicle charging infrastructure
- ZEV's (incremental cost) and fleet conversion costs
- Transit Improvements
- Buses, street sweepers and other alternative fuel equipment
- Bicycle and pedestrian paths/facilities
- Transit management systems
- Traffic flow improvements
- Traffic signal synchronization

The TAC and CAC supported a pilot program to purchase four electric vehicles and chargers as a first step toward broader fleet conversions for the City, County and the TCTC.

If the TCTC supports a pilot EV project, staff will develop a project and present it at a future meeting for consideration.

Staff would appreciate Committee and Council input on project priorities.

Since CMAQ funding is probably the most complicated funds to program and spend, with very strict timely use of funds requirements, a high level of due diligence in the project development phase is warranted. Additionally, major capital projects, often require partnerships with other agencies as well as a complicated mix of other funding.

To provide us an appropriated amount of time in the Project Initiation phase, staff recommends swapping this year's funding (\$495,559) minus an EV pilot program with an estimated cost of about \$50,000 with the Metropolitan Transportation Commission of the Bay Area.

In recent years, MTC has been approached by several rural RTPA's to exchange small amounts of CMAQ apportionments to help them avoid losing balances at risk of CTC re-programming (AB 1012 timely use of funds).

Recent examples of these completed fund exchanges include:

- Tehama CTC for \$1mill (2016)
- Calaveras COG for \$1.2 million (2018)
- Mariposa LTC for \$0.4 million (2018)

These exchanges benefit the RTPA's, MTC and the state CMAQ program overall:

- The smaller RTPA's are able to pool multiple years of federal funding and consolidate those funds on to a single larger project.
- MTC is able to advance the delivery of CMAQ projects.
- Lowered CMAQ balances statewide reduce the risk of losing CMAQ through rescissions.

In a global exchange/loan, MTC would offer to deliver the CMAQ apportionment in FY 2018/19 for all interested rural RTPA's in exchange for an equal amount of either CMAQ apportionments to be provided from MTC's balance in a later year. The exchange could be limited to existing balances, or for multiple years' worth of apportionment if sufficient OA is available.

MTC may repeat the global exchange practice on an on-going basis (every-other year perhaps). MTC would like notification from rural RTPA's by March. Agreements detailing the interested exchange would be drafted.

Attachments:

2013 Guidance – Policy and Guidelines – CMAQ – Air Quality – Environment

Recommended Actions:

1) Exchange the first year of CMAQ funds with MTC – minus \$50,000; 2) Identify high priority projects for CMAQ funds; 3) Direct staff to analyze high priority projects and make recommendations on which projects should enter the project development phase at a subsequent meeting.

8. Adopt Resolution 596-19 authorizing the Chairman to sign a 5 year Lease Agreement with 975 Morningstar, LLC for the office space located at 975 Morning Star Drive, Suite A, Sonora CA. 95370 with rent starting at \$2467 per month.

As the Council is aware, TCTC/TCTA staff are housed in the A.N. Francisco building which is owned by the County. During the budget adoption, the Board of Supervisors accepted a recommendation by the County Administrator to reduce payments of rent on outside building

leases by bringing more departments into County owned buildings. Consequently, we have been asked to find amenities so that other county departments can occupy our current space.

An Ad Hoc Committee of the TCTC considered numerous potential office locations. The TCTC has determined the building located at 975 Morning Star, Suite A in Sonora is the preferred location for the TCTC/TCTA offices.

The attached lease has been negotiated with assistance from Legal Counsel. The tenant improvement cost of \$21,433 and monthly rent starting at \$2,467 are all under the current 2019 budget.

The Lease agreement for the property located at 975 Morning Star Drive, Suite A Sonora CA. 95370 covers 2,056 square feet of office space for 5 years, beginning May 1, 2019 or soon after and will terminate May 1, 2024. It also will include non-exclusive rights to utilize common area landscaping, parking, drives, waste removal and other related common improvements.

The landlord has agreed to complete the list of improvements listed in Exhibit A to the attached Lease Agreement, with TCTC to pay its portion of \$21,433 within 30 days of receiving an invoice. TCTC staff will occupy the property and begin paying rent as of May 1, 2019 or soon after to be determined by the completion of the building improvements.

Financial Impact:

The lease will consist of a monthly payment of \$2,467 (\$1.20 per Sq Ft) due the first of every month with a security deposit equal to 1 month of rent due upon the execution of the lease. The Lease amount is scheduled to increase an average 2% each year for 5 years with an option to extend the lease an additional 5 years with the consent of both parties. Funding to cover the cost of monthly rent and TCTC's portion of the building improvements was included in our FY18/19 budget.

Attachment:
Lease Agreement

Recommended Action:
Approve Resolution 596-19 to execute the proposed 5 year Lease Agreement for the Office Space located at 975 Morning Star Drive, Suite A Sonora CA. 95370.

9. Reports