

Background Information:

Consent Calendar:

- 2. Approval of the April 12, 2017 Meeting Minutes**
- 3. Accepting the Board of Supervisors recommendation of Harry Ohls as a Representative of District 1 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 1 has been vacant for some time and Mr. Harry Ohls has submitted an application for consideration, which was approved by the Board of Supervisors at their May 2, 2017 meeting. Mr. Ohls' term with the Citizen's Advisory Committee will run through March of 2021.

Attachments:

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

Recommended Action:

There is no action required.

Regular Agenda:

- 4. Approval of the Draft Final Triennial Performance Audits of the Tuolumne County Transportation Council and Regional Public Transportation System, Tuolumne County Transit**

The Tuolumne County Transportation Council is required by Section 99246 of the Transportation Development Act (TDA) to designate entities other than itself, a county transportation commission, a transit development board or an operator to make a performance audit of its activities and the operator of the Public Transit System, Tuolumne County Transit (TCT) in our region, every three years.

A performance audit is a systematic process of evaluating an organization's effectiveness, efficiency and economy of operation under management control. The objectives of the audit are to provide a means for evaluating an organization's performance and to enhance that performance by making recommendations for improvements. The audit measures performance against acceptable criteria and focuses on management's planning and control system. In

addition, the audit evaluates the adequacy of an organization's systems and the degree of compliance with established policies and procedures.

As you may recall, through a formal Request for Proposals process, a contract to conduct Performance Audits covering Fiscal Years 2013/14 through 2015/16 was executed with LSC Transportation Consultants, Inc. These Performance Audits have been conducted in compliance with relevant sections of the TDA and the Performance Audit Guidebook for Transit Operators and Regional Transportation Entities issued by the California Department of Transportation.

As required, the Consultant prepared Administrative Draft Audits and submitted them to Staff for review. The Consultant has addressed staff's comments and prepared the attached Draft Final Performance Audits for the TCTC's review and comment. The Consultant will present a report on the findings and recommendations included in the Performance Audits. The TCTC should review and comment on the Draft Audits. Comments received will be addressed in the Final document that will be considered in June.

Attachment:

Draft Final TCTC Performance Audit

Draft Final TCTA Performance Audit

Recommended Action:

Review and comment on the Draft Final TCTC and Public Transit Performance Audits.

5. Acceptance of the Transportation Development Act Fiscal Year 2015/2016 Financial Audits

The purpose of this agenda item is to request the TCTC accept the Transportation Development Act (TDA) Financial Audits for Fiscal Year 2015/16 for the TCTC, TCTA, County and City.

Background

The TCTC is responsible to administer the Transportation Development Act funding program for Tuolumne County. The Transportation Development Act governs two major transportation funding sources, the Local Transportation Funds (LTF) and State Transit Assistance Funds (STAF). Local Transportation Funds may be utilized for administration of the TDA, pedestrian and bicycle facilities, the public transit system (operations and capital) and for streets and roads projects. State Transit Assistance Funds may be utilized for public transit services only.

The Transportation Development Act requires the TCTC to hire an outside auditor to annually conduct financial audits of the TDA funds. TDA audits are conducted for the County of Tuolumne, City of Sonora, TCTC and TCTA since TDA funds are allocated to those agencies. These Audit Reports also include the TCTC's State Highway Account Reserves, which consists of Regional Surface Transportation Program (RSTP) and Transportation Enhancement (TE) Exchange funds.

Financial Audits for Fiscal Year 2015/16 for the TCTC, TCTA, County and City of Sonora have been completed by Macias, Gini and O'Connell LLP. The Auditor reported that they noted two matters involving the internal control of financial reporting and its operation that they consider to be material weaknesses while auditing the TCTC and TCTA. The first finding 2016-001 references transfers between funds are made reclassifying revenue and expense; instead they should be recorded as transfers in and out in its general ledger. This caused the need for an adjusting entry to be made reclassifying revenue and expense of \$1,824,140 to transfers. It was also noted that this finding was identified in the FY 2014/15 audit and the Council did not implement the recommendation as management indicated it would in response to the finding 2015-001. The second finding 2016-002 refers to the Council's year end procedures regarding revenue recognition not being adequate or are not being adequately followed. As a result of this condition, a material audit adjustment was needed to correct the Council's under-accrual of Rural Planning Assistance (RPA) grant revenue at June 30, 2015 and recorded unearned revenue for the unexpended allocation carried over into fiscal year 2017 at June 30, 2016. In addition, the Council over-accrued State Transit Assistance (LTF) revenue at June 30, 2016. It was recommended that Council improve its year-end close procedures and train staff to ensure the proper recognition of revenue in all material respects. The Auditor reported that the City of Sonora and the County activities were free from any material weaknesses identified for FY 2015-16. For the TCTC/TCTA, County of Tuolumne and City of Sonora TDA Audits, reported that results of their tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards and the Transportation Development Act.

The Audit Reports have been reviewed and approved by the County Auditor/Controller and TCTC's Fiscal Officer, Ms. Debi Bautista, and submitted to the State by the March 31st deadline. Therefore, Staff is recommending the TCTC accept the Audit Reports as presented. Ms. Bautista will be available at the meeting to address questions, if any.

The Financial Audits will be available for review at the meeting. If you would like to review them prior to the meeting, please contact Denise Bergamaschi at 209-533-5603.

Attachments:

Available upon request

Recommended Action:

Accept the Fiscal Year 2015/16 Financial Audits as presented.

6. Approval of the Fiscal Year 2016/17 and Fiscal Year 2017/18 Federal Transit Administration Section 5311 Program of Projects and Application for the Operating Assistance Apportionment.

As the Regional Transportation Planning Agency for the Tuolumne County Region, the TCTC is responsible for approving the Program of Projects (POP) and related applications each year for the Federal Transit Administration (FTA) Section 5311 Grant Program. The Program of Projects for Fiscal Year 2016/17 and Fiscal Year 2017/18 includes \$298,704 for Tuolumne County Transit Operating Assistance Apportionment.

The POP is included as an attachment to this agenda. The Tuolumne County Transit Agency (TCTA) is the Applicant and Grant Recipient for the Section 5311 Program. A copy of the grant application is included with the TCTA agenda.

Background

Section 5311, of the Federal Transit Act, authorizes the Secretary of Transportation to apportion funds annually to the Governor of each state for public transportation projects in non-urbanized areas. The statutory formula is based solely on the non-urbanized population of the states. Each state prepares an annual program of projects, which must provide for fair and equitable distribution of funds within the states and must provide maximum feasible coordination with transportation services assisted by other Federal sources. The funds may be used for capital, operating and administrative assistance.

Operating Assistance Funding

Caltrans has provided an estimate of \$298,704 for Tuolumne County's Fiscal Year 2016/17 and 2017/18 Section 5311 Operating Assistance apportionment. This estimate is an increase of \$2,963 over last year. Historically, these funds have been used to assist in funding the operations of the Regional Public Transportation System, Tuolumne County Transit. Staff recommends the same use for this year's funds. New this year, Caltrans is holding a two-year call for projects. This two-year call for projects will allow the Department of Rail and Mass Transportation (DRMT) to operate the 5311 program in the current year, rather than continuing to operate the program in arrears. The attached Program of Projects (POP) will program the FY16/17 and FY17/18 apportionment of \$298,704 to the operations of Tuolumne County Transit.

The POP and Operating Assistance Application are due May 24, 2017.

Attachments:

FTA Section 5311 Program of Projects for FY16/17 and FY17/18.

Recommended Action:

Approve the Federal Transit Administration Section 5311 Program of Projects for Fiscal Year 2016/17 and 2017/18 as presented.

7. Approval of Resolution 561-17 - Approving the Executive Director to sign, submit applications, execute agreements, and other documents with the California Energy Commission for the Central Sierra Zero Emission Vehicle Readiness Plan.

As you may recall, in January of 2017, the TCTC submitted a collaborative Zero Emission Vehicle Readiness Plan grant application to the California Energy Commission for the Central Sierra Readiness Plan. The California Energy Commission has selected the Tuolumne County Transportation Council (TCTC) for a proposed Zero Emission Vehicle (ZEV) regional readiness and planning grant award. The TCTC is required to have an authorizing resolution naming the California Energy Commission to execute an agreement before signing and approval of the grant agreement. The California Energy Commission will be approving the Central Sierra ZEV Readiness Planning Grant at the May 10th Business Meeting.

TCTC would be the grant administrator for the ZEV readiness planning grant and would be authorized to accept and administer the award on behalf of the Plug-In Electric Vehicle Coordinating Council (PEVCC). The Grant submittal request was for \$200,000 and the ZEV Grant does not have a requirement for a local funding match so the TCTC did not include any local match funds.

The Central Sierra ZEV Readiness Plan will help support the objectives listed below:

- Study and analyze site locations needed for ZEV infrastructure deployment in Alpine, Amador, Calaveras, and Tuolumne Counties;
- Evaluate the current state of the ZEV market;
- Evaluate opportunities to streamline ZEV permitting, installation, and inspection to facilitate the timely approval and construction of ZEV infrastructure;
- Study and analyze the feasibility of ZEV adoption in Municipal fleets;
- Create a venue for stakeholder coordination and gain input from key stakeholders on the ZEV Readiness Plan.

The Central Sierra Zero Emission Vehicle (ZEV) Readiness Plan will enable decision makers, businesses, and the public to better understand zero emission vehicle technology and the needs for future charging station infrastructure. The Central Sierra ZEV Readiness Plan will cover a four county inter-region with Alpine County, Amador County, Calaveras County, and Tuolumne County. TCTC has received Letters of Commitment from three regional transportation planning agencies who want to participate in the ZEV Planning Grant.

- Alpine County Transportation Commission
- Amador County Transportation Commission
- Calaveras Council of Governments

The ZEV Readiness Grant Program has a requirement that applicants must establish a Plug-In Electric Vehicle Coordinating Council (PEVCC). PEVCC's must have a minimum of three local or regional public entities. TCTC will meet this requirement by utilizing Alpine County, Amador County Transportation Council, and the Calaveras Council of Governments as members on the Coordinating Council. There would be opportunities to partner with other local agencies, and the business community to produce a regional ZEV readiness plan.

The Central Sierra ZEV Readiness Plan will study the barriers to ZEV deployment in our region and provide recommendations to overcome these barriers. Some of the barriers to ZEV deployment are unique to the Central Sierra Region and will require an in-depth analysis. Some of these barriers to ZEV deployment include:

- Cost to Users
- Infrastructure cost
- Impact to power grid
- Station security
- Local permitting process

According to the Pacific Gas Electric Company's (PG&E) *Preferred Locations for DC Fast Charging Locations Report*, the City of Sonora is ranked the 21st highest unmet electric vehicle charging priority by 2025 in the PG&E's service territory, which is out of 300 locations.

Attachments:

1. *Resolution 561-17*
2. *Notice of Proposed Awards – ZEV Regional Readiness Planning Solicitation*
3. *Scope of Work – Central Sierra ZEV Readiness Plan*

Recommended Action:

Approval of Resolution 561-17 authorizing the Executive Director to sign, submit applications, execute agreements, and other documents with the California Energy Commission for the Central Sierra Zero Emission Vehicle Readiness Plan and for future grants.

8. Approval of Resolution 562-17 - Approving the Executive Director to execute agreements, and other documents with Caltrans for the SR 49 from Jamestown to Columbia Complete Streets Corridor Plan.

Caltrans has selected the Tuolumne County Transportation Council (TCTC) for a Sustainable Communities Transportation Planning Grant award for the SR 49 from Columbia to Jamestown Complete Streets Corridor Plan. Caltrans received 132 applications for a total of \$30 million and only 9.8 million was approved with a total of 41 transportation planning grants awards for year 2017-2018. Only two planning grants were selected in Caltrans District 10. The TCTC has not received a transportation planning grant since 2010 for the Vision Sonora Plan community based transportation planning grant. The Tuolumne County Transit Agency (TCTA) submitted a Sustainable Communities Transportation Planning Grant this cycle but did not receive an award.

In August of 2016, Caltrans made a call for projects for the competitive transportation planning grants. The TCTC submitted a Caltrans sustainable transportation Planning grant in November of 2016 for the SR 49 Complete Streets from Columbia to Jamestown Corridor Plan. There are two programs that applicants may apply for, Strategic Partnerships, which is intended to fund transportation planning studies of interregional and statewide significance, in partnership with Caltrans. The other program is the Sustainable Communities which funds studies of multi-modal transportation issues having statewide, interregional, regional or local significance to assist in achieving the Caltrans mission.

The TAC/CAC Committees recommended submitting this same Sustainable Transportation Planning Grant Application last fiscal year. The TCTC was not awarded any transportation planning grants in 2016-2017. The State Route 49 Jamestown to Columbia Complete Streets Corridor Plan will be very similar to last year's submittal with minor changes to the grant application.

State Route 49 from Jamestown to Columbia Complete Streets Corridor Plan

This Plan will focus on producing a complete streets study for the Highway 49 Corridor between Jamestown and Columbia and will provide a sustainable framework for safe access and mobility along a congested corridor. The Corridor Plan will evaluate and identify existing and future needs in the Corridor and provide recommendations for short term and long term capital improvement projects. The Corridor Plan will study several alternative non-motorized transportation alignment scenarios and recommend one final route alignment that will promote economic tourism and provide opportunities for residents, tourists, and commuters to actively pursue a healthy lifestyle. The Corridor Plan will address and evaluate the following issues and deficiencies:

- Highly traveled Corridor with significant traffic congestion and LOS deficiencies along the State Highway.
- Large gaps in the pedestrian and bicycle infrastructure create safety issues for pedestrians and bicyclists crossing and traveling along the State Highway Corridor.
- Environmental and physical (hills/mountains) constraints along the SR 49 and Woods Creek Corridor.
- Lack of sufficient space to accommodate existing and future transit stops and lack of ADA access to transit stops along the State Highway.

The proposed Corridor Plan is a combination of two previously separate RTP projects: the Highway 49 Sonora to Jamestown Regional Trail/Complete Streets Project and the SR 49 Street Sonora to Columbia Regional Trail/Complete Streets Project. The Corridor Plan would build upon the Vision Sonora Plan efforts in Downtown Sonora along SR 49 and would partner with supporting agencies and local groups to help plan and adopt a non-motorized alignment for these vital corridors. The Dragoon Gulch Connector Trail could potentially be studied or evaluated as additional non-motorized transportation link between both sections of the complete streets study.

The Jamestown to Sonora Complete Streets boundary would start at the intersection of State Route 49 and South Main Street in Jamestown and would continue along State Route 49 into the City of Sonora and end at the intersection of Southgate Drive, Woods Creek Drive, and South Forest Drive. As part of the non-motorized transportation feasibility and alignment study, the study would evaluate other non-motorized transportation and complete streets alignments off the State Highway system. This project would designate a non-motorized path that would connect the communities of Sonora and Jamestown and search for opportunities for on street and off street paths

The Sonora to Columbia Complete Streets boundary would start at the intersection of State Route 49 from Columbia Way/School Street/North Washington intersection and would continue along SR 49 to the intersection of Parrotts Ferry Road. The Complete Streets section would travel along Parrotts Ferry Road and Sawmill Flat Road and end at the future non-motorized transportation entrance into Columbia College. As part of the non-motorized transportation feasibility and alignment study, the study would evaluate other non-motorized transportation and complete streets alignments off the State Highway system. Staff has been actively pursuing this project for the last couple years and several possible alignments have already been created for

vetting through the planning process. College administrators have been active participants up to this point, but the project has sustained a set back with the retirement and transfer of key college administrators that TCTC staff has been working with.

Attachments:

1. *Notice of Proposed Award 2017-2018– Caltrans Sustainable Transportation Planning Grant*
2. *Notice of Proposed Non-Awards 2017-2018– Caltrans Sustainable Transportation Planning Grant*
3. *Resolution 162-17*
4. *Grant Award Letter from Caltrans*
5. *SR 49 Jamestown to Columbia Complete Streets Corridor Plan Boundary Area Map*

Recommended Action:

Approval of Resolution 562-17 for the Executive Director to sign, execute agreements, and other documents with Caltrans for the SR 49 from Jamestown to Columbia Complete Streets Corridor Plan.

9. Approval of Resolution 563-17 - Approving the Recently Submitted Application for Grant Funds for the Urban Greening Program

The Tuolumne County Transportation Council (TCTC) submitted an Urban Greening Grant Application by the deadline on May 1st for the Stockton Street – West Gateway Corridor Project. The Natural Resources Agency is tentatively planning to announce the proposed awards by October 2017. The Urban Greening Grant requires an Authorizing Resolution to be approved before an award may be recommended. A Draft Resolution was submitted as part of the application package. This agenda item will complete the last outstanding item not yet completed in the application.

The Tuolumne County Transportation (TCTC) unanimously approved at the April Meeting to coordinate with the City of Sonora for a possible submittal of an Urban Grant Funding Application for the Stockton Street – West Gateway Corridor Project.

At the City of Sonora Meeting on April 17, the Sonora City Council approved TCTC submitting a Grant Application for the Stockton Street – West Gateway Corridor Project.

The Greenhouse Gas Reduction Fund (GGRF) was signed into law on September 14, 2016. SB 859 authorized the expenditure of \$1.2 billion in Cap and Trade revenues (for projects aimed to reduce GHG emissions). The Urban Greening Program is required to show a net GHG benefit and provide multiple other benefits.

In order to quantify GHG emission reductions, projects must include at least one of the following project activities:

1. Sequester and store carbon by planting trees (an element of the conceptual plan—see attachment)
2. Reduce building energy use by strategically planting trees to shade buildings
3. Reduce commute vehicle miles traveled by constructing bicycle paths, bicycle lanes or pedestrian facilities that provide safe routes for travel between residences, workplaces, commercial centers, and schools.

Eligible Applicants - Grant Funds will be awarded to a city, county, special district, nonprofit organization, or an agency or entity formed pursuant to the Joint Exercise of Powers Act

Eligible projects will result in the conversion of three existing built environment into green space that uses natural and green infrastructure approaches to create sustainable and vibrant communities.

Examples:

- Green streets and alleyways
- Non-motorized urban trails that provide safe routes for travel between residences, workplaces, commercial centers, and schools

Approximately \$76 million is available for urban greening projects. The Agency anticipates one funding cycle; however, funding cycles are contingent upon the number of competitive applications. There are no minimum or maximum grant amounts for this program.

The Stockton Street - West Gateway Corridor Project was originally identified as part of the Vision Sonora Plan. The project was further refined by Frederik Venter from Kimley Horn, with cost estimates and conceptual designs.

Attachments:

1. *Urban Greening Grant Application – To Be Released at Meeting*
2. *Other Required Submittals - To Be Released at Meeting*

Recommended Action:

Approval of Resolution 563-17 - Approving the Recently Submitted Application for Grant Funds for the Urban Greening Program

10. Reports