

**Background Information:**

**Consent Calendar:**

- 2. **Approval of the November 6, 2019 Meeting Minutes.**
- 3. **Adoption of the Proposed Schedule of the TAC/CAC and TCTC/TCTA Meetings dated for Calendar Year 2020.**

The purpose of this agenda item is to set forth the meeting dates for the TAC/CAC and TCTC/TCTC for calendar year 2020. Staff recommends the following dates as proposed, beginning with the February meeting. It should be noted that staff proposes to not meet in January due to the holidays.

**TAC/CAC:**

<b>No Meeting in January</b>		<b>May</b>	<b>6th</b>	<b>September</b>	<b>2nd</b>
<b>February</b>	<b>5th</b>	<b>June</b>	<b>3rd</b>	<b>October</b>	<b>7th</b>
<b>March</b>	<b>4th</b>	<b>July</b>	<b>1st</b>	<b>November</b>	<b>4th</b>
<b>April</b>	<b>1st</b>	<b>August</b>	<b>5th</b>	<b>December</b>	<b>2nd</b>

**TCTA/TCTC:**

<b>No Meeting in January</b>		<b>May</b>	<b>13th</b>	<b>September</b>	<b>9th</b>
<b>February</b>	<b>12th</b>	<b>June</b>	<b>10th</b>	<b>October</b>	<b>14th</b>
<b>March</b>	<b>11th</b>	<b>July</b>	<b>8th</b>	<b>November</b>	<b>11th</b>
<b>April</b>	<b>8th</b>	<b>August</b>	<b>12th</b>	<b>December</b>	<b>9th</b>

**Attachments:**

*There are no attachments.*

**Recommended Action:**

*Approve meeting dates as presented.*

**4. Update on the Request for Proposals for the Bicycle Tourism Plan**

The Request for Proposals (RFP) has been released and the deadline to submit a proposal is January 17<sup>th</sup> for the Bicycle Tourism Plan. This RFP will procure a consultant through a competitive RFP process to produce project deliverables including the existing conditions report, identifying key improvements, and producing a final report.

The Tuolumne County Transportation Council (TCTC) was successfully awarded a Caltrans Sustainable Communities Transportation Planning Grant in 2018 in partnership with Calaveras Council of Governments (CCOG), San Joaquin Council of Governments (SJOG), Stanislaus Council of Governments (StanCOG), Alpine Local Transportation Commission (LTC), and the non-profit California Bicycle Coalition Education Fund (Cal Bike) for a Bicycle Tourism Plan. The TCTC is the lead applicant and the project manager for the grant. The other five

agencies/non-profit are participating as part of the Steering Committee for the Grant and will oversee project review for their region. A representative from Caltrans District 10 Rural Planning staff is participating and attending the Steering Committee.

This Bicycle Tourism Plan will promote safe multimodal travel and promote bicycle tourism for economic development with an emphasis on improving disadvantaged, low income Rural Communities and Small Cities. We will identify and analyze priority routes for enhancing bicycle tourism along rural and scenic state highways and local roads, with an eye to improving travel conditions for all modes. We will deliver a final report and list of recommendations for priority improvements based on a planning process that includes community outreach to diverse area residents, including business and property owners, travel bureaus, local policy makers, bike shops and bicycle clubs, and other stakeholders. We will also identify strategies for promoting the region's bicycle tourism opportunities and encouraging economic development around tourism.

At the TCTC meeting in May of 2019, the TCTC approved a Contract Agreement with Cal Bike to produce select project deliverables for the Bicycle Tourism Plan Grant. Caltrans approved our Grant Application with Cal Bike with a dual role, one on the Steering Committee member and one as a contractor. Cal Bike will accomplish and produce select Tasks set forth in their approved Scope of Work including Bicycle Tourism materials and leading the public outreach effort. Cal Bike will be working with our soon to be procured consultant on the Bicycle Tourism Plan.

The Memorandum of Understanding MOU was approved by the TCTC in April and the execution date of the MOU will be effective when the last partner signs the agreement, which was April 17<sup>th</sup>, 2019. The MOU stipulates the TCTC, Cal Bike and the Partner Agencies will review, provide feedback, and comment on the task deliverables which relate to their respective jurisdictions and communities. The Approved and signed Memorandum of Understanding (MOU) requires that all six partners must contribute the local match of at least \$6,898. All the partner agencies have provided a local cash match except for Cal Bike which will be contributing an in-kind local match donation. The TCTC will be donating staff time to meet the local match.

**Attachments:**

*1.RFP for the Bicycle Tourism Plan*

**Recommended Action:**

*Update on the RFP for the Bicycle Tourism Plan.*

**5. Approval of the TCTC New position “Executive Director” Job Description and Salary Range.**

The purpose of this agenda item is to approve the job description and set the salary range for the TCTC's Assistant to the Executive Director position. This job description and salary range is consistent with the County's Assistant to the Department Head position and has been developed in coordination with the Human Resources Department.

This position will receive leave time, health, dental, vision, PERS retirement benefits, etc. as described in the Memorandum of Understanding between the Tuolumne County Employees/GEN and the County of Tuolumne. However, TCTC employees are “at-will”, which means this position will serve at the pleasure of the Executive Director and the grievance, layoff, discipline and other working conditions sections of the MOU will not apply.

A position description evaluation was performed in cooperation with the County Human Resources offices. Upon completion of that review, it was recommended that a new job title be created similar to the County’s Assistant to the Department Head position.

Once the job description is approved, the Executive Director intends to promote the current TCTC Administrative Technician to the new position which is supported by the Human Resources Department. This position’s description is more closely in line with the current job duty requirements.

**Attachments:**

*TCTC Assistant to the Executive Director Job Description*

**Recommended Action:**

- 1) *Approve the proposed TCTC Assistant to the Executive Director Job description, as presented, which will formally incorporate the duties and responsibilities of this position within the TCTC organization; and*
- 2) *set the salary range at the same level as the County’s Assistant to the Department Head, as follows:*
  - *Range 378 (\$22.05 - \$26.92, E Step: \$55,995 annually).*

**Regular Agenda:**

**6. Public Hearing to receive input on Unmet Transit Needs that may Exist within the Tuolumne County Region and that may be reasonable to meet in Fiscal Year 2019/2020.**

The Transportation Development Act (TDA) requires the TCTC to conduct a public hearing each year to solicit comments on any unmet transit needs that may exist in the Tuolumne County Region, and to determine if those unmet transit needs are reasonable to meet. The TCTC has the sole authority for the Tuolumne County Region in defining unmet transit needs and those that can be reasonably met. These determinations are based on specific unmet transit needs definitions and reasonable to meet criteria adopted by the TCTC.

The purpose of this agenda item is to conduct the 2019 Unmet Transit Needs Public Hearing. A public notice regarding this hearing was published in the Sonora Union Democrat on November 1, 2019 which meets the 30-day advance notice requirement. The public notice includes the TCTC’s offer to provide transportation (through Tuolumne County Transit) to the hearing to those persons with no other way to attend. Additionally, the TCTA web site, Transit Center

Information Kiosks and buses all provided notification to the public of the hearing. Written comments are also accepted from those unable to attend the hearing.

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, 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 such as the Human Services Transportation Coordination Plan or Transit Development Plan.
- 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:
  - A) There are no unmet transit needs; or
  - B) There are no unmet transit needs that are reasonable to meet; or
  - C) There are unmet transit needs, including needs that are reasonable to meet.

Comments received through the unmet transit needs process will be analyzed based upon the TCTC's adopted definitions and criteria for unmet transit needs. If unmet transit needs are identified, those will be evaluated based on the TCTC's adopted criteria to determine if they are reasonable to meet in the upcoming fiscal year. The criteria for unmet transit needs are included in the attached Resolution No. 515-15.

The Unmet Transit Needs Form was developed by staff as an additional resource to capture comments on the efficiency and performance of the existing transit system. The forms can be downloaded from the TCTC website and submitted by e-mail. Discussion of the public comment and proposed findings of this year's process will be presented to the TCTC for consideration of approval in the Unmet Transit Needs Findings Report.

**Attachments:**

*Request for Public Comments form; Proof of Publication and Resolution No. 515-15 (adopted definitions and criteria).*

**Recommended Action:**

*Conduct a public hearing and direct staff to prepare findings that identify unmet transit needs and those that are reasonable to meet in Fiscal Year 2019/20 based upon the TCTC's adopted definitions and criteria.*

**7. Consideration of adopting Resolution 615-19 recognizing the contribution of Volunteers for an Outdoor California (V-O- Cal) and Sonora local Karie Lew, who served as the project coordinator, for selecting Dragoon Gulch Trail system as a V-O-Cal project and delivering a new ½ mile of trail to the overall network**

One of the most popular trail systems in Tuolumne County recently added ½ mile of new trail to its network. Dragoon Gulch, a City of Sonora owned 100-acre site located in the heart of the City is a popular destination for all sorts of users: walkers, joggers, strollers, pet owners, bicyclists along with folks on lunch break and those staying locally or from around the region. It is a classy touch of nature in the midst of downtown. The trail vistas deliver pleasing views of Main street and surrounding development.

According to registration records, there were 170 unduplicated volunteers over the course of the weekend—56 percent local and 44 percent from out of the area—all enthusiastically engaged in this community-service project. Under challenging conditions including steep side slope, thick vegetation, and abundant poison oak—a new half-mile of single-track trail was built connecting the Summit and Vista trails that will provide a benefit for years to come. The City of Sonora plans additional work on the new trail, such as the removal of stumps and tree branches from the tread and corridor (better achieved with power tools than V-O-Cal’s manual tools).

A host of additional volunteers were required to make the event a success and staff would like to recognize them again for their contributions to the event. I want to give written recognition here to the following individuals:

- **Kevin Anderson**, Joe Sanchez, **Mark Plummer**, and Paul Lebourgeois for volunteering prior to the project weekend to clear the trail corridor
- **Wendy Hesse** for outreach assistance, including through her Tuolumne County Trailhead radio program and associated blog
- John La Torre and Laura Mappin for helping with food storage prior to the project weekend and for collecting and disposing of recyclable materials from the project
- Mary Anne Schmidt for helping with transportation of the project mementos and food to center camp
- Patti Cherry for baking and delivering brownies for dessert on Saturday
- **Barbara Balen** for joining **Dr. Jeff Tolhurst** in providing an entertaining and informative presentation about the history of Dragoon Gulch on Saturday evening
- **Dwight Follien** for lending tools from Groveland Trail Heads

Staff would like to further recognize Karie Lew. Karie was the lead for the event and invested hundreds of hours in getting the event approved, not only with the City of Sonora, but selling the

local area to the V-O-Cal organization on the area, the trail system and the project. Many new folks now know about Sonora and the local trail system that hadn't been to this area previously. For locals, this was an opportunity to get out and support and enhance the trail systems they love and appreciate. The large local showing was impressive and indicative of the latent demand for this type of opportunity.

**Attachments:**

*Dragoon Gulch Map (with new trail identified)*  
*Event Photo Collage*  
*Resolution 613-19*

**Recommended Action:**

*Adopt Resolution 613-19 recognizing the contribution of Volunteers for an Outdoor California (V-O-Cal) and Sonora local Karie Lew, who served as the project coordinator, for selecting Dragoon Gulch Trail system as a V-O-Cal project and delivering a new ½ mile of trail to the overall network*

**8. Consideration of adopting Resolution 614-19 approving the 2020 Regional Transportation Improvement Program.**

Every two years, the Tuolumne County Transportation Council is responsible for preparing the Regional Transportation Improvement Program (RTIP), which programs transportation projects for the Tuolumne County Region. The RTIP is submitted to the California Transportation Commission (CTC) for adoption into the State Transportation Improvement Program (STIP).

The CTC adopts a Fund Estimate for each STIP that includes anticipated Federal and State funding that should be available for that five-year cycle. There is no new funding for the 2020 STIP cycle, which includes Fiscal Years 2019/20 through 23/24, for Tuolumne County. A total of \$11.363 million will be carried over from the 2018 RTIP/STIP. The proposed 2020 RTIP formally programs those funds, as discussed below.

The TCTC may program up to 5% of their regional share of STIP funds each cycle toward their Planning, Programming and Monitoring (PPM) program. As shown in the RTIP Summary (Attachment A to Resolution 614-19), PPM funds are programmed each year through FY23/24. Hopefully, the 2025 STIP cycle will provide funds to add to future years as it is critical to TCTC operations.

*Peaceful Oak Road/State Route 108 Ramps Project*

The TCTC, Caltrans and the CTC have a decades long funding partnership on the East Sonora Bypass. For over 20 years, Tuolumne County has invested nearly every STIP dollar available as well as \$7.1 million in local funds into this long-term effort. The CTC and Caltrans have generously rewarded us with matching funds when possible.

The purpose of this Peaceful Oak Road/State Route 108 Ramps Project is to construct two ramps that were eliminated from the original scope of the East Sonora Bypass (ESB) Stage II Project.

The original Project Report for the entire East Sonora Bypass proposed a full interchange at Peaceful Oak Road. Due to cost over runs, a cost savings action was taken which eliminated the eastbound on-ramp and westbound off-ramp. Despite concerns expressed about the reduced access from the business community, the partial interchange was approved in September 2008, and the ESB Stage II Project moved forward toward construction. These two ramps are needed to complete the nonstandard partial interchange and to provide needed ingress and egress to State Route 108 for residents and businesses located near Peaceful Oak Road, Standard Road and Mono Way. Through cost savings in the ESB Stage II Project and new STIP funding, programming this Ramps Project became possible in the 2014 STIP.

Given the importance of adding these ramps at the Peaceful Oak/State Route 108 Interchange for continued economic growth in the area, the TCTC formally requested Caltrans develop a Project Study Report (PSR) to prepare the project for programming in the 2014 STIP cycle. The PSR was submitted with the 2014 RTIP.

The benefits of this project are consistent with the original goal of easing congestion for commute and recreational traffic and providing an alternative route for emergency vehicles. This project also bypassed operational problems on the existing highway alignment. Daily Vehicle Hours of Delay saved should be 12 hours, and Daily Peak Duration Person-Minutes Saved should be 258 cumulative. (The Individual Daily Peak Duration Minutes Saved was shown to be very small for this ramp project).

The estimated cost of the Peaceful Oaks/State Route 108 Interchange Ramps Project totals \$11.467 million; including \$1.926 million in pre-construction costs, \$7.872 million for construction, and \$1.669 million for construction support. The PS&E phase of this project is anticipated to be complete in November 2018. The project is on schedule for construction contract award by January 2019 and completion by July 2020.

#### *Mono Way Operational and Safety Project*

Upon completion of the East Sonora Bypass Stage II Project, the State relinquished a segment of State Route 108/Mono Way. The Mono Way Operational and Safety Project will make improvements to Mono Way and several other roadways within that corridor. A Cooperative Agreement was executed between the County of Tuolumne and Caltrans to facilitate the relinquishment and identify the project area.

Funding for the Mono Way Operational and Safety Project was initially amended into the STIP in May 2008. The 2014 RTIP/STIP added \$1.344 million in construction funding to the project, at which time the project became fully funded. The 2018 RTIP/STIP added 1.940 million additional funds to cover changes to the scope of the project. The scope of the project grew to address geometric deficiencies and additional safety work as well as the need for right of way and retainer walls. The pre-construction phases are currently underway, and the project is on schedule to be completed in April 2023.

In the 2018 RTIP the County of Tuolumne requested a one-year schedule delay for the Right-of-Way and Construction phases to allow more time to complete the environmental phase. The approval of the scheduling revision in the FY2018 RTIP/STIP provided more funding capacity in those earlier years in the STIP where funds are short. The 2018 RTIP reprogrammed \$272,000 in PS&E funding from FY16/17 to FY17/18 and \$3.284million in Construction funding in FY22/23. The 2020 RTIP is carrying over funding as programed in the 2018 RTIP.

*Washington-Stockton Corridor – Downtown Transit & Accessibility Improvement Project*

The Vision Sonora Traffic Study identified high levels of traffic congestion in the project area. Due to right of way constraints within the historic downtown core, major roadway improvements are not feasible at this location. Therefore, non-motorized and motorized non-vehicle transportation must be encouraged to meet existing and future travel demands. This project intends to construct improvements that will encourage additional pedestrian and transit travel within this historic area of downtown Sonora.

In the 2018 RTIP \$336,000 was added for the construction of this project. The project is scheduled to start construction in April 2020 and completed the project in June 2021.

*Conclusion*

The 2020 RTIP document is hereby presented to the TCTC for consideration of approval. RTIPs are due to the California Transportation Commission by December 15, 2019.

**Attachments:**

*Resolution 614-19, 2020 RTIP document*

**Recommended Action:**

*Adopt Resolution 614-19 adopting the 2020 Regional Transportation Improvement Program taking the following actions:*

- *Carryover \$3.284 million funding for the Mono Way Operational and Safety Project, scheduled for construction in FY22/23.*
- *Carryover \$11.467 million for the Peaceful Oaks Rd/108 Interchange Ramps Project scheduled for construction at the beginning of 2020.*
- *Carryover \$336,000 for the Washington St/Stockton Rd Corridor Improvement Project scheduled for construction in the spring of 2020.*

**9. Consideration of adopting Resolution 613-19 to adopt the updated Tuolumne County Regional Travel Demand Model.**

In November, staff presented the draft version of the Tuolumne Region SB 743-VMT Study Phase I Documents including the RTD Model and Calibration Memo. Based upon the comments received from Caltrans, staff updated the RTM Model and Calibration Memo to be consistent with those comments. Adoption of the calibrated travel demand model will allow us to use other tools for Vehicle Miles Traveled (VMT) and travel forecasting in transportation impact analysis.



Senate Bill (SB) 743 was signed into law in September of 2013 and this law changed the way transportation impacts are analyzed. SB 743 stated that Level of Service (LOS) can no longer be used to determine the significance of transportation impacts of projects on the environment for CEQA purposes. The adopted CEQA Guidelines approved using Vehicle Miles Traveled (VMT) as the metric to evaluate transportation impacts for CEQA.

The CEQA guidelines encourages public agencies to establish thresholds of significance for determining VMT impacts. Public agencies have the power to establish their own thresholds. The Office of Planning and Research (OPR) guidance did not recommend any thresholds for Rural Agencies. They recommended Rural Agencies evaluate impacts on a case by case basis. This recommendation does help streamline projects that reduce VMT. One of the goals for our study is to establish our own local VMT methodology and thresholds for determining VMT consistent with the CEQA and OPR Guidelines.

As part of the revised CEQA Guidelines, a new statewide start date for using VMT for CEQA purposes will begin July 1, 2020 for all lead agencies. All approved CEQA projects will need to use VMT impacts for both development proposals and infrastructure projects.

To get started, staff broke the study into two phases with an optional third phase available if staff is interested in pursuing after the conclusion of Phase II (Attachment 3). The TCTC is using an on-call consultant, Wood Rodgers, Inc., to help produce this Study. Wood Rodgers is a consultant staff utilized to administer and run the Tuolumne Regional Travel Demand Model.

Vehicle Miles Traveled reduction in Rural Areas will require coordination between land use and transportation planning. VMT thresholds need to be consistent with general plans and other planning documents. Establishing sub-regional thresholds will help provide a fair playing field for development projects throughout the County. Other possible goals and strategies include focusing development around existing downtowns, main streets, and communities. Reform policies to make it easy for developers to build compact, mixed-use development.

In Phase I, the RTDM was updated to the newest version TransCAD Model Version 5 to Version 8 (Attachment 2). We also updated the RTDM from a 3-step Model to 4-step Model with a full Mode Choice Component. This new Mode Choice Component will help our Model estimate VMT reductions for regional trails, active transportation improvements, new transit services, and transit service increases. This new RTDM tool will help the TCTC better compete for statewide transportation funding.

The TCTC was awarded a second Caltrans Rural Planning Assistance (RPA) Competitive Grant for Phase II in 2019 for \$130,000. In Phase II, the Study will include a detailed SB 743 methodology and threshold setting which will include presentations and outreach to local agency staff, elected officials, and the development community. Phase II will establish a VMT methodology, thresholds of significance, and mitigation measures which are customized for the Tuolumne County region. The consultant will present this information at a future TCTC Meeting, City of Sonoma City Council Meeting, and a Tuolumne County Board of Supervisors Meeting.

The first Steering Committee Meeting for SB 743 with the City, County, and Caltrans staff was held in September. We received positive feedback from staff on the first phase of the study. While the TCTC has taken the lead in technical studies, the implementation of CEQA reform will require all the partners to participate in one way or another. We are also coordinating with City and County staff to schedule additional presentations to planning commissions and other committees.

**Attachments:**

- 1. Final Draft RTM Update and Calibration Memo – Phase I*
- 2. Resolution 613-19 – Updated Tuolumne County Regional Travel Demand Model*

**Recommended Action:**

*Recommend approval of Resolution 613-19 to adopt the updated Tuolumne County Regional Travel Demand Model.*

**10. Reports**